

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

Location:	City Hall	Date:	September 15, 2016
	834 Main Street	Time:	<b>7:00 pm</b>
	Ferndale CA 95536	Posted:	September 8, 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 August 18, 2016 Regular City Council Meeting ..... Page 5
  - b. Acceptance of Checkbook Register for August 1-31, 2016 ..... Page 8
10. CALL ITEMS REMOVED FROM CONSENT CALENDAR

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- 11. PRESENTATION
  - a. Salt River Restoration Project Update
  - b. Measure S
- 12. PUBLIC HEARING – None
- 13. BUSINESS
  - a. Consider Appointment of Member to Serve on the Planning Commission..... Page 12
  - b. Resolution 2016-26 Adopting the Emergency Response Plan Handbook..... Page 15
  - c. Update on Francis Creek Bridge ..... Page 35
  - d. Update on PG&E Bridge..... Page 36
- 14. CORRESPONDENCE ..... Page 38
- 15. COMMENTS FROM THE COUNCIL
- 16. REPORTS
  - a. City Manager Report ..... Page 48
  - b. Commissions and Committee Reports
    - i. Design Review Minutes..... Page 58
    - ii. Planning Commission Minutes ..... Page 59
  - c. Minutes from Joint Power Authorities (JPAs) and Reports
    - i. Humboldt Waste Management Authority (HWMA) Minutes ..... Page 61
- 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, October 20, 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 August 18, 2016

Mayor Don Hindley called the Regular City Council Meeting to order at 7:01 pm. Those present did the flag salute. Present were Mayor Hindley, Council Members Ken Mierzwa, Dan Brown, Michael Sweeney and Doug Brower along with staff City Manager Jay Parrish, City Clerk Kristene Hall, and Police Chief Bret Smith

Report out of Closed Session: None

Ceremonial: None

Modifications to the Agenda: None

Report out of Study Session: None

Public Comment: None

Consent Calendar: There were seven 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. **(Mierzwa/Sweeney) Unanimous**

Call Items Removed from Consent Calendar: None

Presentation: None

Public Hearing: None

Business:

Resolution 2016-21 Authorizing the City to borrow Funds from Tri Counties Bank: Mayor Hindley explained this is the annual renewal of the loan that was taken out for the Drainage. Councilman Brown asked if the mayor felt it was a fair interest rate. Hindley replied it was a little high by about  $\frac{3}{4}$  of a percent but the process of going out and obtaining a new loan was a lengthy process and may not be beneficial. City Manager Parrish commented that the interest rate had gone down a  $\frac{1}{2}$  percent since last year. **MOTION** to adopt Resolution 2016-21 authorizing the city to borrow funds from Tri Counties Bank. **(Sweeney/Brown) Unanimous**

Adopt and Sign MOU with the County for FY2016-17 Measure Z Funding: Mayor Hindley commented that this was a fairly standard MOU. Hindley explained it applied toward the funding under Measure Z that has the provisions for Police Officers, New Police Hires, something that goes on for a full year. He commented that this is for the new repeater for Ferndale. The reporting for the repeater, when purchased, will consist of sending the County an invoice and at the end of the first quarter showing them we sent in the invoice and that should be all that is involved. Councilman Brown agreed with Hindley. **MOTION** to Adopt and Sign the MOU between the County of Humboldt and City of Ferndale for Fiscal Year 2016-2017 Measure Z Funding. **(Brower/Mierzwa) Unanimous**

Request from Design Review Committee and Planning Commission for Funding to Amend the Penalties Section of the Design Review Zoning Ordinance: Community Member Patrick O'Rourke commented that he thought it was a great idea to add a penalty for citizens that did not go through the proper processes. Community Member Paul Gregson also commented that it

didn't necessarily have to be fines but maybe just denying any future permits to be issued until all previous non conformance had been rectified. Mayor Hindley commented that this was just to approve funding to bring it back to the Planning Commission for the amendment process. City Manager Parrish commented that as of now there is no fee to obtain a Design Review Permit, so the penalty of doubling the fee is essentially not assessing any repercussion for not following through with the proper procedures. Councilman Mierzwa commented his concerns of citizens not obtaining the proper permits and going through the proper process especially in the historic district where an environmental or CEQA review may have to be done. Mierzwa stated that this could potentially come back on the city. Councilman Sweeney and Councilman Dan Brown commented on the brochure that was made, asking if it has been being distributed and if it was helping. Community Member Paul Gregson replied that he had brought them to local businesses, realtors and the Library. Gregson also commented that there are definite misconceptions on where citizens think the Design Review Zoning is. Parrish explained that most people try to follow and abide by the rules, but there are a few that try to get around the process. Councilman Brower stated concerns about spending money on what potentially could be lack of knowledge, but agreed there should be penalties for non-compliance. Councilmen asked about the Fiscal Impact figure. Staff stated it was the estimated cost from the Planner for amending the Ordinance. **MOTION** to authorize funding for the Planning Commission to amend the penalties section of the Design Review Zoning Ordinance with the funding amount not to exceed \$2320. **(Brower/Brown) Unanimous**

Resolution 2016-23 Adopting a Conflict of Interest Code: City Manager Parrish explained the Political Reform Act requires us to look at and make any updates needed every two years. There were no comments from the Council or Public. **MOTION** to approve Resolution 2106-23 adopting a Conflict of Interest Code. **(Sweeney/Brown) Unanimous**

Update on Francis Creek Bridge: City Manager Parrish informed the Council that he had received an email from the City Engineers stating they had received all the information from Ontiveros on the installation of the bridge and it should not take long for them to review. Parrish stated all funds have been raised and the bridge will most likely be ordered when the City Engineers approve the installation. Councilman Sweeney expressed concern about the construction around the Memorial Garden currently in place. Councilman Brower recommended it be roped off during the construction process. Mayor Hindley recommended approaching Martin Tubbs with the concerns about the Memorial Garden.

Update on Bridge from PG&E: City Manager Parrish presented the Council with letters from citizens regarding the bridge placement on Harrison Street. Parrish explained the public works had went door to door on Harrison Street informing citizens before the arrival of the bridge. At the time, no one had expressed any concerns. Parrish explained to Council that the bridge is long enough to cross the creek that no permitting is needed from Corp of Engineers or Regional Water Quality Board. Parrish stated that he and a representative from Fish and Wildlife had reviewed the bridge and stated the bridge was appropriate for that space. Fish and Wildlife estimates a 90-day permit process once the application is submitted. Parrish stated the only hold up would be to make sure the bridge is engineered to public standards, as the bridge before was privately owned and used by PG&E. Councilmen expressed concern for the citizens on Harrison street. Parrish stated the possibility of a temporary fence and no trespassing signs to eliminate an attractive nuisance. Councilman Sweeney agreed that a fence, as well as signage may help. Councilmen agreed that it not an ideal situation but the end result will be an asset to the community for years to come.

Correspondence: Councilman Sweeney commented on the need to assist HWMA fill vacancies on their Zone Management Team. Staff will post a notices on the public boards and place on the website.

Comment from the Council: Councilman Sweeney mentioned he had taken Councilman Brower's place on the RCEA board. Sweeney explained the Community Choice Aggregation and asked it to be placed on a future agenda for discussion. Mayor Hindley explained they had already had a presentation on this at a previous meeting and there were a lot of unanswered questions. Both Councilman Brower and Councilman Brown had concerns about automatically being enrolled and having to opt out of the program. No other councilman agreed to put this on a future agenda. Mayor Hindley welcomed new City Clerk, Kristene Hall.

Reports: There were no comments from the Council or Public.

Mayor Hindley adjourned the meeting at 7:47pm.

Respectfully submitted

Kristene Hall  
City Clerk

DRAFT

## City of Ferndale

### Bank Account Register

General Checking

August 1, 2016 - August 31, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			625,994.25
08/01/16					3,567.52	629,561.77
08/01/16	50439	JAY PARRISH	JAY PARRISH	400.00		629,161.77
08/02/16		USDAR	USDA RURAL DEVELOPMENT	140,660.62		488,501.15
08/04/16		AFLAC INSUR	AFLAC INSURANCE	39.32		488,461.83
08/04/16	1001		PARRISH, JAY D	2,154.75		486,307.08
08/04/16	1002		HALL, KRISTENE M	1,144.74		485,162.34
08/04/16	1003		TIMMERMAN, DONNA E	1,581.92		483,580.42
08/04/16	1004		CHURCH, JENNIFER L	1,366.33		482,214.09
08/04/16	1005		JAMES, TYLER	1,485.05		480,729.04
08/04/16	1006		SMITH, BRET A	1,347.15		479,381.89
08/04/16	1007		WIDEMAN, ROBERT A	1,355.67		478,026.22
08/04/16	1008		BILLINGTON, ALLAN L	1,499.98		476,526.24
08/04/16	1009		LINDGREN, ROBERT	1,017.46		475,508.78
08/04/16	1010		COPPINI, STEVE L	1,979.15		473,529.63
08/04/16	1011		GRIGGS, JAMES L.	390.05		473,139.58
08/04/16	1012		HOPPIS, JOHNNY F	1,147.29		471,992.29
08/04/16	1013		CHURCH, JENNIFER L	1,279.00		470,713.29
08/04/16	50441		GARDNER, SHAWN C	1,568.58		469,144.71
08/04/16	50442		MIRANDA, TIMOTHY W	1,162.15		467,982.56
08/04/16	50443		RICHARDSON, DIANNA L	83.29		467,899.27
08/04/16	50444	ARNKE	ARNOLD C. KEMP	4,131.87		463,767.40
08/04/16	50445	DVLNO	DAVE LENARDO	325.00		463,442.40
08/04/16	50455		KAYTIS-SLOCUM, NANCY S	83.28		463,359.12
08/08/16	50447	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	46.15		463,312.97
08/08/16	50448	CHÖPPIS	CHELCI HOPPIS	126.92		463,186.05
08/08/16	50449	CITFO	CITY OF FORTUNA	1,683.33		461,502.72
08/08/16	50450	MIRRE	MIRANDA'S RESCUE	450.00		461,052.72
08/08/16	50451	VANESSA	VANESSA HUERTA	400.00		460,652.72
08/08/16	50452	VERZN	VERIZON	223.19		460,429.53
08/08/16	50453	RICHO	RICHARD HOOLEY	116.10		460,313.43
08/09/16	50485	OCCUP	OCCUPATIONAL, ENVIRONMENTAL, HEALTH & DRUG SCREENI	239.00		460,074.43
08/10/16		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,156.81		458,917.62
08/10/16		USTREASURY	UNITED STATES TREASURY	7,194.94		451,722.68
08/11/16					91,103.46	542,826.14
08/11/16					17,191.99	560,018.13
08/11/16	50456	NANKA	NANCY KAYTIS-SLOCUM	18.49		559,999.64
08/13/16	1001		JAMES, TYLER	1,800.92		558,198.72
08/13/16	1002		JAMES, TYLER	2,089.67		556,109.05
08/15/16					15,800.00	571,909.05
08/15/16	50457		BRIGGS, WILLIAM O	257.89		571,651.16
08/15/16	50465	ALTBU	ALTERNATIVE BUSINESS CONCEPTS	143.06		571,508.10
08/15/16	50466	PHIAY	AYCOCK & EDGMON	550.00		570,958.10
08/15/16	50467	CRAFT	CRAFTSMAN'S MALL	54.00		570,904.10
08/15/16	50468	WELLS	GE CAPITAL	222.37		570,681.73
08/15/16	50469	HUMTE	HUMBOLDT TERMITE & PEST	49.00		570,632.73
08/15/16	50470	JWLIQ	J & W LIQUORS	10.00		570,622.73
08/15/16	50471	MISLI	MISSION LINEN & UNIFORM SERVICE	13.90		570,608.83
08/15/16	50472	NCFABRICATO	NORTH COAST FABRICATORS	3,016.00		567,592.83
08/15/16	50473	PACGA	PACIFIC GAS & ELECTRIC	6,215.31		561,377.52
08/15/16	50474	POSTM	POSTMASTER	188.00		561,189.52
08/15/16	50475	PRINTING	PRINTING EXPRESSIONS	625.54		560,563.98
08/15/16	50476	USBANK	US BANK	1,188.55		559,375.43
08/15/16	50477	WELF	WELLS FARGO FINANCIAL LEASING	135.00		559,240.43
08/16/16	50458	DVLNO	DAVE LENARDO	325.00		558,915.43
08/16/16	50478	KRISHALL	KRIS HALL	59.94		558,855.49

**Bank Account Register**

General Checking

August 1, 2016 - August 31, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
08/16/16	50479	NORCO	NORTH COAST LABORATORIES LTD.	160.00		558,695.49
08/16/16	50480	SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY	579.07		558,116.42
08/16/16	50504	COMAS	DEMETRIUS DISTEFANO	285.00		557,831.42
08/16/16	50505	PPG	PPG ARCHITECTURAL COATINGS	171.83		557,659.59
08/16/16	50506	SPETR	SPECIALTY TRAFFIC SYSTEMS	775.82		556,883.77
08/17/16		USTREASURY	UNITED STATES TREASURY	1,161.75		555,722.02
08/17/16		EDD	EMPLOYMENT DEVELOPMENT DEPT	170.38		555,551.64
08/17/16	50486	DELOR	DEL ORO WATER CO., FDLE. DIST.	534.99		555,016.65
08/18/16	1001		PARRISH, JAY D	2,154.74		552,861.91
08/18/16	1002		HALL, KRISTENE M	1,333.09		551,528.82
08/18/16	1003		TIMMERMAN, DONNA E	2,242.02		549,286.80
08/18/16	1004		SMITH, BRET A	1,347.15		547,939.65
08/18/16	1005		WIDEMAN, ROBERT A	1,310.34		546,629.31
08/18/16	1006		BILLINGTON, ALLAN L	1,397.32		545,231.99
08/18/16	1007		LINDGREN, ROBERT	991.93		544,240.06
08/18/16	1008		COPPINI, STEVE L	1,886.13		542,353.93
08/18/16	1009		GRIGGS, JAMES L.	447.06		541,906.87
08/18/16	1010		HOPPIS, JOHNNY F	1,084.55		540,822.32
08/18/16	50459		KAYTIS-SLOCUM, NANCY S	46.28		540,776.04
08/18/16	50460		GARDNER, SHAWN C	1,415.34		539,360.70
08/18/16	50461		MIRANDA, TIMOTHY W	1,083.54		538,277.16
08/18/16	50462		BOYNTON, MARY ELLEN	83.29		538,193.87
08/18/16	50463		RICHARDSON, DIANNA L	18.51		538,175.36
08/18/16	50464		VON BRAUN, BONNIE K	26.56		538,148.80
08/18/16	50481	LMREN	L & M RENNER, INC.	690.23		537,458.57
08/18/16	50482	WAHCO	WAHLUND CONSTRUCTION	15,864.34		521,594.23
08/18/16	50483	STABO	STATE WATER RESOURCES CONTROL BOARD	230.00		521,364.23
08/19/16	50487	SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY	6,317.88		515,046.35
08/22/16	50488	GALIN	GALL'S INC.	232.32		514,814.03
08/22/16	50489	NILCO	NILSEN COMPANY	174.69		514,639.34
08/22/16	50490	NORCO	NORTH COAST LABORATORIES LTD.	160.00		514,479.34
08/22/16	50491	RSLIV	R & S LIVESTOCK SUPPLY	68.71		514,410.63
08/22/16	50492	SEQGA	SEQUOIA GAS COMPANY	124.22		514,286.41
08/22/16	50507	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	72.50		514,213.91
08/22/16	50508	HUMTI	HUMMEL TIRE & WHEEL, INC	418.04		513,795.87
08/22/16	50509	PACGA	PACIFIC GAS & ELECTRIC	1,356.76		512,439.11
08/22/16	50510	SUDDEN	SUDDENLINK	599.96		511,839.15
08/22/16	50511	FEREN	THE FERNSDALE ENTERPRISE	125.50		511,713.65
08/22/16	50512	VALLU	VALLEY LUMBER	235.57		511,478.08
08/22/16	50513	WCPSOLUTION	WCPSOLUTIONS	165.86		511,312.22
08/22/16	50514	WILSA	WILDWOOD SAW	127.37		511,184.85
08/23/16		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,002.38		510,182.47
08/23/16		USTREASURY	UNITED STATES TREASURY	6,146.65		504,035.82
08/23/16	50493	HUMTE	HUMBOLDT TERMITE & PEST	65.00		503,970.82
08/23/16	50515	FRONT	FRONTIER	366.02		503,604.80
08/24/16	50494	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	46.15		503,558.65
08/24/16	50495	CHOPPIS	CHELCI HOPPIS	126.92		503,431.73
08/24/16	50496	EELRI	EEL RIVER DISPOSAL	271.90		503,159.83
08/24/16	50497	MANHARD	MANHARD CONSULTING LTD	3,017.50		500,142.33
08/24/16	50498	PLANWEST	PLANWEST PARTNERS, INC.	294.00		499,848.33
08/24/16	50499	RICHO	RICHARD HOOLEY	324.75		499,523.58
08/24/16	50500	ROTR	ROTO-ROOTER	6,246.00		493,277.58
08/24/16	50501	UNDSE	UNDERGROUND SERVICE ALERT	161.20		493,116.38
08/24/16	50502	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	278.76		492,837.62
08/25/16	50503	RICKMARTIN	RICK MARTIN	5,000.00		487,837.62

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

General Checking  
 August 1, 2016 - August 31, 2016

<b>Date</b>	<b>Reference</b>	<b>Payee ID</b>	<b>Description</b>	<b>Checks/ Payments</b>	<b>Deposits/ Additions</b>	<b>Balance</b>
08/29/16		TRICOUNTY	TRI COUNTY BANK	1,129.58		486,708.04
08/29/16	50516	NORCO	NORTH COAST LABORATORIES LTD.	148.00		486,560.04
08/30/16					3,491.07	490,051.11
08/31/16					<u>40,618.88</u>	<u>530,669.99</u>
			<b>Totals</b>	<u>267,097.18</u>	<u>171,772.92</u>	<u>530,669.99</u>

Transaction count = 114

**Section 10**

**CALL ITEMS**

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

**Section 11**

**PRESENTATION**

*a. Salt River Restoration  
Project Update*

*b. Measure S*

**Section 12**

**PUBLIC HEARING**

**Section 13**

**BUSINESS**

Meeting Date:	September 15, 2016	Agenda Item Number	13.a
Agenda Item Title	Consider Appointment of Member to Serve on the Planning Commission		
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 type="checkbox"/> Voice Vote	<input checked="" type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Consider appointment of Gerald Rocha to serve on the Planning Commission.

**BACKGROUND:**

The Planning Commission has been short a member since May 2, 2016. Previous Commissioner, Michael Warner resigned, resulting in this vacancy. City staff advertised and posted notice of the vacancy with a ten-day window and a deadline of August 17, 2016 to receive applications. An application from Gerald Rocha was received and is attached. No other applications for the position were received.

At its regular meeting on September 7, 2016, the Planning Commission voted unanimously to recommend appointment of Gerald Rocha to serve on the Planning Commission.

**ATTACHMENTS:**

Gerald Rocha Application

City of Ferndale  
PLANNING COMMISSION APPLICATION

NAME: Gerald (Jerry) Rocha  
ADDRESS: 420 Arlington Avenue Ferndale  
PHONE: 707-499-0274 EMAIL: rochajerry@yahoo.com

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

- Appraising land, Residential, and some commercial on a daily bases.
- Reviewing Zoning, and land uses.
- Prior school site council member.
- Prior Board Member CLS Bureau.
- Member Humboldt County MLS Board.
- Numerous classes on: land use, Residential, & Property use.

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

- Appraising Ferndale properties in and around the city.
- Working with zoning Regs & Maps.
- Working with contractors.

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

None  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Gerald S. Rocha  
Applicant's Signature

8-16-2016  
Date

**2007 to Present CAL-OR Appraisals**

**State Certified Appraiser / Owner**

Eureka, CA & Crescent City, CA, *Ferrisdale, CA*

**2001 - 2007 Thomas & Associates**

**State Certified Staff Appraiser**

Eureka, CA

**1979 - 2001 Mendocino Redwood Company, LLC.**

**Quality Control / Checkscaler**

Samoa, CA & Calpella, CA

Areas of expertise:

- Residential & commercial real estate appraisals.
- Field inspections of property sites.
- Cost estimates, review plans, & specifications.

Training:

- Site valuation and cost approach (Appraisal Institute 2008).
- Forest/Timber land appraisals (Oregon State University 2004).
- GIS Mapping for Real Estate Appraisals (Appraisal Institute 2007).
- GIS Mapping (College of the Redwoods 2007).
- Timber cruising (Atterbury Consultants, Inc 1999).
- Appraising residential and income real estate (Appraisal Institute 2005).
- Vineyard land valuations (Appraisal Institute 2004).

Education

**Mendocino College** 2001  
A.A.. Degree in General Studies

Ukiah, CA

**Marylhurst University** (candidate)  
B.S.. Real Estate

Marylhurst, OR

State Licenses

CA State Certified Appraiser license #AR028854  
OR State Certified Appraiser license #CR00805  
CA State Real Estate Sales license #01129911

Member of the Appraisal Institute  
Member of the Northcoast Appraisers Association

Meeting Date:	September 15, 2016	Agenda Item Number	13.b
Agenda Item Title:	Resolution 2016-26 Adopting the Ferndale Emergency Response Handbook		
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:**

Staff recommends that the City Council review and adopt Resolution 2016-26 adopting the Ferndale Emergency Response Handbook.

**DISCUSSION:**

At the November 2004 City Council Meeting, the council adopted Resolution 04-06 adopting the Ferndale Emergency Response Plan. This plan consists of 220 pages that will assist the city in a disaster or emergency situation. When a disaster or emergency occurs, it is good to have an easy first response handbook to reference during the initial chaotic hours of a disaster. This handbook will provide easy access to contacts and management organizations during the initial response, and will be continuously update information as key personnel change.

The Emergency Response Committee will review this handbook regularly and update contacts and organization as needed, to ensure the reliability of this handbook.

**FINANCIAL IMPACT:**

None

**ATTACHMENT**

Emergency Response Handbook

**RESOLUTION 2016-25****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE  
ADOPTING THE FERNDALE EMERGENCY RESPONSE HANDBOOK**

**WHEREAS**, the City of Ferndale adopted the Ferndale Emergency Response Plan on November 4, 2004; and

**WHEREAS**, the city wishes to have a condensed version for easier reference in emergency situations; and

**WHEREAS**, the Ferndale Emergency Handbook will be updated on a regular basis to include all current contact information for emergency personnel in the midst of a disaster.

**NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Ferndale**, that the City of Ferndale Emergency Handbook is hereby adopted as a reference guide in an Emergency for the City of Ferndale

**BE IT FURTHER RESOLVED**, that the City of Ferndale Emergency Response Plan adopted on November 4, 2004 by Resolution 04-03 is in full effect and this handbook does not replace its integrity in any way.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale on September 15, 2016 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

---

Don Hindley, Mayor

**Attest:**

---

Kristene Hall, City Clerk



## City of Ferndale

# **EMERGENCY RESPONSE HANDBOOK**

### Ferndale City Hall

834 Main Street

Ferndale, CA 95536

(707)786-4224

(Updated: 8/09/2016)

## CONTACTS

<p><b><u>City Manager</u></b> Jay Parrish Business: (707)786-4224 Cell: (707)496-7005</p> <p><b><u>Police Department</u></b> Bret Smith, Police Chief Business: (707)786-4225 Cell: (707)498-0162</p> <p>Allan Billington, Sergeant Business: (707)786-4225 Cell: (530)693-1301</p> <p><b><u>Public Works</u></b> Tim Miranda, Public Works Director Business: (707)786-5040 Cell: (707)834-2951</p> <p>Johnny Hoppis Business: (707)786-5040 Cell: (707)599-9055</p> <p><b><u>City Clerk</u></b> Kristene Hall Business: (707)786-4224 Cell: (707)616-6941</p> <p><b><u>Finance</u></b> Donna Timmerman Business: (707)786-4224 Cell: (707)834-5424</p> <p><b><u>Building Official</u></b> Arnie Kemp Business: (707)764-5042 Cell: (707)599-6226</p>	<p style="text-align: right;"><b><u>Mayor</u></b> Don Hindley Business: (707)786-9946 Home: (707)786-2936</p> <p style="text-align: right;"><b><u>Council Members</u></b> Ken Mierzwa Cell: (707)499-5794</p> <p style="text-align: right;">Doug Brower Business: (707)786-4444</p> <p style="text-align: right;">Michael Sweeney Home: (707)786-9269</p> <p style="text-align: right;">Daniel Brown Cell: (707)498-2398</p> <p style="text-align: right;"><b><u>Ferndale Fire Department</u></b> Daniel Del Biaggio, Fire Chief Business (707)786-9909 Cell: (707)845-7399</p> <p style="text-align: right;"><b><u>City Planner</u></b> Stephen Avis Cell: (707)267-8651</p> <p style="text-align: right;"><b><u>Waste Water</u></b> Steve Coppini, Chief Plant Operator Business: (707)786-9694 Cell: (707) 496-4694</p> <p style="text-align: right;">Shawn Gardner Business: (707)786-9694 Cell: (530)586-2925</p>
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## Emergency Response Committee

Jay Parrish	City Manager	(707) 496-7005
Kristene Hall	City Clerk	(707) 616-6941
Bret Smith	Police Chief	(707) 498-0162
Don Hindley	Mayor	(707) 786-9236
Dan Brown	City Councilman	(707) 498-2398
Stuart Titus	OES	(707) 845-1689
Richard Conway	OES	(707) 498-8841
Daniel DelBiaggio	Fire Chief	(707) 845-7399
Andy Titus	Ferndale Fire Dept	(707) 496-8841
Tim Miranda	Public Works	(707) 834-2951
Jack Lakin	Ferndale High School	(707) 502-7918
Renee Henderson	Ferndale Elementary	(510) 331-9567
Wayne Shaw	Handheld Radios	(707)725-9702
Spencer Koch	Hamm Radios	(707) 786-4964

## **Disaster Procedures**

In the event of an emergency, the auditorium at City Hall will become an Incident Command Center. This will be where designated individuals will meet to be given specific tasks, keep the public informed, answer incoming calls, communicate with the police and fire departments, and others as they may arise.

This plan identifies the City's emergency planning, organization, policies and response to extraordinary situations associated with natural disasters, technological incidents and national security emergencies. This plan is based upon functions, not number of personnel.

The City of Ferndale responds to disasters in four phases: Increased readiness, Initial response operations, Extended response operations and Recovery operations. Once the City receives a warning or observes an imminent disaster, the City Emergency Services increases its readiness. This may include: briefing key individuals, reviewing the plan, increasing public efforts, inspecting critical facilities, recruiting additional staff, etc.

The initial response operations are typically performed at the field level. These activities may include: notifying proper authorities, disseminating warnings, conducting evacuations, caring for injured or displaced victims, assessing the need for mutual aid, coordinating with state and federal agencies, etc.

Extended response activities are conducted in the field and the Incident Command Center. These operations involve coordination of management of personnel and resources. This is in an effort to mitigate the disaster and transition into recovery. These types of activities include: preparing damage assessments, operating care facilities, procuring resources, documenting status, protecting vital resources, declaring local emergency, etc.

Recovery operations begins when the immediate threat subsides. This includes recovery of services to the public and rebuilding the affected areas. These activities may include: restoring utilities, establishing assistance centers, applying for state and federal assistance programs, identifying residual hazards, determining recovery costs, etc.

## INTRODUCTION

The City of Ferndale (OA) Emergency Plan (EOP) identifies the City's emergency planning, organization, policies, procedures, and response to extraordinary emergency situations associated with natural disasters, technological incidents, and national security emergencies. The plan also addresses integration and coordination with other governmental levels when required.

This Emergency Plan accomplishes the following:

- ❑ Establishes the emergency management organization required to mitigate any significant emergency or disaster affecting the emergency operational area.
- ❑ Identifies the responsibilities, policies and procedures required to protect the health and safety of Ferndale population, public and private property, and the environmental effects of natural and technological emergencies and disasters.
- ❑ Establishes the operational concepts and procedures associated with field response to emergencies, City Emergency Operations Center (EOC) activities, and the recovery process.

This plan is based on the functions and principles of the California Standardized Emergency Management System (SEMS), the California Incident Command System (ICS), and the National Incident Management System (NIMS) which identifies how the Ferndale emergency operational system fits in the overall California emergency management system during response and recovery operations. **It is important to stress that this plan is based upon *Functions*, not the number of personnel.** One person may be called upon to perform all functions, as needed. In a major event, the duties of each function can be assigned to individuals as the staff size grows to respond appropriately to the event.

The City of Ferndale Emergency Plan will be approved by the City Council. The City's Office of Emergency Services (OES) is responsible for reviewing the entire plan on an annual basis, and coordinating the revision of the plan as required. Each department manager is responsible for reviewing its SOPs on an annual basis and coordinating the revisions of the procedures with the City's Office of Emergency Services. Special Departments and other agencies serving City of Ferndale are responsible for following this plan, and developing procedures to fulfill their stated responsibilities. The City's Office of Emergency Services will be responsible for maintaining records of revisions.

## CONCEPT OF OPERATIONS

The City of Ferndale response to disasters is based on four phases:

- Increased readiness;
- Initial response operations;
- Extended response operations; and
- Recovery operations.

During each phase, specific actions are taken to reduce and/or eliminate the threat of specific disaster situations. In coordination with the City and Incident Commanders, the Office of Emergency Services Coordinator will determine the phase and initiate the appropriate level of alert for response agencies, including the activation of the Emergency Operations Center (EOC) as required.

### **Increased Readiness**

Upon receipt of a warning or observation that an emergency situation is imminent or likely to occur soon, the City Office of Emergency Services will initiate actions to increase its readiness. Events that may trigger increased readiness activities include:

- Issuance of a credible long-term earthquake prediction;
- Receipt of a flood advisory or special weather statement;
- Conditions conducive to wildland fires, such as the combination of high heat, strong winds, and low humidity;
- An expansive hazardous materials incident;
- Information or circumstances indicating the potential acts of violence or civil disturbance; and
- Information or circumstances indicating breach of national security.

Increased readiness activities may include, but not limited to, the following activities:

- Briefing of the City Manager and key officials about the situation;
- Reviewing and updating of the emergency plan and related SOPs;
- Increasing public information efforts;
- Inspecting critical facilities and equipment; including testing warning and communication systems;

- Recruiting of additional staff and Disaster Service Workers (DSW);
- Warning threatened elements of the population;
- Conducting precautionary evacuations in the potentially impacted area(s);
- Mobilizing personnel and pre-positioning resources and equipment; and
- Establishing or activating staging areas.

### **Initial Response Operations**

City of Ferndale initial response activities are primarily performed at the field response level. Emphasis is placed on minimizing the effects of the emergency or disaster. Field responders will use the Incident Command System (ICS) to organize response to the emergency or disaster, incorporating the functions, principles and components of ICS (i.e., unified command, action planning, span of control, hierarchy of command, etc.).

Examples of initial response activities include:

- Making all necessary notifications, including the Governor's Regional Office of Emergency Services;
- Disseminating warnings, emergency public information, and instructions to the citizens of the City of Ferndale;
- Conducting evacuations and/or rescue operations;
- Caring for displaced persons and treating the injured;
- Conducting initial damage assessments and surveys;
- Assessing need for mutual aid assistance;
- Restricting movement of traffic/people and unnecessary access to affected areas;
- Establishing Unified Commands;
- Coordinating with state and federal agencies working in the field; and
- Developing and implementing Incident Action Plans.

## **Extended Response Operations**

The Ferndale Operational Area extended response activities are conducted in the field and the Emergency Operations Center (EOC). Ferndale EOC is located in the City Hall at 834 Main Street.

Extended emergency operations involve the coordination and management of personnel and resources to mitigate an emergency and facilitate the transition to recovery operations. Field response personnel will continue to use the Incident Command System (ICS) to manage field operations. EOC staff will support field response personnel in mitigating the effects of the disaster.

Examples of extended response activities include:

- Preparing detailed damage assessments;
- Operating mass care facilities;
- Conducting coroner operations (as directed by the Sheriff's Department and OA)
- Procuring required resources to sustain operations;
- Documenting situation status;
- Protecting, controlling, and allocating vital resources;
- Restoring vital utility services;
- Conducting advance planning activities;
- Documenting expenditures;
- Developing and implementing Action Plans for extended operations;
- Disseminating of emergency public information;
- Declaration of a local emergency;
- Prioritizing resources allocation; and
- Inter/multi-agency coordination.

**SEMS/NIMS Functions:** EOC staff will be organized in accordance with the five Standard Emergency Management System (SEMS) and the National Incident Management System (NIMS) functions: Management, Operations, Planning/Intelligence, Logistics, and Finance/Administration. The components and principles of SEMS/NIMS will be used by the EOC staff to manage disaster operations. EOC staff will establish measurable and attainable objectives to be achieved for a given operational period.

### **An EOC Action Plan Will Be Developed For Each Operational Period.**

When the EOC is activated, communications and coordination will be established between the Incident Commander(s) and the EOC. Communications and coordination will be established between the Humboldt Operational Area EOC, when activated, and the California OES Coastal Region REOC. Multi-agency or inter-agency coordination will be used by EOC staff to facilitate decisions for overall local government level emergency response activities.

**Mutual Aid:** City of Ferndale is within the California Governor's Office of Emergency Services Mutual Aid Region II. The mutual aid region facilitates multi-agency and multi-jurisdictional coordination, particularly between State OES and the Operational Area, including state agencies, local governments and special Departments, in emergency operations. The Mutual Aid System is the system that allows for the progressive mobilization of resources to/from emergency response agencies, local governments, Operational Areas, regions, and the state with the intent of providing adequate resources to requesting agencies. City of Ferndale is located in the State of California OES Coastal Region and is part of Mutual Aid Region II for Law Enforcement, Coroner, Emergency Medical, and Fire Services. Within the framework of the California Disaster and Civil Defense Master Mutual aid Agreement, several discipline-specific mutual aid coordinators will operate from the City of Ferndale Operational Area EOC, (i.e. fire and rescue, law enforcement, medical, public health, and public works). Mutual aid requests for these disciplines will be coordinated through the coordinators at the City Operational Area EOC.

Once the City of Ferndale EOC is activated, communications will be established between the EOC and these discipline-specific Operational Area mutual aid coordinators. All other requests for assistance will flow through the appropriate Operational Area SEMS function. The Operational Area, when requesting mutual aid will remain in charge and retain overall direction of personnel and equipment provided through mutual aid.

### **Recovery Operations**

As the immediate threat to life, property, and the environment subsides, the rebuilding of City of Ferndale will begin through various recovery activities. Recovery activities involve the restoration of services to the public and rebuilding the affected area(s). Recovery activities may be both short-term and long-term, ranging from restoration of essential utilities such as water and power, to mitigation measures designed to prevent future occurrences of a given threat facing the operational area. Recovery Operations overview can be found in Appendix C of this plan. The Appendix covers the recovery process in detail, describing roles and responsibilities and procedures for accessing the federal and state disaster assistance programs that are available to individuals, businesses, special Departments, and the City.

Examples of recovery activities include:

- Restoring all utilities;
- Establishing and staffing Local Assistance Centers and Disaster Assistance Centers;
- Applying for state and federal assistance programs;
- Conducting hazard mitigation analysis;
- Identifying residual hazards; and
- Determining and recovery costs associated with response and recovery.

## CONTINUITY OF GOVERNMENT

The concept of Continuity of Government is comprised of three elements: Standby Officers for the Governing Body. Temporary Seat of Government and the Preservation of Vital records.

A major disaster could result in the death or injury of key government officials, the partial or complete destruction of established sets of government, and the destruction of public and private records essential to continued operations of government.

Government at all levels shall be responsible for providing continuity of effective leadership and authority, direction of emergency operations and management of recovery operations. To this end, it is particularly essential that the City of Ferndale, all Special Departments and Humboldt County continue to function as governmental entities. The California Government Code and the Constitution of California provide the authority for state and local government to reconstitute itself in the event incumbents are unable to serve.

### City of Ferndale Director of Emergency Services

The City Council has appointed a successor to the position of Director of Emergency Services. Should the Director of Emergency Services be unable to serve, Individuals who hold permanent appointments to the following positions in government will automatically serve as Acting Director, in the order shown, and serve until a successor has been appointed by the Council, and seated. An individual serving as Acting Director will have the authority and powers of the Director.

1<sup>st</sup> Alternate: Police Chief

2<sup>nd</sup> Alternate: \_\_\_\_\_

3<sup>rd</sup> Alternate: \_\_\_\_\_

### Lines of Succession

California Government Code Section § 8638, Article 15, Chapter 7, Division 1, Title 2 requires the appointment of up to three standby officers for each member of the governing body. This article also provides for the succession of officers who head departments responsible for maintaining law and order, or for furnishing public services relating to health and safety. Additionally, Article 15 outlines procedures to assure continued functioning of political subdivisions in the event the governing body, including standby officers, are unavailable to serve. The standby officers shall have the same authority and powers as the regular officers or department heads.

The succession list complying with Article 15 for the City of Ferndale is provided in Ferndale Municipal Code, adopted by ordinance 267.

## **Reconstitution of the Governing Body**

California Government Code Section § 8635 et seq., Article 15, Chapter 7, Division 1, Title 2, establishes a method for reconstituting the governing body. It authorizes that, should all members, including all standby officers, be unavailable, temporary officers shall be appointed by the Chairman of the Board of the County in which the political subdivisions are located or by the Chairman of the Board of any other County within 150 miles.

California Government Code Section § 8642 of Article 15 authorizes local governing bodies to convene as soon as possible whenever a state of emergency or local emergency exists and a place not necessarily within the political subdivision. Under Article 15, the duties of a governing body during emergencies include ascertaining the damage to the jurisdiction and its personnel and property, reconstituting itself and any subdivisions, and performing functions in preserving law and order and furnishing local services.

California Government Code Section § 23600, Article 1, Chapter 4, Division 1, Title 3 provides that the City Council shall designate one or more alternative temporary city seats within or outside of City boundaries (The city can not purchase real property for seats outside City boundaries). A resolution designating the alternative City seats must be filed in appropriate City/County and in any alternative City/County. Additional seats may be designated subsequent to the original site designations of circumstances warrant.

The designation of a temporary alternative seat location of City government outside of City boundaries for the City of Ferndale is:

1<sup>st</sup> Alternate: \_\_\_\_\_

2<sup>nd</sup> Alternate: \_\_\_\_\_

## **Preservation of Vital Records**

City of Ferndale City Clerk's Office is responsible for the preservation and protection of vital records. Each department within City of Ferndale will identify, maintain, and protect its vital records. Vital records are defined as those records that are essential to the rights and interests of individuals, governments, corporations and other entities, including vital statistics, land and tax records, license registers, and historical information.

Vital records also include those records essential for emergency response, recovery operations, including utility system maps, emergency supplies, equipment locations, emergency operational plans, procedures, and personnel rosters.

These vital records will be essential to the re-establishment of normal City of Ferndale government functions, serving to protect the rights and interests of government. These rights and interests may include the constitutions, charters, statutes, ordinances, court records, official proceedings and financial records of the City of Ferndale.

## City of Ferndale Lines of Succession

<u>Department</u>	<u>Successor Title/Position</u>
City Manager	Police Chief
Police Chief	Sergeant
City Attorney	
Public Works Crew Leader	
City Clerk/Treasurer	
City Planner	

## RELATIONSHIP TO THE STANDARDIZED EMERGENCY MANAGEMENT SYSTEM And THE NATIONAL INCIDENT MANAGEMENT SYSTEM

The City Operational Area (OA) is responsible for emergency response within its geographical boundaries. The *California Emergency Services Act* requires the OA to manage and coordinate the overall emergency response and recovery activities within its jurisdiction. During disasters, it is required to coordinate emergency operations with OES Coastal Region and, in some instances, other Operational Areas and local governments.

Under the Standardized Emergency Management System (SEMS), and National Incident Emergency Management System (NIMS), the City has responsibilities at two levels: The **Field Response** and **Local Government** levels.

At the field response level, all agencies will use the Incident Command System (ICS) to standardize the emergency response.

At the City of Ferndale level, a designated Emergency Operations Center (EOC) is used as the central location for gathering and disseminating information, coordinating all jurisdictional emergency operations, and coordinating with the Governor's Office of Emergency Services, Coastal Region EOC.

The following diagram depicts the relationship between local governments, special Departments, the City of Ferndale Operational Area, and the State OES Coastal Region Emergency Operations Center (REOC).

**STANDARDIZED EMERGENCY MANAGEMENT SYSTEM  
FIVE LEVEL EMERGENCY RESPONSE ORGANIZATION**

**CALIFORNIA EMERGENCY OPERATIONS CENTER**

- THE STATE

**COASTAL REGIONAL EMERGENCY OPERATIONS CENTER**

- THE REGION

**HUMBOLDT COUNTY EMERGENCY OPERATIONS CENTER**

- THE OPERATIONAL AREA

**FERNDALE EMERGENCY OPERATIONS CENTER**

- THE LOCAL GOVERNMENT LEVEL

**FIELD INCIDENT COMMAND POSTS  
DEPARTMENTAL OPERATIONS CENTERS**

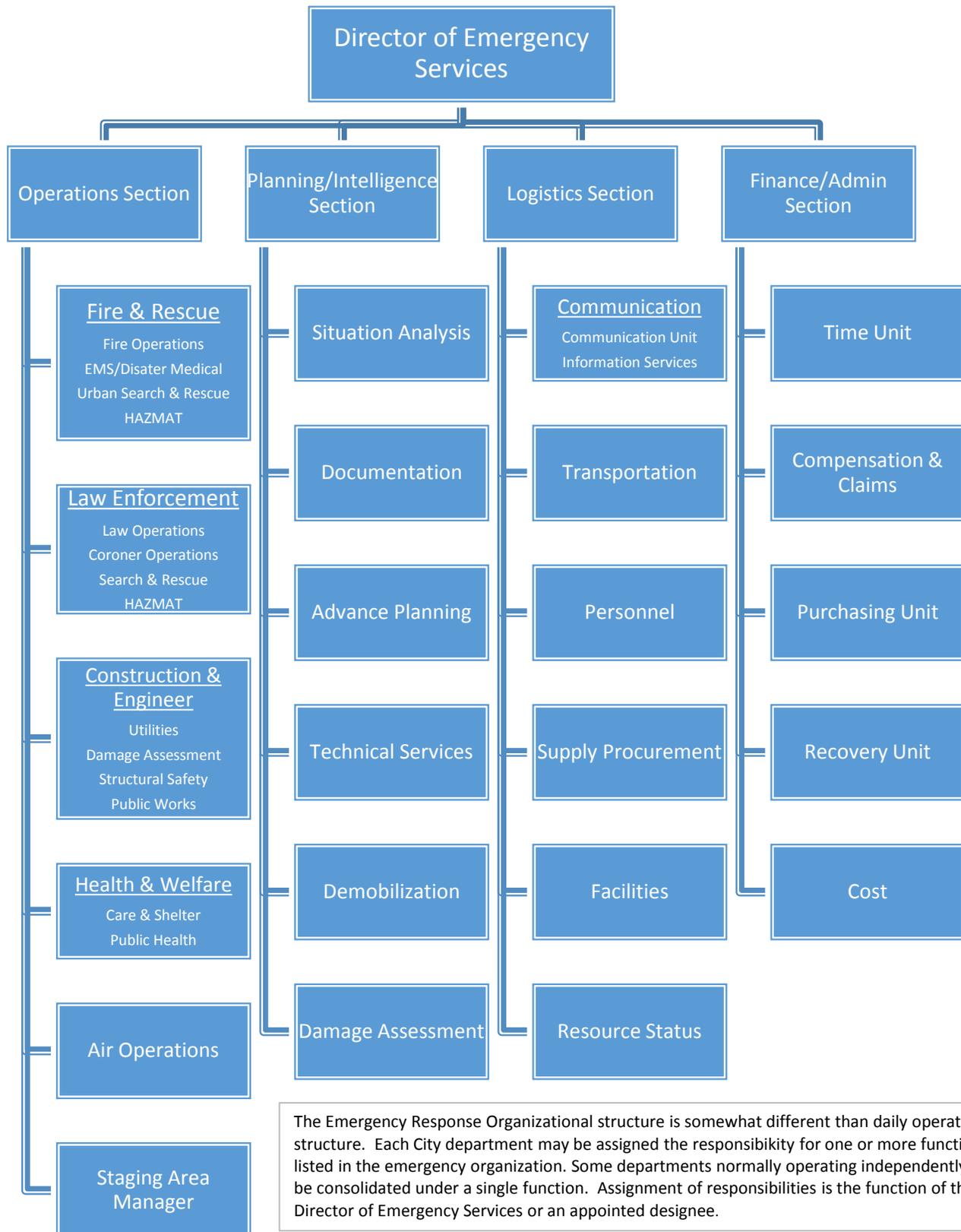
- THE FIELD LEVEL



**INCIDENT**



# CITY OF FERNDALE EMERGENCY MANAGEMENT ORGANIZATION



The Emergency Response Organizational structure is somewhat different than daily operations structure. Each City department may be assigned the responsibility for one or more functions listed in the emergency organization. Some departments normally operating independently will be consolidated under a single function. Assignment of responsibilities is the function of the Director of Emergency Services or an appointed designee.

## CITY OF FERNDALE – Timesheet-Disaster

DEPT					PAYROLL PERIOD:	FROM				TO				
EMPLOYEE														
DAY	DATE	IN	OUT	TOTAL	REG	OT	OTHER	DESCRIPTION OF WORK	LOCATION	MATERIALS USED	EQUIPMENT USED Note City or Rented			
TOTAL HOURS FOR WEEK ONE														
TOTAL HOURS FOR WEEK TWO														
TOTAL HOURS WORKED BOTH WEEKS														

ACCUMULATED TIME BANK INFORMATION

	OLD BALANCE	HOURS EARNED	HOURS USED	NEW BALANCE	CLERK'S INITIALS
VACATION TIME					
					VACATION AVAILABLE
					VACATION EARNED
SICK TIME					
					SICK TIME AVAILABLE
					SICK TIME EARNED
OTHER					





Meeting Date:	September 15, 2016	Agenda Item Number	13.c
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.

The Francis Street Pedestrian Footbridge Committee submitted a building permit application to construct footings in preparation for mounting the bridge. The proposed project's plans are under review by the Building, Planning and Engineering Departments. A correction letter produced by the City Engineer covering five points of clarification related to potential impacts by a 100-year flood is being addressed.

Once the plans are updated, the City's review can be completed, a permit issued and construction can begin.

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:	September 15, 2016	Agenda Item Number	13.d
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. We had recently cleaned this area with the help of Calfire and removed vegetation that had covered about 8 feet of the road. We thought this section of road was the most economical place to store the bridge temporarily because we would be able to stage the necessary crane to swing it into place without additional moves. Remember it is expensive to move this item and we are hoping that we can go through the permitting and engineering process with minimal delay.

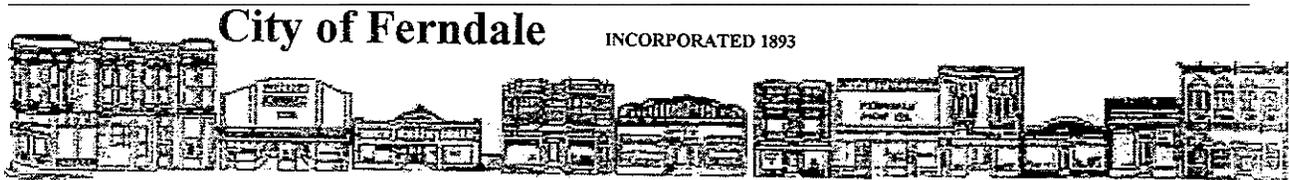
The bridge will need to reside there until the City is able to go through the permitting and engineering processes necessary to put it across Francis creek in an approved location from the Public Restrooms in Firemen's Park to the intersection of Harrison and Cleveland. Engineers and Planner are putting 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.***



September 6, 2016

Thomas & Patricia Bono  
13 West Winnie Way  
Arcadia, CA 91007

Re: 660 Eugene Street Vacation Rental

Dear Mr. & Mrs. Bono:

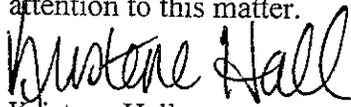
The City of Ferndale requires anyone doing business within the city limits of Ferndale to have proper permits issued before a business can be started. We have recently been notified you are conducting a business in Ferndale and do not currently have the proper permits and licenses in place to be conducting such a business. Your Vacation Rental located at 660 Eugene Street is in a Residential Area and requires a Use Permit issued through the Planning Commission. The application fee for a Use Permit can be found on our website at [ci.ferndale.ca.us](http://ci.ferndale.ca.us) under the permits section. Please submit an application for a Use Permit along with the required fees (\$710.00) **before conducting any further business within the city limits**. The approval process for a Use permit can take anywhere from 4-6 weeks depending on when we receive a completed application.

City of Ferndale also requires **all** lodging establishments to collect Transient Occupancy Tax (TOT). Transient Occupancy Tax is reported on a monthly basis and is due and payable to the City of Ferndale by the 10<sup>th</sup> of the following month. This tax is explained in Ferndale Business Ordinance 06.01 §12.05. The present rate of collection is 12%. City of Ferndale remits 2% of this collected tax to the Humboldt Lodging Alliance.

I have enclosed a copy of the Transient Occupancy Tax Reporting Form that will need to be submitted each month with your payment. This reporting form will need to be submitted even if there is no income for the month.

Please feel free to contact our office at (707)786-4224 if you have any questions or concerns. City Hall is open Monday-Thursday 9am-4pm.

It is extremely important that we get this matter cleared up. Thank you for your prompt attention to this matter.

  
Kristene Hall  
City Clerk

Encl: TOT Reporting Form

Correspondence

August 29, 2016

Ken Rhoades  
P.O. Box 871  
Ferndale, Ca. 95536

Dear Diane,

Thanks for your offer to bring this issue, nuisance of gym closely adjacent to my home, up before the City Planning Commission.

I've attached my letter of February 8, 2016 about the problem. To this date none of the addressees have responded except for a scathing rebuke in the Enterprise. That report took excerpts from my letter out of context, shaming me for expressing concern, and made false accusations about me not related to the topic, as that publication so often tends to do.

We can no longer stay here, as the problem has steadily gotten worse. Indications are potential buyers have already passed on purchase of our home because of the signage next door and their unreasonable hours of operation.

As we discussed the problem is not noise as much as un-nerving vibrations sufficient to cause dishes to rattle in the cupboards.

The business is not managed so people can do as they please any time day or night.

It may be too late for us as I have already purchased a new home under construction in Fortuna and will be relocating in a month or two.

The space the gym occupies is not at question. As the neighbor here there is no objection to retail business. The business model of the gym does not belong adjacent to established residential dwellings. In communities across the country, gyms are, for the most part, only located in malls or industrial areas very separated from residential dwellings.

I would like to see some resolution still so that I can either sell or find suitable long-term tenants. California law requires disclosure of nuisance conditions as I have in my sale/rental listings. It would be nice to have these disclosures removed.

The proprietor of the gym can proudly display a plaque of achievement on his wall about how he ran the old man next door out of his home of 10 years.

Thanks for taking another shot at this on my behalf.

Sincerely,  
  
Ken Rhoades

LAW OFFICES OF  
**PERLMAN & STUNICH**

ANDREW J. STUNICH

2701 HARRISON AVENUE, SUITE 1  
EUREKA, CALIFORNIA 95501

Telephone: Eureka: (707) 442-2927

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E-mail address: ajs@perlmanstunichlaw.com

Ferndale Police Department  
ATTN: Chief Smith  
Ferndale City Council and Mayor  
Via Hand Delivery

RECEIVED  
AUG 24 2016

BY:.....

Re: Peter and Alexandra Profant and 367 Shaw Ave. Ferndale, California.

Dear Chief Smith, Ferndale City Council and Mayor:

I am writing to you regarding 367 Shaw Avenue, Ferndale, California. It is my understanding Chief Smith and his officers have stated to the Profants that they will be arrested for trespass. One of the officers went so far as to draw his weapon in the presence of the unarmed Peter Profant and to rudely intimidate Peter Profant via an aggressive and unlawful search of his person. Peter Profant was threatened with arrest if he spoke.

It is a criminal offense for a person to draw or exhibit a deadly weapon, including a loaded or unloaded firearm, "in a rude, angry, or threatening manner," except in self-defense, or to use a deadly weapon unlawfully in any manner during "any fight or quarrel." (Penal Code, section 417) Apparently, the officer did not point the firearm at Mr. Profant, but brandishing a firearm violates the statute even though the weapon is not pointed directly at the victim. (People v. Sanders (1995) 11 Cal.4th 475, 542.) I see no exception under the statute for law enforcement officers. The Ferndale officer also unlawfully assaulted and battered Mr. Profant by "frisking" Mr. Profant.

Law enforcement also does not have any authority in a civil matter. The owner of the property last filed a forcible detainer action, Humboldt County Superior Court Case Number CV150874, entitled "Federal Home Loan Corporation, its successors and/ or assigns, Plaintiff, vs. Peter Profant, D Alexandra Tatu Profant, and DOES 1 through 10, Inclusive, Defendants." My clients prevailed and retained possession.

The Federal Home Loan Corporation then sold the property to a third party specifically noticing them on the Auction.com website where the property was sold that the buyer was obligated to evict the tenants. Criminal trespass requires a showing under Penal Code, § 602(m) that the Profants did not have consent to enter from a person in lawful possession.

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Ferndale Police Department  
Ferndale City Council and Mayor  
August 24, 2016  
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My clients remain in lawful possession as evidenced by the conclusion of the last civil action for possession. Moreover, other people live on the property who no one has ever tried to lawfully evict.

Under California law, my clients have valid possession until such time as the new owner can lawfully evict them. My clients maintain possession under a claim of right. Even if their claim of right proves to be invalid, it is still a civil matter. I am appalled that the Ferndale Police Department would try to intervene in such a civil matter. You have no authority to adjudicate such matters.

I have always been deeply respectful of law enforcement and the difficult and sometimes dangerous job officers must perform. But I am equally respectful of the public's right to not be abused by law enforcement. The Ferndale Chief of Police or someone in his department must be friends with or have some other tie to whoever is claiming a right to possession. I reach that conclusion because in eighteen years of practicing law, I have never observed law enforcement to act as the Ferndale Department has acted in this matter. To go even further and impliedly threaten the Profants with deadly force is beyond the pale.

If I do not receive written assurances by Friday at Noon that the Profants will not be arrested or threatened further by the Ferndale Police Department for occupying or entering upon 367 Shaw Avenue in Ferndale, Monday morning I will file a lawsuit against the City and each and every one of your involved officers pursuant to 42 USC section 1983 and all other relevant state and federal laws. A government claim form is not required for such lawsuits. You must understand that if you arrest my clients for trespass, you will be violating federal and state law.

An officer may arrest whenever the officer has probable cause to believe that the person to be arrested has committed a public offense in the officer's presence. (P.C. 836(a)(1); see People v. Miller (1972) 7 Cal.3d 219, 226 “[p]robable cause to arrest without a warrant represents an objective legal standard by which to measure the reasonableness and sufficiency of the officer's subjective beliefs that the defendant has committed an offense.” Here, having been put on notice that the deeded legal owner was unable to lawfully remove the Profants from 367 Shaw Avenue via the above-referenced court action means that it will be easy to establish that probable cause for arrest does not exist.

In fact, such notice should hardly be necessary. Surely you must know that possession of real property is determined in either an unlawful detainer action or a forcible detainer action and that the Ferndale Police Department does not have any authority to adjudicate such disputes.

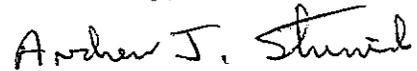
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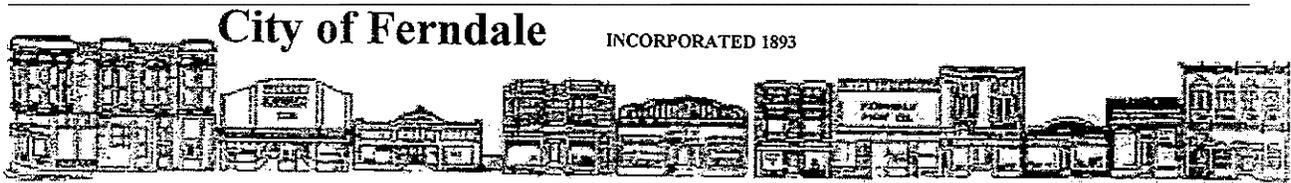
Ferndale Police Department  
Ferndale City Council and Mayor  
August 24, 2016  
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If you should have any questions, please do not hesitate to call.

Cordially,

  
Andrew J. Stunich



September 6, 2016

Thomas & Patricia Bono  
13 West Winnie Way  
Arcadia, CA 91007

Re: 660 Eugene Street Vacation Rental

Dear Mr. & Mrs. Bono:

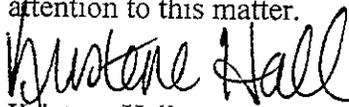
The City of Ferndale requires anyone doing business within the city limits of Ferndale to have proper permits issued before a business can be started. We have recently been notified you are conducting a business in Ferndale and do not currently have the proper permits and licenses in place to be conducting such a business. Your Vacation Rental located at 660 Eugene Street is in a Residential Area and requires a Use Permit issued through the Planning Commission. The application fee for a Use Permit can be found on our website at [ci.ferndale.ca.us](http://ci.ferndale.ca.us) under the permits section. Please submit an application for a Use Permit along with the required fees (\$710.00) **before conducting any further business within the city limits**. The approval process for a Use permit can take anywhere from 4-6 weeks depending on when we receive a completed application.

City of Ferndale also requires **all** lodging establishments to collect Transient Occupancy Tax (TOT). Transient Occupancy Tax is reported on a monthly basis and is due and payable to the City of Ferndale by the 10<sup>th</sup> of the following month. This tax is explained in Ferndale Business Ordinance 06.01 §12.05. The present rate of collection is 12%. City of Ferndale remits 2% of this collected tax to the Humboldt Lodging Alliance.

I have enclosed a copy of the Transient Occupancy Tax Reporting Form that will need to be submitted each month with your payment. This reporting form will need to be submitted even if there is no income for the month.

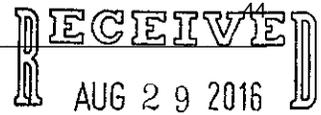
Please feel free to contact our office at (707)786-4224 if you have any questions or concerns. City Hall is open Monday-Thursday 9am-4pm.

It is extremely important that we get this matter cleared up. Thank you for your prompt attention to this matter.

  
Kristene Hall  
City Clerk

Encl: TOT Reporting Form

Correspondence



August 25, 2016

TO: STATE, CITY AND LOCAL OFFICIALS

**NOTIFICATION OF PACIFIC GAS AND ELECTRIC COMPANY'S APPLICATION REQUESTING TO INCREASE RATES FOR THE RETIREMENT OF DIABLO CANYON (A.16-08-006)**

**Background**

On August 11, 2016, Pacific Gas and Electric Company (PG&E) filed an application with the California Public Utilities Commission (CPUC) requesting approval of a Joint Proposal that would phase out PG&E's production of nuclear power at Diablo Canyon Power Plant (DCPP) at the end of its current operating license period in 2024 and 2025. This request will also allow PG&E to increase its investment in energy efficiency, renewables and storage beyond the current state 2030 mandates.

The parties to the Joint Proposal include: PG&E, International Brotherhood of Electrical Workers Local 1245, Coalition of California Utility Employees, Friends of the Earth, Natural Resources Defense Council, Environment California and Alliance for Nuclear Responsibility.

The proposal recognizes that California's recently implemented energy policies, along with several other factors, will significantly reduce the need for Diablo Canyon's electricity output by 2025. The Joint Proposal would replace power produced by two nuclear reactors at the Diablo Canyon Power Plant with a cost-effective, greenhouse gas free portfolio of energy efficiency, renewables and energy storage. This proposal will also include a PG&E commitment to a 55 percent renewable energy target in 2031, which is five percentage points higher than the state's 2030 mandate.

The Joint Proposal would increase total system rates by 1.6 percent in the near term. However, PG&E does not anticipate a long-term increase in customer rates as a result of the proposal. PG&E believes relicensing and operating DCPP through 2044 would have a higher overall cost than the Joint Proposal. Additional factors affecting this rate projection include lower demand, declining costs for renewable power and the potential for higher renewable integration costs if DCPP is relicensed.

If approved, the costs would be \$1.766 billion and would be collected over an eight year time period. Included in this application is an increase to annual nuclear decommissioning revenue requirements of \$59 million, an increase in annual generation revenue requirements of \$7 million over the period 2018–2025, and an annual energy efficiency revenue requirement of \$187 million over the period 2019–2025.

The increased revenue requested in this filing will support the following activities:

- Energy efficiency projects to reduce 2,000 gigawatt hours in electricity demand across PG&E's service territory by 2024.
- The Diablo Canyon Employee Retention and Employee Retraining Programs to ensure the continued safe and reliable operation of the plant through the end of its licensed life.
- The Community Impacts Mitigation Payments to San Luis Obispo County to offset the loss of property tax revenue over the remaining nine years of plant operation.
- PG&E's formal termination of its license renewal application allowing the recovery of paid costs associated with previous license renewal activities.

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

Most of PG&E's customers are bundled customers which receive electricity (generation), transmission and distribution service from PG&E. For the year 2021, the year with the greatest revenue requirement impact as a result of this application, the forecasted electric revenue requirement increase is \$253 million. PG&E estimates that the requested increase in electric revenues would be distributed as shown in the table included in a bill insert announcing this filing that was sent directly to customers in the September 2016 billing cycle.

If approved, PG&E's request would increase electric rates 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 \$96.94 to \$98.48 or 1.6 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 would be \$37.8 million, or an average decrease of 3.2 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 would be \$5 million, or an average increase of 15.5 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  
Diablo Canyon Retirement (A.16-08-006)  
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://subscribecpuc.cpuc.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, Room 2103  
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 (Diablo Canyon, A.16-08-006). All comments will be circulated to the Commissioners, the assigned Judge and appropriate CPUC staff, and will become public record.

August 29, 2016

Ken Rhoades  
P.O. Box 871  
Ferndale, Ca. 95536

Dear Diane,

Thanks for your offer to bring this issue, nuisance of gym closely adjacent to my home, up before the City Planning Commission.

I've attached my letter of February 8, 2016 about the problem. To this date none of the addressees have responded except for a scathing rebuke in the Enterprise. That report took excerpts from my letter out of context, shaming me for expressing concern, and made false accusations about me not related to the topic, as that publication so often tends to do.

We can no longer stay here, as the problem has steadily gotten worse. Indications are potential buyers have already passed on purchase of our home because of the signage next door and their unreasonable hours of operation.

As we discussed the problem is not noise as much as un-nerving vibrations sufficient to cause dishes to rattle in the cupboards.

The business is not managed so people can do as they please any time day or night.

It may be too late for us as I have already purchased a new home under construction in Fortuna and will be relocating in a month or two.

The space the gym occupies is not at question. As the neighbor here there is no objection to retail business. The business model of the gym does not belong adjacent to established residential dwellings. In communities across the country, gyms are, for the most part, only located in malls or industrial areas very separated from residential dwellings.

I would like to see some resolution still so that I can either sell or find suitable long-term tenants. California law requires disclosure of nuisance conditions as I have in my sale/rental listings. It would be nice to have these disclosures removed.

The proprietor of the gym can proudly display a plaque of achievement on his wall about how he ran the old man next door out of his home of 10 years.

Thanks for taking another shot at this on my behalf.

Sincerely,  
  
Ken Rhoades

**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 September 15, 2016 City Council Meeting  
Reporting to August 31, 2016**CITY MANAGER****Meetings**

- Kiwanis meeting 1st and 3rd Tuesday of the month at 4:30 pm
- Salt River Watershed Council - August 8th- 2:00-5:00
- Met with NRCS State Official Alan Forkey re: Salt River and Sedimentation Management Area next to Wastewater Facility. August 9th.
- City Council meeting – August 18st – Regular meeting from 7:00 – 9:30 pm
- SRWC sub-committee meeting- August 1st - 3:00-5:00 pm
- City Manager meeting- August 18st– 3:00-5:00pm
- Drainage Committee meeting- August 13th - 3:00- 5:00 pm
- Dept of Fish and Wildlife- August 16th- re: Francis Creek maintenance, #2 bridge permits and ditch maintenance
- Emergency Response Committee- August 17th- 2:30- 4:30 pm. - cancelled for Fair
- Numerous conversations with Public Works to safeguard bridge on Cleveland St with fence and signage.
- 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. Accomplished creek cleanup and this year it only took about one week. Kudos to the Hooligans volunteer group, who once again showed their character and support for the community by helping property owners control the vegetation along Francis creek and thereby reducing the potential for flooding during the rainy season. Super citizens!
- 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. They arrived on 29th and we inspected them as they arrived. We will start replacing them on the week of the 12th one at a time.
- Continue to interview for Financial position and reorganize the office to take advantage of personnel. Donna Timmerman will continue as financial director until we fill that position. Kristene Hall has moved up to the City Clerk position and everyone is taking on more work to make up for the open position.
- 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. Although the budget was passed as negative last year, it looks like it should end the year as positive and kudos to our staff who went without step increases last year to help make that positive.
- We continue to have Emergency Response and Drainage meetings monthly. These meetings go a long way in promoting cooperation and familiarity with the fire department, county OES, and the other agencies we work with during emergency situations.
  - 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 representatives, property owners, as well as council members and mayor on almost a daily basis. This situation has resulting almost daily interaction because of the dire consequences to the project if we are unable to reach a solution with the two property owners who have not agreed to sign on to the project. We are trying to have this accomplished sometime in October or look to some other remedy than negotiation.
  - Regular conversations and meetings with County Supervisor Bohn regarding common issues.
  - 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 and 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. I plan on having a number of meetings with Watershed representatives and Elias Sousa in the coming weeks in an effort to have him join with the rest of the property owners along Salt River and Francis Creek to finish this project without further delays.
  - 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. Met with our ultra violet manufacturer and have elicited their help in compiling our report to RWQCB to adjust our dosing requirements in the new NPDES permit next year. We have sent effluent samples to analyze the proper dosing limits to be included in our amendment report.
  - 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 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. We continue to work on this.

- 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. This work was completed and the cement work matched pretty well. Very happy with the interaction with Caltrans. We had four meetings to go over the work and materials and I personally had conversations with the properties involved to mediate concerns.
- 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 owner's 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.
- 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 Ally. 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 August 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. I have recently given the Silva's maps of the Park and surrounding area and will begin discussions of a lot line adjustment on Friday the 9th.
- The Kiwanis' Bocce tournament Saturday the 17th. If you are not on a team, refereeing, watching, buying food, or supplying the music, you are probably not doing your fair share. :)

## **CITY CLERK ACTIVITY**

### **Meetings**

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
  - Regular City Council meeting 8/18/16
  - Planning Commission Meeting 8/3/16
  - Design Review Meetings 8/11/2016
- Wrote agenda items and compiled packet for:
  - Regular City Council Meeting 8/18/16
  - Regular Planning Commission Meeting 9/7/16
  - Regular Drainage Meeting 8/11/2016
  - Design Review Special Meetings for 8/11/2016 and 9/01/2016
  - Began agenda compilation for City Council meeting 9/15/16
- Transcribed and drafted meeting minutes and uploaded meeting videos for:
  - Regular City Council Meeting 8/18/16
  - Regular Planning Commission Meeting 8/3/16
  - Special Design Review Meeting 8/11/16
- 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 and City Planner about agenda items before the City Council and Planning Commission Meetings.
- Calculated and collected fees for building permits and sent completed applications to Arnie to be checked
- Met with Building Inspector to review plans and finals on
- 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, Planning Commission, Drainage and Design Review minutes.
- Inventoried and ordered office supplies
- Processed checks, created revenue spreadsheet and deposit checks into the bank.
- Responded to Public Records Act requests.

- Processed Parade and Encroachment Permits
- Maintained minute, resolution, ordinance and agenda binders.
- Contacted Mayor re: upcoming agenda
- Read weekly ERMA bulletins
- Updated 2016 Possessory Interests Spreadsheet.
- Sent out Public Nuisance letters
- Processed Election Nominee Packets
- Finished Sewer & Drainage Assessment and emailed to County Assessors Office
- Sent Building Permit reports to Assessors office and Construction Industry Research Board

### **FINANCE OFFICER ACTIVITY**

#### **Tasks:**

- Reviewed resumes, scheduled interviews for the Finance position.
- Assisted City Manager with interviews and candidate tests.
- Continuing documenting finance department duties and tasks.
- 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
- email correspondence with City Manager and City Attorney
- Research solar regulation
- Review project application
- Meeting with City Manager and City Clerk; research information for PG&E bridge project
- Research for deferred public improvements
- Prepared Planning Commission staff reports

#### **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.
  - The August 16<sup>th</sup> DFW field visit to review the ditch is in the process of being rescheduled to a later date and is being coordinated by Public Works.

### **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 submitted exhibits and narratives to the County on August 8<sup>th</sup> for inclusion with the County's HSIP funding request.

### **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 4<sup>th</sup>. A review letter was issued on May 24<sup>th</sup>.
  - The City Engineer received revised plans and Dept. of Fish and Wildlife (DFW) Lake and Streambed Alternation Agreement (LSAA) and North Coast Regional Water Quality Board Notice of Applicability on August 17<sup>th</sup>, 2016. The plans were reviewed

and a second comment letter was issued regarding comments not yet fully addressed from the first comment letter and additional requirements to fulfill the DFW LSAA conditions. The review letter was issued on August 31<sup>st</sup>, 2016.

### **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.
  - The DFW reviewed the site on August 16<sup>th</sup> with the City Manager.
  - 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.
  - The City Engineer has been coordinating with the City Manager on questions regarding the differences between the record of survey and County mapping as well as addressing question and concerns the property owner had relayed to the City regarding the lot line adjustment.

### **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.

This minor subdivision would create two lots – Parcel 1 with an existing residence and Parcel 2 which is an undeveloped lot. The driveway into the Parcel 1 has a sidewalk crossing that does not meet ADA code. The City Engineer has previously requested that this be addressed prior to approval of the Final Map. The City Engineer received the Improvement Plan to bring the sidewalk into compliance on August 17<sup>th</sup>, 2016. An email was issued to the owner's agent on August 18<sup>th</sup> indicating general approval and providing direction that the City Engineer

would recommend that the property owner repair the non-compliant sidewalk across the driveway into the parcel prior to approval of the Final Map. The owner's agent has requested that improvements to Parcel 1 be deferred until development occurs on Parcel 2. This would be an atypical request as it would require a future homebuilder on Parcel 2 to fix a sidewalk in front of Parcel 1 which would also require a construction easement on Parcel 2. A formal letter recommending that the sidewalk be brought into compliance per the Improvement Plan prior to approval of the Final Map was issued on August 29<sup>th</sup>.

○ **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
  - The TAC meeting for the month of August was cancelled.
- 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 3<sup>rd</sup> Thursday
- Locate main depth at Eugene and Berding upon customer request

- Shawn Gardner's Grade 2 application sent, Grade 2 certificate received
- OITs Gardner and Griggs performs lab tests daily to measure efficiency of plant
- CPO discussed extension on sludge building project with Cecile Morris of state water board
- Camera at 840 Herbert, no problem found
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Trim trees along pond
- Scrubbed launders on aeromod
- Maintenance on UV lights
- Cleaned gravel from grit chamber in front of bar screen
- Moved irrigation to east side of Sousa property
- Cleaned tube on belt filter press
- 2 risers broken on east side of Sousa property, both repaired
- Front gate chain oiled each Monday
- Dewater for total of 14 hours
- Meeting with city manager, Paul Gregson and Brian Villacorta of Trojan regarding reduction in UV disinfection
- OITs Gardner and Griggs cleaned walls and catwalk
- Unplugged INF pump 2
- Turn sludge 3 times weekly
- 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 \$5168 for the month of August. 32 total dumps for total of 44,500 gallons
- Influent flows that were treated through the facility totaled 4.8 MG for the month of August. Of that, .4 MGD was pumped to the pond. Average irrigation discharge to Sousa property was .112 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.
- Continued with weekly safety meetings.
- Painted cross walks in front of Elementary School.
- Painted stop bars on 5<sup>th</sup>, 4<sup>th</sup> and A st.
- Finished up annual Francis Creek clean up.
- Had the garbage and recycle cans repainted around town.
- Received new lamp posts for Main St. Will install in the following weeks.
- Put up the Concord car show flags on Main St.
- Two service calls for plugged toilets at City bathrooms.
- Got a service call to help assist dispatching a deer that was hit by a car on Ocean Ave.
- Finished up creek report for DFW.
- Cleaned up curbs along Main St.
- Assisted with soil testing for the Francis Creek Bridge by Scout Hall.
- Submitted the paperwork to PARSAC for replacing the north fence at PW.

**POLICE DEPARTMENT**

- Performing pre-employment background investigation on individual to replace Officer Tyler James.
- New hire, Officer Robert Lindgren, is progressing through the field training program.
- The police department responded to numerous calls for service at 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 August 2016**

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	0	
Robbery	0	
Larceny	2	
Assault	2	
Burglary	0	
Vehicle Theft	1	
TOTAL	5	
SECONDARY CRIMES	5	
Calls for Service	169	
Reports Written	16	
Traffic Citations	10	
Other Citations	0	
Parking Citations	4	
Warnings	31	
ARRESTS	6	
AGENCY ASSISTS	13	
TRAFFIC COLLISIONS	1	

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

Design Review Minutes for the 08/11/16 - 8:30am meeting

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

Approval of Previous Minutes: **MOTION** to **APPROVE** the July 14, 2016 and July 21, 2016 meeting minutes. **(Daniels/Beltz) Unanimous**

There were no Modifications to the Agenda

There was no Public Comments.

406 Main Street: The Design Review Committee was presented with an application to construct cornice above the Brown Street side windows on the building. Mr Chenoweth, owner of the property, spoke on behave of his project. Committee Member Beltz commented that the style and material of the proposed bracket were not of the same time period of the building. Beltz also commented the material was not meant to withstand outside elements. Committee Member Ostler disagreed stating the brackets would be protected by the overhang. Committee Member Daniels disagreed with the brackets not being time period. Daniels stated he recently worked on a building that had similar brackets. Mr. Chenoweth stated he just wanted to enhance the Brown street side of the building because it was very plain. Beltz stated she would like to see the brackets at the top of the building duplicated and rescaled for the windows as they would be a better match for the time period on this building. Chair Farley stated he would rather see the widows enhanced with these cornice then to have the windows left plain. **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 construct window cornice on Brown Street side of building only, using the approved materials and design. **(Ostler/Daniels) 3-1-0 (Beltz)**

There was no Correspondence:

Committee Member Comments: Committee member Daniels asked about the time limits on the Design Review Permits. Staff explained there has to be progress being made on the project and cannot sit dormant for longer than 180 days or the permit expires.

Meeting adjourned at 8:55 am

Respectfully submitted,

Kristene Hall, Deputy City Clerk  
City of Ferndale

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

Call to Order — Chair Jorgen von Frausing-Borch called the Planning Commission Meeting to order at 7:01 pm. Commissioners Ellin Beltz and Paul Gregson were present along with City Planner Stephen Avis and Deputy City Clerk Kristene Hall. (Commissioner Nielsen was absent.) 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 July 6, 2016 Regular Planning Commission Meeting. **(Beltz/von Frausing-Borch) 3-0-1 (Gregson recused due to being absent at last meeting)**

5.0 Public Comment-None

6.0 Business

6.1 Solar Panel Guidelines for City of Ferndale-City Planner Stephen Avis discussed the July 6, 2016 meeting where the Commissioners expressed interest in developing guidelines for the installation of Solar Panels/Shingles with the city limits. Commissioners were provided with a copy of the California Solar Act. Avis explained that the laws within the California Solar Act limit the ability to impose requirements for aesthetics. Avis also explained that implementing guidelines and providing literature to local solar installers and citizens will help them make choices that would be more suitable for the historic and Design Review areas. Avis also provided Commissioners with the differences and efficiencies of Solar Shingles and Solar Panels. Avis explained that these efficiencies will fluctuate as more developments in technology emerge. Avis explained to the Commission the approach he planned on taking to help develop the requested guidelines for the Design Review Committee. Von Frausing-Borch expressed he feels that we are headed in the right direction on implementing guidelines based on the approach Avis laid out. Commissioner Beltz asked about the possibility of including in the guidelines that any solar panels not shading your neighbors. Beltz also commented on the fire rating on panels vs. shingles. Staff explained that building permits issued for solar system installs are now being approved by the fire department as well as the building inspector. Commissioner Gregson questioned the California Solar Act and the inability to require adjustments to aesthetics that would decrease efficiency by 10% or increase the cost of the project more than \$1000.00. Gregson asked how proof would be obtained if needed. Avis explained that the contractor/solar installer would submit two bids, the original and with the adjustments asked for by the Design Review Committee. Commissioner Beltz expressed the need for the Design Review Committee and the implemented guidelines need to stay Advisory not compulsory. **MOTION:** to continue to devise

guidelines for the installation of Solar Panels/Shingles in the Historic and Design Review Zones.  
**(von Frausing-Borch/Gregson) Unanimous**

6.2 Design Review Penalties-Staff explained the Design Review Committee has asked the Planning Commission to help devise more of a penalty for not obtaining a Design Review Use Permit before starting a project within the Design Review Zone. Staff explained for budgetary reasons, the first step for amending an Ordinance would be to obtain funding authorization from the City Council for funding to implement staff time to work on the project. **MOTION:** to ask City Council for sufficient funds to work on implementing penalties for non-compliance with the Design Review Use Permit application process.

6.3 Building and Land Use Permits June 26, 2016-July 27, 2016-Staff explained the two permits issued; one re-roof and one new construction on Cream Court.

6.3 Design Review Committee Report & Minutes-Commissioners had no comment.

7.0 Correspondence- There was no Correspondence

8.0 Commissioner Comments- There were no Commissioner Comments

9.0 Staff Comments- Staff explained the Planning Commission Vacancy is still being advertised until August 17, 2016. There has been an application submitted so that application will be presented at the September Meeting. Planner Avis spoke about going to a conference in Pasadena that will be going over Historic Preservation.

Meeting Adjourned at 7:35 pm

Respectfully Submitted

Kristene Hall  
Deputy City Clerk

**BOARD OF DIRECTORS**

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

**Minutes**

**Thursday, July 14, 2016 5:30 PM**  
**Eureka City Council Chambers**  
**531 K Street, Eureka, CA**

Present: Jack Thompson, Natalie Arroyo, Michael Sweeney, Adelene Jones, Sofia Pereira, Rex Bohn (joined 5:39 p.m.)  
Staff: Jill Duffy, Tyler Egerer, Brent Whitener  
Legal Counsel: Nancy Diamond

Audio Recording of Proceedings: [https://archive.org/details/AH-hwma\\_7-14-16](https://archive.org/details/AH-hwma_7-14-16)

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

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

**Chairwoman Pereira** called the meeting to order at 5:33 p.m. A quorum was present and acting.

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

- a. Approve Minutes from the May 12, 2016 HWMA Board of Directors Meeting.
- b. Receive April Fiscal Year 2015-16 Financials
- c. Receive May Fiscal Year 2015-16 Financials
- d. Approve Letter to County Administrative Officers and City Managers within the North Coast Recycling Market Development Zone seeking nominees to the NCRMDZ Zone Management Team
- e. Approval to Advertise and Distribute a Request for Proposal for Hazardous Waste Disposal Services.
- f. Approve Resolution 2017-04 Authorizing HWMA Executive Director to apply for Beverage Container Recycling Grant(s) for Fiscal Years 2016-17 through 2021-22 solicited by the Department of Resources, Recycling, and Recovery (CalRecycle).
- g. Approve Amendment No.2 to Agreement between HWMA and City of Rio Dell for the Authority to continue providing California Integrated Waste Management Act Compliance and Waste Reduction Services

**Chairwoman Pereira** opened the floor to public comment regarding the Consent Calendar. No comment was received.

**Chairwoman Pereira** closed the floor to public comment.

**Motion:** Director Arroyo Moved and Director Jones Seconded to Approve the Consent Calendar.

**Action:** Approve the Motion as made by Director Arroyo and seconded by Director Jones by the following vote:

**Ayes:** Pereira, Arroyo, Thompson, Sweeney, Jones

**Nays:** None

**Absent:** Bohn

**4. Oral and Written Communications**

**Chairwoman Pereira** opened the floor to public comment regarding items not on the Agenda. No comment was received.

**Chairwoman Pereira** closed the floor to public comment.

**5. Receive Presentation by Aldaron Laird on Humboldt Bay Sea Level Rise Inundation Vulnerability Modeling, Mapping and Adaptation Planning & HWMA's Facilities. The Board** received and discussed the presentation given by Mr. Laird.

**6. Board Member Reports**

**Reports were received** from the following Directors:

**Director Thompson**, City of Rio Dell, regarding the City's proposed marijuana cultivation ordinance.

**Director Pereira**, City of Arcata, regarding a short term recycling contract with Eel River Disposal.

**Director Jones**, City of Blue Lake, regarding a City Yard Waste Collection Day being held on August 6<sup>th</sup>.

**7. Executive Director's Report**

**The Board** received and discussed an oral report from Executive Director Duffy.

**8. Adjourn**

**Chairwoman Pereira** adjourned the meeting at 6:35 p.m.

**Next Meeting:** September 8, 2016 at 5:30 p.m. at Eureka City Hall Council Chambers.

**Section 17**

**ADJOURN**