



Staff Highlights – 2025-07-01

City Council

City Manager

Attended a SCORE Board of Directors Meeting on June 20th. Of note, SCORE will be researching securing “Parametric Earthquake Insurance” a new form of coverage that uses ground acceleration data to automatically calculate a cash payout to the impacted jurisdiction, payable within 30 days of an event. This could be a very useful tool for the next major seismic event, considering the FEMA threshold cap and divestment of the federal government in general related to disaster recovery funding.

Work on annual CalRecycle Electronic Annual Report.

Work on Title VI information request from CalTrans.

Review and work on truck parking regulations and W-Trans draft circulation study for the Avenues.

City Clerk

Processed Eight (8) Building Permit Applications:

90 First Ave. – PV Solar
655 Rigby Ave. – PV Solar
210 Wildwood Ave. – Rebuild Interior Wall
188 Center St. – Safe Step Walk-in Tub
918 Hilda Ct. – PV Solar
483 Second Ave. – PV Solar
1137 Miller Ct. – Re-Roof Residence
616 Rigby Ave. – Sewer Cleanout and Backflow Device

Processed One (1) Encroachment Permit:

PG&E – Replace Mid-Span Service – 548 Third Ave.

Processed Two (2) Business License Applications:

Yardscape – Mobile Landscape Business – 461 Third Ave.
Outback Contractors, Inc. – Non-Resident PG&E Sub-Contractor



Misc:

Attended Nuisance Advisory Committee Meeting on 6/18/25

Attended Traffic Committee Meeting on 6/18/25

Responded to a request for regulations regarding Vacation Rental Units

City Attorney

Human Resources, Risk & Training

Finance Department

- Provided the fully executed Measure Z contract to the County of Humboldt in preparation for fiscal year 2025–2026 funding allocation.
- Finalized and transmitted the executed service agreement to PCS Collections, initiating onboarding of a new collection agency to support the City's accounts receivable process.
- Continued coordination with the City's contract engineers to advance the Pedestrian Connectivity Project, including support for project documentation and budget tracking.
- Worked directly with licensed cannabis businesses to collect required annual fees and ensure complete submittals of compliance documentation for the upcoming fiscal year.
- Collaborated with multiple departments to compile and transmit a large volume of historical financial and administrative records in response to an external information inquiry.
- Completed and submitted the federally required 9-B and 9-C forms for fiscal year 2025–2026 to maintain compliance with the Caltrans Disadvantaged Business Enterprise (DBE) and Americans with Disabilities Act (ADA) Programs for federal-aid transportation projects.
- Processed Pay Application No. 2 and submitted Invoice No. 8 in connection with the Rio Dell Water Infrastructure Project, ensuring alignment with project financing and reimbursement schedules.
- Collaborated with project engineers to certify the Annual SWPPP Report to the Water Board as part of closeout activities for the Clean California Rio Dell Trail Project.
- Partnered with the County of Humboldt, under the terms of the existing CDBG Memorandum of Understanding, to support project advancement and facilitate timely payment to contractors involved in earthquake recovery initiatives.
- Finalized two additional reimbursement claims related to completed earthquake recovery work, including road repair activities and donated materials.



Public Works Water

Public Works Wastewater

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

Patrol Statistics:

During June 12th - July 1st 2025, the Rio Dell Police Department handled 211 incidents. This includes 155 calls for service, and 56 Officer Initiated Contacts. 5 arrests were made. A total of 4 citations were issued for traffic offenses or other miscellaneous criminal violations. 14 total cases requiring investigation were taken.

Staffing:

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

- One lateral Police Officer is currently in backgrounds with our department.
- NEW CSO Started this week. Official Introduction to council to follow.

Community Events / Notable Cases:

- Bicycle Rodeo was held at the Rio Dell Fire Dept. RDPD participated and the event was well attended.
- On 6/21/25, a 17 year old male was heavily intoxicated and severely assaulted his mother, her partner, vandalized two vehicles including one just driving by and then fought officers. He was apprehended and booked on a multitude of charges.

Residential Abatement:

- Total Active Cases 29
- 6 New open cases, 2 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 5
- 3 New open cases, 9 closed cases
- 3 vehicles towed

Animal Control:

- 6 Calls for animal related issues.
- 0 Different Dogs transported to Miranda's
- 0 Cats transported to Miranda's

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park