



Staff Highlights – 2023-06-20

City Council

City Manager

City Hall's front porch lights are scheduled to be replaced with energy efficient LED lighting. The current lights are a model where the bulb is no longer made and some of the lights are not operational. Additionally some other failed lighting will be replaced inside of City Hall.

Street sweeping is scheduled to occur on Saturday, June 17th.

Multiple meetings with RCEA and FEMA to discuss solar project grant application at City of Rio Dell Corporation Yard.

Nylex, the City's IT contractor is being scheduled to better network the City Council Chamber TV's to avoid display interruption. Staff is also investigating potential upgrades to the hybrid meeting system.

The Scotia Community Services District is currently recruiting for a General Manager.

The City will not be receiving Measure Z funding for this year as the County grapples with large deficit and declining revenues.

City Clerk

Processed Ten (10) Building Permit Applications
225 Smither Ct. – Detached Garage
192 Belleview Ave. – Demolition of Fire Damaged Structure
456 Third Ave. – PV Solar
236 Belleview Ave. – Reset Manufactured Home on Foundation
246-248 First Ave. – Misc. Repairs – Sheetrock and Plumbing
100 Edwards Dr. – Michael Fuller
200 Columbus St. – Re-Roof Residence
420 Sequoia Ave. – AT&T Building Earthquake Repair & Seismic Upgrade
70 Wildwood Ave. – Mingo's Façade Improvements (Awning)
1001 Riverside Dr. – Remove Chimney and Install Metalbestos Stove Pipe

Processed One (1) Encroachment Permit Application:
PG&E – Repair/Inspection of Overhead Facility at 367 Berkeley St.

Misc.



Attended Long Term Recovery Group (LTRG) Zoom meeting on 6/8/23
Attended Beautification, Walkability and Pride Committee meeting on 6/2/23
Submitted Bureau of Labor Statistics Report for June
Submitted U.S. Department of Commerce Building/Zoning Report for May
Attended SCORE Claims Management meeting via Zoom on 6/9/23

City Attorney

Human Resources, Risk & Training

Finance Department

Fiscal Year 2023-24 Budget, Staffing Projections, Capital Projects

Attended Michael Coleman speaking event – CSMFO

Gann Limit calculations

Created an account and uploaded Summer Intern Position to Cal Poly Humboldt job posting page

Work with City Attorney updating Ordinance relating to delinquent sewer bills

Communicate with Caltrans regarding projects associated with road damage due to the December 2022 Earthquake event

Updated City Finance website

Assist with the Façade Improvement Program application for 70 Wildwood Avenue

Assist City Engineers to continue to work on Rio Dell Pedestrian Connectivity Project

Invoice Local Road Safety Plan for Rio Dell opening up HSIP grant opportunities for future projects

Assist State Waterboard with financial questions surrounding the Painter Street sewer project funding application

Submit approved resolution of SB1 projects to the state with positive feedback

Provide updates to CleanCA reps updating progress on grants

Coordinating engagement letter for Audit Services for the upcoming Fiscal Year

Continue work on CDBG grant opportunity for Owner and Tenant Occupied Rehab

Public Works Water

Public Works Wastewater



Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of May 10 to June 13, 2023. The summation of Calls for Service may 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
Allen	27	5	0
Conner	11	1	0
Beauchaine	47	3	0
Landry	102	11	6
Burns	106	3	0
Johnson	97	6	2
Fielder	18	2	0
Clark	77	2	N/A
Totals	474	33	8
Averages	13.5 per day	6.6 per week	1.6 per week
2022 Yearly Average	14.1 per day	12.7 per week	5.7 per week

Calls for Service at 355 Center Street

Type	Date	Time	Location	Primary Unit	Case #
PATROL	05/14/2023	22:26:35	355 CENTER ST	R618	
415	05/16/2023	16:10:40	355 CENTER ST	R610	

415 – Argument or other disturbance

PATROL – Patrol check of the area

R618 – Officer Russell Johnson

R610 – Sergeant Jeff Conner

On May 24, 2023, Officer Fielder took a report of the theft of four tires and rims from a Honda Civic parked on Wildwood. The following day, Corporal followed up on the case and watched surveillance video from a nearby business. She was able to identify a vehicle that was believed to have been involved in the theft. Later the same day, while patrolling in Scotia, she spotted a vehicle that matched the description of the get away car. There were two men nearby as well as four tires on rims. She contacted the men who both gave her false names. She was able to determine who the men were eventually as well seize the stolen property. The case has been forwarded to the District Attorney’s Office for prosecution and the wheels have been returned to their owner.



On June 2, 2023, an older man reported that he had been groped by a woman with a small child. When he retreated to his home, she followed him, leaving her child on the sidewalk. When he called the police, she left his home. Corporal Landry contacted the woman at her residence. She answered the door without being fully clothed. Corporal Landry talked with her and asked her to remain in her home while she contacted County Mental Health. However, the woman had different ideas and returned to the street, now naked, in the company of her daughter, also naked. The woman was detained on a mental health hold while the child was taken into protective custody where she still remains.

New officer Aimee House will graduate the police academy on Friday June 16, 2023 and will start on Tuesday June 20, 2023.

Community Development Department

Footings, earthquake damage, gas line inspections 101 Painter Street

Sheetrock, siding, window inspection Rigby Apartments units 31, 33, 35, 37

Meeting with CDBG staff regarding OOR/RRR program environmental document. Revise environmental document.

Email, correspondence with Cheryl Griggs regarding Performance Bond for Cortazar subdivision.

Underlayment, shingle Inspection 412 First Avenue.

Begin revisions of CDBG OOR guidelines to include rental properties based on meeting with CDBG staff.

Review and approve Engineers Report, foundation earthquake damage inspection 101 May Street.

Review and approve Engineers Report, foundation earthquake damage inspection 212 Belleview Avenue.

Prepare public notice, staff report for Mingo's/Patron Building Façade Improvement Program application. PC June 14, 2023.

Final Inspection 371 Orchard (earthquake damage).

Final Inspection 13 Center Street (earthquake damage).

Final Inspection 244 First Avenue earthquake damage (Stucco, replaced with T-1-11 siding)

Prepare Sauers Plan Check Agreement with BPR.

Prepare AT&T Plan Check Agreement with BPR.

Final Inspection 484 Davis Street (earthquake damage).



Intergovernmental

Humboldt-Rio Dell Business Park