

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

Location:	City Hall	Date:	February 2, 2012
	834 Main Street	Time:	7 pm
	Ferndale CA 95536	Posted:1/26/11	

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 – Deputy City Clerk
4. CEREMONIAL:
 - a. Lemonade Day Proclamation
 - b. Engineer’s Week Proclamation
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 2/3rds 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 6
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 7
 - b. Approval of previous minutes:
 - i. January 5, 2012 Page 17
9. CALL ITEMS
10. PRESENTATION / Community Forum
 - a. Earthquakes-Judy Warren Page 20
 - b. WWTP Presentation-Doug Culbert..... Page 21

11. BUSINESS	
a. Approve Resolution No. 2012-08 General Plan Housing Element Update	Page 73
b. Approval of City Attorney.....	Page 78
c. Plastic Bag Ordinance.....	Page 83
d. Approval of new Planning Commissioner.....	Page 84
12. CORRESPONDENCE	Page 85
13. REPORTS	
a. City Manager Staff Report and Community Events	Page 86
b. Commissions / Committees and others	
i. Planning Commission	Page 99
ii. Design Review	NONE
iii. Sign Committee.....	Page 100
c. Council Reports and Comments	Page 101
i. HWMA Abstract	
14. ADJOURN	Page 102

**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, March 1, 2012 in the Auditorium of City Hall at 7:00pm**

Section 1

Call Meeting to Order

Section 2

Pledge Allegiance

Section 3

Roll Call

Section 4

Ceremonial

Lemonade Day Proclamation
Engineer's Week Proclamation

City of Ferndale INCORPORATED 1893
POB 1095; Ferndale CA 95536



City of Ferndale, California PROCLAMATION

WHEREAS: Lemonade Day is a free, collaborative, community-wide educational event providing children with the opportunity to learn and apply entrepreneurial thinking and create a foundation for success in the global economy; and

WHEREAS: Small businesses started by innovative entrepreneurs in our community create the economic backbone of our economy; and

WHEREAS: Lemonade Day exists to infuse today's youth with the spirit of enterprise, teaching the basic business and entrepreneurial skills necessary to become successful, contributing members of their communities; and

WHEREAS: Young people who participate in youth entrepreneurship feel a strong sense of control in their lives that says "I have influence over my own life and I can affect the person I become;" and

WHEREAS: Lemonade Day has a core philosophy of Spend, Save, and Share that is implemented by teaching children how to manage their money by establishing a budget, seeking investors, paying for their own expenses, saving part of their profits and giving back to the community; and

WHEREAS: Youth entrepreneurship increases persistence in schools and decreases dropout rates because students see more real work relevance to what they are learning in the classroom; and

WHEREAS: Lemonade Day offers opportunities for families, businesses, schools, youth organizations, faith-based communities, neighborhoods, institutes of higher learning, economic development and government agencies to unite for a common purpose – to train the next generation of entrepreneurs; and

WHEREAS: Young people who have looked at the world through a business owner's eyes make better employees down the road; and

WHEREAS: Lemonade Day is an event that demonstrates to young people of Ferndale that they are important and citizens care about their future; and

The City of Ferndale salutes and commends organizers, volunteers and participants of Lemonade Day, a program that advances life skills, character, and entrepreneurship, and extend best wishes for a successful and rewarding observance.

NOW, THEREFORE, I, Jeff Farley, Mayor of Ferndale, do hereby proclaim the first Saturday in June as

"North Coast Lemonade Day"

AND encourage all residents of Ferndale to participate and have a role: either selling or buying Lemonade, on June 2, 2012.

Dated: February 2, 2012

Mayor, City of Ferndale

City of Ferndale INCORPORATED 1893
POB 1095; Ferndale CA 95536



**PROCLAMATION OF ENGINEER'S WEEK
FEBRUARY 19th through 25th, 2012**

WHEREAS, America's Engineers transform ideas into reality, solving problems using science and technology to produce services and systems to better serve the needs of society; and,

WHEREAS, Civil Engineers serving the City of Ferndale the State and the Country, work to design and construct the following types of projects:

- | | |
|----------------|------------------------------|
| ▪ Airports | ▪ Bridges |
| ▪ Roads | ▪ Buildings |
| ▪ Railroads | ▪ Water Systems |
| ▪ Harbors | ▪ Flood Control Facilities |
| ▪ Parks | ▪ Wastewater Treatment |
| ▪ Subdivisions | ▪ Seismic Safety Projects |
| ▪ Surveys | ▪ Environmental Enhancements |

WHEREAS, Civil Engineers strive for quality, economy and the betterment of life of our community; and,

WHEREAS, throughout the Nation the week of February 19th through the 25th 2012 is being recognized as National Engineer's Week, coinciding with George Washington's birthday, our nation's first engineer; and,

WHEREAS, throughout the year, the San Francisco Section of the American Society of Civil Engineers (ASCE) is celebrating its 108th anniversary,

NOW, THEREFORE, BE IT RESOLVED that the City of Ferndale in recognition of the contribution of Engineers to society and in an effort to promote the interest of the youth in the community in math, science and engineering, does hereby declare the week of February 19th, 2012 as Engineer's Week in the City of Ferndale.

Dated: February 2, 2012

Mayor, City of Ferndale

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 2/3rd of the Council (three of the five members) that the item came up after the agenda was posted and is of an urgent nature requiring immediate action.

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

Section 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 12/21/11 To 01/20/12
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	
44538	01/19/12		101AP	101 AUTO PARTS		729.92
	24315014			Vehicle expense	729.92	
Total for 101 AUTO PARTS						729.92
44535	01/19/12		ACHUM	ACCESS HUMBOLDT		180.00
	10165055			Contractual services	180.00	
Total for ACCESS HUMBOLDT						180.00
44537	01/19/12		AESDE	AESTHETIC DESIGN & PHOTOGRAPHY		20.00
	10125012			Office expense	20.00	
Total for AESTHETIC DESIGN & PHOTOGRAPHY						20.00
44489	12/29/11		AFLAC	AFLAC - REMIT. PROCESSING SERV.		184.34
	10012260			Health insurance payable	184.34	
Total for AFLAC - REMIT. PROCESSING SERV.						184.34
44490	12/29/11		ARNKE	ARNOLD C. KEMP		100.00
	50045055			Contractual services	100.00	
44533	01/09/12		ARNKE	ARNOLD C. KEMP		1,117.58
	10435052			Building regulation/inspectio	1,117.58	
44539	01/19/12		ARNKE	ARNOLD C. KEMP		125.00
	10435052			Building regulation/inspectio	125.00	
Total for ARNOLD C. KEMP						1,342.58
44540	01/19/12		ATLCO	Atlantic Coast Polymers, Inc.		814.50
	30515157			Effluent testing	814.50	
Total for Atlantic Coast Polymers, Inc.						814.50
44564	01/19/12		PHIAY	AYCOCK & EDGMON		13,125.00
	10165054			Audit and accounting	13,125.00	
Total for AYCOCK & EDGMON						13,125.00
44516	01/03/12		BAYWE	BAY WEST SUPPLY, INC.		119.05
	10175024			Supplies - public restroom	71.98	
	10625020			Building and ground maint.	47.07	
Total for BAY WEST SUPPLY, INC.						119.05
44510	01/03/12		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	2.47	
	10635007			Medical insurance	1.21	
	22315007			Medical insurance	1.57	
	24315007			Medical insurance	2.47	
	25315007			Medical insurance	3.65	
	26315007			Medical insurance	2.17	
	30515007			Medical insurance	48.69	

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Acct No.	Type	Override Description	Amount	Amount	
Total for BENEFICIAL ADMIN COMPANY INC.					187.04
44491	12/29/11	BLOEN	BLOCK ENVIRONMNETAL SERVICES		696.00
	30515157		Effluent testing	696.00	
Total for BLOCK ENVIRONMNETAL SERVICES					696.00
44541	01/19/12	BRSMT	BRET SMITH		1,191.31
	10215044		Meetings and dues	1,191.31	
Total for BRET SMITH					1,191.31
44492	12/29/11	BRIMC	BRIAN MC NEILL		90.00
	10155020		Building and ground maint.	90.00	
Total for BRIAN MC NEILL					90.00
44493	12/29/11	CALST	CALIFORNIA STATE DISBURSEMENT UNIT		408.91
	10012250		Garnishments payable	408.91	
44534	01/09/12	CALST	CALIFORNIA STATE DISBURSEMENT UNIT		408.91
	10012250		Garnishments payable	408.91	
Total for CALIFORNIA STATE DISBURSEMENT UNI					817.82
44511	01/03/12	CITFO	CITY OF FORTUNA		1,016.66
	10215035		Dispatch service	1,016.66	
44542	01/19/12	CITFO	CITY OF FORTUNA		1,810.00
	30515157		Effluent testing	1,810.00	
Total for CITY OF FORTUNA					2,826.66
44494	12/29/11	COMAS	COMPUTER ASSISTANCE		93.75
	10215088		Equipment repair other	93.75	
Total for COMPUTER ASSISTANCE					93.75
44495	12/29/11	CNCON	CORY NUNES CONSTRUCTION		512.76
	10635020		Buildings and grounds maintenance	512.76	
Total for CORY NUNES CONSTRUCTION					512.76
44496	12/29/11	CWEA2	CWEA		132.00
	30515044		Meetings and dues	132.00	
Total for CWEA					132.00
44497	12/29/11	DCIBU	DCI BUILDERS		46,650.00
	30515095		Capital outlay	46,650.00	
Total for DCI BUILDERS					46,650.00
44498	12/29/11	DELOR	DEL ORO WATER CO., FDLE. DIST.		324.00
	10155031		Water	28.63	
	10175031		Water - public restroom	67.95	
	10215029		Water	33.92	
	10615033		Water	25.74	
	10625033		Water	72.67	
	10635031		Water	65.61	
	24315033		Water	29.48	

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Acct No.		Type		Override Description	Amount	Amount
Total for DEL ORO WATER CO., FDLE. DIST.						324.00
44543	01/19/12		DOCST	DOCUSTATION		299.13
	10165078			Copy machine expense	299.13	
Total for DOCUSTATION						299.13
44544	01/19/12		DUNMA	DUN & MARTINEK LLP		399.40
	10145052			Professional services	399.40	
Total for DUN & MARTINEK LLP						399.40
44545	01/19/12		EELRI	EEL RIVER DISPOSAL		1,250.60
	10155030			Trash service	130.15	
	10635020			Buildings and grounds maintenance	2.00	
	30515030			Garbage/sludge	572.25	
	30515099			Miscellaneous	546.20	
Total for EEL RIVER DISPOSAL						1,250.60
100	12/29/11	EFT	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		839.78
	10012302			State P/R Tax Deposits	839.78	
100	01/09/12	EFT	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		875.03
	10012302			State P/R Tax Deposits	875.03	
44546	01/19/12		EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		72.22
	10012302			State P/R Tax Deposits	72.22	
Total for EMPLOYMENT DEVELOPMENT DEPART						1,787.03
44548	01/19/12		FERSV	FERNDALE SURVEY CO.		300.00
	30515052			Professional services	300.00	
Total for FERNDALE SURVEY CO.						300.00
44499	12/29/11		FRONT	FRONTIER		904.34
	10155034			Telephone	188.62	
	10215034			Telephone	208.59	
	10615034			Telephone	127.60	
	24315034			Telephone	56.78	
	30515034			Telephone	322.75	
Total for FRONTIER						904.34
44549	01/19/12		GECAP	GE CAPITAL		171.19
	10165078			Copy machine expense	171.19	
Total for GE CAPITAL						171.19
44550	01/19/12		HENEL	HENRY'S ELECTRIC		13,362.45
	29315095			EECBG Expenditures	13,362.45	
Total for HENRY'S ELECTRIC						13,362.45
44552	01/19/12		HWMA	HUM WASTE MANAGEMENT AUTHORITY		111.89
	10165099			Miscellaneous	111.89	
Total for HUM WASTE MANAGEMENT AUTHORITY						111.89
44551	01/19/12		HUMTE	HUMBOLDT TERMITE & PEST		49.00
	10215020			Building and gounds maint.	49.00	

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Acct No.	Type	Override Description	Amount	Amount	
Total for HUMBOLDT TERMITE & PEST					49.00
44512	01/03/12	JAYPA	JAY PARRISH		400.00
	10165096		Car Allowance	400.00	
Total for JAY PARRISH					400.00
44553	01/19/12	JDEER	JOHN DEERE FINANCIAL		412.31
	24315014		Vehicle expense	412.31	
Total for JOHN DEERE FINANCIAL					412.31
44554	01/19/12	JOHNY	JOHNNY'S		3,172.47
	10215020		Building and grounds maint.	3,000.00	
	10215024		Special department supply	172.47	
Total for JOHNNY'S					3,172.47
44555	01/19/12	KEESU	KEENAN SUPPLY		64.82
	30515122		Sewer line maintenance	64.82	
Total for KEENAN SUPPLY					64.82
44557	01/19/12	LMREN	L & M RENNER, INC.		3,544.25
	10215016		Fuel	1,878.46	
	24315016		Vehicle Fuel	1,240.49	
	30515016		Vehicle gas	425.30	
Total for L & M RENNER, INC.					3,544.25
44556	01/19/12	LEACA	LEAGUE OF CALIFORNIA CITIES		50.00
	10125044		Meetings and dues	50.00	
Total for LEAGUE OF CALIFORNIA CITIES					50.00
44500	12/29/11	LGCON	LOCAL GOVERNMENT CONSULTANTS, LLC		2,500.00
	10165052		SB 90 Cost recovery	2,500.00	
Total for LOCAL GOVERNMENT CONSULTANTS, L					2,500.00
44501	12/29/11	MIKSE	MIKSIS SERVICES, INC.		6,445.00
	30515122		Sewer line maintenance	6,445.00	
44558	01/19/12	MIKSE	MIKSIS SERVICES, INC.		2,240.00
	30515095		Capital outlay	2,240.00	
Total for MIKSIS SERVICES, INC.					8,685.00
44513	01/03/12	MIRRE	MIRANDA'S RESCUE		450.00
	10225096		Animal control	450.00	
Total for MIRANDA'S RESCUE					450.00
44502	12/29/11	MISSN	MISSION UNIFORM & LINEN		23.69
	10635020		Buildings & grounds maintenance - Commu	23.69	
44559	01/19/12	MISSN	MISSION UNIFORM & LINEN		26.08
	10635020		Buildings & grounds maintenance - Commu	26.08	
Total for MISSION UNIFORM & LINEN					49.77

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Acct No.	Type			Override Description	Amount	Amount
44503	12/29/11		MOORE	MOORE'S ROOFING		6,050.00
	10215020			Building and grounds maint.	5,900.00	
	10215024			Special department supply	150.00	
Total for MOORE'S ROOFING						6,050.00
44504	12/29/11		NILCO	NILSEN COMPANY		377.39
	10155020			Building and ground maint.	33.25	
	10175024			Supplies - public restroom	2.40	
	10625020			Building and ground maint.	45.36	
	20625020			Blding/Grd Mnt.	38.69	
	24315020			Building & ground maintenance	13.89	
	30515121			Sewer plant maintenance	243.80	
44560	01/19/12		NILCO	NILSEN COMPANY		498.40
	999			Suspense	329.70	
	10215020			Building and grounds maint.	136.22	
	20625020			Blding/Grd Mnt.	32.48	
Total for NILSEN COMPANY						875.79
44505	12/29/11		NORCO	NORTH COAST LABORATORIES LTD.		792.00
	30515157			Effluent testing	792.00	
44561	01/19/12		NORCO	NORTH COAST LABORATORIES LTD.		717.00
	30515157			Effluent testing	717.00	
Total for NORTH COAST LABORATORIES LTD.						1,509.00
100	12/29/11	EFT	NORVA	NORTH VALLEY BANK		4,962.66
	10012301			Federal P/R Tax Deposits	4,962.66	
100	01/09/12	EFT	NORVA	NORTH VALLEY BANK		5,470.24
	10012301			Federal P/R Tax Deposits	5,470.24	
44514	01/03/12		NORVL	NORTH VALLEY BANK (1) \ NORTH VALLEY BANK		1,948.36
	26315194			Interest-Six Rivers loan	1,948.36	
Total for NORTH VALLEY BANK						12,381.26
44506	12/29/11		PACGA	PACIFIC GAS & ELECTRIC		1,156.40
	22315058			Street lighting	1,156.40	
44562	01/19/12		PACGA	PACIFIC GAS & ELECTRIC		5,268.29
	10155032			Utilities electric	172.28	
	10175032			Electric - public restroom	18.57	
	10215032			Utilities electric	122.38	
	10615032			Utilities	117.91	
	10625032			Utilities - electric	33.89	
	10635032			Utilities	259.97	
	22315058			Street lighting	28.73	
	24315032			Utilities	207.76	
	30515032			Utilities - electric - plant	4,306.80	
Total for PACIFIC GAS & ELECTRIC						6,424.69
44563	01/19/12		PASSN	PASSION FLOWERS		53.63
	10125012			Office expense	53.63	
Total for PASSION FLOWERS						53.63

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Acct No.	Type			Override Description	Amount	Amount
44565	01/19/12	PIEBU		PIERSON BUILDING CENTER		60.47
30515121				Sewer plant maintenance	60.47	
				Total for PIERSON BUILDING CENTER		60.47
44566	01/19/12	PLANW		PLANWEST PARTNERS, INC.		2,955.50
10415052				General planning services	2,955.50	
				Total for PLANWEST PARTNERS, INC.		2,955.50
44515	01/03/12	ROBSM		ROBIN SMITH		153.47
10245052				Professional services	153.47	
				Total for ROBIN SMITH		153.47
44568	01/19/12	SEQGA		SEQUOIA GAS COMPANY		2,128.94
10155033				Utilities gas	1,234.77	
10615031				Gas	602.88	
10635033				Gas	291.29	
				Total for SEQUOIA GAS COMPANY		2,128.94
44567	01/19/12	SDRMA		SPECIAL DISTRICT RISK MANAGEMENT AUT		10,593.15
10012260				Health insurance payable	931.01	
10105007				Medical insurance	530.14	
10125007				Medical insurance	1,208.60	
10215007				Medical insurance	3,080.04	
10315007				Medical insurance	146.45	
10635007				Medical insurance	143.18	
22315007				Medical insurance	162.72	
24315007				Medical insurance	196.82	
25315007				Medical insurance	199.70	
26315007				Medical insurance	187.69	
30515007				Medical insurance	3,806.80	
				Total for SPECIAL DISTRICT RISK MANAGEMENT A		10,593.15
44569	01/19/12	SPPFN		SPONSORED PROGRAMS FOUNDATION		343.19
30515055				Contractual services	343.19	
				Total for SPONSORED PROGRAMS FOUNDATION		343.19
44570	01/19/12	STJOS		ST. JOSEPH HOSPITAL		35.00
10215052				Professional services	35.00	
				Total for ST. JOSEPH HOSPITAL		35.00
44507	12/29/11	STAPE		STAPLES CREDIT PLAN		308.16
10125012				Office expense	110.45	
10155020				Building and ground maint.	36.51	
10215012				Office expense	27.87	
30515012				Office expense	129.57	
30515121				Sewer plant maintenance	3.76	
				Total for STAPLES CREDIT PLAN		308.16
44508	12/29/11	TELIN		TELSTAR INSTRUMENTS, INC.		635.26
30515121				Sewer plant maintenance	635.26	

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Acct No.		Type		Override Description	Amount	Amount
Total for				TELSTAR INSTRUMENTS, INC.		635.26
44547	01/19/12	PEREN		THE FERNDALE ENTERPRISE		80.31
	10115013			Advertising - Council	54.75	
	10415013			Advertising	25.56	
Total for				THE FERNDALE ENTERPRISE		80.31
44571	01/19/12	THOGZ		THOMAS W. GONZALEZ, SR		230.00
	10635020			Buildings and grounds maintenance	230.00	
Total for				THOMAS W. GONZALEZ, SR		230.00
44572	01/19/12	USABL		USABLUBOOK		344.44
	30515121			Sewer plant maintenance	344.44	
Total for				USABLUBOOK		344.44
44573	01/19/12	VALGR		VALLEY GROCERY		15.00
	30515012			Office expense	15.00	
Total for				VALLEY GROCERY		15.00
44574	01/19/12	VALLU		VALLEY LUMBER		8.88
	24315021			Street maintenance	8.88	
Total for				VALLEY LUMBER		8.88
44575	01/19/12	VERZN		VERIZON		244.65
	10155034			Telephone	19.56	
	10215034			Telephone	154.87	
	24315034			Telephone	11.54	
	30515034			Telephone	58.68	
Total for				VERIZON		244.65
44576	01/19/12	WYCKO		WYCKOFF'S		7,845.55
	30515095			Capital outlay	7,845.55	
Total for				WYCKOFF'S		7,845.55
Total for the 74 checks					161,276.72	161,276.72

City of Ferndale

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

Printed Regular Checks

General Checking - Distribution Detail - From 12/21/11 To 01/20/12
 Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

Account Distributions

Account No.	Account Description	Amount
999	Suspense	329.70
10012250	Garnishments payable	817.82
10012260	Health insurance payable	1,158.92
10012301	Federal P/R Tax Deposits	10,432.90
10012302	State P/R Tax Deposits	1,787.03
10105007	Medical insurance	539.02
10115013	Advertising - Council	54.75
10125007	Medical insurance	1,232.72
10125012	Office expense	184.08
10125044	Meetings and dues	50.00
10145052	Professional services	399.40
10155020	Building and ground maint.	159.76
10155030	Trash service	130.15
10155031	Water	28.63
10155032	Utilities electric	172.28
10155033	Utilities gas	1,234.77
10155034	Telephone	208.18
10165052	SB 90 Cost recovery	2,500.00
10165054	Audit and accounting	13,125.00
10165055	Contractual services	180.00
10165078	Copy machine expense	470.32
10165096	Car Allowance	400.00
10165099	Miscellaneous	111.89
10175024	Supplies - public restroom	74.38
10175031	Water - public restroom	67.95
10175032	Electric - public restroom	18.57
10215007	Medical insurance	3,128.28
10215012	Office expense	27.87
10215016	Fuel	1,878.46
10215020	Building and grounds maint.	9,085.22
10215024	Special department supply	322.47
10215029	Water	33.92
10215032	Utilities electric	122.38

City of Ferndale

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

Printed Regular Checks

General Checking - Distribution Detail - From 12/21/11 To 01/20/12

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

10215034	Telephone	363.46
10215035	Dispatch service	1,016.66
10215044	Meetings and dues	1,191.31
10215052	Professional services	35.00
10215088	Equipment repair other	93.75
10225096	Animal control	450.00
10245052	Professional services	153.47
10315007	Medical insurance	148.92
10415013	Advertising	25.56
10415052	General planning services	2,955.50
10435052	Building regulation/inspectio	1,242.58
10615031	Gas	602.88
10615032	Utilities	117.91
10615033	Water	25.74
10615034	Telephone	127.60
10625020	Building and ground maint.	92.43
10625032	Utilities - electric	33.89
10625033	Water	72.67
10635007	Medical insurance	144.39
10635020	Buildings and grounds maintenance	794.53
10635031	Water	65.61
10635032	Utilities	259.97
10635033	Gas	291.29
20625020	Blding/Grd Mnt.	71.17
22315007	Medical insurance	164.29
22315058	Street lighting	1,185.13
24315007	Medical insurance	199.29
24315014	Vehicle expense	1,142.23
24315016	Vehicle Fuel	1,240.49
24315020	Building & ground maintenance	13.89
24315021	Street maintenance	8.88
24315032	Utilities	207.76
24315033	Water	29.48
24315034	Telephone	68.32
25315007	Medical insurance	203.35
26315007	Medical insurance	189.86

City of Ferndale

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

Printed Regular Checks

General Checking - Distribution Detail - From 12/21/11 To 01/20/12

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

26315194	Interest-Six Rivers loan	1,948.36
29315095	EECBG Expenditures	13,362.45
30515007	Medical insurance	3,855.49
30515012	Office expense	144.57
30515016	Vehicle gas	425.30
30515030	Garbage/sludge	572.25
30515032	Utilities - electric - plant	4,306.80
30515034	Telephone	381.43
30515044	Meetings and dues	132.00
30515052	Professional services	300.00
30515055	Contractual services	343.19
30515095	Capital outlay	56,735.55
30515099	Miscellaneous	546.20
30515121	Sewer plant maintenance	1,287.73
30515122	Sewer line maintenance	6,509.82
30515157	Effluent testing	4,829.50
50045055	Contractual services	100.00
		<u>161,276.72</u>

City of Ferndale, Humboldt County, California USA
City Council Minutes for January 5, 2012

Vice Mayor Stuart Titus called the study session to order at 6:00PM. Present were Councilmen Niels Lorenzen, and John Maxwell along with Accountant Phil Aycok, City Manager Jay Parrish and City Clerk Nancy Kaytis-Slocum. Accountant Phil Aycok went over the DRAFT Annual Financial Report for the City of Ferndale dated June 30, 2011 and reported that the city's finances are pretty positive; our cash to debt ratio is good. Councilman Maxwell asked if there were any debts that the accountant would recommend the city pay off. Aycok explained that the drainage loan is serviced by the Lytel foundation, and any other loans the city has are about at the end of their terms, and not worth paying off. At 6:40, Project Manager Kent Hanford reported on the Wastewater Treatment Plant. We are about done with the construction and Change Order #14 is a request for time to complete the earthwork, which will not cost the city anything, including Manhard's time. The study session ended at 6:55PM.

Mayor Jeffrey Farley called the Regular City Council Meeting to order at 7:00 p.m. Present were Councilmen Niels Lorenzen, Ken Mierzwa, Stuart Titus and John Maxwell, along with staff City Manager Jay Parrish, City Clerk Nancy Kaytis-Slocum, Deputy City Clerk Brianna Smith, Police Chief Bret Smith, City Engineer Praj White and Project Manager Kent Hanford. Those present pledged allegiance to the flag. The City Clerk called roll call. Modifications to the agenda: City Manager Parrish asked that items 11b and 11c be moved back until City Planner George Williamson arrived.

Consent Calendar: MOTION: (Titus/Mierzwa) Accept Accounts Payable and Approve the minutes for December 1, 2011 meeting. Motion passed unanimously with an (uncounted) abstention from Lorenzen. Planner Williamson arrived.

Presentation: Bear River Wind Project. Mr. Peter Lehman from Schatz Energy Research Center gave a slide show promoting clean renewable energy. Questions and discussion included the life of the ShellWind Project, erosion, building turbines, and the history of how the ShellWind project came to be from the standpoint of Bear River Power LLC, which was begun ten years ago. Other items discussed were the County's Energy Element, an estimate of how many turbines might ultimately be built on the ridge. ShellWind's representative, Mr. Pana Ratana and Elisa Fischer showed pictures that had been generated to show the size of the turbines. These photographs will be available at a meeting in the spring. Discussion, concerns and questions included Traffic studies, visual studies, road modifications, airlift transportation, local jobs, whether the turbines could be placed over the ridge, hiding them from view, tax credits, mitigation of loss of tourists, erosion, preferred route, avian studies, renewable portfolio standards (RPS), ocean turbine placement, geotechnical surveys, FAA requirements to light some but not all of the turbines at night, fire potential, water use, concrete use, length of time to decommission the site, construction timelines, Power Purchase Agreement (PPA), phasing, how tall (440'); how noisy, liability, encroachment permits, alternative routes.

Wind Turbines: City Manager Jay Parrish explained that staff is recommending a letter to the county recommending they re-scope the project and that the letter list the concerns we had noted previously in our letter of February 18, 2010, as well as additional concerns. He introduced the City Planner. Planner George Williamson agreed that the city go through the county planning process, and send another letter to the county listing the city's concerns along with concerns heard during this meeting. City Manager Parrish then introduced HC Supervising Planner, Steve Werner, who explained that County Planning is the lead agency for the CEQA environmental studies. The possible taking of Marbled Murrelets requires the Federal environmental NEPA study. The County Planning Department is waiting for the same information that the City of Ferndale is awaiting, a revised project description which will lead to a revised Notice of Preparation and a Draft Environmental Impact Report, the release of which will garner

public comment. The County Planning Commission grants Conditional Use Permits. Many other agencies are involved, including the Regional Water Quality Control Board, Coastal Commission. County Planner Warner assured the public that individuals as well as agencies can make comments. Discussion, concerns and questions included Socio-economic impacts, EIS/EIR review period (45 days), considering each agenda item individually, transportation, community support, economic impact, alternate routes. The public hearing was closed at 10:17PM. Councilman Mierzwa indicated that he believed there are substantial impacts to many of the CEQA requirements and no ability to mitigate the impacts. Councilman Maxwell felt that any decision from the Council should be under their jurisdiction. We have an obligation to protect utility infrastructure under the streets, protect the watershed. He is OK with A and B, but not enough information to vote on C. Councilman Titus said he had been prepared to support only A, but after hearing Councilman Mierzwa's comments, was willing to support B, too. He agreed that we need more information to vote on C. Councilman Lorenzen suggested using Bear River to barge construction materials to the site, and opined that he would settle for A and B. Mayor Farley is concerned with noise and said he would support A and B. MOTION: (Titus/Maxwell) (A) Authorize the City Manager to write a letter to the County asking them to reevaluate the scope of the project and incorporating any new additional information heard tonight; and (B) Authorize City Manager to write a letter to the County in opposition to use of Ferndale city streets for the transport of any construction materials using Ferndale city streets. All in favor. MOTION: (Maxwell/Mierzwa) Oppose the Wind Turbine Project in its entirety. Mierzwa aye, all others nay. Any person who may want to comment on this project should contact John Miller, Planner or Steven P. Werner, Supervising Planner, County of Humboldt; Community Development Services; Planning Division; 315 "H" Street; Eureka CA 95501 (707) 445-7541 or jmiller@co.humboldt.ca.us or swerner@co.humboldt.ca.us

Review Housing Element: Housing and Community Development has asked for one additional provision before approving our Housing Element. Planner George Williamson reported that the Element will go back to the Planning Commission, and then come to the City Council for final acceptance in February.

Ordinance 2012-01 Zoning Ordinance Amendment for Housing Overlay: MOTION: (Titus/Maxwell) Approve Second Reading of Ordinance 2012-01, "Amending Zoning Ordinance 02-02 by adding Section 6.07 Housing Combining Zone Overlay or -H Zone" by Title Only and direct staff to proceed with the proper noticing of the ordinance. Accepted unanimously.

17th Progress Pay Request: MOTION: (Maxwell/Titus) Approve Resolution 2012-03 17th Progress Pay Request for Management and Construction Related Costs for the WWTP. Approved unanimously.

Health Insurance: MOTION: (Titus/Maxwell) Approve Resolution 2012-01 Increase in cost of Health Insurance. One nay from Lorenzen, all others aye.

Annual Events and Parades: MOTION: (Titus/Farley) Approve Resolution 2012-04 Annual Events and Parades Street Closures. Approved unanimously.

Agreement to Accept Water: MOTION: (Maxwell/Titus) Approve Resolution 2012-05 Sousa Agreement to Accept Water. Lorenzen nay, all others aye.

Annual Budget Audit: MOTION (Maxwell/Titus) Approve the City of Ferndale Annual Budget Audit for 2010-2011. Motion passed unanimously with an (uncounted) abstention from Lorenzen.

Grant for Police Department Upgrades: MOTION: (Titus/Mierzwa) Approve Resolution 2012-02 Recognizing a \$14, 415.00 grant from a local non-profit organization for upgrades and renovation to the Ferndale Police Department. Motion approved unanimously.

Legal Services: MOTION: (Maxell/Titus) Direct Staff to place a Request for Proposals for Legal Services. Motion approved unanimously.

2012-2013 Meeting Schedule: MOTION (Mierzwa/Lorenzen) Approve Resolution 2011-06 Establishing the City Council meeting schedule from February 2012 through January 2013. Motion carried unanimously.

Under announcements, City Manager Jay Parrish told the council that our Financial Manager will be off on medical leave for an indeterminate time.

The meeting was adjourned at 11:55PM. The next regular meeting will be February 2, 2012.

Respectfully submitted:

Nancy Kaytis-Slocum, City Clerk

Section 9

CALL ITEMS

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

Section 10

PRESENTATIONS

Earthquake Presentation-Judy Warren
WWTP Presentation-Doug Culbert

CITY OF FERNDALE
HISTORICAL TIMELINE
WASTE WATER TREATMENT SOLUTIONS

1998-2012

1998:

- Current system is aerated lagoon with polishing pond and chlorine contact chamber
- Williams Creek backup causes reduced flows to Salt River.
- City cannot meet 100:1 Basin Plan discharge

1999:

- Study done to identify 13 alternatives

2000:

- September, Nine acre eminent domain proposed

2001:

- February, City denied for SRF loan

2002:

- January, City realizes the need to raise rates to fix \$1 million collection system. Current rates are \$21.20/month.

2003:

- May, Cease and Desist Order was handed down by Regional Board with a February, 2005 compliance deadline.
- October, City adopts sewer ordinance requiring lateral inspections to reduce I&I.
- December, City looks at \$8.5 million Biolac® system as well as a \$3.9 million idea to pipe to Eel River.

2004:

- June, City looks at \$5 million SBR system and hopes to get \$3.5 million from FEMA grant for the 1998 Williams Creek backup; Decides Marsh/Wetlands won't work, not enough land.
- October, City proposes rate increase but looks at other alternatives to prevent the rate hike.

CITY OF FERNDALE
HISTORICAL TIMELINE
WASTE WATER TREATMENT SOLUTIONS

- December, City revisits Marsh/Wetlands again because it appears to be least expensive option.

2005:

- January, City asks for \$3.5 million from FEMA/OES for engineering related to restoring the wastewater treatment facility due to 1998 Williams Creek issues.
- February, City sends letter to Mike Thompson requesting federal grant money.
- March, 127% rate hike rejected by voters under Prop 218.
- City looks at Marsh once again. Regional Board says that a liner will need to be installed in lagoon to keep sewage from infiltrating groundwater.
- April, City says 'NO' to Marsh/Wetland again and 'YES' to SBRs.
- May, City misses deadline for CDO compliance, receives 1st extension from Regional Board
- Citizen's Technical Committee formed and sanctioned by the City to look at more solutions.
- June, City looks at Occidental Ranch outside of town for Marsh/Wetland.
- September, Regional Board puts a moratorium on service hookups.
- November, City attempts new negotiations to obtain land adjacent to sewer plant but negotiations fail.
- City hires consultant to present multiple alternatives and the Tech Committee recommends the Biolac® again as preferred alternative at a cost of \$3-5 million. City approves recommendation.

2006:

- March, based on an estimated \$6 million facility with \$3 million coming from grants City successful in passing a rate increase through Prop. 218.
- City's Wastewater Operator is fired over mismanagement of facilities.
- April, FEMA allocates \$660,000 to repairs related to Williams Creek but denies request for \$3.5 million in funds for engineering and design services for restoration of WWTF.
- May, City hires new Chief Plant Operator.

CITY OF FERNDALE
HISTORICAL TIMELINE
WASTE WATER TREATMENT SOLUTIONS

- City begins extensive I&I program to reduce flows into facility lowering plant capacity needed for treatment ultimately reducing construction costs.
- June, City forced to switch to ultraviolet disinfection in Biolac process.
- August, City Manager resigns
- October, City hires new City Manager
- November, Humboldt County secures \$5 million in funds for restoration of Salt River, begins working with the City to coordinate efforts.

2007:

- January Regional Board suggests that the City look at piping effluent to Eel River; requires city to rule out all other possible options to justify this disposal location.
- June, City applies for \$675,000 Hazard Mitigation Grant funding through FEMA/OES.
- City hires consulting firm to explore several more alternatives including piping effluent to Eel River.
- October, Regional Board says they're not in a position to support an Eel River discharge due to estuarine concerns.
- November, City reaffirms staff recommendation to discharge into Francis Creek with construction of Activated Sludge Plant within the footprint of existing facility.
- December, City loses \$2 million Small Communities Grant
- City retains Manhard to design WWTF

2008:

- January, FEMA Hazard Mitigation grant unsuccessful at first attempt.
- 10% design completed on new DAVCO alternative, Extended Aeration process; cost estimated at \$7.4 million
- City applies for USDA grant/loan & SRF loan and pursues other funding options.
- February, City hires Hydrology firm to begin field work for variance request for 10:1 from the 100:1 basin plan.
- March, Staff looks for \$4.4 million difference without raising rates.

CITY OF FERNDALE
HISTORICAL TIMELINE
WASTE WATER TREATMENT SOLUTIONS

- May, City receives 2nd extension on CDO-Regional Board: “We don’t want to see you here again until the project is finished.”
- June, City explores same treatment process but different construction options to cut costs and decides on the AeroMod Activated Sludge option.
 - It is found that this option can be constructed on site at the current head works location.
- July, Third of three rate increases comes into effect. Residents pay \$66.02/month.
- Staff looks at options to reduce construction and O&M costs to make up shortfall in financing.
- August, Construction site certified as “Wetland” City must put together mitigation to add wetland elsewhere.
- December, City opts out of SRF funding and works strictly with USDA.

2010:

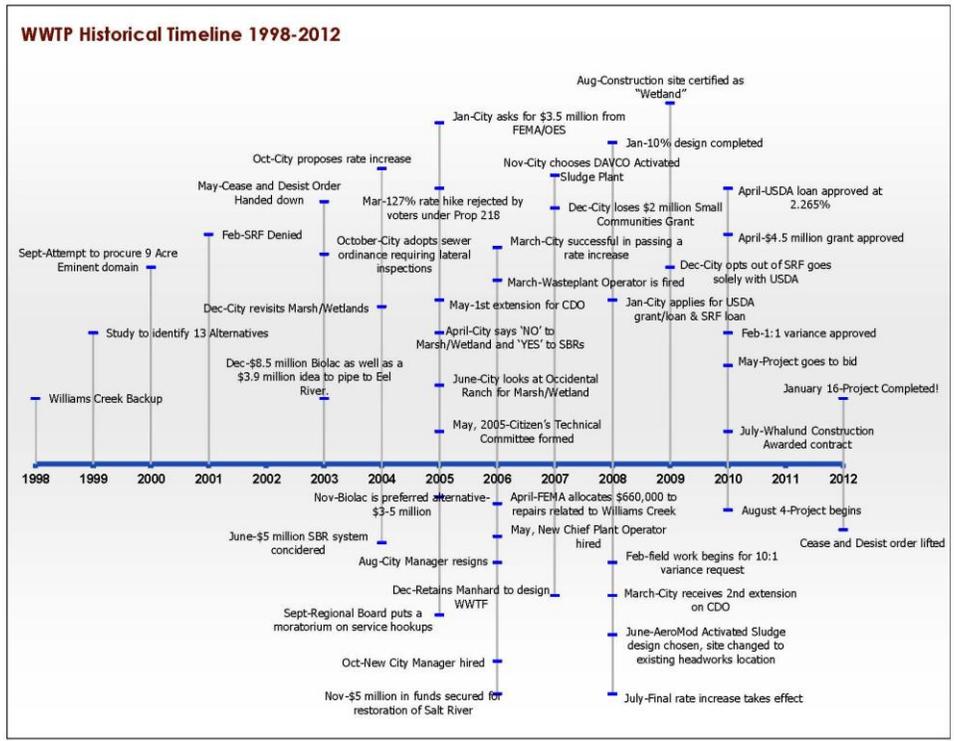
- January, City begins application for USDA Rural Development Loan
- April, City approved for USDA \$5 million loan. Several delays actually work in City’s favor-Receive lowest interest rate in recent history, 2.265%. City also receives \$4.5 million grant from USDA.
- May, Project goes out to bid.
- July, Wahlund Construction Awarded contract
- August 4, Project begins

2011:

- December, City sends request to Regional Board to rescind Cease and Desist order

2012:

- January 16th, project completed
- January 25th, City receives confirmation from Regional Board rescinding 9-year Cease and Desist Order



1/26/2012

From Muddy Waters to Clear Effluent
The City of Ferndale's 12-yr Journey

From Muddy Waters to Clear Effluent
The City of Ferndale's 12-yr Journey

- ❖ 1998-Williams Creek backup causes reduced flows to Salt River. City cannot meet 100:1 Basin Plan discharge
- ❖ 1999-Study done to identify alternatives
- ❖ September, 2000-Nine acre eminent domain proposed
- ❖ January, 2002-City realizes the need to raise rates to fix \$1 million collection system.
- ❖ May, 2003-Cease and Desist Order was handed down by Regional Board with a February, 2005 compliance deadline.

From Muddy Waters to Clear Effluent
The City of Ferndale's 12-yr Journey

- ❖ September, 2000-Nine acre eminent domain proposed
- ❖ February, 2001- City denied SRF funding.
 - 1991 rate increase resolution adopted was never implemented. State tells City to collect it first before they'll consider SRF loan.
- ❖ October, 2003-City adopts sewer ordinance requiring lateral inspections to reduce I&I.
- ❖ December, 2003-City looks at \$8.5 million Biolac® system as well as a \$3.9 million idea to pipe to Eel River.

From Muddy Waters to Clear Effluent
The City of Ferndale's 12-yr Journey

- ❖ June, 2004-City looks at \$5 million SBR system
 - Hopes to get \$3.5 million from FEMA grant for the 1998 Williams Creek backup
 - Decides Marsh/Wetlands won't work, not enough land.
- ❖ October, 2004-City proposes rate increase but looks at other alternatives to prevent the rate hike.
- ❖ December, 2004-City revisits Marsh/Wetlands again because it appears to be least expensive option.

From Muddy Waters to Clear Effluent
The City of Ferndale's 12-yr Journey

- ❖ January, 2005-City asks for \$3.5 million from FEMA/DES for engineering related to restoring the wastewater treatment facility due to 1998 Williams Creek issues.
- ❖ February, 2005-City sends letter to Mike Thompson requesting federal grant money.
- ❖ March, 2005- 12.7% rate hike rejected by voters under Prop 218.
 - City misses deadline for CDD compliance, receives 1st extension from Regional Board

From Muddy Waters to Clear Effluent
The City of Ferndale's 12-yr Journey

- City looks at Marsh once again. Regional Board says that a liner will need to be installed in lagoon to keep sewage from infiltrating groundwater.
- ❖ April, 2005-City says 'NO' to Marsh/Wetland again and 'YES' to SBRs.
- ❖ May, 2005-Citizen's Technical Committee (CTC) formed and sanctioned by the City to look at more solutions.
- ❖ June, 2005-City looks at Occidental Ranch outside of town for Marsh/Wetland.

1/26/2012

From Muddy Waters to Clear Effluent

The City of Ferndale's 12-yr Journey

- ❖ September, 2005-Regional Board puts a moratorium on service hookups.
- ❖ November, 2005-City attempts new negotiations to obtain land adjacent to sewer plant but negotiations fail.
 - > City hires consultant to present multiple alternatives.
 - > City approves CTC recommendation of the Biolac® again as preferred alternative at a cost of \$3-5 million.

From Muddy Waters to Clear Effluent

The City of Ferndale's 12-yr Journey

- ❖ March, 2006-City successful in passing rate increase through Prop. 218.
 - > City's Wastewater Operator is fired for illegal mismanagement of facilities.
- ❖ April, 2006-FEMA allocates \$660,000 for repairs related to Williams Creek. Denies request for \$3.5 million for engineering and design services for restoration of WWTF.

From Muddy Waters to Clear Effluent

The City of Ferndale's 12-yr Journey

- ❖ May, 2006-City hires new Chief Plant Operator.
 - > City begins extensive I&I program to reduce flows into facility lowering plant capacity needed for treatment ultimately reducing construction costs.
- ❖ June, 2006- City switch to UV disinfection in Biolac® process. Design changes increase cost from \$6 million to \$12 million
- ❖ August, 2006-City Manager resigns
- ❖ October, 2006-City hires new City Manager

From Muddy Waters to Clear Effluent

The City of Ferndale's 12-yr Journey

- ❖ November, 2006-Humboldt County secures \$5 million in funds for restoration of Salt River, begins working with the City to coordinate efforts.
- ❖ January, 2007-Regional Board suggests piping effluent to Eel River; requires city to rule out all other possible options to justify this disposal location.
- ❖ June, 2007-City applies for \$675,000 Hazard Mitigation Grant funding through FEMA/DES.
 - > City hires consulting firm to explore more alternatives including piping effluent to Eel River.

From Muddy Waters to Clear Effluent

The City of Ferndale's 12-yr Journey

- ❖ October, 2007-Regional Board doesn't support an Eel River discharge due to estuarine concerns.
- ❖ November, 2007-City Council votes for construction of Activated Sludge Plant within the footprint of existing facility with discharge to Francis Creek.
- ❖ December, 2007- City loses \$2 million Small Communities Grant
 - > City retains engineering firm to design WWTF

From Muddy Waters to Clear Effluent

The City of Ferndale's 12-yr Journey

- ❖ January, 2008-FEMA Hazard Mitigation grant unsuccessful.
 - > 10% design completed on Extended Aeration process; cost estimated at \$7.4 million
 - > City applies for USDA grant/loan & SRF loan and pursues other funding options.
- ❖ February, 2008-City hires Hydrology firm to begin field work for variance request for 10:1 from the 100:1 basin plan.

1/26/2012

From Muddy Waters to Clear Effluent

The City of Ferndale's 12-yr Journey

- ❖ **March, 2008-** Staff looks for \$4.4 million difference without raising rates.
 - City receives 2nd extension on CDO-Regional Board: "We don't want to see you here again until the project is finished."
- ❖ **June, 2008-** City explores AeroMod® Activated Sludge option at the current head works location.
- ❖ **July, 2008-** Third of three rate increases comes into effect. Residents pay \$66.02/month.

From Muddy Waters to Clear Effluent

The City of Ferndale's 12-yr Journey

- ❖ **August, 2009—** Construction site certified as "Wetland" City must put together mitigation to add wetland elsewhere(\$400,000)*
- ❖ **December, 2009-** City opts out of SRF funding and works strictly with USDA.
- ❖ **January 2010-** City begins application for USDA Rural Development Loan
- ❖ **March, 2010-** City successfully petitions Regional Board for 1:1 dilution.

From Muddy Waters to Clear Effluent

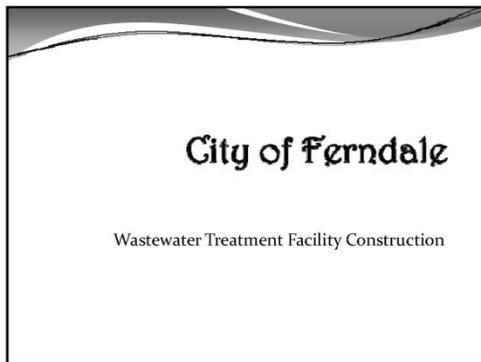
The City of Ferndale's 12-yr Journey

- ❖ **May 2010-** USDA Funding approved
 - Several delays actually work in City's favor-Receive lowest interest rate in recent history, 2.265%. \$5 million loan.
 - City also receives \$4.5 million grant from USDA.
 - Project goes out to bid.
- ❖ **July 2010-** Whalund Construction Awarded contract
- ❖ **August 2, 2010-** Project begins

From Muddy Waters to Clear Effluent

The City of Ferndale's 12-yr Journey

- ❖ **December, 2011-** City sends request to Regional Board asking to rescind Cease and Desist ORDER
- ❖ **January 16, 2012-** PROJECT COMPLETE!!
- ❖ **January 25, 2012-** City receives confirmation from Regional Board that Cease and Desist order will be rescinded.



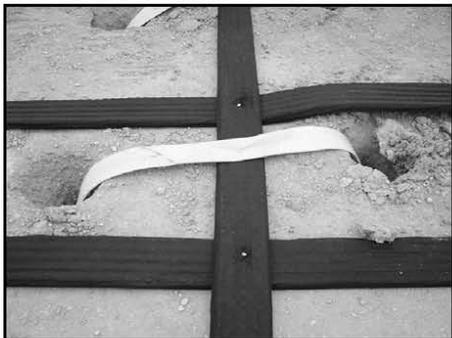
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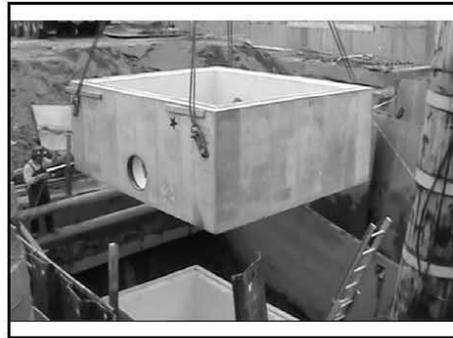
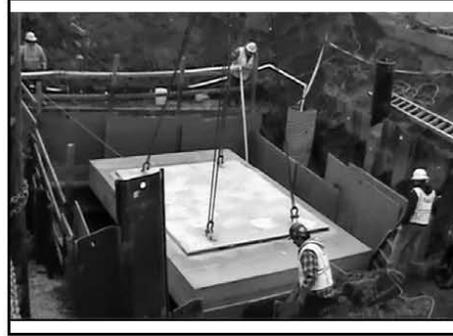
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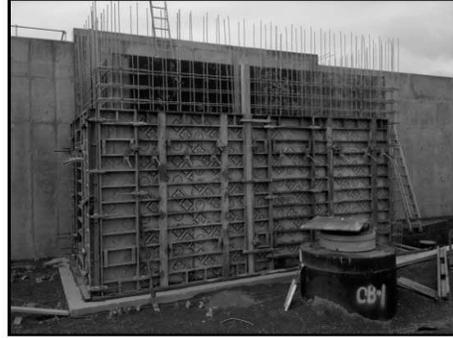
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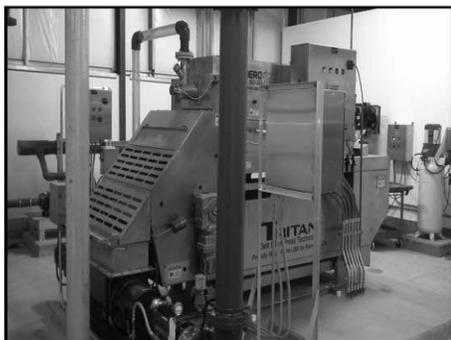
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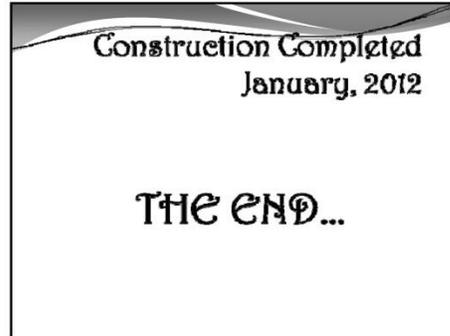
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Section 11

BUSINESS

Meeting Date:	February 2, 2012	Agenda Item Number	11a
Agenda Item Title:	Accept Resolution 2012-08 General Plan Housing Element Update		
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:

Accept Resolution number 2012-08 General Plan Housing Element Update.

DISCUSSION:

The Draft Housing Element Update has been prepared to comply with the Department of Housing and Community Development (HCD) requirements. The Housing Element focuses on strategies to preserve and improve housing. A certified Housing Element allows the City to apply for various housing program grants (CDBG, HOME, etc.) and implement regional housing goals, and provides an opportunity to build support for, and review, local housing goals.

HCD staff has complied with Ferndale's request to have the revised draft housing element review expedited. To complete state review, HCD requested that one last item in the housing element be added in the program to encourage and facilitate small lot development. (Housing Element Program I. Adequate Sites, #7, page 5-5). The language below is recommended:

Housing Element Program I. Adequate Sites, #7, page 5-5

7) The City will at least annually contact property owners and developers, including affordable developers, to encourage development and consolidation on identified target sites (see table 29) to accommodate the housing needs of lower income households. To encourage development and consolidation on target sites, the City will adopt incentives by September 30, 2012 for consolidation of smaller sites including priority processing, parking reductions, modification of development standards and ministerial lot line adjustments. When available, the City will consider providing or assisting with applying for financial resources to facilitate lot consolidation.

The draft language has been submitted to HCD for review. A letter received on December 30, 2011 (attached) verifies that this language brings the Housing Element into compliance with HCD statutory requirements and therefore will comply with State housing element law when the revisions are adopted and submitted to the HCD. Given the additional implementation work that would be involved - setting priorities for smaller lot consolidation and making annual contact with property owners of lots that could be potentially consolidated - this matter was referred back to the Planning Commission for direction. Planning Commission reviewed HCD proposed implementation language, provided comments to staff on how to approach property owner contact and possible incentives, and voted unanimously 3-0 to recommend implementation language presented by staff to City Council for submittal to (HCD).

If approved by the City Council, this language will be incorporated into the housing element and the City will schedule implementation and develop specified incentives accordingly for later in 2012. When the Element is adopted, it will be submitted one last time to HCD for certification.

STATE OF CALIFORNIA - BUSINESS, TRANSPORTATION AND HOUSING AGENCY

EDMUND G. BROWN JR., Governor

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

1800 Third Street, Suite 430
P. O. Box 952053
Sacramento, CA 94262-2053
(916) 323-3177 / FAX (916) 327-2643
www.hcd.ca.gov



December 30, 2011

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

RE: Review of the City of Ferndale's Revised Draft Housing Element Update

Dear Mr. Parrish:

Thank you for submitting Ferndale's revised draft housing element received for review on November 15, 2011 along with revisions on December 12 and 30, 2011. The Department is required to review draft housing elements and report the findings to the locality pursuant to Government Code Section 65585(b).

The revised draft element addresses the statutory requirements described in the Department's March 1, 2011 review. For example, the element now demonstrates adequate sites to accommodate the City's regional housing needs allocation for lower-income households. As a result, the revised element will comply with State housing element law (Article 10.6 of the Government Code) when these revisions are adopted and submitted to the Department, pursuant to Government Code Section 65585(g).

The Department appreciates the hard work and dedication of Ms. Vanessa Blodgett and Mr. George Williamson of Planwest Partners in preparation of the housing element and looks forward to receiving Ferndale's adopted housing element. If you have any questions or need additional technical assistance, please contact Robin Huntley, of our staff, at (916) 323-3175.

Sincerely,

A handwritten signature in cursive script that reads "Glen A. Campora".

Glen A. Campora
Assistant Deputy Director

RESOLUTION 2012-08
THE CITY COUNCIL OF THE CITY OF FERNDALE
GENERAL PLAN HOUSING ELEMENT UPDATE ADOPTION

WHEREAS, the City of Ferndale updates the General Plan Housing Element periodically to comply with state requirements and regional housing needs allocations; and

WHEREAS, the General Plan Housing Element Update has been prepared to comply with Department of Housing and Community Development (HCD) certification requirements; and

WHEREAS, a certified Housing Element allows the City to apply for various housing program grants (CDBG, HOME, etc.) and implement regional housing goals, and provides an opportunity to build support for, and review, local housing goals; and

WHEREAS, the Planning Commission conducted a public hearing on the Housing Element Update on October 19, 2011; and

WHEREAS, the Department of Housing and Community Development (HCD) reviewed the Housing Element Update and requested additional implementation language to facilitate small lot consolidation; and

WHEREAS, the City Council held a public hearing on December 1, 2011 to review the new implementation language and referred the matter back to the Planning Commission for direction; and

WHEREAS, at a regularly scheduled meeting on January 18, 2012 the Planning Commission reviewed HCD proposed implementation language, provided comments to staff on how to approach property owner contact and possible incentives, and recommended implementation language presented by staff to City Council for submittal to HCD; and

WHEREAS, a letter from HCD received on December 30, 2011 verifies that this language brings the Housing Element into compliance with HCD statutory requirements and therefore will comply with State housing element law when the revisions are adopted and submitted to the HCD; and

WHEREAS, General Plan Element Updates are a discretionary Act Subject to the California Environmental Quality Act (CEQA); and

WHEREAS, a Negative Declaration (SCH# 2011112001) for the General Plan Housing Element Update was adopted by City Council December 1, 2011; and

WHEREAS, the City Council made the General Plan available, held noticed public hearings, and heard testimony as part of those hearings, prior to taking action.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Ferndale adopts the General Plan Housing Element Update.

PASSED AND ADOPTED on this 2nd day of February, 2012 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jeffrey Farley, Mayor

Attest:

Brianna Smith, Deputy City Clerk

Meeting Date:	February 2, 2012	Agenda Item Number	11b
Agenda Item Title:	Approval of City Attorney		
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	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Approve contract for City Attorney.

BACKGROUND:

The City Council directed the City Manager to issue a Request for Proposal for a City Attorney. The City received a proposal from Mitchell, Brisso, Delaney and Vrieze LLP. The City Manager has interviewed the candidate and a contract has been prepared for the Council's approval.

FISCAL IMPACT:

Funding from these costs would be from the general fund budget and would be on an hourly basis.

LEGAL SERVICES AGREEMENT

MITCHELL, BRISSO, DELANEY & VRIEZE ("Law Firm") and **CITY OF FERNDALE** ("City") hereby agree that Law Firm will provide legal services to the City on the terms set forth below.

1. **CONDITIONS.** This Agreement will not take effect, and the Law Firm will have no obligation to provide legal services, until City returns a signed copy of this Agreement.

2. **TERM.** The term of this Agreement shall commence on February 2, 2012, and shall terminate on February 1, 2013, unless terminated earlier at either party's discretion in the event of a declaration of termination, which either Law Firm or the City can issue at any time, in their respective discretion.

3. **SCOPE OF SERVICES.** Law Firm will provide those legal services reasonably required to represent and advise the City, upon authorization by the City Manager or Mayor, acting on behalf of the City Council. For purposes of providing services under this Agreement, Russell Gans shall be designated as the City Attorney and Paul Brisso shall be designated as Assistant City Attorney. If other attorneys with the Law Firm provide legal services it shall be deemed as in the capacity of Deputy City Attorney. Law Firm will take reasonable steps to keep the City informed of progress and to respond to the City's inquiries. This is a non-exclusive agreement, and the City has the right to retain other counsel for specific legal issues or to resolve potential conflicts.

4. **INDEPENDENT CONTRACTOR.** Law Firm hereby declares it is engaged in an independent business and agrees to perform services provided for in this Agreement as an independent contractor and not as the agent, servant or employee of the City. The Law Firm shall be solely responsible for its own matters relating to payment of employees, including compliance with social security, withholding and all other regulations governing such matter.

5. **DEPOSIT.** There will be no deposit requirement.

6. **LEGAL FEES AND BILLING PRACTICES.** City agrees to pay by the hour at Law Firm's prevailing rates for all time spent on City's matter by Law Firm's legal personnel. Current hourly rates for legal personnel are as follows:

Partners	\$145/hour
Associates	\$130/hour
Paralegals	\$70/hour

The rates on this schedule are subject to change on 30 days written notice to City. If City declines to pay any increased rates, Law Firm will have the right to withdraw as Law Firm for City.

Time is charged in minimum units of one tenth (.1) of an hour.

7. **COSTS AND OTHER CHARGES.**

(a) Law Firm may incur various costs and expenses in performing legal services under this Agreement.

City agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. The costs and expenses commonly include, service of process charges, filing fees, court and deposition reporters' fees, jury fees, notary fees, deposition costs, long distance telephone charges, messenger and other delivery fees, postage, photocopying and other reproduction costs, travel costs including parking, mileage, transportation, meals and hotel costs, investigation expenses, consultants' fees, expert witness, professional, mediator, arbitrator and/or special master fees and other similar items. Except for the items listed below, all costs and expenses will be charged at Law Firm's cost.

Mileage \$0.58/mile

(b) Out of town travel. City agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by Law Firm's personnel. City will also be charged the hourly rates for the time legal personnel spend traveling.

(c) Experts, Consultants and Investigators. To aid in the preparation or presentation of City's case, it may become necessary to hire expert witnesses, consultants or investigators. City agrees to pay such fees and charges. Law Firm will select any expert witnesses, consultants or investigators to be hired, and City will be informed of persons chosen and their charges.

Additionally, City understands that if the matter proceeds to court action or arbitration, City may be required to pay fees and/or costs to other parties in the action. Any such payment will be entirely the responsibility of City.

8. BILLING STATEMENTS. Law Firm will send City periodic statements for fees and costs incurred. Each statement will be payable within 30 days of its mailing date. City may request a statement at intervals of no less than 30 days. If City so requests, Law Firm will provide one within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

9. INSURANCE. During the term of this Agreement, Law Firm shall maintain the following insurance:

- A. General liability and property damage insurance in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 aggregate;
- B. Professional errors and omissions insurance in the minimum amount of \$2,000,000 per occurrence and \$4,000,000 aggregate; and
- C. Workers compensation and employer's liability insurance in the amount of \$1,000,000 per accident.

Proof of coverage shall be provided to the City.

10. INDEMNIFICATION. Law Firm agrees to indemnify, defend and hold harmless the City, its Council, officers, agents and employees from any and all claims or losses to the extent caused by and arising out of the wrongful or negligent acts or omissions of Law Firm or any person employed by Law Firm in the performance of this Agreement.

11. NONDISCRIMINATION. Law Firm shall not discriminate on the basis of race, religion, color, creed, national origin, gender, sexual orientation, marital status, age, physical or mental disability, legally protected medical condition, veteran status, or any other basis protected by law.

12. CONFLICT OF INTEREST. Law Firm agrees that neither it, nor any member of Law Firm who may work on City matters, has any current conflict of interest with the City's interests. Law Firm agrees that neither it nor any member of Law Firm who may work on City matters, will acquire any interest, direct or indirect, which would conflict in any matter or degree with the performance of Law Firm's performance of its services to the City under this Agreement. Law Firm acknowledges that it and its attorneys are subject to various conflict of interest requirements under California law, local ordinances, policies and regulations.

13. ARBITRATION REGARDING FEES. If a dispute arises between the City and the Law Firm over fees charged for services, the dispute will be submitted to binding arbitration in accordance with the rules of the California State Bar Fee Arbitration Program. Each side will bear its own attorneys fees and costs.

14. DISCHARGE AND WITHDRAWAL. City may discharge Law Firm at any time. Law Firm may withdraw with City's consent or for good cause. Good cause includes City's breach of this Agreement, refusal to cooperate or to follow Law Firm's advice on a material matter or any fact or circumstance that would render Law Firm's continuing representation unlawful or unethical. When Law Firm's services conclude, all unpaid charges will immediately become due and payable. After services conclude, Law Firm will, upon City's request, deliver City's file and property in Law Firm's possession, whether or not City has paid for all services.

15. DISCLAIMER OF GUARANTEE AND ESTIMATES. Nothing in this Agreement and nothing in Law Firm's statements to City will be construed as a promise or guarantee about the outcome of the matter. Law Firm makes no such promises or guarantees. Law Firm's comments about the outcome of the matter are expressions of opinion only. Any estimate of fees given by Law Firm shall not be a guarantee. Actual fees may vary from estimates given.

16. ENTIRE AGREEMENT AND MODIFICATION BY SUBSEQUENT AGREEMENT. This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding of the parties. This Agreement may be modified by subsequent Agreement of the parties only by an instrument in writing signed by both of them or an oral agreement only to the extent that the parties carry it out.

17. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY. If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

18. EFFECTIVE DATE AND EXECUTION. This Agreement will govern all legal services performed by Law Firm on behalf of City commencing with the date Law Firm first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, City will be obligated to pay Law Firm the reasonable value of any services Law Firm may have performed for City. This Agreement may be executed in counterparts, the parts of which shall be taken to constitute one whole. Electronic scan signatures and/or facsimile signatures shall be deemed to constitute originals.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE LAW FIRM FIRST PROVIDED SERVICES. IF MORE THAN ONE CITY SIGNS BELOW, EACH AGREES TO BE LIABLE, JOINTLY AND SEVERALLY, FOR ALL OBLGATIONS UNDER THIS AGREEMENT. CITY SHALL RECEIVE A FULLY EXECUTED DUPLICATE OF THIS AGREEMENT.

DATED: _____

Mitchell, Brisso, Delaney & Vrieze, LLP

Russell S. Gans

Paul A. Brisso

DATED: _____

City of Ferndale

By: _____

Name: _____

Its: _____

Meeting Date:	February 2, 2012	Agenda Item Number	11c
Agenda Item Title:	Plastic Bag Ordinance		
Presented By:	John Maxwell		
Type of Item:	<input type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	<input checked="" type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Receive and File

BACKGROUND:

HWMA is preparing a model ordinance to ban the use of plastic bags in our area. As a member of the JPA, Ferndale will be asked to weigh in on this matter. Councilman John Maxwell, who is Chairman of the HWMA will give a presentation.

FISCAL IMPACT:

None

Meeting Date:	February 2, 2012	Agenda Item Number	11d
Agenda Item Title:	Planning Commission Vacancy		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/>	Action	<input type="checkbox"/>
		Discussion	<input type="checkbox"/>
		Information	<input type="checkbox"/>
Action Required:	<input type="checkbox"/>	No Action	<input checked="" type="checkbox"/>
		Voice Vote	<input type="checkbox"/>
		Roll Call Vote	<input type="checkbox"/>

RECOMMENDATION:

Appoint Mr. Uffe Christiansen to the Planning Commission and direct Deputy City Clerk to give him the Oath of Office and provide him with his reference materials, including ethics training course.

BACKGROUND:

The Planning Commission interviewed Mr. Christiansen during their January 18, 2012 meeting, and recommended that the City Council appoint Mr. Christiansen to fill out the Planning Commission vacancy until March 1, 2013.

FISCAL IMPACT:

None

Section 12

CORRESPONDENCE

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

Section 13

REPORTS

Section 13a: City Manager Staff Report

CITY MANAGER:

Meetings:

- Kiwanis meeting 1st and 3rd Tuesday of the month at 4:30 pm
- City Council- Jan 5th – 6:00-11:30 pm
- SRWC meeting- Jan 10th- 2:00-4:00 pm
- City Manager meeting- Jan 19th - 3:00-5:00 pm
- RCEA Board meeting – Jan 3:15- 5:00 pm cancelled
- Sign Committee meeting- Jan 19th-2:15- 3:30 pm
- Green Waste program- good reports so far.
- Daily conversations and weekly meeting on WWTF progress with Manhard project manager. Setting up Special meeting around 25th for Final Change Order and final acceptance of the project.
- A Number of meetings with Film Commissioner going over several potential filming activities and permitting questions.
- Daily meetings with chief regarding police activities.
- Daily interaction with Staff regarding daily workload. We continue to adjust organizationally to most efficiently process a very diverse workload.
- Several conversations with Rio Dell city manager regarding turbine project. Also had numerous conversations and discussions with County Planning staff and our Planner to determine the best way to comply with city council direction regarding wind turbine project.
- Several conversations with Margo regarding Garden Club and a project in front of city hall that will completely redo the planting scheme in front of City Hall. I have a request into Cal-fire to replace our city hall sign also. Michael Stewart planted three red maples in front of the chimney which completes the tree planting scheme developed by the beautification committee. The Garden club has also contacted us to plant a tree in front of the police station and is working with Chief Smith and Michael Stewart to come up with a suitable tree to plant for Arbor Day. If you have not had time to look at the police station renovation, please stop by and ask to have a tour of the place. The layout is much more conducive to constituent service than the old floor plan. We are probably set up for the next twenty years as far as renovation and repairs to the structure.
- Met with construction manager, Wahlund construction representative and USDA representative, to go over monthly pay request. Also went over construction progress and possible change orders. We are putting the finishing touches on the wastewater facility and working on the wetland site. We are down to the last few items. I have been in contact with RWQCB and USDA and other agencies to find a date to have our WWTF completion ceremony. We are thinking sometime in March or April. Lisa Bernard (RWQCB) called and asked if Doug and

I would be able to come to their March meeting to talk about the completion of our plant. We will be asking that they lift the CDO from us and she would like us to be present. The CDO was placed on us in 2003 so they understand how momentous an occasion this represents.

- Continuing discussions with Fresnel lens committee members. We turned our proposal over to a local non-profit who will vote on funding in February. If funding is approved we will resend our proposal to Coast Guard asking for their approval to move lens from County Fair grounds to the Ferndale Museum. We have been in contact with the CG representatives and congressional representatives informing them of our ongoing efforts. We may have need for a Special meeting in order to get our complete proposal to CG that would include the funding portion.
- Numerous conversations regarding Salt River Project with Watershed Council members, NRC representatives, council members and citizens. We continue work with property owners in effort to get support for project. Hope to have work start this spring. The project remains very important to the City because of the location next to our wastewater facility and the health of Francis Creek and our whole drainage system. It should be noted that without all the property owners signing on to the project we will not be able to move forward. There are only a few property owners who have not signed. Some of the members of the SRWC having been meeting with property owners and trying to get them to understand that we are reaching the end of some funding cycles and we will need to have all of those signatures or redesign the project leaving some areas out.
- Numerous meetings with individual councilmen and the mayor regarding City issues.
- Daily meetings with Public Works in morning to go over daily activities. We are still waiting for an agreement from Martinek with the Silva regarding our access to Russ Park off Eugene Street, although he said that he will finish it before he leaves. The fence at firemen's park continues and most of the cement work is completed. Remember that the old fence was put up and paid for by the City and this one is being paid for by neighboring property owner. It really has turned out nice and we will probably need to replace a short section on our property at our own expense to finish off the project.
- Sculpture in City Green looks great, and we have received many complements.
- Daily discussions and updates on City Council agenda items and city issues with Treasurer and administrative assistant, and Clerk. Most of our time related to reviewing past procedures to make sure that everyone is aware of what needs to be done and which one of us is taking care of it. We continue to improve the interaction between design review, planning department and office personnel. City Clerk is off on medical for at least 12 weeks. Finance Director has been off for several weeks and so Deputy Clerk Smith and I have been holding down the fort. We have secured help from a number of local professionals and will call on them when we need. I would particularly like to thank Rio Dell for offering to help in any way that we might need.
- The Sign Ordinance Committee is making good progress. The current ordinance and procedures are still in effect and businesses must still go through design review and procedures for placement of signs and related issues.
- Discussions with City Planner regarding design review and planning issues.
- 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 and years. The Board voted to increase the size of the Board at the last meeting in anticipation of getting some of the sub committees up and going and to increase representation of the watershed on the board.
- Communication with Scott Bauer to set up meeting to visit slide on Francis Creek. Scott and Chris Carrol did extend and invitation to me on the 20th to go up to the slide area, but I had an

RCEA meeting to attend and so could not accompany them. I am waiting for a report of that field trip.

- Numerous conversations with Parsac executive director Joann Rennie
- Discussions with John Miller regarding the letter to County relating to Wind Turbine Project.
- Many conversations with and Aycock and Edgmon continuing to accomplish our financial obligations and duties while our financial director recovers from her medical situation.

CITY CLERK:

Meetings

- Daily meetings with Office Manager and/or City Manager regarding work schedule.
- City Council Study Session and regular meeting – January 5, 2012

Projects

- Placed Public Notice for Planning Commission opening in local newspaper and on bulletin boards. Placed item on the January PC meeting agenda.
- Research procedure for installation of gravel driveway including Development Application Process for Development within Special Flood Hazard Areas, Drainage Ordinance 94-01, Floodplain Ordinance 08-02 and Grading Permits. Replied to City Manager.
- Contact real estate agent regarding building/construction debris on sidewalk and in gutter.
- Locate and copy documents related to Wastewater Treatment Plant grants and loans.
- Discuss Fresnel Lens procedures with City Manager to determine what documents to find.
- Prepare Public Notice for Draft Housing Element and Second Reading on Zoning Ordinance Amendment for Housing Overlay; post in newspaper and on bulletin boards for January's City Council Meeting.
- Researched Bear River Wind Project letter written in 2010.
- Discussed January Agenda items with City Manager and City Planner.
- Directed citizen to the Department of Fish & Game regarding a dead fawn.
- Wrote Ordinance 2012-01, "Amending Zoning Ordinance 02-02 by adding Section 6.07 Housing Combining Zone Overlay or -H Zone"
- Researched information regarding the Fresnel Lens and emailed to City Manager.
- At City Manager's direction, continued to assemble the January 2012 City Council Packet; worked with Deputy City Clerk.
- Prepared Resolution 2012-01 "Health Insurance Increase" as well as agenda item.
- Prepared Resolution 2012-02 Recognizing a \$14,415 grant from a local non-profit organization for upgrades and renovation to the Ferndale Police Department.
- Prepared Resolution 2012-03 outline, "17th Payment request to USDA for Wahlund and Manhard for WWTP," waiting for information to complete.
- Prepared Resolution 2012-04 "Annual Events and Parades Street Closures," as well as agenda item.
 - Double checked dates and information with those involved
- Prepared Resolution 2012-05 "Sousa Agreement to Accept Water."
- Prepared Resolution 2012-06 "Council Meeting Day and Dates" as well as agenda item.
- Discussed Resolution List with Deputy City Clerk.

- Completed FPPC Statements of Economic Interests Article II List, supplying email addresses where appropriate, and changes where necessary.
- Entered building permits issued since August.
- Entered “finalized” dates on Building Permits list, pulled permits from clipboard, prepared for filing
- Wrote “How To” on entering Building Permits on list.
- Completed “Report of Building or Zoning Permits Issued for new Privately-owned housing units” for June, July, August and December and faxed to the US Department of Commerce. Filed reports.
- Per Government Code Section 54970-54974, commonly referred to the Maddy Act, prepared and posted Committee, Board and commission openings for the year 2012.
- Numerous requests for information on Ferndale Housing Complex – referred to Non-Profit.
- Signed checks
- Per the Maddy Act, posted upcoming openings in the Council, commissions, committees and boards for the year 2012.
- Located Eel River Disposal Franchise Agreement File for City Manager.
- Reminded 12 people (including myself) to complete the Ethics Training available online.
- Researched contact information for Dental Insurance.
- Reviewed Webpage for changes, which will be sent to the city’s webmaster for corrections.
- Posted Zoning Ordinance 02-02, which has been amended by Ordinance 2011-04 regarding Design Review majority votes.
- Discussed filming permit application with City Manager. Referenced Ordinance and fee schedule, and emailed exempted application.
- Researched pest control for public works.
- Discussed an MOU with City Manager for a frequent user of the Ferndale Community Center. Prepared draft MOU and emailed to user.
- Reviewed RFP for City Attorney; placed ad.
- Transcribed minutes for the January 5, 2012 City Council Meeting.
- Filed Resolution 2012-01 Increase in cost of Health Insurance. Copy to Finance Manager.
- Filed Resolution 2012-02: Recognizing a \$14, 415.00 grant from a local non-profit organization for upgrades and renovation to the Ferndale Police Department. Copy to Police Department.
- Filed Resolution 2012-03 WWTP Pay Request #17, copy to Kent Hanford and copy in payments file.
- Filed Resolution 2012-04 Annual Events and Parades Street Closures. Copy to CalTrans. Notify event and parade coordinators to file necessary encroachment permits and to provide city with copy of insurance. Copy to Police Department, copy to Parades Book.
- Filed Resolution 2012-05 Sousa Agreement to Accept Water. Filed copy in Agreements file.
- Filed Resolution 2012-06 Establishing the City Council meeting schedule from February 2012 through January 2013
- Noticed Ordinance 2012-01 Zoning Ordinance Amendment for Housing Overlay, amended Zoning Ordinance 02-02 to reflect Ordinance 2012-01, uploaded amended version of Zoning Ordinance 02-02 to the website.
- Filed and uploaded December City Council Minutes.
- Spoke with City Manager and Police Chief to gather information in order to reply to the Grand Jury Report, mailed letter.
- Had copy machine orientation with Xerox representative.
- Located Street project file from the 1970’s
- Drive by site visit of property on Main Street for City Planner. Emailed information and photo.

- Reviewed City Council Meeting disk for exact wording of a motion. Typed minutes from the January City Council meeting, reviewed with City Manager.
- Discussed City Clerk duties with possible help in my absence.
- Filed 2011 Housing Unit Survey online. Added 2 units – Betsy Anderson and Jean Davis.
- Entered all building permits that were finalized in 2011 on the building permit excel list
- Began filing the “2011 Government Units Survey” to the US Department of Commerce, Economic and Statistics Administration, US Census Bureau, but could not complete. Wrote notes and printed a PDF form for Finance Manager.
- Filed Strong Motion Fee Reports from July 1 through December 31, 2011.
- Prepared FPPC filing notifications for Council, Planning Commission and Staff.

DEPUTY CITY CLERK:

MEETINGS:

- Daily meetings with City Manager on various office issues
- City Council Meeting- 1/5/2012
- Planning Commission Meeting- 1/18/2012

PROJECTS:

- Coordinated with City Clerk and City Manager on assembling the City Council Packet- 1/5/2012
- Posted City Council Agenda-1/5/2012
- Typed Sign Committee Minutes-12/15/2012
- Answer phones/messages/emails/copies/counter work
- Community Center Rentals
- City Hall Rentals
- Dog Licenses
- Filled out application for Nuts & Bolts Scholarship
- Training w/ Finance Manger on paying first of the month bills
- Research on ERD agreement for City Manager.
- Sent out Parade Permits
- Training on Payroll w/Finance Manger
- Assembled Planning Commission Packet for the 1/18/2012 meeting
- Assembled Sign Committee Packet for the 1/19/2012 meeting
- Training on uploading CC & PC videos w/Demetrius
- Coordinated with City Clerk on things that need to be done while she is gone
- Sent Building Permit Valuations to Ben Bartallato
- Faxed December Building Permits to Assessor
- Set up tables and microphone for Village Club
- Set up for Planning Commission Meeting-1/18/2012
- Assembled Special City Council Packet.

- Research on Purchasing Order for Xerox machine
- Type Planning Commission Minutes for the 1/19/2012 meeting
- Posted Planning Commission Meeting minutes online
- Start assembling Regular City Council meeting for 2/2/2012
- Various Filing
- Coordinated with Building Inspector on building permits

Building and Encroachment Permits Issued

B1201	244 Berding	Re-roof section over kitchen
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CITY PLANNER:

Meetings, Planning & Coordination

- Coordinated with City Manager, City Clerk, and Deputy City Clerk on planning and development projects.
- Responded to questions from a prospective Main Street property purchaser regarding design and setback requirements for additional buildings.
- Reviewed building permit application for foundation excavation and repair at 1057 5th Street.
- Attended 1/5 City Council meeting to present three agenda items. Prior to those items, contributed to Bear River Wind Project (BRWP). Heard presentations from Schatz Energy Research Center's Dr. Peter Lehman & Shell Wind Representative Pana Ratana. Relayed portion of City Manager staff report on rescoping and additional comments to County. Heard responses from County Planner Steve Warner on County permit processing as well as petitions and concerns of Ferndale residents and opposition groups.
- Bear River Wind Project – Discussed County scoping process for BRWP with City Manager and options for City to comment on permitting process. Discussed City actions that could be taken for going on record with County to have City concerns addressed in the BRWP EIR/EIS. Prepared a letter to the County requesting that they reevaluate the scope of the project. Prepared and presented staff report with three alternative actions. Council voted for alternatives A & B, authorizing the City Manager to send a letter to the County opposing the use of Ferndale city streets for the transport of turbine components and requesting that the County reevaluate the scope of the project.
- Attended 1/18 Planning Commission meeting and presented Housing Element Update. Responded to Commission questions regarding implementation programs, letters, and incentives. Planning Commission voted unanimously 3-0 to recommend implementation language presented by staff to City Council. Participated in interview process for new commissioner candidate, advising on selection process by Council and likely first hearing for new commissioner if appointed. Heard Chairman's input on matters that should come before Planning Commission.

- Initiated staff report for 2/2 City Council meeting to consider Housing Element Update and recommendation from the Planning Commission.
- Prepared and published public notices for 1/18 Planning Commission and 2/2 City Council meetings.

Projects

- General Plan Update - Housing Element Update – Received HCD expedited review of revised draft housing element. Revised language in the program to encourage and facilitate small lot development per HCD request (Housing Element Program I. Adequate Sites, #7, page 5-5). Submitted draft language to HCD for review. Presented staff report on 1/5 recommending that the City Council send HCD proposed implementation language to the Planning Commission for consideration and recommendation to the City Council at 1/18 PC hearing.
- General Plan Update—Historical & Cultural Resources (H&CR) Element—Edited draft in response to comments. Sent list of architectural styles to the Ferndale Museum to find photographic examples for inclusion in H&CR Element.

General Plan & Zoning Amendments (GP/ ZA) - Presented staff report to Council on 1/5 recommending the Second Reading of Ordinance 2012-01, “Amending Zoning Ordinance 02-02 by adding Section 6.07 Housing Combining Zone Overlay or –H Zone.” Ordinance 2012-01 unanimously approved by Council

CITY ENGINEER:

Sewer Projects: –

- New Sewer Manholes Located in Main Street with Cleanouts at various locations
 - Project Completed

Pedestrian Improvement Project:

Herbert Street: (Phase 1)

- Sierra National has started Construction
- Target completion date of Feb 22, 2012
- Kent Hanford is the Resident Engineer for Construction Support.

Rose Street: (Phase 2)

- \$250,000.00 from StateTE fund waiting for CTC approval. Vote in Late March 2012

Applications –

Navy Housing Parking Proposal

General Engineering –

- HCAOG

- Attend TAC meetings

- Working on a proposed capital improvement report (roads and drainage)
 - Prepare Project Study Report for resurfacing Berding Street
 - Prepare scope, exhibit, preliminary cost estimates and priority for roads/street projects
 - Prepare scope, exhibit, preliminary cost estimates and priority for drainage projects

- WWTF Construction Permit Compliance – Performed water sampling for Storm water Pollution and Prevention Plan
- ARRA reporting for Pedestrian Improvement Project
- Review opportunities for new transportation projects funded by State or Federal sources
- Research and correspondence with City and County staff regarding Francis Creek sediment deposition and dredging.
- Looking into solutions for 5th Steet Flooding in front of Navy House Parcel
- Looking into grading and drainage at west end of Fern Street

Meetings and Committees –

- No meetings

Reporting and Correspondence –

- Prepared monthly staff report
- General correspondence and meetings with City Staff

WASTEWATER OPERATIONS:

- Today, 1/19, was the first real 24 hr period of rain we've had since the spring. Flows doubled overnight from 200,000 to 400,000 GPD. Flooding around the plant is relatively light but Francis Creek is flooded and flowing east down Pt. Kenyon as the norm. The filters have seemed to run all day with the high flows but the quality of the effluent remains the same. We anticipate the flows to increase drastically and the plant will get its first real test.
- Staff continued to receive new inventory for the lab. Most of the lab equipment is onsite. Still waiting on a few small items that are scheduled to arrive this month.
- Sierra Chemical picked up the excess chlorine and sulfur dioxide cylinders at the discharge location. We kept on hand the minimum of 300 pounds to have for emergency if for some reason the UV is off line. By keeping the minimum the City is not regulated or inspected by the county environmental health department.
- Still working out minor issues in the SCADA system.
- Located drainage line at Public Works yard
- CPO update fiscal budget keeping track of expenditures
- We had our first actual power outage that tested the emergency generator and backup system. There were a few glitches but nothing major. Those problems have been addressed. Good that it happened in good weather with lower than normal flows.
- Staff performed bi-weekly cleaning and wash down of entire Sequox tank system.

- CPO filed letter of completion with the Regional Board for ACLC 2011-068. This was relating to the manhole construction project performed by DCI.
- CPO spoke with David Block from Block Environmental Lab, where we have all our toxicity testing performed, and discussed the setup for performing a Water-Effect Ratio(WEF) procedure on our effluent for copper. We have limits on several types of metals in our permit but copper is the most prevalent. When the limits were set state-wide the control water used to set these limits was pure lab water instead of from receiving waters. When aquatic species are put in the water with different levels of copper there is very little, if nothing, for the copper to attract to because of the water's purity and so it attracts directly to the aquatic life quicker and to a greater degree. This form of testing shows that metals, even at low levels, are detrimental to the aquatic life, thus lowering our limits and making it difficult to comply. Each violation could be as much as \$6000 depending on the copper levels. The WEF procedure uses our receiving water to perform the tests rather than the pure lab water giving the copper more turbidity to attract to before it effects the aquatic life. The procedure is designed to show that it takes more copper in our effluent to affect the aquatic life. The result could have the potential of raising or limits and even the possibility of removing copper all together from our permit. The procedure costs \$13,000 and it is a budgeted item. We had planned to do this test in December but low flows in the creek could have actually been a disadvantage.
- Sludge pickup by ERD put on hold while they confirm whether they are authorized to take sludge. They were also concerned with the water content in the sludge and asked if we could make it drier. County health gave them a "go" so we're back in business.
- Staff got 5 gal sample of polymer from Rio Dell to test different brands and dosages.
- Calibrate inline pH meter
- CPO spoke with Lisa Bernard about alternative sludge disposal methods.
- Discussed with Kent the possibility of completing the fence around the lagoon and contacting Miller Farms to get a quote. The contract only called for replacing the fence where the old fence was removed. Staff felt the whole project would look better with the old fence replaced and the new fence extended. We were able to pay for the additional fencing out of budget to keep from doing another change order and actually received a lower price. The additional fencing adds an explanation point to the project and makes the entire site along Pt Kenyon look a lot classier.
- Mechanical gate installed at the west entrance of the WWTF.
- CPO attended monthly CWEA board meeting in Eureka
- Staff discuss punch list with Kent Hanford
- Received replacement jetter hose and nozzle that was stolen in November.
- Installed "Lockout-Tagout" station at the WWTF. Consist of a dozen locks for locking out equipment while doing maintenance or working on the equipment.
- CPO completed the 4th quarter ARRA report for waste plant construction funding.
- Operator Coppini drained effluent basin, cleaned it and extended the old discharge pipe into the "hopper" to allow us to completely drain the basin for future maintenance. Previously we were only able to drain to a certain level and then had to hook up a trash pump to pump the remainder out. This new setup allows us to use the old pumps to pump the basin completely dry without the use of a trash pump.
- Orrin Plocher, fellow CWEA board member, was in for lunch meeting to discuss CWEA awards banquet for the end of the year. We are starting early this year so we can nail down a location and get information out to our members sooner.
- Trouble call and video inspection @ 835 Howard St. Cleared line with City's sewer snake and found in the inspection that the pipe was damaged. DCI did and emergency repair and replaced the line out to the main.
- Submitted annual recycling funding request to CalRecycle. These grant funds assist the City in promotion and implementation of our recycling programs.
- Staff installed vinyl cover over the UV channel. It looks more aesthetically pleasing as well as keeps any odor and noise to a minimum.
- Wahlund did the final cleanup of the filter building.
- Pressure cleaned the underwater hoods in the bottom of the clarifiers. They get clogged with sludge periodically and the sludge floats to the top of the clarifiers.
- Installed master locks on all the new gates around the property

- Rick Chicora, from Rio Dell was in to discuss polymer usage and dewatering strategies. They have the same belt press as we do and we've found that we can work together in improving the performance for both presses.
- Operator Coppini power washed all the grates from the Sequox.
- Trouble call at 1299 Main St. Owner called to report a loud sound and then experienced a strong sewer odor in the house. After investigating the issue it was found that a commercial plumber had cleared a plugged line at the high school and since the main runs through the front yards of all the homes on the west side of Main Street, north of the high school the septic smell caused by the blockage permeated up their lateral but it was only temporal and the smell was gone with several minutes.
- Organized all the keys for the WWTF and installed a secure key box to store them in.
- Gave tour to Police Chief of facility. Discussed any security issues that may be applicable to the department.
- Gave tour to Mary Bullwinkle, Ell River Valley reporter for the Times Standard who did a story on the completed project.
- Found that our wasting times from the 1st stage aeration needed to be increased. Consulted with Ben Jilke from Aeromod who concurred. Adjustments were made in the automation to send more old sludge from the aeration basins to the digesters which will mean we will need to dewater more as the sludge levels increase there too.
- Site walkthrough with Fire Department. Advised them of all the safety issues around the plant. Showed them how to shut air off to the Sequox if any water rescues are needed there. Showed them the standby generator and how to cut power to the plant if needed.
- CPO did online ethics training
- Reps from City of Fortuna in to discuss options with Kent Hanford for cleaning around the intake from the lagoon to the master lift station when receiving influent from the storm basin.
- Borrowed manhole cover inserts from less problematic areas to put in new manholes on Pt. Kenyon in preparation for flooding during the upcoming storm. Wahlund will replace them with new inserts.
- Worked on Annual Monitoring Report
- USA locate on Herbert and Main Street
- CPO worked on designing new Wonderware® screens for SCADA.
- Brad Finney from HSU brought final product of the GIS maps for our sewer collection system. Downloaded the viewer to be able to see the maps electronically. The finished product exceeded staff expectations. Staff will now be able to locate "every inch" of the known system by satellite. Different filters will allow staff to isolate pipe types and sizes as well as provide out of the area contractors with GPS coordinates so they can locate and view jobs remotely before taking time and expense of traveling. At this time we are only able to view the maps not make changes or additions. Staff is in the process of researching what software we would need to have these capabilities. This would allow the city to add drainage locations, zoning locations and other beneficial information.
- Monthly eSMR was submitted
- Staff performed routine process tests in new lab.
- Prepared monthly sample containers
- Filled out POs for monthly invoices
- CPO attended monthly meeting with Debbie Coggins, USDA
- Monthly samples picked up by NCL
- Received 5 septic dumps from Wyckoff's totaling 7200 gallons, equaling \$1300 in revenue for the month.
- Worked with Portland Engineering on the SCADA system
- Operator Coppini performed several dewatering events. In January to this point more than 10 tons of sludge has been dewatered and disposed of.
- CPO performed the daily operation of WWTP during operator Coppini's scheduled day off.
- Operator Coppini performed general maintenance around the facility
- Operator Coppini filed online SSO report.
- Operator Coppini performed the normal in-house weekly and monthly testing and scheduled lab work to be done.

Dec 2011 Flows	Total	Average	Minimum	Maximum
Influent MGD	7.634	.239	.143	.590
Effluent MGD	8.211	.265	.141	.534

PUBLIC WORKS:

Preventative Maintenance

Public Works tested and repaired the gas lines to the cities emergency generators and also replaced the batteries on the portable flood lights and flashing flooded signs. To prepare for the anticipated rain storms, the Public Works Department picked up a dump truck load of sand from Mercer Fraser to have on hand in case of excessive flooding in the city. Then Public Works cleaned and inspected the storm drains and ditches through out the city removing debris as needed. Put out flooded signs on 5th street and cleaned grates around the city during last weeks rain storm.

City Hall

Mowed lawns, remove Christmas lights from city light poles and replaced the spot light on the cities flag pole.

Community Center

Public Works repaired several broken tables and inspected the chairs for broken parts or rips. Then reorganized the tables and chairs for easier inventorying and replaced a faulty 110 outlet with a new one.

PD

At the PD Office, Public Works removed a heater and reinstalled it along with a bookshelf after PD had new carpet installed .

Streets

Removed a broken stop sign from the corner of Fern and Berding. Reinstalled a galvanized 2 inch pipe and reattach the street and stop signs. Street cleaning is on going at Main and 211.

Russ Park

Remove an old trash can and replace it with a new one.

Fireman's Park

Pruned back brush and trees around park and mow and green machined when weather permitting.

POLICE DEPARTMENT:

Officer Lee Haldorson has been proceeding through his Field Training Program on the weekends.

The police department has a new roof and flooring. We hope to have the re-model of the front lobby/counter area completed in the next two weeks.

Chief Smith attended Kiwanis meetings/functions.

Chief Smith attended the monthly LECAH meeting.

Chief Smith attended the monthly Community Corrections Partnership Executive Committee.

Police Statistics – December 2011

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape	0	
Robbery	0	
Larceny	0	
Assault	0	
Burglary	0	
Vehicle Theft	0	
TOTAL	0	
SECONDARY CRIMES	4	
Calls for Service	37	
Reports Written	7	
Traffic Citations	17	
Other Citations	3	
Parking Citations	0	
Warnings	39	
ARRESTS	4	

AGENCY ASSISTS	12
TRAFFIC COLLISIONS	1

Section 13b: Commissions, Committees and Other**City of Ferndale, Humboldt County, California USA**

Minutes for Planning Commission Meeting of January 18, 2011

Call to Order: Chair Jorgen Von Frausing-Borch called the Planning Commission meeting to order at 7:15p.m. Commissioners Dan Brown, and Trevor Harper as well as staff Deputy City Clerk Brianna Smith and City Planner George Williamson were present. Commissioner Lino Mogni had an excused absence. Those in attendance pledged allegiance to the flag. MOTION: (Jorgen/Brown). The November 16 minutes were unanimously approved as amended. No public comment.

Interview Planning Commissioner Applicant(s): Planning Commissioners interviewed Planning Commission applicant Uffe Christiansen. MOTION: (Brown/Harper). Approve applicant to be forwarded to the City Council for approval. Unanimous.

Housing Element Update: City Planner George Williamson gave an update. MOTION: (Harper/Brown). Approve Housing Element Program I. Adequate Sites, #7, page 5-5 as requested by HCD and send to City Council for submittal to the Department of Housing and Community Development. Unanimous

Commissioner comments: Commissioner Von Frausing-Borch gave input on matters that should come before Planning Commission.

The next regular meeting will be February 15, 2012. The meeting was adjourned at 7:51 pm.

Respectfully submitted,

Brianna Smith
Deputy City Clerk

No Design Review meeting in January

City of Ferndale, Humboldt County, California USA
Sign Ordinance Committee Minutes for the January 19, 2012

Chairman Michael Bailey opened the meeting at 2:35 pm. Committee members Michael Sweeney, Phil Ostler, and Trevor Harper were present. Committee member Karen Pingitore was absent.

No public comment.

December 15, 2011 Minutes: MOTION: Approve minutes as presented. (Sweeney/Ostler). All in favor.

Background, Purpose, and Scope: Discussed the Background, Purpose, and Scope statement as amended from previous discussions at the 12/15/11 meeting. MOTION: Approve Background, Purpose, and Scope statement as presented and forward to City of Ferndale Planning Commission. (Sweeney/Ostler). All in favor.

Review, Add, and Revise Definitions: Chairman Bailey presented a draft list of definitions as they pertain to signage. The list was extensive and was assembled by reviewing the definitions of many other cities and including the ones that appeared applicable to the City of Ferndale. Special consideration was given to the definition of “what is considered a sign” and “what is not considered a sign.” As the list was somewhat unwieldy, discussion focused on how to categorize the situations in which the definitions would apply. Chairman Bailey presented a categorical matrix he had developed for discussion purposes. A Table listing the zoning classifications that appear in the City’s zoning code was also presented for discussion. In general, the committee believed that most of the signage issues, and correspondingly, sign regulations would apply to areas zoned commercial as well as areas included in the Design Control Combining zone. In Residential zone areas, most signage other than temporary signs, are not allowed. Chairman Bailey believed and the Committee agreed that definitions of terms related to zoning classifications such as principle use, principally permitted use, conditional use permit, and special use permit be included in the list of definitions. Chairman Bailey will request staff to provide those definitions as they appear in the City zoning code and will have them available for the next meeting. Chairman Bailey requested that Committee members review the definition of “what is considered a sign,” and review the list of definitions in terms of adding, subtracting, or clarifying definitions by the next scheduled meeting. Also Committee members were requested to review the categories presented in the matrix and be able to add or subtract categories by the next scheduled meeting.

The next regular meeting will be February 16, 2012 at 2:30 pm. The meeting was adjourned at 4:30 pm.

Respectfully submitted by:

Michael Sweeney

Section 13c: Council Reports and Comments

ABSTRACT

HWMA Meeting of the Board of Directors
January 12, 2012 6:30 p.m.
Eureka City Council Chambers

The entire Board was in attendance, with Boardmember Newman serving as alternate for Boardmember Madsen. After some brief discussion of the meeting's agenda, the Board moved to closed session to discuss negotiations and potential litigation involving ACRC. Following lengthy closed session discussion, the Board issued a statement regarding the cessation of negotiations with ACRC. The full text of the letter was provided to each Boardmember following the meeting.

Board reports and public comment focused primarily on the outcome of the closed session discussion. Passing of the consent calendar included minor discussion of the minutes, as well as some discussion in the Authority's financials of tonnages being reported by ERD, with further information to be provided at the February meeting.

Legal Counsel provided a broad history of plastic bag ban ordinances throughout the State, in turn providing a history of work performed by her and Authority staff in the creation of an ordinance which would be of use to all members of the Authority. Staff requested further direction on the action taken by the Board in April; namely, to begin looking for a consultant to work on CEQA document planning. The Board asked numerous questions regarding the composition of the proposed bag ordinance, the menu of choices available under such an ordinance (and the full extent of the EIR required for those menu items), and the potential impact of lawsuits that have yet to be decided upon. Public comment on the subject urged continued momentum on the project. In further discussion of a potential plastic bag ordinance, the Board spoke about the potential for performing an EIR which would cover all options, and allowing individual member agencies to tone down the ban as they see fit. The topic of reusable bags, and potentially providing them to consumers for no price was discussed. Staff and Board discussed the potential expense of hiring a consultant. Direction to staff involved development of a presentation of the potential options for an ordinance banning plastic bags, and to investigate the feasibility of creating an EIR which encompasses all possible options.

Jim Test, Special Projects Manager, presented recommendations for an executive hiring consultant to find a new Executive Director. He spoke of the benefits provided by CPS HR Consulting, the firm chosen by all members of the rating team, noting their status as a JPA designed to assist other local governmental agencies in executive hiring. At further questioning from the Board, Mr. Test pointed to the experience of CPS as one of the main reasons it was chosen as the recommended firm. Public comment included an extensive discussion with Liana Simpson, of Sequoia Personnel, regarding the choice of the raters and the benefits provided by her firm in placing quality candidates in high-end executive positions. Ultimately, the Board chose to contract with Sequoia Personnel for executive hiring services.

The Board elected Boardmember Lovelace to replace the former County representative, Boardmember Bass, as Vice Chair of the Board of Directors. Interim Executive Director Owen discussed a few activities being undertaken by staff, including the nearly completed waste characterization study performed earlier in the year at the Transfer Station and a draft RFP for a Strategic Planning consultant, to be discussed at the February meeting. Mr. Owen fielded some questions from Boardmember Schapiro regarding the preliminary report from the waste characterization study, and Boardmember Thompson suggested some further discussion regarding the FlexEnergy technology recommended for use at the Landfill be included in the February meeting.

Section 14
ADJOURNMENT