



## **Staff Highlights – 2025-06-03**

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### **City Council**

### **City Manager**

### **City Clerk**

#### **Processed Three (3) Building Permit Applications:**

217 Monument Rd. – Re-Roof Residence

170-174 Second Ave. – Sewer Lateral

549 Fourth Ave. – Re-Roof Residence

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

Keller Vacation Rental

Emeraldz Operations DBA: Emeraldz Humboldt County Gift Shop - 210 Wildwood Ave.

#### **Processed One (1) Encroachment Permit:**

PG&E – Gas Line Relocation

#### **Misc:**

Processed Vacation Dwelling Unit Application 910 Pacific Ave.

Attended Nuisance Advisory Committee Meeting on 5/21/25

Attended Beautification, Walkability, and Pride Committee Meeting on 5/30/25

Submitted CHF/CIRB Building Permit Report for May

### **City Attorney**

### **Human Resources, Risk & Training**

### **Finance Department**

- Completed preparation of comprehensive FY 25-26 draft budget documents including Capital Projects Summary, Position Allocation Table, Organizational Chart, and Budget Summary



- Calculated and prepared Resolution establishing Gann Limit appropriations ceiling for FY 25-26
- Updated Billable Rates Resolution for FY 25-26 to reflect current cost recovery parameters
- Finalized SB1 Gas Tax project list and corresponding resolution for FY 25-26 allocation
- Coordinated with contract engineers GHD to finalize budgeting components for Clean California Eel River Trail grant-funded project
- Obtained updated Reliable Contractor Declarations for firms engaged in City of Rio Dell projects relating to SB 1383 and CalRecycle Grant compliance requirements
- Collaborated with CalOES to submit final documentation for disaster response closeout, including donation records and ICS 214 activity log forms
- Prepared comprehensive staff report and updated program documents for Façade Improvement Program 3.0 implementation
- Coordinated with Caltrans Local Assistance to secure project extensions for road rehabilitation projects stemming from December 2022 earthquake disaster recovery efforts

### **Public Works Water**

Monthly reports

Drought reports

Scada tech work with Data Flow technician

Water CIP project– Work ongoing on Belleview, Webster and Creek St.

Meter reading

Replace nonfunctioning water meters, ert's and registers.

Maintenance on Gateway Irrigation system

Checked valves on Monument and Pacific.

USA's Locates.



Test valves on Sequoia-Monument and Pacific.

### **Public Works Wastewater**

Maintenance on Wastewater treatment plant

Sampling and monitoring

Coordination with Ferndale WWTP operations

Order parts for Belt Press and Polymer injection system

Scada tech work with Data Flow technician

Study material and classes for wastewater operations and state test

Operators working on Practice exams for WWTP Grade II exams.

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

Roadside mowing around town and out on Northwestern Ave.

Mow Gateway and parks

Weed and feed City Hall, Memorial and Blue Star parks.

Sprinkler repair on Blue Star park., replaced broken head, added an additional head to one station for better coverage after work out park was installed.

Weed eat along edge streets and ditches Eeloa, Rigby.

New starter on 03 pickup.

Weed whip Dinsmore tank, Douglas, Wildwood,

Cleaned up tree branches at woodland.

Cleaned up Elm St. for paving.

Edge curbs on all parks and islands.

### **Public Works City Engineer**

### **Public Works Capital Projects**

### **Police Department**



#### Patrol Statistics:

During May 1<sup>st</sup> - May 15<sup>th</sup> 2025, the Rio Dell Police Department handled 269 incidents. This includes 175 calls for service, and 94 Officer Initiated Contacts. 11 arrests were made. A total of 9 citations were issued for traffic offenses or other miscellaneous criminal violations. 26 total cases requiring investigation were taken.

#### Staffing:

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

- Job position being flown in multiple areas online. No one in hiring process yet.
- Several qualified Applicants for the new Measure Z funded CSO position. Testing to be held when position closes at end of May.

#### Community Events / Notable Cases:

- Residential fire at 1083 Riverside Dr resulted in the death of a 50 year old male. A 77 year old male was saved from the fire by a neighbor. Fire was determined to be a result of a long night of drinking combined with an unattended candle. Additionally, house was not supposed to be occupied until construction finished. No foul play, simply a tragedy for the community.
- Threats case taken and warrant issued for Kip Branson (53). Male recently out of prison for attempted murder and other violent felonies. Sent a video of terrorists overseas cutting the limbs off a person while they were alive and threatened to do the same to the victim. Whereabouts currently unknown but believed to be outside the county currently.

#### Abatement Projects:

##### Residential Abatement:

- Total Active Cases 28
- 2 New open cases, 4 closed cases.
- 11 of the cases are for City Owned Property, 17 for ongoing violations.
- 4 of the cases are for homeless camp cleanups. 4 cleanups completed.

##### Vehicular Abatement:



- Total Active Cases 8
- 2 New open cases, 6 closed cases
- 6 vehicles towed

**Animal Control:**

- 12 Calls for animal related issues.
- 2 Dogs transported to Miranda's (Including a surrender)
- 0 Cats transported to Miranda's

**Community Development Department**

**Intergovernmental**

**Humboldt-Rio Dell Business Park**