



AGENDA
RIO DELL CITY COUNCIL
CLOSED SESSION – 5:00 P.M.
REGULAR MEETING – 6:30 P.M.
TUESDAY, FEBRUARY 2, 2016
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

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

- 1) 2016/0202.01 - **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Title: City Manager
(Pursuant to Gov't Code Section 54957)

D. PUBLIC COMMENT REGARDING CLOSED SESSION

E. RECESS INTO CLOSED SESSION

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

G. ORAL ANNOUNCEMENTS

H. PLEDGE OF ALLEGIANCE

I. CEREMONIAL MATTERS

J. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the 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.

K. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the 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) 2016/0202.02 - Approve Minutes of the January 19, 2016 Regular Meeting (**ACTION**) 1

L. ITEMS REMOVED FROM THE CONSENT CALENDAR

M. SPECIAL PRESENTATIONS/STUDY SESSIONS

- 1) 2016/0202.03 - Mid-Year Budget Review/ Approve Resolution No. 1286-2016
Mid-year Amendments to FY 2015-16 Operating and Capital Budget 9

N. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) 2016/0202.04 - Discussion on Animal Control Services
(**DISCUSSION/POSSIBLE ACTION**) 24
- 2) 2016/0202.05 - Discussion on Downtown Parking Lot
(**DISCUSSION/POSSIBLE ACTION**) 25

O. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

P. REPORTS/STAFF COMMUNICATIONS

1. City Manager
2. Chief of Police
3. Finance Director
4. Community Development Director

Q. COUNCIL REPORTS/COMMUNICATIONS

R. ADJOURNMENT

***The next regular meeting will be on February 16, 2016
at 6:30 p.m. in City Hall Council Chambers***

**RIO DELL CITY COUNCIL
REGULAR MEETING
JANUARY 19, 2016
MINUTES**

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

ROLL CALL: Present: Mayor Pro Tem Johnson, Councilmembers Garnes, Marks and Thompson

Absent: Mayor Wilson (excused)

Others Present: City Manager Knopp, Finance Director Woodcox, and City Clerk Dunham

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

PUBLIC PRESENTATIONS

Shannon Miranda, Miranda's Animal Rescue addressed the Council regarding animal control in Rio Dell. He expressed frustration and said since the last time he came before the Council, there has been no phone calls from anyone in the City to talk about the problems as promised. He said Chief Hill was supposed to pick up two dogs left in Fortuna a week ago and as of today has not done so. He said the facts are that he is not taking any animals from Fortuna that came from Rio Dell which means that there have been no animals coming out of Rio Dell for the past three months which simply does not happen. He said dogs are coming into his facility and when he refuses to take them, the people drive away screaming because they can't take them to Rio Dell or Fortuna.

He said nothing is happening with regard to animal control which is the same concern he had the last time he addressed the Council. He commented that he called and left a message regarding setting up a meeting to talk about the situation and nothing happened. He said he is not trying to be impossible but he is not going to let 20 years of working with the City on animal control come to this.

He said he's sure everyone has pets they love and asked them to imagine their pet getting out while on vacation and coming back after three week to find out that their pet was euthanized because it freaked out and couldn't get along with other dogs. He said he spoke with Fortuna today and they indicated that Chief Hill was supposed to pick up the two dogs today and questioned what he was going to do with the dogs once he picks them up. He said he knows for a fact that he has taken dogs and put them back in owner's yards which he can't do. He said

the last kittens were given away to a woman in McKinleyville which is illegal because they have to be fixed before they are adopted out. He clarified that for every one unsprayed female cat or unaltered male cat, there are 420,000 kittens born in seven years.

He said the City is amazing and has come a long way but to go without animal control is a major backslide. He predicted without animal control, in one year the City will have major problems. He said what happens are the animals will pay with their lives and even if it is a stray, every animal deserves a shot. He added that they don't deserve to be passed around and around and that he has offered to come down and pick them up; besides that he doesn't know what else to do.

He added that he doesn't want to seem like he is coming across aggressively but he kind of is in a sense that he doesn't want to see animals dying because Rio Dell has no animal control program.

Mayor Pro Tem Johnson suggested the City Manager and Chief of Police get together with Mr. Miranda to work on a resolution then report back to the Council.

Kathleen Kemp stated that she is an animal lover and that this is the first time she has heard of this. She said there are a lot of animals out there and they need care. She said this seems to be just like other things in the City that don't get addressed.

CONSENT CALENDAR

Motion was made by Thompson/Garnes to approve the consent calendar including approval of minutes of the January 5, 2016 regular meeting; and approval of payment of 2016 League of California Cities Dues, opting out of Litigation Surcharge. Motion carried 4-0.

SPECIAL PRESENTATIONS/STUDY SESSIONS

Presentation – GHD Engineering, Authorizing City Manager to sign amended Scope of Services for City Engineering Services

City Manager Knopp provided a staff report and said under this particular agenda item, staff is recommending the City Council authorize the City Manager to sign an amended Scope of Services for City Engineering Services. In addition, Rebecca Crow from GHD is present to provide an update on the Metropolitan Wells Project and water system capital improvement planning.

He explained in June of 2013 the City Manager signed a professional services agreement with GHD, Inc. for engineering services and a Scope of Services with the designation of Merritt Perry as Rio Dell's designated engineer. He said Mr. Perry left his employment with GHD in August

2014 so a similar agreement was approved designating Jesse Willor as the City's primary engineer. He said in October of 2015, Mr. Willor also left GHD which requires another amendment to the Scope of Services in moving forward.

He said the proposed Scope of Services reflects a broader team at GHD who will work on the City's projects. He noted that Rebecca Crow will be the primary contact person and Steve McHaney will be the primary engineer for the city. He said in moving forward, they will be taking a long-term look at forecasting grant proposals in line with the City's Capital Improvement Plan.

Rebecca Crow continued with a power point presentation, beginning with a status update on the Metropolitan Wells Project then the Water System Capital Improvement Planning and potential funding opportunities.

She reviewed the funding sources and progress of the Metropolitan Wells Project beginning in April 2015 with installation of the monitoring wells and cleaning of the wells to January 2016 with completion of the 60% design.

She said next steps will include completion of the final design in March 2016; project bidding in April/May; construction to begin in June/July; followed by the completion of the project in September/October 2016.

She commented that they are working really hard to control the costs so the City doesn't have to contribute any additional funds although they have no control over how the bids come in. She said they are putting in bid additives but as the bids come in, the Council may have to make some decisions on what additives they want to add or eliminate.

Next was review of Water System Capital Improvement Planning. She commented that the recent water rate increase opened up more funding options and new projects can be submitted to the State for potential funding. She indicated that the City Manager has been working hard to come up with creative ways to do complete streets rehab projects where all problems are addressed such as water and sewer line replacement, drainage, and repaving. She said there may be some ways to work with USDA on that type of a project.

City Manager Knopp stated that Dixie and Second Ave. is an example of every potential problem including a deteriorated distribution system and I & I problems with infiltration going into the sewer system. He noted that with this last storm, public works personnel faced a challenge in addressing all of the problems that occurred.

Next was review of the City's top five (5) Water System Priority Projects for 2015 with 2014 cost estimates.

The top five (5) projects included:

• Infiltration Gallery Extension	-	\$1,000,000
• Replacement of Distribution Piping (2" or smaller)	-	\$500,000
• Painter Street Water Tank Replacement	-	\$300,000
• Water Meters	-	\$320,000
• Miscellaneous Equipment	-	\$210,000
Total	-	\$2,330,000

City Manager Knopp commented that the City probably won't want to work on extension of the infiltration gallery until it is up and running at full capacity.

Councilmember Thompson questioned the cost estimates and said in 2015 he recalls an estimate of around \$5 million without the infiltration gallery extension.

City Manager Knopp explained there have obviously been some changes regarding costs such as with regard to the infiltration gallery but clarified that the cost share is not really what is being looked at but the list of priority projects identified by the City Council to pursue potential grant opportunities for funding. He said related to the cost estimates from 2015, he would have to go back and review the list.

Motion was made by Thompson/Marks authorizing the City Manager to sign the amended Scope of Services for city engineering services as presented. Motion carried 4-0.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Contribution of Transient Occupancy Tax (T.O.T.) to the Rio Dell-Scotia Chamber of Commerce

City Manager Knopp provided a staff report and said this matter is coming back before the Council at the request of Chamber President Nick Angeloff. He said the matter was presented to the Council at the November 17, 2015 meeting and at that time, the Council took no action towards contributing TOT revenue to the Chamber due to serious general fund budget constraints. He noted that TOT is a general fund revenue source and the majority of general fund revenues to towards police protection services.

He said because the Chamber of Commerce is critical in hopefully creating an environment that attracts economic development in the City, staff's recommendation would be to approve an allocation of \$2,000 from current appropriations budgeted for economic development rather than approving a percentage of the City's TOT revenue. He said this will allow staff to negotiate a proposal from the Chamber that outlines how the funds will be spent to address economic development in the City.

He reviewed the three (3) options as outlined in the staff report and reiterated that staff recommends the Council approve an allocation of \$2,000 pending the City Manager's acceptance of a proposal from the Chamber that outlines how the funds will be spent to address economic development, further recommending that the funds be transferred from already approved budget appropriations for economic development and that any ongoing allocations be discussed during the 2016-2017 budget process.

City Manager Knopp said one of the potential ideas would be to leverage the expertise of the Chamber to flush out the economic development opportunity roadmap so there would be something to hand out as advertising material for potential investors.

Councilmember Thompson expressed support for Option 2 because it provides the opportunity for feedback to the Council on the progress.

Councilmember Garnes stated that she also supports Option 2 with the exception that the proposal accepted by the City Manager comes back to the Council before finalizing and releasing the check.

Nick Angeloff commented that Option 2 is great although Options 1 and 2 together would be even better however; realizes it is not realistic at this time. He requested the matter be revisited during the 2016-2017 budget process.

He provided a brief review of the progress of the Chamber and said he would be happy to enter into a contract with the City in order to provide a coordinated effort. He said he does understand the Council's concern regarding the City's funds going toward activities in Scotia.

Councilmember Marks commented that the Chamber of Commerce has hosted a lot of events this summer and he would like to see the City show more support to perhaps improve attendance at the events.

Motion was made by Garnes/Marks to approve an allocation of \$2,000 to the Chamber from current appropriations budgeted for economic development, allowing the City Manager to negotiate a proposal from the Chamber that outlines how the funds will be spent to address economic development within Rio Dell with the stipulation that the proposal comes back to the City Council before it is finalized or funds are released. Motion carried 4-0.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Approve Resolution No. 1285-2016 Amending City of Rio Dell Employee Handbook including Attachment "A" related to Nepotism and Attachment "B" related to Sick Leave

City Manager Knopp provided a staff report and said the resolution was presented to the Council at their October 6, 2015 regular meeting and the consensus of the Council was that the resolution be brought back to the Council for further clarification of the sick leave policy by the City Attorney. He noted that with laws rapidly changing, the employee handbook in general will require a comprehensive update in coordination with the City Attorney. He said this amendment simply brings the sick leave policy in compliance with state law and updates the nepotism provisions, adding in-law relationships to the definitions of Section 3.24 of the resolution.

He explained under the Healthy Workplace, Healthy Families Act of 2014 (AB1522), it sets a baseline right to receive sick leave for all employees. He said as of July 1, 2015 employers must provide paid sick leave for all employees, including part-time employees who are scheduled to work less than 32 hours a week. He pointed out that this legislation does not apply to any current employees as all city employees receive sick leave at a rate of 3.69 hours per pay period however; it is anticipated that the City will be recruiting for a part-time position in the police department.

He said under the proposed change under Attachment B, part-time employees will be credited twenty-four (24) hours or three (3) days of sick leave for the calendar year July 1, 2015 to June 30, 2016 which will be frontloaded and the same each year thereafter. He noted that the sick leave is only accessible after 90 days of employment. Also, there is no accumulation of sick leave and the City will not provide compensation to part-time employees upon separation from employment with the City.

Councilmember Thompson questioned what the next steps would be in an instance where an employee takes sick leave and then later the City finds out that they were not actually sick but out shopping or something.

City Manager Knopp explained that misuse of sick leave privileges is grounds for disciplinary action and the idea of the policy is to make sure that it is not abused.

City Clerk Dunham interjected that any employee that has taken three (3) or more consecutive sick leave days may be required to provide a certificate of fitness to return to work by their doctor; and it is more or less at the discretion of the supervisor.

Mayor Pro Tem Johnson referred to the 90 day employment provision for part-time employees to utilize sick leave and asked if that is referring to 90 calendar days. He also asked about the possibility of contracting with a Human Resources (HR) firm at such time the general update of the employee handbook is done.

City Manager Knopp stated that the provision in the policy is 90 "calendar" days before sick leave can be accessed. He said with regard to utilizing an HR firm for the update, that is an option but he currently is working with the City Attorney to make sure the policy is consistent with state law. He said it could be brought back for update with the next employee contract negotiations.

Motion was made by Garnes/Marks to approve *Resolution No. 1285-2016 Adopting Amendments to the City of Rio Dell Employee Handbook* including Attachment 'A' related to Nepotism and Attachment 'B' related to Sick Leave. Motion carried 4-0.

REPORTS/STAFF COMMUNICATIONS

City Manager Knopp distributed a verbal staff report on recent activities and events and said staff hopes to have a City Newsletter out by the end of the week and advised councilmembers to forward any items they would like to have included in the newsletter; was continuing to work on switch over of the City email and website to a @riodell.ca.gov address; extended special thanks to the public works crew for handling storm related issues over the weekend and said he received a complimentary phone call from a citizen thanking Wastewater Superintendent Chicora for coming out and handling a particular situation over the weekend.

Finance Director Woodcox reported on recent activities in the finance department and said she was working on the final 2014-2015 budget document; working on the job description for the Police Records Technician position previously approved by the City Council; and said the new water rates were installed in AccuFund and staff will be testing the update this week to make they are computing accurately. She said they are looking forward to that as it will be far less complicated than the sewer rate update.

Mayor Pro Tem Johnson commented that he spoke to the ladies in the front office and advised them in the event that they get irate water customers, to tell them to call their elected council members.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Garnes reported on her attendance at Thursday's Fire Department meeting and reported there were a total of 39 call for response for the month of December which is fairly light; and that the Rio Dell Fire Department's 66th Annual Dinner will be taking place on Saturday, January 23rd and said she will be out of town and unable to attend but encouraged staff and Council to try and participate.

Councilmember Marks, as representative on the Chamber of Commerce reported on his a

attendance at the meeting earlier in the day and said there was a report on the New Year's Eve Party at Scotia Inn; discussion of the potential contribution from the City's T.O.T. revenue. Also, they discussed the Wildwood Ave. Sculpture Project and the need for the Chairman of the Sculpture Committee to schedule a meeting to get things going again. He then announced that the Arts on the Avenue this year, scheduled for the second Saturday of each month will be combined with the Community Market which was apparently successful last year.

Councilmember Marks then reported on the last Redwood Coast Energy Authority (RCEA) meeting and said the subject of Community Choice Aggregation came up again and the Board passed an ordinance to allow RCEA to implement the program; with that comes studies which he said he felt should have been done before. He noted that they identified three co-generation plants as being vital to the program and based the rates on that but two of those plants are not currently in operation. He said a draft ordinance was submitted to board members for the member cities to use as a model should they choose to participate in the program.

Councilmember Thompson reported on his attendance at the last Humboldt Waste Management Authority (HWMA) meeting and said the 20% retention (approximately \$2 million) held by the State related to capping of the Cummings landfill was expected to be released in February but has potentially been pushed back to August now.

He said the other interesting discussion was pertaining to the garbage contract with Solid Waste of Willits and said when they bid on the haul they calculated 80% for the backload to cover expenses and that hasn't happened. He said the Board budgeted it at 100% but didn't plan on using the extra 20%. He stated that Solid Waste of Willits was in attendance at the meeting to ask for approximately \$70,000 of that fund to make up for the shortfall. He noted that none of the Board members were in support of the request and indicated that there is a clause in their contract that allows them one year to submit a request for some kind of consideration. He said the request which they plan on submitting must be received by March. He said that he doesn't think there will be much support by the Board because it basically jeopardizes the fair bidding process. He said everything else at HWMA is running smoothly.

ADJOURNMENT

Motion was made by Thompson/Garnes to adjourn the meeting at 7:33 p.m. to the February 2, 2016 regular meeting. Motion carried 4-0.

Gordon Johnson, Mayor Pro Tem

Attest:

Karen Dunham, City Clerk

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Rio Dell, CA 95562
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**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
February 2, 2016**

TO: Mayor and Members of the City Council

THROUGH: Kyle Knopp, City Manager

FROM: Brooke Woodcox, Finance Director

DATE: February 2, 2016

SUBJECT: Resolution 1286-2016 Mid-Year Amendments to the operating budget for the fiscal year 2015-2016

RECOMMENDATION

Adopt Resolution 1286—2016

- **BUDGET AMENDMENT:** Increase revenues to include Measure Z amount of \$35,569
- **BUDGET AMENDMENT:** add appropriations to the City Council budget of \$800 for City Anniversary spending as approved in the prior fiscal year
- **APPROVE LOAN PAY-BACK:** The water fund has sufficient reserves to repay the general fund loan of \$65,400

BACKGROUND AND DISCUSSION

The 2015-2016 Operating and Capital budget for the City of Rio Dell was adopted through Resolution 1267-2015. The adopted budget showed projected revenues totaling \$3,093,603 and expenditures in the amount of \$3,386,932. As of December 31, 2015 revenues have been received at 32% and expenditures City-wide are at 45%. At midyear staff does not foresee any serious revenue discrepancies that might impact the progression of the 2015-2016 budget and expenditures do not appear to be exceeding budgeted appropriations by significant amounts.

Staff makes the following recommendations to update the budget at midyear:

- Increase revenues to include Measure Z funding for \$35,569. Measure Z revenues are being utilized for administrative and code enforcement in the police department. Through midyear,

the staff in the finance department has been assisting in the police department however, the police department is seeking to hire outside of the organization for this position. This will allow the finance department staff to refocus on financial activities and the new hire on police department business. At year end a full report will be given to show budgetary savings in the finance department.

- Increase the City Council budget by \$800 for City anniversary spending. This was the amount already approved in the prior fiscal year however, it was not brought over into the current budget.
- Transfer budgeted appropriations of \$14,000 from the general fund to the streets fund for Blue Slide Road and Monument Road repairs and maintenance that was inadvertently budgeted in the general fund.
- Approve the loan pay-back from the general fund to the water fund in the amount of \$65,400. The water fund reserves are showing healthy levels at midyear. This is due to \$187,600 cash reimbursement for the Metropolitan Well Project that absorbed costs as far back as January 2014.

**Staff will bring a full report for the 2014-2015 fiscal year once the audited financial statements are released.*

At midyear appropriations are on target with the following exceptions:

- The Police Department budget is at 54% of appropriations; a budget amendment is expected and staff will come back at year end to address the additional costs incurred in PD. The additional costs in PD are mainly due to items that cannot be controlled due to the nature of those costs (vehicle repairs, personnel training, animal control, legal, etc.)
- The City Council budget is tracking at 49% at the midyear point however, legal costs and the Rio Dell Fire Department and Library water and sewer costs have significantly impacted that percentage. The RDFD and Library expenditure item is at \$2,966 out of the \$4,000 budget, and potentially may exceed appropriations by as much as \$2,000 by year end. Legal costs have exceeded the budgeted amount by 246%.
- The General Government department was re-established for the current fiscal year in order to allocate the Community Development Director's salary directly to the General Fund. It was necessary to apply these costs to the general government department since in the last fiscal year the Community Development Director's salary and benefits were specifically allocated to building and planning and those allocations were significantly decreased. Due to the administrative costs that accompany staff allocations, the general government department will require a budget adjustment since these costs were inadvertently not included in the 2015-2016 budget. If costs remain under budget in the planning department, appropriations can be transferred from general government to planning since these are both general fund costs.

ATTACHMENTS

A – Resolution 1286-2016

B – Midyear report



**RESOLUTION NO. 1286-2016
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL FOR MIDYEAR
AMENDMENTS TO THE OPERATING AND CAPITAL BUDGET
FOR THE FISCAL-YEAR 2015-2016**

WHEREAS, the City adopted Resolution 1267-2015 establishing the City's Operating and Capital Budget for the Fiscal-Year 2015-2016; and

WHEREAS, the City has approved and adopted its 2015-2016 fiscal year Operating and Capital Budget and identified two amendments that should be included to update the 2015-2016 fiscal-year budget; and

NOW THEREFORE BE IT RESOLVED, that the City of Rio Dell City Council does hereby amend the City of Rio Dell 2015-2016 Operating and Capital Budget with the following amendments

1) Increase revenues an additional amount of \$35,567 for Measure Z funding;

<u>FUND</u>		<u>AMOUNT</u>
044 Measure Z	Revenue	\$ 35,569

2) Amend the City Council budget to include an additional \$800 for Anniversary expenditures:

<u>FUND</u>		<u>AMOUNT</u>
000 Gen. Fund	City Council Dept.	\$ 800
000 Gen. Fund	Contingency item	\$ (800)

3) Transfer general fund capital projects appropriations of \$14,000 to the streets funds since these projects are for streets:

<u>FUND</u>		<u>AMOUNT</u>
020 Gas Tax	Capital Projects	\$ 14,000
000 Gen. Fund	Cap. Projects	\$ (14,000)

4) Loan pay-back amount to the general fund from the water fund:

<u>FUND</u>		<u>AMOUNT</u>
000 Gen. Fund	DUE TO	\$ 65,400
060 Water Fund	DUE FROM	\$ (65,400)

PASSED AND ADOPTED by the City Council of the Rio Dell on this 2nd day of February 2016, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Frank Wilson, Mayor

ATTEST:

Karen Dunham, City Clerk

MID YEAR FINANCIAL REPORT

DECEMBER 31, 2015

SECOND QUARTER 2015-16



City Management is pleased to present the mid-year financial report summarizing the City's overall budget progression of the 2015-2016 adopted Operating and Capital Budget through December 31, 2015. This financial information is unaudited. For audited information, or to find greater detail, please refer to the audited financial statements. Statements are generally released in the early

OVERVIEW

part of the calendar year.

ADJUSTED BUDGETS AND REVENUE ESTIMATES. The revenue projections and budget expenditures presented herein include any budget adjustments approved by the City Council.

GENERAL FUND FINANCIAL CONDITION. The City's general fund is its primary source of discretionary resources for the provision of services deemed necessary and appropriate by the citizens of Rio Dell and the City Council.

The general fund actual reserve balance was \$1,007,874 (unaudited) at the beginning of the 2015-2016 fiscal year. The budgeted estimate was \$978,563 therefore the City started off the fiscal year with its general fund reserve balance \$29,311 higher than estimated amounts. The

increase is partly due to revenues of \$29,226 from CDBG program receipts that if collections are below \$35,000 annually, these can be transferred to the general fund per funding guidelines.

Measure U revenues in FY 2014-2015 of \$44,477 contribute to the increased reserve balance, as well. Once revenues and expenditures were netted against each other in the general fund, the overall reserve balance was positively affected, despite that expenditures ran slightly higher than expected. Year end amendments were through Resolution 1284-2016.

Fiscal year 2015-2016 is the first year that Measure U revenues were included in the budget as a general fund revenue source. It is anticipated that Measure U will net \$160,000 in revenue. Before Measure U the budget deficit for FY 2015-2016 was estimated to be \$193,317. Once Measure U revenues were applied the budget deficit of revenues less departmental expenditures was reduced to \$33,317.

In addition to 2015-2016 departmental budget deficits the general fund reserve also picked up the building fund deficit (\$17,265) and the realignment grant deficit (\$2,735) for a total budget deficit of \$55,994.

GENERAL FUND REVENUES

REVENUES TO DATE Budgeted revenues for the general fund totaled \$902,909 for FY 2015-2016. As of December 31, 2015 actual general fund revenues received were \$147,160 (15%). Revenues aren't near the 50% mark as would be expected. This is due to the lapse in time of when revenues are earned in comparison to the period that revenues are received. For example, property taxes are collected at the County prior to disbursement to the City. The City's allocation, or revenues "earned" by December 31, is not recorded in the City's books until received, which is after the midyear cutoff date. This is known as the modified accrual basis of accounting which governmental funds are mandated as per the

CITY OF RIO DELL

675 Wildwood Avenue
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MID YEAR FINANCIAL REPORT

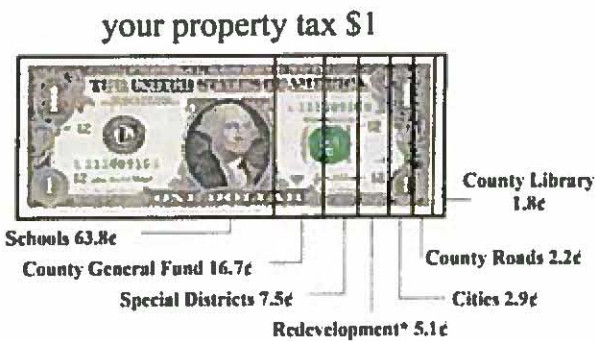
DECEMBER 31, 2015

SECOND QUARTER 2015-16

Governmental Accounting Standards Board (GASB). Revenues are recorded when received and accrued at year end, which will capture amounts outside of the fiscal year window. At June 30, 2016 all revenues will be recorded and therefore more accurately comparative to budgeted amounts.

Larger revenues that are budgeted but hadn't been received as of December 31, 2015 include the City's bi-annual apportionment of various property taxes (\$110,700 budgeted) and In Lieu Vehicle License Fees (\$342,000 budgeted). As of December 31, 2015 staff does not foresee any serious revenue deficiencies in the general fund.

The graphic below shows the allocation of property tax dollars:



Rio Dell receives almost 3% of the allocated 2.9% property taxes that are distributed by the County.

GENERAL FUND EXPENDITURES

EXPENDITURES TO DATE Budgeted appropriations for the general fund for FY 2015-2016 are \$936,226, which includes \$10,000 for contingencies and \$134,920 in capital projects. Actual expenditures as of December 31, 2015 were \$398,528 (43%).

Operational departmental expenditures less capital projects and contingencies were appropriated at \$791,306, with spent amounts of \$395,624, or 50% at the midyear

cutoff date. Budgeted appropriations for departmental operations for the general fund are right on track.

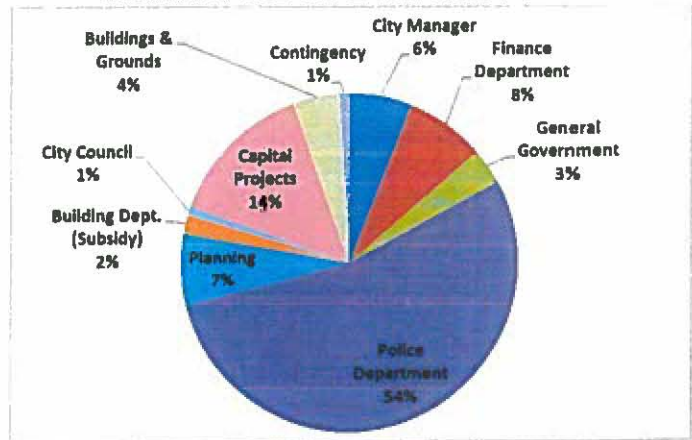
TOP 5 EXPENDITURES. The top 5 expenditures make up 59% of expenditures in the general. These are full-time salaries \$363,719, health insurance \$71,993 (in comparison to 2014-2015 budgeted amount of \$93,645), employee benefits 457 plan \$61,884, FICA/Medicare \$29,502, and workers compensation \$27,793 for a total of \$554,891. The police department is largely funded out of the general fund.

As of December 31, 2015 the top 5 expenditures have been spent down as follows:

General Fund Top 5 Budget Expenditures		
Full Time Salaries	179,357	49%
Benefit - Health Insurance	40,823	57%
Benefit - ICMA City 457	26,788	43%
FICA/MEDI	16,299	55%
Worker Compensation Insurance	14,955	54%
TOTAL SPENT AT 12/31/15	278,222	50%

Budgeted appropriations for the general fund by department are as follows: Police department \$514,107, Capital Projects \$134,920, Finance Department \$72,742, Planning \$65,100, City Manager Department \$56,920, Buildings and Grounds \$42,082, General Government \$33,193, Building Department *subsidy* \$17,265, Contingency \$10,000 and City Council \$7,361.

GENERAL FUND EXPENDITURES BY DEPT.



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Capital projects for the general fund total \$134,920 and are listed here:

GENERAL FUND		
\$	33,920	School Site and Drainage Surveys
	10,000	contracted Economic Dev. Assist.
	10,000	Parking Lot Lighting/Landscaping
	10,000	City Hall Generator
	12,000	Email Server
	45,000	Ogle & Belleview shovel ready
	14,000	Maint. Monument & Blue Slide Road
\$	134,920	TOTAL GENERAL FUND

The school site and drainage surveys, and Ogle & Belleview shovel ready projects have been carried over from the prior fiscal year.

MEASURE Z FUNDING

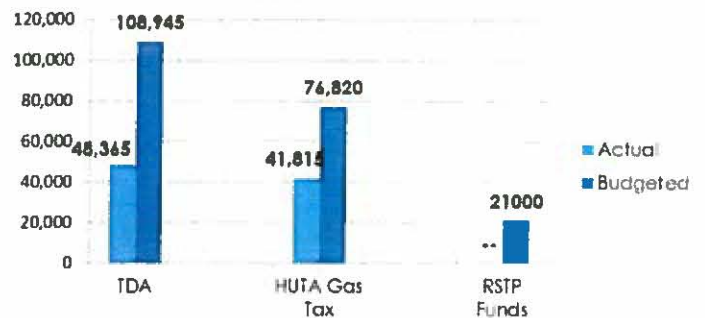
The City was granted \$35,569 in Measure Z funding. This amount is being used for additional administrative assistance in the Police Department. The funds were meant to fund a part-time position for clerical and code enforcement support in PD. The Finance Department staff has dedicated 24 hours per week in order to trim the water, sewer and general fund expenditures. To date Measure Z has saved approximately \$17,000 with the majority of savings going towards the water and sewer funds. The general fund sees a savings, as well, but smaller in proportion to the water and sewer funds. Staff will come back at a later date with more detailed information on Measure Z savings. At this point the police department is seeking to fill the position in order that finance staff remain dedicated to providing great customer service, and the police department have a dedicated employee to assist in police department business.

STREETS FUNDS

The City's streets revenues are the Highway User's Tax Account (HUTA), Transportation Development Act (TDA), and

Regional Surface Transportation Program (RSTP). For FY 2015-2016 Rio Dell's budgeted streets revenues total \$206,765. Actual revenues received through December 31, 2015 were \$90,180, or 44% of budget.

STREETS FUNDS
Midyear Revenues
Budgeted vs. Actual - 44%



Budgeted HUTA revenues were based on available information. At mid-year HUTA revenues appear stronger than anticipated at 54%. Revenues received will likely exceed budgeted expectations. This is a positive boost since the Streets funds' deficit City-wide for FY 2015-2016 is estimated at \$83,278.

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STREETS FUNDS			
Budget Variance			
For the period ended December 31, 2015			
	12/31/2015	Budget	%
REVENUES			
Gas Tax Fund (HUTA)	41,815	76,820	54%
TDA Fund	48,365	108,945	44%
RSTP Revenue	-	21,000	0%
TOTAL REVENUE	90,180	206,765	44%
EXPENDITURES			
Public Works	106,149	229,791	46%
General Government	18,143	50,487	36%
Contingency Item	-	9,765	0%
Capital Projects	14,645	-	
TOTAL EXPENDITURES	138,937	290,043	48%
Revenue over (under) expenditures	(48,757)	(83,278)	

This further burdens state and local government's financial capacity to maintain and repair streets and roads.

EXPENDITURES BY DEPARTMENT The City of Rio Dell Operating and Capital budget is maintained at the departmental level. As of December 31, 2015 City-wide departmental spending is at 45%, which shows that overall the City is on target of staying within the legal spending limits.

City-wide departmental expenditures for departments *not including* public works and capital projects have been spent at 49%.

Public works departments of sewer, water, streets, and buildings and grounds show 44% of amounts budgeted have been spent. Public works has been down one (1) full-time Utility Worker I since August. Electricity, the highest budgeted item totaling \$179,467 for public works sewer, water, streets, and buildings and grounds, was spent at 39% (\$70,167) of appropriations at December 31, 2015.

The streets funds capital projects are for Blue Slide and Monument Roads projects. This amount was appropriated to the general fund, but a budget transfer of \$14,000 is being requested through Resolution 1286-2016 - Midyear Budget Transfers and Amendments to correct this.

Total streets fund appropriations are \$290,043 with actual expenditures as of December 31, 2015 at \$138,937, or 48% of budget. Amounts spent include \$47,479 that goes towards public transportation costs (\$41,865 to Humboldt Transit Authority and \$5,614 to the Humboldt Senior Resource Center). Also included in this year's budget are \$9,765 contingency funds for the purposes of unforeseen repairs and maintenance of the City's streets.

Budgeted appropriations for the streets funds are funded 29% out of reserves.

Actual revenue received over the past five years in the streets funds has increased 35%; from \$178,312 in FY 2009-10 to a high of \$241,040 in 2014-15. However, the State of California is predicting a decline in HUTA revenues due to decreased fuel sales through technological advances in fuel efficiencies.

CITY OF RIO DELL

DEPARTMENTAL EXPENDITURES

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BUDGET VARIANCE BY DEPARTMENT			
Expenditures	12/31/15	Budget	%
DEPT. EXPENDITURES			
City Manager	124,624	284,595	44%
Finance	174,452	363,719	48%
City Council	7,063	14,349	49%
Police Department	338,124	623,842	54%
General Government	19,969	33,193	60%
Public Works	496,558	1,128,207	44%
<hr/>			
<i>Sewer</i>	216,309	461,698	47%
<i>Water</i>	148,694	366,582	41%
<i>Streets</i>	99,977	229,791	44%
<i>Buildings & Grounds</i>	31,578	70,136	45%
<hr/>			
Building	18,642	50,365	37%
Planning	27,503	65,100	42%
Total Dept. Expenditures	1,206,935	2,563,370	
<hr/>			
ACTIVITY EXPENDITURES			
Admin Car	214	1,200	18%
Recycling	605	10,854	6%
Capital Projects	44,154	234,920	19%
Total Activity Expenditures	44,973	246,974	
<hr/>			
Total City-Wide	1,251,908	2,810,344	45%

Despite that City-wide spent appropriations are 45% of budget, there are a few issues that are highlighted next in order to give readers a detailed, well-informed view of the City's financial progression of the 2015-2016 budget.

The following items and/or departments in the City's budget are showing trends of exceeding budget and may need additional appropriations at year end:

The City Council budget is spent at 49% of appropriations, which is a healthy marker for midyear; however there are items noted here that have exceeded appropriations and are shown for informational purposes.

AS OF DECEMBER 31, 2015

	Y-T-D Actual	YTD Budget	%
CITY COUNCIL			
Office Supplies	21	0	
Postage	0	111	0%
Printing - Forms	216	837	26%
Promotional	844	1,050	80%
Legal	1,234	502	246%
Training - Conference	905	3,000	30%
Automobile - Transportation	877	2,000	44%
Dues & Memberships	0	2,751	0%
Web Design Services	0	98	0%
RDFD and Library Water/Sewer	2,966	4,000	74%
TOTAL EXPENDITURES	7,063	14,349	49%

The Police Department has exceeded appropriations by 4% at midyear. Salaries and benefits items altogether show that 54% of budgeted amounts have been spent. The police department currently has staffing at budgeted levels, which required the hiring of two new officers. Training requirements for the additional personnel has been a necessary cost and contributes to the overage. Other items that have exceeded budgeted amounts in PD are vehicle repairs, legal costs, hiring costs, contract & professional services, and animal control.

	Y-T-D Actual	Y-T-D Budget	%
POLICE DEPARTMENT			
Salary and benefits items	265,908	493,995	54%
Vehicle Repair	2,147	4,000	54%
Legal	4,710	1,000	471%
Hiring Costs	2,950	2,000	148%
Contract/Prof. Services	5,083	3,000	169%
Animal Control	7,070	6,500	109%

The majority of costs listed here cannot be easily controlled at specific levels due to the nature of the necessity and variation of the items listed. For example, the police department vehicles have significant mileage and are beginning to require more repairs. Replacement vehicles are needed since additional mileage causes more wear and tear, and ultimately, more repairs to keep the vehicles in

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working order cause more significant budget variances.

The police department's animal control costs at midyear have exceeded the budgeted amount. Animal control is a necessary function of the police department and these costs, as well, cannot be controlled to the extent of staying within budgetary limits since unknown factors exist. Since July 1 through October 31, 2015, nineteen (19) dogs and thirteen (13) cats have been taken to the City of Fortuna. The cost per animal is \$200.

The general government department is at 60% of appropriations. This department was re-opened for the 2015-2016 fiscal year in order to allocate 40% of the Community Development Director's salary and benefits directly to the general fund. The amount budgeted was specifically for salary and benefits, however there are administrative costs associated with personnel allocation rates and these costs have impacted the budget variance.

EXPENDITURES BY MAJOR CATEGORY

EXPENDITURES BY MAJOR CATEGORY			
City of Rio Dell			
	12/31/15	Budget	%
Salaries and benefits	760,482	1,503,031	51%
Operations/Activities	491,426	1,307,313	38%
Reconciliation to expendit.	1,251,908	2,810,344	45%

A breakdown of expenditures by major category at the object line item level shows that City-wide salaries and benefits were expended at 51% of appropriations. Operational costs are reflected at 38% of appropriations.

Despite the higher variance in salaries and benefits, City-wide 45% of departmental appropriations were spent as of December 31, 2015.

CAPITAL PROJECTS

CITY OF RIO DELL
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The 2015-2016 Operating and Capital Budget as adopted included \$234,920 in capital projects as listed in the chart that follows. To date a total of \$37,074 has been spent for parking lot lighting (\$2,903), maintenance for Monument Road (\$3,500), maintenance for Blue Slide Road (\$11,145), and the purchase of analyzers (\$19,526) for the sewer system.

Several items were carried over from the prior year's budget. These projects weren't completed mainly due to budget constraints. Projects carried over were the school site and drainage surveys (\$33,920), Ogle and Belleview shovel ready (\$45,000), Old Ranch Road repairs (\$10,000), and the purchase of a backup generator (\$35,000) for the City's water system.

CAPITAL PROJECTS 2015-2016 BUDGET		
12/31/15 Budget	Description	
- 33,920	School Site and Drainage Surveys	
- 10,000	Contracted Economic Dev. Assist.	
2,903	10,000	Parking Lot Lighting/Landscaping
- 10,000	City Hall Generator	
- 12,000	Email Server	
- 45,000	Ogle & Belleview shovel ready	
14,645	14,000	Maint. Monument & Blue Slide Road
19,526	20,000	3 Analyzers
- 10,000	Smoke Tests	
- 10,000	Small Projects	
- 15,000	I & I (Inflow and Infiltration)	
- 10,000	Old Ranch Road Repairs	
- 35,000	Generator	
37,074	234,920	TOTAL CAPITAL PROJECTS

Additional capital projects that are on-going are the Metropolitan well project and the Alternative Transportation Planning grant. So far, the Metropolitan well project shows reimbursement to the City of \$182,600 with an additional reimbursement of \$9,610 withheld as 5% retainer. The ATP project was funded and the City has incurred costs of \$12,152 as of December 31, 2015 related to this project. These costs were not recouped as of

ENTERPRISE FUNDS

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December 31, 2015, but the City is expecting full reimbursement.

The City provides three enterprise services: building, water and sewer. Water and sewer are major funds and through the collection of fees and charges, these funds are set up to collect sufficient revenues to finance costs associated with administration, operations, capital improvements (CIP) and debt service. Enterprise funds have a net neutral basis, which means that there is a zero profit margin.

The building fund has operated with a deficit since these activities were first separated out of the general fund in April 2014. That trend continues for the current fiscal year. The water funds have operated in a deficit for the past four fiscal years, and on December 1, 2015 a water rate increase was passed in order to stop diminishing reserve balances and restore the water funds. The sewer funds, however, are operating at sufficient levels based on the sewer rates adopted in May 2014. The sewer funds have healthy fund balances and enough revenues to cover all costs associated with the City's \$12.5 million wastewater system.

Enterprise fund accounting is like that of the private business sector using the full accrual basis. This is different than governmental accounting's "modified accrual basis" whose measurement is a financial focus. Enterprise funds utilize an economic focus. Whereas governmental funds are mainly concerned with resources on hand (spendable), enterprise funds fully accrue revenues within the period earned (billed to customers for services), and expense costs when incurred. This is referred to as the matching

principle. That is, revenue earned in one period is matched to the expenses that it took to earn that revenue.

Moreover, depreciation expense carries the same concept: Plant and equipment is "paid for" as it is systematically used up over time through an allocation determined through Generally Accepted Accounting Principles (GAAP), which is a methodical estimate based on the useful life of the asset(s).

Enterprise fund financial data holds important information regarding *working capital*, often termed as "reserves," which is the difference between current assets and current liabilities. The difference is also referred to as *fund balance*. These terms all stand for the same thing: resources available to meet ongoing operating, debt service, and capital activities in the near term. The change in working capital is shown in the water and sewer charts, which is simply done by adding all revenues and subtracting expenditures.

Midyear reporting generally includes all known transactions up through December 31, 2015. Yearend reporting includes all transactions for the entire year, but also includes annual depreciation expense in accordance with GAAP. The full accrual basis of accounting used in Enterprise funds reflects all revenues and expenditures in order that assets, liabilities, and fund balance be more accurately reflected to give the full financial picture for that point in time.

BUILDING FUND

The **building fund** budgeted expenditures for FY 2015-2016 exceeded revenues (budget deficit) and required a subsidy from the general fund of \$17,265. The subsidy represents the revenue shortfall. The total amount of building fund subsidies since the fund's inception in April 2014 is \$72,086 and are listed here:

July 1, 2014	\$28,467	Resolution 1225-2014
June 30, 2015	\$26,354	Resolution 1266-2015
July 1, 2015	\$17,265	Resolution 1267-2015

As of December 31, 2015 the reserve balance in the building fund was \$30,671. The remaining unspent appropriations in the building fund at midyear were \$30,891, meaning that there were nearly enough reserves to cover budgeted expenditures for the fiscal year. Additionally, more revenues are anticipated and will positively contribute to the reserve balance at year end. It is unknown at this point whether or not additional

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revenues will be enough to eliminate a subsidy next fiscal year (2016-2017).

WATER ENTERPRISE

EXPENDITURES	12/31/15	Budget	%
City-wide Water Operations Fund	280,767	678,646	41%

Total appropriations were \$678,646 for city-wide water operations and included \$366,581 for the public works water department (water system management), \$277,884 for other departmental administration costs, and \$34,181 for contingencies. Total expenditures in the water operations fund were 41% of budget at midyear.

REVENUES	12/31/15	Budget	%	Reserves
Water Operations Fund	255,449	493,030	52%	185,616*

Total budgeted revenues for water services and other customer charges were \$493,030. Water operations revenues collected from customers through midyear were \$255,449 (52%). In order to balance the budget (equate revenues to expenditures) of \$678,646, the water funds' reserves were used to the extent of \$185,616. After all transfers the water funds are estimated to be at zero fund balances at the end of fiscal year 2015-2016.

WATER FUNDS PRIOR YEAR COMPARISON

Water operations revenues for the second quarter are up 10% in comparison to last year. The increase is due to higher water consumption a year and half after the water curtailment was lifted by the State Water Resources Control Board. Still, this year's water operations budget was adopted with 26% of appropriations coming out of reserves.

WATER Revenue, Expenditures, and Changes in Working Capital For the period ended September 30, 2015			
WATER FUNDS	12/30/15	12/30/14	%
REVENUES			
OPERATING	255,450	231,220	10%
NON-OPERATING			
Debt Service	93,414	85,738	9%
Capital	34,994	33,233	5%
Total Revenue	383,857	350,192	9%
Infiltration Gallery	100,000	-	
TOTAL REVENUE	483,857	350,192	38%
EXPENDITURES			
OPERATING			
Public Works	148,694	108,331	37%
General Government	128,763	135,052	-5%
Total operating expenditure:	277,457	243,384	14%
NON-OPERATING			
Debt Service	68,000	68,000	0%
Capital Projects	42,128	15,613	170%
Total non-operating	110,128	83,613	32%
TOTAL EXPENDITURES	387,585	326,996	
Change in working capital	96,272	23,196	315%

Operating expenditures in the water funds are up 40% from the prior year. However the prior year saw an overall decline in expenditures including \$33,206 in payroll savings from the transfer of costs to the Metropolitan well project. The Metropolitan well project Prop 84 funding source has reimbursed the City for a total of \$182,600 for costs related to the well project.

Revenues in 2014-2015 fell short in the water funds by 7% of budget, while revenues for the current 2015-2016 fiscal year are up 10% in comparison to last year. This means that revenues have reached levels closely matched to amounts from 2013-2014, the time prior to the state mandated water curtailment.

Departmental expenditures overall in the water operations fund are up 14% from \$243,384 in 2014-15 to \$277,457 in 2015-16. In particular, the water department (public

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works) shows an increase of 37% in spending. The increase is due to maintenance and repairs that reported zero amounts spent in 2014-2015, and \$31,654 in 2015-2016 (current).

The water funds at the end of FY 2014-2015 were liable to the general fund for \$65,400, which can now be settled since the water rate increase was adopted, and the water funds have seen increased working capital because of the reimbursed expenditures related to the Metropolitan well project.

SEWER ENTERPRISE

In July of 2014 the sewer rate structure underwent significant changes. The City moved from a single rate to a consumption based rate that provides for the differences in the amount of water that customers send to the wastewater treatment plant. Revenues of \$1,167,000 were estimated in the sewer rate study to meet expenditures for operating, debt service, and capital.

EXPENDITURES	12/31/15	Budget	%
City-wide Sewer			
Operations Fund	320,940	682,663	47%

Total appropriations were \$682,663 for city-wide sewer operations and included \$461,697 for the public works sewer department (sewer system management), \$220,965 for other departmental administration costs, and \$26,861 for contingencies. Total expenditures in the sewer operations fund were 47% of budget at midyear.

REVENUES	12/31/15	Budget	%
Sewer			
Operations Fund	366,865	709,523	52%

Revenues have come in strong at 52% at the midyear point. Sewer service revenues were \$336,276, with the remaining *operations* revenue of \$30,590 for sewer connections (\$16,704) and late charges and fees (\$13,886).

SEWER Revenue, Expenditures, and Changes in Working Capital For the period ended September 30, 2015			
SEWER FUNDS	12/31/2015	12/31/2014	%
REVENUES			
OPERATING	366,866	353,209	4%
NON-OPERATING			
Debt Service	174,134	171,849	1%
Capital	94,247	89,929	5%
TOTAL REVENUE	635,247	614,987	
EXPENDITURES			
OPERATING			
Public Works	215,985	201,372	7%
General Government	104,954	102,931	2%
Total operating expenditures	320,939	304,302	5%
NON-OPERATING			
Sewer Assessment	2,125	2,750	-23%
Debt Service	302,933	302,933	
Capital Projects	19,949	6,532	205%
Total non-operating	325,008	312,215	4%
TOTAL EXPENDITURES	645,947	616,518	
Change in Working Capital	(10,699)	(1,531)	599%

Revenues for sewer service, debt service and capital for as of December 31, 2015 were \$635,247 in comparison to \$614,987 at the same time last year. Operating revenues were \$366,866 at the end of the second quarter, which is 52% of budgeted amount (\$702,523).

Revenues are trending towards exceeding the revenue neutral base (\$1.167 million) that the wastewater study intended. Revenues as shown here include approximately \$30,000 in connections and late charges and fees. Nonetheless, after discounting that amount, revenues are showing a trend of potential income for 2015-2016 of

MID YEAR FINANCIAL REPORT

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\$12.0 million, or \$33,000 too high. Staff will come back at a later date for Council action once the audited financial statements become available.



For More Information. This report is prepared by the City's Finance Department and is a summary based on detailed information produced by its financial management system. If you would like additional information, or have questions about this report, please call the Finance Department at 707.762.3532

SUMMARY

City-wide across all funds revenues are at 47% of budget and appropriations are below budgeted appropriations at 45% for the City's departmental expenditures.

Expenditures in the police department are trending towards exceeding budget at 54% at midyear. The majority of costs that are negatively impacting the police department budget are not easily controlled due to the nature of unknown factors.

The City Council budget may exceed appropriations mainly due to the payments of sewer and water that is charged to the general fund. Costs may go over budget by \$2,000.

Water Funds' revenue percentage can be misleading because the City received \$100,000 in unbudgeted revenues for the water system infiltration gallery.

A high proportion of revenues received in the general fund won't show until the third quarter.

CITY OF RIO DELL

675 Wildwood Avenue

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At the end of the second quarter budgeted revenues and expenditures don't appear to show any major changes in the months ahead.

At midyear Staff recommends the following amendments to the 2015-2016 Operating and Capital budget:

- | | |
|--|----------|
| 1) Repay the general fund out of the water funds for loan in 2014-2015 | \$65,400 |
| 2) Increase revenues to include Measure Z funding | \$35,569 |
| 3) Increase Council's budget by \$800 for Anniversary spending that was approved in FY 2014-15 and spent in 2015-16, but wasn't brought over into the current fiscal year | \$800 |
| 4) Transfer \$14,000 in general fund capital projects to streets funds capital projects to correct budgeted amount appropriated for Blue Slide and Monument Roads repairs and maintenance. | \$14,000 |

Staff will come back at the third quarter to present any budget adjustments, and to highlight any matters that impact the financial progression of the FY 2015-2016 Capital and Operating Budget as adopted and amended by Council



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Rio Dell, CA 95562
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February 2, 2016

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager *zk*
SUBJECT: Discussion on Animal Control Services

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation and provide input if any.

BACKGROUND AND DISCUSSION

The City Manager will provide an update on the current status of animal control services for the City of Rio Dell. Animal Control is currently the responsibility of the Police Department, however Chief Hill will be unavailable for this meeting.

///



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February 2, 2016

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager 

SUBJECT: Discussion and Possible Action on Downtown Parking Lot

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation and provide input if any.

BACKGROUND AND DISCUSSION

The City Manager will provide an update on the status of work being undertaken to modify the City's downtown parking lot. Topics include work already completed, future work to be conducted including lighting and landscaping.

///