



RIO DELL CITY COUNCIL AGENDA
REGULAR MEETING - 6:30 PM
TUESDAY, JULY 18, 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. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.

**SPECIAL PUBLIC HEALTH EMERGENCY ALTERNATIONS 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 channels on Cable TV.

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. 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. 2023/0718.01 - Approve Minutes of the July 6, 2023 Regular Meeting (**ACTION**) – Pg. #4
2. 2023/0718.02 - Approve rejection of all Dog Park Bids, direct staff to meet with the Ad Hoc Committee to review bids, consider modifying the project and report back to Council (**ACTION**)- Pg. #11
3. 2023/0718.03 - Approve removal of Alonzo Bradford from the Nuisance Advisory Committee (**ACTION**) - Pg. #22
4. 2023/0718.04 - Receive & File the Check Register for June (**ACTION**) - Pg. #24

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

1. 2023/0718.05 - City Manager/Staff Update (**RECEIVE & FILE**) - Pg. #28

I. SPECIAL PRESENTATIONS/STUDY SESSIONS

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

1. 2023/0718.06 - Conduct Public Hearing and Approve the List of Delinquent Sewer Accounts to send to the Auditor-Controller for placement on the tax roll (**DISCUSSION/POSSIBLE ACTION**) - Pg. #33

- [2.](#) 2023/0718.07 - Receive Staff Update on status of former Todd Property APN 053-041-002 & 053-031-002 now owned by the State of California **(DISCUSSION/POSSIBLE ACTION)** - Pg. #41
- [3.](#) 2023/0718.08 - Update from Mayor on Citizen Recognition for Earthquake Response **(DISCUSSION/POSSIBLE ACTION)** - Pg. #48

K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

- [1.](#) 2023/0718.09 - Second Reading (by title only) and adoption of Ordinance No. 400-2023 Amending Chapter 2.05.010 and 2.10.160(2) of the Rio Dell Municipal Code (RDMC) changing the meeting time for Regular City Council meetings from 6:30 p.m. to 6:00 p.m. **(DISCUSSION/POSSIBLE ACTION)** - Pg. #49

L. COUNCIL REPORTS/COMMUNICATIONS

M. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, August 1, 2023 at 6:30 PM.*

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
JULY 6, 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 Orr, Wilson and Woodall

Others Present: City Manager Knopp, Finance Director Sanborn, Wastewater Superintendent Taylor, Chief of Police Allen, Senior Fiscal Assistant Maciel, and City Clerk Dunham

Absent: Community Development Director Caldwell and Water/Roadways Superintendent Jensen

PUBLIC PRESENTATIONS

Mayor Garnes invited public comment on non-agenda matters. 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. No items were removed.

Motion was made by Woodall/Carter to approve the consent calendar including the following items:

- 1) Approve Minutes of the June 20, 2023 Regular Meeting;
- 2) Approve Resolution No. 1585-2023 Authorizing the City Manager or designee to accept the Grant Funding from the California Highway Patrol (CHP) Cannabis Tax Fund Grant Program to Reduce Impaired Driving in the City of Rio Dell; and
- 3) Approve and authorize staff to initiate the Lien Process for Delinquent Sewer Accounts.

Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp provided highlights of the staff update and said that staff attended an earthquake debrief meeting hosted by the County Office of Emergency Services and various partners to discuss improvements to disaster response from the December 2022 earthquakes.

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Highlights of what potentially went wrong is that some of the facilities had outdated ADA accessibility which created a challenge to have an onsite congregate living facility. In addition, it was bad timing in terms of the earthquakes occurring during the holidays, and networking communications was the other problem that could be improved.

On the City side, there were a couple of benefits in terms of infrastructure with backup power at City Hall however, communication was lost with AT&T being down. As such, staff is exploring the possibility of adding Starlink or some other satellite communication system as a backup communication source.

He said that another thing that staff will be working on over the next couple of years is Emergency Operations Planning, training with staff and tying that EOP with the County's plan which they are also updating.

Overall the initial response to the earthquake event was good although the non-FEMA declaration continues to stall the long-term recovery process.

City Manager Knopp reported that he was able to meet with Cal Fire representatives to discuss the former Todd property which is now owned by the State of California for the use of CalFire. He said that staff will be preparing a briefing and update to the full Council to discuss the developments and future options for the City in this regard.

He said that staff is currently working on a Tire-Amnesty Program where residents would be able to come to City Hall and dispose of tires. The target date for this event is August 19, 2023.

Councilmember Woodall asked if the Tire Amnesty Program would be restricted to Rio Dell residents.

City Manager Knopp indicated that typically these grant programs are open to anybody. He said that there will be additional costs associated with staffing the event however, the City would be reimbursed for those costs.

Councilmember Woodall then asked Chief Allen if he had any updates related to the Police Department.

Chief Allen said that he had nothing to report as things had been quiet over the past couple of weeks.

Wastewater Superintendent Taylor provided a public works update and said that progress was being made on the water line project on Elm St. He said that he and City Manager Knopp met with GHD and the State Department of Financial Assistance regarding the City's two funding opportunities for the Painter Street Upsizing and amendment to the Sanitary Sewer Evaluation Study (SSES) and discussed ways to be more pro-active in getting those projects moving forward.

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He also reported that the State Regional Water Quality Control Board representatives came here last Wednesday and did a plant tour and inspection and commended the crew for helping to get the plant cleaned up and ready for the inspection. He said that the inspection went better than normal.

He noted that the standby generator was installed and put in service at the Painter Street Lift Station and they were waiting for Air Quality to come by and give it their blessing with the Fern Street Lift Station generator to be brought on line next.

The Consumer Confidence Report for water was sent out to all residents and staff was working on the wastewater quarterly reports, water monthly reports and still working on recruitment for public works employees.

Councilmember Wilson commented that the City Manager mentioned that the earthquakes were in poor timing with the holidays and asked (jokingly) if staff could work on scheduling the next earthquakes for a more appropriate time.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGSProposed Renewable Energy Project at Humboldt-Rio Dell Business Park

Mayor Garnes explained that the matter for discussion tonight is the letter of support since the Council received the same presentation at the last meeting. She asked Mr. Wiener who was present to answer questions, if he had anything new to add related to the proposed letter of support.

Mr Wiener asked if the Council received the letter of support from GHD in which Mayor Garnes confirmed that it was received.

Mr. Wiener said that the owner of the property was online to express his support for the project and said that unfortunately Wesley Zheng, Posh Electric tested positive for COVID today and was unable to attend the meeting in person.

Mayor Garnes called for questions or comments from the Council regarding the proposed letter of support for the project.

Councilmember Wilson asked if the draft letter was what the grant agency is requesting and if the City Attorney had an opportunity to review it.

Mr. Wiener said that the draft letter is the basic outline of what is needed but it could be edited as needed.

City Manager Knopp said that the City Attorney did not have a chance to review the letter as it was received just prior to the agenda publication on Friday.

Councilmember Wilson commented that he cannot put his support behind the letter for the primary reason that he doesn't feel that the depth of information provided on what they are proposing is not adequate for the fact that the parcel would be committed and taken out of

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production. He said that it all sounds nice in reading all the reports but there is a lot still to be determined and that there are a lot of needs for the parcel that need to be addressed and he doesn't think that this is the company that can do it. He added that something of this magnitude needs to be presented by competent engineers with more detail.

Mr. Wiener responded that this grant came up in April and they only had a 3-month window to get it finalized. The grant is a non-competitive grant and a benefit to the community and GHD who is the City's engineer supports the project. He noted that GHD also did a 91-page report on the Brownfield last year and that they had reached out to Redwood Coast Energy Authority (RCEA) but had not received a response. He said If this project does not seem suitable for Rio Dell then he is sorry about that.

Councilmember Woodall said that she thought the presentation was poorly done and in reading the information that was presented for this meeting, it is the same; the only thing the City will receive from the development is property taxes which the City will still receive regardless. The other statements made such as "could possibly" and "hope to utilize" don't promise anything. She said that she also could not support the letter.

Mayor Pro Tem Carter agreed with Councilmembers Wilson and Woodall and said that there are too many unanswered questions.

Tony Frink, owner of the property called in via Zoom to ask for the Council's support of the project. He said that he bought the property two years ago with the intention of developing the site for cannabis cultivation. Since then, the cannabis industry has fallen apart and he has not been able to find anybody to even entertain the idea of putting a cannabis business there. He pointed out that Rio Dell has issues with development of the parcel due to the area being in the flood zone and unless open air cultivation is allowed, he can't see anything happening there. He said that he thinks this project as proposed is a good project and it would be providing much needed energy to the community. The grant funding would provide seed money to do feasibility of the project and although there are some shortcomings of the plan, he strongly encouraged the Council to help make this happen.

Mr. Wiener commented that PG&E has promised to bring in power to the HRDBP but there are approximately 9 parcels for sale and likely not going to get into the cannabis business. He said that the only way they can get through any type of project there, is with the hope that the City Council will support it.

Mayor Garnes said that in her opinion, the time frame for the project is too short, which is no fault of theirs but the Council needs details to authorize support with only vague information being presented. In addition, since the draft letter of support was not received until Friday, there was no time for the City Attorney to review it. She commented that this puts the City in a very awkward position where they may potentially be doing something that wasn't quite appropriate. She said that it is unfortunate but the timing was not on anybody's side. She commented that the City is all about renewable energy and would like to support the project but the Council needs to know exactly what they are supporting.

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Councilmember Woodall pointed out that the proposed use is principally permitted in that zone and as such, they do not need the City Council's approval to move forward with a solar project at that site.

Mayor Garnes called for a motion to support the letter of support for the project. No motion was made.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Second Reading (by title only) and Adoption of Ordinance No. 399-2023 Amending Ordinance No. 335-2015, Chapter 13.10, Section 241 of the Rio Dell Municipal Code (RDMC) and adding Chapter 13.10, Sections 242-246 Property Tax Liens for Nonpayment of Delinquent Sewer Bills for Customers that do not Subscribe to Water Service and a Means of Collection the Delinquent Charges on the Property Tax Bill

Finance Director Sanborn provided a staff report and said that staff is looking to amend Ordinance No. 335-2015 to allow the City to send delinquent sewer charges to the Auditor-Controller to add them to the tax roll as a lien.

The proposed Ordinance Amendment includes reference to the Health and Safety Code Section 5473 through 547.7. Section 5473 allows a city to send overdue sewer charges to the Auditor-Controller. The inclusion of the amendment by the City would conform to such Health and Safety code, thus allowing the City to submit overdue sewer charges to the Auditor-Controller so long as the City follows the protocol laid out in the Health and Safety Code which he then reviewed.

He said that this is the second reading of the ordinance and the recommendation is to open the public hearing, receive public input, deliberate and approve and adopt the ordinance as recommended.

Councilmember Wilson asked what the difference is between this item and the item on the consent calendar.

Finance Director Sanborn explained that the item on the consent calendar is actually one of the steps in the protocols that requires the City to present the list and get approval by the Council to publish that list in a local newspaper.

Councilmember Wilson pointed out that the description on the list has the parcel number of the property without the name or address of the parcel so it is a bit of a chore to look up the location and wondered why the name of the property owner was not included on the list.

Finance Director Sanborn explained that this is a requirement from the auditor-controller to present it in this format with the parcel number, the amount of the past-due bill and a city code that is connected to it so it is the standard protocol that aligns with the procedures as laid out by the City Attorney.

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Mayor Garnes opened the public hearing to receive public input on the proposed ordinance. No public comment was received and the public hearing closed.

Motion was made by Woodall/Orr to approve the second reading (by title only) and adopt Ordinance No. 399-2023 Amending Ordinance No. 335-2015, Chapter 13.10, Section 241 of the Rio Dell Municipal Code (RDMC) and adding Chapter 13.10, Sections 242-246 Property Tax Liens for Nonpayment of Delinquent Sewer Bills for Customers that do not Subscribe to Water Service and a Means of Collection the Delinquent Charges on the Property Tax Bill. Motion carried 5-0.

Introduction/First Reading (by title only) of Ordinance No. 400-2023 Amending Chapter 2.05.010 and 2.10.160(2) of the Rio Dell Municipal Code (RDMC) changing the meeting time for Regular City Council meetings from 6:30 p.m. to 6:00 p.m.

City Manager Knopp provided a staff report and said at the last meeting, the Council was presented with a request from staff to consider changing the start time for regular City Council meetings from 6:30 p.m. to 6:00 p.m. Staff was directed to return to the Council with an amendment to the Rio Dell Municipal Code (RDMC) changing the meeting time for regular City Council meetings as requested. With final adoption of the ordinance at the July 18, 2023 regular meeting, the ordinance would become effective 30 days after adoption and would be implemented beginning with the September 5, 2023 regular meeting of the City Council.

Mayor Garnes opened the public hearing to receive public input on the proposed ordinance. No public comment was received and the public hearing closed.

Motion was made by Carter/Wilson to approve the introduction and first reading (by title only) of Ordinance No. 400-2023 Amending Chapter 2.05.010 and 2.10.160(2) of the Rio Dell Municipal Code (RDMC) changing the meeting time for Regular City Council meetings from 6:30 p.m. to 6:00 p.m. and to continue the second reading and adoption to the meeting of July 18, 2023. Motion carried 5-0.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Pro Tem Carter announced that plans for Wildwood Days was gearing up and the theme this year is “Back in the Saddle Again.” She said that the parade will be on Saturday, August 5th and The Chamber of Commerce is looking for volunteers to ride on their float while doing the “Boot Scootin Boogie.” She said that she will personally be teaching lessons at the Fire Hall on Friday, July 21st and 28th from 10-11 a.m. She invited children and adults to come and have some fun.

She announced there would be a Chamber of Commerce meeting tomorrow at noon and a Beautification, Walkability and Pride Committee meeting tomorrow at 9:00 a.m. at City Hall.

She said that she also attended a RREDC meeting where the presenter was Nick Brown-Crawford on the intersections between disaster response and economic development which was about the City of Rio Dell. She encouraged anyone that has not already done

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so, to listen to Nick Brown-Crawford speak about Rio Dell as he is a wonderful advocate for the City and for Humboldt County as a whole.

She also mentioned that the City was on CNN News on July 2nd, a lot of which had to do with the lack of FEMA funding during the earthquake and the need for change in that regard.

Councilmember Orr mentioned that he was in San Francisco over the holiday weekend and noticed some of the beautification projects as part of Clean California and it looked really nice.

Councilmember Wilson reported that he would be attending an HWMA meeting next week. He announced that RCEA has a Community Action Committee (CAC) and there currently is an opening on that committee for a community member. He asked anyone interested to contact him by way of City Hall and he would get their name submitted.

Councilmember Woodall said that at tomorrow’s Beautification, Walkability and Pride Committee meeting, there would be an update on the Community Cleanup Day scheduled for July 28th, an update on establishing Farmers’ Markets in Rio Dell and discussion on potential areas for improvement in the City. She invited the public to attend.

Mayor Pro Tem Carter announced that “Pints for Nonprofits” would be held at the Scotia Lodge on July 21st from 5-8 p.m. with a portion of the proceeds going to the Rio Dell-Scotia Chamber of Commerce. She invited everyone to come on out and have a beer and some food and enjoy the festivities.

Mayor Garnes reported that she attended a Cal Cities conference in Pomona on June 23rd and one of the things that came up was the initiative to get the public outdoors and there is a Golden Access Pass and another access pass where you can get entrance into State parks at 50% off. The passes are now available at all libraries and they are free of charge. The idea is to try and get Californians to spend more time in the outdoors and get healthier.

ADJOURNMENT

Motion was made by Carter/Woodall to adjourn the meeting at 7:12 p.m. to the July 18, 2023 regular meeting. Motion carried 5-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk

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



For the Meeting of July 18, 2023

To: City Council
From: Kevin Caldwell, Community Development Director
Through: Kyle Knopp, City Manager
Date: July 12, 2023
Subject: Dog Park Bids

Recommendation:

That the City Council:

1. Review Staff Report and
2. Reject the bids; and
3. Direct staff to meet with the Council Ad Hoc Committee members Mayor Garnes and Council Member Carter to review the bids, consider modifying the project and to report back to the Council.

Background and Discussion

As the Council is aware the City recently issued a Request for Proposals (RFP) for the construction of the Dog Park located at Ireland Avenue and Center Street. A copy of the

advertisement is included in Attachment 1. The City received a grant from the California Department of Parks and Recreation for approximately \$178,000.

The park included two dog runs, one for large dogs and one for small dogs. The park also included a half-court basketball court, sidewalks, benches, picnic tables, and associated parking facilities.

Unfortunately, the City received only two bids. Hooven and Company out of McKinleyville bid \$706,205.50. See Attachment 2. Mobley Construction out of Ferndale bid \$745,942.00. See Attachment 3. Obviously, both bids are much higher than the amount of the Grant and the amount staff expected.

At this point, staff recommends that we meet with the Council Ad Hoc Committee members Mayor Garnes and Council Member Carter to review the bids, consider modifying the project and to report back to the Council.

Attachment 1: Advertisement for Bids.

Attachment 2: Hooven and Company Bid.

Attachment 3: Mobley Construction Bid.

Advertisement for Bids

CITY OF RIO DELL
675 wildwood Avenue
Rio Dell, California 95562

Notice is hereby given that separate sealed bids for the award of contract for the construction of **Rio Dell Dog Park** will be received by the City of Rio Dell at the office of the City Clerk until **3:00 p.m. Pacific Daylight Savings Time, July 3, 2023** and then at said office publicly opened and read aloud.

The major work consists of construction of a new Dog Park, including earthwork, retaining wall, half-court basketball court, concrete walkways, concrete picnic tables and benches, chain-link fencing, concrete mowstrips, parking lot asphalt pavement, drainage improvements, irrigation system, landscaping, and other park amenities construction.

The time for completion shall be thirty (60) working days. There is an additional sixty (60) calendar days for establishment and maintenance of vegetation growth.

The Contract Documents, in their entirety, can be viewed and/or obtained from the City of Rio Dell website at www.cityofriodell.ca.gov or at the following location:

Humboldt Builders Exchange (www.humbx.com)

A payment bond prepared and executed in accordance with California Civil Code Section 3247 and a bond for faithful performance of the contract will be required of the successful bidder who is awarded the contract.

The successful bidder must comply with the latest general prevailing rate of per diem wages as determined by the Director of Industrial Relations, State of California, Department of Industrial Relations and is to be paid to the various craftsmen and laborers required to construct said improvements and is made a part of the specifications and contract for said work to which reference is hereby made for further particulars.

No contractor or subcontractor may be listed on a bid proposal or awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Contractor registration information can be found at:

<http://www.dir.ca.gov/Public-Works/PublicWorks.html>

Each bid shall be accompanied by cashier's or certified check or by a bidder's bond, made payable to the City of Rio Dell and executed by a corporate surety licensed to issue surety

bonds in the State of California, for an amount equal to at least ten percent (10%) of the amount of said bid and no bid shall be considered unless such cashier's or certified check or bidder's bond is enclosed therewith.

The successful bidder of this project shall have the following current and active California State Contractor's License at the time of the submission of the bid and throughout the duration of the contract: **C-27 – Landscape, Class B – General Building Contractor or Class A – General Contractor.**

Bidders shall refer to the Contract Document's Information for Bidders for complete instructions. Bidders are solely responsible for the cost of preparing their bids.

The City specifically reserves the right, in its sole discretion, to reject any or all bids, to re-bid, or to waive inconsequential defects, in bidding not involving time, or quality of the work. The City may reject any and all bids and waive any minor irregularities in the bids.

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

Bid Form

TO: City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562

In compliance with the Advertisement for Bids the undersigned, as bidder, hereby offers to provide to the Owner, in accordance with the terms and conditions in the provisions set forth in the Contract Documents the stated total bid amount quoted on this Bid Form for the work of

Rio Dell Dog Park

Total Bid Amount: \$ 706,205.50

Seven Hundred Six Thousand Two Hundred Five dollars and 50/100
(Total Bid Amount in Written Form)

The undersigned certifies under penalty of perjury under the laws of the State of California and the United States of America, that the above quotation constitutes a bona-fide offer for the work, that undersigned is a duly authorized representative of the company listed, that the quotation is in no way sham or collusive, and that the executed Agreement between the bidder and Owner constitutes acceptance of bidder's total bid for the work stated in the Contract Documents. The undersigned has read the General Provisions, Special Provisions, and Technical Specifications in these Contract Documents. The undersigned further certifies, under penalty of perjury that the Non-Collusion Affidavit required by Title 23 United States Code, Section 112 and Public Contract Code Section 7106; and the Title 49 Code of Federal Regulations, Part 29 Debarment and Suspension Certification are true and correct.

The undersigned acknowledges receipt of the following addenda: _____



Signature: [Handwritten Signature] Date: June 30, 2023

Title: VP

Name of Business: Hooven & Co., Inc.

Doing business as: (Check One): An Individual A Partnership A Corporation

Business Address: 3445 Central Avenue, McKinleyville CA 95519

Telephone No.: 707-839-1291 Fax No.: 707-839-2836

E-Mail Address: timh@hoovenco.com

License No.: 663866 Class & Expiration Date: "A" General Engineering 8/23

**Bid Schedule
For
Rio Dell Dog Park**

Bidder agrees to perform all the work described in the Contract Documents for the following unit and lump sum prices and understands that the quantity of work shown is approximate only. The schedule shall be completed by the bidder with the unit and lump sum prices entered in numerals. The extensions shall be made by the bidder. In case of discrepancy between the unit prices and the extension thereof, the unit price shall be considered as correct when evaluating bids.

ITEM NO.	ITEM	QUANTITY AND UNIT		UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$ 6,800.00	\$ 6,800.00
2	Earthwork and Grading	1	LS	\$ 76,000.00	\$ 76,000.00
3	Erosion Control (If Needed)	1	LS	\$ 5,000.00	\$ 5,000.00
4	Relocate Existing Utility Pole and Services	1	LS	\$ 7,300.00	\$ 7,300.00
5	100 Amp Electrical Panel	1	LS	\$ 8,000.00	\$ 8,000.00
6	Electrical Connection to Irrigation Controller	1	LS	\$ 2,200.00	\$ 2,200.00
7	Water Connection to City main and Drinking Fountain	1	LS	\$ 12,900.00	\$ 12,900.00
8	Asphalt Sawcut Demolition & Removal	1	LS	\$ 5,500.00	\$ 5,500.00
9	Landscaping	1	LS	\$ 90,200.00	\$ 90,200.00
10	Irrigation	1	LS	\$ 26,300.00	\$ 26,300.00
11	Concrete Sidewalks	1450+/-	SF	\$ 27.80	\$ 40,310.00
12	Concrete A1-8 Curbs/Mowstrips	320+/-	LF	\$ 64.00	\$
13	5' Black Vinyl Coated Chain Link Fence, 5 – 4' Man Gates, 2 – 10' Swing Gates	460+/-	LF	\$ 64.00	\$ 29,440.00
14	6' Black Vinyl Coated Chain Link Fence	60+/-	LF	\$ 166.00	\$ 9,960.00
15	10' Black Vinyl Coated Chain Link Fence	125+/-	LF	\$ 166.50	\$ 20,812.50
16	Hilfiker Pre Cast Concrete Benches	8	EA	\$ 642.00	\$ 5,136.00
17	Hilfiker Pre Cast Concrete Picnic Tables	2	EA	\$ 1,688.00	\$ 3,376.00

ITEM NO.	ITEM	QUANTITY AND UNIT		UNIT PRICE	AMOUNT
18	Hilfiker ADA Pre Cast Concrete Picnic Table	1	EA	\$ 2,067.00	\$ 2,067.00
19	Concrete Pads - Benches	8	EA	\$ 1,600.00	\$ 12,800.00
20	Concrete Pads - Picnic Tables	3	EA	\$ 2,600.00	\$ 7,800.00
21	Concrete Basketball Court and Apron	1	LS	\$ 51,200.00	\$ 51,200.00
22	Basketball Court Painting and Striping	1	LS	\$ 7,500.00	\$ 7,500.00
23	Basketball Hoop	1	EA	\$ 8,200.00	\$ 8,200.00
24	Retaining Wall Approximately 45 CYD's. Concrete	1	LS	\$ 105,000.00	\$ 105,000.00
25	Fill – Basketball Court Area	550+/-	CYD's	\$ 89.00	\$ 48,950.00
26	Trash/Recycling Containers	1	EA	\$ 5,500.00	\$ 5,500.00
27	Bag Station	1	EA	\$ 2,000.00	\$ 2,000.00
28	Bicycle Rack	1	EA	\$ 1,600.00	\$ 1,600.00
29	Signs	3	EA	\$ 908.00	\$ 2,724.00
30	Drinking Fountain	1	EA	\$ 8,000.00	\$ 8,000.00
31	Asphalt Parking Lot	1	LS	\$ 19,200.00	\$ 19,200.00
32	Parking Lot Striping, ADA Signage, Wheel Stops	1	LS	\$ 3,100.00	\$ 3,100.00
33	ADA Ramp @ Parking Lot	1	EA	\$ 5,800.00	\$ 5,800.00
34	4 Drainage Inlets & 2 - 24" Underground Storm Drain/Culvert	1	LS	\$ 33,900.00	\$ 33,900.00
35	24" Valley Gutter	100+/-	LF	\$ 105.50	\$ 10,550.00
				TOTAL	\$ 706,205.50

Note: The representations made herein are made under penalty of perjury. Any information contained in the bid which is proven false shall be considered nonresponsive and this bid shall be rejected.

Bid Form

TO: City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562

In compliance with the Advertisement for Bids the undersigned, as bidder, hereby offers to provide to the Owner, in accordance with the terms and conditions in the provisions set forth in the Contract Documents the stated total bid amount quoted on this Bid Form for the work of

Rio Dell Dog Park

Total Bid Amount: \$ 745,942.00

Seven hundred forty-five thousand nine hundred forty-two
(Total Bid Amount in Written Form)

The undersigned certifies under penalty of perjury under the laws of the State of California and the United States of America, that the above quotation constitutes a bona-fide offer for the work, that undersigned is a duly authorized representative of the company listed, that the quotation is in no way sham or collusive, and that the executed Agreement between the bidder and Owner constitutes acceptance of bidder's total bid for the work stated in the Contract Documents. The undersigned has read the General Provisions, Special Provisions, and Technical Specifications in these Contract Documents. The undersigned further certifies, under penalty of perjury that the Non-Collusion Affidavit required by Title 23 United States Code, Section 112 and Public Contract Code Section 7106; and the Title 49 Code of Federal Regulations, Part 29 Debarment and Suspension Certification are true and correct.

The undersigned acknowledges receipt of the following addenda: NONE

Signature: [Signature] Date: 7/1/2023

Title: Vice president

Name of Business:

Doing business as: (Check One): An Individual A Partnership A Corporation

Business Address: 1939 Market St Ferndale CA 95536

Telephone No.: OFFICE 7074978368 CELL 7074965699 Fax No.: NONE

E-Mail Address: mobleyst@ gmail.com

License No.: 995333 Class & Expiration Date: A 8/31/2024

List of Subcontractors

The bidder shall herein set forth the name and location of the place of business of each subcontractor who will perform work or labor or render services to the bidder in or about the construction of the work in an amount in excess of one-half of one percent of the bidder's total bid, and the portion of the work which will be done by each subcontractor (see Item 34 of the General Provisions). Attach additional sheets, if necessary.

Project: City of Rio Dell Dog Park

The following work will be performed (or provided) by the following subcontractors, and coordinated by bidder:

Company Name	Address	License No.	Section of Work
Windy Point Fence Co	181 PENNELL FERRISLE CA 95536	973120	Bid Items 13, 14, 15
CHRISTENKO Electric	1420 Montecito Way Eureka CA 95501	723593	Bid items 5, 6
Miller Farms Nursery, Inc	Po Box 2145 MCKENZIEVILLE CA 95519	365302	Bid Items 9, 10

Equal Employment Opportunity

Contractor hereby certifies that bidder and subcontractors

- Have
- Have Not

participated in a previous contract or subcontract subject to the equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246, and that, where required, have filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administering agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements.

Note: The above certification is part of the bid. Signing this bid on the signature portion thereof shall also constitute signature of these certifications.

**Bid Schedule
For
Rio Dell Dog Park**

Bidder agrees to perform all the work described in the Contract Documents for the following unit and lump sum prices and understands that the quantity of work shown is approximate only. The schedule shall be completed by the bidder with the unit and lump sum prices entered in numerals. The extensions shall be made by the bidder. In case of discrepancy between the unit prices and the extension thereof, the unit price shall be considered as correct when evaluating bids.

ITEM NO.	ITEM	QUANTITY AND UNIT		UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$ 25,000. ⁰⁰	\$ 25,000. ⁰⁰
2	Earthwork and Grading	1	LS	\$ 40,000. ⁰⁰	\$ 40,000. ⁰⁰
3	Erosion Control (If Needed)	1	LS	\$ 10,000. ⁰⁰	\$ 10,000. ⁰⁰
4	Relocate Existing Utility Pole and Services	1	LS	\$ 15,000. ⁰⁰	\$ 15,000. ⁰⁰
5	100 Amp Electrical Panel	1	LS	\$ 7,500. ⁰⁰	\$ 7,500. ⁰⁰
6	Electrical Connection to Irrigation Controller	1	LS	\$ 1,500. ⁰⁰	\$ 1,500. ⁰⁰
7	Water Connection to City main and Drinking Fountain	1	LS	\$ 6,500. ⁰⁰	\$ 6,500. ⁰⁰
8	Asphalt Sawcut Demolition & Removal	1	LS	\$ 5,000. ⁰⁰	\$ 5,000. ⁰⁰
9	Landscaping	1	LS	\$ 75,970. ⁰⁰	\$ 75,970. ⁰⁰
10	Irrigation	1	LS	\$ 27,060. ⁰⁰	\$ 27,060. ⁰⁰
11	Concrete Sidewalks	1450+/-	SF	\$ 30. ⁰⁰	\$ 43,500. ⁰⁰
12	Concrete A1-8 Curbs/Mowstrips	320+/-	LF	\$ 60. ⁰⁰	\$ 19,200. ⁰⁰
13	5' Black Vinyl Coated Chain Link Fence, 5 - 4' Man Gates, 2 - 10' Swing Gates	460+/-	LF	\$ 85. ⁰⁰	\$ 39,100. ⁰⁰
14	6' Black Vinyl Coated Chain Link Fence	60+/-	LF	\$ 80. ⁰⁰	\$ 4,800. ⁰⁰
15	10' Black Vinyl Coated Chain Link Fence	125+/-	LF	\$ 100. ⁰⁰	\$ 12,500. ⁰⁰
16	Hilfiker Pre Cast Concrete Benches	8	EA	\$ 950. ⁰⁰	\$ 7,600. ⁰⁰
17	Hilfiker Pre Cast Concrete Picnic Tables	2	EA	\$ 1,750. ⁰⁰	\$ 3,500. ⁰⁰

ITEM NO.	ITEM	QUANTITY AND UNIT		UNIT PRICE	AMOUNT
18	Hilfiker ADA Pre Cast Concrete Picnic Table	1	EA	\$ 1,850.00	\$ 1,850.00
19	Concrete Pads - Benches	8	EA	\$ 1,200.00	\$ 9,600.00
20	Concrete Pads - Picnic Tables	3	EA	\$ 1,400.00	\$ 4,200.00
21	Concrete Basketball Court and Apron	1	LS	\$ 67,540.00	\$ 67,540.00
22	Basketball Court Painting and Striping	1	LS	\$ 15,847.00	\$ 15,847.00
23	Basketball Hoop	1	EA	\$ 8,000.00	\$ 8,000.00
24	Retaining Wall Approximately 45 CYD's. Concrete	1	LS	\$ 65,000.00	\$ 65,000.00
25	Fill – Basketball Court Area	550+/-	CYD's	\$ 130.00	\$ 71,500.00
26	Trash/Recycling Containers	1	EA	\$ 5,500.00	\$ 5,500.00
27	Bag Station	1	EA	\$ 1,200.00	\$ 1,200.00
28	Bicycle Rack	1	EA	\$ 1,500.00	\$ 1,500.00
29	Signs	3	EA	\$ 450.00	\$ 1,350.00
30	Drinking Fountain	1	EA	\$ 9,200.00	\$ 9,200.00
31	Asphalt Parking Lot	1	LS	\$ 56,750.00	\$ 56,750.00
32	Parking Lot Striping, ADA Signage, Wheel Stops	1	LS	\$ 7,500.00	\$ 7,500.00
33	ADA Ramp @ Parking Lot	1	EA	\$ 18,000.00	\$ 18,000.00
34	4 Drainage Inlets & 2 - 24" Underground Storm Drain/Culvert	1	LS	\$ 51,175.00	\$ 51,175.00
35	24" Valley Gutter	100+/-	LF	\$ 65.00	\$ 6,500.00
				TOTAL	\$ 745,942.00

Note: The representations made herein are made under penalty of perjury. Any information contained in the bid which is proven false shall be considered nonresponsive and this bid shall be rejected.



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

July 18, 2023

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Update on Nuisance Advisory Committee Attendance and Action to Remove Member Bradford

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Review attendance and remove member Bradford from the Nuisance Advisory Committee.

BACKGROUND AND DISCUSSION

Attached is the Nuisance Advisory Committee (NAC) Roll Call Log from April 2022 to May 2023. Due to a lack of attendance by Member Bradford, the NAC is requesting the removal of said member. RDMC is silent on the issue of membership attendance and removal, however the code stipulates three consecutive unexcused absences is grounds for removal for members of the City Council. The member has now been absent for five consecutive meetings. The committee requires no less than two members of the public to be members. The committee will continue to have two members of the public at this time with members Knight and Brickley.

///

Nuisance Advisory Committee Roll Call Log April 2022- May 2023

Nuisance Advisory Committee Roll Call Log April 2022- May 2023

NAME	Woodall	Carter	Bradford	Brickley	Knight	Knopp	Conner	Caldwell
DATE								
4/20/2022	x	x	A	x	x	x	x	x
5/18/2022	x	x	A	EX	x	A	x	x
6/22/2022	x	EX	x	x	x	x	EX	EX
7/20/2022	x	x	EX/L	x	x	x	x	EX
8/1/2022	No Meeting						Allen	
9/21/2022	x	x	A	x	x	L	x	L
10/1/2022	No Meeting							
11/16/2022	x	x	L	x	x	x	x	x
12/1/2022	No Meeting							
1/18/2023	x	x	A	A	x	x	x	x
2/1/2023	No Meeting							
3/22/2023	x	x	A	EX	x	x	x	x
4/19/2023	x	x	A	x	x	x	EX	x
5/17/2023	x	x	A	x	x	x	EX	x

Key:

X= In attendance

L= Late attendance

A= Absent

ex= Excused Absence

**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
12074	6/12/2023	[0576] 101 AUTO PARTS	JB Weld, Dextron, Battery	188.11
12142	6/28/2023	[6038] ACCURATE TERMITE & PEST SOLUTIONS	RODENT & INSECT CONTROL @ 475 HILLTOP DR	220.00
12109	6/15/2023	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR MAY 2023 - City Hall & COPIER CHARGES FOR MAY 2023 - PD	3,059.15
12075	6/12/2023	[2225] AQUA SIERRA CONTROLS, INC	Troubleshoot CTU	4,744.39
12076	6/12/2023	[3975] AT&T - 5709	FAX LINE EXPENSES FOR MAY 2023-PD, FAX LINE EXPENSES FOR MAY 2023-CITY HALL	57.23
12128	6/21/2023	[7237] BPR CONSULTING GROUP	Plan Check Fee Barrote New Garage at 1270 Eeloa Ave	312.95
12143	6/28/2023	[3206] CALIFORNIA POLICE CHIEFS ASSOCIATION	2023-2024 CPCA Dues for 1-12 Personnel	210.00
12077	6/12/2023	[7488] CALIFORNIA RIVER WATCH	Sewer Penalties - 2nd Installment	10,000.00
12129	6/21/2023	[2273] CALIFORNIA RURAL WATER ASSOCIATION	MEMBERSHIP DUES JULY 2023 - JULY 2024	900.00
12078	6/12/2023	[4655] PAMELA CASSADY	Refund on Permit #022306	131.78
12130	6/21/2023	[2291] CITY OF EUREKA	Edgar & Associate CalRecycle Grant Services: CORD Portion of Cost Share	1,233.83
12079	6/12/2023	[2293] CITY OF FORTUNA	Police Dispatch for June 2023	5,766.66
12144	6/28/2023	[5940] CLARK, MARY	Reimbursement - Uniform Allowance (Work Boots)	58.71
12080	6/12/2023	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 6/2/2023	150.00
12145	6/28/2023	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 6/16/2023	150.00
12146	6/28/2023	[2304] COLLEGE OF THE REDWOODS	First Aid/CPR/AED/Narcan for Greg Allen and John Beauchaine	170.00
12081	6/12/2023	[6563] COX, AUSTIN	CUSTOMER DEPOSIT REFUND	300.00
12110	6/15/2023	[2340] DEPT OF JUSTICE ACCOUNTING OFFICE	BLOOD ALCOHOL ANALYSIS FOR MAY 2023	35.00
12147	6/28/2023	[2356] DOWNEY BRAND LLP	For Services Rendered Through May 31, 2023	255.00
12082	6/12/2023	[2889] EEL RIVER TRANSPORTATION & SALVAGE	Chev Camaro with 11 Tires	110.00
12083	6/12/2023	[2385] EUREKA READYMIX	3/4 Base Class 2 PU for Sewer Latereal	202.63
12111	6/15/2023	[2717] EUREKA TIMES-STANDARD	52 Week Subscription	637.71
12084	6/12/2023	[2394] FEDEX	Postage To Mail Dosing/Sample Pump Repair	58.11
12085	6/12/2023	[5989] FIDELITY NATIONAL TITLE COMPANY	Condition of Title Guarantee - Joe Enes	1,200.00
12086	6/12/2023	[2405] FORTUNA ACE HARDWARE	Distilled Water and Bolts	95.34
12112	6/15/2023	[2406] FORTUNA IRON CORP.	Field Mower Part	9.77
12087	6/12/2023	[5765] GARNES, DEBRA	Reimbursement - Travel for CalCities Meeting in Fort Bragg	88.50
12088	6/12/2023	[5052] GHD, INC	Professional Services Rendered through 5/27/2023 - CORD Eel River Trail	12,197.63
12113	6/15/2023	[5052] GHD, INC	Professional Services Rendered Through 5/27/2023 - CORD Engineer Services	38,757
12114	6/15/2023	[7356] GRAINGER, INC.	Exhaust Rain Cap	43
12089	6/12/2023	[6486] GREEN TO GOLD ENTERPRISES LLC	Connector Wire, Threaded Coupler	24
1	6/21/2023	[6486] GREEN TO GOLD ENTERPRISES LLC	Super-Sized Black Saucer #20, pack of 5 single	19

Section F, Item 4.

**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
12090	6/12/2023	[2437] HACH	Total Chlorine Reagent Set for chlorine analyzer CL17/CL 17sc, Free Chlorine Reagent Set for chlorine analyzer CL17/CL 17sc	489.38
12115	6/15/2023	[2437] HACH	Reagent Set, Chlorine Free CL17, Reagent Set, Chlorine Free CL17	524.18
12132	6/21/2023	[2437] HACH	Reagent Set, Chlorine Total CL17, Reagent Set, Chlorine Total CL17	489.38
12133	6/21/2023	[6518] HENRY, JACK	CUSTOMER DEPOSIT REFUND	164.36
12091	6/12/2023	[2457] HUMBOLDT COUNTY CLERK-RECORDER	Copies - Code Enforcement	3.00
12116	6/15/2023	[2457] HUMBOLDT COUNTY CLERK-RECORDER	Copies	13.00
12117	6/15/2023	[7595] HUMBOLDT EQUITY INC	8 Chairs and Assorted Furniture	700.00
12092	6/12/2023	[7581] J. WALES ROOFING SOLUTIONS	Refund for Permit #052316	383.52
12118	6/15/2023	[6449] JAMES, MELISSA	Veterinary Costs	238.64
12093	6/12/2023	[3180] JENSEN, RANDY	Reimbursement: Sport & Cycle Boot Allowance, Reimbursement: Sport & Cycle Boot Allowance, Reimbursement: Sport & Cycle Boot Allowance (Cory Gibbs)	446.99
12094	6/12/2023	[5613] KELLY-O'HERN ASSOCIATES	Mapping, Field Surveying and Topographic Survey; for Eel River Trail	17,335.00
12119	6/15/2023	[7220] LARRY WALKER ASSOCIATES, INC.	For Services Rendered Through 5/31/2023 - Assistance During NPDES Permit Reissuance	2,116.50
12120	6/15/2023	[7475] LEAF CAPITAL FUNDING LLC	Lease of Kyocera TA 308ci Copier System	204.41
12121	6/15/2023	[2521] LEAGUE OF CALIF. CITIES	Redwood Empire Division Meeting (5/12/23)	50.00
12095	6/12/2023	[7087] ANDREW C LEWIS	Reimbursement - Boot Allowance (Sport & Cycle)	194.69
12096	6/12/2023	[6510] ANDRES T LOPEZ	Reimbursement: Sport & Cycle Boot Allowance	151.89
12122	6/15/2023	[7195] METER, VALVE & CONTROL, Inc	HR-E Encoder Register for M170 Meter	510.38
12148	6/28/2023	[7570] RYAN P MILLER	Reimbursement - Boot Allowance (Picky Picky Picky)	273.11
12073	6/08/2023	[2551] MIRANDA'S ANIMAL RESCUE	Animal Control for May 2023	1,900.00
12097	6/12/2023	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; PAPER TOWELS; CLEAN MOP HEAD, MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; CLEAN MOP HEAD	258.07
12134	6/21/2023	[2570] NILSEN COMPANY	Salt Softner Solar 40#	2,334.67
12098	6/12/2023	[2569] NORTH COAST LABORATORIES, INC.	BOD/NFR, ELAP Certification fee, Pick up Charge	170.00
12149	6/28/2023	[2569] NORTH COAST LABORATORIES, INC.	BOD/NFR, ELAP Certification fee, ELAP Certification fee, Total Coliform Bacteria 3X5	620.00
12150	6/28/2023	[3287] NORTH COAST UNIFIED AQMD	Air Quality Control for Painter St. Lift Station	1,050
12135	6/21/2023	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR JULY 2023	3,230
12151	6/28/2023	[4393] NYLEX.net. Inc.	HDMI Splitter, Cabling and Materials, HDMI Cables, Labor Costs	1,925
12123	6/15/2023	[6825] OPTIMUM	INTERNET SERVICES JUNE 2023	900

Section F, Item 4.

**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
12136	6/21/2023	[2319] OPTIMUM BUSINESS	PUBLIC WORKS INTERNET & CITY HALL/ PW PHONE SERVICES 6/10/23 - 7/09/23	841.19
12137	6/21/2023	[6943] PACE SUPPLY CORP	Copper Tube Nut Flare Connections	156.33
12152	6/28/2023	[5053] PACIFIC ECORISK	NPDES WET Testing	2,075.94
12138	6/21/2023	[6621] PAPE MACHINERY	Repairs on Tractor	1,575.19
12099	6/12/2023	[4338] QUILL CORPORATION	Chairmat and Mousepad	70.15
12100	6/12/2023	[6349] RECOLOGY EEL RIVER	Garbage Bags for May 2023, 15.6 Tons of Debris - City Wide Cleanup	1,983.47
12153	6/28/2023	[6349] RECOLOGY EEL RIVER	Disposing of E-Waste from Corp Yard	489.80
12154	6/28/2023	[7546] REVOLUTION BICYCLES	Pumps, Tool Kits, Helmet, Bicycle Computers	330.94
12155	6/28/2023	[2657] RIO DELL EMPLOYEES ASSOC	EMPLOYEE DUES FOR QUARTER ENDING 6/30/2023	92.00
12124	6/15/2023	[5931] ROBERT COLBURN ELECTRIC, INC.	Work added to Transfer Switch	3,177.05
12139	6/21/2023	[7272] TRAVIS M SANBORN	CSMFO Michael Coleman Event	33.54
12101	6/12/2023	[5376] SCOTTY'S CUTTERS EDGE	Equipment Repairs	552.96
12102	6/12/2023	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR JUNE 2023	144.80
12125	6/15/2023	[7316] SILKE COMMUNICATIONS SOLUTIONS, INC	Radios, Control Head Cable and Labor	909.75
12140	6/21/2023	[7316] SILKE COMMUNICATIONS SOLUTIONS, INC	Radios	1,335.97
12156	6/28/2023	[7185] STAPLES ADVANTAGE	64GB Thumb Drives, 32GB Thumb Drives, Batteries, Envelopes, Post-its, Epson Ribbon, Tape, Dell 2150 Yellow Toner, Battery, Business Cards, Note Pads, Labels, HP Ink, Logitech Wireless Combo Keyboard/Mouse, Blue Refill Ink, Brother Toner, VOID Stamp, Shipping Tape	1,001.58
12157	6/28/2023	[2719] STATE WATER RESOURCES CONTROL BD	Dinking Water Treatment Operator Certification Renewal, Grade T1	55.00
12126	6/15/2023	[2724] SWRCB	Drinking Water State Revolving Fund, Rio Dell, City of Financing Agreement Contract# 2003CX404; Project# 1210012-002	68,000.00
12103	6/12/2023	[2715] STEWART TELECOMMUNICATION	Phone Lines PD - July '23	221.96
12127	6/15/2023	[6590] SUN RIDGE SYSTEMS, INC.	RIMS Personnel & Training Software, Software Installation and Remote Training, and Annual Support Services	5,550.00
12104	6/12/2023	[7585] SWEAT PANDA FORTUNA, LLC	Unlimited Month to Month Membership w/Auto Renew, Unlimited Month to Month Membership w/Auto Renew	477.00
12158	6/28/2023	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR APRIL 2023, LEGAL SERVICES FOR APRIL 2023, LEGAL SERVICES FOR MAY 2023, LEGAL SERVICES FOR MAY 2023	1,711.90
12159	6/28/2023	[6993] VALLEY PACIFIC PETROLEUM SERVICES, INC.	Dyed Renewable Diesel (Painter St. Generator Start Up)	538
12160	6/28/2023	[3917] VERIZON WIRELESS	Safety Phones PD & PW (& Mayor): May 17 - Jun 16	655
12161	6/28/2023	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR JULY 2023	391
12105	6/12/2023	[2772] WENDT CONSTRUCTION, INC	Repair Sewer Lateral in Ally at 1st & Berkeley St	4,488
12141	6/21/2023	[2772] WENDT CONSTRUCTION, INC	Water Line Walnut St, Water Leak May St	8,019

Section F, Item 4.

**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
12106	6/12/2023	[2779] WILDWOOD SAW	Stihl Trimmer, Equipment Maintenance	557.97
12107	6/12/2023	[2744] JULIE WOODALL	Reimbursement Travel for Humboldt Transit Board Meeting	35.76
12108	6/12/2023	[2787] WYCKOFF'S	Pipe Threading, Hole Saws, Nuts and Sealing Compound	364.12
Total Checks/Deposits				223,902.22

Ref#	Date	Vendor	Description	Amount
170	6/06/2023	WITHDRAWAL	DEPOSITED ITEM RETURNED	-62.12
996056	6/07/2023	WITHDRAWAL	DEPOSITED ITEM RETURNED	-513.27
6970645	6/07/2023	ELECTRONIC FUNDS TRANSFER	EFT MISSIONSQUARE RETIREMENT PAYMENT FOR PPE 06/02/2023	-11,968.83
9741685	6/07/2023	ELECTRONIC FUNDS TRANSFER	EFT WEXBANK/SHELL FUEL COMPANY PAYMENT FOR MAY/JUNE 2023	-4,065.43
JULY23/24	6/07/2023	ELECTRONIC FUNDS TRANSFER	EFT ALLIED ADMINISTRATORS-DELTA DENTAL PAYMENT FOR JULY 2023	-2,207.26
3660081	6/12/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 06/02/2023	-21,734.90
409-760	6/12/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 06/02/2023	-4,212.26
9837232	6/16/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR JUNE 2023	-18,086.83
JULY2023	6/20/2023	ELECTRONIC FUNDS TRANSFER	EFT BENEFIT BRIDGE/PUBLIC AGENCY COALITION PAYMENT: JULY 2023	-30,673.76
101-664	6/20/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 06/16/2023	-2,735.15
JULY23-24	6/20/2023	ELECTRONIC FUNDS TRANSFER	EFT DEARBORN LIFE INSURANCE PAYMENT FOR JULY 2023	-442.50
JULY2023	6/20/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR VSP INSURANCE ONLINE PAYMENT FOR JULY 2023	-437.17
9837233	6/21/2023	ELECTRONIC FUNDS TRANSFER	EFT MISSIONSQUARE RETIREMENT PAYMENT FOR PPE 06/16/2023	-11,717.83
9837235	6/23/2023	ELECTRONIC FUNDS TRANSFER	EFT BANK OF AMERICA CREDIT CARD PAYMENTS FOR MAY/JUNE 2023	-5,360.99
4251646	6/26/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 06/16/2023	-16,014.98
Total EFT'S/Bank Withdrawals				-130,233.28

Ref#	Date	Vendor	Description	Amount
TRX TO PR	6/07/2023	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCT FOR PPE 06/02/2023	-53,546.51
TRX TO PR	6/22/2023	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCT FOR PPE 06/16/2023	-43,215.45
Total Transfer Between Accounts				-96,761.96

Ref#	Date	Vendor	Description	Amount
9837236	6/29/2023	WITHDRAWALS	POSTAGE TO MAIL U/B BILLS FOR JUNE 2023	-505.
Total Debit Card Withdrawals				-505.

Section F, Item 4.



Staff Highlights – 2023-07-18

City Council

City Manager

Various meetings and discussion on the “Todd Property”

Continued development of Hazard Mitigation Grant Application for Solar Energy at the City’s Corporation Yard.

Multiple meetings with the City’s Engineer GHD on Eel River Trail, Water Capital Improvement Project Grant and other forthcoming projects.

Discussion with the County on termination of earthquake emergency proclamation – the emergency will continue to be renewed at this time.

Work with the County of Humboldt Public Works and Congressman Huffman’s office to expedite FEMA approval of 2017 storm damage project, currently held up by FEMA.

New vehicle graphics are being rolled out for the Rio Dell Police Department, in addition to new badges and patches.

City Clerk

Processed Six (6) Building Permit Applications

456 Third Ave. – 100 Amp Service Panel Upgrade
371 Berkeley St. – PG&E Substation Upgrade
1010 Pine St. – Repair Garage Wall
770 Walnut Dr. – Gas Line Relocation
754 Rigby Ave. – Framing and siding
2401 Rio Vista Ln. – Re-Roof Residence and Garage

Processed Two (2) Encroachment Permit Application:

PG&E – Replace pole at 130 Ash St.
PG&E – Replace pole at 310 Monument Rd.

Processed One (1) Business License Application

Precision Concrete Cutting – Non-Resident Contractor



Misc.

Attended Long Term Recovery Group (LTRG) Zoom meeting on 7/6/23
Attended Beautification, Walkability & Pride Committee meeting on 7/8/23
Submitted Quarterly Seismic Report to Department of Conservation
Submitted Quarterly AB 1473 Building Standards Report
Submitted Quarterly Disability Access & Education (DSA) Fee Report
Submitted Second Quarter Building Permit Report to County Assessor
Submitted Address Verification Letter for 560 Painter St.
Submitted Application for Use of School Facilities for Tire Recycling Event
Submitted Bureau of Labor Statistics Employment Report for July

City Attorney

Human Resources, Risk & Training

Finance Department

Met with Caltrans representatives on-site to finalize location and contract for the Clean CA Tire Amnesty Event taking place on 8/19

Scheduled logistics with Castle Tire for the tire drop off event

Coordinate interview with a prospective intern to work with City staff and GHD on GIS projects

Met with the Finance Director of Humboldt Senior Resource Center to update the contract agreement for transportation services provided for the current fiscal year as part of TDA funding requirements

Work with utility billing staff to update the list of accounts with delinquent sewer bills to send to county AC

Letters send to parcel owners with delinquent sewer bills per Ordinance 399-2023

Working to update the City of Rio Dell Agency QAP Renewal per Caltrans guidelines

Initiate PES (preliminary environmental study) to determine the types of technical studies needed for

Caltrans road damage projects due to earthquake

Schedule onboarding meeting with CHP – CGU regarding Rio Dell Police Department grant.

Assist cannabis businesses' with tax questions

Assist City Engineers to continue to work on Rio Dell Pedestrian Connectivity Project



Provide updates to CleanCA reps updating progress on grants

Uploaded environmental documentation to grant portal for CDBG grant opportunity for Owner and Tenant Occupied Rehab

Public Works Water

Assisted River Bluff Cottages in locating a leak in facility.

Clean out RBC's from Water plant backwashing

Clean out Water Filter Building

Work on Filter #3 (Add Media)

Work on Elm St Water Line Replacement Project

Public Works Wastewater

Ordering parts to repair the Tritan Belt press.

Routine Collection System cleaning.

Aiding streets crew with mowing.

Setting up the Chloramine test run to the irrigation fields.

Scheduling Pump impeller and wear plate replacement at lift stations.

Prepping for Generator install at fern St lift station.

Plant wash down and Contact Basin cleaning

Interviews for the Interim GIS position

Scheduling site inspection for Air quality sign off for Painter St lift station generator

Working on submitting 2QTR effluent Report to CWIQS

Public Works Streets, Buildings and Grounds

Replaced stop sign at Spring/ Ogle

Scraped gutter pans on wildwood for street sweeper.

Mowed Davis St park and south islands.



Mowed Water Tank Sites

Mowed North and South Gateway

General Roadside mowing

Corp yard Clean up

Mow and weedeat Rio Dell Metro Well Site

Purchased Weed Spray supplies (20% Vinegar , salt and Liquid Soap)

Completed weekly USA markings.

Take Riding mower to Fernbridge PaPe machinery for maintenance

Road side mowing on Edwards Dr, Pacific and Blue slide Rd

Set up cones for street sweeping.

Public Works City Engineer

Public Works Capital Projects

Police Department

Community Development Department

Final Inspection 371 Orchard (earthquake damage).

Final Inspection 13 Center Street (earthquake damage).

Final Inspection 244 First Avenue earthquake damage (Stucco, replaced with T-1-11 siding)

Prepare Sauers Plan Check Agreement with BPR.

Prepare AT&T Plan Check Agreement with BPR.

Final Inspection 484 Davis Street (earthquake damage).

Prepare PG&E Plan Check Agreement with BPR.

Sheetrock Inspection 1165 Eeloa Avenue

Sheetrock Inspection 244 First Ave



Prepare Hough Paint Violation letter.

Final Inspection 78 W. Davis Street, foundation repair (earthquake damage).

Meet with CalFire staff regarding Todd property acquisition.

Final Inspection 708 Pacific Avenue, foundation repair (earthquake damage).

Continue work on Rental Housing Inspection Program.

Review CalFire Annual Report, acquisition information, etc.

Review approved plans for firewall (WUI) requirements. Inform applicant/owner.

Gas line inspection 770 Walnut Avenue.

Roof tear-off inspection 1110 Riverside Drive

Foundation retrofit (Bolt & Brace Program) inspection 3 Painter Street.

Final inspection 1285 Eeloa (Garage addition)

Pre-Inspection 762 Rigby Avenue w/County for CDBG application.

Prepare an email to CalFire regarding CalFire acquisition. City Manager to review and approve.

Correspondence with T-Mobile agent regarding payments of past due lease payments pursuant to the amended Lease Agreement.

Emails to cannabis operators reminding them Annual Activity Fees are due by the end of the month.

Meeting with Ad Hoc Nuisance Committee to discuss the Draft Rental Housing Inspection regulations.

Meeting with Ad Hoc Gateway Committee regarding the draft landscaping plan, State requirements.

Intergovernmental

Humboldt-Rio Dell Business Park

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)



DATE: July 18, 2023

TO: Honorable Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Public Hearing on the List of Delinquent Sewer Accounts to send to the Auditor-Controller for placement on the tax roll

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Open the Public Hearing, receive public input, and deliberate; and
2. Close the Public Hearing; and
3. Discuss the matter; and
4. Approve the final list of delinquent sewer accounts to send to the Auditor-Controller for placement on the tax roll.

BACKGROUND AND DISCUSSION:

At the meeting on July 6, 2023, the Rio Dell City Council adopted Ordinance No. 399-2023, published as Rio Dell Municipal Code Section 13.10.242-246, to allow the City to send delinquent sewer charges to the auditor-controller to add them to the tax roll as a lien.

The adopted Ordinance Amendment includes reference to the Health and Safety Code §§ 5473 through 5473.7. Health and Safety Code § 5473 allows a city to send overdue sewer charges to the Auditor-Controller. The statute states that a city “may have such charges collected on the tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, its general taxes.” The inclusion of the amendment by the City would conform to such Health and Safety Code, thus allowing City to submit overdue sewer charges to the Auditor-Controller so long as City follows the protocol laid out in the Health and Safety Code.

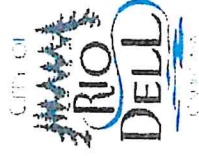
Health and Safety Code § 5473 allows the collection of overdue sewer charges through taxes. In order to do so, the following steps must be followed:

1. The City must prepare a written report each year and file it with the clerk, which must contain a description of each parcel of property receiving the services and the amount of the charge for each parcel for the year. Description of the parcels may be made either by referencing maps prepared in accordance with Section 327 of the California Revenue and Taxation Code, and also on file in the office of the County Assessor, or by reference to plats or maps on file in the office of the clerk.
2. Next, upon preparing and filing the written report, City must give notice and hold a hearing regarding the delinquencies.
3. The clerk must give notice of the filing of the written report and of a time and place of hearing, to be published pursuant to Section 6066 of the Government Code prior to the date set for the hearing, in a newspaper of general circulation printed and published within the City, if such newspaper exists, and if not, then notice must be published in a newspaper printed and published within Humboldt County.
4. Before collecting charges on the tax roll, the clerk shall cause notice in writing of the filing of the written report, proposing to have such charges for the next fiscal year collected on the tax roll and of the time and place of the hearing, to be mailed “to each person to whom any parcel or parcels of real property described in said report is assessed in the last equalized assessment roll available on the date said report is prepared, at the address shown on said assessment roll or as known to said clerk. If the legislative body adopts the report, then the requirements for notice in writing to the persons to whom parcels of real property are assessed shall not apply to hearings on reports prepared in subsequent fiscal years but notice by publication as herein provided shall be adequate.” (*Id.* at § 5473.1)
5. During the hearing, the City must hear and consider all objections or protests to the written report referred to in the notice. If the City finds that the protest is made by the owners of a majority of separate parcels of property described in the report, then the report shall not be adopted and the charges shall be collected separately from the tax roll and shall not constitute a lien against any parcel of land. (*Id.* at § 5473.2)
6. Upon conclusion of the hearing, the City may adopt, revise, change, reduce, or modify and charge or overrule any or all objections and shall make its determination upon each charge as described in the written report, which determination shall be final.
7. On or before August 10 of each year following the final determination, the clerk shall file with the county auditor a copy of the report prepared pursuant to Section 5473 with a statement endorsed on the report over their signature that the report has been finally adopted by the legislative body and the county auditor shall enter the amounts of the charges against the lots or parcels in question as they appear on the current assessment roll. If the property is not described on the roll, the county auditor may enter the description on the roll together with the amounts of the charges as shown in the report.

The City's adopted amendment would allow the City to send overdue sewer charges as liens to the Humboldt County Auditor-Controller, so long as they include the assessment protocol and, after the ordinance is amended, prepare and file a written notice and hold a hearing regarding the notice and delinquencies, following protocol found at California Health and Safety Code §§ 5473 through 5473.7.

ATTACHMENTS:

- List of Delinquent Sewer Accounts
- Ordinance No. 399-2023: Amending Ordinance 335-2015, Chapter 13.10, Section 241 And Adding Chapter 13.10, Sections 242-246 Property Tax Liens for Nonpayment of Delinquent Sewer Bills for Customers that do not Subscribe to Water Service and a Means of Collecting the Delinquent Charges on the Property Tax Bill
- Notice of Public Hearing



ORDINANCE NO. 399-2023

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AMENDING ORDINANCE 335-2015, CHAPTER 13.10, SECTION 241
AND ADDING CHAPTER 13.10, SECTIONS 242-246
PROPERTY TAX LIENS FOR NONPAYMENT OF DELINQUENT
SEWER BILLS FOR CUSTOMERS THAT DO NOT SUBSCRIBE
TO WATER SERVICE AND A MEANS OF COLLECTING
THE DELINQUENT CHARGES ON THE PROPERTY TAX BILL**

WHEREAS, the City of Rio Dell Municipal Code Section 13.10.240 provides that the Department of Public Works has the right to discontinue water service to any customer that is delinquent in the payment of their sewer bill, and

WHEREAS, there is no provision in the City of Rio Dell Municipal Code to discontinue sewer service to a customer that is delinquent in the payment of their bill, but does not subscribe to City water service, and

WHEREAS, the City of Rio Dell needs an incentive and procedure to enforce the collection of delinquent sewer bills from customers that use sewer services without water service, but are frequently delinquent in paying for the service, and

WHEREAS, California Government Code Section 54348 provides for the maximum penalty for delinquent utility services, and

WHEREAS, California Government Code Sections 54354 through 54357 gives local agencies the authority to place a lien on a property for delinquent utility charges and penalties, and

WHEREAS, California Health and Safety Code Sections 5473 through 5473.7 authorizes the City of Rio Dell to submit overdue sewer charges to the auditor-controller.

NOW, THEREFORE, BE IT RESOLVED, that Ordinance No. 399-2023 amends Ordinance 335-2015, Title 13, Chapter 13.10, Section 241 of the Rio Dell Municipal Code regarding the establishment of property tax liens for nonpayment of delinquent sewer bills by customers that do not subscribe to water service, and provides a means of collecting delinquent charges on the property tax and assessment rolls.

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

The following provisions shall be added to the City of Rio Dell Municipal Code Title 13, Chapter 13.10, as Sections 13.10.242, 13.10.243, 13.10.244, 13.10.245, 13.10.246:

13.10.242 Tax roll collection – Authority – Alternative method.

- A. When the City elects to use the tax roll on which general City taxes are collected for the collection of current or delinquent sewer service charges, proceedings therefor shall be had as now or hereafter provided therefor in Article 4, Chapter 6, Part 3, Division 5 of the California Health and Safety Code.
- B. The powers authorized by this section shall be alternative to all other powers of the City and alternative to procedures adopted by the City Council thereof for the collection of such charges.

13.10.243 Tax roll collection – Report and notice.

- A. A written report shall be prepared and filed with the City Clerk which shall contain a description of each parcel of real property receiving such services and facilities and the amount of the charge for each parcel for the forthcoming year computed in conformity with the charges prescribed by this Chapter.
- B. The City Clerk shall cause notice of the filing of the report and of the time and place of hearing thereon to be published once a week for two successive weeks prior to the date set for the hearing published in a newspaper of general circulation, printed and published within Humboldt County. Prior to such hearing for the first time, the City Clerk shall mail a notice in writing of the filing of the first report proposing to have such charges for the forthcoming fiscal year collected on the tax roll and of the time and place of hearing thereon, to be mailed to each person to whom any part or parcel of real property described in the report is assessed in the last equalized assessment roll on which general City taxes are collected, at the address shown on the roll or as known to the City Clerk.

13.10.244 Tax roll collection – Hearing and determination.

- A. At the time of the hearing, the City Council shall hear and consider all objections or protests, if any, to the report referred to in the notice and may continue the hearing from time to time.
- B. Upon the conclusion of the hearing on the report, the council will adopt, revise, change, reduce, or modify any charge or overrule any or all objections and shall make its determination upon each charge as described in the report, which determination shall be final.

13.10.245 Tax roll collection – Filing of report with county auditor.

On or before the tenth day of August in each year following the final determination of the council, the City Clerk shall file with the auditor a copy of the report with a statement endorsed thereon over his signature that it has been finally adopted by the council of the City, and the auditor shall enter the amounts of the charges against the respective lots or parcels of land as they appear on the current assessment roll.

13.10.246 Tax roll collection – Parcels not in City or not on roll.

- A. Where any such parcels are outside the boundaries of the City, they shall be added to the assessment roll of the entity for the purpose of collecting such charges.
- B. If the property is not described on the roll, the auditor shall enter the description thereon together with the amounts of the charges, as shown on the report.


I HEREBY CERTIFY that the foregoing Amendments were duly introduced at a regular meeting of the City Council of the City of Rio Dell on June 20, 2023, and furthermore were passed, approved, and adopted at a regular meeting of the City Council of the City of Rio Dell on the 6th day of July 2023 by the following vote:

Ayes: Garnes, Carter, Orr, Wilson and Woodall

Noes: None

Abstain: None

Absent: None



 Debra Garnes, Mayor

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 Ordinance No. 399-2023 adopted by the City Council of the City of Rio Dell on July 6, 2023.



 Karen Dunham, City Clerk, City of Rio Dell



NOTICE OF PUBLIC HEARING

AMENDING ORDINANCE 335-2015, CHAPTER 13.10, SECTION 241

AND ADDING CHAPTER 13.10, SECTIONS 242-246

PROPERTY TAX LIENS FOR NONPAYMENT OF DELINQUENT

SEWER BILLS FOR CUSTOMERS THAT DO NOT SUBSCRIBE

TO WATER SERVICE AND A MEANS OF COLLECTING

THE DELINQUENT CHARGES ON THE PROPERTY TAX BILL

CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE

TUESDAY JULY 18, 2023 AT 6:30 P.M.

NOTICE IS HEREBY GIVEN that the Rio Dell City Council will conduct a public hearing on **Tuesday, July 18, 2023, at 6:30 p.m.** or as soon thereafter as the matter can be heard, in the City Council Chamber at City Hall to amend Ordinance 335-2015, Chapter 13.10, Section 241 and adding Chapter 13.10, Sections 242-246 property tax liens for nonpayment of delinquent sewer bills for customers that do not subscribe to water service and a means of collecting the delinquent charges on the property tax bill.

The City of Rio Dell has reopened in-person City Council and Planning Commission meetings held in City Hall Council Chambers. The public may also attend these meetings virtually through Zoom. To participate through **Zoom**, call the toll-free number at **1-888-475-4499**, enter meeting **ID 987 154-0944**.

Public Comment by Email: In balancing the health risks associated with COVID-19 and 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 meeting. Your comments will be read out loud, for up to three minutes.

Zoom Public Comment: When the Chair announces the agenda item that you wish to comment on, 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.

If you are unable to attend the public hearing, you may direct written comments to the **City at 675 Wildwood Avenue, Rio Dell, CA. 95562, or you may contact the Rio Dell Utility Billing Department at (707) 764-3532**. In addition, information is available for review at the above address between the hours of 8:00 am and 5:00 pm, Monday - Friday.



In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

Attachment – List of Delinquent Sewer Accounts 7/18/2023

053-172-016-000	2,900.93
053-161-009-000	1,614.99
053-115-001-000	429.07
053-172-002-000	852.38
052-231-014-000	170.84
053-141-020-000	2,041.00
052-072-019-000	1,025.60
053-153-003-000	1,712.46
053-011-027-000	618.91
052-301-012-000	1,450.50
052-261-026-000	1,195.12
053-095-015-000	1,688.27
053-152-010-000	423.40
052-131-007-000	443.20
052-053-019-000	329.14
053-161-004-000	407.21
052-261-039-000	466.96
053-151-006-000	928.50
	<u>18,698.48</u>



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

July 18, 2023

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Direction on Assessor Parcel Numbers 053-041-002 & 053-031-002 Historically Referred to as the “Todd Property” and now Owned by the State of California.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive a presentation from staff and provide direction, if any.

BACKGROUND AND DISCUSSION

Staff will provide an update on the status of the former “Todd Property” at the intersection of US 101 and Davis Streets. The parcel is a 18+/- acre largely undeveloped parcel that has recently been acquired by the State of California Department of General Services for the use of CalFire as a new regional headquarters facility. Attached is a recent RFQ for project development & management of the proposed facility that has a description of the proposed project.

///



Request for Qualifications (RFQ)
Department of General Services
Real Estate Services Division
Project Management and Development Branch

The Department of General Services (DGS), Real Estate Services Division (RESA), Project Management and Development Branch (PMDB) is requesting Statements of Qualifications (SOQ) from Architectural and Engineering firms, pursuant to Government Code §4525 et. seq.

I. PROJECT DESCRIPTION

RESA-PMDB 2022-13

**HUMBOLDT DEL NORTE UNIT HEADQUARTERS
CALIFORNIA DEPARTMENT OF FORESTRY & FIRE
PROTECTION (CALFIRE)
FORTUNA, HUMBOLDT COUNTY, CALIFORNIA**

This project includes planning, design, and construction of an administration/training building, an emergency command center/support building, a self-contained breathing apparatus repair building, a service center building, an auto shop, a covered vehicle wash rack with water recycle system and building, a telecommunications building, a covered parking structure for 15 vehicles (with photovoltaic panels), a standard 2-engine fire station with a dozer/transport dozer shed, 2 generator/pump/storage buildings (with generators), a radio communications tower, site development, utilities, propane or natural gas system, a septic system, a domestic water well with water treatment and storage, a fire suppression water system with water storage, landscaping and irrigation, site lighting and fencing, telephone and radio cabling, sitework and related improvements. Demolition and hazardous materials abatement, at the existing site, will be required upon completion of the new site. The project must be designed in accordance with all current regulations, codes, statutes, Governors Executive Order B-18-12, and zero net energy (ZNE)

The estimated cost of construction is approximately **\$39,423,000**. The estimated duration of this contract will be five (5) years.

II. SCOPE OF SERVICES

The successful firm will provide professional architectural and engineering design, and additional services for the above-referenced design-bid-build project. The services may include, but are not limited to, preparation of construction documents, calculations, reports, assessments, studies, preliminary plans, working drawings, cost estimates, regulatory approvals, bidding and solicitation support, and construction support. All work must be performed under and be approved by a design professional licensed in the State of California.

The firm selected for this work and all sub-consultants/sub-contractors are precluded from participating in any of the construction or other competitively bid contract work on this project.

MINIMUM REQUIREMENTS

Firms that are interested in providing professional services for this contracting opportunity shall submit the following information in 8.5" x 11" format (11-point font or greater) with each of the numbered sections collated in a separate tab. Firms shall ensure that their written responses indicate how they meet the Selection Criteria in Section V below.

Submit two (2) hard copies of the following, and one (1) electronic copy as detailed below:

1. Letter of interest that includes the Federal Identification Number (FEIN) of the firm as well as the person authorized to negotiate and sign all agreements.
2. Executive Summary (2 pages maximum).
3. Federal Form SF330 (“Architect-Engineer Qualifications”) Parts I & II for your firm, and Federal Form SF330 Part II for any proposed sub-contractors. The current revision of these forms is available on the [GSA Webpage for SF330](#).
 - a. For each resume, firms may supplement the Form 330 (no more than one supplemental page per person) with further information on each individual's proposed project assignment and responsibilities, their specific professional experience related to this assignment, and their current work assignment(s) and projected completion dates.
4. Written statement of the firm's qualifications that is responsive to the selection criteria below. Firms shall respond in writing indicating how they believe their qualifications fulfill the requirements of these criteria. **Firms must respond to each numbered criterion with complete and organized responses.**
5. Additional Required Documents
 - a. Current Statement of Information (can be obtained on the [California Secretary of State's website](#)). If operating under a fictitious business name, provide all supporting documentation (i.e. fictitious business name statement certified by the appropriate county clerk).
 - b. Verification of California license for Architects, Professional Engineers, Land Surveyors, or Geologists (can be obtained on [the Department of Consumer Affairs website](#)).
 - c. If applicable, proof of current certification from the DGS Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS). This information can be obtained [DGS Office of Small Business and Disabled Veteran Business Enterprise Services website](#).
 - d. Completed and signed California Civil Rights Laws Attachment, available on the [website link to the Civil Rights Laws Attachment Form](#)
 - e. Proof of current registration with the California Department of Industrial Relations as a Public Works Contractor for the firm submitting SOQ, and subs. [Website link to the DIR Contractor Registration Search](#).
 - f. Darfur Contracting Act Certification. [Website link to the Darfur Contracting Act Certification Form](#).
 - g. Iran Contracting Act Certification. [Website link to the Iran Contracting Certification Form](#).
 - h. The Bidder's Declaration Form (GSPD-05-105). This form documents subcontracted services. [The Website link to the GSPD-05-105 Form](#).

The State encourages Small Businesses and Disabled Veteran Business Enterprises participation.



To locate certified firms for subcontracting purposes, start on Cal eProcure. [Website link to CaleProcure](#). Click on “Small Business / Disabled Veteran Business Enterprise,” then “Search for Certified SB/DVBE Firms.” In the Certification Type, select any combination of Micro Business (MB), Small Business (SB), or Disabled Veteran Business Enterprise (DVBE).

Additionally, there are fields that allow for a narrowing of the search. In the UNSPSC Classifications field, a search can be conducted in which the words “architectural” or “engineering” are used. If, for example, the UNSPSC Classification for Architectural Engineering (81101508) is selected, in addition to Disabled Veteran Business Enterprise (DVBE), Service Area (County) Sacramento (34), a number of DVBE certified firms that associate with the Architectural Engineering category are shown.

If you feel your company or your subcontractor qualifies as either, visit the [website link to DGS SB & DVBE](#) for more information or call OSDS at (916) 375-4940 for further information.

Please note that no preference in the qualifications category can be given to Small Business firms under the contracting law set up for professional services contracts (Architectural, Engineering, Environmental Services, etc.). Procedures shall assure maximum participation of small business firms, as defined by the Director of General Services pursuant to Government Code Section 14837.

III. SUBMISSION INFORMATION AND DEADLINE

Hard Copy Submittal Deadline: **Friday, April 7th, 2023, at 5:00 P.M.**

Address for Submission:

Department of General Services
Real Estate Services Division, Project Management & Development Branch
Attn.: Jessica Leach-Simon, Contracts Analyst and Nora Sandstedt, Contracts Technician
707 3rd Street, 4th Floor
West Sacramento, CA 95605

Within 24 hours of submission of SOQ to the State, one electronic copy shall be uploaded by the submitting firm to the following DGS Box.com site: <https://dgscloud.app.box.com/f/d634d813df07437fb4b88989eb0e54b6>. Electronic copy shall be identical to the hard copy submitted, in PDF format.

Facsimile or e-mail submittals will not be considered.

IV. SELECTION CRITERIA

Submitted SOQ packages will be evaluated on the nine (9) areas listed below.

1. Experience of Firm

Professional experience of the firm in relation to the work to be performed.

- List each person with their role for all staff identified as a part of this proposal.
- Experience of subcontractors in relation to the work performed.
- Nature and quality of completed work.

2. Experience of Principals

Professional experience and licenses of the principals to be assigned to the project.

- List the Principals to be assigned to and involved with the project.

3. Experience of Key Personnel

Professional experience and training of key personnel, including both design and field personnel, and subcontractor staff.

- List staffs experience, education, licensing, certification, and training.

4. Resource Availability

- Firm's resource availability and demonstrated ability to meet deadlines and produce timely required deliverables. SOQs shall demonstrate reliability of firm, continuity of firm's staff and sub contractors, and confirmation of staff availability being proposed for the project.
- Location of firm office(s) for project coordination and services.

5. Working with Other Entities

Demonstrated ability to collaborate and work with various utilities, and governmental departments including experience coordinating with multiple stakeholders.

6. Problem Solving

Demonstrated ability to provide creative and innovative solutions to solve design and engineering problems, including unexpected problems, via examples of past projects.

7. Demonstrated LEED, ZNE and Zero Net Carbon experience and capabilities.

8. Demonstrated expertise and experience in cost estimating, scheduling and phasing, value engineering, and cost benefit analysis.

9. Demonstrated expertise and experience in the permitting, coordination, and design of Fire Station Headquarters.

Firms SOQ will respond in writing showcasing how their experience fulfills the requirements of the above criteria.

Consultant team must be comprised of all disciplines necessary to effectively provide essential and ancillary services for the work described for the project. Team shall be experienced with designs of similar nature, size and complexity.

V. CONTRACT ADMINISTRATIVE PROCESS

Firms will be selected on the basis of written responses to this RFQ and an oral interview.

Submittals will be evaluated and scored based upon the above selection criteria for those firms who have complied with the minimum qualification requirements.

Typically, three firms with the highest scores will be selected for the "short list." These firms will be invited for an interview and asked to make an oral presentation on their firm and its qualifications and experience.

Upon completion of all interviews, a single firm will be selected. The selected firm will be asked to submit a fee proposal specifying the hourly rates for specific classifications of employees, subcontractors, and/or services to be provided. The State will enter into negotiations to create fixed rates. In the event that a satisfactory agreement cannot be negotiated, the State will terminate negotiations with that firm and begin negotiations with the next ranked firm, and so on. After successful negotiations, a contract will be awarded and executed.

The State reserves the right to terminate the selection proceedings at any time.

Ten percent (10%) percent retention will be held for all progress payments made to consultant. When the estimated amount to be retained exceeds ten thousand dollars (\$10,000.00), and the retention continues for a period of 60 days beyond the completion of phased services, upon written request and at the expense of the consultant, the State will pay the retentions earned directly to a state or federally chartered bank in this state, as the escrow agent. [Website link to Public Contract](#)



[Code § 6106.5](#). Visit the website link for [Public Contract Code § 6106.5 \(e\)](#) for further requirements pertaining to sub-consultants.

VI. LABOR COMPLIANCE MONITORING & ENFORCEMENT PROGRAM - CONTRACTOR REGISTRATION

Pursuant to [Labor Code § 1725.5](#), contractors must register with the Department of Industrial Relations (DIR) as a public works contractor to bid on, be listed in a bid proposal or engage in the performance of any public works contract. The application also provides agencies that administer public works programs with a searchable database of qualified contractors. Application and renewal are completed online [DIR Contractor Registration Info Page](#). The current annual fee can be located on the DIR website. The registration period coincides with the fiscal year.

Firms submitting Statements of Qualification must list their Department of Industrial Relations (DIR) registration number, as well as the DIR registration number for each listed subcontractor. Which subcontractor is assigned to each registration number must be clear. If a coverage determination has been provided by DIR, the coverage determination letter may be submitted in lieu of a DIR registration number.

All A&E contractors and subcontractors shall be required to comply with the monitoring and enforcement program, including, but not limited to, contractor registration, submittal of electronic certified payroll reports (eCPRs) directly to the DIR as applicable and cooperation with on-site monitoring by DIR personnel if the work performed is covered by prevailing wage laws. Not all work performed by an A&E Firm or its subcontractors are covered by prevailing wage laws. Refer to [Labor Code § 1771.4 et seq.](#) and the [website link to the Prevailing Wage Requirements](#).

VII. PREVAILING WAGES

Pursuant to [Labor Code Section § 1774](#), the contractor and any subcontractors, regardless of tier, shall pay not less than the specified prevailing wage rates to all workers employed in the execution of the agreement. [Website link the Labor Code Section § 1774.](#)

Copies of the prevailing rate of per diem wages are on file at the Department of General Services, which shall be made available to all interested parties. Additionally, these prevailing wage rates are available on the DIR website. [Website link to the DIR Prevailing Wage Determination page.](#)

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

VIII. ECONOMIC SANCTIONS

Firms submitting an SOQ must be advised of Executive Order N-6-22 Russia Sanctions. On March 4, 2022, Governor Gavin Newsom issued Executive Order (EO) N-6-22 regarding Economic Sanctions against Russia and Russian entities and individuals. “Economic Sanctions” refers to sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as any sanctions imposed under state law. By submitting a SOQ, the submitting firm represents that it is not a target of Economic Sanctions. Should the State determine the submitter is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for rejection of the Bidder’s SOQ any time prior to contract execution, or, if determined after contract execution, shall be grounds for termination by the State.

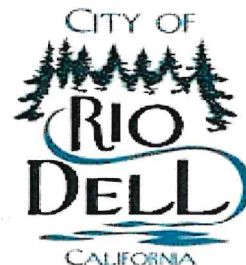
IX. QUESTIONS

All technical questions should be directed to Michael Ton, at 916-376-3836, or



michael.ton@dgs.ca.gov.

All questions regarding the submission of RFQs should be directed to Jessica Leach-Simon, Contracts Analyst at jessica.leachsimon@dgs.ca.gov.



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

July 18, 2023

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Update from the Mayor on Citizen Recognition for Earthquake Response

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive update and provide direction, if any.

BACKGROUND AND DISCUSSION

During this year's Wildwood Days, the Mayor is proposing to recognize three special minors who participated in relief efforts throughout the Earthquake response.

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July 18, 2023

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Second Reading and Adoption of Ordinance No. 400-2023 amending RDMC 2.05.010 & RDMC 2.10.160 Regarding the Regular City Council Meeting Start Times.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Hold a public hearing and adopt Ordinance No. 400-2023 amending RDMC 2.05.010 & RDMC 2.10.160 altering the City Council Regular Meeting start time from 6:30pm to 6:00pm.

BACKGROUND AND DISCUSSION

The Rio Dell City Council has scheduled 6:30p.m. start times for its regularly scheduled twice-monthly meetings since well before the year 2000. Discussion on this start time was initiated by staff and it was directed by the Council on June 20, 2023 for an amendment to Rio Dell Municipal Code be drafted that would move the start time of the meetings from 6:30p.m. to 6:00p.m.

No other changes are being proposed or recommended at this time. Under state law the Ordinance would not come into effect until 30 days after the final reading and adoption and if adopted on July 20, 2023 would begin to be implemented for the Regular City Council Meeting of September 5, 2023.

///

Ordinance Changes

2.05.010 Time of meetings.

The City Council shall regularly meet on the first and third Tuesdays of each and every month at the hour of ~~6:30 p.m.~~ 6:00p.m.

2.10.160 Meeting guidelines and procedures.

(2) Meeting Dates and Location. Consistent with Chapter 2.05 RDMC, regular meetings of the City Council shall be held on the first and third Tuesdays of every month, commencing at ~~6:30 p.m.~~ 6:00p.m. in the City Hall Council Chambers, 675 Wildwood Avenue, Rio Dell.



ORDINANCE NO. 400-2023

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AMENDING SECTIONS 2.05.010 & 2.10.160 OF THE RIO DELL
MUNICIPAL CODE PERTAINING TO CITY COUNCIL REGULAR
MEETINGS TIME OF MEETINGS**

WHEREAS, the City of Rio Dell Municipal Code Sections 2.05.010 and 2.10.160 of the City of Rio Dell (“City”) Municipal Code establishes City Council meeting times; and;

WHEREAS, the City desires to reduce reduce the frequency of Regular Meetings of the City Council of the City of Rio Dell from continuing late into the night, and;

WHEREAS, the current meeting time of 6:30p.m. is one of the latest starting public meetings in Humboldt County; and,

WHEREAS, the City believes that by moving the regular City Council Meetings from 6:30p.m. to 6:00p.m. a greater level of convenience will be experienced by the general public, Councilmembers and staff in their attendance of Regular City Council Meetings.

NOW, THEREFORE, BE IT RESOLVED, that Ordinance No. 400-2023 amends Title 2, Chapter 5, Section 10 of the Rio Dell Municipal Code regarding Regular Meeting Times of the Rio Dell City Council is hereby amended as follows:

2.05.010 Time of meetings.

The City Council shall regularly meet on the first and third Tuesdays of each and every month at the hour of 6:00 p.m.

BE IT FURTHER RESOLVED, that Ordinance No. 400-2023 amends and Title 2, Chapter 10, Section 160 of the Rio Dell Municipal regarding Regular Meeting Times of the Rio Dell City Council is hereby amended as follows:

2.10.160 Meeting guidelines and procedures.

(2) Meeting Dates and Location. Consistent with Chapter 2.05 RDMC, regular meetings of the City Council shall be held on the first and third Tuesdays of every month, commencing at 6:00 p.m. in the City Hall Council Chambers, 675 Wildwood Avenue, Rio Dell.

I HEREBY CERTIFY that the foregoing Amendments were duly introduced at a regular meeting of the City Council of the City of Rio Dell on July 8, 2023, and furthermore were passed, approved, and adopted at a regular meeting of the City Council of the City of Rio Dell on the 18th day of July 2023 by the following vote:

- Ayes:
- Noes:
- Abstain:
- Absent:

Debra Garnes, Mayor

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 Ordinance No. 400-2023 adopted by the City Council of the City of Rio Dell on July 18, 2023.

Karen Dunham, City Clerk, City of Rio Dell