



RIO DELL CITY COUNCIL  
**REGULAR MEETING - 6:30 P.M.**  
**TUESDAY, MARCH 7, 2023**  
CITY COUNCIL CHAMBERS  
675 WILDWOOD AVENUE, RIO DELL

---

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

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

Effective immediately, the City of Rio Dell will reopen City Council meetings held in City Hall Council Chambers to in-person attendance by the public. The public may also attend these meeting virtually through Zoom. The meetings will also be viewable via livestreaming through our partners at Access Humboldt via their YouTube channel or Suddenlink (Optimum) channels on Cable TV.

To maintain safety and minimize the health risks associated with COVID-19, participants may be required to complete an Attestation of Vaccination upon entering the City Council Chambers. Fully vaccinated participants will not be required to wear a mask. Unvaccinated participants must wear face coverings at all times while in the City Hall Council Chambers.

**Public Comment by Email:**

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

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

**Zoom Public Comment:**

When the Mayor announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call the toll-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.

- 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) 2023/0307.01 - Approve Minutes of the February 21, 2023 Regular Meeting **(ACTION)** 1
- 2) 2023/0307.02 - Approve Minutes of the February 27, 2023 Special Meeting **(ACTION)** 9
- 3) 2023/0307.03 – Approve Purchase of Two Goulds 7CLC Finished Water Booster Pumps for \$12,250 for the Rio Dell Surface Water Treatment Facility **(ACTION)** 12
- 4) 2023/0307.04 - Approve Resolution No. 1577-2023 Amending Resolution No. 1575-2023 which authorized the County of Humboldt to make application on the City's behalf to the California Department of Housing and Community Development (HCD) for funds available through the CalHOME Program **(ACTION)** 14

5) 2023/0307.05 - Approve appointment of Councilmember Woodall to the Beautification, Walkability and Pride Committee <b>(ACTION)</b>	20
6) 2023/0307.06 - Authorize the City Manager to execute and submit a CEQA/NEPA Notice of Exemption for the Owner-Occupied Rehabilitation Program and Residential Rental Rehabilitation Program <b>(ACTION)</b>	23
G. ITEMS REMOVED FROM THE CONSENT CALENDAR	
H. REPORTS/STAFF COMMUNICATIONS	
1) 2023/0307.07 - City Manager/Staff Update <b>(RECEIVE &amp; FILE)</b>	24
I. SPECIAL PRESENTATIONS/STUDY SESSIONS	
J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS	
1) 2023/0307.08 - Approve proposed amendments to Humboldt Waste Management Authority's (HWMA) Joint Powers Agreement authorizing the Mayor to execute the agreement <b>(DISCUSSION/POSSIBLE ACTION)</b>	29
K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS	
L. COUNCIL REPORTS/COMMUNICATIONS	
M. ADJOURNMENT	

*The next regular City Council meeting is scheduled for  
Tuesday, March 21, 2023 at 6:30 p.m.*

**RIO DELL CITY COUNCIL  
REGULAR MEETING MINUTES  
FEBRUARY 21, 2023**

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

**ROLL CALL:** Present: Mayor Garnes, Mayor Pro Tem Carter, Councilmembers Wilson and Woodall

Absent: Councilmember Orr (excused)

:  
Others Present: City Manager Knopp, Chief of Police Allen, Finance Director Sanborn, Community Development Director Caldwell (attended remotely), Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor, Senior Fiscal Assistant Maciel and City Clerk Dunham

**PUBLIC PRESENTATIONS**

Mayor Garnes called for public comment on non-agenda items. No public comment was received.

**CONSENT CALENDAR**

Mayor Garnes asked if any councilmember, staff or member of the public would like to remove any item from the Consent Calendar for separate discussion. Councilmember Wilson removed Item #3 (Amendment to T-Mobile Lease Agreement) for separate discussion.

Motion was made by Woodall/Carter to approve the Consent Calendar including the following items:

- 1) Minutes of the February 7, 2023 Regular Meeting;
- 2) Minutes of the February 15, 2023 Special Meeting;
- 3) Approval of the distribution of the City's Request for Proposal (RFP) for auditing services for FY 2022-23;
- 4) Approval of earthquake disaster-related expenses retroactively and approval of \$45,000 in future work; and
- 5) Approval of Resolution No. 1574-2023 related to a one-time bonus pay to contracted management employees in recognition of services rendered during the Seismic emergency

Motion carried 4-0.

**ITEMS REMOVED FROM THE CONSENT CALENDAR**



**FEBRUARY 21, 2023 MINUTES**  
**Page 2**

Authorize the City Manager to Execute an Amendment to the T-Mobile Lease Agreement for Cell Tower Facilities at 600 Dinsmore Ranch Rd. Conditioned upon the Payment of Additional Fees (\$450 monthly)

Councilmember Wilson asked if this was a different tower from the original cell tower and if the work would enhance the Wi-Fi signal for internet service.

City Manager Knopp said that the tower under discussion is the Dinsmore Ranch Road tower and that it was his understanding that it will add to T-Mobile connectivity in this area but did not have any additional details.

Motion was made by Wilson/Carter to authorize the City Manager to execute an amendment to the T-Mobile Lease Agreement for cell tower facilities at 600 Dinsmore Ranch Rd. conditioned upon the payment of additional fees (\$450.00 monthly). Motion carried 4-0.

**REPORTS/STAFF COMMUNICATIONS**

City Manager/Staff Update

City Manager Knopp provided a staff update and said that there was a potential date for the next Town Hall and encouraged everyone to watch for an announcement as early as tomorrow with further details related to earthquake recovery information.

He said that with the recent storm event, encouraged everyone to reduce their speed and stay safe.

Councilmember Woodall asked what training Community Service Officer Clark was attending.

Chief Allen noted that she had returned from training and that it was the PC 832 Law Enforcement Training at College of the Redwoods.

**SPECIAL PRESENTATIONS/STUDY SESSIONS**

Presentation – Mid-Year Financial Report for FY 2022-23

Finance Director Sanborn provided a presentation on the Mid-Year Financial Report for FY 2022-23. He said that the report describes the revenues received and expenditures incurred and explains any significant budget variances at mid-year or projected to occur at the end of the fiscal year.

He reported that the FY 2022-23 adopted budget for the City of Rio Dell was \$8.95 million with estimated revenues of \$8.04 million. Total City revenues received at mid-year were \$2,729,345, exceeding total expenditures of \$2,703,539 by \$25,806.

The City's major funds had received 40% of revenues as of mid-year. There was a slight decrease in the percentage of General Fund revenues received compared to last year with

**FEBRUARY 21, 2023 MINUTES**  
**Page 3**

the primary contributing factor being the one-time advanced Power Resiliency funds of \$295,000 received last fiscal year.

As of mid-year, total City-wide expenditures were reported at \$2,703,539 (28% of the \$9.53 million adjusted budget). Operating expenses were 40% of the budget which was 3% less than last year. Police expenditures were 45% compared to 44% last year. The Recycling/Solid Waste department registered increased costs in the first half of the fiscal year due to the initial clean-up costs associated with the aftermath of the Earthquake disaster.

Next was a summary of budget versus actual amounts by department and current and prior year variances by percentage at mid-year.

At mid-year, General Fund revenues received were \$364,076 and expenditures were \$899,349. The primary reason revenues were below estimates at mid-year was because Property Tax and In-Lieu VLF funds are typically not received from the County until the second half of the fiscal year.

55% of budgeted cannabis revenues were received at mid-year compared to 19% last year due to better budget estimates as a result of the downturn in the legal cannabis industry.

The top three revenue sources in the General Fund were reported as In-Lieu Vehicle License Fees, Local Sales Tax Measure J, and Retail Sales Tax.

Total streets revenues increased by 8% for the current fiscal year with 37% of those revenues received by mid-year. The most notable increases were in the Gas Tax and SB1 RMRA fund.

Regarding the Enterprise Funds, both Water and Sewer revenues were reported to be on target at mid-year at 51% and 53% respectively.

In looking at the budget outlook, the mid-year review showed that revenues were coming at budgeted levels and expenditures on target to stay within budget. There were a few things that could negatively impact the budget outlook such as costs related to the earthquake disaster, a slump in the cannabis industry, insufficient state-based formulas for streets revenues, economic uncertainties due to inflation, supply chain issues and the ongoing impacts of the pandemic, and growing operating costs.

Finance Director Sanborn concluded the presentation and called for questions from the Council.

Councilmember Wilson said that there were a lot of damaged homes as a result of the recent earthquakes, and asked how that would affect water and sewer revenues.

Finance Director Sanborn explained that when a property is vacant, the property owner is billed for the base sewer charge but not on the water.

**FEBRUARY 21, 2023 MINUTES**  
**Page 4**

Councilmember Wilson asked if there was any thought given to providing some type of relief for ratepayers with red-tagged homes suggesting a moratorium to provide relief of water and/or sewer charges for those residents.

City Manager Knopp said that staff would need to look at the ordinance to see if that is allowed and consult with the City Attorney to get a legal opinion on the issue regarding amending the ordinance.

Mayor Garnes suggested the idea of adding a natural disaster clause to the current rate structure.

Councilmember Wilson pointed out that this may not be as overwhelming to the City as it is to the customer who is struggling to get their home back together.

**SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS**

Discussion on Second Avenue Street Repairs

City Manager Knopp provided a staff report and said that at the September 6, 2022 regular meeting of the City Council, staff provided a recap of the 5-Year Paving Plan. Part of the direction by the Council was to focus on roads that would not need to be dug up later to install underground infrastructure. A total of \$1.6 million was spent out of the General Fund for street projects, primarily maintenance paves over the last 4 or 5 years.

He explained that when asphalt overlays are done on a street, sidewalk improvements are required that meet ADA standards whereas on slurry seal projects, they are not required. He said that the City has progressed significantly on the 5-year maintenance plan although there is still a little bit of work that needs to be done.

Second Avenue is a street that needs significantly more work than an overlay including water and sewer infrastructure and ADA sidewalks which is extremely expensive. In addition, extensive engineering is needed. As such, in order for the City to move forward with a project of this size, grant funding would need to be secured.

The other possible source of funding is CDBG money however, the City attempted to get an income survey done in the Ogle Avenue neighborhood to use CDBG funds but was unsuccessful in getting residents to complete the survey.

He commented that the north end of Ogle Avenue has significant drainage problems that need to be addressed. Funds were appropriated in last year's budget to do a preliminary design and staff is currently working with Whitchurch Engineering for that purpose. There are also water and sewer line issues in that area. He said that staff expects to have a signed agreement in March to move forward with the Water Capital Improvement Program (CIP) to perform repairs on the water on Ogle Avenue, Second Avenue and some of the other damaged streets making them closer to meeting the criteria for paving.

**FEBRUARY 21, 2023 MINUTES**  
**Page 5**

He further explained that one of the problems with doing overlays on streets like Second Avenue or Ogle Avenue is that it doesn't take care of any of the underground infrastructure and creates larger problems with regard to drainage noting that both of those areas have some significant drainage issues.

City Manager Knopp reviewed some of the challenges and said that staff might be able to put together an income survey for Second Avenue and pursue the use of CDBG funds but there are no cost estimates for the project. He suggested the engineering for the preliminary planning for the project be incorporated into the next budget and said the repairs for the two blocks on Second Avenue could easily cost \$1 million.

Mayor Garnes asked if there were CDBG funds available if an income survey was done and the neighborhood met the income requirements.

City Manager Knopp commented that several years ago, CDBG funds were used to pave other portion of streets within the avenues. This is a potential option but work could not be done as early as this summer. He noted that on the sewer side, there is a lot of work that has to be done.

Mayor Garnes asked if and when the City receives a sewer grant, if the infrastructure improvements for Second Avenue could be included.

City Manager Knopp explained that there is a lot of work that needs to be done on the sewer side in terms of cameraing and evaluating the system. There are potential grant funds coming to do that however, the project must meet certain national objectives to be funded which is not easy to achieve. He reiterated that this project would require a significant outlay of dollars to get those two blocks of Second Avenue completed.

Councilmember Wilson asked if the income survey could focus on just two particular blocks.

City Manager Knopp said that it could and pointed out that the Ogle Avenue project did not have community support in encouraging residents to complete the surveys. He said that 80% or more of the residents must respond to the surveys so it is a very high bar to meet.

Councilmember Wilson noted that getting the surveys completed could potentially be achievable if the residents on Second Ave. would go door-to-door and ask residents to fill them out.

City Manager Knopp indicated that the City would have to file the project under Notice of Funding Availability (NOFA) which typically only occurs once a year so the timing would need to be correct to make that application. CDBG funding is competitive based with a limited pool of funding. The good thing is that visually there would be clear before and after pictures of the project area which the funding agencies like.

Councilmember Wilson said that he would like to see this project as a priority.

**FEBRUARY 21, 2023 MINUTES**  
**Page 6**

Mayor Pro Tem Carter said that she would love to see that portion of Second Avenue paved because it is in very poor condition. She said that community involvement is appreciated and encouraged the residents to help with the income surveys.

Councilmember Woodall pointed out that there is no assurance that the residents would meet the income requirements to qualify for CDBG funding and questioned the timing to apply for funds. She said that since her time on the City Council the City has not been in a position to fund the project but the project has been put off long enough. She asked if there are small repairs that could be done in the meantime.

Water/Roadways Superintendent Jensen commented that they could apply cold patch on the potholes and rock the side of the road but vehicles would need to be off the street.

City Manager Knopp recommended staff work with the City Engineer to come up with some cost estimates and a preliminary design that can be submitted with grant applications and try to incorporate that cost in the next budget.

Mayor Garnes pointed out that there is a lot of underground infrastructure improvements that need to be done and at the moment the City is in this post- earthquake situation setting the City back but agreed to make the project a priority in the next budget.

An unidentified resident from Second Ave. addressed the Council and said that the area in need of reconstruction covers approximately 3 1/2 blocks, and not 2 blocks as mentioned. Any temporary repairs would only be placing a Band-aid on the problems and making the drainage issue worse. She added that the street in its current condition is dangerous and the residents would like a street they can be proud of.

Councilmember Wilson asked if the City should be looking for a grant writer.

Finance Director Sanborn commented that grant opportunities are something that staff is always looking into and agreed with City Manager Knopp that CDBG funds might be the best option for repairing Second Ave. He noted that to have street repairs that are going to last for years, the infrastructure underground needs to be taken care of with proper engineering. He added that this is a multi-faceted project and once the City is in the position to capture grant funding, Second Avenue is certainly something that will be on the list.

City Manager Knopp stressed the need to look at the overall financial outlook of the City, particularly with General Fund dollars and whether those dollars would be better spent on public safety, a grant writer or something else. The discussion needs to be incorporated into budget discussions since the City does not have unlimited resources. He encouraged the Council to use the budget process to prioritize projects and determine the best path forward.

Councilmember Wilson asked if there are potential grant opportunities out there that the City doesn't know about.



**FEBRUARY 21, 2023 MINUTES**  
**Page 7**

City Manager Knopp noted that transportation grants are hard to find for residential street projects and typically there are little or no grant dollars available for these types of projects except possibly through the CDBG program.

The same unidentified resident from Second Avenue mentioned that the Americans with Disabilities Act (ADA) and California Disability Rights people are interested in the project and making sure the sidewalks are ADA accessible.

She asked for a timeframe for submitting grant applications and completing the income surveys.

City Manager Knopp said that the timing is something that would need to be worked out.

Consensus of the Council was to include the Second Avenue street repairs in the upcoming budget discussions.

**ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS**

Approve Resolution No. 1573-2023 Amending the Safety Element to include a brief discussion on the December 20, 2022 and January 1, 2023 earthquakes and to incorporate the County Local Hazard Mitigation Plan (LHMP) by reference and to include the Rio Dell Element of the LHMP in the Safety Element

Community Development Director Caldwell provided a staff report and said that the current Safety Element was adopted in 2016 and is one of seven mandated elements of the General Plan. He said that the purpose of the amendment is to reflect the recent earthquakes and to incorporate the County Local Hazard Mitigation Plan (LHMP) by reference and to include the Rio Dell element of the LHMP. This amendment is required to make the City eligible to apply for California Disaster Relief and other potential funding.

He referred to pages 70-73 of the staff report reflecting the new language.

He noted that the amended Safety Element would be provided to the local Office of Emergency Services (OES).

Mayor Pro Tem Carter commented that she liked the maps provided in the staff report which helps to visualize the various disaster scenarios.

Councilmember Wilson asked if this amendment would allow the City to leverage funds in the future since it ties into FEMA.

Community Development Director Caldwell said that FEMA funds would be monetary but it would help with the City's potential 25% share cost with Office of Emergency Services (OES). He pointed out that economically depressed rural areas are at a disadvantage and unfortunately, Rio Dell fits into that category.

**FEBRUARY 21, 2023 MINUTES**  
**Page 8**

Mayor Garnes called for public comment on the proposed resolution. No public comment was received.

Motion was made by Carter/Woodall to approve Resolution No. 1573-2023 Amending the Safety Element to include a brief discussion on the December 20, 2022 and January 1, 2023 earthquakes and to incorporate the County Local Hazard Mitigation Plan (LHMP) by reference and to include the Rio Dell Element of the LHMP in the Safety Element. Motion carried 4-0.

### **COUNCIL REPORTS/COMMUNICATIONS**

Councilmember Wilson reported that he would be attending a Redwood Coast Energy Authority meeting on Thursday.

Mayor Pro Tem Carter reported that she attended the Rio Dell School Board meeting last week to touch bases on where they are with regard to earthquake recovery efforts. She said that one of the classrooms was repaired but there was no news on repairs to the gymnasium. She added that the school administration is supporting displaced families with gas cards to get their kids to school. As a result, enrollment was not down much.

She said that she would also be attending a RREDC meeting on Monday.

Councilmember Woodall reported that she would be attending an HCAOG meeting on Thursday in Councilmember Orr's absence.

She announced an upcoming event, "Coffee with a Cop" to take place on February 27, 2023 from 9:30-10:30 a.m. at the Community Resource Center. Chief Allen, Officer Landry and CSO Clark would be participating.

She also reported that she attended the last Rio Dell Volunteer Fire Department meeting where they presented a list of calls for 2022 and said that their new fire truck was expected to be here next month.

### **ADJOURNMENT**

Motion was made by Woodall/Carter to adjourn the meeting at 7:30 p.m. to the March 7, 2023 regular meeting. Motion carried 4-0.

\_\_\_\_\_  
Debra Garnes, Mayor

Attest:

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

**RIO DELL CITY COUNCIL  
SPECIAL MEETING MINUTES  
FEBRUARY 27, 2023**

Mayor Garnes called the Special meeting of the Rio Dell City Council to order at 4:10 p.m.

**ROLL CALL:** Present: Mayor Garnes, Mayor Pro Tem Carter, Councilmembers Wilson and Woodall

Absent: Councilmember Orr (excused)

Others Present: City Manager Knopp, Community Development Director Caldwell and City Clerk Dunham

**PUBLIC PRESENTATIONS**

Mayor Garnes called for public comment on non-agenda items. No members of the public were present to comment.

**SPECIAL MEETING MATTERS**

Approve Resolution No. 1575-2023 Authorizing the County of Humboldt to make application on the City's behalf to the California Department of Housing and Community Development (HCD) for funds available through the CalHOME Program

Community Development Director Caldwell provided a staff report and said that the City Council recently authorized the City Manager to execute a Memorandum of Understanding (MOU) with the County of Humboldt to assist in the administration of the City's Community Development Block Grant (CDBG) Programs.

He said that the County reached out to inform the City about a new grant opportunity. He explained that the California Department of Housing and Community Development (HCD) issued a Homeownership Super Notice of Funding Availability (HOSN or Super NOFA) on January 6, 2023 for approximately \$130 million in funds for the CalHOME Program.

He said that the proposed Resolution authorizes the County to submit an application on the City's behalf to participate in the CalHOME Program in response to the NOFA. The CalHOME funds can be used for owner-occupied rehabilitation assistance or for accessory dwelling unit or junior accessory dwelling unit (ADU/JADU) assistance.

The maximum loan amount for owner-occupied rehabilitation is \$200,000 unless the home needs reconstruction. The maximum loan amount for ADU/JADU is \$250,000 with the minimum amount to a borrower to be not less than \$1,000.

He noted that the loan application is due tomorrow which is the reason for the special meeting. The City is asking for \$4 million; \$2 million for owner-occupied rehabilitation

**FEBRUARY 27, 2023 MINUTES**  
**Page 2**

assistance and \$2 million for the ADU/JADU assistance. He commented that if the City is lucky, it will receive one-half of that amount.

Community Development Director Caldwell noted that the intent is to prioritize making loans for owner-occupied rehabilitation to those qualifying individuals whose homes were damaged by the December 20, 2022 and January 1, 2023 earthquakes.

Mayor Pro Tem Carter asked if this had anything to do with the Second Avenue street repairs.

Community Development Director Caldwell indicated that it did not.

Councilmember Woodall asked if a 500 square foot JADU qualified as a legal-size dwelling unit.

Community Development Director Caldwell explained that anything less than 500 square feet is considered a Junior Accessory Dwelling Unit (JADU).

Councilmember Woodall asked if the loans would only apply to owner-occupied dwellings.

Community Development Director Caldwell explained that there are two components to the grant. One is for owner-occupied rehabilitation assistance and the other is for ADU/JADU units which would allow someone to construct an accessory dwelling unit for perhaps a family member to make housing more affordable.

Councilmember Wilson asked if the City were to get \$4 million, if that \$4 million would then be available to allocate to qualified applicants.

Community Development Director Caldwell said that depending on whether the City gets \$2 or \$4 million, that is the amount that can be allocated and is another opportunity to help the community.

Mayor Garnes asked if the ADU/JADU's had anything to do with the recent earthquakes and displaced families.

Community Development Director Caldwell said that is one of the reasons the City is pursuing this grant funding and language was added to the resolution to prioritize loans for owner-occupied rehabilitation to those qualifying individuals whose homes were damaged by the earthquakes.

Mayor Garnes then asked who would be administering the loans and if applicants would apply to the City or the County.

**FEBRUARY 27, 2023 MINUTES**  
**Page 3**

Community Development Director Caldwell said that applications would be submitted to the County.

Motion was made by Woodall/Carter to approve Resolution No. 1575-2023 authorizing the County of Humboldt to make application on the City's behalf to the California Department of Housing and Community Development (HCD) for funds available through the CalHOME Program. Motion carried 4-0.

Approve Resolution No. 1576-2023 Approving the California Office of Emergency Services (CalOES) Form 130 designating agents necessary to provide for all matters pertaining to State and Federal Emergency Management Agency (FEMA) reimbursements

City Manager Knopp provided a staff report and explained that although there will be no FEMA disaster relief money coming as a result of the recent earthquakes, in order for the City to be eligible for future reimbursement from the federal or state government, the City Council must approve a CalOES Form 130, Designation of Applicant's Agency Resolution for Non-State Agencies. This form designates the positions the City Council authorizes to apply for public assistance and recovery funding on behalf of the City, for a three-year period. The proposed action would designate the City Manager and Finance Director as agents who can apply for possible reimbursement.

He noted that the City has now been guaranteed 75% reimbursement by the State and staff is continuing to work on getting the full 100% reimbursement for earthquake related damages.

Motion was made by Carter/Woodall approving the California Office of Emergency Services (CalOES) Form 130 designating agents necessary to provide for all matters pertaining to State and Federal Emergency Management Agency (FEMA) reimbursements. Motion carried 4-0.

**ADJOURNMENT**

Motion was made by Carter/Woodall to adjourn the meeting at 4:22 p.m. to the March 7, 2023 regular meeting.

\_\_\_\_\_  
Debra Garnes, Mayor

Attest:

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



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



Date: February 15, 2023  
To: Mayor and Members of the City Council  
From: Randy Jensen, Water and Street Superintendent  
Through: Kyle Knopp, City Manager  
Subject: Surface Water Treatment Plant Finished Water Booster Pumps

IT IS RECOMMENDED THAT THE CITY COUNCIL:

It is recommended that the City Council approve the purchase of the 2 Goulds 7CLC Finished Water booster pumps for \$12,250.00 as described in the attached quote from Rogers Machinery Co, Inc. for the Rio Dell Surface Water Treatment Facility.

BACKGROUND AND DISCUSSION:

The Rio Dell Surface Water Treatment Facility has 2 finished water booster pumps that pump water from the treatment plant up to the 500,000-gal Douglas St water tank. These pumps were originally installed as part of the 2006 Rio Dell Water Intake Project and Treatment Plant Upgrade. Even with the general maintenance and rebuilding of the pumps in the past, it is at this time that they need to be replaced as they have exceeded their expected service life.

ATTACHMENTS:

Rogers Machinery Company, Inc. Quote:

7CLC quote tg022023

H:\12\SALES\QUOTES\MISC PUMP\CITY OF RIO DELL\2023\7CLC\7CLC QUOTE TG022023.DOCX



**ROGERS  
MACHINERY  
COMPANY, INC.**

COMPRESSORS, PUMPS, BLOWERS,  
VACUUM SYSTEMS & ENERGY AUDITS

February 20, 2023

City of Rio Dell  
City Hall  
675 Wildwood Ave  
Rio Dell, CA 95562

(PHONE 707/764-3541)  
(CELL 707/845-7394)

jensenr@cityofriodell.ca.gov

Attention: Randy Jensen

Subject: Goulds Pump Quotation

As requested of Jim Heiser, we are pleased to quote on the following equipment.

2-only	Goulds 7CLC, 3-stage bowl assembly with 6" x 1" water lubricated discharge, suction bell and basket strainer. Each pump is rated approximately 350 GPM @ 235' TDH with a 4.687" impeller trim.
12-hours	Labor to replace both pumps.
1-only	Lot shop supplies.
1-only	Factory freight.

**TOTAL NET PRICE FOR TWO PUMPS WITH INSTALLATION.....\$12,250.00**

Estimated time of delivery on the equipment quoted will be **seven to ten days** after receipt of order, subject to confirmation at time of sale.

All prices quoted are net F.O.B. shipping point. All prices quoted are firm for thirty (30) days from this date. Our terms of payment are net 30 days, subject to approved credit. Prices quoted do not include any Federal, State or local taxes.

Thank you for your continued interest in our equipment. If you have any questions or would like additional information, please contact us.

Very Truly Yours,

ROGERS MACHINERY COMPANY, INC.

Tony Giraud-Inside Sales

H:\12\SALES\QUOTES\MISC PUMP\CITY OF RIO DELL\2023\7CLC\7CLC QUOTE TG022023.DOCX


cc: Jim Heiser-Service Technician 707/601-6352  
Rogers Machinery Company, Inc.

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



**For Meeting of: March 7, 2023**

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager

Date: March 2, 2023

Subject: Resolution No. 1577-2023 amending Resolution No. 1575-2023 to request that the entire \$4,000,000 be used for the Owner-Occupied Rehabilitation program.

---

---

**Recommendation:**

That the City Council:

1. Approve Resolution No. 1577-2023 amending Resolution No. 1575-2023 which authorized the County to apply on the City's behalf to participate in the CalHOME Program in response to the NOFA issued on January 6, 2023.
2. Should the item be pulled from the Consent Calendar, open the public hearing, receive public input, close the public hearing; and
3. Adopt Resolution No. 1577-2023 amending Resolution No. 1575-2023 to request that the entire \$4,000,000 be used for the Owner-Occupied Rehabilitation program.

## Background and Discussion

At a Special Meeting on February 27, 2023 your Council approved Resolution No. 1575-2023 authorizing the County to apply on the City's behalf to participate in the CalHOME Program in response to the NOFA issued on January 6, 2023.

Resolution No. 1575-2023 authorized the County to apply on the City's behalf to participate in the CalHOME Program for the following activities:

### **A. Owner-Occupied Rehabilitation Assistance**

**\$2,000,000**

The maximum Loan amount by an award recipient to an eligible Borrower will be \$200,000 unless the home needs reconstruction. If the home needs reconstruction, the maximum Loan amount will be \$250,000. The maximum Loan amount for addition or full reconstruction of an ADU will be \$250,000. The maximum Loan amount for replacement of a manufactured home not on a permanent foundation in the case where it has been determined by the Recipient it is infeasible to rehabilitate the home will be \$150,000. The minimum Loan to a Borrower will be not less than \$1,000.

### **~~B. CalHOME ADU/JADU Assistance~~**

**~~\$2,000,000~~**

~~The maximum Loan amount by an award recipient to an eligible Borrower for ADU/JADU construction will be \$250,000. The minimum Loan to a Borrower will be not less than \$1,000.~~

Based on in-house discussions and discussions with County Staff, staff believes the biggest need in the community is for the repairs of earthquake damaged owner-occupied homes. There are about 45 "Red Tagged" owner occupied homes in the City. In addition, staff estimates there are approximately 100 "Yellow Tagged" owner-occupied homes that are need of some form of repairs. **As such, staff is recommending that the entire \$4,000,000 request be designated for the Owner-Occupied Rehabilitation program.** Resolution No. 1577-2023 does identify that the \$4,000,000 will be used for the Owner-Occupied Rehabilitation program.

**ATTACHMENT 1:** Resolution No. 1577-2023 amending Resolution No. 1575-2023 to request that the entire \$4,000,000 be used for the Owner-Occupied Rehabilitation program.



**RESOLUTION NO. 1577-2023**



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AMENDING RESOLUTION NO. 1575-2023 AUTHORIZING THE COUNTY OF HUMBOLDT TO MAKE APPLICATION ON ITS BEHALF TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING UNDER THE CALHOME 2022 HOMEOWNERSHIP SUPER NOFA (HOSN) PROGRAM DATED JANUARY 6, 2023 AND THE EXECUTION OF A STANDARD AGREEMENT IF SELECTED FOR SUCH FUNDING AND ANY AMENDMENTS THERETO AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE CALHOME PROGRAM.**

**WHEREAS**, the City of Rio Dell, a political subdivision of the State of California, wishes to apply for an receive an allocation of funds through the CalHOME Program; and

**WHEREAS**, the City of Rio Dell has executed a Memorandum of Understanding (MOU) with the County of Humboldt to assist in the administration of the City's Community Development Block Grant (CDBG) Programs; and

**WHEREAS**, the City of Rio Dell, hereby wishes to and authorizes the County of Humboldt to make application on its behalf to the California Department of Housing and Community Development (hereinafter referred to as "HCD") for funds available through the CalHOME Program; and

**WHEREAS**, the California Department of Housing and Community Development (hereinafter referred to as "HCD") issued a Homeownership Super Notice of Funding Availability (HOSN or Super NOFA) on January 6, 2023 for approximately \$130 million in funds for the for the CalHOME Program established by Chapter 84, Statutes of 2000 (SB 1656 Alarcon), and codified in Chapter 6 (commencing with Section 50650) of Part 2 of Division 31 of the Health and Safety Code (the "statute"); and

**WHEREAS**, pursuant to the statute, HCD is authorized to approve funding allocations utilizing monies made available by the State Legislature to the CalHOME program, subject to the terms and conditions of the statute and the CalHOME Program Regulations adopted by HCD in April 2004; and

**WHEREAS**, the City Council of the City of Rio Dell requests that the County of Humboldt make application on the City's behalf to obtain from HCD an allocation of CalHOME funds in the amount of \$4,000,000 for Owner-Occupied Rehabilitation Assistance and ADU/JADU construction; and

**WHEREAS**, the construction of ADU/JADU dwellings in the City is considered infill development.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the City Council as follows:

1. Authorizes the County of Humboldt to make application on its behalf to the California Department of Housing and Community Development for funds available through the Homeownership Super Notice of Funding Availability CalHOME Program; and
2. The City of Rio Dell has reviewed and hereby approves the submission to the State of California of one or more applications(s) in the aggregate amount, not to exceed, \$4,000,000 for the following HOSN activities pursuant to the Homeownership Super Notice of Funding Availability (HOSN or Super NOFA):

**A. Owner-Occupied Rehabilitation Assistance**

**\$4,000,000**

The maximum Loan amount by an award recipient to an eligible Borrower will be \$200,000 unless the home is in need of reconstruction. If the home is in need of reconstruction, the maximum Loan amount will be \$250,000. The maximum Loan amount for addition or full reconstruction of an ADU will be \$250,000. The maximum Loan amount for replacement of a manufactured home not on a permanent foundation in the case where it has been determined by the Recipient it is infeasible to rehabilitate the home will be \$150,000. The minimum Loan to a Borrower will be not less than \$1,000.

3. If the application for funding is approved, the City of Rio Dell intends to prioritize making loans for Owner-Occupied Rehabilitation to those qualifying individuals whose homes were damaged by the December 20, 2022 and January 1, 2023 earthquakes.
4. The City Council of the City of Rio Dell hereby authorizes and directs the City Manager, or designee, to execute and deliver the Standard Agreement and act on, with the County of Humboldt's assistance, any and all subsequent amendments thereto with the State of California for the purposes of the grant; and
5. If the application for funding is approved, the City Manager, or designee, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation

as may be required by the State of California from time to time in connection with the grant; and

6. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. The City of Rio Dell acknowledges and agrees that it may be required to execute any and all other instruments necessary or required by HCD for participation in the HOSN Program.
7. The City Council hereby authorizes the City Manager to work with the Humboldt County Director of the Planning and Building Department to initiate the appeal process in accordance with Section V of the CalHOME NOFA if HCD determines and notifies the City/County that the application does not meet the criteria; and

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Rio Dell on March 7, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Mayor Debra Garnes

ATTEST:

I, Karen Dunham, City Clerk of the City of Rio Dell, State of California, hereby certify the above and forgoing to be a full, true and correct copy of Resolution No. 1577-2023 adopted by the City Council of the City of Rio Dell on March 7, 2023.

---

Karen Dunham, City Clerk, City of Rio Dell



---

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

For Meeting of: March 7, 2023

**TO:** Mayor and Members of the City Council

**THROUGH:** Kyle Knopp, City Manager

**FROM:** Karen Dunham, City Clerk

**DATE** March 7, 2023

**SUBJECT:** Appointment of City Councilmember to Beautification, Walkability  
and Pride Committee Traffic Committee

**RECOMMENDATION**

Approve the appointment Councilmember Woodall to the Beautification, Walkability and Pride Committee, replacing Mayor Garnes.

**BACKGROUND AND DISCUSSION**

At the January 3, 2023 regular meeting, the Council approved appointments of Councilmembers to serve on various boards, commissions, committees and task forces. The appointment of two Councilmembers to the Beautification, Walkability and Pride Committee consisting of Mayor Garnes and Mayor Pro Tem Carter remained unchanged.

Councilmember Woodall since then, expressed interest in serving on that committee. Mayor Garnes agreed to step down and allow Councilmember Woodall to be appointed to the position.

**ATTACHMENTS:**

City Council Board/Committee/Commission Assignments





## CITY COUNCIL BOARD/COMMITTEE/COMMISSION ASSIGNMENTS

ORGANIZATION	APPOINTEE	ALTERNATE
Humboldt County Association of Governments (HCAOG) Meets 3rd Thursday at 4:00 p.m. in Eureka	Orr	Woodall
Humboldt County Convention & Visitors Bureau Meets Quarterly for lunch (various locations)	Garnes	Carter
Humboldt Waste Management Authority (HWMA) Meets 2nd Thursday at 5:30 p.m. in Eureka	Wilson	Orr
Humboldt Transit Authority (HTA) Meets 3rd Wednesday at 9:00 a.m. at HTA	Woodall	Garnes
League of California Cities Redwood Empire Division (LOCC) Meets Quarterly (various locations)	Garnes	Carter
Redwood Region Economic Development Commission (RREDC) Meets 4th Monday at 6:30 p.m. in Eureka 325 Second St., Suite 203, Eureka, CA 95501	Carter	Woodall
Local Agency Formation Commission (LAFCo)	None	None
Redwood Coast Energy Authority (RCEA) Meets 4th Thursday at 3:00 in Eureka	Wilson	Garnes
Humboldt/Del Norte Hazardous Response Authority Meets Quarterly at 4:30 p.m. in Eureka	Carter	Garnes



## INTERNAL COMMITTEES

[illegible]

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



**For Meeting of: March 7, 2023**

To: City Council

From: Kevin Caldwell, Community Development Director

Through: Kyle Knopp, City Manager

Date: March 2, 2023

Subject: CDBG Owner-Occupied Rehabilitation program and a Residential Rental Rehabilitation program CEQA/NEPA Notice of Exemption

---

---

**Recommendation:**

That the City Council:

1. Authorize the City Manager to execute and submit a CEQA/NEPA Notice of Exemption for the Owner-Occupied Rehabilitation program and Residential Rental Rehabilitation program; and
2. Should the item be pulled from the Consent Calendar, open the public hearing, receive public input, close the public hearing; and
3. Authorize the City Manager to execute and submit a CEQA/NEPA Notice of Exemption for the Owner-Occupied Rehabilitation program and Residential Rental Rehabilitation program.



## **Staff Highlights – 2023-03-07**

---

### **City Council**

#### **City Manager**

Met with County Planning and Building to discuss resource augmentation related to ongoing building inspections.

Attended the launch meeting for Rio Dell's Long Term Recovery group.

Helped with coordination and attended the Earthquake Recovery Town Hall on March 2<sup>nd</sup>.

Attended a Water Board grants meeting re: future funding for wastewater projects.

Meeting with the County to discuss the County's proposal for a sales tax dedicated towards roads in the County unincorporated areas.

Multiple meetings with County OES, CalOES and other earthquake partners.

The City is currently recruiting for: 1 Water Operator I-III and 1.5 Utility Workers I-III

#### **City Clerk**

Processed Eight (8) Building Permit Applications:

306 Wildwood Ave. – Sewer Lateral

329 Douglas St. – PV Solar

371 Orchard St. – Replace Damaged Siding

33 Center St. – Earthquake Repairs

484 Davis St. – Earthquake Repairs

735 Walnut Dr. – Foundation Repair

188 Center St. – Foundation Repair

222 Belleview Ave. – Foundation Repair

Processed Two (2) Business License Applications:

Thomas Botts – Northlands Construction, LLC – Non-Resident Contractor

Kim Thallheymer – Golden Pearl Artistry – Home Occupation 390 Third Ave.

Processed Eight (8) Encroachment Permit Applications:

Roto-Rooter Plumbing – Replacement of Waterline at 303 Orchard Ln.

PG&E – Paving Restoration – 76 Davis St.

PG&E – Repair Gas Leak – 624 Gunnerson Lane

PG&E – Repair Gas Leak – 209 Monument Rd.



PG&E – Repair Gas Leak – 410 Rigby Ave.  
PG&E – Repair Gas Leak – 520 First Ave.  
PG&E – Repair Gas Leak – 100 Fern St.  
PG&E – Repair Gas Leak – 775 Pacific Ave.

**Misc:**

Submitted February Employment Report to Bureau of Labor Statistics  
U.S. Census Building Permit Survey for December and January  
Submitted CHF/CIRB Building Permit Report for February

**City Attorney**

**Human Resources, Risk & Training**

**Finance Department**

- Work with CDBG reps to establish Owner Occupied and Tenant Occupied Single and Multi-Unit Housing Rehab programs using City's PI funds
- Prepare documentation for CalOES to establish reimbursement for Earthquake and Winter Storm expenses
- Submit invoice for SSES to California Waterboard
- Finalize Damage Assessment Forms for road damage on qualified roadways to Caltrans
- Prepare documents for Hazard Mitigation Grant Program – Rio Dell Eel River Crossing Pipeline Seismic Retrofit Project
- Work with Clean CA reps and City Engineers moving grant projects along
- Assist in the distribution of job advertisements for the Water/Sewer Department
- Publish and distribute RPF for City Auditor

**Public Works Water**

Monthly reporting to State Waterboards

Trouble shooting TU5300 Turbidity meter on Filter 2.

Birch St water main installation by Wendt Construction (Ongoing)

Follow up on U.S. EPA's Fifth Unregulated Contaminant Monitoring Rule

Routine Weekly and Monthly water sampling,

General grounds maintenance at water storage tank sites.

General grounds maintenance at Rio Dell well site.



Cleanup Water Treatment Facility Building due to earthquake

Installed blow off at Center St/Ireland St to provide water to 205 center St From Earthquake damage.

Replaced ERT's and registers that failed in January's meter read.

Read meters, completed leak checks and zero consumptions.

Assisted Wendt Construction in locating service lines on Birch St water project.

Fixed leak at 285 Painter St.

### **Public Works Wastewater**

Region 1 SWRCB round table meeting.

Biweekly Meeting with GHD SSES and Compliance project

Routine Cleaning of the Collection system

Scheduling Annual Chronic and Acute Toxicity testing of Effluent

Training Operations staff.

Submitted Annual Report to State.

Monthly Effluent testing.

Requested Assistance from GHD to work on Chloramine System.

Submitted Technical Report for SSO during Rain events in January.

Maintenance to Chlorine Generator.

### **Public Works Streets, Buildings and Grounds**

Cleaned up shop from Earthquake aftermath.

Maintenance on Water hot tap machine for service connections.

Cleared fallen trees on Monument Rd from snow.

Cleaned storm drains around town.

Removed fallen trees at Old Ranch Rd.



Asphalt patching on Gunnerson Ln and Ogle Ave.

Removed trash and old encampment at the bottom of the infiltration gallery on Edwards Dr.

### Public Works City Engineer

### Public Works Capital Projects

### Police Department

The Department had the following statistics for the period of February 15 to February 28, 2023. The summation of Calls for Service may greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
Allen	24	4	0
Conner	4	2	0
Beauchaine	12	0	0
Landry	22	3	0
Burns	48	6	4
Johnson	30	4	2
Fielder	6	1	0
Clark	11	0	N/A
Totals	160	20	6
Averages	11.4 per day	10.5 per week	3.0 per week
2022 Yearly Average	14.1 per day	12.7 per week	5.7 per week

### Calls for Service at 355 Center Street

There were no calls for service at 355 Center during this two-week period.

During the period of February 15 to February 28, 2023, there were thirteen calls for service related to animal control issues. One dog and one cat were transported to Miranda's Rescue. A resident brought an injured duck to the station in a cardboard box. The Animal Sanctuary was contacted and they requested that the duck be transported to their facility in Arcata. CSO Mary Clark agreed to transport the duck. While in route, she became concerned that the duck's lack of movement might be a sign that the bird was no longer amongst the living. She moved the box and was pleasantly surprised/startled when the bird made it apparent that it was still alive.

On February 19, Officer Liam Burns and Corporal Crystal Landry responded to a house where a man had allegedly brandished a firearm at two brothers. The officers learned that a fourth man was at the property working on his vehicle when the suspect arrived. The suspect claimed to have the currently incarcerated property owner's permission to be there and was examining a vehicle in the garage. The mechanic thought this was suspicious and called the property owner's two sons. When they arrived, they challenged the suspect's right to be there. An argument ensued as the man attempted to leave. One of the brothers made a move like he was going to hit the suspect and when he got into his truck,





one of the brothers closed the door while his leg was outside. The man produced a pistol and pointed it at the two brothers. He then drove off. However, what might have been a "self-defense" situation became more complicated when the officers learned that the suspect was a convicted felon and not allowed to possess firearms. Corporal Landry had one of the brothers call the suspect and listened while the brother asked him incriminating questions. The suspect admitted to what he had done. He was contacted in Fortuna and taken into custody for being a felon in possession of a firearm as well as brandishing a firearm. The following day, officers from the Rio Dell Police Department served search warrants on the man's residence and a storage locker in Fortuna. A rifle, a sawed-off shotgun, and ammunition were located during the searches. The suspect claimed to have thrown the handgun into the river and it was not located.

On February 21, 2023, Officers assisted the Fortuna Police Department in serving an arrest warrant for a juvenile believed to be living in the city of Rio Dell. The juvenile was wanted for a stabbing that occurred in Fortuna. The juvenile was later located at Bayshore Mall and taken into custody.

On February 27, Officers participated in Coffee with a Cop at the Resource Center which was well received.

CERT (COMMUNITY EMERGENCY RESPONSE TEAM) has been scheduled for April 28-30 at the Scotia Hall. The McLean Foundation has provided us with a grant to cover the cost of this training. Flyers with registration information will be out shortly.

The department is actively seeking grant funding for purchases of two new patrol bicycles and training.

### **Community Development Department**

#### **Intergovernmental**

#### **Humboldt-Rio Dell Business Park**