

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

Location:	City Hall	Date:	August 18, 2016
	834 Main Street	Time:	<b>7:00 pm</b>
	Ferndale CA 95536	Posted:	August 11, 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; Councilman 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<sup>rds</sup> 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 July 20, 2016 Regular City Council Meeting ..... Page 5
  - b. Acceptance of Checkbook Register for July 1-31, 2016..... Page 7
  - c. Acceptance of Financial Statements for June 1-30, 2016 ..... Page 11
  - d. Acceptance of Financial Statements for July 1-31, 2016..... Page 34

<i>e.</i> Resolution 2016-22 Authorizing City Manager to Collect \$25 Drainage Assessment Fee .....	Page 57
<i>f.</i> Resolution 2016-24 Authorizing County of Humboldt to Collect Sewer Assessment Fees .....	Page 58
<i>g.</i> Grand Jury Response .....	Page 59
10. CALL ITEMS REMOVED FROM CONSENT CALENDAR	
11. PRESENTATION – None	
12. PUBLIC HEARING – None	
13. BUSINESS	
<i>a.</i> Resolution 2016-21 Authorizing the City to Borrow Funds from Tri Counties Bank .....	Page 62
<i>b.</i> Adopt and Sign MOU with the County for FY2016-2017 Measure Z Funding .....	Page 64
<i>c.</i> Planning Commission Request for Funds to Review the Penalties Section of Design Review Zoning Ordinance .....	Page 80
<i>d.</i> Resolution 2016-23 Adopting a Conflict of Interest Code .....	Page 82
<i>e.</i> Francis Creek Bridge Update.....	Page 88
<i>f.</i> PG&E Bridge Update .....	Page 89
14. CORRESPONDENCE .....	Page 91
15. COMMENTS FROM THE COUNCIL	
16. REPORTS	
<i>a.</i> City Manager Report .....	Page 123
<i>b.</i> Commissions and Committee Reports	
<i>i.</i> Design Review Minutes.....	Page 134
<i>ii.</i> Drainage Committee Minutes .....	Page 138
<i>iii.</i> Planning Commission Minutes .....	Page 139
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, September 15, 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 2/3<sup>rd</sup> 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 July 20, 2016

Mayor Don Hindley called the Regular City Council Meeting to order at 7:02 pm. Those present did the flag salute. Present were Mayor Hindley, Council Members Dan Brown, Michael Sweeney and Doug Brower along with staff City Manager Jay Parrish, City Clerk Jennifer Church, Police Chief Bret Smith and City Engineer Steven Luu. Councilman Mierzwa was absent (excused).

Report out of Closed Session: None

Ceremonial: City Clerk swore in new Police Officer Robert Lindgren.

Modifications to the Agenda: None

Report out of Study Session: Prior to the start of the regular meeting, there was a study session to go over the 2016-2017 budget. Mayor Hindley reported that the City's budget for the 2016-2017 fiscal year is slightly positive. He reminded the Council and the public that it can change as the year goes on.

Public Comment: Member of the public Sue Brower asked why there were no fireworks this year for 4<sup>th</sup> of July. She added that she doesn't see it in the Chamber's budget. Mayor Hindley responded that Bear River Casino had put on the show in the past. This year they chose to sponsor Fortuna's show. He suggested bringing it up with the Casino to see if they would come back. Ms. Brower asked if the City needed to rely on an outside entity to put it on. Mayor Hindley replied that the City has no money to do it and these shows can cost tens of thousands of dollars. Councilman Brower added that there were still advertisements this year claiming that Ferndale would have a fireworks show.

Consent Calendar: There were five items on the Consent Calendar for approval. There were no comments on these items from the Council or the public. **MOTION:** to approve the consent calendar. **(Sweeney/Brown) Unanimous. Brower abstains on item A.**

Call Items Removed from Consent Calendar: None

Presentation: Amy Eberwein of RCAA gave a brief presentation on the presence of Japanese Knotweeds in Ferndale. RCAA and HWMA received a grant to eradicate the invasive species. This plant has the ability to damage infrastructure. She stated that there are two properties in Ferndale located near Francis Creek that currently have Knotweed growing. She mentioned that a danger is people pulling and throwing the weed into the creek. It spreads easily. She would like to see the City become involved in the treatment of affected sites. No motion is required at this time, but the plant is now in some cracks in the sidewalks. These two property owners have been contacted and have chosen to self-treat. It does require a chemical spray to properly kill it. City Manager added that City Planner, Steven Avis, is trained and will be Ferndale's representative for this project.

Public Hearing: None

Business:

Chamber Budget: Chamber Treasurer, Pat Wille, presented their budget to the Council. Councilman Brower asked that the Chamber revisit the line item for 4<sup>th</sup> of July. He claims that a

lack of fireworks show hurt his business. Member of the public Dick Hooley questioned if the Council is to become an advisory committee over the Chamber going line by line over the budget. Mayor Hindley assured him that they are not. **NO MOTION.**

Resolution 2016-17 HCAOG Transportation Sales Tax Measure: Marcella Clem of HCAOG presented an updated version of the proposal to the Council. She reported that 7 of the 8 Cities in the County approve the expenditure plan and 6 of the 8 Cities recommend placing the ½ cent transportation sales tax on the November ballot, with Fortuna voting “no”. In 2011, Ferndale roads ranked 58/100 based on an outside company survey. It was predicted that with no attention taken, it would go to 34/100. These funds must be used for roads/transportation. Member of the public Dick Hooley expressed concern that these types of taxes come in and funds already present seem to go away. Ms. Clem replied that there are safeguards in place that state that these funds will augment, not supplant local funds. **MOTION:** to approve Resolution number 2016-17 as written. **(Brower/Sweeney). Unanimous.**

Street Lights Replacement: City Manager reported that a few weeks back, a leaning street light was brought to his attention. The metal had crimped and was irreplaceable. This prompted him to take report of the state of the other lights. Four of the twelve lights were compromised. This is a safety issue. A citizen came forward and offered to replace the lights. The Chamber has offered to work with this citizen. The Chamber has offered to pay for freight to get the new fixtures here. The City will match by paying employee wages for removing and replacing. The posts will be 2' taller. The timeline will be short, as the City will only have one week to replace all lights before the Concours event in September. **MOTION:** authorize City Manager to work with the Chamber to replace broken or non-functioning street lights along Main Street. **(Sweeney/Brown). Unanimous.**

Consider Designating a Voting Delegate to League of California Cities Annual Meeting: Councilman Brown is the City's representative on this board and doesn't see the value in this, but would go if the Council so chooses. Councilman Brower voiced a similar concern from last year: why be a member and not be involved? Mayor Hindley stated that he sees value in the smaller meetings. Councilman Brown agreed, adding that you get more 1 on 1 conversations to see what other Cities are doing. He also noted that the amount reimbursable by City does not cover total cost. **MOTION:** not to attend the League of California Cities annual meeting this year. **(Hindley/Sweeney). 3-1 (Brower)**

Report on Francis Creek Walk: City Manager reported that Public Works, as well as Dick Hooley and Tom Stephens walked the creek and noticed only 10-20% of the vegetation of last year. He states the City is in a better situation this year. There were 2 areas more significant than others. Member of the public Dick Hooley described 1 of these areas as an 80' Alder that fell, pulling the entire root ball out, where it is hovering over the Creek. He estimates only a week to clean the Creek.

Resolution 2016-18 Adopting FY16-17 Budget: Mayor Hindley commented that no changes were recommended at the study session. This is subject to change. No further comments from the Council or the public. **MOTION:** Adopt resolution 2016-18 approving the budget for FY2016-2017. **(Sweeney/Brower). Unanimous.**

Resolution 2016-19 Fees and Fines: City Manager reported that PD had a few minor changes to their fees and fines. The City made numerous changes last year to bring fees and fines in line with similar sized local cities. No changes made this year. **MOTION:** Adopt Resolution 2016-19 approving fees and fines schedule for 2016-2017. **(Sweeney/Brown). Unanimous.**

Resolution 2016-20 Gann Limit: City Manager reminded that Council that the reason for this is that the state monitors taxes. You can't charge more than the formula allows. City of Ferndale falls within the limit and is taxing within its limits. **MOTION:** Adopt Resolution 2016-20 adoption of Gann Appropriations Spending Limitation for FY 2016-2017. **(Brown/Brower).**  
**Unanimous.**

PG&E Bridge Update: As reported last month, the City has acquired a 100-foot bridge from the decommissioning of the PG&E Power Plant. The City will go through the same procedures and process as the Francis Creek Bridge Committee went through with the #1 bridge. The proposed location has been analyzed. The City needs about \$3,000 to get the bridge here. It has to go from King Salmon to Ferndale. CHP has offered assistance in closing down Fernbridge. The bridge will be set aside while permits and processes are taken care of. The estimated value of this bridge is \$120,000-\$150,000. Councilman Sweeney commented that he would like to see that all neighbors are aware that this bridge will be sitting idle for some time. City Manager assured him that all neighbors were contacted. **MOTION:** Authorize City Manager up to \$3,000 to bring in a 100-foot long bridge from PG&E to lead into Russ Park. **(Brower/Sweeney).**  
**Unanimous.**

Update on Francis Creek Bridge: City Manager announced that the Committee has received Fish and Wildlife permits. They are ready to give the package, including plot plan to the engineers.

Comments from the Council: None

Reports: No Comments

Mayor Hindley adjourned the meeting at 8:59 pm.

Respectfully submitted,

Jennifer Church  
City Clerk

**City of Ferndale**  
**Bank Account Register**

General Checking  
July 1, 2016 - July 31, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			721,378.47
07/05/16		EDD	EMPLOYMENT DEVELOPMENT DEPT	126.20		721,252.27
07/05/16		USTREASURY	UNITED STATES TREASURY	994.81		720,257.46
07/07/16	1001		PARRISH, JAY D	2,154.75		718,102.71
07/07/16	1002		HALL, KRISTENE M	1,153.57		716,949.14
07/07/16	1003		TIMMERMAN, DONNA E	1,667.99		715,281.15
07/07/16	1004		CHURCH, JENNIFER L	1,174.68		714,106.47
07/07/16	1005		JAMES, TYLER	1,268.14		712,838.33
07/07/16	1006		SMITH, BRET A	1,347.15		711,491.18
07/07/16	1007		WIDEMAN, ROBERT A	1,238.71		710,252.47
07/07/16	1008		BILLINGTON, ALLAN L	1,268.03		708,984.44
07/07/16	50321		WILLIAMS, CHRISTOPHER D	466.90		708,517.54
07/07/16	50322		GARDNER, SHAWN C	1,277.95		707,239.59
07/07/16	50323		MIRANDA, TIMOTHY W	1,046.14		706,193.45
07/07/16	50324		BRIGGS, WILLIAM O	119.41		706,074.04
07/07/16	50325		RICHARDSON, DIANNA L	148.08		705,925.96
07/07/16	50326		VON BRAUN, BONNIE K	26.56		705,899.40
07/07/16	50330	DVLNO	DAVE LENARDO	325.00		705,574.40
07/11/16	1009		COPPINI, STEVE L	1,841.67		703,732.73
07/11/16	1010		GRIGGS, JAMES L.	301.79		703,430.94
07/11/16	1011		HOPPIS, JOHNNY F	971.50		702,459.44
07/11/16	50331	A BILLINGTO	ALLAN BILLINGTON	500.00		701,959.44
07/11/16	50332	ARNKE	ARNOLD C. KEMP	2,967.29		698,992.15
07/11/16	50333	CRAFT	CRAFTSMAN'S MALL	54.00		698,938.15
07/11/16	50334	JJACPA	JJACPA, INC.	4,903.60		694,034.55
07/11/16	50335	MIRRE	MIRANDA'S RESCUE	450.00		693,584.55
07/11/16	50336	ROBWIDEMAN	ROBERT WIDEMAN	500.00		693,084.55
07/11/16	50337	TJAMES	TYLER JAMES	500.00		692,584.55
07/11/16	50365	NORCO	NORTH COAST LABORATORIES LTD.	160.00		692,424.55
07/11/16	50366	FORIR	FORTUNA IRON CORPORATION	521.15		691,903.40
07/11/16	50367	SECURITYLOC	SECURITY LOCK AND ALARM	109.50		691,793.90
07/11/16	50370	MARCL	MARK A CLEMENTI, Ph.D.	625.00		691,168.90
07/11/16	50371	VERZN	VERIZON	213.13		690,955.77
07/11/16	50372	HUMTE	HUMBOLDT TERMITE & PEST	114.00		690,841.77
07/11/16	50373	SEQGA	SEQUOIA GAS COMPANY	137.35		690,704.42
07/11/16	50374	MISLI	MISSION LINEN & UNIFORM SERVICE	20.85		690,683.57
07/11/16	50375	WYCKO	WYCKOFF'S	233.82		690,449.75
07/11/16	50376	MBDVZ	MITCHELL, BRISSO. DELANEY & VRIEZE	1,208.50		689,241.25
07/11/16	50377	MANHARD	MANHARD CONSULTING LTD	1,435.00		687,806.25
07/12/16		AFLAC INSUR	AFLAC INSURANCE	78.64		687,727.61
07/13/16		USTREASURY	UNITED STATES TREASURY	5,983.97		681,743.64
07/13/16		EDD	EMPLOYMENT DEVELOPMENT DEPT	951.69		680,791.95
07/14/16					23,761.55	704,553.50
07/14/16	50401	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	46.15		704,507.35
07/14/16	50402	CHOPPIS	CHELCI HOPPIS	126.92		704,380.43
07/18/16	50378	ALTBU	ALTERNATIVE BUSINESS CONCEPTS	106.22		704,274.21
07/18/16	50379	ACCESS	ACCESS HUMBOLDT	180.00		704,094.21
07/18/16	50380	BAKTA	BAKER & TAYLOR	41.40		704,052.81
07/18/16	50381	BRETSMITH	BRET SMITH	378.00		703,674.81
07/18/16	50382	CITFO	CITY OF FORTUNA	1,200.00		702,474.81
07/18/16	50383	DEMCO	DEMCO SUPPLY COMPANY	102.21		702,372.60
07/18/16	50384	BROUN	BROESE'S UNIFORMS	186.94		702,185.66
07/18/16	50385	FEREN	THE FERNDAL ENTERPRISE	117.00		702,068.66
07/18/16	50386	FARSH	THE FARM SHOP	114.09		701,954.57
07/18/16	50387	HUMEH	HUM CO DEPT OF ENVIRONMENTAL HEALTH	715.37		701,239.20
07/18/16	50388	RLINDGREN	ROBERT LINDGREN	500.00		700,739.20

**Bank Account Register**General Checking  
July 1, 2016 - July 31, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
07/18/16	50389	DSA	DIVISION OF THE STATE ARCHITECT	27.00		700,712.20
07/18/16	50390	CBSCO	CALIFORNIA BUILDING STANDARDS COMMISSION	39.60		700,672.60
07/18/16	50391	DEPCO	DEPARTMENT OF CONSERVATION	112.11		700,560.49
07/18/16	50392	OCCUP	OCCUPATIONAL, ENVIRONMENTAL, HEALTH & DRUG SCREENI	242.00		700,318.49
07/18/16	50393	PACGA	PACIFIC GAS & ELECTRIC	5,986.06		694,332.43
07/18/16	50394	LMREN	L & M RENNER, INC.	1,473.66		692,858.77
07/18/16	50395	TIPMO	TIPPLE MOTORS, INC.	1,809.08		691,049.69
07/18/16	50396	GECAP	GE CAPITAL	222.37		690,827.32
07/18/16	50397	WELF	WELLS FARGO FINANCIAL LEASING	135.00		690,692.32
07/18/16	50398	SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AURTHORITY	803.89		689,888.43
07/18/16	50399	SUDDEN	SUDDENLINK	595.82		689,292.61
07/19/16	50400	USBANK	US BANK	612.73		688,679.88
07/20/16					11,800.00	700,479.88
07/21/16	1001		PARRISH, JAY D	2,154.76		698,325.12
07/21/16	1002		HALL, KRISTENE M	1,153.58		697,171.54
07/21/16	1003		TIMMERMAN, DONNA E	1,667.98		695,503.56
07/21/16	1004		CHURCH, JENNIFER L	1,174.69		694,328.87
07/21/16	1005		JAMES, TYLER	1,435.15		692,893.72
07/21/16	1006		SMITH, BRET A	1,347.14		691,546.58
07/21/16	1007		WIDEMAN, ROBERT A	1,487.43		690,059.15
07/21/16	1008		BILLINGTON, ALLAN L	1,366.47		688,692.68
07/21/16	1009		COPPINI, STEVE L	2,007.42		686,685.26
07/21/16	1010		GRIGGS, JAMES L.	373.75		686,311.51
07/21/16	1011		HOPPIS, JOHNNY F	1,125.01		685,186.50
07/21/16	50339		ROSA, MARIA A	218.87		684,967.63
07/21/16	50340		LINDGREN, ROBERT	555.74		684,411.89
07/21/16	50341		GARDNER, SHAWN C	1,293.53		683,118.36
07/21/16	50342		MIRANDA, TIMOTHY W	1,170.67		681,947.69
07/21/16	50343		BRIGGS, WILLIAM O	147.12		681,800.57
07/21/16	50344		RICHARDSON, DIANNA L	120.32		681,680.25
07/21/16	50368	DVLNO	DAVE LENARDO	280.00		681,400.25
07/26/16		USTREASURY	UNITED STATES TREASURY	6,501.15		674,899.10
07/26/16		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,388.22		673,510.88
07/26/16		TRICOUNTY	TRI COUNTY BANK	1,129.58		672,381.30
07/26/16	50403		ENLOE MEDICAL CENTER	264.00		672,117.30
07/26/16	50404	PHIAY	AYCOCK & EDGMON	680.00		671,437.30
07/26/16	50405	HIGHROCK	CAL FIRE	200.00		671,237.30
07/26/16	50406	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	278.76		670,958.54
07/26/16	50407	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	46.15		670,912.39
07/26/16	50408	CHOPPIS	CHELCI HOPPIS	126.92		670,785.47
07/26/16	50409	DELOR	DEL ORO WATER CO., FDLE. DIST.	507.97		670,277.50
07/26/16	50410	COMAS	DEMETRIUS DISTEFANO	1,334.58		668,942.92
07/26/16	50411	EZIDS	EASY ID SOLUTIONS INC	54.00		668,888.92
07/26/16	50412	EDWJO	EDWARD JONES & COMPANY	11,562.42		657,326.50
07/26/16	50413	EELRI	EEL RIVER DISPOSAL	271.90		657,054.60
07/26/16	50414	FORAP	FORTUNA AUTO & TRUCK PARTS INC	3.00		657,051.60
07/26/16	50415	FRONT	FRONTIER	368.55		656,683.05
07/26/16	50416	HUMEL	HUMBOLDT COUNTY ELECTIONS	1,354.06		655,328.99
07/26/16	50417	HUMTI	HUMMEL TIRE & WHEEL, INC	511.75		654,817.24
07/26/16	50418	MAPSE	MAPLE SERVICE	319.98		654,497.26
07/26/16	50419	MENSU	MENDES SUPPLY CO.	64.55		654,432.71
07/26/16	50420	NILCO	NILSEN COMPANY	345.73		654,086.98
07/26/16	50421	NCUAQ	NORTH COAST UNIFIED AIR QMD	1,267.24		652,819.74
07/26/16	50422	HEATHSMART	NORTH RANCH BENEFITS TRUST	226.35		652,593.39
07/26/16	50423	NRTHC	NORTHCOAST PUMPHOUSE	157.33		652,436.06

City of Ferndale  
 BANK ACCOUNT REGISTER

General Checking  
 July 1, 2016 - July 31, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
07/26/16	50424	PACGA	PACIFIC GAS & ELECTRIC	1,356.77		651,079.29
07/26/16	50425	PACPA	PACIFIC PAPER CO.	159.47		650,919.82
07/26/16	50426	REDIRENTS	REDI-RENTS INC	32.40		650,887.42
07/26/16	50427	SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AURTHORITY	9,924.60		640,962.82
07/26/16	50428	SYMBOL	SYMBOL ARTS	360.00		640,602.82
07/26/16	50429	VALLU	VALLEY LUMBER	566.41		640,036.41
07/26/16	50430	WCPSOLUTION	WCPSOLUTIONS	510.88		639,525.53
07/28/16					66,129.96	705,655.49
07/28/16	50431	PLANWEST	PLANWEST PARTNERS, INC.	636.00		705,019.49
07/28/16	50432	CALCA	CALIFORNIA CAPITAL INSURANCE CO.	3,564.00		701,455.49
07/28/16	50433	COMAS	DEMETRIUS DISTEFANO	494.57		700,960.92
07/28/16	50434	DONNATIMMER	DONNA TIMMERMAN	89.74		700,871.18
07/28/16	50435	HORBU	HORIZON BUSINESS SERVICES	61.29		700,809.89
07/28/16	50436	HUMLODGING	HUMBOLDTL LODGING ALLIANCE, INCL	9,356.80		691,453.09
07/28/16	50437	PARS1	PARSAC	36,055.00		655,398.09
07/28/16	50438	PARSAC LIAB	PARSAC	27,559.00		627,839.09
07/29/16	50446	CITFO	CITY OF FORTUNA	1,683.33		626,155.76
			<b>Totals</b>	<u>196,914.22</u>	<u>101,691.51</u>	<u>626,155.76</u>

Transaction count = 127

City of Ferrisdale

Balance Sheet  
 Fund 10 - General Fund  
 As of June 30, 2016

Assets

Current Assets	
Cash	\$ 382,400.53
Restricted Cash	15,152.59
Accounts Receivable	<u>6,110.53</u>
Total Current Assets	<u>403,663.65</u>
Total Assets	<u>\$ 403,663.65</u>

Liabilities and Fund Balance

Current Liabilities	
Interest Payable	725.44
Accrued Liabilities	13,856.67
Other Current Liabilities	<u>1,311.95</u>
Total Current Liabilities	<u>15,894.06</u>
Total Liabilities	<u>15,894.06</u>
Fund Balance	
Other Equity	495,689.00
Retained Earnings	<u>(107,919.41)</u>
Total Fund Balance	<u>387,769.59</u>
Total Liabilities and Fund Balance	<u>\$ 403,663.65</u>

City of Ferrisdale

Balance Sheet  
Fund 24-Gas Tax  
As of June 30, 2016

Assets

Current Assets		
Cash	\$	<u>60,962.24</u>
Total Current Assets		<u>60,962.24</u>
Total Assets	\$	<u><u>60,962.24</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>(13,047.37)</u>
Total Fund Balance		<u>60,962.24</u>
Total Liabilities and Fund Balance	\$	<u><u>60,962.24</u></u>

City of Ferrisdale

Balance Sheet  
 Fund 23 - RSTP Fund  
 As of June 30, 2016

Assets

Current Assets	
Cash	\$ <u>62,960.97</u>
Total Current Assets	<u>62,960.97</u>
Total Assets	<u>\$ <u>62,960.97</u></u>

Liabilities and Fund Balance

Current Liabilities	<u>0.00</u>
Total Current Liabilities	<u>0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Other Equity	75,740.20
Retained Earnings	<u>(12,779.23)</u>
Total Fund Balance	<u>62,960.97</u>
Total Liabilities and Fund Balance	<u>\$ <u>62,960.97</u></u>

City of Ferrisdale

Balance Sheet

Fund 24 - Transportation Development Act  
As of June 30, 2016

Assets

Current Assets	
Cash	\$ <u>237,602.72</u>
Total Current Assets	<u>237,602.72</u>
Total Non Current Assets	<u>                    </u>
Total Assets	\$ <u><u>237,602.72</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>212.99</u>
Total Fund Balance	<u>237,602.72</u>
Total Liabilities and Fund Balance	\$ <u><u>237,602.72</u></u>

City of Ferrisdale

Balance Sheet  
 Fund 26 - Drainage Fund  
 As of June 30, 2016

Assets

Current Assets	
Cash	\$ <u>78,756.61</u>
Total Current Assets	<u>78,756.61</u>
Total Assets	<u>\$ 78,756.61</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>1,791.97</u>
Total Fund Balance	<u>78,455.85</u>
Total Liabilities and Fund Balance	<u>\$ 78,756.61</u>



**City of Ferrdale**  
**Balance Sheet**  
**Fund -30 - Sewer**  
**As of June 30, 2016**

**Assets**

<b>Current Assets</b>	
Cash	\$ <u>447,172.81</u>
<b>Total Current Assets</b>	<u>447,172.81</u>
<b>Property and Equipment</b>	
Vehicles	48,282.05
Equipment	97,646.87
Sewer system	13,436,274.06
Less Accumulated Depreciation	<u>(2,224,992.59)</u>
<b>Net Property and Equipment</b>	<u>11,357,210.39</u>
<b>Total Assets</b>	<u>\$ <u>11,804,383.20</u></u>

**Liabilities and Fund Balance**

<b>Current Liabilities</b>	
Interest Payable	<u>47,209.93</u>
<b>Total Current Liabilities</b>	<u>47,209.93</u>
<b>Long-Term Liabilities</b>	
Notes payable-water res #2	1,733.44
Notes Payable USDA	4,685,000.00
Capital leases payable	<u>21,384.35</u>
<b>Total Long-Term Liabilities</b>	<u>4,708,117.79</u>
<b>Total Liabilities</b>	<u>4,755,327.72</u>
<b>Fund Balance</b>	
Other Equity	6,649,092.60
Retained Earnings	<u>399,962.88</u>
<b>Total Fund Balance</b>	<u>7,049,055.48</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ <u>11,804,383.20</u></u>

## City of Ferrisdale

Balance Sheet  
**GASB 34 ASSETS AND LIABILITIES**  
 As of June 30, 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>

## City of Ferndale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>REVENUES</b>				
<b>Revenues - Taxes</b>				
10014102 Property tax-secured	\$ 0.00	\$ 129,799.06	\$ 126,500.00	\$ 3,299.06
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	1,364.14	1,500.00	(135.86)
10014110 Sales and use tax	16,886.07	139,602.92	160,000.00	(20,397.08)
10014111 Trash franchise	442.50	6,068.02	4,700.00	1,368.02
10014112 PG&E franchise	0.00	6,797.19	6,500.00	297.19
10014114 Cable franchise	0.00	24,219.39	18,000.00	6,219.39
10014116 Business license tax	6,428.00	20,697.00	14,000.00	6,697.00
10014118 Real Property Transfer tax	0.00	5,019.01	5,000.00	19.01
10014120 Transient lodging tax	16,765.63	134,597.07	136,500.00	(1,902.93)
10014121 TOT Humboldt Lodging Authority	3,352.91	11,655.94	45,500.00	(33,844.06)
<b>Total Revenue - Taxes</b>	<b>\$ 43,875.11</b>	<b>\$ 488,345.95</b>	<b>\$ 532,000.00</b>	<b>\$ (43,654.05)</b>
<b>Revenues - Licenses and Permits</b>				
10024132 Construction permits	\$ 3,759.35	\$ 27,963.41	\$ 16,000.00	\$ 11,963.41
10024164 Health protection	0.00	1,215.00	2,700.00	(1,485.00)
10024166 Encroachment permits	25.00	235.00	200.00	35.00
10024278 Animal license fees	600.00	3,300.14	2,800.00	500.14
<b>Total Revenue - Licenses and Permits</b>	<b>\$ 4,384.35</b>	<b>\$ 32,713.55</b>	<b>\$ 21,700.00</b>	<b>\$ 11,013.55</b>
<b>Revenues - Use of Money and Property</b>				
10044182 Interest	\$ 0.00	\$ 9,781.95	\$ 1,500.00	\$ 8,281.95
10044297 Town Hall Rent	335.00	4,780.00	6,000.00	(1,220.00)
10044297.1 Community Center rents	50.00	1,517.00	1,200.00	317.00
<b>Total Revenue -Use of Money and Property</b>	<b>\$ 385.00</b>	<b>\$ 16,078.95</b>	<b>\$ 8,700.00</b>	<b>\$ 7,378.95</b>
<b>Revenues - Fines</b>				
10034283 Court fines	\$ 0.00	\$ 6,535.20	\$ 1,800.00	\$ 4,735.20
<b>Total Revenue - Fines</b>	<b>\$ 0.00</b>	<b>\$ 6,535.20</b>	<b>\$ 1,800.00</b>	<b>\$ 4,735.20</b>
<b>Revenues - Intergovernmental</b>				
10054204 Motor vehicle in-lieu tax	\$ 0.00	\$ 128,181.21	\$ 126,000.00	\$ 2,181.21
10054222 Home owners prop. tax relief	0.00	1,240.97	1,100.00	140.97
10054286 Street sweeping	0.00	3,800.00	3,800.00	0.00
10054290 Peace off. stds. & trng.	0.00	6,552.00	2,500.00	4,052.00
10054300 Public safety 1/2 cent	0.00	3,359.08	3,000.00	359.08
10054310 COPs Program	11,587.86	89,992.87	100,000.00	(10,007.13)
10054315 AB 109	0.00	0.00	2,000.00	(2,000.00)
10054320 Void Grant	0.00	1,251.39	2,000.00	(748.61)
<b>Total Revenue - Intergovernmental</b>	<b>\$ 11,587.86</b>	<b>\$ 234,377.52</b>	<b>\$ 240,400.00</b>	<b>\$ (6,022.48)</b>

## City of Ferrisdale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Revenues - Fees for Service</b>				
10084270 Plan check fees	\$ 0.00	\$ 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	0.00	4,225.00	1,000.00	3,225.00
10084291 Special police services	2,910.00	10,856.58	6,000.00	4,856.58
10084298 Fair racing revenue	0.00	2,638.46	2,200.00	438.46
<b>Total Revenue - Fees for Service</b>	<b>\$ 2,910.00</b>	<b>\$ 24,709.97</b>	<b>\$ 14,866.05</b>	<b>\$ 9,843.92</b>
<b>Revenues - Other Revenue</b>				
10094284 Donations - Library	\$ 0.00	\$ 250.00	\$ 150.00	\$ 100.00
10094284.1 Donations - City	0.00	750.00	1,000.00	(250.00)
10094306 Lytle Foundation - Library	0.00	0.00	1,500.00	(1,500.00)
10094307 Miscellaneous	2,014.34	16,286.97	4,600.00	11,686.97
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
<b>Total Revenue - Other Revenue</b>	<b>\$ 2,014.34</b>	<b>\$ 17,486.97</b>	<b>\$ 22,450.00</b>	<b>\$ (4,963.03)</b>
<b>TOTAL REVENUES</b>	<b>\$ 65,156.66</b>	<b>\$ 820,248.11</b>	<b>\$ 841,916.05</b>	<b>\$ (21,667.94)</b>

## City of Ferrisdale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>EXPENDITURES</b>				
<b>Expenditures - City Council</b>				
10115012 Office expense	\$ 0.00	\$ 50.57	\$ 350.00	\$ (299.43)
10115013 Advertising	0.00	349.37	400.00	(50.63)
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)
<b>Total Expenditures - City Council</b>	<b>\$ 0.00</b>	<b>\$ 1,143.11</b>	<b>\$ 3,250.00</b>	<b>\$ (2,106.89)</b>
<b>Expenditures City Manager</b>				
10105002 Salary - permanent	\$ 2,189.72	\$ 31,376.03	\$ 28,468.27	\$ 2,907.76
10105006 SSI tax	175.93	2,805.37	2,440.99	364.38
10105007 Medical insurance	630.85	7,352.79	9,038.08	(1,685.29)
10105009 Workers comp. insurance	0.00	2,331.01	2,032.64	298.37
10105010 Deferred retirement	0.00	1,896.38	2,346.48	(450.10)
10105061 Insurance PARSAC	0.00	3,211.74	3,211.74	0.00
<b>Total expenditures -City Manager</b>	<b>\$ 2,996.50</b>	<b>\$ 48,973.32</b>	<b>\$ 47,538.20</b>	<b>\$ 1,435.12</b>
<b>Expenditures - City Clerk</b>				
10125002 Salary - permanent	\$ 7,142.42	\$ 88,418.88	\$83,597.03	\$ 4,821.85
10125006 SSI tax	599.05	7,926.21	7,921.70	4.51
10125007 Medical insurance	2,108.81	23,424.06	25,784.35	(2,360.29)
10125009 Workers comp. insurance	0.00	6,561.38	6,263.00	298.38
10125010 Deferred retirement	0.00	5,583.98	7,230.02	(1,646.04)
10125012 Office expense	457.79	7,213.79	5,000.00	2,213.79
10125044 Meetings and dues	0.00	2,224.24	1,000.00	1,224.24
10125050 IT Support	39.27	3,685.41	1,200.00	2,485.41
10125061 Insurance PARSAC	0.00	4,205.84	4,205.84	0.00
10125099 Miscellaneous	85.00	85.00	0.00	85.00
<b>Total Expenditures -City Clerk</b>	<b>\$ 10,432.34</b>	<b>\$ 149,328.79</b>	<b>\$ 142,201.94</b>	<b>\$ 7,126.85</b>

## City of Ferndale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Expenditures - City Attorney</b>				
10145052 Professional services	\$513.50	\$7,397.97	\$ 12,000.00	\$ (4,602.03)
<b>Total Expenditures - City Attorney</b>	<b>\$ 513.50</b>	<b>\$ 7,397.97</b>	<b>\$ 12,000.00</b>	<b>\$ (4,602.03)</b>
<b>Expenditures - Government Buildings</b>				
10155002 Salary - permanent	\$ 239.32	\$ 3,026.24	\$ 3,000.00	\$ 26.24
10155006 SSI tax	111.12	1,701.78	409.50	1,292.28
10155009 Workers comp. insurance	0.00	184.40	184.40	0.00
10155012 Office expense	0.00	147.26	0.00	147.26
10155020 Building and ground maint.	0.00	10,296.77	2,000.00	8,296.77
10155030 Trash service	62.67	583.07	450.00	133.07
10155031 Gas	91.05	2,761.78	4,000.00	(1,238.22)
10155032 Utilities	187.53	2,176.43	1,800.00	376.43
10155033 Water	73.84	893.98	1,200.00	(306.02)
10155034 Telephone/internet	307.17	4,973.04	2,905.00	2,068.04
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
<b>Total Expenditures - Government Buildings</b>	<b>\$ 1,072.70</b>	<b>\$ 30,181.09</b>	<b>\$ 19,112.24</b>	<b>\$ 11,068.85</b>
<b>Expenditures - Non departmental</b>				
10165015 Property tax admin. fees	\$ 0.00	\$ 3,707.80	\$ 3,600.00	\$ 107.80
10165054 Audit and accounting	(13,783.15)	5,607.40	10,600.00	(4,992.60)
10165054.1 Accounting services	14,635.65	14,635.65	12,000.00	2,635.65
10165055 Contractual services	0.00	568.52	600.00	(31.48)
10165078 Copy machine expense	554.27	3,851.73	4,250.00	(398.27)
10165099 Miscellaneous	0.00	2,298.39	2,000.00	298.39
10165200 Car allowance	400.00	4,800.00	4,800.00	0.00
<b>Total Expenditures - Nondepartmental</b>	<b>\$ 1,806.77</b>	<b>\$ 35,469.49</b>	<b>\$ 37,850.00</b>	<b>\$ (2,380.51)</b>
<b>Expenditures - Community Promotion</b>				
10175020 Building and ground maint.	\$ 0.00	\$ 116.46	\$ 0.00	\$ 116.46
10175024 Special department supply	345.92	2,455.66	2,200.00	255.66
10175031 Gas	0.00	317.84	0.00	317.84
10175032 Utilities	26.76	291.09	250.00	41.09
10175033 Water	207.91	914.18	1,645.00	(730.82)
10175072 Chamber of commerce	0.00	30,063.16	30,063.17	(0.01)
10175072.1 Donation - Visitors & Conv.	0.00	1,500.00	1,500.00	0.00
10175072.2 Employee appreciation	0.00	0.00	150.00	(150.00)
10175072.3 TOT 2% HLA QTRLY	0.00	20,980.07	26,000.00	(5,019.93)
<b>Total Expenditures - Community Promotion</b>	<b>\$ 580.59</b>	<b>\$ 56,638.46</b>	<b>\$ 61,808.17</b>	<b>\$ (5,169.71)</b>

## City of Ferndale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Expenditures - Police</b>				
10215002 Salary - permanent	\$ 24,497.43	\$ 240,058.61	\$ 216,550.58	\$ 23,508.03
10215005 Salary - overtime	0.00	388.96	6,000.00	(5,611.04)
10215006 SSI tax	1,841.02	20,351.74	18,615.49	1,736.25
10215007 Medical insurance	4,876.39	56,650.30	55,103.01	1,547.29
10215009 Workers comp. insurance	0.00	15,525.43	14,928.68	596.75
10215010 Deferred retirement	0.00	13,357.37	17,233.67	(3,876.30)
10215012 Office expense	98.11	1,778.63	1,800.00	(21.37)
10215014 Vehicle expense	4,597.03	11,348.58	7,500.00	3,848.58
10215016 Fuel	0.00	5,836.39	14,000.00	(8,163.61)
10215020 Building and ground maint.	3,650.00	5,429.50	1,500.00	3,929.50
10215022 IT support	1,200.00	5,502.16	3,800.00	1,702.16
10215024 Special department supply	964.34	7,395.94	10,300.00	(2,904.06)
10215026 Uniform expense	470.37	470.37	250.00	220.37
10215026.1 Uniform allowance	0.00	2,500.00	2,500.00	0.00
10215029 Water/sewer	78.32	1,189.97	750.00	439.97
10215031 Gas	0.00	0.00	200.00	(200.00)
10215032 Utilities	118.17	1,923.47	1,600.00	323.47
10215034 Telephone/internet	278.55	3,929.99	2,905.00	1,024.99
10215035 Dispatch service	58.33	20,199.96	20,200.00	(0.04)
10215044 Meetings and dues	0.00	1,849.83	2,450.00	(600.17)
10215048 Training	84.00	1,193.00	5,000.00	(3,807.00)
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
10215078 Copy machine expense	135.00	1,668.07	1,700.00	(31.93)
10215079 Toxicology	0.00	78.00	0.00	78.00
10215086 Booking fees	0.00	8.40	0.00	8.40
10215088 Equipment repair other	0.00	98.16	500.00	(401.84)
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	1,250.00	1,250.00	1,000.00	250.00
10215201 Lexipol services	0.00	6,328.00	6,020.00	308.00
<b>Total Expenditures - Police</b>	<b>\$ 44,197.06</b>	<b>\$ 437,796.91</b>	<b>\$ 425,272.01</b>	<b>\$ 12,524.90</b>
<b>Expenditures - Animal Control</b>				
10225096 Animal control	\$ 450.00	\$ 5,531.54	\$ 5,500.00	\$ 31.54
<b>Total Expenditures - Animal Control</b>	<b>\$ 450.00</b>	<b>\$ 5,531.54</b>	<b>\$ 5,500.00</b>	<b>\$ 31.54</b>
<b>Expenditures - Health</b>				
10245052 Professional services	\$ 0.00	\$ 1,382.23	\$ 2,200.00	\$ (817.77)
<b>Total Expenditures - Health</b>	<b>\$ 0.00</b>	<b>\$ 1,382.23</b>	<b>\$ 2,200.00</b>	<b>\$ (817.77)</b>

## City of Ferndale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Expenditures - Streets and Roads</b>				
10315002 Salary - permanent	\$ 1,112.68	\$ 13,243.61	\$ 0.00	\$ 13,243.61
10315006 SSI tax	77.94	1,452.99	1,228.09	224.90
10315007 Medical insurance	410.37	4,452.23	2,897.38	1,554.85
10315009 Workers comp. insurance	0.00	1,112.50	1,112.50	0.00
10315010 Deferred retirement	0.00	808.42	1,311.31	(502.89)
10315011 Bldg/property insurance	0.00	464.00	1,171.00	(707.00)
10315012 Office expense	0.00	3,191.63	2,988.34	203.29
10315014 Vehicle expense	0.00	9,937.10	10,000.00	(62.90)
10315020 Building and ground maint.	0.00	1,171.33	0.00	1,171.33
10315021 Street maintenance	0.00	2,023.21	0.00	2,023.21
10315024 Special department supply	0.00	292.12	0.00	292.12
10315034 Telephone/internet	58.78	808.89	1,070.00	(261.11)
10315044 Meetings and dues	0.00	81.32	60.00	21.32
10315055 Contractual services	0.00	870.62	0.00	870.62
10315095 Capital outlay	0.00	1,740.00	0.00	1,740.00
<b>Total Expenditures - Streets and Roads</b>	<b>\$ 1,659.77</b>	<b>\$ 41,649.97</b>	<b>\$ 21,838.62</b>	<b>\$ 19,811.35</b>
<b>Expenditures - Planning</b>				
10415012 Office expense	\$ 0.00	\$ 737.00	\$ 0.00	\$ 737.00
10415013 Advertising	65.00	453.35	0.00	453.35
10415052 Professional services	184.50	11,721.00	10,000.00	1,721.00
10415053 Reimbursable Fees	0.00	1,678.00	1,000.00	678.00
10415055 Contractual services	0.00	2,261.00	0.00	2,261.00
10415059 Special Planning Projects	51.00	1,372.00	4,500.00	(3,128.00)
<b>Total Expenditures - Planning</b>	<b>\$ 300.50</b>	<b>\$ 18,222.35</b>	<b>\$ 15,500.00</b>	<b>\$ 2,722.35</b>
<b>Expenditures - City engineer</b>				
10425052 Professional services	\$ 5,586.25	\$ 20,916.15	\$ 1,885.00	\$ 19,031.15
10425053 Reimbursable Fees	(3,608.75)	6,325.85	1,000.00	5,325.85
10425059 Special Planning Projects	0.00	1,250.00	500.00	750.00
<b>Total Expenditures - City engineer</b>	<b>\$ 0.00</b>	<b>\$ 28,492.00</b>	<b>\$ 3,385.00</b>	<b>\$ 25,107.00</b>
<b>Expenditures - Building Regulation</b>				
10435052 Professional services	\$ 6,346.30	\$ 19,431.06	\$ 12,800.00	\$ 6,631.06
<b>Total Expenditures - Building Regulation</b>	<b>\$ 6,346.30</b>	<b>\$ 19,431.06</b>	<b>\$ 12,800.00</b>	<b>\$ 6,631.06</b>

## City of Ferrisdale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Expenditures - Library</b>				
10615002 Salary - permanent	\$ 313.72	\$ 4,585.25	\$ 5,000.00	\$ (414.75)
10615006 SSI tax	73.77	921.26	744.13	177.13
10615009 Workers comp. insurance	0.00	323.00	323.00	0.00
10615011 Bldg/property insurance	0.00	1,403.38	0.00	1,403.38
10615012 Office expense	0.00	434.38	600.00	(165.62)
10615015 Property tax admin. fees	0.00	5.00	1,146.00	(1,141.00)
10615016 Fuel	0.00	0.00	172.38	(172.38)
10615020 Building and ground maint.	0.00	506.52	1,000.00	(493.48)
10615024 Special department supply	365.47	3,975.40	5,000.00	(1,024.60)
10615031 Gas	121.24	1,754.71	1,400.00	354.71
10615032 Utilities	156.28	1,581.60	1,650.00	(68.40)
10615033 Water	61.24	321.92	750.00	(428.08)
10615034 Telephone/internet	102.50	1,418.17	1,070.00	348.17
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)
<b>Total Expenditures - Library</b>	<b>\$ 1,194.22</b>	<b>\$ 17,230.59</b>	<b>\$ 20,455.51</b>	<b>\$ (3,224.92)</b>
<b>Expenditures - Parks</b>				
10625002 Salary - permanent	\$ 306.00	\$ 3,910.00	\$ 3,536.00	\$ 374.00
10625006 SSI tax	42.37	535.15	482.66	52.49
10625009 Workers comp. insurance	0.00	221.52	221.52	0.00
10625020 Building and ground maint.	685.31	7,747.25	2,500.00	5,247.25
10625024 Special department supply	0.00	0.00	150.00	(150.00)
10625032 Utilities	215.08	764.01	950.00	(185.99)
10625033 Water	407.69	3,014.70	1,500.00	1,514.70
<b>Total Expenditures - Parks</b>	<b>\$ 1,656.45</b>	<b>\$ 16,192.63</b>	<b>\$ 9,340.18</b>	<b>\$ 6,852.45</b>
<b>Expenditures -Community Center</b>				
10635002 Salary - permanent	\$ 102.36	\$ 3,360.17	\$ 2,468.02	\$ 892.15
10635005 Salary - overtime	0.00	11.33	0.00	11.33
10635006 SSI tax	6.49	232.27	122.81	109.46
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	0.00	80.82	131.13	(50.31)
10635020 Building and ground maint.	129.10	3,227.89	780.00	2,447.89
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

Income Statement

Fund 10 - General Fund

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
Total Expenditures -Community center	\$ <u>237.95</u>	\$ <u>13,106.01</u>	\$ <u>6,161.21</u>	\$ <u>6,944.80</u>
<b>TOTAL EXPENDITURES</b>	\$ <u>73,444.65</u>	\$ <u>928,167.52</u>	\$ <u>846,213.08</u>	\$ <u>81,954.44</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	\$ <u>(8,287.99)</u>	\$ <u>(107,919.41)</u>	\$ <u>(4,297.03)</u>	\$ <u>(103,622.38)</u>

**STATEMENT OF REVENUES AND EXPENDITURES**

**FUND 22 - GAS TAX**

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
22314182 Interest	\$ 0.00	\$ 42.42	\$ 0.00	\$ 42.42
22314210.1 Gas tax (2105)	1,329.10	7,697.50	8,250.00	(552.50)
22314210.2 Gas tax (2106)	1,768.86	10,424.79	9,053.00	1,371.79
22314210.3 Gas tax (2107)	1,820.74	10,023.16	11,279.00	(1,255.84)
22314210.4 Gas tax (2107.5)	0.00	1,000.00	1,000.00	0.00
22314210.5 Gas Tax (2103)	997.45	7,042.77	6,541.00	501.77
<b>Total Revenue</b>	<u>5,916.15</u>	<u>36,230.64</u>	<u>36,123.00</u>	<u>107.64</u>
<b>EXPENDITURES</b>				
22315002 Salary - permanent	2,331.27	22,412.78	20,345.43	2,067.35
22315005 Salary - overtime	0.00	11.33	0.00	11.33
22315006 SSI tax	115.07	1,357.09	1,709.87	(352.78)
22315007 Medical insurance	531.86	5,919.76	6,056.25	(136.49)
22315009 Workers comp. insurance	0.00	2,119.42	1,522.67	596.75
22315010 Deferred retirement	0.00	1,142.98	1,787.51	(644.53)
22315058 Street lighting	2,735.02	16,314.65	15,600.00	714.65
<b>TOTAL EXPENDITURES</b>	<u>5,713.22</u>	<u>49,278.01</u>	<u>47,021.73</u>	<u>2,256.28</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ 202.93</u>	<u>\$ (13,047.37)</u>	<u>\$ (10,898.73)</u>	<u>\$ (2,148.64)</u>

STATEMENT OF REVENUES AND EXPENDITURES

FUND 23 - RSTP

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
23314182 Interest	\$ 0.00	\$ 41.68	\$ 0.00	\$ 41.68
23314211 RSTP Revenue	<u>0.00</u>	<u>9,164.00</u>	<u>9,000.00</u>	<u>164.00</u>
<b>Total Revenue</b>	<u>0.00</u>	<u>9,205.68</u>	<u>9,000.00</u>	<u>205.68</u>
<b>EXPENDITURES</b>				
23315002 Salary - permanent	868.10	15,506.94	32,880.92	(17,373.98)
23315006 SSI tax	0.00	626.50	1,177.50	(551.00)
23315007 Medical insurance	359.11	4,301.78	5,477.00	(1,175.22)
23315009 Workers comp. insurance	0.00	1,021.93	1,021.93	0.00
23315010 Deferred retirement	<u>0.00</u>	<u>527.76</u>	<u>1,195.94</u>	<u>(668.18)</u>
<b>TOTAL EXPENDITURES</b>	<u>1,227.21</u>	<u>21,984.91</u>	<u>41,753.29</u>	<u>(19,768.38)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (1,227.21)</u>	<u>\$ (12,779.23)</u>	<u>\$ (32,753.29)</u>	<u>\$ 19,974.06</u>

## STATEMENT OF REVENUES AND EXPENDITURES

## FUND 24 - TRANSPORTATION DEVELOPMENT ACT

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
24314182 Interest	\$ 0.00	\$ 138.82	\$ 0.00	\$ 138.82
24314231 Transportation devel. act	<u>19,170.00</u>	<u>44,170.00</u>	<u>44,170.00</u>	<u>0.00</u>
<b>Total Revenue</b>	<u>19,170.00</u>	<u>44,308.82</u>	<u>44,170.00</u>	<u>138.82</u>
<b>EXPENDITURES</b>				
24315002 Salary - permanent	1,707.68	21,811.58	20,713.59	1,097.99
24315005 Salary - overtime	0.00	20.76	0.00	20.76
24315006 SSI tax	84.24	939.11	1,470.70	(531.59)
24315007 Medical insurance	406.22	4,771.79	5,151.34	(379.55)
24315009 Workers comp. insurance	0.00	1,310.36	1,310.36	0.00
24315010 Deferred retirement	0.00	970.39	1,539.71	(569.32)
24315014 Vehicle expense	47.97	536.58	1,000.00	(463.42)
24315016 Fuel	267.98	5,565.14	8,500.00	(2,934.86)
24315020 Building and ground maint.	(467.63)	286.91	1,750.00	(1,463.09)
24315021 Street maintenance	87.21	3,500.70	5,000.00	(1,499.30)
24315024 Special department supply	80.45	640.57	500.00	140.57
24315032 Utilities	193.32	2,407.37	2,000.00	407.37
24315033 Water	74.14	529.55	425.00	104.55
24315034 Telephone/internet	58.78	765.94	650.00	115.94
24315063 Insurance (Fire Bldg.)	0.00	0.00	350.00	(350.00)
24315088 Equipment repair other	<u>13.74</u>	<u>39.08</u>	<u>500.00</u>	<u>(460.92)</u>
<b>TOTAL EXPENDITURES</b>	<u>2,554.10</u>	<u>44,095.83</u>	<u>50,860.70</u>	<u>(6,764.87)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ 16,615.90</u>	<u>\$ 212.99</u>	<u>\$ (6,690.70)</u>	<u>\$ 6,903.69</u>

## STATEMENT OF REVENUES AND EXPENDITURES

## FUND 26 - DRAINAGE FUND

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
26314182 Interest	\$ 41.13	\$ 41.13	\$ 0.00	\$ 41.13
26314230 Drainage fund	2,569.91	2,569.91	17,385.00	(14,815.09)
26314240 Drainage district fees	<u>16,840.43</u>	<u>16,840.43</u>	<u>0.00</u>	<u>16,840.43</u>
<b>Total Revenue</b>	<u>19,451.47</u>	<u>19,451.47</u>	<u>17,385.00</u>	<u>2,066.47</u>
<b>EXPENDITURES</b>				
26315002 Salary - permanent	28.54	28.54	0.00	28.54
26315006 SSI tax	178.71	178.71	0.00	178.71
26315007 Medical insurance	7.03	7.03	0.00	7.03
26315010 Deferred retirement	284.81	284.81	0.00	284.81
26315019 Creek maintenance	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>12,832.20</u>	<u>12,832.20</u>	<u>13,162.00</u>	<u>(329.80)</u>
<b>TOTAL EXPENDITURES</b>	<u>17,659.50</u>	<u>17,659.50</u>	<u>13,162.00</u>	<u>4,497.50</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ 1,791.97</u>	<u>\$ 1,791.97</u>	<u>\$ 4,223.00</u>	<u>\$ (2,431.03)</u>

## STATEMENT OF REVENUES AND EXPENDITURES

## FUND 25 - INTEGRATED WASTE MANAGEMENT

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
25314182 Interest	\$ 0.00	\$ 28.12	\$ 0.00	\$ 28.12
25314288 Tipping fee (int. waste mgt.)	0.00	5,568.39	5,000.00	568.39
25314600 Recycling grant	<u>(442.50)</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>0.00</u>
<b>Total Revenue</b>	<u>(442.50)</u>	<u>10,596.51</u>	<u>10,000.00</u>	<u>596.51</u>
<b>EXPENDITURES</b>				
25315002 Salary - permanent	464.48	5,839.28	5,176.05	663.23
25315006 SSI tax	35.54	456.87	430.76	26.11
25315007 Medical insurance	100.87	1,286.53	1,594.95	(308.42)
25315009 Workers comp. insurance	0.00	358.70	358.70	0.00
25315010 Deferred retirement	0.00	220.28	414.08	(193.80)
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>
<b>TOTAL EXPENDITURES</b>	<u>600.89</u>	<u>8,161.66</u>	<u>8,524.54</u>	<u>(362.88)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (1,043.39)</u>	<u>\$ 2,434.85</u>	<u>\$ 1,475.46</u>	<u>\$ 959.39</u>

## City of Ferris

## INCOME STATEMENT

## FUND 30 - SEWER FUND

	1 Month Ended June 30, 2016 Actual	12 Months Ended June 30, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
30514182 Interest	\$ 0.00	\$ 68.91	\$ 0.00	\$ 68.91
30514274 Sewer service charge	820.86	446,757.15	446,000.00	757.15
30514275 Sewer connection fees	0.00	0.00	5,000.00	(5,000.00)
30514276 Refunds - sewer fees	(820.86)	(820.86)	0.00	(820.86)
30514307 Miscellaneous	12,798.00	59,297.06	58,000.00	1,297.06
30514309 Revenue reserved for plant replacement	0.00	202,586.48	194,000.00	8,586.48
<b>Total Revenue</b>	<u>12,798.00</u>	<u>707,888.74</u>	<u>703,000.00</u>	<u>4,888.74</u>
<b>EXPENSES</b>				
30515002 Salary - permanent	15,682.05	199,703.09	193,192.06	6,511.03
30515005 Salary - overtime	0.00	957.54	6,000.00	(5,042.46)
30515006 SSI tax	1,246.72	16,337.38	16,241.50	95.88
30515007 Medical insurance	3,590.89	42,158.65	43,972.20	(1,813.55)
30515009 Workers comp. insurance	0.00	13,750.10	13,153.36	596.74
30515010 Deferred retirement	0.00	9,838.79	12,559.29	(2,720.50)
30515012 Office expense	0.00	613.41	1,000.00	(386.59)
30515014 Vehicle expense	0.00	9,131.93	3,272.37	5,859.56
30515016 Fuel	91.88	3,025.75	3,000.00	25.75
30515024 Special department supply	0.00	408.66	1,000.00	(591.34)
30515030 Trash service	1,001.28	9,224.62	12,000.00	(2,775.38)
30515032 Utilities	5,987.69	56,893.44	63,000.00	(6,106.56)
30515033 Water	322.49	1,605.16	0.00	1,605.16
30515034 Telephone/internet	740.52	4,155.73	2,100.00	2,055.73
30515044 Meetings and dues	0.00	936.48	1,300.00	(363.52)
30515048 Training	0.00	2,216.21	600.00	1,616.21
30515050 IT Support	0.00	562.55	800.00	(237.45)
30515052 Professional services	0.00	0.00	300.00	(300.00)
30515055 Contractual services	890.00	5,820.00	600.00	5,220.00
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	0.00	28,427.50	23,400.00	5,027.50
30515099 Miscellaneous	0.00	0.00	250.00	(250.00)
30515121 Sewer plant maintenance	2,507.39	23,266.58	12,500.00	10,766.58
30515122 Sewer line maintenance	0.00	12,835.30	15,000.00	(2,164.70)
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	2,384.00	28,381.80	25,000.00	3,381.80
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	0.00	194,318.74	194,000.00	318.74
30515198 Sewer match loan	0.00	1,764.16	1,764.00	0.16
<b>TOTAL EXPENSES</b>	<u>34,444.91</u>	<u>694,262.85</u>	<u>676,302.56</u>	<u>17,960.29</u>
<b>NET INCOME (LOSS)</b>	<u>\$ (21,646.91)</u>	<u>\$ 13,625.89</u>	<u>\$ 26,697.44</u>	<u>\$ (13,071.55)</u>

Cash Balances

As of June 30, 2016

Cash Balances

Current Assets		
General Fund	\$	382,400.53
Restricted Cash	\$	15,152.59
Park	\$	515.80
Gas Tax	\$	60,962.24
RSTF	\$	62,960.97
TDA	\$	237,602.72
IWM	\$	45,302.23
Drainage	\$	78,756.61
Sewer	\$	<u>447,172.81</u>
Total	\$	<u>1,330,826.50</u>
Checking	\$	721,153.47
LAIF	\$	609,520.44
Petty cash	\$	<u>152.59</u>
Total	\$	<u>1,330,826.50</u>

**City of Ferrisdale****Balance Sheet  
Fund 10 - General Fund  
As of July 31, 2016****Assets****Current Assets**

Cash	\$	333,198.74
Restricted Cash		15,152.59
Accounts Receivable		<u>107,802.04</u>

**Total Current Assets** 456,153.37

**Total Assets** \$ 456,153.37

**Liabilities and Fund Balance****Current Liabilities**

Accounts Payable	\$	18.49
Interest Payable		725.44
Accrued Liabilities		13,792.40
Other Current Liabilities		<u>101,914.73</u>

**Total Current Liabilities** 116,451.06

**Total Liabilities** 116,451.06

**Fund Balance**

Other Equity	453,718.00
Retained Earnings	<u>(114,015.69)</u>

**Total Fund Balance** 339,702.31

**Total Liabilities and Fund Balance** \$ 456,153.37

**City of Ferrisdale**

**Balance Sheet  
Fund 24-Gas Tax  
As of July 31, 2016**

**Assets**

**Current Assets**

Cash \$ 55,051.49

**Total Current Assets** 55,051.49

**Total Assets** \$ 55,051.49

**Liabilities and Fund Balance**

**Current Liabilities**

**Total Current Liabilities** 0.00

**Total Liabilities** 0.00

**Fund Balance**

Other Equity 60,962.24

Retained Earnings (5,910.75)

**Total Fund Balance** 55,051.49

**Total Liabilities and Fund Balance** \$ 55,051.49

**City of Ferrisdale**

**Balance Sheet  
Fund 23 - RSTP Fund  
As of July 31, 2016**

**Assets**

<b>Current Assets</b>	
Cash	\$ <u>61,470.92</u>
<b>Total Current Assets</b>	<u>61,470.92</u>
<b>Total Assets</b>	<u>\$ <u>61,470.92</u></u>

**Liabilities and Fund Balance**

<b>Current Liabilities</b>	
<b>Total Current Liabilities</b>	<u>0.00</u>
<b>Total Liabilities</b>	<u>0.00</u>
<b>Fund Balance</b>	
Other Equity	62,960.97
Retained Earnings	<u>(1,490.05)</u>
<b>Total Fund Balance</b>	<u>61,470.92</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ <u>61,470.92</u></u>

**City of Ferrisdale**

**Balance Sheet**  
**Fund 24 - Transportation Development Act**  
**As of July 31, 2016**

**Assets**

<b>Current Assets</b>	
Cash	\$ <u>232,272.57</u>
<b>Total Current Assets</b>	<u>232,272.57</u>
<b>Total Non Current Assets</b>	<u>                    </u>
<b>Total Assets</b>	\$ <u><u>232,272.57</u></u>

**Liabilities and Fund Balance**

<b>Current Liabilities</b>	<u>                    </u>
<b>Total Current Liabilities</b>	<u>0.00</u>
<b>Fund Balance</b>	
Other Equity	237,602.72
Retained Earnings	<u>(5,330.15)</u>
<b>Total Fund Balance</b>	<u>232,272.57</u>
<b>Total Liabilities and Fund Balance</b>	\$ <u><u>232,272.57</u></u>

**City of Ferrisdale**

**Balance Sheet  
Fund 26 - Drainage Fund  
As of July 31, 2016**

**Assets**

**Current Assets**

Cash \$ 77,662.11

**Total Current Assets** 77,662.11

**Total Assets** \$ 77,662.11

**Liabilities and Fund Balance**

**Current Liabilities**

Interest Payable 300.76

**Total Current Liabilities** 300.76

**Total Liabilities** 300.76

**Fund Balance**

Other Equity 78,455.85

Retained Earnings (1,094.50)

**Total Fund Balance** 77,361.35

**Total Liabilities and Fund Balance** \$ 77,662.11

**City of Ferrisdale**

**Balance Sheet**  
**Fund 25 - Integrated Waste Mgt**  
**As of July 31, 2016**

**Assets**

**Current Assets**

Cash \$ 46,126.72

**Total Current Assets** 46,126.72

**Total Assets** \$ 46,126.72

**Liabilities and Fund Balance**

**Current Liabilities**

**Total Current Liabilities** 0.00

**Total Liabilities** 0.00

**Fund Balance**

Other Equity 45,302.23

Retained Earnings 824.49

**Total Fund Balance** 46,126.72

**Total Liabilities and Fund Balance** \$ 46,126.72

**City of Ferrisdale**  
**Balance Sheet**  
**Fund -30 - Sewer**  
**As of July 31, 2016**

**Assets**

<b>Current Assets</b>	
Cash	\$ 414,912.14
<b>Total Current Assets</b>	<u>414,912.14</u>
<b>Property and Equipment</b>	
Vehicles	48,282.05
Equipment	97,646.87
Sewer system	13,436,274.06
Less Accumulated Depreciation	<u>(2,224,992.59)</u>
<b>Net Property and Equipment</b>	<u>11,357,210.39</u>
<b>Total Assets</b>	<u>\$ 11,772,122.53</u>

**Liabilities and Fund Balance**

<b>Current Liabilities</b>	
Interest Payable	<u>47,209.93</u>
<b>Total Current Liabilities</b>	<u>47,209.93</u>
<b>Long-Term Liabilities</b>	
Notes payable-water res #2	1,733.44
Notes Payable USDA	4,685,000.00
Capital leases payable	<u>21,384.35</u>
<b>Total Long-Term Liabilities</b>	<u>4,708,117.79</u>
<b>Total Liabilities</b>	<u>4,755,327.72</u>
<b>Fund Balance</b>	
Other Equity	6,649,092.60
Retained Earnings	<u>367,702.21</u>
<b>Total Fund Balance</b>	<u>7,016,794.81</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ 11,772,122.53</u>

**City of Ferrisdale**

**Balance Sheet**  
**GASB 34 ASSETS AND LIABILITIES**  
**As of July 31, 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** 6,175,154.10

**Total Assets** \$ 6,175,154.10

**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** 145,678.82

**Fund Balance**

Other Equity 6,029,475.28

**Total Fund Balance** 6,029,475.28

**Total Liabilities and Fund Balance** \$ 6,175,154.10

## City of Ferndale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>REVENUES</b>				
<b>Revenues - Taxes</b>				
10014102 Property tax-secured	\$ 0.00	\$ 0.00	\$ 139,000.00	\$ (139,000.00)
10014104 Property tax-unsecured	0.00	0.00	5,000.00	(5,000.00)
10014106 Property tax-prior	0.00	0.00	7,000.00	(7,000.00)
10014107 Supplemental role	0.00	0.00	2,000.00	(2,000.00)
10014110 Sales and use tax	0.00	0.00	160,000.00	(160,000.00)
10014111 Trash franchise	0.00	0.00	6,000.00	(6,000.00)
10014112 PG&E franchise	0.00	0.00	6,800.00	(6,800.00)
10014114 Cable franchise	0.00	0.00	24,500.00	(24,500.00)
10014116 Business license tax	6,808.00	6,808.00	14,500.00	(7,692.00)
10014118 Real Property Transfer tax	0.00	0.00	5,000.00	(5,000.00)
10014120 Transient lodging tax	0.00	0.00	140,000.00	(140,000.00)
10014121 TOT Humboldt Lodging Authority	(9,356.80)	(9,356.80)	28,000.00	(37,356.80)
<b>Total Revenue - Taxes</b>	<b>\$ (2,548.80)</b>	<b>\$ (2,548.80)</b>	<b>\$ 537,800.00</b>	<b>\$ (540,348.80)</b>
<b>Revenues - Licenses and Permits</b>				
10024132 Construction permits	\$ 5,063.07	\$ 5,063.07	\$ 20,000.00	\$ (14,936.93)
10024164 Health protection	0.00	0.00	4,250.00	(4,250.00)
10024166 Encroachment permits	0.00	0.00	400.00	(400.00)
10024278 Animal license fees	645.00	645.00	3,000.00	(2,355.00)
<b>Total Revenue - Licenses and Permits</b>	<b>\$ 5,708.07</b>	<b>\$ 5,708.07</b>	<b>\$ 27,650.00</b>	<b>\$ (21,941.93)</b>
<b>Revenues - Use of Money and Property</b>				
10044182 Interest	\$ 0.00	\$ 0.00	\$ 500.00	\$ (500.00)
10044297 Town Hall Rent	120.00	120.00	5,000.00	(4,880.00)
10044297.1 Community Center rents	50.00	50.00	1,200.00	(1,150.00)
<b>Total Revenue -Use of Money and Property</b>	<b>\$ 170.00</b>	<b>\$ 170.00</b>	<b>\$ 6,700.00</b>	<b>\$ (6,530.00)</b>
<b>Revenues - Fines</b>				
10034283 Court fines	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ (2,000.00)
<b>Total Revenue - Fines</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 2,000.00</b>	<b>\$ (2,000.00)</b>
<b>Revenues - Intergovernmental</b>				
10054204 Motor vehicle in-lieu tax	\$ 0.00	\$ 0.00	\$ 126,000.00	\$ (126,000.00)
10054222 Home owners prop. tax relief	0.00	0.00	1,350.00	(1,350.00)
10054286 Street sweeping	0.00	0.00	11,090.00	(11,090.00)
10054290 Peace off. stds. & trng.	0.00	0.00	2,500.00	(2,500.00)
10054300 Public safety 1/2 cent	0.00	0.00	3,000.00	(3,000.00)
10054310 COPs Program	0.00	0.00	100,000.00	(100,000.00)
10054320 Void Grant	0.00	0.00	2,000.00	(2,000.00)
<b>Total Revenue - Intergovernmental</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 245,940.00</b>	<b>\$ (245,940.00)</b>

## City of Ferrisdale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Revenues - Fees for Service</b>				
10084270 Plan check fees	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ (1,000.00)
10084271 Parking fees	0.00	0.00	250.00	(250.00)
10084279 Copy machine fees - Library	0.00	0.00	100.00	(100.00)
10084280 Copy machine fees - City	0.00	0.00	10.00	(10.00)
10084287.2 Developer reimbursed fees	0.00	0.00	2,000.00	(2,000.00)
10084287.3 Reimbursed Fees Planning	0.00	0.00	1,000.00	(1,000.00)
10084291 Special police services	0.00	0.00	6,000.00	(6,000.00)
10084298 Fair racing revenue	0.00	0.00	2,200.00	(2,200.00)
<b>Total Revenue - Fees for Service</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 12,560.00</b>	<b>\$ (12,560.00)</b>
<b>Revenues - Other Revenue</b>				
10094284 Donations - Library	\$ 0.00	\$ 0.00	\$ 300.00	\$ (300.00)
10094284.1 Donations - City	0.00	0.00	600.00	(600.00)
10094307 Miscellaneous	300.00	300.00	4,000.00	(3,700.00)
10094311 Utilities - Little League park	0.00	0.00	200.00	(200.00)
10094314 PARSAC Grants	0.00	0.00	15,000.00	(15,000.00)
<b>Total Revenue - Other Revenue</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>	<b>\$ 20,100.00</b>	<b>\$ (19,800.00)</b>
<b>TOTAL REVENUES</b>	<b>\$ 3,629.27</b>	<b>\$ 3,629.27</b>	<b>\$ 852,750.00</b>	<b>\$ (849,120.73)</b>

## City of Ferrisdale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>EXPENDITURES</b>				
<b>Expenditures - City Council</b>				
10115012 Office expense	\$ 0.00	\$ 0.00	\$ 75.00	\$ (75.00)
10115013 Advertising	0.00	0.00	400.00	(400.00)
10115044 Meetings and dues	0.00	0.00	500.00	(500.00)
10115045 LAFCO fees	0.00	0.00	825.00	(825.00)
<b>Total Expenditures - City Council</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 1,800.00</b>	<b>\$ (1,800.00)</b>
<b>Expenditures City Manager</b>				
10105002 Salary - permanent	\$ 2,189.72	\$ 2,189.72	\$ 28,895.30	\$ (26,705.58)
10105006 SSI tax	175.92	175.92	2,420.27	(2,244.35)
10105007 Medical insurance	645.30	645.30	9,625.60	(8,980.30)
10105009 Workers comp. insurance	1,872.98	1,872.98	1,765.42	107.56
10105010 Deferred retirement	539.60	539.60	2,381.67	(1,842.07)
10105061 Insurance PARSAC	3,949.15	3,949.15	3,960.41	(11.26)
<b>Total expenditures -City Manager</b>	<b>\$ 9,372.67</b>	<b>\$ 9,372.67</b>	<b>\$ 49,048.67</b>	<b>\$ (39,676.00)</b>
<b>Expenditures - City Clerk</b>				
10125002 Salary - permanent	\$ 7,202.90	\$ 7,202.90	\$61,401.66	\$ (54,198.76)
10125006 SSI tax	603.81	603.81	5,903.03	(5,299.22)
10125007 Medical insurance	(19.16)	(19.16)	8,381.50	(8,400.66)
10125009 Workers comp. insurance	3,961.36	3,961.36	3,936.36	25.00
10125010 Deferred retirement	1,807.50	1,807.50	5,310.42	(3,502.92)
10125012 Office expense	1,168.59	1,168.59	6,000.00	(4,831.41)
10125044 Meetings and dues	0.00	0.00	1,000.00	(1,000.00)
10125050 IT Support	500.00	500.00	5,000.00	(4,500.00)
10125061 Insurance PARSAC	3,752.96	3,752.96	3,752.98	(0.02)
<b>Total Expenditures -City Clerk</b>	<b>\$ 18,977.96</b>	<b>\$ 18,977.96</b>	<b>\$ 100,685.95</b>	<b>\$ (81,707.99)</b>

## City of Ferrisdale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Expenditures - City Attorney</b>				
10145052 Professional services	\$1,208.50	\$1,208.50	\$ 0.00	\$ 1,208.50
<b>Total Expenditures - City Attorney</b>	<b>\$ 1,208.50</b>	<b>\$ 1,208.50</b>	<b>\$ 0.00</b>	<b>\$ 1,208.50</b>
<b>Expenditures - Government Buildings</b>				
10155002 Salary - permanent	\$ 239.32	\$ 239.32	\$ 3,000.00	\$ (2,760.68)
10155006 SSI tax	109.93	109.93	409.50	(299.57)
10155009 Workers comp. insurance	209.68	209.68	209.68	0.00
10155014 Vehicle expense	0.00	0.00	3,219.00	(3,219.00)
10155020 Building and ground maint.	0.00	0.00	2,000.00	(2,000.00)
10155030 Trash service	31.15	31.15	550.00	(518.85)
10155031 Gas	65.96	65.96	1,200.00	(1,134.04)
10155032 Utilities	169.53	169.53	1,800.00	(1,630.47)
10155033 Water	31.76	31.76	3,000.00	(2,968.24)
10155034 Telephone/internet	308.45	308.45	3,701.28	(3,392.83)
10155061 Insurance PARSAC	295.95	295.95	295.62	0.33
<b>Total Expenditures - Government Buildings</b>	<b>\$ 1,461.73</b>	<b>\$ 1,461.73</b>	<b>\$ 19,385.08</b>	<b>\$ (17,923.35)</b>
<b>Expenditures - Non departmental</b>				
10165015 Property tax admin. fees	\$ 0.00	\$ 0.00	\$ 3,500.00	\$ (3,500.00)
10165054 Audit and accounting	5,583.60	5,583.60	11,500.00	(5,916.40)
10165054.1 Accounting services	0.00	0.00	14,000.00	(14,000.00)
10165055 Contractual services	180.00	180.00	720.00	(540.00)
10165064 Election expenses	1,354.06	1,354.06	300.00	1,054.06
10165078 Copy machine expense	328.59	328.59	3,500.00	(3,171.41)
10165096 Animal control	0.00	0.00	4,800.00	(4,800.00)
10165099 Miscellaneous	0.00	0.00	2,000.00	(2,000.00)
10165200 Car allowance	400.00	400.00	0.00	400.00
<b>Total Expenditures - Nondepartmental</b>	<b>\$ 7,846.25</b>	<b>\$ 7,846.25</b>	<b>\$ 40,320.00</b>	<b>\$ (32,473.75)</b>
<b>Expenditures - Community Promotion</b>				
10175024 Special department supply	\$ 531.73	\$ 531.73	\$ 2,200.00	\$ (1,668.27)
10175031 Gas	0.00	0.00	1,100.00	(1,100.00)
10175032 Utilities	28.74	28.74	250.00	(221.26)
10175033 Water	134.29	134.29	0.00	134.29
10175072 Chamber of commerce	89.74	89.74	29,985.28	(29,895.54)
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	0.00	28,000.00	(28,000.00)
<b>Total Expenditures - Community Promotion</b>	<b>\$ 784.50</b>	<b>\$ 784.50</b>	<b>\$ 63,185.28</b>	<b>\$ (62,400.78)</b>

## City of Ferrisdale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Expenditures - Police</b>				
10215002 Salary - permanent	\$ 15,374.02	\$ 15,374.02	\$ 215,394.46	\$ (200,020.44)
10215005 Salary - overtime	0.00	0.00	7,000.00	(7,000.00)
10215006 SSI tax	930.63	930.63	19,511.36	(18,580.73)
10215007 Medical insurance	4,849.33	4,849.33	48,587.75	(43,738.42)
10215009 Workers comp. insurance	13,188.78	13,188.78	13,138.78	50.00
10215010 Deferred retirement	4,578.91	4,578.91	10,913.91	(6,335.00)
10215012 Office expense	286.49	286.49	1,800.00	(1,513.51)
10215014 Vehicle expense	3,091.42	3,091.42	7,500.00	(4,408.58)
10215016 Fuel	0.00	0.00	10,000.00	(10,000.00)
10215020 Building and ground maint.	158.50	158.50	1,500.00	(1,341.50)
10215022 IT support	424.00	424.00	3,800.00	(3,376.00)
10215024 Special department supply	414.00	414.00	10,300.00	(9,886.00)
10215026 Uniform expense	2,186.94	2,186.94	500.00	1,686.94
10215026.1 Uniform allowance	0.00	0.00	2,500.00	(2,500.00)
10215029 Water/sewer	34.77	34.77	1,200.00	(1,165.23)
10215032 Utilities	125.47	125.47	1,600.00	(1,474.53)
10215034 Telephone/internet	280.34	280.34	3,403.68	(3,123.34)
10215035 Dispatch service	1,683.33	1,683.33	20,200.00	(18,516.67)
10215044 Meetings and dues	331.00	331.00	2,450.00	(2,119.00)
10215048 Training	0.00	0.00	5,000.00	(5,000.00)
10215051 Physical exams	506.00	506.00	900.00	(394.00)
10215052 Professional services	0.00	0.00	600.00	(600.00)
10215061 Insurance PARSAC	9,815.40	9,815.40	10,532.58	(717.18)
10215078 Copy machine expense	135.00	135.00	1,600.00	(1,465.00)
10215088 Equipment repair other	0.00	0.00	500.00	(500.00)
10215090 Vehicle insurance	2,304.00	2,304.00	2,754.00	(450.00)
10215091 Building and prop insurance	0.00	0.00	937.00	(937.00)
10215092 Sewer plant permit	0.00	0.00	9,825.40	(9,825.40)
10215098 Background expense	0.00	0.00	1,000.00	(1,000.00)
10215201 Lexipol services	0.00	0.00	2,200.00	(2,200.00)
<b>Total Expenditures - Police</b>	<b>\$ 60,698.33</b>	<b>\$ 60,698.33</b>	<b>\$ 417,148.92</b>	<b>\$ (356,450.59)</b>
<b>Expenditures - Animal Control</b>				
10225096 Animal control	\$ 450.00	\$ 450.00	\$ (5,400.00)	\$ 5,850.00
<b>Total Expenditures - Animal Control</b>	<b>\$ 450.00</b>	<b>\$ 450.00</b>	<b>\$ (5,400.00)</b>	<b>\$ 5,850.00</b>
<b>Expenditures - Health</b>				
10245048 Training	\$ 0.00	\$ 0.00	\$ (1,000.00)	\$ 1,000.00
10245052 Professional services	0.00	0.00	(2,400.00)	2,400.00
<b>Total Expenditures - Health</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ (3,400.00)</b>	<b>\$ 3,400.00</b>

## City of Ferrisdale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Expenditures - Streets and Roads</b>				
10315002 Salary - permanent	\$ 1,076.67	\$ 1,076.67	\$ 16,536.00	\$ (15,459.33)
10315006 SSI tax	73.32	73.32	1,433.00	(1,359.68)
10315007 Medical insurance	347.24	347.24	5,662.12	(5,314.88)
10315009 Workers comp. insurance	982.58	982.58	982.58	0.00
10315010 Deferred retirement	253.12	253.12	1,115.51	(862.39)
10315011 Bldg/property insurance	0.00	0.00	1,171.00	(1,171.00)
10315012 Office expense	620.00	620.00	0.00	620.00
10315014 Vehicle expense	3.00	3.00	10,000.00	(9,997.00)
10315021 Street maintenance	0.00	0.00	2,995.00	(2,995.00)
10315024 Special department supply	21.09	21.09	600.00	(578.91)
10315034 Telephone/internet	58.78	58.78	1,070.00	(1,011.22)
10315044 Meetings and dues	0.00	0.00	60.00	(60.00)
10315061 Insurance PARSAC	3,739.61	3,739.61	3,739.61	0.00
10315095 Capital outlay	0.00	0.00	15,000.00	(15,000.00)
<b>Total Expenditures - Streets and Roads</b>	<b>\$ 7,175.41</b>	<b>\$ 7,175.41</b>	<b>\$ 60,364.82</b>	<b>\$ (53,189.41)</b>
<b>Expenditures - Planning</b>				
10415013 Advertising	\$ 117.00	\$ 117.00	\$ 0.00	\$ 117.00
10415052 Professional services	636.00	636.00	10,000.00	(9,364.00)
10415053 Reimbursable Fees	0.00	0.00	1,000.00	(1,000.00)
10415059 Special Planning Projects	0.00	0.00	4,500.00	(4,500.00)
<b>Total Expenditures - Planning</b>	<b>\$ 753.00</b>	<b>\$ 753.00</b>	<b>\$ 15,500.00</b>	<b>\$ (14,747.00)</b>
<b>Expenditures - City engineer</b>				
10425052 Professional services	\$ 1,435.00	\$ 1,435.00	\$ 8,000.00	\$ (6,565.00)
10425053 Reimbursable Fees	0.00	0.00	1,000.00	(1,000.00)
10425059 Special Planning Projects	0.00	0.00	500.00	(500.00)
<b>Total Expenditures - City engineer</b>	<b>\$ 0.00</b>	<b>\$ 1,435.00</b>	<b>\$ 9,500.00</b>	<b>\$ (8,065.00)</b>
<b>Expenditures - Building Regulation</b>				
10435052 Professional services	\$ 3,146.00	\$ 3,146.00	\$ 12,800.00	\$ (9,654.00)
<b>Total Expenditures - Building Regulation</b>	<b>\$ 3,146.00</b>	<b>\$ 3,146.00</b>	<b>\$ 12,800.00</b>	<b>\$ (9,654.00)</b>

## City of Ferrisdale

## Income Statement

## Fund 10 - General Fund

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>Expenditures - Library</b>				
10615002 Salary - permanent	\$ 1,020.41	\$ 1,020.41	\$ 5,000.00	\$ (3,979.59)
10615006 SSI tax	74.52	74.52	682.50	(607.98)
10615009 Workers comp. insurance	330.00	330.00	330.00	0.00
10615012 Office expense	102.21	102.21	440.00	(337.79)
10615015 Property tax admin. fees	260.72	260.72	1,236.00	(975.28)
10615016 Fuel	0.00	0.00	260.72	(260.72)
10615020 Building and ground maint.	0.00	0.00	1,500.00	(1,500.00)
10615024 Special department supply	41.40	41.40	5,000.00	(4,958.60)
10615031 Gas	71.39	71.39	1,450.00	(1,378.61)
10615032 Utilities	157.73	157.73	1,450.00	(1,292.27)
10615033 Water	23.53	23.53	550.00	(526.47)
10615034 Telephone/internet	102.55	102.55	1,350.00	(1,247.45)
10615078 Copy machine expense	0.00	0.00	100.00	(100.00)
<b>Total Expenditures - Library</b>	<b>\$ 2,184.46</b>	<b>\$ 2,184.46</b>	<b>\$ 19,349.22</b>	<b>\$ (17,164.76)</b>
<b>Expenditures - Parks</b>				
10625002 Salary - permanent	\$ 306.00	\$ 306.00	\$ 3,536.00	\$ (3,230.00)
10625006 SSI tax	42.39	42.39	482.66	(440.27)
10625009 Workers comp. insurance	177.90	177.90	177.90	0.00
10625020 Building and ground maint.	345.01	345.01	4,500.00	(4,154.99)
10625024 Special department supply	0.00	0.00	150.00	(150.00)
10625032 Utilities	97.79	97.79	950.00	(852.21)
10625033 Water	184.06	184.06	1,500.00	(1,315.94)
10625060 Bocce ball expenses	0.00	0.00	250.00	(250.00)
10625065 Russ Park expenditures	0.00	0.00	1,000.00	(1,000.00)
<b>Total Expenditures - Parks</b>	<b>\$ 1,153.15</b>	<b>\$ 1,153.15</b>	<b>\$ 12,546.56</b>	<b>\$ (11,393.41)</b>
<b>Expenditures -Community Center</b>				
10635002 Salary - permanent	\$ 126.67	\$ 126.67	\$ 2,529.22	\$ (2,402.55)
10635006 SSI tax	8.32	8.32	143.30	(134.98)
10635007 Medical insurance	216.40	216.40	566.21	(349.81)
10635009 Workers comp. insurance	98.06	98.06	98.06	0.00
10635010 Deferred retirement	25.32	25.32	111.25	(85.93)
10635020 Building and ground maint.	523.23	523.23	780.00	(256.77)
10635025 Donations	0.00	0.00	2,796.00	(2,796.00)
<b>Total Expenditures -Community center</b>	<b>\$ 998.00</b>	<b>\$ 998.00</b>	<b>\$ 7,024.04</b>	<b>\$ (6,026.04)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 116,209.96</b>	<b>\$ 117,644.96</b>	<b>\$ 819,858.54</b>	<b>\$ (702,213.58)</b>

**City of Ferrisdale**

**Income Statement**

**Fund 10 - General Fund**

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY 2015/2016 Budget	Over/(Under) Budget
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (112,580.69)</u>	<u>\$ (114,015.69)</u>	<u>\$ 32,891.46</u>	<u>\$ (146,907.15)</u>

## City of Ferrisdale

## STATEMENT OF REVENUES AND EXPENDITURES

## FUND 22 - GAS TAX

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
22314182 Interest	\$ 0.00	\$ 0.00	\$ 50.00	\$ (50.00)
22314210.1 Gas tax (2105)	0.00	0.00	8,563.00	(8,563.00)
22314210.2 Gas tax (2106)	0.00	0.00	8,980.00	(8,980.00)
22314210.3 Gas tax (2107)	0.00	0.00	11,890.00	(11,890.00)
22314210.4 Gas tax (2107.5)	0.00	0.00	1,000.00	(1,000.00)
22314210.5 Gas Tax (2103)	0.00	0.00	3,234.00	(3,234.00)
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>33,717.00</u>	<u>(33,717.00)</u>
<b>EXPENDITURES</b>				
22315002 Salary - permanent	2,266.17	2,266.17	18,527.11	(16,260.94)
22315006 SSI tax	112.49	112.49	1,932.22	(1,819.73)
22315007 Medical insurance	459.75	459.75	7,643.86	(7,184.11)
22315009 Workers comp. insurance	1,338.26	1,338.26	1,338.26	0.00
22315010 Deferred retirement	357.78	357.78	1,574.02	(1,216.24)
22315058 Street lighting	1,376.30	1,376.30	15,600.00	(14,223.70)
<b>TOTAL EXPENDITURES</b>	<u>5,910.75</u>	<u>5,910.75</u>	<u>46,615.47</u>	<u>(40,704.72)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (5,910.75)</u>	<u>\$ (5,910.75)</u>	<u>\$ (12,898.47)</u>	<u>\$ 6,987.72</u>

**City of Ferrisdale**

**STATEMENT OF REVENUES AND EXPENDITURES**

**FUND 23 - RSTP**

	1 Month Ended July 31, 2016 Actual	1 Month July 31, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
23314182 Interest	\$ 0.00	\$ 0.00	\$ 45.00	\$ (45.00)
23314211 RSTP Revenue	0.00	0.00	9,000.00	(9,000.00)
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>9,045.00</u>	<u>(9,045.00)</u>
<b>EXPENDITURES</b>				
23315002 Salary - permanent	861.40	861.40	4,185.75	(3,324.35)
23315006 SSI tax	0.00	0.00	1,152.34	(1,152.34)
23315007 Medical insurance	27.69	27.69	4,277.79	(4,250.10)
23315009 Workers comp. insurance	349.52	349.52	349.52	0.00
23315010 Deferred retirement	251.44	251.44	540.23	(288.79)
<b>TOTAL EXPENDITURES</b>	<u>1,490.05</u>	<u>1,490.05</u>	<u>10,505.63</u>	<u>(9,015.58)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (1,490.05)</u>	<u>\$ (1,490.05)</u>	<u>\$ (1,460.63)</u>	<u>\$ (29.42)</u>

## City of Ferrisdale

## STATEMENT OF REVENUES AND EXPENDITURES

## FUND 24 - TRANSPORTATION DEVELOPMENT ACT

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
24314182 Interest	\$ 0.00	\$ 0.00	\$ 135.00	\$ (135.00)
24314231 Transportation devel. act	0.00	0.00	44,170.00	(44,170.00)
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>44,305.00</u>	<u>(44,305.00)</u>
<b>EXPENDITURES</b>				
24315002 Salary - permanent	1,663.68	1,663.68	18,205.61	(16,541.93)
24315005 Salary - overtime	0.00	0.00	1,649.16	(1,649.16)
24315006 SSI tax	81.34	81.34	6,333.10	(6,251.76)
24315007 Medical insurance	379.18	379.18	153.05	226.13
24315009 Workers comp. insurance	1,133.64	1,133.64	1,319.00	(185.36)
24315010 Deferred retirement	307.45	307.45	1,000.00	(692.55)
24315014 Vehicle expense	0.00	0.00	5,300.00	(5,300.00)
24315016 Fuel	503.18	503.18	1,000.00	(496.82)
24315020 Building and ground maint.	17.17	17.17	4,000.00	(3,982.83)
24315021 Street maintenance	553.55	553.55	500.00	53.55
24315024 Special department supply	397.19	397.19	2,400.00	(2,002.81)
24315032 Utilities	179.02	179.02	425.00	(245.98)
24315033 Water	40.81	40.81	705.00	(664.19)
24315034 Telephone/internet	58.83	58.83	350.00	(291.17)
24315063 Insurance (Fire Bldg.)	0.00	0.00	500.00	(500.00)
24315088 Equipment repair other	15.11	15.11	0.00	15.11
<b>TOTAL EXPENDITURES</b>	<u>5,330.15</u>	<u>5,330.15</u>	<u>43,839.92</u>	<u>(38,509.77)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (5,330.15)</u>	<u>\$ (5,330.15)</u>	<u>\$ 465.08</u>	<u>\$ (5,795.23)</u>

## City of Ferrisdale

## STATEMENT OF REVENUES AND EXPENDITURES

## FUND 26 - DRAINAGE FUND

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
26314182 Interest	\$ 0.00	\$ 0.00	\$ 50.00	\$ (50.00)
26314230 Drainage fund	1,500.00	1,500.00	5,000.00	(3,500.00)
26314240 Drainage district fees	0.00	0.00	21,010.00	(21,010.00)
<b>Total Revenue</b>	<u>1,500.00</u>	<u>1,500.00</u>	<u>26,060.00</u>	<u>(24,560.00)</u>
<b>EXPENDITURES</b>				
26315002 Salary - permanent	0.00	0.00	15,760.97	(15,760.97)
26315006 SSI tax	51.18	51.18	71.78	(20.60)
26315007 Medical insurance	185.12	185.12	0.00	185.12
26315009 Workers comp. insurance	1,228.62	1,228.62	1,228.62	0.00
26315010 Deferred retirement	0.00	0.00	466.51	(466.51)
26315194 Interest expense	1,129.58	1,129.58	13,162.00	(12,032.42)
<b>TOTAL EXPENDITURES</b>	<u>2,594.50</u>	<u>2,594.50</u>	<u>30,689.88</u>	<u>(28,095.38)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (1,094.50)</u>	<u>\$ (1,094.50)</u>	<u>\$ (4,629.88)</u>	<u>\$ 3,535.38</u>

## City of Ferrdale

## STATEMENT OF REVENUES AND EXPENDITURES

## FUND 25 - INTEGRATED WASTE MANAGEMENT

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
25314182 Interest	\$ 0.00	\$ 0.00	\$ 30.00	\$ (30.00)
25314288 Tipping fee (int. waste mgt.)	1,841.67	1,841.67	7,000.00	(5,158.33)
25314600 Recycling grant	0.00	0.00	5,000.00	(5,000.00)
<b>Total Revenue</b>	<u>1,841.67</u>	<u>1,841.67</u>	<u>12,030.00</u>	<u>(10,188.33)</u>
<b>EXPENDITURES</b>				
25315002 Salary - permanent	464.48	464.48	5,253.69	(4,789.21)
25315006 SSI tax	35.54	35.54	427.11	(391.57)
25315007 Medical insurance	110.40	110.40	1,698.64	(1,588.24)
25315009 Workers comp. insurance	311.54	311.54	311.54	0.00
25315010 Deferred retirement	95.22	95.22	420.30	(325.08)
25315024 Special department supply	0.00	0.00	200.00	(200.00)
25315600 Recycling grant expenditures	0.00	0.00	350.00	(350.00)
<b>TOTAL EXPENDITURES</b>	<u>1,017.18</u>	<u>1,017.18</u>	<u>8,661.28</u>	<u>(7,644.10)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ 824.49</u>	<u>\$ 824.49</u>	<u>\$ 3,368.72</u>	<u>\$ (2,544.23)</u>

## City of Ferrisdale

## INCOME STATEMENT

## FUND 30 - SEWER FUND

	1 Month Ended July 31, 2016 Actual	1 Month Ended July 31, 2016 Actual	FY2015/2016 Budget	Over/(Under) Budget
<b>Revenues</b>				
30514274 Sewer service charge	\$ 0.00	\$ 0.00	\$ 446,000.00	\$ (446,000.00)
30514275 Sewer connection fees	5,180.16	5,180.16	15,000.00	(9,819.84)
30514307 Miscellaneous	14,751.00	14,751.00	71,200.00	(56,449.00)
30514308 PARSAC Grants	0.00	0.00	194,000.00	(194,000.00)
<b>Total Revenue</b>	<u>19,931.16</u>	<u>19,931.16</u>	<u>726,200.00</u>	<u>(706,268.84)</u>
<b>EXPENSES</b>				
30515002 Salary - permanent	15,555.90	15,555.90	195,069.65	(179,513.75)
30515005 Salary - overtime	0.00	0.00	8,932.00	(8,932.00)
30515006 SSI tax	1,749.99	1,749.99	16,482.84	(14,732.85)
30515007 Medical insurance	3,126.10	3,126.10	49,982.64	(46,856.54)
30515009 Workers comp. insurance	10,872.08	10,872.08	10,822.08	50.00
30515010 Deferred retirement	3,346.08	3,346.08	14,596.03	(11,249.95)
30515012 Office expense	0.00	0.00	1,000.00	(1,000.00)
30515014 Vehicle expense	114.09	114.09	9,500.00	(9,385.91)
30515016 Fuel	208.52	208.52	3,000.00	(2,791.48)
30515022 IT support	410.58	410.58	1,000.00	(589.42)
30515024 Special department supply	339.77	339.77	1,000.00	(660.23)
30515030 Trash service	240.75	240.75	8,500.00	(8,259.25)
30515032 Utilities	5,208.25	5,208.25	52,000.00	(46,791.75)
30515033 Water	58.75	58.75	1,350.00	(1,291.25)
30515034 Telephone/internet	368.55	368.55	3,400.00	(3,031.45)
30515044 Meetings and dues	0.00	0.00	1,000.00	(1,000.00)
30515048 Training	0.00	0.00	800.00	(800.00)
30515050 IT Support	0.00	0.00	1,000.00	(1,000.00)
30515055 Contractual services	605.00	605.00	6,000.00	(5,395.00)
30515063 Insurance (Fire Bldg.)	0.00	0.00	2,800.00	(2,800.00)
30515092 Sewer plant permit	0.00	0.00	7,500.00	(7,500.00)
30515094 Safety equipment	0.00	0.00	400.00	(400.00)
30515095 Capital outlay	0.00	0.00	27,500.00	(27,500.00)
30515099 Miscellaneous	0.00	0.00	250.00	(250.00)
30515121 Sewer plant maintenance	654.99	654.99	25,000.00	(24,345.01)
30515122 Sewer line maintenance	1,587.22	1,587.22	15,000.00	(13,412.78)
30515125 Chemicals	0.00	0.00	2,000.00	(2,000.00)
30515130 Ultra Violet Lights	0.00	0.00	12,500.00	(12,500.00)
30515157 Testing and monitoring	1,360.00	1,360.00	25,000.00	(23,640.00)
30515160 Postage & Shipping	0.00	0.00	600.00	(600.00)
30515161 Liability Insurance	5,745.21	5,745.21	5,755.21	(10.00)
30515165 Vehicle Insurance	640.00	640.00	3,389.00	(2,749.00)
30515190 USDA loan	0.00	0.00	194,000.00	(194,000.00)
<b>TOTAL EXPENSES</b>	<u>52,191.83</u>	<u>52,191.83</u>	<u>707,129.45</u>	<u>(654,937.62)</u>
<b>NET INCOME (LOSS)</b>	<u>\$ (32,260.67)</u>	<u>\$ (32,260.67)</u>	<u>\$ 19,070.55</u>	<u>\$ (51,331.22)</u>

**City of Ferrisdale****Cash Balances****As of July 31, 2016****Cash Balances****Current Assets**

General Fund	\$	333,198.74
Restricted Cash	\$	15,152.59
Gas Tax	\$	55,051.49
RSTF	\$	61,470.92
TDA	\$	232,272.57
IWM	\$	46,126.72
Drainage	\$	77,662.11
Sewer	\$	<u>414,912.14</u>

Total	\$	<u><u>1,235,847.28</u></u>
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Checking	\$	626,174.25
LAIF	\$	609,520.44
Petty cash	\$	<u>152.59</u>
Total	\$	<u><u>1,235,847.28</u></u>

**RESOLUTION 2016-22**  
**A RESOLUTION OF THE CITY OF FERNDALE AUTHORIZING THE CITY MANAGER**  
**TO COLLECT THE DRAINAGE ASSESSMENT**

- A. **WHEREAS**, At the general election held on November 4, 1997, Measure V ("Measure V") appeared on the ballot presented to the voters of the City of Ferndale; and
- B. **WHEREAS**, Measure V posed the following question to the voters of the City of Ferndale: "Shall the City create a storm drain utility within the City of Ferndale and assess \$25.00 per fiscal year per parcel, for the purpose of providing funding for storm drain maintenance, repairs and improvements?" Yes  No ; and
- C. **WHEREAS**, Based on the certified election results for the November 4, 1997 general election, 336 voters in the City of Ferndale voted "Yes" on Measure V (72.26%), and 129 voters voted "No" (27.24%); and
- D. **WHEREAS**, From 1997 through calendar year 2012, the Lytel Foundation generously donated the sum of \$25,000.00 per fiscal year to offset funds needed by the City of Ferndale for drainage purposes, and donated this sum on the condition that the City of Ferndale not collect the per parcel assessment authorized by Measure V so long as the Lytel Foundation contributed this annual donation; and
- E. **WHEREAS**, On November 19, 2012, the Lytel Foundation notified the City of Ferndale that it would no longer donate the sum of \$25,000.00 per fiscal year to offset the Measure V assessment; and
- F. **WHEREAS**, In order to partially fund drainage maintenance costs and expenses, the City of Ferndale must commence collection of the Measure V assessment; and
- G. **WHEREAS**, The City Attorney and separately retained legal counsel have both opined that Measure V constitutes a special tax, subject to collection pursuant to California Government Code § 53750(h)(2)(B); and
- H. **WHEREAS**, The City Manager seeks authorization to initiate collection of the per parcel assessment authorized by Measure V, and authorization to notify the Humboldt County Tax Assessor to continue collection of said assessment.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FERNDALE DOES HEREBY ADOPT THE FINDINGS RECITED ABOVE AND AUTHORIZES THE CITY MANAGER TO COLLECT THE ASSESSEMENT AUTHORIZED BY THE VOTERS OF THE CITY OF FERNDALE PURSUANT TO MEASURE V, AND TAKE ALL ACTIONS NECESSARY TO INSTRUCT THE HUMBOLDT COUNTY TAX ASSESSOR TO CONTINUE COLLECTION OF THE ASSESSEMENT.**  
**PASSED, APPROVED AND ADOPTED this 16th day of August, 2016 by the following vote:**

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

\_\_\_\_\_  
Don Hindley, Mayor

**ATTEST:**

\_\_\_\_\_  
Kristene Hall, City Clerk

**RESOLUTION 2016-24**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE**  
**AUTHORIZING THE COUNTY OF HUMBOLDT TO COLLECT FERNDALE'S SEWER FEES**

**WHEREAS**, Government Code 38900 et seq. and Health and Safety Code 5471 et seq. give the city legislative body authority to construct, establish, and maintain drains and sewers and to set fees, tolls, rates, rentals or other charges including water, sewer standby or immediate availability charges, for services and facilities furnished by it, either within or without its territorial limits, in connection with its water, sanitation, storm drainage, or sewerage system; and

**WHEREAS**, The City of Ferndale's Sewer Ordinance 03-05, as amended by Ordinance 07-03, provides rules and regulations for the use and construction of sanitary sewer facilities installed, altered or repaired within the city; and

**WHEREAS**, The City of Ferndale's Sewer Fee Ordinance 04-03 establishes sewer fees and annual review of Commercial Sewer Service based on annual water consumption and determining Equivalent Dwelling Units (EDUs); and

**WHEREAS**, The City of Ferndale shall collect this fee from all City of Ferndale and County properties connected to the City's sewer system; and

**WHEREAS**, The City of Ferndale's Resolution 06-02 incrementally raised rates to a total of \$66.02 per EDU per month.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Ferndale sets the sewer fee at \$66.02 per month per EDU and instructs the Humboldt County Tax Assessor to collect said fees.

**PASSED AND ADOPTED** this 18<sup>st</sup> day of August, 2016 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Don Hindley, Mayor

**ATTEST:**

\_\_\_\_\_  
Kristene Hall, City Clerk

Meeting Date:	August 18, 2016	Agenda Item Number	9.g
Agenda Item Title:	Approve and Forward Police Dept. Responses to Grand Jury's Findings and Recommendations		
Presented By:	Police Chief		
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:**

Forward the Ferndale Police Department's responses to the Humboldt County Grand Jury's findings and recommendations to the Presiding Judge of Humboldt County Superior Court

**DISCUSSION:**

The 2015-16 Humboldt County Grand Jury issued a report titled: **Guardians Before Warriors: Humboldt County Law Enforcement Training**. This report addressed local law enforcement, mental health stakeholders and the Department of Health and Human Services collaborating regarding crisis intervention teams and training. Local law enforcement agencies, including the Ferndale Police Department, were required to respond to specific Grand Jury findings and recommendations related to each report.

**FINANCIAL IMPACT:**

N/A

Attachment(s): Responses to Grand Jury Findings and Recommendations

**FERDALE POLICE DEPARTMENT****Bret A. Smith, Chief of Police**

600 Berding Street - P.O. Box 1096 Ferndale, CA. 95536

Office Phone: (707) 786-4025 Dispatch: (707) 786-4225



July 8, 2016

The Honorable Judge Joyce D. Hinrichs, Presiding Judge  
Superior Court of the County of Humboldt  
825 Fifth Street  
Eureka, CA 95501-1153

Honorable Judge Hinrichs:

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 **"Guardians before Warriors: Humboldt County Law Enforcement Training."**

R1-R3. The City of Ferndale and the Ferndale Police Department strongly support formal Crisis Intervention Training in Humboldt County. We will partner and work with mental illness stakeholders and the Humboldt County Department of Health and Human Services as necessary. However, funding, in the way of training costs, must be a consideration. Small departments such as Ferndale, with limited staffing and budget constraints, 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 recommending such action.

The City of Ferndale and the Ferndale Police Department appreciate the opportunity to respond to the Grand Jury's recommendations regarding **"Guardians before Warriors: Humboldt County Law Enforcement Training."**

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

Sincerely,

Bret A. Smith  
Chief of Police

c: John Heckel, Foreperson  
2015-16 Humboldt County Grand Jury  
825 5<sup>th</sup> 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:	August 18, 2016	Agenda Item Number	13.a
Agenda Item Title:	Resolution 2016-21 Authorizing the City to Borrow Funds from Tri Counties Bank		
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:**

Adopt Resolution 2016-21 Annual Renewal of Tri Counties Bank loan for FEMA Francis Creek Project Matching Funds.

**DISCUSSION:**

The City of Ferndale applied for a \$2,436,000.00 Hazard Mitigation Grant to reduce the frequency of flooding in the City from Francis Creek from the Federal Emergency Management Agency.

This loan originated at North Valley Bank (NVB). In 2014, Tri Counties Bank acquired NVB. The loan department at Tri Counties Bank requires a new resolution each year to renew the City’s loan. If approved, Resolution 2016-21 will replace last year’s Resolution 2015-21.

**FINANCIAL IMPACT:**

Staff anticipates the total annual payment (line item #26315194 in the 2016-2017 budget) for this loan will be \$13,200.

**RESOLUTION NO. 2016-21****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE AUTHORIZING THE CITY TO BORROW FUNDS FROM TRICOUNTIES BANK (Replaces 2015-21)**

**WHEREAS**, the City of Ferndale applied for a \$2,436,000.00 Hazard Mitigation Grant to reduce the frequency of flooding in the City from Francis Creek from the Federal Emergency Management Agency; and

**WHEREAS**, the City of Ferndale was required to provide matching funds for twenty-five percent (25%) of the approved project; and

**WHEREAS**, the City of Ferndale found it necessary to borrow a portion of the required matching funds; and

**WHEREAS**, Resolution 2015-21 is replaced by this Resolution.

**NOW, THEREFORE BE IT RESOLVED**, That the City of Ferndale shall be authorized to borrow an amount not to exceed SEVENTY-TWO THOUSAND, FIVE HUNDRED TWENTY-SIX AND 46/100 DOLLARS (\$72,526.46) at a rate not to exceed FOUR AND ONE QUARTER PER CENT (4.25%) from TRICOUNTIES BANK with a maturity date of August 30, 2017. Payments amortized over 7 years all due and payable annually; and

**BE IT FURTHER RESOLVED**, That the loan (Loan Number 3000010745) is designated as a qualifying tax exempt obligation of the City of Ferndale within the meaning of Section 265(B)(3) of the Internal Revenue Code of 1986; and

**BE IT FURTHER RESOLVED**, That the Mayor and City Manager/City Clerk shall be authorized to sign loan documents to secure aforementioned loan.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale on August 18, 2016 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
Don Hindley, Mayor

**Attest:**

\_\_\_\_\_  
Kristene Hall, City Clerk

Meeting Date:	August 18, 2016	Agenda Item Number	13.b
Agenda Item Title:	Adopt and Sign MOU with the County for FY2016-2017 Measure Z Funding		
Presented by:	Police Chief		
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:**

Mayor to sign three (3) original copies of the Memorandum of Understanding (MOU) between the County of Humboldt and City of Ferndale for Fiscal Year 2016-2017 Measure Z funding.

**DISCUSSION:**

On June 28, 2016 the Humboldt County Board of Supervisors approved a Measure Z application submitted by the Ferndale Police Department in the amount of \$35,308.36 for radio repeater upgrades. In order to acquire the funding, the County and City are required to enter into an MOU necessitating the Mayor’s signature.

**FINANCIAL IMPACT:**

Increase police department revenue by \$35,308.36 to be use for radio repeater upgrades.

Attachment(s): MOU with exhibits

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
COUNTY OF HUMBOLDT  
AND  
CITY OF FERNDALE  
FOR FISCAL YEAR 2016-2017**

This Memorandum of Understanding ("MOU"), entered into this \_\_\_\_ day of \_\_\_\_\_, 2016, by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and the City of Ferndale, a municipal corporation, hereinafter referred to as "CITY," is made upon the following considerations:

WHEREAS, California Government Code Section 26227 provides that the board of supervisors of any county may appropriate and expend money from the county's general fund to finance programs deemed to be necessary to meet the social needs of the population of the county, including, but not limited to, the areas of health, law enforcement and public safety; and

WHEREAS, COUNTY placed a one-half (.5) cent local sales and use tax measure, known as "Measure Z," on the November 2014 ballot to maintain and improve essential services; and

WHEREAS, Measure Z was passed by the voters of Humboldt County on November 4, 2014 and became operative on April 1, 2015; and

WHEREAS, due to the passage of Measure Z, COUNTY has additional funding to maintain and improve essential services, including, without limitation: law enforcement services; emergency response services; illegal marijuana cultivation enforcement and prevention; child abuse enforcement and prevention; crime investigation and prosecution; substance abuse rehabilitation; mental health treatment; rural fire protection, road repairs; and other necessary services relating to the areas of health, law enforcement and public safety; and

WHEREAS, COUNTY created a nine (9) member Citizens Advisory Committee to review Measure Z funding applications and make recommendations to the Humboldt County Board of Supervisors; and

WHEREAS, on February 8, 2016, CITY submitted a Measure Z application to the Citizens' Advisory Committee requesting an allocation in the amount of Thirty-Five Thousand Three Hundred Eight Dollars and Thirty-Six Cents (\$35,308.36) for the purpose of purchasing patrol vehicle repeaters for the Ferndale Police Department and a radio repeater upgrade that will provide improved linking of the Ferndale, Fortuna and Rio Dell Police Departments, which is attached hereto as Exhibit A – Application for Measure Z Funding – and incorporated herein by reference; and

WHEREAS, on June 28, 2016, the Humboldt County Board of Supervisors approved the Measure Z application submitted by CITY in the amount of Thirty-Five Thousand Three Hundred Eight Dollars (\$35,308.00) through June 30, 2017; and

WHEREAS, COUNTY and CITY, by and through the City of Ferndale Police Department, desire to enter into an agreement which sets forth each party's rights and responsibilities regarding the expenditure of Measure Z funds allocated to CITY.

NOW THEREFORE, in consideration of the foregoing, and of the mutual promises contained herein, the parties hereto agree as follows:

1. COUNTY OBLIGATIONS:

COUNTY will directly pay vendors for the purchase of patrol vehicle repeaters for the Ferndale Police Department and a radio repeater upgrade that will provide improved linking of the Ferndale, Fortuna and Rio Dell Police Departments in an amount not to exceed Thirty-Five Thousand Three Hundred Eight Dollars (\$35,308.00).

2. CITY OBLIGATIONS:

A. Equipment-Related Purchases. CITY shall purchase patrol vehicle repeaters for the Ferndale Police Department and a radio repeater upgrade that will provide improved linking of the Ferndale, Fortuna and Rio Dell Police Departments. All equipment purchased pursuant to the terms and conditions of this MOU shall become the property of CITY.

B. Quarterly and Final Reports. CITY will provide quarterly and final reports to COUNTY as set forth in Exhibit B – Quarterly and Final Summary Reports – which is attached hereto and incorporated herein by reference. Any and all quarterly and final reports required hereunder shall be prepared using COUNTY’s standard Measure Z report form, which is attached hereto as Exhibit C – Quarterly and Final Report Form – and incorporated herein by reference.

C. Recognition of Measure Z Funding. CITY shall cooperate with COUNTY efforts to recognize Measure Z funding. Such recognition may take the form of press releases, photos and adhesives to equipment.

3. TERM:

This MOU shall begin on July 1, 2016 and shall remain in full force and effect until June 30, 2017, unless sooner terminated as provided herein.

4. TERMINATION:

A. Breach of Contract. If, in the opinion of COUNTY, CITY fails to adequately fulfill its obligations hereunder within the time limits specified herein, or otherwise fails to comply with the terms of this MOU, or violates any ordinance, regulation, or other law applicable to its performance herein, COUNTY may terminate this MOU immediately, upon notice.

B. Without Cause. COUNTY may terminate this MOU without cause upon thirty (30) days advance written notice to CITY. Such notice shall state the effective date of the termination.

C. Insufficient Funding. COUNTY’s obligations under this MOU are contingent upon the availability of local funding resulting from the sales and use tax established by Measure Z. In the event such funding is reduced or eliminated, COUNTY shall, at its sole discretion, determine whether this MOU shall be terminated. COUNTY shall provide CITY seven (7) days advance written notice of its intent to terminate this MOU due to insufficient funding.

D. Compensation Upon Termination. In the event this MOU is terminated, CITY shall be entitled to compensation for uncompensated equipment-related purchases made pursuant to the terms and conditions of this MOU through and including the effective date of such termination. However, this provision shall not limit or reduce any damages owed to COUNTY due to a breach of this MOU by CITY.

5. COMPENSATION:

- A. Maximum Amount Payable. The maximum amount payable by COUNTY for the equipment-related purchases made pursuant to the terms and conditions of this MOU is Thirty-Five Thousand Three Hundred Eight Dollars (\$35,308.00). CITY agrees to make all of the equipment-related purchases required by this MOU for an amount not to exceed such maximum dollar amount. However, if the allocation of local funding resulting from the sales and use tax established by Measure Z is reduced or eliminated, COUNTY may, by amendment, reduce the maximum amount payable for equipment-related purchases made hereunder, or terminate this MOU as provided herein.
- B. Schedule of Rates. CITY shall set forth the specific rates and costs applicable to equipment-related purchases to be made pursuant to the terms and conditions of this MOU using COUNTY's standard Measure Z budget form, which is attached hereto as Exhibit D – Schedule of Rates – and incorporated herein by reference.
- C. Additional Purchases. Any additional purchases not otherwise provided for herein shall not be made by CITY, or compensated by COUNTY, without written authorization by COUNTY. All unauthorized costs and expenses incurred above the maximum payable amount set forth herein shall be the responsibility of CITY. CITY shall notify COUNTY, in writing, at least six (6) weeks prior to the date upon which CITY estimates that the maximum payable amount will be reached.

6. PAYMENT:

CITY shall submit to COUNTY quarterly invoices itemizing all equipment-related purchases made pursuant to the terms and conditions of this MOU. Invoices shall be in the format set forth in Exhibit E – Measure Z Invoice Form – which is attached hereto and incorporated herein by reference. CITY shall submit a final undisputed invoice for payment within thirty (30) days following the expiration or termination date of this MOU. Payment for equipment-related purchases made pursuant to the terms and conditions of this MOU will be made within thirty (30) days after the receipt of approved invoices. All invoices submitted by CITY shall be sent to COUNTY at the following address:

COUNTY: Humboldt County Administrative Office  
 Attention: Elishia Hayes, Senior Administrative Analyst  
 825 Fifth Street, Room 112  
 Eureka, California 95501

7. NOTICES:

Any and all notices required to be given pursuant to the terms of this MOU shall be in writing and either served personally or sent by certified mail, return receipt requested, to the respective addresses set forth below. Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

COUNTY: Humboldt County Administrative Office  
 Attention: Amy S. Nilsen, County Administrative Officer  
 825 Fifth Street, Room 112  
 Eureka, California 95501

CITY: City of Ferndale  
Attention: Bret A. Smith, Police Chief  
P.O. Box 1096  
Ferndale, California 95536

8. RECORD RETENTION AND INSPECTION:

- A. Maintenance and Preservation of Records. CITY agrees to timely prepare accurate and complete financial, performance and payroll records, documents and other evidence relating to the equipment-related purchases made hereunder, and to maintain and preserve said records for at least three (3) years from the date of final payment under this MOU, except that if any litigation, claim, negotiation, audit or other action is pending, the records shall be retained until completion and resolution of all issues arising therefrom. The books and records shall be original entry books with a general ledger itemizing all debits and credits for the equipment-related purchases made pursuant to the terms and conditions of this MOU.
- B. Inspection of Records. Pursuant to California Government Code Section 8546.7, all records, documents, conditions and activities of CITY, and its subcontractors, related to the equipment-related purchases made hereunder, shall be subject to the examination and audit of the California State Auditor and any other duly authorized agents of the State of California for a period of three (3) years after final payment under this MOU. CITY hereby agrees to make all such records available during normal business hours to inspection, audit and reproduction by COUNTY and any duly authorized local, state and/or federal agencies. CITY further agrees to allow interviews of any of its employees who might reasonably have information related to such records by COUNTY and any duly authorized local, state and/or federal agencies. All examinations and audits conducted hereunder shall be strictly confined to those matters connected with the equipment-related purchases made by CITY pursuant to the terms and conditions of this MOU, including, but not limited to, the costs of administering this MOU.
- C. Audit Costs. In the event of an audit exception or exceptions related to the equipment-related purchases made pursuant to the terms and conditions of this MOU, the party responsible for not meeting the requirements set forth herein shall be responsible for the deficiency and for the cost of such audit. If the allowable expenditures cannot be determined because CITY's documentation is nonexistent or inadequate, according to generally accepted accounting practices, the questionable cost shall be disallowed by COUNTY.

9. MONITORING:

CITY agrees that COUNTY has the right to monitor all activities related to this MOU, including, without limitation, the right to review and monitor CITY's records, programs or procedures, at any time, as well as the overall operation of CITY's programs, in order to ensure compliance with the terms and conditions of this MOU. CITY will cooperate with a corrective action plan, if deficiencies in CITY's records, programs or procedures are identified by COUNTY. However, COUNTY is not responsible, and will not be held accountable, for overseeing or evaluating the adequacy of the results of CITY's performance hereunder.

10. CONFIDENTIAL INFORMATION:

- A. Disclosure of Confidential Information. In the performance of this MOU, CITY may receive information that is confidential under local, state or federal law. CITY hereby agrees to protect

all confidential information in conformance with any and all applicable local, state and federal laws, regulations, policies, procedures and standards, including, but not limited to: California Welfare and Institutions Code Sections 827, 5328, 10850 and 14100.2; California Health and Safety Code Sections 1280.15 and 1280.18; the California Information Practices Act of 1977; the California Confidentiality of Medical Information Act ("CMIA"); the United States Health Information Technology for Economic and Clinical Health Act ("HITECH Act"); the United States Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and any current and future implementing regulations promulgated thereunder, including, without limitation, the Federal Privacy Regulations contained in Title 45 of the Code of Federal Regulations ("C.F.R.") Parts 160 and 164, the Federal Security Standards contained in 45 C.F.R. Parts 160, 162 and 164 and the Federal Standards for Electronic Transactions contained in 45 C.F.R. Parts 160 and 162, all as may be amended from time to time.

- B. Continuing Compliance with Confidentiality Laws. The parties acknowledge that local, state and federal laws, regulations, and standards pertaining to confidentiality, electronic data security and privacy are rapidly evolving and that amendment of this MOU may be required to ensure compliance with such developments. Each party agrees to promptly enter into negotiations concerning an amendment to this MOU embodying written assurances consistent with the standards and requirements of HIPAA, the HITECH Act, the CMIA and any other applicable local, state and federal laws, regulations or standards.

11. NON-DISCRIMINATION COMPLIANCE:

- A. Professional Services and Employment. In connection with the execution of this MOU, CITY, and its subcontractors, shall not unlawfully discriminate in the provision of professional services or against any employee or applicant for employment because of race, religion or religious creed, color, age (over forty (40) years of age), sex (including gender identity and expression, pregnancy, childbirth and related medical conditions), sexual orientation (including heterosexuality, homosexuality and bisexuality), national origin, ancestry, marital status, medical condition (including cancer and genetic characteristics), mental or physical disability (including HIV status and AIDS), political affiliation, military service, denial of family care leave or any other classifications protected by local, state or federal laws or regulations. Nothing herein shall be construed to require employment of unqualified persons.
- B. Compliance with Anti-Discrimination Laws. CITY further assures that it, and its subcontractors, will abide by the applicable provisions of: Title VI and Title VII of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Food Stamp Act of 1977; Title II of the Americans with Disabilities Act of 1990; the California Fair Employment and Housing Act; California Civil Code Sections 51, et seq.; California Government Code Sections 4450, et seq.; California Welfare and Institutions Code Section 10000; Division 21 of the California Department of Social Services Manual of Policies and Procedures; United States Executive Order 11246, as amended and supplemented by United States Order 11375 and 41 C.F.R. Part 60; and any other applicable local, state and/or federal laws and regulations, all as may be amended from time to time. The applicable regulations of the California Fair Employment and Housing Commission implementing California Government Code Section 12990, set forth in Chapter 5, Division 4 of Title 2 of the California Code of Regulations are incorporated into this MOU by reference and made a part hereof as if set forth in full.

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12. NUCLEAR FREE HUMBOLDT COUNTY ORDINANCE COMPLIANCE:

CITY certifies by its signature below that it is not a Nuclear Weapons Contractor, in that CITY is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear Free Humboldt County Ordinance. CITY agrees to notify COUNTY immediately if it becomes a Nuclear Weapons Contractor as defined above. COUNTY may immediately terminate this MOU if it determines that the foregoing certification is false or if CITY subsequently becomes a Nuclear Weapons Contractor.

13. INDEMNIFICATION:

- A. Hold Harmless, Defense and Indemnification. CITY shall hold harmless, defend and indemnify COUNTY and its agents, officers, officials, employees and volunteers from and against any and all claims, demands, losses, damages, liabilities, expenses and costs of any kind or nature, including, without limitation, attorney's fees and other costs of litigation, arising out of, or in connection with, CITY's negligent performance of, or failure to comply with, any of the duties and/or obligations contained herein, except such loss or damage which was caused by the sole negligence or willful misconduct of COUNTY.
- B. Effect of Insurance. Acceptance of the insurance required by this MOU shall not relieve CITY from liability under this provision. This provision shall apply to all claims for damages related to the equipment-related purchases made by CITY pursuant to the terms and conditions of this MOU regardless if any insurance is applicable or not. The insurance policy limits set forth herein shall not act as a limitation upon the amount of indemnification or defense to be provided by CITY hereunder.

14. INSURANCE REQUIREMENTS:

This MOU shall not be executed by COUNTY, and CITY is not entitled to any rights hereunder, unless certificates of insurance or other sufficient proof that the following provisions have been complied with, are filed with the Clerk of the Humboldt County Board of Supervisors.

- A. General Insurance Requirements. Without limiting CITY's indemnification obligations provided for herein, CITY shall, and shall require that all subcontractors hereunder, take out and maintain, throughout the entire period of this MOU, and any extended term thereof, the following policies of insurance placed with insurers authorized to do business in the State of California and with a current A.M. Bests rating of no less than A: VII or its equivalent against personal injury, death and property damage which may arise from, or in connection with, the activities of CITY and its agents, officers, directors, employees, licensees, invitees, assignees or subcontractors:
1. Comprehensive or Commercial General Liability Insurance at least as broad as Insurance Services Office Commercial General Liability Coverage (occurrence form CG 0001), in an amount of Two Million Dollars (\$2,000,000.00) per occurrence for any one incident, including, but not limited to, personal injury, death and property damage. If a general aggregate limit is used, such limit shall apply separately hereto or shall be twice the required occurrence limit.

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2. Automobile/Motor Liability Insurance with a limit of liability of no less than One Million Dollars (\$1,000,000.00) combined single limit coverage. Such insurance shall include coverage of all owned, hired and non-owned vehicles. Said coverage shall be at least as broad as Insurance Service Office Form Code 1 (any auto).
  3. Workers' Compensation Insurance, as required by the Labor Code of the State of California, with statutory limits, and Employers Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Said policy shall contain, or be endorsed to contain, a waiver of subrogation against COUNTY, its agents, officers, officials, employees and volunteers.
  4. Professional Liability Insurance – Error and Omission Coverage including coverage in an amount no less than Two Million Dollars (\$2,000,000.00) for each occurrence (Four Million Dollars (\$4,000,000.00) general aggregate). Said insurance shall be maintained for the statutory period during which CITY may be exposed to liability. CITY shall require that such coverage be incorporated into its professional services agreements with any other entities.
- B. Special Insurance Requirements. Said policies shall, unless otherwise specified herein, be endorsed with the following provisions:
1. The Comprehensive or Commercial General Liability Policy shall provide that COUNTY, its agents, officers, officials, employees and volunteers, are covered as additional insured for liability arising out of the operations performed by or on behalf of CITY. The coverage shall contain no special limitations on the scope of protection afforded to COUNTY, its agents, officers, officials, employees and volunteers. Said policy shall also contain a provision stating that such coverage:
    - a. Includes contractual liability.
    - b. Does not contain exclusions as to loss or damage to property caused by explosion or resulting from collapse of buildings or structures or damage to property underground, commonly referred to as "XCU Hazards."
    - c. Is the primary insurance with regard to COUNTY.
    - d. Does not contain a pro-rata, excess only and/or escape clause.
    - e. Contains a cross liability, severability of interest or separation of insureds clause.
  2. The above-referenced policies shall not be canceled, non-renewed or materially reduced in coverage without thirty (30) days prior written notice being provided to COUNTY in accordance with the notice provisions set forth herein. It is further understood that CITY shall not terminate such coverage until COUNTY receives adequate proof that equal or better insurance has been secured.
  3. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the insurer's liability.

4. For claims related to this MOU, CITY's insurance is the primary coverage to COUNTY, and any insurance or self-insurance programs maintained thereby are excess to CITY's insurance and will not be used to contribute therewith.
  5. Any failure to comply with the provisions of this MOU, including breach of warranties, shall not affect coverage provided to COUNTY, its agents, officers, officials, employees and volunteers.
  6. CITY shall furnish COUNTY with certificates and original endorsements effecting the required coverage prior to execution of this MOU. The endorsements shall be on forms approved by the Humboldt County Risk Manager or County Counsel. Any deductible or self-insured retention over One Hundred Thousand Dollars (\$100,000.00) shall be disclosed to, and approved by, COUNTY. If CITY does not keep all required policies in full force and effect, COUNTY may, in addition to other remedies under this MOU, take out the necessary insurance, and CITY agrees to pay the cost thereof. COUNTY is also hereby authorized with the discretion to deduct the cost of said insurance from the monies owed to CITY under this MOU.
  7. COUNTY is to be notified immediately if twenty-five percent (25%) or more of any required insurance aggregate limit is encumbered, and CITY shall be required to purchase additional coverage to meet the above-referenced aggregate limits.
- C. Insurance Notices. Any and all insurance notices required to be given pursuant to the terms of this MOU shall be sent to the addresses set forth below in accordance with the notice provisions described herein.

COUNTY: County of Humboldt  
 Attention: Risk Management  
 825 Fifth Street, Room 131  
 Eureka, California 95501

CITY: City of Ferndale  
 Attention: Bret A. Smith, Police Chief  
 P.O. Box 1096  
 Ferndale, California 95536

15. RELATIONSHIP OF PARTIES:

It is understood that this is an MOU by and between two (2) independent entities and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture, or any other similar association. Both parties further agree that CITY shall not be entitled to any benefits to which COUNTY employees are entitled, including, but not limited to, overtime, retirement benefits, leave benefits or workers' compensation. CITY shall be solely responsible for the acts or omissions of its agents, officers, employees, assignees and subcontractors.

16. COMPLIANCE WITH APPLICABLE LAWS AND LICENSURE REQUIREMENTS:

CITY agrees to comply with all local, state and federal laws and regulations applicable to CITY's obligations hereunder. CITY further agrees to comply with all applicable local, state and federal licensure and certification requirements.

17. PROVISIONS REQUIRED BY LAW:

This MOU is subject to any additional local, state and federal restrictions, limitations, or conditions that may affect the provisions, terms or funding of this MOU. This MOU shall be read and enforced as though all legally required provisions are included herein, and if for any reason any such provision is not included, or is not correctly stated, the parties agree to amend the pertinent section to make such insertion or correction.

18. REFERENCE TO LAWS AND RULES:

In the event any law, regulation, policy or procedure referred to in this MOU is amended during the term hereof, the parties agree to comply with the amended provision as of the effective date of such amendment.

19. SEVERABILITY:

If any provision of this MOU, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOU.

20. ASSIGNMENT:

Neither party shall delegate its duties nor assign its rights hereunder, either in whole or in part, without the other party's prior written consent. Any assignment by either party in violation of this provision shall be void, and shall be cause for immediate termination of this MOU. This provision shall not be applicable to service agreements or other arrangements usually or customarily entered into by the parties to obtain supplies, technical support or professional services.

21. AGREEMENT SHALL BIND SUCCESSORS:

All provisions of this MOU shall be fully binding upon, and inure to the benefit of, the parties and to each of their heirs, executors, administrators, successors and permitted assigns.

22. WAIVER OF DEFAULT:

The waiver by either party of any breach or violation of any requirement of this MOU shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this MOU. In no event shall any payment by COUNTY constitute a waiver of any breach of this MOU or any default which may then exist on the part of CITY. Nor shall such payment impair or prejudice any remedy available to COUNTY with respect to any breach or default. COUNTY shall have the right to demand repayment of, and CITY shall promptly refund, any funds disbursed to CITY, which in the judgment of COUNTY were not expended in accordance with the terms of this MOU.

23. STANDARD OF PRACTICE:

CITY warrants that it has the degree of learning and skill ordinarily possessed by reputable professionals practicing in similar localities in the same profession and under similar circumstances. CITY's duty is to exercise such care, skill and diligence as professionals engaged in the same profession ordinarily exercise under like circumstances.

24. NON-LIABILITY OF COUNTY OFFICIALS AND EMPLOYEES:

No official or employee of COUNTY shall be personally liable for any default or liability under this MOU.

25. AMENDMENT:

This MOU may be amended at any time during the term of this MOU upon the mutual consent of both parties. No addition to, or alteration of, the terms of this MOU shall be valid unless made in writing and signed by the parties hereto.

26. TITLE TO INFORMATION AND DOCUMENTS:

It is understood that any and all documents, information, and reports concerning the subject matter of this MOU prepared and/or submitted by CITY shall become the property of COUNTY. However, CITY may retain copies of such documents and information for its records. In the event of termination of this MOU, for any reason whatsoever, CITY shall promptly turn over all information, writings and documents to COUNTY without exception or reservation.

27. JURISDICTION AND VENUE:

This MOU shall be construed in accordance with the laws of the State of California. Any dispute arising hereunder, or relating hereto, shall be litigated in the State of California and venue shall lie in the County of Humboldt unless transferred by court order pursuant to California Code of Civil Procedure Sections 394 or 395.

28. ADVERTISING AND MEDIA RELEASE:

All informational material related to this MOU shall receive approval from COUNTY prior to being used as advertising or released to the media, including, but not limited to, television, radio, newspapers and internet. COUNTY shall provide to CITY suggested language, and a Measure Z Logo, for all press releases. In addition, CITY shall inform COUNTY of all requests for interviews by media related to this MOU before such interviews take place; and COUNTY is entitled to have a representative present at such interviews. All notices required by this provision shall be given to the Humboldt County Administrative Officer.

29. SURVIVAL:

The duties and obligations of the parties set forth in Section 4(D) – Compensation Upon Termination, Section 8 – Record Retention and Inspection, Section 10 – Confidential Information and Section 13 – Indemnification shall survive the expiration or termination of this MOU.

30. CONFLICTING TERMS OR CONDITIONS:

In the event of any conflict in the terms or conditions set forth in any other agreements in place between the parties hereto and the terms and conditions set forth in this MOU, the terms and conditions set forth herein shall have priority.

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31. INTERPRETATION:

This MOU, as well as its individual provisions, shall be deemed to have been prepared equally by both of the parties hereto, and shall not be construed or interpreted more favorably for one party on the basis that the other party prepared it.

32. INDEPENDENT CONSTRUCTION:

The titles of the sections, subsections and paragraphs set forth in this MOU are inserted for convenience of reference only, and shall be disregarded in construing or interpreting any of the provisions of this MOU.

33. FORCE MAJEURE:

Neither party hereto shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control of such party and without fault or negligence of such party. Such events shall include, but not be limited to, acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism or other disasters, whether or not similar to the foregoing.

34. ENTIRE AGREEMENT:

This MOU contains all of the terms and conditions agreed upon by the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this MOU shall be deemed to exist or to bind either of the parties hereto. In addition, this MOU shall supersede in its entirety any and all prior agreements, promises, representations, understandings and negotiations of the parties, whether oral or written, concerning the same subject matter. Any and all acts which may have already been consummated pursuant to the terms and conditions of this MOU are hereby ratified.

35. AUTHORITY TO EXECUTE:

Each person executing this MOU represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this MOU. Each party represents and warrants to the other that the execution and delivery of this MOU and the performance of such party's obligations hereunder have been duly authorized.

[Signatures on Following Page]

IN WITNESS WHEREOF, the parties hereto have entered into this MOU as of the first date written above.

**CITY OF FERNDALE:**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**COUNTY OF HUMBOLDT:**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Mark Lovelace  
Chair Board of Supervisors

**INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Risk Management

**LIST OF EXHIBITS:**

- Exhibit A – Application for Measure Z Funding
- Exhibit B – Quarterly and Final Summary Reports
- Exhibit C – Quarterly and Final Report Form
- Exhibit D – Schedule of Rates
- Exhibit E – Measure Z Invoice Form

**EXHIBIT B**  
**QUARTERLY AND FINAL SUMMARY REPORT**  
 City of Ferndale  
 Fiscal Year 2016-2017

1. DUE DATES:

Quarterly reports are due one month after the end of each quarter. Quarterly reports will be based on COUNTY fiscal year quarters. The table below shows each fiscal year quarter and the report due dates. CITY must submit a quarterly report for each quarter in which the contract is active. The Final Summary Report is due one month after completion of the contract term.

Quarter	Dates Included	Date Report Due to County
1	July 1 through September 30	October 31
2	October 1 through December 31	January 31
3	January 1 through March 31	April 30
4	April 1 through June 30	July 31
Final Summary Report	Based on contract term	One month after term end

2. SUBMISSION OF REPORTS:

All reports should be emailed to [cao@co.humboldt.ca.us](mailto:cao@co.humboldt.ca.us) or sent by U.S. mail to the following address:

COUNTY: Humboldt County Administrative Office  
 825 Fifth Street, Room 112  
 Eureka, California 95501

**EXHIBIT C**  
**QUARTERLY AND FINAL REPORT FORM**  
 City of Ferndale  
 Fiscal Year 2016-2017

**COUNTY OF HUMBOLDT – MEASURE Z**  
**Report Form**



**Organization Name:** \_\_\_\_\_ **Report Date:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Please attach a narrative report addressing the items outlined in section I below. Feel free to attach any other relevant materials or reports.

**I. QUARTERLY NARRATIVE** (please attach a maximum of 1 page, exclusive of attachments)

**A. Results/Outcomes**

- 1. Please describe the Measure Z activities completed and/or total numbers served or reached.
- 2. What difference did Measure Z funding make in our community and for the population you are serving? Please discuss evidence of effect (e.g., community indicators, outcomes, etc.). *If you have evaluation materials that document outcomes and impacts of your work, feel free to attach them in lieu of answering this or other questions.*
- 3. Describe any unanticipated impacts of receiving Measure Z funding, positive or negative, not already described above.

**II. FINAL SUMMARY REPORT** (please attach a maximum of 2 pages, exclusive of attachments)

**A. Lessons Learned**

- 1. Describe what you learned based on the results/outcomes you reported in Section A above and what, if any, changes you will make based on your results/outcomes.
- 2. What overall public safety improvements has your organization seen as a result of receiving Measure Z funding?

**Measure Z - Invoice**

<b>Agency Name</b> <b>Coordinator/Contact</b> <b>Address</b> <b>Phone</b>
--

Invoice Date: \_\_\_\_\_

Invoice # MZ- \_\_\_\_\_

Invoice Period: \_\_\_\_\_

Description	Cost	Total Amount Due
Personnel Costs (Wages and Benefits)	\$0.00	
Operational Costs (Rent, Utilities, Phones, etc.)	\$0.00	
Consumables/Supplies (Supplies and Consumables should be separate)	\$0.00	
Transportation/Travel (Local and out of county should be separate)	\$0.00	
Other (Indirect Costs, Contracts, etc.)	\$0.00	
		<b>\$0.00</b>

I certify that the information provided above is, to the best of my knowledge, complete and accurate; the expenditures are in accordance with the approved Agreement cited for services provided under the provision of that agreement. Full justification and backup records for the expenditures are maintained in our office at the address indicated.

Signature and date: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Send invoice to:

**COUNTY OF HUMBOLDT**  
 County Administrative Office  
 825 Fifth Street, Room 112  
 Eureka Ca 95501



\_\_\_\_\_ Date

\_\_\_\_\_ Date

(707) 445-7266

Meeting Date:	August 18, 2016	Agenda Item Number	13.c
Agenda Item Title	Request from Design Review Committee and Planning Commission		
Presented By:	City Manager		
Type of Item:	X	Action	Discussion Information
Action Required:		No Action	X Voice Vote Roll Call Vote

**RECOMMENDATION:**

Receive request from the Ferndale Planning Commission

**DISCUSSION:**

The Design Review Committee (DRC) recently forwarded a request to the Planning Commission stating that too many projects come before them after the fact. That is, people in the design review area begin projects without benefit of design review. This defeats the purpose of design review and brings home the adage that it is easier to obtain forgiveness than to seek permission.

Building permit applications for projects within the design review areas of town are first submitted to the DRC. Therefore, projects not presented for design review approval typically do not have a building permit on file.

At its August meeting, the Planning Commission voted to forward a request by way of the City Manager seeking authorization for staff to study the situation and develop a strategy for encouraging compliance.

**FINANCIAL IMPACT:**

Estimated cost of \$2320.00

(ORDINANCE NO. 09-01)

- 6.05.1 Upon the approval of any proposal, the Planning Commission shall issue a Design Review Use Permit. Any construction or structural alteration shall be in accordance with such approved proposal.
- 6.05.2 Emergency / minor / routine repairs in Design Control Combining Zone.
  - a. Any of said repairs as defined in Sections 3.29 and 3.48 having value of less than \$1000 requires no Design Review Use Permit; if greater than \$1000, compliance shall be made under the Building Permit Ordinance.
- 6.05.3 Time Limits:
  - a. Applicants for projects that do not require a building permit shall have six months after the date of the last Design Review Committee member’s signature to complete their project. The Planning Commission may grant a one-time extension of 6 months upon applicant’s request.
  - b. Applicants for projects that do require a building permit shall be subject to the conditions and time limits of the building permit.

§6.06 Penalties: A fine, of double the original fee as determined by the Fee & Fine Schedule Resolution, and at the discretion of the Planning Department, shall be levied against any contractor or individual or business that routinely does business in Ferndale as evidenced by a business license or has previously gone through Design Review, if that business, contractor or individual begins a change to the outside of a building, if in a design review zone, without a Design Review Use Permit. (End of section amended by Ordinance 09-01 on 08/06/09)

-----  
 §7.04 Animals and Animal Shelters:

7.04.1 One (1) large domestic bovine and equine animal may be kept on any parcel of not less than one acre, or any same-owner contiguous parcels used only for livestock, of not less than one acre. One Additional animal may be kept for each ½ acre of area by which such parcel exceeds one acre.

-----

Meeting Date:	August 18, 2016	Agenda Item Number	13.d
Agenda Item Title:	Resolution 2016-23 Adopting a Conflict of Interest Code		
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 type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Staff recommends that the City Council review and adopt Resolution 2016-23 adopting a Conflict of Interest Code.

**DISCUSSION:**

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. No later than October 1 of each even-numbered year, each agency must submit to the code reviewing body a notice indicating whether or not an amendment is necessary.

The City Clerk reviews the code for the City Council and will recommend changes, if necessary, on even-numbered years.

**FINANCIAL IMPACT:**

None

**RESOLUTION NO. 2016-23**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE ADOPTING A CONFLICT OF INTEREST CODE**

**WHEREAS:** the Political Reform Act, Government Code Section (§) 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

**WHEREAS:** The Fair Political Practices Commission (FPPC) has adopted a regulation, 2 Cal. Code of Regs. §18730, which contains the terms of a standard conflict of interest code; and

**WHEREAS:** The code can be incorporated by reference, and may be amended by the FPPC after public notice and hearings to conform to amendments in the Political Reform Act.

**NOW, THEREFORE BE IT RESOLVED:** The terms of 2 Cal. Code of Regs. §18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference, and along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the City of Ferndale.

**BE IT FURTHER RESOLVED:** Designated employees shall file their statements with the City of Ferndale which will make the statements available for public inspection and reproduction (G.C. §81008). Statements for all designated employees will be retained by the City Clerk of the City of Ferndale.

**BE IT FURTHER RESOLVED:** That the City of Ferndale abides by G.C. §87200 requiring Mayors, City Managers, City Attorneys, City Treasurers, Members of City Councils and Planning Commissions, and any other public officials who manage public investments, and to candidates for any of these offices at any election.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale on August 18, 2016, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
Don Hindley, Mayor

**Attest:**

\_\_\_\_\_  
Kristene Hall, City Clerk

## Appendix A - Resolution 2016-23

Position	Disclosure Level
City Manager	1
City Clerk	1
City Treasurer	1
City Attorney	1
City Engineer	1
City Planner	1
Building Official / Building Inspector	3 and 5
Mayor	1
City Council persons	1
Planning Commission Chair	1
Planning Commissioners	1
Consultants*	See Appendix B

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitations:

The City Manager may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The City Manger’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Appendix B - Resolution 2016-23

Disclosure Categories

1	Full Disclosure	All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.
2	Full Disclosure (excluding interests in real property)	All investments, business positions and sources of income, including gifts, loans and travel payments.
3	Interests in Real Property	All interests in real property located in the jurisdiction.
4	General Contracting Categories (Two models)	<p>Note: The first model can be used for an individual who contracts for the entire agency. The second model is for an individual who has contracting authority for a specific department (e.g. fleet manager).</p> <p>All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the City of Ferndale.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the specific department of the City of Ferndale.</p>
5	Regulatory, Permit or Licensing Agency (Two models)	<p>Note: The first model can be used by an agency that licenses or regulates. The second model can be used by an agency that licenses occupations, as well as approves classes or curricula to obtain, or maintain an occupation license.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, from sources that are subject to the regulatory, permit or licensing authority of, or have an application for a license or permit pending before, the City of Ferndale.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, from sources that either contract to provide education or training required by the City of Ferndale to qualify or maintain a license, or entities that</p>

		<p>provide education or training services which courses or curricula are approved by the City of Ferndale.</p>
<p>6</p>	<p>Grant / Service Providers / Agencies that Oversee Programs (two models)</p>	<p>Note: The first model can be used by an agency that awards monies or grants to organizations or individuals. The second model is for an agency that also approves programs for rehabilitative services.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the City of Ferndale.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from alcohol related problems / drug abuse.</p>

## 2016 Local Agency Biennial Notice

Name of Agency: CITY OF FERNDALE  
 Mailing Address: PO BOX 1095, FERNDALE, CA 95536  
 Contact Person: Kris Hall Phone No. (707) 786-4224  
 Email: cityclerk@ci.ferndale.ca.us Alternate Email: \_\_\_\_\_

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that (check one BOX):

- An amendment is required. The following amendments are necessary:**  
 (Check all that apply.)
  - Include new positions
  - Revise disclosure categories
  - Revise the titles of existing positions
  - Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
  - Other (describe) \_\_\_\_\_
- The code is currently under review by the code reviewing body.**
- No amendment is required.** (If your code is over five years old, amendments may be necessary.)

**Verification (to be completed if no amendment is required)**

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

  
 Signature of Chief Executive Officer

8/3/16  
 Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2016**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC.**

Meeting Date:	August 18, 2016	Agenda Item Number	13.e
Agenda Item Title	Update on Francis Creek Bridge		
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 update from the Francis Creek Bridge Committee

**DISCUSSION:**

There are currently no paths or sidewalks from Francis St into Fireman’s Park. Visitors access the park by way of a blind driveway with moving vehicles that travels around Scout Barn to into the Park. Adding a footbridge over Francis Creek that connects Francis Street, Fireman’s Park and the Community Center will provide a safer route for school age children, tourists and locals and encourage people to walk to the park.

At the June meeting, City Manager reported that the fundraiser held May 20 was a success and the committee believes enough funds have been raised for the project. Final steps are under way.

In July, permits from Department of Fish and Wildlife, Army Corps of Engineers and North Coast Regional Water Quality Control Board were approved. Final plans have been completed and submitted to the City together with an application for a building permit. Once approved, the ad hoc committee will order the bridge and pour the bridge footings.

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

**FINANCIAL IMPACT:** None – Donor Funded

Meeting Date:	August 18, 2016	Agenda Item Number	13.f
Agenda Item Title	Update on Bridge from PG&E		
Presented By:	City Manager		
Type of Item:	<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input 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

**DISCUSSION:**

The City became the brand new owners of a large footbridge which we successfully had moved by NorthCoast Fabricators from the PG&E plant at King Salmon to Harrison Street by Fireman's Park.

The bridge will need to reside there until the City is able to go through the permitting and engineering processes necessary to put it across Francis creek in an approved location from the Public Restrooms in Firemen's Park to the intersection of Harrison and Cleveland. Engineers and Planner are putting to gather and estimate costs for the project. It is estimated that this could take 6 months to a year.

**FINANCIAL IMPACT:** Unknown at this time.

## **Section 14**

### **CORRESPONDENCE**

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



Suzannah E. Mellon ©1992

Dear Concours on Main Participant:

It is with great pleasure and pride that the City of Ferndale welcomes the first Concours on Main. We are confident that this will be one of the most attended events for our area, bringing in visitors from throughout northern California.

We hope that your experience is memorable and that you have an opportunity to visit the rest of our scenic county, as we have many items and areas of interest from the giant redwood groves to fertile pastureland to ocean shores. The good news is that no matter which direction you go from Ferndale, you will have a wonderful world of adventure touring Humboldt County, which is one of the most scenic spots in the world.

The City would also like to thank our Chamber of Commerce and Humboldt Lodging Alliance for their sponsorship of this event as well as all the individuals and organizations that helped put this event together. Good luck and thank you from the whole community!

Sincerely,

A handwritten signature in black ink, appearing to read "Don Hindley". The signature is fluid and cursive, with a large initial "D".

Don Hindley  
Mayor



July 15, 2016

Jay Parrish  
City Manager  
City of Ferndale  
P.O. Box 1095  
Ferndale, CA 95536

**Re: Nominees to serve on the North Coast Recycling Market Development Zone – Zone Management Team**

Dear Mr. Parrish,

At their May 3, 2016 meeting, and with support of the entities listed below, the Humboldt County Board of Supervisors approved an application to CalRecycle seeking a 10-year re-designation of the North Coast Recycling Market Development Zone (NCRMDZ). The NCRMDZ encompasses Humboldt and Del Norte counties and the incorporated cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell, Trinidad and Crescent City. Since 2002, the North Coast Recycling Materials Development Zone (NCRMDZ) has been administered and funded through HWMA.

A venue to ensure outreach and promotion of the NCRMDZ services and technical assistance is outlined in the "Market Development Plan" which established a Zone Management Team (ZMT). The ZMT is composed of five (5) members and includes representatives from both counties. The ZMT is to assist in the guidance of the services and experience needed to successfully encourage and increase local manufacturing using recycled materials.

Members of the ZMT include four persons that are either elected officials, or their staff, of participating jurisdictions within the Zone. The Board of the Del Norte Solid Waste Management Authority (DNSWMA) shall appoint two representatives and two representatives shall be appointed by the Humboldt Waste Management Authority (HWMA), and one ZMT member shall be appointed by a majority vote of a quorum of the four appointed ZMT members. The public member can be any interested resident, business or non-profit representative from either county.

HWMA is seeking nominees for consideration to two appointments in order to fill the vacancies on the ZMT. Nominees should have a strong background or interest in economic development and providing guidance and feedback to the NCRMDZ's Zone Administrator.

- The ZMT will meet as needed, but not less than twice per year annually. At least one meeting annually will be held in Del Norte county.

**Humboldt Waste Management Authority**

1059 West Hawthorne Street, Eureka, California 95501 • 707-268-8680 • FAX 707-268-8927  
Arcata • Blue Lake • Eureka • Ferndale • Rio Dell • Humboldt County

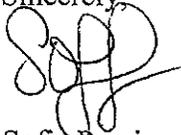
- The ZMT is responsible for approval of the NCRMDZ Annual Work Plan, which will then be forwarded to the Lead Agency, or its designee, and CalRecycle.
- The ZMT will oversee the activities of the Zone Administrator, and provide performance input as necessary to the Lead Agency or its designee.

Interested nominees should provide a letter of interest indicating a willingness to serve, along with a resume to the HWMA Board of Directors by **4 PM, August 31, 2016**. Nominees will then be considered by the HWMA at a regular board meeting for appointment. Please submit letters of interest to:

Jill Duffy  
HWMA Executive Director  
1059 W. Hawthorne Street  
Eureka, CA. 95501

If you have any questions, please contact Jill Duffy at [jduffy@hwma.net](mailto:jduffy@hwma.net) or (707) 268-8680.

Sincerely,



Sofia Pereira  
Chair  
Humboldt Waste Management Authority

HUMBOLDT COUNTY PLANNING COMMISSION  
NOTICE OF PUBLIC HEARING

RECEIVED 94  
JUL 25 2016

BY:.....

On **Thursday, August 4, 2016 at 6:00 p.m.**, or as soon thereafter as the matter can be heard, the Humboldt County Planning Commission will hold a public hearing in the Board of Supervisors' Chamber, Humboldt County Courthouse, 825 Fifth Street, Eureka, California, to consider the matter listed below. If you have specific questions regarding the proposed project contact the Planning Division at (707) 445-7541.

**Ozanian Ag Preserve**, Ferndale area; Case Number AGP-16-002; Assessor Parcel Numbers 100-141-006, 100-311-018. An application to establish an approximately 55 acre Class "D" agricultural preserve pursuant to the California Land Conservation Act (otherwise known as the Williamson Act) and the Humboldt County Agricultural Preserve Guidelines. The project site is located in the Ferndale area, on the north side of Centerville Road, approximately 1.05 miles west from the intersection of Shaw Avenue and Centerville Road, on the property known as 1355 Centerville Road. The Planning Commission intends to adopt a finding that the project categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per Class 17, Section 15317 (i.e., designation of lands as Agricultural Preserves).

Any person may appear and present testimony in regard to this matter at the hearing. If you challenge the nature of the proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing. The Planning Commission needs **ONE ORIGINAL AND 14 COPIES** of any materials submitted either prior to or at the meeting. The Planning Commission's decision will become effective if an appeal is not filed within the appropriate filing period. An appeal may be filed by any aggrieved person who has testified in person or in writing on the project and must be submitted in writing with the required fees to the Planning Division of the Humboldt County Planning and Building Department before the end of the appeal period. If appealed, the decision will not become effective until the appeal is resolved. If you challenge the nature of the proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at or prior to the public hearing. **The staff report for this project will be available on our web site <http://www.co.humboldt.ca.us/planning> on the Friday before the Planning Commission meeting.**

General questions regarding the Planning Commission, the permit process, submission of materials, and other information not specific to this project may be obtained from the Planning Division of the Humboldt County Planning and Building Department, 3015 H Street, Eureka, California 95501. Telephone (707) 445-7541.

Humboldt County Planning Commission

July 17, 2016

## Del Oro Water Company, Inc.

Advice Letter No. 460

### NOTICE OF PROPOSED CHANGES TO RULE 14.1 AND SCHEDULE 14.1

By Advice Letter No. 460, dated June 29, 2016, Del Oro Water Company has requested authority from the CALIFORNIA PUBLIC UTILITIES COMMISSION (CPUC) to revise Rule 14.1 and Schedule 14.1 as follows. This change is proposed in order to keep the language found in Rule 14.1 and Schedule 14.1 consistent with California Water Code Section 864.

In Rule 14.1, Stage 2 and Stage 3, and in Schedule 14.1 Stage 1 and Stage 3, the existing language of:

“Irrigation outside of newly constructed homes and buildings with potable water unless the potable water is delivered by a drip irrigation systems and/or micro spray irrigation system.”

is proposed to be changed to:

“Irrigation with potable water of landscapes outside of newly constructed homes and buildings in a manner inconsistent with the regulations or other requirements established by the California Building Standards Commission and the Department of Housing and Community Development.”

#### **Advice Letter 460 does NOT propose changes to rates.**

The CPUC staff will make a thorough investigation of the utility’s request. Following the investigation, the CPUC may grant the utility’s request in whole or in part, or may deny it. Customers who would like to call the CPUC’s attention to any problems concerning their water service, or who would like to provide any other information or comments regarding this requested change should do so by writing to the CPUC.

There are two ways to respond to this notice. You may send a protest to the CPUC and, if you do, you must send a copy of the protest to DOWC, or you can send a response to the CPUC.

#### **File a PROTEST:**

A protest is a document stating that you object to the utility receiving all or some part of its request. If you wish to file a protest, you must state the facts constituting the grounds for the protest, how the advice letter affects you, and the reasons why you believe the whole advice letter, or part of it, is not justified.

If the protest requests an evidentiary hearing (an evidentiary hearing is a legal proceeding held before an administrative law judge at the Commission to obtain evidence), your protest must state the facts you would present at the evidentiary hearing to support your request for a complete or a partial denial of the advice letter. The filing of a protest does not ensure that an evidentiary hearing will be held. The decision whether or not to hold an evidentiary hearing will be based on the content of the protest.

#### **File a RESPONSE:**

A response is a document that does not object to the request sought in the application, but nevertheless, presents information you believe would be useful to the Commission in acting on the application.

Comments should mention that they pertain to **DOWC, Rule 14.1 and Schedule 14.1 Update.**

CPUC, Water Division  
505 Van Ness Avenue  
San Francisco, CA 94102  
Fax: (415) 703-2655  
E-Mail: [water\\_division@cpuc.ca.gov](mailto:water_division@cpuc.ca.gov)

**and**

**EMAIL PREFERRED**

DOWC, Director of Community Relations  
Drawer 5172  
Chico, CA 95927  
Fax: (530) 894-7645  
E-Mail: [CommunityRelations@delorowater.com](mailto:CommunityRelations@delorowater.com)

Protests and Responses must be sent no later than twenty (20) days after the date this notice was mailed. If you have not received a reply to your protest from the utility within 10 business days, contact Del Oro’s corporate offices at 530-717-2500.

A copy of Del Oro Water Company’s filing may be inspected in its business office: 426 Broadway, Suite 301, Chico, California 95928 or at its website: [www.delorowater.com](http://www.delorowater.com). By calling 530-717-2500, you may request a copy to be mailed to you. You will be billed for the copies at \$.10 per page.

Further information may be obtained from the utility at its business office or from the Commission at the above address.

Mailing completed by: July 27, 2016

## DEL ORO WATER COMPANY

BY: .....

### **2016 Mandatory Staged Restrictions of Water Use: Stage 2 Water Shortage** **Including Restricted Watering Days**

Del Oro Water Company (DOWC) hereby notifies its customers of the State Water Resources Control Board's (Board) extension of the restrictions and fines for violations of the Board's regulations. This notification is being sent as California is still in a drought and your cooperation is necessary to ensure reliable supplies of water for your comfort and necessary use.

As stated in the Emergency Regulation, "On May 9, 2016, the Governor issued an Executive Order that directs the State Board to adjust and extend its emergency water conservation regulations through the end of January 2017 in recognition of the differing water supply conditions for many communities." As a result the Board has extended the Emergency Water Conservation Regulation through February 28, 2017. In accordance with Governor Brown's Executive Order B-37-16 of May 9, 2016; the Board's Resolution No. 2016-0029 of May 18, 2016; and CPUC Resolution W-5103 (June 23, 2016); DOWC's Rule 14.1 *Mandatory Staged Restrictions of Water Use will remain in place through February 28, 2017*, as per Advice Letter 459.

#### **The Good News:**

Effective immediately, your district is being moved from Rule 14.1 Stage 3 restrictions to Rule 14.1 Stage 2 restrictions:

- Customers are now allowed to water **three (3) days a week**, instead of the previous two (2) day limit. Please see the back of this notice for your watering days
- Customers are required to **reduce water use by just 8%, down from the previous 25% requirement**

The existing **mandatory restrictions remain in effect**, as shown on the back of this notice. Where possible, DOWC will continue to print Water Usage Guidelines on each customer's bill; these guidelines show each customer what their maximum water use should be to achieve 8% conservation compared to 2013.

The complete list of Rule 14.1 Stage 2 restrictions is printed on the back of this notice. Rule 14.1 is available on DOWC's website at: [www.delorowater.com/rule14.1.html](http://www.delorowater.com/rule14.1.html)

Please remember that the following are ALWAYS prohibited:

- The application of potable water to landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures
- The use of a hose that dispenses potable water to wash vehicles, including cars, trucks, buses, boats, aircraft, and trailers, whether motorized or not, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use
- Using broken or defective plumbing or irrigation after DOWC has notified you to repair it

Violation of any of Board prohibited or restricted water use activities may be punished by a fine of up to five hundred dollars (\$500) for each day in which the violation occurs. Fines may be assessed by any law enforcement officer (ie. sheriff, police, etc). Fines are not assessed by DOWC, and DOWC does not receive any income from the fines. However DOWC has the authority to discontinue water service to any customer who continues to waste water after receiving warnings and/or fines, in accordance with DOWC's Rule 11.B.3.

Del Oro will continue to notify customers (usually via a door tag) as soon as we are aware of any leaks that are the customer's responsibility to repair. As per drought requirements, customers will have only **three (3) business days to repair leaks**, unless other arrangements are made with DOWC.

Please visit [www.delorowater.com/drought.html](http://www.delorowater.com/drought.html) to report waste of water, and for the most current information about prohibited water uses, other unauthorized water uses, and mandatory outdoor irrigation restrictions, as well as conservation resources. We encourage you to take advantage of the many conservation resources available on our website to save water.

**MOBILE HOME PARKS and OTHER PROPERTY MANAGEMENT:** Please share this information with residents who may not have received this notice directly. You can do this by posting this public notice in a public place or distributing copies by hand or mail.

**Esto es la información importante. Por favor encuentre a alguien que puede traducirlo para usted, o llamar al Representante de Servicio al Cliente de Del Oro que habla español en (530) 717-2500.**

*DOWC recommends posting the restrictions list somewhere you will see it daily (such as your refrigerator)*

# 2015 Drought - Stage 2 Mandatory Water Restrictions



**1. Outdoor Irrigation Restrictions**

Irrigating ornamental landscapes with potable water is limited to no more than **three (3) days per week** as follows:

- a. Customers with **even-numbered** addresses may irrigate on **Tuesdays, Thursdays, and Saturdays**
- b. Customers with **odd-numbered** addresses may irrigate on **Wednesdays, Fridays, and Sundays**
- c. Customers **without** a street address may irrigate on **Tuesdays, Thursdays, and Saturdays**
- d. Hand and drip watering may be done at any time, but you **must** still conserve **8%**

**2. Obligation to Fix Leaks, Breaks or Malfunctions**

All leaks, breaks, or other malfunctions in the customer’s plumbing fixtures and/or irrigation system must be repaired within **three (3) business days** of written notification by DOWC, unless other arrangements are made with DOWC. “Written notification” includes door tags.

**3. Prohibited Uses of Water**

- a. The application of potable water to driveways and sidewalks
- b. The use of potable water in a water feature, except where the water is part of a recirculating system
- c. The application of potable water to outdoor landscapes during and within forty-eight (48) hours after measurable rainfall
- d. The serving of drinking water other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased
- e. Irrigation of ornamental landscape on public street medians
- f. Irrigation outside of newly constructed homes and buildings with potable water unless the potable water is delivered by a drip irrigation systems and/or micro spray irrigation system

**4. Operators of hotels and motels** shall provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each guest room using clear and easily understood language

**5. Limits on Filling Residential Swimming Pools and Spas:** Re-filling and initial filling of single-family residential swimming pools or outdoor spas with potable water is prohibited, except to maintain required operating levels of existing pools and spas or as a result of completing structural repairs to the swimming pool or outdoor spa

**6. Limits on Filling Ornamental Lakes or Ponds:** Filling or re-filling ornamental lakes or ponds with potable water is prohibited, except to the extent needed to sustain aquatic life, provided that such animals are of significant value and have been actively managed within the water feature prior to the implementation of any staged mandatory restrictions of water use as described in this Rule

**7. Other duly adopted restrictions** on the use of potable water as prescribed from time to time by the Commission or other authorized government agencies may be added at any time

**My Irrigation Plan:**

**My sprinklers ONLY run on:**

(Circle your schedule, see left to determine your days)

Saturday, Tuesday, Thursday

Sunday, Wednesday, Friday

**My Sprinklers come on at:**

\_\_\_\_\_ AM / PM

(Select a time between 6PM and 8AM.)

**PRO TIP:** Make sure to start your timer early enough that the entire watering cycle will be done before 8AM!

I will hand water my houseplants & other container plants on:

**M Tu W Th F Sa Su**

(Circle no more than 3 days)

**PRO TIP:** Use a bucket to capture water from baths, rinsing dishes, warming up the shower, etc., and use that to irrigate container plants while conserving water.

July 13, 2016

TO: STATE, CITY AND LOCAL OFFICIALS

**NOTICE OF APPLICATION OF PACIFIC GAS AND ELECTRIC COMPANY'S 2017 GENERAL RATE CASE PHASE II APPLICATION (A.16-06-013)****Background**

On June 30, 2016, Pacific Gas and Electric Company (PG&E) filed its phase II application in the 2017 General Rate Case with the California Public Utilities Commission (CPUC). In this application, PG&E is requesting approval from the CPUC to assign previously approved revenues (Phase I) and design electric rates across different customer classes. This proposal will more accurately align rates with the costs of providing electric service to customers, as well as simplify rates to make them easier to understand.

**Will rates increase as a result of this application?**

Approval of this application will result in a decrease in rates for some customers and an increase in rates for others. PG&E's GRC Phase II application proposes an increase of \$0.5 million in annual revenues for costs incurred and recorded for real-time rate designs, which were proposed in prior rate design proceedings. As directed by the CPUC's Energy Division, PG&E is requesting to recover these recorded costs in the 2017 GRC Phase II rate design proceeding. Although this application is requesting an increase, the primary purpose is to assign authorized revenues to its customers, and adjust rate design. The actual rate increases or decreases will depend on the CPUC's final decision in this application and will go into effect as early as mid-2017.

**How will PG&E's application affect me?**

Most of PG&E's customers are bundled customers which receive electricity (generation), transmission and distribution services from PG&E.

Two tables presenting a more illustrative description of the impact of this application were included in a bill insert announcing this filing that was sent directly to customers in the June 2016 billing cycle.

If approved, PG&E's request would change electric rates effective as early as mid-2017 for customers who receive electric generation and distribution services from PG&E. For a typical residential Non-CARE customer using 500 kWh per month the rate would increase from \$96.98 to \$97.05 or 0.1 percent. Individual customer bills may vary.

**How will PG&E's application affect non-bundled customers?**

Direct Access (DA) and Community Choice Aggregation (CCA) customers purchase electricity from another provider and receive electric transmission and distribution services from PG&E. The net impact of PG&E's application on DA and CCA customers is -\$3.5 million, or an average decrease of 0.3 percent.

Departing Load (DL) customers do not receive electric generation, transmission or distribution services from PG&E. However, they are required to pay certain charges as required by law or CPUC decision. The net impact on DL customers is \$0.2 million, or an average increase of 0.6 percent.

**How do I find out more about PG&E's proposals?**

If you have questions about PG&E's filing, please contact PG&E at **1-800-743-5000**. For TDD/TTY (speech-hearing impaired), call **1-800-652-4712**. Para más detalles llame al **1-800-660-6789** • 詳情請致電 **1-800-893-9555**. If you would like a copy of PG&E's filing and exhibits, please write to PG&E at the address below:

Pacific Gas and Electric Company  
2017 General Rate Case Phase II (A.16-06-013)  
P.O. Box 7442  
San Francisco, CA 94120

A copy of PG&E's filing and exhibits are also available for review at the CPUC's Central Files Office by appointment only. For more information, contact [aljcentralfilesid@cpuc.ca.gov](mailto:aljcentralfilesid@cpuc.ca.gov) or **1-415-703-2045**. PG&E's application (without exhibits) is available on the CPUC's website at [www.cpuc.ca.gov/pao](http://www.cpuc.ca.gov/pao).

**CPUC process**

This application will be assigned to an Administrative Law Judge (Judge) who will determine how to receive evidence and other related documents necessary for the CPUC to establish a record upon which to base its decision. Evidentiary hearings may be held where parties will present their testimony and may be subject to cross-examination by other parties. These evidentiary hearings are open to the public, but only those who are formal parties in the case can participate.

After considering all proposals and evidence presented during the hearings, the assigned Judge will issue a proposed decision which may adopt PG&E's proposal, modify it or deny it. Any of the five CPUC Commissioners may sponsor an alternate decision. The proposed decision, and any alternate decisions, will be discussed and voted upon at a scheduled CPUC Voting Meeting.

The Office of Ratepayer Advocates (ORA) may review this application. ORA is the independent consumer advocate within the CPUC with a legislative mandate to represent investor-owned utility customers to obtain the lowest possible rate for service consistent with

reliable and safe service levels. ORA has a multi-disciplinary staff with expertise in economics, finance, accounting and engineering. For more information about ORA, please call **1-415-703-1584**, email [ora@cpuc.ca.gov](mailto:ora@cpuc.ca.gov) or visit ORA's website at [www.ora.ca.gov](http://www.ora.ca.gov).

**Stay informed**

If you would like to follow this proceeding, or any other issue before the CPUC, you may use the CPUC's free subscription service. Sign up at: <http://subscribe.puc.ca.gov/>. If you would like to learn how you can participate in the proceeding, if you have informal comments about the application, or questions about the CPUC processes, you may access the CPUC's Public Advisor Office (PAO) webpage at <http://consumers.cpuc.ca.gov/pao/>.

You may also contact the PAO as follows:

Email: [public.advisor@cpuc.ca.gov](mailto:public.advisor@cpuc.ca.gov)

Mail: CPUC  
Public Advisor's Office  
505 Van Ness Avenue  
San Francisco, CA 94102

Call: 1-866-849-8390 (toll-free) or 1-415-703-2074

TTY: 1-866-836-7825 (toll-free) or 1-415-703-5282

If you are writing or emailing the Public Advisor's Office, please include the proceeding number (2017 GRC Phase II, A.16-06-013). All comments will be circulated to the Commissioners, the assigned Judge and appropriate CPUC staff, and will become public record.

## Kristene Hall

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**From:** Marcella Clem <marcella.clem@hcaog.net>  
**Sent:** Monday, August 08, 2016 9:52 AM  
**To:** Marcella Clem  
**Subject:** Sales Tax Ordinance  
**Attachments:** County staff report.pdf

Hello Board members, City Managers and CAO,

I have attached the County's staff report for tomorrow's meeting to place the transportation sales tax measure on the November 8th ballot. As the staff report explains, the language proposed by County Counsel differs from what was adopted by the HCAOG Board in July. While the intent of the language is consistent, the change will require an amendment to HCAOG's Ordinance. The changes are shown in bold and strikethrough:

To supplement existing ~~local~~ funding for maintenance, rehabilitation, and reconstruction of existing transportation including trails and transit; local match leveraging of state/~~and~~ federal funds for road, trails and transit infrastructure; and retention of existing commercial air service, shall **the Humboldt County voters adopt an ordinance establishing** a ~~half-cent~~ **½¢ per dollar** sales tax ~~be enacted~~ throughout Humboldt County for 20 years, raising approximately ~~ten million dollars~~ **\$10,000,000** annually, requiring independent audits, separate ~~interest bearing~~ accounts, **public** oversight ~~by a taxpayer committee~~, ~~public review of spending~~ and **local** revenues controlled ~~locally~~?

The item is on consent at the Board of Supervisor meeting tomorrow morning. With the 45 day notification requirement for amendments to the Ordinance, the item to amend the Ordinance will be on the October 20th HCAOG Board meeting agenda. We will be sending out a notice by the end of the week.

Marcella Clem  
Executive Director  
Humboldt County Association of Governments  
611 I Street, Suite B  
Eureka, CA 95501  
Office: 707-444-8208  
Cell: 707-599-5080





# COUNTY OF HUMBOLDT

AGENDA ITEM NO.

For the meeting of: August 9, 2016

Date: July 29, 2016

To: Board of Supervisors

From:  Thomas K. Mattson, Public Works Director

Subject: Resolution Calling a Special Election to Consider Whether an Ordinance Establishing a Local Transportation Authority Retail Transactions and Use Tax Should be Adopted and Consolidating Said Special Election with the General Election to be Held on November 8, 2016

RECOMMENDATION(S): That the Board of Supervisors:

Adopts the attached resolution (Attachment 1) calling for a special election for the purpose of submitting to the qualified voters of Humboldt County the question of whether Humboldt County Association of Governments Ordinance No. 16-02, which imposes a one-half percent (0.5%) retail transactions and use tax for twenty years to provide for supplemental funding for transportation maintenance improvements throughout Humboldt County, should be approved or rejected and consolidating said special election with the general election to be held on November 8, 2016.

SOURCE OF FUNDING: Road Fund and/or General Fund

DISCUSSION:

On July 5, 2016, your Board designated HCAOG as the Local Transportation Authority ("LTA") of Humboldt County in accordance with California Public Utilities Code Section 180050. As the Humboldt County LTA, HCAOG may impose a retail transactions and use tax pursuant to California Public Utilities Code Section 180201, provided that:

Prepared by Thomas K. Mattson

CAO Approval 

REVIEW: Auditor  County Counsel  Human Resources \_\_\_\_\_ Other \_\_\_\_\_

TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**  
Upon motion of Supervisor \_\_\_\_\_ Seconded by Supervisor \_\_\_\_\_  
Ayes  
Nays  
Abstain  
Absent

PREVIOUS ACTION/REFERRAL:

Board Order No. \_\_\_\_\_

Meeting of: \_\_\_\_\_

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Kathy Hayes, Clerk of the Board

- 1) A county transportation expenditure plan that has been approved by the Humboldt County Board of Supervisors and city councils representing both a majority of the cities in Humboldt County and a majority of the population residing in the incorporated areas therein, is adopted by HCAOG;
- 2) An ordinance which imposes a retail transactions and use tax for transportation maintenance improvements, and requests that the Humboldt County Board of Supervisors call a special election pertaining thereto, is adopted by a two-thirds vote of HCAOG's governing board;
- 3) The Humboldt County Board of Supervisors calls a special election for the purpose of submitting to the voters of Humboldt County the question of whether such ordinance should be adopted; and
- 4) The ordinance is approved by at least two-thirds of the qualified electors voting thereon at the special election called for that purpose.

Over the past two months all seven city councils representing 63,286 residents approved a resolution of support for the Humboldt County Transportation Ballot Measure Expenditure Plan ("Expenditure Plan") prepared by HCAOG pursuant to California Utilities Code Section 18206. Your Board approved the Expenditure Plan on July 5, 2016.

On July 21, 2016, HCAOG's governing board adopted, by a seven to one vote, the Expenditure Plan and HCAOG Ordinance No. 16-02 (Attachment 2) which imposes a one-half percent (0.5%) retail transactions and use tax for twenty years to provide for supplemental funding for transportation maintenance improvements throughout Humboldt County. Although the City of Fortuna approved the Expenditure Plan, it does not recommend putting the measure on the November 8, 2016 ballot. HCAOG prepared HCAOG Ordinance No. 16-02 in consultation with the State Board of Equalization, the entity that will collect and remit the proposed tax. The full Expenditure Plan is attached to HCAOG Ordinance No. 16-02 as Exhibit A, and incorporated therein by reference. HCAOG Ordinance No. 16-02 also requests that the Humboldt County Board of Supervisors take the appropriate steps to place a ballot measure before the voters of Humboldt County on November 8, 2016, as required by California Public Utilities Code Section 180201.

The attached resolution calls for a special election to consider the following ballot measure statement pertaining to HCAOG Ordinance No. 16-02, and consolidates that special election with the general election of November 8, 2016:

**MEASURE \_\_\_\_.** *To supplement existing funding for maintenance, rehabilitation, and reconstruction of existing transportation including trails and transit; local match leveraging of state/federal funds for road, trail, and transit infrastructure; and retention of existing commercial air service, shall the Humboldt County voters adopt an ordinance establishing a ½¢ per dollar sales tax throughout Humboldt County for 20 years, raising approximately \$10,000,000 annually, requiring independent audits, separate accounts, public oversight and local revenue control?*

It should be noted that, in order to meet the requirements of the California Elections Code, the above-referenced ballot measure statement, which is incorporated into the attached resolution by reference, is substantially similar, but not identical, to the ballot measure set forth in Section 21 of HCAOG Ordinance No. 16-02. As a result, HCAOG will amend Section 21 of HCAOG Ordinance No. 16-02 to reconcile the

differences between the ballot measure statement contained therein and the above-referenced ballot measure statement prior to the November 8, 2016 election.

If your Board acts to place the above-referenced ballot measure on the November 8, 2016 ballot, and it is approved by at least two-thirds of the qualified electors voting thereon, HCAOG Ordinance No. 16-02 will become effective immediately after voter approval and terminate on March 31, 2037.

FINANCIAL IMPACT:

The County will incur all of the costs associated with conducting the special election pertaining to HCAOG Ordinance No. 16-02. The cost to the County associated with such an election are estimated to be approximately \$15,000.00. If HCAOG Ordinance No. 16-02 is approved by at least two-thirds of the electors voting, HCAOG will reimburse the County for the costs of the election as required by California Public Utilities Code Section 180203(a).

The requested action conforms to the Board of Supervisors' initiative of safeguarding the public trust by managing local resources to ensure sustainability of services.

OTHER AGENCY INVOLVEMENT:

Humboldt County Association of Governments, Cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell and Trinidad

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to adopt the attached resolution. However, this action is not recommended as the County has taken previous action to approve HCAOG moving forward with the proposed retail transactions and use tax and has approved the proposed expenditure plan for such tax.

ATTACHMENTS:

1. Resolution of the Board of Supervisors of the County of Humboldt Calling a Special Election to Submit to the Qualified Electors of Humboldt County a Countywide Measure to Consider Whether an Ordinance Establishing a Local Transportation Authority Retail Transactions and Use Tax Should be Adopted and Consolidation of Said Special Election with the General Election to be Held on November 8, 2016
2. Humboldt County Associations of Governments Ordinance No. 16-02

Attachment 1

Resolution of the Board of Supervisors of the County of Humboldt Calling for a Special Election to Consider Whether an Ordinance Establishing a Local Transportation Authority Retail Transactions and Use Tax Ordinance Should be Adopted and Consolidating Said Special Election with the General Election to be Held on November 8, 2016

**RESOLUTION NO.** \_\_\_\_\_

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF HUMBOLDT CALLING A SPECIAL ELECTION TO SUBMIT TO THE QUALIFIED ELECTORS OF HUMBOLDT COUNTY A COUNTYWIDE MEASURE TO CONSIDER WHETHER AN ORDINANCE ESTABLISHING A LOCAL TRANSPORTATION AUTHORITY RETAIL TRANSACTIONS AND USE TAX SHOULD BE ADOPTED AND CONSOLIDATION OF SAID SPECIAL ELECTION WITH THE GENERAL ELECTION TO BE HELD ON NOVEMBER 8, 2016**

**WHEREAS**, on July 5, 2016, the Humboldt County Board of Supervisors designated the Humboldt County Association of Governments (“HCAOG”) to serve as the Local Transportation Authority of Humboldt County pursuant to California Public Utilities Code Section 180050; and

**WHEREAS**, California Public Utilities Code Section 180201 provides that a retail transaction and use tax may be imposed by a local transportation authority, if the tax ordinance prepared thereby is adopted by a two-thirds vote of the authority and imposition of the tax is subsequently approved by a two-thirds majority of the electors voting on the measure at a special election called by the board of supervisors of the County in which the tax is to be imposed, at the request of the authority, and a county transportation expenditure plan is adopted pursuant California Public Utilities Code Section 180206; and

**WHEREAS**, HCAOG has adopted, and the Humboldt County Board of Supervisors and the city councils representing at least a majority of the cities in Humboldt County and a majority of the population residing in the incorporated areas therein have approved, the Humboldt County Transportation Ballot Measure Expenditure Plan pursuant to California Public Utilities Code Section 180206; and

**WHEREAS**, on July 21, 2016, HCAOG adopted, by a seven to one vote, HCAOG Ordinance No. 16-02 which imposes a retail transactions and use tax (i.e., sales tax) at a rate of one-half of one percent (0.5%) throughout Humboldt County for twenty years, and requests that the Humboldt County Board of Supervisors call a special election pertaining thereto, pursuant to California Public Utilities Code Section 180201; and

**WHEREAS**, the Humboldt County Board of Supervisors desires to call a special election for the purpose of submitting to the qualified voters of Humboldt County a ballot measure pertaining to HCAOG Ordinance No. 16-02 pursuant to California Public Utilities Code Section 180203, and consolidate said special election with the general election to be held on November 8, 2016; and

**WHEREAS**, pursuant to California Public Utilities Code Section 180203(a), HCAOG will reimburse the County for the costs of said special election, if HCAOG Ordinance No. 16-02 is approved by the voters of Humboldt County; and

**WHEREAS**, HCAOG Ordinance No. 16-02 shall not be effective, as a matter of law, unless and until it is approved by at least two-thirds of the electors voting thereon.

**NOW, THEREFORE, BE IT RESOLVED** by the Humboldt County Board of Supervisors that:

1. Pursuant to California Public Utilities Code Sections 180201 and 180203, the Humboldt County Board of Supervisors hereby calls for, and orders that, a special election be held for the purpose of submitting to the qualified voters of Humboldt County the question of whether

HCAOG Ordinance No. 16-02, which imposes a retail transactions and use tax at a rate of one-half of one percent (0.5%) for twenty years to provide supplemental funding for transportation improvements throughout Humboldt County should be approved or rejected; and

- 2. The special election called for herein shall be consolidated with the general election to be held throughout Humboldt County on Tuesday, November 8, 2016; and
- 3. That the Humboldt County Board of Supervisors hereby directs staff to take any and all actions necessary to place HCAOG Ordinance No. 16-02 on the ballot for the November 8, 2016 election, as summarized in the ballot measure statement attached hereto as Exhibit A – Ballot Measure Proposing a Local Transportation Authority Retail Transactions and Use Tax – and incorporated herein by reference; and
- 4. HCAOG Ordinance No. 16-02 shall become effective upon the affirmative vote of at least two-thirds of the qualified electors voting thereon.

Dated: August 9, 2016

Mark Lovelace, Chair of the Board

Adopted on motion by Supervisor \_\_\_\_\_, Seconded by Supervisor \_\_\_\_\_ and the following vote:

AYES: Supervisor(s) –

NAYS: Supervisor(s) –

ABSENT: Supervisor(s) –

ABSTAIN: Supervisor(s) –

STATE OF CALIFORNIA )

) ss.

County of Humboldt )

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true and correct copy of the original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California as the same now appears of record in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors

KATHY HAYES  
Clerk of the Board of Supervisors of  
the County of Humboldt, State of California

**EXHIBIT A**

**BALLOT MEASURE PROPOSING A LOCAL TRANSPORTATION AUTHORITY RETAIL  
TRANSACTIONS AND USE TAX**

<b>Measure ____.</b> To supplement existing funding for maintenance, rehabilitation, and reconstruction of existing transportation including trails and transit; local match leveraging of state/federal funds for road, trail, and transit infrastructure; and retention of existing commercial air service, shall the Humboldt County voters adopt an ordinance establishing a ½¢ per dollar sales tax throughout Humboldt County for 20 years, raising approximately \$10,000,000 annually, requiring independent audits, separate accounts, public oversight and local revenue control?	YES	
	NO	

Attachment 2

Humboldt County Association of Governments Ordinance No. 16-02

**ORDINANCE NO. 16-02**

AN ORDINANCE OF THE HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS ACTING IN ITS CAPACITY AS THE HUMBOLDT COUNTY LOCAL TRANSPORTATION AUTHORITY IMPOSING A ONE-HALF OF ONE PERCENT TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE STATE BOARD OF EQUALIZATION

THE HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS, ACTING IN ITS CAPACITY AS THE HUMBOLDT COUNTY LOCAL TRANSPORTATION AUTHORITY, does hereby ordain as follows:

Section 1. PREAMBLE.

A. Humboldt County's transportation system is used by everyone. A properly functioning and well-maintained transportation system in Humboldt County is a key component of our quality of life and ability to attract jobs to our region. Our population is mobile and while Humboldt County's population grows slower than the rest of the State of California, residents are living longer and our young families are growing, and communities are more connected than ever before for jobs, schools, shopping and entertainment. Unfortunately, due to the decline in the purchasing power of the gas tax, and the increasing restrictions that the state and federal government have placed on their limited available transportation funds, our transportation infrastructure is deteriorating.

Dramatic reductions in federal and state funding have left cities struggling to maintain local streets and roads. The maintenance and repairs of existing roadways, trails and transit cannot be accomplished with available funds. Projects in regions of the state which have a local source of transportation funds, primarily through local retail transactions and use tax funds, have been and will continue to be viewed much more favorably in the selection process of the California Transportation Commission. Local governments must either generate revenue to maintain our transportation system or watch the system collapse and endanger the health, economy, welfare and safety of all Humboldt County residents.

Enactment of a one-half of one percent (0.5%) retail transactions and use tax for transportation to supplement traditional revenue sources is the only way local governments can generate the funds needed to be sure the transportation system will serve the current and future travel needs of Humboldt County.

The Humboldt County Association of Governments will continue to seek maximum funding for transportation improvements through State and federal programs. It is important for the public to know that the funds generated by this proposed retail transactions and use tax for transportation purposes will be used only for the transportation expenditure plan detailed in this ordinance, and therefore, the Humboldt County Association of Governments will establish a system of accountability in conjunction with the tax, including annual independent audits, a taxpayer oversight committee and annual report.

The Humboldt Association of Governments has developed a fair, uncomplicated and accountable expenditure plan to address our long-term transportation maintenance needs while preserving Humboldt County's quality of life.

B. Pursuant to California Public Utilities Code Section 180050, the Humboldt County Association of Governments has been designated as the Humboldt County Local Transportation Authority (hereinafter called the "Authority") by the Humboldt County Board of Supervisors.

C. Pursuant to California Public Utilities Code Section 180206, a countywide transportation expenditure plan, referred to as the Humboldt County Transportation Ballot Measure Expenditure Plan (hereinafter called the "Plan"), dated July 21, 2016, has been adopted and will be administered and implemented by the Authority.

D. The Plan provides for needed countywide transportation maintenance necessities funded, in whole or in part, by a transactions and use tax of one-half of one percent for a period of twenty (20) years. The Plan is incorporated here by this reference as though fully set forth herein, and as that Plan may be amended from time to time pursuant to applicable law and as provided for in the Plan and this ordinance.

Section 2. TITLE. This ordinance shall be known as the Humboldt County Association of Governments Transactions and Use Tax Ordinance, and may also be referenced herein as the "ordinance." This ordinance shall be applicable in the incorporated and unincorporated territory of the County of Humboldt, which shall be referred to herein as "District."

Section 3. OPERATIVE DATE. "Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance, the date of such adoption being as set forth below.

Section 4. PURPOSE. This ordinance is adopted to permit implementation of the Plan and achieve the following, among other purposes. It directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 180000 *et. seq.* of the Public Utilities Code which authorizes the Authority to adopt this tax ordinance which shall be operative if the legally required number of electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefor that can be administered and collected by the State Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

Section 5. CONTRACT WITH STATE. Prior to the operative date, the Authority shall contract with the State Board of Equalization to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided, that if the Authority shall not have contracted with the State Board of Equalization prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

Section 6. TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated and unincorporated territory of the District at the rate of one-half of one percent of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

Section 7. PLACE OF SALE. For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization.

Section 8. USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the District of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of one-half of one percent of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

Section 9. ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part

1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

Section 10. LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this Authority shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Board of Equalization, State Treasury, or the Constitution of the State of California.

2. The result of that substitution would require action to be taken by or against this Authority or any agency, officer, or employee thereof rather than by or against the State Board of Equalization, in performing the functions incident to the administration or operation of this ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property, which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "District" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

Section 11. PERMIT NOT REQUIRED. If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this ordinance.

Section 12. EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the District which is shipped to a point outside the District, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the District shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-District address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-District and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this District of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease, which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the District shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the District or participates within the District in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the District or through any representative, agent, canvasser, solicitor, subsidiary, or person in the District under the authority of the retailer.

7. "A retailer engaged in business in the District" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the District.

D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer

liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

Section 13. AMENDMENTS. This Ordinance and Expenditure Plan may be amended to provide for updated information used in the allocation formula by approval of a two-thirds vote of the members of the Authority. No amendment shall operate so as to affect the rate or duration of tax imposed by this Ordinance.

All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

Section 14. USE OF PROCEEDS. The proceeds of the transactions and use tax imposed by this ordinance shall be used solely for the projects, programs and purposes set forth in the Humboldt County Ballot Measure Expenditure Plan, as it may be amended from time to time, and for the administration thereof.

Section 15. MAINTENANCE OF EFFORT. It is the intent of the Legislature and the Authority that proceeds from the transactions and use tax be used to supplement, not replace, existing funds being used for transportation improvements and services. Maintenance of Effort standards are established in the Plan. Under no circumstances shall proceeds from the transactions and use tax be used to substitute or replace obligations that new development may incur for mitigating impacts on infrastructure or the environment.

Section 16. APPROPRIATIONS LIMIT. For purposes of Public Utilities Code section 180202, the appropriations limit for the Authority for fiscal year 2017-18 shall be \$12 million and thereafter that amount should be amended pursuant to applicable law. All expenditures of the transaction and use tax authorized herein shall be subject to the appropriations limit of the Authority.

Section 17. ADMINISTRATION AND SPENDING LIMIT. The Authority shall allocate revenues from the transactions and use tax to fund facilities, services and projects as specified in the Plan and shall administer the ordinance and the Plan consistent with the authority cited. Revenues from the tax may be expended by the Authority for salaries, wages, benefits, and overhead for those services, including contractual services, necessary to carry out its responsibilities; however, in no case shall the tax revenues expended for salaries and benefits of the Authority administrative staff exceed more than one half of one percent (0.5%) of the funds generated by the tax in any year. The Authority may, as the law permits, contract with any public agency or private firm for services necessary to carry out the purposes of the ordinance and the Plan.

Section 18. SAFEGUARDS ON USE OF TAX PROCEEDS. The following safeguards are hereby established to ensure strict adherence to limitations on the use of the proceeds from the transactions and use tax:

A. A transportation special revenue fund (the "Local Transportation Authority Special Revenue Fund") shall be established to maintain all proceeds from the transactions and use tax.

B. Each agency receiving the revenues identified in Section 20 shall have its revenues deposited in a separate interest bearing Transportation Improvement Fund. Interest earned on revenues allocated pursuant to this Ordinance shall be expended only for those purposes permitted by this Ordinance.

C. No proceeds from the transactions and use tax shall be used by any entity for other than the purposes authorized by the ordinance and the Plan. Any entity that violates this provision must fully reimburse the Authority for the funds misspent, plus any accrued interest, and will have any further allocations withheld until all funds are reimbursed.

Section 19. ALLOCATION OF FUNDS TO LOCAL JURISDICTIONS. The allocation formula for funds provided to local jurisdictions for Local Streets, Roads and Transportation Priorities as shown in the Table on Page 1 of the Plan was established by a cooperative effort with all jurisdictions in Humboldt County represented. Of the 99.5% of funds available after the administrative allocation, a total of \$50,000 for each of the small cities (Blue Lake, Ferndale, Rio Dell and Trinidad), totaling \$200,000 per year, shall be taken "off the top" and added to the formula allocation for those cities. The formula allocation of the remaining funds is as follows: Fifty percent (50%) of the allocation is based on the proportion of sales tax generated on a regional level and the remaining fifty percent (50%) is based on road miles and population. Of this portion road miles are weighed at 25% and population at 75%.

Section 20. ANNUAL REPORT. Annually the Authority shall publish a report on how all proceeds from the transactions and use tax have been spent and on progress in implementing the Plan, and shall publicly report on the findings. The Oversight Committee shall oversee the development of the report.

Section 21. REQUEST FOR ELECTION. Pursuant to California Public Utilities Code Section 180201, the Authority hereby requests that the County of Humboldt Board of Supervisors call a special election to be conducted by the County of Humboldt on November 8, 2016 to place the following measure before the electors:

To supplement existing local funding for maintenance, rehabilitation, and reconstruction of existing transportation including trails and transit; local match leveraging of state and federal funds for road, trails and transit infrastructure; and retention of commercial air service, shall a half cent sales tax be enacted throughout Humboldt County for 20 years, raising approximately ten million

dollars annually, requiring independent audits, separate interest bearing accounts, oversight by a taxpayer committee, public review of spending and all revenues controlled locally?

Section 22. COMPLIANCE WITH CALIFORNIA ENVIRONMENTAL QUALITY ACT. The Authority finds that this ordinance is exempt from the California Environmental Quality Act (Public Resources Code §§ 21000 *et seq.*, “CEQA,” and 14 Cal. Code Reg. §§ 15000 *et seq.*, “CEQA Guidelines”). The transactions and use tax authorized by this ordinance is a special tax that can only be used to fund the projects, facilities, and services described in the Plan but does not approve any of the described projects or services. As such, under CEQA Guidelines section 15378(b)(4), the tax is not a project within the meaning of CEQA because it creates a government funding mechanism that does not involve any commitment to any specific project or service that may result in a potentially significant physical impact on the environment. If revenue from the tax were used for a purpose that would have such effect, the Authority or appropriate lead agency would undertake the required CEQA review for that particular project or service. Therefore, pursuant to CEQA Guidelines Section 15060, review of the ordinance under CEQA is not required. Prior to commencement of any project or service included in the Plan, any necessary environmental review required by CEQA shall be completed. The Authority or appropriate lead agency for any project or service funded by the revenue from the tax shall perform CEQA analysis for the project or service prior to approving the project, if the project or service requires analysis under CEQA.

Section 23. ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the Authority, or against any officer of the State or the Authority, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

Section 24. VALIDATION OF TAX AND BONDS. Any action or proceedings questioning, contesting, or denying the validity of the adoption of this transactions and use tax ordinance or issuance of any bonds thereunder or any proceeding related thereto shall be commenced within six months from the date of the election at which this ordinance is approved. Otherwise, the bonds and all proceedings related thereto, including the adoption and approval of this ordinance, shall be held valid and in every respect legal and incontestable.

Section 25. SEVERABILITY. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Section 26. EFFECTIVE DATE. This ordinance relates to the levying and collecting of the District transactions and use taxes and shall take effect immediately.

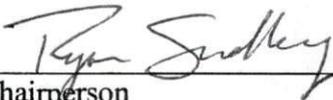
Section 27. TERMINATION DATE. The authority to levy the tax imposed by this ordinance shall expire March 31, 2037.

PASSED AND ADOPTED by the Members of the Humboldt County Association of Governments, State of California, acting in its capacity as the Humboldt County Transportation Authority, on July 21, 2016, by the following vote:

AYES:

NOES:

ABSENT:

  
\_\_\_\_\_  
Chairperson

Attest:

  
\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Clerk  
(Title)

## Exhibit A

## Humboldt County Transportation Ballot Measure Expenditure Plan

All of the cities in Humboldt County and the County itself have expressed the challenges that they face in funding maintenance of local streets and other transportation infrastructure. The Humboldt County Association of Governments (HCAOG) submitted to the voters of the County a measure that would authorize a half-cent (0.5%) transactions and use (sales) tax to fund local road and transportation infrastructure projects.

Not more than half of one percent of funds, on an annual basis, will be used for administrative purposes of the HCAOG. The remaining 99.5% of funds generated by the sales tax measure will be allocated to the Cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell, Trinidad and the County of Humboldt for local projects. Each of the cities and the County will decide on which projects to fund, as long as those projects eligible under the standards of this Plan. The allocation formula is based upon \$50,000 base for the four smallest cities (Blue Lake, Ferndale, Rio Dell and Trinidad) with the balance allocated by road miles, population and sales tax generation. The 20-year investment is expected to generate \$200,000,000.

20 Year Plan Totaling \$200 Million	Percent of Funds	Estimated Annual Allocation	20-Year Allocation Estimate
Audits, Oversight Committee Administration, Annual Reports Administration costs will be reimbursed actual expenditures, not to exceed \$50,000 per year.	0.50%	\$50,000	\$1,000,000
Arcata	11.41%	\$1,141,041	\$22,820,829
Blue Lake	0.97%	\$96,865	\$1,937,292
Eureka	32.57%	\$3,257,049	\$65,140,972
Ferndale	1.39%	\$139,014	\$2,780,279
Fortuna	7.48%	\$747,702	\$14,954,035
Rio Dell	1.86%	\$185,632	\$3,712,638
Trinidad	0.94%	\$94,125	\$1,882,498
County of Humboldt	42.89%	\$4,288,573	\$85,771,457
<b>TOTAL</b>	<b>100%</b>	<b>\$10,000,000</b>	<b>\$200,000,000</b>

### Eligible Uses

- Maintenance, rehabilitation, and reconstruction of existing transportation infrastructure including trails and transit.
- Local match leveraging of state and federal funds for road, trails and transit infrastructure.
- Retention of existing commercial air service.

## Safeguards and Accountability Measures

This Transportation Investment Plan includes strong taxpayer safeguards to ensure that the projects and programs approved by the voters are funded and delivered.

Taxpayer Oversight Committee: This committee will be created to provide an enhanced level of accountability for expenditures made under this Investment Plan to ensure that all voter mandates are carried out and that the financial integrity and performance of the program is maintained.

Annual Independent Audit and Annual Reporting: Annual fiscal and compliance audits will be conducted by an independent Certified Public Accountant, selected by the Taxpayers Oversight Committee, to assure that the revenues are expended in compliance with the tax measure and this Plan. The audit's results and annual report must be published and made available to the general public.

Sunset Date: This measure terminates in 20 years.

Administrative Expense Cap: Expenditures of HCAOG staff necessary to administer the program will be limited to no more than one-half of one percent of the annual gross revenues provided by the measure. These costs include independent audits, staffing the oversight committee, administrative costs associated with allocation of funds and required reporting by the cities and County, and producing an annual report.

Eligibility Verification: The cities and County will select transportation projects that meet eligibility criteria as identified in this Plan. The local jurisdictions will certify in the annual verification submitted to the HCAOG that these transportation funds were used for eligible expenses.

Maintaining Local Transportation Funding Efforts: The local jurisdictions will certify in the annual verification submitted to HCAOG that these transportation funds will be used to augment and not supplant local resources spent. For purposes of this calculation an average of the prior five (5) years spent for local transportation purposes will be used. Extraordinary funding such as "one-time" funding adopted as part of the jurisdiction's annual budget may be excluded from the calculation of a jurisdiction's average spending.

Comprehensive Review of Progress and Performance: At least every ten years, a comprehensive review of all programs and projects implemented under the Plan will be undertaken to evaluate the status and performance of the overall program. The review shall include consideration of changes to local, state and federal transportation plans and policies; changes in environmental standards and policies; revenue projections; data used in the allocation formula; level of public support for the Plan; and the progress of the local jurisdictions in implementing the Plan. The Commission may amend the Plan based upon its comprehensive review, subject to the following amendment process.

Amendments Require 2/3rd Support of the HCAOG Board: The Plan may be amended to provide for the use of additional federal, state or local revenues, to account for unexpected revenues, to take into consideration unforeseen circumstances or respond to a comprehensive review. An amendment must be adopted by a two-thirds vote of the HCAOG Board acting as both HCAOG and the Local Transportation Authority. The public and all jurisdictions in the County will be given a minimum of 45 days to comment on any proposed amendment.

HCAOG is an association of local governments representing all seven cities and the County of Humboldt that is responsible for coordinating transportation planning in the Humboldt region. HCAOG has the fiduciary duty of administering the transportation sales tax proceeds in accordance with all applicable laws and with the Plan. The monies collected shall be accounted for and invested separately, unless and until the funds are turned over to a local agency in accordance with the Plan. At such time, the local agency shall keep a separate accounting of the monies and any and all expenditures to ensure that the monies are spent in accordance with the approved Plan. All interest income generated by these proceeds will be used for the purposes outlined in this Plan and will be subject to audits. HCAOG may use the contingency fund to make up the difference between the budgeted revenues and the actual revenues.

**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 August 18, 2016 City Council Meeting  
Reporting to July 31, 2016**CITY MANAGER****Meetings**

- Kiwanis meeting 1st and 3rd Tuesday of the month at 4:30 pm
- Salt River Watershed Council - July 12th- 2:00-5:00
- City Council meeting – July 21st – Regular meeting from 7:00 – 9:30 pm
- SRWC sub-committee meeting- August 1st - 3:00-5:00 pm
- City Manager meeting- July 21st– 3:00-5:00pm
- Drainage Committee meeting- July 13th - 3:00- 5:00 pm
- Emergency Response Committee- July 20th- 2:30- 4:30 pm
- Many discussions with PG&E and North Coast Fabricators regarding the footbridge that we were able to secure as a donation last month. North Coast Fabricators, who are also working on the decommissioning of the power plant, were in a perfect position to coordinate the loading and transportation of the bridge to Ferndale. Currently the bridge is on Harrison Street where we are positioning it for installation across Francis Creek from the public bathroom area of Firemen's Park over Francis Creek to approximately the intersection of Harrison and Cleveland Street. This bridge is another step towards fulfilling a desire by the council to connect Firemen's Park and the City with Russ Park with all the added benefits and attractions that this world renown Park bestows. Hiking, bird watching, sightseeing, and the exploration of diverse botany just to name a few. We are hoping to include this added experience to a great list of possible adventures to the growing list of things to do around Ferndale and the surrounding area. This was a very quick acquisition that very little time for normal procedure by the city. Although we were able to notify the residences on Harrison that we were going to store the bridge in the area on the other side of the street that was recently cleared of vegetation on the park side of Harrison, we would have like to have of course went through all the engineering and permitting processes so that we could have just put the bridge in its final resting place. With that said it is understandable that those residences would like us to put that bridge in place as soon as possible, and we are in the process of doing that.
- Public Works; Focus is still on drainage issues but have started looking forward to the dry months and improvements to our streets and roads and parks. Met with engineer to get all drainage ditches included in maintenance program, as our 5C ditch maintenance program had some places that were not covered. Advertised our annual creek walk and contacted DF&W (Dept. of Fish and Wildlife), Corp of Engineers, and Regional Water Quality to accompany us if they wanted. Public Works completed the creek walk inspection and in collaboration with drainage committee representatives submitted a report that included photographs of proposed vegetation removal tasks. This report was then forwarded to DF&W for any possible comments and approval before the volunteers, the Hooligans, start work on August 3rd. Kudos to those volunteers that once again have stepped forward to help maintain our creek in

- a proactive way that increases our carrying capacity and may make the difference between flooding
- Weekly training bulletin from ERMA net. This is an online training program that I have participated in since 2006 as a requirement from our Risk Management Authority.
  - Monthly evaluations
  - 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. This last month we collaborated on the activities surrounding the replacement of downtown streetlights to make sure we have the 12 new lights you and installed before Labor Day weekend. the City public works department will help in the removal of the old streetlights and the installation of the new.
  - Financial preparation of information related to gas tax and a state audit sometime after the fourth of July. The audit included the last 12 years and staff did a remarkable job researching and producing required information. Staff is eagerly awaiting the results of that report which should be send sometime before October. We are in the process of filling Donna Timmerman's position as our Finance Director as she will be moving into retirement. Donna has been with the City for almost three years and has played a very important role in our little office and we will miss her exemplary work ethic and professional attitude that was always a joy to work with. She has agreed to help train her replacement. Meanwhile we are filling the city clerk position in house with Kristene our Deputy City Clerk who has filled in for Jennifer and is already familiar with most of the responsibilities of that position. We were already in an organizational restructuring mode and now are concentrating on just filling the financial position and those responsibilities. We all wish Jennifer much success in her new field of endeavor and thank her for her professionalism, competency, humor, and compatibility.
  - Numerous consultation with Financial Officer Donna Timmerman related to our budget. We had a study session before the last council meeting where staff and council discussed the budget and then during council meeting it was approved. The approved budget was positive and included a resumption of step increases for the employees
  - We continue to have Emergency Response and Drainage meetings monthly.
  - Conversations with John Driscoll regarding Congressman Huffman and an update on Ferndale issues. Numerous conversations about the SRP and the pause in construction for 2016. I have met and had discussions with RCD personnel, SRWC staff and directors, government staff and representatives, property owners as well as council members and mayor on almost a daily basis.
  - Regular conversations and meetings with County Supervisor Bohn regarding common issues. I would reiterate that supervisor Bohn was pivotal in getting the PG&E bridge since he informed me it was maybe available, and he remains involved and engaged in many of our meetings on the Salt River Project.
  - Numerous meetings with Salt River and Francis Creek land owners regarding their participating in SRRP. Although we were not able to move forward with the project

- as designed we continue to understand the importance to the whole watershed a community and will continue to negotiate in the hope that they will feel comfortable in the coming months to join with their neighbors to support this very necessary project.
- Working on a number of grant applications related to drainage and reducing costs at the wastewater facility. Reducing costs at the wastewater facility is centered around our energy costs for our ultra violet disinfection system and running the plant optimally. We have already made improvements that are saving substantial energy costs and now are concentrating on our new wastewater permit (NPDES) and will be asking RWQCB to reduce our dosing (the strength of ultra violet rays that are used on our effluent for disinfection) requirements that will lower our costs even more.
  - I was contacted by Annje Dodd who has asked me if the city would consider another Humboldt State Capstone project that would allow the students to explore alternative energy solutions to reducing energy costs at the wastewater plant. they will probably bring a project to the council for approval in the coming months. I have had a number of conversations with Arnie Jacobson a professor who will be in charge of the engineering capstone project and he has also met with our chief wastewater operator Steve Coppini to button up the program and goals.
  - Met with Caltrans on some sidewalk replacement activities in the near future. The improvements would be at the north end of town and would include some cement replacement in front of two properties and one decking replacement. The contractor showed three different sidewalk examples of color and texture and certainly showed that they are trying to match our sidewalks to the best of their ability. They were also trying to time the construction to have minimal impact on the fair activities and the beginning of school.
  - 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 our authenticity. The Pizza company's recent renovations are an example of working with property owners' downtown to improve our overall character. The Lentz and Paine building renovations are major improvements and will greatly enhance that side of downtown Main Street. We have also been in contact with other building owners that are considering Main Street improvements. We should commend our staff, building inspector, planning consultant, Design Review members as well as Planning Commissioners who have taken our historical distinction seriously while promoting a helpful and welcoming interaction with building permit applicants, and contractors.
  - Many conversations and meetings with Salt River Restoration Project personnel to find compromises and a resolution that would enable the project to go to construction phase this summer. Ultimately we were unable to reach a compromise with the two property owners where the project needs to go next. We are hopeful that negotiation will continue and we will have any problems worked out before next construction season. This project started out many years ago as a project supported by property owners to limit flooding and to improve the environmental aspects of the watershed. It is still a very important project for these reasons and for the good of everyone in the community should be completed as soon as possible. The City continues to meet and

- discuss this matter with our elected officials and their representatives. I have focused my attention on Congressman's Huffman's office and his representative John Driscoll, and also Michael Bowen, a long term supporter of our project from an organization that has contributed more than 4 million dollars to the project. We continue to analyze the current situation to find workable remedies to the project and individual challenges that have interrupted our ability to move construction of the project up the watershed. We are presently looking to meet with the State and Federal NRCS for high-level assessment of their position on the easement.
- We were recently informed that the RCD and the Salt River Eco-Restoration Project was awarded a \$372,000 grant to include Williams Creek into a phased aspect of the SRRP. This is good news for the residents on Frog Alley. The California Ocean Protection Council's grant is to restore 2.5 miles of the Salt River floodplain, reestablish a connection between the Salt River and Williams Creek, and install a number of instream and wooden structures and riparian areas.
  - Bocce court resurfacing project was finished with us replacing the oyster shell with decomposed granite. All activities were completed with donated funds and volunteer efforts. This change should require less maintenance, better drainage, and a superior rolling surface. The bocce committee and bocce enthusiasts should be commended for maintaining and improving the courts and making sure that the courts and landscaping are a positive addition to our beautiful Fireman's Park. You should be forming your four-man team for the September 17th Kiwanis tournament.
  - Applied and submitted a CalRecycle grant before July 1st deadline. Also conducted and met with CalRecycle representative from Sacramento who I gave a tour around the City to inspect our solid waste and recycling program for compliance. I believe that he was pleased and impressed with our programs and will continue to support and recommend programs to lower our overall percentage of solid waste to our landfills.
  - Numerous meetings and conversations with Gerald Silva related to a land swap to remove the necessity of Russ Park visitors crossing his land to get to backside of Russ Park. Our previous city resident David Yarrington had done considerable Pro bono work on the lot line adjustment, and gave the City the recorded maps to go along with it recently.

## **CITY CLERK ACTIVITY**

### **Meetings**

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
  - Regular City Council meeting 7/20/16
- Wrote agenda items and compiled packet for:
  - Regular City Council Meeting 7/20/16
  - Began agenda compilation for City Council meeting 8/18/16
- Transcribed and drafted meeting minutes and uploaded meeting videos for:
  - Regular City Council Meeting 7/20/16
- 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.
- 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 2016 Possessory Interests Spreadsheet.
- Sent out Public Nuisance letters
- Post for November Elections
- Create packets for nominees
- Hand out Nomination packets

### **DEPUTY CITY CLERK ACTIVITY**

#### **Meetings**

- Prepared Packet and Posted Agenda for 7/14/2016 & 7/21/2016 Design Review Committee Meeting
- Attended and transcribed minutes for 7/14/2016 & 7/21/2016 Design Review Committee Meeting
- Attended and transcribed minutes for 7/6/16 Planning Commission Meeting
- Prepared Packet and posted agenda for 8/03/2016 Planning Commission Meeting
- Prepared Packet and posted agenda for 7/14/2016 Drainage Committee 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 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
- Met with Planner regarding current projects
- Met with Building Inspector to review plans and finals on permits
- Read all ERMA training bulletins
- Ongoing Sewer Assessment Project
- Ongoing project of reviewing and cleaning up property files

### **FINANCE OFFICER ACTIVITY**

#### **Tasks:**

- Provided requested information to State Controllers Gas Tax Auditor during his five-day site visit. Results: No findings.
- Continuing documenting finance department duties and tasks.
- Finalized 16/17 budget.
- Meetings with City Manager – re: office issues
- 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:**

- Review and update job descriptions

### **CITY PLANNER ACTIVITY**

#### **Task 1 – General Planning**

- Attended Planning Commission Meeting
- Met with City Staff
- Responded to phone calls and e-mails
- Monthly Staff Report
- General Staff Coordination

#### **Task 2 – Reimbursable Fee Planning - None**

#### **Task 3 – Special Projects - None**

#### **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. Last year, the City Engineer obtained all regulatory permits and

authorizations from the US Army Corps of Engineers (ACOE), North Coast Regional Water Quality Control Board (NCRWQCB), and the CA Department of Fish and Wildlife (DFW) to conduct the annual roadside maintenance activities under the 5C Waiver program. Under the terms of the 5C waiver, the City Engineer is required to conduct a walkthrough, photograph the condition of the ditches and provide a report showing no impact has occurred to the permitting agencies. The City requested that the engineer research what would be required to also permit maintenance on the east side drainage ditch which the previous Department of Fish and Wildlife biologist requested to be excluded from the 5C permitting.

- On July 29<sup>th</sup>, the City Engineer contacted the new DFW officer and scheduled a site visit to the City of Ferndale for August 16<sup>th</sup> to review the ditch.

### **Transportation Safety Funds**

- **Background Information:** Funds are being made available annually to address transportation safety issues (sidewalk accessibility, stop signs, crosswalks, etc.). Submission for funding must be based on documented traffic collisions or other issues. The City Engineer has attempted in the past to research collision data based on published records but was not able to locate any information. Recent discussions with the police department indicate that collision data must be retrieved manually. The City Engineer requests authorization to work with the police department to identify and document traffic safety hazards within the City and to coordinate with the County on current year and future available funding to address these hazards. Another potential stakeholder is the local school district as safe routes to school represent another safety issue. The intersection of Washington and Berding was identified as a location for a 4 way stop sign in preliminary discussions.
  - The City Engineer met with Tim Miranda on July 28<sup>th</sup> to inventory existing guardrails and accessibility of existing intersections throughout the City. The data collected will be used for the City's HSIP grant application which will be submitted together with the County in August.

### **Capital Infrastructure Program**

- **Background Information:** The City Engineer prepared a prioritization last met with the Streets Committee on March 8<sup>th</sup> and presented a list of streets and their functional classification.
  - The Streets committee indicated a desire to walk the streets with the City Engineer to verify condition and priorities. The City Engineer is waiting for this task to be scheduled.

### **Fireman Park Pedestrian Bridge**

- **Background Information:** A citizens group has raised funds for a pedestrian bridge across Francis Creek south of the intersection of Cleveland Street and Berding Street. Structural plans and calculations were provided for review on May 4th. A review letter was issued on May 24<sup>th</sup>.
  - The City Engineer is awaiting a resubmittal of plans and documents that addresses the items raised in the review letter.

### **Fireman Park PGE Bridge Donation**

- **Background Information:** Pacific Gas and Energy (PGE) is de-commissioning and existing pedestrian bridge and has offered to donate it to the City of Ferndale. Per discussion with the City Manager, this bridge is planned to be located east of the parking lot east of the baseball field and would cross Francis Creek to the intersection of Cleveland and Harrison Street. The City will need to obtain the necessary permits to construct the bridge, obtain a survey, and design the concrete abutments to secure and anchor the bridge.
  - On July 29th City Engineer scheduled a site visit on August 16<sup>th</sup> with the Department of Fish and Wildlife.
  - Once authorization is received and the trees and brush are removed, a survey of the area can be performed to begin the design process.

### **Russ Park/Silva Lot Line Adjustment**

- **Background Information:** The existing entrance to Russ Park off of Eugene Street falls within a private property. The City has been discussing an exchange of a portion of Russ park with the land owner to make the entire route into the park public property. The City Engineer was contacted to create a map with aerial background to allow the City to begin discussions with the property owner on what portions of the private property and Russ park could be traded.
  - On July 25th City Engineer created the requested map and issued it to the City Manager.

### **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 complete. The agent is working toward completing the conditions of approval, which includes preparation of an improvement plan and revising the final map. It is anticipated the revised final map and improvement plan will be presented to the City Council in August 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. This project was approved by the Planning Commission on March 2, 2016. The agent is in the process of addressing the conditions of approval. Once the conditions of approval are complete, the project will be recorded.

○ **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. This project was approved by the Planning Commission on March 2, 2016. The agent is in the process of addressing the conditions of approval. Once the conditions of approval are complete, the project will be recorded.

**Meetings and Committees**

- HCAOG Meeting
  - City Engineer attended this month's HCAOG TAC meeting on July 7<sup>th</sup>.
- City Council Meeting
  - City Engineer attended this month's City Council meeting on July 20<sup>th</sup>.

**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 3rd Thursday
- Added Taylor Enterprises as waste hauler to plant pond
- OITs Gardner and Griggs performs lab tests daily to measure efficiency of plant
- Replaced lateral at 620 Main St.
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Maintenance on UV lights
- Moved irrigation to west side of Sousa property
- Front gate chain oiled each Monday
- Unplugged and serviced filters
- Dewater for total of 14 hours
- Plugged baskets and cleaned line from aeration basin 2
- OITs Gardner and Griggs cleaned walls and catwalk
- Unplugged INF pump 2
- Turn sludge 3 times weekly
- Cleaned tractor and pickup
- Weed eat road along Pt. Kenyon and wetlands
- Leak located and fixed on hydraulic lines of UV bank C
- Helped public works with camera on storm drain
- Trimmed brush along retention pond

- Total flows through the collection system for July were 5.2 MG. Of that .2 MG was pumped to the equalization pond.
- Billed Rotorooter, Taylor Enterprises and Wyckoff a total of \$8,200.50 for the month of July. 39 total dumps for total of 54,950 gallons
- Influent flows that were treated through the facility totaled 5 MG for the month of July. Average irrigation discharge to Sousa property was .11 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 representative from Tennant Sweepers do a demonstration.
- Drove around with Manhard engineers inspecting drainage.
- Took trash to Eel River Disposal.
- Ordered new supplies for Public Works.
- Received donated bridge from PG&E.
- Ordered new lamp post for Main Street.
- Started painting trash cans.
- Repaired pot holes around town
- Picked up debris piles from citizens for gutter cleaning.
- Continued with weekly safety meetings.
- Completed initial Francis Creek annual walk and started clean up procedures.

**POLICE DEPARTMENT**

- Performing pre-employment background investigation on individual to replace Officer Tyler James.
- New hire, Officer Robert Lindgren, began his field training program.
- The police department is preparing for the Humboldt County Fair.
- Police department staff continued monitoring downtown parking.
- 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 July 2016**

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	0	
Robbery	0	

Larceny	4	
Assault	1	
Burglary	2	
Vehicle Theft	0	
TOTAL	6	
SECONDARY CRIMES	3	
Calls for Service	56	
Reports Written	14	
Traffic Citations	0	
Other Citations	0	
Parking Citations	0	
Warnings	8	
ARRESTS	3	
AGENCY ASSISTS	11	
TRAFFIC COLLISIONS	2	

**City of Ferndale, Humboldt County, California USA**

Design Review Minutes for the 06/30/16 - 8:30am meeting

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

Approval of Previous Minutes: **MOTION** to **APPROVE** the June 9, 2016 meeting minutes  
**(Beltz/Ostler) Unanimous**

There were no Modifications to the Agenda

There was no Public Comments.

476 Main Street: The Design Review Committee was presented with an application to paint the exterior door and window casings of the business using the approved colors. Committee Member Ostler stated she had spoken with the applicants and the applicants had stated they want to shape up the business a little at a time. Chair Farley stated he is glad to see the upgrades. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to paint an exterior door and window casings using the approved color schemes. **(Beltz/Ostler) Unanimous**

Design Review Sign-Offs: The following Design Review Permits were signed-off: DR1520, DR1605, DR1606, and DR1609.

There was no Correspondence:

Committee Member Comments:

Meeting adjourned at 8:53 am

Respectfully submitted,

Kristene Hall, Deputy City Clerk  
City of Ferndale

**City of Ferndale, Humboldt County, California USA**

Design Review Minutes for the 07/14/16 - 8:30am meeting

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

Approval of Previous Minutes: **MOTION to APPROVE** the June 30, 2016 meeting minutes  
**(Daniels/Ostler) Unanimous**

There were no Modifications to the Agenda

There was no Public Comments.

207 Francis Street: The Design Review Committee was presented with an application to change the roof on the secondary dwelling unit to a copper/aged copper PBR Panel roof. Staff presented Committee with actual samples of the color. Committee Members discussed the use of copper. Committee Member Daniels commented on the specific design of one of the samples being fairly modern. Committee Member Oster commented that it felt to “cutsy”. Daniels was confused on whether the applicant wanted hybrid or corrugated style. Committee Member Beltz agreed with Daniels as there was no specific design on how the roof will be and the inability to see what the intent is. Beltz suggested bring the application back to the owner and request visual aids to help with the approval of this project. **MOTION** to table and request a sample of actual product and a drawing showing the flashing and fascia of roof. **(Daniels/Beltz) Unanimous**

406 Main Street: The Design Review Committee was presented with an application to place window framing around 45 degree door using stained glass windows handcrafted by a local artist. Contractor Dennis DelBiaggio was present along with local artist Dan. Committee Member Daniels asked about the framing around the window and if there was going to be enough room to place standard looking Victorian trim around the windows. Both Dennis and Dan stated there was going to be 4-6” around the glass and would be plenty of room for the trim. Both Committee Members Daniels and Beltz asked about the glass being clear. Both Dennis and Dan stated the glass was going to be clear and a high quality glass will be used. Committee Member Ostler expressed how nice it was going to look and she was excited about the project. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to place window framing around 45 degree door using stained glass windows handcrafted by a local artist and using the approved design and materials. **(Gregson/Ostler) Unanimous**

820 Main Street: The Design Review Committee was presented with an application to repaint the home using an approved color scheme. Committee Members were very pleased with the color choice. There were no other comments. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to repaint the home using the approved color scheme.  
**(Daniels/Gregson) Unanimous**

There was no Correspondence:

Committee Member Comments: Committee Member Beltz discussed the Planning Commission Meeting and the discussion that took place on the solar panel guidelines being constructed. Committee Members discussed the guidelines and what should be included. Committee Member Beltz let the Committee know that this was going to be on the Planning Commission Agenda in August.

Meeting adjourned at 9:13 am

Respectfully submitted,

Kristene Hall, Deputy City Clerk  
City of Ferndale

**City of Ferndale, Humboldt County, California USA**  
Design Review Minutes for the 07/21/16 - 8:30am meeting

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

Approval of Previous Minutes: **None**

There were no Modifications to the Agenda

There was no Public Comments.

207 Francis Street: The Design Review Committee was presented with an application to erect a 6' solid fence on the south side of the property using 1'X 6' redwood fence boards painted white. The fence will have a 20ft setback. Committee Member Ostler stated she would have preferred the fence to remain redwood instead of being painted. Committee Member Gregson stated other fences in the area are painted so it is harmonious with the area. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to erect a 6' solid white fence using 1' X 6' redwood fence boards with a 20ft setback. **(Gregson/Beltz) Unanimous**

215 Ocean Ave: The Design Review Committee was presented with an application to repaint the trim on the home using the approved color. Committee Members had no comments. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to repaint the trim on the home using the approved color swatch. **(Beltz/Gregson) Unanimous**

There was no Correspondence:

Committee Member Comments: The Committee discussed guidelines for solar panels. Committee also discussed cancelling the regular scheduled meeting for next Thursday, July 28, 2016. Meeting will be cancelled as long as there is no business.

Meeting adjourned at 8:53 am

Respectfully submitted,

Kristene Hall, Deputy City Clerk  
City of Ferndale

**City of Ferndale, Humboldt County, California USA**  
**Drainage Committee MINUTES** for the Meeting of May 12, 2016.

Vice-Chairman Dick Hooley called the meeting to order at 3:04pm. Committee members Tom Stephens, Jim Bass, Lee Tomasini, and Doug Brower as well as City Manager Jay Parrish and Deputy City Clerk Kristene Hall.

Modifications: None

Public Comment: None

Approval of Previous Minutes: Approval of the March 10, 2016 meeting minutes. **(Stephens/Bass)**

**Unanimous**

**Business:**

Francis Creek Maintenance Schedule & Annual Report: City Manager Jay Parrish spoke about last year's vegetation removal and how well it worked. Parrish stated there is significantly less growth and thinks there should be less removal this year. Committee Member Hooley stated it did work out very well but the follow up on property owners who did not comply with the removal needed action taken against them. Hooley felt the ball had been dropped and the city needed to be sure to be more aggressive in the abatement process. Parrish stated this year we will send out individual letters to the property owners that did not comply last year making sure they comply this year. Committee Member Brower stated there is a problem with property owners leaving debris on the banks of the creek as well and needs to be addressed.

Ditch Maintenance: City Manager Parrish stated the city had joined the 5C program last year which allows the city to clean our ditches without any problems from the overseeing agencies. There is also another program called the roadside ditch program that the city is working on joining that will allow more ditches to be cleaned. Hooley asked when the cleaning of ditches will start. Parrish stated in August, when the creek can be cleared as well. Parrish stated even previously problematic areas on Main Street were better during the rain events. Committee Member Stephens questioned the new ditch on the west side of 5<sup>th</sup> Street by the Ferndale Housing. Parrish stated that it was one of the ditches they are fighting on the wetland situation. Parrish stated that supposedly we will be able to clean it out a specific way and it will be able to join the 5C permit program. Stephens suggested mowing it to reduce the vegetation.

Correspondence: None

Committee Comments: Committee Member talked about the East Side Drainage and the different ways it can be improved. Committee Members also discussed the Salt River.

Meeting Adjourned at: 3:54 pm.

Respectfully submitted,

Kristene Hall, Deputy City Clerk

**City of Ferndale, Humboldt County, California USA**  
Minutes for Planning Commission Meeting of July 6, 2016

Call to Order — Chair Jorgen von Frausing-Borch called the Planning Commission Meeting to order at 7:01 pm. Commissioners Ellin Beltz and Dean Nielsen were present along with City Planner Stephen Avis and Deputy City Clerk Kristene Tavares. (Commissioner Gregson had an excused absence.) 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 May 5, 2016 Regular Planning Commission Meeting. **(Beltz/Nielsen) Unanimous**

5.0 Public Comment-None

6.0 Business

6.1 Solar Panel Guidelines for Historic District- City Planner Stephen Avis presented to commissioners the need to implement guidelines for solar installs within the Historic and Design Review areas of the city. Avis explained the importance of both solar installations and the preservation of historical character and appearance of the community. Avis also explained that under the California Solar Act we may not ban solar installations in these particular zones. The Planning Commission and staff were asked to devise these guidelines to assist the Design Review Committee in determining the approval of applications of Solar Installs. Avis presented a brochure from the National Alliance of Preservations Commissions for Sample Guidelines for Solar Systems in Historic Districts. Chair von Frausing-Borch stated he was glad to see the brochure and the national involvement of preserving historic districts. He also stated with all the technology available and new technology coming out, it should be easier for installations to not take away from the historic character of a building. Commissioner Beltz inquired if a building permit is required for a solar install. Staff informed committee that a building permit is required for an install. Commissioner Nielsen commented that explaining the efficiency of each system was missing from the presented brochure. Nielsen would like to know the effectiveness of the different solar systems and stated the Design Review Committee should know this. Planner Avis explained the effectiveness and product would be a decision the homeowner would need to make. Avis also explained he didn't think Design review could regulate what type of Solar System the homeowner should get. Staff also explained that when a Design Review application was presented to the city the type of system is already been chosen by the homeowner and professional solar installer who should know the best system. Avis informed Nielsen he would get him the requested information on the efficiency of the different systems. Commissioner Beltz requested that in the guidelines we mention auxiliary buildings that do not require a building permit (buildings under 120 sqft). Avis explained that even if the building

itself doesn't require a permit; the installation of a solar system would still require an electrical permit. Staff also presented an email sent from Commissioner Gregson regarding the solar panels. Gregson stated the California Solar Rights Act prevented any aesthetical changes that would decrease effectiveness up to 20%. Gregson stated that if this were the case, we should require a letter from an engineer stating the effectiveness had indeed been decreased by that much. Chair von Frausing-Borch thanked staff for getting this together. Avis asked commissioners what they were after; standards, guidelines, or an ordinance. Von Frausing-Borch stated at this time they were looking for guidelines.

6.2 Building and Land Use Permits April 25, 2016-June 25, 2016: Chair von Frausing-Borch stated there were two solar installs on the building permit list. Avis explained the type of system that was located on 5<sup>th</sup> Street. There were no other comments

6.3 Design Review Committee Report & Minutes: Commissioner Beltz reported on the Design Review Minutes and the different projects brought to the committee. Commissioners had no other comments.

7.0 Correspondence- Staff explained the few letters that were included in the correspondence section. There were no other comments.

8.0 Commissioner Comments- Staff read Commissioner Gregson's comments. Gregson would like to review the banners/pennants section of the Sign Ordinance. Commissioners discussed the pennant flags located at 1400 Main Street. Gregson also wrote the need for "teeth" in the Design Review Ordinance. Staff explained the lack of consequences for not obtaining a Design Review Permit before building, painting, etc. Chair von Frausing-Borch asked for both these items to be put on the agenda next month for discussion.

9.0 Staff Comments- Staff will advertise again for Planning Commission Vacancy.

Meeting Adjourned at 7:59 pm

Respectfully Submitted

Kristene Hall  
Deputy City Clerk

**Section 17**

**ADJOURN**