

# Municipal Service Review

For the



**Updated for Annexations**  
*September 2008*

Prepared for:



**HUMBOLDT**  
*Local Agency Formation Commission*

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# LOCAL AGENCY FORMATION COMMISSION AUTHORITY

## Latent Powers, Enabling Legislation and Empowered Services

The fundamental role of the Local Agency Formation Commission (LAFCo) is to implement the Cortese-Knox-Hertzberg Act (The Act) consistent with local conditions and circumstances. The Act guides LAFCo's decisions. The major goals of LAFCo as established by The Act are to:

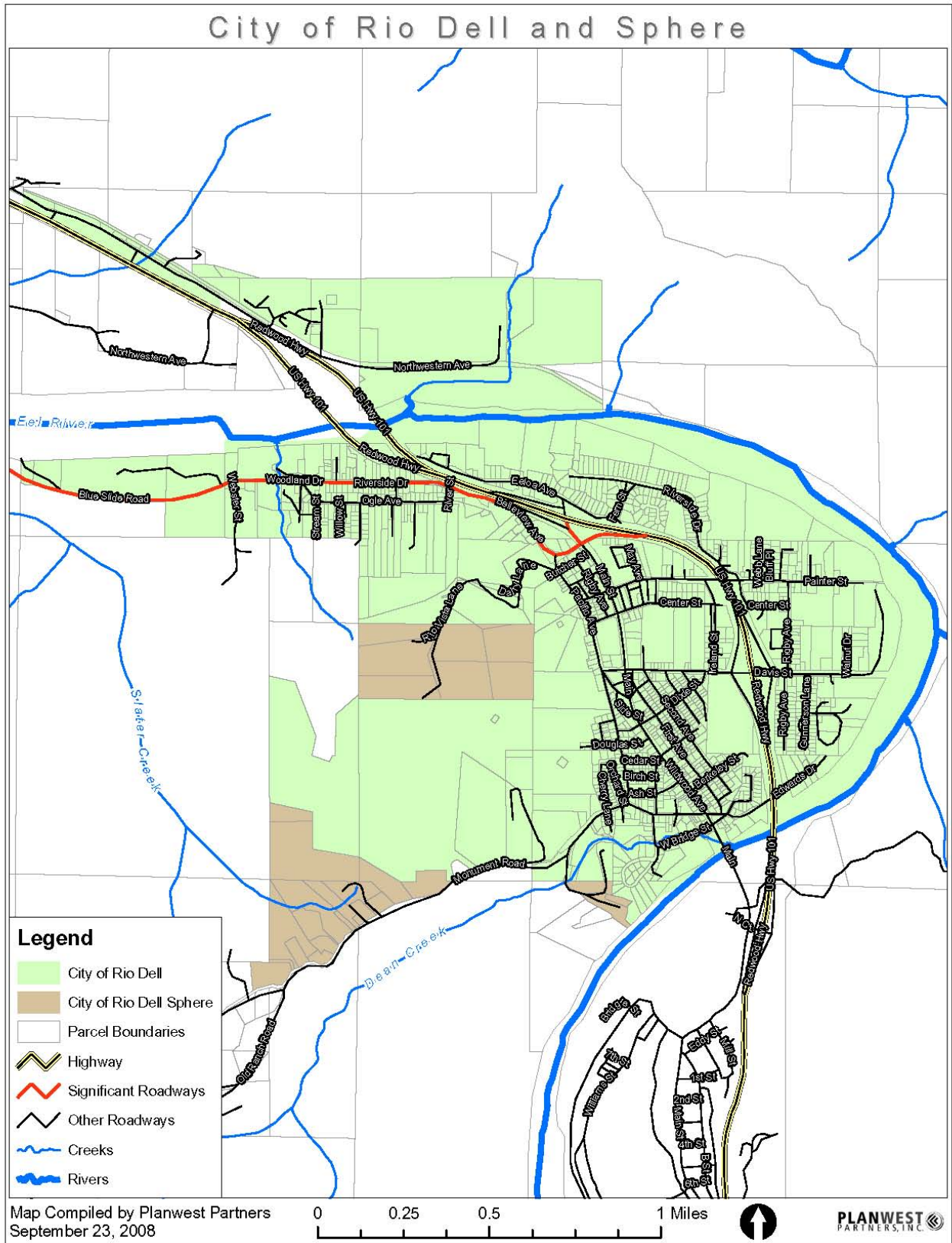
- Encourage orderly growth and development;
- Promote orderly development;
- Discourage urban sprawl;
- Preserve open-space and prime agricultural lands by guiding minimizing resource loss;
- Exercise its authority to ensure that affected populations receive efficient services;
- Promote logical formation and boundary modifications that direct the burdens and benefits of additional growth to those local agencies that are best suited to provide services;
- Make studies and obtain and furnish information which will contribute to the logical and reasonable development of local agencies to provide for present and future needs;
- Establish priorities by assessing and balancing community service needs with financial resources available to secure and provide community services and to encourage government structures that reflect local circumstances, conditions and financial resources;
- Determine whether new or existing agencies can feasibly provide needed services in a more efficient or accountable manner and, where deemed necessary,

As set fourth in § 56425 (g) of The Act, on or before January 1, 2008, and every five years thereafter, Humboldt LAFCo shall review and update each Sphere of Influence (SOI). Additionally, an MSR shall be conducted with, or in conjunction with the action to establish or to update a SOI pursuant to The Act. Together, the SOI and MSR documents analyze the City's ability to serve existing and future residents.

In order to prepare and to update Spheres of Influence in accordance with § 56425, Humboldt LAFCo shall conduct a service review of the municipal services provided in the City of Rio Dell. The commission shall include in the designated for service review area any other geographic area as is appropriate for an analysis of the services to be reviewed, and shall prepare a written statement of determinations with respect to the following:

- (1) Growth and population projections for the affected area;
- (2) Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies;
- (3) Financing ability of agencies to provide services;
- (4) Status of and, opportunities for, shared facilities;
- (5) Accountability for community service needs, including governmental structure and operational efficiencies;
- (6) Any other matter related to effective or efficient service delivery, as required by commission policy.

**Figure 1. City of Rio Dell Map-City Boundary and Sphere of Influence**



## AGENCY PROFILE

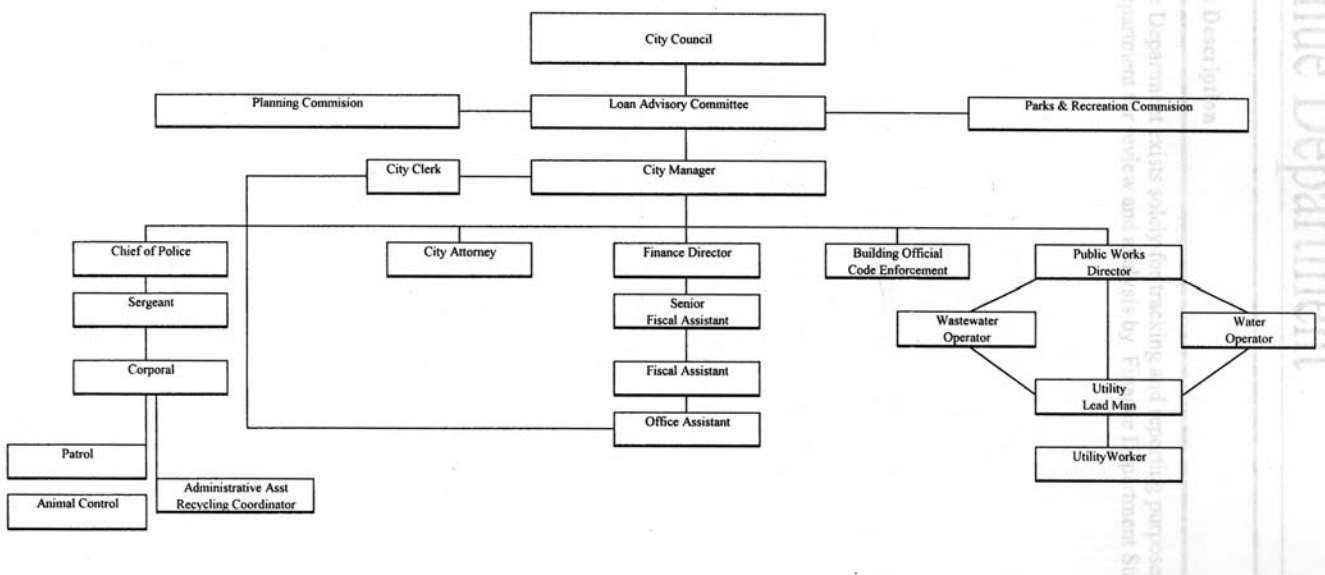
Figure 1 (above) shows the City boundary, service boundary and sphere of influence. This figure has been updated in September 2008 to add the Sawmill and Blue Slide Road annexations

The City of Rio Dell was incorporated in 1965 and is located in Humboldt County, California, along Highway 101 within the Eel River Valley. Rio Dell is approximately two miles southeast from the City of Fortuna. The City of San Francisco is approximately 250 miles to the south, the City of Eureka is approximately 25 miles north, and the Oregon/California border is approximately 125 miles to the north.

The City and sphere of influence (SOI) are approximately 1,173 acres in size, and is bordered by the Eel River to the north, east and south, and by Dean Creek to the west. The Rio Dell SOI encompasses 160 acres beyond the city limits and is coterminous with present City boundaries, with three exceptions: (1) the Monument Road area at the southwest edge of the city (81 acres); (2) the Dean Creek area at the south edge of the city (7 acres); and (3) the Peninsula area at the west edge of the city (72 acres). Each of these areas has forested hillsides.

The City of Rio Dell employs a city manager who is responsible for administering and implementing the policies set by the City Council. During the 2006-2007 Fiscal Year, the city employed a total of 16 full-time employees. The City also employs part-time and seasonal employees. The five City Council members are locally elected by Rio Dell voting residents. The council members in turn elect one of their own members to serve as mayor. The Rio Dell City Hall and administrative offices are located at 675 Wildwood Drive.

**Figure 2.** City of Rio Dell Government Organization Chart



## GROWTH AND POPULATION

## **Demographics**

Rio Dell is one of seven Cities in Humboldt County. The Humboldt County population is estimated to be 132,821 with 61,281 (46%) in the incorporated cities and 71,540 (54%) in the unincorporated areas.<sup>i</sup> Based on a Department of Finance (DOF) estimated annual population growth rate of 0.60% (607 persons per year), DOF projects that the County's population will reach 145,858 by 2025.

Rio Dell has an estimated population of 3,240 (State of California, 2007). The City of Rio Dell provides services throughout its jurisdiction and serves approximately 1,065 single family residences, or 1,310 equivalent dwelling units (EDUs). The projected number of EDUs for 2030 is 1,629. The population density was 1,684.2/mi<sup>2</sup> and the average density of housing units was approximately 760.9/mi<sup>2</sup>.

## **SERVICES**

The City of Rio Dell provides the following services:

- Water Supply;
- Wastewater Collection and Disposal;
- Storm Drainage;
- Street Improvements, Maintenance and Lighting;
- Parks and Recreation;
- Law Enforcement; and
- Planning and Zoning.

The City of Rio Dell is responsible for the operation and maintenance of the water, wastewater and drainage systems throughout the City. The water supply for the City of Rio Dell is provided from an infiltration gallery on the Eel River. The wastewater system provides collection, treatment, and disposal to the South Fork Eel River (seasonal) or percolation ponds on the South Fork Eel River bar. The Rio Dell Public Works Department corporation yard is located at the City water/wastewater facility. The City's Public Works Department maintains the City Hall grounds and the tennis court located at Rio Dell School District.

## **Wastewater**

Wastewater service provided by the City includes wastewater collection, treatment, and disposal for customers, administrative services, operation and maintenance of the wastewater system, wastewater system testing, billing, and financial and influent/effluent quality reporting. The City's existing wastewater treatment facility (WWTF) is located at the west end of Hilltop Drive adjacent to the Eel River. The facility underwent a major upgrade in 1978, converting from activated sludge to rotating biological contactors (RBC). The facility is owned and operated by the City of Rio Dell, and is classified by the RWQCB as a municipal wastewater treatment facility. There are two Grade 2 wastewater operators.

The wastewater treatment facility is located at 475 Hilltop Drive in the Edgewater Neighborhood. There are 1,099 wastewater connections. The City of Rio Dell is now working

on a wastewater system upgrade. The City has a capital improvement plan for their wastewater systems.

Collection System, Pipelines, Pumps and Treatment Facilities.

Raw wastewater enters the facility headworks by gravity flow through two 12-inch diameter asbestos-cement pipe (ACP) sewer mains. Influent enters the headworks, which consists of a manual bar screen, a comminutor, and a parshall flume. From the headworks, primary wastewater is pumped to two rectangular primary clarifiers. The clarified primary effluent then flows by gravity into a parallel RCB system consisting of one two stage unit and one single stage

The wastewater treatment system consists of the following processes:

1. Pre-treatment: manual bar screen and comminutor
2. Primary treatment: clarification
3. Secondary treatment: rotating biological contactors (RBC) followed by clarification
4. Disinfection: chlorination followed by chlorine contact and dechlorination
5. Biosolids: aerobic digestion and sludge drying beds

Capacity and Demand for Service. Maximum sewer capacity is 1.0 million gallons per day (MGD) with current use flow of 0.41 MGD (per BC Table 5-3) leaving an available flow of 0.59 MGD. The RWQCB reported distance to capacity based on 2000/2001 average dry maximum as 0.032 MGD. The City is limited to 40 new water and sewer hookups through 2007 from RWQCB until they can develop an alternative sewage disposal system to correct deficiencies. The system was designed for 1.2 MGD and had over 3 MGD this year during storms, which means that their wet weather storage system is over capacity.<sup>ii</sup>

Permit Requirements. The City of Rio Dell's wastewater treatment and disposal system is permitted through the North Coast Regional Water Quality Control Board (RWQCB). The City is permitted under Waste Discharge Requirement Order No. R1-2006-0021 and National Pollutant Discharge Elimination System (NPDES) Permit No. CA0022748. The City's Waste Discharge Permit allows for the discharge of treated effluent to the Eel River from October 1<sup>st</sup> through May 14<sup>th</sup>, as long as the effluent flow is no greater than 1% of the Eel River flow as measured as the USGS gauging station in Scotia.

As a result of the RWQCB's concerns over the City's seasonal percolation pond, the Board issued a Section 13267 Order on February 21, 2003. This was followed by the RWQCB issuance of Cease and Desist Order (CDO) R1-2003-0046 on May 15, 2003 imposing restrictions on the number of new wastewater connections and outlining an effluent disposal compliance schedule. The CDO order was updated in 2005 (No. R1-2005-0034) to reflect a new compliance timeline and allowance for additional wastewater connections, for a total of 140 new EDUs from the 2003 level or 63,000 gallons per day of wastewater whichever is less. Currently, discharge is prohibited to the Eel River from May 15<sup>th</sup> through September 30<sup>th</sup>. This discharge prohibition period extends to all wastewater dischargers on Eel River as covered by the Water Quality Control Plan for the North Coast Region.

Ability to Meet Regulations. During the period when direct Eel River discharge is prohibited, the City has historically discharged to seasonal percolation ponds constructed on the Eel River

flood plain. There have been several discharge violations documented in the past for the City's use of the percolation ponds resulting in effluent surfacing on the gravels outside the pond embankment. To reduce this problem, the City constructed a larger percolation pond and increased irrigation to the treatment plant grounds.

Sawmill and Blue Slide Road Annexations. The City is pursuing annexation of the Sawmill site to include the approved wastewater treatment facility (WWTF) within the City's boundary. The City's existing WWTF is located at the west end of Hilltop Drive adjacent to the Eel River. The facility underwent a major upgrade in 1978, converting from activated sludge to rotating biological contactors (RBC). The facility is owned and operated by the City of Rio Dell, and is classified by the Regional Water Quality Control Board (RWQCB) as a municipal WWTF. There are 1,099 wastewater connections. The City of Rio Dell is now working on a wastewater system upgrade. The City has a capital improvement plan for their wastewater systems.

Re-designation of the proposed annexation and GPA areas will permit development of up to 40 new residential units. Assuming the County's average number of persons per household of 2.37 (DOF 2008), this will result in 95 new residents and an increase in wastewater generation of 11,780 gpd ADWF for a combined existing plus project wastewater generation of 0.42 MGD ADWF. Thus, adequate capacity exists at the City's WWTF to serve the annexations. The City has access to only approximately 40 EDUs worth of this capacity under the RWQCB CDO, and approximately 40 service connections are projected for the service area. Unless a waiver is granted for lots larger than one acre this proposed annexation area would be served by the City WWTF system.

The City of Rio Dell plans to utilize the 33.0 acres Public Facility in the proposed Sawmill annexation area for a recently approved project. A new wastewater treatment facility, treated effluent storage pond, and biosolids lagoon would be conducted at the former Eel River Mill site. The system would irrigate agricultural land in the Metropolitan and/or Eel River Mill site with treated effluent, and the system would utilize a new discharge location two miles downriver of the existing river discharge site. The Public Facility designation would accommodate this new wastewater treatment facility and could be financed in a similar fashion as the water system, looking towards grant funding and a State Revolving Fund loan.

## **Water**

Water service provided by the City includes treatment and delivery of water to customers, administrative services, operation and maintenance of the water treatment and distribution systems, water system testing, billing, and financial and water quality reporting. There are 1,181 water connections. The domestic water facility is located at 475 Hilltop Drive in the Edgewater Neighborhood. The City of Rio Dell recently completed water system improvements, and in 2007 received an award for their water system upgrade.

The City of Rio Dell's water system is in very good condition. The City has made significant improvements to its water system over the past few years, and has plans to install new water tanks. There are currently no major infrastructure deficiencies associated with the existing water



system. The City has sufficient storage to meet the recommended two days of maximum day usage with fire suppression flows. While much of the original private system has been replaced, there are some portions that still need replacement. The Rio Dell USA and WSA are expected to experience minimal growth in the following twenty years, but the City is expected to experience growth. Rio Dell will need to expand its water system infrastructure to serve this additional growth. There are approximately 786 available connections under the existing infrastructure.<sup>iii</sup>

Distribution System. Water is pumped to treatment for filtration and disinfection before entering the City's distribution system. The City has two pressure zones served by four tanks ranging in size from 100,000 gallons to 500,000 gallons for a total combined storage capacity of 1.1 million gallons. The distribution system contains approximately 11 miles of pipe, of which 5 miles were replaced with 10" HDPE pipe under the City's infrastructure rehabilitation project. The remaining distribution system ranges in size from 4 inches to 6 inches and consists mainly of AC pipe.

Water Source. The City's water supply comes from a recently completed infiltration gallery in the South Fork of the Eel River. The production capacity of the gallery is tied to water levels within the river, such that in the winter the pumps can deliver around 700gpm, but in the summer production falls to about 550 gpm (0.792 MGD).

The City has recently invested heavily in upgrading its water system following a declared water emergency in 2001 when the City's water supply began to fail. Since then, they have received \$5.0 million in grant funds to rehabilitate the water distribution system City-wide and \$1.0 million in grant funds and a loan in the amount of \$2.3 million to construct a new infiltration gallery and water treatment plant. The new treatment plant has a design capacity of 700 gpm.

Water Demand. The City has approximately 1,179 connections within the system, of which approximately 96% are residential connections. The City also serves 49 commercial connections, two landscape connections, and two agricultural connections.

Rio Dell's water system is currently limited by the source capacity of its infiltration gallery with respect to availability of connections. Source capacity is limited by the existing pumps and is approximately 0.792 MGD if the pumps are operated 24 hours per day.

According to the 2005 Department of Health Services annual inspection report, the City produced 97.5 million gallons (MG) of drinking water in 2004. Average daily use is estimated at 0.267 MGD, and peak daily use was reported as 0.474 MGD. These demand figures may be slightly high, as they are from 2004, before the City invested heavily into repairing its distribution system to minimize water losses. In 2006, the City only produced 91.1 MG of drinking water, representing approximately 7% decrease as compared to 2005.

The City of Rio Dell has invested over \$8 million in its water system over the past couple years. The system is in very good condition overall and has sufficient capacity to accommodate growth anticipated in Rio Dell's new General Plan currently in the process of being updated. Current peak day demands are about 60% of source capacity.<sup>iv</sup>

Ability to meet regulations and permit requirements. Maximum domestic water capacity is 0.5 MGD with a current use flow of 0.3 MGD leaving an available flow of 0.2 MGD. The State has a 40-unit moratorium on building in the city for the next four years.<sup>v</sup>

Sawmill and Blue Slide Road Annexations. A portion of the Sawmill Annexation area currently receives water service from the City of Rio Dell municipal water system. Domestic and fire flow water in the majority of the City of Rio Dell and a portion of the Sawmill Annexation area is provided by the City of Rio Dell municipal water system, which has a water right of 1.7 MGD (City of Rio Dell 2003). City water comes from a recently completed infiltration gallery in the Eel River, which is then pumped to the City's water treatment facility (WTF). Water is then pumped to one of four water storage tanks ranging in size from 100,000 to 500,000 gallons for a total combined storage capacity of 1.1 million gallons, and is then gravity-fed to the City's distribution system which contains 11 miles of pipe, 5 miles of which was recently replaced under the City's Infrastructure Rehabilitation Project (City of Rio Dell 2003, City of Rio Dell Municipal Service Review 2007).

The City of Rio Dell has an existing resident population of 3,299 (DOF 2008) and an existing peak daily water use of 144 gpd per person (City of Rio Dell Municipal Service Review 2007). Re-designation of the proposed annexation will permit development of up to 40 new residential units. Assuming the County's average number of persons per household of 2.37 (DOF 2008), this will result in 95 new residents and an increase in peak water demand of 13,650 gpd for a combined existing plus projected peak water demand of 0.488 MGD. Thus, adequate capacity exists in the City's water right, existing infiltration gallery and existing water storage tanks to serve the project.

The proposed annexations will facilitate the need for new water connections. Typically, each new connection reduces existing water pressure in the City's distribution system. Currently, water pressure in the City's system meets fire flow requirements (MSR 2007). Without annual monitoring of water pressure in the distribution system once development starts, and implementation of corrective actions if required to maintain the required fire flow pressure, fire flow pressure may be adversely impacted by the proposed project. A significant impact will occur unless mitigation is incorporated.

Prior to approval of any development projects in the Sawmill and Blue Slide annexation areas, the City of Rio Dell will prepare plans for the physical extension of the City's municipal water infrastructure to these areas, and will prepare and adopt/certify the requisite CEQA analysis. Alternatively, at the discretion of the City, such plans and CEQA analysis will be prepared by the applicants of proposed development in these areas.

## **Stormwater Drainage System**

The City of Rio Dell stormwater drainage system is operated by the city and serves the Rio Dell city limits. The city is bounded by the Eel River on three sides to the north, east and south, and its westerly side extends into partially forested hillsides. Elevations range from 50 feet above sea level at the river to approximately 160 feet at the foothills of the city on the west, with most of the urban portion of the city at approximately 120 feet, and the foothills continue to rise west of the city to an elevation of approximately 600 feet. Drainage is from the west toward the Eel River to the north, east and south. Several perennial and ephemeral streams that historically meandered from small watersheds west of the city in route to the Eel River have been re-aligned or conveyed in part through underground pipes to allow for urban development.

The city receives significant amounts of rainfall each year, averaging approximately 48 inches. The statistically predicted 100 year rainfall is just over 80 inches per year. This rainfall is conveyed through the city to the Eel River by a drainage system that contains four primary components: (1) underground drainage conduits composed of high density polyethylene, reinforced concrete pipe or corrugated metal pipe (457 total); (2) artificial open drainage ditches characterized by open lined and unlined channels (122 total); (3) drainage inlets characterized as a collection point at which surface flow is concentrated to, and conveyed into, underground drainage conduits (336 total); and (4) storm drain manholes (3 total).

A Preliminary Storm Drainage Study was prepared by the city in November 2005 under the California Community Development Block Grant Program. The purpose of the study was to identify the existing deficiencies in the storm drainage system, prioritize required improvements, and provide recommendations for more focused study and designs that would lead to upgrades of the major storm drainage facilities. Follow on work of this study has included focused Facility Plans targeting more analysis (10 improvement areas identified), condition assessment, hydraulic modeling, consideration of future development, and preliminary design and costing of drainage improvements. To date, final design plans have been completed for improvements in several of the improvement areas, and the city is actively planning and seeking funding assistance for many of the recommended improvements.

The Sawmill and Blue Slide Road annexations will facilitate the replacement of existing natural areas with urban uses (with the exception of portions of the Sawmill Annexation area which are already developed with urban uses). This development will substantially alter the existing drainage pattern in these areas and may alter the courses of the existing creeks in the Sawmill Annexation area. This development will also include the development of impervious surfaces which will increase the rate and quantity of surface water runoff from these areas. Because specific development proposals have not been made at this time given the programmatic nature of the proposed entitlements, drainage volumes, rates and the direction of flow before and after development cannot currently be identified.

However, given the potential for a substantial increase in runoff quantities, the hilly nature of the terrain and the lack of storm drain infrastructure in some of the proposed annexation and GPA areas, the project may create or contribute runoff water that: (1) results in flooding on- or off-

site; (2) exceeds the capacity of the existing drainage system where such a system exists (Timmerman and East Side GPA areas); and (3) creates a need to develop a drainage system where no such system exists (Sawmill and Blue Slide Road Annexation areas, Waters and Enes GPA areas). The development of this infrastructure may cause significant environmental effects.

## **Parks and Recreation**

There are 19.5 acres of recreation facilities on public property in Rio Dell. Parks and recreation facilities within the City limits include the large playing fields and playgrounds (16.1 acres) located at Rio Dell Elementary, as well as tennis courts also located on the school grounds but maintained by the City. A playground and ball park (3.4 acres) is located adjacent to the Rio Dell Volunteer Fire Department (RDVFD) fire hall, and is maintained by the RDVFD. The National Recreation and Parks Association (NRPA) recommend a minimum standard of 2.5 acres of parklands per 1,000 residents. Rio Dell currently has no parks and recreation facilities and would need to acquire and develop approximately 7.5 acres of parks to meet the NRPA standards.

## **Law Enforcement & Emergency Services**

The Rio Dell City Police Department provides law enforcement services. The Department, headquartered at City Hall, 675 Wildwood Avenue, provides law enforcement, investigation and community service. In addition, the Department has a grant to provide Drug Abuse Resistance Education (DARE) to Rio Dell Schools. The Rio Dell Police Department is comprised of the following staff: 1 Chief, 4 Patrol Officers, 1 Patrol Sergeant, 2 Reserve Officers, 1 Corporal and 2 Cadet/Clerks.

The Rio Dell Police Department has five marked police vehicles; each equipped with two-way radios. The Department is dispatched by the Humboldt County Sheriff's Department Emergency Communications Center. The Emergency Communications Center received 2,911 calls for service in Rio Dell in 2002. This represents an increase in activity for the Rio Dell Police Department over prior years,

The City has mutual aid agreements with the City of Fortuna, the City of Ferndale, and the Humboldt County Sheriff's Department. The California Highway Patrol assists Rio Dell Police with technical traffic assistance and officer back up.

The City of Rio Dell prepared an Emergency Operations Plan (EOP) in April 2001 that identifies the City's emergency planning, organization, and response policies and procedures. The EOP establishes procedures for a variety of hazards and threats including natural and man-made (technological) hazards. Natural threats include earthquake, landslide, winter storms, and fires. Man-made hazards include hazardous materials, major vehicle accidents, airplane crash, civil disturbance, and terrorism.

The Rio Dell EOP is based on the following systems: Standardized Emergency Management System (SEMS); Firefighting Resources of California Organized for Potential Emergencies

(FIRESCOPE); and Incident Command System (ICS). The City Council approves the plan and the Chief of Police is responsible for reviewing the plan on an annual basis, coordinating with other City staff and the RDVFD, and recommending revisions to the Council.

## **Streets and Lighting**

The City Public Works Department performs general roads maintenance functions for the approximately 12.5 miles of City streets, and contracts out major maintenance activities. Main streets within Rio Dell include Wildwood and Pacific Avenues, running north and south; and Davis and Painter Streets running west and east. Public Works also maintains City streetlights. The City's roads are maintained through State of California Transportation Development Act funds, gas tax funds, and other tax funds, and the streetlights are maintained through general funds.

## **OTHER SERVICE PROVIDERS**

**Fire Protection Services:** Structural fire protection services in Rio Dell are the responsibility of the Rio Dell Fire Protection District (RDFPD). The RDVFD states that it can respond to all calls within the City limits within three minutes. The maximum response time to incident calls within the Rio Dell Plan Area is between five and seven minutes. On average, 7 firefighters are available to respond to calls during the day time. Most of the houses within the City limits are located within 1,000 feet of a fire hydrant. The current condition of the City of Rio Dell water system has limited the ability RDVFD to train using water from fire hydrants.

**Library Services:** The Rio Dell Library, a branch of the Humboldt County Library system, is located at 715 Wildwood Avenue and is open on Wednesday, Friday, and Saturday. The Humboldt County Library Main branches have computers and Internet access available for public use. According to the Humboldt County Library 2001-02 Annual Report, there were 7,407 items borrowed from the Rio Dell Branch, which comprised approximately 1.3 percent of total countywide library lending activity, or 2.33 items borrowed per capita compared to 4.58 items borrowed per capita Countywide.

**Solid Waste Services:** The City of Rio Dell contracts with Eel River Disposal and Resource Recovery (ERD) for municipal solid waste collection services. ERD offers Rio Dell residents weekly garbage pickup and bi-weekly curbside recycling and greenwaste. The city promotes composting and sells compost bins at a subsidized rate to Rio Dell residents.

**Transit Services:** Humboldt Transit Authority, a Joint Powers Authority of which the City of Rio Dell is a member, operates the Redwood Transit System (RTS). RTS offers service from Trinidad to Scotia, including service to Rio Dell, and runs approximately 18 times per day. Rio Dell residents can take seven northbound and five southbound weekday, and four Saturday busses, to Fortuna or the Eureka/Arcata area from three bus stop locations, including: Rio Dell City Hall; Rigby and Davis Streets; and Center and Rigby Streets.

## SERVICE RATES

### City of Rio Dell Wastewater Rates

City wastewater rates are set by the City Council, most recently by Resolution No. 970-2007.

Fees and charges per Equivalent Sewer Service Unit (ESU) are:

- |                                   |                 |
|-----------------------------------|-----------------|
| 1. Single Residential Customers   | \$48.00 Per ESU |
| 2. Multiple Residential Customers | \$48.00 Per ESU |
| 3. Commercial Customers           | \$48.00 Per ESU |
| 4. Institutional Customers        | \$48.00 Per ESU |

**Table 1. City of Rio Dell Water Rates**

City's Customer Type		Base Charge	Usage Charge (\$/CCF) 2		
			0-1 CCF	1-10 CCF	Over 10 CCF
<i>Inside City Limits</i>	Residential	\$22.00	\$0.00	\$2.00	\$3.00
	Commercial & Institutional	\$22.00	\$0.00	\$2.00	\$2.00
	R.V. Parks & Mobile Home Parks	\$22.00	\$0.00	\$2.00	\$3.00
<i>Outside City Limits</i>	Residential	\$33.00	\$0.00	\$3.00	\$4.50

1 Reproduced from Resolution 907-2005, pursuant to the provisions of Ordinance No. 241 and Resolution 888-2005.

2 CCF – hundred cubic feet

As seen in the table above, the City employs a base and increasing rate structure, in which a base charge is made and a usage charge which increases with increasing volumes of water used.<sup>vi</sup>

## LOCAL ACCOUNTABILITY

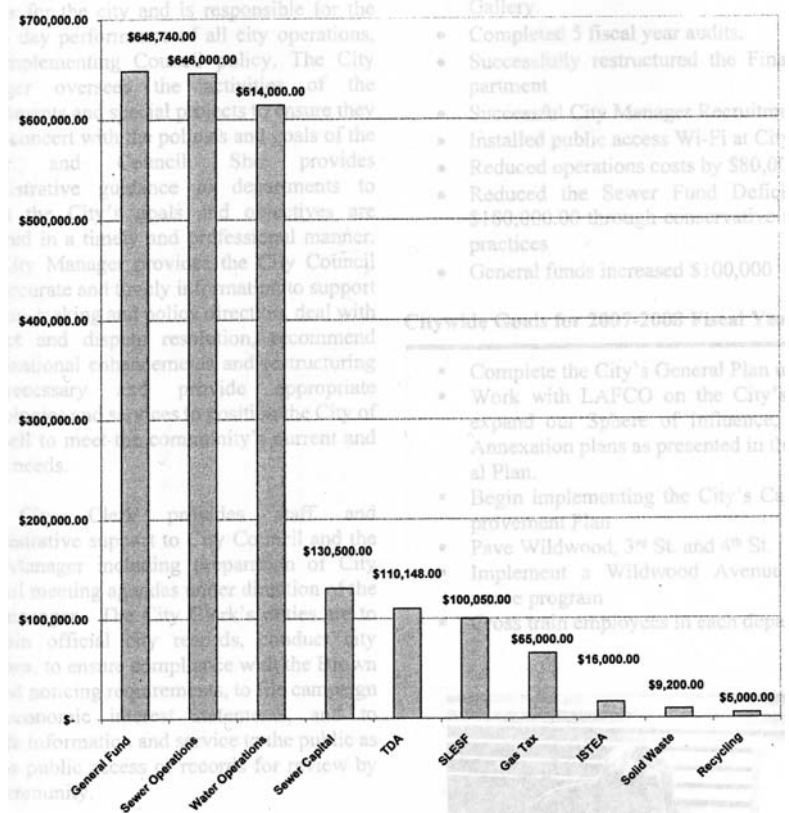
### Contact Information

City of Rio Dell	
<b>Contact:</b>	Nancy Flemming, City Manager
<b>Mailing Address:</b>	675 Wildwood Avenue, Rio Dell CA 95562
<b>Site Address:</b>	675 Wildwood Avenue, Rio Dell CA 95562
<b>Phone Number:</b>	(707) 764-3532
<b>Email/ Website:</b>	<a href="mailto:CM@riodellcity.com">CM@riodellcity.com</a>
<b>Types of Services:</b>	Police, public works, water, wastewater
<b>Population Served:</b>	~ 3,174 people (2000 Census)
<b>Size of Service Area (Acres):</b>	~ 1,173 acres
<b>Date of Formation:</b>	February 26, 1965
Staff and Facilities	
<b>Number of Paid Staff</b>	17

**Figure 3. 2007 – 2008 Fiscal Year Revenue By Fund**

For the 2007-2008 fiscal year, the City of Rio Dell's budget was nearly \$4.9 million dollars with proposed operations expenses of \$2.4 million and capital expenses of \$2.5 million. The budget proposal was nearly \$3.7 million dollars lower than the prior fiscal year due to fewer capital improvement projects as well as reduced operations expenses.

The Operations Budget includes one operations revenue budget totaling \$2.3 million and nine department expense budgets totaling \$2.3 million. Major fund components of the year's operations budget include the General Fund 28%, Sewer Operations 28%, and Water Operations 26%. The top three department expense budgets are Public Works representing 47% of the citywide operations budget, Police Department 25%, and General Government Services 10%.



2007-08 revenues for the City of Rio Dell are shown in the following image:

## MUNICIPAL SERVICE REVIEW DETERMINATIONS

### (1) Growth and population projections for the affected area

The growth rate of Rio Dell is expected to increase in future years due to annexation of new residential land, increased density included in proposed General Plan amendments, and new industrial development and annexation, which could increase the job base for the City. At a projected annual growth rate of 0.73 percent, the population of Rio Dell will reach 3,948 by 2030.<sup>vii</sup> Given existing maximum day demands are estimated at 0.474 MGD, the water system is operating at approximately 60% of source capacity. Therefore, there are approximately 786 available connections under the existing infrastructure.

### (2) Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies.

Residents within the City boundaries are served with public infrastructure including water, sewer and other public services provided by the City. Costs of public services within the City of Rio Dell are comparable to other similar sized cities in the region. The City of Rio Dell is in

compliance with all local, state and federal financial requirements. Overall, City of Rio Dell staffing levels are sufficient to satisfy the purposes of the City and the needs of its residents.

The City of Rio Dell's wet weather wastewater storage system receives seasonal flows beyond its capacity. The system was designed for 1.2 million gallons and had over 3 million gallons during storms in 2007. The Regional Water Quality Control Board (RWQCB) has limited Rio Dell to 40 new water and sewer hookups through 2007 until an alternative wastewater disposal system can be developed. The City of Rio Dell is currently operating under Cease and Desist Order (CDO) No. R1-2005-0034, which requires the City to implement long-term plans for treated effluent disposal during river discharge prohibition periods by May 15, 2009.<sup>viii</sup>

The City is actively exploring options for summertime disposal and is currently completing a Wastewater Effluent Disposal Facilities Plan to in hopes of securing funding for alternative disposal methods. The City is also upgrading its treatment plant as part of a compliance project of the ACLO. The District's collection system also experiences significant inflow and infiltration, which they will be addressing over the coming years.

The City of Rio Dell's water system is in very good condition. The City has made significant improvements to its water system over the past few years. There are currently no major infrastructure deficiencies associated with the existing system. The City has sufficient storage to meet the recommended two days of maximum day usage with fire suppression flows. While much of the original private system has been replaced, there are some portions that still need replacement. No major water deficiencies have been identified. However, some distribution piping needs replacement.

### **(3) Financial ability of agencies to provide services**

The City of Rio Dell operates their water system on an annual budget of approximately \$575,000. The majority of this income is from service charges, but funding also comes from property taxes, interest revenue, connection fees, and other sources. Replacement or depreciation funds are not accumulated through revenues. The City is developing a new Capital Improvement Plan to date, and they currently have not built up reserves.

With a lack of reserves in place, funding for wastewater infrastructure would likely come in the form of a low interest loan, like a State Revolving Fund loan with a loan term of 20 years at 2.5% interest. At this rate, annual payments for a \$20 million loan would amount to approximately \$1.283 million per year. With 1,310 existing connections, monthly bills would have to be increased by approximately \$82 per month to fund this loan. Monthly financing would not be lowered significantly due to high build-out estimates in Rio Dell but would be due to additional growth within the City itself. In reality, we would expect the City to apply for and hopefully obtain some grant funding that would reduce the local cost. In addition, we would expect the actual improvements to be sized to correct both existing deficiencies and have additional capacity to serve future development. To the extent that this can be done it will provide savings through economies of scale.



Future connections will also need to buy into the existing infrastructure through connection fees in order to build sufficient reserves for infrastructure replacement in the future. These should be determined by detailed rate studies and financial analyses. The unit costs shown under the low and high build-out estimates represent a minimum value for a connection fee, as these numbers do not reflect new connections' cost for sharing of the existing infrastructure. City specific studies (master plans) or project specific studies (facility plans) should be used to appropriately distribute the costs between existing and new users.<sup>ix</sup>

The City of Rio Dell is currently reviewing rate restructuring options. The City recently completed a series of improvement projects to the water system and has recently changed focus to necessary improvements within the wastewater system. The City has not yet developed a CIP for either the water or wastewater systems. However, fees are anticipated to increase resulting in additional funding for future upgrades to the water and wastewater treatment plants.

#### **(4) Status of, and opportunities for, shared facilities.**

The city currently has a franchise agreement with Eel River Disposal to provide municipal solid waste within the City's boundaries. The Rio Dell Branch of the Humboldt County Library has county employees running the facility. Rio Dell has a memorandum of understanding with the County, which transfers all library equipment owned by the City to the County. The County is responsible for maintenance, supplies and property insurance and equipment, but the City owns the library building and pays for building repairs and maintenance through donations from residents and through fund raisers coordinated by the Rio Dell friends of the Library.

#### **(5) Accountability for community service needs, including governmental structure and operational efficiencies.**

The City of Rio Dell is in compliance with the requirements set fourth in the Brown Act. The Rio Dell planning commission meets monthly on the third Wednesday of every month. City Council meetings are bimonthly and are held on the second and fourth Tuesdays of the month. The meetings are held at the Rio Dell City Hall located at 675 Wildwood Avenue in Rio Dell. All public notices for meetings and public hearings are published in the Beacon paper. The City holds open meetings and city staff is accessible via phone, internet and fax from 9:00 AM to 5:00 PM Monday through Friday with the exception of holidays.

The City also provides a contact list for all departments and City employees on the website at [www.riodellicity.com](http://www.riodellicity.com). The City of Rio Dell website contains a comprehensive list of City employee titles and their contact information. The City of Rio Dell Public Works Department has a full time staff of six, including certified water and wastewater operators, with one seasonal part time staff member. The City of Rio Dell does not have its own city planning staff. Instead, the City contracts for planning services with Planwest Partners on an as needed basis.

#### **(6) Any other matter related to effective or efficient service delivery, as required by commission policy.**

In conducting a service review, the commission shall comprehensively review all of the agencies that provide the identified service or services within the designated geographic area. The

commission shall conduct a service review before, or in conjunction with, but no later than the time it is considering an action to establish a sphere of influence in accordance with Section 56425 or Section 56426.5 or to update a sphere of influence pursuant to Section 56425.

The City of Rio Dell is currently updating its General Plan. The General Plan Update will guide development within the City through the year 2030. The proposed general plan includes the following changes:

- Annexation of the sawmill and Blue Slide Road Areas;
- Prezone annexation areas with City zoning districts;
- Amendments to the General Plan land use and zoning maps;
- Amendments to the General Plan text including new General Plan land use designations;
- Amendments to the Zoning Ordinance to include new zones

Overall, current management of the City of Rio Dell is consistent with the needs of the community. However, the Fire Department's all volunteer force may not be capable of meeting the demands of a growing population. In order to operate at maximum efficiency, additional full-time administrative staff may be necessary in the future.

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<sup>i</sup> Department of Finance, 2008. Population Estimates for Cities, Counties and the State, May 2008.

<sup>ii</sup> Capital Facilities Plan

<sup>iii</sup> Capital Facilities Plan

<sup>iv</sup> Capital Facilities Plan

<sup>v</sup> Capital Facilities Plan

<sup>vi</sup> Winzler & Kelly. Cost of water services

<sup>vii</sup> Winzler & Kelly wastewater treatment EIR <http://www.riodellcity.com/public-works-projects-pdf/Draft-EIR.pdf>

<sup>viii</sup> Winzler & Kelly. City of Rio Dell-Scotia Annexation: Final Wastewater Disposal Technical Memorandum. Job#01061-06002-11003. October 11, 2006.

<sup>ix</sup> Capital Facilities Plan