



Staff Highlights – 2024-11-19

City Council

City Manager

Wastewater Collection system camera inspections (CCTV) is currently underway. Some immediate and easily correctible Inflow & Infiltration (I&I) sources have been identified and staff will be preparing to take action on those items as soon as possible.

Met with regulators from the Water Board related to the City's Wastewater permit under the National Pollutant Discharge Elimination System (NPDES) permit. Concerns remain about the timeline to mitigate I&I and increase the capacity of the collection system to direct the materials to the wastewater plant without overflow.

Staff is waiting to receive briefing material from CalTrans on the latest design for the northbound US 101 bridge, related to non-motor traffic. Questions were raised at the last City Council meeting regarding the design. Once received, the material will be distributed to the Council.

An agenda item related to commercial truck parking on Wildwood Avenue will be discussed at Wednesday's Nuisance Advisory Committee at 3:00pm. The City Manager is also calling for a Traffic Committee meeting on December 4th at 4:00pm centered on the same topic.

At the request of CalTrans, staff is collecting information regarding the bridge at Grayland Heights and South Sequoia Avenue as part of the State's effort to evaluate local bridge seismic safety. Not many records exist and it is not clear at this time whether the bridge was ever accepted into the City's road system when the area was annexed.

Staff will be meeting this week to kickoff solid waste franchise agreement discussions with Recology Eel River. The current agreement expires at the end of 2026.

City Clerk

Processed Four (4) Building Permit Applications:

1185 Riverside Dr. – Re-Roof Residence
158 Wildwood Ave. – Partial Re-Roof
353 First Ave. – Sewer Lateral & Cleanout
4 Painter St. – Replace 2 Windows



Processed One (1) Encroachment Permit Application:

Heryford Electric – Undergrounding of Overhead Coax and Fiber - Eeloa across 101 to River St.

Misc:

Submitted CHF/CIRB Building Permit Report for October

Submitted Department of Labor Employee Data Report for November

Submitted 3rd Quarter Building Permit Report to County Assessor

Responded to SAC Wireless Public Records Request

Submitted SCORE CJPRMA Excess Liability Renewal Application for FY 2025-26

Responded to North Valley Business Systems Public Records Request

City Attorney

Human Resources, Risk & Training

Finance Department

Working with JJA CPA on City of Rio Dell FY 2023-2024 Annual Audit fieldwork

Working with Anderson, Lucas, Somerville & Borges, LLP on Annual TDA Audit

Submitted annual reporting for Rio Dell Police Department Officer Wellness Grant

Updated Earthquake Fund to distribute reimbursements to appropriate funds

Updating allocations disbursement for ARPA/SLFRF Fund

Work with NorCal Pipeline Services issuing DIR number

Updated Budget per Res. 1626-2024 to account for the OM Industries Sludge Dryer work approved in the previous fiscal year.

Working with RCAC to process invoices for the construction component of the CIP Water Project. Reimbursement received for latest Clean California Gateway Eel River Trail Grant invoice.

Worked with Cannabis business' ensuring taxes are paid.

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.

Public Works Water

Public Works Wastewater

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

Community Development Department

Final Inspection 174 First Ave

Framing, rough electric, plumbing and insulation 186 Ogle Ave

Final Inspection 127 Berkeley Street

Review NOLLA documents for Wendt/Studebaker LLA. Email comments/questions to Surveyor, Wally Wright.

Drywall inspection 186 Ogle Ave

Violation Letter 210 Wildwood Ave – Mini-Split HVAC unit w/o permits

Attend virtual California Funding Fair

Prepare NOFA NEPA document for Second and Pacific Avenues PTA grant application

Work on 2024 NOFA PTA grant application for Second and Pacific Avenues

Review municipal code and vehicle code re: parking commercial (big rigs) on Wildwood Ave

Foundation forms inspection 4 Painter Street

Foundation forms inspection 177 Belleview Ave



Work on Dog Park Phase II RFP

Discussions with City of Fortuna Community Development Director and Building Inspector

Meeting with Mayor and City Manager regarding CALFIRE project. Reach out to DGS requesting update on project.

Correspondence with the RWQCB regarding 255 Wildwood Ave and 1395 Eeloa Ave

Contact AT&T regarding the relocation of facilities on pole

Prepare and send out RHIP second letter regarding registration of properties. Filed a number of calls and in-office inquiries

Attend monthly update meeting with CDBG staff, County staff regarding updates on projects

Reach out to Glenn White regarding permit requirements, Design Review for alterations to the cargo containers

Reach out to Penfold Engineering regarding plans/calculations for the Grayland Heights bridge

Foundation inspection 423 Painter Street

Framing, firewall inspection 729 Rigby Avenue

Violation Letter 209 Second Ave, accessory shed within setbacks and City sewer easement (over manhole).

Intergovernmental

Humboldt-Rio Dell Business Park