

**AGENDA**  
**CITY OF FERNDALE – HUMBOLDT COUNTY CALIFORNIA – U.S.A.**  
**STUDY SESSION OF THE CITY COUNCIL**

Location:	City Hall	Date:	July 7, 2011
	834 Main Street	Time:	<b>5:30 pm</b>
	Ferndale CA 95536	Posted: 7/1/11	

1. Closed Session: Public Employee Performance Evaluation per GC 54954.5 City Manager.
2. Study Session: Budget 6:00 PM
3. Study Session: Wastewater Facility Change Order 6:30PM

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

Location:	City Hall	Date:	July 7, 2011
	834 Main Street	Time:	<b>7 pm</b>
	Ferndale CA 95536	Posted: 7/1/11	

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
4. CEREMONIAL:
5. MODIFICATIONS TO THE AGENDA
6. STUDY SESSIONS
7. 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>s 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.)..... Page 5

8. 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 Councilmember, 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. Acceptance of Accounts Payable..... Page 6

    b. Approval of previous minutes:

        i. June 2, 2011 ..... Page 18

        ii. June 20, 2011 ..... Page 20

9. CALL ITEMS

10. PRESENTATION / Community Forum ..... Page 21

    a. Navy Housing Update..... Page 21

11. BUSINESS

    a. Russ Park Committee Activity Report & Work Plan..... Page 22

    b. Appointment of Russ Park Committee Members..... Page 24

    c. Eugene Street entrance to Russ Park..... Page 25

    d. Resolution 2011-28 for 11<sup>th</sup> Progress Pay Request for Management and Construction Related Costs for the Wastewater Treatment Plant..... Page 26

    e. Approve Wastewater Treatment Plant Change Order #6..... Page 30

    f. Fiscal Year 2011-2012 Budget ..... Page 31

        i. Resolution 2011-29 Adopting FY11-12 Budget ..... Page 32

        ii. Resolution 2011-30 Adopting FY11-12 Fees & Fines Schedule ..... Page 33

    g. Art Exhibit on the City Green..... Page 37

    h. Resolution 2011-27: Brown Street Closure approval..... Page 38

    i. City Manager Contract Review..... Page 40

    j. Sign Ordinance –..... Page 41

    k. Change order for Miksis project..... Page 42

12. CORRESPONDENCE ..... Page 43

13. REPORTS

    a. City Manager Staff Report and Community Events ..... Page 50

    b. Commissions / Committees and others

        i. Design Review Committee ..... Page 60

        ii. Planning Commission ..... Page 64

    c. Council Reports and Comments

14. ADJOURN ..... Page 67

**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, August 4, 2011 in the Auditorium of City Hall at 7:00pm**

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**Section 1**

**Call Meeting to Order**

**Section 2**

**Pledge Allegiance**

**Section 3**

**Roll Call**

**Section 4**

**Ceremonial**

## **Section 5**

# **Modifications to the Agenda**

## **Section 6**

# **Study Sessions**

## **Section 7**

# **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 8**

# **Consent Agenda**

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**  
834 Main Street, P.O. Box 236, Ferndale, CA 95536

**Printed Regular Checks**

General Checking - Distribution Detail - From 05/21/11 To 06/20/11  
Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

Chk No.	Date	Pay	Ven ID	Vendor Name \ Payee Name	Distribution	Check
Acct No.	Type		Override Description	Amount	Amount	
43781	06/01/11		ARNKE	ARNOLD C. KEMP	Monthly	4,584.87
	10435052			Building regulation/inspectio	4,584.87	
<b>Total for ARNOLD C. KEMP</b>						<b>4,584.87</b>
43768	06/01/11		ASLKY	ASAP LOCK & KEY	Community Center	17.50
	10635020			Buildings and grounds maintenance	17.50	
43819	06/14/11		ASAP	ASAP LOCK & KEY	Navy Housing	15.70
	50045055			Contractual services	15.70	
<b>Total for ASAP LOCK &amp; KEY</b>						<b>33.20</b>
43800	06/14/11		PHIAY	AYCOCK & EDGMON	Monthly	425.00
	10165054			Audit and accounting	425.00	
<b>Total for AYCOCK &amp; EDGMON</b>						<b>425.00</b>
43801	06/14/11		BAKTA	BAKER & TAYLOR	Library	294.05
	10615024			Books	294.05	
<b>Total for BAKER &amp; TAYLOR</b>						<b>294.05</b>
43744	05/31/11		BAYWE	BAY WEST SUPPLY, INC.	Restrooms	90.33
	10175024			Supplies - public restroom	90.33	
43769	06/01/11		BAYWE	BAY WEST SUPPLY, INC.		53.84
	10175024			Supplies - public restroom	53.84	
<b>Total for BAY WEST SUPPLY, INC.</b>						<b>144.17</b>
43770	06/01/11		BENAD	BENEFICIAL ADMIN COMPANY INC.		187.04
	10012260			Health insurance payable	43.57	
	10105007			Medical insurance	8.88	
	10125007			Medical insurance	24.12	
	10215007			Medical insurance	48.24	
	10315007			Medical insurance	4.94	Monthly
	10635007			Medical insurance	1.21	
	22315007			Medical insurance	1.57	
	25315007			Medical insurance	3.65	
	26315007.1			Medical Insurance	2.17	
	30515007			Medical insurance	48.69	
<b>Total for BENEFICIAL ADMIN COMPANY INC.</b>						<b>187.04</b>
43802	06/14/11		BRSMT	BRET SMITH	Reimbursement	42.49
	10215012			Office expense	42.49	
<b>Total for BRET SMITH</b>						<b>42.49</b>
43745	05/31/11		CALST	CALIFORNIA STATE DISBURSEMENT UNIT	Employee Paid	393.22
	10012250			Garnishments payable	393.22	
43803	06/14/11		CALST	CALIFORNIA STATE DISBURSEMENT UNIT		393.22
	10012250			Garnishments payable	393.22	
<b>Total for CALIFORNIA STATE DISBURSEMENT UNI</b>						<b>786.44</b>
43771	06/01/11		CITFO	CITY OF FORTUNA	Monthly	1,016.66
	10215035			Dispatch service	1,016.66	

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<b>Total for CITY OF FORTUNA</b>							<b>1,016.66</b>
43804	06/14/11 10215048		COLRD	COLLEGE OF THE REDWOODS Training	Police Dept	75.00	75.00
<b>Total for COLLEGE OF THE REDWOODS</b>							<b>75.00</b>
43820	06/20/11 10635020		CNCON	CORY NUNES CONSTRUCTION Buildings and grounds maintenance	Community Center	100.00	100.00
<b>Total for CORY NUNES CONSTRUCTION</b>							<b>100.00</b>
43746	05/31/11 30515055		DVLNO	DAVE LENARDO Contractual services	Sewer Dept	475.00	475.00
43805	06/14/11 30515055		DVLNO	DAVE LENARDO Contractual services		475.00	475.00
<b>Total for DAVE LENARDO</b>							<b>950.00</b>
43747	05/31/11 10155031 10175031 10215029 10615033 10625033 10635031 24315033		DELOR	DEL ORO WATER CO., FDLE. DIST. Water Water - public restroom Water Water Water Water Water	May Statement	22.41 50.37 25.21 20.78 79.36 55.18 23.10	276.41
43821	06/20/11 10155031 10175031 10215029 10615033 10625033 10635031 24315033		DELOR	DEL ORO WATER CO., FDLE. DIST. Water Water - public restroom Water Water Water Water Water	June Statement	31.98 68.04 33.98 27.18 91.18 67.84 37.36	357.56
<b>Total for DEL ORO WATER CO., FDLE. DIST.</b>							<b>633.97</b>
43772	06/01/11 10165078		DOCST	DOCUSTATION Copy machine expense	Monthly	141.48	141.48
<b>Total for DOCUSTATION</b>							<b>141.48</b>
43806	06/14/11 10145052		DUNMA	DUN & MARTINEK LLP Professional services	Monthly	135.00	135.00
<b>Total for DUN &amp; MARTINEK LLP</b>							<b>135.00</b>
43748	05/31/11 10155030		EELRI	EEL RIVER DISPOSAL Trash service	May Statement	29.25	29.25
43822	06/20/11 10155030		EELRI	EEL RIVER DISPOSAL Trash service	June Statement	29.25	29.25
<b>Total for EEL RIVER DISPOSAL</b>							<b>58.50</b>
43823	06/20/11 50045055		ELIZC	ELIZABETH CONNER Contractual services	Navy Housing	17,340.00	17,340.00

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Acct No.	Type			Override Description	Amount	Amount
<b>Total for ELIZABETH CONNER</b>						<b>17,340.00</b>
100	05/31/11	EFT	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT	Payroll Taxes	744.77
	10012302			State P/R Tax Deposits	744.77	
100	06/01/11	EFT	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		3.85
	10012302			State P/R Tax Deposits	3.85	
100	06/13/11	EFT	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		820.34
	10012302			State P/R Tax Deposits	820.34	
<b>Total for EMPLOYMENT DEVELOPMENT DEPART</b>						<b>1,568.96</b>
43749	05/31/11		FERTR	FERNBRIDGE TRACTOR & EQUIP. CO.	Tractor Repair	396.14
	24315014			Vehicle expense	198.07	
	30515014			Vehicle expense	198.07	
<b>Total for FERNBRIDGE TRACTOR &amp; EQUIP. CO.</b>						<b>396.14</b>
43824	06/20/11		FORVG	FORTUNA VINYL GRAPHICS	Police Dept	681.60
	10215088			Equipment repair other	681.60	
<b>Total for FORTUNA VINYL GRAPHICS</b>						<b>681.60</b>
43825	06/20/11		FRWES	FRESHWATER ENVIRONMENTAL SERVICES		2,065.00
	30515055			Contractual services sewer Dept	2,065.00	
<b>Total for FRESHWATER ENVIRONMENTAL SERVI</b>						<b>2,065.00</b>
43750	05/31/11		FRONT	FRONTIER		406.24
	10155034			Telephone Monthly	197.56	
	10215034			Telephone	187.52	
	10615034			Telephone	119.97	
	24315034			Telephone	53.77	
	30515034			Telephone	(152.58)	
<b>Total for FRONTIER</b>						<b>406.24</b>
43773	06/01/11		GECAP	GE CAPITAL	Monthly	171.19
	10165078			Copy machine expense	171.19	
<b>Total for GE CAPITAL</b>						<b>171.19</b>
43807	06/14/11		HORBU	HORIZON BUSINESS SERVICES		7.45
	10215012			Office expense Police Dept	7.45	
<b>Total for HORIZON BUSINESS SERVICES</b>						<b>7.45</b>
43808	06/14/11		HUMTE	HUMBOLDT TERMITE & PEST	Community Center	65.00
	10635020			Buildings and grounds maintenance	65.00	
<b>Total for HUMBOLDT TERMITE &amp; PEST</b>						<b>65.00</b>
43774	06/01/11		JAYPA	JAY PARRISH		Void
	10165096			Car Allowance	Void	
43782	06/08/11		JAYPA	JAY PARRISH		400.00
	10165096			Car Allowance Monthly	400.00	
<b>Total for JAY PARRISH</b>						<b>400.00</b>

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Acct No.	Type	Override Description	Amount	Amount		
43809	06/14/11		LMREN	L & M RENNER, INC.		1,561.98
	10215016			Fuel	Monthly	827.85
	24315016			Vehicle Fuel		546.69
	30515016			Vehicle gas		187.44
<b>Total for L &amp; M RENNER, INC.</b>						<b>1,561.98</b>
43751	05/31/11		MANHD	MANHARD CONSULTING LTD		1,639.70
	10425052			General engineering	April statement	910.45
	10425053			Developer engineering		166.75
	40315052			Plans, specs & estimates		562.50
43826	06/20/11		MANHD	MANHARD CONSULTING LTD		1,866.00
	10425052			General engineering	May statement	298.50
	30515095			Capital outlay		1,567.50
<b>Total for MANHARD CONSULTING LTD</b>						<b>3,505.70</b>
43752	05/31/11		MERFR	MERCER FRASER COMPANY	streets	277.08
	24315020			Building & ground maintenance		277.08
<b>Total for MERCER FRASER COMPANY</b>						<b>277.08</b>
43775	06/01/11		MIRRE	MIRANDA'S RESCUE	Monthly	450.00
	10225096			Animal control		450.00
<b>Total for MIRANDA'S RESCUE</b>						<b>450.00</b>
43753	05/31/11		MISSN	MISSION UNIFORM & LINEN	Community Center	23.69
	10635020			Buildings & grounds maintenance - Comr		23.69
43810	06/14/11		MISSN	MISSION UNIFORM & LINEN		23.69
	10635020			Buildings & grounds maintenance - Comr		23.69
<b>Total for MISSION UNIFORM &amp; LINEN</b>						<b>47.38</b>
43754	05/31/11		NANKA	NANCY KAYTIS-SLOCUM	Petty cash Reimbursement	62.24
	10125012			Office expense		29.72
	30515158			UPS/Fedex		32.52
<b>Total for NANCY KAYTIS-SLOCUM</b>						<b>62.24</b>
43755	05/31/11		NILCO	NILSEN COMPANY	April statement	315.50
	10155020			Building and ground maint.		14.95
	10625020			Building and ground maint.		64.22
	10635020			Buildings and grounds maintenance		101.93
	24315020			Building & ground maintenance		121.70
	24315088			Equipment repair		12.70
43827	06/20/11		NILCO	NILSEN COMPANY	May statement	183.03
	10155020			Building and ground maint.		26.76
	10175024			Supplies - public restroom		11.86
	10625020			Building and ground maint.		22.54
	10635020			Buildings and grounds maintenance		18.97
	24315020			Building & ground maintenance		27.03
	30515121			Sewer plant maintenance		75.87
<b>Total for NILSEN COMPANY</b>						<b>498.53</b>

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Acct No.	Type	Override Description	Amount	Amount		
43828	06/20/11		NORCO	NORTH COAST LABORATORIES LTD.		650.00
	30515157			Effluent testing Sewer Dept	650.00	
<b>Total for NORTH COAST LABORATORIES LTD.</b>						<b>650.00</b>
100	05/31/11	EFT	NORVA	NORTH VALLEY BANK	Payroll Taxes	4,533.47
	10012301			Federal P/R Tax Deposits	4,533.47	
100	06/01/11	EFT	NORVA	NORTH VALLEY BANK		31.28
	10012301			Federal P/R Tax Deposits	31.28	
100	06/13/11	EFT	NORVA	NORTH VALLEY BANK		4,931.34
	10012301			Federal P/R Tax Deposits	4,931.34	
43776	06/01/11		NORVL	NORTH VALLEY BANK (1) \ NORTH VALLEY BANK		1,948.36
	26315194			Interest-Six Rivers loan Loan	1,948.36	
<b>Total for NORTH VALLEY BANK</b>						<b>11,444.45</b>
43756	05/31/11		NRTHC	NORTHCOAST PUMPHOUSE		3,920.00
	30515122			Sewer line maintenance	3,920.00	
<b>Total for NORTHCOAST PUMPHOUSE</b>						<b>3,920.00</b>
43757	05/31/11		PACGA	PACIFIC GAS & ELECTRIC		1,156.42
	22315058			Street lighting	1,156.42	
43811	06/14/11		PACGA	PACIFIC GAS & ELECTRIC		3,946.77
	10155032			Utilities electric	179.93	
	10175032			Electric - public restroom	16.57	
	10215032			Utilities electric	130.87	
	10615032			Utilities	174.01	
	10625032			Utilities - electric Monthly	166.20	
	10635032			Utilities	338.15	
	22315058			Street lighting	29.01	
	24315032			Utilities	155.75	
	30515032			Utilities - electric - plant	2,756.28	
<b>Total for PACIFIC GAS &amp; ELECTRIC</b>						<b>5,103.19</b>
43812	06/14/11		PARS1	PARSAC (1) \ PARSAC	Yearly	31,265.00
	10105009			Workers comp. insurance	1,094.31	
	10125009			Workers comp. insurance	1,563.25	
	10155009			Workers comp. insurance	312.65	
	10215009			Workers comp. insurance	16,570.45	
	10315009			Workers comp. insurance	2,188.55	
	10615009			Workers comp. insurance	937.95	
	10635009			Wokers compensation insurance	312.65	
	22315009			Workers comp. insurance	1,250.60	
	25315009			Workers compensation ins.	781.59	
	26315009.1			Workers comp. insurance	1,250.60	
	30515009			Workers comp. insurance	5,002.40	
<b>Memo:WORKERS COMPENSATION</b>						
43813	06/14/11		PARS2	PARSAC (2) \ PARSAC	Yearly	18,878.00
	10165061			Insurance (PARSAC)	9,439.00	
	30515162			Insurance PARSAC Liability	9,439.00	
<b>Memo:Liability Insurance</b>						

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<b>Total for PARSAC</b>							<b>50,143.00</b>
43829	06/20/11		PIEBU	PIERSON BUILDING CENTER			4.35
	30515121			Sewer plant maintenance	sewer dept	4.35	
<b>Total for PIERSON BUILDING CENTER</b>							<b>4.35</b>
43814	06/14/11		PLANW	PLANWEST PARTNERS, INC.			4,465.00
	10415052			General planning services	May statement	3,977.50	
	10415053			Reimbursable fees		487.50	
<b>Total for PLANWEST PARTNERS, INC.</b>							<b>4,465.00</b>
43758	05/31/11		POSTM	POSTMASTER	Postage		112.00
	10125012			Office expense		112.00	
<b>Total for POSTMASTER</b>							<b>112.00</b>
43759	05/31/11		REDFR	RED FRONT STORE	Community Center		6.16
	10635020			Buildings and grounds maintenance		6.16	
<b>Total for RED FRONT STORE</b>							<b>6.16</b>
43777	06/01/11		ROBSM	ROBIN SMITH	Monthly		153.47
	10245052			Professional services		153.47	
<b>Total for ROBIN SMITH</b>							<b>153.47</b>
43830	06/20/11		SEQGA	SEQUOIA GAS COMPANY			303.85
	10635033			Gas	community Center	303.85	
<b>Total for SEQUOIA GAS COMPANY</b>							<b>303.85</b>
43831	06/20/11		SIRRA	SIERRA CHEMICAL CO.			2,827.65
	30515125			Chlorine	Sewer Dept	2,827.65	
<b>Total for SIERRA CHEMICAL CO.</b>							<b>2,827.65</b>
43815	06/14/11		SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUT			8,802.95
	10012260			Health insurance payable		647.30	
	10105007			Medical insurance		453.10	
	10125007			Medical insurance		1,035.63	
	10215007			Medical insurance		2,614.97	
	10315007			Medical insurance		389.66	
	10635007			Medical insurance	Monthly	116.51	
	22315007			Medical insurance		90.62	
	25315007			Medical insurance		168.29	
	26315007			Medical insurance		155.35	
	30515007			Medical insurance		3,131.52	
<b>Total for SPECIAL DISTRICT RISK MANAGEMENT A</b>							<b>8,802.95</b>
43778	06/01/11		SPETR	SPECIALTY TRAFFIC SYSTEMS	streets		65.19
	24315020			Building & ground maintenance		65.19	
<b>Total for SPECIALTY TRAFFIC SYSTEMS</b>							<b>65.19</b>
43760	05/31/11		STAPE	STAPLES CREDIT PLAN			441.51
	10125012			Office expense	Monthly	365.82	
	30515012			Office expense		75.69	

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Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

Chk No.	Date Acct No.	Pay Type	Ven ID	Vendor Name \ Payee Name Override Description		Distribution Amount	Check Amount
<b>Total for STAPLES CREDIT PLAN</b>							<b>441.51</b>
43832	06/20/11 30515012		STAPL	STAPLES OFFICE STORE Office expense	Sewer Dept	177.98	177.98
<b>Total for STAPLES OFFICE STORE</b>							<b>177.98</b>
43816	06/14/11 10615024		FEREN	THE FERNDALE ENTERPRISE Books	Library	50.00	50.00
<b>Total for THE FERNDALE ENTERPRISE</b>							<b>50.00</b>
43817	06/14/11 10635020		THOGZ	THOMAS W. GONZALEZ, SR Buildings and grounds maintenance	Community Center	400.00	400.00
<b>Total for THOMAS W. GONZALEZ, SR</b>							<b>400.00</b>
43761	05/31/11 20625020		TIMPR	TIMES PRINTING Blding/Grd Mnt.	Russ Park	50.00	50.00
<b>Total for TIMES PRINTING</b>							<b>50.00</b>
43762	05/31/11 10215014 24315014		TIPMO	TIPPLE MOTORS, INC. Vehicle expense Vehicle expense	Police Dept Streets	12.00 18.05	30.05
43833	06/20/11 10215014		TIPMO	TIPPLE MOTORS, INC. Vehicle expense	Police Dept	12.00	12.00
<b>Total for TIPPLE MOTORS, INC.</b>							<b>42.05</b>
43779	06/01/11 30515044		USBNK	U.S. BANK CORPORATE PAYMENT SYSTEM Meetings and dues	Sewer Dept	300.66	300.66
<b>Total for U.S. BANK CORPORATE PAYMENT SYSTE</b>							<b>300.66</b>
43763	05/31/11 10625020 10635020 24315020 30515121 30515125		VALLU	VALLEY LUMBER Building and ground maint. Buildings and grounds maintenance Building & ground maintenance Sewer plant maintenance Chlorine	Monthly	53.80 1.29 121.91 2.15 98.75	277.90
<b>Total for VALLEY LUMBER</b>							<b>277.90</b>
43818	06/14/11 10155034 10215034 24315034 30515034		VERZN	VERIZON Telephone Telephone Telephone Telephone	Monthly	29.47 117.88 11.48 88.41	247.24
<b>Total for VERIZON</b>							<b>247.24</b>
43764	05/31/11 10165099		VLCLB	VILLAGE CLUB Miscellaneous	Village Club Remodel Donation	545.39	545.39
<b>Total for VILLAGE CLUB</b>							<b>545.39</b>
43765	05/31/11 20625020		WILSA	WILDWOOD SAW Blding/Grd Mnt.	Park	37.83	37.83

**City of Ferndale**  
834 Main Street, P.O. Box 236, Ferndale, CA 95536

**Printed Regular Checks**

General Checking - Distribution Detail - From 05/21/11 To 06/20/11  
Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

<b>Total for WILDWOOD SAW</b>		<u>37.83</u>
<b>Total for the 76 checks</b>	<u>129,684.18</u>	<u>129,684.18</u>

**City of Ferndale**

834 Main Street, P.O. Box 236, Ferndale, CA 95536

**Printed Regular Checks**

General Checking - Distribution Detail - From 05/21/11 To 06/20/11  
 Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

## Account Distributions

<b>Account No.</b>	<b>Account Description</b>	<b>Amount</b>
10012250	Garnishments payable	786.44
10012260	Health insurance payable	690.87
10012301	Federal P/R Tax Deposits	9,496.09
10012302	State P/R Tax Deposits	1,568.96
10105007	Medical insurance	461.98
10105009	Workers comp. insurance	1,094.31
10125007	Medical insurance	1,059.75
10125009	Workers comp. insurance	1,563.25
10125012	Office expense	507.54
10145052	Professional services	135.00
10155009	Workers comp. insurance	312.65
10155020	Building and ground maint.	41.71
10155030	Trash service	58.50
10155031	Water	54.39
10155032	Utilities electric	179.93
10155034	Telephone	227.03
10165054	Audit and accounting	425.00
10165061	Insurance (PARSAC)	9,439.00
10165078	Copy machine expense	312.67
10165096	Car Allowance	400.00
10165099	Miscellaneous	545.39
10175024	Supplies - public restroom	156.03
10175031	Water - public restroom	118.41
10175032	Electric - public restroom	16.57
10215007	Medical insurance	2,663.21
10215009	Workers comp. insurance	16,570.45
10215012	Office expense	49.94
10215014	Vehicle expense	24.00
10215016	Fuel	827.85
10215029	Water	59.19
10215032	Utilities electric	130.87
10215034	Telephone	305.40
10215035	Dispatch service	1,016.66

**City of Ferndale**  
834 Main Street, P.O. Box 236, Ferndale, CA 95536

**Printed Regular Checks**

General Checking - Distribution Detail - From 05/21/11 To 06/20/11  
Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

10215048	Training	75.00
10215088	Equipment repair other	681.60
10225096	Animal control	450.00
10245052	Professional services	153.47
10315007	Medical insurance	394.60
10315009	Workers comp. insurance	2,188.55
10415052	General planning services	3,977.50
10415053	Reimbursable fees	487.50
10425052	General engineering	1,208.95
10425053	Developer engineering	166.75
10435052	Building regulation/inspectio	4,584.87
10615009	Workers comp. insurance	937.95
10615024	Books	344.05
10615032	Utilities	174.01
10615033	Water	47.96
10615034	Telephone	119.97
10625020	Building and ground maint.	140.56
10625032	Utilities - electric	166.20
10625033	Water	170.54
10635007	Medical insurance	117.72
10635009	Wokers compensation insurance	312.65
10635020	Buildings and grounds maintenance	758.23
10635031	Water	123.02
10635032	Utilities	338.15
10635033	Gas	303.85
20625020	Blding/Grd Mnt.	87.83
22315007	Medical insurance	92.19
22315009	Workers comp. insurance	1,250.60
22315058	Street lighting	1,185.43
24315014	Vehicle expense	216.12
24315016	Vehicle Fuel	546.69
24315020	Building & ground maintenance	612.91
24315032	Utilities	155.75
24315033	Water	60.46
24315034	Telephone	65.25
24315088	Equipment repair	12.70

**City of Ferndale**  
834 Main Street, P.O. Box 236, Ferndale, CA 95536

**Printed Regular Checks**

General Checking - Distribution Detail - From 05/21/11 To 06/20/11  
Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

25315007	Medical insurance	171.94
25315009	Workers compensation ins.	781.59
26315007	Medical insurance	155.35
26315007.1	Medical Insurance	2.17
26315009.1	Workers comp. insurance	1,250.60
26315194	Interest-Six Rivers loan	1,948.36
30515007	Medical insurance	3,180.21
30515009	Workers comp. insurance	5,002.40
30515012	Office expense	253.67
30515014	Vehicle expense	198.07
30515016	Vehicle gas	187.44
30515032	Utilities - electric - plant	2,756.28
30515034	Telephone	(64.17)
30515044	Meetings and dues	300.66
30515055	Contractual services	3,015.00
30515095	Capital outlay	1,567.50
30515121	Sewer plant maintenance	82.37
30515122	Sewer line maintenance	3,920.00
30515125	Chlorine	2,926.40
30515157	Effluent testing	650.00
30515158	UPS/Fedex	32.52
30515162	Insurance PARSAC Liability	9,439.00
40315052	Plans, specs & estimates	562.50
50045055	Contractual services	17,355.70
		129,684.18

**City of Ferndale**  
834 Main Street, P.O. Box 236, Ferndale, CA 95536

**Printed PayCheck Checks**

General Checking - Date Range: From 05/21/11 To 06/20/11 - Check #: All - Dept: All  
Sort Code: All - EmpID: All - Emp Name: All - By Check Number

Check #	Date	Emp. #	Employee Name	Amount
43729	05/31/11	1,215	DEBERA H. AUSTRUS	1,540.57
43730	05/31/11	2,190	HEATH A. BOHACIK	666.37
43731	05/31/11	5,220	STEVE L. COPPINI	1,110.24
43732	05/31/11	5,221	DOUGLAS E. CULBERT	1,862.72
43733	05/31/11	2,178	PAUL A. DIAZ JR.	884.93
43734	05/31/11	2,179	JASON R. HYNES	941.56
43735	05/31/11	1,214	NANCY S. KAYTIS-SLOCUM	1,327.06
43736	05/31/11	5,235	TIMOTHY W. MIRANDA	1,129.68
43737	05/31/11	1,012	JAY D. PARRISH	2,194.36
43738	05/31/11	2,200	BRET A. SMITH	1,349.75
43739	05/31/11	5,280	DANIEL V. SUTTON	1,017.63
43740	05/31/11	6,115	MARY ELLEN BOYNTON	84.84
43741	05/31/11	2,185	LINDSEY D. FRANK	898.55
43742	05/31/11	6,142	DIANNA L. RICHARDSON	84.84
43743	05/31/11	1,216	BRIANNA A. SMITH	326.38
43766	06/01/11	1,510	MARIA A. ROSA	218.06
43783	06/14/11	1,215	DEBERA H. AUSTRUS	1,557.93
43784	06/14/11	2,190	HEATH A. BOHACIK	843.41
43785	06/14/11	5,220	STEVE L. COPPINI	1,243.62
43786	06/14/11	5,221	DOUGLAS E. CULBERT	1,862.71
43787	06/14/11	2,178	PAUL A. DIAZ JR.	1,146.34
43788	06/14/11	2,179	JASON R. HYNES	1,136.40
43789	06/14/11	1,214	NANCY S. KAYTIS-SLOCUM	1,346.11
43790	06/14/11	5,235	TIMOTHY W. MIRANDA	1,274.97
43791	06/14/11	1,012	JAY D. PARRISH	2,194.37
43792	06/14/11	2,200	BRET A. SMITH	1,349.74
43793	06/14/11	5,280	DANIEL V. SUTTON	1,019.45
43794	06/14/11	6,115	MARY ELLEN BOYNTON	37.71
43795	06/14/11	2,185	LINDSEY D. FRANK	979.66
43796	06/14/11	6,142	DIANNA L. RICHARDSON	84.85
43797	06/14/11	1,216	BRIANNA A. SMITH	331.22
43798	06/14/11	6,221	BONNIE K. VON BRAUN	40.57
<b>Total</b>				<b>32,086.60</b>

**City of Ferndale**  
834 Main Street, P.O. Box 236, Ferndale, CA 95536

**Checkbook Register**  
**USDA**

Date Clr	Clr	Date		EFT	Deposits	Balance
4/26/2011	x	4/26/2011	Wahlund Construction	1,128,244.87		1,824.93
5/19/2011	x	5/19/2011	DEPOSIT		403,691.18	405,516.11
5/19/2011	x	5/19/2011	Manhard	29,354.66		376,161.45
5/19/2011	x	5/19/2011	Wahlund Construction	374,336.52		1,824.93
5/31/2011	x	5/31/2011	Service Charge	10.56		1,814.37

**City of Ferndale, Humboldt County, California USA**  
City Council Minutes for the June 2, 2011 Meeting 6:30 p.m.

Mayor Jeffrey Farley called the Regular City Council Meeting to order at 7:00 p.m. Present were Councilmen Titus, Mierzwa, Lorenzen and Maxwell as well as City Manager Jay Parrish, City Clerk Nancy Kaytis-Slocum, Finance Manager Deb Austrus, Project Manager Kent Hanford, Chief Plant Operator Doug Culbert and Police Chief Bret Smith. Those present pledged allegiance to the flag.

Ceremonial: The City Clerk read the "Lemonade Day Proclamation" and Mayor Jeffrey Farley presented the Proclamation to Kathy Miller - Student Projects Coordinator, Office of Education. The City Clerk read the "Recognition of Doug Culbert as Operator of the Year" and Mayor Jeffrey Farley presented the Certificate to Doug Culbert. Both recipients gave short speeches.

Modifications to the Agenda: Resolution 2011-26 "A Resolution of the City Council of the City of Ferndale Awarding the Sewer Rehabilitation Contract to Miksis Services, Inc." MOTION: (Titus/Mierzwa) Add Resolution 2011-26 to the agenda. All in favor. There was no public comment.

Consent Calendar: MOTION: (Titus/Maxwell) Accept Accounts Payable, Approve the minutes for May 5, 2011. Unanimous vote 4-0 (Councilman Lorenzen abstained which is not counted as a vote, according to the Rosenberg's Rules of Order).

Sewer Rehab Contract: MOTION (Mierzwa/Maxwell) Approve Resolution 2011-26 "A Resolution of the City Council of the City of Ferndale Awarding the Sewer Rehabilitation Contract to Miksis Services, Inc." Unanimous approval.

Eel River Disposal – Universal Pick up and Green waste: Chuck Schager, Assistant Manager from Eel River Disposal spoke to the Council regarding Universal Pick up: all waste would be picked up within seven days. ERD believes this will reduce illegal dumping and lower the cost to Ferndale citizens. The Green Waste program would pick up green waste every two weeks at a cost of \$3/month. An ad in the local newspaper is trying to attract as many customers as they can get. They need at least 100 interested customers to make it work. The City is keeping a list of those interested in green waste pick up. The green waste pickup is not mandatory. ERD will deliver the 64 gallon totes for free. ERD is asking the city to extend its current contract. As far as universal pick up, citizens can opt out if they can show that they compost and recycle and do not need the pick up. Richard Hooley is opposed to universal pick up. Another citizen who lives in Ferndale only part time is also opposed to universal pick up.

Wastewater Treatment Plant (WWTP): Project Manager Kent Hanford talked about the WWTP Construction Project. We are still within budget. MOTION: (Maxwell/Titus) Resolution 2011-23 for 10<sup>th</sup> Progress Pay Request for Management and Construction Related Costs for the Wastewater Treatment Plant. Unanimous.

Health care coverage: MOTION: (Titus/Maxwell) Approve Resolution 2011-24 Authorizing MOU between City and Special District Risk Management Authority's Health Benefits Ancillary Coverages. Unanimous

NVB Loan: MOTION: (Titus/Mierzwa) Approve Resolution 2011-25 as corrected Authorizing the City to Borrow Funds from NVB (replaces 10-45). Unanimous.

Budgetary Workshop: set for July 20, 2011 at 3:30pm. The City Manager evaluation is set for the same date, following the budgetary workshop.

Ferndale / Navy Housing Update: City Manager Jay Parrish spoke about the legal issues related to disposition of Ferndale Housing. Richard Hooley asked if, when the Navy finishes their study, they will have some remedial work to do before conveyance. Parrish answered yes and added that the remediation of 101 will be complete before the study is done.

Under City Manager Report, Mr. Parrish talked about the PARSAC training he'd attended on Worker's Compensation.

Councilman John Maxwell spoke about HWMA: Several years ago the cities of Arcata and Eureka were concerned about the \$60/ton cost of sending recycling to the Arcata Recycling Center. HWMA was asked to look into alternatives. An RFP was initiated. Recently Eureka voted 4-1 to contract with Solid Waste of Willits (that will pay \$8/ton to the cities) while the Arcata City Council turned down the Willits proposal. The Humboldt County Board of Supervisors has this issued on their June 7<sup>th</sup> agenda, for local unincorporated areas not served by Eel River Disposal. This situation does not affect the City of Ferndale, as our contract is with Eel River Disposal.

The meeting was adjourned at 8:20 pm. The next regular council meeting will be July 7, 2011.

Respectfully Submitted:

Nancy Kaytis-Slocum

City Clerk

**City of Ferndale, Humboldt County, California USA**  
City Council Minutes for the June 20, 2011 Special Meeting 3:30 p.m.

Mayor Jeffrey Farley called the Special Meeting to order at 3:30 p.m. Present were Councilmen Titus and Maxwell as well as City Manager Jay Parrish, Finance Manager Deb Austrus. Councilmen Mierzwa and Lorenzen were absent.

The City Manager gave an update on the city budget for FY2011-2012. The City Manager and City Finance Manager answered questions from councilmen Titus and Maxwell, as well as audience member Duane Martin.

The meeting was adjourned at 4:25 pm.

The council went into closed session at 4:30 per Government Code §54954.5, Public Employee Performance Evaluation for City Manager. The council began the City Manager evaluation. There was nothing to report out of closed session at 5:53pm.

The next regular council meeting will be July 7, 2011.

Respectfully Submitted:

Deb Austrus  
Finance Manager

## **Section 9**

### **CALL ITEMS**

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

## **Section 10**

### **PRESENTATIONS**

## **Section 11**

### **BUSINESS**

Meeting Date:	July 7, 2011	Agenda Item Number	11a
Agenda Item Title:	Russ Park Committee Activity Report & Work Plan		
Presented By:	Jay Parrish, 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:**

1. Receive and file the Russ Park Committee activity report for 2010 and a portion of 2011, and
2. Approve the Proposed 2011-12 Russ Park Work Plan as submitted or as amended by the Council.

**BACKGROUND:**

As a service review, the Ferndale City Council established the Russ Park Committee as advisory to the Council on July 1, 2004. Specific guidelines to the committee were as follows:

1. The Park Committee will work towards the uses intended in the grant deed (1920) without exclusion.
2. In order to meet these intended uses, the Park Committee will:
  - Identify and obtain funding for the park.
  - Prepare, or cause to be prepared, a study of the potential bird species that can use the park as a refuge and/or breeding grounds which shall include a plan for improvements.
  - Conduct public meetings to identify possible "park uses" beneficial to the community.
  - Prepare, or cause to be prepared, an improvement plan that includes identified beneficial uses compatible with wildlife uses.
  - Prepare, or cause to be prepared, proposed rules, procedures, policies and changes to the ordinances to be considered by the City Council.
  - Provide at least quarterly reports to the Council on the status of the project.
  - Obtain City Council approval for all work, except as the Council may direct specific projects to the park Committee or to staff.
  - Develop information for public use regarding the Park.
  - Other activities as assigned by the City Council.
3. The City Manager and other staff shall work with the committee, however, given the workload and previously identified goals, the Park Committee shall be responsible for what would be considered "staff" activities. City staff, at the direction of the City Manager, may assist as the workload permits.

With regard to the first bullet point, the committee has not attracted outside funding for Russ Park, but has raised sufficient monies through private donations and wood sales to fund all of the park improvements to date at no cost of the City General Fund. Furthermore, the Proposed 2011-12 Projects are to be funded from the Russ Park Fund, again mainly from community donations. All labor in the park for maintenance and improvements is from volunteers.

The Committee has prepared an action report to the Council for every topic set forth in the guidelines. As such, there are no outstanding referrals at this time.

On April 7, 2005 the Council approved a master plan for the park, which has almost been fully accomplished. Outstanding items on the master plan are noted on the Proposed Work Plan for 2011-12.

Due to the Committee's vacancies over time and the inability to produce a quorum, the intended monthly meetings have not always occurred. Therefore, the minutes of committee meetings have not been routinely placed on the Council's administrative agenda and the requested quarterly reports have been sporadic. The last official committee meeting was April 16, 2011.

Attached for the Council's information (receive and file) is an activity report for work in the park for 2010 and through June, 2011.

Also attached is a Proposed Work Plan for 2011-12. The Council has already approved all items on the list, except item 8 concerning improvements for the Bluff Street parking lot and specifically item 14 concerning a bike rack at the Eugene St. entrance. The Russ Park Ordinance 07-02, section 14.5 mentions it directly, so it is included. Item 15 has much to do with maintenance and safety and not yet been approved by the Committee for the reasons mentioned above.

The City Council may wish to refer to the committee other projects for the park or to amend the work plan as submitted. It is recommended that the Council approve the Work Plan for 2011-12.

Committee members will attempt to be available to answer any questions that the community or Council may have on the reports.

**FISCAL IMPACT:**

None

Meeting Date:	July 7, 2011	Agenda Item Number	11b
Agenda Item Title:	Appointment of Russ Park Committee Members		
Presented By:	Jay Parrish, 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:**

Appoint City residents Andrei Hedstrom and Doug Olsen to fill 2 vacancies on the Russ Park Committee, effectively immediately.

**BACKGROUND:**

For an extended period of time, there have been 1 or 2 vacancies on the City of Ferndale Russ Park Committee. The City has advertised the vacancies as required, but there were no volunteers forthcoming. Consequently, as the result of the busy schedules of the remaining 3 members, the committee frequently has not been able to meet due to the lack of a quorum. Last year was a particularly bad year for getting the group together. Our luck has changed!

Over the last year there have been 2 new residents moving to Ferndale that have either used the park for recreation, volunteered to work in the park or both, and have expressed an interest in service to the community. Their letters (emails) of interest are attached.

The committee has wanted to meet with Doug and Andrei as a committee the last few months in order to send the Council its appointment recommendation, but there was the quorum issue. Therefore, as Chair of the committee I am asking the Council to make the appointments, effective immediately.

One or both gentlemen may be in attendance at the Council's July 7, 2011 meeting

**FISCAL IMPACT:**

None

Meeting Date:	July 7, 2011	Agenda Item Number	11c
Agenda Item Title:	Eugene Street entrance to Russ Park		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Discuss and give direction

**BACKGROUND:**

Resent interaction with property owner Gerald Silva and Russ park committee members regarding access from Eugene Street to Russ Park have raised questions as to what the policy for the use of that access should be. City Manager would like to give the City Council an update of the review of our present policy.

**FISCAL IMPACT:**

None

Meeting Date:	July 7, 2011	Agenda Number	Item	11d
Agenda Item Title:	Resolution 2011-28 for 11 <sup>th</sup> Progress Pay Request for Management and Construction Related Costs for the WWTP			
Presented By:	Jay Parrish, City Manager			
Type of Item:	<input checked="" type="checkbox"/>	Action	<input type="checkbox"/>	Discussion
Action Required:	<input type="checkbox"/>	No Action	<input checked="" type="checkbox"/>	Voice Vote
				Information
				Roll Call Vote

**RECOMMENDATION:**

Approve Resolution 2011-28 11<sup>th</sup> Progress Pay Request for Management and Construction Related Costs for the WWTP.

**BACKGROUND:**

Work on our WWTP began on August 2, 2010 and this is the 11<sup>th</sup> draw down from the USDA loan. The costs associated with this draw down include costs from Wahlund Construction for \$582,486.26, Construction Management costs from Manhard Consulting for \$27,018.65 and Kemp Inspection Services for \$200.00.

**FISCAL IMPACT:**

\$609,704.91 from the USDA loan account.



Civil Engineers  
Surveyors  
Water Resources Engineers  
Water & Wastewater Engineers  
Construction Managers  
Environmental Scientists  
Landscape Architects  
Planners

June 28, 2011

Mr. Jay Parrish  
City Manager  
City of Ferndale  
834 Main Street  
Ferndale, CA 95536

**RE: City of Ferndale Wastewater Treatment Plant Additions**

Dear Mr. Parrish:

The Wastewater Treatment Plant Project has begun the 12th month of construction. Progress on the site has continued and the majority of the onsite improvements have been completed. The filter building is fully enclosed and most treatment process equipment has been plumbed and wired. Concrete work on the biological treatment tank is complete and pipe work within the tank continues. Approximately half the pipework in the tank is complete and just two compartments of the tank remain to be water tested. The master liftstation pumps, generator, hydropneumatic tank and effluent pumps have all been set. The permanent power service has been installed by PG&E and the entire site will soon have electricity.

The contractor has submitted the eleventh partial payment estimate. I have reviewed the estimate and find it acceptable and appropriate for the work completed at the time the estimate was prepared. The current pay estimate includes the following:

- Contractor Operational Costs
- Biological Treatment Tank Construction
- Master Liftstation Installation
- Filter Building Construction
- Site Piping Installation
- Equipment Acquisition and Installation
- Site Utility Installation
- Effluent Pump Station Construction

The retention required by the USDA contract specifications of ten percent, has been withheld from the partial payment request.

A summary of the current construction contract is included below

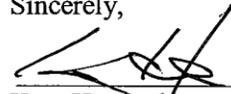
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Original Contract Amount	\$	8,265,088.00
Net Total Change Orders	\$	148,867.85
Total Contract + Change Orders	\$	8,413,955.85
Contract Work + Change Order Work Completed To Date	\$	6,566,184.16
Work To Date Minus 10% Retention	\$	5,909,565.74
Previous Billed	\$	5,327,080.89
Work To Date Minus Previous Billed	\$	582,484.85
<b>TOTAL AMOUNT DUE</b>	<b>\$</b>	<b>582,484.85</b>

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In the coming month, nearly all improvements on site, with the exception of paving, will be complete and the treatment process equipment start up will have begun. The earthwork within the existing storage pond and all wetlands mitigation work will begin in mid October with paving to follow in late October or early November. If you have any questions, please feel free to contact me.

Sincerely,



Kent Hanford  
Resident Project Representative

**RESOLUTION 2011-28**

**THE CITY COUNCIL OF THE CITY OF FERNDALE**

**APPROVES THE ELEVENTH PARTIAL PAYMENT REQUEST TO WAHLUND CONSTRUCTION,  
MANHARD CONSULTING FOR THE WASTEWATER TREATMENT FACILITY PROJECT**

**WHEREAS**, Wahlund Construction began Work on our Wastewater Treatment Plant on August 2, 2010; and

**WHEREAS**, Manhard Consulting is supplying Construction Administration for this project; and

**WHEREAS**, The City of Ferndale will be processing partial pay requests on a monthly basis, as well as periodic individual bills; and

**WHEREAS**, The City Council has received the eleventh partial payment request of \$582,486.26 for Wahlund, \$27,018.65 for Manhard Consulting and \$200.00 for Kemp Inspection. This all falls within the parameters of our WWTP budget.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Ferndale hereby approves payment of the Eleventh partial payment request in the amount of \$582,486.26 for Wahlund, \$27,018.65 for Manhard Consulting and \$200.00 for Kemp Inspection for a total of \$609,704.91.

**PASSED AND ADOPTED** on this 7<sup>th</sup> day of July, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Jeffrey Farley, Mayor

ATTEST:

\_\_\_\_\_  
Nancy Kaytis-Slocum, City Clerk

Meeting Date:	July 7, 2011	Agenda Number	Item	11e
Agenda Item Title:	Accept Change Order 6			
Presented By:	Jay Parrish, City Manager			
Type of Item:	<input checked="" type="checkbox"/>	Action	<input type="checkbox"/>	Discussion
Action Required:	<input type="checkbox"/>	No Action	<input checked="" type="checkbox"/>	Voice Vote
				Information
				Roll Call Vote

**RECOMMENDATION:**

Approve Wastewater Treatment Plant Change Order #6

**BACKGROUND:**

The City Council will have a study session prior to this meeting, and will now vote on the change order as presented during the study session.

**FISCAL IMPACT:**

To be presented at the meeting.

Meeting Date:	July 7, 2011	Agenda Item Number	11f
Agenda Item Title:	Resolution 2011-29 Adoption of FY 11-12 Budget and Resolution 2011-30 Adoption of FY 11-12 Fees and Fines Schedule		
Presented By:	Jay Parrish, City Manager		
Type of Item:	x	Action	Discussion
Action Required:		No Action	x
			Information
			Roll Call Vote

### RECOMMENDATION:

It is recommended that the City Council take the following actions to approve the Fiscal Year 11-12 Budget and related Fees and Fines.

1. Resolution 2011-29 Adoption of FY 11-12 Budget
2. Resolution 2011-30 Adoption of FY 11-12 Fees and Fines Schedule

### BACKGROUND:

The City is required to adopt an operating budget for each fiscal year. The City of Ferndale has routinely adopted a single year budget to meet this requirement. At the same time the Fees and Fines Schedule are routinely adjusted.

The Annual Budget for the City of Ferndale for the Fiscal year July 1, 2011, has been presented by the City Manager and Staff, reviewed, studied and possibly revised by the City Council in two Study Sessions and is now brought before the Council for approval.

Fiscal difficulties at the State level continue to translate into tight times at the local level. The State's finances have not improved over last fiscal year, in fact they have worsened, and the impact at the local level is significant. There remain uncertainties for some of the state's revenue programs, specifically the MLV and the COPS program.

The proposed budget provides generally the same level of service as in prior years with only slight changes in the revenues and expenditures. The personnel costs include routine step-increases. Normally the Fees and Fines Schedule is adopted and the proposed increases based on the CPI, which is 3.2%.

The construction costs of the new WWTP are offset through our loan and grants from USDA and therefore, are not affecting our balance sheet.

### FINANCIAL IMPACT:

Discussed above

**RESOLUTION NO 2011-29**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE  
ADOPTING THE FY 11-12 OPERATING BUDGET**

**WHEREAS**, State Law mandates and sound management necessitates the adoption of an annual budget; and

**WHEREAS**, a fiscal shortage at the State level still exists which negatively impacts the City of Ferndale; and

**WHEREAS**, the City of Ferndale seeks to continue to provide services desired by the public; and

**WHEREAS**, a budget has been crafted that preserves essential services while ensuring that expenditures do not exceed revenues and cash on hand.

**NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Ferndale**, the FY 11-12 Annual Operating Budget attached and made part hereto, is adopted.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale on July 7, 2011 by the following vote:

- Ayes:
- Noes:
- Abstain:
- Absent:

\_\_\_\_\_  
Jeffrey Farley, Mayor

**Attest:**

\_\_\_\_\_  
Nancy Kaytis-Slocum, City Clerk

**RESOLUTION NO. 2011-30****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE ADOPTING THE FY 11-12 FEES AND FINES SCHEDULE, RESCINDING RESO 94-03 AND 2010-37**

**WHEREAS**, the City of Ferndale performs special services for the benefit of a limited number of persons to whom such services are of value; and

**WHEREAS**, the cost of rendering such services should be borne by that limited group who are the beneficiaries rather than the citizenry at large; and

**WHEREAS**, the City Council is of the opinion also that the charges established for such service should equate to the direct cost thereof to the City of Ferndale; and

**WHEREAS**, the City of Ferndale seeks to continue to provide services desired by the public; and

**WHEREAS** This resolution will rescind Resolutions 94-03 and 2010-37; and

**WHEREAS**, the State of California has increased the portion of police fines they keep, thereby forcing the city to increase their fees; and

**WHEREAS**, a budget has been crafted that preserves essential services while ensuring that expenditures do not exceed revenues and cash on hand; and

**WHEREAS**, the City Council last adopted increases to Developer Permits and motion picture fees in 2010, amended the sewer fee schedule in 2002 and 2003; increased business license fees in 2004; and amended the sewer hookup fee in 2005; and,

**WHEREAS**, numerous other cities use the annual Consumer Price Index (CPI) to adjust their Fees & Fines on a yearly basis. The unadjusted 12 month CPI increase effective April, 2011, is 3.2%.

**NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Ferndale**, that: the FY 11-12 Fees and Fines Schedule attached and made part hereto, is adopted.

**BE IT FURTHER RESOLVED:** that Fees and Fines will be examined on a yearly basis with the budget, and increased using the CPI for the previous year.

Ayes:

Noes:

Abstain:

Absent:

---

Jeffrey Farley, Mayor

**Attest:**

---

Nancy Kaytis-Slocum, City Clerk

FEES AND FINES SCHEDULE	FY 2011-2012	103.20%		Enacting Document	adjusted
<b>Building</b>	Building Permits	Per Uniform Building Code		Uniform Admin. Code	varies
	Drainage	New Building after 1994		Ord. 94-01	\$ 1,500.00
		New Building before 1994		Ord. 94-01	\$ 2,500.00
		New impervious area over 100 sq ft	per sq ft	Ord. 94-01	\$ 0.50
		New gravel road/parking over 100 sq ft	per sq ft	Ord. 94-01	\$ 0.36
	Demolition	Building		UBC	\$ 50.00
<b>Engineering</b>	Project Meetings			Reso 2011-30	cost
	Plan Check			Reso 2011-30	cost
	Grading/Drainage Plan			Reso 2011-30	\$ 690.00
	Lot Line Adjustments			Reso 2011-30	\$ 405.00
	Parcel Mergers			Reso 2011-30	\$ 405.00
	Minor Subdivision	Tentative Map		Reso 2011-30	\$ 1,010.00
	Major Subdivision	Tentative Map		Reso 2011-30	\$ 1,680.00
	Parcel or Final Map	Review and certification	per lot	Reso 2011-30	\$ 275.00
	Boundary Correction			Reso 2011-30	\$230 - \$445
	Review-Land Use Permits			Reso 2011-30	\$ 140.00
<b>Planning</b>	Planning Comm. Packets			Reso 2011-30	\$ 6.75
	Project Meetings		cost	Reso 2011-30	cost
	Plot Plan Review			Reso 2011-30	\$ 40.25
	Home Occupation Permit			Reso 2011-30	\$ 205.00
	Design Review Permit	(Exemption of D/R Permit-no fee)		Reso 2011-30	\$ 205.00
	Exception to Development	Standands & Application Processing		Reso 2011-30	\$ 405.00
	Lot Line Adjustments		deposit	Reso 2011-30	\$ 365.00
	Parcel Mergers		deposit	Reso 2011-30	\$ 365.00
	Variance Permit Approval			Reso 2011-30	\$ 550.00
	Secondary Dwelling Permit	0		Reso 2011-30	\$ 550.00
	Street Abandonment			Reso 2011-30	\$ 275.00
	Conditional Use Permit			Reso 2011-30	\$ 670.00
	Amendment of Land Use	Permits and/or of Conditions of Appr.		Reso 2011-30	\$ 275.00
	Permit/Project Extension	(I.e. Use permits, variances)		Reso 2011-30	\$ 70.00
	Minor Subdivision	cost varies on number of lots & issues		Reso 2011-30	\$ 1,090.00
	Major Subdivision	cost varies on number of lots & issues	1000+100/lot	Reso 2011-30	\$1370+\$130
	Amendment of Minor	Subdivision Tentative Map and/or		Reso 2011-30	\$ 275.00
	Amendment of Major	Subdivision Tentative Map and/or		Reso 2011-30	\$ 275.00
	Tentative Map Extension			Reso 2011-30	\$ 275.00
	Zoning Ord or Map	Amendment	deposit	Reso 2011-30	\$ 1,405.00
	General Plan or Map	Amendment	deposit	Reso 2011-30	\$ 1,405.00
	Appeals	To Planning Commission or City Council		Reso 2011-30	
	Appeals - If No Application Fee	To Planning Commission or City Council		Reso 2011-30	\$ 280.00

<b>Finance</b>	Business License Fees	One fiscal year - Retail		Ord. 06-01 & Res. No. 04-04	\$ 60.00
		Quarterly - Retail		Ord. 06-01 & Res. No. 04-04	\$ 15.00
		One fiscal year - No Sales Tax		Ord. 06-01 & Res. No. 04-04	\$ 80.00
		Quarterly - No Sales Tax		Ord. 06-01 & Res. No. 04-04	\$ 20.00
		Duplicate issuance		Ord. 06-01 & Res. No. 04-04	\$ 5.00
		Relocation of location		Ord. 06-01 & Res. No. 04-04	\$ 2.00
		Carnival, per day		Ord. 06-01 & Res. No. 04-04	\$ 100.00
		Peddlers etc.: Finger printing		Ord. 06-01 & Res. No. 04-04	\$ 10.00
		Application Investigation		Ord. 06-01 & Res. No. 0578	\$ 25.00
		Registration		Ord. 06-01 & Res. No. 0578	\$ 8.00
		Renewal of registration permit		Ord. 06-01 & Res. No. 0578	\$ 1.00
		Public dance hall permit		Ord. 06-01 & Res. No. 0578	\$ 150.00
		Public dance permit		Ord. 94-02	Application only
		Police protection at prevailing rates	rate	Reso 2011-30	prevail wage

		Vendor-service/product not offered locally		Ord. 06-01 & Res. No. 04-04	\$ 10.00
		Vendor-service/product offered locally		Ord. 06-01 & Res. No. 04-04	\$ 150.00
		Chamber sponsored Sales		Ord. 06-01 & Res. No. 04-04	\$ 100.00
		Junk Yard Permit		Ord. 06-01	\$ 100.00
		Fair Food Vendors apply to Fair, insp by			
	City Hall Rental	Auditorium		Reso 2011-30	\$ 155.00
		Lounge		Reso 2011-30	\$ 78.00
	Community Center	3 days hall only		not this time	\$ 415.00
		1 day kitchen, 3 days hall		not this time	\$ 825.00
		2 day kitchen, 3 days hall		not this time	\$ 880.00
	Health Fee	Annual for Farmers' Markets		Reso 2011-30	\$ 70.00
	Copies	Per page		Reso 2011-30	\$ 0.33
	Council Packets			Reso 2011-30	\$ 13.75
	Merchandise	Police patches		Reso 2011-30	\$ 13.75
<b>Finance continued</b>	Motion Picture/TV Productions	Major Productions			
		Permit application fee		Reso 2011-30	\$ 670.00
		Film Production permit per day		Reso 2011-30	\$ 550.00
		Road Closure of 30 min. or more per day		Reso 2011-30	\$ 340.00
		Cancellation of permit		Reso 2011-30	\$ 340.00
		Duplicate permit		Reso 2011-30	\$ 70.00
		Attachment of a rider		Reso 2011-30	\$ 37.50
		Police Protection and Public Works			prevail wage
		Direct reimbursement for matl		Reso 2011-30	cost
		Faithful performance bond		Reso 2011-30	\$ 132,665.00
		Minor Productions			
		Permit application fee		Reso 2011-30	\$ 140.00
		Film Production permit per day		Reso 2011-30	\$ 280.00
		Cancellation of permit		Reso 2011-30	\$ 70.00
	Research / Staff Time	Research Fee	per hour	Reso 2011-30	\$ 70.00
	Returned Check Fee	Per check			\$ 37.50
	Transit Occupancy Tax	8% of the rent charged		Ord. No. 311 can't change	8%

<b>Library</b>	Proctor Fees			Reso 2011-30	\$ 35.00
<b>Sewer</b>	Sewer Fees	Existing facilities connection charge		Ord. 04-03 Sec. 3.01	10% of est. cost of constr
		Special connection charge		Ord. 04-03 Sec. 3.02	computed by CE
	Lateral Service Conn Charges	4" lateral		Ord. 04-03 Sec. 3.03.1	Not listed
		6" lateral		Ord. 04-03 Sec. 3.03.1	Set by CE
		First new hookup		Res. No. 05-16	\$ 5,180.16
		Each additional hookup up to 4 units		Ord. 04-03 Sec. 3.03.3	\$ 400.00
		Over 4 units		Ord. 04-03 Sec. 3.03.4	\$ 200.00
	Sewer Permit & Inspection	Single Family		Ord. 04-03 Sec. 3.04.1	\$ 2.00
		Trailer Ct & multiple dwelling		Ord. 04-03 Sec. 3.04.2	\$2 1st and \$1 after
		Comm'l Industrial, Church, etc		Ord. 04-03 Sec. 3.04.3	\$ 7.00
		Public Sewer Connection		Ord. 04-03 Sec. 3.04.4	\$5 +\$5 per lin. Ft of sewer
		Alter exist sewer installation		Ord. 04-03 Sec. 3.04.4	\$ 4.00
	Monthly Service Charge	Single Family Residential (1 EDU)		Resolution 06-02	\$66/mo
		Commercial		Ord. 04-03 Sec. 4.04	Water use/edu's
<b>Public Works</b>	Encroachment Permit		varies	Reso 2011-30	\$ 34.00
	Special Traffic/Curb Markings			Reso 2011-30	\$ 70.00

<b>Police</b>	Animal License Fees	License one year sterilized		Reso 2011-30	\$ 13.75
		License two year sterilized		Reso 2011-30	\$ 27.50
		License three year sterilized		Reso 2011-30	\$ 41.00
		License one year non-sterilized		Reso 2011-30	\$ 34.00
		License two year non-sterilized		Reso 2011-30	\$ 68.00

	License three year non-sterilized			Reso 2011-30	\$ 105.00
Animal Impound Fee Sterilized	1st impound in 12 month period			Reso 2011-30	\$ 37.50
	2nd impound in 12 month period			Reso 2011-30	\$ 73.00
	3rd impound in 12 month period			Reso 2011-30	\$ 105.00
	4th impound in 12 month period			Reso 2011-30	\$ 155.00
Animal Impound Fee Non-	1st impound in 12 month period			Reso 2011-30	\$ 73.00
	2nd impound in 12 month period			Reso 2011-30	\$ 207.00
	3rd impound in 12 month period			Reso 2011-30	\$ 245.00
	4th impound in 12 month period			Reso 2011-30	\$ 285.00
Board fee after initial 24 hrs	per day			Reso 2011-30	\$ 16.50
Dog License Late Payment Fee				Reso 2011-30	\$ 28.00
Dog License Replacement Tag				Reso 2011-30	\$ 6.75
Kennel License Fee	per year			Reso 2011-30	\$ 102.00
Bus. License Investigation				Reso 2011-30	\$ 36.50
Clearance Letter				Reso 2011-30	\$ 21.75
Copies	per page				\$ 0.25
Finger Printing					\$ 10.00
False Alarms		after 2nd annual			\$ 25.00
Infraction	See gov't code 36900				-
Nuisance Violations	First violation (Maximum \$1000.00)	per day		Ord. 01-01 & Reso 2011-30	\$ 55.00
	Second violation (Maximum \$2000.00)	per day		Ord. 01-01 & Reso 2011-30	\$ 105.00
	Cost Recovery			Ord. 01-01	cost
Parking red/green/yellow				Reso 2011-30	\$ 55.00
Parking 18" from curb				Reso 2011-30	\$ 55.00
Parking posted no parking				Reso 2011-30	\$ 55.00
Parking block driveway				Reso 2011-30	\$ 55.00
Parking in alley				Reso 2011-30	\$ 55.00
Park abandon vehicle				Reso 2011-30	\$ 105.00
Parking double				Reso 2011-30	\$ 55.00
Parking block hydrant				Reso 2011-30	\$ 55.00
Parking handicap				Reso 2011-30	\$ 335.00
Parking block lower curb				Reso 2011-30	\$ 335.00
Towing Charge				Reso 2011-30	\$ 105.00
Other MC/VC				Reso 2011-30	\$ 55.00
Reports/Accident					\$ 10.00
Research					hourly rate
Sign Off Fix-It Ticket					\$ 10.00
Special Services					hourly rate
VIN Verification					\$ 10.00

Meeting Date:	July 7, 2011	Agenda Item Number	11g
Agenda Item Title:	Art Exhibit on the City Green		
Presented By:	Jay Parrish, 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:**

Give direction to City Manager to explore possibility of acquiring sculpture

**BACKGROUND:**

Joe Koches approached me last week with a request to talk to the council about a sculpture he would like to put in the City green. The sculpture is made by a famous Italian artist, in collaboration with a group of artists he works with and the City would have it at no cost for 8 months.

**FISCAL IMPACT:**

None

Meeting Date:	July 7, 2011	Agenda Item Number	11h
Agenda Item Title:	Resolution 2011-27 A Resolution of the City Council of the City of Ferndale to Close Brown Street from Main Street to the North Valley Bank (NVB) Parking Lot on July 15, 2011 for the NVB Anniversary Celebration and to close the Remainder of Brown Street from the NVB Parking Lot to Berding Street for use of the Ferndale Fire Department.		
Presented By:	Jay Parrish, 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:**

Approve Resolution 2011-27 A Resolution of the City Council of the City of Ferndale to Close Brown Street from Main Street to the North Valley Bank (NVB) Parking Lot on July 15, 2011 for the NVB Anniversary Celebration and to close the Remainder of Brown Street from the NVB Parking Lot to Berding Street for use of the Ferndale Fire Department.

**BACKGROUND:**

North Valley Bank (NVB) has applied for an encroachment permit to close a portion of Brown Street from Main Street to the NVB parking lot for an assembly on July 15, 2011 from 9am to 3pm, which will be a NVB Anniversary Celebration. Staff conferred with Tom Grinsell, Ferndale Fire Chief, on the feasibility of closing Brown Street. Chief Grinsell asked that the remainder of Brown Street from the NVB Parking lot to Berding Street be closed to through traffic so that the fire department response vehicles would have a place to park during a fire call. Street closures require a resolution, which is what you have before you.

**FINANCIAL IMPACT:**

None

**RESOLUTION NO. 2011-27**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE TO CLOSE BROWN STREET FROM MAIN STREET TO THE NORTH VALLEY BANK (NVB) PARKING LOT ON JULY 15, 2011 FOR THE NVB ANNIVERSARY CELEBRATION AND TO CLOSE THE REMAINDER OF BROWN STREET FROM THE NVB PARKING LOT TO BERDING STREET FOR USE OF THE FERNDALE FIRE DEPARTMENT.**

**WHEREAS**, the North Valley Bank (NVB) wishes to celebrate their anniversary on July 15, 2011; and

**WHEREAS**, NVB wishes to close Brown Street from Main Street to the NVB parking lot between the hours of 9 am to 3pm on July 15, 2011 as part of the celebration; and

**WHEREAS**, it is necessary, in order to provide traffic control and to accommodate the crowd and participants during the stated event, to alter vehicular movement and/or close portions of Brown Street; and

**WHEREAS**, The Ferndale Fire Department requires that the sidewalks be open to pedestrian traffic and that the remainder of Brown Street between NVB Parking Lot and Berding Street be closed to vehicular traffic, leaving room for firemen’s vehicles in the event of a fire call; and

**WHEREAS**, the above closure shall be exempt from the City of Ferndale Use Permit Application as currently required in the Zoning Ordinance.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Ferndale that Brown Street be closed from Main Street to the NVB Parking lot from 9am to 3pm on July 15, 2011 for the purpose of the NVB anniversary celebration, and

**BE IT FURTHER RESOLVED**, that Brown Street from the NVB Parking Lot to Berding Street will be closed to vehicular traffic from 9am to 3pm for the purpose of leaving parking for fire call vehicles, and

**BE IT FURTHER RESOLVED** That the Chief of Police is hereby empowered and instructed to enforce this Resolution.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale on July 7, 2011 by the following vote:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Jeffrey Farley, Mayor

Attest:

\_\_\_\_\_  
Nancy Kaytis-Slocum, City Clerk

Meeting Date:	July 7, 2011	Agenda Item Number	11i
Agenda Item Title:	City Manager Contract Review		
Presented By:	Jay Parrish, 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:**

Authorize staff to memorialize council direction regarding City Manager Contract and salary adjustment in a Resolution to be signed by the Mayor.

**BACKGROUND:**

In January of 2011, the CM had an evaluation where a 10% increase was approved retroactive to January 1, 2011, with another performance evaluation and possible salary adjustment in June and at the conclusion of the WWTP. CM is asking for a contract extension as a part of this evaluation process. On June 20, 2011 the council met in closed session and began that evaluation process, finalized in closed session preceding this meeting.

**FINANCIAL IMPACT:**

Meeting Date:	July 7, 2011	Agenda Item Number	11j
Agenda Item Title:	Signs		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Discuss and give guidance and or direction to staff regarding compliance enforcement during the review of sign ordinance process.

**BACKGROUND:**

The Planning Commission and the Design Review Committee have begun the process of reviewing the sign ordinance for possible changes. It has been suggested by some that during this process it might be advisable to wait until it becomes clearer the direction those changes might take before insisting on current compliance. At this point it may make more sense to see what we are going to require before asking people to become compliant.

**FINANCIAL IMPACT:**

Meeting Date:	July 7, 2011	Agenda Item Number	11k
Agenda Item Title:	Change order for Miksis project		
Presented By:	Jay Parrish, 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:**

Replacing this portion of the line would pay for itself within one year.

**BACKGROUND:**

It was determined that two point repairs are not feasible and bursting is the better option. Upon further review of the section of pipe where the holes were located it was found that the two patches would only prolong further issues in the clay pipe and act only as a band aid rather than a complete fix. Staff asked the contractor to supply estimate of replacing the entire line, approximately 250 feet, with High-density polyethylene (HDPE) pipe. The entire cost of replacing the pipe and making one point repair at the downstream cleanout is \$14,670. There would be a credit \$5000 for the two repairs not completed in the original scope.

**FISCAL IMPACT:**

\$9670

## **Section 12**

### **CORRESPONDENCE**

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



COMMUNITY DEVELOPMENT SERVICES  
 PLANNING DIVISION  
 COUNTY OF HUMBOLDT  
 3015 H STREET  
 Eureka, CA 95501

RETURN SERVICE REQUESTED

## Important Public Hearing Notice



FERNDALE CITY OF  
 PO BOX BX 1095  
 FERNDALE CA 95536

RECEIVED JUN 20 2011

PUBLIC NOTICE  
 HUMBOLDT COUNTY PLANNING COMMISSION  
 NOTICE OF PUBLIC HEARING AND INTENT TO  
 ADOPT A FINAL ENVIRONMENTAL IMPACT REPORT

On **Thursday, July 7, 2011 at 6:00 p.m.**, or as soon thereafter as the matter can be heard, the Humboldt County Planning Commission will hold a public hearing in the Board of Supervisors' Chamber, Humboldt County Courthouse, Eureka, California, to consider the matter listed below. It is being recommended that the Planning Commission adopt a Final Environmental Impact Report (finding of no significant adverse environmental effect) on the indicated project. If you have specific questions regarding the proposed project and the Final Environmental Impact Report contact: **TREVOR ESTLOW**, Senior Planner, at (707) 268-3740.

**HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT**, applicant; Case No. CUP-10-05; File No. APNs see below; Ferndale area. A Conditional Use Permit for the Salt River Ecosystem Restoration Project, a watershed-based, ecosystem-scale project with multiple objectives and benefits. The proposed project is composed of four main components: a) restoration of Riverside Ranch (phase one), b) Salt River main channel restoration (phase two), c) channel maintenance (ongoing) and d) upslope sediment reduction (ongoing). The project encompasses the lower reaches of the Salt River and parts of the tributaries that flow into the Salt River downstream to Cutoff Slough, just upstream from the confluence with the Eel River. NOTE: The Humboldt County Planning Commission intends to adopt a Final Environmental Impact Report for this project. THE PROJECT SITE IS LOCATED IN HUMBOLDT COUNTY, IN THE FERNDALE AREA, WITHIN THE SALT RIVER WATERSHED AREA ON MULTIPLE PARCELS TOTALING HUNDREDS OF ACRES.

## ASSESSOR PARCEL NUMBERS:

100-091-02	100-112-09	100-201-01	100-281-23	106-021-03
100-091-08	100-112-11	100-201-02	100-281-25	106-021-07
100-091-09	100-112-14	100-201-03	100-281-26	106-021-10
100-091-10	100-112-15	100-201-04	100-281-28	106-021-11
100-101-06	100-121-03	100-231-02	100-281-29	106-021-12
100-101-07	100-131-03	100-231-03	100-291-01	106-021-13
100-102-10	100-142-01	100-231-07	100-291-02	106-021-18
100-102-14	100-161-01	100-231-09	100-291-04	106-021-37
100-102-16	100-161-07	100-231-10	100-291-06	106-021-39
100-111-01	100-161-08	100-231-12	100-291-07	106-021-46
100-111-02	100-162-03	100-241-01	100-291-08	106-021-50
100-111-07	100-162-15	100-241-02	100-291-09	106-021-54
100-111-08	100-162-20	100-241-03	100-291-10	106-021-61
100-111-09	100-162-28	100-241-04	106-011-01	106-021-62
100-111-13	100-162-33	100-241-05	106-011-03	106-021-73
100-111-14	100-171-02	100-251-01	106-011-04	106-021-76
100-112-01	100-171-03	100-252-01	106-011-13	106-021-77
100-112-02	100-171-04	100-252-04	106-011-16	106-021-78
100-112-03	100-181-04	100-261-01	106-011-17	106-021-80
100-112-05	100-191-09	100-271-24	106-011-20	106-021-81
100-112-06	100-191-13	100-281-02	106-011-24	106-021-83
100-112-07	100-191-14	100-281-03	106-021-01	106-031-01
100-112-08	100-191-15	100-281-05	106-021-02	

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

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

**LOST COAST 4X4'S**

2125 Forbes Ave  
EUREKA, CA 95503  
<http://lostcoast4x4.org>  
(707)442-7395

RECEIVED JUN 15 2011

June 01, 2011

To Whom it may concern:

It's that time of year again, and as most of you know, we are a small local club that promotes safe but fun four wheeling and family outings. We meet once a month and have at least one run a month. Most of our runs are local, but we do have camp outs during the summer. We have a group that do runs at major trails such as the Rubicon with the more modified machines. The vehicles in our club range from Monteros, Toyotas and Samurais to modified Jeeps, trucks and other vehicles. Our objective is to assist where needed and work to keep public lands open to the public. We participate in the "Tread Lightly" program and only drive where allowed. Our organization is non-profit in character, bringing together and promoting the interest of family 4-wheeling as well as enjoying and maintaining our country's natural resources.

We volunteer for many local functions and assist in rescue and recovery of stranded vehicles when needed. We have certified off-road instructors available to teach proper/safe off-road techniques and preservation of our lands for future use for all users.

We also work with BLM and the USFS in land use issues such as trail programs, cleanup issues, and any future concerns about public lands.

On September 11th, 2011, we are planning our 12th annual clean up at the Eel River under Fernbridge. We plan on removing all foreign objects from the river bar, including appliances, cars, and other miscellaneous garbage. We will be out there all day and we are planning on having a free lunch and raffle for all those who help. We are looking for donations from the community to assist in our efforts to clean up this area. It would greatly be appreciated if we could count on you to help us with a financial donation, raffle prize or help in arranging for dumpsters or equipment to be used on site.

Many of you have donated in the past, and without your help, this cleanup would not be possible and your help is greatly appreciated.

If you have questions or need more information, please call:

Patty Wheeler (Chair) at (707)407-0023 or (707)267-1389  
Bruce Fillman (Vice President) at (707)443-5301  
Carl Brandt (President) at (707) 442-7395

Thank You,



Carl Brandt  
President  
Lost Coast 4x4's  
(707)442-7395  
FAX (707)445-8269  
[LC4x4@suddenlink.net](mailto:LC4x4@suddenlink.net)  
<http://www.lostcoast4x4.org>

**LOST COAST 4X4'S**

2125 Forbes Ave  
EUREKA, CA 95503  
<http://lostcoast4x4.org>  
(707)442-7395  
FAX (707)445-8269

River bar cleanup items needed for our 12th annual Eel River Clean up, which will be held on September 11th, 2011.

- 1) Donations
  - a) Food/Ice/Drinks
  - b) Dumpsters
  - c) Equipment:
    - Loader
    - Excavator
    - Skidder
  - d) Items for raffle
  - e) Money
  - f) Tire disposal
  - g) Car body disposal
  - h) Scrap metal disposal
  - i) Appliance disposal
- 2) Media contacts/Advertisements (TV, Radio, Newspapers, etc)
- 3) Participation (Pickups, trailers, warm or cold bodies)

Remember, this function is open to the public and all participants will be welcome to the free lunch and raffle.

If You Have Any Questions, Please Contact:  
Patty Wheeler (Chair) at (707)407-0023 or (707)267-1389  
Bruce Fillman (Vice President) at (707)443-5301  
Carl Brandt (President) at (707) 442-7395

Thank You,



Carl Brandt  
President  
Lost Coast 4x4's  
(707)442-7395  
FAX (707)445-8269

# LOST COAST 4X4'S



WE Will BR  
Trash Bags, Gloves  
and Food!

YOU BE  
A Family  
member, or Just a  
Willing, and Able Body

**If you Have Any Questions, Contact:**

Patty Wheeler (Chair) at (707)407-0023 or (707)267-1389,  
Bruce Fillman (Vice President) at (707)443-5301,  
or Carl Brandt (President) at (707) 442-7395

NOTIFICATION OF PACIFIC GAS AND ELECTRIC COMPANY'S  
2012 ELECTRIC PROCUREMENT FORECAST COSTS  
AND OTHER PROJECT COSTS APPLICATION

On June 1<sup>st</sup>, 2011, Pacific Gas and Electric Company (PG&E) filed an application with the California Public Utilities Commission (CPUC) to request an increase in electricity rates of \$205 million, or an average of approximately 1.6 percent, effective January 1, 2012. This increase is due primarily to rising energy prices as compared with the current costs reflected in PG&E rates.

Each year, PG&E is required to file an application that forecasts how much it will spend the following year to ensure an adequate supply of electricity for its customers. The CPUC carefully reviews PG&E's forecast to ensure that customers are not charged more for electricity than it costs PG&E to provide. The forecasted costs are updated in late 2011 and when approved by the CPUC are included in PG&E's electric rates the following year. During that year, PG&E's actual costs and revenues are tracked, and any difference is allocated to PG&E's customers at a later date.

This application requests that the CPUC adopt PG&E's 2012 electric procurement forecast of approximately \$4.5 billion for the Energy Resource Recovery Account (ERRA) and Generation Non Bypassable Forecast costs. PG&E recovers its electric procurement costs dollar for dollar, with no profit margin.

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

Yes, because of rising energy costs, rates will increase for most customers, although impacts for individual customers will vary. Bundled customers, or those who receive electric generation as well as transmission and distribution service from PG&E, will see rate increases. Most direct access customers, or those customers who purchase their energy from a non-utility supplier, will see rate decreases.

If the CPUC approves this application, a typical bundled residential customer using 550 kilowatt-hours (kWh) per month will see his or her average monthly bill change from \$79.70 to \$80.61, an increase of \$0.91 per month. A residential customer using 850 kWh per month, which is about twice the baseline allowance, will see his or her average monthly bill change from \$178.64 to \$183.97, an increase of \$5.33 per month. Individual customers' bills may differ.

**FOR FURTHER INFORMATION**

To request a copy of the application and exhibits or for more details, call PG&E at 1-800-PGE-5000.

For TDD/TTY (speech-hearing impaired), call 1-800-652-4712.  
Para mas detalles llame at 1-800-660-6769  
詳情請致電 1-800-893-9555

You may request a copy of the application and exhibits by writing to:

Pacific Gas and Electric Company  
2012 ERRA and 2012 Generation Non Bypassable Forecast Proceeding  
P.O. Box 7442, San Francisco, CA 94120.

**The CPUC Process**

The CPUC's Division of Ratepayer Advocates (DRA) and the Energy Division will review this application. The DRA is an independent arm of the CPUC, created by the Legislature to represent the interests of all utility customers throughout the state and obtain the lowest possible rate for service consistent with reliable and safe service levels. The DRA has a multi-disciplinary staff with expertise in economics, finance, accounting and engineering. The DRA's views do not necessarily reflect those of the CPUC. Other parties of record may also participate.

The CPUC may hold evidentiary hearings where parties of record present their proposals in testimony and are subject to cross-examination before an Administrative Law Judge (ALJ). These hearings are open to the public, but only those who are parties of record may present evidence or cross-examine witnesses during evidentiary hearings. Members of the public may attend, but not participate in, these hearings.

After considering all proposals and evidence presented during the hearing process, the ALJ will issue a draft decision. When the CPUC acts on this application, it may adopt all or part of PG&E's request, amend or modify it, or deny the application. The CPUC's final decision may be different from PG&E's application.

If you would like to learn how you can participate in this proceeding or if you have comments or questions, you may contact the CPUC's Public Advisor as follows:

Public Advisor's Office  
605 Van Ness Avenue  
Room 2102  
San Francisco, CA 94102  
1-415-703-2074 or 1-866-849-8390 (toll free)  
TTY 1-415-703-6282, TTY 1-866-836-7825 (toll free)  
E-mail to [public.advisor@cpuc.ca.gov](mailto:public.advisor@cpuc.ca.gov)

If you are writing a letter to the Public Advisor's Office, please include the name of the application to which you are referring. All comments will be circulated to the Commissioners, the assigned Administrative Law Judge and the Energy Division staff.

A copy of PG&E's 2012 ERRA and 2012 Generation Non Bypassable Forecast Proceeding and exhibits are also available for review at the California Public Utilities Commission, 605 Van Ness Avenue, San Francisco, CA 94102, Monday-Friday, 8 a.m.-11 a.m., and on the CPUC's website at <http://www.cpuc.ca.gov/buc/>.

June 3, 2011  
TO: STATE, COUNTY  
AND CITY OFFICIALS

RECEIVED JUN 08 2011

CC  
E. Attorne  
Corres

## **Section 13**

### **REPORTS**

#### **Section 13a: City Manager Staff Report**

##### **CITY MANAGER:**

##### **Meetings:**

- Kiwanis meeting 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month at 4:30 pm
- City Council- June 2nd 5:30-9:00 pm
- City Manager meeting- June 16th 3:00-5:00 pm
- Chamber of Commerce – June 6th 5:30- 7:00 pm
- RCEA June 13<sup>th</sup>- 3:00- 5:00 pm
- Meeting with ERD June 7th regarding universal pickup and greenwaste
- Weekly meeting on WWTF progress with Manhard project manager.
- Daily meetings with chief regarding police activities.
- Daily interaction with Staff regarding daily workload.
- Met with construction manager, Wahlund construction representative and USDA representative, to go over monthly pay request. Also went over construction progress, and change orders. We continue to look for ways to reduce costs and save time. They have made good progress in the last several months and have made up much of the time lost during the dewatering process in December and January. Still anticipate being on time and under budget.
- Continuing discussions with Fresnel lens committee members to go over a project to move Lens from fair to museum. We received the contractor's estimate of costs for the renovation to museum to house the lens. The museum board at their last meeting did give conditional approval and we will next go to Lytel foundation for funding approval. If successful we will send to Coast Guard to negotiate an agreement. Museum will ultimately have last say in approval.
- Numerous conversations regarding Salt River Project with Watershed Council members, NRC representatives, council members and citizens. I have been working with NRC to help with some property owners who already have a relationship with the City. NRC is trying to complete the process of permitting and acquiring signatures from all the property owners along the project. I have met with Elias and Rick Sousa several times and went over some of their concerns and explained the project as well as the future relationship with Elias regarding our irrigation needs. I will hopefully be coming to the Council with a long term agreement that will solidify for 10 or so years an ability to irrigate his property.
- Numerous meetings with individual councilmen and the mayor regarding City issues.
- Numerous discussions with RCEA representatives regarding our EECSBG grant that will support a project in the schools. Remember this is a \$25,000 grant to reduce electrical consumption and should have significant savings for the schools. They estimate that the schools should realize a savings of around \$7,000 a year.

- Daily meetings with Public Works in morning to go over daily activities. Budgetary issues, fence between Firemen's Park and Hadley property, Eugene Street connection to Russ Park and its parking issues. Also we have had numerous meetings regarding the new pads that will be required to put the benches at the City green park.
- Met with Joe Koches to discuss a major piece of art from a world famous sculpture that might be available to the city if we wanted to put in the city green. The chamber of commerce has voiced support for the idea. We are waiting for more information on this as a project.
- Daily discussions and updates on City Council agenda items and city issues with City Clerk and Treasurer. Considerable time in developing procedures and documentation relating to building and planning issues, and design review situations and interaction with PC and DR committee. I have met with chairmen of the PC and DR regarding the sign ordinance and compliance issues. Met with owner of the Shaw house to go over her interaction with the DR committee and have delivered a letter regarding her signage and set up a meeting with myself and a couple DR committee members to go over her sign. Dan Brown and Michael Bailey and I met with her and tried to find some kind of solution that would get to a compliant situation. She remains adamant that she will not take the illuminated sign down until everyone in town that has a similar sign takes theirs down. The problem with a complaint driven system is that people feel they are being picked on. This was one of the original reasons we wanted to update our sign ordinance. We have started the process of putting together a committee that will explore and develop a sign ordinance that represents hopefully a consensus of the many divergent views on this subject. I suspect that we will have to come to grips with freedom of speech, business interests, claims of too much control, and claims of not enough control. These type of questions need to be thoroughly vetted by a diverse group so that the result arrived at is credible and enforceable.
- Discussions with City Planner regarding design review and planning issues. Most of time spent on Housing Element and the general plan update and city budget. Asked them about signage ordinance for possible input.
- Daily interaction with City Finance Supervisor on budget and department interaction to explain use of funds. This is the time of year that we analyze last year's budget and put together what we believe next year's budget will look like. We had a special meeting on June 20<sup>th</sup> and have scheduled a study session before the next City Council meeting in case someone might have more questions. If the Council feels comfortable with presented budget they will be able to approve as part of the regular meeting.
- Navy Housing: Conversations with Karen Ringel of the Navy regarding their progress in completing the lead and asbestos study and the remediation of house 101. We continue to work on alternatives for possible transfer of ownership. Numerous discussions with Elizabeth Conner regarding the conveyance process and the documentation and restrictions that will be required to preserve the spirit of the appropriation funding. Plan on having Elizabeth give update at council meeting.
- We are making headway on the landing pads that the park benches will sit on. It looks like the new benches will require more room than the old ones and we are in the process of designing the new pads. We will take out the old pads and put new pads that match the old sidewalks and have safety in mind. Also we have had numerous meetings regarding the new pads that will be required to put the benches at the City green park. Considerable time has been spent trying to position the pads. We finally poured the new pads and will try to have the area cleaned up before the 4<sup>th</sup> of July parade and weekend.

- Number of meetings with members of the SRWC regarding the operation and maintenance of the Salt River watershed after the project's completion. This will be the area we focus on in the next few months.
- Number of conversations with bank and Martinek over amount owed to City for previous TOT. The negotiated result was full amount of TOT owed with half the interest owed on that amount, if the premises were to return to a bed and breakfast status.
- Numerous meetings with Gerald Silva regarding access to Russ Park through his property. I have researched this with PW's and City files and our attorney and have had an opinion given from our traffic safety office, as well as had meetings and conversations with chairmen of Russ Park committee. I plan to have a conversation with council as an agenda item at the July meeting.
- Several conversations with Mary Creasey regarding the State's budget and update's on the COPS program. I was informed on the 27<sup>th</sup> that the program will be funded this year.
- Several conversations with property owner relating to the fence between his property and the City's firemen's park. The City has taken down the old cyclone fence and property owner is replacing the fence at his expense. The new fence is another addition to the parks overall improvement. We have put a lot of effort into making our park one of the nicest in the area and I think we have been very successful without spending much out of our own budget. Many thanks to the volunteers who helped with the bocce courts and tending of our plants and the many people who showed up to pick up debris after the pine tree removal.

## **CITY CLERK:**

### ***Meetings***

- Design Review Meeting – 5/26/11
- Design Review Meeting – 6/2/11
- City Council Meeting – 6/2/11
- Planning Commission Meeting – 6/15/11
- Meetings with City Manager regarding daily work schedule.

### ***Council Meeting Follow Up***

- Transcribed Council minutes for the June 2, 2011 meeting.
- Filed Original and uploaded onto our web page the Minutes for the May 5, 2011 City Council meeting.
- Filed Original Resolution 2011-23 for 10<sup>th</sup> Progress Pay Request for Management and Construction Related Costs for the Wastewater Treatment Plant with copies of invoices; copied Project Manager, filed copy in WWTP Payments file.
- Filed Original Resolution 2011-24 Authorizing MOU between City and Special District Risk Management Authority's Health Benefits Ancillary Coverages. Made copy for Finance Manager.
- Filed Original Resolution 2011-25 as corrected Authorizing the City to Borrow Funds from NVB (replaces 10-45). Sent copy to North Valley Bank (NVB).
- Filed Original Resolution 2011-26 A Resolution of the City Council of the City of Ferndale Awarding the Sewer Rehabilitation Contract to Miksis Services, Inc. Made copy for CPO and copy for Agreements File.
- Filed a copy of "Legal Issues Related to Disposition of Ferndale Housing" in Ferndale / Navy Housing file.

**Planning Commission Follow Up**

- Mailed letters to three tribes asking for comments on our Housing Element as well as the Historical and Cultural Resources Element.
- Set follow up to post Historical and Cultural Resources Element on our General Plan page on our web site in two weeks.
- Transcribed Planning Commission minutes for the June 15, 2011 meeting – posted to July Agenda for approval.
- Filed Original Commission minutes for the April 20, 2011 meeting. Uploaded to the Website.

**Design Review Committee Follow Up**

- Assembled and disbursed design review committee meeting packets for special and regular design review meetings.
- Notified applicants of Design Review Approval at 230 Francis Street and 330 Ocean Avenue.
- Posted new items to the next regular agenda packet.

**Projects**

- Answer land use questions and building permit questions for phone and counter inquiries.
- Fees and Fines schedule, reformat spreadsheet with new formulas.
- Contracts and Agreements sent to Ferndale Childcare Center and Ferndale Senior Resource Center.
- Training Assistant – writing out instructions for all duties
  - Building Permits
  - Daily and weekly duties
  - City Clerk duties
  - Land Use Permits – how to process.
  - Design Review Committee: follow-up to minutes for Design Review, including adding new items to the Planning Commission agenda, as well as the next Design Review agenda; writing letters to applicants whose projects were before the Committee
  - City Council meeting: put packet together and where to find information.
  - Instructions on creating a postcard and doing a mail merge
  - Creek Cleanout instructions, ad placed, public notice posted, letters written to creekside residents.
  - Instructions for Planning Commission meeting

**Building and Encroachment Permits Issued**

591	Arlington	kitchen remodel/add bathroom
230	Francis	2nd story remodel
420	Arlington	reroof
	A Street	lateral inspection
1071	Main	sewer cleanouts
City	Streets	Encroachment I & I Work
230	Francis	Encroachment
	Bluff	Encroachment St. Mary’s Cemetery

**FINANCIAL MANAGER/DEPUTY CITY CLERK:*****Meetings***

- City Council Meeting
- Various meetings with City Manager on Budget 2011-2012
- Meet with Department Heads and City Manager on New Budget
- Meet with City Manager on Contracts
- Special City Council Budget Meeting

***Projects***

- Payroll
- Accounts Payable
- Accounts Receivable
- Answer Phones
- Purchase Various Supplies
- Receive and File May Financial Reports
- Preparing Budget Spreadsheet for New Fiscal Year
- Daily Banking
- Printout LAIF Statement
- Prepare CALEMA request for reimbursement
- Help prepare Business License renewal postcards
- Send Dental Enrollment Forms
- Update various spreadsheets

**CITY PLANNER:*****Meetings & Planning Materials***

- Coordinated with City Manager and City Clerk on planning and development projects.
- Responded to inquiry about prior lot line adjustment at 727 Rose Avenue.
- Prepared General Plan Update information for City website including an overview, Housing Element summary, and Historical and Cultural Resources Element summary.
- Coordinated with City Engineer about Land Use/Zoning Map road revisions.
- Attended June 15 Planning Commission meeting.

***Projects***

- General Plan Update - Historic & Cultural Resources Element - Completed preparation of Draft Element and compiled for Planning Commission review. Coordinated with City manager about City and public review of Draft Element. Prepared Tribal consultation request letter.
- General Plan Update - Housing Element Update - Continued preparing response to March 1 Housing & Community Development (HCD) department letter. Reviewed and revised vacant land inventory figure and table. Continued small sites analysis based on HCD comments.

**CITY ENGINEER:**

- Sewer Projects: –
  - New Sewer Manholes Main Street, Cleanouts other locations
    - Finalizing details from encroachment permit
- Pedestrian Improvement Project –
  - Focus project on Herbert Street (fine tune design)
  - Prepare Construction Documentation for May bid
- Applications –
  - Correct Keyes LLA, revisions to Notice of LLA per Assessor's Office
- General Engineering –
  - ARRA reporting for Pedestrian Improvement Project
  - Review opportunities for new transportation projects funded by State or Federal sources
  - General support for cemetery boundary line correction
  - Review drainage report for Matt Pidgeon Subdivision
  - Scope street repair project at 4<sup>th</sup> and Shaw (work with Tim Miranda)
- Meetings and Committees –
  - No meetings during May
- Reporting and Correspondence –
  - Prepared monthly staff report
  - General correspondence and meetings with City Staff

**PUBLIC WORKS:**

Walked Frances Creek looking for obstructions.

Ongoing

Sending out letters to property owners.

**CITY PROPERTY**

- Firemen's Park
  - Routine Maintenance, i.e. Mowing Park and Baseball Field.
  - Routine daily walk through to pick-up garbage.
  - Mowed the Bocce area and BB Field.
  - Cut back trees at Fireman's Park bridge and hauled away debris.
  - Removed old fencing. Hauled away debris.
  - Power washed play equipment.
  - Replacing water line from meter to drinking fountain.
- Park Restrooms
  - Routinely cleaned every day of the week including weekends.
- Russ Park
  - Routine maintenance: Pulling out trash from trash & recycle bins daily.
  - Picked-up loose garbage from Russ Park.
- Town Hall
  - Routine mowing and weed eating

- Pull out trash daily
- Removing cement pads.
- Installing new cement pads.
- Removing old benches.
- Installing new benches.
- Library
  - Routine mowing and weed eating
- City Parking Lot
  - Picked up garbage – Routinely as least once a week unless otherwise warranted.
  - Cut back trees and hauled away debris.
- Main Street Restrooms
  - Routine maintenance: Daily cleaning and stocking of Main Street Restrooms – 7 days a week.
  - Volunteers painting restrooms. Looking very good and doing a great job. Thank you Ladies
- Community Center
  - Routine checking of CC when the facility is rented before and after.
  - Repaired refrigerator handle.
  - **CHILDRENS CENTER**
  
- Police Department
  - Routine mowing and weed eating
  - Filled pot holes.
  
- Scout Hall - Routine mowing and weed eating
- Roadsides - Routine mowing and weed eating
- Wet Well –
- Public Works –
- Had keys made for Coast Guard Housing
- Children’s Center –

### **Storm Drains**

Removed debris from all the drains around town. –

### Sewers

- etc.

### **STREETS AND SIDEWALKS**

- Routine maintenance: Regular maintenance of roadside mowing.
- Routine picking up trash at the edge of town.
- Routine maintenance: Continuing to pick-up piles around town as resident call and request removal.
- Routine maintenance: Sweep Main St., Monday, Wednesday and Friday mornings.
- Marked out USA locates throughout town. – When needed.
- Removing piles.

- Removed all garbage from Main St. due to the Kinetic Race and Memorial Day Parade.
- Cut back bushes on Bluff St.
- Mowed grass on Eugene at Cleveland.
- Worked with the County at Bluff St. Hauled away large amounts of limbs, grass and braches.

#### **VEHICLE / EQUIPMENT MAINTENANCE**

- Routine monthly maintenance and weekly maintenance on frequently used equipment.
- Surface the mower
- Sharpened blades.
- **MISCELLANEOUS**
- Routine paperwork.
- Fiscal year paperwork & Meeting.
- Dealing with daily work orders as residents call.
- Viewed Safety videos.
- Went to Bay West to pickup supplies.
- Mowing constantly in May. Too much rain and grass growth!

#### **WASTEWATER OPERATIONS:**

<i>April 2011 Flows</i>	<i>Average</i>	<i>Minimum</i>	<i>Maximum</i>
<i>Influent MGD</i>	<i>.416</i>	<i>.289</i>	<i>.734</i>
<i>Effluent MGD</i>	<i>.689</i>	<i>.315</i>	<i>1.515</i>

#### **POLICE DEPARTMENT:**

- The Chief received an email from a retired FBI instructor visiting Ferndale from Tennessee. He praised Officer Bohacik's assistance and professionalism.
- Officers provided assistance and monitored the Pet Parade.
- Officers assisted with and monitored the Portuguese Festival Parade.
- Chief Smith attended Kiwanis meetings/functions.
- Chief Smith attended the monthly LECAH meeting.
- Officer Diaz attended the monthly LETMA meeting.
- Officers Diaz and Frank participated in the Every 15 Minutes program at Ferndale High School.
- Chief Smith attended the Eel River Valley Chief's meeting.
- Officers have been attending Force Options Training, Driving Simulator Training, Defensive Tactics and Tactical Communications Training at CR.

- Chief Smith met with representatives from the Bear River Casino, Ferndale Fire Department and Humboldt County Fairgrounds to discuss the July 4<sup>th</sup> celebration and fireworks.
- Chief Smith participated as an oral board member for Fortuna Police Department Sergeant promotionals.

**Police Statistics – April 2010**

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape	0	
Robbery	0	
Larceny	0	
Assault	0	
Burglary	1	
Vehicle Theft	0	
TOTAL	1	
SECONDARY CRIMES	5	
Calls for Service	57	
Reports Written	12	
Traffic Citations	17	
Other Citations	4	
Parking Citations	3	
Warnings	47	
ARRESTS	3	
AGENCY ASSISTS	12	
TRAFFIC COLLISIONS	0	

## **Section 13b: Commissions, Committees and Others**

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

## Design Review Minutes for the 5/26/11 8:30am meeting

Lino Mogni opened the meeting at 8:35am. Committee Members Dane Cowan, Michael Bailey, and Michael Sweeney along with staff Administrative Assistant Brianna Smith were present. Dan Brown was absent.

Request to staff. Lino recommends going through sign ordinance, picking out highlights and making a handout to give to applicants. Approve minutes as amended MOTION: (Cowan/Bailey). All in favor. There was no public comment.

230 Francis Street- Put on agenda for next special meeting. MOTION: (Sweeney/Bailey) New elevation with a flat window to be illustrated and approved at the next special meeting. All in favor.

330 Ocean: Tabled until next special meeting. Need more information about signs being proposed.

Public Education: Discussion involved how brochures will help educate property and business owners about the historic district and what the design review requirements are also contact information and a brief summary. Bring back on next special agenda. Committee members suggest that Design Review brochures go out with business license renewals.

Design Review Finals: Forward to next regular meeting.

Sign Ordinance Presentation Update: Forward to regular meeting.

Shaw House Inn: Committee has requested that Committee members Dane Cowan and Lino Mogni accompany Jay Parrish to the Shaw house in to meet with Paula Bigley.

The next regular meeting will be June 23, 2011 at 8:30am. The meeting was adjourned at 9:35.

Respectfully submitted:

Brianna Smith  
Administrative Assistant

**City of Ferndale, Humboldt County, California USA**  
Design Review Minutes for the 6/2/11 8:30am special meeting

Dan Brown opened the meeting at 8:35am. Committee Members Dane Cowan, Michael Bailey, Lino Mogni and Michael Sweeney along with staff City Manager Jay Parrish and City Clerk Nancy Kaytis-Slocum were present. Applicant's agent Cory Nunes was also present.

Under modifications to the agenda, item 5C Public Education – brochures will be placed on the next regular agenda for June 23, 2011. The City Clerk explained that items other than applications would be discussed during the regular monthly meeting. Special meetings are only for applications. There was no public comment.

230 Francis Street: MOTION: (Mogni/Sweeney) Approve the elevations and flat window design for 230 Francis Street. All in favor. All in favor.

330 Ocean: MOTION: (Mogni/Cowan) Approve the signs as presented for 330 Ocean Avenue.

Comments: The City Clerk explained that minutes taken during meetings are not verbatim, but are called action minutes – in other words only the action is recorded. If someone wants something to be quoted to them in the minutes, they need to tell the secretary “for the record” so that their comment can be recorded. The group agreed that location maps did not have to be included in the packets for applications. Michael Bailey reported on the Chamber meeting regarding signs. Some of the items discussed were Complaint Driven system vs enforcement system, no action on anonymous complaints; two people volunteered for the possible ad hoc committee to discuss signs: (Joe Koches and Philip Ostler); the formula used to decide allowable square footage of signs is not fair in that it doesn't take height into consideration; can the city notify the chamber whenever a new business applies. Committee comments included the possibility of having all signs in the historic district be the same size.

The next regular meeting will be June 23, 2011 at 8:30am. The meeting was adjourned at 9:30.

Respectfully submitted:

Nancy Kaytis-Slocum  
City Clerk

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

## Design Review Minutes for the 6/9/11 9:15 am special meeting

Lino Mogni opened the special meeting at 9:15 am. Committee members Michael Bailey and Michael Sweeney were present. Dan Brown and Dane Cowan were absent. There were no modifications to the agenda.

There was no public comment.

524 Main Street Public Restrooms – exterior paint. (Sweeney/Bailey) Approve exterior paint colors as shown on example brought to meeting. All in favor.

The next regular meeting will be June 23, 2011 at 8:30 am. The meeting was adjourned at 9:30 am.

Respectfully Submitted

Michael Sweeney

Design Review Committee Member

**City of Ferndale, Humboldt County, California USA**  
Design Review Minutes for the 6/23/11 8:30am meeting

Dan Brown opened the meeting at 8:32am. Committee Members Dane Cowan, Michael Bailey, Lino Moggi and Michael Sweeney along with staff Administrative Assistant Brianna Smith were present.

MOTION: (Cowan/Bailey). Approve minutes from May 28, 2011. All in favor.

MOTION: (Cowan/Sweeney). Approve minutes from June 2, 2011. All in favor.

MOTION: (Sweeney/Bailey). Approve minutes from June 9, 2011. All in favor.

No public comment.

Public Education: Michael Sweeney reported on the General Plan being posted to the City's website. They requested to have an ad put in the newspaper regarding the General Plan page on the city's website. Sweeney also presented the completed brochure. MOTION: (Cowan/Bailey) As the Chamber of Commerce to link to the City's website; request that a notice be put in the newspaper about the link to General Plan; approve brochure as presented. All in favor.

Design Review finals: Discussion included either having a list of Design Review approved projects in every packet until they have been signed off or having staff email committee members about projects that need to be finalized.

Sign Committee Members: MOTION: (Cowan/Brown). Appoint Michael Bailey and Michael Sweeney to be members on the Sign Ordinance Committee. All in favor.

Sign Brochure Draft: Discussion involved how having a sign brochure will give guidance to business owners on the basic rules and regulations on signage. Removed as an action item. Put on agenda for next Planning Commission meeting.

Committee member comments: Discussion included a request that enforcement of non compliance Design Review items be put on the agenda as well as a committee member dissatisfied with the accuracy of minutes. Another committee member felt if something isn't recorded correctly it's the responsibility of committee members to amend minutes.

The next regular meeting will be July 28, 2011 at 8:30am. The meeting was adjourned at 9:37.

Respectfully submitted:

Brianna Smith  
Administrative Assistant

**City of Ferndale, Humboldt County, California USA**  
Minutes for Planning Commission Meeting of May 18, 2011

Call to Order: Chair Jorgen Von Frausing-Borch called the Planning Commission meeting to order at 7:00p.m. Commissioners Lino Mogni, Nancy Trujillo, Trevor Harper and Dan Brown as well as staff City Manager Jay Parrish and City Clerk Nancy Kaytis-Slocum were present. Those in attendance pledged allegiance to the flag. MOTION: (Brown/Harper): The April 20, 2011 minutes were unanimously approved. There was no public comment.

100 Harrison Avenue – Vacation Rental Application. Commissioner Trujillo recused herself. Chairman von Frausing-Borch opened the public hearing. Staff introduced the item recommending approval. Ms. Trujillo, as property manager for the applicant, was there to answer questions. Mr. Dick Hooley said he was not opposed to this particular vacation rental, but opposed to Vacation Rentals in residential districts. He doesn't like the idea of transients coming in and out. The public hearing was closed. Ms. Trujillo then left the room for the commission discussion and vote. MOTION: (Brown/Mogni) Adopt Resolution No. 2011-22PC making the required findings of fact listed in Attachment A to approve the Use Permit, subject to the conditions of approval listed in Attachment B, and allow for vacation rental use of the existing residence located at 100 Harrison Street. Four in favor, one absent (Trujillo, who had recused herself). Ms. Trujillo re-joined the commission.

Reaffirmation of direction given to Design Review: City Manager Jay Parrish explained that with the chart and documents included in the packet, it can be shown that the Planning Commission directed the Design Review committee to look at all sections of the Zoning Ordinance that pertain to Design Review. In the chart and in the documents presented at the meeting, it can be shown that the Planning Commission directed the Design Review committee to look at all sections of the Zoning Ordinance that pertain to Design Review. Both the Planning Commission and the City Council accepted the Design Review's mission statement. This was an information only item.

Signs: Design Review Committee member Michael Bailey presented his research on signs to the Planning Commission, including an outline for a possible sign ordinance. Commissioner Trujillo distributed a packet of information she had compiled on signs. A lengthy discussion followed touching on: does the Planning Commission have the authority to spend money? No, only the council can do that; enforcement issues, comments on various signs in the city, open and closed signs, vacancy, no vacancy signs, what is the definition of a sign?, complaint driven enforcement. The Chamber of Commerce is holding a meeting on May 23, 2011 at 5:30 pm at the Village Inn conference room. It was requested that the clerk notice the meeting in case a quorum of the City Council, Planning Commission or Design Review Committee would happen to be there. MOTION: (Trujillo/Mogni) Hold this item over to the next meeting, with no further action. Aye: Trujillo, Mogni, von Frausing-Borch; Nay Brown; Abstain (which is a no vote) Harper. Motion carried.

Public Education: Design Review Committee member Michael Sweeney spoke on his efforts to move forward with ways to inform and educate people in the community. One way would be to post the DRAFT Historic and Cultural Resource online and ask for comments within a certain time period. Kaytis-Slocum will check with the web master to see if a General Plan page can be created, and will check with the City Manager to see who will collect the comments.

The meeting was adjourned at 8:50 p.m. The next regular meeting will be June 15, 2011 Respectfully submitted: Nancy Kaytis-Slocum, City Clerk

**City of Ferndale, Humboldt County, California USA**  
Minutes for Planning Commission Meeting of June 15, 2011

Call to Order: Chair Jorgen Von Frausing-Borch called the Planning Commission meeting to order at 7:00p.m. Commissioners Lino Moggi, Trevor Harper and Dan Brown as well as staff City Clerk Nancy Kaytis-Slocum and Planner Vanessa Blodgett were present. Nancy Trujillo was absent. Those in attendance pledged allegiance to the flag. MOTION: (Brown/Harper): The May 18, 2011 minutes were unanimously approved. There was no public comment.

Housing Element Update: Planner Vanessa Blodgett reported that the City Council had approved extra funding to complete the Housing and Community Development (HCD) requirements for the Housing Element. They include a checklist to be completed by the city in order to include some of the Navy Housing stock as low income housing; small sites analysis.

Historical and Cultural Resources Element DRAFT: Planner Vanessa Blodgett reported that the DRAFT Historical and Cultural Resources Element had been included in this packet, and that it would soon be posted online in order to collect public comment. At the same time, the DRAFT has gone to three of the local Tribes for their comments. They have 90 days in which to comment. We will have a public hearing during the July Planning Commission meeting. The Commission suggested that copies of the DRAFT Historical and Cultural Resources Element go to the City Council.

Signs: Design Review Committee member Michael Bailey distributed his notes on the Chamber of Commerce meeting regarding signs. He felt the meeting had a positive outcome. The commission decided to ask the Design Review Committee to facilitate the Sign group. The makeup of the meeting was discussed at length with the decision to have Trevor Harper represent the Planning Commission (MOTION: (von Frausing-Borch/Brown) Nominate Trevor Harper as the PC representative on the Sign Ordinance committee. All in Favor), have the Design Review Committee appoint two members, and direct staff to advertise for three members of the business community. Commissioner Dan Brown asked to be on the record regarding information posted in the Planning Commission Packet beginning on page 74. He pointed out that one of the articles was written by a litigation director of a San Diego law firm, and that there was no information following page 74 from cities with historic districts.

The meeting was adjourned at 8:05 p.m. The next regular meeting will be July 20, 2011

Respectfully submitted:

Nancy Kaytis-Slocum, City Clerk

**Section 13c: Council Reports and Comments**

## **Section 14**

# **ADJOURNMENT**