



Staff Highlights – 2025-06-17

City Council

City Manager

Vision Zero: Staff will be meeting on Monday with HCOAG and the SmithGroup to review options for federal "Safe Streets 4 All" projects and developing a grant application.

The City Manager will be attending a SCORE Board of Directors Meeting on the 20th.

Attended and spoke at Eel River Trail ribbon cutting event.

Attended and spoke at a Redwood Coast Chamber Foundation leadership class on economic development and emergency response.

With the conclusion of the Monument Road Slipout FEMA repair, the City is anticipating an invoice for our share of the cost sometime in September.

With recent incursions onto the City's email system, staff will be working with Nylex to develop additional security features.

City Clerk

Processed Three (3) Building Permit Applications:

471 Pacific Ave. – Sewer Lateral and 2 Cleanouts

1187 Riverside Dr. - Sewer Lateral

103 ½ S. Sequoia Ave. – Sewer Lateral and 3 Cleanouts

Processed Two (2) Encroachment Permits:

Wendt Construction – 103 S. Sequoia/209 Monument Rd. – Sewer Lateral/Cleanouts

PG&E – Trench holes to replace gas services – 275 Orchard St.

Misc:

Sent out RFP's for Janitorial Services

Submitted June Employment Statistics Report to the Department of Labor

Attended Keenan Zoom meeting Re: Employee Benefits Compliance on 6/12/25



Attended Beautification, Walkability, and Pride Committee Meeting on 6/13/25

City Attorney

Human Resources, Risk & Training

Finance Department

Gathered and delivered Program Supplement Agreements for Caltrans as part of the reimbursement process for future road work addressing December 2022 earthquake disaster damage

Successfully submitted SB1 resolution on the CalSMART online platform ensuring compliance for the upcoming fiscal year

Collaborated with CalOES to submit final documentation for disaster response closeout, including road work documentation covering projects 18-21 on the approved project list

Met with County of Humboldt and CDBG representatives to review remaining projects and budget allocations for CDBG earthquake-impacted recovery initiatives

Consulted with third-party receivership specialists regarding cannabis business tax liability matters

Coordinated with Humboldt Senior Resource Center to obtain upcoming fiscal year contract information in compliance with TDA requirements

Processed change orders for Clean California Eel River Trail grant-funded projects

Met with California Department of Tax and Fee Administration to resolve sales tax distribution error, resulting in favorable correction for the City

Researched collection agency options and prepared comprehensive staff report recommending new collection services provider for the City

Coordinated with County of Humboldt to update Measure Z MOU documentation and requirements

Public Works Water

Fixed water leak on main at south Cherry St. (Faulty part)

Monthly reports



Drought reports

Scada tech work with Data Flow technician (ONGOING)

Maintenance on Gateway Irrigation system

USA's Locates

Pothole for leak on Pacific and Davis - No evident leak found.

Replaced failing ERTs before reading meters.

Meter reading.

Door hangers for unpaid accounts.

Public Works Wastewater

Coordinate with GHD and NorCal Pipeline Services to CCTV Ogle Ave sewer mains for deficiencies.

Coordination and maintenance planning for WWTP Biosolids Dryer repairs.

Maintenance on Wastewater treatment plant and equipment

Sampling and monitoring

Coordination with Ferndale WWTP operations to assist with Treatment process efficiency

Order parts for Belt Press and Polymer injection system (Waiting for Chemical pump)

WWTP Scada tech work with Data Flow technician (ONGOING)

Public Works Streets, Buildings and Grounds

Elm St pavement project completed. (ST Rhoades Construction)

Roadside mowing around town and out on Northwestern Ave.

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

Mowed freeway ramps on Painter St. and Davis St.

Mowed Douglas tank.



Mowed city hall and parks

Weed and feed north Gate and South islands.

Repair leaking sprinkler head on city hall park.

Vinegar spray along curbs on Wildwood, Monument and River side.

Edge curbs on all parks and islands.

Neem sprayed South islands.

Neem sprayed trees on north gate and city hall.

Cleaned trail for inauguration ceremony.

Public Works City Engineer

Public Works Capital Projects

Police Department

Patrol Statistics:

During May 15th - June 12th 2025, the Rio Dell Police Department handled 244 incidents. This includes 104 calls for service, and 140 Officer Initiated Contacts. 11 arrests were made. A total of 5 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.

- One lateral Police Officer is currently in backgrounds with our department.
- Hiring process was conducted for the new CSO. A qualified candidate was selected by the panel and is nearly complete with the hiring process and set to start July 1.

Community Events / Notable Cases:

- Blue Envelope program Launch occurred on June 5th at the Rio Dell Community Center. Very successful with many families participating and a good turnout from advocacy groups and community alike.



- Large Abatement clean-up at 530 3rd Ave. A full 30 yard dumpster filled, 3 vehicles towed. Estimated cost \$ \$5,000

Abatement Projects:

Residential Abatement:

- Total Active Cases 25
- 4 New open cases, 8 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 1
- 4 New open cases, 12 closed cases
- 9 vehicles towed

Animal Control:

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

Community Development Department

Roof Deck/Truss Inspection 111 Creek Street

Meeting w/Retail Strategies regarding economic development

Complete PG&E Undergrounding paper work and submit

Electrical inspection, new 100-amp panel 616 Rigby – Corrections (bonding) required

Final roof inspection, vents/flashing 155 Elko Street

Work on HCD information request

Final Inspection (landing/stairs) 168 Birch



Complete HCD response

Review Retail Strategies proposal.

Final inspection 4 Painter Street

Framing, window, rough electrical, partial sheetrock, gas line inspection 45 Davis Street

Update Master Fee Schedule, prepare staff report and resolution

Reinspection 616 Rigby (bonding)

CALBO webinar Non-Structural Overview Building Codes

Prepare staff report and resolution for Housing Element Program implementation, including Density Bonus, Reasonable Accommodation, Single Roo Occupancy Units and amendments to the Town Center and Residential Multifamily zones.

Electrical service panel inspection 548 Third Avenue

Review Painter Street upsizing plans regarding need for additional easement, forward information to Mike O'Hern to prepare legal description

Check with the RWQCB on status of 255 Wildwood

Reach out to the City of Lakeport regarding new park, Economic Development strategy and Retail Strategies. City contracted with Retail Coach.

Reach out to Jeff Adams at CalOES regarding access to GIS info regarding 2022/2023 earthquakes

Reach out to Dollar General regarding the need to water the grass. Irrigation system was vandalized, vendor to repair ASAP

Multiple inspections, framing, rough plumbing, drywall, 1325 Northwestern Avenue

Pre-inspection 306 Wildwood Ave re: new service panel, required clearance. Review Code, reach out to the County Building Department on they handle similar situations

Intergovernmental

Humboldt-Rio Dell Business Park