Staff Highlights – 2025-03-04

City Council

City Manager

A draft regional Nitrous Oxide Ordinance is nearing completion with the County of Humboldt. Staff expects an ordinance to be proposed to the Council in April of this year.

The City's grant application with Redwood Region Rise for a ag processing center feasibility study was not awarded to the City. Staff is researching some other alternative funding sources.

CalFire has released its local area responsibility Fire Hazards Severity Map for Rio Dell and the region. Staff is currently reviewing this important document. The maps can be viewed here: https://fire-hazard-severity-zones-rollout-calfire-forestry.hub.arcgis.com/

The City Manager and Mayor are planning to meet with Senator McGuire and CalFire representatives on Wednesday, March 5th.

City Clerk

Processed Five (5) Building Permit Applications:

95 Davis St. – PV solar
1096 Riverside Dr. – Sewer Lateral
149 ½ Ash St. – Sewer Cleanout
157 Monument Rd. – Residential Remodel
16 Center St. – Re-Roof Residence and Garage

Processed (1) Business License Application:

Mastec Communications Group – Telecommunications Contractor

Processed Four (4) Encroachment Permit Applications:

PG&E – 795 Pacific Ave. – Street Restoration
Mary Rovai – 1096 Riverside Dr. – Replaced Sewer Lateral
Mr. Rooter – Dig up the Street to Expose Sewer Cleanout
PG&E – Trench and Deactivate Gas Service at 102 Painter St.

Misc:

Sent Address Verification Letter to PG&E for 155 Third Ave.

Submitted Employment Data Report for February 2025

Submitted New Housing Unit Annual Report to US Census Bureau

City Attorney

Human Resources, Risk & Training

Finance Department

Regulatory Compliance & Financial Oversight

- **Finalized DSR #4146**: In the aftermath of the December 2022 earthquake, the City of Rio Dell faced extensive water infrastructure damage requiring emergency repairs. The Finance Director worked diligently with California Office of Emergency Services (CalOES) representatives to finalize this Damage Survey Report, securing over **$300,000 in reimbursements**—a crucial financial recovery milestone for the city.
- **Coordinated with California State Waterboards** to ensure proper submission and processing of the Government Tax Information Number form, supporting continued regulatory compliance and funding eligibility.
- **Identified and classified AB 939 payments**, working closely with City staff to ensure accurate financial reporting and compliance with state requirements.
- **Collaborated with ACT consultant on behalf of SCORE** to properly allocate the City's DAP distribution, ensuring financial accuracy and adherence to policy standards.
- **Submitted the FY 2023-2024 Financial Transaction Report** for HCAOG records to the Administrative Services Officer at the County of Humboldt, fulfilling mandatory financial reporting obligations.

Grant Management & Infrastructure Development

- **Facilitated progress on the Eel River Trail Project**: Worked with City contract engineers GHD to gather necessary information for **Progress Payment #3** under the Clean California grant initiative, ensuring the project continues on schedule.
- **Completed financial and activity reporting for CDBG-PI 00027**, documenting the progress of the program that utilizes CDBG funds to repair homes affected by the December 2022 earthquake, ensuring transparency and compliance with grant guidelines.
- **Worked with the State Water Resources Control Board Division of Financial Assistance**, providing current financial statements displaying the reserve amount required under the City's **CWSRF & DWSRF Financing Agreements**. This detailed financial documentation supports continued compliance and funding security.

Economic Development & Community Support

- **Analyzed the effectiveness of the City's newly adopted Spay and Neuter Program**, gathering key metrics to evaluate program impact and ensure compliance with grant requirements. This data-driven approach strengthens the program's sustainability and efficiency.
- **Worked closely with the Community Development Director** to assess the **top 25 catalyst pre-development applications** for the RISE Catalyst Pre-development Application Updates, furthering economic development efforts and strategic project planning.

Financial Planning & Strategic Initiatives

- **Partnered with the City Manager to develop 5-year budget projections**, providing a long-term fiscal roadmap to ensure the City's financial health and stability. This forward-thinking approach supports sustainable growth and resource allocation.

Public Works Water

244 Tolman St. 2" steel main leak repair

145 Ash Repair water leak

Check for costumer leaks and zero consumptions

Operator Training on Rio Dell Metro Wells Operations

Water Sampling on Rio Dell Metro Wells

EPA sample at Rio Dell Metro Wells

Public Works Wastewater

Seventh Quarterly Progress report for Chloramine project submitted 2/24/25 due 2/28/25.

Lateral Inspection on 270 Cherry passed inspection, lateral had failed testing on Dec. 5th and a new lower lateral was installed by Wendt Construction in the front of the house to Cherry, with a new private lateral, two new cleanouts and a backflow device installed.

Lateral inspection on 149, 149 ½, 207 and 209 Ash Street passed inspection.

GHD continued weekly meetings on planning for Painter Up-Sizing project.

Public Works Streets, Buildings and Grounds

Pothole patching throughout town

2nd Ave repair Storm Drain Drainage clearing and maintenance

Weedeat and mowing on Gateway

Remove grass from newly planted trees at North Gateway

Edwards to Davis Trail progress update – Trail has been paved.

Vehicle maintenance

Corp yard cleanup

Streets Building Cleanup

Public Works City Engineer

Public Works Capital Projects

Police Department

<u>**Patrol Statistics:**</u>
During February 14th – February 27th 2025, the Rio Dell Police Department handled <u>202 incidents</u>. This includes 119 calls for service, and 83 Officer Initiated Contacts. <u>6 arrests</u> were made. A total of 2 citations were issued for traffic offenses or other miscellaneous criminal violations. 15 total cases requiring investigation were taken.

<u>**Staffing:**</u>
The Police Department is currently down one (1) sworn officer position.
- Police Officer Trainee Caden Rocha is nearing the end of training mid-March and progressing well at this time. He is scheduled for critical entry level trainings coming up such as SFST (Standardized Field Sobriety Test /DUI's) & CIT (Crisis Intervention Training-Mental Health)
- Lateral Police Officer Candidate Jordan Walstrom is progressing through backgrounds-no current update to provide.

<u>**Community Events / Notable Cases:**</u>
- 2/24/25 Peter Arendas was arrested for felony criminal threats against a Public Works employee. Arendas is known throughout town as the author of nonsensical letters he distributes around town. His escalating behavior resulted in a speedy response to Scotia where he was appended and later booked into jail.
- Coffee with the Chief event at Shotz was well attended by community members. Thank you to council members that were able to make it out and to Cpl. Landry and CSO Clark who made time to participate in engaging the community.
- Nearing MOU finalization for training agreement with Fortuna PD to combine ongoing professional training to reduce costs, improve relationships, and further professional development. Should be ready to present for council approval within the next month.

<u>**Abatement Projects:**</u>

Residential Abatement:
- Total Active Cases 29
- 4 New open cases, 4 closed cases.
- 11 of the cases are for City Owned Property, 14 for ongoing violations.
- An abatement warrant is being written for 520 First Ave due to no compliance. Should be ready to schedule a cleanup within 2 weeks assuming warrant gets signed.
- 185 Douglas is still complying and working on cleanup.

Vehicular Abatement:
- Total Active Cases 8
- 6 New open cases
- 3 vehicle towed

Animal Control:

- 12 calls for animal related issues.
- 0 dogs transported to Miranda's
- 2 Cats transported to Miranda's

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park