

**CITY OF FERNDALE – HUMBOLDT COUNTY CALIFORNIA – U.S.A.
AGENDA - REGULAR CITY COUNCIL MEETING**

Location:	City Hall	Date:	March 17, 2016
	834 Main Street	Time:	7:00 pm
	Ferndale CA 95536	Posted:	March 14, 2016

We welcome you to the meeting. Members of the Public may be heard on any business item on this Agenda before or during the City Council consideration of the item. The public may also directly address the City Council on any item of interest to the public that is not on the Agenda during the public comment time; however, the City Council generally cannot take action on an item not on the agenda.

A person addressing the City Council will be limited to five (5) minutes unless the Mayor of the City Council grants a longer period of time. While not required, we would appreciate it if you would identify yourself with your name and address when addressing the Council.

This City endeavors to be ADA compliant. Should you require assistance with written information or access to the facility, or a hearing amplification, please call 786-4224 24 hours prior to the meeting.

TO SPEAK ON ANY ISSUE, BE ACKNOWLEDGED BY THE MAYOR BEFORE PROCEEDING TO THE PODIUM, STATE YOUR NAME AND ADDRESS FOR THE RECORD (optional), AND DIRECT YOUR COMMENTS ONLY TO THE COUNCIL.

1. CALL MEETING TO ORDER – Mayor
2. PLEDGE ALLEGIANCE TO THE FLAG
3. ROLL CALL – City Clerk: Mayor Hindley; Vice Mayor Mierzwa; Councilman Brower; Councilman Brown; and Councilman Sweeney.
4. REPORT OUT OF CLOSED SESSION
5. CEREMONIAL – None
6. MODIFICATIONS TO THE AGENDA
7. STUDY SESSIONS - REPORT OUT
8. PUBLIC COMMENT. (This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3^{rds} of the Council that the item came up after the agenda was posted and is of an urgent nature requiring immediate action. This portion of the meeting will be approximately 30 minutes total for all speakers, with each speaker given no more than five minutes.)
9. CONSENT CALENDAR. (All matters listed under this category are considered to be routine by the City Council and will be enacted by one motion. Unless a specific request is made by a Council Member, staff or the public, the Consent Calendar will not be read. There will be no separate discussion of these items. However, if discussion is required, that item will be removed from the Consent Calendar and considered separately under "Call Items.")
 - a. Approval of Minutes of the February 18, 2016 Regular City Council Meeting Page 5
 - b. Acceptance of Checkbook Register for February 1-29, 2016 Page 7
 - c. Acceptance of Financial Statements dated February 29, 2016 Page 10
 - d. Approve Use of Design Review Pamphlet Page 33

e. Approve Response to Grand Jury Related to 2013-14 Grand Jury Report	Page 36
10. CALL ITEMS REMOVED FROM CONSENT CALENDAR	
11. PRESENTATION – None	
12. PUBLIC HEARING – None	
13. BUSINESS	
a. Consider Appointment of Applicant to Serve on the Planning Commission.....	Page 41
b. PG&E Undergrounding Update.....	Page 43
c. Francis Creek Bridge Update.....	Page 44
d. Nilsen Barn Update	Page 45
e. Community Center Building Discussion.....	Page 46
f. Discussion on Goals for 2015-16.....	Page 47
14. CORRESPONDENCE	Page 49
15. COMMENTS FROM THE COUNCIL	
16. REPORTS	
a. City Manager Report	Page 55
b. Commissions and Committee Reports	
i. Planning Commission Minutes	Page 65
ii. Design Review Minutes.....	Page 67
c. Minutes from Joint Power Authorities (JPAs) and Reports	
i. Humboldt Waste Management Authority (HWMA)	Page 70
17. ADJOURN	

**This notice is posted in compliance with Government Code §54954.2.
 The next Regular Meeting of the Ferndale City Council will be held on
 Thursday, April 21, 2016 in the City Hall at 7:00 p.m.**

Section 1

CALL MEETING TO ORDER

Section 2

PLEDGE ALLEGIANCE

Section 3

ROLL CALL

Section 4

CLOSED SESSION REPORT OUT

Section 5

CEREMONIAL

Section 6

MODIFICATIONS TO THE AGENDA

Section 7

STUDY SESSIONS

Section 8

PUBLIC COMMENT

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction.

Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3rd of the Council (three of the five members) that the item came up after the agenda was posted and is of an urgent nature requiring immediate action.

This portion of the meeting will be approximately 30 minutes total for all speakers, with each speaker given no more than five minutes. Please state your name and address for the record. (This is optional.)

Section 9

CONSENT CALENDAR

All matters listed under this category are considered to be routine by the City Council and will be enacted by one motion.

Is there anyone on the Council, Staff or the public that would like to pull an item off the Consent Agenda for scrutiny? Those items will be considered separately under "Call Items."

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Minutes for City Council Meeting of February 18, 2016

Mayor Don Hindley called the Regular City Council Meeting to order at 7:00 pm. Those present did the flag salute. Present were Mayor Hindley, Vice Mayor Mierzwa, Council Members Doug Brower and Daniel Brown along with staff City Manager Jay Parrish and City Clerk Jennifer Church. Councilman Sweeney was absent (excused).

Report out of Closed Session: None

Modifications to the Agenda: None

Public Comment: None

Consent Calendar: There were six items on the Consent Calendar for approval. No comments from the Public or the Council. **MOTION:** to approve the consent calendar as submitted. **(Mierzwa/Brown) Unanimous.**

Presentation: None

Public Hearing: None

Business:

Resolution 2016-05 Appoint Member to Ferndale Library Board: City Manager reported that Irene Bryant's term had expired and she was looking to be reappointed. No other comments from the public or the Council. **MOTION:** to approve Resolution No 2016-05 appointing Irene Bryant as a member to the Ferndale Library Board for a four-year term. **(Brower/Brown). Unanimous.**

PG&E Undergrounding Update: City Manager reported that he and the City Clerk are working with Lizette from PG&E on a list of items needing to be completed. He mentioned that a letter will be sent to both districts. This letter will notify property owners that there will be a public meeting and that they can also request a private meeting about the project. PG&E needs to decide which side of the street the transformers will go on. These will need to go in some residential yards. City Manager would like to have PG&E do lateral boring to complete the project rather than trench down the newly paved streets. Lizette is looking into this option. Mayor Hindley asked when these letters would be sent out. City Manager responded that it would likely be in the next 2-3 weeks. Mayor Hindley asked when the public hearing would be, it was going to be March or April. City Manager responded that it would be most likely in March. Member of the Public Dick Hooley asked for clarification that the transformers are going above ground. City Manager said yes, that they are big metal boxes that some property owners will have to agree to put in their yard. He hopes they can put one at City Hall or the Library since these are City Owned properties. Dick Hooley asked if the City will have a say whether it's lateral bore or trenched. City Manager responded that PG&E is looking into lateral boring, but he's fairly certain it's more expensive to do lateral bore. Councilman Brown added that CalTrans would probably like the lateral bore option better as well. City Manager stated that CalTrans will be part of the conversation before the project starts. **NO MOTION.**

Francis Creek Bridge Update: Councilman Brower updated the Council that nothing new has happened since the last Council meeting. There is a meeting of the ad hoc committee on Saturday, February 20 to work on fundraising numbers. **NO MOTION.**

Nilsen Barn Update: City Manager reported a lot of progress has taken place. Councilman Brown stated that it looks complete just driving by. There is Electricity, outside lighting, and doors. There are parts of the roof in need of replacement. **NO MOTION**

Correspondence: No Comments.

Comments from the Council: Councilman Brower had a few comments regarding the TOT. He asked about the budget report from the Chamber. He would like to see the last 2 years. He would like to revisit that relationship. He also commented that he had seen report of entities not paying the TOT. He would like staff to look into that. He asked about the Fairgrounds and why they are not paying. Mayor Hindley mentioned that he had spoken to Richard Conway from the Humboldt County Fair Association. He was under the impression that the fairgrounds was not required to pay and he is taking the issue to their attorney. Mayor Hindley has not checked back in with him. Another item brought up was the RCEA Community Choice program. There has been some recent discussion surrounding this item and possible conflict of interest. Mayor Hindley stated that he still has questions. PG&E has created an opt-out fee that will be to the detriment of the Citizens if the City chooses to move ahead. He also has issues with the vote-weight that Ferndale has. The City will have no say on issues if the County and one of the larger cities votes the opposite of Ferndale. This item will be agendized in the future.

Reports: No Comments

Mayor Hindley adjourned the meeting at 7:31 pm.

Respectfully submitted,

Jennifer Church
City Clerk

City of Ferndale
CITY COUNCIL MEETING
Bank Account Register

General Checking
February 1, 2016 - February 29, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			639,792.46
02/01/16	49907	JAY PARRISH	JAY PARRISH	400.00		639,392.46
02/02/16		AFLAC INSUR	AFLAC INSURANCE	39.32		639,353.14
02/02/16	1001		PARRISH, JAY D	2,154.75		637,198.39
02/02/16	1002		TAVARES, KRISTENE M	1,079.31		636,119.08
02/02/16	1003		TIMMERMAN, DONNA E	1,244.52		634,874.56
02/02/16	1004		CHURCH, JENNIFER L	1,174.69		633,699.87
02/02/16	1005		STRICKER, ADAM D	1,539.33		632,160.54
02/02/16	1007		GAVRYUSH, DMITRIY	1,282.64		630,877.90
02/02/16	1008		JAMES, TYLER	1,316.69		629,561.21
02/02/16	1009		SMITH, BRET A	1,347.15		628,214.06
02/02/16	1010		WIDEMAN, ROBERT A	1,471.67		626,742.39
02/02/16	1011		COPPINI, STEVE L	2,007.42		624,734.97
02/02/16	1012		HOPPIS, JOHNNY F	694.45		624,040.52
02/02/16	49899		KAYTIS-SLOCUM, NANCY S	46.27		623,994.25
02/02/16	49900		WILLIAMS, CHRISTOPHER D	616.87		623,377.38
02/02/16	49901		GARDNER, SHAWN C	1,293.52		622,083.86
02/02/16	49902		CAO, QUY H	350.03		621,733.83
02/02/16	49903		MIRANDA, TIMOTHY W	1,326.37		620,407.46
02/02/16	49904		BRIGGS, WILLIAM O	119.43		620,288.03
02/02/16	49905		BOYNTON, MARY ELLEN	83.30		620,204.73
02/02/16	49906		RICHARDSON, DIANNA L	37.02		620,167.71
02/02/16	49908	ARNKE	ARNOLD C. KEMP	561.06		619,606.65
02/02/16	49909	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	46.15		619,560.50
02/02/16	49910	CHOPPIS	CHELCI HOPPIS	173.08		619,387.42
02/02/16	49911	CITFO	CITY OF FORTUNA	1,683.33		617,704.09
02/02/16	49912	CRAFT	CRAFTSMAN'S MALL	54.00		617,650.09
02/02/16	49913	DELOR	DEL ORO WATER CO., FDLE. DIST.	309.67		617,340.42
02/02/16	49914	FRANCHISE	FRANCHISE TAX BOARD	95.06		617,245.36
02/02/16	49915	MIRRE	MIRANDA'S RESCUE	450.00		616,795.36
02/02/16	49916	ROBSM	ROBIN SMITH	153.47		616,641.89
02/02/16	49917	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	278.76		616,363.13
02/02/16	49918	EDD	EMPLOYMENT DEVELOPMENT DEPT	1,047.96		615,315.17
02/03/16		USDAR	USDA RURAL DEVELOPMENT	54,660.62		560,654.55
02/04/16		USTREASURY	UNITED STATES TREASURY	6,741.53		553,913.02
					33,529.53	587,442.55
02/04/16				2,800.00		584,642.55
02/04/16	49919	DCI BUILDER	DCI	111.84		584,530.71
02/08/16	49920	ADAMSTRICKE	ADAM STRICKER	859.00		583,671.71
02/08/16	49921	PHIAY	AYCOCK & EDGMON	298.94		583,372.77
02/08/16	49922	BAKTA	BAKER & TAYLOR	75.00		583,297.77
02/08/16	49923	CORRE	COLLEGE OF THE REDWOODS	17.50		583,280.27
02/08/16	49924	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	19.43		583,260.84
02/08/16	49925	FORAC	FORTUNA ACE HARDWARD	222.37		583,038.47
02/08/16	49926	GECAP	GE CAPITAL	118.14		582,920.33
02/08/16	49927	HUMTI	HUMMEL TIRE & WHEEL, INC	609.09		582,311.24
02/08/16	49928	LMREN	L & M RENNER, INC.	13.90		582,297.34
02/08/16	49929	MISLI	MISSION LINEN & UNIFORM SERVICE	7,240.27		575,057.07
02/08/16	49930	PACGA	PACIFIC GAS & ELECTRIC	435.36		574,621.71
02/08/16	49931	POREN	PORTLAND ENGINEERING, INC.	196.00		574,425.71
02/08/16	49932	POSTM	POSTMASTER	211.50		574,214.21
02/08/16	49933	SECURITYLOC	SECURITY LOCK AND ALARM	696.97		573,517.24
02/08/16	49934	SEQGA	SEQUOIA GAS COMPANY	803.89		572,713.35
02/08/16	49935	SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AURTHORITY	127.07		572,586.28
02/08/16	49936	STAPE	STAPLES CREDIT PLAN	16.58		572,569.70
02/08/16	49937	VALGR	VALLEY GROCERY	225.68		572,344.02
02/08/16	49938	WCPSOLUTION	WCPSOLUTIONS			

City of Ferndale
CITY COUNCIL MEETING
Bank Account Register

General Checking
February 1, 2016 - February 29, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
02/08/16	49939	HUMTE	HUMBOLDT TERMITE & PEST	65.00		572,279.02
02/08/16	49941	HUMTE	HUMBOLDT TERMITE & PEST	49.00		572,230.02
02/10/16	49940	SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY	12,629.64		559,600.38
02/16/16	1001		PARRISH, JAY D	2,154.75		557,445.63
02/16/16	1002		TAVARES, KRISTENE M	1,079.30		556,366.33
02/16/16	1003		TIMMERMAN, DONNA E	1,288.95		555,077.38
02/16/16	1004		CHURCH, JENNIFER L	1,174.68		553,902.70
02/16/16	1005		STRICKER, ADAM D	1,394.08		552,508.62
02/16/16	1006		GAVRYUSH, DMITRIY	1,176.30		551,332.32
02/16/16	1007		JAMES, TYLER	1,205.74		550,126.58
02/16/16	1008		SMITH, BRET A	1,347.15		548,779.43
02/16/16	1009		WIDEMAN, ROBERT A	1,364.50		547,414.93
02/16/16	1010		COPPINI, STEVE L	1,841.67		545,573.26
02/16/16	1011		HOPPIS, JOHNNY F	865.77		544,707.49
02/16/16	49942		ROSA, MARIA A	247.10		544,460.39
02/16/16	49943		GARDNER, SHAWN C	1,277.97		543,182.42
02/16/16	49944		CAO, QUY H	490.62		542,691.80
02/16/16	49945		MIRANDA, TIMOTHY W	982.10		541,709.70
02/16/16	49946		BRIGGS, WILLIAM O	119.43		541,590.27
02/16/16	49947		BOYNTON, MARY ELLEN	37.02		541,553.25
02/16/16	49948		RICHARDSON, DIANNA L	129.56		541,423.69
02/17/16	49949	ARNKE	ARNOLD C. KEMP	50.00		541,373.69
02/17/16	49950	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	46.15		541,327.54
02/17/16	49951	CHOPPIS	CHELCI HOPPIS	173.08		541,154.46
02/17/16	49952	EDD	EMPLOYMENT DEVELOPMENT DEPT	969.11		540,185.35
02/17/16	49953	FRANCHISE	FRANCHISE TAX BOARD	78.82		540,106.53
02/17/16	49954	USBANK	US BANK	850.32		539,256.21
02/17/16	49955	VERZN	VERIZON	242.53		539,013.68
02/17/16	49956	WELF	WELLS FARGO FINANCIAL LEASING	135.01		538,878.67
02/17/16	49957	WDMCN	WILLIAM DONNY MOBLEY CONSTRUCTION	2,011.25		536,867.42
02/18/16					14,406.94	551,274.36
02/18/16		USTREASURY	UNITED STATES TREASURY	6,377.77		544,896.59
02/23/16					11,900.00	556,796.59
02/23/16	49962	ALTBU	ALTERNATIVE BUSINESS CONCEPTS	231.69		556,564.90
02/23/16	49963	HIGHROCK	CAL FIRE	100.00		556,464.90
02/23/16	49964	CAMEL	CAMPTON ELECTRIC SUPPLY, INC.	199.99		556,264.91
02/23/16	49965	CVTOX	CENTRAL VALLEY TOXICOLOGY INC.	78.00		556,186.91
02/23/16	49966	DELOR	DEL ORO WATER CO., FDLE. DIST.	311.09		555,875.82
02/23/16	49967	HAZARDOUS	HAZARDOUS MATERIALS RESPONSE AUTHORITY	539.00		555,336.82
02/23/16	49969	SUDDEN	SUDDENLINK	595.80		554,741.02
02/23/16	49970	FEREN	THE FERNDALE ENTERPRISE	52.00		554,689.02
02/23/16	49971	PACGA	PACIFIC GAS & ELECTRIC	1,341.12		553,347.90
02/23/16	49972	EELRI	EEL RIVER DISPOSAL	596.32		552,751.58
02/23/16	49973	STAPE	STAPLES CREDIT PLAN	31.29		552,720.29
02/24/16	49974	AMBROSINI	AMBROSINI & SONS ELECTRIC, INC.	78.00		552,642.29
02/24/16	49975	BRETSMITH	BRET SMITH	793.43		551,848.86
02/24/16	49976	CORRE	COLLEGE OF THE REDWOODS	210.00		551,638.86
02/24/16	49977	COMAS	DEMETRIUS DISTEFANO	985.00		550,653.86
02/24/16	49978	DEPJU	DEPARTMENT OF JUSTICE	70.00		550,583.86
02/24/16	49979	FORAP	FORTUNA AUTO & TRUCK PARTS INC	7.77		550,576.09
02/24/16	49980	FRONT	FRONTIER	360.21		550,215.88
02/24/16	49981	ICMA	INTERNATIONAL CITY MANAGEMENT ASSOCIATION	767.92		549,447.96
02/24/16	49982	MANHARD	MANHARD CONSULTING LTD	3,128.75		546,319.21
02/24/16	49983	MERFR	MERCER FRASER COMPANY	580.57		545,738.64
02/24/16	49984	NETWORK	NETWORK MANAGEMENT SERVICES	500.00		545,238.64

City of Ferndale
CITY COUNCIL MEETING
Bank Account Register

General Checking
 February 1, 2016 - February 29, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
02/24/16	49985	NILCO	NILSEN COMPANY	671.39		544,567.25
02/24/16	49986	HEATHSMART	NORTH RANCH BENEFITS TRUST	232.87		544,334.38
02/24/16	49987	PLANWEST	PLANWEST PARTNERS, INC.	1,860.00		542,474.38
02/24/16	49988	RKM BUILDER	RKM BUILDER	325.00		542,149.38
02/24/16	49989	ROGMA	ROGERS MACHINERY CO.,INC.	53.86		542,095.52
02/24/16	49990	FARSH	THE FARM SHOP	156.94		541,938.58
02/24/16	49991	TIPMO	TIPPLE MOTORS, INC.	53.00		541,885.58
02/24/16	49992	VALLU	VALLEY LUMBER	458.77		541,426.81
02/24/16	49993	WESCH	WESTERN CHAIN SAW CO	151.84		541,274.97
02/24/16	49994	WDMCN	WILLIAM DONNY MOBLEY CONSTRUCTION	3,015.31		538,259.66
02/25/16					48,038.37	586,298.03
02/29/16		AFLAC INSUR	AFLAC INSURANCE	39.32		586,258.71
02/29/16		TRICOUNTY	TRI COUNTY BANK	1,129.58		585,129.13
Totals				<u>162,538.17</u>	<u>107,874.84</u>	<u>585,129.13</u>

Transaction count = 123

Balance Sheet
Fund 10 - General Fund
As of February 29, 2016**Assets**

Current Assets	
Cash	\$ 351,909.03
Restricted Cash	15,152.59
Accounts Receivable	<u>6,115.45</u>
Total Current Assets	<u>373,177.07</u>
Total Assets	<u>\$ 373,177.07</u>

Liabilities and Fund Balance

Current Liabilities	
Interest Payable	725.44
Accrued Liabilities	13,033.92
Other Current Liabilities	<u>5,469.10</u>
Total Current Liabilities	<u>19,228.46</u>
Total Liabilities	<u>19,228.46</u>
Fund Balance	
Other Equity	495,689.00
Retained Earnings	<u>(141,740.39)</u>
Total Fund Balance	<u>353,948.61</u>
Total Liabilities and Fund Balance	<u>\$ 373,177.07</u>

Balance Sheet
Fund 24-Gas Tax
As of February 29, 2016

Assets

Current Assets	
Cash	\$ <u>63,831.80</u>
Total Current Assets	<u>63,831.80</u>
Total Assets	<u>\$ <u>63,831.80</u></u>

Liabilities and Fund Balance

Current Liabilities	<u> </u>
Total Current Liabilities	<u>0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Other Equity	74,009.61
Retained Earnings	<u>(10,177.81)</u>
Total Fund Balance	<u>63,831.80</u>
Total Liabilities and Fund Balance	<u>\$ <u>63,831.80</u></u>

Balance Sheet
Fund 23 - RSTP Fund
As of February 29, 2016

Assets

Current Assets	
Cash	\$ <u>68,446.98</u>
Total Current Assets	<u>68,446.98</u>
Total Assets	\$ <u><u>68,446.98</u></u>

Liabilities and Fund Balance

Current Liabilities	<u> </u>
Total Current Liabilities	<u>0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Other Equity	75,740.20
Retained Earnings	<u>(7,293.22)</u>
Total Fund Balance	<u>68,446.98</u>
Total Liabilities and Fund Balance	\$ <u><u>68,446.98</u></u>

Balance Sheet
Fund 24 - Transportation Development Act
As of February 29, 2016

Assets

Current Assets	
Cash	\$ <u>231,547.42</u>
Total Current Assets	<u>231,547.42</u>
Total Non Current Assets	<u> </u>
Total Assets	<u>\$ <u>231,547.42</u></u>

Liabilities and Fund Balance

Current Liabilities	<u> </u>
Total Current Liabilities	<u>0.00</u>
Fund Balance	
Other Equity	237,389.73
Retained Earnings	<u>(5,842.31)</u>
Total Fund Balance	<u>231,547.42</u>
Total Liabilities and Fund Balance	<u>\$ <u>231,547.42</u></u>

Balance Sheet
Fund 26 - Drainage Fund
As of February 29, 2016

Assets

Current Assets	
Cash	\$ <u>74,933.26</u>
Total Current Assets	<u>74,933.26</u>
Total Assets	<u>\$ <u>74,933.26</u></u>

Liabilities and Fund Balance

Current Liabilities	
Interest Payable	<u>300.76</u>
Total Current Liabilities	<u>300.76</u>
Total Liabilities	<u>300.76</u>
Fund Balance	
Other Equity	76,663.88
Retained Earnings	<u>(2,031.38)</u>
Total Fund Balance	<u>74,632.50</u>
Total Liabilities and Fund Balance	<u>\$ <u>74,933.26</u></u>

Balance Sheet
Fund 25 - Integrated Waste Mgt
As of February 29, 2016

Assets

Current Assets	
Cash	\$ <u>46,601.72</u>
Total Current Assets	<u>46,601.72</u>
Total Assets	<u>\$ <u>46,601.72</u></u>

Liabilities and Fund Balance

Current Liabilities	<u> </u>
Total Current Liabilities	<u>0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Other Equity	42,867.38
Retained Earnings	<u>3,734.34</u>
Total Fund Balance	<u>46,601.72</u>
Total Liabilities and Fund Balance	<u>\$ <u>46,601.72</u></u>

Balance Sheet
Fund -30 - Sewer
As of February 29, 2016

Assets

Current Assets	
Cash	\$ <u>340,538.42</u>
Total Current Assets	<u>340,538.42</u>
Property and Equipment	
Vehicles	48,282.05
Equipment	97,646.87
Sewer system	13,436,274.06
Less Accumulated Depreciation	<u>(2,224,992.59)</u>
Net Property and Equipment	<u>11,357,210.39</u>
Total Assets	<u>\$ 11,697,748.81</u>

Liabilities and Fund Balance

Current Liabilities	
Interest Payable	<u>47,209.93</u>
Total Current Liabilities	<u>47,209.93</u>
Long-Term Liabilities	
Notes payable-water res #2	1,733.44
Notes Payable USDA	4,685,000.00
Capital leases payable	<u>21,384.35</u>
Total Long-Term Liabilities	<u>4,708,117.79</u>
Total Liabilities	<u>4,755,327.72</u>
Fund Balance	
Other Equity	6,649,092.60
Retained Earnings	<u>293,328.49</u>
Total Fund Balance	<u>6,942,421.09</u>
Total Liabilities and Fund Balance	<u>\$ 11,697,748.81</u>

Balance Sheet
GASB 34 ASSETS AND LIABILITIES
 As of February 29, 2016

Assets

Property and Equipment	
Buildings and improvements	463,886.10
Vehicles	157,151.57
Equipment	118,580.12
Roadways	10,782,034.50
Sidewalks	163,000.00
Streetlights	25,200.00
Land	131,000.00
Less Accumulated Depreciation	<u>(5,665,698.19)</u>
Net Property and Equipment	<u>6,175,154.10</u>
Total Assets	<u>\$ 6,175,154.10</u>

Liabilities and Fund Balance

Long-Term Liabilities	
Accrued Vacation/Sick pay	39,084.92
Notes payable-current	82,209.36
Capital leases payable	<u>24,384.54</u>
Total Long-Term Liabilities	<u>145,678.82</u>
Fund Balance	
Other Equity	<u>6,029,475.28</u>
Total Fund Balance	<u>6,029,475.28</u>
Total Liabilities and Fund Balance	<u>\$ 6,175,154.10</u>

Income Statement
Fund 10 - General Fund

	1 Month Ended February 29, 2016 Actual	8 Months Ended February 29, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
REVENUES				
Revenues - Taxes				
10014102 Property tax-secured	\$ 0.00	\$ 68,172.59	\$ 126,500.00	\$ (58,327.41)
10014104 Property tax-unsecured	0.00	4,640.93	4,800.00	(159.07)
10014106 Property tax-prior	0.00	3,885.28	9,000.00	(5,114.72)
10014107 Supplemental role	0.00	504.82	1,500.00	(995.18)
10014110 Sales and use tax	11,900.00	87,500.94	160,000.00	(72,499.06)
10014111 Trash franchise	1,078.50	4,085.30	4,700.00	(614.70)
10014112 PG&E franchise	0.00	0.00	6,500.00	(6,500.00)
10014114 Cable franchise	5,983.68	18,119.76	18,000.00	119.76
10014116 Business license tax	260.50	13,199.00	14,000.00	(801.00)
10014118 Real Property Transfer tax	0.00	4,285.31	5,000.00	(714.69)
10014120 Transient lodging tax	18,469.26	94,910.84	136,500.00	(41,589.16)
10014121 TOT Humboldt Lodging Authority	3,749.39	3,749.39	45,500.00	(41,750.61)
Total Revenue - Taxes	\$ 41,441.33	\$ 303,054.16	\$ 532,000.00	\$ (228,945.84)
Revenues - Licenses and Permits				
10024132 Construction permits	\$ 2,998.05	\$ 12,257.40	\$ 16,000.00	\$ (3,742.60)
10024164 Health protection	0.00	1,100.00	2,700.00	(1,600.00)
10024166 Encroachment permits	70.00	175.00	200.00	(25.00)
10024278 Animal license fees	492.00	2,325.14	2,800.00	(474.86)
Total Revenue - Licenses and Permits	\$ 3,560.05	\$ 15,857.54	\$ 21,700.00	\$ (5,842.46)
Revenues - Use of Money and Property				
10044182 Interest	\$ 0.00	\$ 7,685.23	\$ 1,500.00	\$ 6,185.23
10044297 Town Hall Rent	500.00	2,550.00	6,000.00	(3,450.00)
10044297.1 Community Center rents	100.00	1,267.00	1,200.00	67.00
Total Revenue -Use of Money and Property	\$ 600.00	\$ 11,502.23	\$ 8,700.00	\$ 2,802.23
Revenues - Fines				
10034283 Court fines	\$ 0.00	\$ 4,919.11	\$ 1,800.00	\$ 3,119.11
Total Revenue - Fines	\$ 0.00	\$ 4,919.11	\$ 1,800.00	\$ 3,119.11
Revenues - Intergovernmental				
10054204 Motor vehicle in-lieu tax	\$ 0.00	\$ 62,732.21	\$ 126,000.00	\$ (63,267.79)
10054222 Home owners prop. tax relief	0.00	574.91	1,100.00	(525.09)
10054286 Street sweeping	0.00	1,900.00	3,800.00	(1,900.00)
10054290 Peace off. stds. & trng.	0.00	6,328.00	2,500.00	3,828.00
10054300 Public safety 1/2 cent	0.00	2,226.14	3,000.00	(773.86)
10054310 COPs Program	11,603.64	48,069.65	100,000.00	(51,930.35)
10054315 AB 109	0.00	0.00	2,000.00	(2,000.00)
10054320 Void Grant	599.82	1,251.39	2,000.00	(748.61)
Total Revenue - Intergovernmental	\$ 12,203.46	\$ 123,082.30	\$ 240,400.00	\$ (117,317.70)

City of Ferndale

Income Statement

Fund 10 - General Fund

	1 Month Ended February 29, 2016	8 Months Ended February 29, 2016	FY 2015/2016 Budget	Over/(Under) Budget
	Actual	Actual	Budget	Budget
Revenues - Fees for Service				
10084270 Plan check fees	\$ 40.00	\$ 750.00	\$ 1,000.00	\$ (250.00)
10084271 Parking fees	0.00	134.88	250.00	(115.12)
10084279 Copy machine fees - Library	0.00	100.00	100.00	0.00
10084280 Copy machine fees - City	0.00	4.00	25.00	(21.00)
10084287 Reimbursed engineering	0.00	4,801.05	0.00	4,801.05
10084287.2 Developer reimbursed fees	0.00	1,200.00	4,291.05	(3,091.05)
10084287.3 Reimbursed Fees Planning	1,910.00	4,225.00	1,000.00	3,225.00
10084291 Special police services	7,247.19	7,916.58	6,000.00	1,916.58
10084298 Fair racing revenue	0.00	2,169.58	2,200.00	(30.42)
Total Revenue - Fees for Service	\$ 9,197.19	\$ 21,301.09	\$ 14,866.05	\$ 6,435.04
Revenues - Other Revenue				
10094284 Donations - Library	\$ 0.00	\$ 250.00	\$ 150.00	\$ 100.00
10094284.1 Donations - City	500.00	750.00	1,000.00	(250.00)
10094306 Lytle Foundation - Library	0.00	0.00	1,500.00	(1,500.00)
10094307 Miscellaneous	3,828.19	12,368.37	4,600.00	7,768.37
10094308 PARSAC Grants	0.00	0.00	15,000.00	(15,000.00)
10094311 Utilities - Little League park	0.00	200.00	200.00	0.00
Total Revenue - Other Revenue	\$ 4,328.19	\$ 13,568.37	\$ 22,450.00	\$ (8,881.63)
TOTAL REVENUES	\$ 71,330.22	\$ 493,284.80	\$ 841,916.05	\$ (348,631.25)

City of Ferndale

Income Statement

Fund 10 - General Fund

	1 Month Ended February 29, 2016	8 Months Ended February 29, 2016	FY 2015/2016 Budget	Over/(Under) Budget
	Actual	Actual	Budget	Budget
EXPENDITURES				
Expenditures - City Council				
10115012 Office expense	\$ 227.29	\$ 437.57	\$ 350.00	\$ 87.57
10115013 Advertising	52.00	229.12	400.00	(170.88)
10115044 Meetings and dues	0.00	0.00	500.00	(500.00)
10115045 LAFCO fees	0.00	743.17	2,000.00	(1,256.83)
Total Expenditures - City Council	\$ 279.29	\$ 1,409.86	\$ 3,250.00	\$ (1,840.14)
Expenditures City Manager				
10105002 Salary - permanent	\$ 2,189.72	\$ 23,745.20	\$ 28,468.27	\$ (4,723.07)
10105006 SSI tax	199.15	2,013.70	2,440.99	(427.29)
10105007 Medical insurance	630.85	4,822.28	9,038.08	(4,215.80)
10105009 Workers comp. insurance	0.00	2,331.01	2,032.64	298.37
10105010 Deferred retirement	(10,911.57)	1,266.84	2,346.48	(1,079.64)
10105061 Insurance PARSAC	0.00	3,211.74	3,211.74	0.00
Total expenditures -City Manager	\$ (7,891.85)	\$ 37,390.77	\$ 47,538.20	\$ (10,147.43)
Expenditures - City Clerk				
10125002 Salary - permanent	\$ 6,385.89	\$ 57,885.45	\$83,597.03	\$ (25,711.58)
10125006 SSI tax	970.69	5,326.42	7,921.70	(2,595.28)
10125007 Medical insurance	1,831.89	15,645.81	25,784.35	(10,138.54)
10125009 Workers comp. insurance	0.00	6,561.38	6,263.00	298.38
10125010 Deferred retirement	2,043.40	3,472.50	7,230.02	(3,757.52)
10125012 Office expense	365.12	4,928.59	5,000.00	(71.41)
10125044 Meetings and dues	767.92	972.24	1,000.00	(27.76)
10125050 IT Support	925.00	1,446.97	1,200.00	246.97
10125061 Insurance PARSAC	0.00	4,205.84	4,205.84	0.00
Total Expenditures -City Clerk	\$ 13,289.91	\$ 100,445.20	\$ 142,201.94	\$ (41,756.74)

City of Ferndale

Income Statement

Fund 10 - General Fund

	1 Month Ended February 29, 2016	8 Months Ended February 29, 2016	FY 2015/2016	Over/(Under)
	Actual	Actual	Budget	Budget
Expenditures - City Attorney				
10145052 Professional services	\$0.00	\$5,614.00	\$ 12,000.00	\$ (6,386.00)
Total Expenditures - City Attorney	\$ 0.00	\$ 5,614.00	\$ 12,000.00	\$ (6,386.00)
Expenditures - Government Buildings				
10155002 Salary - permanent	\$ 270.20	\$ 2,038.08	\$ 3,000.00	\$ (961.92)
10155006 SSI tax	276.22	1,075.35	409.50	665.85
10155009 Workers comp. insurance	0.00	184.40	184.40	0.00
10155012 Office expense	0.00	97.26	0.00	97.26
10155020 Building and ground maint.	3,280.81	8,147.03	2,000.00	6,147.03
10155030 Trash service	0.00	520.40	450.00	70.40
10155031 Gas	407.56	1,723.51	4,000.00	(2,276.49)
10155032 Utilities	(5,121.83)	1,384.05	1,800.00	(415.95)
10155033 Water	50.24	766.39	1,200.00	(433.61)
10155034 Telephone/internet	335.69	3,386.09	2,905.00	481.09
10155061 Insurance PARSAC	0.00	217.34	217.34	0.00
10155063 Insurance (Fire Bldg.)	0.00	3,219.00	2,946.00	273.00
Total Expenditures - Government Buildings	\$ (501.11)	\$ 22,758.90	\$ 19,112.24	\$ 3,646.66
Expenditures - Non departmental				
10165015 Property tax admin. fees	\$ 0.00	\$ 2,019.80	\$ 3,600.00	\$ (1,580.20)
10165052 Professional services	0.00	180.00	0.00	180.00
10165054 Audit and accounting	859.00	11,867.65	10,600.00	1,267.65
10165054.1 Accounting services	0.00	0.00	12,000.00	(12,000.00)
10165055 Contractual services	0.00	208.52	600.00	(391.48)
10165078 Copy machine expense	454.06	2,481.85	4,250.00	(1,768.15)
10165099 Miscellaneous	0.00	1,361.00	2,000.00	(639.00)
10165200 Car allowance	400.00	3,200.00	4,800.00	(1,600.00)
Total Expenditures - Nondepartmental	\$ 1,713.06	\$ 21,318.82	\$ 37,850.00	\$ (16,531.18)
Expenditures - Community Promotion				
10175020 Building and ground maint.	\$ 0.00	\$ 88.40	\$ 0.00	\$ 88.40
10175024 Special department supply	248.33	1,774.33	2,200.00	(425.67)
10175031 Gas	0.00	317.84	0.00	317.84
10175032 Utilities	40.31	196.87	250.00	(53.13)
10175033 Water	140.55	550.79	1,645.00	(1,094.21)
10175072 Chamber of commerce	0.00	22,547.37	30,063.17	(7,515.80)
10175072.1 Donation - Visitors & Conv.	0.00	0.00	1,500.00	(1,500.00)
10175072.2 Employee appreciation	0.00	0.00	150.00	(150.00)
10175072.3 TOT 2% HLA QTRLY	0.00	15,194.33	26,000.00	(10,805.67)
Total Expenditures - Community Promotion	\$ 429.19	\$ 40,669.93	\$ 61,808.17	\$ (21,138.24)

City of Ferndale

Income Statement

Fund 10 - General Fund

	1 Month Ended February 29, 2016	8 Months Ended February 29, 2016	FY 2015/2016 Budget	Over/(Under) Budget
	Actual	Actual	Budget	Budget
Expenditures - Police				
10215002 Salary - permanent	\$ 18,677.49	\$ 154,706.87	\$ 216,550.58	\$ (61,843.71)
10215005 Salary - overtime	0.00	388.96	6,000.00	(5,611.04)
10215006 SSI tax	2,400.49	13,835.10	18,615.49	(4,780.39)
10215007 Medical insurance	4,876.39	37,070.23	55,103.01	(18,032.78)
10215009 Workers comp. insurance	0.00	15,525.43	14,928.68	596.75
10215010 Deferred retirement	4,888.36	8,352.18	17,233.67	(8,881.49)
10215012 Office expense	340.84	1,427.29	1,800.00	(372.71)
10215014 Vehicle expense	171.14	3,368.20	7,500.00	(4,131.80)
10215016 Fuel	322.82	5,814.41	14,000.00	(8,185.59)
10215020 Building and ground maint.	439.78	1,462.25	1,500.00	(37.75)
10215021 Street maintenance	135.01	858.05	0.00	858.05
10215022 IT support	560.00	1,076.99	3,800.00	(2,723.01)
10215024 Special department supply	584.34	4,603.39	10,300.00	(5,696.61)
10215026 Uniform expense	0.00	0.00	250.00	(250.00)
10215026.1 Uniform allowance	0.00	2,500.00	2,500.00	0.00
10215029 Water/sewer	63.47	1,048.77	750.00	298.77
10215031 Gas	0.00	0.00	200.00	(200.00)
10215032 Utilities	360.98	1,342.66	1,600.00	(257.34)
10215034 Telephone/internet	282.64	2,799.70	2,905.00	(105.30)
10215035 Dispatch service	1,683.33	13,466.64	20,200.00	(6,733.36)
10215044 Meetings and dues	793.43	1,468.43	2,450.00	(981.57)
10215048 Training	285.00	585.00	5,000.00	(4,415.00)
10215051 Physical exams	0.00	0.00	500.00	(500.00)
10215052 Professional services	0.00	148.00	600.00	(452.00)
10215055 Contractual services	0.00	0.00	300.00	(300.00)
10215061 Insurance PARSAC	0.00	8,097.08	7,849.58	247.50
10215063 Insurance (Fire Bldg.)	78.00	78.00	0.00	78.00
10215078 Copy machine expense	0.00	270.02	1,700.00	(1,429.98)
10215086 Booking fees	70.00	175.00	0.00	175.00
10215088 Equipment repair other	0.00	70.96	500.00	(429.04)
10215090 Vehicle insurance	0.00	2,304.00	2,754.00	(450.00)
10215091 Building and prop insurance	0.00	937.00	862.00	75.00
10215098 Background expense	0.00	0.00	1,000.00	(1,000.00)
10215201 Lexipol services	0.00	6,328.00	6,020.00	308.00
Total Expenditures - Police	\$ 37,013.51	\$ 290,108.61	\$ 425,272.01	\$ (135,163.40)
Expenditures - Animal Control				
10225096 Animal control	\$ 450.00	\$ 3,600.00	\$ 5,500.00	\$ (1,900.00)
Total Expenditures - Animal Control	\$ 450.00	\$ 3,600.00	\$ 5,500.00	\$ (1,900.00)
Expenditures - Health				
10245052 Professional services	\$ 153.47	\$ 1,382.23	\$ 2,200.00	\$ (817.77)
10245055 Contractual services	0.00	(153.47)	0.00	(153.47)
Total Expenditures - Health	\$ 153.47	\$ 1,228.76	\$ 2,200.00	\$ (971.24)

City of Ferndale

Income Statement

Fund 10 - General Fund

	1 Month Ended February 29, 2016	8 Months Ended February 29, 2016	FY 2015/2016 Budget	Over/(Under) Budget
	Actual	Actual	Budget	Budget
Expenditures - Streets and Roads				
10315002 Salary - permanent	\$ (4,201.98)	\$ 8,704.12	\$ 0.00	\$ 8,704.12
10315006 SSI tax	380.47	916.07	1,228.09	(312.02)
10315007 Medical insurance	410.37	2,802.54	2,897.38	(94.84)
10315009 Workers comp. insurance	0.00	1,112.50	1,112.50	0.00
10315010 Deferred retirement	226.69	527.43	1,311.31	(783.88)
10315011 Term life insurance	0.00	464.00	1,171.00	(707.00)
10315012 Office expense	0.00	2,988.34	2,988.34	0.00
10315013 Advertising	0.00	620.00	0.00	620.00
10315014 Vehicle expense	0.00	9,143.31	10,000.00	(856.69)
10315020 Building and ground maint.	0.00	833.06	0.00	833.06
10315021 Street maintenance	584.16	858.58	0.00	858.58
10315024 Special department supply	0.00	104.70	0.00	104.70
10315034 Telephone/internet	58.75	573.86	1,070.00	(496.14)
10315044 Meetings and dues	0.00	281.32	60.00	221.32
10315055 Contractual services	645.67	645.67	0.00	645.67
10315095 Capital outlay	0.00	1,122.50	0.00	1,122.50
Total Expenditures - Streets and Roads	\$ (1,895.87)	\$ 31,698.00	\$ 21,838.62	\$ 9,859.38
Expenditures - Planning				
10415012 Office expense	\$ 0.00	\$ 737.00	\$ 0.00	\$ 737.00
10415013 Advertising	0.00	212.85	0.00	212.85
10415052 Professional services	386.00	8,832.50	10,000.00	(1,167.50)
10415053 Reimbursable Fees	505.00	743.00	1,000.00	(257.00)
10415055 Contractual services	969.00	1,003.00	0.00	1,003.00
10415059 Special Planning Projects	0.00	1,236.00	4,500.00	(3,264.00)
Total Expenditures - Planning	\$ 1,860.00	\$ 12,764.35	\$ 15,500.00	\$ (2,735.65)
Expenditures - City engineer				
10425052 Professional services	\$ 462.50	\$ 13,022.40	\$ 1,885.00	\$ 11,137.40
10425053 Reimbursable Fees	1,537.50	9,261.00	1,000.00	8,261.00
10425059 Special Planning Projects	0.00	1,250.00	500.00	750.00
Total Expenditures - City engineer	\$ 0.00	\$ 23,533.40	\$ 3,385.00	\$ 20,148.40
Expenditures - Building Regulation				
10435052 Professional services	\$ 611.06	\$ 7,465.43	\$ 12,800.00	\$ (5,334.57)
Total Expenditures - Building Regulation	\$ 611.06	\$ 7,465.43	\$ 12,800.00	\$ (5,334.57)

City of Ferndale

Income Statement

Fund 10 - General Fund

	1 Month Ended February 29, 2016	8 Months Ended February 29, 2016	FY 2015/2016	Over/(Under)
	Actual	Actual	Budget	Budget
Expenditures - Library				
10615002 Salary - permanent	\$ 678.04	\$ 3,007.85	\$ 5,000.00	\$ (1,992.15)
10615006 SSI tax	69.76	600.02	744.13	(144.11)
10615009 Workers comp. insurance	0.00	323.00	323.00	0.00
10615012 Office expense	0.00	210.38	600.00	(389.62)
10615015 Property tax admin. fees	0.00	1,408.38	1,146.00	262.38
10615016 Fuel	0.00	0.00	172.38	(172.38)
10615020 Building and ground maint.	0.00	1,318.20	1,000.00	318.20
10615024 Special department supply	298.94	2,278.69	5,000.00	(2,721.31)
10615031 Gas	289.41	1,017.26	1,400.00	(382.74)
10615032 Utilities	284.44	962.92	1,650.00	(687.08)
10615033 Water	47.30	213.08	750.00	(536.92)
10615034 Telephone/internet	102.50	1,008.17	1,070.00	(61.83)
10615078 Copy machine expense	0.00	0.00	100.00	(100.00)
10615095 Capital outlay	0.00	0.00	1,500.00	(1,500.00)
Total Expenditures - Library	\$ 1,770.39	\$ 12,347.95	\$ 20,455.51	\$ (8,107.56)
Expenditures - Parks				
10625002 Salary - permanent	\$ 272.00	\$ 2,618.00	\$ 3,536.00	\$ (918.00)
10625006 SSI tax	37.12	357.38	482.66	(125.28)
10625009 Workers comp. insurance	0.00	221.52	221.52	0.00
10625020 Building and ground maint.	0.00	4,627.34	2,500.00	2,127.34
10625024 Special department supply	0.00	0.00	150.00	(150.00)
10625032 Utilities	64.14	310.64	950.00	(639.36)
10625033 Water	147.23	2,351.07	1,500.00	851.07
Total Expenditures - Parks	\$ 520.49	\$ 10,485.95	\$ 9,340.18	\$ 1,145.77
Expenditures -Community Center				
10635002 Salary - permanent	\$ 253.70	\$ 2,880.77	\$ 2,468.02	\$ 412.75
10635005 Salary - overtime	0.00	11.33	0.00	11.33
10635006 SSI tax	3.85	206.08	122.81	83.27
10635007 Medical insurance	0.00	1,037.92	0.00	1,037.92
10635009 Workers comp. insurance	0.00	111.25	111.25	0.00
10635010 Deferred retirement	22.67	52.72	131.13	(78.41)
10635020 Building and ground maint.	19.43	2,840.83	780.00	2,060.83
10635031 Gas	0.00	74.05	0.00	74.05
10635032 Utilities	0.00	1,065.11	0.00	1,065.11
10635033 Water	0.00	792.20	0.00	792.20
10635055 Contractual services	0.00	317.00	0.00	317.00
10635091 Building and prop insurance	0.00	2,796.00	2,548.00	248.00
Total Expenditures -Community center	\$ 299.65	\$ 12,185.26	\$ 6,161.21	\$ 6,024.05

Income Statement

Fund 10 - General Fund

	1 Month Ended February 29, 2016 Actual	8 Months Ended February 29, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
TOTAL EXPENDITURES	\$ <u>48,101.19</u>	\$ <u>635,025.19</u>	\$ <u>846,213.08</u>	\$ <u>(211,187.89)</u>
REVENUES OVER (UNDER) EXPENDITURES	\$ <u><u>23,229.03</u></u>	\$ <u><u>(141,740.39)</u></u>	\$ <u><u>(4,297.03)</u></u>	\$ <u><u>(137,443.36)</u></u>

City of Ferndale

STATEMENT OF REVENUES AND EXPENDITURES

FUND 22 - GAS TAX

	1 Month Ended February 29, 2016 Actual	8 Months Ended February 29, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
Revenues				
22314182 Interest	\$ 0.00	\$ 42.42	\$ 0.00	\$ 42.42
22314210.1 Gas tax (2105)	604.52	4,448.80	8,250.00	(3,801.20)
22314210.2 Gas tax (2106)	849.04	6,048.83	9,053.00	(3,004.17)
22314210.3 Gas tax (2107)	685.81	5,540.49	11,279.00	(5,738.51)
22314210.4 Gas tax (2107.5)	0.00	1,000.00	1,000.00	0.00
22314210.5 Gas Tax (2103)	507.11	4,627.14	6,541.00	(1,913.86)
Total Revenue	<u>2,646.48</u>	<u>21,707.68</u>	<u>36,123.00</u>	<u>(14,415.32)</u>
EXPENDITURES				
22315002 Salary - permanent	2,473.17	13,510.12	20,345.43	(6,835.31)
22315005 Salary - overtime	0.00	11.33	0.00	11.33
22315006 SSI tax	82.86	923.01	1,709.87	(786.86)
22315007 Medical insurance	531.86	3,778.26	6,056.25	(2,277.99)
22315009 Workers comp. insurance	0.00	2,119.42	1,522.67	596.75
22315010 Deferred retirement	340.35	741.31	1,787.51	(1,046.20)
22315058 Street lighting	1,469.09	10,802.04	15,600.00	(4,797.96)
TOTAL EXPENDITURES	<u>4,897.33</u>	<u>31,885.49</u>	<u>47,021.73</u>	<u>(15,136.24)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (2,250.85)</u>	<u>\$ (10,177.81)</u>	<u>\$ (10,898.73)</u>	<u>\$ 720.92</u>

STATEMENT OF REVENUES AND EXPENDITURES

FUND 23 - RSTP

	1 Month Ended February 29, 2016 Actual	8 Months Ended February 29, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
Revenues				
23314182 Interest	\$ 0.00	\$ 41.68	\$ 0.00	\$ 41.68
23314211 RSTP Revenue	0.00	9,164.00	9,000.00	164.00
Total Revenue	<u>0.00</u>	<u>9,205.68</u>	<u>9,000.00</u>	<u>205.68</u>
EXPENDITURES				
23315002 Salary - permanent	2,857.96	11,476.18	32,880.92	(21,404.74)
23315006 SSI tax	349.07	626.50	1,177.50	(551.00)
23315007 Medical insurance	366.14	2,846.53	5,477.00	(2,630.47)
23315009 Workers comp. insurance	0.00	1,021.93	1,021.93	0.00
23315010 Deferred retirement	249.05	527.76	1,195.94	(668.18)
TOTAL EXPENDITURES	<u>3,822.22</u>	<u>16,498.90</u>	<u>41,753.29</u>	<u>(25,254.39)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (3,822.22)</u>	<u>\$ (7,293.22)</u>	<u>\$ (32,753.29)</u>	<u>\$ 25,460.07</u>

STATEMENT OF REVENUES AND EXPENDITURES

FUND 24 - TRANSPORTATION DEVELOPMENT ACT

	1 Month Ended February 29, 2016 Actual	8 Months Ended February 29, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
Revenues				
24314182 Interest	\$ 0.00	\$ 138.82	\$ 0.00	\$ 138.82
24314231 Transportation devel. act	<u>25,000.00</u>	<u>25,000.00</u>	<u>44,170.00</u>	<u>(19,170.00)</u>
Total Revenue	<u>25,000.00</u>	<u>25,138.82</u>	<u>44,170.00</u>	<u>(19,031.18)</u>
EXPENDITURES				
24315002 Salary - permanent	3,307.90	13,746.01	20,713.59	(6,967.58)
24315005 Salary - overtime	0.00	20.76	0.00	20.76
24315006 SSI tax	43.98	641.15	1,470.70	(829.55)
24315007 Medical insurance	406.22	3,137.99	5,151.34	(2,013.35)
24315009 Workers comp. insurance	0.00	1,310.36	1,310.36	0.00
24315010 Deferred retirement	288.63	625.98	1,539.71	(913.73)
24315014 Vehicle expense	193.09	307.49	1,000.00	(692.51)
24315016 Fuel	213.18	4,117.26	8,500.00	(4,382.74)
24315020 Building and ground maint.	0.00	754.54	1,750.00	(995.46)
24315021 Street maintenance	3,129.42	3,362.04	5,000.00	(1,637.96)
24315024 Special department supply	0.00	560.12	500.00	60.12
24315032 Utilities	585.30	1,448.10	2,000.00	(551.90)
24315033 Water	54.52	403.82	425.00	(21.18)
24315034 Telephone/internet	58.75	530.91	650.00	(119.09)
24315063 Insurance (Fire Bldg.)	0.00	0.00	350.00	(350.00)
24315088 Equipment repair other	<u>0.00</u>	<u>14.60</u>	<u>500.00</u>	<u>(485.40)</u>
TOTAL EXPENDITURES	<u>8,280.99</u>	<u>30,981.13</u>	<u>50,860.70</u>	<u>(19,879.57)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ 16,719.01</u>	<u>\$ (5,842.31)</u>	<u>\$ (6,690.70)</u>	<u>\$ 848.39</u>

STATEMENT OF REVENUES AND EXPENDITURES

FUND 26 - DRAINAGE FUND

	1 Month Ended February 29, 2016 Actual	8 Months Ended February 29, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
Revenues				
26314182 Interest	\$ 41.13	\$ 41.13	\$ 0.00	\$ 41.13
26314230 Drainage fund	<u>10,569.58</u>	<u>10,569.58</u>	<u>17,385.00</u>	<u>(6,815.42)</u>
Total Revenue	<u>10,610.71</u>	<u>10,610.71</u>	<u>17,385.00</u>	<u>(6,774.29)</u>
EXPENDITURES				
26315022 IT support	422.65	422.65	0.00	422.65
26315022.1 Clean F. Creek	551.84	551.84	0.00	551.84
26315023 Drain project	481.25	481.25	0.00	481.25
26315024 Special department supply	382.47	382.47	0.00	382.47
26315052 Professional services	2,490.00	2,490.00	0.00	2,490.00
26315194 Interest expense	<u>8,313.88</u>	<u>8,313.88</u>	<u>13,162.00</u>	<u>(4,848.12)</u>
TOTAL EXPENDITURES	<u>12,642.09</u>	<u>12,642.09</u>	<u>13,162.00</u>	<u>(519.91)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (2,031.38)</u>	<u>\$ (2,031.38)</u>	<u>\$ 4,223.00</u>	<u>\$ (6,254.38)</u>

STATEMENT OF REVENUES AND EXPENDITURES

FUND 25 - INTEGRATED WASTE MANAGEMENT

	1 Month Ended February 29, 2016	8 Months Ended February 29, 2016	FY2015/2016	Over/(Under)
	Actual	Actual	Budget	Budget
Revenues				
25314182 Interest	\$ 0.00	\$ 28.12	\$ 0.00	\$ 28.12
25314288 Tipping fee (int. waste mgt.)	1,830.68	3,427.19	5,000.00	(1,572.81)
25314600 Recycling grant	<u>442.50</u>	<u>5,442.50</u>	<u>5,000.00</u>	<u>442.50</u>
Total Revenue	<u>2,273.18</u>	<u>8,897.81</u>	<u>10,000.00</u>	<u>(1,102.19)</u>
EXPENDITURES				
25315002 Salary - permanent	464.48	3,516.88	5,176.05	(1,659.17)
25315006 SSI tax	35.54	296.94	430.76	(133.82)
25315007 Medical insurance	100.87	881.76	1,594.95	(713.19)
25315009 Workers comp. insurance	0.00	358.70	358.70	0.00
25315010 Deferred retirement	109.19	109.19	414.08	(304.89)
25315024 Special department supply	0.00	0.00	200.00	(200.00)
25315600 Recycling grant expenditures	<u>0.00</u>	<u>0.00</u>	<u>350.00</u>	<u>(350.00)</u>
TOTAL EXPENDITURES	<u>710.08</u>	<u>5,163.47</u>	<u>8,524.54</u>	<u>(3,361.07)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ 1,563.10</u>	<u>\$ 3,734.34</u>	<u>\$ 1,475.46</u>	<u>\$ 2,258.88</u>

City of Ferndale
INCOME STATEMENT
FUND 30 - SEWER FUND

	1 Month Ended February 29, 2016	8 Months Ended February 29, 2016	FY2015/2016	Over/(Under)
	Actual	Actual	Budget	Budget
Revenues				
30514182 Interest	\$ 0.00	\$ 68.91	\$ 0.00	\$ 68.91
30514274 Sewer service charge	0.00	282,161.48	446,000.00	(163,838.52)
30514275 Sewer connection fees	0.00	0.00	5,000.00	(5,000.00)
30514307 Miscellaneous	6,777.00	36,725.06	58,000.00	(21,274.94)
30514309 Revenue reserved for plant replacement	0.00	132,397.27	194,000.00	(61,602.73)
Total Revenue	<u>6,777.00</u>	<u>451,352.72</u>	<u>703,000.00</u>	<u>(251,647.28)</u>
EXPENSES				
30515002 Salary - permanent	16,930.20	130,390.48	193,192.06	(62,801.58)
30515005 Salary - overtime	0.00	957.54	6,000.00	(5,042.46)
30515006 SSI tax	1,512.27	11,176.37	16,241.50	(5,065.13)
30515007 Medical insurance	3,607.42	27,711.92	43,972.20	(16,260.28)
30515009 Workers comp. insurance	0.00	13,750.10	13,153.36	596.74
30515010 Deferred retirement	2,743.23	5,915.86	12,559.29	(6,643.43)
30515012 Office expense	0.00	613.41	1,000.00	(386.59)
30515014 Vehicle expense	0.00	8,803.34	3,272.37	5,530.97
30515016 Fuel	73.09	2,667.58	3,000.00	(332.42)
30515022 IT support	0.00	542.56	0.00	542.56
30515024 Special department supply	0.00	408.66	1,000.00	(591.34)
30515030 Trash service	2,019.65	6,301.01	12,000.00	(5,698.99)
30515032 Utilities	10,976.96	34,927.44	63,000.00	(28,072.56)
30515033 Water	117.45	1,166.35	0.00	1,166.35
30515034 Telephone/internet	360.21	2,690.80	2,100.00	590.80
30515044 Meetings and dues	0.00	594.33	1,300.00	(705.67)
30515048 Training	0.00	1,618.08	600.00	1,018.08
30515050 IT Support	0.00	19.99	800.00	(780.01)
30515052 Professional services	0.00	0.00	300.00	(300.00)
30515055 Contractual services	0.00	2,610.00	600.00	2,010.00
30515063 Insurance (Fire Bldg.)	0.00	2,755.00	0.00	2,755.00
30515092 Sewer plant permit	0.00	7,358.54	7,200.00	158.54
30515094 Safety equipment	0.00	266.63	400.00	(133.37)
30515095 Capital outlay	378.75	28,027.50	23,400.00	4,627.50
30515099 Miscellaneous	0.00	0.00	250.00	(250.00)
30515121 Sewer plant maintenance	1,166.99	30,060.96	12,500.00	17,560.96
30515122 Sewer line maintenance	0.00	1,740.21	15,000.00	(13,259.79)
30515125 Chemicals	0.00	1,613.52	2,000.00	(386.48)
30515130 Ultra Violet Lights	0.00	10,839.31	12,500.00	(1,660.69)
30515157 Testing and monitoring	0.00	7,654.55	25,000.00	(17,345.45)
30515160 Postage & Shipping	0.00	0.00	600.00	(600.00)
30515161 Liability Insurance	0.00	4,456.28	4,208.78	247.50
30515165 Vehicle Insurance	0.00	640.00	3,389.00	(2,749.00)
30515190 USDA loan	54,660.62	194,318.74	194,000.00	318.74
30515198 Sewer match loan	0.00	1,764.16	1,764.00	0.16
TOTAL EXPENSES	<u>94,546.84</u>	<u>544,361.22</u>	<u>676,302.56</u>	<u>(131,941.34)</u>
NET INCOME (LOSS)	<u>\$ (87,769.84)</u>	<u>\$ (93,008.50)</u>	<u>\$ 26,697.44</u>	<u>\$ (119,705.94)</u>

Cash Balances

As of February 29, 2016

Cash Balances

Current Assets		
General Fund	\$	351,909.03
Restricted Cash	\$	15,152.59
Gas Tax	\$	63,831.80
RSTF	\$	68,446.98
TDA	\$	231,547.42
IWM	\$	46,601.72
Drainage	\$	74,933.26
Sewer	\$	<u>340,538.42</u>
 Total	\$	<u><u>1,192,961.22</u></u>
 Checking	\$	585,129.13
LAIF	\$	607,679.50
Petty cash	\$	<u>152.59</u>
Total	\$	<u><u>1,192,961.22</u></u>

Meeting Date:	March 17, 2016		Agenda Item Number	9.d		
Agenda Item Title	Approve Use of Design Review Pamphlet					
Presented By:	City Manager					
Type of Item:	<input checked="" type="checkbox"/>	Action	<input type="checkbox"/>	Discussion	<input type="checkbox"/>	Information
Action Required:	<input type="checkbox"/>	No Action	<input checked="" type="checkbox"/>	Voice Vote	<input type="checkbox"/>	Roll Call Vote

BACKGROUND: In the past, many design review applications have come in after a project has already been started or is already finished. Many citizens are unaware of the process of obtaining a Design Review permit or even unaware their residence is in a Design Controlled zone. At the September 24, 2015 Design Review Meeting, the committee discussed putting together a brochure to make citizens, as well as contractors and real estate agents, aware of the Design Controlled areas within the city. Also included in this brochure will be the process necessary to obtain a Design Review Permit.

Although a pamphlet was created and approved in the past, there have been a few minor changes and revisions. The most recent update is attached for Council review and approval.

FINANCIAL IMPACT: None

Design Review Permits and Information

According to zoning code section 6.05.2, before any structure or building may be erected, structurally altered, or in any way remodeled or improved (within the D-zone) so as to change the outward appearance of the structure or building, a Design Review Use Permit shall be obtained.

Design Review Permits are Required for:

Changes in Color

New Structures & Buildings

Additions

Alterations

Window Changes

Fences

Application of New Materials

Demolition

Signage

Awnings

✓ *Check with City Staff for any exemptions on Design Review Permits*

Design Review Permit applications are available at Ferndale City Hall, or on the City’s website at: <http://ci.ferndale.ca.us>. **THERE IS NO CHARGE FOR A DESIGN REVIEW PERMIT**, unless it requires a CEQA review. If you are not sure whether you need a Design Review Use Permit call the City at (707) 786-4224 or email at: adminasst@ci.ferndale.ca.us.

Sign regulations are contained in Ordinance 2013-02: <http://ci.ferndale.ca.us/laws/2013-02>

Completed Design Review Use Permit applications are forwarded to and reviewed by the Design Review Committee, which is a sub-committee of, and reports to, the Planning Commission. Procedures for design review are explained at: <http://ci.ferndale.ca.us/permits.html>

Regular Design Review Meetings are held every 4th Thursday of the month at 8:30am. Special Meetings can be held any Thursday of the month at 8:30am, if needed, to streamline the approval process of an application. The public is always welcome to attend any meetings. Meetings dates and agendas are posted on the public bulletin boards located at City Hall, Post Office, and library a minimum of 72 hrs before a scheduled meeting.

If the Design Review Use Permit is approved by the Design Review Committee, the City Clerk issues a Design Review Permit.

If the Design Review Use Permit is denied, the applicant can change the design, or can appeal to the Planning Commission.

Upon denial of any proposal, the applicant has the option of appealing the decision to the City Council.

**For Additional Information Contact:
Ferndale City Hall
(707)786-4224
adminasst@ci.ferndale.ca.us**



CITY OF FERNDALE

DESIGN REVIEW AND HISTORIC DISTRICT:

A Guide for Property Owners, Business Owners, and Contractors

The purpose of this brochure is to assist property and business owners, as well as contractors, in complying with the rules and regulations governing modifications to historic and design controlled buildings within the City of Ferndale’s Historic District and the Design Control Combining Zone. To see which buildings are under design control see the enclosed zoning map.

State Historic Landmark

City of Ferndale was designated as a *State Historic Landmark* (No. 883) in 1975 by the California State Parks, Office of Historic Preservation.

[A] Pioneer agricultural community, settled in 1852, helped feed the booming population of mid-century San Francisco. Long known as “Cream City,” Ferndale made innovative and lasting contributions to the dairy industry. Local creameries and the town’s role as a transportation and shipping center in the late 19th and early 20th centuries, fostered prosperity that produced Ferndale’s outstanding Victorian Gothic residences and false-front commercial architecture.

Main Street Historic District

City of Ferndale’s Main Street was designated as a *Historic District* in 1994 by the National Park Service and placed on the National Register of Historic Places.

Buildings within the City’s “Main Street” Historic District represent two distinct architectural periods: 1) the late Victorian era of 19th century (1880-1900) and the Early Modernistic period in the 20th century (1920 – 1936). Other styles include Italianate, Queen Anne, Neo-Classic, Bungalow, and Mission.

Benefits of Historic Preservation

- Listing on the National Register of Historic Places provides recognition and assists in preserving our nation’s heritage.
- Consideration of potential impacts of federally- assisted projects per Section 106 of the National Historic Preservation Act of 1996
- Eligible for federal tax benefits if individual buildings are listed on National Register or determined to be a contributing structures within a National Register Historic District.
- Forms a strong foundation for a tourism economy.

CONTINUED ON BACK

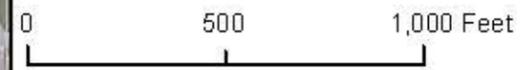
City of Ferndale:

Design Control Zone and Historic District

- Design Control Zone
- APN Boundaries
- Historic District
- City Limits

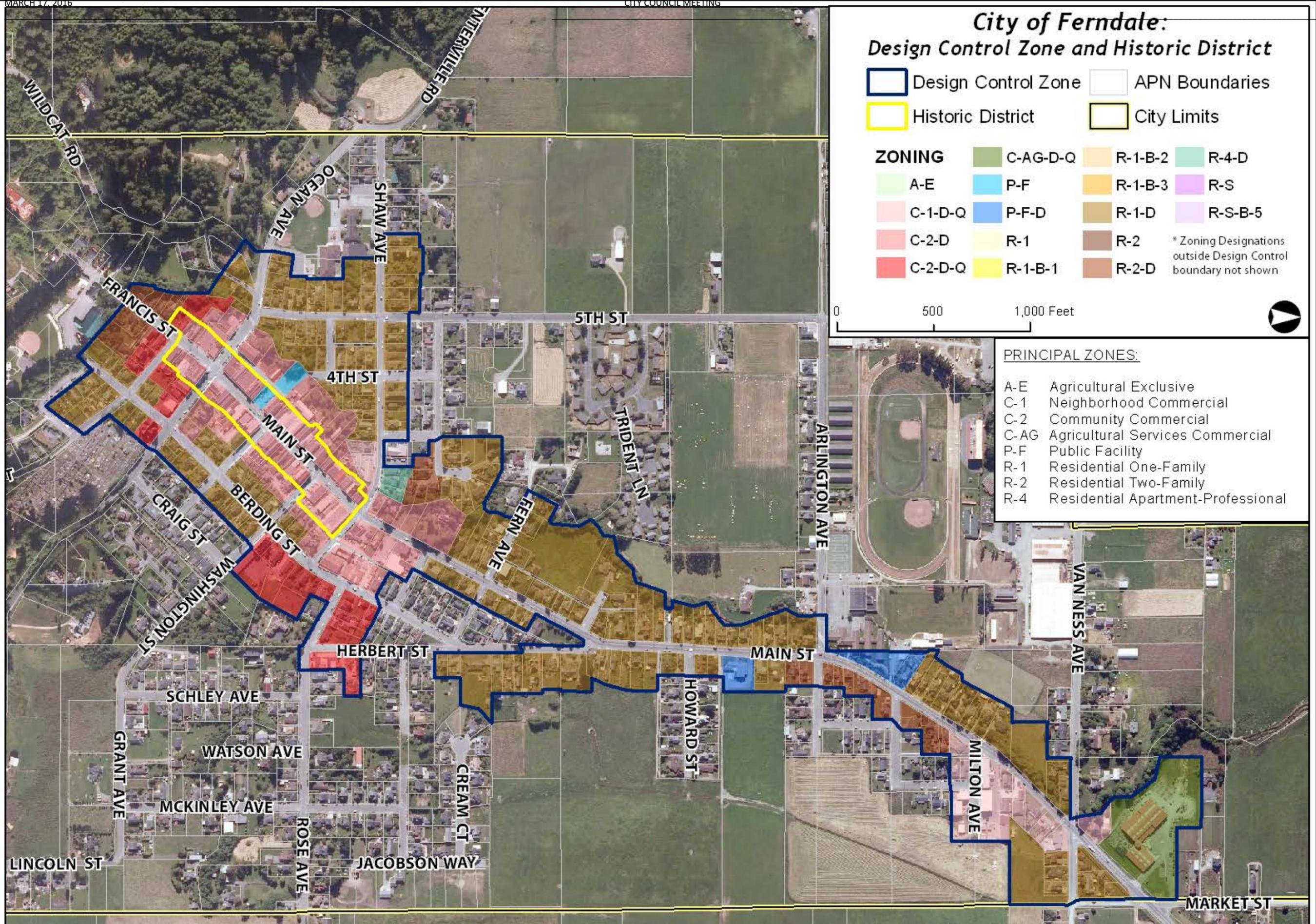
ZONING			
<ul style="list-style-type: none"> A-E C-1-D-Q C-2-D C-2-D-Q 	<ul style="list-style-type: none"> P-F P-F-D R-1 R-1-B-1 	<ul style="list-style-type: none"> R-1-B-2 R-1-B-3 R-1-D R-2 R-2-D 	<ul style="list-style-type: none"> R-4-D R-S R-S-B-5

* Zoning Designations outside Design Control boundary not shown



PRINCIPAL ZONES:

- A-E Agricultural Exclusive
- C-1 Neighborhood Commercial
- C-2 Community Commercial
- C-AG Agricultural Services Commercial
- P-F Public Facility
- R-1 Residential One-Family
- R-2 Residential Two-Family
- R-4 Residential Apartment-Professional



LINCOLN ST

GRANT AVE

MCKINLEY AVE

WATSON AVE

SCHLEY AVE

ROSE AVE

JACOBSON WAY

CREAM CT

HERBERT ST

WASHINGTON ST

CRAIG ST

BERDING ST

FRANCIS ST

SHAW AVE

OCEAN AVE

4TH ST

5TH ST

LEARN AVE

TRIDENT LN

HOWARD ST

MAIN ST

ARLINGTON AVE

MILTON AVE

VAN NESS AVE

MARKET ST

Meeting Date:	March 17, 2016	Agenda Item Number	9.e
Agenda Item Title	Approve Response to Grand Jury Related to 2013-14 Grand Jury Report		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

BACKGROUND: The City recently received a letter from the Grand Jury requesting a response to the 2013-14 Grand Jury Report: "How Do We Deal With Children in Crisis". Police Chief Bret Smith wrote a response letter in 2013, which was approved by the Council. The Grand Jury is requesting a letter signed by the Mayor. A letter has been drafted and is attached here for approval.

FINANCIAL IMPACT: None

City of Ferndale

Suzannah E. Mellon ©1992

March 17, 2016

Honorable Judge Joyce D. Hinrichs
Presiding Judge Humboldt County Civil Grand Jury
Superior Court of County of Humboldt
825 Fifth Street
Eureka CA 95501

Subject: Response to Grand Jury Report HOW DO WE DEAL WITH CHILDREN IN CRISIS?

Dear Judge Hinrichs:

In response to the February 29, 2016 letter you sent indicating to us that the City of Ferndale's Council did not respond to a 2013-2014 Grand Jury Final Report- "How Do We Deal With Children In Crisis". A review of our files shows that although our police department responded the City Council did not accompany the letter with one of its own.

Please except the Council's response regarding the 2013-2014 Grand Jury Report. Teh Council has reviewed the report and concurs that any training that assists officers and other personnel responding to crisis situations is beneficial to the community. The City Council supports and encourages ongoing training for all police personnel however, with the City's limited local resources it isn't always possible.

Attached is a copy of the response provided by Chief Smith. The Mayor and City Council are in agreement with the written responses to recommendations R1-R-2 as presented.

The City of Ferndale City Council appreciates the efforts and thoroughness of the Humboldt County Grand Jury and hopes that this review and belated Council approval resolves any procedural deficiency.

Sincerely,

Don Hindley, Mayor
City of Ferndale



FERNDALE POLICE DEPARTMENT

Bret A. Smith, Chief of Police

**600 BERDING STREET • P.O. BOX 1096 FERNDALE, CA 95536
PHONE: (707) 786-4025 FAX: (707) 786-4015**



August 11, 2013

Richard Yeider, Foreperson
2013-2014 Grand Jury
County of Humboldt
825 Fifth Street
Eureka, CA 95501-1153

Foreperson Yeider:

On behalf of the City of Ferndale and the Ferndale Police Department, I take this opportunity to respond to the Grand Jury's request regarding **"How Do We Deal With Children in Crisis?"**

- R1. **Crisis Intervention Training.** The City of Ferndale and the Ferndale Police Department strongly support formal Crisis Intervention Training in Humboldt County. We appreciate the Citizen Enforcement Liaison Committee and Department of Health and Human Services' offer to pay for such training. However, for small departments such as Ferndale, with limited staffing and budget constraints, we must consider the cost of overtime compensation for officers either attending the training or covering for officers at the training. This is a variable for consideration when mandating such training.
- R2. **Crisis Intervention Training Curriculum.** The City of Ferndale and the Ferndale Police Department support adding curriculum that includes addressing responses to children in crisis younger than 16 years of age.
- R3. **Child Welfare Service as First Responders.** The City of Ferndale and the Ferndale Police Department support Child Welfare Services' involvement. However, our experience with Child Welfare Services has been earmarked with extended response times to request for assistance in the Eel River Valley. This may be due to Child Welfare Services offices and staff being located in Eureka. This lag time could be a realistic obstacle for Child Welfare Services participating as first responders.

Page 2.

The City of Ferndale and the Ferndale Police Department appreciate the opportunity to respond to the Grand Jury's recommendations regarding "Children in Crisis."

Please do not hesitate to contact me if you should need further information.

Sincerely,

Bret A. Smith
Chief of Police

c: Honorable Dale A. Reinholtzen, Presiding Judge
Superior Court of California, County of Humboldt
825 5th Street
Eureka, CA 95501

Section 10**CALL ITEMS**

*These are items pulled from the consent agenda
for discussion and a separate motion.*

Section 11**PRESENTATION****Section 12****PUBLIC HEARING****Section 13****BUSINESS**

Meeting Date:	March 17, 2016	Agenda Item Number	13.a
Agenda Item Title	Consider Appointment of Applicant to Serve on the Planning Commission		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input checked="" type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Consider recommendation from the Planning Commission and appoint Paul Gregson to serve on the Planning Commission.

BACKGROUND:

Paul Gregson, a current member of the Planning Commission, has reached the end of his four-year term. Staff posted the Planning Commission vacancy inviting applications from interested citizens. An application deadline of February 23, 2016 was given. There was only one application received in good standing order by the deadline. This came from Paul Gregson.

At its regular meeting on March 2, 2016, the Planning Commission voted unanimously to recommend reappointment of Paul Gregson for another four-year term.

ATTACHMENTS:

Paul Gregson Application

RECEIVED
FEB 22 2016

City of Ferndale
PLANNING COMMISSION APPLICATION

BY:.....

NAME: PAUL GREGSON

ADDRESS: 1385 LINCOLN AVE

PHONE: (415) 244-0450 EMAIL: paul-gregson@yahoo.com

Please list education and/or experience which you feel relates to or would be beneficial to the role of Planning Commissioner (this may include serving on a board, commission or council, past or present government or civic experience, completed courses in land use planning, etc.)

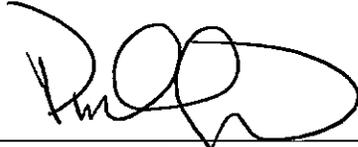
ONE YEAR EXPERIENCE AS
COMMISSIONER ON CITY OF FERNDALE
PLANNING COMMISSION

Please describe your knowledge or familiarity with Ferndale's General Plan and Zoning Ordinance:

SEE ABOVE

Please list any planning or zoning issues with which you may find yourself in conflict:

NONE COME TO MIND


Applicant's Signature

2/22/16
Date

Meeting Date:	March 17, 2016	Agenda Item Number	13.b
Agenda Item Title	PG&E Undergrounding Update		
Presented By:	City Manager		
Type of Item:	<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	<input checked="" type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION

Receive and file most recent update on the PG&E undergrounding project.

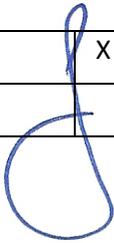
DISCUSSION:

In September 2015, the County Board of Supervisors approved the City's request to use some of their Rule 20A credits for some of our projects. This allowed the City to select 2 project areas, instead of just one. The Council voted to focus on Francis St and Main Street from Shaw to Herbert. City Manager has been in contact with Lizette Burtis of PG&E regarding the next steps required to move the project forward. She has forwarded a list of items to the City Manager that he has begun work on. He asked her about the ability to complete the project by lateral boring. She is currently looking into that and has agreed to get back to the City Manager as soon as she gets an answer. She also mentioned to the City Manager and City Clerk that they are working on updating the General Conditions page and that she won't know whether it will benefit the City to wait for that updated form or not. Once signed, it is a binding contract.

FINANCIAL IMPACT:

No budgetary financial impact to City, however the project will use Rule 20a monies from PG&E, which amount to about \$500,000 and the County Board of Supervisors has voted to allow the City to use some of its credits to finish the projects.

Meeting Date:	March 17, 2016	Agenda Item Number	13.c
Agenda Item Title	Update on Francis Creek Bridge		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote



RECOMMENDATION:

Receive update from the Francis Creek Bridge Committee

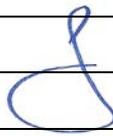
DISCUSSION:

There are currently no paths or sidewalks from Francis St to Fireman’s Park. Visitors use a narrow bridge that travels around Scout Barn to access the Park. Adding a footbridge to connect from the end of Francis St directly into Fireman’s Park would add a safe route for tourists and locals alike, which is away from moving vehicles.

At the February meeting Councilman Brower reported that nothing new had taken place since the January meeting. A meeting of the ad hoc committee was scheduled for February 20 to discuss fundraising.

Monthly updates were requested and will be given by the City Manager or bridge ad hoc committee.

FINANCIAL IMPACT: None – Donor Funded

Meeting Date:	March 17, 2016	Agenda Item Number	13.d
Agenda Item Title	Nilsen Barn Update		
Presented By:	City Manager 		
Type of Item:	<input type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	<input checked="" type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Receive and file most recent update on the Nilsen Barn

BACKGROUND

At the March 19, 2015 regular City Council meeting, the City Council unanimously voted to approve the Nilsen barn lease between the City and Phillip Ostler, allowing him to move forward with renovations. At the June 18, 2015 meeting, a member of the Council asked to be updated monthly with regards to progress made and current status of this project. Mr. Ostler or the City Manager will give updates to the Council monthly.

At the February 18, 2016 meeting, City Manager updated the Council that DCI has been working on the project. A lot of progress had been made and the project was nearing completion. Electricity is in, doors on, and outdoor lighting was operational. The exterior has been painted. The next step is replacing some portions of the roof. Does the council want further updates on this project?

FINANCIAL IMPACT:

None.

Meeting Date:	March 17, 2016	Agenda Item Number	13.e
Agenda Item Title	Discuss Repairs to the Community Center to Restrict Access to the Attic by Birds and Other Animals		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Discuss the current repairs needed on the Community Center to restrict access by birds and other animals to the attic.

BACKGROUND:

The City entered into a lease agreement with the Ferndale Senior Resource Agency for the Community Center. The lease agreement lays out the terms of which party is responsible for maintaining each part of the Community Center. The City is responsible for the outside of the building. Recently, a bat and bird problem in the attic was brought to the City’s attention. Repairs are needed to seal off entrance into the attic to prevent further damage.

FISCAL IMPACT: Unknown.

Meeting Date:	March 17, 2016	Agenda Item Number	13.f
Agenda Item Title	Discussion on Council Goals and Objectives		
Presented By:	Mayor		
Type of Item:	X	Action	Discussion
Action Required:		No Action	X
			Information
			Roll Call Vote

RECOMMENDATION:

Discuss goals and objectives for 2016-17

BACKGROUND:

At the February 18, 2016 City Council meeting, Mayor Hindley asked the Council to come up with a list of goals and objectives for the year. The goals should be realistic and obtainable. These should be items that the Council would like to see worked on/improved throughout the year. This list can be used when evaluating the City Manager on an ongoing basis.

FISCAL IMPACT: none

Section 14

CORRESPONDENCE

Correspondence Files are available for review at City Hall during regular business hours, Monday through Thursday, 9am to 4pm.



Area 1 Agency on Aging

2014-2015 Annual Report

We envision a community where older persons and those with disabilities have knowledge of and access to available resources that promote quality of life.



We provide leadership and services that support older persons and those with disabilities through education, programs, advocacy and volunteerism.

Humboldt Office:
434 7th Street, Eureka, CA
(707) 442-3763

Del Norte Office:
1765 Northcrest Dr., Crescent City, CA 95531
(707) 464-7876

Web Site: www.a1aa.org

Our Services

- * Caregiver Services
- * HICAP
- * Long Term Care Ombudsman Program (LTCOP)
- * RSVP/Volunteer Center of the Redwoods
- * Senior Information & Assistance
- * Volunteer Driver Program

New Activities in 2014—2015

- * Redwood Coast Village development
- * Gold Star Move Management

Volunteer Driver Program saved life.

"I would not have been able to make it to my doctor appointments without the Volunteer Driver Program and would like to express my extreme gratitude to all the Volunteer Drivers. All of the Volunteer Drivers I encountered were very punctual, courteous, and kind. I have so much respect for them all. I hope the Volunteer Driver Program will be around for a long time. The need for this program is in high demand people that need it the most.

This program literally saved my life!"

Charlann

Volunteer Center of the Redwoods/RSVP

Our primary program focus is Environmental Stewardship. Many Boomers want to stay physically and environmentally active and aware. We have developed relationships with organizations that provide more outdoor volunteer activities. We also provide opportunities in Health and Nutrition, Education, Economic Opportunity, and Veterans Services. The cover photographs were taken by Maureen McGarry, RSVP/VCOR Project Director, in the Arcata Forest during a forest work day and a quiet stroll.

Gold Star Move Management

In 2014-15 A1AA started Gold Star Move Management, the only local Senior Move Manager®. "Stay Put" services help people rethink and reorganize their current space to make it safer and more user-friendly. "Move On" services are designed to help people with the emotional and physical aspects of moving. We also offer photo and important document scanning to make sure important documents are safe and photos can be shared with family and friends. Gold Star is a member of the National Association of Senior Move Managers.

Redwood Coast Village

In 2014-15, after numerous community forums and public input, Redwood Coast Village completed the exploratory phase and moved into the development phase with the goal of bringing the Village Model to Humboldt County in 2016.

RCV is a membership organization that helps people stay in their own homes as they age. The initial services offered will include: transportation; "Helping Hands" for light fix-it jobs, occasional pet care and help with home technology; a list of member recommended businesses; a web-based social bulletin board for events and activities; "one phone call" help with RCV services and referrals; and check-in phone calls.

The Redwood Coast Village has received grant support from St. Joseph Care for the Poor, the McLean Foundation and Union Labor Health Foundation as well as cash and in-kind donations from community members.

Long Term Care Ombudsman helps reunite family.

Jed* was 80 years old and lived with his son Joe* in Willow Creek. Jed fell and was transported to an acute hospital in Eureka and then to a local skilled nursing facility to convalesce. With direction from Jed, Joe began making arrangements for Jed to return home.

A facility staff member had determined that Jed was incapable of making independent decisions, so the facility was not willing to release Jed. Legally, only a court of law can declare someone to be incompetent. Numerous attempts were made by Joe to meet with facility staff to change his father's initial assessment of incompetency.

The Long Term Care Ombudsman was contacted to advocate for Jed's transition home and met with Jed multiple times. The Ombudsman found Jed able to clearly articulate his wishes. Although he showed some minor memory problems, it was clear that he wanted to return home and could do so, especially with the help of his son Joe.

With Jed's permission the Ombudsman contacted Joe and the attending physician to set up a care conference. At the care conference the Ombudsman explained that the facility was resisting a discharge based on an inaccurate evaluation of the resident's competency. The physician interviewed Jed, who was "emphatic" his son provided good care, and that he wanted to return home. A discussion followed about modifications need to make the home safer for Jed and prevent future falls. The physician ordered physical therapy for Jed following discharge and agreed to be available for questions about Jed's ongoing care following discharge.

The advocacy of the Ombudsman helped the doctor see that Jed was able to live safely with his son Joe and discharged Jed to his Willow Creek home.

(*not their real names)

Information and Assistance helps a family stay safe.

I & A staff made a huge difference in the lives of Sarah* disabled senior, her disabled adult daughter Martha and Sarah's granddaughters, Jill and Gwen, when we made a home visit to the family in southern Humboldt. The purpose of these free home visits is to perform a safety assessment of the senior's environment and offer assistive devices related to food safety, including better ways to store, cook and prepare food. The safety assessment provides the senior with specific activities they can do to remain safe at home.

The family was living in substandard housing and had just received an eviction notice. Other agencies were involved in helping find a new home in Eureka, closer to medical and other services. Sarah was capable of making the contacts she needed to make and appreciated the emotional support our Specialist provided during the stressful process. Once moved in to their new home in Eureka, our Specialist conducted a safety visit and provided assistive devices to help the family.

(*not their real names)

Caregiver Classes give daughter the skills she needs.

"I cannot thank you enough for giving me the knowledge and encouragement I need to give my mother the care she needs. I feel more comfortable taking care of my mother after taking this class.

My mom says thank you too!"

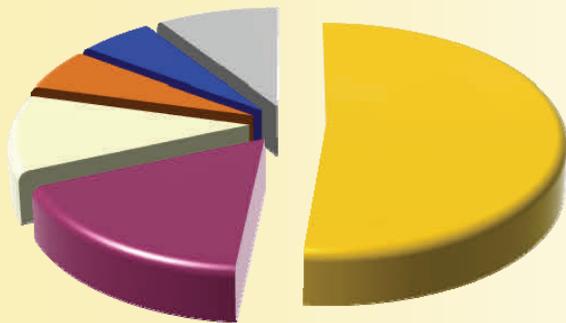
Ky

A1AA Financial Operations

The Area 1 Agency on Aging is a 501(c)(3) organization responsible for the stewardship of federal, state, county and city funds with 69% of our total funding provided through the California Department of Aging. In addition, grants and contributions are received from foundations, private donors and fundraising efforts and the Agency benefits from a 50% ownership interest in its 434 7th Street building. During fiscal year 2014-2015 the agency utilized its reserves for a portion of its operating expenditures. A1AA has enjoyed a history of unqualified audit reports by an independent CPA and favorable monitoring reports from its oversight agencies.

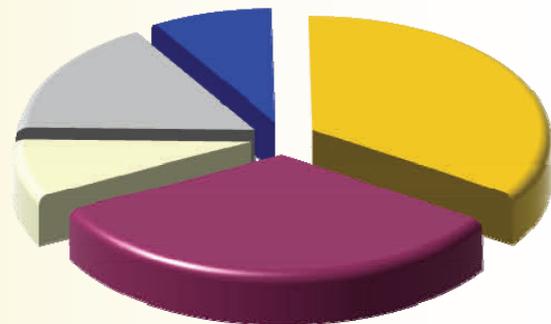
2014—2015 Operating Revenues \$1,977,984

- 52% Federal Funds
- 17% State Funds
- 11% Support from Counties & Cities
- 6% Grants, Contracts & Contributions
- 6% Real Estate Activities
- 9% Reserves



2014—2015 Operating Expenditures \$1,977,984

- 34% Senior Support Programs
- 33% Senior Nutrition Programs
- 16% Administration & Fundraising
- 8% Volunteer Programs
- 8% Real Estate Activities



Statement of Financial Position

	<u>As of 6/30/15</u>	<u>As of 6/30/14</u>
Assets		
<i>Cash & Cash Equivalents</i>	\$ 340,550	\$ 318,357
<i>Investments</i>	21,239	30,549
<i>Property & Equipment</i>	1,086,162	1,117,174
<i>Other Assets</i>	<u>56,081</u>	<u>257,397</u>
Total Assets	<u>\$1,504,032</u>	<u>\$1,723,477</u>
Liabilities		
	\$ 98,493	\$ 135,126
Net Assets		
Unrestricted	1,387,143	1,524,398
Temporarily Restricted	<u>18,396</u>	<u>63,952</u>
Total Net Assets	<u>\$1,405,539</u>	<u>\$1,588,350</u>
Liabilities and Net Assets	<u>\$1,504,032</u>	<u>\$1,723,476</u>



February 10, 2016

To: Ocean Protection Council - Proposition 1 Grant Program

Re: Support Letter for the proposal entitled: Connecting a Tributary in the Salt River Coastal Watershed

To Whom It May Concern,

The City of Ferndale is very supportive of the Humboldt County Resource Conservation District's Proposition 1 proposal of restoring upper most reach of the Salt River. We recognize the tremendous potential to enhance fish and wildlife habitat by restoring the historic Salt River channel and estuary, while at the same time greatly reducing the duration of flooding in the project area. The loss of the Salt River channel in the Eel River Delta has led to significant flooding problems which impose severe economic burdens on farmers and residents in the project area. In this sense, the Salt River Ecosystem Restoration Project will be a win-win for the environment and agriculture, and for Ferndale area residents.

We respectfully encourage you to support The Humboldt County Resource Conservation District's efforts to restore the Salt River; for its habitat restoration, flood damage reduction, and economic revitalization potentials.

Sincerely,

Jay Parrish
City Manager

Section 15
COMMENTS FROM THE COUNCIL

Section 16
REPORTS

City Manager's Report
Commissions and Committee Reports
Minutes from JPAs and Reports

City of Ferndale, Humboldt County, California USA
City Manager's Report for March 17, 2016 City Council Meeting
Reporting to February 29, 2016

CITY MANAGER

Meetings

- Kiwanis meeting 1st and 3rd Tuesday of the month at 4:30 pm
- City Council meeting – February 18th – Regular meeting from 7:00 – 9:30 pm
- SRWC meeting- February 9th - 2:00-5:00 pm
- City Manager meeting- February 18th– 3:00-5:00pm
- Drainage Committee meeting- February 11th - 3:00- 5:00 pm
- Emergency Response Committee- February 10th- 2:30- 4:30 pm
- Public Works: Focus is on drainage issues to make sure we have our drainage system ready for what is predicted to be a wet winter season. We feel we have Francis Creek and our ditch system in optimal condition for maximum carrying capacity. We have weathered a couple of storms and are pleased with Francis Creek and drainage throughout the City.
- We had a very successful volunteer effort to remove vegetation from Craig Street Alley.
- Number of conversations with RCEA to final Charging Stations in City Parking Lot.
- Many conversations with Planner Stephen Avis and Planning Commission secretary regarding conversion of Lentz building and other buildings and planning issues around town, as well as General Plan Element issues.
- Numerous conversations with Gerald Silva regarding Russ Park issues and access to back side of Park across Silva property that is in the County. We are in communication with our General Liability carrier to see if we can resolve an insurance issue.
- Weekly training bulletin from ERMAnet. This is an online training program that I have participated in since 2006 as a requirement from our Risk Management Authority.
- Daily meetings and discussions and updates with Mayor and Council members regarding current issues and projects.
- Numerous conversations with Chamber of Commerce President Karen Pingitore discussing business activities and issues almost on a daily basis. Chamber meets at 5:30 every Monday in the back of the Village Inn. Karen and I did have a number of conversations about the car charging stations, the Labor day event, and a council request to make the last few years budget available.
- Numerous conversations with Financial Officer Donna Timmerman related to financial issues. Not only are we working with a new software program, but we also recently finished the final Financial site visit. Our audit went smoothly and Donna Timmerman should be commended for her effort and diligence in taking the City through another successful audit.
- We continue to have Emergency Response and Drainage meetings monthly. There are still sand bags available from our efforts last month. We have inspected and monitored Francis Creek and it still seems to be benefiting from our vegetation removal program.
- Monthly and annual evaluations of all departments.
- Conversations with John Driscoll regarding Congressman Huffman and an update on Ferndale issues.

- Regular conversations and meetings with County Supervisor Bohn regarding common issues.
- Undergrounding Rule 20a: Numerous conversations with Lizette of PG&E. Although we were expecting to have a resolution that would move this project along this month, the council wanted to know if PG&E would be willing to enlist the use of lateral boring in order to avoid the problematic open trenching of the laterals to half the properties across highway 211. In a conversation on the 8th of March with Lizette, the City Clerk and myself, Lizette was unable to say whether they would allow that method. It was possibly seen as a deal stopper if we could not bore those laterals. It should be remembered that there is a cement pad under both lanes of traffic and this could be a significant challenge to the open trenching method.
- Emergency Committee continues to meet monthly to improve our readiness for natural emergency events like earthquakes and floods. Staff are still updating our City of Ferndale Emergency Plan as well as coordinating with the Fire Department, Schools, County OES, Public Works, Police, and Radio specialists like Wayne Shaw and Spencer Koch. This month we will be concentrating on County Fair property and the buildings and equipment that might be used should they be brought into action for shelter and feeding community members that need those services due to natural disasters.
- Contacted Molly Brown, field manager of the Bureau of Land Management to see if they had any grants available to maintain back side access road and trail for Russ Park. Although she was very congenial, they did not have anything that would fit our situation as they were concentrating on easements across properties along the ocean, like out by Centerville beach.
- I am working with Paul Gregson on a number of grant applications related to solar for the Wastewater Facility to lower costs and some storm water and drainage applications related to projects to fund studies that can be used to support improvements to drainage through town.
- Variety of interactions with business and property owners regarding building improvements to the downtown area and historical recommendations and requirements and procedures and processes to move projects along. Staff has participated on a number of improvements on Main Street that have added to the City's character without compromising its authenticity as a historically interesting tourist stop.
- Discussion with Arlyn Danielson the historical curator as to the Fresnel lens and the City's agreement and amended agreement for an appropriate housing location. Have had several meetings and discussions with Fair association representatives as to their potential proposal to Coast Guard.
- Several meetings and guidance given related to vegetation removal and replacement along Francis Creek and record keeping for required annual reports to DF&W, Corp of Engineers, and Regional Water. I was able to acquire Alder trees through RCD to comply with our agreements at no cost to City, and our Public Works has completed that task. We have developed a mapping scheme to keep every year's removal and replacement clear, and are ready to move into next year with all reporting for last year complete. We are several months away from starting next year's program. We have also continued to monitor the creek through our city personnel, and have a positive feeling about creek condition.
- Have had conversations with Craig Benson of RCAA related to eradication of Knotweed in Ferndale. Although this is a program that deals directly with property owners, the City

has and is supportive in the efforts of this program. We plan on having a presentation in June or July at City Hall that will help inform our citizens on the identification of this plant as well as the particulars about the dangers of the proliferation of this plant.

- Meeting with Mayor and representatives of Senior Resource Center to go over some continuing issues in lease agreement.

CITY CLERK ACTIVITY

Meetings

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
 - Regular City Council meeting 2/18/16
- Wrote agenda items and compiled packet for:
 - Regular City Council Meeting 2/18/16
 - Began agenda compilation for City Council meeting 3/17/16
- Transcribed and drafted meeting minutes and uploaded meeting videos for:
 - Regular City Council Meeting 2/18/16
- Posted all meeting agendas and public notices on City Hall, Post Office bulletin boards and at the library.
- Uploaded meeting packets to City website.
- Met with office staff regarding office issues
- Had monthly performance review with City Manager

Projects

- Work with front counter and telephones assisting the public, answering questions and information requests.
- On-going communications with contract Engineers about agenda items before the City Council.
- Sent and received emails daily.
- Pick up and distribute City correspondence daily.
- Organized and filed paperwork.
- Signed and filed resolutions and ordinances of the City Council.
- Filed approved City Council minutes.
- Deposited checks into the bank.
- Responded to Public Records Act requests.
- Posted employment opportunities
- Maintained minute, resolution, ordinance and agenda binders.
- Contacted Mayor re: upcoming agenda
- Read weekly ERMA bulletins
- Continued planning phase for purge of old files.
- Updated and submitted 2015 Possessory Interests Spreadsheet.
- Worked with NMS regarding office computer issues
- Prepared letter and public hearing information regarding PG&E Undergrounding

DEPUTY CITY CLERK ACTIVITY**Meetings**

- Prepared Packet and Posted Agenda for 03/03/2016 Design Review Committee Meeting
- Prepared Packet and Posted Agenda for 02/11/2016 Drainage Committee Meeting
- Attended and transcribed minutes for 02/03/2016 Planning Commission Meeting
- Prepared Packet and Poster Agenda for 03/02/2016 Planning Commission Meeting

Projects

- Staffed the front counter and phones at City Hall
- Processed dog & business licenses
- Calculated and collected fees for building permits and sent completed applications to Arnie to be checked
- Processed checks, created revenue spreadsheet and deposits
- Processed Field Observation Reports
- Sent out Correspondence regarding field observation reports
- Posted and sent out public notices regarding Planning Projects, Design Review Vacancy, and Planning Commission Vacancy
- Inventoried and ordered office supplies
- Processed Parade and Encroachment Permits
- Sent Building Permit reports to Assessors office and Construction Industry Research Board
- Assisted Finance with Accounts Payable
- Sent out Correspondence letters regarding TOT payments
- Met with Planner regarding several current projects
- Met with Building Inspector to review plans and finals on permits
- Read all ERMA training bulletins
- Ongoing project of reviewing and cleaning up property files

FINANCE OFFICER ACTIVITY**Tasks:**

- Reviewed final draft of Audit.
- Assisted City Manager in preparing the MD&A to accompany the Audit.
- Meetings with City Manager – re: office issues
- Continued training new accounting software
- Prepared employee monthly and annual reviews.
- Processed Payroll/Payroll Tax Payments
- Processed Accounts Payable
- Processed Accounts Receivables.
- Reviewed ERMA and HR bulletins.
- Assisted at the front desk and answered phones.

On Going Projects:

- Complete accounting software implementation and documentation.
- Review and update job descriptions.

CITY PLANNER ACTIVITY

Task 1 – General Planning

- Coordinated with City Manager & Deputy City Clerk on planning and development projects
- Coordinated with City Staff to prepare Agenda Packets for City Council, Planning Commission, and Drainage Committee meetings
- Reviewed and Respond to email and telephone requests
- Prepared Monthly Planner Report
- Attended February 3, 2016 Planning Commission meeting
- Responded to City Manager email, communicated with DJ Cleek and Planwest Partners staff
- Early consultation with Wiyot Tribe and NCRC for two Ferndale CEQA projects
- Met with City Manager and Deputy City Clerk to plan PC meeting and correspond by email
- Review zoning regulations and respond to citizen inquiry. Correspond with Deputy City Clerk
- Prepare letter for code violation. Work on staff reports for Chenoweth LLA and Laffranchi LLA
- Prepare staff reports for Laffranchi Subdivision and a vacation rental Use Permit
- Finalize and send in four staff reports to Deputy City Clerk
- Correspond with staff at Planwest Partners on Ferndale projects
- Preparation for March2 Planning Commission meeting

Task 2 – Reimbursable Fee Planning – None

Task 3 – Special Projects

- Refined Initial Study and Negative Declaration for Lentz Dept. Store building project
- Chenoweth LLA: Review City Engineer's report, respond by email and notify applicant's agent; Review zoning regulations, zoning map, City Engineer's report and prepare staff report for March PC meeting
- Laffranchi LLA: Review City Engineer's report, respond by email and notify applicant's agent; Review zoning regulations, zoning map, City Engineer's report and prepare staff report for March PC meeting
- Laffranchi Subdivision: Review zoning regulations, zoning map, City Engineer's report and prepare staff report for March PC meeting
- Paine Building DR: Begin Initial Study and Negative Declaration for Warner Office project

Task 4 – Additional Authorizations – None

Task 5 – General Plan Review - None

CITY ENGINEER

5C Roadside Ditch Maintenance

- **Background Information:** The City requires periodic maintenance of the roadside ditches within the City limits. The City has obtained all regulatory permits and authorizations from the US Army Corps of Engineers, North Coast Regional Water Quality Control Board, and the CA Department of Fish and Wildlife to conduct the annual roadside maintenance activities. As required by the regulatory agencies, roadside ditch maintenance activities will terminate each year by October 15th. City

Engineer and City Planner are working with Public Works to monitor progress and when needed communicate with the regulatory agencies.

- Monitoring and reporting of implementation and effectiveness of Best Management Practices (BMPs) for erosion control for 5C Roadside Ditch Maintenance activities due by the end of March to the North Coast Regional Water Quality Control Board.
- On October 6th, 7th, and 15th, 2015, Public Works completed the maintenance of the Roadside ditches along Grant Avenue, Washington Avenue and Nicholas Way for this year. Approximately 1,160 linear feet of roadside ditches were maintained. A draft monitoring report was prepared and submitted to Maggie Robinson with the North Coast Regional Water Quality Control Board (NCRWQCB) on October 30th, 2015. The report is in draft form, as the effectiveness of the BMP's can only be determined following the winter. Although water was present in the ditches, the NCRWQCB did allow City staff to remove the vegetation and pockets of sediments impeding flows in ditches. Material was disposed at the Half-Ass Ranch off of the Wildcat Road.
- On Thursday, October 8th, 2015, approximately 450' of ditch was maintained by Public Works on the East Side Drainage area that was not a part of the permitted ditch maintenance activities under the 5C Program. Per the direction of the NCRWQCB, the City Planner and Engineer will on behalf of the City of Ferndale follow up with the permitting agencies to obtain the necessary permits for the unpermitted maintenance work.
- On Wednesday, October 7th, 2015, City Engineer spoke with Maggie Robinson regarding performing work with water present in the ditch. Mrs. Robinson concurred that it would be appropriate to move forward with ditch maintenance work with water present as long as Public Works followed the prescribed work procedure to not cause any permanent impacts by disturbing the banks. This determination was based on the premise that the roadside ditches slated for maintenance were not hydraulically connected to any local streams.
- On October 1st, 2015, Public Works attempted to begin roadside ditch maintenance activities on the East Side Drainage System along Lincoln Avenue, Grant Avenue and Washington Street. Maintenance activities were limited due to water present in these particular roadside ditches.
- On August 7th, 2015, the City received the Notice of Applicability for Coverage under the General 401 Water Quality Certification for County Road Management and Activities Conducted Under the Five Counties Salmonid Conservation Program from the North Coast Regional Water Quality Control Board (NCRWQCB). City Engineer to perform inspections, monitoring and reporting to the Water Board.
- On June 18th, 2015, the complete 5C Application was submitted to the North Coast Regional Water Quality Control Board.
- On June 17th, 2015, the City Engineer received a Letter of Preliminary Jurisdictional Determination from the US Army Corps of Engineers.
- On December 4th, 2014, the City approved the City Engineer to move forward with the permitting of the proposed Roadside Ditch Maintenance activities.

Monitoring Report for City-Wide Debris and Vegetation Removal along Francis Creek and Bank Slope Stabilization at 161 Francis Street

- On January 29th, 2016, City Engineer and City Planner submitted 2015 Annual Francis Creek Monitoring Report to the California Department of Fish and Wildlife, the North Coast Regional Water Quality Control Board and the United States Army Corps of Engineers.
 - A total of 7 trees were removed during the vegetation maintenance effort along Francis Creek. As a result, 14 trees at 2:1 replanting ratio per NCRWQCB and CDFW will be required as compensatory mitigation. Replanting locations have been proposed by the City staff for completion by the end of March, 2016. Public Works crew to replant trees and notify City Engineer

when replanting is completed. City Engineer to map locations of trees for purposes of monitoring and reporting success criteria to the permitting agencies for 2016.

Humboldt County Francis Creek Culvert Replacement on Port Kenyon Road

- **Background Information:** Last year the City prepared plans for the City's owned sewer line relocation in preparation for the Humboldt County's Port Kenyon Road Project. The Humboldt County Department of Public Works is currently executing the project.
 - Existing manhole base has not yet been repaired by Contractor or visually inspected by City Engineer.
 - On February 17th, 2016, City Engineer witnessed as Contractor successfully vacuum tested new manhole and manhole base to required specifications described in contract.
 - On February 12th, 2016, Contractor repaired leak in new manhole base.
 - Special treatment may be needed around the new and existing manhole bases. The existing base is to be visually inspected and the new base to pass vacuum testing before work will be accepted by the City Engineer. NOTE: Contractor may not be able to complete repairs and testing until end of wet season due to volume of groundwater infiltration into new and existing manhole bases. Contractor to notify City Engineer of plans to perform tests.
 - As of December 1st, 2015 the Contractor is working to complete the installation of the manholes. Both new and existing bases are still leaking and require patching to meet specified vacuum pressure test.
 - On November 30th, 2015, the City Engineer was on site with the contractor patching leaking new and existing manhole bases. Existing upstream manhole barrels were replaced with existing base remaining in place. The existing base of the upstream manhole was modified, however, to meet the new flowline of the relocated sewer line. A new manhole and manhole base were installed downstream of the new culvert. Both new and existing bases were leaking and required patching to meet specified vacuum pressure test called out in the plans and specifications.
 - Existing manhole was relocated and the new section of pipeline installed second and third week of October. There is groundwater currently leaking through the base of the new manhole. The Contractor is expected to repair the manhole base and vacuum test the new and the existing manholes next week. The arch culvert has been set and the remainder of the sewer work is expected to follow.
 - As of October 6th, 2015, Construction has been delayed due to the pre-cast bridge supplier. The pre-cast units will not be available until Oct 20th. No schedule has been received to date from the Contractor for proceeding with the sewer work.
 - On August 12th, 2015, City Engineer and the City Chief Wastewater Treatment Plant Operator met representatives with the Contractor, Mercer Fraser, Humboldt County Public Works Department, and the Humboldt County Resource Conservation District (HCRCD) for an on-site meeting to discuss the City's related sewer portion of this project.
 1. HCRCD will pay for the additive option (sewer relocation) and Mercer-Fraser agreed to honor their original bid price of \$91,700.00 for this work.
 2. Existing Manhole located on the east side of Francis Creek to remain in place to allow for bypassing the City's sewer flows during construction. The existing Manhole will be modified to accommodate the new pipeline alignment across Francis Creek.
 3. Backfill of proposed 12-inch pipe crossing Francis Creek – Instead of installing slurry mix directly over the proposed pipe as shown on the plans, Contractor will install a 6-inch thick layer of crushed rock above the top of pipe, and then install 1-foot thick slurry mix above the crushed rock.

4. The County will forward any cost savings to the HCRCD for the sewer line relocation if any cost savings are realized during construction.
5. Mercer Fraser to locate the sewer line on the west side of Francis Creek along Port Kenyon Road before the proposed wick drain are installed in order to insure wick drains do not puncture existing sewer line.

Applications

- **Westfall/Witham Lot Line Adjustment/Subdivision (SD 1323)**

This project included a two parcel subdivision and lot line adjustment located off Rose Avenue. On September 18, 2013, the Planning Commission approved the Lot Line Adjustment for Assessor Parcel Numbers (APNs) 031-241-09 and 031-241-10 and a minor subdivision of APN 031-241-09. The Notice of Lot Line Adjustment and Certificate of Compliance was recorded on July 31, 2015. The Parcel Map is currently under review by Manhard Consulting. Because project expires on September 28, 2015, the applicant requested an extension. An extension was approved by the Planning Commission on November 4, 2015. The review of the final map is in process. We anticipate the review will be complete and the map will be recorded during March 2016.
- **Chenoweth LLA (LLA 1513)**

This project includes a lot line adjustment (LLA) between APNs 031-091-06 and 031-091-29. The purpose of the LLA is to adjust the lot lines so the existing garage on APN 031-091-06 will become a part of APN 031-091-29. The agent was notified this application was considered complete on October 29, 2015. The project was sent out for referral by the City Engineer's office the same week. The referral agencies have until November 13, 2015, to respond to the application. The City Engineer's office provided the staff report to the City Planner on December 14, 2015. The Planning office will move the project forward to the Planning Commission in March.
- **Laffranchi/Woodward Minor Subdivision and Lot Line Adjustment (SD 1522/LLA 1513)**

This project includes a two parcel subdivision and a lot line adjustment located off of McKinley Avenue. The application was submitted on July 29, 2015, and revised on October 15, 2015, to include the lot line adjustment. The agent for this project was notified on December 28, 2015, after the requested additional information was provided to the City Engineer's office. The project was sent out for referral on December 30, 2015. The staff report was completed on February 4, 2016, and provided to the City Planner to move forward to the hearing with the Planning Commission.

Meetings and Committees

- **Streets Committee Meeting**
 - City Engineer is now prepared to meet with Streets Committee to finalize list of streets identified as priorities under the transportation Capital Improvement Program (CIP). Committee members to walk streets with City Engineer to verify list of streets identified as priorities.
 - On August 25th, 2015, City Engineer and City Staff met with Streets Committee to discuss CIP transportation priorities. Follow-up meeting to be scheduled sometime in December this year to further develop a prioritized list of streets to be repaired. Streets will be prioritized based on an integrated approach which considers not just condition of streets but also condition of surrounding storm drainage and underlying water and sewer utility lines.
- HCAOG Meeting
 - HCAOG did not hold a meeting in December.

Reporting and Correspondence

- Prepared monthly staff report.
- General correspondence with City Staff.

WASTEWATER OPERATIONS

- Monthly samples prepared and sent to North Coast Labs
- Coliform to Fortuna each Tuesday, BOD each Thursday
- OITs Gardner and Cao assisted Mobley Construction in repair of sink hole on main street
- Remove and clean disc filters
- OIT Gardner performs lab tests daily to measure efficiency of plant
- OIT Quy Cao resigned from position to accept new job in bay area. New OIT interviews held
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Replaced fuses in bank 1 of UV
- Consult and observe pressure testing of new manhole by bridge, final process in completion of project
- Pump 2 plugged, pulled and cleared
- Front gate chain oiled each Monday
- Assist OIT Gardner in study questions for upcoming grade 2 test
- Replaced pressure gauge of disc filter
- Replace the transducer in pond
- Clear road of silt
- Pressure washed aeromod
- Diffuser in aeromod plugged, removed and cleared
- OIT Gardner cleaned walls and catwalk
- Locate and mark underground mainline on Sousa property for engineers in preparation of dredging in upcoming months
- Problem with computer communication with Blower 1, problem found and corrected
- Billed Rotorooter and Wyckoff for the months of December and January for 31 total dumps equaling 41,350 gallons, generating \$11,115 in revenue.
- Total flows through the collection system for January were 37.2 MG. Of that 2.3 MG was pumped to the equalization pond.
- Influent flows that were treated through the facility totaled 35 MG for the month of January. Average discharge to Francis Creek was .89 MGD.

PUBLIC WORKS STAFF ACTIVITY

- Continued with monthly and daily duties, such as: cleaning and maintenance of city's bathrooms, mowing of city's owned properties, cleaning of storm drains, keeping streets clear of debris and the maintenance of city's facilities.
- Had oil changed in the dump truck.
- Cleaned up down tree at Russ Park.
- Went to Streets Improvement meeting.
- Took old paint from Community Center to Eel River Disposal.
- Repaired light poles around City Hall and City Parking Lot.
- Replanted Alder tree's along Francis Creek to replace the ones we cut down.
- Continued with weekly safety meetings.
- Continued with moving PD speed trailer around to problem area's around town.
- Ordered new Dog Poo dispenser's for around town.

- Corralled loose cattle on west Arlington.
- Patched pot holes around town.

POLICE DEPARTMENT

- Officers Gavryush, Williams and Haldorson attended 24 hours of POST mandated perishable skills training at College of the Redwoods.
- Police department staff continued monitoring downtown parking.
- Submitted Measure Z funding application for upgrading and improving the police department's radio repeater tower to ensure officer safety.
- We have been placing the radar trailer at various locations where we have received speeding complaints.
- Chief Smith attended Kiwanis meetings/functions.
- Chief Smith attended the monthly LECAH meeting.
- Chief Smith attended monthly area training manager's meeting.
- The police department continues targeted enforcement of peripheral areas impacting the Ferndale quality of life.

Police Statistics – for February 2016

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	0	
Robbery	0	
Larceny	0	
Assault	1	1
Burglary	0	
Vehicle Theft	0	
TOTAL	1	
SECONDARY CRIMES	1	
Calls for Service	44	
Reports Written	4	
Traffic Citations	0	
Other Citations	0	
Parking Citations	0	
Warnings	0	
ARRESTS	0	
AGENCY ASSISTS	9	
TRAFFIC COLLISIONS	0	

City of Ferndale, Humboldt County, California USA
Minutes for Planning Commission Meeting of February 3, 2016

Call to Order — Chair Jorgen von Frausing-Borch called the Planning Commission Meeting to order at 7:02pm. Commissioners Paul Gregson, Ellin Beltz, Dean Nielsen, and Michael Warner were present along with staff Planner Stephen Avis and Deputy City Clerk Kristene Tavares. Those in attendance pledged allegiance to the flag.

2.0 Ceremonial—None

3.0 Modifications to the Agenda – None.

4.0 Approval of previous minutes – **Motion:** To approve the minutes of the January 6, 2015 Regular Meeting with spelling correction. **(Nielsen/Gregson) Unanimous**

5.0 Public Comment—None

6.0 Public Hearing

6.1 Noise & Air Quality Element— City Planner Stephen Avis presented the Planning Commissioners with the staff report for the changes made by the commissioners on the Noise & Air Quality Element. Commissioners were also given a list of changes that were suggested at the January 6, 2016 meeting. Avis thanked the commissioners for their responding and giving feedback the previous week to ensure the element would be ready for the packet and this meeting. Chair von Frausing-Borch commented the element was the best he had seen put out over the years and thanked staff for their hard work. Commissioner Gregson commented that he was pleased with the document and was ready to move it forward. **MOTION:** to approve Resolution 2016-03, Recommending the City Council adopt the Noise & Air Quality elements. **(Beltz/Gregson) Unanimous**

7.0 Business

7.1 Building and Land Use Permits— There were no Questions or Comments

7.2 Design Review Committee Report and Minutes: Commissioner Gregson reported to the Commissioners on the Design Review Meeting that was held on January 7, 2016 regarding the upcoming proposed renovations to the former Lentz Building (406 Main Street). Commissioners commented on the building after the stucco had been removed. Staff also commented that the city had not received any applications for the Design Review vacancy. Staff will repost vacancy.

7.0 Correspondence— None.

8.0 Commissioner Comments- No Comments

9.0 Staff Comments- Staff informed commission that Commissioner Gregson's term will expire in March. Staff will post vacancy mid-February so it can be on the March agenda.

Meeting Adjourned at 7:19 pm

Respectfully Submitted

Kristene Tavares
Deputy City Clerk

City of Ferndale, Humboldt County, California USA
Design Review Minutes for the 01/07/2016- 8:30am meeting

Chair Jeff Farley opened the meeting at 8:32 a.m. Committee Members Paul Gregson and Ellin Beltz were present along with Deputy City Clerk Kristene Tavares and City Planner Stephen Avis.

Approval of Previous Minutes: **MOTION to APPROVE** December 31, 2015 meeting minutes.
(Gregson/Beltz) Unanimous

There were no Modifications to the Agenda.

There was no Public Comments.

406 Main: Design Review Committee was presented with drawings for the proposed renovation of 406 Main Street, formerly known as the Lentz Department Store building. New owner Ray Chenoweth was present as well as Designer DJ Cleek. Stephen Avis explained the plans as well as the Secretary of Interior Standards regarding Historical Buildings. Mr. Cleek also went over the proposed drawings.

There was no Correspondence:

Committee Member Comments

Meeting adjourned at 8:55 am

Respectfully submitted,

Kristene Tavares, Deputy City Clerk
City of Ferndale

City of Ferndale, Humboldt County, California USA

Design Review Minutes for the 01/14/16 - 8:30am meeting

Chair Jeff Farley opened the meeting at 8:32 a.m. Committee Members Paul Gregson and Ellin Beltz were present along with Deputy City Clerk Kristene Tavares and City Planner Stephen Avis.

Approval of Previous Minutes: None

There were no Modifications to the Agenda.

There was no Public Comments.

246 Berding Street: Design Review Committee was presented with an application for signage at 246 Berding Street. The signage included two (2) 3' X 5' business signs as well as one (1) 1.5' X 7' side hanging "Art Gallery" sign. Staff explained the proposed signage was well below the allowable square footage. Committee Member Gregson commented that it was a lot of signage but understands the need to be able to see the signage from Main Street. Chair Farley questioned applicant Paul Beatie on the materials that were to be used. Beatie informed Farley that the signs would be metal. There were no other comments. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design Review Use Permit and Sign Permit, subject to the conditions of approval listed in Attachment B, allowing for the installation of two (2) 3' X 5' Business Signs as well as one (1) 1.5' X 7' Business Sign using the approved colors and materials. **(Daniels/Gregson) Unanimous**

There was no Correspondence:

There were no Committee Member Comments

Meeting adjourned at 8:40 am

Respectfully submitted,

Kristene Tavares, Deputy City Clerk
City of Ferndale

City of Ferndale, Humboldt County, California USA

Design Review Minutes for the 03/03/16 - 8:30am meeting

Chair Jeff Farley opened the meeting at 8:32 a.m. Committee Members Paul Gregson and Ellin Beltz were present along with Deputy City Clerk Kristene Tavares.

Approval of Previous Minutes: **MOTION** to **APPROVE** January 7, 2016 and January 14, 2016 meeting minutes. **(Beltz/Gregson) Unanimous**

There were no Modifications to the Agenda.

There was no Public Comments.

682 Berding Street: Design Review Committee was presented with an application to convert a garage into a loft guesthouse. Staff explained the applicant intends to put in additional windows and replace garage doors with siding. Colors and windows will match the main residence. Committee Member Beltz was glad the applicant was able to not really change the view from the street while increasing the use of his property. Committee Members agreed it was a nice design. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design Review Use Permit and Sign Permit, subject to the conditions of approval listed in Attachment B, allowing for the remodel of an older, existing garage into a loft guesthouse using the approved design. **(Gregson/Beltz) Unanimous**

Design Review Sign-offs: The following Design Review Permits were signed off: DR1527, DR1528 and DR1601.

There was no Correspondence:

There were no Committee Member Comments

Meeting adjourned at 8:43 am

Respectfully submitted,

Kristene Tavares, Deputy City Clerk
City of Ferndale

**BOARD OF DIRECTORS**

Jack Thompson, City of Rio Dell, **Chair**
 Natalie Arroyo, City of Eureka,
 Adelene Jones, City of Blue Lake
 Sofia Pereira, City of Arcata, **Vice Chair**
 Michael Sweeney, City of Ferndale
 Rex Bohn, County of Humboldt

Minutes

Thursday, February 11, 2015 5:30 PM
Eureka City Council Chambers
531 K Street, Eureka, CA

Present: Jack Thompson, Marian Brady (alternate for Natalie Arroyo), Michael Sweeney, Rex Bohn
Absent: Sofia Pereira
Staff: Jill Duffy, Tyler Egerer, Brent Whitener
Legal Counsel: Nancy Diamond

Video of Proceedings: https://archive.org/details/AH-hwma_2-11-16

Recordings of the meetings of the HWMA Board of Directors are provided for information only, and should not be considered official records of the HWMA. The Actions of the HWMA Board of Directors are recorded below and, following approval by a majority of the members of the Board, are the official record of the Board's actions for the meeting date noted above.

1. Call to Order and Roll Call at 5:30 PM

Chairman Thompson called the meeting to order at 5:30 p.m. A quorum was present and acting.

2. Closed Session: None**3. Consent Calendar**

- a. Approve Minutes from the January 14, 2016 HWMA Board of Directors Meeting.
- b. Receive the December Fiscal Year 2015-2016 Financials
- c. Household Hazardous Waste (HHW) Mobile Collection Event Scheduling
- d. Lease/Own Replacement Option for CAT Skidsteer in Eureka Recycling Center

Chairman Thompson opened the floor to Public Comment regarding the Consent Calendar. No comment was received.

Chairman Thompson closed the floor to Public Comment.

Motion: Director Bohn Moved and Director Sweeney Seconded to Approve the Consent Calendar.

Action: Approve Motion as made by Director Bohn and Seconded by Director Sweeney by the following vote:

Ayes: Thompson, Bohn, Brady, Jones, Sweeney

Nays: None

Absent: Pereira

4. Oral and Written Communications

Chairman Thompson opened the floor to Public Comment regarding matters not on the Agenda. No comment was received.

Chairman Thompson closed the floor to Public Comment.

5. Receive Presentation on North Coast Recycling Market Development Zone Activities

The Board received and discussed the presentation given by Maureen Hart, NCRMDZ Coordinator.

6. Board Member Reports

Board Reports were received from the following Directors:

7. Executive Director's Report

The Board received an oral report on current Authority activity from the Executive Director.

8. Adjourn

Chairman Thompson adjourned the meeting at 6:35 p.m.

Next Meeting: March 10, 2016 at 5:30 p.m. at Eureka City Hall Council Chambers.

Section 17

ADJOURN