



Staff Highlights – 2024-10-15

City Council

City Manager

Attended Humboldt County Drought Task Force Meeting to receive a presentation on initial areas of prioritization for drought resiliency projects. Since the Eel River Valley is under the State mandated Humboldt County Groundwater Sustainability Agency, it will not be prioritized at this point in time. The City redeveloped the Metropolitan Well site as a backup source of water in 2018 in response to drought conditions. The basin will be monitored for unsustainable aquifer drawdown, however such a drawdown is extremely unlikely even in drought conditions due to the size of the aquifer, annual rainfall levels even during droughts and the relative low level of water extraction.

Met with representatives of Regional Government Services (RGS) about partnering with the group for future updates to the Human Resource manuals, procedures and policies for the City. RGS is working on a proposal for the City. RGS is a Joint Powers Authority that provides various services to municipal and county governments in California.

I was interviewed by a group working on developing a disaster procedure manual for Arcata House Partnership, Changing Tides and the Humboldt Community Organizations Active in Disasters (COAD). These three organizations were deeply involved in the earthquake response and recovery for Rio Dell.

The Rio Dell compensation study is underway. A draft report is expected by mid-January of 2025.

City Clerk

Processed Six (6) Building Permit Applications:

98-100 Painter St. – (2) 100p Service Panel Upgrades
222 Willow Lane – Re-Roof Residence
220 Willow Lane – Re-Roof and Siding
4 Painter St. – Perimeter Foundation (Earthquake Repair)
560 Rigby Ave. – 100 Amp Service Panel Upgrade
135 S. Fern St. – Siding, Windows, Service Panel, Insulation, Re-Roof

Processed Two (2) Business License Applications:

Smart Home Pros – Non-Resident Contractor
Richter Construction – Non-Resident Contractor



Processed One (1) Encroachment Permit Application:

Wendt Construction – 175 Davis St. – Widening Driveway

Misc:

Submitted Quarterly Seismic Fee Report

Submitted Quarterly SB 1186 Disability Access & Education Fee Report

Submitted Quarterly AB 1473 Building Standards Administration Fee Report

Submitted Quarterly Building Permit to County Assessor

City Attorney

Human Resources, Risk & Training

Finance Department

Completed McLean Foundation Grant request to assist with funding of newly formed Spay and Neuter Voucher program.

Compensation Study: We had a kickoff meeting with Gallagher (formerly Koff & Associates) to discuss details about the department's comprehensive compensation study.

Set up Budget and drafted Resolution 1623-2024 for the spay/neuter program.

Set up Budget and drafted Resolution 1624-2024 for CDBG PI projects

Worked with Wastewater Superintendent to issue DIR number to the contractor for Boiler work.

Working with RCAC to process initial invoice for construction component of CIP Water Project.

Received confirmation that the close-out report of the Per Capita Park Development Grant (Dog Park) was approved.

Received reimbursement the Clean California Gateway Beautification Grant

Received reimbursement Claim #3 for the Rio Dell Neighborhood Connectivity project

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.

Assist cannabis business' with tax related questions.

Meet with contract engineers GHD discussing options on funding earthquake damaged Fern Street lift station and exploring use of SSES funds to offset costs.

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.

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

Intergovernmental

Humboldt-Rio Dell Business Park