

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

Location:	City Hall	Date:	March 1, 2012
	834 Main Street	Time:	<b>7 pm</b>
	Ferndale CA 95536	Posted:2/27/12	

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. Girl Scout 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 2/3<sup>rds</sup> of the Council that the item came up after the agenda was posted and is of an urgent nature requiring immediate action. This portion of the meeting will be approximately 30 minutes total for all speakers, with each speaker given no more than five minutes.)..... Page 5
8. CONSENT CALENDAR. (All matters listed under this category are considered to be routine by the City Council and will be enacted by one motion. Unless a specific request is made by a Councilmember, staff or the public, the Consent Calendar will not be read. There will be no separate discussion of these items. However, if discussion is required, that item will be removed from the Consent Calendar and considered separately under “Call Items.”)
  - a. Acceptance of Accounts Payable ..... Page 6
  - b. Approval of previous minutes:
    - i. February 2, 2012..... Page 15
9. CALL ITEMS
10. PRESENTATION / Community Forum ..... None
11. BUSINESS
  - a. Pay Request for Pedestrian Improvement Project..... Page 18
12. CORRESPONDENCE ..... Page 21

13. REPORTS

a. City Manager Staff Report and Community Events.....	Page 27
b. Commissions / Committees and others	
i. Planning Commission.....	Page 38
ii. Design Review.....	Page None
iii. Sign Committee .....	Page 39
c. Council Reports and Comments.....	Page 42
i. HWMA Abstract	
14. ADJOURN.....	Page 43

**This notice is posted in compliance with Government Code §54954.2.  
The next Regular Meeting of the Ferndale City Council will be held on  
THURSDAY, April 5, 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***

Girl Scout Proclamation

City of Ferndale INCORPORATED 1893  
POB 1095; Ferndale CA 95536



**City of Ferndale, California  
PROCLAMATION  
Girl Scouts of the USA celebrates 100 Year Anniversary**

**WHEREAS**, on March 12, 1912 the first Girl Scout meeting was held in Savannah, Georgia; and  
**WHEREAS**, this first meeting was led by Juliette Gordon Low, the founder of Girl Scouts of the USA after visiting the founders of both Boy Scouts and Girl Guides in England; and  
**WHEREAS**, whereas since this first meeting more than 50 million girls have participated in the Girl Scout movement during their childhood; and that number continues to grow as Girl Scouts of the USA continues to inspire, challenge, and empower girls everywhere; and  
**WHEREAS**, there are currently 47,000 girl and 32,000 adult members in the Northern California Council and 3.2 million members in the USA; and  
**WHEREAS**, through its membership in the World Association of Girl Guides and Girl Scouts (WAGGGS), Girl Scouts of the USA is part of a worldwide family of 10 million girls and adults in 145 countries; and  
**WHEREAS**, Girl Scouts is the largest, longest running and most effective leadership program for girls in not only the nation, but the world; and  
**WHEREAS**, 69% of current women US Senators and 65% of women in the House of Representatives were Girl Scouts when they were girls; and  
**WHEREAS**, 55% of all women astronauts are former Girl Scouts and former Girl Scouts have flown in over 1/3 of all space shuttle missions; and  
**WHEREAS**, an estimated 80% of women business executives and business owners were once Girl Scouts; and  
**WHEREAS**, countless women educators, scientists, and women in the media and performing arts discovered their passions and talents as Girl Scouts; and  
**WHEREAS**, 64 % of today's female leaders listed in *Who's Who of American Women* in the United States were once Girl Scouts; and  
**WHEREAS**, Girl Scouts in the 1900's developed the same core values while learning housekeeping and forestry badges as girls today learn while earning computer technology and financial literacy; and  
**WHEREAS**, we know that Girl Scouts develops girls of Courage, Confidence and Character who make the world a better place; and  
**NOW, THEREFORE, BE IT RESOLVED**, that we, the City of Ferndale are proud to join the Girl Scouts of Northern California in recognizing the 100<sup>th</sup> Anniversary of Girl Scouts of the USA.

*Dated March 1' 2012*

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

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

## **Section 8**

### ***Consent Agenda***

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

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

**City of Ferndale**

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

**Printed Regular Checks**

General Checking - Distribution Detail - From 01/21/12 To 02/20/12  
 Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

Chk No.	Date	Ven ID	Vendor Name \ Payee Name	Distribution	Check
Acct No.			Override Description	Amount	Amount
44630	02/02/12	ARNKE	ARNOLD C. KEMP		708.48
10435052			Building regulation/inspectio	708.48	
<b>Total for ARNOLD C. KEMP</b>					<b>708.48</b>
44606	01/27/12	ASAP	ASAP LOCK & KEY		136.17
30515121			Sewer plant maintenance	136.17	
<b>Total for ASAP LOCK &amp; KEY</b>					<b>136.17</b>
44607	01/27/12	BAKTA	BAKER & TAYLOR		276.29
10615024			Books	276.29	
44651	02/13/12	BAKTA	BAKER & TAYLOR		128.79
10615024			Books	128.79	
<b>Total for BAKER &amp; TAYLOR</b>					<b>405.08</b>
44652	02/13/12	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	
<b>Total for BENEFICIAL ADMIN COMPANY INC.</b>					<b>187.04</b>
44653	02/13/12	CALST	CALIFORNIA STATE DISBURSEMENT UNIT		408.91
10012250			Garnishments payable	408.91	
44669	02/13/12	CALST	CALIFORNIA STATE DISBURSEMENT UNIT		408.91
10012250			Garnishments payable	408.91	
<b>Total for CALIFORNIA STATE DISBURSEMENT UNI</b>					<b>817.82</b>
44631	02/02/12	CITFO	CITY OF FORTUNA		1,016.66
10215035			Dispatch service	1,016.66	
<b>Total for CITY OF FORTUNA</b>					<b>1,016.66</b>
44654	02/13/12	COMAS	COMPUTER ASSISTANCE		262.50
10125012			Office expense	262.50	
<b>Total for COMPUTER ASSISTANCE</b>					<b>262.50</b>
44655	02/13/12	DELOR	DEL ORO WATER CO., FDLE. DIST.		383.68
10155031			Water	28.97	
10175031			Water - public restroom	60.76	
10215029			Water	35.12	
10615033			Water	32.15	
10625033			Water	71.91	
10635031			Water	122.83	
24315033			Water	31.94	

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Acct No.			Override Description	Amount	Amount
<b>Total for</b>			<b>DEL ORO WATER CO., FDLE. DIST.</b>		<b>383.68</b>
44608	01/27/12	DEMCO	DEMCO SUPPLY COMPANY		90.05
	10615012		Office expense	90.05	
<b>Total for</b>			<b>DEMCO SUPPLY COMPANY</b>		<b>90.05</b>
44656	02/13/12	DOCST	DOCUSTATION		73.80
	10165078		Copy machine expense	73.80	
<b>Total for</b>			<b>DOCUSTATION</b>		<b>73.80</b>
44657	02/13/12	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		749.76
	10012302		State P/R Tax Deposits	749.76	
<b>Total for</b>			<b>EMPLOYMENT DEVELOPMENT DEPART</b>		<b>749.76</b>
44609	01/27/12	FRONT	FRONTIER		735.06
	10155034		Telephone	161.24	
	10215034		Telephone	167.56	
	10615034		Telephone	105.57	
	24315034		Telephone	47.61	
	30515034		Telephone	253.08	
<b>Total for</b>			<b>FRONTIER</b>		<b>735.06</b>
44658	02/13/12	GECAP	GE CAPITAL		467.02
	10165078		Copy machine expense	467.02	
<b>Total for</b>			<b>GE CAPITAL</b>		<b>467.02</b>
44610	01/27/12	HENEL	HENRY'S ELECTRIC		14,401.44
	29315095		EECBG Expenditures	14,401.44	
<b>Total for</b>			<b>HENRY'S ELECTRIC</b>		<b>14,401.44</b>
44611	01/27/12	HORBU	HORIZON BUSINESS SERVICES		21.44
	10215012		Office expense	21.44	
<b>Total for</b>			<b>HORIZON BUSINESS SERVICES</b>		<b>21.44</b>
44612	01/27/12	HUMSH	HUMBOLDT CO SHERIFF DEPT		59.50
	10215086		Booking fees	59.50	
<b>Total for</b>			<b>HUMBOLDT CO SHERIFF DEPT</b>		<b>59.50</b>
44659	02/13/12	HUMTE	HUMBOLDT TERMITE & PEST		65.00
	10635020		Buildings and grounds maintenance	65.00	
44670	02/13/12	HUMTE	HUMBOLDT TERMITE & PEST		49.00
	10635020		Buildings and grounds maintenance	49.00	
<b>Total for</b>			<b>HUMBOLDT TERMITE &amp; PEST</b>		<b>114.00</b>
44632	02/02/12	JAYPA	JAY PARRISH		400.00
	10165096		Car Allowance	400.00	
<b>Total for</b>			<b>JAY PARRISH</b>		<b>400.00</b>
44660	02/13/12	JOHDE	JOHN DEERE GOV. & NATIONAL SALES		39.00
	24315014		Vehicle expense	39.00	

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Acct No.			Override Description	Amount	Amount
<b>Total for JOHN DEERE GOV. &amp; NATIONAL SALES</b>					<b>39.00</b>
44671	02/13/12	LMREN	L & M RENNER, INC.		2,414.49
	10215016		Fuel	1,279.68	
	24315016		Vehicle Fuel	845.07	
	30515016		Vehicle gas	289.74	
<b>Total for L &amp; M RENNER, INC.</b>					<b>2,414.49</b>
44613	01/27/12	LINFR	LINDSEY FRANK		14.89
	10215012		Office expense	14.89	
<b>Total for LINDSEY FRANK</b>					<b>14.89</b>
44633	02/02/12	LMNSN	LOUISE MONSON		150.00
	10155020		Building and ground maint.	150.00	
<b>Total for LOUISE MONSON</b>					<b>150.00</b>
44614	01/27/12	MANHD	MANHARD CONSULTING LTD		7,697.89
	10425052		General engineering	1,350.00	
	10425053		Developer engineering	407.50	
	30515095		Capital outlay	125.00	
	40315052		Plans, specs & estimates	3,274.49	
	50045055		Contractual services	2,540.90	
44661	02/13/12	MANHD	MANHARD CONSULTING LTD		2,103.70
	10425052		General engineering	397.50	
	40315052		Plans, specs & estimates	1,626.56	
	48515095		Construction	52.50	
	50045055		Contractual services	27.14	
<b>Total for MANHARD CONSULTING LTD</b>					<b>9,801.59</b>
44634	02/02/12	MIRRE	MIRANDA'S RESCUE		450.00
	10225096		Animal control	450.00	
<b>Total for MIRANDA'S RESCUE</b>					<b>450.00</b>
44615	01/27/12	MISSN	MISSION UNIFORM & LINEN		26.08
	10635020		Buildings & grounds maintenance - Commu	26.08	
44662	02/13/12	MISSN	MISSION UNIFORM & LINEN		26.08
	10635020		Buildings & grounds maintenance - Commu	26.08	
<b>Total for MISSION UNIFORM &amp; LINEN</b>					<b>52.16</b>
44616	01/27/12	NORCO	NORTH COAST LABORATORIES LTD.		85.00
	30515157		Effluent testing	85.00	
44663	02/13/12	NORCO	NORTH COAST LABORATORIES LTD.		1,004.00
	30515157		Effluent testing	1,004.00	
<b>Total for NORTH COAST LABORATORIES LTD.</b>					<b>1,089.00</b>
44617	01/27/12	NORVL	NORTH VALLEY BANK (1) \ NORTH VALLEY BANK		1,948.36
	26315194		Interest-Six Rivers loan	1,948.36	
44635	02/02/12	NORVL	NORTH VALLEY BANK (1) \ NORTH VALLEY BANK		1,948.36
	26315194		Interest-Six Rivers loan	1,948.36	

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Acct No.			Override Description	Amount	Amount
44664	02/13/12	NORVA	NORTH VALLEY BANK		4,539.47
	10012301		Federal P/R Tax Deposits	4,539.47	
<b>Total for NORTH VALLEY BANK</b>					<b>8,436.19</b>
44618	01/27/12	PACGA	PACIFIC GAS & ELECTRIC		1,163.12
	10175032		Electric - public restroom	1,163.12	
44665	02/13/12	PACGA	PACIFIC GAS & ELECTRIC		5,202.69
	10155032		Utilities electric	144.14	
	10175032		Electric - public restroom	14.73	
	10215032		Utilities electric	126.64	
	10615032		Utilities	134.46	
	10625032		Utilities - electric	32.38	
	10635032		Utilities	240.73	
	22315058		Street lighting	26.73	
	24315032		Utilities	203.86	
	30515032		Utilities - electric - plant	4,279.02	
<b>Total for PACIFIC GAS &amp; ELECTRIC</b>					<b>6,365.81</b>
44619	01/27/12	PIEBU	PIERSON BUILDING CENTER		147.46
	30515121		Sewer plant maintenance	147.46	
<b>Total for PIERSON BUILDING CENTER</b>					<b>147.46</b>
44636	02/02/12	ROBSM	ROBIN SMITH		153.47
	10245052		Professional services	153.47	
<b>Total for ROBIN SMITH</b>					<b>153.47</b>
44666	02/13/12	RWSSE	RWS SERVICES		266.52
	10215088		Equipment repair other	266.52	
<b>Total for RWS SERVICES</b>					<b>266.52</b>
44667	02/13/12	SEQGA	SEQUOIA GAS COMPANY		1,799.31
	10155033		Utilities gas	942.48	
	10615031		Gas	511.44	
	10635033		Gas	345.39	
<b>Total for SEQUOIA GAS COMPANY</b>					<b>1,799.31</b>
44668	02/13/12	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	
<b>Total for SPECIAL DISTRICT RISK MANAGEMENT A</b>					<b>10,593.15</b>

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Acct No.			Override Description	Amount	Amount
44620	01/27/12	SPRSA	SPRINGVILLE SAFETY & SUPPLY		74.97
22315057			Street signs	74.97	
<b>Total for SPRINGVILLE SAFETY &amp; SUPPLY</b>					<b>74.97</b>
44621	01/27/12	SWRCB	SWRCB ACCOUNTING OFFICE		195.00
30515044			Meetings and dues	195.00	
<b>Total for SWRCB ACCOUNTING OFFICE</b>					<b>195.00</b>
44622	01/27/12	USBNK	U.S. BANK CORPORATE PAYMENT SYSTEM		485.36
999			Suspense	485.36	
<b>Total for U.S. BANK CORPORATE PAYMENT SYSTE</b>					<b>485.36</b>
44672	02/13/12	VERZN	VERIZON		246.63
10155034			Telephone	29.35	
10215034			Telephone	117.41	
24315034			Telephone	11.81	
30515034			Telephone	88.06	
<b>Total for VERIZON</b>					<b>246.63</b>
44623	01/27/12	WESPU	WEST PAYMENT CENTER		107.75
10215012			Office expense	107.75	
<b>Total for WEST PAYMENT CENTER</b>					<b>107.75</b>
<b>Total for the 47 checks</b>				<b>63,912.25</b>	<b>63,912.25</b>

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Account Distributions

Account No.	Account Description	Amount
999	Suspense	485.36
10012250	Garnishments payable	817.82
10012260	Health insurance payable	974.58
10012301	Federal P/R Tax Deposits	4,539.47
10012302	State P/R Tax Deposits	749.76
10105007	Medical insurance	539.02
10125007	Medical insurance	1,232.72
10125012	Office expense	262.50
10155020	Building and ground maint.	150.00
10155031	Water	28.97
10155032	Utilities electric	144.14
10155033	Utilities gas	942.48
10155034	Telephone	190.59
10165078	Copy machine expense	540.82
10165096	Car Allowance	400.00
10175031	Water - public restroom	60.76
10175032	Electric - public restroom	1,177.85
10215007	Medical insurance	3,128.28
10215012	Office expense	144.08
10215016	Fuel	1,279.68
10215029	Water	35.12
10215032	Utilities electric	126.64
10215034	Telephone	284.97
10215035	Dispatch service	1,016.66
10215086	Booking fees	59.50
10215088	Equipment repair other	266.52
10225096	Animal control	450.00
10245052	Professional services	153.47
10315007	Medical insurance	148.92
10425052	General engineering	1,747.50
10425053	Developer engineering	407.50
10435052	Building regulation/inspectio	708.48
10615012	Office expense	90.05

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10615024	Books	405.08
10615031	Gas	511.44
10615032	Utilities	134.46
10615033	Water	32.15
10615034	Telephone	105.57
10625032	Utilities - electric	32.38
10625033	Water	71.91
10635007	Medical insurance	144.39
10635020	Buildings and grounds maintenance	166.16
10635031	Water	122.83
10635032	Utilities	240.73
10635033	Gas	345.39
22315007	Medical insurance	164.29
22315057	Street signs	74.97
22315058	Street lighting	26.73
24315007	Medical insurance	199.29
24315014	Vehicle expense	39.00
24315016	Vehicle Fuel	845.07
24315032	Utilities	203.86
24315033	Water	31.94
24315034	Telephone	59.42
25315007	Medical insurance	203.35
26315007	Medical insurance	189.86
26315194	Interest-Six Rivers loan	3,896.72
29315095	EECBG Expenditures	14,401.44
30515007	Medical insurance	3,855.49
30515016	Vehicle gas	289.74
30515032	Utilities - electric - plant	4,279.02
30515034	Telephone	341.14
30515044	Meetings and dues	195.00
30515095	Capital outlay	125.00
30515121	Sewer plant maintenance	283.63
30515157	Effluent testing	1,089.00
40315052	Plans, specs & estimates	4,901.05
48515095	Construction	52.50
50045055	Contractual services	2,568.04

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General Checking - Date Range: From 01/21/12 To 02/20/12 - Check #: All - Dept: All  
Sort Code: All - EmpID: All - Emp Name: All - By Check Number

<u>Check #</u>	<u>Date</u>	<u>Emp. #</u>	<u>Employee Name</u>	<u>Amount</u>
44591	01/24/12	1,215	DEBERA H. AUSTRUS	1,668.64
44592	01/24/12	2,190	HEATH A. BOHACIK	810.87
44593	01/24/12	6,115	MARY ELLEN BOYNTON	66.13
44594	01/24/12	5,220	STEVE L. COPPINI	1,295.47
44595	01/24/12	5,221	DOUGLAS E. CULBERT	1,871.49
44596	01/24/12	2,178	PAUL A. DIAZ JR.	790.47
44597	01/24/12	2,185	LINDSEY D. FRANK	1,136.67
44598	01/24/12	2,179	JASON R. HYNES	1,073.90
44599	01/24/12	1,214	NANCY S. KAYTIS-SLOCUM	857.77
44600	01/24/12	5,235	TIMOTHY W. MIRANDA	1,247.32
44601	01/24/12	1,012	JAY D. PARRISH	2,403.69
44602	01/24/12	6,142	DIANNA L. RICHARDSON	103.92
44603	01/24/12	2,200	BRET A. SMITH	1,417.83
44604	01/24/12	1,216	BRIANNA A. SMITH	512.42
44605	01/24/12	5,280	DANIEL V. SUTTON	895.48
44637	02/07/12	1,215	DEBERA H. AUSTRUS	1,668.64
44638	02/07/12	2,190	HEATH A. BOHACIK	719.90
44639	02/07/12	5,220	STEVE L. COPPINI	1,189.19
44640	02/07/12	5,221	DOUGLAS E. CULBERT	2,032.27
44641	02/07/12	2,178	PAUL A. DIAZ JR.	721.52
44642	02/07/12	2,185	LINDSEY D. FRANK	1,356.26
44643	02/07/12	2,179	JASON R. HYNES	1,011.36
44644	02/07/12	1,012	JAY D. PARRISH	2,403.70
44645	02/07/12	6,142	DIANNA L. RICHARDSON	150.96
44646	02/06/12	1,510	MARIA A. ROSA	218.57
44647	02/07/12	2,200	BRET A. SMITH	1,417.82
44648	02/07/12	1,216	BRIANNA A. SMITH	595.11
44649	02/07/12	5,280	DANIEL V. SUTTON	1,122.11
44650	02/07/12	6,221	BONNIE K. VON BRAUN	40.66
44676	02/17/12	5,221	DOUGLAS E. CULBERT	1,952.56
44677	02/17/12	2,178	PAUL A. DIAZ JR.	721.52
44678	02/17/12	2,185	LINDSEY D. FRANK	902.85
44679	02/17/12	2,179	JASON R. HYNES	1,125.06
44680	02/17/12	1,012	JAY D. PARRISH	2,403.69
44681	02/17/12	6,142	DIANNA L. RICHARDSON	169.64
44682	02/17/12	2,200	BRET A. SMITH	1,417.82
44683	02/17/12	1,216	BRIANNA A. SMITH	595.11
44684	02/17/12	5,280	DANIEL V. SUTTON	1,007.89
<b>Total</b>				<b>41,096.28</b>

**City of Ferndale, Humboldt County, California USA**  
City Council Minutes for February 2, 2012

Mayor Jeffrey Farley called the Regular City Council Meeting to order at 7:02p.m. Present were Councilmen Niels Lorenzen, Ken Mierzwa, and John Maxwell, along with staff City Manager Jay Parrish, Deputy City Clerk Brianna Smith, Chief Wastewater Operator Doug Culbert, Police Chief Bret Smith, and City Engineer Praj White. Councilmen Stuart Titus was absent. Those present pledged allegiance to the flag. The Deputy City Clerk called roll call. Modifications to the agenda: City Manager Parrish asked that the order of business items be switched from 11a, 11b, 11c, 11d to 11b, 11d, 11c, and 11a.

Ceremonial: City Manager Jay Parrish read the Lemonade Day Proclamation as well as the Engineer's Week Proclamation. Mayor Farley presented the Engineer's Week Proclamation to Praj White staff City Engineer.

Consent Calendar: MOTION: (Maxwell/Mierzwa) Accept Accounts Payable and Approve the minutes for January 5, 2012 meeting. Motion passed unanimously with an (uncounted) abstention from Lorenzen.

Presentations: Judy Warren gave a presentation on Earthquakes. She briefly discussed a few training programs offered to help citizens become better prepared for a disaster. Mrs. Warren went over the handouts that she brought with her; Living on Shaky Ground, Disaster Preparedness, and How to Survive a Tsunami. She stressed that planning and practicing for disasters ahead of time is a very good idea. Chief Wastewater Operator Doug Culbert gave a presentation on the Wastewater Treatment Plant. He took us through a timeline of the 12 year journey of the WWTP and then showed a slide show of pictures of the Wastewater Treatment Plant as the project began to completion.

Approval of City Attorney: City Manager Jay Parrish introduced Russ Gans. Mr. Gans gave brief background on Mitchell, Brisso, Delaney & Vriese law firm. He also expressed his excitement and optimism to work with the City of Ferndale. MOTION:(Maxwell/Mierzwa) Approve contract for the City Attorney. Unanimous.

Approval of New Planning Commissioner: MOTION:(Farley/Maxwell) Appoint Uffe Christiansen to the Planning Commission and direct Deputy City Clerk to give him Oath of Office and provide him with materials, including ethics training course. Unanimous. Oath of Office will be given at the next regular Planning Commission meeting 2/22/2012.

Plastic Bag Ordinance: Councilmen John Maxwell gave background on HWMA's want for a Plastic Bag Ordinance. It's estimated that Californians pay about \$200 per household each year in state and local fees and taxes to fund our public works to clean up litter. Councilmen Maxwell explained that HWMA wants to consult with each member agency to determine the components of a plastic bag ban that the agency would be interested in. Bret Wagner from HWMA discussed HWMA's struggle on whether to do a full Environmental Impact Report (EIR) or to pursue a CEQA Negative Declaration. A member of Humboldt Bay Keepers spoke to the Council and urged them to support the ban on plastic bags and what a negative impact that plastic bags have not only on the environment, but wildlife as well. Chuck Schager from ERD also spoke about the issue surrounding plastic bags and that there is a need to educate people on recycling properly.

Accept Resolution 2012-08 General Plan Housing Element Update: MOTION:(Mierzwa/Maxwell) Accept Resolution 2012-08 General Plan Housing Element Update. Unanimous

Council Reports: Councilmen Niels Lorenzen brought up how members of the Council are not allowed to talk to the public about the wind turbines. City Manager Jay Parrish discussed that about two or three months ago the Council had directed the Mayor and City Manager not to meet with ShellWind unless it was in a public setting. Was there a vote? Councilmen Mierzwa remembers that it was not a vote it was just something that the Council had discussed. Councilmen Mierzwa brought up that there are some concerns about transparency from the community and that discussions about the ShellWind project should be talked about where public can participate. City Manager Jay Parrish remembers that this was a very emotional topic at the last meeting and that at the time not allowing him to speak with Shell's representatives may have seemed like an appropriate directive but it seems odd that staff cannot talk to the people who are doing this project. Councilmen Mierzwa spoke about having some form of guideline for staff to have the most communications with representatives from ShellWind. Mierzwa explained that we all need to weigh in on this matter; we do not want the appearance of backroom deals because it's unfair to the people in Ferndale. City Manager Jay Parrish explained that negotiations would be inappropriate to make without direction from the Council, but talking about updates and getting information would certainly help the Council to know quickly as possible whereas right now he is removed from that possibility because he is not allowed to speak with them. He also explained that we do have a relationship with the County, who is the lead agency in this so anytime that anything that is going to happen will happen through the County and we can get that information, he doesn't believe we are missing out on too much, but it does seem like our hands are tied a little bit with staff not being able to have any conversations at all with Shell on how things are going. Mayor Farley discussed that he would like to see directive so that at least the City Manager be allowed to talk with ShellWind. Planning Commissioner Jorgen Von Frausing-Borch spoke about how there is a perceived notion that staff and council are making backroom deals and there is borderline paranoia going on. He could understand Council not being able to speak with Shell, but believes City staff has every right and that they are the eyes and ears to find out what's going on in the community. Councilmen Mierzwa says if Council allows some conversations with between staff and ShellWind that we need to think about it carefully and not send the wrong perception out to the community and the people who are concerned with the motivations of ShellWind. He suggested that City Manager let the Council know beforehand that he's meeting with Shell and after the meeting give some kind of report to Council to let them know what took place.

The meeting adjourned at 9:04 pm. The next regular meeting is scheduled for March 1, 2012 at 7pm.

Respectfully submitted,

Brianna Smith

Deputy City Clerk

**Section 9**

**CALL ITEMS**

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

**Section 10**

**PRESENTATIONS**

**Section 11**

**BUSINESS**

Meeting Date:	March 1, 2012	Agenda Item Number	11a
Agenda Item Title:	Pay Request for the Pedestrian Improvement Project		
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 Pay Request # 1 for the Pedestrian Improvement Project.

**BACKGROUND:**

The Pedestrian Improvement Project began construction on January 23, 2012. The project general consists of the construction of a new roadway on Herbert Street between Dewey Ave and Rose Ave. The road section includes the installation of sidewalk, curb and gutter, various storm drain improvements and paving on Herbert Street. This grant funded project has been in the works for several years and has gone through some modifications due to a reduction in original funding.

**FISCAL IMPACT:**

\$66,579.75



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

February 23, 2012

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

**RE: City of Ferndale Pedestrian Improvement Project**

Dear Mr. Parrish:

The Pedestrian Improvement Project began construction on January 23, 2012. The project generally consists of the construction of a new roadway on Herbert Street between Dewey Ave and Rose Ave. The road section includes the installation of sidewalk, curb and gutter, various storm drain improvements and paving on Herbert Street. The improvements will provide for vehicular access to adjacent homes and business. ADA compliant pedestrian access will be provided at all sidewalks and intersections. The final product will include signage and striping at intersections and cross walks. The project is expected to be completed in early March 2012.

The contractor has mobilized equipment and installed the required traffic control and erosion control measures. Work has begun to construct the new sidewalk, curb and gutter sections. Various demolition has been completed. The subgrade has been prepared and the subbase sections have been placed. Concrete on approximately sixty percent of the sidewalk, curb and gutter sections, has been placed and work has begun on the storm drain improvement installation.

The contractor has submitted the first and second partial payment estimates. I have reviewed the estimates and find them acceptable and appropriate for the work completed at the time the estimate were prepared. The current pay estimates include the following:

- Contractor Mobilization
- Traffic Control
- Erosion Control
- Site Demolition
- Subgrade Preparation
- Subbase Placement

- Curb and Gutter Installation
- Sidewalk Installation

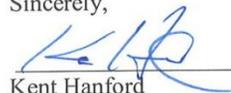
The retention required by the contract specifications has been withheld from this pay requests.

A summary of the current construction contract is included below

Original Contract Amount	\$	230,090.00
Net Total Change Orders	\$	0
Total Contract + Change Orders	\$	239,090.00
Contract Work + Change Order Work Completed To Date	\$	73,977.50
Work To Date Minus 10% Retention	\$	66,579.75
Previous Billed	\$	0
Work To Date Minus Previous Billed	\$	66,579.75
<b>TOTAL AMOUNT DUE</b>	<b>\$</b>	<b>66,579.75</b>

In the coming month, all construction on the Pedestrian Improvement Project should be completed. The storm drain installation will be finished and the roadway will be paved and striped. As work is completed, reimbursement of contractor and construction administration costs is requested through Caltrans Local Assistance. Reimbursements will be processed for these partial payments and the final reimbursement request will be processed within two weeks of completion of the project. Reimbursement of all project costs is expected to be issued within ninety days of the project completion. If you have any questions, please feel free to contact me.

Sincerely,

  
 \_\_\_\_\_  
 Kent Hanford  
 Resident Project Representative

## **Section 12**

### **CORRESPONDENCE**

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

**February 7, 2012  
TO: STATE, COUNTY AND  
CITY OFFICIALS**

**NOTICE OF JOINT APPLICATION OF PACIFIC GAS AND ELECTRIC COMPANY, SOUTHERN CALIFORNIA EDISON COMPANY, AND SAN DIEGO GAS & ELECTRIC COMPANY FOR RECOVERY OF COSTS OF THE MARKET REDESIGN AND TECHNOLOGY UPGRADE (MRTU) INITIATIVE**

On January 31, 2012, Pacific Gas and Electric Company (PG&E) filed a joint application with Southern California Edison and San Diego Gas & Electric Company (collectively, "Joint Utilities") with the California Public Utilities Commission (CPUC) for recovery of costs of the Market Redesign and Technology Upgrade (MRTU) initiative. PG&E originally filed the 2010 MRTU Initiative Application in February 2011 (A.11-02-011). The CPUC requested that PG&E re-submit its original request as a joint application with the other Joint Utilities.

In this Application, PG&E restates its original request to make changes to electric rates, updated to go into effect January 1, 2013. In the original Application, PG&E requested to recover in rates the costs associated with complying with the mandated MRTU initiative. The inclusion of the rate recovery request was provided by CPUC Decision 09-12-012. PG&E also proposed recovery of additional costs forecast to be incurred in the 2012 and 2013 MRTU initiatives.

The MRTU initiative, which was developed by the California Independent System Operator and approved by the Federal Energy Regulatory Commission, is mandated technology that allows electricity to be bought and sold by participants in energy markets in California. Costs presented in this application represent actual costs incurred by PG&E in 2010 to upgrade the initially deployed system to include greater functionality, as well as costs PG&E forecasts to incur in 2012 and 2013 for this same purpose.

The total electric revenue requirement request (the total amount PG&E is requesting to collect in rates from all customers) is \$64.9 million. PG&E requests that electric rates designed to recover this amount become effective on January 1, 2013.

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

**Yes, the approval of this application will increase electric rates by 0.55 percent in 2013, relative to current rates.** This rate change will impact bundled service customers (those customers who receive electric generation and transmission and distribution service from PG&E) and customers who purchase electricity from other suppliers (e.g., direct access and community choice aggregation).

**FOR FURTHER INFORMATION**

To request a copy of the application and exhibits or for more details, call PG&E at 1-800-743-5000.

For TDD/TTY (speech-hearing impaired), call 1-800-652-4712.

Para más detalles llame al 1-800-660-6789

詳情請致電 1-800-893-9555

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

Pacific Gas and Electric Company  
Joint MRTU Application  
P.O. Box 7442, San Francisco, CA 94120.

**THE CPUC PROCESS**

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

The CPUC has indicated that it will hold workshops (a more informal version of evidentiary hearings) soon after this Application is filed. The CPUC may also hold evidentiary hearings where parties of record present their proposals in testimony and are subject to cross-examination before an Administrative Law Judge (ALJ). These hearings are open to the public, but only those who are parties of record may present evidence or cross-examine witnesses during evidentiary hearings. Members of the public may attend, but not participate in, these hearings.

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

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

Public Advisor's Office  
505 Van Ness Avenue  
Room 2103  
San Francisco, CA 94102  
1-415-703-2074 or 1-866-849-8390 (toll free)  
TTY 1-415-703-5282 or TTY 1-866-836-7825 (toll free)  
E-mail to [public.advisor@cpuc.ca.gov](mailto:public.advisor@cpuc.ca.gov)

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

A copy of PG&E's Joint MRTU application and exhibits are also available for review at the California Public Utilities Commission, 505 Van Ness Avenue, San Francisco, CA 94102, Monday-Friday, 8 a.m.-noon, and on the CPUC's website at <http://www.cpuc.ca.gov/puc>.

✓ PG&E  
CC Packet  
cm  
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February 2, 2012

John Miller, Planner  
Humboldt County Community Development Services Dept.  
3015 H Street  
Eureka, CA 95501

**Subject: City of Ferndale Comments on the proposed Bear River Wind Power Project**

Dear Mr. Miller,

The City Council of Ferndale held an additional public hearing to consider the potential effects of the proposed Bear River Wind Power Project at their December 2011 and January 2012 public hearings. This was in response to serious community concerns expressed in the form of petitions submitted to the City Council. In response, on January 5, 2012, the City Council took several actions. One was to send this letter citing concerns and request that Humboldt County as lead permitting agency for the use permit, re-scope the environmental review of the proposed project to address the items listed below in the environmental analysis and use permit process. The other action was to oppose project related traffic through Ferndale, specifically opposing the use of Ferndale city streets for the transport of any construction related materials.

More than a year has passed since the County circulated the NOP (January 19, 2010), for the proposed project. The City feels that due to the time elapsed and changes to the project that have been described in the public meetings by the applicant, the NOP no longer reflects the proposed action and should be recirculated. A revised NOP would allow updated comments from responsible agencies, trustee agencies, and interested groups and individuals as to the required scope and content of the project EIR to be prepared. Therefore the city of Ferndale requests that the County re-issue the NOP.

The project would include elements within the City of Ferndale, including but not necessarily limited to potential modifications within the right of way and road use and repair, resulting in environmental effects within the City. Therefore, the City has a stake in the project and thus is submitting the following comments in response to the NOP. To consider the environmental effects of the Bear River Wind Power Project, the City expands on its earlier request that the EIR fully address the following:

- (1) Quantitatively analyze traffic and noise impacts of construction traffic that would utilize roads through and around the City of Ferndale. This includes road trips, estimated at more than 850 truck trips delivering the turbine components and related equipment to the project site, and more than 2,500 trips by dump trucks, water trucks, cranes, and other construction and trade vehicles. Air transport of most of the equipment must be evaluated. Also analyze noise and safety impacts resulting from helicopter transport of turbine components.
- (2) Disclose and analyze effects of nighttime illumination due to the proposed project.
- (3) Quantitatively analyze construction and operations-related air quality impacts of both project

834 Main Street \* P O Box 1095 \* Ferndale, CA 95536  
Phone (707) 786-4224 \* Fax (707) 786-9314  
Email: [citymanager@ci.ferndale.ca.us](mailto:citymanager@ci.ferndale.ca.us) \* Web page: <http://ci.ferndale.ca.us>

CORRS

construction and operation, including a quantitative analysis of greenhouse gas emissions (GHGs) as required by AB 32.

- (4) Analyze environmental effects (traffic, air quality, noise, etc.) of project decommissioning, including the impact of the loss of the electricity to be generated by the proposed turbines. This decommissioning would occur after the 30-year terms of the leases, except that two 10-year extensions may occur.
- (5) Analyze the impacts of each of the alternatives to the proposed project on the City of Ferndale and compare those impacts to those that would occur under the proposed project.
- (6) Analyze impacts of the proposed project on property values and whether such impacts could result in urban decay in the City of Ferndale.
- (7) Disclose the plans for and analyze the environmental effects of site reclamation. Reclamation should include removal of the turbines, towers, transformers, cabling, and accumulated debris, as well as regarding and “ripping” the former road surface to encourage revegetation. The NOP indicates that turbine tower and substation foundations will be removed to a depth agreed upon by landowners. The EIR must identify the different depths agreed upon in the Shell WindEnergy long-term leases with private landowners and evaluate the environmental effects.
- (8) Disclose the cost estimates associated with decommissioning to ensure that all aspects have been included in the total figure. Verify that accurate cost forecasts have been used, including breakdown and transportation of project materials (for example, turbine towers generally must be broken down into sections in order to be sold as scrap metal), site reclamation, and necessary road improvements after decommissioning is completed.
- (9) Evaluate the impacts to the environment in the event that SWE cannot pay for project decommissioning and site reclamation. The EIR should include mitigation, such as bonding to ensure that decommissioning and reclamation occur.

At the January 5, 2012 Council hearing, the following issues and concerns were expressed (as documented in the meeting minutes). The EIR should be scoped to ensure that each of the concerns regarding the project is disclosed in the project description and each of the potential concerns regarding environmental impacts are adequately analyzed and mitigated.

- The need for traffic studies, visual studies, and analysis of any and all proposed road modifications;
- The option of airlift transportation of equipment;
- Impacts on local jobs;
- Whether the turbines could be placed over the ridge, hiding them from view;
- The viability of tax credits and what happens when they expire;
- Mitigation of loss of tourists;
- Erosion and potential for landslides;
- More alternatives considered before selecting a preferred transportation route;
- The need for avian studies;
- Renewable portfolio standards (RPS);
- Ocean turbine placement as alternative;
- Geotechnical surveys;
- FAA requirements to light some but not all of the turbines at night;
- Fire potential – both wildfire and structure fire;

- water transport and use;
- Concrete transport and use;
- Length of time to decommission the site;
- Construction timelines;
- Power Purchase Agreement (PPA);
- Phasing and height of proposed turbines;
- Noise;
- Liability;
- The need for encroachment permits; and
- Alternative electrical transmission routes.

We look forward to the opportunity to respond to the re-issued NOP for the Bear River Wind Power Project. Please call me at (707) 786-4224 if you have any questions concerning our comments.

Sincerely,



Jay Parrish  
City Manager, City of Ferndale

ATTACHMENT: City Council January 5, 2012 Meeting Minutes.



February 16, 2012

Kent Clausen  
 Credit Manager  
 Farwest Steel  
 2000 Henderson Ave  
 PO Box 889  
 Eugene, Oregon 97440

*RE: Commitment of Payment - City of Ferndale Wastewater Treatment Plant Project*

Dear Mr. Clausen:

As of today I understand that Farwest Steel is due \$15,194.53 for reinforcement material supplied to the project for various concrete structures by Morton Reinforcing. Morton Reinforcing performed as a subcontractor for Sequoia Specialties, Inc. who performed as a subcontractor to Wahlund Construction Inc., the prime contractor for the project. All three parties have been notified of the outstanding obligation and Wahlund Construction Inc. has been informed that final project payment will not be made until the obligation to Farwest Steel is fulfilled. If the collective group of Wahlund, Sequoia and Morton do not make payment on the outstanding balance due Farwest Steel, the amount owed will be withheld from the final project payment to Wahlund Construction Inc. The City of Ferndale will pay Farwest Steel directly the remaining balance due for materials provided for the Ferndale WWTP project.

Sincerely,



Jay Parrish, City Manager

File: Correspondence WWTF  
 Copy: Kent Hanford, Manhard Consulting, Ltd.

834 Main Street \* P.O. Box 1095 \* Ferndale CA 95536  
 Phone 707-786-4224 \* Fax 707-786-9314

✓ CORRS  
 WWTP

## **Section 13**

### **REPORTS**

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

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

##### **Meetings:**

- Kiwanis meeting 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month at 4:30 pm
- City Council- Feb 2nd – 6:00-11:30 pm
- SRWC meeting- Feb 14th- 2:00-4:00 pm
- City Manager meeting- Feb 16th- 3:00-5:00 pm cancelled
- RCEA Board meeting - Feb 27th 3:15- 5:00 pm
- Sign Committee meeting- Feb 16th-2:15- 3:30 pm
- Green Waste program- good reports so far.
- Daily conversations and weekly meeting with Manhard project manager regarding the Bicycle and Pedestrian project going over business and property owner issues. City Engineer is trying to get addition grant that will extend project to address a greater area to complete sidewalk grid.
- A Number of meetings with Film Commissioner going over several potential filming activities and permitting questions. A number of productions interested enough to have interviews and phone conversations to go over our policies.
- 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 with few employees. We have Rebecca from Aycock and Edgmon helping when needed and we have an offer from Rio Dell to provide a person to take minutes during our City Council meetings.
- 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. The letter to the county has been sent that relays the Council's direction as to our position regarding the 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. I have had a couple of conversations with church leaders to take them up on an offer to help paint City Hall. I have also spoke with Mark Daniels the Rotary president who said that they may participate to help paint or possibly supply paint. We would be replacing the gutters at this time also.

- Preparing request for funding from non-profit that would help us renovate our city council stage area. I will include replacement of curtains, new sound system for microphones, as well as electrical connections that allow the dais to be mobile and to move out of way of the curtains when not being used.
- I have been in contact with RWQCB and USDA and other agencies to find a date to have our WWTF completion ceremony. We have settled on April 17<sup>th</sup> at 12:30 pm. We will give tours starting at 10:00 am and continue to give them until around 2:00 pm. Lisa Bernard (RWQCB) called and asked if Doug and I would be able to come to their March 15<sup>th</sup> meeting to talk about the completion of our plant. We will be asking that they lift the CDO from the City 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.
- We received a letter from the Lytel Foundation stating that they would like to see other non-profits involved in the project, as well as ownership of the lens if they contribute. The Shining light foundation will meet to evaluate our strategy and how we continue to move forward. The good news may be that we will have over half the renovation funding necessary and are in a better situation to ask other foundations for help to get us to the full amount.
- 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. 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 SRWC 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. The new board members are Jay Russ and Dennis DelBiaggio.
- 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 working with the Silva's on an agreement regarding access to Russ Park at the end of Eugene Street. 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 the 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.
- 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.
- Tom Stevens and I will go with Mark Distefano up Francis Creek to tour last year's slide. The tour was scheduled for Friday the 24<sup>th</sup> at 8:00 am. The tour took around five hours and we were able to go all the way to the top of the slide and all the way back down to the creek to see what the slide looks like one year later. We were also able to talk to Mark about a collaborative reporting and monitoring program that Tom agreed to develop if the property owner was interested. I believe that this would be in everyone's best interest.
- Numerous conversations with Parsac executive director Joann Rennie regarding our reduced workforce an associated
- Sent letter to John Miller regarding the letter to County relating to Wind Turbine Project.
- Met with Supervisor Smith, Dawn Elsbree, Karen Pingetore, and Mayor Farley. Supervisor Smith introduced Dawn as Headwaters Fund Coordinator. She went over Prosperity 2012, which is a process to update the Comprehensive Economic Development Strategy (CEDS). The process should produce and updated and adopted CEDS, a prioritized infrastructure list, an action plan that implements the strategy, and a measurement and evaluation methodology.
- Discussions with City Planner regarding design review and planning issues. We sent the final General Plan Housing Element and resolutions to HCD for their review. With their approval we will have finished the first of seven elements. Our Historical and Cultural Element is almost done with final reviews from the Planning Commission and the Council the part remaining. 0Most of our General Plan was last updated in 1987. We will give a report as to the next elements we may update.
- Met with City Attorney to get to know each other better and to relate some of the issues that the City commonly deals with as well as some of the issues we still hope to resolve with their assistance.
- Number of conversations with Debbie Coggins in regards to USDA help in finding help and/or funding for a composting process to limit or eliminate the need to dispose of our wastewater solids in landfill. Numerous conversations with CPO regarding the wasting process and finding ways to remove water content or breakdown to a higher quality

product. We pay by weight so it is very important to come up with better process than we have now.

**DEPUTY CITY CLERK:**

**MEETINGS:**

Special City Council Meeting-1/24/2012

City Council Meeting-2/2/2012

Various meetings with City Manager on office issues

**PROJECTS:**

- Set up for Special City Council Meeting-1/24/2012
- Typed Special CC Minutes-1/24/2012 meeting
- Coordinated City Manager on assembling the City Council Packet- 2/2/2012
- Posted City Council Agenda-2/2/12
- Type City Council Minutes-2/2/2012 meeting
- Upload Council video to computer. 2/2/12 meeting
- Answer phones/messages/emails/copies/counter work
- Sort/Distribute Mail
- Collect and Filed 700 forms
- Community Center Rentals
- City Hall Rentals
- Dog Licenses
- Electronic deposit
- Assembled Planning Commission Packet for the 2/22/2012 meeting
- Assembled Sign Committee Packet for the 2 /16/2012 meeting
- Posted PC Packet-2/22/2012 meeting
- Posted SC Agenda-2/16/2012 meeting
- Sent Building Permit Valuations to Ben Bartallato
- Faxed January Building Permits to Assessor
- Various Filing
- Coordinated with Building Inspector on building permits
- Coordinated with City Planner on Use Permits
- Coordinated with City Planner and City Manager on planning and developmental projects
- Research on temporary banners

**Building and Encroachment Permits Issued**

B1202	1057 Fifth St.	Repair Foundation
B1203	827 Howard	Reroof, gutters, termite repair, misc electrical, shower panel
B1204	742 Main St.	Install sewer cleanout
B1205	630 Main St.	Install sewer cleanout
B1206	366 Main St.	Reroof detached carport

**CITY PLANNER:****Meetings, Planning & Coordination**

- Coordinated with City Manager and Deputy City Clerk on planning and development projects.
- Responded to questions from a Ferndale resident regarding zoning designations and lot area and yard requirements.
- Reviewed building permit applications for repairs to two Ferndale residences.
- Answered questions and researched Zoning Ordinance definitions for Deputy City Clerk.
- Reviewed Sign Ordinance Committee's definitions for Sign Ordinance Update as requested by Sign Committee Chair Michael Bailey. Researched sign ordinance examples and provided feedback.
- Prepared Resolution Writing Guide.
- Attended 2/2 City Council meeting and presented Housing Element Update staff report recommending Council approve Resolution 2012-02 General Plan Housing Element Update Adoption. Also presented staff report recommending Council send revised Historical & Cultural Resources Element to the Planning Commission for review.
- Attended 2/22 Planning Commission meeting and presented revised Historical & Cultural Resources Element Update and Draft Resolution 2012-03 General Plan Historical & Cultural Resources Element Update Adoption.
- Initiated staff report for 3/1 City Council meeting to consider Historical & Cultural Resources Element Update and recommendation from the Planning Commission.
- Prepared and published public notice for 2/15 Planning Commission Meeting.

## Projects

- General Plan Update - Housing Element Update – Prepared Resolution 2012-02 General Plan Housing Element Update Adoption and presented to Council at 2/2 meeting. Council voted unanimously to adopt resolution. Initiated memo outlining implementation steps to update the Zoning Ordinance to comply with the Housing Element Update.
- General Plan Update—Historical & Cultural Resources (H&CR) Element— Coordinated with the Ferndale Museum to obtain digital copies of pre-existing photographs of historic Ferndale buildings. Where the museum had no digital copy of a particular style, staff took pictures of existing Ferndale buildings as directed by Ferndale Museum’s Head of Research, Ann Roberts. Incorporated images into the element, along with captions, additional citation, and an expanded list of figures in the Table of Contents. Removed two architectural styles from Chapter 3 as no evidence in support of their existence in Ferndale was found. Made revisions in response to community member comments. Descriptions of historic events noted as incorrect in the comments have been researched and corrected. Based on the comments, staff revised the form of citation to comply with Council of Science Editors (CSE) citation standards. Revised Element and added additional citation as needed throughout the text. Revised References section to accurately reflect information sources cited in the Element. Made minor revisions to language for clarity and correctness.
- Bear River Wind Project – Coordinated with City Manager to prepare & submit letter to County reflecting 1/5 City Council meeting minutes and Council actions, requesting that the County reevaluate the scope of the project, and opposing the use of Ferndale city streets for the transport of any construction related materials.
- General Plan Completion Scope – Prepared Scope and Contents for General Plan Update as an aid for determining next steps in update process. The required elements that remain to be updated are:

- Land Use Element
- Transportation (Circulation) & Public Facilities Element
- Conservation & Open Space Element
- Noise & Air Quality (New) Element
- Public Safety & Hazards Element

Staff sent a memo to City Manager Jay Parrish outlining reasons for updating two of the remaining elements, emphasizing the value to the city & community. The elements proposed by staff for updating are:

- Conservation Element – The Conservation Element defines conservation goals, policies, and strategies for the conservation and utilization of natural resources and protection of the aesthetic qualities of the community. The Element would document the City’s stewardship of its resources through the utilization of land use policies and implementation programs which reflect the community’s conservation goals.
- Safety Element – The Safety Element provides a policy basis for measures Ferndale can take to prevent loss of life, reduce injuries and property damage, and minimize economic and social dislocations which could result from earthquake, fire, or other natural and man-made disasters.

**CITY ENGINEER:**

**Sewer Projects: –**

o Investigating permit requirements and estimated cost for a sludge storage/drying building

Pedestrian Improvement Project:

Herbert Street: (Phase 1)

o Sierra National has been making great progress o Project is on schedule and budget will allow for extra work beyond Herbert street

**Rose Street: (Phase 2)**

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

**Applications –**

Navy Housing Parking Proposal

Willis Hadley Francis Street Project

**General Engineering –**

o HCAOG

- Attend TAC meetings

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

o **WWTF Construction Permit Compliance** – Performed water sampling for Storm water Pollution and Prevention Plan o ARRA reporting for Pedestrian Improvement Project o Review opportunities for new transportation projects funded by State or Federal sources o Research and correspondence with City and County staff regarding Francis Creek sediment deposition and dredging.  
o Looking into solutions for 5th Steet Flooding in front of Navy House Parcel Meetings and Committees – o No meetings Reporting and Correspondence – o Prepared monthly staff report o General correspondence and meetings with City Staff

### **WASTEWATER OPERATIONS:**

- Trouble shoot bar screen issues. Contacted Vulcan for tech support.
- Work on Annual Report
- Call in to Kruger regarding filters backwashing issues.
- First big storm blew gate over and bent it up. Working with Miller Farms to get a new, stronger gate built.
- Performed 2<sup>nd</sup> of two Acute Toxicity sampling events during the month.
- Filled out warranty cards for lab equipment
- Received call back from Loren Fondall from the SWRCB in Sacramento regarding procedure for getting our sludge classified and “Class B” sludge for disposal on land.
- Received numerous alarm calls after hours for problems at the plant. Most of them were not critical and settings were adjusted.
- Worked on presentation for the City Council.
- Assisted in the office with the February agenda.
- Renewed pesticide spray permit for 2012.
- CPO and Operator Coppini cleaned all the individual filters in both disc filters. Returned the units back to near startup performance.
- Periodic correspondence with Portland Engineering regarding SCADA.
- Discussed with Kent the options for video inspection of culvert on Herbert.
- Bret Reinhart from Wahlund in to help trouble shoot Pond MOV
- Reset MOV from the Pond.
- Received 7 of septic dumps from Wyckoff’s totaling 10,200 gallons and generating \$1,836 in revenue for the facility.
- Sent several samples off to NCL to test sludge for Class B certification
- Plant producing more sludge than estimated. Making process adjustments to settings but ultimately we are wasting from the digesters more than our weekly pickup from ERD can

handle. This is costing us more for disposal by taking loads to the dump but is necessary to keep up with the loading. The revenue from septic dumps is offsetting this cost.

- Contacted Trojan to trouble shoot alarms on UV. Found that the sporadic drastic increase in flows when filters backwash are causing the UV to send alarms. Putting the unit in a semi-automatic mode has helped this issue.
- Worked on design of flier for WWTF open house.
- John Miller in for tour of facility
- Portland Engineering in to complete punch list
- Operator Coppini assisted public works in cleaning drains with the Sewer power jetter.
- Staff performed full clean and maintenance on the Sequox process.
- Received phone call from Crescent City PW regarding our management software. They are looking at getting the same thing.
- Installed union adapter on belt press flow pipe. This allows staff to take the pipe apart and clean it so they are able to visually see the sludge consistency going to the press after polymer is added.
- Redwood Electric in to look at burnt out lamp above Sequox. Will replace bulb and light sensor.
- Updated SEMS software
- Operator Coppini greased bar screen and did maintenance on skimmers
- Discussed plans for constructing a sludge drying building at old site. This would allow staff to store our sludge and allow to dry longer to make it lighter and less expensive to dispose of at ERD.
- Completed application for replacement tractor through a grant from Humboldt Air Quality.
- Monthly eSMR was submitted
- Staff performed routine process tests in new lab.
- Prepared monthly sample containers
- Filled out POs for monthly invoices
- Monthly samples picked up by NCL
- Operator Coppini performed several dewatering events. In February more than 3.3 tons of sludge was 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.

<b>Jan 2012 Flows</b>	<b>Total</b>	<b>Average</b>	<b>Minimum</b>	<b>Maximum</b>
Influent MGD	14.960	.483	.102	.936
Effluent MGD	12.16	.392	.009	.689

**PUBLIC WORKS:****City Hall**

- Mowed lawns and green machined as needed.

**Community Center**

- Repaired the leaky sink in the Community Center kitchen.
- Changed burnt out light bulbs throughout the center.
- Patched gaps in the Senior Resource's food storage area to keep out unwanted pests.
- Met with Humboldt Termite and Pest Control to discuss the ongoing pest control at the center.
- Discovered that there was an insufficient amount of rodent bait boxes for the size of the building being next to a creek. Had additional bait boxes installed.

**Streets**

- Patched several pot holes throughout the city and removed a down tree from Bluff Street.
- Unplugged several drains on Berding and Eugene Streets by using Hydro Pressure Washer.
- Finished cleaning Highway 211 from Shaw to Van Ness.

**Russ Park**

- Removed garbage from Russ Park weekly.

**Fireman's Park**

- Started killing the weeds around the baseball diamonds infield, bull pins and bleachers in preparation for the upcoming Little League Baseball Season.
- Replaced the broken doggie pot dispenser with a new one and mowed lawns and trimmed brush around the park as needed.

**POLICE DEPARTMENT:**

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

We have experienced a delay in the re-model of the front lobby/counter area. We are waiting on the front lobby glass and a quote on a lobby telephone.

Chief Smith attended Kiwanis meetings/functions.

Chief Smith attended the monthly LECAH meeting.

Chief Smith attended the monthly Community Corrections Partnership Executive Committee.

Officer Lindsey Frank attended POST certified training regarding Property and Evidence Management.

**Police Statistics – January 2012**

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape	0	
Robbery	0	
Larceny	0	
Assault	1	
Burglary	0	
Vehicle Theft	0	
TOTAL	1	
SECONDARY CRIMES	1	
Calls for Service	31	
Reports Written	6	
Traffic Citations	27	
Other Citations	2	
Parking Citations	1	
Warnings	37	
ARRESTS	0	
AGENCY ASSISTS	10	
TRAFFIC COLLISIONS	0	

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

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

Minutes for Planning Commission Meeting of February 22, 2012

Call to Order: Chair Jorgen Von Frausing-Borch called the Planning Commission meeting to order at 7:09pm. Commissioners Dan Brown, Trevor Harper, and Lino Mogni present as well as Mayor Jeff Farley and staff Deputy City Clerk Brianna Smith and City Planner George Williamson. Those in attendance pledged allegiance to the flag. Ceremonial: Deputy City Clerk Brianna Smith gave the Oath of Office to new Planning Commissioner Uffe Christiansen. MOTION: (Harper/Mogni). The January 18, 2012 were unanimously approved.

Public Comment: Mayor Farley welcomed Uffe Christiansen to the Planning Commission and thanked the whole committee for all their work that they do and the effort that they put in.

Historical and Cultural Resources Update: City Planner George Williamson gave an update on the H&CRE. The Planning Commission thanked George for all the hard work that was put into this document and commended PlanWest for what a great job they have done on the Historical and Cultural Resources Element MOTION: (Brown/Mogni). Move the Historical and Cultural Resources document to the City Council for adoption. Unanimous.

Sign Committee's Background, Purpose and Scope: Chairman from the Sign Committee Michael Bailey gave an update on the progress of the committee's work. MOTION: (Brown/Christiansen) Approve Sign Committee's Background, Purpose and Intent document. Unanimous

Reports: Deputy City Clerk Brianna Smith gave an update on cement slab put in at 1430 Main Street. The Commission was informed that a drawing was submitted and that the fee's had been paid.

The next regular meeting will be March 21' 2012. The meeting was adjourned at 7:38 pm.

Respectfully submitted,

Brianna Smith  
Deputy City Clerk

## ***No Design Review Meeting***

**City of Ferndale, Humboldt County, California USA**  
Sign Ordinance Committee Minutes for the 2/16/12 2:30 pm meeting

Chairman Michael Bailey opened the meeting at 2:32 pm. Committee members Michael Sweeney and Karen Pingitore along with City Manager Jay Parish were present. Committee members Trevor Harper and Phil Ostler were absent.

No public comment.

January 19, 2012 Minutes: MOTION: Approve minutes as presented. (Pingitore/Sweeney). All in favor.

Chairman Michael Bailey raised the issue that there was no spot on the agenda for correspondence. An email from Melanie Rheaume of PlanWest Partners regarding the definitions of use permits was received. Additionally, Melanie hoped that the sign ordinance committees' work could be combined with updating the Zoning Ordinance to implement Housing Element programs. The Committee appreciated the definitions of use permits which will be incorporated into the definition section of the sign ordinance update. However, the Committee felt that participating in the update of the Zoning Ordinance was out of scope and beyond the charge of the Committee which is limited to updating the sign ordinance.

City Manager Jay Parrish said that correspondence would be added to subsequent agendas.

Additionally, Chairman Bailey referred to documents emailed to Committee members since the last meeting which included the Background Purpose and Scope statement that was forward to the Planning Commission, the Committee Action Plan and Schedule, and revised matrix of categories for sign-related definitions. Discussion followed on some definitions that were not placed in any category and which categories were appropriate. An additional category was developed for other or miscellaneous.

A copy of the International Zoning Code Chapter 10 Sign Regulations, emailed to Committee members earlier, was provided to Committee members for their reference.

Review, Add, and Revise Definitions: The Committee reviewed and discussed the draft definitions as developed by Chairman Bailey and presented to the Committee at the 1/19/12 meeting. A discussion ensued regarding some of the definitions in the International Zoning Code Chapter 10 that may apply to

Ferndale. Further discussion pertained to editing some of the existing draft definitions and, in some cases, adding additional definitions. During the discussion the Committee decided to eliminate the additional numeric designations behind each definition. For example, a typical current numeric designation would read 3.66.18. The revised system would simply refer to 3.66 and then list subsequent definitions in alphabetical order (a, b, c...). The Committee also agreed to add the statement to the introduction to the Definitions that "signs listed under these definitions may not be legal to use" to eliminate any possible confusion or misunderstanding between definitions and legal or allowable signage. In conclusion, the Committee felt that the list of definitions was adequate, with the changes made during this meeting, to forward to the Planning Commission. The Committee acknowledged that additional changes or additions to the definition list may occur as the update process proceeds.

Chairman Bailey will edit the current definition list per Committee discussions.

MOTION: Approve Definition Statement and forward it to the City of Ferndale Planning Commission for consideration during their next meeting. (Pingitore/Sweeney). All in favor.

General Regulations: The Committee briefly discussed ideas related to how best to organize the General Regulations element of the Sign Ordinance. Michael Sweeney presented an outline of a format he developed as follows:

1. Exempt Signs
2. Prohibited Signs
3. Principal permitted signs
4. Signs permitted with a Use Permit
5. Other sign regulations
6. Design Control Combining Zone

Within each of the above elements, regulations pertaining to applicable zones would be listed:

- Any zone
- Residential R-S, R-1, R-2, R-3 or R-4 Zones
- Commercial or Manufacturing C or M zones
- C-AG, C-H, A-E, M-L, M-H, F-W, F-P, P-D or P-F Zones

Mr. Sweeney suggested that the organization could be an opposite version of the above as well:

1. Any zone
2. Residential R-S, R-1, R-2, R-3 or R-4 Zones
3. Commercial or Manufacturing C or M zones
4. C-AG, C-H, A-E, M-L, M-H, F-W, F-P, P-D or P-F Zones

Within each of the above elements, the regulations pertaining to the following would be listed:

- Exempt Signs
- Prohibited Signs
- Principal permitted signs
- Signs permitted with a Use Permit
- Other sign regulations
- Design Control Combining Zone

Mr. Sweeney agreed to further organize these options in a table format for review and discussion at the next meeting.

The next regular meeting will be March 15, 2012 at 2:30 pm. The meeting was adjourned at 4:20 pm.

Respectfully submitted by:

Michael Sweeney

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

### **ABSTRACT**

HWMA Meeting of the Board of Directors

February 9, 2012 6:30 p.m.

Eureka City Council Chambers

The full Board was in attendance; Boardmember Newman served as alternate for the City of Eureka. Brief discussion of the agenda took place, and Boardmember reports focused primarily on waste management activities occurring throughout the County, including mention of a fire taking place at the Redway Transfer Station. General public comment congratulated the Board on recent activities including plastic bag ban leadership; work on the food waste digester; and choosing to use a local recruiter for the Board's executive director search. The Board was also urged to reconsider mediation with ACRC to lease the Samoa Facility. The consent calendar was passed with minimal discussion.

The Board discussed the second draft RFP for a strategic planning consultant. Karen Sherman, Senior Programs Analyst, discussed the work that had gone into crafting the new document, the outcomes as expected by the Strategic Planning Subcommittee, and the scoring criteria to be used in rating the proposers. Public comment from Zero Waste Humboldt noted concerns the public had regarding the document.

A page-by-page review of the document yielded a change in the objectives of the document and some edits to the point spread of the scoring matrix. Further public comment touched on staff's efforts in establishing the original scoring matrix; contract language issues; and the method for penalizing incomplete or inadequate submissions. The Board ultimately decided to authorize staff to edit and distribute the RFP with the changes made by the Board.

A proposal to authorize staff to apply for a grant was pulled from the meeting, with Interim Executive Director Owen stating a variety of issues, most of which involve scheduling and turn-around time for getting an application packet completed, as being the driving factors for choosing to drop the request to apply.

An update to credit card services was presented, in light of a request made by the Authority's auditor to look into the fees being incurred by one large commercial customer. Staff's report to the Board had provided some options for managing these fees – although some were outdated by the time the report was made – however a new local merchant services company, Eureka Payments, presented new options to the Board that could potentially result in significant savings for the Authority. Board and staff both agreed that the item should be revisited in March, with much more significant investigation into the options currently available to the Authority.

Staff reports focused on the recent pharmaceutical roundup, and some of the issues encountered in trying to put it on; upcoming changes to paint disposal that could result in significant savings for the Hazardous Waste program; and carpet recycling options being explored by staff for further diversion from the waste stream. The Board also discussed recent and upcoming presentations by staff regarding the plastic bag ban, in which staff was urged to build a more robust presentation with more written material for the individual Councils and Board of Supervisors to digest. Staff spoke of some of the issues in scheduling these discussions, and noted that more in depth presentations were being planned now that more information was available. Boardmember Thompson suggested touring the ERD facility to look at current plastic bag recycling efforts, and Boardmember Lovelace suggest staff consider the Board representatives as sponsors for getting their presentations before the different governing bodies.

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**Section 14**  
**ADJOURNMENT**