



CITY COUNCIL AGENDA REGULAR MEETING 6:00 PM TUESDAY, SEPTEMBER 15, 2026

City Council Chambers - 675 Wildwood Avenue, Rio Dell

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

City Council meetings are held in City Hall Council Chambers for in-person public attendance. The public may also attend these meeting virtually through Zoom.

Public Comment by Email:

In balancing the need to conduct government in an open and transparent manner, public comment on agenda items can be submitted via email at publiccomment@cityofriodell.ca.gov. Please note the agenda item the comment is directed to (example: Public Comments for items not on the agenda) **and email no later than one-hour prior to the start of the Council meeting**. Written comments will be submitted to the City Council and included in the meeting minutes as part of the public record. Meeting can be viewed on Access Humboldt's website at <https://www.accesshumboldt.net/>. Suddenlink Channels 10, 11 & 12 or Access Humboldt's YouTube Channel at <https://www.youtube.com/user/accesshumboldt>.

Zoom Public Comment:

When the Mayor announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call the toll-free number **1-888-475-4499**, enter meeting **ID 987 154 0944** and press star (*) 9 on your phone – this will raise your hand. You will continue to hear the meeting on the call. When it is time for public comment on the item you wish to speak on, the Clerk will unmute your phone. You will hear a prompt that will indicate your phone is unmuted. Please state your name and begin your comment. You will have 3 minutes to comment.



In compliance with the Americans with Disabilities Act (ADA), if you require special assistance to participate in this meeting, please get in touch with the Office of the City Clerk at (707) 764-3532. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting. Assistive listening devices are now available for the hearing-impaired. Please see the City Clerk for a receiver.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CEREMONIAL MATTERS

E. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not allowed under the Ralph M. Brown Act. 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 2/3 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.

F. CONSENT CALENDAR

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

1. 2026/0915.01 - Approve Minutes of the August 18th, 2026, Regular Meeting(**DISCUSSION/POSSIBLE ACTION**) - Pg.#4

2. 2026/0915.02 - Resolution No. 1684-2026 - Designation of Voting Delegate for Cal Cities Annual Conference (**DISCUSSION/POSSIBLE ACTION**) - Pg.#10

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

1. 2026/0915.03 - City Manager/Staff Update (**RECEIVE & FILE**) - Pg.#12

I. SPECIAL PRESENTATIONS/STUDY SESSIONS

1. 2026/0915.04 - Recommend Staff and the Manufacturer to Replace the Damaged Parts of the Screwactor (**DISCUSSION/POSSIBLE ACTION**) - Pg. #18

2. 2026/0915.05 -Receive a Brief Presentation from Wally Coppini on the Progress of the Chamber's Billboard Endeavor at the City's Wastewater Disposal Parcel Located at Metropolitan Heights Road and Highway 101 (**DISCUSSION/POSSIBLE ACTION**) - Pg. #24

- [3.](#) 2026/0915.06 - Adopt Resolution No. 1683-2026, Authorizing Staff to Proceed with Completion of the Animal Kennel Project in its Entirety and Authorizing the Chief of Police and Streets Superintendent to Coordinate and Execute the Various Project Components Necessary for Completion **(DISCUSSION/POSSIBLE ACTION)** - Pg. #25

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

L. COUNCIL REPORTS/COMMUNICATIONS

M. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, October 6, 2026 at 6:00 p.m.*



RIO DELL CITY COUNCIL
REGULAR MEETING – 6:00 P.M.
TUESDAY, AUGUST 18TH, 2026
City Council Chambers
675 Wildwood Avenue, Rio Dell

A. CALL TO ORDER

The regular meeting of the Rio Dell City Council was called to order at approximately 6:00 PM by Mayor Garnes.

B. ROLL CALL

Present:

- Mayor Garnes
- Mayor Pro Tem Carter
- Council Member Wilson
- Council Member Woodall

Absent:

- Council Member Orr (Excused)

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the Council.

D. CEREMONIAL MATTERS

No ceremonial matters were presented.

Addition of Urgency Item to the Agenda

Prior to Public Presentations, Mayor Garnes advised that a matter had arisen after the agenda was posted requiring action prior to the next regular meeting, and requested Council consensus, pursuant to the Ralph M. Brown Act, to add the item to the agenda upon a finding of urgency. By consensus, the Council found the item met the urgency criteria and added it to the agenda as Item I.3, “Emergency Consideration of Resolution No. 1661-2026 Designating the Mayor or Mayor Pro Tem as the Authorized Signer for CDBG Grant Agreements.”

E. PUBLIC PRESENTATIONS

Tawny Albers (sp. ?), a resident of Riverside Avenue, addressed the Council regarding ongoing concerns with semi-truck parking and activity near her home, a matter she had previously raised with the Council. She reported that truck arrival and departure times had been inconsistent and disruptive to her sleep, though she noted conditions had improved over the preceding several weeks. She stated that on one occasion the driver appeared to depart within a nine-hour period, which she believed violated the federal ten-hour rest requirement for commercial drivers, and described a separate incident in which the truck backed up a considerable distance and struck a utility pole. She stated that a parking permit for the vehicle was subsequently issued under the City's commercial vehicle parking ordinance, and expressed concern that the incident had been "noted" by police without further action, that she had not known whom to contact and ultimately called 911 herself, and that neighboring residents were not notified when the permit was issued. She stated she did not feel there was adequate transparency or accountability in the process and indicated she planned to raise related concerns regarding electric bikes at a future meeting, as she was unable to do so within her allotted time.

No further members of the public wished to address the Council. Mayor Garnes closed public presentations.

F. CONSENT CALENDAR

- 2026/0818.01 – Approve Minutes of the August 4th, 2026, Regular Meeting
- 2026/0818.02 – Receive and File Check Register for July 2026

No items were removed from the Consent Calendar.

ACTION: Motion made by Carter and seconded by Woodall to approve the Consent Calendar as presented. Motion carried 4–0 (Council Member Orr absent).

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

No items were removed from the Consent Calendar.

H. REPORTS / STAFF COMMUNICATIONS

1. 2026/0818.03 – City Manager/Staff Update (RECEIVE & FILE)

City Manager Knopp reported that the City is undergoing a Housing Element update and will hold a public workshop on Tuesday, August 25th at 6:00 PM at City Hall, at which the public may receive information and provide feedback on the required Housing Element update.

Mayor Pro Tem Carter had no questions and noted the City had an excellent week for animal control. Council Member Carter reported on the Spay/Neuter Voucher Program,

noting that six vouchers were issued in July and that thirteen vouchers were currently outstanding/circulating. She noted the program is self-sustaining, funded through dog license sales revenue rather than the General Fund, and thanked the Council and staff for their support in establishing the program. Mayor Garnes thanked Public Works staff for recently installed improvements at the dog park, noting it was well received by the community.

I. SPECIAL PRESENTATIONS / STUDY SESSIONS

1. 2026/0818.04 – Joint Letter of Support for Opportunity Zone 2.0 Designation of Census Tracts in Arcata, Fortuna, and Rio Dell (DISCUSSION/POSSIBLE ACTION)

City Manager Knopp reported that the federal Opportunity Zones 2.0 program allows each state to nominate qualifying low-income census tracts for designation, making them eligible for preferential federal tax treatment on long-term private investment. He reported that the California Department of Finance issued a draft recommendation for the state's OZ 2.0 nominations, recommending Rio Dell's census tract (which spans from the Van Duzen River to the Redway/Redcrest area and includes Scotia and Rio Dell), along with one census tract each in Fortuna and Arcata. He noted that these were the only three Humboldt County cities to receive a recommendation, out of an anticipated five county designations, with the remaining two in the Garberville and Hoopa areas. He reported that City staff worked with counterparts in Arcata and Fortuna to prepare a joint mayoral letter formally concurring with the Department of Finance's draft recommendation and requesting that all three tracts be carried forward into the state's final nomination to the U.S. Department of the Treasury, to strengthen the region's case during the public comment period, which closes August 28th.

In response to Council Member Wilson's question regarding how census tracts are determined, City Manager Knopp explained that census tracts are geographic units established at the federal level in connection with the decennial census, that their boundaries are not based on natural features and can be considered somewhat arbitrary, and that poverty levels vary widely between tracts. He noted that the City of Rio Dell falls within a single, roughly 20-mile-wide census tract extending from the confluence of the Van Duzen and Eel Rivers to Redway, while Fortuna is divided into three tracts, Arcata into three, and Eureka into four. Mayor Garnes added that OZ 2.0 provides an incentive for investors to reinvest capital gains in designated tracts in exchange for tax benefits.

ACTION: Motion made by Carter and seconded by Woodall to authorize the Mayor to execute the joint letter of support for Opportunity Zone 2.0 designation of census tracts in Arcata, Fortuna, and Rio Dell. Motion carried 4–0.

2. 2026/0818.05 – Approval of Resolution No. 1681-2026 Amending the Wastewater Capital Budget and Approving the Purchase for the Replacement of Biosolid Dryer Rotary Unions (DISCUSSION/POSSIBLE ACTION)

Wastewater Superintendent Moore presented the item, reporting that the biosolid dryer has been out of service for four to six weeks, resulting in an overloaded wastewater treatment plant. He explained that the rotary unions convey the thermal (mineral oil) fluid that regulates the dryer's operating temperature, and that when the unions failed, the dryer's temperature reached approximately 752°F before staff shut it down, which posed a safety concern. He referenced a quotation from BCR Environmental included in the packet and requested Council approval to purchase replacement rotary unions.

In response to questions, Superintendent Moore stated the rotary unions were last replaced approximately one and a half to two years ago and that he was uncertain of their intended service life, noting that installation issues dating back to the dryer's original purchase from ThermoFlite — which went out of business and was acquired by BCR Environmental — have contributed to recurring problems. He noted that BCR, reached through an intermediary company, is difficult to work with but is the sole source for the needed parts, similar to a prior sole-source part purchase for the belt press trailer dryer. Council Member Wilson confirmed there was no operational problem with the plant at present; Superintendent Moore confirmed the plant itself is running well.

ACTION: Motion made by Carter and seconded by Woodall to approve Resolution No. 1681-2026, Amending the Wastewater Capital Budget and Approving the Purchase for the Replacement of Biosolid Dryer Rotary Unions. Motion carried 4–0.

3. 2026/0818.06 – Emergency Consideration of Resolution No. 1661-2026 Designating the Mayor or Mayor Pro Tem as the Authorized Signer for CDBG Grant Agreements (URGENCY ITEM – DISCUSSION/POSSIBLE ACTION)

City Manager Knopp presented the item, noting it arose after the agenda was posted due to timing constraints associated with a required CDBG contract amendment. He reported that a property on Bellevue Avenue received CDBG-funded earthquake repair assistance from the City and County, including perimeter foundation and other repair work that has since been completed; however, the property's insurer is refusing to insure the property absent a roof replacement. He reported that the City is proposing to amend the existing CDBG contract to provide additional funding to re-roof the home so the rehabilitation can be completed and the project closed out. He explained that, per the California Government Code, CDBG agreements of this nature must be signed by the Mayor or Mayor Pro Tem rather than the City Manager absent a specific ordinance authorizing the City Manager to execute such agreements, and that no such ordinance exists; the current authorizing resolution incorrectly designates the City Manager as

signer. He noted staff would review other City agreements to correct similar signatory designations.

In response to Council Member Wilson's question, City Manager Knopp clarified that the resolution addresses only the designation of the Mayor or Mayor Pro Tem as the authorized signer for CDBG agreements, he noted the City has some owner-occupied housing rehabilitation program income available that could potentially be used to complete the Belleview Avenue project.

ACTION: Motion made by Carter and seconded by Woodall to approve Resolution No. 1661-2026, Designating the Mayor or Mayor Pro Tem as the Authorized Signer for CDBG Grant Agreements. Motion carried 4–0.

J. SPECIAL CALL ITEMS / COMMUNITY AFFAIRS / PUBLIC HEARINGS

No items were presented.

K. ORDINANCES / SPECIAL RESOLUTIONS / PUBLIC HEARINGS

No items were presented.

L. COUNCIL REPORTS / COMMUNICATIONS

Council Member Carter:

- Reported a Nuisance Advisory Committee meeting scheduled for Wednesday, August 19th at 3:00 p.m., and that she would attend the Fire Commissioners meeting the same day at 5:30 p.m.
- Reported Community Resource Center statistics for July, including 334 people served through commodity (food) distribution and 556 children served through the summer meal program; also reported 15 bus passes, 5 instances of utility assistance, and 6 Spay/Neuter Program vouchers issued, with 13 vouchers currently outstanding.
- Reported that the Resource Center participated in the Wildwood Days Friday night kid games with a dime toss and bake-sale table, and announced the 4th Annual Touch-a-Truck event on Saturday, September 12th, from 11:00 a.m. to 1:00 p.m. at the Rio Dell Fire Department, thanking Police Chief Phinney for arranging a police vehicle to be present.
- Noted the Community Garden's kale harvest and encouraged residents to visit.

In response to a question from Mayor Garnes, Carter reported that Wally, a volunteer cook supported by the Chamber of Commerce, continues to host a weekly barbecue fundraiser each Monday at DJ's Burger Bar, shares his phone number for pre-orders, and recently placed in a rib-cooking contest.

Council Member Wilson:

- Reported on the Humboldt Waste Management Authority (HWMA), noting the City is a member agency and that HWMA accepts up to nine tires per day from residents (subject to a handling fee of less than \$20 per tire) as well as leftover paint, which is made available at no cost to the public.

M. ADJOURNMENT

ACTION: Motion to adjourn made and seconded. Motion carried 4–0.

The meeting adjourned at approximately 6:34 PM. The next regular City Council meeting is scheduled for Tuesday, September 2nd, 2026 at 6:00 PM.

APPROVED:

Debra L. Garnes, Mayor

ATTEST:

Kyle Knopp, Acting City Clerk



675 Wildwood Avenue
Rio Dell, CA 95562

TO: Mayor and Members of the City Council

FROM: Kyle Knopp, Acting City Clerk

THROUGH: Kyle Knopp, City Manager

DATE: September 15, 2026

SUBJECT: Resolution No. 1684-2026 - Designation of Voting Delegate for Cal Cities Annual Conference

RECOMMENDATION

Approve Resolution No. 1684-2026 designating Mayor Debra Garnes as the voting delegate for the Cal Cities Annual Conference and Expo September 23-25, 2026.

BUDGETARY IMPACT

None

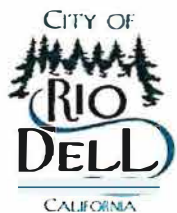
BACKGROUND AND DISCUSSION

The Cal Cities 2026 Annual Conference & Expo is scheduled for September 23-25, 2026 at the Anaheim Convention Center in Anaheim, California. An important part of the conference is the member-driven General Assembly where the Cal Cities membership considers and acts on resolutions that establish Cal Cities policy.

For the City's representative to vote at the General Assembly, a voting delegate and alternate must be designated by the City Council in the form of a Resolution.

ATTACHMENTS:

Resolution No. 1684-2026



RESOLUTION NO. 1684-2026
RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF RIO DELL DESIGNATING A VOTING DELEGATE AND
ALTERNATE FOR THE CAL CITIES
2026 ANNUAL CONFERENCE

WHEREAS, Cal Cities bylaws require the governing body to designate the City's voting delegate and up to two alternates; and

WHEREAS, Mayor Debra Garnes was previously appointed by the City Council as the representative to Cal Cities, with Mayor Pro Tem Amanda Carter as the alternate.

NOW, THEREFORE, the City Council of the City of Rio Dell does hereby resolve that **Debra Garnes, Mayor**, is hereby appointed to serve as the City's voting delegate at the Cal Cities Annual Conference and Expo on September 23-25, 2026.

I HEREBY CERTIFY that the foregoing Resolution was duly introduced, passed, and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the 15th day of September, 2026 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Debra Garnes, Mayor

ATTEST:

Kyle Knopp, Acting City Clerk



Staff Highlights – 2026-09-15

City Council

City Manager

Met with Friends of the Library to discuss staffing issues and issues with the number of hours the County's branch library is experiencing.

Attended a meeting related to the Regional Climate Coordinator position with RCEA and jurisdictional financial support of the position. This item is likely to be a part of the Council's October 20th meeting agenda.

Discussions with City of Ferndale and City of Fortuna on cost sharing an Eel River office of the Small Business Development Center (SBDC)

Submitted public comment package for the OZ 2.0 nomination process in support of Rio Dell's application.

Unmet Transit Needs hearing scheduled for October 20, 2026.

Submission of various reports for SCORE.

The Governor and Legislative leadership reached a deal on the wildfire liability package late Friday night. SB 492 (Becker) does not include any limits to public agency recovery after a utility-caused wildfire. This is considered a big win for California cities. However, the Governor has indicated that he is still open to signing legislation that would shift wildfire liability towards cities and counties and cost recovery limits to cities and counties before his term as Governor ends in January 2027.

City Clerk

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water



Performed Chlorine Residual Tests Weekly (Monday, Wednesday, Friday) at City Hall and Douglas Street (Entered Data into Excel Spreadsheet)

Monthly water reports to SWRCB Division of Drinking Water

Monthly Drought reports to Water Boards SAFER Clearinghouse

Obtained Grab Samples for Bacteriological Testing performed by Micro Labs in Arcata [Performed Every Tuesday at various locations and three (including Monument residence and Eel River source water) on every third Tuesday of the month]

Marked/Responded to USA's on: Rigby ave. and Pacific/Belleview,

Flushed dead-end/hydrant at Davis street trailer park

Replenished chlorine tank at surface water treatment plant

Cleaned Metro Wells building

Installed Flowmeter on fire hydrant on Eeloa/North Pacific st.

Repaired broken service lines and installed new service line on Walnut st.

High lined Residence at Rigby apartment complex in preparation for service repair to replace old degraded galvanized services

Built new brass manifold and ran new 2" service from main line on Rigby to corresponding 1" services to four apartments on Rigby. Replaced seals, placed new bedding material around lines, and compacted gravel to allow vehicle/pedestrian access

Obtained temperature/time sensitive grab samples on Monument and Belleview for State required testing for TTHM's and HAA5's.

Meter reading

Lock outs

Public Works Wastewater

Assisting Mercer-Frasier with the Painter Street Upsizing project

Continuing work with North Coast Section Wastewater board with CWEA

Continuing grease trap inspection to reduce FOG in collection system



Offering tours of waste plant to any interested party

Working on quarterly reports to the state and any other reports the state may need

Furthering water education to obtain water distribution certification

Identifying infiltration and intrusion throughout collection system

Maintenance and repairs on Wastewater treatment plant analyzers and equipment

Weekly and monthly sampling and monitoring.

Weekly and monthly treatment plant washdowns and cleaning inside tent

Maintenance on Belt Press and Biosolids Dryer

Cleaning and maintenance on Headworks equipment

Working with GHD on multiple projects

Beginning work on Fern St. Lift Station

Public Works Streets, Buildings and Grounds

Mowed and weed whacked Douglas water tank grounds

Ordered/stocked shop parts from Pace Supply and started an inventory program with an excel spreadsheet

Completed generator maintenance through CAT for all generators

Put up door hangers for past due bill collections/shut off notifications

Attended Operator BBQ at Humboldt Municipal Water Park during lunch hours

Mowed and weed whacked all of the Parks, City Hall, and the North/South Gateways

Public Works City Engineer

Public Works Capital Projects

Police Department

Patrol Statistics:

During July 16th – August 3rd 2026, the Rio Dell Police Department handled 699 total incidents of which 387 were calls for service and 312 were proactive contacts/stops. 13 arrests were made. A total of 10 citations were issued for traffic offenses or other miscellaneous criminal violations. 35 total cases requiring investigation were taken.



Staffing:

- FULL STAFF.

Community Events / Notable Cases:

- Fundraising for the kennel stands at **\$9,315.50** has been donated to the project as of 9/9/26 with pending grants still waiting outcome.
- Vehicle Pursuit on Fred Elliott III occurred up Monument Road. Pursuit was eventually called off and suspect was found and arrested the following week in Alton for numerous charges.
- Rio Dell Fire Department Fraud case resulted in the arrest and booking of Jeremy Beauchaine.
- Justus Arreguin was arrested on a slew of domestic violence related charges including stalking following a contact on the 300 block of Center St.

CSO Total calls for service: 169

Abatement Projects:

Residential Abatement:

- 133 Active Cases
- 107 of those cases for dog licenses
- Progressing towards abatement at 289 Berkeley due to noncompliance
- Potential abatement at 530 Third for reoccurring violations
- 26 cases closed for compliance

Vehicular Abatement:

- 18 total cases
- 15 active cases
- 3 closed cases
- 7 vehicles towed

Animals

- 60 animal-related calls for service
- 2 dogs and 2 cats transported to FOPD kennels. One dog reunited with family. One dog and 2 cats transported to Sequoia Humane Society
- 107 Dog License cases open

Community Development Department

Complete NEPA CEST for Ridnour CDBG modification. Prepare new Resolution.



RHIP Inspection 129 C Wildwood Ave

Roof Inspections 103 ½ Sequoia

Roof Inspections 565 Rigby Ave

Final Inspection 45 Davis Street

Roof Inspections (Final) 1065 Riverside Drive

Receive, Review and Process Building Permit Applications for

Plumbing Sewer Later Permit – 345 Douglas Street

Mini-Split HVAC Permit – 1111 Riverside Drive

Roof Permit - 565 Rigby Ave

Roof Permit – 188 Center Street

Roof Permit – 259 Second Ave

Foundation Repairs Permit – 168 S. Sequoia Ave

Roof Permit – 580 View Ave

Electrical Panel Upgrade – 1017 Riverside Drive

Windows Permit – 276 Tolman Place

Roof & Covered Porch Permit – 550 Painter Street

ADU & Jr. ADU Permit – 159 & 161 Monument road

Review Pauline Evans CDBG File, prepare memo to City Attorney regarding need to call loan. Correspondence with second lien holder. Email to RCAA requesting they check their files for additional information.

Prepare Plumbing Certification Affidavit

Roof Inspections (Final) 1155 Eeloa Avenue

Attend County Housing Element Workshop

Meeting with Tom Mendes re: sewer and water laterals, status of earthquake repairs.

Roof Inspections 381 Center Street

Roof Inspections 259 Second Ave

Prepare Housing Element mailer, poster, press release and PowerPoint presentation. Host community workshop.

Foundation, framing inspection 1083 Riverside Drive.



Roof Inspections 188 Center Street

Roof Inspections 629 Rigby Ave

Roof Inspections 381 Center Street

Roof Inspections 227 Ogle Ave

Solar (PV) Inspection 145 Douglas Ave

Solar (ESS) Inspection 210 Belleview Ave

Attend monthly SVABO Building Inspectors Roundtable

Prepare Rio's Diamond Farms Release of Lien

Prepare Dinsmore Farms findings regarding late penalties

Solar (PV & ESS) 510 Gunnerson Lane

Solar (PV & ESS) 1199 Riverside Drive

Grading Inspection 1275 Northwestern Ave

Review revised CAP MOU, refer to City Attorney for review

Update Building/Assessor Log, send information to Assessor

Prepare Draft Resolution regarding CDBG HOME grant program.

Intergovernmental

Humboldt-Rio Dell Business Park

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



DATE: 8/24/2026
TO: Rio Dell City Council
FROM: Marshall Moore, Wastewater Superintendent
THROUGH: Kyle Knopp, City Manager
SUBJECT: Headworks Replacement Parts

RECOMMENDATION

It is the recommendation of staff and the manufacturer that the damaged parts of the screwpactor to be replaced.

BACKGROUND/ DISCUSSION

Due to continuous use and degradation over the past 14 years the driveshaft of the screwpactor has diminished from approximately an inch in diameter down to roughly a half an inch. In addition to the driveshaft the associated parts connected have been worn down over the years, this includes the spiral assembly, brush cleaner, drain pan, and the seals and bearings.

FISCAL IMPACT

The fiscal impact of this would be \$45,622.49

ATTACHMENTS



August 24, 2026

To: Rio Dell, City of
Attn: Marshall Moore
moorem@cityofriodell.ca.gov
Ph: 707-764-5754 (Cell: 707-672-9340)

Re: Headworks Screwfactor Parts

VIA: EMAIL

Bid Date: N/A

Dear Marshall:

We are pleased to offer the following for your consideration:

SCREWPACTOR PARTS:

ITEM	QUANTITY	DESCRIPTION	PRICE
1	1	Spiral Assy. w/ Debris Seal, Drain Scoop & Brush (PN# A05)	\$34,916.85
2	1	Bearing Housing, 304ss w/ Thrust Bearing & Seals (PN# A02)	\$9,013.35
3	2	Brush Cleaner, 304ss w/ HDW (PN# A32)	\$379.50
4	1	Drain Pan Seal (PN# 1120A122)	\$46.05
5	1	Estimated Freight Charge	\$1,266.74
TOTAL			\$45,622.49*

*NOTE: Please note that the actual freight cost will be invoiced.

NOTE: TAXES ARE NOT INCLUDED.

GENERAL NOTES:

1. No taxes included in above pricing. Prices quoted are FOB Factory, PP&A.
2. Pricing valid for thirty (30) days from date of bid.
3. Proposal subject to GMI Terms & Conditions attached and/or terms and conditions of individual companies quoted.
4. If this proposal makes reference to certain section numbers in the specifications, these are listed for reference only. We will not be responsible for furnishing all the equipment in these sections, but only that equipment which is specifically listed in our proposal; nor will we furnish any items of equipment which are omitted from the engineer's drawings or specifications unless specifically listed in our proposal.



5. It is the contractor's responsibility to thoroughly review the individual supplier's scope letters to ensure that they are in compliance with the specifications and all addenda. Neither Gierlich-Mitchell, Inc., nor their suppliers will be held responsible for any deficiencies between the manufacturer's proposal and the specifications, including all addenda.

Thank you for giving us the opportunity to quote you on this project. If you have any comments or questions, please feel free to contact our office at (714) 236-6070.

Respectfully yours,
GIERLICH-MITCHELL, INC.

Ryan McCloskey

Sales Engineer



TERMS AND CONDITIONS OF SALE

1. ACCEPTANCE. This proposal is submitted to Purchaser subject to the terms and conditions hereinafter set forth. There are no agreements or representations, verbal or otherwise, outside of this proposal. Upon the acceptance hereof by Purchaser by signing an acceptance copy of this proposal and returning the same to Seller and upon execution of this proposal by an authorized representative of Seller, this proposal shall become a binding contract

2. DELIVERIES. GIERLICH-MITCHELL, Inc. shall not be liable for delays in delivery due to fire, flood, natural causes, labor trouble (including strikes, slowdowns and lockouts), war, Government regulation, riot, civil disorders, interruption of or delay in transportation, power failure, inability to obtain materials and supplies, accidents, acts of God, or any other cause beyond Seller's reasonable control. Please let us know the delivery date required for this equipment. We will process this order using all means possible to insure "on time" delivery. Any information regarding delays in your schedule that will affect our equipment, must be made available to us. In most instances, our factories can delay shipment of equipment within reasonable limits to meet a revised schedule. Job delay information not passed on to us in time for us to reschedule delivery will not be considered sufficient cause to delay payment to us. If shipment is delayed at request of Purchaser or by Governmental actions, payment becomes due when the factory is ready to make shipment.

3. PAYMENT. Terms are 15% upon submittal approval, 85% Net 30 days from date of shipment invoice. Interest charges of 1.5% per month will be added to any past due invoices. Seller may ship on a "when ready" basis and partial invoice that equipment shipped. Partial invoices are bound by the same terms and conditions as those invoices submitted upon complete shipment of equipment.

4. BACKCHARGES not authorized by GIERLICH-MITCHELL, INC. written purchase order will not be honored.

5. RETENTIONS not previously approved in writing by GIERLICH-MITCHELL, INC. will not be honored.

6. RESPONSIBILITY. GIERLICH-MITCHELL, INC. shall not be responsible for damage to equipment if misused, stored or improperly installed. GIERLICH-MITCHELL, INC. SHALL NOT BE LIABLE FOR CONSEQUENTIAL, LIQUIDATED OR OTHER SPECIAL DAMAGES, CONSEQUENTIAL DAMAGES FOR THE PURPOSES OF THIS AGREEMENT SHALL INCLUDE BUT NOT BE LIMITED TO, LOSS OF USE, INCOME OR PROFIT, OR LOSS OF DAMAGE TO PROPERTY (INCLUDING, BUT WITHOUT LIMITATION, PRODUCTS MANUFACTURED, PROCESSED OR TRANSPORTED BY THE USE OF THE EQUIPMENT) OCCASIONED BY OR ARISING OUT OF THE OPERATION, USE, INSTALLATION, REPAIR OR REPLACEMENT OF THE EQUIPMENT OR OTHERWISE. Breach of any term or condition of this contract shall not be deemed to invalidate the remainder of this contract.

7. WARRANTY. For benefit of the original user, GIERLICH-MITCHELL, INC., warrants all new equipment to be free from defects in material and workmanship; and will replace or repair, F.O.B. at its factories or other location designated by it, any part or parts returned to it which GIERLICH-MITCHELL, Inc. examination shall show to have failed under normal use and service by the original user within one year following initial shipment to the Purchaser. This warranty does not cover parts damaged by maintenance, installation, modification or adjustment. Such repair or replacement shall be free of charge for items except for those items that are consumable and normally replaced during maintenance.



THIS WARRANTY IS EXPRESSLY MADE BY GIERLICH-MITCHELL, INC. AND ACCEPTED BY PURCHASER IN LIEU OF ALL OTHER WARRANTIES, WHETHER WRITTEN, ORAL, EXPRESS, IMPLIED OR STATUTORY.

This warranty shall not apply to equipment or parts thereof which have been altered or repaired without GIERLICH-MITCHELL, INC. authorization or damaged by improper installation or application, or subject to misuse, abuse, neglect or accident. This warranty applies only to equipment manufactured and sold by GIERLICH-MITCHELL, INC. In cases where equipment is manufactured by others, the manufacturer's warranty shall take precedence.

8. TAXES. Prices are exclusive of all taxes, federal, state, local of any kind of nature.

9. PRICE PROTECTION. Unless otherwise set forth herein, prices are firm based upon the following conditions:

- a. Receipt of a valid order within thirty (30) days from date or proposal.
- b. Receipt of drawings and specifications necessary to proceed within one week of purchase order.
- c. Receipt of customer's complete written approval and release for production within four weeks after approval drawings are submitted by GIERLICH-MITCHELL, INC.

Prices will be increased a maximum of one percent per month for any additional time required by contractor.

10. TRANSPORTATION. Unless otherwise set forth herein, all prices are F.O.B. our factories with full freight allowed. The consignee must report all claims for damages in transit to the carrier.

11. COMPLIANCE WITH LAWS. Purchaser shall be solely responsible for securing any necessary permits under and for compliance with all safety, health, sanitation and other laws, ordinances and regulations in connection with the installation and operation of the equipment.

12. INDEMNIFICATION. It is understood that Seller has relied upon data furnished by and on behalf of Purchaser with respect to the safety aspects of the equipment and that is Purchaser's responsibility to assure that the equipment will, when installed and put in use, be in compliance with safety requirements fixed by law and otherwise legally adequate to safeguard against injuries or damage to persons or property. Purchaser hereby agrees to defend, indemnify and hold harmless Seller, its' agents and employees, against any and all losses, costs, damages, claims, liabilities or expenses, including but not limited to reasonably attorney's fees arising out of or use or operation of the same, except claims for repair or replacement of defective parts as provided in Paragraph 7 hereof.

13. RETURN GOODS. Goods may not be returned without previous written permission. Returned material must be sent prepaid and is subject to a re-stocking charge.

14. CANCELLATION. The purchaser may cancel his order only upon written notice and payment of reasonable cancellation charges, taking into account expenses, commitments already made, and anticipated profit.

15. TITLE. Title to equipment specified herein, and to any and all additions and accessories thereto and substitutions therefore, shall remain with Seller until the purchase price thereof is paid in full.

16. LIEN INFORMATION. Please provide if applicable.



This signed acceptance of this quotation constitutes a contract and order to purchase in accordance with all Terms and Conditions referred to herein. Buyers purchase order is acceptable, providing purchase order references Terms and Conditions contained herein.

Accepted: _____

Accepted: Gierlich-Mitchell, Inc

Signature: _____

Signature: _____

By: _____

By: _____

Date: _____

Date: _____



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

For Meeting of: September 15, 2026
☐ Consent Item; ☒ Public Hearing Item

DATE: September 9, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Caldwell, Community Development Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Chamber of Commerce Billboard Update

RECOMMENDATION:

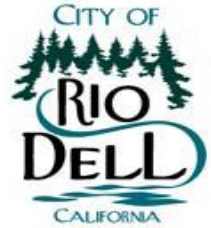
The City Council receive a brief presentation from Wally Coppini on the progress of the Chamber's billboard endeavor at the City's wastewater disposal parcel located at Metropolitan Heights road and Highway 101.

Discussion

Staff anticipates that the Chamber will also be requesting a donation towards to construction and installation of the billboard.

In FY 2019-20, a new economic development fund was created. This fund was established to drive local commercial growth, downtown facade improvements, infrastructure revitalization, and community marketing. A request for funds would be consistent with one of the purposes of the fund, community marketing. To date the funds have been used for the City's Facade Improvement Program.

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

FROM: Josh Phinney, Chief of Police

THROUGH: Kyle Knopp, City Manager

DATE: September 15, 2026

SUBJECT: Subject: Animal Kennel Project – Authorization to Proceed with Full Project

RECOMMENDATION

It is recommended that the City Council:

Adopt Resolution No. **1683-2026**, authorizing staff to proceed with completion of the Animal Kennel Project in its entirety and authorizing the Chief of Police and Streets Superintendent to coordinate and execute the various project components necessary for completion.

BACKGROUND

The City Council previously considered the proposed Animal Kennel Project and directed staff to move forward with fundraising efforts with the goal of raising approximately **30% of the overall project cost through donations and grant funding**.

Since that direction, staff has actively sought community donations and outside funding opportunities. To date, the City has received **\$9,315.50 in donations** toward the project. In addition, the City has submitted a grant request to **Coast Central Credit Union in the amount of \$25,000**, which remains pending.

Staff will continue actively pursuing donations, grants, and other outside funding opportunities throughout the construction and completion of the project.

DISCUSSION

The Animal Kennel Project remains an operational need for the Rio Dell Police Department and the City. The facility will provide a secure, sanitary, and local location for temporarily housing animals taken into City custody and will reduce the need for officers to transport animals outside of Rio Dell.

With winter approaching, staff believes the project now needs to move forward in its entirety in order to remain on schedule and avoid construction delays associated with seasonal weather.

Waiting until the original 30% fundraising goal is fully reached could result in the project being delayed through the winter construction season and potentially create additional costs or logistical challenges.

Staff is therefore requesting authorization to proceed with all remaining aspects of the project while continuing to pursue outside funding.

The project consists of several separate components that will require coordination between contractors, vendors, City staff, and utility providers. To allow the project to move efficiently, staff is also requesting that the **Chief of Police and Streets Superintendent Randy Jensen** be authorized to coordinate and execute the various project details necessary to complete the project, consistent with the approved project scope, available funding, and City purchasing requirements.

FISCAL IMPACT

The overall project cost is currently estimated at approximately **\$125,000**, subject to final construction costs and project requirements.

The City has received **\$9,315.50 in donations** to date and has a **\$25,000 grant request pending with Coast Central Credit Union**.

Any additional donations or grant funding received will reduce the amount ultimately funded by the City.

Staff will continue seeking outside funding throughout the project and will make reasonable efforts to minimize City costs while keeping the project moving forward.

CONCLUSION

The Animal Kennel Project has received meaningful community support, and staff continues to pursue additional outside funding. However, with winter approaching,

delaying the project until the fundraising goal is fully reached creates a significant risk of losing the current construction window.

Staff recommends that the City Council authorize the project to proceed in full and authorize the Chief of Police and Streets Superintendent to coordinate and execute the necessary project components so the facility can be completed as efficiently as possible.

ATTACHMENTS

1. Resolution No. 1683-2026
2. Current Project Budget/Cost Estimates



RESOLUTION NO. 1683-2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AUTHORIZING THE CITY TO PROCEED WITH COMPLETION OF THE ANIMAL KENNEL PROJECT AND AUTHORIZING THE CHIEF OF POLICE AND STREETS SUPERINTENDENT TO COORDINATE AND EXECUTE PROJECT COMPONENTS

WHEREAS, the City of Rio Dell has identified a need for a secure, sanitary, and locally operated animal kennel facility to temporarily house animals taken into City custody; and

WHEREAS, the City Council previously supported development of the Animal Kennel Project and directed staff to seek donations and grant funding with a goal of raising approximately thirty percent (30%) of the project cost through outside funding; and

WHEREAS, the City has received **\$9,315.50 in community donations** toward the Animal Kennel Project; and

WHEREAS, the City has submitted a grant request to **Coast Central Credit Union in the amount of \$25,000**, which remains pending; and

WHEREAS, City staff will continue seeking donations, grants, and other outside funding sources throughout the construction and completion of the project; and

WHEREAS, the approaching winter season creates the potential for construction delays, increased costs, and disruption to the project schedule if work is postponed until the original fundraising goal has been fully achieved; and

WHEREAS, the City Council finds that proceeding with the Animal Kennel Project at this time is in the best interest of the City and will allow the project to remain on schedule while outside funding efforts continue; and

WHEREAS, completion of the project will require coordination of multiple contractors, vendors, utility providers, purchases, and construction-related activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIO DELL AS FOLLOWS:

SECTION 1. The City Council hereby authorizes staff to proceed with the Animal Kennel Project in its entirety, consistent with the approved project scope, available City funding, and applicable purchasing and contracting requirements.

SECTION 2. The **Chief of Police and Streets Superintendent Randy Jensen** are hereby authorized to coordinate and execute the various administrative, purchasing, construction, vendor, and project-related details necessary to complete the Animal Kennel Project, within the authority granted by this Resolution and applicable City policies.

SECTION 3. City staff is directed to continue seeking donations, grants, and other outside funding opportunities for the Animal Kennel Project, with all funds received to be applied toward reducing the City's ultimate cost of the project.

SECTION 4. The City Manager and Finance Department are authorized to take such administrative and financial actions as may be necessary to implement this Resolution and complete the project within available and lawfully appropriated funds.

PASSED AND ADOPTED by the City Council of the City of Rio Dell at a regular meeting held on the ____ day of _____, 2026, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Debra Garnes, Mayor

ATTEST:

Jessica Hill, City Clerk

Proposal**ROBERT COLBURN ELECTRIC, INC.**

California Contractor License No. 750471 Dir # 1000000666

PO Box 3667

Eureka, CA 95502

Phone: (707) 445-8474 Fax: (707) 445-8475

www.colburn-electric.com

To:	City of Rio Dell	Phone:	Date: 7/17/2026
Attn:	Randy Jensen	Project:	City of Rio Dell
Email:	JensenR@cityofriodell.ca.gov		Rio Dell Wells

We hereby propose to furnish all materials, equipment, and perform all labor/work necessary to perform the following work:

Quote to install dedicated power for new Dog Kennel Building and gate controller at Rio Dell Wells property.

Total Quote: \$ 24,378.64

Includes: Sales Tax.

Excludes: Permit/Inspection fees.

You, the Customer (buyer) or tenant have the right to require the contractor to furnish you with a performance bond. You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Cancellation by the buyer after the right to rescind has passed, shall be deemed a material breach of this agreement and entitles the contractor to damages. Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, PO Box 26000, Sacramento, California 95826, or call the CSLB at 1-800-321-CLSB (2752) or visit the CSLB Internet Web site at www.cslb.ca.gov.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Acceptance of Proposal-- The above prices, specifications and conditions are satisfactory to do the work as specified. Payment to be made as outlined above.

Authorized Signature Robert Colburn
Robert Colburn Electric, Inc.

Our workers are fully covered by Workmen's Compensation Insurance.

This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTED BY: _____

Signature _____

Date of Acceptance _____



PO Box 201
764 Walnut Drive
Rio Dell Ca 95562
CA Lic# 887091
DIR # 1000055519
SB-PW ID # 2022910

Date: 07/12/2026
To: City of Rio Dell
Project: Concrete
slab for Dog Kennel

Offer valid until: 08/12/2026

Construction Project Proposal

We propose to provide Equipment, material and labor to complete the following:

Remove sod and 4" top 4 inches of dirt. Compact. Install 6" class A base and Compact. Form and pour 28'x18' Concrete pad for new dog kennel. Clean up.

TOTAL FOR ALL ABOVE WORK \$12,890.00

Contractor Signature:  Date: 06/09/2026
Ryan Heussler Owner

Notice in compliance with Contractors License law, Section 7018 (B&P Code, Div. 3, Chap. 1) this is to inform you that, under the Mechanic's Lien Law (California Code of Civil Procedure, Section 1181) Any contractor, Sub Contractor, Labor, Supplier or other person who helps to improve your property but is not paid for his work or supplies, has the right to enforce a claim against your property could be sold by a court officer and the proceeds of the sale used to satisfy the indebtedness.

Acceptance of Proposal: The above specifications, conditions and price and payment schedule are satisfactory and hereby accepted. Contractor is authorized to perform work as specified.

Owner's Signature _____ Date: _____

CACREN FENCING

Lic#834877

Remit To:
P.O Box 37
Rio Dell, Ca. 95562
707-496-3870
Email tmfcjc@gmail .com

7-13-26
City of Rio Dell
Attn: Randy Jensen
jensenr@cityofriodell.ca.gov

We propose to furnish all materials and perform all labor necessary to complete the installation of entry system onto existing swing gate. Also, install walk-thru gate into existing fence. Finally, repair top wire on front fence.

Materials
LIFTMASTER CSW24UL Swing Gate Operator
12-Remotes
1-Keypad
Magloc
Walk-Thru Gate

Total materials/labor estimated to be: \$9750.00

Acceptance of Proposal

The specifications described above are satisfactory and are hereby accepted. By signing below it is understood that I accept all material cost to proceed with proposal. Due to the instability of wood products, Cacren Fencing is not liable for any problems caused by shrinkage, expansion, or warping. Cacren Fencing is not liable for any damage/problem due to anything other than workmanship. Payment in full is to be made at completion of job, upon invoice, in cash or check only.

Sign & Print _____ **Date**_____

Amount of Deposit: _____

***This proposal may be withdrawn if not accepted within 30 days.**

Pinecraft.com

Quote

Customer:

Josh Phinney
Chief of Police
Rio Dell Police Department
675 Wildwood Ave., Rio Dell, CA 95562
707-764-5642 (Office) ext. 209

Date: 7/17/26

P.O. #:

Shipping Method		Shipping Terms		Delivery Date	
Qty	Item #	Description	Options	Unit Price	Line Total
1		12x24 6 Run Commercial Kennel		\$ 39,630.00	\$ 39,630.00
1		<i>Deluxe Trim Package</i>		\$ 1,981.50	\$ 1,981.50
1		<i>Metal Siding</i>	<i>Charcoal</i>	\$ 4,755.60	\$ 4,755.60
1		<i>Metal Roof</i>	<i>Evergreen</i>	\$ 495.00	\$ 495.00
1		<i>Electric Package w/breaker box 1 light, 1 switch, 1 receptical</i>		\$ 1,981.50	\$ 1,981.50
3		<i>3 x additional lights</i>			\$ -
3		<i>3 x additional receptacles</i>			\$ -
1		<i>Direct Vent L-P Wall Furnace</i>	<i>14,000 BTU</i>	\$ 2,107.00	\$ 2,107.00
1		<i>12" 12-V Exhaust Fan</i>		\$ 377.00	\$ 377.00
1		<i>Prehung 6 panel single entry door</i>		\$ -	\$ -
6		<i>17" x 30" Deluxe dog doors</i>		\$ 198.15	\$ 1,188.90
1		<i>Stainless steel floor channel drains</i>		\$ 1,981.50	\$ 1,981.50
1		<i>Standard 11.5 Gauge Chain Link Dividers</i>		\$ -	\$ -
1		<i>4' High interior & Exterior Dividers</i>		\$ 2,377.80	\$ 2,377.80
6		<i>Stainless Steel Feed Bowl System</i>		\$ 198.15	\$ 1,188.90
1		<i>Gable Vents</i>		\$ 97.50	\$ 97.50
1		<i>Hose Port</i>		\$ 150.00	\$ 150.00
				Subtotal	\$ 58,312.20
				Sales Tax	
				Shipping	\$ 9,500.00
				TOTAL	\$ 67,812.20

Michael Lennox

7/17/26

Authorized by

Date