



Staff Highlights – 2024-04-16

City Council

City Manager

Coordination on Hazard Mitigation Grant eel river pipeline crossing project.

Discussions with League of California Cities staff re: Redwood Empire Division meeting in Rio Dell on May 3rd.

Discussion with Humboldt OES on updating Emergency Operations Plan for the City.

Performed some research on a possible LED sign replacement.

Bids for the water CIP project are due April 18, 2024.

City Clerk

Processed Four (4) Building Permit Applications:

625 Dinsmore Ranch Rd. – 12 Greenhouses and a 30 x 50' Metal Building

351 Wildwood Ave. – Re-Roof

234 A & B Ogle Ave. – 2 Service Panel Upgrades

885 Riverside Dr. – Sewer Lateral and Cleanout at Street

Processed Three (3) Business License Applications:

Lost Coast Construction Services – 402 Painter St.

Red Circle Media – Digital Marketing

A & B Roofing & Beyond – Non-Resident Contractor

Misc:

Submitted Quarterly Seismic Fee Report

Submitted Quarterly SB 1473 Building Permit Report to Building Standards Commission

Submitted SB 1186 Building Permit Report to Division of State Architect

Sent Ordinance Nos. 396-404 to Code Publishing for Codification

Attended LTRG Zoom Meeting on 4-4-24



City Attorney

Human Resources, Risk & Training

Finance Department

Budget Development, proposed staffing plan, salary costs, revenue forecasting, compiling budget worksheets from department heads

Prepare for Council annual audit presentation FY 22-23.

Worked with City contract engineers and CalOES reps regarding invoice alignment and future rate structure for Eel River Seismic Retrofit project.

Meeting with HCD reps and the County of Humboldt on CBDG grants

Joined Chief Allen and CSO Clark in meeting with Fortuna PD discussing Dispatch contract

Submitted quarterly reporting for Rio Dell PD CHP grant

Continuing to encourage CDAA/CalOES to process Rio Dell's Earthquake work / claim requests.

Preparing information needed to apply for financing /bridge loan for the CIP Water Infrastructure project.

Established DIR number for contractor performing work on the Gateway Beautification project.

Public Works Water

Monthly shut offs for none payment

Monthly water report to SWRCB

Complete water drought report to SAFER Clearinghouse SWRCB

General cleanup and organization at Water building and offices

Office construction in Water Filter Building

Maintenance on pH probes for water treatment plant

Grounds maintenance at Wells and Water Storage tanks

Maintenance on Scada RTU's, replace 12v battery backup units



Water meter maintenance (ongoing)

Public Works Wastewater

North Coast Unified Air Quality Management District Visit

1st Quarter 2024 Report completed.

Collection system checked weekly.

Chronic Toxicity annual testing 4/7 – 4/12.

Lateral Inspection and cleanout installed at 855 Riverside Ave., Passed inspection.

Lower lateral break replaced at 475 Wildwood Ave.

North Contact Basin cleaned and in service.

Public Works Streets, Buildings and Grounds

Mowing all parks including side streets along Pacific, Belleview, Riverside, Painter and Davis St.

Finish setting DI grate at 1240 Eeloa

Patch around DI grate at 1240 Eeloa

Pothole patching throughout town

Find and count sprinkler heads on irrigation system on north gate islands and medians (205 misters and 70 oscillating)

Mow and Weedeat throughout town

Cleanup roadways from dropped off garbage throughout town

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of March 12 to April 11, 2024. The summation of Calls for Service may greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
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Allen	30	8	0
Conner	27	7	1
Beauchaine	31	0	1
Landry	82	13	4
House	40	9	3
Sierra	28	3	0
Fielder	9	0	0
Clark	79	1	N/A
Totals	326	31	9
Averages	10.9 per day	7.7 per week	2.2 per week
2023 Yearly Average	13.7 per day	10.9 per week	3.6 per week

Calls for Service at 355 Center Street

WELFARE	03/17/2024	01:29:31	355 CENTER ST	619	
415	03/18/2024	10:26:44	355 CENTER ST	6S2	
415	03/19/2024	21:24:00	355 CENTER ST	618	
415	03/19/2024	21:51:41	355 CENTER ST	618	
415N	03/19/2024	23:02:23	355 CENTER ST	618	
PATROL	03/19/2024	02:09:10	355 CENTER ST	618	
SUSP	03/19/2024	01:45:45	355 CENTER ST	6S1	24-0000090
415	03/20/2024	15:00:35	355 CENTER ST	610	
WELFARE	03/21/2024	14:21:30	355 CENTER ST	6A1	
415	03/22/2024	12:00:42	355 CENTER ST	6S2	
WELFARE	03/22/2024	11:38:23	355 CENTER ST	6S2	
CITIZEN	03/23/2024	13:56:24	355 CENTER ST	6S1	
FU	03/23/2024	10:30:01	355 CENTER ST	6S2	
CITIZEN	03/23/2024	14:01:06	355 CENTER ST	6S2	
THREAT	04/01/2024	08:08:38	355 CENTER ST	6S2	24-0000103



VANDALISM	04/01/2024	14:16:14	ST 355 CENTER	6S2	24-0000104
VANDALISM	04/02/2024	08:28	ST 355 CENTER	6A1	24-0000108
THREATS	04/07/2024	09:49:43	ST 355 CENTER	6S2	

- FI – Field Interview or pedestrian contact
- 415 – Argument or generic disturbance
- FU – Follow up contact or generic call for service
- WELFARE – Check for physical or mental health
- 911U – 911 hang up call
- 415N – Noise complaint
- 602 – Trespasser
- UNW – Unwanted person on property
- PROWLER – Suspicious person in area not open to the public
- UNK – Unknown reason for call for service
- 242R – Assault and battery report

- 6S2 – Corporal Crystal Landry
- R619 – Officer Aimee House
- 6S1 – Sergeant John Beauchaine
- R618 – Officer Agustin Sierra
- R610 – Sergeant Jeff Conner
- 6A1 – Chief Greg Allen

During the period of March 12 to April 11, 2024, there were thirty-three calls for service relating to animal control. Four dogs and two cats were taken to Miranda’s rescue.

On March 18, 2024 officers took a report where an older male subject was a victim to fraud where suspects via computer told him that he needed to transfer his money to a different account due to someone trying to access the funds. In total, the victim lost \$143,000. This case is currently being investigated and once more information is gathered, officers collaborate with the FBI for additional assistance.

On April 1, 2024 officers responded to 355 Center St for a report of a vandalism. Suspect is a resident who damaged the community room with a hammer.

On April 2nd, officers responded back to 355 Center Street for a report of resident walking around the complex with a hammer and caused more damage to the community room. Upon arrival, officers noticed considerable damage to several of the walls in the room. Officers spoke with the resident through her window due to her refusal to exit her residence. Both reports have been submitted to the DA’s Office with request for warrants.



On April 6, 2024 Officers responded to the 400 block of 1st Street for a physical disturbance. The victim suffered several various contusions and both eyes blackened. This case is still being investigated and suspects are known to law enforcement.

Officer House has submitted her resignation from the police department effective April 10, 2024.

The police department currently has plans to send two cadets to the next police academy which starts in June 2024. Both are completing backgrounds for these positions.

Community Development Department

Prepare Notice of Violation to the Dollar General.

Rough Electrical Inspection Dazzi – 130 Webster Lane

Gas Line Inspection 140 N. Pacific Unit 4

Review and approve corrected PV Plans 113 First Ave

Sheetrock/Drywall inspection 395 Cherry Lane

Final Inspection 1421 Eeloa Ave units A, B & C, earthquake repairs (red-tagged).

Insulation inspection 130 Webster Lane.

Review Park Master Plans online.

Follow up email Roof Permit 390 Monument Road.

Complete and submit Housing Element Annual Progress Report

Prepare Parks Staff report.

Prepare Roads resurfacing Notice of Exemption and file w/State Clearinghouse

Final inspections siding, new hearth, stove pipe 770 Walnut Ave
Work on Cal Fire site plan.

Complete and submit General Plan Annual Report.

Prepare staff report for General Plan Annual Report.

Final Barrotte garage 1270 Eeloa Ave

Final Giacomini metal carport 780 Wildwood Ave



Final mini-split (ground rod) 223 Belleview Ave

Insulation inspection 130 Webster Street

Final inspection 210 A & B Sequoia

Email to Suzi Schultz roof without permit, 351 Wildwood Avenue.

Letter to Myrna Moore re: 1091 Pacific Ave - Red Tag – Chimney Hazard.

Prepare staff report for Master Park Plan discussion.

Review Tax Default list, portions of the Revenue and Taxation Code, correspond with the City Attorney regarding 325 Second Ave. Prepare staff report, Resolution, Agreement to Purchase. Application to Purchase.

Intergovernmental

Humboldt-Rio Dell Business Park