



Staff Highlights – 2024-10-01

City Council

City Manager

Discussions with HCD and GHD on development and application for a new CDBG funding opportunity to complete the ADA Access portion of the Eel River Trail. HCD is aware of this project and has indicated they are very interested in funding this last segment off of Davis Street.

Discussions and strategy development for physical improvements to the Police Department including evidence storage, gun destruction, and safety improvements.

Initial discussions with GHD regarding water line improvements for the Dinsmore Plateau.

City Clerk

Processed Six (6) Building Permit Applications:

530 Gunnerson Lane – Re-Roof Residence (VOIDED)
430 First Ave. – Seismic Retrofit of Existing Foundation
215 Monument Rd. – Re-Roof Residence
1199 Riverside Dr. – 100 Amp Service Panel Upgrade
875 Rio Dell Ave. – 2-Bedroom Addition and Remodel
177 Bellevue Ave. – Earthquake Damage Repair

Processed One (1) Business License Application:

Professional Roofing, LLC – Non-Resident Contractor

Misc.

Attended a Beautification, Walkability, and Pride Committee meeting on 9-20-24

Letter to Realtor Re: Sewer Lateral Testing 60-day Extension- 215-217 Monument Rd.

Attended Planning Commission meeting on September 24, 2024

Submitted CHF/CIRB Building Permit Report for September



Replied to Information Request from City Clerk ListServ Re: City Clerk Duties Re: Licensing

Letter to Linda Rovai Re: Memorial Park Plaque for Mary Rovai

City Attorney

Human Resources, Risk & Training

Finance Department

Submission of HUD-4710 Semi-Annual Labor Standards Enforcement Reports for HUD-Funded Projects / Programs Awarded by California HCD

Submitted the disadvantaged business enterprise utilization form (UR-334) and Davis Bacon Certification forms relating to received disbursements from the clean water and drinking water state revolving fund (CIP Water Infrastructure project)

To ensure compliance with SWPPP regulations for Eel River Trail project, WDID number was generated

Received executed Time-Extension from Caltrans for the Clean CA Eel River Trail grant project

Finalized close-out report of the Per Capita Park Development Grant (Dog Park)

Finalized close-out report of the Clean California Gateway Beautification Grant

Submitted Claim #3 for the Rio Dell Neighborhood Connectivity project

Submitted Claim #11 for the Sanitary Sewer Evaluation Study.

Worked with City Manager to execute documents relating to Eel River Crossing DWSRF Construction Grant

Working with State Waterboards gathering financial information and required documentation for Water Infrastructure Improvement project

CDBG Optimization: Collaborated with the California Department of Housing and Community Development to maximize CDBG fund utilization through effective program income reporting and strategic planning.

Earthquake Recovery Support: Actively coordinated with the California Office of Emergency Services to expedite the processing of earthquake-related claims and projects.

Compensation Study: Initiated contract request from Gallagher (formerly Koff & Associates) to conduct a comprehensive compensation study for the department.



Traffic Study Planning: Discussed potential funding options, such as Caltrans Sustainable Transportation Planning Grants and Local Highway Safety Improvement Program (HSIP), to support future roadway projects.

Received the spay/neuter program voucher spreadsheet to track allocations to the project.

Responded to PRA request for annual staff compensation

Processed Invoice #4 for the Rio Dell Water Infrastructure project

Public Works Water

Monthly distribution system water sampling

Work on Filter system at Rio Dell Metro Wells

Raw and Finished water testing at Rio Dell Metro Wells

Trouble shoot #1 Effluent pump at Surface water treatment plant

2" main leak repair on Bellevue

Repair 2" water main leak on Monument rd. two repairs

Raised and replaced old meter valve at 928 Bluff pl.

Completed the Lead Service Inventory Survey Report and submitted to State

Work on Cross Connection Control plan with Freshwater Environmental.

221 Ogle replace meter valve and raised meter and reset meter box

Repair water service residential leak (clamped) at 84 Edwards.

210 Sequoia replace water service valve raised meter and reset meter Box

Public Works Wastewater

Collection system checked weekly, system is much dryer.

Weekly Jetting occurs on Thursdays.

The Sewer Crew was called out on Tuesday 9/24/24 to check a lower lateral for a plug at 101 Riverside. The lower lateral was clear. The homeowner was contacted.

Sludge Dryer is now in operation.



California Boiler did a maintenance check on the Fulton and got it working.

CAL OES DSR approved: DSR 4119 Contact Basin.

Received four bids for the CCTV camera and cleaning work on the sewer mains.

Public Works Streets, Buildings and Grounds

Mowed North and South gate

Clean and mow infiltration gallery, mowed over passes, triangle park and Eeloa ditches

Replace broken sprinklers and turned off Sprinkler systems for the year

Morning routine go around town picking up trash

Road maintenance on Blueslide and Bellevue Ave – clean edges of road from tree debris.

Public Works City Engineer

Public Works Capital Projects

Police Department

Police Department Update provided as an attachment at the end of this report.

Community Development Department

Bolt & Brace inspection 270 Monument Road

Plan Check Shell to Chevron signs

Vacation Dwelling Unit Text Amendment PC Staff Report & Resolution

Wendt – Studebaker LLA PC Staff Report & Resolution

View CDBG 2024 NOFA webinars and slides

Review Eel River Trail Environmental Document

Foundation and framing inspection metal building 300 Woodland Ave

Review Eel River Trail Initial Study, Mitigated Negative Declaration and Storm water Pollution Prevention Plan (SWPPP).

View HCD webinars regarding upcoming Notice of Funding Availability (NOFA)



View HUD webinars on requirements for NEPA Environmental Assessments

Foundation, framing inspections 762 Rigby Ave

Zoom meeting with GHD regarding Phase II (Accessible Ramp at Davis Street), tasks and responsibilities.

Meet with City Manager and Police Chief regarding evidence lockers and potential changes to the PD lobby area.

Prepare for and attend the 9/24/2024 Planning Commission meeting.

Prepare Planning Commission Notice of Decision document and Resolution for PC projects.

Correspondence with HCD staff regarding HUD/HCD activity matrix for the Eel River Trail accessible ramp.

Follow-up with HCAOG, GHD, and W-Trans regarding the Traffic Impact Study for the "Avenues" neighborhood.

Correspondence with Kash Bodjeh (Architect) regarding 132 Wildwood Ave (old laundromat) Façade Improvement Program (FIP) and rendering.

Attend Energy Code webinar regarding changes in the 2025 Energy Code.

Correspondence with Christopher Wise regarding Performance Bond for the Cortazar Subdivision improvements.

Inspections 715 & 725 Rigby Ave for siding and potential balcony issues. Follow-up email to the owner, John Agosta.

Correspondence with Henry Hammacher from Rentor.com regarding the City's Rental Housing Inspection Program (RHIP).

Correspondence with Sarah Atkins (Designer) regarding the new Shotz Coffee building.

Correspondence with DEH regarding wells and setbacks.

Correspondence with Rick Randall regarding 1395 Eeloa Ave and potential uses and permit requirements.

Prepare a site plan for a small dog area in the Dog Park. Correspondence with Windy Point Fence regarding potential costs.

Reach out to the County regarding the CAP presentation/update at the October 1st City Council Meeting.



Foundation inspection 168 Birch Avenue.

Meet with Ryan Elway regarding earthquake repairs to 177 Bellevue Ave.

Prepare Council reports for the second reading regarding Water Well text amendments, the first reading of Vacation dwelling Unit text amendment and Regional Climate Action Plan update.

Review the Department of Water Resources (DWR) GIS website regarding well locations in the City.

Begin NEPA Environmental Assessment for the accessible ramp for the Eel River Trail at the end of Davis Street

Intergovernmental

Humboldt-Rio Dell Business Park

Staff Update for 09/26/2024

Police Department

The Department had the following statistics for the period of July 10 to August 13, 2024. The summation of Calls for Service may be 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
Conner	N/A	N/A	N/A
Beauchaine	82	9	4
Landry	81	16	4
Fielder	61	5	0
Burley	87	9	2
Clark	81	1	N/A
Totals	392	40	10
Averages	13.6 per day	10 per week	1.5 per week
2023 Yearly Average	13.7 per day	10.9 per week	3.6 per week

Calls for Service at 355 Center Street

Type	Date	Time	Location	Primary Unit	Case #
484G	08/27/2024	18:00:05	355 CENTER ST	615	
WELFARE	08/31/2024	17:48:38	355 CENTER ST	6S1	
FU	09/05/2024	15:54:17	355 CENTER ST	6S2	

484G- Fraudulent Use of a Credit Card

WELFARE – Mental or physical health check

FU – Follow-up or generic call for service

6S2 – Corporal Crystal Landry

6A1 – Chief Jeff Conner

6S1 – Sergeant John Beauchaine

615 – Officer Dylan Burley

6X3 – Community Services Officer Mary Clark

6R1 – Officer Charlie Fielder

During the period of August 25 to September 25, 2024, there were 21 calls for service related to animals. 5 dogs, 2 cats, and 1 sheep were transported to Miranda's Rescue. Two of the dogs were an owner surrender.

Officer Dylan Burley is working as a solo officer now. Officer Burley is the football coach for the Fortuna High School. The kids in town are very responsive to him. Kids who do not usually speak with me (Landry) will speak with Burley because they know him from the High School. Officer Burley's connection with the kids is a good thing for our community. Officer Burley is very happy with transitioning over to the Rio Dell Police Department. Officer Burley is signed up to go to Evidence Management School in

October, and training to be a Field Training Officer (FTO) in November. After completing the FTO training, Officer Burley will be able to train the new Officers coming out of the Police Academy.

On September 9th, 2024, Sergeant Beauchaine responded to a residence where a man and a woman had been arguing. The Reporting Party could hear things were being thrown and a woman was screaming for help. The man was on scene when Sergeant Beauchaine arrived. The man took off on foot and Sergeant Beauchaine chased the man around town to several locations. After losing sight of the man, Sergeant Beauchaine spoke with the victim who relayed a domestic violence incident had occurred. Ferndale Police Department and Fortuna Police Department assisted Sergeant Beauchaine with the apprehension of the suspect who ultimately ended up stealing a vehicle and committing several other crimes before being apprehended and taken to jail.