

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

Location:	City Hall	Date:	July 5, 2012
	834 Main Street	Time:	7 pm
	Ferndale CA 95536	Posted: 6/28/12	

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 –City Clerk
4. CEREMONIAL: None
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 4
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 5
 - b. Approval of previous minutes:
 - i. June 7, 2012 Page 16
9. CALL ITEMS
10. PRESENTATION / Community Forum
 - a. Air Service Presentation- **Don Ehnebuske** Page 17

11. BUSINESS

- a. Resolution 2012-22 Authorizing Disposal of Redundant and Obsolete Files..... Page 21
- b. Fiscal Year 2012-2013 Budget..... Page 24
 - i. Resolution 2012-23 Adopting FY11-12 Budget Page 25
 - ii. Resolution 2012-24 Adopting FY11-12 Fees & Fines Schedule..... Page 26

12. CORRESPONDENCE Page 31

13. REPORTS

- a. City Manager Staff Report and Community Events Page 33
- b. Commissions / Committees and others
 - i. Planning Commission..... Page 45
 - ii. Design Review Page 46
 - iii. Russ Park..... None
 - iv. Sign Committee Page 49
- c. Council Reports and Comment
 - i. RREDC Minutes..... Page 52
 - ii. HMRA Minutes None
 - iii. HCAOG Minutes..... Page 53
 - iv. RCEA Minutes..... Page
 - v. HWMA Abstract..... None

14. ADJOURN Page 57

**This notice is posted in compliance with Government Code §54954.2.
The next Regular Meeting of the Ferndale City Council will be held on
THURSDAY, August 2, 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

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 05/21/12 To 06/20/12
 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	
45002	05/29/12	AESDE	AESTHETIC DESIGN & PHOTOGRAPHY	Monthly	20.00
10125012			Office expense		20.00
Total for AESTHETIC DESIGN & PHOTOGRAPHY					20.00
45039	06/01/12	ARNKE	ARNOLD C. KEMP	Monthly	1,275.80
10435052			Building regulation/inspectio		1,275.80
45068	06/12/12	ARNKE	ARNOLD C. KEMP		849.80
10435052			Building regulation/inspectio		849.80
Total for ARNOLD C. KEMP					2,125.60
45040	06/01/12	BAKTA	BAKER & TAYLOR	Monthly	327.19
10615024			Books		327.19
45069	06/12/12	BAKTA	BAKER & TAYLOR		42.46
10615024			Books		42.46
Total for BAKER & TAYLOR					369.65
45003	05/29/12	BAYWE	BAY WEST SUPPLY, INC.	Monthly	193.21
10625020			Building and ground maint.		193.21
Total for BAY WEST SUPPLY, INC.					193.21
45041	06/01/12	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	Monthly	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
Total for BENEFICIAL ADMIN COMPANY INC.					187.04
45081	06/12/12	BRSMT	BRET SMITH	Reimbursement	23.74
10215012			Office expense		23.74
Total for BRET SMITH					23.74
45004	05/29/12	CALST	CALIFORNIA STATE DISBURSEMENT UNIT	Employee Paid	408.91
10012250			Garnishments payable		408.91
45070	06/12/12	CALST	CALIFORNIA STATE DISBURSEMENT UNIT		408.91
10012250			Garnishments payable		408.91
Total for CALIFORNIA STATE DISBURSEMENT UNI					817.82
45071	06/12/12	CAMPE	CAMPBELL PET COMPANY	Dog Tags	84.76
10225096			Animal control		84.76
Total for CAMPBELL PET COMPANY					84.76
45005	05/29/12	CITCL	CITY CLERKS ASSC OF CA		40.00
10125044			Meetings and dues		40.00

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Acct No.	Type			Override Description	Amount	Amount
Total for CITY CLERKS ASSC OF CA						40.00
45042	06/01/12		CITFO	CITY OF FORTUNA	Monthly	1,016.66
	10215035			Dispatch service		1,016.66
Total for CITY OF FORTUNA						1,016.66
45006	05/29/12		COLRD	COLLEGE OF THE REDWOODS	Police Dept	79.00
	10215048			Training		79.00
Total for COLLEGE OF THE REDWOODS						79.00
45072	06/12/12		COMAS	COMPUTER ASSISTANCE	Monthly	420.66
	10125012			Office expense		420.66
Total for COMPUTER ASSISTANCE						420.66
45007	05/29/12		DVLNO	DAVE LENARDO	Sewer Dept	335.00
	30515055			Contractual services		335.00
45073	06/12/12		DVLNO	DAVE LENARDO		460.00
	30515055			Contractual services		460.00
Total for DAVE LENARDO						795.00
45008	05/29/12		DELOR	DEL ORO WATER CO., FDLE. DIST.		404.38
	10155031			Water		28.12
	10175031			Water - public restroom		55.79
	10215029			Water		32.90
	10615033			Water	Monthly	27.53
	10625033			Water		66.52
	10635031			Water		89.15
	24315033			Water		42.88
	30515032			Utilities - electric - plant		61.49
Total for DEL ORO WATER CO., FDLE. DIST.						404.38
45043	06/01/12		DEMCO	DEMCO SUPPLY COMPANY	Monthly	144.13
	10615012			Office expense		144.13
Total for DEMCO SUPPLY COMPANY						144.13
45009	05/29/12		DEPJU	DEPARTMENT OF JUSTICE	Police Dept	35.00
	10215052			Professional services		35.00
45074	06/12/12		DEPJU	DEPARTMENT OF JUSTICE		35.00
	10215052			Professional services		35.00
Total for DEPARTMENT OF JUSTICE						70.00
45010	05/29/12		EELRI	EEL RIVER DISPOSAL		4,934.60
	10155030			Trash service		29.30
	30515030			Garbage/sludge		4,905.30
Total for EEL RIVER DISPOSAL						4,934.60
100	05/29/12	EFT	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT	Payroll Taxes	753.42
	10012302			State P/R Tax Deposits		753.42
100	06/12/12	EFT	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		804.87
	10012302			State P/R Tax Deposits		804.87

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Acct No.		Type		Override Description		Amount	Amount
Total for EMPLOYMENT DEVELOPMENT DEPART							1,558.29
45011	05/29/12	FERTR		FERNBRIDGE TRACTOR & EQUIP. CO. TDA			178.08
	24315088			Equipment repair		178.08	
45082	06/12/12	FERTR		FERNBRIDGE TRACTOR & EQUIP. CO.			78.81
	24315088			Equipment repair		78.81	
Total for FERNBRIDGE TRACTOR & EQUIP. CO.							256.89
45012	05/29/12	FORPD		FORTUNA POLICE DEPT			66.00
	10215098			Background expense	Police Dept	66.00	
Total for FORTUNA POLICE DEPT							66.00
45013	05/29/12	FRONT		FRONTIER			917.10
	10155034			Telephone		167.88	
	10215034			Telephone	Monthly	272.80	
	10615034			Telephone		106.56	
	24315034			Telephone		47.76	
	30515034			Telephone		322.10	
Total for FRONTIER							917.10
45083	06/12/12	GECAP		GE CAPITAL			220.83
	10165078			Copy machine expense	Monthly	220.83	
Total for GE CAPITAL							220.83
45044	06/01/12	HENEL		HENRY'S ELECTRIC			3,535.73
	29315095			EECBG Expenditures		3,535.73	
Total for HENRY'S ELECTRIC							3,535.73
45015	05/29/12	HORBU		HORIZON BUSINESS SERVICES			32.16
	30515024			Special department supply	Sewer Dept	32.16	
45075	06/12/12	HORBU		HORIZON BUSINESS SERVICES			15.06
	10215012			Office expense	Police Dept	9.06	
	30515012			Office expense	Sewer Dept	6.00	
Total for HORIZON BUSINESS SERVICES							47.22
45016	05/29/12	HUMSH		HUMBOLDT CO SHERIFF DEPT			59.50
	10215086			Booking fees	Police Dept	59.50	
Total for HUMBOLDT CO SHERIFF DEPT							59.50
45017	05/29/12	HUMTE		HUMBOLDT TERMITE & PEST			49.00
	10215020			Building and grounds maint.	Police Dept	49.00	
45084	06/12/12	HUMTE		HUMBOLDT TERMITE & PEST			65.00
	10635020			Buildings and grounds maintenance	Monthly	65.00	
Total for HUMBOLDT TERMITE & PEST							114.00
45045	06/01/12	JAYPA		JAY PARRISH			400.00
	10165096			Car Allowance	Monthly	400.00	
Total for JAY PARRISH							400.00
45018	05/29/12	JSPWS		JAY SOOTER'S PURE WATER SPAS			46.34
	30515121			Sewer plant maintenance	Sewer Dept	46.34	

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Total for JAY SOOTER'S PURE WATER SPAS							46.34
45019	05/29/12	JIMST		JIM R. STRETCH	Russ Park		71.31
	20625020			Blding/Grd Mnt.		71.31	
Total for JIM R. STRETCH							71.31
45085	06/12/12	LMREN		L & M RENNER, INC.			2,059.49
	10215016			Fuel	Monthly	1,091.53	
	24315016			Vehicle Fuel		720.82	
	30515016			Vehicle gas		247.14	
Total for L & M RENNER, INC.							2,059.49
45020	05/29/12	MERFR		MERCER FRASER COMPANY	Streets		60.75
	24315021			Street maintenance		60.75	
Total for MERCER FRASER COMPANY							60.75
45021	05/29/12	MILFA		MILLER FARMS NURSERY, INC.	Sewer Dept.		1,604.63
	30515121			Sewer plant maintenance		1,604.63	
Total for MILLER FARMS NURSERY, INC.							1,604.63
45046	06/01/12	MIRRE		MIRANDA'S RESCUE	Police Dept		450.00
	10225096			Animal control		450.00	
Total for MIRANDA'S RESCUE							450.00
45022	05/29/12	MISSN		MISSION UNIFORM & LINEN	Community Center		26.08
	10635020			Buildings & grounds maintenance - Commu		26.08	
45047	06/01/12	MISSN		MISSION UNIFORM & LINEN			78.14
	10635020			Buildings & grounds maintenance - Commu		78.14	
45086	06/12/12	MISSN		MISSION UNIFORM & LINEN			26.08
	10635020			Buildings & grounds maintenance - Commu		26.08	
Total for MISSION UNIFORM & LINEN							130.30
45076	06/12/12	MBDVZ		MITCHELL, BRISSO, DELANEY & VRIEZE	Monthly		246.50
	10145052			Professional services		246.50	
Total for MITCHELL, BRISSO, DELANEY & VRIEZE							246.50
45023	05/29/12	MUNPS		MUNSON PUMP SERVICES	Sewer Dept		5,380.80
	30515024			Special department supply		5,380.80	
Total for MUNSON PUMP SERVICES							5,380.80
45024	05/29/12	NILCO		NILSEN COMPANY			528.66
	10155020			Building and ground maint.	Monthly	29.39	
	10625020			Building and ground maint.		114.14	
	24315020			Building & ground maintenance		34.82	
	30515024			Special department supply		80.97	
	30515121			Sewer plant maintenance		269.34	

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45087	06/12/12		NILCO	NILSEN COMPANY		163.64
10625020				Building and ground maint.	65.05	
24315014				Vehicle expense	9.06	
24315020				Building & ground maintenance	4.82	
24315021				Street maintenance	5.62	
30515121				Sewer plant maintenance	40.52	
30515122				Sewer line maintenance	38.57	
Total for NILSEN COMPANY						692.30
45025	05/29/12		NORCO	NORTH COAST LABORATORIES LTD. Sewer Dept		640.00
30515157				Effluent testing	640.00	
45048	06/01/12		NORCO	NORTH COAST LABORATORIES LTD.		732.00
30515157				Effluent testing	732.00	
Total for NORTH COAST LABORATORIES LTD.						1,372.00
100	05/29/12	EFT	NORVA	NORTH VALLEY BANK Payroll Taxes		4,753.73
10012301				Federal P/R Tax Deposits	4,753.73	
100	06/12/12	EFT	NORVA	NORTH VALLEY BANK		5,077.46
10012301				Federal P/R Tax Deposits	5,077.46	
45049	06/01/12		NORVL	NORTH VALLEY BANK (1) \ NORTH VALLEY BANK		1,948.36
26315194				Interest-Six Rivers loan Loan Payment	1,948.36	
Total for NORTH VALLEY BANK						11,779.55
45026	05/29/12		PACGA	PACIFIC GAS & ELECTRIC		1,171.94
22315058				Street lighting	1,171.94	
45088	06/12/12		PACGA	PACIFIC GAS & ELECTRIC		5,646.41
10155032				Utilities electric	147.58	
10175032				Electric - public restroom	21.17	
10215032				Utilities electric	141.48	
10615032				Utilities	158.89	
10625032				Utilities - electric	133.65	
10635032				Utilities	302.89	
22315058				Street lighting	28.36	
24315032				Utilities	242.91	
30515032				Utilities - electric - plant	4,469.48	
Total for PACIFIC GAS & ELECTRIC						6,818.35

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Acct No.		Type		Override Description	Amount	Amount
45089	06/12/12		PARS1	PARSAC (1) \ PARSAC		39,485.00
	10105009			Workers comp. insurance	1,382.01	
	10125009			Workers comp. insurance	1,974.25	
	10155009			Workers comp. insurance	394.85	
	10215009			Workers comp. insurance	20,927.05	
	10315009			Workers comp. insurance	1,381.98	
	10615009			Workers comp. insurance	1,184.55	
	10635009			Wokers compensation insurance	394.85	
	22315009			Workers comp. insurance	1,579.40	
	24315009			Workers comp. insurance	1,381.97	
	25315009			Workers compensation ins.	987.09	
	26315009.1			Workers comp. insurance	1,579.40	
	30515009			Workers comp. insurance	6,317.60	
				Memo: WORKERS COMPENSATION		
45090	06/12/12		PARS2	PARSAC (2) \ PARSAC		27,174.00
	10165061			Insurance (PARSAC)	13,587.00	
	30515162			Insurance PARSAC Liability	13,587.00	
				Memo: Liability Insurance		
Total for PARSAC						66,659.00
45027	05/29/12		PLANW	PLANWEST PARTNERS, INC.		2,877.05
	10415052			General planning services	2,877.05	
45077	06/12/12		PLANW	PLANWEST PARTNERS, INC.		3,706.00
	10415052			General planning services	3,414.10	
	10415053			Reimbursable fees	291.90	
Total for PLANWEST PARTNERS, INC.						6,583.05
45028	05/29/12		REDES	REDWOOD ELECTRICAL SERVICES		1,150.00
	30515121			Sewer plant maintenance Sewer Dept	1,150.00	
Total for REDWOOD ELECTRICAL SERVICES						1,150.00
45050	06/01/12		ROBSM	ROBIN SMITH Monthly		153.47
	10245052			Professional services	153.47	
Total for ROBIN SMITH						153.47
45029	05/29/12		ROTR0	ROTO-ROOTER Community Center		289.00
	10635020			Buildings and grounds maintenance	289.00	
Total for ROTO-ROOTER						289.00
45078	06/12/12		SEQGA	SEQUOIA GAS COMPANY		900.98
	10155033			Utilities gas Monthly	290.88	
	10615031			Gas	277.79	
	10635033			Gas	332.31	
Total for SEQUOIA GAS COMPANY						900.98
45091	06/12/12		SNCON	SIERRA NATIONAL CONSTRUCTION, INC		52,200.00
	40315052.1			Construction engineering TE	52,200.00	
Total for SIERRA NATIONAL CONSTRUCTION, INC						52,200.00

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45079	06/12/12	SIXRC	SIX RIVERS COMMUNICATIONS	Police Dept	3,351.20	3,351.20
	10215024		Special department supply			
Total for SIX RIVERS COMMUNICATIONS						3,351.20
45051	06/01/12	SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUT			10,593.15
	10012260		Health insurance payable		931.01	
	10105007		Medical insurance		530.14	
	10125007		Medical insurance	Monthly	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
45030	05/29/12	STJOS	ST. JOSEPH HOSPITAL	Police Dept		140.00
	10215052		Professional services		140.00	
45092	06/12/12	STJOS	ST. JOSEPH HOSPITAL			35.00
	10215052		Professional services		35.00	
Total for ST. JOSEPH HOSPITAL						175.00
45031	05/29/12	STAPE	STAPLES CREDIT PLAN			220.92
	10125012		Office expense	Monthly	10.79	
	10215012		Office expense		136.73	
	30515012		Office expense		73.40	
Total for STAPLES CREDIT PLAN						220.92
45032	05/29/12	STABO	STATE WATER RESOURCES CONTROL BO (3) \ STATE WATE			170.00
	30515044		Meetings and dues	Sewer Dept	170.00	
Total for STATE WATER RESOURCES CONTROL BO						170.00
45033	05/29/12	FEREN	THE FERNDALE ENTERPRISE			127.92
	10115013		Advertising - Council		11.90	
	30515024		Special department supply	Sewer Dept	116.02	
45093	06/12/12	FEREN	THE FERNDALE ENTERPRISE			53.55
	10415013		Advertising		53.55	
Total for THE FERNDALE ENTERPRISE						181.47
45052	06/01/12	THOGZ	THOMAS W. GONZALEZ, SR	Community Center		305.00
	10635020		Buildings and grounds maintenance		305.00	
Total for THOMAS W. GONZALEZ, SR						305.00
45034	05/29/12	TOWCO	TOWN & COUNTRY REFRIGERATION	Community Center		192.26
	10635020		Buildings and grounds maintenance		192.26	
45094	06/12/12	TOWCO	TOWN & COUNTRY REFRIGERATION			80.00
	10635020		Buildings and grounds maintenance		80.00	

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Acct No.		Type		Override Description	Amount	Amount
Total for TOWN & COUNTRY REFRIGERATION						272.26
45035	05/29/12	UNIRE		UNITED RENTALS NORTHWEST, INC \ UNITED RENTALS		378.33
30515099				Miscellaneous Sewer Dept	378.33	
Total for UNITED RENTALS						378.33
45036	05/29/12	VALLU		VALLEY LUMBER	Monthly	356.65
10155020				Building and ground maint.	176.51	
10215020				Building and grounds maint.	1.71	
10625020				Building and ground maint.	60.62	
24315021				Street maintenance	32.34	
30515121				Sewer plant maintenance	85.47	
45095	06/12/12	VALLU		VALLEY LUMBER		133.92
10625020				Building and ground maint.	100.49	
10635031				Water	27.54	
24315021				Street maintenance	5.89	
Total for VALLEY LUMBER						490.57
45080	06/12/12	VERZN		VERIZON		246.47
10155034				Telephone	29.34	
10215034				Telephone	117.34	
24315034				Telephone	11.78	
30515034				Telephone	88.01	
Total for VERIZON						246.47
45037	05/29/12	WYCKO		WYCKOFF'S	Sewer Dept	126.00
30515121				Sewer plant maintenance	18.98	
30515122				Sewer line maintenance	107.02	
Total for WYCKOFF'S						126.00
Total for the 81 checks					194,060.00	194,060.00

City of Ferndale

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

Printed Regular Checks

General Checking - Distribution Detail - From 05/21/12 To 06/20/12
 Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

Account Distributions

<u>Account No.</u>	<u>Account Description</u>	<u>Amount</u>
10012250	Garnishments payable	817.82
10012260	Health insurance payable	974.58
10012301	Federal P/R Tax Deposits	9,831.19
10012302	State P/R Tax Deposits	1,558.29
10105007	Medical insurance	539.02
10105009	Workers comp. insurance	1,382.01
10115013	Advertising - Council	11.90
10125007	Medical insurance	1,232.72
10125009	Workers comp. insurance	1,974.25
10125012	Office expense	451.45
10125044	Meetings and dues	40.00
10145052	Professional services	246.50
10155009	Workers comp. insurance	394.85
10155020	Building and ground maint.	205.90
10155030	Trash service	29.30
10155031	Water	28.12
10155032	Utilities electric	147.58
10155033	Utilities gas	290.88
10155034	Telephone	197.22
10165061	Insurance (PARSAC)	13,587.00
10165078	Copy machine expense	220.83
10165096	Car Allowance	400.00
10175031	Water - public restroom	55.79
10175032	Electric - public restroom	21.17
10215007	Medical insurance	3,128.28
10215009	Workers comp. insurance	20,927.05
10215012	Office expense	169.53
10215016	Fuel	1,091.53
10215020	Building and grounds maint.	50.71
10215024	Special department supply	3,351.20
10215029	Water	32.90
10215032	Utilities electric	141.48
10215034	Telephone	390.14

City of Ferndale

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

Printed Regular Checks

General Checking - Distribution Detail - From 05/21/12 To 06/20/12

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

10215035	Dispatch service	1,016.66
10215048	Training	79.00
10215052	Professional services	245.00
10215086	Booking fees	59.50
10215098	Background expense	66.00
10225096	Animal control	534.76
10245052	Professional services	153.47
10315007	Medical insurance	148.92
10315009	Workers comp. insurance	1,381.98
10415013	Advertising	53.55
10415052	General planning services	6,291.15
10415053	Reimbursable fees	291.90
10435052	Building regulation/inspectio	2,125.60
10615009	Workers comp. insurance	1,184.55
10615012	Office expense	144.13
10615024	Books	369.65
10615031	Gas	277.79
10615032	Utilities	158.89
10615033	Water	27.53
10615034	Telephone	106.56
10625020	Building and ground maint.	533.51
10625032	Utilities - electric	133.65
10625033	Water	66.52
10635007	Medical insurance	144.39
10635009	Wokers compensation insurance	394.85
10635020	Buildings and grounds maintenance	1,061.56
10635031	Water	116.69
10635032	Utilities	302.89
10635033	Gas	332.31
20625020	Blding/Grd Mnt.	71.31
22315007	Medical insurance	164.29
22315009	Workers comp. insurance	1,579.40
22315058	Street lighting	1,200.30
24315007	Medical insurance	199.29
24315009	Workers comp. insurance	1,381.97
24315014	Vehicle expense	9.06

City of Ferndale

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

Printed Regular Checks

General Checking - Distribution Detail - From 05/21/12 To 06/20/12

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

24315016	Vehicle Fuel	720.82
24315020	Building & ground maintenance	39.64
24315021	Street maintenance	104.60
24315032	Utilities	242.91
24315033	Water	42.88
24315034	Telephone	59.54
24315088	Equipment repair	256.89
25315007	Medical insurance	203.35
25315009	Workers compensation ins.	987.09
26315007	Medical insurance	189.86
26315009.1	Workers comp. insurance	1,579.40
26315194	Interest-Six Rivers loan	1,948.36
29315095	EECBG Expenditures	3,535.73
30515007	Medical insurance	3,855.49
30515009	Workers comp. insurance	6,317.60
30515012	Office expense	79.40
30515016	Vehicle gas	247.14
30515024	Special department supply	5,609.95
30515030	Garbage/sludge	4,905.30
30515032	Utilities - electric - plant	4,530.97
30515034	Telephone	410.11
30515044	Meetings and dues	170.00
30515055	Contractual services	795.00
30515099	Miscellaneous	378.33
30515121	Sewer plant maintenance	3,215.28
30515122	Sewer line maintenance	145.59
30515157	Effluent testing	1,372.00
30515162	Insurance PARSAC Liability	13,587.00
40315052.1	Construction engineering	52,200.00
		<u>194,060.00</u>

City of Ferndale, Humboldt County, California USA
City Council Minutes for June 7, 2012

Mayor Jeffrey Farley called the Regular City Council Meeting to order at 7:01p.m. Present were Councilmen Stuart Titus, Niels Lorenzen, Ken Mierzwa, and John Maxwell, along with staff City Manager Jay Parrish, Deputy City Clerk Brianna Smith, City Engineer Praj White, and City Planner Melanie Rheaume. Those present pledged allegiance to the flag. Deputy City Clerk Brianna Smith called roll call. Modifications to the agenda: The Airline Presentation will be presented at the July meeting.

Consent Calendar: MOTION: (Maxwell/Mierzwa) Accept Accounts Payable and Approve the minutes from April 5, 2012 meeting. Unanimous.

Resolution 2012-16:-MOTION: (Maxwell/Titus). Approve Resolution 2012-16, appointing Irene Bryant to the Ferndale Library Board of Directors. Unanimous.

Ferndale General Plan Safety Element Update Scope of Work- City Planner Melanie Rheaume gave an update on the Scope of Work for the Safety Element. MOTION: (Mierzwa/Titus). Approve Scope of Work and Authorize Preparation of Safety Element. Unanimous.

Resolution 2012-21- City Engineer Praj White gave an update on the Pedestrian Improvement Project. MOTION: (Maxwell Mierzwa). Approve Resolution 2012-21, approving the Final Pay Request to Sierra National Construction, Inc and Hereby Accepts the Pedestrian Improvement Project as complete. Unanimous.

Resolution 2012-18- City Manager Parrish gave an update on the Conflict of Interest Code. MOTION: (Titus/Maxwell). Approve Resolution 2012-18 , adopting the Conflict of Interest Code. Unanimous.

Resolution 2012-17- MOTION: (Maxwell/Titus). Approve Resolution 2012-17, authorizing the City of Ferndale to Borrow Funds from North Valley Bank. Unanimous.

Resolution 20012-19- MOTION: (Mierzwa/Maxwell). Approve Resolution 2012-19 Requesting a Consolidated Election. Unanimous.

Appoint a Second Alternate for Humboldt Waste Management Authority(HWMA)- MOTION: (Maxwell/Mierzwa). Appoint Mayor Farley as the second alternate for HWMA. Unanimous.

Set date for Special Budgetary Meeting: June 21, 2012 at 5:30PM was the date decided upon for the Special Budget Meeting.

Correspondence- City Manager Parrish discussed a Draft MOU being drawn up regarding the Fresnel Lens.

The meeting adjourned at 7:39PM. The next regular Council Meeting is scheduled for July 5, 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

Air Service Presentation- Don Ehnebuske

**Presentation on Supporting the Effort to Obtain Additional Air Service
to Arcata/Eureka Airport
Don Ehnebuske, Redwood Region Economic Development Commission**

A new strategy has been developed to attract a direct flight to an additional hub with the use of a Minimum Revenue Guarantee agreement (MRG):

1. RREDC and County Aviation have applied for a grant from the Department of Transportation to fund an MRG to be used to attract additional air service to the Arcata/Eureka Airport. The grant application requires a community match of funds. Grant request amount is \$750,000.
2. RREDC has applied to the Headwaters Fund for \$250,000 of local funds to commit towards matching funds. The HWF Board recommended approval of a Challenge Grant to be matched by other non-federal fund sources up to \$250,000. Final consideration of the HWF grant will be made by the County Supervisors.
3. County Supervisors are developing a plan to contribute an unknown amount of county funding for this effort.
4. RREDC has developed a program to take to community, business, educational, and governmental groups to convey a simple message of what this is and why we all benefit from it, and to ask for financial help - \$100,000. The City of Eureka has included \$10,000 towards this effort in their draft budget. One business has donated \$1,500 so far.

In March, American Airlines set the terms and the timeline for new service to LAX based on an MRG agreement which they provided. Due to an extremely tight timeline and unexpected FAA and legal issues, we could not effectively get the message out to the community, nor complete the public process, to make it happen. This time we are developing the funding in advance in order to avoid these issues in the future.

This is not about subsidizing flights for an out-of-town corporation, it's about connecting Humboldt to the global economy – and that means small business, agriculture, aquaculture, education, health care, the arts, natural resources management and tourism. Additional air service also brings considerable construction dollars to the community through federal funding for airport construction. This results in both local jobs and a healthier and more connected community.

Request: Letter of support for the attracting additional air service and \$1,000 contribution to a MRG fund administered by RREDC and fully refundable in the event that additional air service is not obtained in 2 years.

Financial Overview of Effort to Attract Additional Air Service**Expected Funding sources for Two Year Revenue Guarantee:**

\$750,000 – Small Community Air Service Development Program Grant (SCASDP)

\$250,000 – Headwaters Fund

\$100,000 – County of Humboldt Funds

\$100,000 – Business, Local Government & Community Funds

\$1,200,000 – Total Funds Expended

Expected Economic Development Returns per Year:

\$135,000 – Additional County Passenger Facility Fees (\$4.50/ticket, 30,000 passengers)

\$2,700,000 – Additional matching FAA Airport Construction Funds for projects by local contractors (95% federal match of passenger fees)

\$600,000 – Reduced cost on tickets due to competition (\$20/ticket, 30,000 passengers)

\$100,000 - Additional parking revenue to county

No Data – Additional local economic competitiveness due to airport construction projects (air freight terminal, etc)

No Data – Reduced costs to passengers due to fewer delays, competitive advantages

At Least Several Million Dollars - Economic Return to the Community

Section 11

BUSINESS

Meeting Date:	July 5, 2012	Agenda Item Number	11a
Agenda Item Title:	Resolution 2012-22 Authorizing Disposal of Redundant and Obsolete Files		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	Adoption of Resolution		

RECOMMENDATION:

Adopt Resolution 2012-22 Authorizing Disposal of Redundant and Obsolete Files

BACKGROUND:

On September 7, 1999, Governor Gray Davis signed Senate Bill 742 ([Chapter 360, Statutes of 1999](#)), creating a new Local Government Records Program, to be administered by the California State Archives. This law went into effect on January 1, 2000.

In the year 2000, the Ferndale City Clerk's Office began using the Records Management Guidelines, and as a result, today has identified numerous records that can be destroyed, freeing up valuable file space.

Those records are listed as an attachment to Resolution 2012-22.

The power plant in Scotia has agreed to burn all the records for no cost to the city.

FISCAL IMPACT:

None

RESOLUTION NO. 2012-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE AUTHORIZING DISPOSAL OF REDUNDANT AND OBSOLETE FILES

WHEREAS, Government Code Section 12236(a) states: “The Secretary of State shall establish the Local Government Records Program to be administered by the State Archives to establish guidelines for local government retention and to provide archival support to local agencies in this state;” and

WHEREAS, the City Clerk’s Office has adopted the “Local Government Records Retention Guidelines” recommended by the Secretary of State’s Archives Division; and

WHEREAS, the City of Ferndale has redundant and obsolete files that need to be destroyed, and

WHEREAS, the redundant and obsolete files take up needed file space.

NOW, THEREFORE BE IT RESOLVED, That the City Council of the City of Ferndale directs the City Clerk’s Office to properly dispose of the redundant and obsolete files as listed on the attached inventory.

PASSED AND ADOPTED by the City Council of the City of Ferndale on July 5, 2012, by the following vote:

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

Jeffrey Farley, Mayor

Attest:

Nancy Kaytis-Slocum, City Clerk

department	records	retention	date to destroy
Finance	84-85 Financial Records	Audit +4	7/1/1990
Finance	85-86 Financial Records	Audit +4	7/1/1991
Finance	87-88 Financial Records	Audit +4	7/1/1993
Finance	88-89 Financial Records	Audit +4	7/1/1994
Finance	89-90 Financial Records	Audit +4	7/1/1995
Finance	90-91 Financial Records	Audit +4	7/1/1996
Finance	91-92 Financial Records	Audit +4	7/1/1997
Finance	93-94 Financial Records	Audit +4	7/1/1999
Finance	94-95 Financial Records	Audit +4	7/1/2000
Finance	95-96 Financial Records	Audit +4	7/1/2001
Finance	96-97 Financial Records	Audit +4	7/1/2002
Finance	97-98 Financial Records	Audit +4	7/1/2003
Finance	98-99 Financial Records	Audit +4	7/1/2004
Finance	99-00 Financial Records	Audit +4	7/1/2005
Finance	99-00 Financial Records	Audit +4	7/1/2005
Finance	00-01 Financial Records	Audit +4	7/1/2006
Finance	00-01 Financial Records	Audit +4	7/1/2006
Finance	01-02 Financial Records	Audit +4	7/1/2007
Finance	01-02 Financial Records	Audit +4	7/1/2007
Finance	02-03 Financial Records	Audit +4	7/1/2008
Finance	02-04 Financial Records	Audit +4	7/1/2009
Finance	03-04 Financial Records	Audit +4	7/1/2009
Finance	04-05 Financial Records	Audit +4	7/1/2010

Meeting Date:	July 5, 2012	Agenda Item Number	11b
Agenda Item Title:	Fiscal Year 2012-2013 Budget Resolution 2012-23 Adopting FY11-12 Budget Resolution 2012-24 Adopting FY11-12 Fees & Fines Schedule		
Presented By:	Jay Parrish, City Manager		
Type of Item:	x	Action	Discussion Information
Action Required:	Adoption of Resolutions		

RECOMMENDATION:

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

1. Resolution 2012-23 Adoption of FY 12-13 Budget
2. Resolution 2012-24 Adoption of FY 12-13 Fees and Fines Schedule

BACKGROUND:

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

The Annual Budget for the City of Ferndale for the Fiscal year July 1, 2012, has been presented by the City Manager and Staff, reviewed, studied and revised by the City Council in their Study Session and is now brought before the Council for approval.

Fiscal difficulties at the State level continue to translate into tight times at the local level. The State's finances have not improved over last fiscal year, and the impact at the local level has been significant. There remain uncertainties for some in the state's budget that will affect revenue programs upon which the city relies.

The proposed budget provides generally the same level of service as in prior years with only slight changes in the revenues and expenditures. The personnel costs include routine step-increases.

Traditionally, the Fees and Fines Schedule is reviewed at the same time as the budget. It is particularly important during these economic times that services are paid for by the individuals receiving them in actual costs. Our fees and fines are therefore based on the state's Consumer Price Index, which is 2.3% this year. The Fees and Fine schedule is attached to Resolution 2012-24, below.

FINANCIAL IMPACT:

Discussed above

RESOLUTION NO. 2012-23

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE
ADOPTING THE FY 12-13 OPERATING BUDGET**

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

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

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

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

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Ferndale, the FY 12-13 Annual Operating Budget attached and made part hereto, is adopted.

PASSED AND ADOPTED by the City Council of the City of Ferndale on July 5, 2012 by the following vote:

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

Jeffrey Farley, Mayor

Attest:

Nancy Kaytis-Slocum, City Clerk

RESOLUTION NO 2012-24

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDAL ADOPTING THE
FY 12-13 FEES AND FINES SCHEDULE, RESCINDING RESOLUTION 2011-30**

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

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

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

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

WHEREAS This resolution will rescind Resolution 2011-30; and

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

WHEREAS, the City Council last adopted increases to Developer Permits and motion picture fees in 2011, amended the sewer fee schedule in 2002 and 2003; increased business license fees in 2004; amended the sewer hookup fee in 2005; and set the drainage fees in 1994; and,

WHEREAS, numerous other cities use the annual Consumer Price Index (CPI) to adjust their Fees & Fines on a yearly basis. The unadjusted 12 month CPI increase effective April, 2012, is 2.3%.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Ferndale, that: the FY 12-13 Fees and Fines Schedule attached and made part hereto, is adopted.

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

PASSED AND ADOPTED by the City Council of the City of Ferndale on July 5, 2012 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Jeffrey Farley, Mayor

Attest:

Nancy Kaytis-Slocum, City Clerk

FEES AND FINES SCHEDULE FY 2012-2103		102.30%		Enacting Document	adjusted
Building	Building Permits	Per Uniform Building Code		Uniform Admin. Code	varies
	Drainage	New Building after 1994		Ord. 94-01	\$ 1,500.00
		New Building before 1994		Ord. 94-01	\$ 2,500.00
		New impervious area over 100 sq ft	per sq ft	Ord. 94-01	\$ 0.50
		New gravel road/parking over 100 sq ft	per sq ft	Ord. 94-01	\$ 0.36
	Demolition	Building		UBC	\$ 50.00
Engineering	Project Meetings			Res. No. 2011-30	cost
	Plan Check			Res. No. 2011-30	cost
	Grading/Drainage Plan			Res. No. 2011-30	\$ 700.00
	Lot Line Adjustments			Res. No. 2011-30	\$ 410.00
	Parcel Mergers			Res. No. 2011-30	\$ 410.00
	Minor Subdivision	Tentative Map		Res. No. 2011-30	\$ 1,030.00
	Major Subdivision	Tentative Map		Res. No. 2011-30	\$ 1,725.00
	Parcel or Final Map	Review and certification	per lot	Res. No. 2011-30	\$ 280.00
	Boundary Correction		200-400	Res. No. 2011-30	\$235 - \$455
	Review-Land Use Permits			Res. No. 2011-30	\$ 140.00
Planning	Planning Comm. Packets			Res. No. 2011-30	\$ 6.85
	Project Meetings		cost	Res. No. 2011-30	cost
	Plot Plan Review			Res. No. 2011-30	\$ 41.25
	Home Occupation Permit			Res. No. 2011-30	\$ 206.00
	Design Review Permit	(Exemption of D/R Permit-no fee)		Res. No. 2011-30	\$ 206.00
	Exception to Development	Standands & Application Processing		Res. No. 2011-30	\$ 411.00
	Lot Line Adjustments		deposit	Res. No. 2011-30	\$ 370.00
	Parcel Mergers		deposit	Res. No. 2011-30	\$ 370.00
	Variance Permit Approval			Res. No. 2011-30	\$ 555.00
	Secondary Dwelling Permit		0	Res. No. 2011-30	\$ 555.00
	Street Abandonment			Res. No. 2011-30	\$ 280.00
	Conditional Use Permit			Res. No. 2011-30	\$ 685.00
	Amendment of Land Use	Permits and/or of Conditions of Appr.		Res. No. 2011-30	\$ 280.00
	Permit/Project Extension	(I.e. Use permits, variances)		Res. No. 2011-30	\$ 71.00
	Minor Subdivision	cost varies on number of lots & issues		Res. No. 2011-30	\$ 1,115.00
	Major Subdivision	cost varies on number of lots & issues	1000+100/lot	Res. No. 2011-30	\$1400+135
	Amendment of Minor	Subdivision Tentative Map and/or conditions of approval		Res. No. 2011-30	\$ 280.00
	Amendment of Major	Subdivision Tentative Map and/or conditions of approval		Res. No. 2011-30	\$ 280.00
	Tentative Map Extension			Res. No. 2011-30	\$ 280.00
	Zoning Ord or Map	Amendment	deposit	Res. No. 2011-30	\$ 1,435.00
	General Plan or Map	Amendment	deposit	Res. No. 2011-30	\$ 1,435.00
	Appeals	To Planning Commission or City Council		Res. No. 2011-30	
	Appeals - If No Application Fee	To Planning Commission or City Council		Res. No. 2011-30	\$ 285.00

Finance	Business License Fees	One fiscal year - Retail		Ord. 06-01 & Res. No. 04-04	\$ 60.00
		Quarterly - Retail		Ord. 06-01 & Res. No. 04-04	\$ 15.00
		One fiscal year - No Sales Tax		Ord. 06-01 & Res. No. 04-04	\$ 80.00
		Quarterly - No Sales Tax		Ord. 06-01 & Res. No. 04-04	\$ 20.00
		Duplicate issuance		Ord. 06-01 & Res. No. 04-04	\$ 5.00
		Relocation of location		Ord. 06-01 & Res. No. 04-04	\$ 2.00
		Carnival, per day		Ord. 06-01 & Res. No. 04-04	\$ 100.00
		Peddlers etc.: Finger printing		Ord. 06-01 & Res. No. 04-04	\$ 10.00
		Application Investigation		Ord. 06-01 & Res. No. 0578	\$ 25.00
		Registration		Ord. 06-01 & Res. No. 0578	\$ 8.00
		Renewal of registration permit		Ord. 06-01 & Res. No. 0578	\$ 1.00
		Public dance hall permit		Ord. 06-01 & Res. No. 0578	\$ 150.00
		Public dance permit		Ord. 94-02	
		Police protection at prevailing rates	rate	Res. No. 2011-30	prevail wage
		Vendor-service/product not offered locally		Ord. 06-01 & Res. No. 04-04	\$ 10.00
		Vendor-service/product offered locally		Ord. 06-01 & Res. No. 04-04	\$ 150.00
		Chamber sponsored Sales		Ord. 06-01 & Res. No. 04-04	\$ 100.00
		Junk Yard Permit		Ord. 06-01	\$ 100.00
		Fair Food Vendors apply to Fair, insp by Health Insp			
	City Hall Rental	Auditorium		Res. No. 2011-30	\$ 160.00
		Lounge		Res. No. 2011-30	\$ 80.00
	Community Center	3 days hall only		Res. No. 2011-30	\$ 425.00
		1 day kitchen, 3 days hall		Res. No. 2011-30	\$ 850.00
		2 day kitchen, 3 days hall		Res. No. 2011-30	\$ 900.00
	Health Fee	Annual for Farmers' Markets		Res. No. 2011-30	\$ 70.00
	Copies	Per page		Res. No. 2011-30	\$ 0.35
	Council Packets			Res. No. 2011-30	\$ 14.00
	Merchandise	Police patches		Res. No. 2011-30	\$ 14.00
Finance continued	Motion Picture/TV Productions	Major Productions			
		Permit application fee		Res. No. 2011-30	\$ 685.00
		Film Production permit per day		Res. No. 2011-30	\$ 555.00
		Road Closure of 30 min. or more per day		Res. No. 2011-30	\$ 350.00
		Cancellation of permit		Res. No. 2011-30	\$ 350.00
		Duplicate permit		Res. No. 2011-30	\$ 70.00
		Attachment of a rider		Res. No. 2011-30	\$ 38.00
		Police Protection and Public Works assistance at prevailing hourly industry standard			prevail wage
		Direct reimbursement for matl expenditures		Res. No. 2011-30	cost
		Faithful performance bond		Res. No. 2011-30	\$ 135,715.00
		Minor Productions			
		Permit application fee		Res. No. 2011-30	\$ 145.00
		Film Production permit per day		Res. No. 2011-30	\$ 285.00
		Cancellation of permit		Res. No. 2011-30	\$ 70.00
	Research / Staff Time	Research Fee	per hour	Res. No. 2011-30	\$ 70.00
	Returned Check Fee	Per check		Res. No. 2011-30	\$ 38.00
	Transit Occupancy Tax	8% of the rent charged		Ord. No. 311 can't change	8%

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

Police	Animal License Fees	License one year sterilized		Res. No. 2011-30	\$ 14.00
		License two year sterilized		Res. No. 2011-30	\$ 28.00
		License three year sterilized		Res. No. 2011-30	\$ 42.00
		License one year non-sterilized		Res. No. 2011-30	\$ 35.00
		License two year non-sterilized		Res. No. 2011-30	\$ 70.00
		License three year non-sterilized		Res. No. 2011-30	\$ 105.00
	Animal Impound Fee Sterilized	1st impound in 12 month period		Res. No. 2011-30	\$ 37.50
		2nd impound in 12 month period		Res. No. 2011-30	\$ 74.00
		3rd impound in 12 month period		Res. No. 2011-30	\$ 106.00
		4th impound in 12 month period		Res. No. 2011-30	\$ 160.00
	Animal Impound Fee Non-Fixed	1st impound in 12 month period		Res. No. 2011-30	\$ 75.00
		2nd impound in 12 month period		Res. No. 2011-30	\$ 215.00
		3rd impound in 12 month period		Res. No. 2011-30	\$ 250.00
		4th impound in 12 month period		Res. No. 2011-30	\$ 300.00
	Board fee after initial 24 hrs	per day		Res. No. 2011-30	\$ 17.00
	Dog License Late Payment Fee			Res. No. 2011-30	\$ 28.50
	Dog License Replacement Tag			Res. No. 2011-30	\$ 6.85
	Kennel License Fee	per year		Res. No. 2011-30	\$ 205.00
	Bus. License Investigation			Res. No. 2011-30	\$ 37.00
	Clearance Letter			Res. No. 2011-30	\$ 22.25
	Copies	per page			\$ 0.25
	Finger Printing				\$ 10.00
	False Alarms		after 2nd annual		\$ 25.00
	Infraction	See gov't code 36900			-
	Nuisance Violations	First violation (Maximum \$1000.00)	per day	Ord. 01-01	\$ 50.00
		Second violation (Maximum \$2000.00)	per day	Ord. 01-01	\$ 100.00
		Cost Recovery		Ord. 01-01	cost
	Parking red/green/yellow			Res. No. 94-03	\$ 50.00
	Parking 18" from curb			Res. No. 94-03	\$ 50.00
	Parking posted no parking			Res. No. 94-03	\$ 50.00
	Parking block driveway			Res. No. 94-03	\$ 50.00
	Parking in alley			Res. No. 94-03	\$ 50.00
	Park abandon vehicle			Res. No. 94-03	\$ 100.00
	Parking double			Res. No. 94-03	\$ 50.00
	Parking block hydrant			Res. No. 94-03	\$ 50.00
	Parking handicap			Res. No. 94-03	\$ 330.00
	Parking block lower curb			Res. No. 94-03	\$ 330.00
	Towing Charge			Res. No. 2011-30	\$ 100.00
	Other MC/VC			Res. No. 94-03	\$ 50.00
	Reports/Accident				\$ 10.00
	Research				hourly rate
	Sign Off Fix-It Ticket				\$ 10.00
	Special Services				hourly rate
	VIN Verification				\$ 10.00

Section 12

CORRESPONDENCE

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

June 12, 2012
TO: STATE, COUNTY AND CITY
OFFICIALS

NOTICE OF APPLICATION OF PACIFIC GAS AND ELECTRIC COMPANY'S 2013 ENERGY RESOURCE RECOVERY ACCOUNT AND GENERATION NON-BYPASSABLE CHARGES FORECAST

On June 1, 2012, Pacific Gas and Electric Company (PG&E) filed an application with the California Public Utilities Commission (CPUC) seeking approval of a \$4.412 billion electric procurement forecast, which is a \$539.5 million increase compared to revenues at present rates. It is important to note that these costs represent less than half of the total costs that are reflected in customers' rates. Other costs include the day-to-day operations of the utility's business, among other things. It is also important to note that this application is simply a forecast and is likely to change before the end of 2012. PG&E will file an updated application in November 2012.

Each year, PG&E is required to file an application that forecasts how much it will cost in the following year to obtain enough electricity to serve its customers. The CPUC reviews this forecast and then PG&E includes any approved costs in the next year's electric rates. Throughout the year, PG&E tracks actual costs and revenues, which it reports to the CPUC on a monthly basis, and any difference is allocated to customers. PG&E does not profit from the costs of procuring energy on behalf of its customers.

Will rates increase as a result of this application?

Based on the current forecast, rates would increase for most customers, although impacts for individual customers may vary. Bundled customers, who receive electric generation as well as transmission and distribution service from PG&E, will see rate increases. The magnitude of the increase depends upon the outcome of Rulemaking 11-03-012; approval of PG&E's proposal to return 100 percent of the forecast auction revenue for greenhouse gas allowances in the distribution rate would reduce proposed rate changes.

PG&E will provide an illustrative allocation of the proposed rate changes among customer classes in a bill insert to be mailed to customers beginning in Mid-June.

If the CPUC approves this application, a typical bundled residential customer using 550 kilowatt-hours (kWh) per month will see his or her average monthly bill change from \$89.73 to \$92.80, an increase of \$3.07 per month. A residential customer using 850 kWh per month, which is about twice the baseline allowance, will see his or her average monthly bill change from \$185.92 to \$198.12, an increase of \$12.20 per month. Individual customer bills may differ.

PG&E's electric procurement forecast includes the ERRR revenue requirement, which applies to bundled customers only, and revenue requirements for three non-bypassable charges (NBC), which apply to direct access (DA) and community choice aggregation (CAA) customers, who purchase their energy from a non-utility supplier, as well as departing load (DL) customers, who self-generate or receive service from a publicly owned utility. For CCA and DA customers, the NBC rate component will decrease an average of 9% with the actual change varying by customer class. For departing load customers, the NBC rate component will increase for some customers and decrease for others, depending on customer class. The total NBC revenue change for DL customers is \$1,347,000, or an average 2.8% increase in the NBC rate component.

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

Please specify that you are inquiring about A.12-06-002

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

Pacific Gas and Electric Company
2013 ERRR Forecast
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.

EVIDENTIARY HEARINGS

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

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

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

Public Advisor's Office
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 1-866-836-7825 (toll free)
E-mail to 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 2013 ERRR Forecast application and exhibits is 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>.

*Comes
packet
PGE*

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- June 7th – 7:00-8:30 pm
- SRWC meeting- June 12th - 2:00-5:00 pm
- RCEA Board meeting – June 18th - 3:15-5:00 pm
- City Manager meeting- June 21st - 3:00-5:00 pm
- Kiwanis Cow Pie Bingo June 2nd – All day
- Humboldt Bay Initiative 9:00-12:00 pm. The topic of this meeting regarding Climate Adaptation Strategic Plan for Humboldt Bay.
- DWR public meeting – June 28th 2:00-5:00 pm for the SRERP and news regarding the application for funding for RCD.
- ERD contract negotiations: Discussions with Karen Smith of ERD to talk about revenue sharing as part of our recycling contract. I have had a number of conversations with other cities who have this type of agreement which allows a community to improve on its recycling program, while at the same time sharing in the financial success of the program. Karen is working up a proposal that will address the present inequity. I have also had discussions with HWMA personnel going over various solid waste issues. Karen Sherman of HWMA and Miles from Eureka have been very informative.
- Daily meetings with chief regarding police activities and community safety issues.
- Daily interaction with Staff regarding daily workload.
- 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. We had a number of meetings with members of the SRWC regarding the operation and maintenance of the Salt River watershed after the project's completion. The project is still trying to work with a property owner for the final agreement before we can go out to bid on the Salt River Project.
- Frequent conversations with John Driscoll related to the interaction with Coast Guard about Fresnel lens. I had a telephone conference at the end of month with Mike Thompson and the Coast Guard Rear Admiral and believe that we had a productive meeting. In that meeting it was determined that the City attorney and the Coast Guard attorney will be negotiating. We have passed an MOU back and forth a few times and still have a number of significant issues to resolve.
- Numerous meetings with Gerald Silva related to possible agreement on Russ Park access. I have recently met with Gerald and our surveyor, David Yarrington to go over some very interesting and creative ideas surrounding the access to our back entrance to Russ Park. We are now waiting for some information from Planwest before we move into the creation of a new agreement and the process of vetting the plan through the Russ Park Committee and the Council.
- Numerous meetings with individual councilmen and the mayor regarding City issues.
- Daily morning meetings with Public Works to go over daily activities. Recently our focus beyond routine maintenance has been centered on the irrigation around City Hall and the City Green, and our annual Francis Creek inspection procedure. In regards to the creek, the report was that it was in better condition than we thought it would be. We have been trying to find the most cost efficient way to irrigate the City Hall grass without the discoloration of our building or our benches.
- Sculpture in City Green was taken away at the end of April and we are trying to replace with a student sculpture from HSU. I am working with Sondra Schwetman of the Art Department in an effort to start some type of rotational exhibit. She is excited about the possibilities and is in the process of putting a

proposal together that will possibly allow the City to have a sculpture from HSU students on a rotational basis. We are looking forward to participating with HSU on this project. As of printing still waiting for proposal.

- 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.
- We have successfully initiated in conjunction/collaboration with Leland Rock and Gerald Silva a monitoring program to watch and record any movement of last year's slide area. This area looks stable and we will continue to monitor.
- Numerous discussions and conversations with our engineers regarding our sludge pressing and removal process. Although the WWTF is performing at a high level, I have directed our CPO to concentrate on reducing the amount of water content in the sludge in order to reduce the cost of disposal. I have suggested several alternatives that we are working on that have already reduced water weight significantly. I have had discussions and meeting with USDA, HWMA, and Manhard, as well as CPO to investigate composting scenarios that could allow us to land apply our product which could reduce our costs entirely. We are in the process of analyzing permitting requirements of Coastal Commission, Regional Water, F&G to name a few. At the time of this printing we were still going through these processes.
- We are continuing the process of updating many of our personnel policies as a result of training received in conjunction with the Humboldt County Management Academy. The training revolved around evaluation and discipline. Although many of the principles were included in our present policies, enough changes in best management procedures have changed that I have begun the process of updating our procedures and processes, as well as our Personnel manual. Russell Gans our City Attorney will review the end product.
- Attended a joint seminar put on by the County of Humboldt and Mendocino as a member of the county's Management Academy which focused on individual development.
- A number of conversations with John Miller of the County Planning department to check on whether there has been any information from Shell Wind regarding the wind turbine project. Nothing new to report on that. We did get an e-mail saying that they would not be having their public meeting until they completed the transportation component. There has been no new information regarding the wind turbine project, and no projected date for a public meeting related to the project as of the printing of this agenda. 6/27/2012
- Numerous discussions with City Planner regarding design review and planning issues. Most discussions have revolved around the general plan updates, and the agenda items for the choice of the next element. The PC recommended to the CC that we undertake the Safety Element next and the CC approved of that strategy at our last meeting. The Planning Commission has started the process of updating the Safety Element.
- Numerous conversations with the new Gingerbread property owner and manager regarding renovation plans, ideas and design review applications.
- Spoke with several pastors in the town who expressed an interest in helping put a new coat of paint on City Hall. I recently received an e-mail from Pastor Sean and he reported that all of the churches seemed interested in being involved. I plan on speaking to the Rotary next to see if they would like to participate. We have made many improvements over the last few years and painting will be one of the major maintenance needs. We are also intending to replace gutters before painting and inside the council chambers we have improvements to the stage area, including the sound system and curtains. I have received bids on curtains and gutters. Waiting on the sound system.

FINANCE MANAGER:**Meetings**

- Various meetings with City Manager on Budget 2012-2013

Projects

- Payroll
- Accounts Payable
- Accounts Receivable
- Answer Phones
- Purchase Various Supplies
- Receive and File May Financial Reports
- Preparing Budget Spreadsheet for New Fiscal Year
- Daily Banking
- Printout LAIF Statement
- Update various spreadsheets
- Reconcile Bank Accounts

CITY CLERK:**Meetings**

- Daily meetings with Office Manager and/or City Manager regarding work schedule.
- Met with Public Works regarding the Creek Walk
- Drainage Committee Meeting – 5/24/12

Projects

- Sent letters to 15 building permit holders asking them to call for final inspection. Receive answers from permit holders, note on file, inform building Inspector, either leave permits open or pull and file.
- Assist Deputy Clerk with phones and counter work.
- Post Office, Open Mail, discuss with City Manager, copy, distribute and file
- Sent information to Manhard regarding Organization Chart and Conflict of Interest Form.
- Spoke with Community Center renter regarding non-profit status.
- Researched 479 Eugene Street 031.101.005 for Redwood Community Action Agency (RCAA) regarding Historical Register. Could not find it on the California or the National Register. Made a site visit. Responded to RCAA with application and process.
- Met with Public Works to help determine drainage easements. Began creating a map showing drainage easements.
- Met with City Manager and Deputy City Clerk to discuss the Historic District and Design Review Use Permit Application Process. After suggested changes were made, discussed again with City Manager. Next step would be to bring it to the Design Review Committee.
- Posted Russ Park minutes to agenda packet

- Assisted Deputy City Clerk in Building Permit pricing and distributing.
- Discussed Grading Permit with City Engineer Dodd, discussed accounts receivable with Finance Director, called applicant to come pick up permit.
- Discussed deceased cows with neighbor, talked to City Manager regarding the procedure, called the Health Department and was directed to the Livestock Deputy, waiting for call back from the Sheriff's Office, called land owner to tell him to bury cows – landowner said cows would be removed, called neighbor to tell her what would be happening, called police department to discuss the issue. Located Nuisance File on this subject. Continue to deal with odor problem. Police contacted land owners. Will follow up with the health department. Have been directed by City Manager to research other HC cities, then the Ag Code and to have an ordinance ready for next City Council meeting.
- Completed 2-hour Ethic Training Course online.
- Followed up on Nuisance Letter regarding overgrown lot. Gave property owner phone number of yard care service.
- Began reading Employment Risk Management Authority (ERMA) bulletins to catch up from when absent from job.
- Reviewed all Eel River Disposal (ERD) files for a signed copy of the Franchise Agreement. Contacted ERD for a signed copy of the contract.
- Discussed Community Center usage policy with City Manager.
- Reviewed Drainage and Grading Permit application, sent to us by Manhard. Waiting on word from the Department of Fish & Game as to whether the project will go forward.
- Worked with Deputy City Clerk on a filing and follow-up system
- Follow up on building permits.
- Review Business Licenses before sending out notices for fees due. Make calls to business owners to check information. Print and mail business license fee due postcards.
- Spoke with Community Center renter to explain cleaning policy.
- Returned part of a cleaning deposit to a Community Center renter.
- Completed and faxed "Report of Building or Zoning Permits issued for new privately-owned housing units.
- Take Field Observation Reports, write letters when appropriate.
- Answer building and zoning questions.
- File backlog
- Researched Fifth Street Subdivision to determine timeline now that Cease and Desist Order has been pulled. Working with City Planner and City Manager on this.
- Spoke with citizen about a storage shed

DEPUTY CITY CLERK:

Meetings:

- Daily meetings with City Manager to discuss various office issues
- Coordinated with City Manager and City Planner on planning and developmental projects.
- Regular Design Review Meeting- May 24, 2012
- Special Design Review Meeting- May 31, 2012
- Regular City Council Meeting- June 7, 2012
- Planning Commission Meeting- June 20, 2012

Projects:

- Find/Sort and made copies of all DR applications for Design Review Meeting.- 5/24/12
- Assembled Regular Design Review Agenda/Packet for May 24, 2012 Meeting.
- Assembled Special Design Review Agenda/Packet for May 31, 2012 Meeting.
- Assembled City Council Agenda/Packet for June 7,, 2012 Meeting.
- Posted Regular Design Review Agenda; uptown/at city hall.
- Posted Special Design Review Agenda; uptown/at city Hall.
- Posted City Council Agenda; uptown/at city hall/online.
- Typed Minutes for the Regular Design Review Meeting- May 24, 2012.
- Typed Minutes for the Special Design Review Meeting May 31, 2012.
- Typed Minutes for City Council Meeting- June 7 2012.
- Sign and File Resolution 2012-16.
- Sign and File Resolution 2012-17.
- Sign and File Resolution- 2012-18.
- Sign and File Resolution- 2012-19.
- Sign and File Resolution- 2012-21
- Upload City Council Video.
- Assembled Planning Commission Agenda/Packet- June 20, 2012 Meeting.
- Assembled Sign Committee Agenda/Packet for the June 21, 2012 Meeting.
- Assembled Special Design Review Agenda/Packet for the June, 21, 2012 Meeting.
- Assembled Special City Council Agenda/Packet for the June 21, 2012 Meeting
- Posted Planning Commission Agenda; uptown/ city hall/online.
- Posted Sign Committee Agenda-uptown/city hall.
- Posted Special DR Agenda-uptown/city hall
- Posted Special City Council Agenda-uptown/city hall/website.
- Coordinated with Building Inspector on Building Permits.
- Coordinated with the City Manager and City Clerk on the Design Review Process.
- Business Licenses.
- Dog Licenses.
- City Hall Rental.
- Electronic Deposits.
- Parade Permit.
- Research information on property taxes for a citizen.
- Field Observation Reports
- Faxed List of Building Permits for the month of May to the Assessor’s office.

Land Use, Building and Encroachment Permits Issued

<i>B1227</i>	<i>724 Main</i>	<i>Remodel Kitchen & Bathroom</i>
<i>B1228</i>	<i>515 Shaw</i>	<i>Replace Sewer Lat, two cleanouts</i>
<i>DR1213</i>	<i>1289 Madison</i>	<i>Windows/Steps/Paint</i>
<i>DR1214</i>	<i>207 Francis</i>	<i>Gutters</i>
<i>DR1215</i>	<i>724 Main</i>	<i>Garage</i>

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

- Coordinated with City Manager, City Clerk, and Deputy City Clerk on planning and development projects.
- Coordinated with HCAOG on Regional Housing Needs Allocation Process.
- Researched variance conditions and requirements to determine applicability to VI signage.
- Revised the Historic District and Design Review Use Permit application processes. Prepared staff report to present to Design Review Committee at June 28 meeting.
- Coordinated with City Engineer on Lot Line Adjustment application for 1101 Main Street. Initiated staff report and Public Hearing noticing for July 18 Planning Commission meeting.
- Reviewed Variance application for the Victorian Inn. Initiated staff report and correspondence with applicant.
- Reviewed Building Permit for renovation at 724 Main Street.
- Coordinated with City Engineer to help Ferndale Resident with questions regarding a past Lot Line Adjustment at 727 Rose Ave.
- Coordinated with City Manager and City Clerk on 5th and Arlington Tentative Map expiration in light of Regional Water Board's Cease and Desist Order.
- Attended 6/7 City Council meeting to present staff report outlining the scope of the General Plan Safety Element Update. The Council authorized preparation of the element update.
- Attended 6/20 Planning Commission Meeting and presented Schedule for Ferndale General Plan Safety Element Update.

Projects

- General Plan Update—Prepared General Plan Safety Element Scope of Work and staff report recommending Council authorize the General Plan Safety Element Update and presented at 6/7 City Council meeting. Council unanimously approved. Prepared schedule for update process, including tasks, meetings, study sessions, and agency consultations and presented at 6/20 Planning Commission meeting.

CITY ENGINEER:**Sewer Projects: –**

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

Pedestrian Improvement Project:**Herbert Street: (Phase 1)**

- Project is complete
- Finalizing Project Close Out

Rose Street: (Phase 2)

- \$250,000.00 has been granted to the City of Ferndale for Transportation Enhancement (pedestrian improvements) on Rose Street.
- Design development and preparation of construction documents should begin in July upon receiving the Expense Authorization (EA)/Finance letter.

Applications –

Mr. Willis Hadley - Francis Street Project: Project started without a permit. Referral sent to California Department of Fish and Game for drainage work. DF&G requested additional consultation with the US Army Corps of Engineers.

Reviewed Status of 5th and Arlington Subdivision Expiration date.

General Engineering –

- HCAOG
 - Attend TAC meetings
- Looking into solutions for 5th Street Flooding in front of Navy House Parcel
 - Investigating existing easements
 - Assessing existing facilities
 - Prepare alternatives
 - Prepare Cost Estimates
- 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
- Submitted final SWPPP and NOT for NCWQCB.
- Wetland Assessment preparation for compliance with permits and California Coastal Commission
- 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 grading and drainage at west end of Fern Street
- Coordinated with Plan West for potential Stream Side Management Ordinance
- Development of 2012/2013 Office of City Engineer Budget

Meetings and Committees –

Reporting and Correspondence –

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

WASTEWATER OPERATIONS:

- CPO met with City Manager and Financial Manager to discuss 2012-13 budget.
- CPO drafted letter for HWMA for the Cal Recycle used oil grant

- Numerous correspondences with City Manager and City Engineers relating to sludge disposal strategies.
- Assisted office personnel with computer issues.
- CPO attended strategic planning meeting to discuss the CR water and wastewater programs.
- Installed new oven for baking samples for suspended solids testing. The oven came in the package but had not yet been put online. Staff is now performing a number of process tests to assist in the operation of the facility.
- CPO discussed lab strategies with the Lab tech from the Fortuna WWTP.
- Review applications for OIT position.
- Operator Coppini adjusted bar screen.
- Set up interviews with applicants for the OIT position.
- Staff has been drying sludge from the belt filter press to measure the moisture loss over a period of 45 days. Each week the pile is turned and the solids content is measured in our lab. The load was measured at 16 % when dropped on day 1. After day 7 the solids content was at 28%; day 14, 49%; day 21, 56%; day 28 50%(rain applied); day 35, 70% and day 42 it was at 82%. This test was done in a dirt surface in the open air. Since storing the sludge and air drying for as much a six weeks disposal costs have been reduced by 30-45%.
- John Verbec from HC Haz Mat was in to sign off on removing the City form CalARP.
- CPO visit to Rio Dell construction site. They are building an Aeromod facility similar to ours.
- Discussed capital improvements with Annje Dodd.
- Cleaned D.O. probes.
- Gave tour to Steve Garnick from Misco, Inc.
- Worked through some process issues at the plant. Flows are decreasing and therefore the biological process is changing.
- Took samples of the biomass to Fortuna lab to take digital pictures and send to Aeromod for viewing.
- Met with local land owners regarding the flooding on Pt. Kenyon West of the old facility. It was thought that the water on the road was due to effluent discharge. Staff advised property owners that no effluent had been discharged into Francis Creek in more than two weeks. The flooding was due to changes the county made in the direction of flow of Francis Creek.
- Met with the Lab tech from Fortuna to discuss more process tests that we can perform at our lab.
- Discussed with Public Works staff scheduling the dump truck for a recall appointment with the Ford dealership.
- Staff conducted interviews for the OIT position at the facility.
- CPO attended HWMA mini-meeting.
- Discussed control strategy with Portland Engineering. Set up the SCADA to automatically shut off Influent pumps when the Effluent holding basin is full during the irrigation season. Also set up controls to power down the UV when no flows are running through the plant. Previously the UV would power down to a minimum point and stay on at a very low level still consuming energy. This will save on overall energy costs.
- Install new alarm notification software.
- Redwood Electric boom truck in to clear influent pumps.
- Call to SEMS tech support
- Completed and submitted monthly electronic annual report for the Regional Board
- The facility received a total of 13 septic dumps from Roto Rooter & Wyckoff's totaling 20,000 gallons and generating \$3,600 in revenue for the facility.

- Plant DATA updated on SEMS software
- CPO attended CWEA board meeting in Eureka
- Monthly eSMR was submitted
- Staff performed routine process tests in our lab.
- Prepared monthly sample containers
- Filled out POs for monthly invoices
- Monthly samples picked up by NCL
- Operator Coppini performed several dewatering events. 4.5 tons of sludge was dewatered and disposed of in May.
- 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.
- Began pumping to irrigation on the 18th of the month.
- Influent flows through the facility totaled 8.239 MG for the month of May. Averages were .266 MGD. The plant received a high flow of .398 MG on the 4th and a low flow of .074 MG on the 17th.
- Effluent flows totaled 8.132 MG for the month of May. Averages were .280 MGD. The plant discharged a high flow of .426 MG on the 4th and a low flow of .155 MG on the 18th.

PUBLIC WORKS:

CITY PROPERTY

- Firemen's Park
 - Routine Maintenance, i.e. Mowing Park and Baseball Field.
 - Routine daily walk through to pick-up garbage.
- Park Restrooms
 - Routinely cleaned every day of the week including weekends.
 - Installed new trim in the bathrooms.
- Russ Park
 - Routine maintenance: Pulling out trash from trash & recycle bins as needed.
 - Picked-up loose garbage from Russ Park.
- Town Hall
 - Routine mowing and weedeating
 - Pull out trash daily
- Library
 - Routine mowing and weed eating
- City Parking Lot
 - Picked up garbage – Routinely at least once a week unless otherwise warranted.
- Main Street Restrooms
 - Routine maintenance: Daily cleaning and stocking of Main Street Restrooms – 7 days a week.
- Community Center
 - Routine checking of CC when the facility is rented before and after.
 - Showing CC to potential renters as needed
- Police Department
 - Routine mowing and weed eating

- Scout Hall - Routine mowing and weedeating
 - Cut out willows at Francis Creek Bridge for Scout Hall painting.
- Roadsides - Routine mowing and weed eating

Storm Drains

- Removed debris from all the drains and grates around town.

STREETS AND SIDEWALKS

- Routine maintenance: Regular maintenance of roadside mowing.
- Routine picking up trash at the edge of town.
- Routine maintenance: Continuing to pick-up piles around town as resident call and request removal.
- Routine maintenance: Sweep Main St., Monday, Wednesday and Friday mornings.
- Marked out USA locates throughout town – When needed.
- Removing piles.
- Continuing to patch the roads as needed.
- Weed Whacked on Shaw Lane and the drainage ditch.
- Cleaned out ditch at Washington and Lincoln. PW will be doing drainage on East and West side.
- Patched Washington, Arlington and McKinley
- Road Side mowing Ford Tractor 6610 - 8 hours
- Working with city engineers on road projects and drainage issues.
- Cleaned ditch at Nichol's Way
- Cut out tree that fell on Lincoln Ave.
- Cleaned out ditch at Lincoln.
- Put up stop signs at 5th and Fairview.

VEHICLE / EQUIPMENT MAINTENANCE

- Routine monthly maintenance and weekly maintenance on frequently used equipment.

MISCELLANEOUS

- Routine paperwork.
- Dealing with daily work orders as residents call.
- Viewed Safety videos.
- Went to Bay West to pick up supplies.
- Francis Creek Cleanout – began walking the creek for yearly inspection.

POLICE DEPARTMENT:

- Chief Smith participated as a panelist in the new Chief of Police selection process for the City of Eureka.
- Officer Lee Haldorson has been proceeding through his Field Training Program on the weekends.
- The police department lobby is completed. It is open from 9:00 am until 5:00 pm Monday through Saturday.
- Chief Smith attended Kiwanis meetings/functions.

- Chief Smith attended the monthly LECAH meeting.
- Chief Smith attended the monthly Community Corrections Partnership Executive Committee.
- Chief Smith completed a pre-employment background investigation on a seasonal police officer candidate. He has had his physical and we are awaiting the results. We will be scheduling the mandated psychological testing in the next two weeks.
- Officers provided traffic control for the Pet Parade on June 2.
- The police department will be hosting DMV training for the regional area on June 29th at Town Hall

Police Statistics – April 2012

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape	0	
Robbery	0	
Larceny	2	1
Assault	1	1
Burglary	0	
Vehicle Theft	0	
TOTAL	3	
SECONDARY CRIMES	5	
Calls for Service	38	
Reports Written	11	
Traffic Citations	9	
Other Citations	0	
Parking Citations	0	
Warnings	30	
ARRESTS	2	
AGENCY ASSISTS	14	
TRAFFIC COLLISIONS	0	

Section 13b: Commissions, Committees and Other

<p>City of Ferndale, Humboldt County, California USA Minutes for Planning Commission Meeting of June 20, 2012</p>
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Chair Jorgen Von Frausing Borch called the study session at 6:32PM. Present were Commissioners Lino Mogni, Dan Brown, Uffe Christiansen and Trevor Harper along with staff Deputy City Clerk Brianna Smith and City Planner Melanie Rheaume. City Planner Rheaume gave an update on the Safety Element. She explained that the Council had agreed with the Planning Commission and supported the Scope of Work. She also went through the proposed schedule which identifies the tasks, deliverables, and coordination required to prepare sections of the Safety Element.

Call to Order: Chair Jorgen Von Frausing-Borch called the Planning Commission meeting to order at 7:00pm. Commissioners Dan Brown, Uffe Christiansen, Trevor Harper, and Lino Mogni as well as staff Deputy City Clerk Brianna Smith, City Planner Melanie Rheaume were present. Those in attendance pledged allegiance to the flag. MOTION: (Brown/Christiansen). The May 16, 2012 minutes were unanimously approved.

No Public Comment.

General Plan Update: There was a study session held regarding the Safety Element prior to the regular scheduled meeting. MOTION: (Harper/Brown) Approve proposed schedule to go to the City Council for approval. Unanimous.

Home Occupation Permit (HOP) Process- Deputy City Clerk gave an update on the Home Occupation Permitting Process and reminded the Planning Commission that HOP is administratively administered.

The next regular meeting will be July 18, 2012. The meeting was adjourned at 7:27pm.

Respectfully submitted,
Brianna Smith
Deputy City Clerk

City of Ferndale, Humboldt County, California USA
Design Review Minutes for the 06/21/12 8:30am meeting

Chairman Dan Brown opened the meeting at 8:40 a.m. Committee Members Michael Sweeney and Dane Cowan, along with staff City Manager Jay Parrish and Deputy City Clerk Brianna Smith were present. Lino Mogni and Michael Bailey were absent.

Final Procedure for Design Review- It was agreed that each committee member would take as many applications as they preferred and would final them and bring them back to the next regular meeting and discuss with the rest of the committee members. The following is a list of the Committee Members and what Design Review applications that they took;

Committee Member	Application Number
Dane Cowan	DR 1205, 1206, 1207
Michael Sweeney	DR 1118-1123
Dan Brown	DR 1124, 1125, 1126, 1127, 1129, 1202, 1203, 1204

400 Berding St, Gingerbread Mansion: MOTION: (Brown/Sweeney). Approve application for all copper gutters and down spouts. Unanimous (After the meeting is discovered that this was not a legal vote because there was no quorum. According to Rosenberg's Rules of Order, if a body has less than quorum the body cannot legally transact business. And even if the body has a quorum to begin the meeting, the body can lose a quorum during the meeting if a member departs.) This item will be brought back to the Design Review for a Special Meeting on May 31, 2012.

The meeting adjourned at am. The next meeting regular meeting will be June 28, 2012

Respectfully submitted:

Brianna Smith
Deputy City Clerk

City of Ferndale, Humboldt County, California USA

Special Design Review Minutes for the 05/31/12 8:30am meeting

Chairman Dan Brown opened the meeting at 8:52 a.m. Committee Members Michael Sweeney, Lino Mogni, and Dane Cowan along with staff Deputy City Clerk Brianna Smith were present Michael Bailey were absent.

400 Berding St, Gingerbread Mansion: MOTION: (Sweeney/Mogni). Approve application for all copper gutters.

724 Main Street: MOTION: (Cowan/Sweeney) Approve new shed as presented in application.

The meeting adjourned at 8:58am. The next meeting regular meeting will be June 28, 2012

Respectfully submitted:

Brianna Smith
Deputy City Clerk

City of Ferndale, Humboldt County, California USA
Design Review Minutes for the 06/21/12 8:30am meeting

Chairman Dan Brown opened the meeting at 8:40 a.m. Committee Members Michael Sweeney, Lino Mogni, Michael Bailey and Dane Cowan along with staff Deputy City Clerk Brianna Smith were present along with members of the public Dennis DelBiaggio and applicants Michael and Gina Warner.

Modifications to agenda- Move 5c before 5a

724 Main Street- The Committee all agreed that they would like to see more details before the approve Phase 2 of the application. MOTION: (Cowan/Sweeney) Approve Phase 1 of the application. Unanimous.

1289 Main Street- MOTION: (Sweeney/Bailey) Approve application as presented. Unanimous.

207 Francis St- Tabled until paint colors for gutters are decided.

The meeting adjourned at 9:19AM. The next meeting regular meeting will be June 28, 2012

Respectfully submitted:

Brianna Smith
Deputy City Clerk

City of Ferndale, Humboldt County, California USA
Sign Ordinance Committee Minutes for the 6/21/12 2:32 pm meeting

Chairman Michael Bailey opened the meeting at 2:32 pm. Committee members Michael Sweeney, Trevor Harper, Phil Ostler and Karen Pingitore were present.

No modifications to agenda

May 17, 2012 Minutes: MOTION: Approve minutes as presented. (Pingatore/Harper). All in favor.

No public comment.

BUSINESS

A. Review, Add and Revise the following: 10004.1 Sign Standards, Maintenance and Design Control

The Committee reviewed edits completed at the May 17, 2012 meeting. Additional discussion focused on draft sub-section 1004.1.1 Design and Construction, specifically language related to sign size and what size would trigger the need for sign design by an engineer or professional designer. Under current ordinance and practice all signs are reviewed by Arnie Kemp, the City's building inspector, during the permitting process. Chairman Bailey asked if this language suggests that all signs would be reviewed by the building inspector or just some signs? What about window signs that only include writing and no structure? The Committee amended current language to include "...free-standing or hanging signs to be inspected by the building inspector that could create a public hazard."

At the May 17, 2012 meeting, the Committee amended Subsection 1004.1.5 Copy Design and Typeface Guidelines language states: These principles are provided in a separate brochure provided by the Ferndale Design Review Committee. Michael Sweeney disclosed that the Handbook for Building & Business Owners in the Historic District (assuming this is the brochure referred to above) does not include any principles related to Copy Design and Typeface. The Committee decided to strike the above language related to "...principles provided in a separate brochure..." Chairman Bailey clarified this statement to refer to a yet-to-be-determined "sign brochure" not the historic handbook already produced and distributed by the Design Review Committee. The above language pertaining to a separate brochure was amended accordingly.

At the May 17, 2012 meeting the Committee struck the language in Subsection 1004.1.6 Lighting as follows: "No sign should be lighted before sunset or after sunrise." After further discussion, the Committee sustained this action in that the restriction was not practical and decided to strike the language from this section.

B. Review Committee Inputs on Section 1004.2 Miscellaneous Business Signs

The Committee continued the discussion from the May meeting addressing 1004.2.Miscellaneous Business Signs and draft language proposed by Michael Bailey. In review of sub-section 1004.2.1 Directional (On & Off-Site) Signs, draft language stated: Directional signs may not exceed six (6) square feet in area and forty six (46) inches in height. At the May meeting, the Committee amended these dimensions to three square feet in area. After further discussion, the Committee returned to the original language of six square feet and forty six inches in height as follows:

Directional signs may not exceed six (6) ~~three (3)~~ square feet in area and forty six (46) inches in height.

At the May 17, 2012 meeting, the Committee added language under subsection 1004.2.1.3 Off-site temporary direction signs to require annual permit application and renewal. At this meeting, the Committee added additional language as follows:

An application for these signs must be submitted and removed annually along with business license renewal on July 1 (fiscal year).

At the May 17, 2012 meeting, the Committee felt that existing sign ordinance language adequately addressed sub-section 1004.2.3 Exterior and Interior signs and substituted the draft language in this section with the language from current sign ordinance language Section 7.23.3.a. (i - iv).

During further discussion, it was revealed that the height of the building was a factor that was missing in the existing language. The building height issue was especially pertinent when multiple occupants would require multiple signs (like a directory). The Committee added the language "twenty-five percent (25%) of surface area of the first floor of a building would equal totally signage allowed" to address this issue. According to Chairman Bailey, all of the material that was added from Section 7.23.3.a was already located in Section 1004.1.10.9 (Sign Area) of the new ordinance, which included the height adjustment.

The Committee continued discussions of the language pertaining to sub-section 1004.2.4 Freestanding Sign, sub-section 1004.2.5 Ground Sign, and sub-section 1004.2.6 Monument Signs. In essence, the distinction among these types of signs was the distance from the ground. In conclusion, the Committee recommended that the three sign types be combined into one type to read Free-standing, Ground, and Monument Signs. The discussion implied that the language would be adjusted to fit and combine as well as restrict the maximum height to eight (8) feet.

Committee discussion concluded with three subsections:

1004.2.7 Wall or Fascia

1004.2.8 Wall Murals and Graphic Designs, and
1004.2.9 Window and Door

The Committee concluded that existing language for sub-sections 1004.2.7 and 1004.2.8 were acceptable as presented in the draft document prepared by Michael Bailey. There was a distinction added to 1004.2.8 in the second line to include the design control combining zone as a permissible area for murals. The Committee also agreed that a statement defining the maintenance requirements for these signs should be included.

For sub-section 1004.2.9, Karen Pingatore suggested that items be added to proposed language from the 2012 International Zoning Code, specifically section 1008.3.6 Windows, item 1 and 2 as follows:

1. The aggregate area of all such signs shall not exceed 25 percent of the window area on which such signs are displayed. Window panels separated by muntins or mullions shall be considered as one continuous window area.
2. Window signs shall not be assessed against the sign area permitted for other sign types.

Karen Pingatore stated that she believed that the permits should still go through Design Review.

The next regular meeting will be July 19, 2012 at 2:30 pm. The meeting was adjourned at 5:00 pm.

Respectfully submitted by:

Michael Sweeney

Section 13c: Council Reports and Comments

IIA

**Minutes
Meeting of the Board of Directors
May 21, 2012**

- I. Call to Order**
Chair Mike Wilson called the meeting to order at 6:30 p.m.
Present: Richard Dorn, Julie Fulkerson, Tyler Holmes, Nancy Koke, Mark Lovelace, Ken Mierzwa, Mike Newman, Bruce Rupp, Frank Scolari, Mike Wilson. Bill Wennerholm joined the meeting at 6:37 p.m.
Absent: Dendra Dengler, Bud Leonard, Mike Losey, John Rogers, Sherman Schapiro, Alex Stillman
Staff Present: Don Ehnebuske, Virginia Fisher, Bonnie Smoller
- II. Approval of Agenda and Minutes**
M/SP: Scolari/Rupp to approve the May 21 agenda and minutes of the April 23, 2012 board meeting. Motion passed unanimously.
- III. Financial Reports: M/S/P: Rupp/Fulkerson to accept the financial reports of April 30, 2012.**
Motion passed unanimously.
- IV. Reports – no action required**
A. **Loan Portfolio Report. April 30, 2012:** information only.
B. **Executive Director Report:** the report was given in writing.
C. **Executive Committee minutes of April 12, 2012:** information only.
- V. Public Input – for non-agenda items:** none
- VI. Correspondence:** received from Erick Eschker, Professor, Dept. of Economics, HSU, a letter thanking RREDC for supporting the *Humboldt Economic Index* as a business sponsor.
- VII. Old Business**
A. **Update on Airline Recruitment:** Since the April meeting, Don Ehnebuske has put together a power point presentation to show business/community/government groups the benefits of having additional air service that goes beyond passenger convenience.

The strategy is to combine public financial support, \$50,000 or more, with grant money and government allocations to provide a Minimum Revenue Guarantee (MRG) to attract a direct flight to an eastern or southern destination.
B. **Proposal for Setting RREDC Priority Activities:** the group participated in a voting activity to determine the projects most worthy of staff time. The top three chosen were 1, procuring additional air service, 2, cutting/wrapping facilities for locally grown beef, and 3, pre-permitting commercial space for industrial use.
- VIII. New Business** None
- IX. Adjourn:** The meeting adjourned at 7:59 p.m.

Respectfully submitted:

Bonnie Smoller, recorder

Mike Wilson, Chair



**HUMBOLDT COUNTY ASSOCIATION OF
GOVERNMENTS**

611 I Street, Suite B

Eureka, CA 95501

(707) 444-8208

<http://www.hcaog.net>

Board of Directors
DRAFT MEETING RECORD

Regular Meeting
May 17, 2012, 4:00 p.m.
Eureka City Hall, Council Chambers
531 K Street, Eureka

Present:

Mayor Jeff Farley, Chair
Councilmember Susan Ornelas, Vice Chair
Mayor Frank Jäger
Mayor Doug Strehl
Supervisor Virginia Bass
Councilmember Mike Morgan (Alternate)

Policy Advisory Committee Members:

Councilmember Linda Atkins
Rex Jackman

Staff:

Marcella Clem
Debbie Egger
Debra Dees
Meghan Ryan
Siana Watts

Absent:

Councilmember McCall-Wallace
Councilmember Julie Woodall

City of Ferndale
City of City of Arcata
City of Eureka
City of Fortuna
County of Humboldt
City of Trinidad

Humboldt Transit Authority
Caltrans

Executive Director
Administrative Services Officer
Associate Planner
Assistant Planner
Executive Assistant

City of Blue Lake
City of Rio Dell

1. Call to Order

Chair Farley called the meeting to order at 4:04 p.m.

2. Unmet Transit Needs Public Hearing

A public hearing was conducted to receive input on unmet transit needs from the citizens of Humboldt, pursuant to Section 99238.5 and 99401.5 of the Transportation Development Act, and adopted procedures of HCAOG as the designated Regional Transportation Planning Agency.

Public Participation on Item 2

Todd Metcalf, Area 1 Agency on Aging, read a letter in support of the current unmet transit needs process.

Cindy Calderon, HCAOG Technical Advisory Committee & Tri-County Independent Living, spoke about the need for improved walkability and accessibility in all jurisdictions.

3. Public Participation

There was no public participation

4. **Adjournment of the HCAOG Board; Convening of the Policy Advisory Committee (PAC)**
5. **Approval of the Meeting Record**
Motion was made (Jäger/Ornelas) to approve the April 19, 2012 meeting record as submitted.
Motion carried unanimously.
Abstention: Bass
6. **Discussion Items**
 - a. **FY 2012-13 State Transit Assistance (STA) Fund Program of Projects** (Resolution 12-09)
Motion was made (Ornelas/Bass) to approve Resolution 12-09 and adopt the FY 12-13 STA Fund Program of Project Allocations, as submitted.
Motion carried unanimously.
7. **Informational Items**
 - a. **101 Corridor Improvement Update**
Marcella Clem informed the PAC that Caltrans withdrew the request for coastal consistency from the State Coastal Commission to work on issues. The application will be submitted at a later date.
 - b. **Humboldt County Regional Bicycle Transportation Plan Update**
The PAC received the final draft of the 2012 Humboldt County Regional Bicycle Transportation Plan. Marcella Clem explained that the draft plan review period would be extended to allow review by the Eureka Transportation Safety Commission.
 - c. **Grant Matrix**
Meghan Ryan provided an informational update regarding the new grant matrix HCAOG would host on its website to inform jurisdictions of current grant opportunities.
8. **PAC Member Reports**
There were no reports provided.
9. **Reconvening of the HCAOG Board: Action on PAC Items**
Motion was made (Bass/Jäger) to ratify the actions taken by the Policy Advisory Committee.
Motion carried unanimously.
10. **Personnel and Administration**
 - a. **HCAOG Administrative Budget for FY 2012-13**
Motion was made (Morgan/Farley) to approve the FY 2012-13 HCAOG Budget as submitted.
Motion carried unanimously.
11. **Adjournment**
The meeting adjourned at 4:40 p.m.

Respectfully submitted by,
Siana Watts, Executive Assistant

Individuals requiring special accommodations, accessible seating, or documentation in alternative formats are requested to contact the HCAOG office at 444-8208 prior to the meeting.



Redwood Coast Energy Authority

517 5th Street

Eureka, CA 95501

Phone: (707) 269-1700 Toll-Free (800) 931-RCEA Fax: (707) 269-1777

E-mail: info@redwoodenergy.org Web: www.redwoodenergy.org

MEETING MINUTES

**Redwood Coast Energy Resource Center
517 5th Street, Eureka, CA 95501**

**May 21, 2012
Monday, 3:15 p.m.**

Redwood Coast Energy Authority will accommodate those with special needs. Arrangements for people with disabilities who attend RCEA meetings can be made in advance by contacting Cheryl Clayton at 269-1700 by noon the day of the meeting.

I. ROLL CALL

Present: Jay Parrish, Lana Manzanita, Jack Thompson, Sheri Woo, Linda Atkins, John Woolley, Susan Ornelas, Tom Davies

Absent: Sue Long

Staff: Matthew Marshall, Cheryl Clayton, Kristopher Buihner

Guests: Alison Talbot (PG&E)

II. REPORTS FROM MEMBER ENTITIES

Director Manzanita reported that the City of Blue Lake received a \$134,385 Sustainable Communities to develop local action strategies that reduce GHG emissions, updating targeted elements of the General Plan to incorporate sustainable community strategies, and adding an Energy element to the General Plan.

Director Thompson reported that the City of Rio Dell is continuing to move forward with construction of their sewer plant.

III. ORAL COMMUNICATIONS

None

IV. CONSENT CALENDAR

- A. Approve Minutes of March 19, 2011 Board Meeting
- B. Approve attached Warrants
- C. Accept attached Financial Reports
- D. Authorize staff to submit funding request to the PG&E Foundation for up to \$20,000 for public school or non-profit facility energy upgrades.

M/S/C: Woolley, Woo: approve the consent calendar items, with Ornelas and Davies abstaining.

V. REMOVED FROM CONSENT CALENDAR ITEMS

None

VI. OLD BUSINESS

A. RCEA line of credit for cash-flow management

Executive Director Marshall presented the final Umpqua Bank line of credit documents and answered questions regarding current cash-flow norms.

B. Reports from CAPE Review and Staffing & Compensation Review Subcommittees

Executive Director Marshall reported that the CAPE subcommittee met and directed staff to develop some potential revisions to document, including possible additional strategies related to transportation-related energy use. Proposed revisions developed by staff will be reviewed by the subcommittee and brought before the board at a future meeting.

Executive Director Marshall introduced recommendations from the Staffing and Compensation Subcommittee. Directors Atkins and Thompson reported on the process for coming to each of the recommendations and the review of compensation levels that was conducted by the subcommittee. The board discussed and voted the recommendations:

M/S/C: Manzanita, Atkins: Approve 1) the addition of two additional 5% steps to all positions' existing salary ranges; and 2) a performance-based bonus plan up to a maximum of \$500, with the specific amount determined by the percentage of achieved success for various pre-determined team goals and implemented in compliance with any applicable contractual or legal restrictions.

M/S/C: Woolley, Thompson: allow for a health insurance cash-out option equal to the monthly premium for the health coverage of an employee minus any additional associated cost increases to RCEA, and implemented per the carrier SDRMA requirements of this being a one-time option, with Ornelas opposed.

C. Discussion of support for hydrogen transportation expansion

Executive Director Marshall reported on state and federal programs and policies that support the implementation of hydrogen transportation technology and other alternative fuels, and provided an initial draft resolution in support of hydrogen technology deployment incentives developed by Director Thompson. The Board directed staff to revise the draft resolution specifically to address relevant current and pending state and federal activities.

VII. NEW BUSINESS

A. Possible Makani Power Offshore Wind Advanced Technology Demonstration Pilot Project

Executive Director Marshall reported on an opportunity for RCEA to partner with Makani Power, an Alameda-based wind-energy technology developer, on their proposal to the Department of Energy's Offshore Wind Advanced Technology Demonstration grant program. Makani's proposed project would further develop the company's wind-

generation technology for off-shore applications and potentially develop a pilot offshore wind energy generation installation approximately 10 miles off the Samoa Peninsula. RCEA's primary role in the project would be to facilitate local stakeholder engagement and input on the project to maximize community involvement and environmental benefits, and this involvement would be funded by the grant.

The Board discussed the opportunity, if it fit within RCEA's mission and purpose, and the role of RCEA in the project and any associated liability.

M/S/C: Woolley, Atkins: Authorize staff to negotiate an agreement with Makani Power to partner on their application to the U.S. Department of Energy's Offshore Wind Advanced Technology Demonstration Projects funding opportunity, pending review of the agreement by Director Parrish and legal counsel.

B. SB 843, Community-Based Renewable Energy Self-Generation Program Act

Executive Director Marshall reported on this pending legislation, which would allow for virtual net metering of small-scale renewable energy generation projects.

M/S/C: Manzanita, Woolley: Adopt resolution supporting SB 843, Community-Based Renewable Energy Self-Generation Program Act.

VIII. STAFF REPORT

A. Matthew Marshall, Executive Director

- Executive Director Marshall reported that Redwood Coast Energy Watch 2010-2012 Program is winding down successfully, with nearly all incentive dollars spent or reserved for in-progress projects.
- Executive Director Marshall reported that the Public Utilities Commission recently released their guidance to utilities on the 2013-14 Energy Efficiency Programs funding cycle. The guidance directs utilities to continue and expand successful local-government partnerships, and RCEA will be working with PG&E to develop a plan for the 2013-14 Energy Watch program. The Public Utilities Commission also is accepting proposals for regional energy network pilots. RCEA will consider participation should a Northern California partnership be proposed.
- In April staff participated in a kick-off meeting at the CA Energy Commission for RCEA's Plug-in Electric Vehicle Planning Grant.

IX. ADJOURNMENT

Meeting adjourned at 4:40pm

*The next regular RCEA Board of Directors Business Meeting
will be held at 3:15PM on Monday, June 18, 2012.*