



**AGENDA**  
RIO DELL CITY COUNCIL  
CLOSED SESSION – 6:00 P.M.  
REGULAR MEETING – 6:30 P.M.  
TUESDAY, AUGUST 20, 2013  
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 – 6:00 p.m.
- B. ROLL CALL
- C. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:
  - 1) 2013/0820.01 - CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
Consider Initiation of Litigation Pursuant to Subdivision (c) of Section 54956.9: 1 Potential Case (facts and circumstances not yet known to adverse party)
  - 2) 2013/0820.02 - CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
Consider Initiation of Legal Review and Potential Litigation Pursuant to Subdivision (c) of Section 54956.9: 1 Potential Case (facts and circumstances known to adverse parties), Adverse Claims to 5.5 Acre City of Rio Dell Real Property Parcel Located off Monument Road (APN 205-041-014)
- D. PUBLIC COMMENT REGARDING CLOSED SESSION
- E. RECESS INTO CLOSED SESSION
- F. RECONVENE INTO OPEN SESSION – 6:30 p.m.

G. ORAL ANNOUNCEMENTS

H. PLEDGE OF ALLEGIANCE

I. CEREMONIAL MATTERS

J. PUBLIC PRESENTATIONS

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

K. CONSENT CALENDAR

*The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the 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) 2013/0820.03 - Approve Minutes of the August 6, 2013 Regular Meeting **(ACTION)** 1
- 2) 2013/0820.04 - Approve Resolution No. 1209-2013 Confirmation of FY 2013-14 Tax Assessment on 1978 Sewer Assessment Bonds **(ACTION)** 11
- 4) 2013/0820.05 - Approve Agreement with Matson & Vallerga for Architectural Services Related to the City Hall Spatial Planning Project, not to Exceed \$18,000, Authorize the City Manager to Sign, and Approve Transfer of \$18,000 from General Fund Reserves to the City Manager Professional Services Account (5115) **(ACTION)** 27
- 5) 2013/0820.06 - Direct Mayor to Sign Letter to CalTrans Requesting the Closure of the Eagle Prairie Bridge on September 28, 2013 for a Chalk Art Event Sponsored by the Eagle Prairie Arts District and Chamber of Commerce **(ACTION)** 34

L. SPECIAL PRESENTATIONS

- 1) 2013/0820.07 - City Engineer Verbal Project Status Report - Merritt Perry

M. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar
- 2) 2013/0820.08 - Approve Modification of Vacation Accruals and Executive Leave for Contract Employees **(ACTION)** 36

- 3) 2013/0820.09 - Ratify the City Manager's August 12, 2013 Letter of Support Regarding Deferral of Water and Sewer Connection Fees for the DANCO Senior Housing Project on Rigby Avenue (**ACTION**) 40
- 4) 2013/0820.10 - Approve Transfer of \$941 from Capital and Special Projects Budget (Council Chambers Video Equipment) to the City Council Budget (Capital Expenditures) for Purchase of Better Quality Chairs for Public Seating in Council Chambers (**ACTION**) 43

N. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

- 1) 2013/0820.11 - Conduct Second Reading (by title only) and Adopt Ordinance No. 304-2013 Amending the Enforcement Regulations, Chapter 17.40 of the Rio Dell Municipal Code (**ACTION**) 45

O. REPORTS/STAFF COMMUNICATIONS

- 1. City Manager
- 2. Chief of Police – **Monthly Police Report for July 2013** 53
- 3. Finance Director – **Check Register for July 2013** 62
- 4. Community Development Director

P. COUNCIL REPORTS/COMMUNICATIONS

Q. ADJOURNMENT

*The next regular meeting will be on September 3, 2013  
at 6:30 p.m. in City Hall Council Chambers*

**RIO DELL CITY COUNCIL  
REGULAR MEETING  
AUGUST 6, 2013  
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, Wilson and Woodall

Others Present: City Manager Stretch, Finance Director Beauchaine, Community Development Director Caldwell, Wastewater Superintendent Chicora, and City Clerk Dunham

Absent: Chief of Police Hill and Water/Streets Superintendent Jensen (excused)

**PUBLIC PRESENTATIONS**

Michael Chase, Edwards Dr., provided the Council with an update on the river bar destruction and presented for the record, recent photos of an approximate ½ mile area.

**CONSENT CALENDAR**

Mayor Thompson asked that Council members from now on, provide the City Clerk with any corrections or revisions to the draft minutes before the meeting; the City Clerk will then make the corrections and provide an update of any changes during this portion of the meeting.

City Clerk Dunham announced that at the request of Mayor Thompson, a correction was made to page 1 of the July 16, 2013 minutes as follows:

“Mayor Thompson announced at the ~~HCAOG~~ Mayor’s meeting today, Doug Strehl was appointed to a seat on the Railroad Authority Board.”

Councilmember Marks asked that Item 4 regarding Change Order No. 1 for the Wildwood Ave. Landscape and Enhancement Project be removed and placed under *Special Call Items* for separate discussion.

Motion was made by Johnson/Wilson to approve the consent calendar including the approval of minutes of the July 16, 2013 regular meeting as corrected; approval of minutes of the July 23, 2013 special meeting; and approval of Pay Request No. 17 to Wahlund Construction/Sequoia Construction Specialties in the amount of \$47,635.65 for work related to the Wastewater Treatment Plant Upgrade and Disposal Project. Motion carried 5-0.



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Mayor Thompson announced that Item 3 under *Ordinances/Special Resolutions* will be presented at this time so the SHN Engineering staff can be excused.

Approve Resolution No. 1208-2013 Certifying the Final Supplemental Environmental Impact Report (FSEIR) for the Rio Dell Wastewater Reuse Project

Finance Director Beauchaine provided a staff report and stated that SHN Consulting Engineers prepared the final FSEIR for the Rio Dell Wastewater Reuse Project to analyze the impacts of a proposed project modification which would change the alignment and methodology of the sewer transmission pipeline where it crosses the Eel River. She explained rather than crossing the Eel River within the existing bridge, the pipeline is proposed to cross underneath the river using horizontal directional drilling techniques. Based on the analyses contained in the SEIR, with the incorporation of mitigation measures, it is determined that all impacts will be “less than significant.”

Finance Director Beauchaine stated staff’s recommendation is to approve the Resolution certifying the FSEIR for the Rio Dell Wastewater Reuse Project. She said Stein Coriell from SHN Consulting Engineers was present to answer any questions.

Councilmember Johnson asked how the FSEIR will be incorporated into Wahlund’s Contract.

Finance Director Beauchaine explained that after the State Lands Commission has approved the FSEIR, staff will be bringing back before the Council, the final change order for approval.

Councilmember Wilson questioned the cost. Finance Director Beauchaine stated in the agreement with Wahlund Construction, it states that the changes will be cost neutral so there should not be any additional costs to the City.

Councilmember Johnson commented that from discussions he had with Wahlund Construction last year, he understood there would be sizable savings associated with horizontal directional drilling. Finance Director Beauchaine explained that although she does not have the final change order yet, there were tremendous costs associated with preparation of the FSEIR so she was not expecting any savings. She noted that the changes will have to be at least cost neutral or we will not proceed.

Councilmember Johnson asked in the event there are savings; how will those savings be distributed. Finance Director Beauchaine speculated that any potential savings would be 70% to the City and 30% to the contractor.

City Manager Stretch said once the bids come in, we will know what if any, savings there will be.

Councilmember Marks asked if it is wise to move forward without having the final numbers. City Manager Stretch explained the costs will not exceed the original bid amount as stated in the

written agreement with the contractor. He pointed out that the action at this time is to simply certify the FSEIR.

Councilmember Marks asked for Engineer Coriell's opinion on the matter. He commented that his recommendation is that the City Council certify the FSEIR and said it will be going before the State Lands Commission for approval on August 23, 2013 and they requested that it be certified by the City Council prior to their meeting; otherwise it may delay the approval.

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

Motion was made by Johnson/Marks to approve Resolution No. 1208-2013 Certifying the Final Supplemental Environmental Impact Report (FSEIR) for the Rio Dell Wastewater Reuse Project. Motion carried 5-0.

#### **SPECIAL CALL ITEMS/COMMUNITY AFFAIRS**

##### Authorize the City Manager to Sign Change Order No. 1 for the Wildwood Avenue Landscape and Enhancement Project to Reduce Island Widths to 13.25' for Uniformity

City Manager Stretch stated this matter has to do with changing the widths of the islands to give them a uniform look and improve the overall appearance of the project; and at the same time reduce costs.

Councilmember Marks commented that this question came up when City Manager Henrickson was here and Engineer Perry said he would like the islands to be consistent with the paving. She said the City Council agreed to spend additional money on the clock and it doesn't seem right in her mind to cut corners on other items to save money.

Councilmember Wilson pointed out that staff did talk about the possibility of widening the sidewalk at some point; Councilmember Marks commented that there is only a two foot difference.

City Manager Stretch said in the e-mail from the City Engineer, he refers to potential future sidewalk expansion and recommends the islands be relatively uniform which will result in savings that can be used elsewhere.

Mayor Thompson said as you come into town from the South, the medians are 17 feet at the widest point so it may be creating a traffic hazard. He said he personally likes uniform medians so there is a smooth transition when reducing the speed of traffic.

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Councilmember Marks stated the purpose of the bulb-outs is to slow traffic. She said although there will be a reduction in construction costs, there will be additional cost associated with the Engineer revising the plans. City Manager Stretch commented that cost will be very minimal.

Mayor Thompson called for public comment on the proposed Change Order.

Virginia Connolly commented that she can't imagine spending \$300,000 for a landscaping project.

Karen Chase asked where delivery trucks will park to make their deliveries to the downtown businesses. City Manager Stretch explained the distances between the medians were adjusted based on comments received from downtown merchants to accommodate for truck deliveries.

There being no further public comment, the public comment period closed.

Councilmember Johnson stated that although he is not a traffic engineer; if he were the last thing he would want to design is something that causes confusion for drivers, agreeing that the transition coming into town should be smooth and easy.

Councilmember Wilson commented that it makes sense to have the island widths uniform.

Motion was made by Wilson/Thompson to approve the changes to the widths of the islands as discussed. Motion failed 2-3.

Since there seemed to be some confusion among Councilmembers on what the intent of the motion was in regard to modification of the width of the islands, City Manager Stretch reviewed staff's recommendation.

Motion was made by Marks/Wilson to rescind the motion and second and call for another motion due to some confusion on what action was taken. Motion carried 5-0.

Motion was made by Wilson/Johnson to authorize the City Manager to sign Change Order No. 1 for the Wildwood Avenue Landscape and Enhancement Project to reduce island widths to 13.25' for uniformity. Motion carried 3-2.

Discuss the Bartle Wells Wastewater Rate Study and Provide Staff Direction on How to Proceed  
City Manager Stretch stated if the Council is satisfied with Bartle Wells responses to the outstanding questions regarding the Wastewater Rate Study, staff will move forward with the Prop 218 process.

Finance Director Beauchaine provided a staff report and said the Wastewater Rate Study was presented to the Council at their June 18, 2013 regular meeting and at the close of the meeting,

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there were several unanswered questions. She asked Councilmembers if they would like a recap of the four questions and the corresponding responses to those questions from Bartle Wells.

Councilmember Wilson commented that he e-mailed his questions to the Finance Director on July 9th however; they were not addressed in the responses from Bartle Wells. Finance Director Beauchaine apologized for not including them and said she was out of the office on medical leave and did not get the e-mail.

Councilmember Wilson began by asking if water rates are always computed by volume; the answer was "yes."

He then stated that if wastewater rates are calculated based on water usage for the months of December, January and February, does that rate apply for the entire year; the answer was yes and that the rates are recalculated on an annual basis.

He then asked if he was correct in stating that wastewater rates are calculated based on the previous years' three month average rather than calculating the rate in the winter for actual winter usage and the summer rate on winter average usage; Finance Director Beauchaine said it may be possible to change the system software to calculate the charges based on this type of method but staff would be constantly changing the formula back and forth.; she said she would prefer not to change the billing method.

Councilmember Wilson said because staff wasn't certain if the current billing software will be able to handle the proposed rate structure, he wanted to point out that the data can be imported from an excel spreadsheet. He said the system could be programmed relatively inexpensively.

He further stated that he wants to make sure the rate structure is equitable for everyone and it seems that Bartle Wells wants to lock the City into one method. Also, if it is determined that property owners will be getting the bill for the tenant; there might be a heavy resistance through the Prop 218 process. He said the responsibility should not be put on the property owner; rate payers should be responsible for their own bill.

Finance Director Beauchaine explained the reason for the recommendation to bill the property owner as opposed to the tenant is due to prior concerns of the City Council about the number of write-offs of unpaid bills. Also, in the event the property owner does not pay a bill, the City has the ability to lien the property. She noted that the proposed standby charge is fixed in the revenue neutral calculation and will need to be recalculated if the rate structure is modified.

Councilmember Wilson said another question that staff was going to ask Bartle Wells is if other communities bill the property owner for their tenant's bills. Finance Director Beauchaine commented that many communities do bill the property owner; Councilmember Wilson said to

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say that “many communities do” is an ambiguous statement and that he would like to know specifically how many do.

City Manager Stretch pointed out that an account can be established in the tenants name and sent to the tenant even though the property owner is ultimately responsible in the event the tenant does not pay the bill.

Councilmember Wilson commented that the property owner should only be charged for the standby charge when the rental becomes vacant and that the billing does not need to be complicated. He said he hoped to see more detail provided in the staff report because if the issues and concerns are not addressed now, they will be later when the Prop 218 process begins and citizens pack the council chambers.

Mayor Thompson suggested the Council consider separating the wastewater connection charge from the wastewater rate charges to insure the new connection fee is captured on any new developments and to allow the Council more time to review the proposed rate structure. He said that he spent all afternoon calculating rates and is still not confident the rates are equitable based on the calculations provided.

City Manager Stretch recommended that the charges not be divided because of Prop 218 requirements. Finance Director Beauchaine expressed concern that it may appear to citizens that the City is proposing two rate increases. City Manager Stretch said the worst case scenario is that there is a Prop 218 hearing on the wastewater connection fee increase and it passes, then the second Prop 218 hearing is held on the rate structure and if fails; the rates will still be revenue neutral.

City Manager Stretch said according to the study, 2/3 of the rate payers will recognize a reduction in their sewer bill but perhaps the average usage could be calculated to include a winter month, a spring month and a summer month. Lastly, the Council could entertain the idea of paying a consultant from Bartle Wells to come again during a study session to answer questions which will be much more productive.

Mayor Thompson said according to a utility report he had, there are approximately 95 services that are vacant and not being billed each month. With the standby charge of \$51.15/month, it would generate an additional \$58,000 per year.

Councilmember Wilson stated it would be prudent to bring back a representative from Bartle Wells, and suggested 24 months of billing data be provided.

City Manager Stretch commented that it seems that the Council is in agreement with the proposed \$5,200 sewer connection fee; so with Council direction staff will bring the matter forward on the next agenda.

Councilmember Marks questioned the number of rental units with high water consumption due to potential marijuana grows and how the rate structure will impact those customers. Finance Director Beauchaine stated there are not a lot of high volume residential users although Bartle Wells considers 8 units high volume. She indicated that 66% of the rate payers use between 1 and 5 units of water per month and most other households with families use between 5 and 12 units.

Motion was made by Woodall/Marks to invite Bartle Well Associates to come back to the Council at a scheduled study session on the Wastewater Rate Study, and to move forward with the proposed rate adjustment for sewer connection fees.

City Manager Stretch suggested any remaining questions regarding the rate study be forwarded to Bartle Wells prior to the study session.

Councilmember Marks said she would like to know how many rate payers are considered high volume, excluding apartment complexes.

#### **ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS**

Public Hearing/Conduct Second Reading (by title only) and Adopt Ordinance No. 305-2013 Amending Garbage Regulations, Sections 8.05.020 and 8.05.070 of the Rio Dell Municipal Code for Second Reading and Adoption

Community Development Director Caldwell provided a staff report and stated as discussed at the last meeting, the proposed revisions to the Garbage Regulations basically addresses two (2) items: the keeping of rubbish; and the size of garbage receptacles.

Mayor Thompson opened the public hearing to receive public input on the proposed ordinance. There being no public comment, the public hearing closed.

Motion was made by Woodall/Marks to adopt *Ordinance No. 305-2013 Amending the Garbage Regulations, Sections 8.05.020 and 8.05.070 of the Rio Dell Municipal Code*. Motion carried 5-0.

Introduce and Conduct First Reading (by title only) of Ordinance No. 304-2013 Amending the Enforcement Regulations, Section 17.40.060 of the Rio Dell Municipal Code

Community Development Director Caldwell provided a staff report and said in sending out Code Enforcement letters, staff discovered that the Enforcement provisions of the Zoning Regulations of the RDMC refer to the Building inspector as being responsible for the enforcement of the Zoning Regulations. He said the amendment will make the Community Development Director responsible for enforcement.



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Community Development Director Caldwell reviewed the findings and recommended the Council introduce the ordinance and continue consideration to the August 20, 2013 meeting for its' second reading and adoption.

Mayor Thompson opened the public hearing to receive public input on the proposed ordinance.

Virginia Connolly asked for clarification on the proposed revisions; Community Development Director Caldwell reviewed the changes.

There being no further public comment, the public hearing closed.

Motion was made by Wilson/Johnson to introduce Ordinance No. 304-2013 *Amending the Zoning Regulations Enforcement Provisions, Section 17.40.060 of the Rio Dell Municipal Code* and continue consideration of the proposed Ordinance to the meeting of August 20, 2013 for the second reading and adoption. Motion carried 5-0.

#### **REPORTS/STAFF COMMUNICATIONS**

City Manager Stretch reported on recent activities and events as follows:

1. The Police Department lost a transmission on one of the patrol vehicles; another developed a serious oil leak; and
2. The contractor on the Wildwood Ave. Streetscape Project, Cal Electro commenced work on the project this week as well as SJL Construction on the Safe Routes to School Project; and
3. He accompanied Chief Hill with a tour of the river bar on the Rhino and was amazed to see how long it takes to get from one end of the river bar to the other because of all the vegetation. He said it was a real eye-opener and realization that it would be impossible to patrol; and
4. A couple of weeks ago an issue arose regarding contract employees' use of vacation and executive leave and as a result he put together a draft amendment to their agreements and will bringing it to the Council for consideration at the next meeting; and
5. He attended a mandatory Hazard Mitigation meeting and reported the City is required to be involved in the Hazard Mitigation Plan. In addition to that Plan he worked with the California Energy Commission on an Energy Assistance Plan; and
6. He reported on a grant opportunity through CalTrans to develop a Community Based Plan for a Trails System and should hear from CalTrans this month whether the City will be invited to make application; and
7. The sound system in the Council Chambers has been repaired; and
8. Roofing of City Hall is scheduled to begin August 19<sup>th</sup>; the electrical work at City Hall scheduled for August 12<sup>th</sup>; and has no schedule with the architect yet for the handicap ramps; and

9. The Water Quality Control Board granted the City the last permit needed for repairs of the Water Infiltration Gallery however there is a 21 day waiting period which will be August 23<sup>rd</sup>; and
10. The drainage work on Ogle and Spring St. began today.

Finance Director Beauchaine reported on recent activities in the finance department and said she and the City Manager came up with an interim plan for the vacancy in the finance department.

Community Development Director reported on recent activities in the planning department and said the Planning Commission will be having a study session on August 14<sup>th</sup> to continue discussion on revisions to the Land Use Matrix and will continue discussion to the August 28<sup>th</sup> regular meeting. He also reported that he attended two (2) workshops. The first workshop was sponsored by California Rural Water Association and the topic had to do with grant funding for infrastructure projects. He said they strongly encouraged attendees to attend funding fairs and said there will be an upcoming funding fair in Ukiah later in the month. He said he also attended an HCAOG meeting and the topic of discussion was "Imagine Blue Print" for the development of a Regional GIS System which would be a big advantage to smaller cities.

Wastewater Superintendent Chicora reported that Lisa Bernard from SRWQCB is scheduled to be here next week to tour the new wastewater facility and was looking forward to it since it will be her first visit since the new plant has been up and running. He announced that he will be arranging to have a big grand opening and inviting County Supervisors and citizens. He also reported that HDR Engineering nominated the City and we were awarded the Project of the Year for the Wastewater Treatment Plant Upgrade and Disposal Project. He said he, the Mayor and Finance Director will be attending the awards ceremony in Sacramento on August 15<sup>th</sup>.

## **COUNCIL REPORTS/COMMUNICATIONS**

Councilmember Johnson commended staff on the recent newsletter that went out to all residents and said it was very informative and well written.

Councilmember Wilson reported on his attendance at the last Redwood Region Economic Development Commission (RREDC) meeting and said one of the topics of discussion had to do with exploring ways of getting rid of waste. He said it gave him the opportunity to brag about the City's new sludge drying process.

Councilmember Wilson also reported on his attendance at the Redwood Coast Energy Authority (RCEA) meeting and said they moved into their new building which is the former Winzler & Kelly office, and announced they are celebrating their 10<sup>th</sup> anniversary on Saturday.

City Manager Stretch asked Councilmembers for input on the design of the town clock and presented an information sheet on the available faces and finishes (colors). Council concurred to

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go with a forest green clock with 2" raised roman numerals. City Manager Stretch also suggested in addition to "Rio Dell" lettering at the top of the clock that "Est. 1965" at the bottom below the face of the clock be included; Council concurred.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 8:08 p.m. to the August 20, 2013 regular meeting.

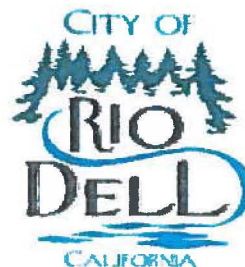
Attest:

\_\_\_\_\_  
Jack Thompson, Mayor

\_\_\_\_\_  
Karen Dunham, City Clerk


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



**CITY OF RIO DELL  
STAFF REPORT  
CITY COUNCIL AGENDA  
August 20, 2013**

TO: Mayor and Members of the City Council

THROUGH:  Jim Stretch, City Manager

FROM: Stephanie Beauchaine, Finance Director 

DATE: August 12, 2013

SUBJECT: Resolution 1209-2013 Confirmation of the FY 2013-2014 Tax Assessment for financing of the 1978 Sewer Assessment Bonds

**RECOMMENDATIONS**

Approve Resolution 1209-2013 Confirmation of the FY 2013-2014 Tax Assessment for financing of the 1978 Sewer Assessment Bonds.

**BACKGROUND AND DISCUSSION**

In 1978 bonds were issued for the construction of wastewater infrastructure improvements within the City. At that time a sewer assessment was implemented for repayment.

Each year the City submits the sewer assessment charges by parcel to the County Auditor-Controllers office for inclusion on the current year property tax bill. Prior to submission, a resolution of the governing body is required for authorization for the levying of current year taxes/assessments.

The City's Fiscal Year 2013-2014 assessment to be levied totals \$28,851.13

**BUDGETARY IMPACT**

None.

Attachment: Sewer Assessment by Parcel

**RESOLUTION NO. 1209-2013  
A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF RIO DELL  
CONFIRMATION OF FISCAL YEAR 2013-2014 TAX ASSESSMENT  
1978 SEWER ASSESMENT BONDS**

**WHEREAS**, the City of Rio Dell City Council levied a 40 year tax assessment to fund the sewer infrastructure improvement project of 1978; and

**NOW THEREFORE BE IT RESOLVED**, that the City of Rio Dell City Council does hereby authorize the Humboldt County Auditor Controllers Office to place this assessment in the amount of \$28,851.13, on the rolls effective July 1, 2013.

**PASSED AND ADOPTED** by the City of Rio Dell on this 20<sup>th</sup> day of August, 2013.

Ayes:  
Noes:  
Abstain:  
Absent:

\_\_\_\_\_  
Jack Thompson, Mayor

ATTEST:

\_\_\_\_\_  
Karen Dunham, City Clerk

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052011007000	32.91
052051007000	32.91
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*Rio Dell City hall  
675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
riodellcity.com*



August 20, 2013

TO: Honorable Mayor and City Council

FROM:  Jim Stretch, City Manager

SUBJECT: Contract with Matson & Vallerga, Architects, Inc. for planning services related to City Hall layout, including Police Department requirements

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve the attached agreement with Matson & Vallerga for architectural services related to the City Hall spatial planning project, not to exceed \$18,000, and authorize the City Manager to sign agreement, and
2. Approve the transfer of \$18,000 from the General Reserve to the City Manager Professional Services account (5115) for the contract.

BACKGROUND AND DISCUSSION

On June 4, 2013 the City Council took an action to “Direct the City Manager and Architect to prepare a site analysis and preliminary plans in 2013-14 for the relocation of the Police Department to a new building on the existing City Hall site or another site downtown in 2014-15, and prepare plans for the remodeling of the City Hall in 2013-14, without the PD, into functional space for construction in FY 2015-16”.

Attached to this report is an agreement with Matson & Vallerga Architects for the ADA project in an amount “not to exceed..... \$18,000”. It is recommended that the Council approve this agreement and authorize the transfer of \$18,000 from the General Fund Reserve for this phase of the project.

It should be noted that it was discussed during budget hearings that the cost for the review of the spatial layout in City Hall and the possibility of a separate PD building elsewhere on the site, was unknown and thus not allocated in the budget. If we had estimated the costs and allocated that amount in the budget, the General Fund Reserve would have been reduced by that amount when the budget was adopted.



3234 T Street  
Eureka, CA 95503  
(707) 443-1669  
Fax: 443-4792

July 26, 2013

James R Stretch, City Manager  
City of Rio Dell  
675 Wildwood Avenue  
Rio Dell, CA 95562

Subject: Master Planning Study  
City Hall & Police Department  
City of Rio Dell  
Job #13113

Dear Sir:

Thank you for your continued interest in Matson & Vallerga Architects.

This letter is intended to document our understanding of the nature and scope of the architectural services required in connection with the above referenced project. When executed, this letter will serve as the Contract between us for the provision of these services.

The scope of our work at this time is specifically described as follows: Develop and review options to include:

- a. Evaluate one alternative site (besides current site) for relocation of Police Dept. and City Hall.
- b. Develop site planning scheme for new Police Dept. Building on existing City Hall site.
- c. Develop schematic floor plan for new Police Dept. Building.
- d. Develop schematic floor plan for City Hall expansion into vacated Police Dept. space.

For the above described work, our billings to you will be per our attached current hourly rates with a not-to-exceed limit of \$18,000.00 (excluding reimbursables) without prior authorization.. We will bill you monthly. Payment is due and payable upon receipt of our invoice. Billings unpaid thirty (30) days from the date of the invoice will incur a service charge of 1-1/2% per month.

If you are in agreement with the contents of this letter and the scope of work described, please sign in the space provide below and return one copy to our office. The other copy is for your files.

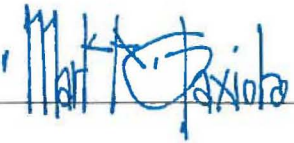
Please call if you have any questions.

Sincerely,

  
\_\_\_\_\_  
Mark A. Gaxiola, AIA

vi

Accepted for: Matson & Vallerger Architects, Inc.

Mark A. Gaxiola, AIA  
Principal  Date: 07-26-13

Accepted for: City of Rio Dell

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



JULY 1, 2012

3234 T Street  
Eureka, CA 95503  
(707) 443-1669  
Fax: 443-4792

**MATSON & VALLERGA HOURLY RATES:**

Principal Architect	\$105.00/Hour
Architect/Project Manager	\$ 90.00/Hour
Designer/Intern	\$ 75.00/Hour
Administrative Assistant	\$ 60.00/Hour

Reimbursables:

Mileage	\$0.50/Mile
24x36 Photocopies	\$3.00/Each
11X17 Photocopies	\$0.25/Each
8-1/2X11 Photocopies	\$0.10/Each
Shipping	Actual Cost
Consultants	Actual Cost

Mayor Thompson called for public comment on the proposed improvements.

Carol Theuriet asked what the square footage is on the Professional Building downtown; Mayor Thompson responded that the building is 3,300 square feet which equates to \$70.00 per square foot as opposed to \$250.00 for new construction.

Chief of Police Hill commented that the building would require a significant amount of remodeling and in 10 years, the Police Department would be facing the same issues the City is now facing with this building.

Councilmember Wilson referred to Item D. under Option 2 for upgrade of the electrical service in the building for \$6,000; City Manager Stretch said if the Council decides to proceed with major remodeling of the building in 2015-2016 as proposed, the electrical outlets etc. may not be in the right locations so perhaps a better idea would be to only place the wiring for the solar in the attic in the beginning. He pointed out that Option 2 does not address long term planning.

City Manager Stretch thought the best idea would be to work toward keeping everyone on the same property.

Councilmember Marks asked if it would be possible for staff to come back to the Council with the cost of financing the \$200,000 on perhaps a 15 year note under Option 1 rather than using Reserves. City Manager Stretch said it would be very easy to put together and agreed to bring it back before the Council for consideration at the next meeting.

( Motion was made by Woodall/Johnson to direct the City Manager to proceed with City Hall improvements under Option 3 as recommended, including the continuation of the engagement with Matson & Vallerger Architects, Inc. for professional services. Motion carried 5-0. )

Public Hearing/Review Draft Nuisance Abatement Ordinance and Continue Public Hearing to the June 18, 2013 Regular Meeting

City Manager Stretch stated a study session was held in April on the Draft Nuisance Abatement Ordinance and the area of focus with the Council was on the issue of how the appeal hearings are handled. He said staff was directed to amend the language so the hearing officer was not the City Manager or another employee, and that staff come back to the Council with another option.

Chief of Police Hill stated the City Attorney was consulted and he recommended a three person hearing committee be established consisting of City Council members. He then referred to the revised language under Section 23.04.060(b) where the title was changed from "Hearing Officer" to "City Council Hearing Committee." He said the City Council Hearing Committee will consist of three members of the City Council plus one alternate to accommodate a timely hearing should a conflict occur. He noted the committee will be advised by the City Attorney to ensure proper legal procedures are followed and adhered to. Representatives of the City including the City



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(707) 764-3532  
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June 4, 2013

TO: Honorable Mayor and City Council  
FROM: Jim Stretch, City Manager  
SUBJECT: Council Direction on City Hall improvements

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Provide staff direction on the level of planning you wish to pursue for City Hall improvements (Option 3 recommended), including the continuation of the engagement with Matson & Vallerga Architects, Inc. for professional services.

BACKGROUND AND DISCUSSION

On a number of occasions there have been discussions at the Council level about improvements at City Hall. The topics originally came up as budget items due to the need to reroof City Hall and to upgrade the ADA access to the building. At about the same time it was discovered that emergency repairs were needed to address a failing ridge beam in the Council chambers and to rebuild the south wall of the building. Then the entire City Hall was carpeted to address potential issues related to asbestos floor tiles. These projects were quickly completed, but they exposed other limitations in the building that might be best addressed with the ADA and reroofing work as follows:

1. Replace 12 broken windows in City Hall
2. Modify public parking lot to accommodate new ADA improvements
3. Replace Police Department entry for ADA access
4. When replacing front entrance door, expand public waiting room and create a front entry to City Hall by partially covering (roofing) the main entry stairs
5. Upgrade electronic capacity in the building
6. Upgrade electrical service in the building
7. Construct rear entry and stairs to City Hall from rear parking lot.
8. Add employee lunch/ break room at new rear entrance
9. Covered parking for PD cars and south entry door, and
10. Add backup generator for PD dispatch, emergency services and City Hall

These 10 items above and the reroofing and ADA ramp projects probably total somewhere in the \$300,000+ range.

On November 20, 2012 the Council received and filed this list of associated improvements for City Hall and on January 3, 2012 the Council ratified an agreement with Matson & Vallerga Architects, Inc. for the preparation of preliminary designs and cost estimates for the project. On March 19 the Council approved an increase in the architect budget from \$5,000 to \$7,000 and on March 26 the Council held a study session with Architect Mark Gaxiola who had developed 3 different levels of improvements, ranging

from basic to an update of the facility, but not really a long range plan. The Council deferred a decision that day to give it some thought, and later wanted to wait until the vacant Council member seat was filled. Other ideas began to come forth from staff, but were tabled until there was clear direction from the City Council.

Besides the number of improvements that have been identified as needed in the near term, it is the City Manager's hope that the City Council can appreciate that City Hall has served the needs of the community now for 48 years, but it is actually undersized for the present staff, let alone the requirements for the next 50 years.

The options available to the Council at this time are many, but can be basically categorized as follows:

OPTION 1. (Est. \$200,000-Possible funding from Reserves)

Direct staff to move forward in FY 2013-14 with reroofing City Hall and replacing the ADA ramp and entries to City Hall, basically items 1 through 3 above. Architectural and engineering services will be required.

**All options below are proposed to be financed**

OPTION 2. (Est. \$600,000)

- a) Option 1 above and,
- b) When replacing front entrance door, expand public waiting room and create a front entry to City Hall by partially covering (roofing) the main entry stairs
- c) Upgrade electronic capacity in the building
- d) Upgrade electrical service in the building (\$6,000)
- e) Construct rear entry and stairs to City Hall from rear parking lot.
- f) Add employee lunch/ break room at new rear entrance
- g) Covered parking for PD cars and south entry door, and
- h) Add backup generator (\$30,000) for DP dispatch, emergency services and City Hall
- i) Install solar (PV) panels on City Hall if cost/watt pencils out (\$138,000)
- j) Update the building architecturally

OPTION 3. (Recommended Option)

- a) Implement Option 1 in FY 2013-14, and
- b) Direct the City Manager and Architect to prepare a site analysis and preliminary plans in 2013-14 for the relocation of the Police Department to a new building on the existing City Hall site or another site downtown in 2014-15, and prepare plans for the remodeling of the City Hall in 2013-14, without the PD, into functional space for construction in FY 2015-16.

Attached for the Council's information is a chart with cost estimated for a USDA community facilities loan at the interest rate of 3.5%. As one can see, the annual cost for a \$500,000 loan for a 1,800/ sq.ft. police facility is approximately \$23,232.

The cost for new construction is estimated at \$250/sq. ft. The cost for remodeling runs the gamut, but is stated here at \$150/sq. ft. The current sq. footage in City Hall is approximately 5,500. Assuming the entire building is subject to remodel, the cost could approach \$825,000. The extent to which remodeling at City Hall triggers total compliance with ADA standards has not yet been determined, but could impact cost estimates. Staff has requested the Architect for an opinion on these preliminary cost assumptions.

*adopted by  
Council  
on 6/4/13*





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

August 20, 2013

TO: Honorable Mayor and City Council

FROM: Jim  Stretch, City Manager

SUBJECT: Letter to CalTrans for closure of Eagle Prairie Bridge for chalk event

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Direct the Mayor to sign the attached letter to CalTrans requesting the closure of the Eagle Prairie Bridge on September 28, 2013 for a chalk art event, sponsored by the Eagle Prairie Arts District and Chamber of Commerce.

BACKGROUND AND DISCUSSION

The Eagle Prairie Arts District and the Scotia/Rio Dell Chamber of Commerce are desirous of sponsoring a Chalk Art Event on the Eagle Prairie Bridge, September 28, 2013. Since the bridge is the shortest section of State Highway in California, Caltrans' permission is required for the closure and a letter from the City Council is a requisite.

Chalk Art events are always great fun and draw a crowd. The City's support of the First Annual Chart Art on the Bridge will hopefully draw attention to the event and promote the partnership between the City, the Eagle Prairie Arts District and the Scotia/Rio Dell Chamber of Commerce.



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

August 20, 2013

Charles C. Fielder, District 1 Director  
1656 Union Street  
Eureka, California 95501

Dear Mr. Fielder

On behalf of the Scotia/Rio Dell Chamber of Commerce and the Eagle Prairie Arts District, the Rio Dell City Council would like to add its support to the request to close the Eagle Prairie Bridge to vehicular traffic on September 28, 2013 to allow for a Chalk Art Event on the bridge.

As you may be aware, these events are great fun and can draw a sizeable number of artists and members of the public. And, the shortest State Highway in California provides a most beautiful setting. Thank you for your support.

Sincerely

---

Jack Thompson.  
Mayor of Rio Dell

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



August 20, 2013

TO: Honorable Mayor and City Council

FROM:  Jim Stretch, City Manager

SUBJECT: Modification of Vacation Accruals and Executive Leave for Contract Employees

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Attachment "A" to this report, amending Rio Dell contract employee's Employment Agreement Sections 10 & 11 concerning vacation, sick leave and executive time and vacation accrual and leave.

BACKGROUND AND DISCUSSION

CURRENT AGREEMENT PROVISIONS

The employment contracts with the City's contract employees contain provisions for the accrual and use of vacation and executive leave. As you are aware, the Executive Leave provision allows for 80 hours of leave per year as partial compensation for working more than the normal 40 hour work week.

Vacation accrual is based on the number of continuous years of city service as follows:

<u>Years of Continuous Service</u>	<u>Hours per Year</u>
One to three (1-3)	80 hours
Four to ten (4-10)	120 hours
Eleven to fifteen (11-15)	160 hours
Sixteen to twenty (16-20)	200 hours

The contract also provide that the amount of vacation time allowed to be accrued at the end of any pay period shall not exceed the annual amount of vacation time for the year of service up to a maximum of 120 hours. Upon reaching the applicable vacation accrual maximum (i.e., 120 hours), the employee will not accumulate additional vacation time until such time that the employee's accrued leave is below the applicable vacation accrual maximum.

## SHORT COMINGS IN CURRENT POLICY AND OPTIONS

The conflict in these provisions is that a long time employee can earn 200 hours/year, but is limited to a maximum accrual of 120 hours at the end of any pay period. Consequently, a long term contract employee constantly required to take a day or 2 off or lose the benefit.

For example, the City Clerk is limited in the time she can take off due to the preparation of agenda packets and requirements as the recording secretary of the Minutes for the City Council and the Planning Commission. She takes a day or 2 off when her benefit accruals are topped out. The Chief of Police is also limited in the time he can take off due the fact that the reduction of Officers 3 years ago dictated that he become the fill-in person for a shift when an Officer is sick, on vacation, is away for training, attends Court, etc. He earns executive leave that he can't take and vacation time accruals are often maxed out.

Other public agencies have addressed this problem by paying their contract employees for their executive leave if they cannot take it, similar to our practice, increasing the number of vacation hours an employee can accrue and earn in a year, and/or by implementing a buy-back provision for vacation when the maximum is reached. An alternative to these kinds of provisions is to add staff, which is usually the last option one wants to consider.

## PROPOSED CONTRACT AMENDMENTS

Attachment "A" to this report contains each of the recommended changes to sections 10 and 11 of the contract employees employment agreement with **blue highlighting** for the July 16, 2013 recommendation to the Council and **red highlighting** for additional amendments based on City Council feedback of 7-16-13.

Basically the proposal increases the maximum number of vacation hours an employee and accrue, allows for the cashing out of executive leave with certain limitations and required employees to take an annual vacation.

The contract employees have all had the opportunity to review the proposed policy changes and concur with the changes as recommended and the City Attorney has approved it as to legal form.



ATTACHMENT A

PROPOSED AMENDMENTS TO AGREEMENTS  
FOR CONTRACT EMPLOYEES RELATED  
TO SECTIONS 10 AND SECTION 11  
(VACATION AND ACCRUED LEAVE)  
8-20-13

SECTION 10. VACATION, SICK LEAVE, HOLIDAYS, AND EXECUTIVE TIME

*For the health and welfare of its employees, it is the policy of the City of Rio Dell that employees be encouraged to use the vacation benefits granted by the City and shall ~~endeavor to~~ take an annual vacation of at least 40 hours.*

Employee will receive eighty (80) hours of executive leave each fiscal year *in (2) installments; 40 hours on July 1 and 40 hours on January 1.* The taking of vacation and executive leave time shall be coordinated with and approved by the City Manager, who shall not unreasonably withhold their approval.

*Employee may cash out or utilize the Executive Time installment beginning July 1.* Employee shall be paid on the first pay period of June for each calendar year during the term of this agreement ~~for any unused portion of~~ accrued Executive Leave that remains unused or unpaid during the previous (12) months.

Employee ~~will~~ accrue a sick leave ~~benefit of~~ eight (8) hours each calendar month actually worked by Employee, and vacation time *shall accrue* in accord with the following schedule based on years of continuous employment service to the City:

<u>Years of Continuous Service</u>	<u>Hours per Year</u>	<u>Accrual Max.</u>
One to three (1-3)	80 hours	120 hours
Four to ten (4-10)	120 hours	180 hours
Eleven to fifteen (11-15)	160 hours	240 hours
Sixteen to twenty (16-20)	200 hours	300 hours

Employee shall also be entitled to the same paid holidays granted to the Rio Dell Employee's Association, *except for the Chief of Police who shall be entitled to the same paid holidays as the Peace Officers Association.*

SECTION 11. ACCRUED VACATION LEAVE

The amount of vacation time allowed to be accrued at the end of any pay period shall not exceed **1.5 times** the annual amount of vacation time for the Employee's year of service stated in the schedule recited Section 10 (not to exceed a maximum of ~~200-300~~ hours) ~~up to a maximum of 120 hours.~~ Upon reaching the applicable vacation accrual maximum in accord with the schedule recited in Section 10, the employee will not **earn or** accumulate additional vacation time *and*

*shall be automatically cashed out of 40 hours of accrued vacation, to be paid in the next pay period.* ~~until such time that the employee's accrued leave is below the applicable vacation accrual maximum.~~

Employees may elect to buy down their vacation accrual at any time, provided that they have scheduled a vacation leave with their department head or City Manager as appropriate or have taken their annual vacation and the balance in their vacation account will be at least 40 hours after the buy down.

---

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



August 20, 2013

TO: Honorable Mayor and City Council

FROM:  Jim Stretch, City Manager

SUBJECT: Deferral of water and sewer connection fees for DANCO's senior housing project on Rigby Ave.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Ratify the City Manager's August 12, 2013 letter of support to Department of Housing and Community Development, Division of Financial Support, regarding the deferral of City water and wastewater connection fees for DANCO's Rigby Avenue Senior Housing Project, until the project is complete and before certificates of occupancy are issued.

BACKGROUND AND DISCUSSION

On August 12, 2013 DANCO emailed a request to the City requesting a letter of support for the deferral of City utility impact fees (Water and Wastewater) until the Rigby Avenue senior housing project is complete. The fees total \$205,400 and a letter from the City to the Financial Assistance Division of Housing and Community Development (CDC) needed to be received in Sacramento by 5:00PM that day. The City Managers of Fortuna and Arcata also received last minute requests for a letter.

Apparently DANCO's application to CDC for infrastructure grant funds is competitive and points are awarded on a number of things, including the local agency's contribution to the project. At this point Rio Dell has made no contribution to the project, other than being 100% for it. Unlike other Cities that have utility reserves and other assets that can be promised as a match to the developer's application for street, sidewalk and gutter and drainage improvements, Rio Dell is not in that financial position. Thus, DANCO's Rigby Avenue grant application for infrastructure improvements will score lower and may not be funded.

It turns out that the City does have one thing it can do to earn application points and that is to defer the utility connection fees generated by the project and owed to the City until the project is complete, probably in 2015.

The City Manager researched the Government Code and found authority for a City to defer such fees. However, the Municipal code of Rio Dell does not grant to the City Manager the authority to defer fees. However, the normative circumstance was that the letter to HCD was needed that day and would not wait until the next regular agenda, or even a special meeting, for City Council approval.

The fees being deferred include \$70,200 for water connections and \$135,200 for wastewater connections. A deferral of the fees will not affect the City's ability to accommodate the project.

The letter signed and transmitted by the City Manager for the DANCO application for the Rigby Project is attached. Ratification of the City Manager's action is requested.



---

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



August 12, 2013

Eugene Lee, Section Chief  
Department of Housing and Community Development, Division of Financial Assistance  
2020 West El Camino Ave.  
Sacramento, California 95833

**Subject: Infill Infrastructure Grant Program: Local Support: Exhibit C-B-6**

Dear Mr. Lee,

On behalf of the City of Rio Dell, this letter confirms the City is supportive of the proposed senior housing project by Danco Communities, a planned infill development project.

Danco Communities will be developing the Rio Dell Rigby project which will include 26 for rent senior affordable housing units. The City of Rio Dell is willing to defer \$205,400 in development Impact (water and sewer connection fees) fees, also known as deferred-payment financing, in support of the Rio Dell Rigby housing project. The fees will be due and payable upon project completion and before Certificates of Occupancy are issued.

We understand Danco Communities is applying for the Infill Infrastructure Grant funding under Proposition 1C, whose criteria include confirmation that local support is provided. The City of Rio Dell therefore confirms that we are supportive of the project and we are willing to defer the fees for the water and sewer connections as stated above for the Rio Dell Rigby housing project.

We would be pleased to further discuss our commitment to the successful completion of Rio Dell Rigby, financial or otherwise.

Sincerely,

A handwritten signature in blue ink, appearing to read "James Stretch".

James Stretch  
City Manager

Copy:  
DANCO Group  
Community Development Director  
Public Works Superintendent  
City Engineer  
DANCO File

---

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



August 20, 2013

TO: Honorable Mayor and City Council

FROM:  Jim Stretch, City Manager

SUBJECT: Reduce funds for video equipment to purchase better quality chairs

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve the transfer of \$941 from Capital and Special Projects budget unit line (Council Chambers video Equipment) to the City Council budget line item (Capital expenditures-chairs)

BACKGROUND AND DISCUSSION

Included in the 2013-14 budget is \$1,950 to replace the public seating in the City Council Chambers; 30 chairs. However, when it came time to order them, staff shopped many online catalogues and the price came in at \$2,891, including \$300 for freight. We have looked at lesser quality chairs to come within budget, but they are definitely lighter weight chairs. Assuming that we are looking at another 20-30 years before we replace them again, staff recommends the heavier chairs (quote and pictures attached).

Staff is suggesting that funding for the purchase be augmented by way of transfer from the \$18,000 allocation in the Capital and Special Projects for Council Chambers video equipment. That project included funds to hire personnel to operate the system during Council meetings, including travel time from Eureka. Assuming that program comes together, we will have realized savings for the months July through September, thus the recommendation to transfer \$941 to the chair account.



# National Business Furniture, LLC

## Quote QL115319 v(1)

3530 Wilshire Blvd Ste 710 Los Angeles, CA 90010  
 Phone (888) 634-9764 x3976 Fax (800) 329-9349  
<http://www.nationalbusinessfurniture.com>

**Ship-To Address**

KAREN DUNHAM  
 CITY CLERK  
 CITY OF RIO DELL  
 675 WILDWOOD AVE  
 RIO DELL CA 95562

ph: (707) 764-3532  
 fax: (707) 764-5480

**Bill-To Address**

KAREN DUNHAM  
 CITY CLERK  
 CITY OF RIO DELL  
 675 WILDWOOD AVE  
 RIO DELL CA 95562

ph: (707) 764-3532  
 fax: (707) 764-5480

Item #	Qty	Description	Options	Lead Time	Catalog Price	Discount Price	Total Merch
<a href="#">51365</a>	30	Armless Fabric Stack Chair	Black Solid Fabric/Silver Vein Frame	2-4 Wks	\$89.95	\$79.95	\$2,398.50
	1	<b>LIFETIME GUARANTEE</b>			<b>FREE</b>		

Merchandise	\$2,698.50
Total Discount	\$300.00
Merchandise Subtotal	\$2,398.50
Shipping & Handling	\$312.00
<b>Subtotal</b>	<b>\$2,710.50</b>
Total Tax	\$179.89
<b>Order Total</b>	<b>\$2,890.39</b>

Quoted By: BRANDON FLOWERS On: 8/14/2013

**Important Information:**

**DELIVERY LEVEL - TAILGATE DELIVERY, YOU WILL NEED PERSONNEL OR EQUIPMENT TO LOWER THE ITEMS FROM THE TRUCK AND BRING THEM INSIDE. PLEASE CONTACT US IF INSIDE DELIVERY IS REQUIRED**

Price reflects quoted discount, valid for 90 days from 8/14/2013.

Own this furniture for as little as \$104.90 per month for 36 months. Call or email me for details.


---


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



For Meeting of: August 20, 2013

To: City Council

From: Kevin Caldwell, Community Development Director 

Through:  Jim Stretch, City Manager

Date: August 15, 2013

Subject: Chapter 17.40, Enforcement Regulations Text Amendment

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**Recommendation:**

That the City Council:

1. Receive staff's report regarding the proposed text amendments;
2. Continue the public hearing, receive public input and close the public hearing;
3. Adopt Ordinance No. 304-2013 amending the Zoning Regulations Enforcement provisions, Chapter 17.40 of the Rio Dell Municipal Code;
4. Direct the City Clerk, within 15 days after adoption of the Ordinance, to post an adoption summary of the Ordinance with the names of those City Council members voting for or against, or otherwise voting in at least three (3) public places and to post in the office of the City Clerk a certified copy of the full text of the adopted Ordinance pursuant to Section 36933(a) of the California Government Code.



## Background/Summary

At your meeting of August 6, 2013, staff introduced (first reading) Ordinance 206-2013, a proposed text amendment to the Zoning Enforcement Regulations, Chapter 17.40 of the Rio Dell Municipal Code (RDMC). The current provisions identify the Building Inspector as being responsible to enforce the Zoning Regulations. The proposed amendment would identify the Community Development Director as being responsible to enforce the Zoning Regulations.

As discussed at your August 6<sup>th</sup> meeting, when the current provisions were adopted the City had a part-time contract planner (Planwest). In addition, the terms of the contract Building Inspector at that time required that the Building Inspector be responsible for the enforcement of the City's zoning regulations. The City no longer uses Planwest and the current contract with the City Building Inspector does not require that he enforce the zoning regulations.

The Police Chief has been and will continue to assist in enforcing the zoning regulations. Staff is therefore recommending that the reference to the Building Inspector be amended to reference the Community Development Director as being responsible for the enforcement of the zoning regulations.

### Zone Reclassification Required Finding:

**1. The proposed amendment is consistent and compatible with the General Plan and any implementation programs that may be affected.**

There are no polices in the General Plan which would discourage or prohibit the Community Development Director from enforcing the zoning regulations.

**2. The proposed amendments have been processed in accordance with the California Environmental Quality Act (CEQA).**

The primary purpose of the California Environmental Quality Act (CEQA) is to inform the decision makers and the public of potential environmental effects of a proposed project.

Based on the nature of the project, staff has determined that the project is Statutorily Exempt pursuant to Section 15061(b) (3) of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations. Pursuant to Section 15061(b) (3) of the CEQA Guidelines this exemption is covered by the general rule that CEQA applies only to projects which have the potential for causing a *significant* effect on the environment. Where it can be seen with certainty that there is no possibility that the project in question may have a significant effect on the environment, the project is not subject to CEQA. Based on the nature of the proposed amendments, staff

believes there is no evidence to suggest that the amendments will have a significant effect on the environment.

**Financial Impact**

The City is responsible for the costs associated with the proposed amendment. The cost is insignificant and will not result in additional budget expenditures or revisions.

**Attachments:**

1. Ordinance No. 304-2013 amending the Zoning Regulations Enforcement Regulations, Chapter 17.40 of the Rio Dell Municipal Code.
2. Post Adoption Summary.

**ORDINANCE NO. 304 – 2013**



AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL  
AMENDING THE ENFORCEMENT REGULATIONS, CHAPTER 17.40 OF THE RIO DELL  
MUNICIPAL CODE:

THE CITY COUNCIL OF THE CITY OF RIO DELL ORDAINS AS FOLLOWS:

**WHEREAS** staff recently discovered that the Enforcement provisions of the Zoning Regulations, Chapter 17.40 of the Rio Dell Municipal Code (RDMC) refer to the Building Inspector as being responsible for the enforcement of the Zoning Regulations; and

**WHEREAS** in 2004 when the current provisions were adopted the City had a part-time contract planner (Planwest) and the terms of the contract Building Inspector at that time did require that the Building Inspector be responsible for the enforcement of the City's zoning regulations; and

**WHEREAS** the City no longer uses Planwest and the current contract with the City Building Inspector does not require that he enforce the zoning regulations; and

**WHEREAS** Section 17.40.060(4) currently allows the Building Inspector and his authorized representative (Police Chief) to request entry "*...at any and all appropriate times...*"; and

**WHEREAS** staff believes the existing language is somewhat open ended and is recommending the language be amended to read: "*...during normal business hours...*"; and

**WHEREAS** the City has reviewed and processed the proposed amendments in conformance with Sections 65350 – 65362 of the California Government Code; and

**WHEREAS** the City has reviewed and processed the proposed amendments in conformance with Section 17.30.010 of the City of Rio Dell Municipal Code; and

**WHEREAS** the City finds that based on evidence on file and presented in the staff report that the proposed amendments are consistent and compatible with the General Plan and any implementation programs that may be affected; and

WHEREAS the proposed amendments have been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act (CEQA); and

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

1. The proposed amendments are consistent with the General Plan and any applicable specific plan; and
2. The City has determined that the proposed amendments are Statutorily Exempt pursuant to Section 15061(b) (3) of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations.

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

**Section 1.** The Enforcement Regulations, Chapter 17.40 of the Rio Dell Municipal Code is hereby amended as follows:

#### **Chapter 17.40 ENFORCEMENT**

Sections:

- 17.40.010 Issuance of Permits in Violation of Regulations.
- 17.40.020 Violation of Regulations.
- 17.40.030 Penalty.
- 17.40.040 Declaration of Public Nuisance.
- 17.40.050 Remedies.
- 17.40.060 ~~Building Inspector~~ Community Development Director Responsible for Enforcement of this Title.

**17.40.060 Enforcement Regulations.**

**17.40.060 ~~Building Inspector~~ Community Development Director Responsible for Enforcement of this Title.**

(1) The ~~Building Inspector~~ Community Development Director shall be responsible for the enforcement of the provisions of this title.



(2) This title may be enforced by an authorized representative of the ~~Building Inspector~~ Community Development Director.

(3) The Chief of Police is hereby designated as an authorized representative of the ~~Building Inspector~~ Community Development Director.

(4) The ~~Building Inspector~~ Community Development Director, or his authorized representative(s), shall have authority to request entry to any building, structure, or premises, ~~at any and all appropriate times~~ during normal business hours for the purpose of performing his/her official duty. [Ord. 252 § 8.05, 2004.]

## **Section 2. Severability**

If any provision of the ordinance is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

## **Section 3. Limitation of Actions**

Any action to challenge the validity or legality of any provision of this ordinance on any grounds shall be brought by court action commenced within ninety (90) days of the date of adoption of this ordinance.

## **Section 4. CEQA Compliance**

The City Council has determined that the adoption of this ordinance is exempt from review under the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines. Due to the nature of the proposed code revisions, there is no evidence that any impact to the environment would occur as a result of adoption of the Ordinance.

## **Section 5. Effective Date**

This ordinance becomes effective thirty (30) days after the date of its approval and adoption.

**I HEREBY CERTIFY** that the forgoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Rio Dell on August 6, 2013 and furthermore the forgoing Ordinance was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the 20<sup>th</sup> of August 2013 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Jack Thompson, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Ordinance No. 304-2013 adopted by the City Council of the City of Rio Dell on August 20, 2013.

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Karen Dunham, City Clerk, City of Rio Dell

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



## **Public Notice City of Rio Dell City Council**

### **SUMMARY FOR POSTING AFTER ADOPTION OF ORDINANCE**

(The summary shall be published or posted within 15 calendar days after the adoption of the ordinance)

### **Summary**

On **Tuesday, August 6, 2013 at 6:30 p.m.**, the Rio Dell City Council held a public hearing in the City Council Chamber at City Hall to consider the matter listed below and adopted Ordinance No. 304-2013 amending the Zoning Enforcement Regulations, Chapter 17.40 of the Rio Dell Municipal Code (RDMC).

### **ORDINANCE NO. 304-2013**

**Amending the Zoning Enforcement Regulations, Chapter 17.40 of the Rio Dell Municipal Code. The current provisions identify the Building Inspector as being responsible to enforce the Zoning Regulations. The proposed amendment would identify the Community Development Director as being responsible to enforce the Zoning Regulations**

A certified copy of the full text of the Ordinance is posted in the office of the City Clerk. If you have any questions regarding the Ordinance, the planning process, submission of materials and information not specific to this project, please contact Kevin Caldwell, Community Development Director at (707) 764-3532 or at City Hall, 675 Wildwood Avenue, Rio Dell, CA. 95562

POSTED: August 21, 2013

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



To: Honorable Rio Dell City Council  
From: Graham Hill, Chief of Police   
Through: Jim Stretch, City Manager   
Date: August 20, 2013  
Subject: Police Activity Report through July 31, 2013

#### **Council Action**

- Receive and File

#### **Summary**

This is a general summary of activity concerning Personnel, Training, Nuisance Abatement, Animal Control, and Incident/Arrest data.

#### **Personnel**

Reserve Officer Gavyrush was hired by the Ferndale Police Department.

Both the Ferndale and Fortuna Police Department's sent officer's to assist us with Wildwood Day's. Sergeant Wiener was left in charge of coordinating our involvement with the event. By all accounts the event went well and there were no Wildwood Day's related arrests.

#### **Training**

The California Department of Justice has implemented a new breath testing device for DUI investigations. Three officers, thus far have completed the required training and the two remaining officers will attend the certification training in the near future.

#### **Nuisance Abatement**

The new Nuisance Abatement Ordinance is enacted and enforceable. We are working with Community Development Director Caldwell to develop an effective enforcement strategy. Community Development Director Caldwell has been enforcing certain elements of the

ordinance and has identified some areas where he would like to change certain language to enhance compliance.

## **Equipment**

We have ordered two new vehicles as was authorized in the recently approved 2013-2014 budget. I have spoken with Harper Motors and have been informed we can expect delivery in late August or early September.

We have also ordered several pieces of equipment through the Homeland Security Grant through the county. We should be hearing on the status of those pieces of equipment in the near future.

## **Statistics**

Total Calls For Service for the month of July: **224**

*See attached (all of our calls are documented as Calls for Service and if the call is determined to be criminal or otherwise warrants additional documentation it is documented more thoroughly as an Incident. If, as a result of the investigation associated with the Incident an arrest is made that information is documented in the Arrest Module. I have attached information regarding Incidents and Arrests, but elected to exclude calls for service as the information is somewhat cumbersome. It should be noted that when viewing the arrest information our system only produces the "primary" offense in the statistical report. In many cases one person can be charged with multiple crimes).*

## **Attachments**

- Incident Offense Total Month to Month Comparison
- Arrest Total by Violation
- Calls for Service totals by violation

**CITY OF RIO DELL  
POLICE DEPARTMENT**

675 WILDWOOD AVENUE  
RIO DELL CA, 95562

Date : 08/16/2013  
Page : 1  
Agency : RDPD

**Arrest Totals By Violation**

01/01/2013 TO 07/31/2013

<b>Violation</b>	<b>Total</b>
B/W - F RDPD Bench Warrant - Felony	1
B/W - M RDPD Bench Warrant - Misdemeanor	2
CVC 12500 No Drivers License	4
CVC 14601 Driving w/ Suspended or Revoked	13
CVC 23152(a) DUI - Impaired Alcohol or Drugs	3
CVC 23152(b) DUI - .08 BAC	6
CVC 23222(a) Open Container While Driving	1
CVC 4462.5 Display False Reg. Tabs	1
H&S 11350 Possession of Cocaine/Heroin	2
H&S 11364(a) Possession of Drug Paraphernalia	4
H&S 11377 Possession of Controlled Substance	3
H&S 11379 Transportation of a Controlled	4
H&S 11550 Under The Influence Contrl'd Substance	3
O/W - F Outside Agency Arrest/Bench Warrant -	3
O/W - I Outside Agency Arrest/Bench Warrant -	2
O/W - M Outside Agency Arrest/Bench Bench	22
PC 11418.5 Threats To Use WMD	1
PC 1203.2 Misdemeanor Violation of Probation	2
PC 1203.3 Felony Violation of Probation	1
PC 148(a)(1) Resist , delay, obstruct officer	4
PC 148.9(a) False ID to Police Officer	3
PC 242 Battery	3
PC 243(d) Battery; Serious Bodily Injurt	1
PC 243(e)(1) Battery on a Cohabitant	10
PC 245(a)(1) Assault with Deadly Weapon or	5
PC 273.5 Domestic Violence	3
PC 273.6 Violation of Domestic Violence	2
PC 290(g)(2) Failure to register - Felony	1
PC 3056 Legal Custody of Parolees	1
PC 459 Burglary	1
PC 484e Unauthorized Access Cards	1
PC 496 Possession of Stolen Property	2
PC 646.9(a) Stalking	1
PC 647(f) Public Intoxication	14
PC 653x Misuse of 911 Emergency Line	1
<b>Grand Total</b>	<b>131</b>



**CITY OF RIO DELL  
POLICE DEPARTMENT**

375 WILDWOOD AVENUE  
RIO DELL CA, 95562

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**Incident Offense Totals Month to Month Comparison**

01/01/2013 to 07/31/2013

Offense Code	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
B&P 4060 - Possess Controlled Drug w/out				1	1								2
B/W - F - RDPD Bench Warrant - Felony					1								1
B/W - M - RDPD Bench Warrant - Misdemeanor		1		2									3
CVC 10851 - Stolen Vehicle			1										1
CVC 10852 - Break or Remove Vehicle Parts					1								1
CVC 12500 - No Drivers License	1	1	3										5
CVC 14601 - Driving w/ Suspended or Revoked	2	3	2	3	2	1	1						14
CVC 16028(a) - No Vehicle Insurance	1												1
CVC 22350 - Basic Speed			1										1
CVC 22450 - Stop Sign Violation	1						1						2
CVC 22651(o) - Vehicle Storage Authority -				1									1
CVC 23152(a) - DUI - Impaired Alcohol or Drugs		2	1	2	1	2							8
CVC 23152(b) - DUI - .08 BAC			1	1	2	1	1						6
CVC 23222(a) - Open Container While Driving		1											1
CVC 24252(a) - Must Maintain Required Lighting		1											1
CVC 4000(a) - Vehicle on Highway, Unregistered	1												1
CVC 4462(b) - Improper Plates						1							1
CVC 4462.5 - Display False Reg. Tabs		1											1
Death Investigation - - Coroner's						1	1						2
Dog Bite - - Animal vs. human/Animal vs. animal				1									1
H&S 11350 - Possession of Cocaine/Heroin						3							3
H&S 11351 - Possession for Sale						1							1

**Incident Offense Totals Month to Month Comparison**

01/01/2013 to 07/31/2013

Offense Code	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
H&S 11352 - Transportation, Sale or to Give						1							1
H&S 11364(a) - Possession of Drug		1	1	1		1							4
H&S 11377 - Possession of Controlled		1			1	2	1						5
H&S 11379 - Transportation of a Controlled		1				2							3
H&S 11550 - Under The Influence Contrl'd			2	1									3
O/W - F - Outside Agency Arrest/Bench Warrant		3			1	1							5
O/W - I - Outside Agency Arrest/Bench Warrant -		1					1						2
O/W - M - Outside Agency Arrest/Bench Bench	5	4	2	4	2	3	4						24
PC 11418.5 - Threats To Use WMD	1												1
PC 1203.2 - Misdemeanor Violation of Probation	3	1	2	3	2	8	3						22
PC 1203.3 - Felony Violation of Probation							1						1
PC 136.1 - Dissuading or Preventing Witness or		1					1						2
PC 13700 - Domestic Violence Incident		1	1										2
PC 148(a)(1) - Resist , delay, obstruct officer	1	2		3		2							8
PC 148.9(a) - False ID to Police Officer		1		1									2
PC 166(a)(4) - Disobey Court Order	1	1					1						3
PC 192 - Manslaughter				1									1
PC 240 - Assault		1	1		1	1							4
PC 242 - Battery		2	1	4	1	1							9
PC 243(b) - Battery; Police Officer	1												1
PC 243(d) - Battery; Serious Bodily Injurt	1				1								2
PC 243(e)(1) - Battery on a Cohabitant	2		1	4	1	3							11

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**CITY OF RIO DELL  
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**Incident Offense Totals Month to Month Comparison**

01/01/2013 to 07/31/2013

Offense Code	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
PC 243.4 - Sexual Battery				1									1
PC 245(a)(1) - Assault with Deadly Weapon or	2	1		1	1								5
PC 273.5 - Domestic Violence			1		2		1						4
PC 273.6 - Violation of Domestic Violence						2							2
PC 273a(b) - Cruelty to Child; other than great	2												2
PC 290(g)(2) - Failure to register - Felony				1									1
PC 3056 - Legal Custody of Parolees	1			1		1							3
PC 368 - Abuse of Elder or Dependent Adult					1								1
PC 415(1) - Fighting in a Public place		1											1
PC 459 - Burglary	1	5		2	2	4	1						15
PC 466 - Possession of Burglary Tools						1							1
PC 484e - Unauthorized Access Cards		1											1
PC 487 - Grand Theft		1			1								2
PC 488 - Petty Theft	3	1		3	2	1							10
PC 496 - Possession of Stolen Property					2								2
PC 503 - Embezzlement			1										1
PC 594 - Vandalism	4	2		2	1	3	2						14
PC 602 - Trespass Circumstances			1										1
PC 646.9(a) - Stalking					1		1						2
PC 647(f) - Public Intoxication	2	3	1	5	2	4	2						19
PC 653x - Misuse of 911 Emergency Line	1												1
PC 666 - Petty Theft with a Prior Theft Conviction		1											1

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**CITY OF RIO DELL  
POLICE DEPARTMENT**

375 WILDWOOD AVENUE  
RIO DELL CA, 95562

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**Incident Offense Totals Month to Month Comparison**

01/01/2013 to 07/31/2013

Offense Code	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
PC 69 - Resisting Executive Officer	1												1
RDCO 9.05.010 - Discharge firearm in city limits						1							1
W&I 5150 - Mental Disorder		2	1		3		1						7
W&I 601(a) - Uncontrolable Juvenile					1		1						2
<b>Total</b>	<b>38</b>	<b>49</b>	<b>25</b>	<b>49</b>	<b>37</b>	<b>52</b>	<b>25</b>						<b>275</b>
<b>Percentage</b>	<b>13.81</b>	<b>17.81</b>	<b>9.09</b>	<b>17.81</b>	<b>13.45</b>	<b>18.90</b>	<b>9.09</b>						

**CITY OF RIO DELL  
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**Calls For Service Totals By Call Type**

07/01/2013 to 07/31/2013

Call Type	Totals
1033 Alarm	2
415 Disturbance	15
459 Burglary	2
5150 Mental Illness Incident	2
594 Vandalism	2
911 911 Hang-up, Disconnect, Etc.	1
A/C Animal Control	16
AA CHP Agency Assist CHP	2
AA HCSO Agency Assist HCSO	2
AA PW Assist Public Works - Call Out, Etc.	2
ASC Assault Call	1
BD Barking Dog	1
CM Civil Matter	2
COV City Ordinance Violation	2
CS Citizen Service	5
CSB Civil Stand-by	1
CT ORDER Disobey Court Order	1
CUST Custody Dispute	2
DIS Disorderly Conduct	14
DOCUM Documentation Only	15
DOGLIC Dog License	1
DVC Domestic Violence Call	1
F/I Field Interview	4
F/U Follow-up Investigation	4
FIRE Fire Call	2
FOOT Foot Patrol	2
FP Found Property	2
INVEST Investigation	1
L/U Lock or Unlock Door/Gate	25
MEDICAL Medical Aid	5
MPJ Missing Person - Juvenile	1
ND Neighbor Dispute	2
PCK Patrol Check	4
SS Subpoena Service	7
SUSCIRC Suspicious Circumstances	6
T/C Traffic Collision	1
THEFT RT Theft Report	1
TRAFFIC Traffic Stop	29

**CITY OF RIO DELL  
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**Calls For Service Totals By Call Type**

07/01/2013 to 07/31/2013

Call Type		Totals
TRAFPOST	Traffic Post	32
V INVEST	Vehicle Investigation	3
WC	Welfare Check	1
<b>Grand Total for all calls</b>		<b>224</b>



# 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>
0001742	7/01/2013	[2757] US POSTMASTER	POSTAGE FOR JUNE 2013 UTILITY BILLING	341.86
0001743	7/01/2013	[2261] CALIFORNIA STATE DISB UNIT	GARNISHMENT PAYMENT..CASE #200000001183524 ..	102.11
0001744	7/01/2013	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 6/28/13	120.00
0001745	7/01/2013	[2366] EEL RIVER DISPOSAL	GARBAGE BAGS FOR JUNE 2013	799.55
0001746	7/01/2013	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 6/28/13	3,414.73
0001747	7/01/2013	[2502] KEMP INSPECTION SERVICE	NSPECTION SERVICES FOR JUNE 2013	660.15
0001772	7/15/2013	[3206] CALIFORNIA POLICE CHIEFS ASSOCIATION	ANNUAL MEMBERSHIP DUES 07/13-06/14	300.00
0001773	7/15/2013	[5330] CAPITAL ONE COMMERCIAL	PADS AND BINDERS	27.46
0001774	7/15/2013	[2285] CC MARKET (1)	WHITE VINEGAR	17.96
0001775	7/15/2013	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR JULY 2013	1,542.00
0001776	7/15/2013	[5127] DELTA DENTAL	DENTAL INSURANCE FOR AUGUST 2013	2,161.29
0001777	7/15/2013	[2405] FORTUNA ACE HARDWARE	SOLDER GUN KIT 100-140W	38.69
0001778	7/15/2013	[5241] GE CAPITAL	XEROX COPIER RENTAL PAYMENT FOR JULY 2013	475.49
0001779	7/15/2013	[2691] HUMBOLDT SENIOR RESOURCE CENTER/ADULT DAY HEALTH, INC	TRANSPORTATION FUNDS FOR FY 2013-2014	6,500.00
0001780	7/15/2013	[2474] HUMMEL TIRE & WHEEL, INC	TIRES FOR PD FORD P/U	827.40
0001781	7/15/2013	[2570] NILSEN COMPANY	FRENCH DRAIN SUPPLIES	174.34
0001782	7/15/2013	[3029] REDWOOD COFFEE SERVICE	COFFEE SERVICES	60.00
0001783	7/15/2013	[2742] SCOTIA TRUE VALUE HARDWARE	BLK RUBBER TAPE	7.13
0001784	7/15/2013	[4525] SHERLOCK RECORDS MGMT	STORAGE FOR JULY2013	73.20
0001785	7/15/2013	[2710] STARPAGE	PAGER SERVICES FOR JULY 2013	12.95
0001786	7/15/2013	[2319] SUDDENLINK COMMUNICATIONS	MONTHLY BROADBAND SERVICES FOR JULY 2013	242.94
0001787	7/15/2013	[2787] WYCKOFF'S	GALV PIPE, CUT/ THREAD, MALE ADAPT	16.70
0001788	7/17/2013	[2261] CALIFORNIA STATE DISB UNIT	GARNISHMENT PAYMENT..CASE #200000001183524 ..	102.11
0001789	7/17/2013	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 7/12/2013	120.00
0001791	7/17/2013	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 7/12/2013	3,510.68
0001792	7/22/2013	[3115] SECRETARY OF STATE	NOTARY TEST FOR JOANNE FARLEY	40.00
0001793	7/24/2013	[2247] ANTHEM BLUE CROSS	HEALTH INSURANCE FOR AUGUST 2013	15,663.00
0001794	7/24/2013	[2228] ASSESSOR COUNTY OF HUMBOLDT	ASSESSMENT ROLLS FOR CITY OF RIO DELL	94.75
0001795	7/24/2013	[2237] BANK OF AMERICA BUSINESS CARD	SPRINKLER CONTROLLER	153.97
0001796	7/24/2013	[3605] CDWG GOVERNMENT, INC.	GO TO MY PC MICROSOFT SURFACE PRO, SCULPT TOUCH MOU BLUET MICROSOFT TOUCH COVER SOFTWARE, TABLET RPR PLAN, 4Y PRINTERSCANAI0	2,868.40
0001797	7/24/2013	[4382] DOCUSTATION	MONTHLY MAINTENANCE AND COPY CHARGES FOR JULY	893.90
0001798	7/24/2013	[2411] FORT DEARBORN LIFE INSURANCE CO.	LIFE INSURANCE FOR AUGUST 2013	237.00
0001799	7/24/2013	[3878] OLIN CORP - CHLOR ALKALI	CHEMICALS FOR WASTEWATER	475.74
0001800	7/24/2013	[4629] OLKIN & JONES, DRS	MANDATORY MEDICAL FOR PUBLIC WORKS EMPLOYEES	310.00
0001801	7/24/2013	[3343] PITNEY BOWES RESERVE ACCOUNT	POSTAGE PURCHASE FOR RESERVE	400.00

# CITY OF RIO DELL CHECK REGISTER

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0001802	7/24/2013	[2742] SCOTIA TRUE VALUE HARDWARE	GALV NIPPLES, GALV, UNION, GALV COUPLING/STOP MURIATIC ACID ADAPTER FIP BUSHING, NIPPLE, TXT ELL MAINTENANCE SUPPLIES FOR WATER LEAK AT 1110	170.06
0001803	7/24/2013	[2682] SMALL CITIES ORGANIZED RISK EFFORT (SCORE)	ANNUAL PREMIUM FOR LIABILITY COVERAGE, EPLI C	83,974.00
0001804	7/24/2013	[2709] STAPLES DEPT. 00-04079109	TONER CARTRIDGES	149.88
0001805	7/24/2013	[2750] USA BLUEBOOK	SEWER SWEETNER, FRAGRANCE SUPER BLOCK CHERRY SEWER SWEETENER	516.52
0001806	7/24/2013	[2787] WYCKOFF'S	PIPE, DAYTON COUPLER, THREAD	37.48
0001807	7/24/2013	[4109] ACCESS HUMBOLDT	ON BELHALF OF LFA PER AGREEMENT /FRANCHISE OV	270.00
0001808	7/24/2013	[2237] BANK OF AMERICA BUSINESS CARD	GATEWAY SPRINKLERS TRAVELOCITY HOTEL FOR SCORE CONFERENCE IN RE WWW.DELL.COM - SUPPLIES TONER CARTRIDGE FOR LEXMARK	1,072.74
0001809	7/24/2013	[4937] CALIFORNIA DEPARTMENT OF TRANSPORTATION	SIGNALS & LIGHTING BILLING FOR APRIL 2013 - J	182.80
0001810	7/24/2013	[5330] CAPITAL ONE COMMERCIAL	22 BOXES RECYCLED COPY PAPER	964.68
0001811	7/24/2013	[2293] CITY OF FORTUNA	ANIMAL CONTROL SERVICES	2,000.00
0001812	7/24/2013	[4885] HDR ENGINEERING, INC.	ENGINEERING & PROFESSIONAL ..SERVICES FOR JUN	25,589.12
0001813	7/24/2013	[2795] NALLEY & ASSOCIATES	COMPUTER MAINTENANCE SERVICES FOR APRIL - MA	846.00
0001814	7/24/2013	[4393] NYLEX.NET	NEW SERVER INSTALL VIRUS REMOVAL FROM BACK COMPUTER	696.00
0001815	7/24/2013	[2694] SHELL OIL CO.	PW FUEL EXPENSES FOR JUNE 2013 PD FUEL EXPENSES FOR JUNE 2013	3,038.21
0001816	7/24/2013	[2709] STAPLES DEPT. 00-04079109	1 CASE OF 8 1/2 X 14 PAPER POST-IT NOTES, NOTE PADS, COPY PAPER 8 1/2 X OVERPAYMENT TO STAPLES CHARGE ACCOUNT	79.53
0001817	7/24/2013	[3883] SUPERIOR INSTALLS	TORRENT LIGHTBAR,	1,325.00
0001818	7/24/2013	[5108] WAHLUND CONSTRUCTION INC.	PAY REQUEST NO.16 PER CONTRACT	157,599.59
0001819	7/25/2013	[2757] US POSTMASTER	POSTAGE FOR JULY 2013 UTILITY BILLING	346.55
0001820	7/31/2013	[5235] ADVANTAGE FINANCIAL SERVICES	MONTHLY PAYMENT FOR DOCSTAR 3.12 SOFTWARE PAC	148.35
0001821	7/31/2013	[2283] COASTAL BUSINESS SYSTEMS	DOCSTAR ANNUAL SOFTWARE LICENSE AGREEMENT	269.25



# CITY OF RIO DELL CHECK REGISTER

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0001822	7/31/2013	[2385] EUREKA READYMIX	PU BASE PU BASE PU BASE PU BASE PU BASE	231.63
0001823	7/31/2013	[2501] HAJOCA CORPORATION	WATER INVENTROY - WATER LINE REPAIR PARTS BRAIDED HOSE SPRING STREET HYDRANT AND MAIN LINE REPAIRS MONUMENT RD WATER LINE REPAIRS, WATER DEPT. I HYDRANT WRENCH	7,286.03
0001824	7/31/2013	[2452] HORIZON BUSINESS PRODUCTS	OFFICE SUPPLIES	22.03
0001825	7/31/2013	[3478] MATTHEWS PAINTS	PRESSURE WASHER & STEAM COMBO KIT	5,276.23
0001826	7/31/2013	[2546] MERCER FRASER CO., INC.	ASPHALT CONCRETE	403.75
0001827	7/31/2013	[3484] NATIONAL METER & AUTOMATION, INC	METER BODY ONLY, 60WT ITRON PIT ERT WATER END	1,604.54
0001828	7/31/2013	[2569] NORTH COAST LABORATORIES, INC.	WATER LAB TESTING	50.00
0001829	7/31/2013	[4393] NYLEX.NET	ACCUFUND UPDATE, ISSUES WITH WORD DOCUMENT RE SET UP TABLET FOR CHIEF, RESTORE CRIMESTAR DA	864.00
0001830	7/31/2013	[2742] SCOTIA TRUE VALUE HARDWARE	PAINT & SUPPLIES ELECTRIC TAPE REPAIR COUNCIL CHAMBERS & PW SUPPLIES GLASS FUSE FOR COUNCIL CHAMBERS CONNECTOR END FOR EXTENSION CORD STAPLES, STAPLE GUN	142.71
0001831	7/31/2013	[4818] THREE G's HAY & GRAIN	COARSE SOLAR SALT (3 PALLETS)	965.48
0001832	7/31/2013	[2748] UNDERGROUND SERVICE ALERT	ANNUAL MEMBERSHIP	152.94
0001833	7/31/2013	[5166] VSP-VISION SERVICE PLAN	VISION INSURANCE FOR AUGUST 2013	354.64
<b>Total Checks/Deposits</b>				<b>339,415.24</b>