



# RIO DELL CITY COUNCIL AGENDA

## CLOSED SESSION – 5:00 P.M.

## REGULAR MEETING - 6:00 P.M.

### TUESDAY, JULY 15, 2025

City Council Chambers  
675 Wildwood Avenue, Rio Dell

**Welcome** - Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue and available on the City's website at [cityofriodell.ca.gov](http://cityofriodell.ca.gov). Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often. City Council meetings are held in City Hall Council Chambers for in-person public attendance. The public may also attend these meeting virtually through Zoom.

#### **Public Comment by Email:**

In balancing the health risks associated with COVID-19 and need to conduct government in an open and transparent manner, public comment on agenda items can be submitted via email at [publiccomment@cityofriodell.ca.gov](mailto:publiccomment@cityofriodell.ca.gov). Please note the agenda item the comment is directed to (example: Public Comments for items not on the agenda) **and email no later than one-hour prior to the start of the Council meeting**. Your comments will be read out loud, for up to three minutes. Meeting can be viewed on Access Humboldt's website at <https://www.accesshumboldt.net/>. Suddenlink Channels 10, 11 & 12 or Access Humboldt's YouTube Channel at <https://www.youtube.com/user/accesshumboldt>.

#### **Zoom Public Comment:**

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



*In compliance with the Americans with Disabilities Act (ADA), 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 before the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting. Assistive listening devices are now available for the hearing-impaired. Please see the City Clerk for a receiver.*

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**

1. 2025/0715.01 - **Public Employee Performance Evaluation** Title: Chief of Police – Gov't Code §54957
2. 2025/0715.02 - **Conference with Labor Negotiator** Agency Negotiator: City Manager – Employee Organizations: Rio Dell Employees Association, Rio Dell Police Officers Association, and all Contract Employees – Gov't Code §54957.6

**D. PUBLIC COMMENT REGARDING CLOSED SESSION**

**E. RECESS INTO CLOSED SESSION**

**F. RECONVENE INTO OPEN SESSION**

**G. ORAL ANNOUNCEMENTS**

**H. PLEDGE OF ALLEGIANCE**

**I. CEREMONIAL MATTERS**

1. 2025/0715.03 - Proclamation Acknowledging and Thanking Julie Woodall for her Past and Continued Efforts in Beautifying the City - Pg. #4

**J. PUBLIC PRESENTATIONS**

*This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not 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.*

**K. CONSENT CALENDAR**

*The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the 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. 2025/0715.04 - Approve Minutes of the July 1, 2025, Regular Meeting **(ACTION)** - Pg. #5
2. 2025/0715.05 - Approve the Placement of a Public Hearing for the Cost Recovery for the Abatement of 530 Third Ave **(ACTION)** - Pg. #11

- [3.](#) 2025/0715.06 - Approve the List of Delinquent Sewer Accounts for Submission to the Humboldt County Auditor-Controller for Placement as Liens on the County Tax Rolls **(ACTION)** - Pg. #13
- [4.](#) 2025/0715.07 - Authorize the Finance Director to Sign and Submit the City's Annual Regional Surface Transportation Program (RSTP) Claim to the Humboldt County Association of Governments (HCAOG) **(ACTION)** - Pg. #21
- [5.](#) 2025/0715.08 - Approve Resolution Nos. 1642-2025 and 1643-2025 Authorizing the City Manager to Submit a Grant Application for the Acquisition of the Davis Street Park from the Rio Dell School District and a Grant Application for Phase III of the Rio Dell Dog Park, including the Proposed Construction of a Half-Court Basketball Court, Picnic Tables, Bike Racks, Landscaping, and Fencing **(ACTION)** - Pg. #28
- [6.](#) 2025/0715.09 - Adopt Ordinance No. 415-2025 Amending Chapter 17, "Zoning" of the Rio Dell Municipal Code (RDMC) to Update the City's Density Bonus Ordinance to Reflect Changes Made in State Law, Establish Accommodations Request and Single Room Occupancy Regulations, and Amend the Town Center (TC) and Residential Multi-Family (RM) Designations to Allow Single Room Occupancy Units **(ACTION)** - Pg. #39
- [7.](#) 2025/0715.10 - Receive & File the Check Register for June **(ACTION)** - Pg. #62

**L. ITEMS REMOVED FROM THE CONSENT CALENDAR**

**M. REPORTS/STAFF COMMUNICATIONS**

- [1.](#) 2025/0715.11 - City Manager/Staff Update **(RECEIVE & FILE)** - Pg. #67

**N. SPECIAL PRESENTATIONS**

**O. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS/STUDY SESSIONS**

**P. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS**

**Q. COUNCIL REPORTS/COMMUNICATIONS**

**R. ADJOURNMENT** - The City Council will adjourn into closed session to continue discussion of the above-listed closed session matters if needed

*The next regular City Council meeting is scheduled for  
Tuesday, **August 5, 2025 at 6:00 p.m.***

# PROCLAMATION

ACKNOWLEDGING AND THANKING

**JULIE WOODALL**

FOR HER PAST AND CONTINUED SERVICE  
AND COMMITMENT TO THE COMMUNITY

**WHEREAS**, volunteer community service is an integral part of the operations and spirit of the City of Rio Dell; and

**WHEREAS**, the beauty of Rio Dell is often reflected in the vibrant hues and welcoming presence of its floral displays; and

**WHEREAS**, Julie Woodall has, through her unwavering commitment and green thumb, single-handedly planted, nurtured, and maintained the fifty-three (53) breathtaking petunia displays that adorn our city, bringing joy and a sense of pride to residents and visitors alike; and

**WHEREAS**, her tireless efforts, often unseen but always admired, embody the true spirit of community service and serve as an inspiring example of how one person can profoundly impact the aesthetic and morale of an entire city.

**NOW, THEREFORE, BE IT PROCLAIMED** on this 15<sup>th</sup> day of July, 2025, that the City Council of the City of Rio Dell extends its deepest gratitude and appreciation to **Julie Woodall** for her exceptional dedication, remarkable skill, and invaluable contributions to beautifying our city with her magnificent petunias. Her years of devoted service have truly made Rio Dell a brighter and more beautiful place for all.

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Debra Garnes, Mayor  
City of Rio Dell



**RIO DELL CITY COUNCIL  
REGULAR MEETING MINUTES  
JULY 1, 2025**

Mayor Garnes called the regular meeting of the Rio Dell City Council to order at 6:00 p.m.

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

Absent: Councilmember Orr (excused)

Others Present: City Manager Knopp, Chief of Police Phinney, Water/Roadways Superintendent Jensen, Community Development Director Caldwell, City Clerk Dunham, and Senior Fiscal Assistant Maciel

Absent: Finance Director Sanborn (excused)

**PUBLIC PRESENTATIONS**

Mayor Pro Tem Carter invited public comment on non-agenda matters. There was no public comment received.

**CONSENT CALENDAR**

Mayor Pro Tem Carter asked if any council member, staff, or member of the public would like to remove any item from the consent calendar for a separate discussion. No items were removed.

A motion was made by Carter/Woodall to approve the consent calendar, including the following items:

- 1) Minutes of the June 17, 2025, Regular Meeting; and
- 2) Approve the Execution of a Three-Year Contract with Nichols Consulting for State Mandated Reporting and Reimbursement.

The motion carried 4-0.

**REPORTS/STAFF COMMUNICATIONS**

City Manager/Staff Update

City Manager Knopp reported on recent meetings and activities and said that he attended a SCORE board meeting on June 20, 2025, and noted that they are undergoing research on Perimetric Earthquake Insurance. This would insure the policyholder against specific events by paying a set amount based on the magnitude of the earthquake as scientifically measured. He explained that it has some pre-determined triggers, which in this case would be ground acceleration data. He said that

**JULY 1, 2025 MINUTES  
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as the Council is aware, the 2022 earthquakes had the third-highest ground acceleration reported in State history. Some of the advantages of Perimetric Earthquake Insurance are very quick payouts with payments to the City within 30 days, and the payment could be made to the City using the science objective rather than using the magnitude rector scale data. Some of the advantages are that funds could be used for immediate expenses for business interruption and would not count against any traditional earthquake insurance with regard to any reimbursement from FEMA or the California Disaster Assistance Act (CDAA). He noted that this could be a useful tool in the future if or when there is another major seismic event.

He reported on two ongoing projects occurring in the City, which are the Water Improvement CIP Project and the Sanitary Sewer Evaluation Study Project, Close Circuit TV Pipeline Inspection Project. He said that NorCal Pipe is here to camera and clean the wastewater collection system and warned residents of potential discolored water or possible bubbling toilets at homes that do not have the required backflow prevention device installed.

Mayor Pro Tem Carter announced that once again, zero animals were transported to Miranda's Rescue.

Councilmember Wilson asked for clarification on the comment from the City Manager regarding the 2022 earthquake having the 3<sup>rd</sup> highest ground acceleration rate in the State.

City Manager Knopp explained that the acceleration rate is the actual shaking force during an earthquake. He commented that the information was reported by Lori Dangler, a professor from Cal Poly Humboldt. Traditionally, you look at the epicenter, but the ground acceleration rate is very different from locality to locality. He pointed out that although the epicenter of the 2022 earthquake was closer to Ferndale, Rio Dell sustained more damage.

Councilmember Woodall thanked the Police Department and the Community Service Officer for promptly addressing the nuisance at 255 Wildwood Ave.

Mayor Garnes referred to the staff update from the Community Development Director, and asked for clarification on one of the update items that said: "Open refer Margro Properties VDU, CUP, identify 300's, prepare staff report, resolution."

Community Development Director Caldwell explained that Margro Advisors at 105 Wildwood Ave. applied for a Conditional Use Permit (CUP) to establish two (2) vacation rental units in the Margro building. The discretionary review requires a notice to be sent out to various referral agencies, as well as all properties located within 300 feet of the property.

**SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/STUDY SESSIONS**

**JULY 1, 2025 MINUTES****Page 3**Receive Update from GHD on the Water Capital Improvement Project (CIP) and Authorize the City Manager to Execute the Change Order

City Manager Knopp provided a brief staff report and said that the Water Capital Improvement Project is continuing to progress. Three change orders have been approved to date, with a net reduction in construction costs. He said that he wanted to bring this to the City Council as it is a material change to the contract. He noted that there is a little more than a million dollars set aside in contingency, which is standard for an infrastructure project of this size, using roughly 36% of the contingency for this change order. He said that staff is recommending approval of Change Order #4 for \$363,351.66 to cover a change in the tank design to meet the current seismic design standard that was identified after the bid went out. He explained that the tank is required to be taller to allow for sloshing issues in the event of an earthquake.

He recommended approval of the change order to avoid possible changes in steel prices and a delay in moving the project forward.

He then introduced Michelle Davidson from GHD, on Zoom, to provide the engineer's update on the project. She noted that the seismic design parameters changed after the plans were initially developed, requiring the tank supplier to update the design. She said that one of the major components is thicker-gauge steel. She explained that the benefit to the City covers three key points: 1) increased capacity, providing the City with an additional 120,000 gallons; 2) cost efficiency, reducing the cost per gallon from \$3.43 a gallon for a 500,000 gallon tank to \$3.03 per gallon for the larger tank; and 3) this does not affect the hydraulic compatibility of the two existing tanks.

She said that the engineer's recommendation is to proceed with the change order and noted that while it is expensive, it will never be more cost-effective to add to the tank capacity and will provide additional benefit to the City and mitigate the seismic issues.

Mayor Garnes called for questions from the Council and opened it to public comment. No questions or comments were received.

A motion was made by Carter/Wilson to authorize the City Manager to execute Change Order #4 for \$363,351.66 for the Water Capital Improvement Project. The motion carried 4-0.

**ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS**

Introduction and first reading (by title only) of Ordinance No. 415-2025 Amending Chapter 17, "Zoning" of the Rio Dell Municipal Code (RDMC) to Update the City's Density Bonus Ordinance to Reflect Changes Made in State Law, Establish Accommodations Request and Single Room Occupancy Regulations, and Amend the Town Center and Residential Multi-Family Designations to Allow Single Room Occupancy Uses

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Community Development Director Caldwell provided a staff report explaining that this is a text amendment to the current zoning regulations, mandated by the State of California. The City's density bonus regulations were last updated in 2014, and a number of changes have been made since then. He noted that all three of these components of the ordinance were identified in the Housing Element, as part of the implementation program. The Department of Housing and Community Development recently reached out to the City on the City's progress in implementing some of the required programs.

He then reviewed the three recommended text amendments, including Density Bonus, Reasonable Accommodations, and Single Room Occupancy Units. He noted that the amendments will bring the City into compliance with these State mandates.

He said that Reasonable Accommodations requires the City to make reasonable accommodations, typically regarding setbacks, and explained that if someone with a disability wanted to install a handicap ramp to their house, and it extended into the front or side yard setback, instead of requiring them to go through the variance process, this provision would allow the Planning Director to approve it administratively.

He said that the other amendment has to do with Single Room Occupancy Units, which is another State mandate. He explained that single room occupancy means a facility providing six (6) or more dwelling units where each unit has a minimum floor area of 150 square feet and a maximum of 400 square feet. These dwelling units are typically converted motels and may have a kitchen or a bathroom but are not required, and are offered on a monthly basis or longer.

In addition, a Single Room Occupancy facility with ten (10) or more units must have an on-site manager, and facilities with fewer than ten (10) units must provide a management office onsite.

He noted that the likelihood of having Single Room Occupancy units in Rio Dell any time soon is unlikely.

Community Development Director Caldwell recommended that the Mayor open the public hearing, receive public input, deliberate, and continue the second reading and adoption of the ordinance to the meeting of July 15, 2025.

Councilmember Woodall asked if new Single Room Occupancy (SRO) units could be built in the City, and if so, where would they be allowed.

Community Development Director Caldwell said that they could be built in the Town Center (TC) zone or the Residential Multi-Family (RM) zone; however, most of those areas are built out. He said that these units are typically seen in converted motels.

Councilmember Wilson asked if an SRO's could be part of a single-family residence.

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Community Development Director Caldwell said that they could not be part of a single-family residence, and those would be considered an Accessory Dwelling Unit or Junior Accessory Dwelling Unit. He pointed out that SRO's are similar to a college dorm room.

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

A motion was made by Carter/Woodall to approve the introduction of Ordinance No. No. 415-2025 Amending Chapter 17, "Zoning" of the Rio Dell Municipal Code (RDMC) to Update the City's Density Bonus Ordinance to Reflect Changes Made in State Law, Establish Accommodations Request and Single Room Occupancy Regulations, and Amend the Town Center and Residential Multi-Family Designations to Allow Single Room Occupancy Uses, and to continue the second reading and adoption of the ordinance to the meeting of July 15, 2025.

The motion carried 4-0.

**COUNCIL REPORTS/COMMUNICATION**

Mayor Pro Tem Carter reported on recent meetings and events and said that she attended a RREDC meeting last week and learned about the Golden Mussel, which is a new invasive mussel that is from Southeast Asia and is now in the Bay Area and spreading north and south through river systems. She said that the biggest risk here are the local lakes and warned the community of the extra inspection stations at the recreational facilities, particularly Ruth Lake.

She then commented that the Rio Dell river bar was very popular this weekend, and what she observed was people showing up and being amazed by the area. She said that she went down during the day and again at night to pick up trash, and it was minimal. She noted that she went by Proper Wellness and learned that they also did very well over the weekend with sales. She said that she had also received a lot of positive feedback from people from out of town about the Eel River Trail, so it seems that the City has some momentum there and needs to keep it going.

Councilmember Wilson reported that he attended an RCEA meeting and they are trying to bring into the board, two native American tribes and allow them to vote on the Community Choice Aggregation (CCA) process. There is a discrepancy as to whether it is legal because the State says that you must be a city or county to vote on the rule. He said if anyone is interested, they can go online and read the resolution.

Councilmember Woodall reported on current activities around town and said that the Fire Department is painting the library and is making progress on re-doing the Bocce Ball courts. She urged everyone to support the Fire Department by purchasing fireworks from

JULY 1, 2025 MINUTES  
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the Fire Department and announced that the new business next to the Barber Shop called Emerald Z is having its grand opening on July 5<sup>th</sup> at 1:00 p.m. and urged everyone to attend. She thanked residents for cutting their weeds and tall grass and said that she was also down at Proper Wellness, and there was a lady from Fortuna there shopping, and she complimented the City for keeping the median green. She also commented that she was in DJ's Burger Bar and there was a couple there from Fortuna who said they came down to Rio Dell to have lunch and walk the new trail, which was nice to hear.

Mayor Garnes reported that she had received a lot of positive feedback from the community regarding the video of the grand opening of the Eel River Trail and said that she attended the opening of the Humboldt Bay Trail, which begins north of the Adorni Center and ends at the Arcata Marsh. She said that there were a lot of people at the celebration and on the trail, which was very positive. She noted that the Redwood Coast Energy Authority (RCEA) will be releasing an Electric Bike Voucher Program in the next two weeks and asked everyone to spread the word and check out the website for more information.

She commented that she attended a Humboldt Crabs game with Senator McGuire, who is still very enthusiastic about Rio Dell and hopeful that things will work out with regard to economic development opportunities.

ADJOURNMENT

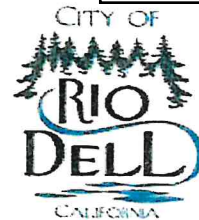
A motion was made by Carter/Woodall to adjourn the meeting at 6:34 p.m. to the July 15, 2025, regular meeting. Motion carried 4-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk





675 Wildwood Avenue  
Rio Dell, CA 95562-1597  
(707) 764-5642 Hall

**For Meeting of: July 15, 2025**

■ Consent Item; □ Public Hearing Item

To: City Council

From: Mary Clark, Community Service Officer

Through: Kyle Knopp, City Manager

Date: July 15, 2025

Subject: Discussion of Cost Recovery for the Abatement of 530 Third Avenue

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That the City Council review the cost recovery for the abatement that took place on May 20, 2025 at 530 Third Avenue and approve the placement of a public hearing on the Council's agenda so that a lien may be placed on the property. The hearing is tentatively scheduled for September 2, 2025. The total cost for the abatement was determined to be \$4,054.54.

### **Background and Discussion**

On May 20, 2025, two workers from Eel River Transportation, Chief Phinney, Corporal Landry and I conducted an abatement at 530 Third Avenue in the City of Rio Dell. During the abatement, solid waste and multiple junk vehicles were removed from the property. One 30-yard dumpster was filled with solid waste, a travel trailer was filled with solid waste and two junk vehicles were towed from the property. The City's cost for the abatement were determined to be \$4,054.54.

The cost assessment was sent via certified mail to the property owner. The property owner has not made any attempt to pay the City for this debt. Rio Dell Municipal Code (RDMC) Sections 8.10.310 through 8.10.330 cover the cost recovery process. RDMC Section 8.10.330 references the California Government Code Section 38773.5 which spells out the process for establishing taxes and assessments. **This process requires two meetings, a public meeting followed by a public hearing. The public hearing is anticipated to be held on September 2, 2025.**

Attachment(s): Cost recovery assessment



Rio Dell Police Department  
675 Wildwood Avenue, Rio Dell, California 95562  
[707] 764-5642

COST RECOVERY ASSESSMENT

Name: Jonathan Dixon  
Address: 530 Third Avenue  
Rio Dell, California 95562  
A.P.# 053-072-008  
File # CE24-314  
Location: 530 Third Avenue  
Rio Dell, California

Staff/		Staff Time		Cost
Date	Vendor	Description	Hours/10ths	
5/3/2024	MC	Draft and Mail Notice of Violation	0.75	\$45.45
7/24/2024	MC	Draft and Serve Notice of Nuisance and Order	1.00	\$60.63
5/16/2025	MC	Draft Abatement Warrant	0.50	\$30.31
5/19/2025	MC	Serve Abatement Warrant	0.25	\$15.15
5/20/2025	MC	Abatement	4.00	\$242.52
5/20/2025	CL	Abatement	4.00	\$336.44
5/20/2025	JP	Abatement	2.00	\$222.18
SUB-TOTAL - Staff Time				\$952.68

Contractors and Other Agencies/Departments		
CONTRACTORS:		
5/20/2025	Recology - 30 yard dumpster	\$1,213.18
OTHER AGENCIES/DEPARTMENTS		
5/20/2025	Eel River Transportation- Clean Up Crew, Vehicle Disposal and Travel Trailer Disposal	\$1,829.90
5/20/2025	Eel River Transportation- Tire Disposal	\$50.00
SUB-TOTAL - Contractors and Other Agencies		\$3,043.08

Office Costs		Amount
Date	Description	
5/3/2024	Certified Mail for Notice of Violation	\$8.05
5/16/2025	First Class Mail for Abatement Warrant	\$0.73
SUB-TOTAL - Office Cost		\$8.78

TOTAL COST	\$4,054.54
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675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
(707) 764-5480 (fax)



DATE: July 15, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Initiate the Lien Process for Delinquent Sewer Accounts

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Conduct a public hearing to hear and consider all objections or protests, if any, to the delinquent sewer accounts report
2. Adopt, revise, or modify the report for submission to the Humboldt County Auditor-Controller for placement of liens on the County tax rolls

BACKGROUND AND DISCUSSION:

Rio Dell Municipal Code Sections 13.10.241-246, as established by Ordinance No. 399-2023, authorize the City to collect delinquent sewer charges by placing liens or special assessments against the respective parcel(s) of land for which sewer service was provided. These liens may only be placed on active utility accounts that are registered in the property owner's name.

State law requires the City Council to conduct an annual public hearing before placing delinquent sewer charges on the County tax rolls. The public hearing to consider the final list of delinquent accounts is scheduled for July 15, 2025.

Prior to the hearing, staff will publish notice of the delinquent accounts in accordance with California Government Code Section 6066, which requires publication once a week for two successive weeks. Additionally, individual notices will be mailed to each property owner on the delinquent accounts list.

Following the public hearing and City Council action, staff will file the adopted report with the Humboldt County Auditor-Controller by August 10, 2025, as required by Municipal Code

Section 13.10.245. The County will then add the approved charges to the respective properties' tax assessments for collection.

ATTACHMENTS:

- Attachment A – List of Delinquent Sewer Accounts
- Attachment B – Sample Notice Letter
- Ordinance No. 399-2023
- Notice of Public Hearing

Parcel #	Amount
052-141-006-000	738.48
053-122-007-000	833.59
052-072-026-000	335.54
053-095-017-000	639.92
053-115-001-000	834.81
053-141-020-000	833.59
052-072-019-000	833.59
052-131-007-000	1,397.57
053-011-027-000	551.84
053-041-002-000	1,711.00
053-121-020-000	623.16
052-071-003-000	833.59
053-103-018-000	275.92
052-301-012-000	833.59
053-095-015-000	950.04
053-161-009-000	833.59
053-072-001-000	245.59
053-073-005-000	140.39
053-121-014-000	288.08
052-082-013-000	88.41
053-103-020-000	413.44

Total: 14,235.73

675 Wildwood Avenue

Rio Dell, CA 95562

(707) 764-3532

(707) 764-5480 (fax)

July X, 2025



Customer Name

Customer Address

City, State, Zip

**RE: ACTION REQUIRED - NOTICE OF FINAL DUE DATE FOR DELINQUENT UTILITY CHARGES / PENDING SPECIAL ASSESSMENT AGAINST PROPERTY**

Dear Property Owner,

Our records indicate that the sewer account balance for your property has remained unpaid for more than ninety days (90) past the billing date. Pursuant to the Rio Dell Municipal Code Section 13.10.241-246, the City is instituting special assessment procedures to collect said delinquencies through the annual county property tax assessment process. Accordingly, the City Council has set July 15, 2025, at 6:00 pm, as the public hearing date for authorization to add to the property tax roll the amount of delinquent charges associated with the above-stated sewer account.

This is to notify you that your utility account was placed on a list of delinquent accounts to be presented to the City Council at the July 15, 2025, City Council meeting. Billing history indicates that this account has a past-due balance in the amount of \$XXX. The last day that payment may be made to avoid the placement of a lien against the property is Thursday, August 7, 2025. Payment can be made by cash, check, or credit card. After that date, the charges will appear on the property tax bill and payment will not be accepted by the City. Additionally, these charges will accrue penalties and interest if they remain unpaid.

If you believe this information is incorrect, please contact the City of Rio Dell Utility Billing office at (707) 764-3532 or by visiting City Hall. Customer service is available to assist you Monday through Friday between 9:00 am- 4:30 pm.

Utility Billing

City of Rio Dell



**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 6<sup>th</sup> 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**

### **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 15, 2025 AT 6:00 P.M.**

**NOTICE IS HEREBY GIVEN** that the Rio Dell City Council will conduct a public hearing on **Tuesday, July 15, 2025, at 6:00 p.m.** or as soon thereafter as the matter can be heard, in the City Council Chamber at City Hall for 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](mailto:publiccomment@cityofriodell.ca.gov). Please note the agenda item the comment is directed to (example: Public Comments for items not on the agenda) and email no later than one hour prior to the start of the 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.

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



DATE: July 15, 2025

TO: Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Regional Surface Transportation Program claim for Fiscal Year 2024-25

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the Finance Director to sign and submit the City's annual Regional Surface Transportation Program (RSTP) claim to the Humboldt County Association of Governments (HCAOG).

BACKGROUND AND DISCUSSION

RSTP funds come from the federal excise tax on gasoline and are distributed each year to the County, cities, and tribes by HCAOG. The City of Rio Dell will receive \$35,261 in RSTP funding for Fiscal Year (FY) 2024-25. The funds can be used to support various eligible transportation projects and the City is required to provide a list with the names of all streets with potential projects and the type of project. Rio Dell primarily uses RSTP funds for street maintenance projects. The attached RSTP Policy and Allocations guide prepared by HCAOG describes the eligible projects and distribution formula used to allocate RSTP revenues to local agencies.

The RSTP claim will be submitted to HCAOG based on the actual final expenditures for FY 2023-24 and estimated expenditures for FY 2024-25.

ATTACHMENTS

FY 2025-25 HCAOG RSTP Policy and Allocations

**Fiscal Year 2024-25**

**Regional Surface Transportation Program**

**Policy and Allocations**

June 2025



**Humboldt County Association of Governments**  
611 I Street, Suite B  
Eureka, CA 95501  
Phone: 707.444.8208  
[www.hcaog.net](http://www.hcaog.net)

**Background**

The Regional Surface Transportation Program (RSTP) was established by California State Statute utilizing Surface Transportation Program Funds that are identified in Section 133 of Title 23 of the United States Code. California Streets and Highways Code Section 182.6(d) was enacted under federal transportation bills, beginning in 1991 with the Intermodal Surface Transportation Efficiency Act (ISTEA) legislation, subsequently under the Transportation Equity Act for the 21st Century (TEA-21) and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

The Federal Aid Urban (FAU) and Federal Aid Secondary (FAS) regulations implemented through Section 182.6(d) were repealed by the federal government through the passage of Moving Ahead for Progress in the 21st Century (MAP-21). However, the FAU/FAS regulations currently remain in State law.

RSTP funds originate from the federal excise tax on gasoline. The State of California distributes the funds to regional agencies and counties based on population. HCAOG is allowed to participate in an exchange of these federal funds to nonfederal State Highway Account funds. Prior to an annual distribution of funds, an Exchange Agreement is executed between HCAOG and the State Department of Transportation (Caltrans). This exchange allows for greater flexibility with fewer administrative burdens. The County of Humboldt receives RSTP funds through a separate Exchange Agreement. Exchange funds are subject to financial and compliance audits by State of California auditors.

RSTP funds support a broad range of transportation projects. In the Humboldt region, most are used to augment city and county road budgets. Beginning with the 2007-08 RSTP cycle, HCAOG began setting aside funds for tribal governments. The County of Humboldt has agreed to administer the funds for a single project.

**Eligible Projects**

Eligible projects are subject to Title 23-Section 133 of the Federal Aid for Highway regulations, in accordance with the State of California Constitution. Section 133(b) provides for the following eligible projects:

- (1) Construction, reconstruction, rehabilitation, resurfacing, restoration, and operational improvements for highways (including Interstate highways) and bridges (including bridges on public roads of all functional classifications), including any such construction or reconstruction necessary to accommodate other transportation modes, and including the seismic retrofit and painting of and application of calcium magnesium acetate, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and de-icing compositions on bridges and approaches thereto and other elevated structures, mitigation of damage to wildlife, habitat, and ecosystems caused by a transportation project funded under this title.
- (2) Capital costs for transit projects eligible for assistance under chapter 53 of title 49, including vehicles and facilities, whether publicly or privately owned, that are used to provide intercity passenger service by bus.
- (3) Carpool projects, fringe and corridor parking facilities and programs, bicycle transportation and pedestrian walkways in accordance with section 217, and the



modification of public sidewalks to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).

(4) Highway and transit safety infrastructure improvements and programs, hazard eliminations, projects to mitigate hazards caused by wildlife and railway-highway grade crossings.

(5) Highway and transit research and development and technology transfer programs.

(6) Capital and operating costs for traffic monitoring, management, and control facilities and programs, including advanced truck stop electrification systems.

(7) Surface transportation planning programs.

(8) Transportation enhancement activities.

(9) Transportation control measures listed in section 108 (f)(1)(A) (other than clause (xvi)) of the Clean Air Act (42 U.S.C. 7408 (f)(1)(A)).

(10) Development and establishment of management systems under Section 303.

(11) In accordance with all applicable Federal law and regulations, participation in natural habitat and wetlands mitigation efforts related to projects funded under this title, which may include participation in natural habitat and wetlands mitigation banks; contributions to statewide and regional efforts to conserve, restore, enhance, and create natural habitats and wetlands; and development of statewide and regional natural habitat and wetlands conservation and mitigation plans, including any such banks, efforts, and plans authorized pursuant to the Water Resources Development Act of 1990 (including crediting provisions). Contributions to such mitigation efforts may take place concurrent with or in advance of project construction. Contributions toward these efforts may occur in advance of project construction only if such efforts are consistent with all applicable requirements of Federal law and regulations and State transportation planning processes. With respect to participation in a natural habitat or wetland mitigation effort related to a project funded under this title that has an impact that occurs within the service area of a mitigation bank, preference shall be given, to the maximum extent practicable, to the use of the mitigation bank if the bank contains sufficient available credits to offset the impact and the bank is approved in accordance with the Federal Guidance for the Establishment, Use and Operation of Mitigation Banks (60 Fed. Reg. 58605 (November 28, 1995)) or other applicable Federal law (including regulations).

(12) Projects relating to intersections that—

(A) have disproportionately high accident rates;

(B) have high levels of congestion, as evidenced by—

(i) interrupted traffic flow at the intersection; and

(ii) a level of service rating that is not better than “F” during peak travel hours, calculated in accordance with the Highway Capacity Manual issued by the Transportation Research Board; and

(C) are located on a Federal-aid highway.

(13) Infrastructure-based intelligent transportation systems capital improvements.

(14) Environmental restoration and pollution abatement in accordance with Section 328.

(15) Control of noxious weeds and aquatic noxious weeds and establishment of native species in accordance with section 329.

**Agreement with Jurisdictions**

The following administrative requirements are hereby implemented to assure that the agencies receiving the RSTP funds are using the funds properly, and to assure that HCAOG is properly tracking the funds.

1. Project Lists. Prior to funds being distributed by HCAOG, each entity shall be required to submit to HCAOG a list of eligible projects on which they expect to expend the funds. The list shall include the name of all streets and roads with potential projects, the type of project (rehabilitation, maintenance, etc.) and the functional classification based on the “annual maintained mileage report” prepared by each agency. (Form is attached)
2. Exchange Agreement Compliance. HCAOG is required to sign an annual Exchange Agreement with the State which states that HCAOG (and project sponsors) agree to comply with required conditions. Therefore, each entity shall receive a copy of the agreement and be required to sign a statement of compliance in order to receive funds. Compliance includes a requirement that a special fund for the purpose of depositing exchange funds has been established within a jurisdiction’s special gas tax street improvement funds or county road fund. (Form is attached)
3. Annual Report. Each entity shall be required to submit an annual report before receiving new RSTP funds each annual cycle. The report shall indicate how funds were expended or explain if funds are being carried over for a larger project. (Note: The annual report should agree with the project list submitted, otherwise a written explanation will be required).

**RSTP Formula Distribution**

During a normal funding cycle, HCAOG receives instructions from the State to begin the process to exchange the RSTP funds sometime during the calendar year, resulting in an executed Exchange Agreement and receipt of funds by or near June 30 of each fiscal year. HCAOG staff then prepares a draft RSTP Program for stakeholder and public review and discussion at HCAOG Technical Advisory Committee (TAC) and Board meetings. Upon HCAOG Board approval, HCAOG notifies eligible claimants of the approved amount of available funding per the formula distribution. Funds are then distributed to the County, Cities, and tribes upon compliance with the Agreement with Jurisdictions, as explained above.



Humboldt County Association of Governments  
Regional Surface Transportation Program FY 2024-25

FY 2024-25 RSTP Allocation	1,693,831
Regional Apportionment	(262,188)
Excess Fund Apportionment	\$1,431,643

The **Regional Apportionment** is apportioned first, in the amount of \$262,188. This amount has remained constant in this formula of distribution. Of this amount, \$100,000 is taken off of the top and allocated to Humboldt County in exchange for an annual dedication of \$200,000 of County Local Transportation Funds to transit agencies supporting capital improvements.

Regional Apportionment	262,188
Transit Set Aside (County of Humboldt)	(100,000)
Balance – Funding for FAU Jurisdictions	\$162,188

The remaining amount (\$162,188) is then apportioned to the four FAU areas based on the following percentages set in the 1990s:

Funding for FAU Jurisdictions		
FAU Jurisdiction	FAU %	Allocation
McKinleyville	15.0%	\$ 24,328
City of Arcata	23.8%	\$ 38,601
City of Eureka	46.6%	\$ 75,580
City of Fortuna	14.6%	\$ 23,679
Total	100.0%	\$ 162,188

The **Excess Fund Apportionment** (\$1,431,643) is then apportioned to the County, the seven cities and TAC tribal members. The first amount apportioned goes to the **Small Agency Program**. This is based on the population percentages of the four small cities (Blue Lake, Ferndale, Rio Dell and Trinidad) and tribal land populations for tribes that are members of the TAC (Blue Lake Rancheria, Bear River Band of the Rohnerville Rancheria, Hoopa Valley Tribe, Karuk Tribe, Trinidad Rancheria and the Yurok Tribe). Population data for the small cities is taken from the California Department of Finance Estimate Table E-1. The North Coast Tribal Transportation Commission (NCTTC) provides tribal population estimates. For FY 2024-25, the Small Agency Program population is 9.19% of the total population in Humboldt County. The Small Agency Program for FY 2024-25 amounts to \$131,570.

Small Agency Program				
Jurisdiction	Population Estimates	% of Small Agency Program	% of Total Population	Allocation
Blue Lake	1,136	9.24%	0.85%	\$ 12,368
Ferndale	1,361	11.07%	1.02%	\$ 14,736
Rio Dell	3,232	26.28%	2.42%	\$ 35,261
Trinidad	296	2.41%	0.22%	\$ 3,158
Tribal Areas*	6,273	51.01%	4.69%	\$ 66,048
Total	12,298	100.00%	9.19%	\$ 131,570

\*Tribal populations provided by North Coast Tribal Transportation Commission

The remaining Excess Fund Apportionment (\$1,300,073) is available to the FAU and Federal Aid Secondary (FAS) agencies. Humboldt County is the only FAS recipient and therefore receives 67.2% of the remaining Excess Fund Apportionments. The FAU recipients receive the remaining 32.8% of the Excess Fund Apportionment. The 32.8% allocation is apportioned according to the 1990 percentages for each FAU recipient. The FAU/FAS funds for FY 2024-25 are equal to \$1,300,073.

FAU/FAS Program			
	FAS: 67.2 % of FAU/FAS Program	FAU: 32.8% of FAU/FAS Program	Allocation
	\$ 873,649	\$ 426,424	
County	100%	N/A	\$ 873,649
Arcata	N/A	23.8%	\$ 101,489
Eureka	N/A	46.6%	\$ 198,714
Fortuna	N/A	14.6%	\$ 62,258
McKinleyville	N/A	15.0%	\$ 63,964
<b>Total</b>	<b>100%</b>	<b>100%</b>	<b>\$ 1,300,073</b>

The final allocation for FY 2024-25 is as follows:

RSTP 2024-25 Allocations	
County	\$ 1,061,941
Arcata	\$ 140,090
Blue Lake	\$ 12,368
Eureka	\$ 274,293
Ferndale	\$ 14,736
Fortuna	\$ 85,937
Rio Dell	\$ 35,261
Trinidad	\$ 3,158
Tribal Governments	\$ 66,048
<b>Total</b>	<b>\$ 1,693,831</b>



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

**For the Meeting of July 15, 2025**

☒ Consent Item; ☐ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director

A handwritten signature in blue ink, appearing to be "K Caldwell", written over the printed name.

Through: Kyle Knopp, City Manager

Date: July 9, 2025

Subject: Approve Resolutions No. 1642-2025 and 1643-2025 regarding the 2025 Land Water Conservation Fund Grant Opportunities.

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**Recommendation:**

That the City Council:

1. Approve Resolution No. 1642-2025 authorizing the City Manager to submit a grant application for the acquisition of Davis Street Park from the Rio Dell School District; and
2. Approve Resolution No. 1643-2025 authorizing the City Manager to submit a grant application for Phase III of the Rio Dell Dog Park which includes the proposed construction of a half-court basketball court, picnic tables, bike rack(s), landscaping and fencing.

Summary

Staff is preparing an application for the 2025 Land and Water Conservation Fund (LWCF) grant program. Staff intends on applying for a grant for \$350,000 for the acquisition of the Davis Street Park from the school district which has recently indicated a willingness to sell. If time permits, staff intends on making a second application to complete Phase III of the Dog Park, which would include the construction of a half-court basketball court, picnic tables, bike rack(s), landscaping and fencing. Staff estimates the cost for the project to be \$400,000. Staff is requesting the Council to approve two Resolutions, one for each application.

The grant is extremely competitive with only \$35 million available statewide. The chance of the City receiving a grant, the alone two is highly unlikely. It also needs to be pointed out that there is a 50% match requirement.

Background

The 2025 Land and Water Conservation Fund (LWCF) grant program in California, administered by the California Department of Parks and Recreation's Office of Grants and Local Services (OGALS), is a crucial source of funding for creating and improving public outdoor recreation opportunities across the state. This program leverages federal funds to enhance the health and wellness of Californians by supporting park acquisition and development projects. Here's a summary of the 2025 California LWCF grant program:

Program Goals and Funding:

- **Purpose:** To provide financial assistance for the acquisition and/or development of land and water areas to create new or enhanced outdoor recreation opportunities for public use.
- **Funding Source:** The program is primarily funded by revenues from offshore oil and gas leases on the U.S. outer continental shelf, with permanent annual funding of \$900 million nationally due to the Great American Outdoors Act (2020).
- **Amount Available for Local Agencies:** For 2025, there is **\$35 million available** for local agency applicants in California.

- **Matching Requirement:** A **50% match** is required. This means applicants must provide matching funds (cash, donated land/labor/materials) equal to half of the total project cost.

#### **Eligible Applicants:**

- Cities
- Counties
- State agencies (with a separate application deadline)
- Federally recognized Native American Tribes
- Joint Powers Authorities (where all members are otherwise eligible under LWCF)
- Park districts and special districts with the authority to acquire, operate, and maintain public park and recreation areas.

#### **Eligible Projects and Activities:**

The program supports a wide range of public outdoor recreation activities and facilities. These can include:

- Acquisition of land and water for park purposes.
- Development of new outdoor recreation facilities.
- Renovation of existing outdoor recreation facilities.
- Specific examples of eligible facilities include:
  - Community parks
  - Campgrounds
  - Playgrounds and tot lots
  - Sports fields (soccer, baseball, softball, football) and courts
  - Picnic areas and open-air pavilions
  - Outdoor gyms and fitness equipment
  - Recreational trails
  - **Skate parks and BMX/pump tracks – Very high on the Park Survey**
  - Outdoor swimming pools and aquatic features
  - Interpretive signage
  - Open space and natural areas



- Dog parks
- Community, demonstration, and botanic gardens.

### **Ineligible Activities:**

Certain projects or activities are generally not eligible for LWCF funding, including:

- Elaborate, tournament-only, or professional sports facilities.
- Projects on school board property may be ineligible in some states (applicants should confirm with OGALS).
- Construction or installation of any indoor facility within the park that does not directly support outdoor public recreation (e.g., community centers, schools, housing, police substations, libraries).

### **Grant Specifics (Local Agency Competitive Program):**

- **Maximum Grant Request:** Local agencies can request up to **\$6 million** per project.
- **Application Deadline:** For local agencies, applications must be submitted online by **August 5, 2025, before 5:00 PM PST**. No extensions will be granted.
- **Application Process:** Applications are submitted through an online portal. OGALS also hosted an application workshop webinar in February 2025, and applicants are encouraged to view the recording and reach out to their NPS Project Officer for technical assistance.
- **Compliance Requirements:** Projects are subject to federal NEPA and Section 106 approval. No ground disturbance or project implementation activities can begin until these federal requirements are complete.
- **Stewardship:** Properties acquired or developed with LWCF funds must be maintained for public outdoor recreation in perpetuity. This includes installing acknowledgement signs upon completion (and during construction for projects over \$500,000). Any changes to the LWCF boundary area or use of the park require reporting to OGALS and may necessitate property replacement.

**Key Considerations for Applicants:**

- Projects must be consistent with California's Statewide Comprehensive Outdoor Recreation Plan (SCORP) and elements of local comprehensive land use and park master plans.
- Projects must comply with the Rehabilitation Act and the Americans with Disabilities Act.
- Applicants with open LWCF or Recreational Trails Program (RTP) grants or unresolved compliance issues from previous grants may be ineligible.

**Attachment 1: Resolution No. 1642 – 2025; Davis Park Acquisition**

**Attachment 2: Resolution No. 1643 – 2025; Basketball Court, Phase III Dog Park**



**RESOLUTION NO. 1642-2025**



**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL  
APPROVING AN APPLICATION FOR GRANT FUNDS FROM THE LAND  
AND WATER CONSERVATION FUND FOR THE ACQUISITION OF A  
PORTION OF THE RIO DELL DISTRICT SCHOOL PROPERTY KNOWN  
AS THE DAVIS STREET PARK.**

WHEREAS, the Congress under Public Law 88-578 has authorized the establishment of a federal Land and Water Conservation Fund Grant-In-Aid program, providing matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes; and

WHEREAS, the California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing applications by local agencies under the program; and

WHEREAS, the applicant certifies by resolution the approval of the application and the availability of eligible matching funds prior to submission of the application to the State; and

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

1. Approves the filing of an application for Land and Water Conservation Fund

assistance for the proposed acquisition of approximately three acres.

2. Certifies that the applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
3. Agrees to abide by 54 U.S.C. §200305(f)(3) which requires, “No property acquired or developed with assistance under this section shall, without the approval of the Secretary, be converted to other than public outdoor recreation use. The Secretary shall approve a conversion only if the Secretary finds it to be in accordance with the then-existing comprehensive statewide outdoor recreation plan and only on such conditions as the Secretary considers necessary to ensure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location.”
4. Certifies that said agency has matching funds from eligible source(s) and can finance 100 percent of the project, which up to half may be reimbursed; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
6. Appoints the City Manager as agent of the applicant to conduct all negotiations and execute and submit all documents, including, but not limited to, applications, contracts, amendments, payment requests, and compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned project.

**PASSED and ADOPTED** at a regular meeting of the City Council of the City of Rio Dell on July 15, 2025 by the following vote:

AYES:     ✓  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Mayor Garnes

STATE OF CALIFORNIA  
City of Rio Dell

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. 1642-2025 adopted by the City Council of the City of Rio Dell on July 15, 2025.

\_\_\_\_\_  
Karen Dunham, City Clerk, City of Rio Dell

**RESOLUTION NO. 1643-2025**



**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL  
APPROVING AN APPLICATION FOR GRANT FUNDS FROM THE LAND  
AND WATER CONSERVATION FUND FOR THE PROPOSED  
CONSTRUCTION OF A HALF-COURT BASKETBALL COURT, PICNIC  
TABLES, BIKE RACK(S), LANDSCAPING AND FENCING AT THE  
RIO DELL DOG PARK.**

WHEREAS, the Congress under Public Law 88-578 has authorized the establishment of a federal Land and Water Conservation Fund Grant-In-Aid program, providing matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes; and

WHEREAS, the California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing applications by local agencies under the program; and

WHEREAS, the applicant certifies by resolution the approval of the application and the availability of eligible matching funds prior to submission of the application to the State; and

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

1. Approves the filing of an application for Land and Water Conservation Fund

2. assistance for the proposed construction of a half-court basketball court, picnic tables, bike rack(s), landscaping and fencing at the Rio Dell Dog Park.
3. Certifies that the applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Agrees to abide by 54 U.S.C. §200305(f)(3) which requires, "No property acquired or developed with assistance under this section shall, without the approval of the Secretary, be converted to other than public outdoor recreation use. The Secretary shall approve a conversion only if the Secretary finds it to be in accordance with the then-existing comprehensive statewide outdoor recreation plan and only on such conditions as the Secretary considers necessary to ensure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location."
5. Certifies that said agency has matching funds from eligible source(s) and can finance 100 percent of the project, which up to half may be reimbursed; and
6. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
7. Appoints the City Manager as agent of the applicant to conduct all negotiations and execute and submit all documents, including, but not limited to, applications, contracts, amendments, payment requests, and compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned project.



**PASSED and ADOPTED** at a regular meeting of the City Council of the City of Rio Dell on July 15, 2025 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

\_\_\_\_\_  
Mayor Garnes

STATE OF CALIFORNIA  
City of Rio Dell

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. 1643-2025 adopted by the City Council of the City of Rio Dell on July 15, 2025.

\_\_\_\_\_  
Karen Dunham, City Clerk, City of Rio Dell



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

**For the Meeting of July 15, 2025**

☒ Consent Item; ☐ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager

Date: July 7, 2025

Subject: Adoption of Ordinance No. 415-2025 implementing State Mandated Housing Text Amendments (1) Density Bonus Regulations Section 17.30.110; (2) Reasonable Accommodations Regulations, Section 17.30.290; (3) Single Room Occupancy Units Section 17.30.320; and (4) amending the Town Center (TC) and Residential Multifamily (RM) designations to allow Single Room Occupancy Units.

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**Recommendation:**

That the City Council:

1. Adoption of Ordinance No. 415-2025 (1) repealing the existing Density Bonus Regulations, establishing new Density Bonus Regulations, Section 17.30.110; (2) establishing new Reasonable Accommodations Regulations, Section 17.30.290; (3) Single Room Occupancy Units Section 17.30.320 of the Rio Dell Municipal Code (RDMC); and (4) amending the Town Center (TC) and Residential Multifamily (RM) designations to allow Single Room Occupancy Units.

2. If the item is pulled from the Consent Calendar, continue the item to the meeting of August 5, 2025.

## **Discussion**

Ordinance No. 415-2025 was duly introduced at the City Council meeting of July 1, 2025. The Ordinance implements a number of State mandated policies, including Density Bonus, Reasonable Accommodations, and Single Room Occupancy Units (SRO's). The recommended amendments will bring the City into compliance with these State mandates.

### **Zone Reclassification Required Finding:**

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

Again, Housing Element contains a number of policies and programs mandated by the State to encourage and facilitate housing opportunities. The Housing Element is one of seven (7) state mandated elements of the General Plan.

The proposed amendments are not only consistent with the General Plan, they are consistent with Implementation Program B-2 of the Housing Element. The recommended amendments will bring the City into compliance with the State approved Housing Element and State mandates.

### **2. California Environmental Quality Act**

Staff recommends that the City Council finds that this Ordinance is exempt from the provisions of CEQA pursuant to CEQA Guidelines Section 15061(b)(3) the common sense exemption because it can be seen with certainty that there is no possibility that the adoption of this ordinance may have a significant effect on the environment. The recommended ordinance merely implements the provisions of state law and includes no provisions beyond those included in State Density Bonus, Reasonable Accommodation and Single Room Occupancy Unit laws.

Attachment 1: Ordinance No. 415-2025

**ORDINANCE NO. 415-2025**



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL AMENDING CHAPTER 17, “ZONING,” OF THE MUNICIPAL CODE TO UPDATE THE CITY’S DENSITY BONUS ORDINANCE TO REFLECT CHANGES MADE IN STATE LAW, ESTABLISH REASONABLE ACCOMMODATION’S REQUEST AND SINGLE ROOM OCCUPANCY REGULATIONS AND AMEND THE TOWN CENTER AND RESIDENTIAL MULTIFAMILY DESIGNATIONS TO ALLOW SINGLE ROOM OCCUPANCY USES**

**WHEREAS**, Sections 65915 et seq. of the California Government Code, known as State Density Bonus Law, requires the City to provide a developer that proposes a housing development within the jurisdictional boundaries of the City containing affordable and other types of housing with a density bonus and other incentives; and

**WHEREAS**, California Government Code Section 65915(a) requires that all jurisdictions within the state adopt an ordinance that specifies how compliance with State Density Bonus Law will be implemented; and

**WHEREAS**, since adoption of the City’s current density bonus ordinance, the State Legislature has passed, and the Governor has signed into law numerous changes to State Density Bonus Law; and

**WHEREAS**, California, like federal law, mandates reasonable accommodations in housing for individuals with disabilities; and

**WHEREAS** a reasonable accommodation request includes any encroachment into the front yard setback area, results in a building size increase above what is allowed in the applicable zoning district with respect to height, lot coverage and floor area ratio maximums, or whenever a reduction in required parking is requested; and

**WHEREAS**, California recognizes Single Room Occupancy (SRO) units as a vital component of its affordable housing strategy, particularly for lower-income individuals and those transitioning out of homelessness; and

**WHEREAS**, in order to accommodate Single Room Occupancy Units, the Town Center and Residential Multifamily designations must be amended; and

**WHEREAS**, the 2019- 2027 Housing Element, which was adopted on November 3, 2020, and subsequently found in compliance with housing element law by the California Department of Housing and Community Development, provides that the City will update its Density Bonus regulations, Reasonable Accommodation regulations and Single Room Occupancy regulations to comply with State law; and

**WHEREAS**, the Planning Commission has reviewed the proposed amendments to the Municipal Code, has found that the proposed amendments are consistent with goals and policies of the City's General Plan, and recommends adoption of the proposed amendments by the City Council; and

**WHEREAS**, the City Council finds and determines that the proposed amendments to the Municipal Code are adopted pursuant to the City's police power authority to protect the public health, safety, and welfare.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Rio Dell as follows:



## SECTION I. Incorporation of Recitals.

The City Council of the City of Rio Dell finds that the above recitals are true and correct and are incorporated herein by reference.

## SECTION 2. Amendments to Chapter 17 of the Rio Dell Municipal Code.

(a) Chapter 17.30 of the Rio Dell Municipal Code is amended as follows:

- 17.30.290 Recreational vehicle park development standards.
- 17.30.300 ~~Removal of natural materials.~~ Reasonable accommodations.
- 17.30.310 ~~Repealed.~~ Removal of natural materials.
- 17.30.320 ~~Signs and nameplates.~~ Single room occupancies.
- 17.30.330 ~~Street dedication and improvement.~~ Signs and nameplates.
- 17.30.340 ~~Swimming pools.~~ Street dedication and improvement.
- 17.30.350 ~~Tract offices.~~ Swimming pools.
- 17.30.360 ~~Vacation dwelling units.~~ Tract offices.
- 17.30.370 Vacation dwelling units.

(b) Section 17.30.110, Density Bonus regulations of Chapter 17 of the Rio Dell Municipal Code is repealed and replaced with the Ordinance shown in Exhibit “A” attached hereto and incorporated herein by reference.

(c) Section 17.30.300, Reasonable Accommodation regulations of Chapter 17 of the Rio Dell Municipal Code are established with the Ordinance shown in Exhibit “B” attached hereto and incorporated herein by reference.

(d) Section 17.30.320, Single Room Occupancy Units of Chapter 17 of the Rio Dell Municipal Code are established with the Ordinance shown in Exhibit “C” attached hereto and incorporated herein by reference.

(e) Section 17.20.040, the Town Center regulations and Section 17.20.035 Residential Multifamily regulations are hereby amended with the Ordinance shown in Exhibit “D” attached hereto and incorporated herein by reference.

### **SECTION 3. California Environmental Quality Act (CEQA) Considerations.**

The City Council finds that this Ordinance is exempt from the provisions of CEQA pursuant to CEQA Guidelines Section 15061(b)(3) (the common sense exemption) because it can be seen with certainty that there is no possibility that the adoption of this ordinance may have a significant effect on the environment, in that the ordinance merely implements the provisions of state law and includes no provisions beyond those included in State Density Bonus Law that may result in a direct or indirect impact on the physical environment.

### **SECTION 4. Severability.**

In the event that a court of competent jurisdiction holds any Section, subsection, paragraph, sentence, clause, or phrase in this Ordinance unconstitutional, preempted, or otherwise invalid, the invalid portion shall be severed from this Ordinance and shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted each Section, subsection, paragraph, sentence, clause, or phrase in this Ordinance irrespective of the fact that any one or more sections, subsections, paragraphs, sentences, clauses or phrases in this Ordinance might be declared unconstitutional, preempted, or otherwise invalid.

### **Section 5. Effective Date**

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

**I HEREBY CERTIFY** that the forgoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Rio Dell on June 3, 2025, and furthermore the forgoing Ordinance was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on June 17, 2025, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Ordinance No. 415-2025 which was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on June 17, 2025.

\_\_\_\_\_  
Karen Dunham, City Clerk, City of Rio Dell

**EXHIBIT “A”**  
**Section 17.30.110 - Chapter 17**  
**DENSITY BONUS**

**17.30.110 Density Bonus**

(1) **Purpose.** In accordance with California Government Code Sections 65915, et seq., this Division specifies how compliance with State Density Bonus Law will be implemented. Specifically, the purpose of this Division is to provide density bonuses, incentives, concessions, and waivers of development standards for the production of housing for very low -, low-, and moderate-income households, senior households, provision of daycare facilities, student housing, and donations of land, and for other housing types as provided by state law. In enacting this Division, it is also the intent of the City to implement the goals, objectives, and policies of the City’s Housing Element of the General Plan.

(2) **Definitions.** The definitions found in State Density Bonus Law shall apply to the terms contained in this Division. “Incentives” include “concessions” as defined in State Density Bonus Law.

**(3) Application Requirements.**

(a) An applicant for a “housing development” as defined in State Density Bonus Law shall be eligible for a density bonus and other regulatory benefits that are provided by State Density Bonus Law when the applicant seeks and agrees to provide housing as specified in Government Code Section 65915(b), (c), (f), (g), (h), and (v), or in Government Code Section 65195.5, or successor provisions. The density bonus calculations shall be made in accordance with State Density Bonus Law.

(b) The granting of a density bonus, incentive, or concession, pursuant to this Division, shall not be interpreted, in and of itself, to require a general plan amendment, development code amendment, zone change, other discretionary approval, or the waiver of a City ordinance or provisions of a City ordinance unrelated to development standards.

(c) All requests for density bonuses, incentives, parking reductions, and waivers for a housing development shall be filed with and on a form provided by the Community Development Director, or their designee, concurrently with the filing of the planning application for the first discretionary or ministerial permit required for the housing development, whichever permit is earliest. The applicant shall be informed whether the application is complete consistent with Government Code Section 65943.

(d) The application shall include the required fee and the following minimum information:

(l) For a requested density bonus.

(aa) Summary table showing the maximum number of dwelling units permitted by the zoning and general plan excluding any density bonus units, proposed affordable units by income level, proposed bonus percentage, number of density bonus units proposed, total number of dwelling units proposed on the site, and resulting density in units per acre.

(bb) Subparagraph of Government Code Section 65915(b)(1) under which the housing development qualifies for a density bonus and reasonable documentation demonstrating that the housing development is eligible for a bonus under that subparagraph.

(cc) Where the housing development is seeking an additional bonus, the subparagraph of Government Code Section 65915(v)(1) under which the housing development qualifies for an additional density bonus and reasonable documentation demonstrating that the housing development is eligible for the additional bonus under that subparagraph.

(dd) A tentative map or preliminary site plan, drawn to scale, showing the number and location of all proposed units, designating the location of proposed affordable units and density bonus units.

(ee) The zoning and general plan designations and assessor's parcel number(s) of the housing development site.

(ff) A description of all dwelling units existing on the site in the five-year period preceding the date of submittal of the application and identification of any units rented in the five-year period; subject to any form of rent control through a public entity's valid exercise of its police power; or subject to a recorded covenant ordinance, or law restricting rents to levels affordable to households of lower or very low income.

(gg) If dwelling units on the site are currently rented, income and household size of all residents of currently occupied units, if known. If any dwelling units on the site were rented in the five-year period, but are not currently rented, the income and household size of residents occupying the dwelling units when the site contained the maximum number of dwelling units, if known.

(hh) The phasing of the construction of the affordable housing units in relation to the nonrestricted units in the housing development.



(ii) If a density bonus is requested for a land donation, the location of the land to be dedicated, proof of site control, and reasonable documentation that each of the requirements included in Government Code Section 65915 (g) can be met.

(II) **Requested incentives.** Incentives are those defined by State Density Bonus Law. The number of incentives that may be requested shall be based upon the number the applicant is entitled to pursuant to State Density Bonus Law. The application shall include the following minimum information for each incentive requested, shown on a site plan (if appropriate):

(aa) The City's usual regulation and the requested regulatory incentive or concession.

(bb) Except where mixed- use zoning is proposed as a concession or incentive, reasonable documentation to show that any requested incentive will result in identifiable and actual cost reductions to provide for affordable housing costs or rents.

(cc) If approval of mixed-use zoning is proposed, reasonable documentation that nonresidential land uses will reduce the costs of the housing development, that the nonresidential land uses are compatible with the housing development and the existing or planned development in the area where the proposed housing development will be located, and that mixed- use zoning will provide for affordable housing costs and rents.

(III) Requested waivers. For each waiver requested, the applicant shall include a list, and shown on a site plan (if possible), the City's required development standard and the requested development standard.

(IV) Parking reductions. If a housing development is eligible for a density bonus pursuant to State Density Bonus Law, the applicant may request an on -site vehicular parking ratio specified in Government Code Section 65915(p). An applicant may request this parking reduction in addition to the incentives and waivers permitted by paragraphs (2) and (3) of this subsection. The application shall include a table showing parking required by the zoning regulations, parking proposed under State Density Bonus Law, paragraph under Government Code Section 65915(p) (or other statute) under which the project qualifies for the parking reduction, and reasonable documentation that the project is eligible for the requested parking reduction.

(V) Density bonus or incentive for a childcare facility in a housing development. The application shall include reasonable documentation that all of the requirements included in Government Code Section 65915(h) can be met.

(VI) Density bonus or incentive for a condominium conversion. The application shall include reasonable documentation that all of the requirements included in Government Code Section 65915. 5 can be met.

**(4) Application review process.**

(a) All requests under State Density Bonus Law shall be part of the planning application and shall be applied for, reviewed, and acted upon concurrently with the planning application by the approval body with authority to approve the development, within the timelines prescribed by California Government Code Section 65950 et seq. or other statute. Appeals of the planning application in accordance with the requirements of the Rio Dell Municipal Code shall include all requests under State Density Bonus Law if appeals are authorized for the discretionary or ministerial permit applied for.

(b) To ensure that an application for a housing development conforms with the provisions of State Density Bonus Law, the staff report presented to the decision -making body shall state whether the application conforms to the following requirements of State Density Bonus Law, as applicable:

(I) The housing development provides the housing required by State Density Bonus Law to be eligible for a density bonus and any incentives, parking reduction, or waivers requested, including housing required to replace units rented or formerly rented to very low- and low-income households as required by California Government Code Section 65915(c)(3).

(II) If applicable, the housing development provides the housing required by State Density Bonus law to be eligible for an additional density bonus under Government Code Section 65915(v)(1).

(III) If an incentive is requested, reasonable documentation has been presented showing that any requested incentive will result in identifiable and actual cost reductions to provide for affordable housing or costs or rents; except that, if a mixed-use development is requested, the application must instead meet all of the requirements of Government Code Section 65915(k)(2).

(IV) If a waiver is requested, the development standards for which a waiver is requested would have the effect of physically precluding the construction of the housing development at the densities or with the incentives permitted.

(V) The housing development is eligible for any requested parking reductions under Government Code Section 65915(p) or other statute.

(VI) If the density bonus is based all or in part on donation of land, the requirements of Government Code Section 65915(g) have been met.

(VII) If the density bonus or incentive is based all or in part on the inclusion of a child care facility or condominium conversion, the requirements included in Government Code Section 65915(h) or 65915.5, as appropriate, have been met.

(c) The decision-making body shall grant an incentive requested by the applicant unless it makes a written finding, based upon substantial evidence, of any of the following:

(I) The proposed incentive does not result in identifiable and actual cost reductions to provide for affordable housing costs, as defined in Health and Safety Code Section 50052.5; or for affordable rents, as defined in Health and Safety Code Section 50053; or

(II) The proposed incentive would be contrary to state or federal law; or

(III) The proposed incentive would have a specific, adverse impact upon the public health or safety or on any real property that is listed in the California Register of Historic Resources, and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the housing development unaffordable to low - and moderate- income households. For the purpose of this subsection, “specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, written public health or safety standards, policies, or conditions as they existed on the date that the application for the housing development was deemed complete as defined in Government Code Section 65589. 5.

d) The decision- making body shall grant the waiver of development standards requested by the applicant unless it makes a written finding, based upon substantial evidence, of any of the following:

(I) The proposed waiver would be contrary to state or federal law; or

(II) The proposed waiver would have an adverse impact on any real property listed in the California Register of Historic Resources; or

(III) The proposed waiver would have a specific, adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the housing development unaffordable to low -and moderate-income households. For the purpose of this subsection, “specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, written public health or safety standards, policies, or conditions as they existed on the date that the application for the housing development was deemed complete as defined in Government Code Section 65589.5.

e) If a child care center complies with the requirements of Government Code Section 65915(h), the decision-making body may deny a density bonus or incentive that is based on the

provision of child care facilities only if it makes a written finding, based on substantial evidence, that the City already has adequate child care facilities.

f) A request for minor modification of an approved density bonus housing plan may be granted by the City Manager, or their designee, if the modification substantially complies with the original density bonus housing plan and conditions of approval. Other modifications to the density bonus housing plan shall be processed in the same manner as the original plan.

## **5. Density bonus housing agreement.**

(a) If a density bonus, incentive, parking reduction, or waiver is approved pursuant to this Division, the applicant shall enter into a binding affordable housing agreement and/ or restrictive covenant, as described below, with the City, which sets forth the conditions and guidelines to be met in the implementation of State Density Bonus Law and that ensures compliance with all of the provisions of this chapter. The agreement will also establish specific compliance standards and remedies available to the City upon failure by the applicant to comply with State Density Bonus Law, this Division, or the affordable housing agreement.

(b) For rental projects, the applicant shall enter into an affordable housing agreement with the City, running with the land, in a form approved by the City Attorney, to be executed by the City Manager, or their designee. The agreement shall require the continued affordability of all rental units that qualified the applicant for the receipt of the density bonus, incentive, waiver, or parking reduction for a minimum of 55 years or a longer period of time if required by the construction or mortgage financing assistance program, mortgage insurance program, or rental subsidy program; shall identify the type, size and location of each affordable unit; shall specify the eligible occupants; shall specify phasing of the affordable units in relation to the market- rate units; and shall contain other relevant provisions approved by the City Attorney. Rents for the lower income density bonus units shall be set at an affordable rent as defined in State Density Bonus Law.

(c) For for-sale projects, the applicant shall enter into an affordable housing agreement with the City, running with the land, in a form approved by the City Attorney, to be executed by the City Manager, or their designee. The affordable housing agreement shall require that, the initial purchasers of those for-sale units that qualified the applicant for the receipt of the density bonus, incentive, waiver, or parking reduction are persons and families of lower or moderate income, as applicable, or if any for-sale unit is not purchased by an income-qualified household within one-hundred eighty (180) days after the issuance of the certificate of occupancy, then the unit(s) must be sold pursuant to a contract that satisfies the requirements of Revenue and Taxation Code Section 402.1(a)(10) to a qualified non-profit housing corporation as defined in State Density Bonus Law and that the units are offered at an affordable housing cost, as that cost is defined in Health and Safety Code Section 50052.5; and shall contain other relevant provisions approved by the City Attorney. The City shall enforce an equity sharing agreement consistent with State Density Bonus Law unless it is in conflict with

the requirements of another public funding source or law. The affordable housing agreement shall require the continued affordability of the for-sale units for 45 years.

d) Where a density bonus, waiver, or parking reduction is provided for a market-rate senior housing development, the applicant shall enter into a restrictive covenant with the City, running with the land, in a form approved by the City Attorney, to be executed by the City Manager, or their designee, to require the housing development to be operated as "housing for older persons" consistent with state and federal fair housing laws.

e) The executed affordable housing agreement shall be recorded against the housing development prior to final or parcel map approval, or, where a map is not being processed, prior to issuance of building permits for the housing development, whichever is earliest. The affordable housing agreement shall be binding on all future owners and successors in interest.

#### **6. Density bonus calculations.**

(a) In determining the total number of units to be granted, each component of any density calculation, including base density and bonus density, resulting in fractional units shall be separately rounded up to the next whole number.

(b) When calculating the number of affordable units needed to qualify for a given density bonus, any fractions of affordable dwelling units shall be rounded up to the next whole number.

(c) Except where a housing development is eligible for an additional bonus, pursuant to Government Code Section 65915(v), each housing development is entitled to only one density bonus. If a housing development qualifies for a density bonus under more than one category, the applicant shall identify the category under which the density bonus is requested to be granted.

(d) In determining the number of affordable units required to qualify a housing development for a density bonus pursuant to State Density Bonus Law, units added by a density bonus are not included in the calculations.

(e) The applicant may elect to accept a lesser percentage of density bonus than the housing development is entitled to, or no density bonus, but no reduction will be permitted in the percentages of affordable units required by State Density Bonus law. Regardless of the number of affordable units, no housing development shall be entitled to a density bonus greater than what is authorized under State Density Bonus Law.

(f) Nothing in this Division requires the provision of direct financial incentives from the City for the housing development, including, but not limited to, the provision of financial subsidies, publicly owned land, fee waivers, or waiver of dedication requirements. The City, at



its sole discretion, may choose to provide such direct financial incentives.

## **7. Development standards.**

a) Building permits and final inspections or certificates of occupancy shall be issued concurrently for the market rate units and for any affordable units that qualified the project for a density bonus, incentive, waiver, or parking reduction, so that the affordable units comprise the required percentage of total units.

b) The external finish appearance of affordable units shall be indiscernible from that of the market rate units in the project. The internal finish of affordable units shall be identical to those of the market rate units in the project, except that the applicant may request City approval of substitutions for luxury interior finishes, appliances, or fixtures, if such substitutions do not violate any other City Code requirement.

c) To comply with fair housing laws, the affordable units shall contain the same proportional mix of bedroom sizes as the market- rate units. In mixed- income buildings, the occupants of the affordable units shall have the same access to the common entrances and to the common areas, parking, and amenities of the project as the occupants of the market -rate housing units, and the affordable units shall be located throughout the building and not isolated on one floor or to an area on a specific floor.

## **8. Density bonus for commercial development.**

A Commercial Development may request and receive a Development Bonus pursuant to the provisions of Government Code Section 65915.7.

## **9. Interpretation.**

If any portion of this Division conflicts with State Density Bonus Law or other applicable state law, state law shall supersede this Division. Any ambiguities in this Division shall be interpreted to be consistent with State Density Bonus Law. Statutory references in this Division include successor provisions.

**EXHIBIT “B”**  
**Section 17.30.290 - Chapter 17**  
**REASONABLE ACCOMMODATION**

**Section 17.30.290 REASONABLE ACCOMMODATION**

**(1) Purpose and intent.**

This chapter is established pursuant to the provisions of California Government Code Sections 12927(c)(1) and 12955(1) to provide a formal procedure to request reasonable accommodation for persons with disabilities seeking equal access to housing under the Federal Fair Housing Act and the California Fair Employment and Housing Act (the Acts) in the application of zoning laws and other land use regulations, policies and procedures, and to establish relevant criteria to be used when considering such requests.

**(2) Applicability.**

In order to make specific housing available to an individual with a disability, any person may request a modification or exception to the rules, standards and practices for the siting, development and use of housing or housing-related facilities that would eliminate regulatory barriers and provide a person with a disability equal opportunity to housing of their choice.

A person with a disability is a person who has a physical or mental impairment that limits or substantially limits one or more major life activities, anyone who is regarded as having such impairment or anyone who has a record of such impairment. This chapter applies only to those persons who are defined as disabled under the Acts.

**(3) Application process.**

(a) In order to make housing available to an individual with a disability, an applicant may request a reasonable accommodation in zoning and other land use regulations, policies, practices and procedures.

(b) All requests shall be reasonable and limited to the minimum that the applicant believes is necessary to accommodate the disability. Requests for reasonable accommodation shall be submitted via a form approved by the Planning Department, together with the appropriate fee, as established by resolution adopted by the City Council, and shall be filed with the Planning Department. The applicant is requested to provide the following information:

- (i) Name and address of the applicant;
- (ii) Name and address of the property owner(s);
- (iii) Address of the property for which accommodation is requested;
- (iv) The current use of the property for which accommodation is requested;

(v) Description of the requested accommodation, and the regulation(s), policy or procedure for which accommodation is sought, which could include site plans, floor plans, and/or details as necessary to define the extent of the accommodation;

(vi) The basis for the claim that the fair housing laws apply to the individual(s) with a disability and evidence supporting the claim, which may be in the form of a letter from a medical doctor or other licensed healthcare professional, a handicapped license, or other appropriate evidence;

(vii) Reason that the requested accommodation may be necessary for the individual(s) with the disability to use and enjoy the property; and

(viii) How the property will be used by the applicant and individual(s) with disabilities.

(c) Any information identified by the applicant as confidential shall be retained by the City in a manner so as to respect the privacy rights of the individual with a disability and shall not be made available for public inspection.

(d) A request for reasonable accommodation in regulations, policies, practices and procedures may be filed at any time that the accommodation may be necessary to ensure equal access to housing. A reasonable accommodation does not affect an applicant's obligation to comply with other applicable regulations not at issue in the requested reasonable accommodation.

(e) If an individual needs assistance in making the request for reasonable accommodation, the City will provide assistance to ensure that the process is accessible. Such assistance shall be limited to that which can be provided by existing City staff, and in no case shall the City be responsible for hiring any outside expert to assist an individual.

(f) The fee for an application for reasonable accommodation shall be established by resolution of the City Council.

#### **(4) Approval process.**

(a) Administrative Review. The Planning Director or an appointed designee has the authority to review and decide upon requests for reasonable accommodation, including whether the applicant is a disabled person within the meaning of this chapter. The Planning Director or appointed designee may refer the matter to the Planning Commission, as appropriate.

(b) Planning Commission Review. The Planning Commission has the authority to review and decide upon requests for reasonable accommodation, including whether the applicant is a disabled person within the meaning of this chapter, when referred by the Planning Director or when a reasonable accommodation request includes any encroachment into the front yard setback area, results in a building size increase above what is allowed in the applicable zoning district with respect to height, lot coverage and floor area ratio maximums, or whenever a reduction in required parking is requested.

(c) Notice. No advance notice or public hearing is required for consideration of reasonable accommodation requests by the Planning Director. Requests for reasonable accommodation subject to review by the Planning Commission shall require advance notice and a public hearing pursuant to the requirements of Chapter 17.35 of the Rio Dell Municipal Code.

(d) Decision. The Planning Director or an appointed designee shall render a decision or refer the matter to the Planning Commission within 30 days after the application is complete, and shall approve, approve with conditions or deny the application, based on the findings set forth in Chapter 17.35 of the Rio Dell Municipal Code. The decision shall be in writing and mailed to the applicant.

(i) If the application for reasonable accommodation involves another discretionary decision, the reviewing body for that decision shall accept as final the determination regarding reasonable accommodation by the Planning Director or an appointed designee, unless the reasonable accommodation request has been referred by the Planning Director or an appointed designee to the Planning Commission for consideration.

(ii) If the application for reasonable accommodation is referred to, or reviewed by, the Planning Commission, a decision to approve, approve with conditions, or deny the application shall be rendered within 20 working days after the close of the public hearing, based on the findings set forth above.

#### **(5) Findings and decision.**

(a) Any decision on an application under this chapter shall be supported by written findings addressing the criteria set forth in this subsection. An application under this chapter for a reasonable accommodation shall be granted if all of the following findings are made:

(i) The housing, which is the subject of the request, will be used by an individual disabled as defined under the Acts.

(ii) The requested reasonable accommodation is necessary to make specific housing available to an individual with a disability under the Acts.

(iii) The requested reasonable accommodation would not impose an undue financial or administrative burden on the City.

(iv) The requested reasonable accommodation would not require a fundamental alteration in the nature of a City program or law, including but not limited to land use and zoning.

(v) There are no reasonable alternatives that would provide an equivalent level of benefit without requiring a modification or exception to the City's applicable rules, standards and practices.

(b) In granting a request for reasonable accommodation, the reviewing authority may impose any conditions of approval deemed reasonable and necessary to ensure that the reasonable accommodation would comply with the findings required by subsection (a) of this section.

#### **(6) Appeals determination.**

Any decision on an application under this chapter shall be subject to appeal pursuant to Section 17.35.060 of the Rio Dell Municipal Code.

**EXHIBIT "C"**  
**Section 17.30.320 - Chapter 17**  
**SINGLE ROOM OCCUPANCY UNITS**

**Section 17.30.320 SINGLE ROOM OCCUPANCY UNITS**

**(1) Purpose and intent.**

It is the purpose and intent of this chapter to regulate the development and operation of single room occupancy land uses. Single room occupancy (SRO) units provide housing opportunities for lower-income individuals, persons with disabilities, seniors, and formerly homeless individuals.

**(2) Definitions.**

For the purposes of this chapter, the following word shall have the meaning respectively ascribed to it in this section:

"Single room occupancy" means a facility providing six or more dwelling units where each unit has a minimum floor area of one hundred fifty (150) square feet and a maximum floor area of four hundred (400) square feet. These dwelling units may have kitchen or bathroom facilities and shall be offered on a monthly basis or longer.

**(3) Standards.**

(a) Single Room Occupancy Units. The following standards apply to single room occupancy units. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

(i) Unit Size. The minimum size of a unit shall be one hundred fifty (150) square feet and the maximum size shall be four hundred (400) square feet.

(ii) Bathroom Facilities. An SRO unit is not required to but may contain partial or full bathroom facilities. A partial bathroom facility shall have at least a toilet and sink; a full facility shall have a toilet, sink, and bathtub, shower, or bathtub/shower combination. If a full bathroom facility is not provided, common bathroom facilities shall be provided in accordance with California Building Code for congregate residences with at least one full bathroom per every three units on a floor.

(iii) Kitchen. An SRO unit is not required to but may contain partial or full kitchen facilities. A full kitchen includes a sink, a refrigerator, and a stove, range top, or oven. A partial kitchen is missing at least one of these appliances. If a full kitchen is not provided, common kitchen facilities shall be provided with at least one full kitchen per floor.

(iv) Closet. Each SRO shall have a separate closet.

(v) Code Compliance. All SRO units shall comply with all requirements of the California Building Code.

(b) Single Room Occupancy Facilities. In addition to the development standards in the underlying zoning district, the following standards apply to single room occupancy facilities. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

(i) Density. A single room occupancy facility is not required to meet density standards of the general plan.

(ii) Common Area. Four square feet of interior common space per unit shall be provided, with at least two hundred (200) square feet in area of interior common space, excluding janitorial storage, laundry facilities, and common hallways. All common areas shall comply with all applicable ADA accessibility and adaptability requirements.

(iii) Bathroom Facilities. If private bathing facilities are not provided for each unit, shared shower or bathtub facilities shall be provided in accordance with the most recent edition of the California Building Code for congregate residences with at least one full bathroom (including toilets, sinks, and bathing facilities) per every three units on a floor. The shared shower or bathtub facility shall be accessible from a common area or hallway. Each shared shower or bathtub facility shall be provided with an interior lockable door.

(iv) Laundry Facilities. Laundry facilities shall be provided in a separate room at the ratio of one washer and dryer for every ten (10) units, with at least one washer and dryer per floor.

(v) Cleaning Supply Room. A cleaning supply room or utility closet with a wash tub with hot and cold running water shall be provided on each floor of the SRO facility.

(vi) Management Plan. A management plan shall be submitted with the development application for an SRO facility and shall be approved by the community development director and housing programs manager. The management plan must address management and operation of the facility, rental procedures, safety and security of the residents and building maintenance.

(vii) Facility Management. An SRO facility with ten (10) or more units shall have an on-site manager. An SRO facility with less than ten (10) units shall provide a management office on-site.

(viii) Parking. Parking shall be provided for an SRO facility at a rate of one parking space per unit plus an additional space for the on-site manager. Different parking standards apply in the form-based code area. See Section 17.30.230(17).

(ix) Accessibility. All SRO facilities shall comply with all applicable ADA accessibility and adaptability requirements.

(x) Existing Structures. An existing structure may be converted to an SRO facility, consistent with the provisions of this section.



**EXHIBIT “D”**  
**Section 17.20.40 & 17.20.35 - Chapter 17**  
**TOWN CENTER & RESIDENTIAL MULTIFAMILY**

**17.20.040 Town center or TC zone.**

The purpose of the town center or TC zone is to provide an area for a broad range of uses which generate high pedestrian traffic and which do not have large space requirements, including artisan workshops and galleries, retail businesses, personal services, offices, eating places, visitor accommodations, and similar uses. Mixed residential-commercial uses are an important component of the TC zone and are encouraged to ensure an economically and socially vibrant downtown that is intended for, and enjoyed by, residents and visitors alike.

The following regulations shall apply in all town center or TC zones:

(1) Principal Permitted Uses.

(a) Resident and visitor-serving retail and service uses conducted entirely within an enclosed building, including, but not limited to: grocery stores; drug stores; hardware stores; variety stores; sporting goods stores; bakeries; coffee shops; fruit and vegetable markets; bicycle sales, rentals and repair shops; bowling alleys; furniture sales; audio-video stores; florists; frame shops; clothing and apparel businesses; health clubs; dry cleaning (not including processing plants); laundromats; tailors; shoe repair; retail sales and repair of household goods and appliances; and hobby and craft shops;

(b) Apartments on the upper floors of multistory buildings;

(c) Service establishments, such as spas, nail salons, beauty salons, and barbershops;

(d) Business and professional offices, such as for accountants, lawyers, architects, engineers, realtors, financial advisors, medical and dental offices;

(e) Banks and financial institutions without drive-up facilities;

(f) Restaurants and licensed premises (bars) appurtenant thereto;

(g) Movie theaters;

(h) Galleries, museums and gift shops;

(i) Emergency shelters, supportive and transitional housing projects, ~~and~~ low barrier navigation centers and single room occupancy units subject to the operational standards in RDMC 17.30.320 on the upper floors of multistory buildings.

(2) Uses Permitted with a Use Permit.

(a) Civic and cultural organizations such as Elk and Moose Lodges, Rotary clubs, garden clubs;

- (b) Hotels and motels; bed and breakfast inns;
- (c) Licensed premises (bars) not appurtenant to any restaurant;
- (d) Artisan studios and showrooms including, but not limited to: woodworking, glass blowing, metal works, ceramics, crafts, and clothing manufacturers;
- (e) Live-work units where residential activities are located at the back of buildings, and do not occupy more than 40 percent of the gross floor area;
- (f) Uses not specifically identified, but similar to and compatible with the uses permitted in the zone.

#### **17.20.035 Residential multifamily or RM zone.**

The purpose of the residential multifamily or RM zone is to provide land suitable for higher density residential uses. The following regulations shall apply in all residential multifamily or RM zones:

##### **(1) Principal Permitted Uses.**

- (a) Detached single-family dwellings, multiple dwellings and dwelling groups;
- (b) Community care facility for six or fewer individuals;
- (c) Family day care home for 12 or fewer children, including children who reside at the residence;
- (d) Emergency shelters/transitional housing subject to the operational standards in RDMC [17.30.120](#);
- (e) Low barrier navigation centers;
- (f) Residential care facilities with six or fewer persons.

##### **(g) Single Room Occupancy Units subject to the operational standards in RDMC 17.30.320.**

##### **(2) Uses Permitted with a Use Permit.**

- (a) Mobilehome and recreational vehicle parks;
- (b) Community care facility for seven or more individuals;
- (c) Family day care home for 13 or more children, including children who reside at the residence;
- (d) Public and private noncommercial recreation facilities;

(e) Churches, civic and cultural uses;

(f) Any use not specifically enumerated if it is similar to and compatible with the uses permitted in the zone.

**City of Rio Dell**  
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Ref#	Date	Vendor	Description	Amount
14284	6/05/2025	[0576] 101 AUTO PARTS	Dryer Maintenance	107.62
14285	6/05/2025	[6038] ACCURATE TERMITE & PEST SOLUTIONS	Commercial Pest Control Services - 475 Hilltop	220.00
14286	6/05/2025	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR MAY 2025 - City Hall & COPIER CHARGES FOR MAY 2025 - PD	611.85
14287	6/05/2025	[3975] AT&T - 5709	FAX LINE EXPENSES FOR MAY 2025 - PD, FAX LINE EXPENSES FOR MAY 2025 - City Hall	71.80
14288	6/05/2025	[2273] CALIFORNIA RURAL WATER ASSOCIATION	Annual CRWA Membership Jul 2025- Jul 2026	992.00
14289	6/05/2025	[4063] CITY OF FERNDALE	Police Services (Investigation)	296.30
14290	6/05/2025	[2293] CITY OF FORTUNA	Police Dispatch for June 2025	8,483.33
14291	6/05/2025	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 5/30/2025	90.00
14292	6/05/2025	[4491] CODE PUBLISHING, INC	Municipal Code Cumulative Supplement, New Pages, Printing	459.90
14293	6/05/2025	[7655] COTTER, TESS	CUSTOMER DEPOSIT REFUND	167.19
14294	6/05/2025	[6740] ELEMENT 7	CUSTOMER DEPOSIT REFUND	27.20
14295	6/05/2025	[6879] ELWAY CONSTRUCTION	Retention for Ridenour CDBG Project @ 177 Bellevue Ave	14,113.92
14296	6/05/2025	[5765] GARNES, DEBRA	Reimbursement: Travel CalCities Redwood Region, Reimbursement: Hotel Stay & Early Bird Full Conference	1,607.97
14297	6/05/2025	[5052] GHD, INC	Professional Services Rendered Through 3/29/2025: PW Rio Dell Water Distribution System Improvement Project, Professional Services Rendered Through 5/24/2025: PW-Rio Dell Pedestrian Connectivity Improvements, Professional Services Rendered Through 5/24/2025: Rio Dell Painter Line Sewer Upsizing, Professional Services Rendered Through 5/24/2025: Rio Dell On-Call 2025, Professional Services Rendered Through 5/31/2025: Rio Dell On-Call 2025	86,149.63
14298	6/05/2025	[2471] HUMBOLDT WASTE MANAGEMENT AUTHORITY	Payment Program CCPP	5,000.00
14299	6/05/2025	[7979] JOHN GRAY CONSTRUCTION	Facade Improvement Program Reimbursement	15,000.00
14300	6/05/2025	[6747] KERNEN CONSTRUCTION	2024-25 Earthquake Road Repairs Project	86,050.00
14301	6/05/2025	[7087] ANDREW C LEWIS	Reimbursement: wastewater Operator 2 Exam	501.56
14302	6/05/2025	[2569] MICROBAC LABORATORIES, INC.	Aqueous Sample Digestion, ELAP Certification Fee, Haloacetic Acids, ICP-MS Metals, Nitrate and/or Nitrite, Organochlorine Pesticides and PCBs, THM by EPA 624, Total Dissolved Solids & Nitrogen Coliform Presence/Absence, Coliform Quanti-tray, ELAP Certification Fee, Total Coliform Bacteria 3x5	1,103.00
14303	6/05/2025	[2551] MIRANDA'S ANIMAL RESCUE	Animal Control for May 2025	1,900

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Ref#	Date	Vendor	Description	Amount
14304	6/05/2025	[3006] MISSION LINEN SUPPLY, INC	Clean Mop Head, Towels, Maintenance & Cleaning of PW Shirts, Clean Mop Head, Maintenance & Cleaning of PW Shirts, Clean Mop Head, Clean Mop Head, Towels, Maintenance & Cleaning of PW Shirts, Clean Mop Head, Shop Towels, Maintenance & Cleaning of PW Shirts, Clean Mop Head, Hand Towels, Hand Towels, Clean Mop Head, Towels, Maintenance & Cleaning of PW Shirts, Clean Mop Head	526.79
14305	6/05/2025	[4717] KEVIN NASET	Reimbursement: Class Cert. Practice Exam	35.00
14306	6/05/2025	[7922] PAPE MATERIAL HANDLING	Annual Service	859.49
14307	6/05/2025	[6349] RECOLOGY EEL RIVER	Mother Day Cleanup - 16.52 Tons of Debris, Trash Bags for May 2025	2,793.46
14308	6/05/2025	[2715] STEWART TELECOMMUNICATION	Phone Lines City Hall - July 2025, Phone Lines PD - July 2025	557.95
14309	6/05/2025	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR MAY 2025, LEGAL SERVICES FOR MAY 2025, LEGAL SERVICES FOR MAY 2025	7,722.05
14310	6/05/2025	[2772] WENDT CONSTRUCTION, INC	Vector Truck: Water Leak at Pacific & Davis, Roadside Mower Northwestern Ave	1,160.00
14311	6/05/2025	[2787] WYCKOFF'S	Brass Union & Nipples - Belt Press Maintenance	103.96
14312	6/11/2025	[6038] ACCURATE TERMITE & PEST SOLUTIONS	Commercial Pest & Rodent Control - 675 Wildwood	135.00
14313	6/11/2025	[2293] CITY OF FORTUNA	Background Check	13.68
14314	6/11/2025	[5944] COLANTUONO, HIGHSMITH & WHATLEY, PC	Special Counsel Services Billed Through May 31, 2025	462.50
14315	6/11/2025	[7888] CRITTERS WITHOUT LITTERS SPAY/NEUTER CLINIC	Goldie (Dog-F), Sequoia (Dog-M), Debo (Dog-M), Rue (Dog-M), Romeo (Dog-M)	750.00
14316	6/11/2025	[2889] EEL RIVER TRANSPORTATION & SALVAGE	Abatement 530 3rd Ave: Tires, Abatement 530 3rd Ave: Removal of 2 Vehicales, a Travel Trail, and Labor	1,879.90
14317	6/11/2025	[2405] FORTUNA ACE HARDWARE	Bore Snake	14.22
14318	6/11/2025	[4855] FRESHWATER ENVIRONMENTAL SERVICES	Preparation of the Rio Dell Cross-Connection Control Plan	2,561.00
14319	6/11/2025	[2437] HACH	Reagent Set, Chlorine Free Cl17	274.85
14320	6/11/2025	[3180] JENSEN, RANDY	Reimbursement: Boot Allowance Sport & Cycle	319.63
14321	6/11/2025	[2569] MICROBAC LABORATORIES, INC.	Coliform Presence/Absence, ELAP Certification Fee, Total Coliform Bacteria 3x5	163.00
14322	6/11/2025	[5968] MOBLEY CONSTRUCTION	Eel River Trail: Progress Payment Application No. 5	111,324.32
14323	6/11/2025	[6349] RECOLOGY EEL RIVER	Abatement 530 3rd Ave: 30 yd Debris Box, Appliance, Tires, E-Waste	1,213.00
14324	6/11/2025	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR JUNE 2025	150.00
14325	6/11/2025	[2779] WILDWOOD SAW	Edger Maintenance, Stihl Maintenance	173.00
14326	6/11/2025	[7988] LIBBIANNE R WOLFE	Reimbursement Mad River Physical	238.00

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Ref#	Date	Vendor	Description	Amount
14327	6/18/2025	[5781] CALIFORNIA BUILDING OFFICIALS	Webinar	85.00
14328	6/18/2025	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 6/13/2025	90.00
14329	6/18/2025	[7852] CSG CONSULTANTS	Rio Dell Franchise Agreement Negotiation	800.00
14330	6/18/2025	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	Fingerprint Apps	32.00
14331	6/18/2025	[7905] HUNTER AND SON CONSTRUCTION INC.	Electrical Service Panel Upgrade @ 616 Rigby Ave	3,690.00
14332	6/18/2025	[7864] JACKSON LEWIS P.C.	ERMA Matter #637247	355.00
14333	6/18/2025	[7475] LEAF CAPITAL FUNDING LLC	Lease of Kyocera TA 308ci Copier System	205.74
14334	6/18/2025	[7927] LITTLE, TANA	CUSTOMER DEPOSIT REFUND	111.78
14335	6/18/2025	[2569] MICROBAC LABORATORIES, INC.	Coliform Presence/Absence, ELAP Certification Fee, Total Coliform Bacteria 3x5	415.00
14336	6/18/2025	[6100] NORTHERN CALIFORNIA GLOVE	Gloves	224.06
14337	6/18/2025	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR JULY 2025	3,240.00
14338	6/18/2025	[3343] PITNEY BOWES RESERVE ACCOUNT	Postage Purchased for Reserves on 5/20 & 6/11/2025	800.00
14339	6/18/2025	[4338] QUILL CORPORATION	Sealing Tape Strips	14.33
14340	6/18/2025	[5376] SCOTTY'S CUTTERS EDGE	Equipment Maintenance	81.49
14341	6/18/2025	[2719] STATE WATER RESOURCES CONTROL BD	Water Distribution Treatment Certification Request	70.00
14342	6/18/2025	[2724] STATE WATER RESOURCES CONTROL BOARD	Wastewater Treatment Plant Operator Re-Exam Application, Wastewater Treatment Plant Operator Certificate Renewal (Dual)	264.00
14343	6/18/2025	[4177] STATE WATER RESOURCES CONTROL BRD	Drinking Water Revolving Fund, Contract# 2003CX404; Project# 1210012-002	68,000.00
14344	6/20/2025	[5547] WAHLUND CONSTRUCTION, INC.,/SEQUOIA CONSTRUCTION SPECIALTIES	Drinking Water Infrastructure Improvement Project	1,029,507.40
14345	6/26/2025	[5750] AERO-MOD	Sales Tax on Solenoid Valve Invoice# SO47975-1 Paid Ck#14272 Dated 5/28/25	119.52
14346	6/26/2025	[2224] AQUA BEN CORPORATION	Hydrofloc 856 275 gal. Tote	4,231.63
14347	6/26/2025	[4855] FRESHWATER ENVIRONMENTAL SERVICES	Edits to CERS	199.50
14348	6/26/2025	[6486] GREEN TO GOLD ENTERPRISES LLC	Wire Connector, PVC Pipe Caps	12.99
14349	6/26/2025	[2437] HACH	StabCal Calibration Set, Silicone Wiper, StabCal 500ml Calibration Kit	1,773.36
14350	6/26/2025	[2484] INDEPENDENT BUSINESS FORMS	Laser Water Bills	1,010.33
14351	6/26/2025	[6998] MAD RIVER COMMUNITY HOSPITAL	Physical Exam and Urine Drug Screen	341
14352	6/26/2025	[2569] MICROBAC LABORATORIES, INC.	Coliform Presence/Absence, ELAP Certification Fee, Total Coliform Bacteria 3x5, Coliform Presence/Absence, Coliform Quanti-tray, ELAP Certification Fee, Total Coliform Bacteria 3x5	452

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Ref#	Date	Vendor	Description	Amount
14353	6/26/2025	[7635] NAPA AUTO PARTS FORTUNA	Batteries	413.59
14354	6/26/2025	[2570] NILSEN COMPANY	Salt Softner Solar 40#	1,519.88
14355	6/26/2025	[6100] NORTHERN CALIFORNIA GLOVE	Earplugs	7.48
14356	6/26/2025	[7728] RCAA - NATURAL RESOURCES SERVICES	Rio Dell Eel River Trail Outreach and Education - Trail Event	1,511.40
14357	6/26/2025	[7928] REGIONAL GOVERNMENT SERVICES	Contract Services for May '25	502.20
14358	6/26/2025	[6469] RH CONSTRUCTION	Final Payment for Project @ 762 Rigby Ave Due to Clerical Error on Past Pay Applications	2,195.85
14359	6/26/2025	[7828] CADEN L ROCHA	Reimbursement: Firearms/Tactical Rifle Training Course	177.00
14360	6/26/2025	[3685] RURAL COMMUNITY ASSISTANCE CORPORATION dba RCAC	Loan # 1144-CRD-05 Water CIP	363.46
14361	6/26/2025	[5376] SCOTTY'S CUTTERS EDGE	Equipment Maintenance	124.67
14362	6/26/2025	[6373] THATCHER COMPANY, INC.	Aqua Ammonia	1,805.45
14363	6/26/2025	[7993] UPCODES, INC.	Enterprise Pro - Tiered Pricing	708.00
14364	6/26/2025	[3917] VERIZON WIRELESS	Safety Phones PD & PW ([& Mayor]: May 17- June 16	695.02
14365	6/26/2025	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR JULY 2025	393.76
14366	6/26/2025	[2772] WENDT CONSTRUCTION, INC	Roadside Mower	918.75
<b>Total Checks/Deposits</b>				<b>1,483,848.71</b>

Ref#	Date	Vendor	Description	Amount
5015331	6/03/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC DENTAL INSURANCE FOR JUNE 2025	-116.22
6766715	6/03/2025	ELECTRONIC FUNDS TRANSFER	EFT: MISSIONSQUARE RETIREMENT PAYMENT FOR PPE 05/30/2025	-11,000.54
9837449	6/03/2025	ELECTRONIC FUNDS TRANSFER	EFT ONLINE OPTIMUM PUBLIC WORKS PAYMENT FOR JUNE 2025.	-273.17
E-CHECK	6/06/2025	WITHDRAWAL	DEPOSITED ITEM RETURNED	-185.00
123-344	6/09/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 05/30/2025	-4,288.84
4012537	6/09/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 05/30/2025	-20,534.86
E-CHECK	6/12/2025	WITHDRAWAL	DEPOSITED ITEM RETURNED	-302.15
9837451	6/13/2025	ELECTRONIC FUNDS TRANSFER	EFT ONLINE FIBER OPTIMUM BILL FOR JUNE 2025. SPLIT W/P.D & ADMIN	-877.00
7848525	6/17/2025	ELECTRONIC FUNDS TRANSFER	EFT: BANK OF AMERICA CREDIT CARD PAYMENTS FOR MAY/JUNE 2025.	-3,117.17
9837458	6/18/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR MAY/JUNE 2025.	-26,992.42
9837453	6/20/2025	ELECTRONIC FUNDS TRANSFER	EFT: BENEFIT BRIDGE/PUBLIC AGENCY PAYMENT FOR JULY 2025.	-37,759.42
9837456	6/20/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR DEARBORN LIFE INSURANCE ONLINE PAYMENT FOR JULY 2025.	-380.00

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

Ref#	Date	Vendor	Description	Amount
6018418	6/20/2025	ELECTRONIC FUNDS TRANSFER	EFT: MISSIONSQUARE RETIREMENT PAYMENT FOR PPE 06/13/2025	-10,525.54
9837454	6/20/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR VSP INSURANCE ONLINE PAYMENT FOR JULY 2025	-494.28
123-536	6/23/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 06/13/2025	-3,019.97
1783307	6/23/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 06/13/2025	-15,919.78
9837455	6/24/2025	ELECTRONIC FUNDS TRANSFER	EFT: PG&E PAYMENT FOR JUNE 2025 for Northwestern Street Lights	-50.99
240812	6/26/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE ONLINE PAYMENT FOR JUNE 2025.	-1,261.72
9837452	6/26/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR GUARDIAN DENTAL ONLINE PAYMENT FOR JULY 2025.	-1,823.29
9837457	6/26/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR NEW WEX ONLINE FUEL CARDS FOR MAY/JUNE 2025	-3,453.83
E-CHECK	6/27/2025	WITHDRAWAL	DEPOSITED ITEM RETURNED	-154.34
9837459	6/30/2025	WITHDRAWAL	ANALYSIS SERVICE CHARGE FOR JUNE 2025.	-141.03
<b>Total EFT's/Bank Withdrawals</b>				<b>-142,668.73</b>

Ref#	Date	Vendor	Description	Amount
TRX TO PR	6/05/2025	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCT FOR PPE 05/30/2025	-48,980.61
TRX TO PR	6/18/2025	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCT FOR PPE 06/13/2025	-41,485.65
<b>Total Transfers Between Accounts</b>				<b>-90,466.26</b>

Ref#	Date	Vendor	Description	Amount
11731	6/30/2025	WITHDRAWAL	DEBIT CARD FOR POSTAGE TO MAIL U/B BILLS FOR JUNE 2025	-561.56
<b>Total Debit Card Withdrawals</b>				<b>-561.56</b>



## Staff Highlights – 2025-07-15

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### City Council

#### City Manager

Targeting late August / early September to provide a Solid Waste Franchise update. A generalized regional agreement with Recology is in its final stages and neighboring jurisdictions are targeting July 1, 2026 for implementation of new franchise agreements that include SB 1383 compliance. Staff will also be recommending this date for Rio Dells franchise agreement, six months earlier than the current sunset date at the end of December 2026. The Council will be looking at various Rio Dell specific issues including but not limited to Universal Collection, bulky item pickup, the continuation of the annual cleanup, recycling bins etc.

Street sweeping is scheduled for Friday, July 25<sup>th</sup>.

Responded to information request from State Water Resources Control Board related to onsite wastewater treatment facilities (septic sewers). These facilities are permitted through the County via an MOU dated from 1979. The County and the City will be working on updating this MOU over the next year or so.

Pacific Gas & Electric appears to be moving forward with a utility undergrounding project on Wildwood Avenue Berkeley and Side Streets. Rule 20A funding has been reallocated to the Rio Dell project and now totals approximately \$2.6 million, which according to PG&E is enough to cover the project. The City's involvement in the project is expected to be minimal.

### City Clerk

#### Processed Six (6) Building Permit Applications:

84 Edwards Dr. – Foundation  
1116 Riverside Dr. – Re-Roof Residence  
628, 634, 344, 654 Pacific Ave. – Re-Roof Residences  
95 Bellevue Ave. – Repair Damaged Exterior Wall  
118 First Ave. – Foundation Repair  
1125 Northwestern Ave. 3-Phase 200 Amp Electrical Service

#### Processed Two (2) Business License Applications:

Snelson Company – Non-Resident Sub-Contractor for PG&E



Fortuna Handyman Service – Non-Resident Handyman

**Misc:**

Submitted CHF/CIRB Building Permit Report for June

Submitted Quarterly Seismic Fee Report

Submitted Quarterly SB 1473 Building Permit Report to Building Standards Commission

Submitted Quarterly SB 1186 Building Permit Report to Division of State Architect

Sent Rejection/Approval Letters Related to RFP for Janitorial Services

Coordinated with Changing Tides and the LTRG on Earthquake Permit Reimbursements

File Retention – Prepared files to be sent to Sherlock Storage

**City Attorney**

**Human Resources, Risk & Training**

**Finance Department**

Attended the Caltrans Emergency Relief Time Extension Webinar to stay current with federal requirements related to emergency infrastructure funding and project timelines.

Collaborated with the County of Humboldt on updates to the Community Development Block Grant (CDBG) program, including execution of a new loan approval form for an additional project under the Owner-Occupied Housing Rehabilitation Loan Program.

Coordinated with the Humboldt Senior Resource Center to update the Transportation Services Agreement and process the FY 2025–2026 invoice in compliance with Transportation Development Act (TDA) guidelines.

Submitted all required insurance documentation to the County of Humboldt for the City's FY 2025–2026 Measure Z grant allocation.

Secured and successfully accessed line of credit funds to support continued progress on the Rio Dell Water Infrastructure Project.

Worked with a local cannabis business to ensure full payment of the required Cannabis License Activity Annual Fee for FY 2025–2026.



Prepared and noticed public hearing items related to the annual sewer lien process, ensuring compliance with legal requirements for delinquent utility billing.

Submitted Claim No. 14 for the Rio Dell Sanitary Sewer Evaluation Study (SSES), aligning with project milestones and funding schedules.

Partnered with the County of Humboldt to complete and submit the Regional Surface Transportation Program (RSTP) claim forms accurately and in a timely manner.

Provided ongoing financial and budgetary support for the Rio Dell Neighborhood Connectivity Project, including invoice processing in coordination with project engineers.

Researched and compiled potential grant opportunities to support future Police Department projects and equipment needs.

#### **Public Works Water**

Monthly reports

Drought reports

Scada tech work with Data Flow technician (in progress)

Maintenance on Gateway Irrigation system

USA's Locates

Water leak repairs on 85 E. Bridge St.

Replaced failing ERTs before reading meters.

Meter reading.

Door hangers for unpaid accounts.

Maintenance and calibration of Water treatment plant equipment

General cleanup at water treatment plant and Infiltration Gallery

#### **Public Works Wastewater**

Coordinate with GHD and NorCal Pipeline Services to CCTV sewer mains for deficiencies.

Coordination and repairs services planning for WWTP Biosolids Dryer. (Ongoing with BCR)



Maintenance and repairs on Wastewater treatment plant Onsite Chlorine Generator Equipment

Repairs on plumbing off Chlorine Storage tanks

Weekly and monthly sampling and monitoring.

Weekly and monthly treatment plant washdowns and cleaning inside tent

Maintenance on Belt Press and Polymer injection system and Biosolids Dryer

WWTP Scada tech work with Data Flow technician (in progress)

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

Roadside mowing around town and out on Northwestern Ave.

Weedeat City Hall, Memorial and Blue Star parks.

Mowed freeway ramps on Painter St. and Davis St.

Mowed Douglas tank.

Mowed city hall and parks

Repair leaking sprinkler head on city hall and parks.

Vinegar spray along curbs on Wildwood, Monument and River side. (Second round)

Edge curbs on all parks and islands.

Weekly Weedeat and cleaning of the Eel River Trail.

### **Public Works City Engineer**

### **Public Works Capital Projects**

### **Police Department**

#### **Patrol Statistics:**

During July 1<sup>st</sup> - July 10<sup>th</sup> 2025, the Rio Dell Police Department handled 160 incidents. This includes 95 calls for service, and 65 Officer Initiated Contacts. 9 arrests were made. A total of 3 citations were issued for traffic offenses or other miscellaneous criminal violations. 13 total cases requiring investigation were taken.

#### **Staffing:**

The Police Department is currently down two (2) sworn officer positions.

- One lateral Police Officer is currently in backgrounds with our department.



**Community Events / Notable Cases:**

- Search warrant executed on Ash St. resulting in the seizure of two firearms and the arrest of Keiser Sutton for Assault with a Firearm and Child Endangerment. This case stemmed from a weekend party in the area where the firearms was pointed at kids in the area following a disagreement.

**Abatement Projects:****Residential Abatement:**

- Total Active Cases 27
- 5 New open cases, 3 closed cases.
- 9 of the cases are for City Owned Property, 18 for ongoing violations.

**Vehicular Abatement:**

- Total Active Cases 5
- 5 New open cases, 1 closed cases
- 5 vehicles towed

**Animal Control:**

- 24 Calls for animal related issues.
- 3 Dogs transported to Miranda's (\*)
- 3 Puppies transported to Miranda's (Surrender)
- 3 Cats transported to Miranda's (\*)
- 4 Kittens transported to Miranda's (trapped with one adult cat)

\* Of the above, 1 dog & 2 cats came from one owner who is being placed by APS and could no longer care for animals.

**Community Development Department****Intergovernmental****Humboldt-Rio Dell Business Park**