



AGENDA
RIO DELL CITY COUNCIL
REGULAR MEETING – 6:30 P.M.
TUESDAY, JANUARY 6, 2015
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, 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 this meeting.

THE TYPE OF COUNCIL BUSINESS IS IDENTIFIED IMMEDIATELY AFTER EACH TITLE IN BOLD CAPITAL LETTERS

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CEREMONIAL MATTERS

2015/0106.01 - Seating of Newly Elected Councilmembers Gordon Johnson, Timothy Marks and Debra Garnes

2015/0106.02 - Election of Mayor and Mayor Pro Tem (**ACTION**)

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E. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the Councilmembers present that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.

F. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Council members 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) 2015/0106.03 - Approve Minutes of the December 16, 2014 Regular Meeting
(ACTION) 4
- 2) 2015/0106.04 - Approve Resolution No. 1249-2015 Establishing Copy, Fax and
Notary Fees (ACTION) 15
- 3) 2015/0106.05 - Approve Payment of 2015 League of California Cities Membership
Dues , Opting out of Optional Litigation Surcharge (ACTION) 17

G. SPECIAL PRESENTATIONS/PUBLIC HEARINGS

H. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar
- 2) 2015/0106.06 - Approve Appointments of City Councilmembers to Various
Boards, Committees and Commissions (ACTION) 23
- 3) 2015/0106.07 - Discussion and Possible Action Authorizing the City Manager
to Sign Amended Scope of Services for City Engineering Services
(ACTION) 25

I. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

J. REPORTS/STAFF COMMUNICATIONS

1. City Manager
2. Chief of Police
3. Finance Director - Check Register for November and December, 2014 38
4. Community Development Director

K. COUNCIL REPORTS/COMMUNICATIONS

L. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS
FOLLOWS: **No Closed Session Items Scheduled**

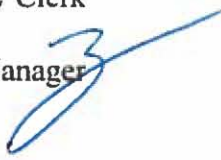
M. ADJOURNMENT

*The next regular meeting will be on January 20, 2015
at 6:30 p.m. in City Hall Council Chambers*

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



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
January 6, 2015**

TO: Mayor and Members of the City Council
FROM: Karen Dunham, City Clerk
THROUGH: Kyle Knopp, City Manager 
DATE: January 6, 2015
SUBJECT: **Election of Mayor and Mayor Pro Tem**

RECOMMENDATION

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

BACKGROUND AND DISCUSSION

Resolution No.1127-2011 provides a procedure for appointments by the City Council for vacant positions on the City Council and Commissions and also establishes the procedures for selecting the Mayor and Mayor Pro Tem.

All Councilmembers shall be considered nominated for Mayor and Mayor Pro Tem unless a Councilmember chooses to decline nomination. Each term will be for two (2) years ending with the 2016 General Election.

Ballots will be provided at the meeting.

FISCAL IMPACT

No fiscal impact.

Attachments:

Resolution No. 1127-2011

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

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

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

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

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

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

1. Upon notice of a vacancy, an application time period shall be designated whereby interested applicants may complete an application to fill the vacant seat.
2. Names of all qualified applicants shall be placed in nomination for the vacant Seat.
3. All Councilmembers shall be considered nominated for Mayor and Mayor Pro Tempore (with the exception of the newly appointed Mayor). Any Councilmember may decline nomination for Mayor or Mayor Pro-Tempore.
4. Applicants shall be given an opportunity to make a short presentation to the Council at a public meeting.
5. At a City Council meeting where the vacancy is akenized, 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

**RIO DELL CITY COUNCIL
REGULAR MEETING
DECEMBER 16, 2014
MINUTES**

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

ROLL CALL: Present: Mayor Thompson, Councilmembers Johnson, Marks and Wilson

Absent: Woodall (excused)

Others Present: City Manager Knopp, Finance Director Woodcox,
Water/Roadways superintendent Jensen and Clerk Dunham

Absent: Chief of Police Hill, Community Development Director Caldwell
and Wastewater Superintendent Chicora (excused)

CEREMONIAL MATTERS

Certificate of Appreciation to Dave Griffith

Mayor Thompson presented a Certificate of Appreciation to Dave Griffith for his commendable efforts in helping to keep the City's streets and sidewalks clean and litter free of cigarette butts and for his generous donation of redwood for planters at the Triangle Park.

Certificate of Appreciation to Marlene Snell

Mayor Thompson also presented Marlene Snell with a Certificate of Appreciation for her many hours of volunteer work gardening at the Triangle Park. They were given a nice round of applause for their commitment to the community.

Councilmember Marks commended Ms. Snell for doing such a great job with the gardening and said there were people who had offered to donate flowers if she would like them.

Ms. Snell expressed appreciation for any donation of flowers.

PUBLIC PRESENTATIONS

Nick Angeloff reported on recent Chamber of Commerce activities and said they coordinated a Tree Lighting Ceremony in conjunction with Santa's Workshop on Saturday and said in addition to Santa's presence was the Rio Dell Baptist Church singing Christmas carols and said the event was very successful.

He also announced the Upstate Rail Committee would be having a booth at the North Coast Economic Development Conference to be held on January 22nd at the Gold Country Casino in Oroville with information on the East-West Rail efforts; reported the Arts District grant funded

the lights and decorations on the downtown Christmas Tree and Justin Barrington (JB Fabrications) fabricated an outstanding tree stand.

Councilmember Johnson congratulated Mr. Angeloff for doing such a great job with the tree and expressed thanks to the Chamber for spearheading this year's event.

David Griffith once again presented a bag of cigarette butts to the City Manager and asked for comments on the recent improvements to the Triangle Park including the redwood planter.

Staff and Council thanked Mr. Griffith for his donation of the redwood for the planter and applauded him for the recent improvements.

CONSENT CALENDAR

Items 2 and 5 were removed from the Consent Calendar for separate discussion.

Motion was made by Johnson/Marks to approve the consent calendar including the approval of minutes of the December 2, 2014 regular meeting; approval of Resolution No. 1246-2014 authorizing the City Manager to execute agreements with the State Board of Equalization for implementation of a Local Transactions and Use (Sales)Tax; approval of Resolution No. 1247-2014 accepting the Certificate of Votes for the November 4, 2014 General Election; and authorizing Councilmember Johnson to travel to Sacramento for a seminar on California Water Laws and Regulations. Motion carried 4-0.

SPECIAL CALL ITEMS FROM CONSENT CALENDAR

Employee Medical Insurance Benefits Update

Councilmember Marks asked for a verbal update from staff on the employee medical insurance.

City Manager Knopp reported that at this point in time he had hoped to come to a conclusion on a final plan between staff, management and the City Council but unfortunately had not been able to come to a mutual agreement with employees. He said he met with employees and the City's insurance agent to discuss the new proposed plan; the Platinum PPO Plan offered by Blue Shield which represents an approximate \$7,000 monthly savings to the City. He noted that the change would involve moving from the Anthem (Blue Cross) HMO plan to a Blue Shield PPO plan with a higher annual deductible for employees.

City Manager Knopp reminded Council that in the employee contracts is a protective clause that prohibits the City from changing health insurance plans unless the comprehensive coverage is as good as or better than the current plan during the term of the contracts which expire on June 30, 2015.

Authorize the Mayor to Sign Letter Supporting the Concept of a Feasibility Study for a Pipeline Extending from the Humboldt Community Services District (HCSD) to Rio Dell

Councilmember Wilson asked for a staff update on the proposed feasibility study.

City Manager Knopp explained an initial reconnaissance level pipeline route study was done on behalf of Humboldt Bay Municipal Water District (HBMWD) for potential pipeline routes out of Humboldt County to the east and various proposals to the South in efforts to keep their excess water local. He said when the various route options were considered, routes along US 101 or the North Coast Railroad Authority's right-of-way were not part of the final series of options. He said he had a number of conversations with HBMWD representatives and they are very interested in exploring further the possibility of extending a pipeline to Rio Dell. He said it became clear that a pipeline from HBMWC to Rio Dell would need to be studied separately from the original pipeline study as well as involving a larger partnership between other cities or districts. He explained the intent of the letter of support is to signify the City Council's interest in additional information related to the feasibility study but does not obligate the City to provide financial support for the project, or the feasibility study.

Councilmember Wilson expressed his support for the feasibility study with no obligation of funds by the City and said it is good to hear that the District is willing to explore the feasibility of extending a pipeline to Rio Dell.

Mayor Thompson commented on the need to keep the water local and said it would be beneficial to everyone involved.

Motion was made by Wilson/Marks authorizing the Mayor to sign a letter supporting the concept of a feasibility study for a pipeline extending from the Humboldt Community Services District to Rio Dell. Motion carried 4-0.

SPECIAL CALL ITEMS

Receive Presentation and Formalize Metropolitan Well Site Project

City Manager Knopp provided a staff report and said it has been approximately 6 months since the water curtailment began with the State in an unprecedented drought situation. He said although the curtailment was somewhat damaging in the respect that the City was unable to provide unlimited water to its customers; it opened up funding opportunities for drought related projects. He stressed the need for the City to secure a secondary source of water that will meet and exceed the needs of the community in the event of a drought or emergency.

He continued with a power point presentation to bring the Council up to date on the 2014 Drought Grant; provide a timeline of events on the Scotia CSD Intertie Project; provide options for re-programming Rio Dell grant funds; and provide a timeline on the Metropolitan Wells Project including costs to date and next steps.

He then turned the presentation over to Jesse Willor, GHD Project Engineer to provide an overview of the 2014 Department of Water Resources (DWR) Integrated Regional Water Management Implementation Grant Program (IRWM) funded by Prop 84.

He explained the grant funding was aimed at supporting projects and programs that provide immediate regional drought preparedness; increase local water supply reliability; assist with implementation of conservation programs and reduce water quality or ecosystem conflicts created by the drought.

City Manager Knopp continued with review of the timeline for the Rio Dell and Scotia CSD Intertie Project beginning in April, 2014 with the notice of available Prop 84 grant funding. He said in May, 2014 Rio Dell's application was submitted through the North Coast Regional Partnership (NCRP) for the intertie project with Scotia CSD and upon review, was ranked as No. 2 overall out of 21 applications submitted and was recommended to DWR for funding.

He said after further discussions between Rio Dell, the Town of Scotia and Scotia CSD, it became clear that Scotia CSD was not able to enter into an agreement with the City to move forward with the intertie project so staff and GHD began looking at options for re-programming the grant funds. He said various potential projects were explored including retrofit of the infiltration gallery, development of the City's Monument Springs, development of a new well at Metropolitan and re-development of the old Metropolitan wells. He said the result of the review identified re-development of the Metropolitan wells as the preferred project. He said there are some concerns associated with redevelopment of the wells due to the fact that they have been out of production for 10 years and they are located near a Brownfield site but said those concerns can be addressed.

He noted that while both the intertie project and the Metropolitan well project would provide reliability, the wells will be designed to not operate more than 15 days a year unless there is an emergency such as a severe drought, an earthquake or failure of the water system. He said one of the other advantages is that it negates the need for a new clarifier (estimated cost in excess of \$400,000) because staff will be able to switch over to the wells during high turbidity events. Also, the City already owns the water source and won't be relying on a neighboring community for additional water. He pointed out that having a complete source of water in the city is incredibly important. He added that the timeline for this project is another advantage and that the wells will give the City access to additional water storage and the legal arguments against future curtailment will be highly expanded with the State in the event of future droughts.

Councilmember Johnson commented that 10 years ago there was a problem with the volume of water at the wells and asked what the assurance is that there won't be the same problem.

City Manager Knopp explained that fundamentally what we're talking about is an emergency source of water that will be used a maximum of 15 days. He noted that the problem encountered in the past had to do with the overdraw of the system which will not be the case now.

Councilmember Johnson expressed concern about whether the wells would support the kind of draw that will occur during reconstruction of the infiltration gallery.

Water/Roadways Superintendent Jensen commented that under normal conditions with no water restrictions in place, the wells will need to produce between 200-240 gpm.

Councilmember Johnson asked if the drawdown was measured when the pump at well #3 was tested.

Water/Roadways Superintendent Jensen said that it was measured and commented that they are looking at the possibility of drilling a new well and putting in a new pump in well #1.

Councilmember Marks questioned the condition of the equipment and asked where the wells will connect to the current system.

Water/Roadways Superintendent Jensen explained the line runs across the southbound bridge to Belleview Ave. and ties into the existing water main.

City Manager Knopp then referred to the project timeline and reviewed the steps taken to move the project forward. He noted that very positive feedback was received from both the North Coast Regional Water Quality Control Board (NCRWQCB) and the Division of Drinking Water (DDW) regarding the change in projects from the intertie to the Metropolitan wells.

He then presented a picture of the Metropolitan well site and pointed out that well #2 is not located on City owned property.

Councilmember Marks asked if the City is considering disconnecting and abandoning well #2.

Water Superintendent Jensen commented that staff is looking into whether the City has legal access to the site. He said initially the concept of the intertie with Scotia was to protect the City in the event of failure with the existing system then the drought came and changed the situation.

Councilmember Wilson asked if during reconstruction of the infiltration gallery if pumps could be put in the river to take off some of the pressure of the wells.

Water/Roadways Superintendent Jensen explained that they will be tying into the existing infrastructure so pumps will probably not be put in the river unless perhaps for a short period of time.

Councilmember Marks questioned the type of filtration system needed to address the high mineral levels at the wells.

Water/Roadways Superintendent Jensen said the filtration system will be based on the wells running 6 months/yr. to allow for unforeseen circumstances and to handle potential future growth of the City.

City Manager Knopp pointed out that if the wells had been online during the drought they may not have even been used and said theoretically the wells will be used very sparingly since the City has a system that is capable of providing water during a drought situation.

Councilmember Marks then commented that the existing water system supplies good water to the City and questioned the quality of the water supplied from the wells.

Water/Roadways Superintendent Jensen said that the water produced by the wells will not be black as it was in the past because of the new advanced types of filtration systems.

Jesse Willor continued with review of the *Metropolitan Wells Projects Concept Design Components* and said the idea is to redevelop existing Well #1 and Well #3 including controls, booster pumps and motors, housings, and filtration that will treat the manganese and iron. He said if a new well is needed, it will be installed to meet production needs of the City.

He reported that the existing control building is in poor shape and in need of repair and said a complete control system is needed for the entire system. Also, a security fence around the perimeter and a gate is included in the design.

Mayor Thompson asked if staff had researched documents and verified that well #2 is in fact not located on City property.

Water/Roadways Superintendent Jensen stated that current assessor parcel maps do not show it located on a City owned parcel however; the information has not been verified for certain yet.

Discussion ensued regarding project costs and funding as well as expenditures to date on the intertie project and the wells project.

The Council's attention was directed to Table 7 of the presentation; *Metropolitan Wells Project Concept Design Cost Estimate* which identified the requested grant amount of \$783,000, no matching funds by the City, a \$148,900 cost share by another funding source for a total project cost estimate of \$931,990. It was noted that the total project costs are reimbursable and that the additional funding source was expected to become available in the near future.

Councilmember Johnson referred to the \$101,500 estimate for Planning, Design and Engineering and asked if this is something that GHD will be doing.

City Manager Knopp stated that at this point the City is looking to GHD to do what is required to keep the grants funding and that a formal contract will be coming before the Council for consideration at the January 20, 2015 meeting.

It was reported that next steps include Division of Water Rights entering into a contract with Humboldt County Department of Public Works (HCDPW) followed by HCDPW entering into an agreement with the City. The project was estimated to begin construction as early as March or April, 2015 with completion by the end of 2016.

Mayor Thompson questioned whether the City will be charged a fee for the funds being passed through the County.

Jesse Willor stated that he was not aware of any additional fees or charges.

Mayor Thompson called for public comment on the proposed project; there was no public comment received.

Motion was made by Wilson/Marks to acknowledge the presentation and formalize the Metropolitan Well Site Project as the preferred project under the Prop 84 2014 IRWM Drought Grant. Motion carried 4-0.

Provide Staff Direction on Planning and Coordination of Future Christmas Tree Lighting Ceremonies in the City

City Manager Knopp provided a staff report and said at the last regular meeting a question was raised regarding the annual Christmas tree lighting event that the City normally puts on and if there were any plans for lighting the tree this year. He said it was his understanding that for the past couple of years the City has not engaged in any type of community event thus no planning was done for an event this year although staff did put up outside lights. He added that the Chamber of Commerce along with the Eagle Prairie Arts District put together an event downtown on Saturday including the decorating and lighting of a tree that was placed in the downtown median. He said the City Council seems to be very supportive of Christmas festivities for the community and the item was placed on the agenda to provide staff direction on planning and coordination of future Christmas tree lighting ceremonies in the City.

He commented that the City can continue to light the existing tree at City Hall although the tree is not very healthy and that it may need to be removed at some point because of safety reasons. He said his recommendation would be to make future ceremonies a joint venture between the various organizations in the City with perhaps the Chamber of commerce taking the lead role in the planning and coordination. Council concurred.

Councilmember Marks pointed out that City Hall is somewhat isolated from the main part of town and bringing the ceremonies downtown created a whole new element which she thought was great.

Councilmember Wilson commented that like the City of Ferndale, having the festivities in the downtown benefits local businesses as well as the community as a whole.

Mayor Thompson agreed and suggested a council member or representative of the City get involved in the planning and coordination.

Nick Angeloff suggested the planning be coordinated with Wildwood Days meetings and said there were a lot of ideas presented for future events including a lighted trucker's parade and to perhaps coordinate with Ferndale with their tractor parade. He commented that there are a lot of things to work that will require a lot of planning and coordination. He said another idea would be to somehow coordinate the upcoming 50th anniversary of incorporation of the City into the event.

Councilmember Marks commented that the 50th Anniversary of the 64 Flood went very well and said she was impressed with the level of coordination by Tracy O'Connell.

Councilmember Johnson suggested staff bring back a resolution to the Council for consideration recognizing the Chamber as the lead agency for the 2015 event and also suggested the City Newsletter be timed to go out prior to the tree lighting event to get the word out to the community.

Councilmember Wilson said the local news is on television at 5 and 6 pm and at the end of the 5 pm news they usually have some kind of community interview and suggested the possibility be explored for the City to get announcements out to the public regarding special events.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Adopt Resolution No. 1248-2014 Approving CDBG Homebuyer Program Guidelines

City Manager Knopp provided a brief staff report in absence of Community Development Director Caldwell and said the State Department of Housing and Community Development (HCD) recently notified the City that we are now required to adopt Community Development Block Grant (CDBG) Homebuyer Guidelines in accordance with the CDBG Grants Management Manual. He said this will enable homebuyers to purchase a home with down payment assistance that is not due and payable until the time of sale or transfer of the property thus reducing initial out of pocket expenses and the monthly loan payment amount.

Councilmember Johnson commented that this is a great program and it helps people purchase their first home. He said with the interest rate at 1.5%, at the end of a 30 year

simple interest compound loan, the interest on \$100,000 would only be \$45,000.

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

Nick Angeloff commented that the CDBG Homebuyer Program provides an incentives for people to purchase homes in Rio Dell and said the same concept would apply to business loans as well as creating jobs.

Motion was made by Johnson/Marks to adopt Resolution No. 1248-2014 *Approving Community Development Block Grant (CDBG) Homebuyer Program Guidelines*. Motion carried 4-0.

REPORTS/SRAFF COMMUNICATIONS

City Manager Knopp reported on recent activities and events and provided a brief post winter storm update stating that he attempted to keep the Council updated by email when possible. He said public works made sand bags available to residents and said that the River's Edge R.V. Park floods when the river reaches 42 feet and it was expected to reach 57 feet. In preparation of evacuation efforts, Chief Hill was able to coordinate with the park owner and arrange for temporary relocation of the RV's to the Eel River Industrial Park. He said the electrical outage on December 11th created some issues for City Hall because in addition to having no lights or computers, none of the phones worked. He said staff identified some other weaknesses and is looking at ways to be more prepared during power outages or other emergencies including pursuing grant funding opportunities for the purchase of a generator for City Hall. He thanked public works crews who were out fixing storm related problems and said outside of the storm staff is looking into funding options for a potential community center to accommodate public gatherings and perhaps concerts or a farmers market.

He also reported that he met with a certified ADA specialist regarding the front steps and ramp into City Hall and said that basically nothing is ADA compliant. He noted that the biggest issue is the ramp and the porch so the focus will be to address those issues first. He said the project could potentially be expensive so staff will be looking for possible grants. He then reported that he along with Councilmember Marks and Nick Angeloff met with Community Resource staff and learned that they no longer have office space at the school so they are looking for space to relocate. He said unfortunately the City does not have extra space to offer them. He noted that they may have found temporary space in Scotia although the reason for having a community resource center is to be able to provide services to our community so hopefully they will be able to find commercial space within the City.

Finance Director Woodcox reported on recent activities in the finance department and said the auditor is scheduled to arrive at the end of January; reported the online credit card system has been experiencing some problems accepting payments but staff is working with Gov-teller to

resolve the problem.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Johnson reported that he and Mayor Thompson attended the Mayor's meeting and he and Fortuna City Councilmember Sue Long were selected to service as City representatives on LAFCo and said he was looking forward to his first meeting the following day.

Mayor Thompson stated that he was pleased to see Rio Dell and Fortuna assuming seats on the LAFCo Board.

Councilmember Marks stated that at the August 16, 2011 City Council meeting the Council discussed the concept of establishing a policy for the rotation of Mayor and said it was the consensus of the Council to move in that direction. She said she would like to see the position of Mayor be rotated every year.

City Clerk Dunham explained that as a General Law city, the City must follow the California Government Code which establishes the procedures for choosing the Mayor and Mayor Pro Tem. She said it requires that those positions be elected by a majority vote of the City Council at the same time as the general election every two (2) years on even years.

Councilmember Marks referred to the Rio Dell Municipal Code (RDMC) related to the authority of the Mayor and asked the City Clerk if the Code was current.

City Clerk Dunham stated that all ordinances were recently codified and the code was current.

Mayor Thompson stated that it sounds good in theory that the only extra duty of the Mayor is that he/she runs the meetings but pointed out that there is much more involvement with the Mayor position that is written in the code.

Councilmember Marks apologized if the Mayor understood her to say that the only other duty the Mayor should have is running the meetings and shouldn't represent the City at other functions and said she was merely suggesting the RDMC be updated to rotate the position and to limit it to no more than 2 terms. She added that the relationship she has seen developed between the Mayor and staff doesn't always flow back to all councilmembers. She asked for a consensus of the Council to bring the matter back in January for further discussion.

Councilmember Wilson commented that he didn't see a problem with the current policy and said obviously the code would not be able to be changed before selection of the positions scheduled to occur at the next meeting. He said however; if there are things that need to be changed in the code to define responsibility then it should be amended. He said if not the first meeting in January, it should be brought back sometime soon to be addressed.

City Manager Knopp stated that part of the role of the Mayor is to be a spokesperson on behalf of the City and to represent the City at various functions. He agreed to bring the matter back to the Council in January for further discussion and perhaps to consider modifying the procedures related to voting.

Councilmembers Johnson, Marks and Wilson concurred.

Mayor Thompson suggested the matter be revisited during the next three (3) months rather than in January.

Councilmember Marks reiterated that her comments are not a reflection on Mayor Thompson as this is something she has felt strongly about for years.

Mayor Thompson announced that at the conclusion of tonight's meeting, the City Clerk will be swearing in the newly elected Councilmembers Gordon Johnson, Debra Garnes and Timothy Marks and seated at the January 6, 2015 meeting.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 8:30 p.m. to the January 6, 2015 regular meeting.

City Clerk Dunham swore in the three (3) newly elected members of the City Council by administering the oath of allegiance.

The public was invited to stay and share refreshments with staff and Council.

Jack Thompson, Mayor

Attest:

Karen Dunham, City Clerk



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Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)
E-mail: cm@riodellcity.com

**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
January 6, 2015**

TO: Mayor and Members of the City Council
THROUGH: Kyle Knopp, City Manager
FROM: Brooke Woodcox, Finance Director
DATE: January 6, 2015
SUBJECT: **Resolution 1249-2015 Establishing Copy, Fax, and Notary Fees**

RECOMMENDATIONS

Adopt Resolution 1249-2015 that establishes customer fees for copying, faxing, and notarizing services.

BACKGROUND AND DISCUSSION

Staff has been in the process of developing a Master Fee Schedule that summarizes all City fees, fines, and penalties. Items that are listed in the document are identified by Resolution and/or Ordinance number. It has come to staff's attention that copying, fax, and notary fees haven't been officially approved by Resolution. In order to complete the Master Fee Schedule Staff is requesting Council to adopt Resolution 1249-2015 that establishes these fees.

The fees associated with copying and faxing were estimated using costs for materials, copier costs, and a minuscule amount charged for staff time. Notary costs are based on cost of materials and the estimated staff time necessary to verify and record signatures.

FISCAL IMPACT

This Resolution establishes charges for copying, faxing, and notary services.

ATTACHMENTS:

- (1) Resolution 1249-2015

RESOLUTION NO. 1249-2015
A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF RIO DELL ESTABLISHING COPY, FAX, AND NOTARY FEES

WHEREAS, the City of Rio Dell is authorized by the California Constitution and the California Code to charge fees to cover expenses for the services it provides; and

WHEREAS, the City has further authority to charge user fees limited to the cost of providing service, and

WHEREAS, the City from time to time must recover the cost of services rendered; and

NOW THEREFORE BE IT RESOLVED, that the City of Rio Dell City Council does hereby adopt the following rates for staff time and materials to ensure cost recovery on copy, fax, and Notary services:

Copy/Document Fees		
8 ½" x 11" Black & White		\$.10 each
8 ½" x 11" Color		\$.25 each
8 ½" x 14" Black & White		\$.15 each
8 ½" x 14" Color		\$.35 each
11" x 17" Black & White		\$.25 each
11" x 17" Color		\$.50 each
Fax		\$1.00 up to 5 pages
Notary Public Acknowledgement		\$10.00 per signature

PASSED AND ADOPTED by the City Council of the City of Rio Dell on this 6th day of January 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

 Jack Thompson, Mayor

Attest:

 Karen Dunham, City Clerk

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



January 6, 2014

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Review and Approval of 2015 Dues for the League of California Cities, Opting to not participate in the Optional Litigation Surcharge.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve payment of the 2015 League membership dues, further opting out of the litigation surcharge.

BACKGROUND AND DISCUSSION

473 California cities participate in the League of California Cities, or approximately 98% of all cities. League membership is a vital component for cities to interact with the State government collectively – among numerous other benefits. It is recommended that the city continue its membership as it has done in the past. Total cost for 2015 is \$2,344.00.

Roughly half of the League's member cities contribute to the Litigation Contingency Reserve Account (LCRA). While the League's Board strongly encourages city participation in the LCRA, staff recommends that the city forego this \$56.26 contribution for 2015. The LCRA is currently funding two major litigation actions by the League associated with the dissolution of redevelopment and changes to charter city authority. The City of Rio Dell has no material interest in either case since the City never had a redevelopment agency and is not a charter city. The option to contribute to the LCRA could be revisited should the League engage in new litigation.

Additional information is attached for the Council's review.

December 16, 2014

TO: City Managers and City Clerks in non-manager cities

FROM: Officers of the League of California Cities
Stephany Aguilar, President, and Council Member of Scotts Valley
Dennis Michael, First Vice-President, and Mayor of Rancho Cucamonga
JoAnne Mounce, Second Vice-President, and Council Member of Lodi
José Cisneros, Immediate Past President, and Treasurer of San Francisco
Chris McKenzie, Executive Director

SUBJECT: League Dues for 2015 – No Increase!
Voluntary Surcharge to Support Vital Litigation

Thank you for your City's membership in the League of California Cities. We understand the City's financial resources are precious and value your commitment to keep the League strong now, and into the future.

League Membership – A Great Investment

Enclosed is your city's 2015 dues statement and related supporting documentation. The value your city derives from membership in the League of California Cities makes the payment of League dues a wise investment. Please review the enclosed customized "Return on Investment" report for your city. It reflects financial benefits your city enjoys as a direct result of the League's legislative and ballot measure advocacy. A strong and effective League is central to your city's strength and vitality.

For the seventh consecutive year League dues remain unchanged. During this unprecedented period of no dues increases, the League's revenues from all sources decreased 22 percent. Like cities facing decreased revenues, the League responded by reducing its expenses. Today, total expenses are 24 percent lower than in 2008.

Annual Report – Advancing the Mission

The League is the leading voice for California cities. Working in concert with cities, partners, and coalition members, protecting local control through advocacy and education remains the cornerstone of League activities. Through numbers, the enclosed 2014 Annual Report provides an informative glimpse of the organization and the activities dedicated to advancing the League's mission. The strategies, activities and advocacy behind these numbers are made possible because of continuing commitments from cities like yours.

Voluntary Litigation Surcharge – Defending Local Control

The League and city officials have invested tremendous human and financial resources over the past decade to secure meaningful constitutional protection of city revenue sources. Proposition 1A and Proposition 22

*Our mission is to expand and protect local control for cities
through education and advocacy to enhance the quality of life for all Californians.*

represent the will of the voters and significant victories for local control. However, the work is not over. When legislation is enacted that erodes these revenue protections and other constitutional authority of cities, defending and enforcing these protections can require litigation as a last resort.

This vital defensive strategy is expensive, but essential. Implementing this strategy is conducted at greatly reduced cost and effort when the League coordinates efforts or serves as the lead plaintiff on behalf of member cities. The alternative would be for each city or *ad hoc* groupings of cities to initiate separate lawsuits. Through the League, cities can leverage their membership and resources to challenge the state whenever it attempts to weaken the important local revenue protections and authority California cities have worked so hard to achieve and maintain.

Acknowledging the increasingly important role litigation serves for the League, the board of directors formalized a policy to maintain a Litigation Contingency Reserve Account (LCRA) funded through an optional voluntary surcharge set as a percentage of dues. Reviewed annually by the League's finance committee and board of directors, the LCRA is set at \$275,000 and is reserved to 1) cover expenses incurred from board approved litigation within a single budget year; and 2) maintain sufficient set-asides to cover expenses the League would incur if the League becomes or remains involved in board approved litigation during the following year.

In 2013, approximately 50 percent of the member cities paid the optional ten percent of dues surcharge with support increasing to over 55 percent during 2014. By the end of 2014, it is projected that 43 percent of the surcharge collected will have been used to cover litigation expenses connected with two ongoing cases of importance to all California cities, the *League of California Cities v. Matasantos* (AB 1484 – implementation of the abolition of redevelopment agencies) and *City of El Centro, et al. v. David Lanier, et al* (SB 7 – loss of charter city authority).

To maintain the LCRA at \$275,000 and help support vital on-going litigation, the board strongly encourages each city to consider including with its 2015 dues an optional surcharge payment equal to 2.4 percent of dues. The recommended surcharge is shown on the enclosed invoice. The recommended surcharge is optional; a city may pay the base dues and enjoy all the benefits of membership. However, the board of directors sincerely hopes you will support the LCRA because of the tremendous value a coordinated litigation strategy and united front brings to your city and all cities throughout the state.

Conclusion – California Cities Work Together

Through the League, all cities and all city officials have the opportunity to help shape solutions to the issues of greatest importance to our cities and the state of California. Working together, we pursue those solutions most effectively. It is important for cities to act energetically, in unison, and with renewed focus to amplify our voice in key statewide policy matters.

The board of directors encourages your enthusiastic support of and participation in the League of California Cities in 2015. We look forward to continuing our fight together to protect local control and help you provide outstanding service to the residents of your great city.

If you have any questions about this matter, please contact Norman Coppinger, director of administrative services, at ncoppinger@cacities.org or 916-658-8277.

Enclosures: Dues invoice
Return on Investment Report
2014 Annual Report

INVOICE



1400 K Street, Sacramento, California 95814
Phone: 916.658.8200; Fax: 916.658.8240
www.cacities.org

To: City Manager
City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562

Invoice: 147709

Terms: Jan. 31, 2015

<u>Date</u>	<u>Description</u>	<u>Amount</u>
Dec. 8, 2014	Membership dues for calendar year 2015	\$2,344.00
	Optional litigation surcharge (2.4%)	\$56.26
	Total Amount	\$2,400.26

City of Rio Dell
Official Population 3,347

Strategic Priorities for 2015

- Expand economic development tools and reduce regulation;
- Implement additional pension, other post-employment benefits (OPEB) and related reforms to help reduce unfunded liabilities and insolvency risks;
- Modernize the financing of critical infrastructure maintenance and construction programs; and
- Update the local government tax structure to respond to the "New Economy".

Our mission is to expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

League Membership - Your Best Investment

www.cacities.org

Please make checks payable to
LEAGUE OF CALIFORNIA CITIES
and mail to the Sacramento address above.

LEAGUE OF CALIFORNIA CITIES

LEAGUE MEMBERSHIP -- A GREAT INVESTMENT

Customized Return on Investment Report
December 2014

RIO DELL	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11	FY2011-12	FY2012-13	FY2013-14	FY2014-15	Total
RIO DELL's Dues	2,184	2,275	2,344	2,344	2,344	2,344	2,344	2,344	2,344	2,344	20,867
VLF/Property Tax Swap ⁽¹⁾	18,627	58,492	93,832	132,426	158,479	166,109	151,275	156,567	163,700	165,240	1,264,748
Prop. 42 (local streets)	14,463	23,669	0	28,298	31,063	0	0	0	0	0	97,492
HUTA state taking blocked					61,383	0	0	0	0	0	61,383
HUTA and Prop. 42 protected by Prop. 22 ⁽²⁾						81,908	102,470	86,955	103,781	89,471	464,585
Property Tax loan securitized / prohibited by Prop. 22 ⁽³⁾					35,497						35,497
VLF shift prohibited by Prop. 22 ⁽⁴⁾						13,399					13,399
SB89 VLF Shift							-11,759	-11,508	-11,728	-11,983	-46,978
Redevelopment TI protected by Prop. 22						0					0
Redevelopment Disolution (net of ROPS) ⁽⁵⁾							>>>	0	<<<	<<<	0
Police Grants - Supplemental Budget											0
Pre-2004 Mandate Claims payment											0
Total Return	33,090	82,161	93,832	160,724	286,422	261,416	241,986	232,014	255,754	242,727	1,890,126
Rate of Return	15:1	36:1	40:1	69:1	122:1	112:1	103:1	99:1	109:1	104:1	91:1

1. Net gain in revenues by virtue of the VLF/Property Tax Swap. Growth in PropTax In Lieu of VLF versus estimated growth in VLF had it remained.
2. Prop. 22 ended the Legislature's ability to borrow or delay HUTA and Prop. 42 gas tax funds.
3. Prop. 22 ended the Legislature's ability to borrow local property taxes. The FY09-10 loan was securitized. Under Prop1A('04) another borrowing could have occurred in 3 years.
4. Prop. 22 ended the Legislature's ability to shift revenue allocations from the 0.65% state Vehicle License Fee.
5. Actual redevelopment TI from RPTTF returned to affected taxing agencies other than the city through Sept 2013.

~ ~ ~ ~ ~

*Our mission is to expand and protect local control for cities through education and advocacy
to enhance the quality of life for all Californians.*

League of California Cities®

2014 ANNUAL REPORT

The League by the Numbers

Each year, the League of California Cities sets a course of action to meet the challenges facing California cities. The organization's staff works closely with elected and appointed city officials to influence state and federal policies affecting California cities and to create substantial educational programming. In 2014, the League achieved success in the Legislature and the courts, and it engaged thousands of city officials through regular publications, in-person conferences and meetings, webinars, Listservs and other in-depth resources. It is difficult to encapsulate all of this year's achievements, but a look at some hard numbers shows the ways in which the League effectively advocated for cities while educating and informing League members. This snapshot only begins to tell the story.



2,531
BILLS
INTRODUCED

Legislative

- 2,531 bills introduced, of which the League monitored, tracked and engaged on 1,124.
- 45 city official meetings with legislators and legislative staff arranged by League staff.
- 483 members combined from 8 total policy committees, which met 3 to 4 times.
- 132 alumni of the League's California Civic Leadership Institute® between 2005 and 2014.



47
AMICUS
BRIEFS

Legal

- 1 lawsuit in which the League is a named petitioner on behalf of cities (*LCC v. Cohen*), to protect local sales and property tax authority.
- 1 lawsuit in which the League is providing partial financial and legal support (*City of El Centro v. Lanier*), to protect the contract powers of cities.
- 47 friend-of-the-court (i.e. amicus) briefs and letters approved for filing between November 2013 and October 2014.



24,000
WEBSITE
HITS

Information

- 115 *CA Cities Advocate* newsletter issues sent with an average of 36 articles per month.
- 24,000 average monthly hits to www.cacities.org.
- 5,000 Twitter followers.
- 2,200 Facebook likes.
- 12 issues of *Western City* magazine published, totalling 384 pages.
- 13,000 average monthly hits to www.westerncity.com.



2,050
ANNUAL
CONFERENCE
ATTENDEES

Education

- 25 webinars on a wide range of topics, 23 of them legislative and 2 legal.
- 3,500 webinar sites, often with more than 10 participants per site.
- 7 professional department meetings with more than 2,000 attendees combined.
- 2,050 Annual Conference attendees.
- 270 Expo exhibitors, including 90 first-time exhibitors.



473
MEMBER
CITIES

Membership

- 473 member cities — 98% of all California cities.
- 261 member cities participated in the second-annual litigation surcharge — 55% of member cities.
- 48 board members and 4 officers representing the diversity of California's large and small cities, the League's 16 regional divisions and 10 municipal departments.
- 132 current League Partners.



2,200
RESOURCES
DOWNLOADED
MONTHLY


New Resources to Assist Cities

- California Municipal Financial Health Diagnostic Tool.
- 2014 Local Streets and Roads Needs Assessment.
- Cap-and-Trade web portal with fact sheets, funding opportunities and events.
- Reengineered League App launched for the 2014 Annual Conference.
- 38 new Institute for Local Government (ILG) resources including case studies, tip sheets and white papers.
- 2,200 ILG resources downloaded monthly from www.ca-ilg.org.

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



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
January 6, 2015**

TO: Mayor and Members of the City Council
THROUGH: Kyle Knopp, City Manager 
FROM: Karen Dunham, City Clerk
DATE: January 6, 2015
SUBJECT: 2015-2016 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 and the new appointments as recommended by the Mayor. 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

	<u>Appointee</u>	<u>Alternate</u>
Humboldt County Association of Governments (HCAOG) <ul style="list-style-type: none"> • Meets 3rd Thursday at 4:00 PM in Eureka 	Johnson	Thompson
Humboldt County Convention & Visitors Bureau <ul style="list-style-type: none"> • Meets Quarterly for lunch (various locations) 	Garnes	Marks
Humboldt Waste Management Authority (HWMA) Meets 3 rd Thursday @ 5:30 PM in Eureka	Thompson	Johnson
Humboldt Transit Authority (HTA) <ul style="list-style-type: none"> • Meets 3rd Wednesday at 9:00 AM at HTA 	Marks	Thompson
League of California Cities (Redwood Empire Division) Johnson (LOCC) <ul style="list-style-type: none"> • Meets Quarterly (various locations) 	Johnson	Garnes
Redwood Region Economic Development Commission (RREDC) <ul style="list-style-type: none"> • Meets 4th Monday at 6:30 PM in Eureka 	Wilson	Johnson
Local Agency Formation Commission (LAFCo) (Appointed Dec. 2014 to term ending 6/30/16)	Johnson	None
Redwood Coast Energy Authority Marks <ul style="list-style-type: none"> • Meets 3rd Monday at 3:00 PM in Eureka 	Marks	Thompson
Humboldt/Del Norte Hazardous Response Authority <ul style="list-style-type: none"> • Meets Quarterly at 4:30 PM in Eureka 	Garnes	Wilson

Internal Committees

Traffic Committee (Meetings scheduled as needed)	Marks	Wilson
Nuisance Hearing Committee	City Manager/ Woodall/Johnson/Marks	
Sculpture Committee	K. Caldwell, F. Wilson, S. Pryor, J. Box, C. Gatlin	

As updated 01/06/15

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



January 6, 2015

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action Authorizing the City Manager to Sign Amended Scope of Services for City Engineering Services.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the City Manager to sign the amended scope of services for city engineering services.

BACKGROUND AND DISCUSSION

In June of 2013 the City Manager signed a professional services agreement with GHD Inc. for engineering services and an attached Scope of Services. Among the stipulations of the Scope of Services was the designation of Mr. Merritt Perry as Rio Dell's designated engineer. Mr. Perry left employment at GHD Inc. in August of 2014 and is unavailable to serve the city of Rio Dell as its engineer.

This item would amend and update the Scope of Services to reflect Mr. Jessie Willor as the city's designated engineer. The first sentence of 'Exhibit A' has been modified to add "...and primary contact person for GHD." Additionally, all references to Merritt Perry have been replaced with "Jessie Willor."

ALTERNATIVE ACTION

- 1.) The Council could take no action. GHD Inc. would continue to serve as the city's engineering firm.
- 2.) The Council could eliminate any reference to a designated engineer. This could result in the loss of the special hourly rate specific to Mr. Willor.
- 3.) The Council could direct staff to begin an RFQ/RFP process for city engineering services.

**CITY OF RIO DELL
PROFESSIONAL SERVICES AGREEMENT
FOR CITY ENGINEER SERVICES**

This Agreement ("Agreement") for professional services is made on June 3, 2013 between the City of Rio Dell, a California municipality ("City"), and GHD Inc. ("Consultant").

- 1. Scope of Services.** Consultant shall provide to City the professional services described in the Scope of Services, attached hereto as **Attachment A** and incorporated herein (the "Services"). Only the City's governing body or the City Manager may authorize any change or addition to the Scope of Services specified in Attachment A.

- 2. Term.** This Agreement shall become effective on June 3, 2013 and shall terminate upon the full and satisfactory completion of the Services unless terminated sooner in accordance with Section 11 of this Agreement. Time is of the essence in respect to all provisions of this Agreement that specify a time for performance.

- 3. Compensation.** For the full and satisfactory completion of the Services, City shall compensate Consultant on a Time and Materials as needed basis as described in **Attachment A**.

- 4. Not Used**

- 5. Payment.** City shall pay Consultant for services satisfactorily provided during each calendar month following within thirty (30) days following City receipt and approval of a detailed invoice. The invoice must include, at a minimum:
 - 5.1 A description of the specific Services provided,
 - 5.2 the name of the individual providing the Services,
 - 5.3 the date(s) upon which the Services were provided,
 - 5.4 the time spent providing the Services,
 - 5.5 the amount due for the Services and the basis for calculating the amount due, and
 - 5.6 an itemized summary of Allowable Reimbursable Expenses.

- 6. Independent Contractor.** The parties agree that Consultant shall act as an independent contractor under this Agreement and shall have control of its work and the manner in which it is performed. Consultant is not an employee of City and

is not entitled to participate in any health, retirement, or similar employee benefits from the City.

7. Consultant's Warranties.

7.1 Consultant warrants that all Services provided under this Agreement shall be performed in accordance with generally accepted professional practices and standards for Consultant's profession in the state.

7.2 Consultant warrants that all Services provided under this Agreement shall be performed in accordance with applicable federal, state, and local laws and regulations, including, but not limited to, conflict of interest laws.

7.3 Consultant warrants that Consultant has no present interest which would conflict in any manner with the performance of Services on the City's behalf.

8. Notice. Any notice, billing, or payment required by this Agreement must be made in writing, and sent to the other party by personal delivery, U.S. Mail, a reliable overnight delivery service, facsimile, or by e-mail as a .pdf (or comparable) file. Notice is deemed effective upon delivery unless otherwise specified. Notice for each party shall be given as follows:

City:	Consultant:
City of Rio Dell 675 Wildwood Ave. Rio Dell, CA 95562 Ph: (707) 764-3532 Attention: City Manager	GHD 718 Third Street Eureka, CA 95501 Ph: 707-443-8326 Attention: Office Manager

9. Indemnity. The services provided under this agreement by Consultant are "design professional" services as used and defined in Civil Code section 2782.8.

9.1 To the full extent permitted by law, Consultant shall indemnify, defend, and hold harmless City, its governing body, officers, agents, employees, and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "Liability") of every nature which arises out of, pertains to, or relates to the negligence, recklessness, or willful misconduct of Consultant in the performance of this Agreement, except such Liability caused by the active negligence, sole negligence or willful misconduct of City. This indemnification

obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents or employees under Workers' Compensation acts, disability benefits acts, or other employee benefit acts. This indemnification obligation is not limited by any limitation on the amount or type of damages available under any applicable insurance coverage and shall survive the expiration or early termination of this Agreement with respect to Liability arising during the term of the Agreement.

10. Insurance. Before providing any services under this Agreement, Consultant shall be required to procure and provide proof of the insurance coverage required by this section in the form of certificates and endorsements. The required insurance must cover the activities of Consultant and its employees or subcontractors relating to or arising from the performance of services under this Agreement, and must remain in full force and effect at all times during the term of the Agreement. All required insurance must be issued by an insurer licensed to do business in the State of California, and each such insurer must have an A.M. Best financial strength rating of "A" or better and a financial size rating of "VIII" or better. If Consultant fails to provide any of the required coverage, City may, at its sole discretion, purchase such coverage at Consultant's expense and deduct the cost from payments due to Consultant.

10.1 The following insurance policies and limits are required for this Agreement:

10.1.1 Commercial General Liability Insurance ("CGL"). The CGL policy shall be issued on an occurrence basis, written on a comprehensive general liability form, and shall include coverage for liability arising from Consultant's acts or omissions in the performance of services under this Agreement with limits of at least two million dollars (\$2,000,000.00) per occurrence. The CGL policy must name City as an additional insured for all liability arising out of the operations by or on behalf of the named insured, and must protect City, its officers, employees, and agents against any and all liability for personal injury, death, or property damage or destruction arising directly or indirectly in the performance of the Agreement. The CGL coverage may be arranged under a single policy for the full limits required or by a combination of underlying policies with the balance provided by excess or umbrella policies, provided each such policy complies with the requirements set forth herein.

10.1.2 Automobile Insurance. The automobile liability insurance shall cover bodily injury and property damage in an amount no less than one million dollars (\$1,000,000.00) combined single limit for each occurrence, including owned, hired, and non-owned vehicles.

10.1.3 Workers' Compensation Insurance and Employer's Liability. The policy must comply with the requirements of the California Workers' Compensation Insurance and Safety Act, with limits of at least two million dollars (\$2,000,000.00). If Consultant is self-insured, Consultant shall provide its Certificate of Permission to Self-Insure, duly authorized by the Department of Industrial Relations.

10.1.4 Professional Liability. This insurance must insure against Consultant's errors and omissions in the provision of services under this Agreement, in an amount no less than two million dollars (\$2,000,000.00) combined single limit.

10.2 Each certificate of insurance must state that the coverage afforded by the policy or policies shall not be reduced, cancelled or allowed to expire without at least thirty (30) days written notice to City, unless due to non-payment of premiums, in which case at least ten (10) days written notice shall be made to City.

10.3 Each required policy must include an endorsement providing that the carrier agrees to waive any right of subrogation it may have against City.

10.4 The CGL policy must include the following endorsements:

10.4.1 The inclusion of more than one insured shall not operate to impair the rights of one insured against another, and the coverages afforded shall apply as though separate policies have been issued to each insured.

10.4.2 The insurance provided is primary and no insurance held or owned by City shall be called upon to contribute to a loss.

11. Dispute Resolution. In the event that any dispute arises between the parties in relation to this Agreement, the parties agree to meet face to face as soon as possible to engage in a good faith effort to resolve the matter informally. In the event that any dispute arises between the parties in relation to this Agreement, and the dispute is not resolved by informal discussions, the parties agree to submit the dispute to mediation.

11.1 Either party may give written notice to the other party of a request to submit a dispute to mediation, and a mediation session must take place within sixty (60) days after the date that such notice is given, or sooner if reasonably practicable. The parties shall jointly appoint a mutually acceptable mediator. The parties further agree to share equally the costs

of the mediation, except costs incurred by each party for representation by legal counsel.

11.2 Good faith participation in mediation pursuant to this Section is a condition precedent to either party commencing litigation in relation to the dispute.

12. Early Termination.

12.1 **Termination for Convenience.** City may terminate this Agreement for convenience by giving fourteen (14) calendar days written notice to Consultant. In the event City elects to terminate the Agreement without cause, it shall pay Consultant for services satisfactorily provided up to that date that such notice of termination is given.

12.2 **Termination for Cause.** If either party breaches this Agreement by failing to timely or satisfactorily perform any of its obligations or otherwise violates the terms of this Agreement, the other party may terminate this Agreement by giving written notice seven (7) calendar days prior to the effective date of termination, specifying the reason and the effective date of the termination. Consultant shall be entitled to payment for all services satisfactorily provided up to the effective date of termination, except that the City may deduct from that payment the amount of costs the City incurred, if any, because of Consultant's breach of the Agreement.

13. **Work Product.** City shall be the sole owner of all rights to any work product in any form which has been prepared by Consultant on City's behalf pursuant to this Agreement, unless otherwise specified in writing by the parties.

14. General Provisions.

14.1 **Assignment and Successors.** Neither party may transfer or assign its rights or obligations under this Agreement, in part or in whole, without the other party's prior written consent. This Agreement is binding on the heirs, successors, and permitted assigns of the parties hereto.

14.2 **Third Party Beneficiaries.** There are no intended third party beneficiaries to this Agreement.

14.3 **Nondiscrimination.** Consultant shall comply with all applicable federal, state and local laws, rules and regulations regarding nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, disability, or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated by this reference.

14.4 Choice of Law and Venue. This Agreement shall be governed by California law, and venue shall be in the Superior Court for the county in which City is located, and no other place.

14.5 Severability. If any provision of this Agreement is determined to be illegal, invalid, or unenforceable, in part or in whole, the remaining provisions, or portions of the Agreement shall remain in full force and effect.

14.6 Amendment. No amendment or modification of this Agreement shall be binding unless it is in a writing duly authorized and signed by the parties to this Agreement.

14.7 Provisions Deemed Inserted. Every provision of law required to be inserted in this Agreement shall be deemed to be inserted, and this Agreement shall be construed and enforced as though included. If it is discovered that through mistake or otherwise that any required provision is not inserted, or not correctly inserted, this Agreement shall be amended to make the insertion or correction.

14.8 Entire Agreement. This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties regarding the subject matter of this Agreement and supersedes all prior written or oral understandings or agreements of the parties.

14.9 Attachments. If any provision in any attachment to this Agreement conflicts with or is inconsistent with the provisions set forth in the body of this Agreement, the provisions set forth in the body of this Agreement shall control over the conflicting or inconsistent provisions in the attachment.

14.10 Waiver. No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

14.11 Force Majeure. If either party is delayed or hindered in or prevented from the performance of any act required hereunder because of strikes, lockouts, inability to procure labor or materials, failure of power, riots, insurrection, war, fire or other casualty, or other reason beyond the reasonable control of the party delayed, excluding financial inability ("Force Majeure Event"), performance of that act shall be excused for the period during which the Force Majeure Event prevents such performance,

and the period for that performance shall be extended for an equivalent period. Delays or failures to perform resulting from lack of funds shall not be Force Majeure Events.

14.12 Headings. The headings in this Agreement are included for convenience only and shall neither affect the construction or interpretation of any provision in this Agreement nor affect any of the rights or obligations of the parties to this Agreement.

14.13 Execution in Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one instrument.

14.14 Authorization. Each individual executing this Agreement, or its counterpart, on behalf of the respective party, warrants that he/she is authorized to do so and that this Agreement constitutes the legally binding obligation of the entity which he/she represents.

The parties agree to this Agreement as witnessed by the signatures below:

CITY:

RIO DELL
s/ [Signature]
JAMES STRETCH
Name/Title [print]

Date: 6-9-13

CONSULTANT:

GHD
s/ [Signature]
STEVE MCPHANE
Name/Title [print]

Date: 6-14-13

Attachments:

- Attachment A: Scope of Services
- Attachment B: Consultant's Fee Schedule



Exhibit A

**City of Rio Dell
City Engineer**

**Scope of Services
June 3, 2013**

INTRODUCTION

The services under this agreement are for GHD to provide Contract City Engineering services to the City, with Merritt Perry designated as the City Engineer. The City Engineer will report to the City Manager, and work on behalf of the City and City Council. Typically the City Engineer services will include various engineering reviews, attendance at staffing and Council meetings, regulatory agency meetings, summary memos to the council, and design, bidding and construction management assistance for various capital improvement plan projects, and other related City Engineering services as requested by the City. The City Engineer tasks will typically be completed by Merritt Perry, but may require incidental assistance from others at GHD. If a project requires greater effort or warrants individual tracking for funding or other reasons, a separate scope, budget, and schedule will be developed and used for that project. The designation of Merritt Perry as the City Engineer will not be changed without the consent of the City.

SCOPE OF SERVICES

The scope of services is to provide City Engineering services including engineering, environmental, and related services as requested by the City. To help the City Manager track the efforts of the City Engineer, the following project phases will be set up and used to track time charged and to organize the related charges on invoices:

- Development Reviews
- Water System
- Wastewater System
- Roads and Trails
- Drainage
- Council and Staff Meetings
- Miscellaneous

For each of the above phases, notes will be provided for each time entry with a description of the work completed.

As requested by the City, sub-phases will be set up and tracked for specific projects or assignments so that project specific tasks can be tracked separately.

COMPENSATION

Merritt Perry, as the designated City Engineer, will be billed on a time and materials basis at a special hourly rate of \$120 per hour plus expenses/consumables when working as the City Engineer. Mr. Perry will not charge the City for travel time to and from the City. Mr. Perry's



special rate can be reviewed and adjusted annually, upon mutual written agreement between the City and GHD. Remaining GHD staff supporting Mr. Perry will be billed on a time and materials basis as needed using the fee schedule in effect at the time the work is performed. Services will be provided as requested by the City. Invoices will be prepared monthly with notes indicating what the services were for so the City can seek reimbursement from applicants and others when the requested services are reimbursable. Invoices will be sent to the attention of the City Manager, with a copy sent to the Director of Public Works and the Assistant City Engineer/Engineering Technician. Invoices are due and payable by the City within 30 days of the date of the invoice. Interest at the rate of 1-1/2% per month will be charged on all outstanding balances.

SCHEDULE

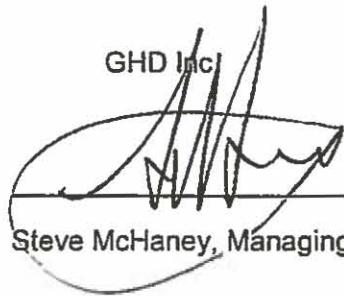
The scope of services presented above will be completed on an on-going basis, as long as GHD is the City designated Contract City Engineer.

AGREED

City of Rio Dell



 Jim Stretch, City Manager, 6-9-13 Date

GHD Inc


 Steve McHaney, Managing Principal, 6-19-13 Date

Rio Dell Accounting Tracking Number

Exhibit B



FEE SCHEDULE - Eureka Office (Effective July 2012)

Hourly Rates

Manager 1	\$ 235.00
Manager 2	220.00
Manager 3	210.00
Principal Professional 1	195.00
Principal Professional 2	185.00
Senior Professional 1	165.00
Senior Professional 2	145.00
Professional 1	130.00
Professional 2	115.00
Professional 3	100.00
Vacation Professional	75.00
Sr. Principal Tech Officer 2	145.00
Principal Tech Officer 1	130.00
Principal Tech Officer 2	120.00
Senior Tech Officer 1	115.00
Senior Tech Officer 2	100.00
Drafter 1	85.00
Drafter 2	75.00
Trainee Drafter	65.00
PT/Principal Admin Officer	235.00
Principal Admin Officer	150.00
Senior Admin Officer	95.00
Admin Officer 1	85.00
Admin Officer 2	75.00
Admin Officer 3	65.00
Principal Service Group Support	160.00
Senior Service Group Support	105.00
Service Group Support 1	90.00
Service Group Support 2	80.00
Service Group Support 3	65.00
Sr. Construction Manager	215.00
Construction Manager	195.00
Principal Site Engineer	165.00
Sr. Site Engineer	130.00
Site Engineer	115.00
Senior Inspector	100.00
Inspector	80.00
Chainman	55.00
Clerical	55.00

Employee time will be billed in accordance with the fees listed above. These rates are subject to change on a semi-annual basis. For other than professional employees, time spent over 8 hours per day, time spent on swing shifts, and time spent on Saturdays will be charged at 1.5 times the hourly billing rate. Work on Sundays will be charged at 2.0 times the hourly billing rate and holiday work will be charged at 2.5 times the hourly billing rate. All field personnel charges are portal to portal. Professional employees will not be charged out at premium charge rates for overtime work.

Expenses and other similar project related costs are billed out at cost plus 15%. The cost of using equipment and specialized supplies is billed on the basis of employee hours dedicated to projects. Our rates are:

A. Office consumables	\$6.00/hr
B. Environmental Dept/Construction Inspector consumables	\$11.00/hr
C. Survey Field consumables	\$15.00/hr
D. Various Environmental, Construction and Land Surveying Equipment	At market

Payment for work and expenses is due and payable upon receipt of our invoice. Amounts unpaid thirty (30) days after the issue date of our invoice shall be assessed a service charge of one and one half (1.5) percent per month.

(*) These rates do not apply to forensic-related services or to work for which Prevailing Wage obligations exist. It is the responsibility of the client to notify GHD in writing if Prevailing Wage obligations are applicable, in which case the fees will be adjusted proportionate to the increase in labor cost.



Exhibit A

City of Rio Dell City Engineer

**Scope of Services
January 2, 2015**

INTRODUCTION

The services under this agreement are for GHD to provide Contract City Engineering services to the City, with Jesse Willor designated as the City Engineer and primary contact person for GHD. The City Engineer will report to the City Manager, and work on behalf of the City and City Council. Typically the City Engineer services will include various engineering reviews, attendance at staffing and Council meetings, regulatory agency meetings, summary memos to the council, and design, bidding and construction management assistance for various capital improvement plan projects, and other related City Engineering services as requested by the City. The City Engineer tasks will typically be completed by Jesse Willor, but may require incidental assistance from others at GHD. If a project requires greater effort or warrants individual tracking for funding or other reasons, a separate scope, budget, and schedule will be developed and used for that project. The designation of Jesse Willor as the City Engineer will not be changed without the consent of the City.

SCOPE OF SERVICES

The scope of services is to provide City Engineering services including engineering, environmental, and related services as requested by the City. To help the City Manager track the efforts of the City Engineer, the following project phases will be set up and used to track time charged and to organize the related charges on invoices:

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For each of the above phases, notes will be provided for each time entry with a description of the work completed.

As requested by the City, sub-phases will be set up and tracked for specific projects or assignments so that project specific tasks can be tracked separately.

COMPENSATION

Jesse Willor, as the designated City Engineer, will be billed on a time and materials basis at a special hourly rate of \$120 per hour plus expenses/consumables when working as the City Engineer. Mr. Willor will not charge the City for travel time to and from the City. Mr. Willor's



special rate can be reviewed and adjusted annually, upon mutual written agreement between the City and GHD. Remaining GHD staff supporting Mr. Willor will be billed on a time and materials basis as needed using the fee schedule in effect at the time the work is performed. Services will be provided as requested by the City. Invoices will be prepared monthly with notes indicating what the services were for so the City can seek reimbursement from applicants and others when the requested services are reimbursable. Invoices will be sent to the attention of the City Manager, with a copy sent to the Director of Public Works and the Assistant City Engineer/Engineering Technician. Invoices are due and payable by the City within 30 days of the date of the invoice. Interest at the rate of 1-1/2% per month will be charged on all outstanding balances.

SCHEDULE

The scope of services presented above will be completed on an on-going basis, as long as GHD is the City designated Contract City Engineer.

AGREED

City of Rio Dell

GHD Inc.

Kyle Knopp, City Manager, Date

Steve Allen, Managing Principal, Date

Rio Dell Accounting Tracking Number

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Check / Payment</u>
0003296	11/06/2014	[2366] EEL RIVER DISPOSAL INC	GARBAGE BAGS FOR OCTOBER 2014	614.35
0003297	11/06/2014	[2269] ADVANCED DISPLAY & SIGNS	2 - 24" X 24" AND 2 - 24" X 16" ALUMINUM SIGN	207.22
0003298	11/06/2014	[2203] AESTHETIC DESIGN & PHOTOGRAPHY	ANNUAL WEB HOSTING - 11/1/14 TO 10/31/15	320.00
0003299	11/06/2014	[3975] AT&T - 5709	PHONE EXPENSES FOR OCTOBER 2014	474.09
0003300	11/06/2014	[5512] CALED	2014-2015 MEMBERSHIP DUES	250.00
0003301	11/06/2014	[4937] CALIFORNIA DEPARTMENT OF TRANSPORTATION	SIGNALS & LIGHTING FOR JULY 2014 THROUGH SEPT	513.28
0003302	11/06/2014	[2277] CAMPTON ELECTRIC SUPPLY	SIX HID LAMPS FOR GATEWAY	196.74
0003303	11/06/2014	[5052] GHD, INC	PROFESSIONAL SERVICES FOR WATER INFILTRATION ENGINEERING SERVICES FOR SCOTIA INTERTIE & IN ENGINEERING SERVICES FOR TAC MEETINGS & TRANS	3,545.50
0003304	11/06/2014	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	FLUORESCENT FLT YELLOW/GREEN TABLETS, CHERRY	336.93
0003305	11/06/2014	[5689] MENDES SUPPLY COMPANY	TWO CASES PAPER TOWELS AND ONE CASE BATH TISS	170.83
0003306	11/06/2014	[4908] MITCHELL BRISSO DELANEY &VRIEZE	PROFESSIONAL SERVICES FOR OCTOBER 2014 PROFESSIONAL SERVICES FOR OCTOBER 2014 PROFESSIONAL SERVICES FOR OCTOBER 2014 PROFESSIONAL SERVICES FOR OCTOBER 2014 PROFESSIONAL SERVICES FOR OCTOBER 2014	1,802.10
0003307	11/06/2014	[2410] NORTH COAST CLEANING SERVICES, INC.	MONTHLY CLEANING SERVICES FOR OCTOBER 2014	471.00
0003308	11/06/2014	[2569] NORTH COAST LABORATORIES, INC.	LAB TESTING FOR DRINKING WATER LAB TESTING COLIFORM QUANTI-TRAY	514.00
0003309	11/06/2014	[4393] NYLEX.NET	MONTHLY MAINTENANCE FOR NOVEMBER 15 THROUGH D	900.00
0003310	11/06/2014	[4833] PARSAC	RETRO PREMIUM ADJUSTMENT ASSESSMENT FOR WORKE	779.00
0003311	11/06/2014	[4338] QUILL CORPORATION	PENS	37.06
0003312	11/06/2014	[4493] REDWOOD GLASS & WINDOWS	REPLACE BROKEN WINDOW @ 126 FERN ST	356.88
0003313	11/06/2014	[2742] SCOTIA TRUE VALUE HARDWARE	4PK 9V ALK BATTERIES FOR GATEWAY 10 OZ ULTRA CONSTRUCTION ADHESIVE 10.1 OZ SILICONE CLEAR CAULKING 1250 PK 1/2" HD STAPLES 80# CONCRETE MIX 200 CT WW MINI LIGHT SET	144.70
0003314	11/06/2014	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICES & BOX RETRIEVAL, REFILING &	104.75
0003315	11/06/2014	[2710] STARPAGE	PAGING SERVICES FOR NOVEMBER 2014	12.95
0003316	11/06/2014	[4027] US BANK	CDBG PROGRAM INCOME ACCOUNT ADJUSTMENTS FOR 2	42,512.51

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Check / Payment</u>
0003317	11/06/2014	[5297] VERSATILE INFORMATION PRODUCTS, INC.	ANNUAL SUPPORT FOR PUMA LITE MANAGEMENT 12/1/	1,050.00
0003318	11/06/2014	[2779] WILDWOOD SAW	SPACER FLANGE FOR STIHL FS110R TRIMMER	13.92
0003319	11/13/2014	[4310] CAMERON D YAPLE	PER DIEM FOR WATER TREATMENT OP CERTIFICATE E	58.00
0003320	11/13/2014	[0576] 101 AUTO PARTS	CAR WASH SK-7000 TORCH; CRIMPING TOOL; HEAT SHRINK TUB BUTT CONNECTOR; HEAT SHRINK TUBING TURN SIGNAL BULB FOR 2008 FORD F250 HEAT SHRINK TUBING 10 - 5 GAL AQUABAC XT..	153.67
0003321	11/13/2014	[5573] AQUAFIX		708.44
0003322	11/13/2014	[2261] CALIFORNIA STATE DISB UNIT	GARNISHMENT CASE #200000001183524 FOR PPE 10/	81.69
0003323	11/13/2014	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR NOVEMBER 2014	1,542.00
0003324	11/13/2014	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 10/31/14	120.00
0003325	11/13/2014	[5127] DELTA DENTAL	DENTAL INSURANCE FOR DECEMBER 2014	2,186.99
0003326	11/13/2014	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	BLOOD ALCOHOL ANALYSIS FOR OCTOBER 2014	140.00
0003327	11/13/2014	[5241] GE CAPITAL	XEROX COPIER PAYMENT FOR NOVEMBER 2014	475.49
0003328	11/13/2014	[4548] PAPE' MACHINERY EXCHANGE	JD 310SJ - REPAIR UNPLUGGED SOLENOID ON TRANS	285.57
0003329	11/13/2014	[5222] R.J. RICCIARDI, INC	PROFESSIONAL SERVICES RE: FOR PERIOD ENDING 6	2,135.00
0003330	11/13/2014	[3029] REDWOOD COFFEE SERVICE	COFFEE	63.00
0003331	11/13/2014	[2659] RIO DELL PETTY CASH	CAR WASH FOR CITY CAR; DR. CO-PAY FOR POISON	66.22
0003332	11/13/2014	[2672] ST. JOSEPH HEALTH SYSTEM HUMBOLDT CO.	VENIPUNCTURE 10/18/14	30.00
0003333	11/13/2014	[2251] STATE BOARD OF EQUALIZATION	ANNUAL WATER RIGHTS PERMIT/LICENSE FEE 7/1/14 ANNUAL WATER RIGHTS PERMIT/LICENSE FEE 7/1/14 ANNUAL WATER RIGHTS PERMIT/LICENSE FEE 7/1/14	539.04
0003334	11/13/2014	[2319] SUDDENLINK COMMUNICATIONS	INTERNET SERVICE FROM 11/10/14 TO 12/9/14	134.95
0003335	11/13/2014	[2719] SWRCB OFFICE OF OPERATOR CERT	DISTRIBUTION CERTIFICATION REQUEST 9/20/14 EX	70.00
0003336	11/13/2014	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 10/31/14	5,429.62
0003337	11/13/2014	[4514] SARAH M. WILLIAMS	CUSTOMER DEPOSIT REFUND CUSTOMER DEPOSIT REFUND	140.00
0003338	11/13/2014	[2719] SWRCB OFFICE OF OPERATOR CERT	DISTRIBUTION CERTIFICATION REQUEST 9/20/14 EX	70.00
0003339	11/20/2014	[5443] AIRGAS USA, LLC	CYLINDER RENTAL	20.84

CITY OF RIO DELL CHECK REGISTER

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<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Check / Payment</u>
0003340	11/20/2014	[2237] BANK OF AMERICA BUSINESS CARD	INTERNATIONAL CODE COUNCIL CA SOCIETY OF MUNICIPAL FINANCE OFFICERS APPL OFFICERWORLD - CANVAS SECTIONAL POST BINDER USPS-EVERY DOOR DIRECT MAILING OF OCTOBER 201	1,393.67
0003341	11/20/2014	[5114] BEST BEST & KRIEGER LLP	LEGAL SERVICES THROUGH OCTOBER 31, 2014	562.50
0003342	11/20/2014	[2285] CC MARKET (1)	BLEACH	4.92
0003343	11/20/2014	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	BLOOD ALCOHOL ANALYSIS FOR FEBRUARY 2014 BLOOD ALCOHOL ANALYSIS FOR AUGUST 2014	175.00
0003344	11/20/2014	[5730] O & M INDUSTRIES	REMOVE & REPLACE FLEX HOSE @ WWTP	460.00
0003345	11/20/2014	[3878] OLIN CORP - CHLOR ALKALI	SODIUM HYPOCHLORITE	656.20
0003346	11/20/2014	[4338] QUILL CORPORATION	LASER CHECKS FOR ACCOUNTS PAYABLE FOUR FLASH DRIVES ONE 10 PACK MAGIC TAPE	157.95
0003347	11/20/2014	[2742] SCOTIA TRUE VALUE HARDWARE	THREE 200 CT MINI LIGHT SETS 96 OZ BLEACH	80.92
0003348	11/20/2014	[2694] SHELL OIL CO.	PD FUEL EXPENSES FOR OCTOBER 2014 PW FUEL EXPENSES FOR OCTOBER 2014 CITY CAR FUEL EXPENSES FOR OCTOBER 2014 PD FUEL EXPENSES FOR NOVEMBER 2014 PW FUEL EXPENSES FOR NOVEMBER 2014	2,523.33
0003349	11/20/2014	[2714] SWRCB ACCOUNTING OFFICE	SYSTEM NO. 1210012; LARGE WATER SYSTEM FEES F	10,099.41
0003350	11/20/2014	[2787] WYCKOFF'S	6" x 4" SDR WYE; 4" SDR 35 ST 22 1/2 ELBOW	66.82
0003351	11/21/2014	[2603] PG&E	UTILITY EXPENSES FOR OCTOBER 2014	18,531.80
0003352	11/21/2014	[4310] CAMERON D YAPLE	CLOTHING ALLOWANCE - BOOTS	170.21
Total Checks/Deposits				104,661.06

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0003353	12/02/2014	[2757] US POSTMASTER	POSTAGE FOR NOVEMBER 2014 FOR UTILITY BILLING	365.22
0003354	12/02/2014	[2103] JOHN R CHICORA JR	PER DIEM FOR WORKSHOP IN REDDING - SANITARY S	46.00
0003355	12/02/2014	[2366] EEL RIVER DISPOSAL INC	GARBAGE BAGS FOR NOVEMBER 2014	609.20
0003358	12/04/2014	[3108] ACCUFUND, INC.	PROFESSIONAL SERVICES ADJUST SEWER & WATER FO	400.00
0003357	12/04/2014	[2269] ADVANCED DISPLAY & SIGNS	SIX MAGNETIC VEHICLE LOGOS	129.41
0003358	12/04/2014	[5235] ADVANTAGE FINANCIAL SERVICES	DOCSTAR 3.12 SOFTWARE PACKAGE	341.35
0003359	12/04/2014	[5410] BELLACH, TYSON	DOCSTAR USER LICENSES & SYSTEM SOFTWARE	
0003360	12/04/2014	[2261] CALIFORNIA STATE DISB UNIT	CUSTOMER DEPOSIT REFUND	64.69
0003361	12/04/2014	[2303] COAST CENTRAL CREDIT UNION	GARNISHMENT CASE #200000001183524 FOR PPE 11/	120.00
0003362	12/04/2014	[2283] COASTAL BUSINESS SYSTEMS	POA DUES FOR PPE 11/14/14	908.00
			LASER PRINTER MAINTENANCE AGREEMENT FROM 11/2	
			COPIER MAINTENANCE AGREEMENT FROM 11/20/14 TO	
0003363	12/04/2014	[3148] COUNTY OF HUMBOLDT	ASSESSOR PARCEL MAP UPDATES FOR MAP 52-22	6.50
0003364	12/04/2014	[2411] DEARBORN NATIONAL LIFE INSURANCE COMPANY	LIFE INSURANCE FOR DECEMBER 2014	248.00
0003365	12/04/2014	[4382] DOCUSTATION	MONTHLY MAINTENANCE & COPY CHARGES FOR NOVEMB	439.83
0003366	12/04/2014	[2396] FERNBRIDGE TRACTOR & EQUIPMENT CO., INC.	JD ARMREST	188.66
0003367	12/04/2014	[2407] FORBUSCO LUMBER	TWO 2X6 8' PT; LUMBER PROD ASSESSMENT	16.65
0003368	12/04/2014	[2405] FORTUNA ACE HARDWARE	SOCKETS SETS, WRENCH SET & RATCHET 1/2 DR TER	170.88
0003369	12/04/2014	[5052] GHD, INC	ENGINEERING SERVICES FOR METROPOLITAN WATER W	2,078.00
			ENGINEERING SERVICES FOR TAC MEETINGS & TRANS	
0003370	12/04/2014	[3603] JAMES LEE GOFF	REIMBURSEMENT FOR CLOTHING ALLOWANCE	325.00
0003371	12/04/2014	[2501] HAJOCA CORPORATION	ROMAC 202NS NYLON DOUBLE STRAP SRV SADDLE	284.55
			ONE ROLL POLYETH PIPE	
0003372	12/04/2014	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	PIPE CONNECTION FLEX COUPLING	556.83
0003373	12/04/2014	[2474] HUMMEL TIRE & WHEEL, INC	TESTING STRIPS	
			FOUR TIRES - 2007 CROWN VICTORIA	1,939.15
			FOUR TIRES - 2002 FORD INTERCEPTOR	
			FLAT REPAIR FPR MOWER	
			FLAT TIRE REPAIR	
			TIRES FOR 2002 GMC TRUCK	
0003374	12/04/2014	[4454] JOHN DEERE CREDIT	JD WLBH T0310SJ172198 310SJ	13,582.60

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0003375	12/04/2014	[5734] LEWIS REDWOOD PRODUCTS	SINGLE FACED REDWOOD SIGN	80.63
0003376	12/04/2014	[2410] NORTH COAST CLEANING SERVICES, INC.	MONTHLY CLEANING SERVICES FOR NOVEMBER 2014	471.00
0003377	12/04/2014	[2569] NORTH COAST LABORATORIES, INC.	LAB TESTING - AMMONIA NITROGEN WITHOUT DISTIL	190.00
0003378	12/04/2014	[4393] NYLEX.NET	COLIFORM QUANTI-TRAY MONTHLY MAINTENANCE FOR DECEMBER 15 THROUGH J	900.00
0003379	12/04/2014	[4412] PERSONNEL CONCEPTS	ONE YEAR CA COMPLIANCE SERVICE SUBSCRIPTION	84.67
0003380	12/04/2014	[3029] REDWOOD COFFEE SERVICE	COFFEE	63.00
0003381	12/04/2014	[2659] RIO DELL PETTY CASH	CWEA AWARDS BANQUET FOR WASTEWATER SUPERVISOR	25.00
0003382	12/04/2014	[2742] SCOTIA TRUE VALUE HARDWARE	1 X CLOSE GALV NIPPLE 10 PK SERRATED BLADES; 4 PK SUPER GLUE BATTERIES; DIGITAL TIMER CLOCK; DUPLEX OUTLET 20A IVY HD DUPLEX OUTLET GALV COUPLING; GALV NIPPLE; 4 OZ YELLOW HONDA PUMP	60.77
0003383	12/04/2014	[5376] SCOTTY'S CUTTERS EDGE		584.35
0003384	12/04/2014	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICES FOR NOVEMBER 20104	85.60
0003385	12/04/2014	[2709] STAPLES DEPT. 00-04079109	VTECH 3HS CORDLESS PHONE; KASPERSKY ANTI VIRU INK CARTRIDGES FOR CANON PRINTERS	299.80
0003386	12/04/2014	[2710] STARPAGE	PAGING SERVICES FOR DECEMBER 2014	12.95
0003387	12/04/2014	[2319] SUDDENLINK COMMUNICATIONS	MONTHLY BROADBAND SERVICES FOR DECEMBER 2014	244.05
0003388	12/04/2014	[2714] SWRCB ACCOUNTING OFFICE	ANNUAL PERMIT FEE FOR TREATMENT FACILITY 7/1/ ANNUAL PERMIT FEE FOR COLLECTION SYSTEM 7/1/1	6,787.00
0003389	12/04/2014	[4151] TIMES PRINTING COMPANY	250 THREE PART FORMS	136.29
0003390	12/04/2014	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 11/14/14	4,989.15
0003391	12/04/2014	[5166] VSP-VISION SERVICE PLAN	VISION INSURANCE FOR DECEMBER 2014	448.44
0003392	12/04/2014	[2779] WILDWOOD SAW	CHAIN & BAR FOR POLE SAW; THREE 3 PACK FILES, REPAIR CHAINSAW	217.43
0003393	12/12/2014	[0576] 101 AUTO PARTS	OIL & OIL FILTER FOR LIFT STATIONS FIVE LAMPS & ONE GROMMET FOR DUMP TRUCK COUPLER, ADAPTER & BLOW GUN FOR AIR COMPRESSO HEADLIGHT BULB FOR 2006 FORD CROWN VICTORIA	312.35
0003394	12/12/2014	[2224] AQUA BEN CORPORATION	740 C HYDROFLOC 55 GAL DRUM	803.03
0003395	12/12/2014	[3975] AT&T - 5709	PHONE EXPENSES FOR NOVEMBER 2014	474.72

CITY OF RIO DELL CHECK REGISTER

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Check	Date	Vendor	Description	Check / Payment
0003396	12/12/2014	[2261] CALIFORNIA STATE DISB UNIT	GARNISHMENT CASE # 200000001183524 FOR PPE 11	81.69
0003397	12/12/2014	[5330] CAPITAL ONE COMMERCIAL	PAPER PLATES & HOT CUPS	30.29
0003398	12/12/2014	[2285] CC MARKET (1)	LAUNDRY DETERGENT	10.74
0003399	12/12/2014	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR DECEMBER 2014	1,542.00
0003400	12/12/2014	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 11/28/14	120.00
0003401	12/12/2014	[5127] DELTA DENTAL	DENTAL INSURANCE FOR JANUARY 2015	2,322.33
0003402	12/12/2014	[2393] FASTENAL COMPANY	100 EACH PPH SMS 8X3/4 AND PPH SMS 12X1	8.02
0003403	12/12/2014	[5241] GE CAPITAL	XEROX COPIER PAYMENT FOR DECEMBER 2014	475.49
0003404	12/12/2014	[2437] HACH	REAGENT SET, CHLORINE FREE CL17	177.00
0003405	12/12/2014	[4908] MITCHELL BRISSO DELANEY & VRIEZE	PROFESSIONAL SERVICES FOR NOVEMBER 2014 PROFESSIONAL SERVICES FOR NOVEMBER 2014 PROFESSIONAL SERVICES FOR NOVEMBER 2014 PROFESSIONAL SERVICES FOR NOVEMBER 2014 PROFESSIONAL SERVICES FOR NOVEMBER 2014	836.10
0003406	12/12/2014	[2569] NORTH COAST LABORATORIES, INC.	LAB TESTING-TOTAL COLIFORM BACTERIA 3X5	120.00
0003407	12/12/2014	[4338] QUILL CORPORATION	CORDLESS MOUSE	21.47
0003408	12/12/2014	[5222] R.J. RICCIARDI, INC	PROFESSIONAL SERVICES FOR AUDIT PERIOD ENDING	880.00
0003409	12/12/2014	[2742] SCOTIA TRUE VALUE HARDWARE	17 OZ BLACK INV MARKING PAINT 3/4 STEEL INSERT MALE ADAPTER 7 PK CAB LATCH; MT 250W 4/1 WORK LIGHT VARNISH & FOAM BRUSHES ELECTRIC OUTSIDE LIGHT TIMER	65.63
0003410	12/12/2014	[4570] SHRED AWARE	SHREDDING	115.00
0003411	12/12/2014	[2319] SUDDENLINK COMMUNICATIONS	INTERNET SERVICE FROM 12/10/14 TO 01/09/15	134.95
0003412	12/12/2014	[4927] LUIS TORRES	CUSTOMER DEPOSIT REFUND	70.00
0003413	12/12/2014	[2758] USDA RURAL DEVELOPMENT	CASE #04-012-0941 603860; CODE 92; LOAN NUMBE	2,750.00
0003414	12/12/2014	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 11/28/14	4,645.92
0003415	12/12/2014	[2247] ANTHEM BLUE CROSS	HEALTH INSURANCE FOR DECEMBER 2014	27,617.00
0003416	12/18/2014	[3883] DARRYL J SELBY DBA SUPERIOR INSTALLS	WHELEN TRAFFIC ADVISER R/B; 4"LED FLOOD LIGHT	1,497.95
0003417	12/18/2014	[5443] AIRGAS USA, LLC	CYLINDER RENTAL..	20.84
0003418	12/18/2014	[2237] BANK OF AMERICA BUSINESS CARD	COLLEGE OF THE REDWOODS - CANCELLATION OF EXC LA QUINTA INN REDDING - WASTEWATER WORKSHOP EEL RIVER HYDROPONICS - TWO EXOPLUS ANALYZER	1,275.04
0003419	12/18/2014	[2285] CC MARKET (1)	WHITE VINEGAR	8.78
0003420	12/18/2014	[2293] CITY OF FORTUNA	ANIMAL CONTROL SERVICES FROM JUNE 2014 TO NOV	3,600.00
0003421	12/18/2014	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	BLOOD ALCOHOL ANALYSIS FOR SEPTEMBER 2014	70.00

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0003422	12/18/2014	[2501] HAJOCA CORPORATION	INVENTORY MAINTENANCE SUPPLIES FOR WATER & WA	1,784.04
0003423	12/18/2014	[2474] HUMMEL TIRE & WHEEL, INC	FOUR TIRES - 1995 FORD F-350 4X4 TRUCK	802.33
0003424	12/18/2014	[2795] NALLEY & ASSOCIATES	PROFESSIONAL SERVICES FOR ACCUFUND TRAINING	592.50
0003425	12/18/2014	[2569] NORTH COAST LABORATORIES, INC.	LAB TESTING-AMMONIA NITROGEN W/O DISTILLATION	194.00
0003426	12/18/2014	[2603] PG&E	UTILITY EXPENSES FOR NOVEMBER 2014	14,481.73
0003427	12/18/2014	[3343] PITNEY BOWES RESERVE ACCOUNT	POSTAGE PURCHASE FOR RESERVE	400.00
0003428	12/18/2014	[4338] QUILL CORPORATION	POST-IT TAGS & CORRECTION TAPE	40.59
0003429	12/18/2014	[3029] REDWOOD COFFEE SERVICE	COFFEE	63.00
0003430	12/18/2014	[5745] REDWOOD MEMORIAL HOSPITAL	LAB WORK FOR PD OFFICER	657.80
0003431	12/18/2014	[2655] RENNER PETROLEUM	180 GAL #2 DYED DIESEL	492.32
0003432	12/18/2014	[2742] SCOTIA TRUE VALUE HARDWARE	FOUR 5-GAL PLASTIC GAS CANS FOUR 1875W GROUND ADAPTERS DURAFRAME TRANSPLANTER; FOLD JAB SAW	107.63
0003433	12/18/2014	[2694] SHELL OIL CO.	PD FUEL EXPENSES FOR NOVEMBER 2014 PW FUEL EXPENSES FOR NOVEMBER 2014 PD FUEL EXPENSES FOR DECEMBER 2014 PW FUEL EXPENSES FOR DECEMBER 2014	2,061.84
0003434	12/18/2014	[4450] TERMINIX	675 WILDWOOD - PEST CONTROL ANNUAL MAINTENANC 475 HILLTOP - PEST CONTROL ANNUAL MAINTENANCE	1,059.24
0003435	12/29/2014	[2247] ANTHEM BLUE CROSS	HEALTH INSURANCE FOR JANUARY 2015	26,291.00
0003436	12/31/2014	[2757] US POSTMASTER	POSTAGE FOR DECEMBER 2014 FOR UTILITY BILLING	365.72
0003437	12/31/2014	[5235] ADVANTAGE FINANCIAL SERVICES	DOCSTAR 3.12 SOFTWARE PACKAGE DOCSTAR USER LICENSES & SYSTEM SOFTWARE	341.35
0003438	12/31/2014	[5750] AERO-MOD	REPAIRS TO WASTEWATER COMPUTER	280.88
0003439	12/31/2014	[2224] AQUA BEN CORPORATION	850 TOTE HYDROFLOC	2,992.80
0003440	12/31/2014	[2261] CALIFORNIA STATE DISB UNIT	GARNISHMENT CASE #200000001183524 FOR PPE 12/	81.69
0003441	12/31/2014	[2285] CC MARKET (1)	BIRTHDAY CAKE FOR THE MONTH OF DECEMBER 2014	34.99
0003442	12/31/2014	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 12/12/14	120.00
0003443	12/31/2014	[2313] COSTCO	ANNUAL MEMBERSHIP RENEWAL	55.00
0003444	12/31/2014	[2411] DEARBORN NATIONAL LIFE INSURANCE COMPANY	LIFE INSURANCE FOR JANUARY 2015	248.00
0003445	12/31/2014	[4382] DOCUSTATION	MONTHLY MAINTENANCE & COPY CHARGES FOR DECEMB	415.88
0003446	12/31/2014	[2366] EEL RIVER DISPOSAL INC	DEBRIS & FREON REMOVAL	62.25
0003447	12/31/2014	[3385] EVANS MECHANICAL (1)	NO HEAT IN LOBBY - REPLACE MAIN AIR LINE & FI	253.95
0003448	12/31/2014	[2423] GEORGE'S GLASS	REMOVE & RE-INSTALL WINDSHIELD FOR 2002 JEEP	211.90

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0003449	12/31/2014	[5052] GHD, INC	ENGINEERING SERVICES FOR METROPOLITAN WATER W PROFESSIONAL SERVICES FOR BACKUP GENERATOR-OE	3,937.50
0003450	12/31/2014	[2501] HAJOCA CORPORATION	ONE SXS SCHEDULE 80 PVC COUPLING	8.05
0003451	12/31/2014	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	NITRATE NITROGEN STANDARD; NITRATE POWDER PIL	94.11
0003452	12/31/2014	[2569] NORTH COAST LABORATORIES, INC.	COLIFORM QUANTI-TRAY	50.00
0003453	12/31/2014	[2619] PITNEY BOWES, INC. (QTR Pymnt)	QUARTERLY PAYMENT FOR SEPTEMBER 30, 2014 TO D	166.41
0003454	12/31/2014	[4338] QUILL CORPORATION	SIX CALCULATOR RIBBONS ONE PACK ADDING MACHINE TAPE TWO DOZEN PENS	40.32
0003455	12/31/2014	[2742] SCOTIA TRUE VALUE HARDWARE	DURAFRAME TROWEL; PUSH BROOM; PRUNING SEALER; 3 - EXTENSION CORDS, POWER STRIP & TIMER FOR ADAPTER & EXTENSION CORD FOR CHRISTMAS LIGHTS 4 - 6' EXTENSION CORDS FOR CHRISTMAS LIGHTS	278.86
0003456	12/31/2014	[4699] SIERRA CHEMICAL CO	CONTAINER DEPOSIT REFUND	2,594.35
0003457	12/31/2014	[2709] STAPLES DEPT. 00-04079109	CONTAINER DEPOSIT & SODIUM BISULFITE XEROX BLACK, YELLOW & CYAN TONER CARTRIDGES;2 RETURN XEROX BLACK TONER CARTRIDGE & 20"X30" TWO 3 PACK NAVY LINEN PAPER COVERS ONE 12 PACK SCOTCH TAPE; ONE REAM COLORED MONTHLY BROADBAND SERVICES FOR JANUARY 2015	601.49
0003458	12/31/2014	[2319] SUDDENLINK COMMUNICATIONS	250 LAPEL PINS	244.40
0003459	12/31/2014	[5748] THE PIN CENTER	CUSTOMER DEPOSIT REFUND	466.00
0003460	12/31/2014	[5280] JEFFERY THOMAS	52 WEEK SUBSCRIPTION	58.16
0003461	12/31/2014	[2717] TIMES-STANDARD-CIRCULATION	RETIREMENT FOR PPE 12/12/14	163.68
0003462	12/31/2014	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	VISION INSURANCE FOR JANUARY 2015	4,646.35
0003463	12/31/2014	[5166] VSP-VISION SERVICE PLAN		448.44
Total Checks/Deposits				156,939.23