

**RIO DELL CITY COUNCIL
SPECIAL MEETING
AUGUST 24, 2010
MINUTES**

A Special Meeting of the Rio Dell City Council was called to order at 5:30 P.M. by Mayor Woodall.

ROLL CALL: Present: Mayor Woodall, Councilmembers Dunker, Marks and Thompson

Absent: Councilmembers Barsanti

Others Present: City Manager Henrickson, Finance Director Beauchaine, and City Clerk Dunham

Absent: Chief of Police Hill and Acting Public Works Director Jensen

CONSENT CALENDAR

Motion was made by Marks/Thompson to approve contract agreement with Redwood Community Action Agency (RCAA) to complete the 2010 CDBG Loan Portfolio Review; and the CDBG Housing Rehabilitation Program Administrative Budget. Motion carried 4-0.

SPECIAL MEETING MATTERS/PUBLIC HEARINGS

Authorization to Reduce HOME Rehab Program Interest Rate

City Manager Henrickson stated in 2009 the City received \$500,000 under the HOME Housing Rehabilitation Grant for loans available to qualified homeowners for housing rehab. Since that time the City has been unable to issue any loans due to the current economic climate including unemployment rates and the declining housing market. In attempt to entice applicants, City staff worked collaboratively with the State and sub-recipient (Redwood Community Action Agency) to modify the program by reducing the interest rate from 3% to 0%. He said this action requires an amendment to the City's HOME Housing Rehabilitation Guidelines by Resolution.

Motion was made by Marks/Dunker to approve Resolution No. 1087-2010 *Amending the City's HOME Housing Rehabilitation Guidelines Reducing the Interest Rate to 0%*. Motion carried 4-0.

Approve Resolution No. 1086-2010 Approving the Destruction of Records

Finance Director Beauchaine stated as part of the year-end process, records were reviewed and marked for destruction. This request is to approve the destruction of two boxes of old personnel records on employees who terminated employment with the City prior to 2003.

Councilmember Marks asked how records are accessed that are kept off-site; Finance Director Beauchaine explained the process stating that when the files are prepared for storage they are labeled with the contents, Government Code Section that applies; and the corresponding date for destruction. An inventory list is kept on file electronically with the City Clerk and when a file is needed, the storage company is contacted and the files are delivered, usually within 1-2 hours after the request is made.

Motion was made by Dunker/Marks to approve Resolution No. 1086-2010 *Approving the Destruction of Records Pursuant to the California Records Retention Guidelines and all Applicable Government Codes*. Motion carried 4-0.

PUBLIC PRESENTATIONS

None

REPORTS/STAFF COMMUNICATIONS

None

OTHER COUNCIL BUSINESS

Approve Letter to Residents Regarding Projected Sewer Rate Scenarios

City Manager Henrickson presented a draft letter to go out to all residents regarding projected sewer system replacement costs and rates including 6 scenarios for possible sewer rate changes. He stated that a public meeting was scheduled for September 2, 2010 at 7:00 P.M. at the Monument Middle School to share information and answer questions regarding the proposed Scotia Annexation and to discuss how annexation could lower sewer rates.

Councilmembers were given the opportunity to comment on the letter and suggest any changes.

City Manager Henrickson noted that more detailed information would be available for the public at the meeting on September 2nd.

Motion was made by Dunker/Marks to approve the letter as proposed. Motion carried 4-0.

Councilmember Marks reported that she had attended a meeting of the Redwood Region Economic Development Commission and they are in support of a Retail Study for Rio Dell as suggested by the City Manager.

Councilmember Dunker announced he would be attending a League of California Cities Division meeting in Ft. Bragg on Friday. Mayor Woodall asked Councilmember Dunker if he would be available to attend the HCAOG meeting since she would not be able to attend and he agreed.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 5:50 P.M. to the August 31, 2010 Public Meeting.

Attest:

Julie Woodall, Mayor

Karen Dunham, City Clerk