



CITY COUNCIL AGENDA
CLOSED SESSION – 4:30 P.M.
REGULAR MEETING – 6:00 P.M.
TUESDAY, OCTOBER 20, 2026

City Council Chambers - 675 Wildwood Avenue, Rio Dell

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

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

Public Comment by Email:

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

Zoom Public Comment:

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



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

A. CALL TO ORDER

B. ROLL CALL

C. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

1. 2026/1020.01 - CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6) Agency designated representative: Kyle Knopp, City Manager Employee organizations: Rio Dell Employees Association (RDEA); Rio Dell Police Officers Association (POA)
2. 2026/1020.02 - CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6) Agency designated representative: Kyle Knopp, City Manager Unrepresented employee: Chief of Police
3. 2026/1020.03 - CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6) Agency designated representative: Mayor Unrepresented employee: City Manager
4. 2026/1020.04 - CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Initiation of litigation pursuant to Government Code §54956.9(d)(4): One potential case.

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

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.

- [2.](#) 2026/1020.06 - Receive And File Check Register for September 2026 (**ACTION**) - Pg.#12
- [3.](#) 2026/1020.07 - Consideration of Resolution No. 1685-2026 County of Humboldt to Apply to the California Department of Housing and Community Development (HCD) on the City's Behalf for up to \$500,000 in HOME Investment Partnerships Program (HOME) Funds to Establish a First-Time Homebuyer Program Within the City of Rio Dell, and Authorizing the Mayor, or Designee, to Execute the HOME Standard Agreement and Related Documents if Funding is Awarded. (**ACTION**) - Pg.#16
- [4.](#) 2026/1020.08 - Designation of Representatives to the PACE JPA Board of Directors, Resolution No. 1686-2026 (**ACTION**) - Pg.#24

L. ITEMS REMOVED FROM THE CONSENT CALENDAR

M. REPORTS/STAFF COMMUNICATIONS

- [1.](#) 2026/1020.09 - City Manager/Staff Update (**RECEIVE & FILE**) - Pg.#26

N. SPECIAL PRESENTATIONS/STUDY SESSIONS

- [1.](#) 2026/1020.10 - Unmet Transit Needs Public Hearing (**DISCUSSION / POSSIBLE ACTION**) - Pg.#30
- [2.](#) 2026/1020.11 - Memorandum of Understanding (MOU) with Redwood Coast Energy Authority (RCEA) to Establish RCEA as the Regional Climate Committee (RCC) Responsible for Implementing the Regional Climate Action Plan (RCAP), and City Contribution in the Total Amount of \$14,847.24 through December 31, 2030. (**ACTION**) - Pg.#35
- [3.](#) 2026/1020.12 - Approval of the City's Response to the 2025–26 Humboldt County Civil Grand Jury Report, "Emergency Preparedness: The Role of Local Law Enforcement Agencies," and Authorize the Mayor to Sign (**DISCUSSION / POSSIBLE ACTION**) - Pg.#45
- [4.](#) 2026/1020.13 - Discussion and Possible Action Related to Possible Data Center Development and the Related Rules and Regulations including Potential Moratorium (**DISCUSSION / POSSIBLE ACTION**) - Pg.#85

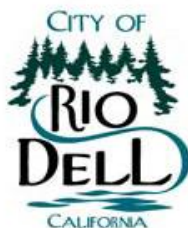
O. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

P. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Q. COUNCIL REPORTS/COMMUNICATIONS

R. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, November 3, 2026 at 6:00 p.m.*



RIO DELL CITY COUNCIL
SPECIAL MEETING – 6:00 P.M.
TUESDAY, October 5TH, 2026
 City Council Chambers
 675 Wildwood Avenue, Rio Dell

A. CALL TO ORDER

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

B. ROLL CALL

Present:

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

Staff Present:

- City Manager Kyle Knopp
- Wastewater Superintendent Moore
- RDPD Chief Phinney
- Community Development Director Caldwell
- Sr. Fiscal Assistant Rosa Maciel

Excused:

- Council Member Orr
- Council Member Woodall

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the Council.

D. CEREMONIAL MATTERS

1. 2026/1005.01 – Proclamation in Honor of Domestic Violence Awareness Month

Mayor Garnes read into the record the proclamation recognizing October 2026 as Domestic Violence Awareness Month and celebrating Humboldt Domestic Violence Services' (HDVS) 49 years of effort to improve community safety by breaking the cycle of domestic and intimate partner violence. The proclamation was presented to a representative of HDVS, who thanked the Council for recognizing the organization's work, noting that HDVS has served Humboldt County for nearly 50 years, that the need for its services has not diminished, and that the nonprofit continues to provide vital services to people in the most desperate need. Katie Garrison thanked the Council and the community, noting that Humboldt Domestic Violence Services recently held its first bingo fundraiser, thanked the Rio Dell residents who attended, and invited the community to attend again next year.

E. PUBLIC PRESENTATIONS

Michael Panis raised concerns regarding traffic safety on Riverside Drive, stating that vehicles, including motorcycles, routinely travel at two to three times the posted speed limit along the long, straight stretch near the park where children frequently play. He requested that the Traffic Committee convene to consider installing speed humps along Riverside Drive and possibly nearby streets, noting that neighborhoods in Ferndale with speed humps do not experience similar speeding problems. Mayor Garnes stated that the matter would be referred to the Traffic Committee and that the meeting would be publicly posted so that interested residents could attend and provide input.

Margaret, a neighbor of Mr. Panis, spoke in support of his request, noting that many young children in the neighborhood play together and cross the road, and suggested that removable speed bumps could be an option. Mayor Garnes thanked her and encouraged residents to attend the Traffic Committee meeting to share their suggestions.

No other members of the public wished to address the Council, and no hands were raised on Zoom. Mayor Garnes closed public presentations.

F. CONSENT CALENDAR

- 2026/1005.02 – Approve Minutes of the September 15th, 2026, Regular Meeting
- 2026/1005.03 – Receive and File Check Register for August 2026
- 2026/1005.04 – Painter Street Tank Earthquake Damage Repair Project — Award of Construction Contract to Wahlund Construction, Inc. in the Amount of \$2,159,925.00, and Approval of Amendment No. 1 to the GHD Inc. Agreement for Construction Support Services in the Amount of \$175,899

No items were removed from the Consent Calendar.

ACTION: Motion by Mayor Pro Tem Carter, seconded by Council Member Wilson, to approve the Consent Calendar. Motion carried 3–0, Council Member Orr and Woodall absent.

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

No items were removed from the Consent Calendar.

H. REPORTS / STAFF COMMUNICATIONS

1. 2026/1005.05 – City Manager/Staff Update (RECEIVE & FILE)

City Manager Knopp reported that the Governor declared a state of emergency on September 21, 2026, ahead of what is reported to be one of the strongest El Niño events on record, which may bring increased rainfall this winter. He encouraged the public, Council,

and staff to sign up for County emergency alerts through the links available on the Humboldt County Sheriff's Office and Office of Emergency Services websites.

City Manager Knopp reported that community sandbag and flood readiness workshops will be held throughout the County, with additional dates to be announced, and that the nearest community flood and evacuation forum will be held at Ferndale City Hall on November 17, 2026, from 6:00 PM to 8:00 PM. He reported that the County maintains a sandbag resource list and is developing a new website, findsandbags.org, listing locations where sandbags are available, and that the City is ordering additional sandbags and will operate a sandbag station behind City Hall, in its usual location, for most of the winter. He also reported that staff will attend the Department of Water Resources pre-season flood coordination workshop in Fortuna on November 3, 2026.

City Manager Knopp reported that County OES will test its emergency alert system as part of the Great ShakeOut at approximately 10:45 AM on Thursday, October 15, 2026, allowing residents to verify that alerts are working for them. The written Staff Highlights report was included in the agenda packet.

Mayor Pro Tem Carter asked about the 32 animal-related calls for service listed in the Police Department report; staff responded that the calls were largely neighbor complaints, including barking dogs, rather than stray dogs. Mayor Pro Tem Carter thanked City staff for their work.

Council Member Wilson expressed appreciation that the animal kennel project is moving forward, noting that residents have contacted him about it. He also noted recent social media and news coverage regarding a tax measure in Fortuna, and stated that, to his knowledge, Rio Dell is the only jurisdiction in Humboldt County to have lowered its tax rate, by one-quarter percent, a couple of years ago. He thanked the City Manager and staff.

Mayor Garnes thanked the City Manager and staff, stating that the City is in a good position while recognizing that challenges lie ahead, and that the City is planning for the future with the understanding that finances are tightening.

I. SPECIAL PRESENTATIONS / STUDY SESSIONS

No items were presented.

J. SPECIAL CALL ITEMS / COMMUNITY AFFAIRS / PUBLIC HEARINGS

1. 2026/1005.06 – Housing Element Update (RECEIVE)

Community Development Director Caldwell presented an update on the 7th Cycle Housing Element for the 2027–2035 planning period. He explained that the Housing Element is one of seven mandatory elements of the General Plan, along with the Land Use, Circulation, Conservation, Open Space, Noise, and Safety Elements, and that it identifies existing and projected housing needs and establishes goals, policies, and programs to accommodate those needs, including the Regional Housing Needs Allocation (RHNA) determined by the State Department of Housing and Community Development (HCD). He noted that RHNA does not require the City to build the assigned units, but requires the City to demonstrate that adequately zoned sites, policies, and programs are available to accommodate them.

Director Caldwell reviewed the five-step Housing Element process: community engagement, data collection and analysis, policy and program development, draft and public review, and adoption and submittal. He reported that two community meetings have been held to date, the first attended by approximately 15 people, roughly twice the attendance at the first meeting of the prior cycle, and that a housing survey was distributed with the assistance of the Community Resource Center. He reported that the State recently released the demographic data required for the Housing Element, and that he anticipates presenting that information to Council at approximately the first meeting in November. He noted that the Housing Element must be certified by July 2027, and that the City would not be eligible for certain grants until it is certified.

Director Caldwell reported that Humboldt County's population has decreased by approximately 5,000 people since 2020 and Rio Dell's by approximately 30 people (about 1%), yet Rio Dell's RHNA has increased from 51 units in the 6th Cycle to 95 units in the 7th Cycle, including a new Acutely Low Income category. The allocation consists of 7 Acutely Low, 11 Extremely Low, 6 Very Low, 16 Low, 10 Moderate, and 45 Above Moderate income units, with 55 of the 95 units in the Moderate and Above Moderate categories. He noted that the Humboldt County median household income is \$97,100 for a family of four, while Rio Dell's median household income is \$42,753, less than half the County figure, and that approximately 76% of Rio Dell households are estimated to fall within the Acutely Low through Low income categories.

Director Caldwell presented examples of housing types, including new single-family construction, a duplex, and a 700-square-foot accessory dwelling unit (ADU) built in southern Oregon at substantially lower cost than in Humboldt County, and a mixed-income apartment complex in Medford in which approximately 25% of units are reserved for lower-income households and integrated throughout the development. He attributed higher local housing costs in part to constraints from mountains, rivers, and flood, seismic, and fire hazards. In response to a Council question regarding how income levels are assigned in

mixed-income developments, he explained that units are allocated by household size and that rents for income-restricted units are based on approximately one-third of household income, with the balance subsidized.

Director Caldwell presented conceptual development scenarios, prepared for illustration only, for several potential housing sites: an 18-lot rural subdivision on the Dinsmore Plateau (APN 205-071-044), which lacks sewer service and would rely on on-site mound systems, noting that a prior traffic study limited development on the plateau to approximately 75 units absent a secondary access; a site on Rigby Street off Painter Street (APN 052-291-004), currently for sale, with conceptual multifamily units fronting Rigby Street and approximately 32–38 single-family lots; an 11-lot single-family subdivision on Bellevue Avenue (APN 052-011-002); and a 28-unit multifamily concept off Painter Street (APN 052-162-065). He noted that the Dinsmore Plateau and Rigby Street sites alone could accommodate the 55 Moderate and Above Moderate income units, and that the State requires only identification of sites and their realistic development capacity rather than detailed site plans. He also noted that under current State law, projects within one-half mile of a public transit stop are not required to provide parking, although the City would encourage developers to provide it.

Director Caldwell compared approximately 222 new homes for sale in the Grants Pass, Medford, and Ashland area of southern Oregon, a region with a population similar to Humboldt County, to zero new homes for sale in Humboldt County, attributing the difference in part to the County's contracting population.

Director Caldwell reviewed the Housing Element survey results as of September 18, 2026, based on 50 responses. Highlights included: 20 respondents have lived in Rio Dell more than 20 years; 16 identified as senior households and 24 own their homes; the most frequently cited housing issues were lack of affordable housing (25) and housing maintenance and code enforcement (19); 19 respondents were somewhat concerned and 13 very concerned about their ability to afford housing; the most-favored housing types were single-family homes (27), senior housing (20), and apartments (18); vacant properties within City limits (28) and existing residential neighborhoods (20) were the most-favored locations for future housing; affordability (33), safety (25), and walkability (22) were the most important housing features; more employment opportunities (26) and sidewalk and street improvements (25) were the most-cited community improvements; and lack of financing (19) and construction costs (19) were the most-cited barriers to development. He also noted State efforts to streamline housing development, including the extension of tentative subdivision map life from 24 to 48 months beginning January 2027, CEQA streamlining, and SB 9.

Director Caldwell outlined the next steps: data collection and analysis in September–October 2026; policy and program development in November–December 2026; release of the draft Housing Element for public review by March 15, 2027; and Council adoption and submittal to the State for certification by July 15, 2027. In response to a Council question, he confirmed that the Council will adopt the Housing Element, and stated that he plans to bring its components to Council incrementally, beginning with the demographic information in November followed by the goals, policies, and programs, so that the Council is familiar with its contents prior to adoption.

Council Member Wilson asked for confirmation that the RHNA unit counts by income category are determined by the State; Director Caldwell confirmed that they are determined by HCD. Council Member Wilson commended the presentation and expressed concern with the approach taken in Eureka, including the development of housing on public parking lots without parking and the installation of bike lanes with bollards, and stated he was glad the City is not proposing a similar approach. Director Caldwell noted that Eureka is relying on public transit, including its planned regional transit center, and that its circumstances differ from Rio Dell's. Council Member Wilson also emphasized the need for economic development at the County level, noting that communities with anchor institutions, such as Ferndale and Arcata, are better positioned for economic growth.

Mayor Pro Tem Carter stated she had no questions, noted that she completed the survey, and commended staff for making the survey available at the Community Resource Center and in both English and Spanish.

Mayor Garnes asked whether the RHNA numbers provided by the State are arbitrary. Director Caldwell responded that there is a methodology behind them, but that it is puzzling that the RHNA numbers for the County and all seven cities increased this cycle despite the population decline. He reported that the City of Eureka appealed its RHNA determination unsuccessfully, and that a group of local jurisdictions is being organized to send a joint letter to the Legislature asserting that the RHNA methodology is flawed, which the City has been asked to consider joining. Mayor Garnes thanked Director Caldwell for the thorough presentation.

The Council received the presentation. No action was taken.

K. ORDINANCES / SPECIAL RESOLUTIONS / PUBLIC HEARINGS

No items were presented.

L. COUNCIL REPORTS / COMMUNICATIONS

Mayor Pro Tem Carter:

- Reported that she and Police Chief Phinney will present to the Fortuna Rotary later in the month on the animal kennel project and the Spay/Neuter Program to build support for those efforts.
- Reminded the public that the Halloween decorating contest hosted by the Rio Dell Chamber of Commerce is underway, with full details and entry information available on the Chamber's website and Facebook page, and thanked the Community Resource Center for the Halloween decorations installed in the center medians.
- Reported that she will attend the school board meeting on Wednesday, October 7, at 6:30 PM, and the Fire Commissioners meeting on Wednesday, October 21.
- Reported Community Resource Center statistics for September, including 368 people served through commodity distribution, 139 people provided emergency food, 15 bus passes, 12 instances of housing assistance, 8 instances of career assistance, 3 laundry vouchers, 237 participants in senior exercise, 54 participants in First 5 playgroups, and 4 Spay/Neuter Program vouchers issued.
- Reported that the Community Resource Center, in collaboration with the UC Cooperative Extension, will hold a free, hands-on jam-making workshop on Tuesday, October 6, from 4:00 PM to 6:00 PM at the Resource Center.
- Reported that the Food for People Student Weekend Bag Program has resumed for the school year, serving 25 students at Rio Dell School and 15 students at Scotia School.

Council Member Wilson:

Reported that the Humboldt Waste Management Authority (HWMA) will meet this week and is working to manage tipping fees, cautioning that garbage costs are expected to rise due to the County's declining population and reduced waste volumes, as well as new competition following the expiration of a non-compete agreement. He reported that the Redwood Coast Energy Authority (RCEA) will meet in a couple of weeks.

Mayor Garnes:

Reported attending the Cal Cities Annual Conference, September 22–25, where she served on a panel on natural disasters. She reported that she will attend the Humboldt Transit Authority (HTA) meeting by Zoom on Wednesday, as she will be attending a Seismic Safety Commission meeting at Stanford University in Palo Alto on Wednesday afternoon and Thursday. She thanked the City Manager and staff for their work in keeping the City running and looking good.

M. ADJOURNMENT

ACTION: Motion to adjourn made by Mayor Pro Tem Carter, seconded by Mayor Garnes. Motion carried 3–0, Council Member Orr and Woodall absent.

The meeting adjourned at approximately 7:02PM. The next regular City Council meeting is scheduled for Tuesday, October 20th, 2026 at 6:00 PM.

APPROVED:

Debra L. Garnes, Mayor

ATTEST:

Jessica Hill, City Clerk

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
15553	9/11/2026	[8202] AHMAD, TOHEED	Facade Improvement Program	14,100.00
15554	9/11/2026	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR AUGUST 2026 - City Hall & COPIER CHARGES FOR AUGUST 2026 - PD	746.44
15555	9/11/2026	[7739] ANGEL ARMOR	Equipment for Officer Lewallen	1,914.00
15556	9/11/2026	[3975] AT&T - 5709	FAX LINE EXPENSES FOR AUG 2026. FOR PD and City Hall	63.74
15557	9/11/2026	[8107] BELL & ASSOCIATES, INC.	Recology Project	1,673.00
15558	9/11/2026	[4217] CALPERS	Social Security Administration 218 - Annual Fee	90.00
15559	9/11/2026	[2293] CITY OF FORTUNA	Police Dispatch for September 2026	8,979.41
15560	9/11/2026	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 9/4/2026	150.00
15561	9/11/2026	[6461] COMCATE	CEM (8/2/26-8/1/27)	2,440.87
15562	9/11/2026	[2383] EUREKA OXYGEN CO., INC	Service, Test and Refill Fire Extinguisher	434.83
15563	9/11/2026	[6577] EVERBRIDGE, INC.	Nixle Engage - Quote# Q-239487	3,278.18
15564	9/11/2026	[6725] CHARLES C FIELDER	SFST (CHP) [75%] - San Mateo	169.88
15565	9/11/2026	[2405] FORTUNA ACE HARDWARE	Large Arbor	32.84
15566	9/11/2026	[5052] GHD, INC	Professional Services Rendered Through 8/29/2026: PW Rio Dell Painter Line Sewer Upsizing, Professional Services Rendered Through 8/29/2026: Chlorine Contact Tank Damage Repair Project, Professional Services Rendered Through 8/29/2026: Fern Street Lift Station Damage Repair Project, Professional Services Rendered Through 8/29/2026: PW ERT Accessible Ramp Construction Inspection, Management, and Environmental, Monitoring Services	76,206.26
15567	9/11/2026	[6486] GREEN TO GOLD ENTERPRISES LLC	Torch, Gas, Chain, Drill	151.04
15568	9/11/2026	[2437] HACH	Reagent Set, Chlorine Free Cl17	286.21
15569	9/11/2026	[2457] HUM COUNTY CLERK-RECORDER	Copies, Copies	21.00
15570	9/11/2026	[2484] INDEPENDENT BUSINESS FORMS	Laser Water Bills	1,326.60
15571	9/11/2026	[7995] KLAMMES, ROBERT	REFUND, CUSTOMER DEPOSIT	193.00
15572	9/11/2026	[2519] LC ACTION POLICE SUPPLY	Suppressor and Adapter	13,359.00
15573	9/11/2026	[2569] MICROBAC LABORATORIES, INC.	BOD & NFR, ELAP Certification Fee, Total Coliform Bacteria 3x5, Coliform Presence/Absence, ELAP Certification Fee, BOD & NFR, ELAP Certification Fee, Total Coliform Bacteria 3x5, BOD & NFR, ELAP Certification Fee, Total Coliform Bacteria 3x5	951.00
15574	9/11/2026	[0156] ALICE MILLINGTON	CASE #26-0000218 A. MILLINGTON, CK from ORANGE COUNTY PD	8,500.00
15575	9/11/2026	[3287] NORTH COAST UNIFIED AQMD	Annual Renewal Fees 2026-2027	2,755.90
15576	9/11/2026	[6943] PACE SUPPLY CORP	Dual Armor, Ford, Straps, Clamps, Dual Armor, Ford, Ball Stop	3,

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
15577	9/11/2026	[2601] PETERSON	1-Year Maintenance (Painter St), 1-Year Maintenance (Fern St. Lift), 1-Year Maintenance (City Hall Gen.)	5,847.54
15578	9/11/2026	[7316] SILKE COMMUNICATIONS SOLUTIONS	Plastic Back Seat Install	1,676.76
15579	9/11/2026	[2715] STEWART TELECOMMUNICATION	Phone Lines PD - October 2026, Phone Lines City Hall - October 2026	566.63
15580	9/11/2026	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR AUGUST 2026, LEGAL SERVICES FOR AUGUST 2026, LEGAL SERVICES FOR AUGUST 2026	4,791.00
15581	9/11/2026	[2750] USA BLUEBOOK	Hydrant Meter	1,040.19
15582	9/11/2026	[5547] WAHLUND CONSTRUCTION, INC./SEQUOIA CONSTRUCTION SPECIALTIES	Drinking Water Infrastructure Improvement Project - Payment #15	575,488.17
15583	9/11/2026	[8024] WATT'S CLEANING SERVICES	Weekly Cleaning for July '26	570.00
15584	9/11/2026	[2771] WECO INDUSTRIES	Rent-to-Own Flexiprobe Mini System (Payment 2 of 3)	4,818.00
15585	9/11/2026	[8025] WOODS PEST CONTROL, INC.	General Pest Cycle - 675 Wildwood Ave	135.00
15586	9/17/2026	[7852] CSG CONSULTANTS	Franchise Agreement Analysis/Negotiation Assistance	307.50
15587	9/17/2026	[8057] DAIGNAULT, MEGAN	CUSTOMER DEPOSIT REFUND	170.05
15588	9/17/2026	[7961] DIFFIN, REBECCA	CUSTOMER DEPOSIT REFUND	84.60
15589	9/17/2026	[2386] EUREKA RUBBER STAMP CO.	Name Plates and Desk Holder	68.60
15590	9/17/2026	[8095] GEURTS, ALICIA	CUSTOMER DEPOSIT REFUND	187.04
15591	9/17/2026	[8156] MELINDA M GONZALEZ	Mileage Reimbursement Claim for Travel to US Bank (7 Trips)	69.72
15592	9/17/2026	[6486] GREEN TO GOLD ENTERPRISES LLC	Drill	17.39
15593	9/17/2026	[7811] KING, DANNY	CUSTOMER DEPOSIT REFUND	93.33
15594	9/17/2026	[7686] LEON TORRES, AZUANNY	CUSTOMER DEPOSIT REFUND	73.25
15595	9/17/2026	[6510] ANDRES TOVAR LOPEZ	Viridian Grade 1 & 2 Exam Prep Class	238.00
15596	9/17/2026	[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, Paper Towels, Clean Mop Head, Towels, Maintenance & Cleaning of PW, Shirts, Clean Mop Head, Hand Soap, Maintenance & Cleaning of PW Shirts, Clean Mop Head	205.79
15597	9/17/2026	[2601] PETERSON	Gallery Wells Generator, City Hall Generator, Generator Contract	6,223.04
15598	9/17/2026	[8210] PINECRAFT.COM	12x24 6 Run Commercial Dog Kennel	68,129.20
15599	9/17/2026	[3343] PITNEY BOWES RESERVE ACCOUNT	Postage Purchased for Reserves on 9/11/26	400.00
15600	9/17/2026	[0422] TODD TREADWELL	For Signage Tulip Bulbs & Soil	125.95
15601	9/24/2026	[5750] AERO-MOD	Cake Pump (for 1000 Series Press)	54,102.30
15602	9/24/2026	[6969] LIAM J BURNS	ARIDE [25%], Gracie Detensive Tactics Instructor [75%]	930.75
15603	9/24/2026	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 9/21/2026	0
15604	9/24/2026	[4015] COURT-ORDERED DEBT COLLECTIONS	Court-Ordered Garnishment	0

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
15605	9/24/2026	[6725] CHARLES C FIELDER	SFST (Standardize Field Sobriety Test) -CHP [25%]	56.63
15606	9/24/2026	[5052] GHD, INC	Professional Services Renderend Through 8/29/2026: PW-Rio Dell Pedestrian Connectivity Improvements	852.70
15607	9/24/2026	[8085] JACOB F JOHNSON	Reimbursement for Water Distribution Operator Exam D2 Testing (Santa Rosa, CA)	816.22
15608	9/24/2026	[8121] ALEXANDER J LEWALLEN	SFST (Standardized Field Sobriety Test) Redding ,CA [25%]	99.35
15609	9/24/2026	[8049] RYAN P MCKENNA	D2 Testing (Santa Rosa, CA)	355.56
15610	9/24/2026	[2569] MICROBAC LABORATORIES, INC.	Coliform Presence/Absence, ELAP Certification Fee Coliform Presence/Absence, ELAP Certification Fee	120.00
15611	9/24/2026	[6943] PACE SUPPLY CORP	Clamps, Ball Stop	2,461.57
15612	9/24/2026	[8162] R T T PERFORMANCE AND REPAIR	Oil Change and Other Repairs on '21 Ford F-150	554.51
15613	9/24/2026	[7828] CADEN L ROCHA	ARIDE (Redding, CA) [25%]	99.35
15614	9/24/2026	[7662] NATHAN R SCHEINMAN	T2 Testing (Santa Rosa, CA)	326.98
15615	9/24/2026	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR SEPTEMBER 2026	168.00
15616	9/24/2026	[5547] WAHLUND CONSTRUCTION, INC.,/SEQUOIA CONSTRUCTION SPECIALTIES	Drinking Water Infrastructure Improvement Project - Payment #16	302,107.60
Total Checks/Deposits				1,176,085.88

Ref#	Date	Vendor	Description	Amount
6493863	9/09/2026	ELECTRONIC FUNDS TRANSFER	EFT: MISSIONSQUARE RETIREMENT PAYMENT FOR PPE 09/04/2026	-12,609.15
391-120	9/14/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 09/04/2026	-3,140.64
5603894	9/14/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 09/04/2026	-16,711.12
9985073	9/16/2026	ELECTRONIC FUNDS TRANSFER	EFT: DEARBORN LIFE INSURANCE PAYMENT FOR SEPTEMBER 2026.	-460.30
9985070	9/16/2026	ELECTRONIC FUNDS TRANSFER	EFT ONLINE OPTIMUM BUSINESS SEPTEMBER 2026. PW 475 Hilltop Drive	-336.36
9985071	9/16/2026	ELECTRONIC FUNDS TRANSFER	EFT ONLINE OPTIMUM PUBLIC PD & ADMIN FOR SEPTEMBER 2026.	-689.95
Bank Adjust	9/17/2026	ELECTRONIC FUNDS TRANSFER	Bank Adjustment: Duplicated Check#15512. Corrected next month.	-8,979.41
9985072	9/17/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR SEPTEMBER 2026.	-21,793.74
Place Holder	9/17/2026	ELECTRONIC FUNDS TRANSFER	EFT: B of A - PLACE HOLDER. NEW OFFICE EQ FOR FINANCE DEPT.	-11,233.50
9985074	9/18/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR METLIFE ONLINE PAYMENT FOR OCTOBER 2026. FY2026-2027	-2,116.98
5999981	9/21/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR VSP INSURANCE ONLINE PAYMENT FOR OCTOBER 2026	-498.01
9985075	9/23/2026	ELECTRONIC FUNDS TRANSFER	EFT: MISSIONSQUARE RETIREMENT PAYMENT FOR PPE 09/18/2026	-12,609.14
315268	9/24/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE ONLINE PAYMENT FOR SEPTEMBER 2026.	-1,514.30
9985076	9/25/2026	ELECTRONIC FUNDS TRANSFER	EFT: PG&E PAYMENT for Sept 2026 @Northwestern Avenue.	-18,884.00
797-712	9/28/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 09/18/2026	-3,140.64

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
4697135	9/28/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 09/18/2026	-16,974.02
109176	9/28/2026	ELECTRONIC FUNDS TRANSFER	EFT: EMPLOYEE NAVIGATOR /PUBLIC AGENCY PAYMENT FOR OCT 2026.	-47,220.47
5375300	9/28/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR NEW WEX ONLINE FUEL CARDS FOR AUGUST/SEPTEMBER 2026.	-6,650.14
9985077	9/30/2026	WITHDRAWALS	ANALYSIS SERVICE CHARGE FOR SEPTEMBER 2026	-257.30
9985078	9/30/2026	WITHDRAWALS	DEPOSITED ITEM RETURNED	-300.00
Total EFT's/Bank Withdrawals				-167,411.67

Ref#	Date	Vendor	Description	Amount
Sept. Interest	9/03/2026	TRANSFER FROM GEN CHECK TO RCAC LOAN	LOAN# 1144-CRD-05 Interest Payment for September 2026.	-13,543.44
TRX TO PR	9/10/2026	TRANSFER FROM GEN CHECK TO PAYROLL	TRANSFER TO PAYROLL ACCT FOR PPE 09/04/2026	-47,060.25
TRX TO PR	9/24/2026	TRANSFER FROM GEN CHECK TO PAYROLL	TRANSFER TO PAYROLL ACCT FOR PPE 09/18/2026	-47,062.68
Total Transfer Between Accounts				-107,666.37

Ref#	Date	Vendor	Description	Amount
08/31/2026	9/02/2026	WITHDRAWAL	USPS US Postal Service Debit Card for August but didn't pull until Sept 1st	-647.48
9152026	9/16/2026	WITHDRAWAL	US Bank Debit Card to Oriental Trading CO. (Promotional Items.)	-391.10
2549019	9/17/2026	WITHDRAWAL	US Bank Debit Card to Amazon. Office Supplies	-48.17
18820	9/30/2026	WITHDRAWAL	USPS US Postal Service Debit Card for September 2026.	-646.54
Total Debit Card Withdrawals				-1,733.29



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

For Meeting of: October 20, 2026
☒ Consent Item; ☐ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager

Date: October 5, 2026

Subject: Consideration of Resolution No. 1685-2026 County of Humboldt to apply to the California Department of Housing and Community Development (HCD) on the City's behalf for up to \$500,000 in HOME Investment Partnerships Program (HOME) funds to establish a First-Time Homebuyer Program within the City of Rio Dell, and authorizing the Mayor, or designee, to execute the HOME Standard Agreement and related documents if funding is awarded.

RECOMMENDATION

Staff recommends that the City Council:

Adopt the attached Resolution authorizing the County of Humboldt to submit an application to the California Department of Housing and Community Development (HCD) on the City's behalf for up to \$500,000 in HOME Investment Partnerships Program (HOME) funds to establish a First-Time Homebuyer Program within the City of Rio Dell, and authorizing the Mayor, or designee, to execute the HOME Standard Agreement and related documents if funding is awarded.

BACKGROUND

The California Department of Housing and Community Development (HCD) administers federal HOME Investment Partnerships Program funds provided by the U.S.

Department of Housing and Urban Development (HUD). HOME funds may be used to support eligible affordable housing activities for low- and moderate-income households. On **January 19, 2024**, HCD issued a Notice of Funding Availability (NOFA) announcing the availability of HOME funds. As the Council is aware, HCD housing programs are currently administered by the County on the City's behalf under an active MOU. The City proposes to apply for up to \$500,000 to establish a First-Time Homebuyer Program serving eligible households purchasing homes within Rio Dell.

The proposed program would provide financial assistance to eligible first-time homebuyers, subject to applicable HOME income, underwriting, affordability, resale, and other program requirements.

DISCUSSION

The attached Resolution provides the authorizations required for the City to submit its HOME application and, if awarded funding, enter into the required agreements with HCD and administer the program.

The Resolution would:

- Authorize submission of a HOME application requesting up to \$500,000 for a First-Time Homebuyer Program in Rio Dell;
- Authorize execution of the HOME Standard Agreement and any amendments or related documents required by HCD or HUD;
- Authorize the Mayor to execute HOME-related contracts and documents on behalf of the City; and
- Authorize the Mayor or designee to execute drawdown requests and other required HOME Program forms.

The City currently has \$0 in HOME Program Income or Recaptured Funds available from prior HOME-funded activities and does not anticipate additional Program Income or Recaptured Funds during the next four years.

Adoption of the Resolution does not commit City General Fund resources. If awarded, HOME funds would be subject to HCD's funding agreement and all applicable federal and state requirements.

FISCAL IMPACT

There is no direct General Fund expenditure associated with submitting the application. If awarded, the City could receive up to \$500,000 in HOME **funds** for the First-Time Homebuyer Program. Administration of the grant will require compliance with applicable federal and state reporting, monitoring, and program requirements.

ATTACHMENTS

Attachment 1: Resolution No. 1685-2026 authorizing Submittal of an Application to HCD for HOME Investment Partnerships Program Funds and Authority to Execute Related Documents

Attachment 2: A letter to HCD on behalf of Mayor Garnes designating the City Manager of the City of Rio Dell, or the City Manager's designee, as an authorized signatory for purposes of the City's participation in the California Department of Housing and Community Development's ("Department") HOME Investment Partnerships Program ("HOME Program").

RESOLUTION NO. 1685-2026

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AUTHORIZING SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR A
GRANT AND THE AUTHORITY TO EXPEND PROGRAM INCOME,
RECAPTURED FUNDS, AND PROGRAM INCOME ADMINISTRATIVE FUNDS
(HEREINAFTER COLLECTIVELY "PI FUNDS") UNDER THE HOME
INVESTMENT PARTNERSHIPS PROGRAM (HOME); AND IF APPROVED,
THE EXECUTION OF A STANDARD AGREEMENT, ANY AMENDMENTS
THERE TO, AND OF ANY RELATED DOCUMENTS NECESSARY TO
PARTICIPATE IN THE HOME PROGRAM.**

WHEREAS:

- A. The California Department of Housing and Community Development (the "Department") is authorized to allocate HOME Investment Partnerships Program ("HOME") funds made available from the U.S. Department of Housing and Urban Development ("HUD"). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.
- B. On January 19, 2024 the Department issued a Notice of Funding Availability announcing the availability of funds under the HOME program (the "NOFA").
- C. In response to the NOFA, the City of Rio Dell, a municipal corporation (the "Applicant") wishes to apply to the Department for and receive an allocation of HOME funds.
- D. Applicant is in possession of \$0 of HOME PI Funds derived from payments, payoffs, and/or residual receipts from prior Department-funded HOME loans(s) made by Applicant, and anticipates receipts as high as \$0 of additional HOME Program Income and/or Recaptured Funds in the next four years, of which \$0

is requested to be awarded by the Department for the project or activity(ies) specified below, and for HOME administrative costs.

IT IS NOW THEREFORE RESOLVED THAT:

1. In response to the above-referenced HOME NOFA, the Applicant shall submit an Application to the Department to participate in the HOME program for a grant allocation of funds not to exceed \$500,000 for the following activities and/or programs:

First Time Homebuyer’s Program to be located in the City of Rio Dell.

2. If the Application for funding is approved, then the Applicant hereby agrees to use the HOME funds for eligible activities in the manner presented in its Application as approved by the Department in accordance with the statutes and regulations cited above. The Applicant will also execute a Standard Agreement with the Department, any amendments thereto, and any and all other documents or instruments necessary or required by the Department or HUD for participation in the HOME program.
3. The Applicant hereby authorizes and directs the Mayor to execute, in the name of the Applicant, the HOME Standard Agreement, other HOME-related contracts and conveyances, and any subsequent amendments thereto.
4. The Applicant hereby authorizes the Mayor or their designee, to execute, in the name of the Applicant, drawdown requests and any other HOME Program form requiring a signature, as may be required by the Department from time to time.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Rio Dell held on 10/20/2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Debra Garnes
City Council

STATE OF CALIFORNIA
City of Rio Dell

I, Jessica Hill, City Clerk of the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 20th day of October, 2026 and that said resolution has not been amended, modified, repealed, or rescinded since its date of adoption and is in full force and effect as of the date hereof.

Jessica Hill, City Clerk of the City of Rio Dell, State of
California

By: Jessica Hill, City Clerk



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

October 20, 2026

California Department of Housing and Community Development
HOME Investment Partnerships Program
651 Bannon Street
Sacramento, CA 95811

RE: Designation of Authorized Signatory – HOME Investment Partnerships Program

Dear Department of Housing and Community Development:

On behalf of the City of Rio Dell, I hereby designate the City Manager of the City of Rio Dell, or the City Manager's designee, as an authorized signatory for purposes of the City's participation in the California Department of Housing and Community Development's ("Department") HOME Investment Partnerships Program ("HOME Program").

Pursuant to the resolution adopted by the City Council authorizing submission of the City's HOME application, and subject to the terms and limitations of that resolution, if the City's application is approved, the City Manager or the City Manager's designee is authorized to execute, in the name of the Applicant, the following documents and instruments as may be required by the Department or the U.S. Department of Housing and Urban Development ("HUD") in connection with the City's HOME award:

- The HOME Standard Agreement and any amendments thereto;
- HOME-related contracts, certifications, and other documents or instruments necessary or required for participation in the HOME Program;
- Drawdown requests; and
- Any other HOME Program form requiring a signature in connection with the administration and implementation of the City's approved HOME-funded activity.

This designation shall apply to the City Manager serving from time to time and any duly authorized designee, and shall remain effective for the duration of the City's

participation in the HOME Program and any resulting HOME Standard Agreement, unless modified or revoked by action of the City Council.

Nothing in this designation shall be construed to expand or supersede the authority granted by the City Council in its HOME Program resolution or to authorize the expenditure of HOME funds for activities other than those approved by the Department and the City Council.

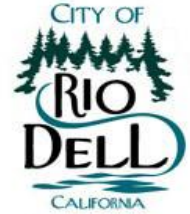
Please accept this letter as the City of Rio Dell's formal designation of the City Manager, or the City Manager's designee, as an authorized signatory for purposes of the City's HOME application and, if approved, the administration of the resulting HOME grant.

Sincerely,

Debra Garnes
Mayor, City of Rio Dell

CC:

City Manager
Finance Director
Community Development Director
County of Humboldt – Kristin Martinique



*675 Wildwood Avenue
Rio Dell, CA 95562*

TO: Rio Dell City Council

THROUGH: Kyle Knopp, City Manager

FROM: Jessica Hill, City Clerk

DATE: October 20, 2026

SUBJECT: Designation of Representatives to the PACE JPA Board of Directors,
Resolution No. 1686-2026

RECOMMENDATION

Approve Resolution No. 1686-2026 approving designation of Joanne Farley, Accountant II, as the official representative, and Jessica Hill, City Clerk, as Alternate replacing Finance Director Travis Sanborn to the PACE JPA Board of Directors.

BUDGETARY IMPACT

None

BACKGROUND AND DISCUSSION

Participation in the Public Agency Coalition Enterprise (PACE) Medical Benefits Program requires each member entity to be part of a Joint Powers Agreement (JPA) which outlines the purpose and participation requirements to become a member of the program.

One of the requirements under the PACE JPA is that each member agency appoint a representative and alternate to the PACE JPA Board of Directors. Regular meetings are held on a quarterly basis and can be attended via internet, so no travel expense is anticipated at this time.

Attachment:

Resolution No. 1686-2026



RESOLUTION NO. 1686-2026

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF RIO DELL APPROVING DESIGNATION OF
THE OFFICIAL REPRESENTATIVE AND
ALTERNATE REPRESENTATIVE TO THE
PACE JPA BOARD OF DIRECTORS**

WHEREAS, the CITY OF RIO DELL is a member of the PACE JPA; and

WHEREAS, the PACE JPA requires each member agency to have a representative at the regularly scheduled meetings; and

WHEREAS, the Bylaws of the PACE JPA requires the Board of each member agency to appoint a representative and alternate.

NOW, THEREFORE, BE IT RESOLVED THAT Joanne Farley, Accountant II, is hereby appointed as official representative and **Jessica Hill, City Clerk** is hereby designated as official alternate from the City of Rio Dell to attend the **PACE JPA** meetings.

PASSED AND ADOPTED this 20th day of October 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Debra L. Garnes, Mayor

ATTEST:

I, Jessica Hill, City Clerk for the City of Rio Dell, State of California, hereby certifies the above to be a full, true and correct copy of Resolution No. 1686-2026 adopted by the City Council of the City of Rio Dell on October 20, 2026.

Jessica Hill, City Clerk



Staff Highlights – 2026-10-20

City Council

City Manager

City Clerk

Business Licenses: 10/13: Traffic Data Service LLC

Public Records Act Requests Processed: 2

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

Patrol Statistics:

During Sept 30th – Oct. 15 2026, the Rio Dell Police Department handled 297 total incidents of which 148 were calls for service and 149 were proactive contacts/stops. 4 arrests were made. A total of 6 citations were issued for traffic offenses or other miscellaneous criminal violations. 18 total cases requiring investigation were taken.

Staffing:

- FULL STAFF.

Community Events / Notable Cases:



- E&J was searched during a joint operation with FOPD where numerous stores in Fortuna and Rio Dell were checked pursuant to their licenses for illegal tobacco sales. E&J was issued their 2nd citation for selling flavored tobacco.
- David Adams and Donald Butterfield dumped a washing machine at the city dumpsters behind city hall. They were identified by video and charges sent to the DA's office for illegal dumping.

CSO Total calls for service: 71

Abatement Projects:

Residential Abatement:

- 129 Active Cases
- 112 of those cases for dog licenses
- Large progress in clearing violations at 289 Berkeley Street
- 3 cases closed for voluntary compliance
- Appeal hearing for 790 Ireland Avenue

Vehicular Abatement:

- 10 active cases
- 8 vehicles towed
- 3 vehicles moved, voluntary compliance

Animals

- 23 animal-related calls for service
- 2 dogs were transported to FOPD kennels. One dog was transported to Sequoia Humane Society and rehomed. 1 dog remains at the FOPD kennels under quarantine.
- 6 cats spayed/neutered under the voucher program

Community Development Department

Review and approve Arcadian Infracom Business License.

Work on Dog Kennel alternative site plan and materials list/cost.

Review revised plans for ESS 560 Gunnerson Lane, request additional information.

Roof Inspections 53 W. Center Street

Work with the NCAQMD re: encapsulating asbestos cement siding.

Review Olea Jr. ADU and ADU plans, prepare Plan Check Agreement, refer.

Review and respond to Energy Commission request re: permits, staff levels.



Attend Energy Commission meeting in Arcata regarding enforcement, local concerns, Compliance Rate Study and upcoming Compliance Initiative Workshop in Sacramento.

Review and summarize Housing Element Surveys received.

Prepare Planning Commission/City Council Staff Reports and PowerPoint presentation for September 22nd meeting. Attend meetings.

Roof Inspections 406 Wildwood Ave

Prepare HOME application Staff Report, Resolution and designation letter.

Review E&J FIP file, reimbursement for design work, respond to applicant requesting information.

Prepare Minutes for September 22 PC Meeting.

Review older Building Permit files, reach out to applicants on updates.

Prepare Climate Action Plan MOU Staff report.

Review and comment on Grand Jury response.

Sheetrock/Drywall inspection 441/443 Dixie Street.

Attend Energy Code lighting webinar.

Sent out 12-15 reminders of needed RHIP inspections.

Framing, rough electrical, roof tear-off, deck inspection 550 Painter Street

Framing, rough electrical 770 Walnut Ave

Prepare letter to local organizations requesting comments/suggestions on the 7th Cycle Housing Element.

Review PV/ESS plans for 145 Columbus Ave, request additional information.

Attend SVABO monthly Inspector roundtable.

Electrical panel upgrade inspection 1017 Riverside Drive

Receive, Review and Process Building Permit Applications for

Plumbing Sewer Later Permit – 680 Gunnerson Lane
Roof Permit – 917 Martin Drive



Plumbing Sewer Lateral Permit – 104 Ogle Ave
Plumbing Sewer Lateral Permit – 1112 Pacific Ave
Roof Permit – 246 Tolman Place
PV/ESS Permit – 11715 Blue Slide Road
Roof Permit – 177 Bellevue Ave
Roof Permit – 240 Stream Ave
Plumbing Sewer Lateral Permit – 305 Bellevue Ave
PV/ESS Permit – 145 Columbus Ave
Plumbing Sewer Lateral Permit – 471 Hilltop Drive

Meeting with Glenn White re: potential uses at the HRDBP

Attend APA/ICC Shear Wall Panel requirements webinar

Final inspection earthquake repairs 118 First Ave

Email to Caltrans re: Northwestern Ave – impacts from bridge project

Continued work on Housing Element

Intergovernmental

Humboldt-Rio Dell Business Park



*675 Wildwood Avenue
Rio Dell, CA 95562*

TO: Mayor and Members of the City Council

FROM: Jessica Hill, City Clerk

THROUGH: Kyle Knopp, City Manager

DATE: October 20, 2026

SUBJECT: Public Hearing on Unmet Transit Needs

RECOMMENDATION

Open the public hearing and receive input on any unmet transit needs in the community. Close the public hearing and make a motion to direct staff to send a letter to the Humboldt County Association of Governments (HCAOG) relaying the comments made during the public hearing regarding unmet transit needs.

Stevie Luther from HCAOG will be available to provide a brief presentation and answer any questions.

BACKGROUND AND DISCUSSION

Each year, as established by the California Transportation Development Act (TDA), the Humboldt County Association of Governments (HCAOG) is required to conduct a citizen participation process to identify any “unmet transit needs” within Humboldt County. This process is required prior to allocations of TDA funding for the following fiscal year. All comments deemed to meet the definition of an unmet transit need will then be analyzed and reviewed by HCAOG’s Social Services Transportation Advisory Council (SSTAC) to determine if the need is “reasonable to meet.” Comments that are operational in nature are forwarded to transit operators.

All public comments received by December 31, 2026, will be discussed by the SSTAC and a Report of Findings brought to the HCAOG Board in 2027.

Attachments:

Citizen Participation Process for Assessing Unmet Transit Needs
Unmet Transit Needs Definition and Reasonable to Meet Criteria



Citizen Participation Process for Transit Needs Assessment

Transportation Development Act

The Humboldt County Association of Governments (HCAOG) is responsible for allocating Transportation Development Act (TDA) funds within the region. The TDA provides two major sources of funding, Local Transportation Funds (LTF) derived from a ¼ cent of the general sales tax and State Transportation Assistance Funds (STAF) derived from a tax on diesel fuel. Together, these TDA funds are a revenue source for public transit in Humboldt County. The “Unmet Transit Needs” process is carried out annually to identify and evaluate the adequacy of existing public transportation services. HCAOG is required to assess transit needs prior to allocating LTF money for non-transit purposes, while STAF is programmed to public transit agencies.

Each jurisdiction has its own LTF account. The Cities of Arcata, Eureka and Fortuna use the entirety of their LTF allocation for transit purposes and the County of Humboldt increasingly uses all or almost all of its LTF for transit. The City of Rio Dell, Blue Lake, and Trinidad typically have funds remaining after paying their share for eligible transit uses. In these cases, the TDA allows LTF to be applied to local streets and roads budgets, including pedestrian and bicycle projects. The City of Ferndale claims its whole LTF allocation for its streets and roads maintenance.

Public Process to Make a Finding

HCAOG’s Social Services Transportation Advisory Council (SSTAC) leads the process. One required hearing is held at the HCAOG Board, and other jurisdictions may hold hearings as well. Comments are solicited through an online survey, ads, and information sharing between organizations serving people who rely on transit. The SSTAC considers all public testimony and input, determines if the suggestions meet the adopted definition of an unmet transit need and applies adopted criteria to determine if the need is “reasonable to meet”. Public comments are accepted throughout the year and close on December 31st.

The SSTAC will consider the draft Unmet Transit Needs report and forward one of the following findings to the HCAOG Board for consideration:

- (a) there are no unmet transit needs; or
- (b) there are no unmet transit needs which are “reasonable to meet”; or
- (c) there are unmet transit needs, including those that are “reasonable to meet”

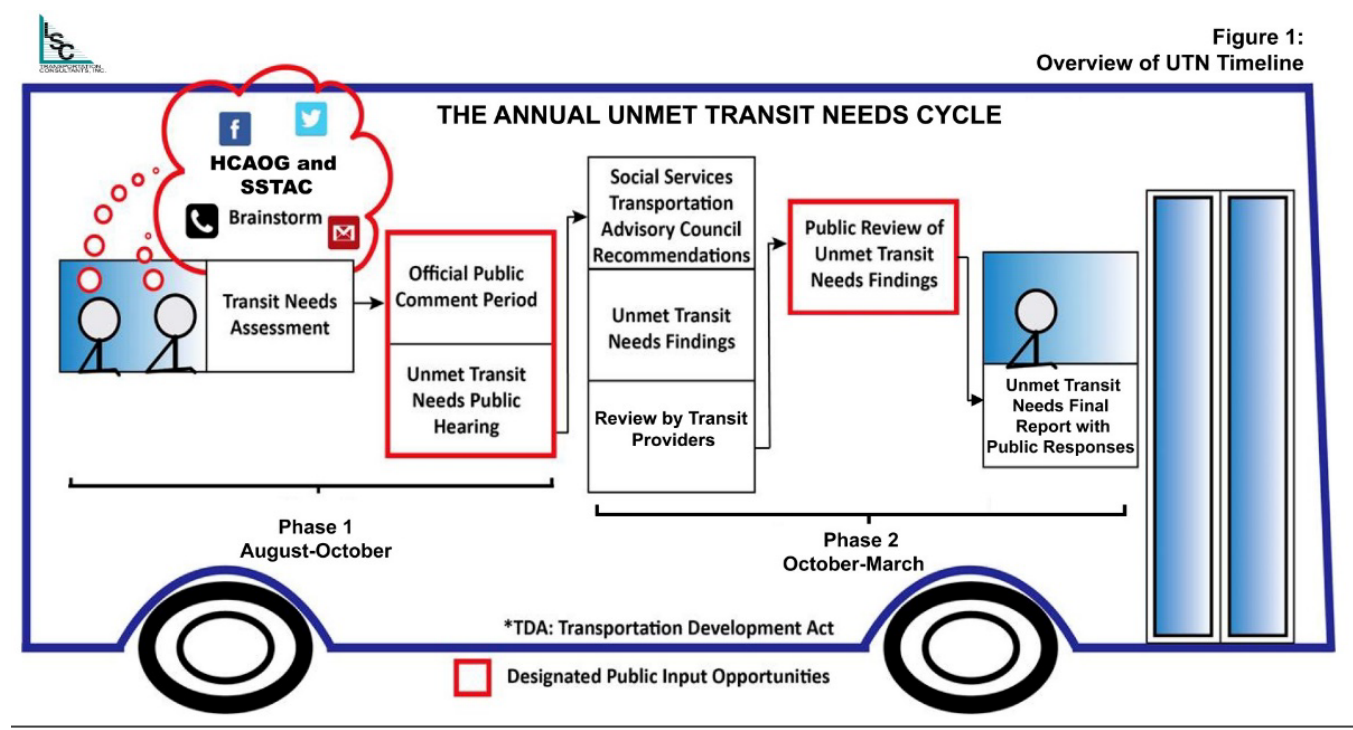
Examples of Past Public Input and Findings

Unmet needs include Sunday service, Saturday night service on Redwood Transit System, and later evening service on the Eureka Transit System. These services are often found “not reasonable to meet” based on projected farebox returns and very low estimated ridership that would result in a high operating subsidy. Additionally, unmet needs must be considered financially sustainable based on there being enough money available from identified sources of funding to pay for the marginal operating cost of the service continuously for three years.

Comments received through this annual process can provide valuable feedback to transit operators. Not all operational requests can be met, but the Humboldt Transit Authority makes every effort to respond where feasible. Public comments are beneficial as a record of community need and can help to secure competitive grant-funded projects such as first-last mile mobility solutions to expand access to transit.

Opportunities for Public Comment on Unmet Transit Needs

- Navigate to the project page at <https://www.hcaog.net/programs-projects/public-transportation> or find the survey at bit.ly/UnmetTransitNeeds
- At one of the advertised public meetings;
- Written comments and/or feedback gathered from staff during direct outreach;
- Comment submittals by email or telephone: info@hcaog.net or 707-444-8208.



UNMET TRANSIT NEEDS DEFINITION & REASONABLE TO MEET CRITERIA

Unmet transit needs are, at a minimum:

- (1) Trips requested from residents who do not have access to public transportation, specialized transportation, or private transport services or resources for the purpose of traveling to medical care, shopping, social/recreational activities, education/training, and employment; or
- (2) Proposed public transportation, specialized transportation, or private transport services identified in the following, but not limited to: a Transportation Development Plan, Regional Transportation Plan, Coordinated Public Transit–Human Services Transportation Plan.
- (3) Sufficient broad-based community support exists, meaning that persons who will likely use the service on a routine basis demonstrate support with at a minimum two requests for general public service and for disabled service.

Additionally, unmet transit needs do not include:

- ❖ Improvements funded or scheduled for implementation in the next fiscal year.
- ❖ Minor operational improvements or changes such as bus stops, schedules, and minor route changes. Minor operational improvements are changes to service which do not affect the operating cost of the transit service either by requiring additional staff and/or additional vehicle hours of service or miles of service.
- ❖ Trips for primary or secondary school transportation
- ❖ Sidewalk improvements or street and road needs.

Reasonable to meet criteria:

- (1) To be considered “reasonable to meet”, a service must be operationally feasible and financially sustainable, as defined below:
 - a) The service must have adequate roadways and must be safe to operate.
 - b) Enough money should be available from identified sources of funding to pay for the marginal operating costs of the service continuously for three years.
- (2) The service must be projected to meet a minimum “marginal farebox-return-ratio” of 10 percent within two years. Performance measures including estimated subsidy per passenger trip and passengers per vehicle hour of service will also be considered. For new service, ridership and farebox-return-ratio thresholds will be considered.
- (3) Pursuant to the requirements of TDA Statutes (Public Utilities Code Section 99401.5c, a determination of needs that are “reasonable to meet” shall not be made by comparing unmet transit needs with the need for streets and roads, for the allocation of TDA funds.
- (4) Once a service is determined to be "reasonable to meet" and is implemented, it can be expected that the ridership in the first 1-2 years of the new service will be less than the projected optimal ridership. Ridership should be evaluated at 6-month intervals to determine if service is meeting performance standards adopted by the transit provider, and specifically, whether the service meets a minimum 10 percent marginal farebox-return-ratio. If the service is being adequately promoted and fails to be within 60 percent of the identified standards after six months, 90 percent with the first year, or 100 percent within two years, the service may be cancelled and deemed "no longer reasonable to meet." An exception to this rule is when a community or group is willing to participate in sharing the ongoing cost of the new service.



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

For Meeting of: October 20, 2026
☐ Consent Item; ☒ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager

Date: October 5, 2026

Subject: Memorandum of Understanding (MOU) with Redwood Coast Energy Authority (RCEA) to Establish RCEA as the Regional Climate Committee (RCC) Responsible for Implementing the Regional Climate Action Plan (RCAP), and City Contribution in the Total Amount of \$14,847.24 through December 31, 2030.

RECOMMENDATION

Staff recommends that the City Council:

1. Consider authorizing the Mayor to sign the MOU with the Redwood Coast Energy Authority to establish Redwood Coast Energy Authority as the Regional Climate Committee and commit the City to annual contributions of 3,711.81, or a total of \$14,847.24 through Dec. 31, 2030.

DISCUSSION

The City Council is being asked to consider whether the City of Rio Dell should enter into a Memorandum of Understanding (MOU) with the Redwood Energy Coast Authority (RCEA) and other participating jurisdictions to implement the Regional Climate Action Plan (RCAP).

The RCAP was designed to be a regional plan with participation from the cities of Arcata, Eureka, Blue Lake, Ferndale, Fortuna, Rio Dell, and Trinidad, and the Joint Powers Authorities (JPA) of RCEA, Humboldt County Association of Governments (HCAOG), Humboldt Transit Authority (HTA), and Humboldt Waste Management Authority (HWMA).

Rio Dell adopted the RCAP on March 17, 2026. The proposed MOU would designate RCEA as the lead agency for implementing the RCAP, establish a Climate Program Manager and Regional Climate Committee (RCC) responsible for coordinating implementation of the plan through December 31, 2030. The MOU also establishes a sustainable funding mechanism. Below are the proposed funding commitments for each of the participating jurisdictions.

Agency	Population	Percent	FY 26/27	FY 27/28	FY 28/29	FY 29/30
Arcata	19,001	14.2%	\$ 21,821.84	\$ 21,821.84	\$21,821.84	\$ 21,821.84
Blue Lake	1,136	0.8%	\$ 1,304.65	\$ 1,304.65	\$1,304.65	\$ 1,304.65
Eureka	26,122	19.5%	\$ 30,000.00	\$ 30,000.00	\$30,000.00	\$ 30,000.00
Ferndale	1,361	1.0%	\$ 1,563.05	\$ 1,563.05	\$1,563.05	\$ 1,563.05
Fortuna	12,198	9.1%	\$ 14,008.88	\$ 14,008.88	\$14,008.88	\$ 14,008.88
Rio Dell	3,232	2.4%	\$ 3,711.81	\$ 3,711.81	\$3,711.81	\$ 3,711.81
Trinidad	296	0.2%	\$ 339.94	\$ 339.94	\$339.94	\$ 339.94
County (Unincorporated)	70,471	52.7%	\$ 80,932.93	\$ 80,932.93	\$80,932.93	\$ 80,932.93
	133,817	100%	\$153,683.10	\$153,683.10	\$153,683.10	\$ 153,683.10

RCEA has agreed to host the Committee and the Program Manager and to commit staff resources and incidental costs totaling approximately \$145,000 per year.

What the MOU Would Do

The MOU would:

- Establish RCEA as the regional organization responsible for coordinating RCAP implementation.
- Fund a Regional Climate Program Manager to coordinate programs, projects, grants, and regional activities.
- Establish a Technical Advisory Committee (TAC) made up of staff from participating jurisdictions.
- Provide a framework for regional collaboration among the County and participating cities.

- Commit participating jurisdictions to a shared funding structure for the regional program.
- Provide a mechanism to pursue state, federal, and other grant funding.

Why Participation May Benefit Rio Dell

Participation could provide Rio Dell with resources that would be difficult for the City to provide independently, including:

- Access to regional technical expertise and staff support.
- Assistance identifying and applying for grants.
- Opportunities to leverage regional funding for projects benefiting Rio Dell.
- Coordination with other Humboldt County jurisdictions.
- A formal role in shaping regional climate priorities and implementation.
- Reduced duplication of effort among participating agencies.

For a small city with limited staff capacity, a regional approach may provide an opportunity to participate in projects and funding programs that would otherwise be difficult to pursue.

ATTACHMENTS

Attachment 1: Memorandum of Understanding (MOU)

**MEMORANDUM OF UNDERSTANDING BETWEEN
RCAP LOCAL AGENCIES AND
PARTNER JPA'S
REGARDING ESTABLISHMENT OF THE REGIONAL CLIMATE COMMITTEE AND
CLIMATE PROGRAM MANAGER**

This Memorandum of Understanding (“MOU”) is entered into and made effective as of _____, 2026 (“Effective Date”) by and among some or all of the local agencies identified below. Each of the agencies referenced below is referred to herein individually as an “Agency” and collectively as the “Agencies.” Each of the signatories to this Agreement is referred to herein as a “Party” and collectively as the “Parties”.

Municipal Jurisdictions:

City of Arcata (“Arcata”)
City of Blue Lake (“Blue Lake”)
City of Eureka (“Eureka”)
City of Ferndale (“Ferndale”)
City of Fortuna (“Fortuna”)
City of Rio Dell (“Rio Dell”)
City of Trinidad (“Trinidad”)
County of Humboldt (“County”)

Joint Powers Authorities (JPAs):

Humboldt County Association of Governments (“HCAOG”)
Humboldt County Transit Authority (“HTA”)
Humboldt Waste Management Authority (“HWMA”)
Redwood Coast Energy Authority (“RCEA”)

BACKGROUND RECITALS AND SHARED GOALS

- A. The Agencies have collaborated in development of a comprehensive Regional Climate Action Plan (“RCAP”) to address greenhouse gas (“GHG”) emissions generated within the Humboldt County region. The RCAP and final environmental impact report were completed by the County and adopted by its Board of Supervisors on December 16th, 2025, and adopted by the other Municipal Jurisdictions on the following dates:

Arcata: May 6, 2026
Blue Lake:
Eureka: February 3, 2026
Ferndale: September 16, 2026
Fortuna: May 18, 2026
Rio Dell: March 17, 2026
Trinidad:

- B. The RCAP establishes a regional goal to reduce GHG emissions 40 percent by 2030 in line with Statewide targets of Senate Bill 32 and provides measures and actions to achieve this goal. In addition, the RCAP establishes a longer-term regional goal of achieving carbon neutrality by 2045, consistent with the Statewide goals of Assembly Bill 1279; and quantitative efficiency thresholds for use in evaluating whether the GHG emissions of an individual plan or project would result in a potentially significant environmental impact under the California Environmental Quality Act (“CEQA”) for plans or projects with pre-2030 buildout or initial operation years (“GHG Emissions

Thresholds”). The overall purpose of the RCAP and CEQA GHG Emissions Thresholds is to prepare, adopt, and implement a qualified GHG reduction plan that may be utilized for mitigating and tracking Countywide GHG emissions as well as for streamlining CEQA GHG analyses for future projects within the Humboldt County region that are required to undergo CEQA review.

- C. A cornerstone strategy of the RCAP is the establishment of a coalition between jurisdictions and key organizations to guide a regional approach to climate-related challenges through coordinated efforts. Based on this, creation of a Regional Climate Committee (“Committee”) comprised of elected officials from each of the Municipal Jurisdictions and JPA’s to be responsible for implementing RCAP measures and actions is the first RCAP strategy to be implemented. The purpose of the Committee is to foster collaboration and coordination among the region to address climate-related challenges and implement effective climate action strategies by leveraging collective expertise, resources, and efficiencies to tackle climate change at a regional level. The Committee will support RCAP implementation through information sharing, coordination of RCAP efforts, development of joint initiatives to reduce GHG emissions, support and pursue funding, and promote sustainable development practices. Additionally, the Committee will develop and provide models, pilot programs, and template policies or ordinances that enable each jurisdiction in the region to implement uniform changes and facilitate local communities in making the necessary structural adjustments to reduce GHG emissions.
- D. The RCAP also calls for the creation of a Climate Program Manager (“Manager” or “Program Manager”) to lead the coordination efforts of the Committee, and to coordinate with staff of the participating jurisdictions and agencies to undertake the work of the Committee. Under the RCAP, the Program Manager is intended to represent a larger staff need to fulfill the mission of the Committee to obtain funding to support several staff in implementing and tracking the RCAP. Additionally, the RCAP charges the Manager with developing annual progress reports on RCAP implementation for City Councils and County Supervisors to measure progress and establish accountability in achieving RCAP emissions reduction goals.
- E. RCEA has agreed to host the Committee and the Program Manager and to commit staff resources and incidental costs totaling approximately \$145,000 per year.
- F. This MOU seeks to establish the framework for establishing the Committee and funding the Regional Climate Program Manager. **NOW THEREFORE**, based on these Background Recitals and Shared Goals, the Parties enter into the following Memorandum of Understanding:
 - 1. **Purpose.** The purposes of this MOU are to collaborate in the following endeavors:
 - i. Establishing an operational framework for the Regional Climate Committee;
 - ii. Developing a sustainable funding mechanism for the Regional Climate Committee and the Climate Program Manager.
 - 2. **Host Agency.** To facilitate the successful outcome of the RCAP, RCEA agrees to host the Climate Program Manager (“Manager”), and provide administrative support to the Regional Climate Committee (“Committee”) and advisory committees created by the Committee. The Manager shall be solely an employee or independent contractor of RCEA and no other Party to this MOU when acting in the capacity of Regional Climate Manager and shall not be entitled to any employment benefits from any other agency. The RCEA Board shall serve as the final decision maker for any RCAP grants, contracts, or other agreements where RCEA is the prime applicant or party to the contract or agreement.

3. **Regional Climate Committee.** The Committee will be responsible for implementing RCAP measures and actions. The Committee structure shall be as follows:

- a. **Committee Membership.** The RCEA Board of Directors, which includes representation from the County and each City as well Tribal nations, together with an elected official appointed from and by each of the Boards of Directors of Humboldt Waste Management Authority, Humboldt Transit Authority and Humboldt County Association of Governments shall be the acting Regional Climate Committee. Each official appointed to the Regional Climate Committee (a “Member”, or “Committee Member”) is charged with addressing climate change at a coordinated regional level to implement the RCAP.
- b. **Quorum.** A majority of the total number of Committee Members shall constitute a quorum for conducting business.
- c. **Voting.** Each Committee Member shall have one equal vote. Alternate representatives may only vote in the absence of the primary representative from that Agency. Completion of any action of the Committee shall require the affirmative vote of the Members present.

4. **Committee Operational Rules, Bylaws.** The Committee may establish by unanimous vote any additional, non-conflicting operational protocols, guidelines, or procedures as necessary to facilitate its operations (the “Bylaws”). The Committee shall function in accordance with this MOU, any Bylaws, and applicable law. Bylaws shall be amended only upon approval by a unanimous vote of the Committee.

5. **Regional Climate Program Manager.**

- a. **Sustainable Funding of Position.** The Manager is a cornerstone strategy of the RCAP. Establishing sustainable funding for the Manager shall be a priority of the Committee. Funding will occur as direct annual financial contributions from the Municipal Jurisdictions for the term of this MOU. During the term of this MOU, the Regional Climate Committee will develop a long-term funding strategy for RCAP implementation and sustainable funding for the Manager position that may include direct annual contributions, grants, or other available sources.
- b. **Primary Duties.** Using the RCAP as a strategic planning document the Manager will generally:
 - i. Plan, organize, oversee, coordinate, and manage the RCAP programs, projects, and activities including facilitating RCAP Committee activities;
 - ii. Identify and pursue external funding opportunities;
 - iii. Serve as administrative manager of multi-agency programs;
 - iv. Serve as a liaison and foster cooperative working relationships with a variety of internal and external stakeholders, partners, and contracted service providers;
 - v. Coordinate with staff of the participating jurisdictions and agencies to undertake the work directed by the Committee.
 - vi. Deliver annual progress reports to City Councils and the County Board of Supervisors to measure progress and establish accountability in achieving RCAP emissions reduction goals

- c. Interaction with Committee. The Manager will provide staff support to the Committee including ensuring compliance with the California Ralph M. Brown Act and other applicable laws.
6. **Regional Climate Technical Advisory Committee**. Each Agency may choose to designate staff to participate in a Regional Climate Technical Advisory Committee (“TAC”). The purpose of the TAC is to provide input to the Manager and Committee.
7. **Shared Funding Commitments to Support RCAP Implementation and the Climate Program Manager**.
 - a. Principles of Shared Commitment to Sustainably Fund the Regional Climate Program Manager:
 - i. The Regional Climate Action Plan calls for the creation of a regional Climate Program Manager position to lead and coordinate the implementation of the Regional Climate Action Plan;
 - ii. A Regional Climate Program Manager position would provide for regional efficiencies and cost-savings in completing the work outlined in the Regional Climate Action Plan;
 - iii. The successful region-wide implementation of the RCAP is a shared responsibility;
 - iv. Shared financial responsibility is most equitably determined using the total population of the County and the percentage residing within each Municipal Jurisdiction.
 - v. RCEA created a Regional Climate Program Manager position within RCEA with the understanding that Municipal Jurisdiction contributions would be required to sustainably fund the position.
 - b. Municipal Jurisdiction Commitments. Municipal Jurisdictions agree to contribute funds to support RCAP implementation and the Program Manager in the amounts set out in Exhibit A, Funding Commitments.
 - c. Funding Commitments. Proportional funding contributions by each Municipal Jurisdiction prorated by population are set out in Exhibit A, Funding Commitments.
8. **Annual Budget**. RCEA will separately account for direct funding contributions, and will develop an annual RCAP implementation budget based on direct funding contributions for annual review and approval by the Committee. The budget shall be applied to Program Manager salary costs and direct RCAP implementation expenses, such as vendors, consultants, climate tracking software, and similar expenses. Any budgeted funds unspent at the end of a fiscal year will be carried over to following years. The Regional Climate Committee may revise the annual budget as needed.
9. **MOU Term**. This MOU shall terminate on December 31, 2030, unless extended by mutual written agreement of the Parties.

10. **MOU Modifications.** This MOU may only be modified by a written amendment executed by the Parties. Notwithstanding the foregoing, Exhibit A, Funding Commitments may be amended by simple majority of the Regional Climate Committee. Any such amendments shall automatically replace the Funding Commitments attached to this Agreement. RCEA shall distribute the Amended Contribution Schedule to all Parties.
11. **Effective Date.** This MOU shall become effective on the date that it is executed by a sufficient number of Municipal Jurisdictions whose respective populations together represent at least 85% of the overall population of Humboldt County as determined by the April 1, 2020 Population Census for Humboldt County.
12. **Counterpart Execution:** This MOU, and any amendments hereto, may be executed in one (1) or more counterparts, each of which shall be deemed to be an original and all of which, when taken together, shall be deemed to be one (1) and the same agreement. This MOU, and any amendments hereto, may be signed by manual or electronic signatures in accordance with any and all applicable local, state and federal laws, regulations and standards, and such signatures shall constitute original signatures for all purposes. A signed copy of this MOU, and any amendments hereto, transmitted by email or by other means of electronic transmission shall have the same legal effect as delivery of an original executed copy of this MOU and any amendments hereto.
13. **Authority To Execute:** Each person executing this MOU represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this MOU. Each party represents and warrants to the other that the execution and delivery of this MOU and the performance of such party's obligations hereunder have been duly authorized.

WITNESSETH, each Agency signing below has duly approved and adopted this Memorandum of Understanding in accordance with its respective requirements and duly authorized its execution.

City of Arcata:

By: _____
Title: _____
Date: _____

City of Blue Lake:

By: _____
Title: _____
Date: _____

City of Eureka:

By: _____
Title: _____
Date: _____

City of Ferndale:

By: _____
Title: _____
Date: _____

City of Fortuna:

By: _____
Title: _____
Date: _____

City of Rio Dell:

By: _____
Title: _____
Date: _____

City of Trinidad:

By: _____
Title: _____
Date: _____

County of Humboldt:

By: _____
Title: _____
Date: _____

Humboldt County Association of Governments:

By: _____
Title: _____
Date: _____

Humboldt County Transit Authority:

By: _____

Title: _____

Date: _____

Humboldt Waste Management Authority:

By: _____

Title: _____

Date: _____

Redwood Coast Energy Authority:

By: _____

Title: _____

Date: _____



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

October 20, 2026

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approval of the City's Response to the 2025–26 Humboldt County Civil Grand Jury Report, "Emergency Preparedness: The Role of Local Law Enforcement Agencies," and Authorize the Mayor to Sign

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve the City's response to the Humboldt County Civil Grand Jury report and authorize the Mayor to sign the response on behalf of the City Council.

BACKGROUND AND DISCUSSION

In June 2026, the Humboldt County Civil Grand Jury issued its report on emergency preparedness among the five Humboldt County cities with municipal police departments, including Rio Dell. Under Penal Code section 933, the City Council must respond to each applicable Finding and Recommendation to the Presiding Judge of the Superior Court.

The attached response, prepared by staff with the Police Chief and reviewed by the City Attorney, addresses Findings F1–F9 and Recommendations R2, R3, R7, R8, and R9 using the response categories required by Penal Code section 933.05. It also corrects the report's characterization of the City's Emergency Operations Plan and notes that an updated plan is in progress.

An Ad Hoc Committee of Mayor Pro Tem Carter and Councilmember Wilson convened and recommended the report be forwarded to the City Council for approval.

FISCAL IMPACT

None associated with approving the response.

ATTACHMENT

City of Rio Dell Response to the Humboldt County Civil Grand Jury Report
"Emergency Preparedness: The Role of Local Law Enforcement Agencies,"

///

RESPONSE TO GRAND JURY REPORT

DRAFT

Report Title: Emergency Preparedness: The Role of Local Law Enforcement Agencies
Report Date: June 17, 2026
Response by: Rio Dell City Council, with the Chief of Police, Rio Dell Police Department, joining as invited respondent

FINDINGS

- We agree with the findings numbered: F1, F2, F3, F4, F8, F9.
- We disagree wholly or partially with the findings numbered: F5 (partially disagree), F6 and F7 (partially agree).

RECOMMENDATIONS

- Recommendations numbered R2 have been implemented.
- Recommendations numbered R3 and R8 have not yet been implemented, but will be implemented in the future.
- Recommendations numbered R7 and R9 require further analysis.
- Recommendations numbered: None will not be implemented because they are not warranted or are not reasonable.

An explanation of each response is set out in the attached pages, as required by Penal Code section 933.05.

Date: October 20, 2026
Signed: _____
Debra L. Garnes, Mayor, City of Rio Dell

Number of pages attached: 7

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

DRAFT



TO: The Honorable Judge Timothy A. Canning
California Superior Court for Humboldt County
825 5th Street, Eureka, CA 95501

Humboldt County Civil Grand Jury
P.O. Box 657
Eureka, CA 95502

FROM: Rio Dell City Council
City of Rio Dell

RE: Emergency Preparedness: The Role of Local Law Enforcement Agencies
(Released June 17, 2026)

DATE: October 20, 2026

Dear Judge Canning and Members of the Humboldt County Civil Grand Jury:

The City of Rio Dell submits this response as the governing body required to respond under Penal Code section 933. The Chief of Police joins as an invited respondent on behalf of the Police Department.

Rio Dell is a close-knit, warm-hearted community, and it is served by the smallest police department among the cities reviewed in this report. That scale shapes much of this response to a practical consideration: our officers know the community well, but the Department has limited staff available for planning, documentation, and outside meetings beyond day-to-day operations. The City appreciates the Grand Jury's attention to this subject and agrees with much of the report. Before addressing the individual findings and recommendations, the City respectfully corrects one factual matter: Rio Dell has maintained an Emergency Operations Plan since 2003. That correction is discussed below and informs several of the responses that follow.

Rio Dell's Emergency Operations Plan

The report states that, of the five cities reviewed, "all are EOPs except Rio Dell," and describes the City's plan as an appendix to a city safety plan rather than a true EOP. This statement is inaccurate.

The City has maintained a stand-alone Emergency Operations Plan since December 2003. The plan is 259 pages and addresses the City's emergency management organization, department

roles including the Police Department's, response and recovery procedures, and coordination with county, state, and mutual aid partners. It was developed with the assistance of grant funding that is no longer available to the City.

The City acknowledges that the plan is dated and would benefit from updated formatting, terminology, and references. At the same time, Rio Dell's size, hazard profile, and department structure have not changed as significantly since 2003, which lessens the practical impact of the plan's age.

The City has a working draft of a shorter, modernized Emergency Operations Plan intended to replace the 2003 plan. Progress has been limited primarily by available staff time rather than a lack of commitment: the 2003 plan was completed with dedicated grant funding, and the current update is being carried out by existing staff alongside their regular duties. The City's timeline for completing this work is addressed under Recommendation R3, below.

FINDINGS

Finding F1

Grand Jury Finding: *“Local law enforcement agencies can provide input into the Humboldt County Hazard Mitigation Plan and the Emergency Operations Plan, but many do not participate. Non-inclusion in the plans may hinder coordination with other first responders during a disaster.”*

Response: Agree.

Status: Ongoing.

The City agrees that Rio Dell benefits when the Police Department's perspective is reflected in the County's emergency plans, and the Department intends to continue contributing that perspective going forward.

Finding F2

Grand Jury Finding: *“Local law enforcement agency representatives typically do not attend regular Office of Emergency Services meetings due to time constraints or higher priority obligations. Irregular participation in these meetings limits their ability to share their experience and may also lead to reduced coordination with other first responders during a disaster.”*

Response: Agree.

Status: Will continue to improve.

The City agrees, and notes that this reflects the Department's limited staffing more than a lack of interest in participating. With a small number of sworn officers covering patrol around the clock, sending a representative to a daytime county meeting often requires adjusting shift coverage. The Department is working to have a representative attend on a more consistent basis as staffing allows.

Finding F3

Grand Jury Finding: *“Local government representatives (such as city managers) who do attend the Humboldt County Office of Emergency Services meetings may not provide input*

from a law enforcement perspective. This lack of input can result in the Humboldt County Office of Emergency Services not being fully aware of the priorities and requirements of local law enforcement agencies as it updates the Hazard Mitigation and Emergency Operations Plans.”

Response: Agree.

Status: Ongoing.

The City agrees. City Administration represents the City at these meetings, but that representation is not a substitute for direct Police Department input on operational matters such as evacuation routes, staging areas, and mutual aid needs specific to Rio Dell.

Finding F4

Grand Jury Finding: *“The unique disaster response needs of local communities are known by experienced officers, but are not always articulated in local law enforcement agency disaster response documentation. As a result, new or less experienced officers may not have access to this information.”*

Response: Agree.

Status: Will continue to improve.

The City agrees. What is missing is more department-specific detail — particular routes, staging areas, and local knowledge that currently resides primarily with the Department's more experienced officers. The City intends to incorporate this detail into the Emergency Operations Plan update described above.

Finding F5

Grand Jury Finding: *“Incident Command System training is a core component of California and national emergency response protocols, but is typically received by law enforcement officers only when they are at the police academy. This knowledge degrades without refresher training.”*

Response: Partially Disagree.

Status: Ongoing.

The City partially disagrees. ICS knowledge may degrade without refresher training, but this is not universally true; Department officers apply ICS structure during actual incidents, not only at the academy, which helps keep the framework familiar for many of them. The City supports additional formal refresher training, but does not agree that Department officers are currently operating on stale training.

Finding F6

Grand Jury Finding: *“Scenario-based Incident Command System training is not regularly conducted due to staffing constraints and budgetary limitations. As a result, local law enforcement officers may not be adequately trained in their disaster-response roles.”*

Response: Partially Agree.

Status: Will continue to improve.

The City partially agrees. Given the Department's staffing level, taking officers off patrol for a multi-day scenario exercise carries a real operational cost, which has limited the frequency of this training. The City will continue to pursue regional exercises that allow training costs and staffing impacts to be shared among agencies. RDPD personnel currently receive formal ICS instruction, POST training, critical-incident training, and operational experience.

Finding F7

Grand Jury Finding: *“When held, scenario-based disaster response training typically focuses on agency coordination, mitigation, and planning, but often does not include the actual activities that need to be performed during a real event. As a result, law enforcement officers may not be adequately trained on the specific skills needed to respond to disasters in their communities.”*

Response: Partially Agree.

Status: Will continue to improve.

The City partially agrees. This finding is framed in qualified terms — training “often” lacks realism, so officers “may” be undertrained — and the City does not believe it accurately describes the Department's practice. Rio Dell's training exercises already incorporate field-level tasks alongside coordination and planning. The City supports continued improvement, but does not agree that current training leaves officers unprepared for the hands-on demands of a real event. RDPD personnel currently receive formal ICS instruction, POST training, critical-incident training, and operational experience.

Finding F8

Grand Jury Finding: *“Some specialized disaster response equipment is unavailable or not adequately maintained by local law enforcement agencies due to budgetary limitations. As a result, these agencies may be unable to respond effectively or efficiently to local disasters.”*

Response: Agree.

Status: Ongoing.

The City agrees. A department of Rio Dell's size cannot maintain every category of specialized equipment, and budget constraints are the primary reason. The Department relies on mutual aid to fill these gaps and will continue to pursue grant funding where available.

Finding F9

Grand Jury Finding: *“Availability of specialized disaster response equipment is less of an issue for the Humboldt County Sheriff's Office. This allows them to respond to local*

disasters more effectively themselves and to serve as a potential source of equipment for local agencies.”

Response: Agree.

Status: Ongoing.

The City agrees, and values its working relationship with the Humboldt County Sheriff's Office. The City and Department rely on this partnership and on regional mutual aid for equipment and capabilities that a department of Rio Dell's size cannot reasonably maintain on its own.

RECOMMENDATIONS

Recommendation R2

Grand Jury Recommendation: *“The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell direct their Police Chiefs to designate representatives to attend the regular meetings and provide input to the Humboldt County Office of Emergency Services by no later than December 31, 2026.”*

Response: Implemented.

Implementation Status: Implemented.

This recommendation has been implemented. The Chief of Police has designated a representative to attend Office of Emergency Services meetings when staffing allows. Given the Department's size, attendance may occasionally be affected by operational needs, but the designation itself is in place well ahead of the December 31, 2026 deadline.

Recommendation R3

Grand Jury Recommendation: *“The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell direct their Police Chiefs to ensure that a complete list of local disaster response needs, priorities, and protocols is included in their individual city disaster response documentation by no later than March 31, 2027.”*

Response: Not yet fully implemented; will be implemented.

Implementation Status: In progress; target completion March 31, 2027.

That work is already underway. The City has a working draft of a shorter, modernized Emergency Operations Plan, and the Chief of Police will ensure it includes a complete, department-specific list of local disaster response needs, priorities, and protocols before it is finalized. The City is targeting the Grand Jury's March 31, 2027 deadline and will pursue grant funding and/or expert assistance that could allow the work to be completed sooner.

Recommendation R7

Grand Jury Recommendation: *“The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell, after consultation with their respective police chiefs, add scenario-based ICS*

Field Response Training as a separate line item within the FY 2027-2028 local police department budget.”

Response: Requires further analysis.

Implementation Status: Future budget consideration.

The City supports scenario-based ICS Field Response Training. The City will weigh this option against grant funding and shared regional training opportunities. The City and Police Department will evaluate anticipated training needs, potential costs, regional training opportunities, available grant funding, and other relevant budget considerations. This analysis will be completed and presented for consideration through the City's budget and administrative review process no later than December 17, 2026.

Recommendation R8

Grand Jury Recommendation: *“The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell direct their Police Chiefs to add scenario-based ICS Field Response Training to their regular training schedule, by no later than July 1, 2028.”*

Response: Not yet fully implemented; will be implemented.

Implementation Status: In progress; target completion July 1, 2028.

The City agrees and will incorporate this training into the Department's regular training schedule as staffing and regional training partnerships allow, with a target completion date of July 1, 2028.

Recommendation R9

Grand Jury Recommendation: *“The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell, after consultation with their respective police chiefs, add specialized disaster response equipment, maintenance, and training/certification as separate line items within the FY 2027-2028 local Police Department Budget.”*

Response: Requires further analysis.

Implementation Status: Future budget consideration.

As with Recommendation R7, the City already evaluates equipment needs during each budget cycle and pursues grant funding when available. Whether a separate budget line item is warranted, given the City's budget size and reliance on mutual aid, will be evaluated during the FY 2027-2028 budget process.

The City and Police Department will evaluate specialized disaster response equipment needs, associated maintenance and replacement costs, applicable training and certification requirements, available grant funding, and regional resource capabilities. This analysis will be completed and presented for consideration through the City's budget and administrative review process no later than December 17, 2026.

Conclusion

The City appreciates the Grand Jury's work on this report and agrees with the great majority of its findings and recommendations. The Grand Jury report describes the City's plan as an appendix to a city safety plan rather than a true EOP. The City has maintained an EOP since 2003; it is long due for modernization, and the City is completing that work as staff time allows.

As the smallest police department among the cities reviewed, Rio Dell faces real trade-offs in balancing emergency preparedness activities against day-to-day public safety responsibilities. The City has aimed to be candid, in this response, about where those constraints apply and where the City respectfully disagrees with the report's characterization of the Department. The City remains committed to continued improvement in emergency preparedness, consistent with the resources available to a city of Rio Dell's size and financial capacity.

City Council Approval

The foregoing response was approved and adopted by the Rio Dell City Council at a duly noticed public meeting held on October 20, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Respectfully submitted,

Debra L. Garnes, Mayor, City of Rio Dell
On behalf of the Rio Dell City Council

cc: City Manager
City Attorney
Chief of Police

Attest: Jessica Hill, City Clerk

Chief of Police Concurrence (Invited Respondent)

I join in the foregoing response as the invited response of the Rio Dell Police Department Chief of Police.

Josh Phinney, Chief of Police
Rio Dell Police Department

Date: _____

///

Emergency Preparedness

The Role of Local Law Enforcement Agencies

Released June 17, 2026

SUMMARY

For many years, Humboldt County Civil Grand Juries have focused on disaster preparedness within Humboldt County at the local government and operational area levels. Former juries reviewed the plans, procedures, infrastructure, and organizational preparations in place to address disasters.

This year, the Grand Jury looked at operational preparations, focusing on the boots on the ground. This investigation looked primarily at local law enforcement agencies because they are among the most visible players in local disaster response.

Our three areas of focus were:

- Have Humboldt County emergency plan updates been passed down to law enforcement?
- Did law enforcement have input into emergency plans?
- How well prepared are our local law enforcement first responders for disasters?

The Grand Jury did extensive research on disaster preparedness plans, attended safety presentations and demonstrations, and interviewed several local law enforcement agencies.

The Grand Jury found that Humboldt County's emergency plan updates flow downward well; law enforcement agencies routinely learn of changes. However, they typically don't participate in updating Humboldt County's emergency plans. Local law enforcement agencies are regularly involved in updating local emergency plans.

Organizational and local government-level training is regularly conducted to plan for disasters. The trainings, however, do not include the physical skills required to respond

in real time. A training that simulates an actual disaster event, referred to as scenario-based training, provides opportunities to practice field response skills. Experience employing the skills needed in an emergency situation would further improve disaster preparedness.

Funding for local field response training and for the acquisition and maintenance of specialized emergency/disaster response equipment is an issue for all Humboldt County law enforcement agencies.

Local law enforcement officers know what needs to be done to protect their communities during a disaster. Some of that knowledge and experience isn’t always captured in local standard operating procedures; rather, it exists institutionally in the heads of long-term officers.

Local law enforcement officers want to protect and serve their communities effectively during disasters. Still, many simply don’t have enough funding or personnel to respond to local disasters, which they believe their communities deserve.

Local law enforcement agencies do the best they can with the limited resources they have.

GLOSSARY

- EOC Emergency Operations Center
- EOP Emergency Operations Plan
- Grand Jury Humboldt County Civil Grand Jury
- ICS Incident Command System
- OES Office of Emergency Services
- CalOES California Office of Emergency Services

BACKGROUND

Three recent Grand Juries issued reports on disaster preparedness:

- Infrastructure and training (2015-2016 term)
- Continuity of operations if the Humboldt County courthouse is directly impacted by a disaster (2017-2018 term)
- Humboldt County Emergency Operations Plan and the ability of the County to respond to large-scale disasters (2022-2023 term)

Please refer to Appendix A for summaries of these reports.

Many federal, state, county, and other agencies contributed to the current Humboldt County Emergency Operations Plan¹ and Hazard Mitigation Plan. The plans indicate that there was significant input from local fire departments but less from local law enforcement agencies. This lack of input led us to focus on local law enforcement's role in disaster preparedness.

Humboldt County Sheriff's Deputies are responsible for responding to disasters occurring within the unincorporated areas of Humboldt County and in the cities of Blue Lake and Trinidad (these two cities have contracts with the Sheriff's Office to provide all law enforcement services).

Local police officers in the five other cities (Arcata, Eureka, Ferndale, Fortuna, and Rio Dell) are responsible for responding to disasters occurring within their city limits.

Additional law enforcement resources available during a disaster response are state agencies such as the California Highway Patrol and the Cal Poly Humboldt Police Department, as well as tribal agencies such as the Blue Lake Rancheria Tribal Police Department.

¹ See Appendix B for the Humboldt County Emergency Operations Plan

The Emergency Operations Center (EOC) and the Office of Emergency Services (OES), under the Sheriff, are responsible for planning and recovery operations in Humboldt County. In contrast, Sheriff's deputies are tasked with responding to emergencies.

METHODOLOGY

The Grand Jury reviewed over 30 different documents and reference sources, including previous GJ reports, county and local Emergency Operations Plans (EOPs), policy manuals, national and state emergency systems guidelines, and case studies. References for these documents are contained in the Bibliography section, which can be found at the end of this report.

We attended safety presentations and demonstrations by representatives of the Humboldt County Office of Emergency Services, the Blue Lake Rancheria Office of Emergency Services, and the Ferndale Police Department.

Interviews were conducted with representatives of the Sheriff's Office and all five municipal police departments in the county. We also spoke with representatives from some state and tribal law enforcement agencies.

DISCUSSION

We reviewed emergency preparedness and training at the field-response level to assess how well-trained and physically prepared local law enforcement agencies are to respond to such incidents. We limited our review to law enforcement rather than all first responders.

We focused on three areas:

- How well have Humboldt County EOP updates on infrastructure, planning, training, and continuity of operations been communicated to local law enforcement agencies for implementation?

- To what extent were there direct inputs into the County EOP updates from local law enforcement agencies?
- How well prepared are local law enforcement agencies to respond to local disasters?

Past Civil Grand Jury reports on disaster preparedness examined the plans and procedures in place by the County and city governments. These prior reports focused on infrastructure and organizational policies implemented before and during a disaster.²

Fire departments are involved in and coordinate with every major disaster response, but law enforcement is often first on the scene and may be the ones to establish incident command.

Equipping law enforcement officers with the skills, supplies, and materials needed to respond to disasters would better prepare them and save more lives.

The Grand Jury interviewed representatives of local law enforcement agencies ranging in size from fewer than 20 to more than 700 personnel. These agencies employ both sworn law enforcement officers and non-sworn community service officers, as well as administrative and support personnel.

The most common takeaways from our interviews are:

- Local law enforcement officers are aware of the unique challenges and requirements of their jurisdictions and the residents they serve. This knowledge is often institutional and resides in the heads of more experienced officers rather than being documented locally in law enforcement agency policies, procedures, or guidance documents. In some cases, the knowledge may be documented, but perhaps only in the shift supervisor's or watch commander's reference material. Line officers may not have access to those reference materials.

² See Appendix A for Previous Grand Jury Reports

Line officers know

- where the most appropriate or available staging areas are within their cities for evacuees, responders, and equipment;
 - which crucial routes need to be blocked to protect citizens from further danger;
 - how to direct citizens to safer areas while keeping access and egress routes open for law enforcement, fire, and EMS first responders; and
 - who to call for assistance (other law enforcement agencies, city departments, and volunteer organizations) when responding to emergencies.
- Local law enforcement officers have the opportunity to provide EOP input to the Humboldt County Office of Emergency Services regarding the unique challenges and requirements of their communities. Some of this input comes directly from a representative of a dedicated law enforcement agency, while some comes indirectly through local city managers or council representatives.
 - Local law enforcement officers receive formal training in disaster response. Rather than the specific field response skills they will need in an actual disaster, this training focuses on operational area and local government requirements.
 - All law enforcement officers who have attended a California Peace Officers Standards and Training (POST) Basic Academy since 2001 have received training in the Incident Command System (ICS), a core component of California and national disaster response protocols. Until an officer is promoted to a leadership position, this training is not typically practiced or even discussed after graduation from the police academy. Additionally, this training is not included in the Critical/Perishable Skills Training³ for police officers mandated by POST

³ [POST Critical Skills Training](#)

every two years. POST training covers many subjects including communications and use of force.⁴

- Local law enforcement officers would benefit from more scenario-based disaster training, just as scenario-based training for active shooter situations is held regularly. Ideally, training for disasters such as earthquakes will focus specifically on the field response skills and activities required during a real event. Training that includes physical role-playing (instead of table-top exercises)⁵ allows local law enforcement to practice response skills more realistically. Additionally, this type of training will improve coordination with other first responders and the citizens these officers are sworn to serve.
- Local law enforcement agencies typically do not have a representative attending regular Office of Emergency Services meetings due to time constraints or higher-priority obligations.
- Many local law enforcement agencies lack specialized equipment for disasters, such as drones. Having this equipment would improve the timeliness and efficiency of local disaster response. In some cases, this equipment is provided by other agencies (most often by the Sheriff's Office). In other cases, even if they have the specialized emergency/disaster response equipment, law enforcement agencies lack the personnel to operate or the funding to properly maintain it.

The biggest takeaway from our interviews was all about money. The most common challenge we heard was that law enforcement agencies' ability to respond efficiently and effectively to local disasters was hampered by insufficient funding and staffing.

⁴ [California Peace Officer Standards and Training \(POST\)](#)

⁵ A tabletop exercise is a facilitated, discussion-based simulation where key personnel talk through their responses to a mock emergency or crisis in a stress-free, conference-room setting.

LOCAL EMERGENCY OPERATIONS PLANS (EOPs)

Planning is crucial for preparation.

- Is there a plan?
- Does everyone know there is a plan?
- Is everything needed actually written down in the plan?
- Does the plan meet accepted industry response standards?
- Does the plan address local, state, and federal laws, such as the Americans with Disabilities Act and the California Emergency Services Act?
- Are responsibilities clearly laid out, not just for law enforcement agencies but for other city agencies as well?

To this end, we reviewed Emergency Operations Plans (EOPs) for the five cities in the county that have police departments. All of the reviewed EOPs were designed to meet industry response standards, both to ensure an effective plan and to qualify for government funding.

These emergency operations standards are defined in the National Incident Management System (NIMS),⁶ the California Standardized Emergency Management System (SEMS),⁷ and the Incident Command System (ICS).⁸

The Incident Command System (ICS) has five essential functions. The field response level uses these functions:

- **Command** is responsible for directing, ordering, and/or controlling resources by virtue of explicit legal, agency, or delegated authority.
- **Operations** is responsible for the coordinated tactical response for all field operations directly applicable to or in support of the mission(s), in accordance with the Incident Action Plan.

⁶ [FEMA National Incident Management System \(NIMS\)](#)

⁷ [Standardized Emergency Management System \(SEMS\)](#)

⁸ ICS is covered in the [2019 Edition Law Enforcement Guide for Emergency Operations](#)

- **Planning/Intelligence** is responsible for the collection, evaluation, documentation, and use of information regarding the incident evaluation and resource status.
- **Logistics** is responsible for providing facilities, services, personnel, equipment, and materials in support of the incident.
- **Finance/Administration** is responsible for all financial and cost analysis aspects of the incident, and for any administrative aspects not handled by the other functions.

All California Peace Officers who have completed a California Peace Officer Standards and Training (POST) Basic Academy since 2001 have received training on the Incident Command System.⁹

While we found little evidence that local law enforcement agencies provide input to the county EOP, they do participate in developing local EOPs. Local law enforcement agencies are specifically addressed in local EOPs and, in most cases, have contributed to or even authored some of their elements.

Updates to the County EOP and the Humboldt County Hazard Mitigation Plan¹⁰ are communicated to local law enforcement agencies via regularly scheduled meetings. However, local law enforcement agencies rarely participate in developing these updates.

We looked in-depth at emergency plans for all five cities in the county that have municipal police departments (Arcata, Eureka, Ferndale, Fortuna, and Rio Dell).¹¹ All are EOPs except Rio Dell. While their plan is technically not an EOP, it is an appendix to their city safety plan. The Rio Dell safety plan does not specifically address the Police Department's role in disaster response. However, our interviews showed that

⁹ [California Peace Officer Standards and Training \(POST\)](#)

¹⁰ See Appendix B for the Humboldt County Hazard Mitigation Plan

¹¹ See Appendix C for the Local Emergency Operations Plans

officers of the Rio Dell Police Department are well aware of the unique challenges and requirements of their city.

Whole Community Preparedness is a common guiding principle found in all the reviewed EOPs. This approach aims to develop partnerships with the public, private sector (businesses, nonprofits, faith-based organizations, disability advocates), and government (local, tribal, state, federal). This cooperative effort encourages everyone to prepare for emergencies before disasters happen. By working together, all partners can improve their planning and make sure the city and its institutions understand each other's plans.

CONCLUSION

Our local law enforcement agencies know what needs to be done. They want to protect and serve their communities effectively during disasters. However, they often do not have enough funding or staff to do it as effectively as their communities deserve.

Local law enforcement regularly receives notifications when emergency operations plans are updated at both the local and county levels. While typically providing input when local EOPs are updated, input from local law enforcement is rarely sought when the County EOP is updated. Other local agencies have input on the County plan, but that input does not necessarily provide the local law enforcement perspective.

Our interviews and research revealed that local law enforcement agencies are prepared for disasters but there is room for improvement.

Local law enforcement agencies possess considerable knowledge and experience. They know where staging areas should be located, which routes need to be blocked, how to direct citizens to safety, and who to call for assistance.

Unfortunately, much of the knowledge and experience is not captured in local standard operating procedures. Rather, some of it exists through the experience of long-serving officers. When these officers leave or retire, this knowledge departs with them.

Additionally, we found that most local law enforcement agencies would benefit from more hands-on disaster-response training, particularly in coordinating with other local agencies. As a result of tight budgets and staffing challenges, there are insufficient funds for disaster response training or full-scale disaster simulations.

Local law enforcement agencies do the best they can with the limited resources they have.

FINDINGS

The Humboldt County Civil Grand Jury finds that:

- F1:** Local law enforcement agencies can provide input into the Humboldt County Hazard Mitigation Plan and the Emergency Operations Plan, but many do not participate. Non-inclusion in the plans may hinder coordination with other first responders during a disaster. **(R1, R2)**
- F2:** Local law enforcement agency representatives typically do not attend regular Office of Emergency Services meetings due to time constraints or higher priority obligations. Irregular participation in these meetings limits their ability to share their experience and may also lead to reduced coordination with other first responders during a disaster. **(R1, R2)**
- F3:** Local government representatives (such as city managers) who do attend the Humboldt County Office of Emergency Services meetings may not provide input from a law enforcement perspective. This lack of input can result in the Humboldt County Office of Emergency Services not being fully aware of the priorities and requirements of local law enforcement agencies as it updates the Hazard Mitigation and Emergency Operations Plans. **(R1, R2)**
- F4:** The unique disaster response needs of local communities are known by experienced officers, but are not always articulated in local law enforcement agency disaster response documentation. As a result, new or less experienced officers may not have access to this information. **(R3)**

- F5:** Incident Command System training is a core component of California and national emergency response protocols, but is typically received by law enforcement officers only when they are at the police academy. This knowledge degrades without refresher training. **(R4, R5, R6, R7, R8)**
- F6:** Scenario-based Incident Command System training is not regularly conducted due to staffing constraints and budgetary limitations. As a result, local law enforcement officers may not be adequately trained in their disaster-response roles. **(R4, R5, R6, R7, R8)**
- F7:** When held, scenario-based disaster response training typically focuses on agency coordination, mitigation, and planning, but often does not include the actual activities that need to be performed during a real event. As a result, law enforcement officers may not be adequately trained on the specific skills needed to respond to disasters in their communities. **(R4, R5, R6, R7, R8)**
- F8:** Some specialized disaster response equipment is unavailable or not adequately maintained by local law enforcement agencies due to budgetary limitations. As a result, these agencies may be unable to respond effectively or efficiently to local disasters. **(R9)**
- F9:** Availability of specialized disaster response equipment is less of an issue for the Humboldt County Sheriff's Office. This allows them to respond to local disasters more effectively themselves and to serve as a potential source of equipment for local agencies.

RECOMMENDATIONS

The Humboldt County Civil Grand Jury recommends that:

- R1:** The Humboldt County Sheriff direct Humboldt County Office of Emergency Services to encourage participation by law enforcement agencies in regular meetings by including standing law enforcement agency-relevant agenda items to gather input for the emergency plans by no later than December 31, 2026. **(F1, F2, F3)**

- R2:** The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell direct their Police Chiefs to designate representatives to attend the regular meetings and provide input to the Humboldt County Office of Emergency Services by no later than December 31, 2026. **(F1, F2, F3)**
- R3:** The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell direct their Police Chiefs to ensure that a complete list of local disaster response needs, priorities, and protocols is included in their individual city disaster response documentation by no later than March 31, 2027. **(F4)**
- R4:** The Humboldt County Sheriff request the addition of scenario-based Incident Command System Field Response Training as a separate line item within the FY 2027-2028 Humboldt County Sheriff's Office Training Budget. **(F5, F6, F7)**
- R5:** The Humboldt County Board of Supervisors add scenario-based Incident Command System Field Response Training as a separate line item within the FY 2027-2028 Humboldt County Sheriff's Office Training Budget. **(F5, F6, F7)**

Funding Recommendation: The Humboldt County Civil Grand Jury recommends that the Humboldt County Board of Supervisors fund the expenses listed in **R5** with existing appropriations in the next fiscal year. If current appropriations are not sufficient, the Grand Jury recommends that the Board of Supervisors, at its earliest opportunity, pursue additional funding from an appropriate organization, including state or federal agencies.

Additionally, the Humboldt County Civil Grand Jury recommends that the Humboldt County Board of Supervisors reassess funding priorities to give greater priority to all areas of emergency management and response within Humboldt County.

- R6:** The Humboldt County Sheriff add scenario-based Incident Command System Field Response Training for Sheriff's Office staff to the regular training schedule by no later than July 1, 2028. **(F5, F6, F7)**

- R7:** The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell, after consultation with their respective police chiefs, add scenario-based ICS Field Response Training as a separate line item within the FY 2027-2028 local police department budget. **(F5, F6, F7)**
- R8:** The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell direct their Police Chiefs to add scenario-based ICS Field Response Training to their regular training schedule, by no later than July 1, 2028. **(F5, F6, F7)**
- R9:** The city councils for Arcata, Eureka, Ferndale, Fortuna, and Rio Dell, after consultation with their respective police chiefs, add specialized disaster response equipment, maintenance, and training/certification as separate line items within the FY 2027-2028 local Police Department Budget. **(F8)**

Funding Recommendation: The Humboldt County Civil Grand Jury recommends that local City Councils fund the expenses listed in **R7 and R9** with existing appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends that City Councils, at their earliest opportunity, pursue additional funding from an appropriate organization, including state or federal agencies.

Additionally, the Humboldt County Civil Grand Jury recommends that local city councils reassess funding priorities to give greater priority to all areas of emergency management and response within their respective cities.

RESPONSES

Pursuant to California Penal Code sections 933 and 933.05, each entity or individual named below must respond to the enumerated Findings and Recommendations within specific statutory guidelines.

Responses to Findings shall be either:

- The respondent agrees with the finding; or

- The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.

Responses to Recommendations shall be one of the following:

- The recommendation has been implemented, with a summary regarding the implemented action; or
- The recommendation has not yet been implemented, but will be implemented in the future, with a time frame for implementation, or
- The recommendation requires further analysis, including an explanation, the scope and parameters of the analysis or study, and a time frame for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency, where applicable. This time frame shall not exceed six months from the date of the publication of the Grand Jury report; or
- The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

REQUIRED RESPONSE – WITHIN 90 DAYS

The Humboldt County Board of Supervisors

(F5, F6, F7) and (R5)

The Arcata City Council

(All findings) and (R2, R3, R7, R8, R9)

The Eureka City Council

(All findings) and (R2, R3, R7, R8, R9)

The Ferndale City Council

(All findings) and (R2, R3, R7, R8, R9)

The Fortuna City Council

(All findings) and (R2, R3, R7, R8, R9)

The Rio Dell City Council

(All findings) and (R2, R3, R7, R8, R9)

REQUIRED RESPONSE – WITHIN 60 DAYS

The Humboldt County Sheriff

(F1, F2, F3, F4, F5, F6, F7, F9) and (R1, R4, R6)

Invited Responses

The Humboldt County Civil Grand Jury also invites the following entities or individuals to respond.

The Arcata Police Department Chief of Police

(All findings) and (R2, R3, R7, R8, R9)

The Eureka Police Department Chief of Police

(All findings) and (R2, R3, R7, R8, R9)

The Ferndale Police Department Chief of Police

(All findings) and (R2, R3, R7, R8, R9)

The Fortuna Police Department Chief of Police

(All findings) and (R2, R3, R7, R8, R9)

The Rio Dell Police Department Chief of Police

(All findings) and (R2, R3, R7, R8, R9)

Responses are to be sent to both:

The Honorable Judge Timothy A. Canning
California Superior Court for Humboldt County
825 5th Street, Eureka, CA 95501

The Humboldt County Civil Grand Jury
PO Box 657; Eureka, CA 95502 A

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

BIBLIOGRAPHY

The Humboldt County Civil Grand Jury researched over 30 different documents and reference sources.

- Previous Humboldt County Civil Grand Jury Reports released 2015 - 2025
[Archive Center Civil Grand Jury Reports](#)
- The National Incident Management System (NIMS), Third Edition, dated October 2017, published by the Federal Emergency Management Agency (FEMA)
[FEMA National Incident Management System](#)
- The Law Enforcement Guide for Emergency Operations, 2019 Edition, published by the California Office of Emergency Services (CalOES).
The guide covers the Incident Command System (ICS) in detail.
[2019 Edition Law Enforcement Guide for Emergency Operations](#)
- The California Commission on Peace Officer Standards and Training (POST), Learning Domain 26, Critical Incidents, Version 4.0, last revised July 2025
[Learning Domain 26 Critical Incidents](#)
- The California Commission on Peace Officer Standards and Training (POST), Perishable Skills Program Version 4.0, last revised July 2021
[Perishable Skills Program](#)
- The Standardized Emergency Management System (SEMS), published in January 2010 by the California Emergency Management Agency
[Standardized Emergency Management System](#)
- The Humboldt County Emergency Operations Plan (EOP), dated March 2015, published by the Humboldt County Office of Emergency Services (OES)
[Humboldt County Emergency Operations Plan](#)

- The Humboldt County Operational Area Hazard Mitigation Plan, July 2025 Draft, Volumes 1 and 2
[Humboldt County Operational Area Hazard Mitigation Plan Volume 1](#)
[Humboldt County Operational Area Hazard Mitigation Plan Volume 2](#)
- The Humboldt County Continuity of Government Plan, undated, published to the Humboldt County Website on April 9, 2025
[Humboldt County Continuity of Government Plan](#)
- The Emergency Operations Plan for the City of Arcata, dated January 2021 (see also Appendix C)
[Emergency Operations Plan for the City of Arcata](#)
- The Emergency Operations Plan for the City of Eureka, dated 2025 (see also Appendix C)
[Emergency Operations Plan for the City of Eureka](#)
- The Emergency Response Handbook for the City of Ferndale, dated January 1, 2022 (see also Appendix C)
[Emergency Response Handbook for the City of Ferndale](#)
- The Emergency Operations Plan for the City of Fortuna, dated 2021 (see also Appendix C) Note that Fortuna does not publish their EOP on their website. The city's emergency procedures are governed under the county-wide framework and can be viewed on the county website.
[Humboldt County Emergency Operations Plan](#)
- The Humboldt County Sheriff's Office Policy Manual, dated October 10, 2025, published by the Humboldt County Sheriff's Office
[Humboldt County Sheriff's Office Policy Manual](#)
- The Arcata Police Department Policy Manual, dated April 20, 2022, was published by the Arcata Police Department
[Arcata Police Department Policy Manual](#)

- The Eureka Police Department Policy Manual, dated June 10, 2025, published by the Eureka Police Department
[Eureka Police Department Policy Manual](#)
- The Ferndale Police Department Policy Manual, dated May 31, 2022, was published by the Ferndale Police Department
[Ferndale Police Department Policy Manual](#)

The Grand Jury also researched national and international sources on case studies and best practices for disaster response by first responders. The majority of these references cited the importance of local law enforcement agencies and personnel in disaster response.

APPENDIX A: Previous Humboldt County Civil Grand Jury Reports

2015-2016

The 2015-2016 Grand Jury published a report finding the overall condition of the Sheriff's Office of Emergency Services (OES) in need of upgrades to plan better for the emergencies to come.¹² The Grand Jury was pleased to find that the personnel involved in emergency planning were well-trained and highly qualified. In May of 2016, personnel from various departments within the County attended Federal Emergency Management Agency (FEMA) training in Maryland, specifically designed for a significant event in our County. The OES facilities at the time were outdated and insufficient to meet the training needs for a future disaster. The most recent training in Humboldt County at that time had to take place in Fortuna because it had an available location large enough to accommodate the staffing requirements.

The 2015-2016 report also found that dispatching and communicating emergency needs in Humboldt County were split among various agencies serving the County. There were five different dispatch centers in the County, all providing similar services. Several of the dispatch centers did not use compatible software or follow the same procedures. It also found that hiring and retaining qualified emergency response dispatchers was difficult and all agencies reported a heavy reliance on overtime to staff necessary positions. Dispatchers were not cross-trained across agencies and were unable to fill scheduling gaps. It was noted that other counties of similar size to Humboldt had consolidated their dispatch centers to provide greater service at cost savings. Responses to the 2015-2016 report were received

¹² [Earthquake, Flood, Tsunami: Is Humboldt County Ready?](#)

from many different local agencies.^{13,14,15,16,17,18} The response from the Fire Chiefs' Association of Humboldt County was particularly detailed.¹⁹

2017-2018

The 2017-2018 Grand Jury published a report focusing on how prepared the county is to respond to an emergency within its facilities.²⁰ Due to time constraints, the 2017-2018 Grand Jury limited its investigation to the Humboldt County Courthouse. They found the Emergency Action Plan for the Humboldt County Courthouse had not been modified for over 15 years. It contained outdated personnel assignments, was applied inconsistently, and was unknown to many employees. In addition, emergency evacuation signage was missing from many locations within the courthouse. The result of these deficiencies was that both county employees and visitors were exposed to a higher risk of injury or death due to outdated emergency planning. Responses to the 2017-2018 report were received from the Humboldt County Board of Supervisors²¹ and the Humboldt County Sheriff's Office.²²

2022- 2023

The 2022-2023 Grand Jury published a report focusing on how well Humboldt County was prepared to respond to multi-disaster events.²³

The 2022-2023 Grand Jury found no evidence that Humboldt County had completed an update of the master Emergency Operations Plan (EOP) since its publication in 2015. The Humboldt County Sheriff's Department, Office of

¹³ [Earthquakes - Response - HCSO](#)

¹⁴ [Earthquakes - Response - Arcata PD](#)

¹⁵ [Earthquakes - Response - LAFCo](#)

¹⁶ [Earthquakes - Response - BOS](#)

¹⁷ [Earthquakes - Response - EPD](#)

¹⁸ [Earthquakes - Response - Fortuna PD](#)

¹⁹ [Earthquakes - Response - Fire Chief's Association](#)

²⁰ [GJ Report: Know Where to Run, Know Where to Hide - Emergency Plan](#)

²¹ [Emergency Plan - Response - BOS](#)

²² [Emergency Plan - Response - HCSO](#)

²³ [GJ Report: Humboldt County Emergency Preparedness: Ready or Not?](#)

Emergency Services (OES), is charged with emergency preparedness planning. The OES intended to update and rewrite the EOP over the next two years.

Both the Disaster Council and OES were created by the same County ordinance in 2011. The OES is under the control of the elected Humboldt County Sheriff. The Sheriff is designated as Humboldt County's overall Director of Emergency Services and is a mandated member of the Disaster Council. The Disaster Council's function is to advise the Board of Supervisors (BOS) and oversee the EOP.

The 2022-2023 Grand Jury found no evidence that the Disaster Council, an advisory and oversight body, had met since 2015. Moreover, they could find no one who could provide them with a current roster of its members.

The 2022-2023 Grand Jury concluded that the Board of Supervisors and the Sheriff had been lax in their responsibility to maintain a comprehensive plan for responding to large-scale disasters. Responses to the 2022-2023 Grand Jury Report were received from the Humboldt County Board of Supervisors²⁴ and the Humboldt County Sheriff's Office.²⁵

The 2022-2023 Grand Jury concluded that private businesses and various first-responder agencies and departments appeared to respond adequately to emergencies. However, it did not indicate the quality or quantity of direct input to the Humboldt County Hazard Mitigation Plan or the Emergency Operations Plan.

²⁴ [Emergency Preparedness - Response - HCSO](#)

²⁵ [Sheriff's Office Response](#)

APPENDIX B: Humboldt County HMP and EOP

Humboldt County Hazard Mitigation Plan (HMP)

The Humboldt County Hazard Mitigation Plan is designed to meet the Operational Area organization response as defined in National Incident Management System (NIMS) and the California Standardized Emergency Management System (SEMS).

Hazard mitigation is the use of long- and short-term policies, programs, projects, and other activities to reduce the loss of life, injury, and property damage resulting from a disaster. Humboldt County and a partnership of local governments within the operational area developed the Hazard Mitigation Plan to reduce risks from natural disasters in the Humboldt County Operational Area—defined as the unincorporated county, incorporated cities, and special purpose districts planning partners authorized to govern, develop, or regulate. The plan complies with federal and state hazard mitigation planning requirements, establishing eligibility for funding under Federal Emergency Management Agency (FEMA) grant programs for all planning partners.

The Plan is comprehensive and covers the unincorporated county, the Cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell, and Trinidad. It also includes 23 special-purpose districts within the county.

Stakeholders and planning partners for this plan include:

- The Emergency Services Manager for the County of Humboldt
- An Environmental Services Director, Public Works Directors, and City Managers for the cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell, and Trinidad
- General Managers and an Engineering Manager of 11 special - purpose districts
- Fire, Division, and Deputy Chiefs of 4 Fire Protection Districts

While it can be inferred that local first responders had some indirect input through city managers, there is no evidence to that effect.

Humboldt County Emergency Operations Plan (EOP)

The Humboldt County Emergency Operations Plan is designed to meet the Local Government organization response as defined in NIMS and SEMS.

The Humboldt County Emergency Operations Plan (EOP) addresses the planned response to extraordinary emergency situations associated with natural disasters, technological incidents, and human-caused disasters in or affecting Humboldt County.

This Plan is designed to establish the framework for implementation of the California Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) for Humboldt County, which is located within the California Office of Emergency Services (CalOES) Mutual Aid Region II. It is intended to facilitate multiagency and multijurisdictional coordination, particularly between Humboldt County and local governments, including special districts and state agencies in emergency operations.

This document is operational in design and serves a secondary purpose as a planning reference. Departments within the County and local governments that have roles and responsibilities identified in this Plan are encouraged to develop emergency operations plans, detailed standard operating procedures, and emergency response checklists based on the provisions within this Plan.

APPENDIX C: Local Emergency Operations Plans

City of Eureka Emergency Operations Plan (last updated 2025)²⁶

The Emergency Operations Plan (EOP) explains how the City of Eureka, including its government, partner agencies, community organizations, businesses, and residents, works together to respond to major emergencies and disasters. The EOP outlines strategies and plans for handling complex and potentially severe events when city resources and departments are stretched thin. The Plan is meant to be flexible and encourages the use of good judgment and common sense.

The Eureka Plan complies with the California Emergency Services Act and the Americans with Disabilities Act (ADA) to protect residents' lives, property, and the environment.

Clearly defined primary and secondary emergency response responsibilities to each city department are assigned and include:

- Conduct law enforcement operations
- Lead evacuation operations
- Conduct emergency public warning as needed
- Provide facility and resource security
- Establish liaison with the coroner
- Lead coordination of mutual aid
- Impose and enforce curfew as directed
- Provide public safety and security support
- Provide traffic control

²⁶ <https://www.eurekaca.gov/DocumentCenter/View/7111/EOP-2025-Final-Draft>

- Provide support for access, traffic management, and crowd control at mass care facilities

Secondary law enforcement responsibilities include:

- Conduct security planning and technical resource assistance
- Support damage assessment efforts
- Provide incident planning and management support as needed
- Search and rescue operations
- Disseminate public information
- Participate in recovery
- Post-event evaluation of all plans

City of Arcata Emergency Operations Plan (last updated 2021)²⁷

The plan aims to:

- Identify and address existing and potential hazards affecting the City of Arcata.
- Anticipate and plan for resident and visitor needs during emergencies.
- Articulate protection measures for people and property during disasters.
- Provide a framework for Arcata response personnel's actions using the Incident Command System (ICS).
- Identify external partners:
 - County of Humboldt (coordination)
 - Fire services (emergency response)
 - Utilities (infrastructure management)
 - Community groups and volunteers (community support)
 - American Red Cross (disaster relief)

²⁷ <https://www.cityofarcata.org/241/Emergency-Preparedness>

- Arcata Community Emergency Response Team
- Establish lines of authority and organizational relationships among the external partners.
- Outline systems for collaborative communication throughout incidents.
- Identify personnel, equipment, facilities, supplies, and other resources available within the jurisdiction for use during response and recovery operations.
- Support the city's objectives for response and recovery, and acknowledge planning assumptions.

The City of Arcata EOP categorizes hazards, provides the relative risk levels for each hazard to the city, and defines priorities for addressing them. The Arcata EOP identifies the 1st-, 2nd-, and 3rd-choice options for filling activated positions within the Emergency Operations Center with law enforcement officers designated to fill many of them.

The Arcata EOP also provides checklists that clearly define the responsibilities for positions activated in the Emergency Operations Center, ensuring that everyone knows the requirements and expectations for their role.

City of Fortuna Emergency Operations Plan (last updated 2021)

The City of Fortuna EOP details responses to extraordinary emergencies arising from natural or human-caused incidents (e.g., technological, terrorist, civil unrest). The Plan describes emergency management operations and assigns response roles to specific personnel and departments.

Departments, agencies, and volunteer organizations with roles defined by this Plan develop standard operating plans and emergency checklists in accordance with its provisions. This Plan is meant to be used with local contingency plans, the Humboldt County EOP, and the California State EOP.

Three parts span all five phases of emergency management (prevention, protection, mitigation, response, and recovery):

- Part 1 - Basic Plan. This part outlines Fortuna's emergency management structure and organization. It identifies roles and responsibilities, describes emergency operations, and explains how the city implements SEMS and NIMS as required by federal and state entities.
- Part 2 - Emergency Functions. These sections outline functions defined by the National Response Framework and the State of California. Each has been tailored to address Fortuna's specific needs and gives general guidance on operations and components.
- Part 3 - EOC Management and Position Guides. This section provides an introduction to the EOC management positions and sections. It also includes the EOC position guides in checklist format, detailing emergency actions for increased readiness, initial activation, extended operations, and post-emergency documentation. These guides provide position-specific guidance to support staff within Fortuna's emergency management organizational structure.

In support of emergency management, the Fortuna Plan

- outlines methods and procedures for emergency management personnel to assess emergencies and take action to save lives, reduce injuries, minimize property damage, and protect the environment;
- provides emergency information throughout the emergency, including personal protective actions for the public;
- develops a whole-community approach to emergency management that facilitates an inclusive response;
- defines the operational concepts and procedures for the EOC's interface with field emergency responders and its coordination with city departments, personnel, and systems;

- identifies the organizational framework for managing and coordinating emergency operations in the city by implementing the National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS);
- identifies the responsibilities of local, state, and federal agencies during an emergency or disaster affecting the city;
- identifies mutual aid to supplement local resources;
- facilitates multi-agency and multi-jurisdictional coordination, especially among local government, the operational area, state response levels, and appropriate federal agencies during emergency operations;
- outlines the functions and components the city must have in place to respond to and resolve emergencies effectively;
- provides an operational plan and a reference document, and can also be used for pre-emergency planning and emergency operations; and
- provides information for training emergency response personnel and local government staff to efficiently and effectively prepare for, respond to, and recover from emergencies and disasters.

City of Ferndale Emergency Operations Plan (last updated 2022)²⁸

The City of Ferndale Emergency Operations Plan (EOP) outlines the City's emergency planning, organization, policies, procedures, and response to extraordinary emergencies arising from natural disasters, technological incidents, and national security emergencies. The Plan also addresses integration and coordination with other levels of government when required.

This Emergency Operations Plan covers the following key points:

²⁸ <https://ci.ferndale.ca.us/wp-content/uploads/Emergency-Response-Handbook-for-website.pdf>

- Urgent mobilization of the emergency management organization is required to confront and resolve any significant emergency or disaster threatening the City of Ferndale.
- Identification of the responsibilities, policies, and procedures necessary to safeguard the health and safety of the Ferndale population.
- Identification of the necessary actions to protect both public and private property and to address environmental dangers posed by natural and technological emergencies and disasters.
- Definition of core operational concepts and procedural steps for field emergency response, including:
 - Coordination of activities within the Fortuna Emergency Operations Center (EOC)
 - Identification of communication channels and command structures
 - Planning the transitions between the response and recovery phases

This Plan complies with the functions and principles of SEMS, ICS, and NIMS. These systems show how Ferndale's emergency operations fit into the California system during response and recovery. This Plan focuses on functions, not staff numbers. One person may need to perform all functions as needed. During a major event, more staff can be assigned to each function, allowing an appropriate response.



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October 20, 2026

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action Related to Possible Data Center Development and the Related Rules and Regulations including Potential Moratorium

IT IS RECOMMENDED THAT THE CITY COUNCIL:

That the City Council receive this report, discuss the matter, and provide direction to staff. This item is agendized for discussion and direction only; no ordinance is before the Council at this meeting.

BACKGROUND

The City has received confirmed interest from a developer seeking to site a small data center within city limits at the Humboldt-Rio Dell Business Park. As of the date of this report, no application has been submitted, and staff has only limited information about the proposal's size, electrical demand, cooling method, water use, or operations. The Mayor requested that this item be placed on the agenda so the Council can discuss next steps.

Staff wants to be candid that the City does not have in-house expertise on data centers. This report is not intended to recommend for or against this use. Its purpose is to summarize what the City's code currently says, outline the questions the Council may want answered, and lay out the procedural options available.

For context, a growing number of California jurisdictions have paused data center approvals while they write local rules. Locally, the City of Eureka considered a 45-day urgency moratorium on September 1, 2026. Gilroy, Monterey Park, San Francisco, Oakland, and Calaveras County have taken similar steps. State regulation remains limited: in 2025 the Governor vetoed a bill that would have required data centers to disclose water use, and signed SB 57, which directs the California Public Utilities Commission to study data centers' effect on other customers' electricity costs.

The City's zoning code (Title 17) does not define or list "data center" as a use in any zone. How a proposal would be classified is therefore an open question, and the answer matters:

- **Reading A – Similar use, use permit required.** The Industrial (I) and Industrial Commercial (IC) zones, along with most commercial zones, allow uses "not specifically

identified, but similar to and compatible with” listed uses, subject to a use permit (RI §§17.20.100(2)(c), 17.20.110(2)(u)). Under this reading, a data center would receive discretionary review by the Planning Commission, CEQA review, and project-specific conditions.

- **Reading B – Already a permitted use.** An applicant could argue that a data center fits within a use already listed as principally permitted, such as “telecommunications” or “research and development” in the I zone, or “research and development” or “warehousing” in the IC zone. If that argument prevailed, the project could proceed with ministerial approvals and building permits, leaving the City little ability to attach conditions.

Staff believes Reading A is the better interpretation, but the ambiguity is real and is the main practical reason the moratorium question is worth discussing.

OPTIONS:

Option	What it does	Considerations
1. No action at this time	Any application is processed under the existing zoning code.	No added cost; signals openness. Leaves the classification question unresolved, and the project could arguably proceed without discretionary review.
2. Return with an urgency moratorium (4/5 vote requirement)	Staff and the City Attorney bring back an interim ordinance under Gov. Code §65858 at a future regular or special meeting.	Preserves the status quo while rules are written. Requires 4 of 5 votes and findings of a current and immediate threat. Commits the City to doing the zoning work during the moratorium (#3).
3. Zoning text amendment only	Staff prepares a definition of "data center" and siting/operating standards through the normal Planning Commission and Council process.	Durable, deliberate result. Typically takes several months; an application filed in the meantime would likely be reviewed under current rules.
4. Engage the developer first	Invite the developer to present and answer basic questions before the Council decides on Options 2 or 3.	Gives the Council facts it currently lacks. Does not by itself protect against an application being filed in the interim. Can be paired with any other option.

There is no fiscal impact for this discussion item. If the Council directs staff to pursue a moratorium and/or zoning amendment, there would be City Attorney and staff costs and possibly contract planning costs.

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