

**STUDY SESSION**

Location:	City Hall	Date:	January 3, 2013
	834 Main Street	Time:	<b>6:30 PM</b>
	Ferndale CA 95536	Posted: 12/31/12	

1. CALL STUDY SESSION TO ORDER – Mayor
  - a. Draft Annual Budget Audit for 2011-12 ..... 6:30 pm
2. ADJOURN STUDY SESSION

**AGENDA**

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

Location:	City Hall	Date:	January 3, 2013
	834 Main Street	Time:	<b>7 pm</b>
	Ferndale CA 95536	Posted: 12/31/12	

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
5. MODIFICATIONS TO THE AGENDA
6. STUDY SESSIONS .....
7. PUBLIC COMMENT. (This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3<sup>rd</sup>s of the Council that the item came up after the agenda was posted and is of an urgent nature requiring immediate action. This portion of the meeting will be approximately 30 minutes total for all speakers, with each speaker given no more than five minutes.).....
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.")

<i>a.</i> Acceptance of Accounts Payable .....	Page 5
<i>b.</i> Approval of previous minutes: December 6, 2012.....	Page 18
9. CALL ITEM	
10. PRESENTATION / Community Forum	
11. BUSINESS	
<i>a.</i> Review City of Ferndale acquisition process followed for 2010 Dump Truck acquisition and 2012 John Deere Tractor purchase. ....	Page 21
<i>b.</i> Review City of Ferndale Purchasing Ordinance and Consider Initiating Revision Process .....	Page 47
<i>c.</i> Personnel Policy Manual .....	Page 48
<i>d.</i> Approve Annual Budget Audit for 2011-12 .....	Page 49
<i>e.</i> Assign Councilmembers to Committees, Boards, JPA's, etc. ....	Page 50
<i>f.</i> Closed "In-House" hiring of Chief Plant Operator .....	Page 52
<i>g.</i> Approve Transportation Development Act Funds Report .....	Page 53
<i>h.</i> Resolution No. 2013-02 Establishing City Council Meeting Schedule from February 2013 through January 2014 .....	Page 63
<i>i.</i> Resolution No. 2013-03 Annual Events and Parades Street Closures.....	Page 65
<i>j.</i> Possible Airport Name Change .....	Page 68
12. CORRESPONDENCE .....	Page 71
13. REPORTS	
<i>a.</i> City Manager Staff Report and Community Events.....	Page 81
<i>b.</i> Commissions / Committees and others	
<i>i.</i> Design Review.....	Page 93
<i>ii.</i> Drainage Committee.....	Page 96
<i>c.</i> Council Reports and Comment	
<i>i.</i> Salt River Watershed Council .....	Page 98
14. ADJOURN.....	Page 101

**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, February 7, 2013 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***

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## **Section 7**

### **Public Comment**

*This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction.*

*Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3<sup>rd</sup> of the Council (three of the five members) that the item came up after the agenda was posted and is of an urgent nature requiring immediate action.*

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

## **Section 8**

### **Consent Agenda**

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

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

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**City of Ferndale**

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

**Printed Regular Checks**

General Checking - Distribution Detail - From 11/21/12 To 12/20/12  
 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	
45755	12/11/12	AERSO		AERATION SOLUTIONS INC		60.00
10125012				Office expense WEB SITE	60.00	
<b>Total for AERATION SOLUTIONS INC</b>						<b>60.00</b>
45660	11/21/12	AFLAC		AFLAC - REMIT. PROCESSING SERV. OCT. STATEMENT		184.34
10012260				Health insurance payable	184.34	
45767	12/19/12	AFLAC		AFLAC - REMIT. PROCESSING SERV. DEC. STATEMENT		184.34
10012260				Health insurance payable	184.34	
<b>Total for AFLAC - REMIT. PROCESSING SERV.</b>						<b>368.68</b>
45661	11/21/12	AQBC		AQUA BEN CORPORATION		898.51
30515125				Chemicals SEWER	898.51	
<b>Total for AQUA BEN CORPORATION</b>						<b>898.51</b>
45713	12/03/12	ARNKE		ARNOLD C. KEMP		179.00
10435052				Building regulation/inspectio NOV. STATEMENT	179.00	
45756	12/11/12	ARNKE		ARNOLD C. KEMP		1,572.85
10435052				Building regulation/inspectio PART OF JUNE -AUG	1,572.85	
<b>Total for ARNOLD C. KEMP</b>						<b>1,751.85</b>
45757	12/11/12	PHIAY		AYCOCK & EDGMON		6,525.00
10165054				Audit and accounting	6,525.00	
<b>Total for AYCOCK &amp; EDGMON</b>						<b>6,525.00</b>
45720	12/06/12	BAYWE		BAY WEST SUPPLY, INC.		348.36
10175024				Supplies - public restroom	261.02	
10635020				Buildings and grounds maintenance	87.34	
<b>Total for BAY WEST SUPPLY, INC.</b>						<b>348.36</b>
45714	12/03/12	BENAD		BENEFICIAL ADMIN COMPANY INC.		199.10
10012260				Health insurance payable	43.57	
10105007				Medical insurance	8.88	
10125007				Medical insurance	24.12	
10215007				Medical insurance	60.30	
10315007				Medical insurance	2.47	
10635007				Medical insurance	1.21	
22315007				Medical insurance	1.57	
24315007				Medical insurance	2.47	
25315007				Medical insurance	3.65	
26315007				Medical insurance	2.17	
30515007				Medical insurance	48.69	
<b>Total for BENEFICIAL ADMIN COMPANY INC.</b>						<b>199.10</b>
45696	11/29/12	BLOEN		BLOCK ENVIRONMNETAL SERVICES		396.00
30515157				Effluent testing SEWER	396.00	
<b>Total for BLOCK ENVIRONMNETAL SERVICES</b>						<b>396.00</b>
45662	11/21/12	CWEA		CA WATER ENVIRONMENT ASS'N		Void
30515048				Training	Void	

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Acct No.	Type			Override Description	Amount	Amount
<b>Total for CA WATER ENVIRONMENT ASS'N</b>						<b>0.00</b>
45697	11/29/12		CALST	CALIFORNIA STATE DISBURSEMENT UNIT		139.38
	10012250			Garnishments payable	139.38	
45758	12/11/12		CALST	CALIFORNIA STATE DISBURSEMENT UNIT		139.38
	10012250			Garnishments payable	139.38	
<b>Total for CALIFORNIA STATE DISBURSEMENT UN</b>						<b>278.76</b>
45759	12/11/12		CCAC	CCAC		110.00
	10125044			Meetings and dues	110.00	
<b>Total for CCAC</b>						<b>110.00</b>
45715	12/03/12		CITFO	CITY OF FORTUNA		1,016.66
	10215035			Dispatch service	1,016.66	
<b>Total for CITY OF FORTUNA</b>						<b>1,016.66</b>
45663	11/21/12		COLRD	COLLEGE OF THE REDWOODS POLICE		140.00
	10215048			Training	140.00	
<b>Total for COLLEGE OF THE REDWOODS</b>						<b>140.00</b>
45760	12/11/12		COMAS	COMPUTER ASSISTANCE		56.00
	10125012			Office expense	56.00	
<b>Total for COMPUTER ASSISTANCE</b>						<b>56.00</b>
45698	11/29/12		CWEA2	CWEA SEWER		140.00
	30515048			Training	140.00	
<b>Total for CWEA</b>						<b>140.00</b>
45699	11/29/12		TRUTA	DAVID TRUTALLI GRAVEL		756.11
	30515121			Sewer plant maintenance	756.11	
45721	12/06/12		TRUTA	DAVID TRUTALLI GRAVEL		493.35
	30515121			Sewer plant maintenance	493.35	
<b>Total for DAVID TRUTALLI GRAVEL</b>						<b>1,249.46</b>
45700	11/29/12		DCIBU	DCI BUILDERS SEWER		12,000.00
	30515095			Capital outlay	12,000.00	
<b>Total for DCI BUILDERS</b>						<b>12,000.00</b>
45701	11/29/12		DELOR	DEL ORO WATER CO., FDLE. DIST.		424.01
	10155031			Water	24.42	
	10175031			Water - public restroom	80.51	
	10215029			Water	33.02	
	10615033			Water	25.13	
	10625033			Water	73.34	
	10635031			Water	83.74	
	24315033			Water	48.53	
	30515032			Utilities - electric - plant	55.32	
<b>Total for DEL ORO WATER CO., FDLE. DIST.</b>						<b>424.01</b>
45702	11/29/12		DEPJU	DEPARTMENT OF JUSTICE		70.00
	10215052			Professional services	70.00	

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Acct No.		Type		Override Description	Amount	Amount
<b>Total for DEPARTMENT OF JUSTICE</b>						<b>70.00</b>
45768	12/19/12		DOCST	DOCUSTATION INC. \ DOCUSTATION		126.69
	10165078			Copy machine expense	126.69	
<b>Total for DOCUSTATION</b>						<b>126.69</b>
45716	12/03/12		DBOWN	DON BOWEN	TOWN HALL	1,000.00
	10155020			Building and ground maint.	1,000.00	
<b>Total for DON BOWEN</b>						<b>1,000.00</b>
45664	11/21/12		EELRI	EEL RIVER DISPOSAL		193.50
	10155030			Trash service	30.00	
	24315020			Building & ground maintenance	163.50	
45769	12/19/12		EELRI	EEL RIVER DISPOSAL		203.25
	10155030			Trash service	203.25	
<b>Total for EEL RIVER DISPOSAL</b>						<b>396.75</b>
100	12/03/12	EFT	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		830.08
	10012302			State P/R Tax Deposits	830.08	
100	12/11/12	EFT	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		752.54
	10012302			State P/R Tax Deposits	752.54	
45703	11/29/12		EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		Void
	10012302			State P/R Tax Deposits	Void	
<b>Total for EMPLOYMENT DEVELOPMENT DEPART</b>						<b>1,582.62</b>
45665	11/21/12		ETTVI	ETTER'S VICTORIAN GLASS	KEY TO CITY	228.69
	10115012			Office expense - Council	228.69	
<b>Total for ETTER'S VICTORIAN GLASS</b>						<b>228.69</b>
45770	12/19/12		EUROX	EUREKA OXYGEN COMPANY		720.84
	10155020			Building and ground maint.	45.00	
	10215088			Equipment repair other	338.79	
	10635020			Buildings and grounds maintenance	337.05	
<b>Total for EUREKA OXYGEN COMPANY</b>						<b>720.84</b>
45666	11/21/12		FERTR	FERNBRIDGE TRACTOR & EQUIP. CO.		4.89
	30515121			Sewer plant maintenance	4.89	
<b>Total for FERNBRIDGE TRACTOR &amp; EQUIP. CO.</b>						<b>4.89</b>
45667	11/21/12		FERYF	FERNDALE YOUTH FOOTBALL		150.00
	10635020			Buildings and grounds maintenance	150.00	
45722	12/06/12		FERYF	FERNDALE YOUTH FOOTBALL	DOUBLE PAYMENT VOID	150.00
	10044297			Town hall rent	150.00	
<b>Total for FERNDALE YOUTH FOOTBALL</b>						<b>300.00</b>

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45668	11/21/12		FRONT	FRONTIER		899.59
	10155034			Telephone	180.80	
	10215034			Telephone	236.78	
	10615034			Telephone	111.05	
	24315034			Telephone	50.32	
	30515034			Telephone	320.64	
<b>Total for FRONTIER</b>						<b>899.59</b>
45771	12/19/12		GECAP	GE CAPITAL		220.83
	10165078			Copy machine expense	220.83	
<b>Total for GE CAPITAL</b>						<b>220.83</b>
45723	12/06/12		GINAM	GINA MOBLEY		120.00
	10044297.1			Community Center rents	120.00	
<b>Total for GINA MOBLEY</b>						<b>120.00</b>
45704	11/29/12		GRINCON	GRINSELL CONSTRUCTION		2,328.00
	21625020			Building and grounds maint BOCCE COURT	2,328.00	
<b>Total for GRINSELL CONSTRUCTION</b>						<b>2,328.00</b>
45705	11/29/12		HBECFPC	H.B. Environmental Consultants, FPC		1,200.00
	30515030			Garbage/sludge SEWER OCT/NOV	1,200.00	
<b>Total for H.B. Environmental Consultants, FPC</b>						<b>1,200.00</b>
45706	11/29/12		HORBU	HORIZON BUSINESS SERVICES		297.20
	10215012			Office expense POLICE SHIPPING/	297.20	
<b>Total for HORIZON BUSINESS SERVICES</b>						<b>297.20</b>
45761	12/11/12		HWMA	HUM WASTE MANAGEMENT AUTHORITY		96.14
	10165099			Miscellaneous SHARE COST	96.14	
<b>Total for HUM WASTE MANAGEMENT AUTHORITY</b>						<b>96.14</b>
45772	12/19/12		HUMLS	HUMBOLDT LOCK & SAFE		155.20
	10155020			Building and ground maint.	155.20	
<b>Total for HUMBOLDT LOCK &amp; SAFE</b>						<b>155.20</b>
45669	11/21/12		HUMTE	HUMBOLDT TERMITE & PEST		49.00
	10215020			Building and grounds maint.	49.00	
45773	12/19/12		HUMTE	HUMBOLDT TERMITE & PEST		114.00
	10215020			Building and grounds maint.	49.00	
	10635020			Buildings and grounds maintenance	65.00	
<b>Total for HUMBOLDT TERMITE &amp; PEST</b>						<b>163.00</b>
45707	11/29/12		HUMTI	HUMMEL TIRE & WHEEL, INC POLICE		14.50
	10215014			Vehicle expense	14.50	
<b>Total for HUMMEL TIRE &amp; WHEEL, INC</b>						<b>14.50</b>
45724	12/06/12		INTRE	INTERNAL REVENUE SERVICE PR TAX		295.31
	24315099			Miscellaneous	295.31	
<b>Total for INTERNAL REVENUE SERVICE</b>						<b>295.31</b>

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Acct No.	Type		Override Description	Amount	Amount	
45717	12/03/12	JAYPA	JAY PARRISH	JAY PARRISH		400.00
10165096			Car Allowance		400.00	
<b>Total for JAY PARRISH</b>						<b>400.00</b>
45708	11/29/12	JEFFAR	JEFFREY FARLEY	KEY TO CITY		73.00
10115012			Office expense - Council		73.00	
<b>Total for JEFFREY FARLEY</b>						<b>73.00</b>
45709	11/29/12	JOHNY	JOHNNY'S FLOORING & WINDOW COVERINGS \ JOHNNY'S			4,522.80
10615095			Lytel grant expenditures	LIBRARY	4,522.80	
<b>Total for JOHNNY'S</b>						<b>4,522.80</b>
45774	12/19/12	LMREN	L & M RENNER, INC.			3,490.77
10215016			Fuel	PUBLIC WORKS	1,850.11	
24315016			Vehicle Fuel	POLICE	1,221.77	
30515016			Vehicle gas	SEWER	418.89	
<b>Total for L &amp; M RENNER, INC.</b>						<b>3,490.77</b>
45775	12/19/12	LEACA	LEAGUE OF CALIFORNIA CITIES			966.90
10125044			Meetings and dues	MEMBERSHIP 2013	966.90	
<b>Total for LEAGUE OF CALIFORNIA CITIES</b>						<b>966.90</b>
45725	12/06/12	MERFR	MERCER FRASER COMPANY			281.49
24315021			Street maintenance	SAND PUBLIC WORKS	281.49	
<b>Total for MERCER FRASER COMPANY</b>						<b>281.49</b>
45726	12/06/12	MISSN	MISSION UNIFORM & LINEN			61.74
10175024			Supplies - public restroom		9.58	
10635020			Buildings & grounds maintenance - Comm		52.16	
<b>Total for MISSION UNIFORM &amp; LINEN</b>						<b>61.74</b>
45727	12/06/12	MBDVZ	MITCHELL, BRISSO. DELANEY & VRIEZE			317.50
10145052			Professional services		317.50	
<b>Total for MITCHELL, BRISSO. DELANEY &amp; VRIEZE</b>						<b>317.50</b>
45670	11/21/12	NILCO	NILSEN COMPANY			619.26
10625020			Building and ground maint.		45.95	
10635020			Buildings and grounds maintenance		146.99	
24315020			Building & ground maintenance		28.91	
24315021			Street maintenance		45.27	
30515014			Vehicle expense		88.67	
30515121			Sewer plant maintenance		263.47	
45776	12/19/12	NILCO	NILSEN COMPANY			424.10
10175024			Supplies - public restroom		38.56	
10215024			Special department supply		67.78	
10635020			Buildings and grounds maintenance		202.99	
24315024			Special department		50.14	
30515121			Sewer plant maintenance		62.17	
30515157			Testing and monitoring		2.46	

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Acct No.		Type		Override Description	Amount	Amount
<b>Total for NILSEN COMPANY</b>						<b>1,043.36</b>
45671	11/21/12		NORCO	NORTH COAST LABORATORIES LTD. SEWER		771.00
	30515157			Effluent testing	771.00	
45728	12/06/12		NORCO	NORTH COAST LABORATORIES LTD. SEWER		771.00
	30515157			Effluent testing	771.00	
<b>Total for NORTH COAST LABORATORIES LTD.</b>						<b>1,542.00</b>
45729	12/06/12		NCUAQ	NORTH COAST UNIFIED AIR QMD		60.00
	10165095			Capital outlay BURN PERMIT 2013	60.00	
<b>Total for NORTH COAST UNIFIED AIR QMD</b>						<b>60.00</b>
100	12/03/12	EFT	NORVA	NORTH VALLEY BANK		5,732.41
	10012301			Federal P/R Tax Deposits	5,732.41	
100	12/11/12	EFT	NORVA	NORTH VALLEY BANK		4,670.36
	10012301			Federal P/R Tax Deposits	4,670.36	
45710	11/29/12		NORVA	NORTH VALLEY BANK		Void
	10012301			Federal P/R Tax Deposits	Void	
45718	12/03/12		NORVL	NORTH VALLEY BANK (1) \ NORTH VALLEY BANK		1,948.36
	26315194			Interest-Six Rivers loan	1,948.36	
<b>Total for NORTH VALLEY BANK</b>						<b>12,351.13</b>
45672	11/21/12		NRTHC	NORTHCOAST PUMPHOUSE		200.00
	30515121			Sewer plant maintenance	200.00	
<b>Total for NORTHCOAST PUMPHOUSE</b>						<b>200.00</b>
45762	12/11/12		OSTDEC	OSTLER DECORATIONS TOWN HALL		2,275.00
	10155020			Building and ground maint.	2,275.00	
<b>Total for OSTLER DECORATIONS</b>						<b>2,275.00</b>
45673	11/21/12		PACGA	PACIFIC GAS & ELECTRIC		1,169.44
	22315058			Street lighting	1,169.44	
45763	12/11/12		PACGA	PACIFIC GAS & ELECTRIC		4,382.70
	10155032			Utilities electric	134.59	
	10175032			Electric - public restroom	17.18	
	10215032			Utilities electric	106.69	
	10615032			Utilities	124.10	
	10625032			Utilities - electric	40.07	
	10635032			Utilities	238.04	
	22315058			Street lighting	24.48	
	24315032			Utilities	195.10	
	30515032			Utilities - electric - plant	3,502.45	
45777	12/19/12		PACGA	PACIFIC GAS & ELECTRIC		1,169.47
	22315058			Street lighting	1,169.47	
<b>Total for PACIFIC GAS &amp; ELECTRIC</b>						<b>6,721.61</b>
45778	12/19/12		PLANW	PLANWEST PARTNERS, INC.		4,229.55
	10415052			General planning services	1,225.25	
	10415053			Reimbursable fees	3,004.30	

**City of Ferndale**

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

**Printed Regular Checks**

General Checking - Distribution Detail - From 11/21/12 To 12/20/12  
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
<b>Total for PLANWEST PARTNERS, INC.</b>						<b>4,229.55</b>
45711	11/29/12		POREN	PORTLAND ENGINEERING	SEWER	120.00
	30515055			Contractual services		120.00
<b>Total for PORTLAND ENGINEERING</b>						<b>120.00</b>
45730	12/06/12		RCMEL	RCM ELECTRIC	LIBRARY	165.59
	10615095			Lytel grant expenditures		165.59
<b>Total for RCM ELECTRIC</b>						<b>165.59</b>
45719	12/03/12		ROBSM	ROBIN SMITH		153.47
	10245052			Professional services		153.47
<b>Total for ROBIN SMITH</b>						<b>153.47</b>
45731	12/06/12		RWSSE	RWS SERVICES	POLICE	33.78
	10215088			Equipment repair other		33.78
<b>Total for RWS SERVICES</b>						<b>33.78</b>
45732	12/06/12		SEQGA	SEQUOIA GAS COMPANY		693.16
	10155033			Utilities gas		258.29
	10615031			Gas		212.49
	10635033			Gas		222.38
<b>Total for SEQUOIA GAS COMPANY</b>						<b>693.16</b>
45779	12/19/12		SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUT		11,665.73
	10012260			Health insurance payable		931.01
	10105007			Medical insurance		585.30
	10125007			Medical insurance		1,333.53
	10215007			Medical insurance		3,398.43
	10315007			Medical insurance		174.82
	10635007			Medical insurance		166.82
	22315007			Medical insurance		194.24
	24315007			Medical insurance		230.39
	25315007			Medical insurance		220.27
	26315007			Medical insurance		214.49
	30515007			Medical insurance		4,216.43
<b>Total for SPECIAL DISTRICT RISK MANAGEMENT A</b>						<b>11,665.73</b>
45674	11/21/12		STJOS	ST. JOSEPH HOSPITAL	POLICE	35.00
	10215052			Professional services		35.00
45780	12/19/12		STJOS	ST. JOSEPH HOSPITAL	POLICE	140.00
	10215052			Professional services		140.00
<b>Total for ST. JOSEPH HOSPITAL</b>						<b>175.00</b>
45764	12/11/12		STACC	STAPLES CONTRACT AND COMMERCIAL		457.34
	10125012			Office expense	TOWN HALL	457.34
<b>Total for STAPLES CONTRACT AND COMMERCIAL</b>						<b>457.34</b>
45675	11/21/12		STAPE	STAPLES CREDIT PLAN		Void
	10012100			Accounts payable		Void

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Chk No.	Date	Pay	Ven ID	Vendor Name \ Payee Name	Distribution	Check
Acct No.		Type		Override Description	Amount	Amount
<b>Total for STAPLES CREDIT PLAN</b>						<b>0.00</b>
45676	11/21/12		STABO	STATE WATER RESOURCES CONTROL BO (3) \ STATE WATE		130.00
	30515048			Training	130.00	
45712	11/29/12		STABO	STATE WATER RESOURCES CONTROL BO (3) \ STATE WATE		3,346.59
	30515198			Sewer match loan	3,346.59	
<b>Total for STATE WATER RESOURCES CONTROL BO</b>						<b>3,476.59</b>
45677	11/21/12		FARSH	THE FARM SHOP		430.73
	24315014			Vehicle expense PUBLIC WORKS	167.41	
	24315088			Equipment repair PUBLIC WORKS	37.50	
	30515014			Vehicle expense SEWE TK	225.82	
<b>Total for THE FARM SHOP</b>						<b>430.73</b>
45733	12/06/12		FEREN	THE FERNDALE ENTERPRISE		13.38
	10165099			Miscellaneous	13.38	
<b>Total for THE FERNDALE ENTERPRISE</b>						<b>13.38</b>
45734	12/06/12		THOGZ	THOMAS W. GONZALEZ, SR		280.00
	10635020			Buildings and grounds maintenance	280.00	
<b>Total for THOMAS W. GONZALEZ, SR</b>						<b>280.00</b>
45735	12/06/12		TIMST	TIMES STANDARD		161.99
	10615024			Books LIBRAR	161.99	
<b>Total for TIMES STANDARD</b>						<b>161.99</b>
45736	12/06/12		TOWCO	TOWN & COUNTRY REFRIGERATION		80.00
	10635032			Utilities COMMUNITY	80.00	
<b>Total for TOWN &amp; COUNTRY REFRIGERATION</b>						<b>80.00</b>
45678	11/21/12		USABL	USABLUBOOK		415.92
	30515095			Capital outlay SEWE	415.92	
<b>Total for USABLUBOOK</b>						<b>415.92</b>
45765	12/11/12		VALLU	VALLEY LUMBER		577.57
	10155020			Building and ground maint. TOWN HALL	552.48	
	10175024			Supplies - public restroom	25.09	
<b>Total for VALLEY LUMBER</b>						<b>577.57</b>
45737	12/06/12		VERZN	VERIZON		252.40
	10155034			Telephone	30.08	
	10215034			Telephone	120.31	
	24315034			Telephone	11.78	
	30515034			Telephone	90.23	
<b>Total for VERIZON</b>						<b>252.40</b>
45766	12/11/12		WILSA	WILDWOOD SAW		151.82
	24315088			Equipment repair PUBLIC	151.82	
<b>Total for WILDWOOD SAW</b>						<b>151.82</b>

**City of Ferndale**

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<b>Chk No.</b>	<b>Date</b>	<b>Pay</b>	<b>Ven ID</b>	<b>Vendor Name \ Payee Name</b>	<b>Distribution</b>	<b>Check</b>
<b>Acct No.</b>	<b>Type</b>	<b>Override Description</b>	<b>Amount</b>	<b>Amount</b>		
45679	11/21/12		WYCKO	WYCKOFF'S		362.96
	30515121			Sewer plant maintenance	39.11	
	30515122			Sewer line maintenance	323.85	
45738	12/06/12		WYCKO	WYCKOFF'S		21.44
	10635020			Buildings and grounds maintenance	21.44	
<b>Total for WYCKOFF'S</b>						<b>384.40</b>
<b>Total for the 93 checks</b>					<b>94,408.36</b>	<b>94,408.36</b>

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## Account Distributions

<b>Account No.</b>	<b>Account Description</b>	<b>Amount</b>
10012100	Accounts payable	0.00
10012250	Garnishments payable	278.76
10012260	Health insurance payable	1,343.26
10012301	Federal P/R Tax Deposits	10,402.77
10012302	State P/R Tax Deposits	1,582.62
10044297	Town hall rent	150.00
10044297.1	Community Center rents	120.00
10105007	Medical insurance	594.18
10115012	Office expense - Council	301.69
10125007	Insurance Med/Den/Vis	1,357.65
10125012	Office expense	573.34
10125044	Meetings and dues	1,076.90
10145052	Professional services	317.50
10155020	Building and ground maint.	4,027.68
10155030	Trash service	233.25
10155031	Water	24.42
10155032	Utilities electric	134.59
10155033	Utilities gas	258.29
10155034	Telephone	210.88
10165054	Audit and accounting	6,525.00
10165078	Copy machine expense	347.52
10165095	Capital outlay	60.00
10165096	Car Allowance	400.00
10165099	Miscellaneous	109.52
10175024	Supplies - public restroom	334.25
10175031	Water - public restroom	80.51
10175032	Electric - public restroom	17.18
10215007	Medical insurance	3,458.73
10215012	Office expense	297.20
10215014	Vehicle expense	14.50
10215016	Fuel	1,850.11
10215020	Building and grounds maint.	98.00
10215024	Special department supply	67.78

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**City of Ferndale**

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**Printed Regular Checks**

General Checking - Distribution Detail - From 11/21/12 To 12/20/12  
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10215029	Water	33.02
10215032	Utilities electric	106.69
10215034	Telephone	357.09
10215035	Dispatch service	1,016.66
10215048	Training	140.00
10215052	Professional services	245.00
10215088	Equipment repair other	372.57
10245052	Professional services	153.47
10315007	Medical insurance	177.29
10415052	General planning services	1,225.25
10415053	Reimbursable fees	3,004.30
10435052	Building regulation/inspectio	1,751.85
10615024	Books	161.99
10615031	Gas	212.49
10615032	Utilities	124.10
10615033	Water	25.13
10615034	Telephone	111.05
10615095	Lytel grant expenditures	4,688.39
10625020	Building and ground maint.	45.95
10625032	Utilities - electric	40.07
10625033	Water	73.34
10635007	Medical insurance	168.03
10635020	Buildings and grounds maintenance	1,342.97
10635031	Water	83.74
10635032	Utilities	318.04
10635033	Gas	222.38
21625020	Building and grounds maint	2,328.00
22315007	Medical insurance	195.81
22315058	Street lighting	2,363.39
24315007	Medical insurance	232.86
24315014	Vehicle expense	167.41
24315016	Fuel	1,221.77
24315020	Building & ground maintenance	192.41
24315021	Street maintenance	326.76
24315024	Special department	50.14
24315032	Utilities	195.10

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24315033	Water	48.53
24315034	Telephone	62.10
24315088	Equipment repair	189.32
24315099	Miscellaneous	295.31
25315007	Medical insurance	223.92
26315007	Medical insurance	216.66
26315194	Interest-Six Rivers loan	1,948.36
30515007	Medical insurance	4,265.12
30515014	Vehicle expense	314.49
30515016	Vehicle gas	418.89
30515030	Garbage/sludge	1,200.00
30515032	Utilities - electric - plant	3,557.77
30515034	Telephone	410.87
30515048	Training	270.00
30515055	Contractual services	120.00
30515095	Capital outlay	12,415.92
30515121	Sewer plant maintenance	1,819.10
30515122	Sewer line maintenance	323.85
30515125	Chemicals	898.51
30515157	Testing and monitoring	1,940.46
30515198	Sewer match loan	3,346.59
		<hr/> <b>94,408.36</b> <hr/>

**City of Ferndale**

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

**Printed PayCheck Checks**

General Checking - Date Range: From 11/21/12 To 12/20/12 - Check #: All - Dept: All

Sort Code: All - EmpID: All - Emp Name: All - By Check Number

<u>Check #</u>	<u>Date</u>	<u>Emp. #</u>	<u>Employee Name</u>	<u>Amount</u>
45680	11/27/12	2,190	HEATH A. BOHACIK	1,240.84
45681	11/27/12	6,115	MARY ELLEN BOYNTON	66.13
45682	11/27/12	5,220	STEVE L. COPPINI	1,668.24
45683	11/27/12	5,221	DOUGLAS E. CULBERT	1,994.37
45684	11/27/12	2,178	PAUL A. DIAZ JR.	1,222.58
45685	11/27/12	2,185	LINDSEY D. FRANK	1,282.66
45686	11/27/12	5,222	IAN E. IVEY	285.43
45687	11/27/12	1,214	NANCY S. KAYTIS-SLOCUM	1,695.48
45688	11/27/12	5,235	TIMOTHY W. MIRANDA	1,033.77
45689	11/27/12	1,012	JAY D. PARRISH	2,552.76
45690	11/27/12	1,217	LACY L. PEDROTTI	661.33
45691	11/27/12	6,142	DIANNA L. RICHARDSON	66.12
45692	11/30/12	1,510	MARIA A. ROSA	193.77
45693	11/27/12	2,200	BRET A. SMITH	1,417.82
45694	11/27/12	2,186	ADAM D. STRICKER	1,246.94
45695	11/27/12	5,280	DANIEL V. SUTTON	1,085.34
45739	12/11/12	2,190	HEATH A. BOHACIK	989.43
45740	12/11/12	6,115	MARY ELLEN BOYNTON	66.13
45741	12/11/12	5,220	STEVE L. COPPINI	1,510.53
45742	12/11/12	5,221	DOUGLAS E. CULBERT	1,994.37
45743	12/11/12	2,178	PAUL A. DIAZ JR.	987.37
45744	12/11/12	2,185	LINDSEY D. FRANK	1,026.09
45745	12/11/12	5,222	IAN E. IVEY	218.75
45746	12/11/12	1,214	NANCY S. KAYTIS-SLOCUM	1,614.89
45747	12/11/12	5,235	TIMOTHY W. MIRANDA	1,145.54
45748	12/11/12	1,012	JAY D. PARRISH	2,552.76
45749	12/11/12	1,217	LACY L. PEDROTTI	673.50
45750	12/11/12	6,142	DIANNA L. RICHARDSON	94.48
45751	12/11/12	2,200	BRET A. SMITH	1,417.83
45752	12/11/12	2,186	ADAM D. STRICKER	983.12
45753	12/11/12	5,280	DANIEL V. SUTTON	1,049.92
45754	12/11/12	6,221	BONNIE K. VON BRAUN	81.33
<b>Total</b>				<b>34,119.62</b>

**City of Ferndale, Humboldt County, California USA**  
City Council Minutes for December 6, 2012

Mayor Jeffrey Farley called the Regular City Council Meeting to order at 7:00PM. Present were Councilmen John Maxwell, Michael Sweeney and Stuart Titus, along with staff City Manager Jay Parrish, City Clerk Nancy Kaytis-Slocum, Deputy City Clerk Lacy Pedrotti, City Engineer Praj White, City Engineer David Cassie, and Police Chief Brett Smith. Those present pledged allegiance to the flag. The City Clerk called roll call. All present.

Ceremonial: The City Clerk gave the Oath of Office to new Mayor Stuart Titus as well as Councilmembers Daniel Brown and Ken Mierzwa. All were welcomed by the City Clerk Nancy Kaytis-Slocum. Councilmember John Maxwell thanked Jeffrey Farley for his 6 year run and dedication. City Manager Jay Parrish read a list of events that have happened since Jeffrey Farley took office as Mayor.

Modifications to the Agenda: Item 11. a Letter Supporting an East-West Railroad Study removed.

Under Public Comment: Lawrence Hindley owner of The Farm Shop stated that he has knowledge of the City of Ferndale purchasing a tractor from an outside source. Mr. Hindley would like to know why The Farm Shop was not part of the Bid process and what the procurement policy is. City Manager Jay Parrish stated that the tractor purchase was discussed and placed in the budget for 2011-2012 and City Council agreed on the purchase. However the Procurement process was not followed and will be reiterated to all City Employees. Duane Martin spoke on behalf of Lawrence Hindley stating that the City of Ferndale should be reprimanded for not following procedure. Jerry Brughha also spoke on behalf of Lawrence Hindley stating that the Procurement Process should be on the City Council Meeting Agenda for January Meeting. Mayor Stuart Titus stated that he will take all into consideration and will be discussing this issue with the staff.

Under Public Comment: Andréa Poutief from the California Conservation Corps spoke of Francis Creek slide debris and the planting of Willow trees around the slide area. Councilman John Maxwell thanked the CCC for filling sandbags for the community's members during the high water Francis Creek flooding most of downtown.

Consent Calendar: MOTION: (Maxwell/Mierzwa) Accept Accounts Payable and approve the minutes from the November 2, 2012 meeting. Unanimous.

Suddenlink Cable Transfer Agreement: MOTION: (Mierzwa/Sweeney) Approve Resolution 2012-37 consenting to the transfer of control of the cable television franchise in connection with the acquisition by Nespresso Acquisition Corporation of the equity interests of Cequel Communications Holdings, LLC. and authorize the City Manager to sign the Transfer Agreement on behalf of the city. All in favor. Sean McLaughlin spoke regarding Access Humboldt indicating that the City of Ferndale has the capability to televise City Council Meetings etc. Mr. McLaughlin was handed the signed Resolution and Transfer Agreement for his records.

Planning Commission: MOTION: (Maxwell/Sweeney) Approve the replacement of Dan Brown, newly elected to the City Council, with Dean Neilsen on the Planning Commission. All in favor. Mr. Neilsen will serve until 3/2014. Dean Neilsen was welcomed by the City Council.

Design Review Committee MOTION: (Sweeney/Maxwell) Approve replacement of Michael Sweeney with Mark Giacomini. All in favor.

Orientation for City Goals: City Manager Jay Parrish brought to the attention of City Council that there are several new members on Committees and commissions, as well as on the council in Ferndale and recommends there be an orientation to all Council/Committee/Commission Members to attend. Date was set for February 7<sup>th</sup> from 4pm to 6pm. All in favor.

Lytel Foundation Letter regarding the Drainage Assessment District: City Manager Jay Parrish advised the City Council that the Bertha Lytel Foundation will no longer be donating \$25,000 to the City of Ferndale. This donation helped pay off the Drainage Loan that covers FEMA Francis Creek Project. City Manager Jay Parrish recommends a meeting with the city Attorney Russell Gans and City Engineer Praj White on January 24<sup>th</sup> 2013 at 4:30pm to 6:30pm.

The meeting adjourned at 7:50pm. The next regular Council Meeting is scheduled for January 3rd, 2013 at 7PM.

Respectfully submitted,

Lacy Pedrotti  
Deputy City Clerk

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**Section 9**

**CALL ITEMS**

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

**Section 10**

**PRESENTATIONS**

**Section 11**

**BUSINESS**

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Meeting Date:	January 3, 2013	Agenda Item Number	11A
Agenda Item Title:	Review City of Ferndale acquisition process followed for 2010 Dump Truck acquisition and 2012 John Deere Tractor purchase.		
Presented By:	Jay Parrish, City Manager		
Type of Item:	Action	x	Discussion Information
Action Required:	Receive and File		

### RECOMMENDATION

This item should be reviewed in conjunction with Agenda Item 11B, regarding potential revisions to the City of Ferndale Purchasing Ordinance. Staff requests Council authorization to work with the City Attorney and prepare potential revisions to the City of Ferndale Purchasing Ordinance to, among other potential revisions:

- Create local vendor preference provisions on various equipment and supply purchases;
- Allow the City to participate in state and national purchasing partner programs like the National Purchasing Partners Program and the California Mandated Award Schedule Program to insure future cost savings on major equipment items;
- Review and update purchasing procedures and policies to insure the most competitive pricing methods and evaluate update the existing Ordinance (2007-04) to make certain it complies with current law.

### DISCUSSION:

Description of Dump Truck Purchase: In June of 2010 the City of Ferndale submitted requests for proposals to multiple Humboldt County car and truck dealers seeking proposals on a 1.5 ton dump truck. Vendors were requested to submit quotes meeting the required vehicle specifications, and informed that their bids would be evaluated on a competitive basis with other proposals. Two proposals were submitted, and the proposal from Harper Motors was ultimately deemed to be the most competitive, responsive to the City's specifications and offered the best warranty provisions. The total cost of the item equaled \$41,751.29. A copy of the invoice is included.

Description of Tractor Purchase: On or about May 14, 2012, the City of Ferndale contracted directly with John Deere Tractor, through its John Deere Government and National Sales Program to purchase a 4720 Tractor (and associated attachments). A copy of the invoice is included with this Staff Report. The total cost of the item equaled \$45,495.99.

The tractor was acquired through the National Purchasing Partners Program (NPP), which is a group purchasing organization offering organizations and associations access to an aggressively priced contract

portfolio with vendors and manufacturers. John Deere is participating manufacturer. At the time of acquisition and prior to committing to purchase the tractor, the City of Ferndale was informed that a savings of 20% or greater was obtained by using the NPP process for acquisition. The City has regularly used the tractor since it was delivered in late May.

Community Concerns Regarding Ferndale Purchasing Ordinance Compliance and Local Vendor Preference: Over the past month, approximately, concerns have been raised by members of the community whether these personal property acquisitions complied with Ferndale purchasing policies and ordinances, and whether Ferndale has any preference provisions in place for local vendors.

In reviewing the matter, it is clear that the existing City of Ferndale Purchasing Ordinance (Ordinance 2007-04) contains no provisions for local vendor preference. Further, although competitive pricing was solicited for both the tractor and dump truck purchases, the existing Ordinance contains specified public bid requirements that, potentially, do not authorize the City to participate in state and national cost saving programs available to state and local government, like the NPP and the California state program, the California Multiple Award Schedules (CMAS) Program. The CMAS offers a wide variety of equipment, non-IT services and information technology products and services at prices which have been assessed to be fair, reasonable and competitive. California Public Contract Code Sections 10298 and 10299 authorize local government agencies and school districts to use CMAS and other Department of General Services agreements without competitive bidding to procure products on a price competitive basis (based on statewide participation) if authorized by the local procurement policies and regulations. However, Ferndale is not a participant in CMAS at the present time.

**FINANCIAL IMPACT:**

None.

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43064

**CITY OF FERNDALE**

NAME: HARPER FORD  
INVOICE NO: FORD DUMP TRUCK  
CHECK TOTAL: \$ 41,751.29

DATE: 11/12/10 43064

*TRUCK INFO*

24315014 | Vehicle expense | 10,437.83  
30515014 | Vehicle expense | 31,313.46

DELUXE CORP 1+800-328-0304 www.deluxeforms.com

CITY OF FERNDALE PO BOX 190 FERNDALE, CA 95528		NORTH VALLEY BANK FERNDALE, CA 95528 95-2536-1211		43064
**Forty one Thousand Seven Hundred Fifty-one And 28/100 Dollars**		DATE	AMOUNT	
		11/12/10	\$ 41,751.29	
PAY TO THE ORDER OF	HARPER FORD	CITY OF FERNDALE		
		<i>Darryl Knight - Stein</i>		
		AUTHORIZED SIGNATURE		
⑈04 3054⑈ ⑆24132194⑆0064680300⑈		⑈0004175129⑈		

#43064 11/18/10 \$41,751.29

RETAIL INSTALLMENT SALE CONTRACT - SIMPLE FINANCE CHARGE

Dealer Number Contract Number R.O.S. Number Stock Number

Buyer Name and Address (Including County and Zip Code)
Co-Buyer Name and Address (Including County and Zip Code)
Creditor-Seller (Name and Address)

You, the Buyer (and Co-Buyer, if any), may buy the vehicle below for cash or on credit. By signing this contract, you choose to buy the vehicle on credit under the agreements on the front and back of this contract.

Table with columns: New Used, Year, Make and Model, Odometer, Vehicle Identification Number, Primary Use For Which Purchased

FEDERAL TRUTH-IN-LENDING DISCLOSURES
Table with columns: ANNUAL PERCENTAGE RATE, FINANCE CHARGE, Amount Financed, Total of Payments, Total Sale Price

YOUR PAYMENT SCHEDULE WILL BE:
Table with columns: Number of Payments, Amount of Payments, When Payments Are Due

Late Charge. If payment is not received in full within 10 days after it is due, you will pay a late charge of 5% of the part of the payment that is late.
Prepayment. If you pay off all your debt early, you may be charged a minimum finance charge.
Security Interest. You are giving a security interest in the vehicle being purchased.
Additional Information: See this contract for more information including information about nonpayment, default, any required repayment in full before the scheduled date, minimum finance charges, and security interest.

ITEMIZATION OF THE AMOUNT FINANCED (Seller may keep part of the amounts paid to others.)
1. Total Cash Price
A. Cash Price of Motor Vehicle and Accessories
B. Document Preparation Fee (not a governmental fee)
C. Smog Fee Paid to Seller
D. (Optional) Theft Deterrent Device (to whom paid)
E. (Optional) Theft Deterrent Device (to whom paid)
F. (Optional) Theft Deterrent Device (to whom paid)
G. (Optional) Surface Protection Product (to whom paid)
H. (Optional) Surface Protection Product (to whom paid)
I. Sales Tax (on taxable items in A through H)
J. Optional DMV Electronic Filing Fee
K. (Optional) Service Contract (to whom paid)
L. (Optional) Service Contract (to whom paid)
M. (Optional) Service Contract (to whom paid)
N. (Optional) Service Contract (to whom paid)
O. (Optional) Service Contract (to whom paid)
P. Prior Credit or Lease Balance paid by Seller to

STATEMENT OF INSURANCE
NOTICE. No person is required as a condition of financing the purchase of a motor vehicle to purchase or negotiate any insurance through a particular insurance company, agent or broker.

Vehicle Insurance
Table with columns: Ded. Comp., Fire & Theft, Ded. Collision, Bodily Injury, Property Damage, Medical, Total Vehicle Insurance Premiums

UNLESS A CHARGE IS INCLUDED IN THIS AGREEMENT FOR PUBLIC LIABILITY OR PROPERTY DAMAGE INSURANCE, PAYMENT FOR SUCH COVERAGE IS NOT PROVIDED BY THIS AGREEMENT.

You may buy the physical damage insurance this contract requires (see back) from anyone you choose who is acceptable to us. You are not required to buy any other insurance to obtain credit.

Buyer X
Co-Buyer X
Seller X

If any insurance is checked below, policies or certificates from the named insurance companies will describe the terms and conditions.

Application for Optional Credit Insurance
Credit Life: Buyer Co-Buyer Both
Credit Disability (Buyer Only)

Table with columns: Term, Exp., Premium
Credit Life
Credit Disability
Total Credit Insurance Premiums
Insurance Company Name
Home Office Address

Credit life insurance and credit disability insurance are not required to obtain credit. Your decision to buy or not buy credit life and credit disability insurance will not be a factor in the credit approval process.

You are applying for the credit insurance marked above. Your signature below means that you agree that: (1) You are not eligible for insurance if you have reached your 65th birthday. (2) You are eligible for

---

**Doug Culbert, Chief Plant Operator**

---

**From:** Doug Culbert, Chief Plant Operator [chiefoperator@ci.ferndale.ca.us]  
**Sent:** Monday, June 21, 2010 8:03 AM  
**To:** 'Doug Culbert, Chief Plant Operator'; 'tcall@lithia.com'; 'kurtfleetman@harpermotors.com'; 'amcpherson@fortunamotors.com'  
**Cc:** Jay Parrish  
**Subject:** RE: Request for Proposal

note RFP went  
to 3 businesses

How soon should we expect to see proposals? I only received one. If we have to change the order to fit our budget we need the time to do this. Appreciate your prompt response.

Sincerely,

Doug

---

**From:** Doug Culbert, Chief Plant Operator [mailto:chiefoperator@ci.ferndale.ca.us]  
**Sent:** Monday, June 14, 2010 10:35 AM  
**To:** 'tcall@lithia.com'; 'kurtfleetman@harpermotors.com'; 'amcpherson@fortunamotors.com'  
**Cc:** Jay Parrish  
**Subject:** Request for Proposal

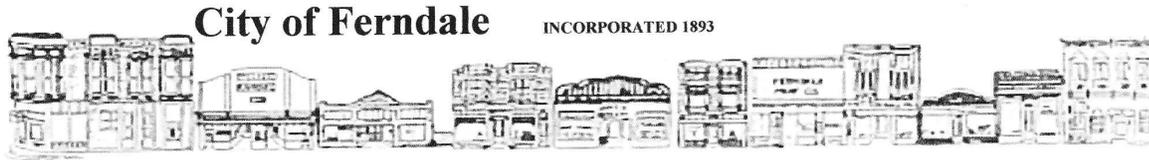
Please find attached the request for proposal for new dump truck. Also include estimated delivery time.

*Doug Culbert*

Chief Wasteplant Operator  
City of Ferndale  
834 Main St.  
P.O. Box 1095  
Ferndale, CA 95536  
Office: 707.786.4224  
Cell: 707.845.2087  
Sewer Plant: 707.786.9093

---

CONFIDENTIAL COMMUNICATION: E-mails from this account contain CONFIDENTIAL and PRIVILEGED information. It is intended for use by the recipient(s) only and not for distribution. Delivery, distribution or dissemination of this message is strictly prohibited. If you receive this message in error, please notify the sender by reply and delete the message.



June 14, 2010

RE: Request for proposal for 2011 Dump Truck

To whom it may concern,

The City of Ferndale is looking to purchase a new 2010-11 3 yd. dump truck and would like a proposal from your dealership. Below are the minimum specifications that we are looking for. We need this proposal by Friday, June 18<sup>th</sup> so that we may include it in our fiscal budget. Keep in mind that this is a competitive bid and that others are submitting quotes also. Please feel free to contact me if you have any questions regarding our request.

- 1.5 TON
- 3 YD DUMP
- SINGLE AXLE
- 6.0L OR LARGER
- V8 OR V10
- Diesel
- TIEDOWNS
- 4X4
- 5 SPEED MANUAL TRANSMISSION
- 8,000 LB. WENCH
- AIR
- CRUISE
- WHITE IN COLOR
- PLEASE LIST ANY OTHER STANDARD OPTIONS

Sincerely,

Doug Culbert

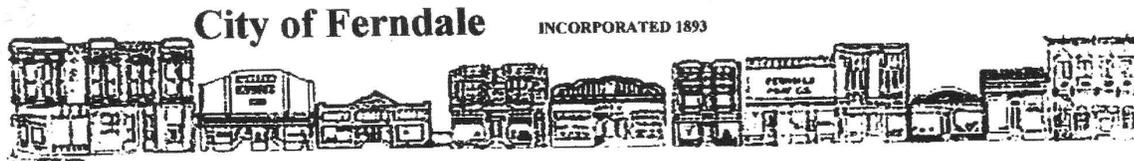
Chief Wastewater Operator

City of Ferndale

Office: 707.786.4224

Cell: 707.845.2087

Email: [chiefoperator@ci.ferndale.ca.us](mailto:chiefoperator@ci.ferndale.ca.us)



June 14, 2010

RE: Request for proposal for 2011 Dump Truck

To whom it may concern,

The City of Ferndale is looking to purchase a new 2010-11 3 yd. dump truck and would like a proposal from your dealership. Below are the minimum specifications that we are looking for. We need this proposal by Friday, June 18<sup>th</sup> so that we may include it in our fiscal budget. Keep in mind that this is a competitive bid and that others are submitting quotes also. Please feel free to contact me if you have any questions regarding our request.

- 2011 Ford F450 4x4 XL*
- 1.5 TON
  - 3 YD DUMP - *Included 16,500# GVWR*
  - SINGLE AXLE - *Single Rear Axle with Dual Rear Wheels*
  - 6.0L OR LARGER - *6.7L V-8 Diesel*
  - V8 OR V10 - *V8*
  - Diesel - *Included*
  - TIEDOWNS - *Included on bed*
  - 4X4 - *Included*
  - 5 SPEED MANUAL TRANSMISSION - *6 speed Automatic is included*
  - 8,000 LB. WENCH - *Included with Grill Guard, Mounting Plate, & winch*
  - AIR - *Included*
  - CRUISE - *Included*
  - WHITE IN COLOR - *Standard*
  - PLEASE LIST ANY OTHER STANDARD OPTIONS - *See Attachments*

Sincerely,

*Doug Culbert*

Doug Culbert  
 Chief Wastewater Operator  
 City of Ferndale  
 Office: 707.786.4224  
 Cell: 707.845.2087  
 Email: chiefoperator@ci.ferndale.ca.us

*Ford warranty: 3 years/36,000 miles limited bumper to bumper and 5 years/100,000 miles powertrain warranty and roadside assistance.*

*Ken Madson - Harper Motors*

CNGP53U

VEHICLE ORDER CONFIRMATION

06/16/10 15:10:01

==>

Dealer: F72413

2011 F-SERIES SD

Page: 1 of 2

Order No: 9200 Priority: H3 Ord FIN: KQ464 Order Type: 5B Price Level: 120

Ord PEP: 650A Cust/Flt Name: CITY FERNDALE PO Number:

RETAIL

RETAIL

F4H	F450 4X4 CHAS/C	\$35610	JOB #1 BUILD
	141" WHEELBASE		525 CRUISE CONTROL 235
Z1	OXFORD WHITE		63B CLN IDLE DECAL NC
A	VNYL 40/20/40		XTR HVY DTY ALT
S	STEEL		794 PRICE CONCESSN
650A	PREF EQUIP PKG		REMARKS TRAILER
	.XL TRIM		SP DLR ACCT ADJ
572	.AIR CONDITIONER	NC	
	.AM/FM STER/CLK		TOTAL BASE AND OPTIONS 44495
99T	6.7L V8 DIESEL	7485	TOTAL 44495
44W	6-SPEED AUTO	190	*THIS IS NOT AN INVOICE*
TFB	.225 BSW AS 19.5		*TOTAL PRICE EXCLUDES COMP PR
X41	4.10 REG AXLE	NC	
	16500# GVWR PKG		* MORE ORDER INFO NEXT PAGE *
425	50 STATE EMISS	NC	F8=Next
F1=Help	F2=Return to Order		F3/F12=Veh Ord Menu
F4=Submit	F5=Add to Library		F9=View Trailers

8006 - MORE DATA IS AVAILABLE.

QC07755

Quote is based on a Fleet Order for the City of Ferndale

Your Truck and Body Price : \$ 42,871 - plus fees

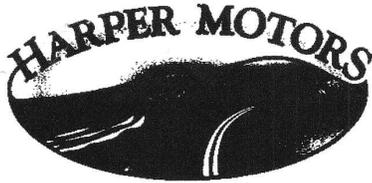
Fees include sales tax : 3,536.86  
 CA Tire Fee : 8.75

Quote Total : \$ 46,416.61

see options on other page

Thank You,

*Ant Melanin* - Harper Motors



June 16, 2010

Doug Culbert  
City of Ferndale

Thank you for the opportunity to earn your business. This quote is based on a fleet order and will include a 3 yard dump body with a tow package and pintle hitch. It also includes the front mounted 8000 lb. winch with grill guard and mounting plate. The estimated time for delivery is about 120 days from the order date plus it may take a few additional weeks at the body upfitter. Below are some other options to consider that were not part your standard specifications.

Options:

- |    |  |        |
|----|--|--------|
| 1) | 30" x 18" x 18" steel underbody tool box : | \$400- |
| 2) | 4.10 limited slip rear axle :              | \$320- |
| 3) | Spare tire and wheel :                     | \$311- |
| 4) | Ford trailer brake controller:             | \$211- |

Please call me with any questions or concerns, office 443-7311 or cell 496-3518.  
I want to earn your business and provide quality service to the City of Ferndale.

Sincerely,

Kurt Medeiros - Fleet Manager - Harper Motors



HARPER MOTORS • 4800 Highway 101 N. • Eureka, CA 95503  
Phone (707) 443-7311 • Fax (707) 443-3839 • [www.harpermotors.com](http://www.harpermotors.com)

# PURCHASE ORDER

139482

TO	Harper Ford	DATE	9/9/10
ADDRESS		DATE REQUIRED	
CITY, STATE, ZIP		TERMS	
SHIP TO		HOW SHIPPED	
ADDRESS		REQ. NO. OR DEPT.	
CITY, STATE, ZIP		FOR	30515014 (75%)

QUANTITY	DESCRIPTION	PRICE	UNIT
1		4,751.29	
2			
3			
4			
5	30515014	31,313.47	
6	24315014	10437.83	
7			
8			
9			
10			
11			
12			

**IMPORTANT**

PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES-PACKAGES, ETC. PLEASE NOTIFY US IMMEDIATELY IF YOU ARE UNABLE TO COMPLETE ORDER BY DATE SPECIFIED.

PLEASE SEND INVOICE WITH ORIGINAL BILL OF LADING. PURCHASING AGENT

COPIES OF YOUR

OFFICE COPY 1

5831

# PURCHASE ORDER

139555

TO	Harper Ford	DATE	
ADDRESS		DATE REQUIRED	
CITY, STATE, ZIP		TERMS	
SHIP TO		HOW SHIPPED	
ADDRESS		REQ. NO. OR DEPT.	
CITY, STATE, ZIP		FOR	

QUANTITY	DESCRIPTION	PRICE	UNIT
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

**IMPORTANT**

PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES-PACKAGES, ETC. PLEASE NOTIFY US IMMEDIATELY IF YOU ARE UNABLE TO COMPLETE ORDER BY DATE SPECIFIED.

PLEASE SEND INVOICE WITH ORIGINAL BILL OF LADING. PURCHASING AGENT

COPIES OF YOUR

OFFICE COPY 1

5831

TRACTOR INFO

CITY OF FERDALE PO BOX 1000 FERDALE, CA 95526		NORTH VALLEY BANK FERDALE, CA 95526 FD32541214	45411
**Forty-five Thousand Five Hundred Eighty-eight And 66/100 Dollars**		DATE 03/20/12	AMOUNT \$ 45,588.66
PAY TO THE ORDER OF	JOHN DERRE GOVERNMENT & NATIONAL SAL 21748 N. DWORK PLACE CHICAGO, IL 60673 4217	CITY OF FERDALE <i>[Signature]</i> RICHARD STANWELL	45411
⑈045411⑈ ⑆121132394⑆006968000⑈		⑈0004558866⑈	

#45411 20121001

\$45,588.66

CITY OF FERDALE

NAME: JOHN DEERE GOVERNMENT & NATIONAL SAL

DATE: 09/20/12

45411

45411

INVOICE NO: 53586 951859

CHECK TOTAL: \$ 45,588.66

30515095 | Capital outlay | 45,588.66

DELUXE CORP 1+800-328-0304 www.deluxeforms.com

Purchase Order		TO	DATE
ADDRESS		John Deere	9/20/12
CITY, STATE, ZIP			DATE REQUIRED
SHIP TO			TERMS
ADDRESS			HOW SHIPPED
CITY, STATE, ZIP			REQ. NO. OR DEPT.
			FOR
QUANTITY	DESCRIPTION	PRICE	UNIT
1	Invoice 1600053586	45,495.99	
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

**IMPORTANT**

Purchase Order Number must appear on all invoices - packaging, etc.

Please notify us immediately if you are unable to complete the order by date specified.

Please send \_\_\_\_\_ copies of your INVOICE with ORIGINAL BILL OF LADING.

PURCHASING AGENT \_\_\_\_\_

OFFICE COPY 1

858676

6/18/2012 1:44:41 PM

Kiser Nancy B

Deere and Company

Page 1



**JOHN DEERE**

## Fax Cover Page

Deere & Company World Headquarters  
One John Deere Place, Moline, IL 61265 USA

Date and Time Sent: 6/18/2012 1:44:02 PM

Number of Pages(Including this one) 6

**TO:** Deb

1-707-786-9314

**FROM:** Kiser Nancy B  
Ag and Turf  
2000 John Deere Run  
+1 (919) 804-2121

309-749-2066

**Remarks:** Your Request for Copy of Invoice 111951859

CONFIDENTIALITY. This message, including attachments, may be confidential. If you believe this message was sent to you in error, do not read it. If you are not the intended recipient, any retention, dissemination, distribution, or copying of this communication is strictly prohibited. Please reply to the sender that you have received the message in error and delete it.

6/18/2012 1:44:41 PM

Kiser Nancy B

Deere and Company

Page 2

Page 1 of 1

Attn: Deb

Per your request for copy of invoice (which was forwarded to me) please find invoice 111951859 following.

Thank you,

*Nancy Kiser*

Accounting Associate  
John Deere AG & Turf Division  
2000 John Deere Run  
Cary, NC 27513  
Phone: (919) 804-2121 or 1(800)358-5010 ext 60261  
Fax: (309)749-2066

6/18/2012 1:44:41 PM

Kiser Nancy B

Deere and Company

Page 3



# Invoice

Remittance Address:

John Deere Government & National Sales  
 21748 Network Place  
 Chicago, IL 60673-1217  
 800-358-5010

**Bill To: 2065327**  
 CITY OF FERNDALE  
 443 PORT KENYON RD  
 FERNDALE CA 95536

**Ship To: 2065327**  
 CITY OF FERNDALE  
 443 PORT KENYON RD  
 FERNDALE CA 95536

Information	
Invoice Number	111951859
Invoice Date	05/14/2012
Invoice Due Date	06/14/2012
Payment Terms	Net 30 Days
Purchase Order No.	CA00121
Reference#	1924429
Sold To	2065327
Servicing Dealer	000S071276
JD FID No.	36-2382580

Page 1 of 3

Invoice Details					
Item	Material	Description	Qty/Wt	Unit Price	Amount
0010 O1	6865LV	4720 Tractor	1 PC	34,775.00	34,775.00
		Contract Description:OR #NPP			
		Serial Number: LV4720H810850			
0040 O1	4560	10-16.5 6PR Front R4 Ind. 2 Pos. Bias#17	1 PC	454.00	454.00
		Contract Description:OR #NPP			
0060 O1	LVB24852	Beacon Light Kit (Cab Only)	1 PC	215.00	215.00
0070 O1	LVB25332	Canopy Mounting Bracket and Hardware Kit	1 PC	94.00	94.00
0080 O1	LVB25334	Canopy - Standard	1 PC	520.00	520.00
0090 O1	LVB25512	Power Beyond Kit (Open Station Only)	1 PC	289.00	289.00

The above items are sold according to the terms on the face and reverse side hereof, including those limiting warranties and sellers liabilities, any federal, state or city sales or use taxes are to be paid by purchaser. The above goods are made in accordance with the Fair Labor Standard Act of 1938, as amended, proof of delivery must be requested within sixty days of invoice date.

6/18/2012 1:44:52 PM

Kiser Nancy B

Deere and Company

Page 4



# Invoice

Remittance Address:

John Deere Government & National Sales  
 21748 Network Place  
 Chicago, IL 60673-1217  
 800-358-5010

**Bill To: 2065327**  
 CITY OF FERNDALE  
 443 PORT KENYON RD  
 FERNDALE CA 95536

**Ship To: 2065327**  
 CITY OF FERNDALE  
 443 PORT KENYON RD  
 FERNDALE CA 95536

Information	
Invoice Number	111951859
Invoice Date	05/14/2012
Invoice Due Date	06/14/2012
Payment Terms	Net 30 Days
Purchase Order No.	CA00121
Reference#	1924429
Sold To	2065327
Servicing Dealer	000S071276
JD FID No.	36-2382580

Invoice Details					
Item	Material	Description	Qty/Wt	Unit Price	Amount
0100 01	LVB25607	Back-up Alarm Kit	1 PC	115.00	115.00
0110 01	6131LV	485 Backhoe#(For 3120-3720 Open Station, Contract Description:OR #NPP	1 PC	9,700.00	9,700.00
0150 01	9000	Rubber Street Pad Kit Contract Description:OR #NPP	1 PC	122.00	122.00
0160 01	LVB25175	24 In. Heavy Duty Bucket (3.71 Cu. Ft.)	1 PC	870.00	870.00
0170 01	2551P	400CX Loader Contract Description:OR #NPP Serial Number: P0400CX013951	1 PC	5,889.00	5,889.00

The above items are sold according to the terms on the face and reverse side hereof, including those limiting warranties and sellers liabilities, any federal, state or city sales or use taxes are to be paid by purchaser. The above goods are made in accordance with the Fair Labor Standard Act of 1938, as amended, proof of delivery must be requested within sixty days of invoice date.



# Invoice

Remittance Address:

John Deere Government & National Sales  
 21748 Network Place  
 Chicago, IL 60673-1217  
 800-358-5010

**Bill To: 2065327**

CITY OF FERNDALE  
 443 PORT KENYON RD  
 FERNDALE CA 95536

**Ship To: 2065327**

CITY OF FERNDALE  
 443 PORT KENYON RD  
 FERNDALE CA 95536

**Information**

**Invoice Number** 111951859  
**Invoice Date** 05/14/2012  
**Invoice Due Date** 06/14/2012  
**Payment Terms** Net 30 Days  
**Purchase Order No.** CA00121  
**Reference#** 1924429  
**Sold To** 2065327  
**Servicing Dealer** 000S071276  
**JD FID No.** 36-2382580

**Invoice Details**

Item	Material	Description	Qty/Wt	Unit Price	Amount
0210 02	8095	Less Bucket	1 PC	778.00-	778.00-
		Contract Description:OR #NPP			
0220 01	9035	73 In. (1850 mm) Loader Heavy Duty Bucke	1 PC	996.00	996.00
		Contract Description:OR #NPP			
0230 01	9082	73 In. (1850 mm) Replaceable Bucket Cutt	1 PC	166.00	166.00
		Contract Description:OR #NPP			
				Items total.....	53,427.00
				MSRP%Discount	11,006.49-
				Tax Amount.....	3,075.48
				<b>TOTAL</b>	<b>45,495.99</b>
					Pay This Amount

**When paying by check, please reference Invoice Number above.  
 Payment must be made to the remittance address listed above.**

**Payment should not be made to a dealership or any other remittance addr.  
 To pay by credit card, please contact us at 1-800-358-5010 option 1.**

The above items are sold according to the terms on the face and reverse side hereof, including those limiting warranties and sellers liabilities, any federal, state or city sales or use taxes are to be paid by purchaser. The above goods are made in accordance with the Fair Labor Standard Act of 1938, as amended, proof of delivery must be requested within sixty days of invoice date.

6/18/2012 1:45:33 PM

Kiser Nancy B

Deere and Company

Page 6

**TERMS AND CONDITIONS****PAYMENT TERMS:**

Terms of payment are as shown on face hereof.

**LIMITATION OF WARRANTIES:**

No warranties, express or implied, are made by us in connection with the sale of parts or trade accessories nor as to any engine not manufactured by John Deere World Wide C&CE Division. Such warranties as we make in connection with the sale of new, complete units are made exclusively by a statement of warranty packaged with such units, and John Deere World Wide C&CE Division neither assumes nor authorizes any person to assume for it any other obligation or liability whatever in connection with the sale of its products. APART FROM SUCH WRITTEN STATEMENT OF WARRANTY, THERE ARE NO WARRANTIES, EXPRESS, IMPLIED OR STATUTORY, WHICH EXTEND BEYOND THE DESCRIPTION OF THE PRODUCTS ON THE FACE HEREOF.

**LIMITATION OF SELLER'S LIABILITY:**

John Deere World Wide C&CE Division shall not be liable hereunder for damages in excess of the purchase price of the item with respect to which damages are claimed and in no event shall John Deere World Wide C&CE Division be liable for loss of profit or good will or for any other special, consequential or incidental damages.

**CONDITION SALE:**

We shall retain title to all items hereby purchased by you until all sums owing hereunder are fully paid in cash. Our security interest shall include any proceeds realized by you upon the sale of such items. Should you in any way default hereunder, or should your financial responsibility be reasonably deemed by us to be unsatisfactory, the entire balance owing hereunder shall, at our election, become immediately payable without notice and we may, in addition to other lawful remedies seize such items without legal process and, at our option, either retain them in full satisfaction of your obligations hereunder or dispose of such items at public or private sale, retaining from the monies realized therefrom an amount sufficient to pay the balance due, plus the expenses of retaking and resale, and reasonable attorney's fees. Any surplus realized by us on such resale shall be returned to you but you shall remain liable for any deficiency.

**FINANCE CHARGES:**

Finance charges will be applied based on the rate and terms for general purchases, by contract, or statute that applies. A period of 60 days from the invoice terms will be applied for payment posting.



**Customer Purchase Order**      PO#      01595375  
**For John Deere Products (U.S. Only)**      PO Revision#      Original

<b>CUSTOMER'S NAME - First Signer</b> (First, Middle Initial, Last) CITY OF FERNDALE			DATE OF ORDER Apr 24, 2012	COMPANY UNIT 07	DEALER ACCOUNT NO. 071283
(SECOND LINE OF OWNER NAME) 443 PORT KENYON RD			DEALER ORDER NO. 07853125, 07810850		
STREET OR RR 443 PORT KENYON RD			SOC. SEC.	IRS NO.	EIN NO.
TOWN FERNDALE	STATE CA	ZIP CODE 95536	TRANSACTION TYPE Cash Sale		PURCHASER SALES TAX EXEMPT
USE COUNTY Humboldt	PURCHASER ACCT.	PHONE NO.	SELLER'S NAME & ADDRESS John Deere Company 2000 John Deere Run Cary, NC, 27513		
E-MAIL ADDRESS					

I (We), the undersigned, hereby order from you the Product described below, to be delivered as shown below. This order is subject to your ability to obtain such Product from the manufacturer and you shall be under no liability if delivery of the Product is delayed or prevented due to labor disturbances, transportation difficulties, or for any reason beyond your control. The price shown below is subject to your receipt of the Product prior to any change in price by the manufacturer. It is also subject to any new or increased taxes imposed upon the sale of the Product after the date of this order.

**Customer's Signature**      **Date Accepted** \_\_\_\_\_

± **NOTICE:** Products may be equipped with telematics hardware and software ("Telematics") that transmit data to John Deere/Dealer. Purchaser may deactivate Telematics at [www.jdlink.com](http://www.jdlink.com).

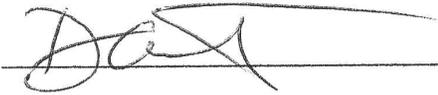
QTY	NEW	RENTAL	USED	PRODUCT (Give Model, Size & Description)	Hours of Use	PRODUCT IDENTIFICATION NUMBER	DELIVERED CASH PRICE (Or Total Lease Payments)
1	X			JOHN DEERE 4720 Tractor		1LV4720HEBH810850	\$ 28,535 49
1	X			Power Beyond Kit (Open Station Only)			\$ 234 09
1	X			Beacon Light Kit (Cab Only)			\$ 174 15
1	X			Back-up Alarm Kit			\$ 93 15
1	X			Canopy - Standard			\$ 421 20
1	X			Canopy Mounting Bracket and Hardware Kit			\$ 76 14
1	X			JOHN DEERE 485 Backhoe (For 3120-3720 Open Station, 4120-4720, 4300-4400, 4310-4410, 4500-4700, 4510-4710, 5045E-5075E, 5103-5403 Tractors)			\$ 7,170 06
1	X			24 In. Heavy Duty Bucket (3.71 Cu. Ft.)			\$ 635 10
1	X			JOHN DEERE 400CX Loader			\$ 5,081 13
I (We) offer to sell, transfer, and convey the following item(s) at or prior to the time of delivery of the above Product, as a "trade-in" to be applied against the cash price. Such item(s) shall be free and clear of all security agreements, liens, and encumbrances at the time of transfer to you. The following is a description and the price to be allowed for each item.							
TOTAL CASH PRICE							\$ 42,420 51
QTY	DESCRIPTION OF TRADE-IN			Hours of Use	PRODUCT IDENTIFICATION NUMBER	AMOUNT	
PURCHASER TYPE      MARKET USE							
TOTAL TRADE-IN ALLOWANCE							\$ 0 00
1. TOTAL CASH-PRICE							\$ 42,420 51
2. TOTAL TRADE-IN ALLOWANCE							\$ 0 00
3. TOTAL TRADE-IN PAY-OFF							\$ 0 00
4. BALANCE							\$ 42,420 51
5. SALES TAX - (7.25%)							\$ 3,075 49
6.							
7.							
5. SUB-TOTAL							\$ 45,496 00
6. CASH WITH ORDER							\$ 0 00
7. RENTAL APPLIED							\$ 0 00
8. CASH DISCOUNT							\$ 0 00
9. BALANCE DUE							\$ 45,496 00

**IMPORTANT WARRANTY NOTICE:** The John Deere warranty applicable to new John Deere product(s) is printed as an attachment to this document. There is no warranty on used products. The new product warranty is part of this contract. Please read it carefully. **YOUR RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS SET FORTH IN THE WARRANTY AND THIS CONTRACT. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS ARE NOT MADE AND ARE EXCLUDED UNLESS SPECIFICALLY PROVIDED IN THE JOHN DEERE WARRANTY.**

± Notwithstanding Purchaser's right, title or interest in the Products, Purchaser agrees that John Deere and Dealer (their affiliates, successors and assigns), without further notice to Purchaser have the right to: (i) access, use, collect and disclose any data generated by, collected by, or stored in, Products or any hardware or devices interfacing with Products ("Machine Data"); (ii) access Machine Data directly through data reporting devices integrated within, or attached to, Products, including Telematics ("Data Reporting Systems"); (iii) update the Data Reporting Systems software from time to time. Machine Data will only be used in accordance with John Deere's Machine Data Policy, located at [www.JohnDeere.com/MachineDataPolicy](http://www.JohnDeere.com/MachineDataPolicy). Machine Data may be transferred out of the country where it is generated, including to the U.S.A.

**DISCLOSURE OF REGULATION APPLICABILITY:** When operated in California, any off-road diesel vehicle may be subject to the California Air Resources Board. In-Use Off-Road Diesel Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants.

**ACKNOWLEDGEMENTS - I (We) promise to pay the balance due (line 9) shown above in cash, or to execute a Time Sale Agreement (Retail Installment Contract), or a Loan Agreement, for the purchase price of the Product, plus additional charges shown thereon or execute a Lease Agreement, on or before delivery of the Product ordered herein. Despite physical delivery of the Product, title shall remain in the seller until one of the foregoing is accomplished.**

Customer's Signature  Accepted By \_\_\_\_\_

Date Accepted \_\_\_\_\_ Salesperson KEMPF, DUANE H

DELIVERY ACKNOWLEDGEMENT:	DELIVERED ON:	WARRANTY BEGINS:	SIGNATURE: (DEALER)
---------------------------	---------------	------------------	---------------------



NATIONAL PURCHASING PARTNERS

RFP PROPOSAL RECEIPT LOG

INTEGRATED PURCHASING SOLUTIONS

Solicitation # 401  
Due Date 12/12/06  
Time 2 pm PST

National Purchasing Partners (NPP) has received the following responses to the solicitation listed above.

Name John Deer Co. Date & Time 12/11/06 9:30am  
Notes \_\_\_\_\_

Name ~~Up's & Grounds~~ Date & Time ~~12/12/06 12 noon~~  
Notes Duplicate of Alamo Industries

Name Alamo Industrial (sp?) Date & Time 12/12/06 10:25am  
Notes \_\_\_\_\_

Name \_\_\_\_\_ Date & Time \_\_\_\_\_  
Notes \_\_\_\_\_

Name \_\_\_\_\_ Date & Time \_\_\_\_\_  
Notes \_\_\_\_\_

Name \_\_\_\_\_ Date & Time \_\_\_\_\_  
Notes \_\_\_\_\_

*I hereby certify that the above proposals were received prior to the due date and time listed:*

Signed [Signature]

Signed \_\_\_\_\_

Printed Crisby Grindle

Printed \_\_\_\_\_

Date 12/13/06

Date \_\_\_\_\_

Note: NPP Staff will initial each entry and note the last response received, lining out the remaining spaces.

**AFFIDAVIT OF MAILING**

STATE OF WASHINGTON )  
 ) ss.  
 COUNTY OF King )

I, JOSHUA M. HELLING, being first duly sworn on oath, deposes and states that I am an Account Manager for National Purchasing Partners, a group purchasing organization. On the 26<sup>th</sup> day of October, 2006, I caused to be deposited in the United States mail at Seattle, King County, Washington, with first class postage prepaid, one each copy of the attached NOTICE OF SOLICITATION for the MASTER AGREEMENT FOR LAWN AND LANDSCAPE EQUIPMENT to the following addresses:

Kubota 1175 S Guild Ave Lodi, CA 95240	American Honda Power Equipment 4900 Marconi Dr Alpharetta, GA 30005-8847	Moen Machinery Company 268 North East Hogan RD Gresham, OR 97030
Husqvarna 1030 Stevens Creek RD Augusta, GA 30907	Hustler Turf Equipment PO Box 7000 Hesston, KS 67062	Pacific Tractor & Implement, LLC 1775 S.E Tualitin Valley Hwy Hillsboro, OR 97123
Toro Company 8111 Lyndale Ave S Bloomington, MN 55420	Massey Ferguson North America 4205 River Green Parkway Duluth, GA 30096	Boman Tractor Company Inc 1930 Vista Ave Southeast Salem, OR 97302
Echo 400 Oakwood Road Lake Zurich, IL 60047	Rhino 1020 S Sangamon Ave Gibson City, IL 60936	Keizer Outdoor Power Equipment 120 Chemawa Road North Keizer, OR 97303
Lawn-Boy, Inc 8111 Lyndale Ave S Bloomington, MN 55420	Tiger Tractor PO Box 1340 Lee's Summit, MO 64063	Oregon Tractors & Equipment 6355 NE Columbia Blvd Portland, OR 97218
Club Car, Inc PO Box 204658 Augusta, GA 30917-4658	John Deere Worldwide ATTN: Government/ Agency Contract Sales 2000 John Deere Run Cary, NC 27513	

*Joshua M. Helling*  
 (Joshua M. Helling)

SUBSCRIBED AND SWORN TO before me this 26<sup>th</sup> day of October, 2006 by JOSHUA M. HELLING.

*B. R. Busch*  
 NOTARY PUBLIC in and for the State of  
 Washington, residing at *Seattle*  
 My commission expires *September 1, 2010*

Notary Public  
 State of Washington  
 BRUCE R BUSCH  
 MY COMMISSION EXPIRES  
 September 1, 2010

**NATIONAL PURCHASING PARTNERS (NPP)**  
**Landscape, Turf & Athletic, Lawn and Garden Equipment, And Utility**  
**Vehicles**

Contract Number: NPP

Contract Period: 01 May 2007 – 30 April 2013

Eligibility: Any registered National Purchasing Partners (NPP) member is eligible to access the contract. Local regulations may require participating agencies to execute an Intergovernmental Cooperative Purchasing Agreement (IGA) with the lead government agency. For those participating agencies required to execute an IGA, a copy is available. Please email Molly Deter to request a copy of the IGA or any other legal documents (Request for Proposal (RFP), Master Price Agreement (MPA) etc.) at [Molly.Deter@mynpp.com](mailto:Molly.Deter@mynpp.com) or contact her at 800- 810-3909.

Effective February 1, 2013, all purchase orders dated February 1, 2013 or after must meet the following eligibility requirements:

- Entity must be a NPP Member

and

- Eligible NPP Members are state, city, county, municipal or local tax-supported governmental agencies, turnpikes, airports, K-12 public school systems, public higher education facilities such as colleges and universities and government-owned cemeteries.

Non-profit agencies are not eligible to purchase John Deere equipment on the NPP contract.

- To become a NPP member click <https://www.mynpp.com/myNPP/>
- Click here to access the [NPP Member List \(includes Non-Profit Members also\)](#)
- Click here to access the [NPP Contract Synopsis](#)

For questions about NPP and Webinars please contact Molly Deter at [Molly.Deter@mynpp.com](mailto:Molly.Deter@mynpp.com) or contact her at 800- 810-3909.

---

NOTE: Discounts shown below are for ALL NPP Members (including Non-Profit Members).

All Purchase Orders submitted for the State of California to John Deere should now include a separate line stating "Tire Fee" and list it as a Non-Contract item on the Purchase Order. Dealers should remit all fees (\$1.75 for each new farm tire purchased) to the State that they collect. Please refer to the State of California's website for details on the tire fee. For your reference the link is included. <http://www.boe.ca.gov/pdf/pub91.pdf>

New tires (including the spare) included with the purchase of: a new or used motor vehicle, including a trailer drawn upon a highway or road; new or used **farm** equipment; or new or used construction equipment. \*A "pneumatic tire" is a tire inflated, or capable of inflation, with compressed air. A "new tire" does not include retreaded, reused, or recycled tires.

JOHN DEERE PRICE PAGE TAB	CATEGORY	JOHN DEERE EQUIPMENT, ACCESSORIES AND ATTACHMENTS	DISCNT OFF LIST
L15	2	WALK-BEHIND EQUIPMENT & ACCESSORIES	9%
L25	4	LAWN TRACTORS & ACCESSORIES (EXCEPT 100 SERIES TRACTORS)	19%
L25	4	LAWN TRACTORS & ACCESSORIES (100 SERIES TRACTORS)	0%
L30	4	LAWN & GARDEN TRACTORS & ACCESSORIES	24%
L35	4	LAWN & GARDEN TRACTORS EQUIPMENT	24%
C10	6	COMMERCIAL WALK-BEHIND MOWERS & ACCESSORIES	24%
C13	7	ZERO-TURN RADIUS MOWERS & ACCESSORIES	24%
C15	8	COMMERCIAL FRONT MOWERS & ACCESSORIES	24%
C18	9	WIDE AREA MOWERS & ACCESSORIES	24%
C20	10	COMPACT UTILITY TRACTORS & ACCESSORIES	19%
C25	10	EQUIPMENT FOR COMPACT UTILITY TRACTORS WORKSITE PRO ATTACHMENTS	19%
A2	11	AGRICULTURAL TRACTORS & ACCESSORIES	27%
A3	13	AGRICULTURAL EQUIPMENT – COMBINES	27%
A4	13	AGRICULTURAL EQUIPMENT – COTTON	27%
A5	13	AGRICULTURAL EQUIPMENT – HAY & FORAGE	27%
A6	13	AGRICULTURAL EQUIPMENT – TILLAGE	27%
A7	13	AGRICULTURAL EQUIPMENT – AIR SEEDING DRILLS	27%

		PLANTERS	
A8	13	AGRICULTURAL EQUIPMENT – SPRAYERS	27%
A9	13	AGRICULTURAL EQUIPMENT – MATERIAL HANDLING – ROTARY CUTTERS MATERIAL HANDLING – LESS CUTTERS	27%
F R O N T I E R	13	CUTTING & MOWING HAY & FORAGE LANDSCAPING LIVESTOCK MATERIAL HANDLING PLANTING & SEEDING SNOWBLOWERS TILLAGE TRANSPORTS	20%
G10	14	GOLF & TURF EQUIPMENT – REEL MOWERS	20%
G15	14	GOLF & TURF EQUIPMENT - SPECIAL APPLICATION MOWER	20%
G20	14	GOLF & TURF EQUIPMENT - SPECIAL APPLICATION VEHICLES	20%
G25	14	GOLF & TURF EQUIPMENT - AERATION	20%
G30	14	GOLF & TURF EQUIPMENT - DEBRIS MAINTENANCE	20%

Payment Remittance Information –

John Deere Government and National Sales remittance address is different from the vendor address listed above of Cary, NC. Please remember to advise customers of this as they may internally require this information to be on their purchase orders when they are issued.

Correct remit to address is:

John Deere Gov't and Nat'l Sales  
21748 Network Place  
Chicago, IL 60673-1217

Please contact Government Sales for assistance on quoting at 1-800-358-5010 Option 2. LL

*Last Update – 11 December 2012 – updated eligibility and deadline for PO's*

*Update – 16 November 2012 – updated eligibility*

*Update – 23 July 2012 – removed Price Tab C19 (4%)*

*Update: Mar 22, 2012 – removed verbiage on membership #*

*Update: Feb 3, 2012 – removed C27*

*Update: Jan 27, 2012 – removed L40*

*Update: Dec 2, 2011 – updated NPP member list*

*Update: Nov 1, 2011 – Removed UV's and added to new NPP contract*

*Update: Aug 23, 2011 – Added Information on CA Tire Fee*

*Update: April 21, 2011 – Contract Extension*

*Update: March 4, 2011 – Contract updated to Current Pricing*

*Update: Feb 3, 2011 – NPP Membership #*

*Update: Nov 17, 2010 – Non-Contract & Allied items allowed on contract*

*Update: Sep 2, 2010 – Price Pgs for all sections & Leasing allowed*

*Update: Aug 12, 2010 - NPP Non Profit Members now eligible*

https://www.mynpp.com/myNPP/contact.xhtml

12/14/2012

**Username**

**Password**

[Forgot password?](#)

---

**CONTACT US**

**Customer Service**

Phone: 800.810.3909

Fax: 206.515.5445

[customerservice@mynpp.com](mailto:customerservice@mynpp.com)

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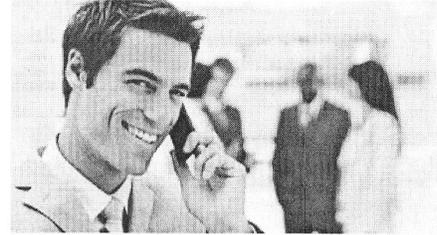
**Corporate Office**

1100 Olive Way

Suite 1020

Seattle, WA 98101

NPP # 24 3307



**Become a Member**

To start saving money, click the Join Now button below.

Meeting Date:	January 3, 2013P	Agenda Item Number	11B
Agenda Item Title:	Review City of Ferndale Purchasing Ordinance and Consider Initiating Revision Process.		
Presented By:	Jay Parrish, City Manager		
Type of Item:	x	Action	x
		Discussion	Information
Action Required:	Discuss and decide whether to have our City Attorney review and revise Ferndale's Purchasing Ordinance.		

### **RECOMMENDATION**

Discuss and decide whether to have our City Attorney review and revise Ferndale's Purchasing Ordinance.

### **DISCUSSION:**

It is staff's understanding that staff, council, and our community in general desire to shop locally whenever we can and although we were compliant with all the rules that garner this sort of thing, we feel it is our responsibility to make sure anyone who is local that wants to participate in dealing with the city has that opportunity.

In the case of the tractor, although the opportunity was there for the manufacturer of a like piece of equipment, the local business was not aware of the NPP program.

### **FINANCIAL IMPACT:**

Unknown

Meeting Date:	January 3, 2013	Agenda Item Number	11C
Agenda Item Title:	Personnel Policy Manual		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	Discuss and consider having our City Attorney review and update our Personnel Policy Manual.		

**RECOMMENDATION**

Discuss and consider having our City Attorney review and update our Personnel Policy Manual

**DISCUSSION:**

Our Personnel Policy Manual was written in 1999. Laws have been changed and added and Labor Codes updated.

**FINANCIAL IMPACT:**

Unknown at this time.

Meeting Date:	January 3, 2013	Agenda Item Number	11D
Agenda Item Title:	Approve Annual Budget Audit for 2011-12		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	Approve the City of Ferndale Annual Budget Audit for 2011-2012		

### RECOMMENDATION

Approve the City of Ferndale Annual Budget Audit for 2011-2012

### DISCUSSION:

The City has all financial transactions audited every year. This audit, in an overall way, looks at how the city conducts business and represents that the city's transactions were done properly

The Certified Public Accountant firm of Aycock and Edgmon did an independent audit report on the City's Financial Statements for the fiscal year ending June 30, 2012. This audit is performed each year. After the adoption of the audited Financial Statements, the statements are sent to agencies as required. The current agencies that require the statements are the State of California, PARSAC, and the loan agencies from which the City currently has outstanding loans.

In conversations with our Auditor, draft copies of our Audit are available at City Hall and will have been provided at the study session.

### FISCAL IMPACT:

None

Meeting Date:	January 3, 2013	Agenda Item Number	11E
Agenda Item Title:	Councilmember appointments to committees, Boards, JPA's, etc.		
Presented By:	Mayor Stuart Titus		
Type of Item:	<input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	Approve Mayor's appointment to HCAOG, approve leaving Vice-Mayor's position open for decision at individual meetings. Consider which openings listed in parenthesis in the attached list each councilmember may be able to fill.		

#### **RECOMMENDATION**

Approve Mayor's appointment to HCAOG, approve leaving Vice-Mayor's position open for decision at individual meetings. Consider which openings listed in parenthesis in the attached list each councilmember may be able to fill.

#### **DISCUSSION:**

Vice-Mayor: Given the various scheduling issues that several of the councilmembers have, the Mayor is thinking of not assigning this to anyone in particular. Instead, the Mayor would like to leave it up to which ever council members are in attendance, if the Mayor is unable to attend, to decide who will chair the meeting. The Mayor feels any one of the members is perfectly capable to get things done.

HCAOG: Mayor Titus will assume this responsibility immediately.

#### **FINANCIAL IMPACT:**

None

Organization / Title	AKA	2011 Appointee	2011 Alternate	Contact
Vice Mayor, City Council  1 <sup>st</sup> Thursday, 7pm City Hall, Ferndale	CC	Titus		
Emergency Services  1 <sup>st</sup> Thursday, even number months, 1:30pm Jail Administration Bldg 5 <sup>th</sup> & J (Up Blue Stairs) Eureka	OES	Titus	( )	826 4 <sup>th</sup> Street Eureka 95501 268.2502  NO FORM 700 REQ'D
Humboldt Waste Management Authority  2 <sup>nd</sup> Thursday, 7pm Eureka City Hall Council Chambers Eureka	HWMA	Maxwell	Mierzwa	1059 W. Hawthorn Eureka 95501 268.8680 Susan  YES FOR BOTH Form 700
Redwood Regional Economic Development Commission  Last Mon of month; 6:30pm; except Nov. and Dec. Prosperity Center 520 E Street, Eureka	RREDC	Mierzwa	Maxwell	520 E Street Eureka 95501 445.9651  YES FOR BOTH Form 700
Humboldt County Association of Governments  4 <sup>th</sup> Thursday, 7pm Eureka City Hall Conference Room 207; Eureka	HCAOG	( )	Titus	427 F Street Ste 220 Eureka 95501 444.8208
Redwood Coast Energy Authority  3 <sup>rd</sup> Monday, 3pm 517 5 <sup>th</sup> St. Eureka	RCEA	Parrish	( )	517 5 <sup>th</sup> Street Eureka 95501 269-1700 YES FOR BOTH Form 700
Hazard Materials Response  Quarterly Eureka Fire Dept.	HMRA	Parrish	Maxwell	HCDEH (Attn Melissa Martel) 100 H St, Ste 100, Eureka 95501 268.2203 YES FOR BOTH Form 700
Library Board  4 <sup>th</sup> Wednesday, Jan, Apr, Jul, Oct 7pm Ferndale Library		( )		
Drainage Committee Quarterly in March, June, Sept. and Dec. 2 <sup>nd</sup> Thursday of the Month City Hall, Ferndale	DC	Titus	Mierzwa	
Street Priority Committee		( )	Maxwell	Titus as Alternate
Local Agency Formation Commission  3 <sup>rd</sup> Wednesday of the Month, 9am County Board of Supervisors Chambers, Eureka	LAFCo	( )		Jennifer Longman Humboldt LAFCo Administrator 1125 16 <sup>th</sup> St, Ste 202 Arcata CA 95521 445-7508 Ph 825-9181 Fax <a href="mailto:administrator@humboldtlafo.org">administrator@humboldtlafo.org</a>

Meeting Date:	January 3, 2013	Agenda Item Number	11F
Agenda Item Title:	Closed "In-House" hiring of Chief Plant Operator		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	Approve hiring Chief Plant Operator using the "Closed" recruitment procedure.		

#### **RECOMMENDATION**

Approve hiring Chief Plant Operator using the "Closed" recruitment procedure.

#### **DISCUSSION:**

According to our Personnel Policy Manual, vacancies may be filled by open or closed recruitment as recommended by the Department Head and approved by the CM.

Closed recruitment procedure indicates that the position is for promotional determination and is open to only eligible City employees.

3.2.2 Permanent job openings for positions to be filled through the "closed" procedure will be announced only to City employees and are exempt from the public announcement process. The CM must present his reasons for a "closed" procedure to the City Council for approval prior to any job opening announcement.

#### **FINANCIAL IMPACT:**

Wages.

Meeting Date:	January 3, 2013	Agenda Item Number	11G
Agenda Item Title:	Approve Transportation Development Act Funds Report		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	Receive and File		

**RECOMMENDATION**

Receive and File

**DISCUSSION:**

Every year an independent audit is done for HCAOG showing that each entity that received Transportation Development Act Funds has spent their money appropriately. Anderson, Lucas, Sommerville and Borges, LLP, has submitted the attached draft report indicating that in their opinion, the funds described were expended in conformance with the applicable laws, rules and regulations of the Transportation Development Act and the allocation instructions of the Humboldt County Association of Governments.

**FINANCIAL IMPACT:**

None


**ANDERSON, LUCAS, SOMERVILLE & BORGES, LLP**
**CERTIFIED PUBLIC ACCOUNTANTS**

 ART STEWART (1945-1964)  
 RICHARD RODRIGUE (1950-1985)  
 DAVID I. SOMERVILLE (1971-1982)  
 DONALD J. HARRIS (1962-1994)

 1338 MAIN STREET  
 FORTUNA, CALIFORNIA 95540  
 (707)725-4483 & (707) 725-4442  
 Toll Free: 800-794-1643  
 FAX: (707) 725-6340  
 E-mail: team@alsb.com  
 www.alsb.com

 DAVID A. SOMERVILLE, II  
 KEITH D. BORGES  
 BARRARA J. GUEST

 RITA CHISM  
 VANESSA ANDERSON, E.A.

 JAMES M. ANDERSON, *Inactive*  
 EUGENE B. LUCAS, *Inactive*

December 6, 2012

 RECEIVED  
 DEC 10 2012  
 BY: \_\_\_\_\_

 Debbie Austrus  
 City Clerk  
 City of Ferndale  
 P.O. Box 1095  
 Ferndale, CA 95536

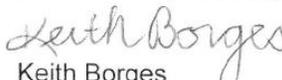
Dear Debbie:

Enclosed please find a draft copy of City of Ferndale's annual TDA report for the year ended June 30, 2012. Please review and let me know if you have any questions or comments.

In addition, please copy the enclosed Management Representation Letter onto City letterhead, sign, and return to me when you have a chance. I added the City Manager as an additional signer this year, to be consistent with other cities.

Thank you for your help with our annual TDA audit. Please call me if you have any questions.

Very sincerely,

**ANDERSON, LUCAS, SOMERVILLE & BORGES**
  
 Keith Borgos  
 Certified Public Accountant

KB/mh

Enclosures:

 CM  
 Jan. CC packet  
 Corres  
 Finance



December 12, 2012

Anderson, Lucas, Somerville & Borges  
Certified Public Accountant  
1338 Main Street  
Fortuna, CA 95540

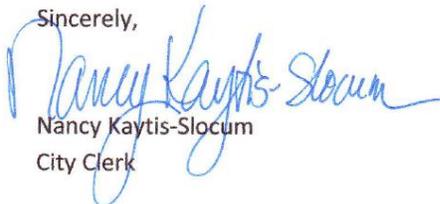
Gentlemen:

I make the following representations at your request in connection with your examination of Transportation Development Act Funds allocated to the City of Ferndale for the year ended June 30, 2012.

To the best of my knowledge and belief:

1. Cash accounts, as adjusted, are properly stated and represent actual balances within the fund. Investments of excess cash in savings and investment accounts have been made in accordance with legal restrictions for such investments.
2. Accounts and allocations receivable are correctly described in the records and represent valid claims against the agencies indicated.
3. All liabilities for goods and services acquired prior to June 30, 2012 have been recorded and are correctly described in the records. No significant encumbrances exist for contracts or services to be performed after June 30, 2012.
4. There are no contingent assets or liabilities not recorded on the books.
5. Revenues and expenditures, as adjusted, have been properly recorded on the books.
6. The City has expended Transportation Development Act Funds, allocated to the City, in accordance with the applicable laws, rules and regulations of the Transportation Development Act and the allocation instructions of the Humboldt County Association of Governments.
7. The transit claims, which were filed on behalf of the City, were filed in accordance with applicable laws, rules and regulations.
8. No event has occurred since June 30, 2012 that would have a significant effect on the Transportation Development Act Funds statements at June 30, 2012.

Sincerely,

  
Nancy Kaytis-Slocum  
City Clerk

  
Jay Parrish  
City Manager

**CITY OF FERNDALE**

**REPORT ON AUDIT OF THE TRANSPORTATION FUND**

For the Year Ended June 30, 2012

Draft

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**CITY OF FERNDALE****TABLE OF CONTENTS**

For the Year Ended June 30, 2012

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Comparative Statement of Assets, Liabilities and Fund Balance - Modified Cash Basis - Recorded in the Transportation Fund	3
Statement of Revenues, Expenditures and Changes in Fund Balance - Modified Cash Basis - Recorded in the Transportation Fund	4
Notes to Financial Statements	5

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**INDEPENDENT AUDITORS' REPORT**

Board of Directors  
Humboldt County Association  
of Governments  
611 I Street, Suite B  
Eureka, CA 95501

We have audited the accompanying financial statements of the Transportation Fund of the City of Ferndale as of and for the years ended June 30, 2012 and 2011, as listed in the table of contents. These financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United State of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present only the Transportation Fund and do not purport to, and do not, present fairly the financial position of the City of Ferndale as of June 30, 2012 and 2011, and the changes in its financial position for the years then ended in conformity with the modified cash basis of accounting.

As described in Note 2, the Transportation Fund of the City of Ferndale prepares its financial statements on the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash and unencumbered cash balances of the Transportation Fund of the City of Ferndale as of June 30, 2012 and 2011, and the revenues it received and the expenditures it paid for the years then ended in conformity with the basis of accounting described in Note 2.

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Our audit was also made for the purposes of determining compliance with the Transportation Development Act Section 99400(a), the California Administrative Code and the rules and regulations of the Humboldt County Association of Governments. In our audit we performed, to the extent applicable, the tasks contained in Section 6666 of the California Administrative Code.

In our opinion, the funds described above were expended in conformance with the applicable laws, rules and regulations of the Transportation Development Act and the allocation instructions of the Humboldt County Association of Governments.

November 27, 2012  
Fortuna, California

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## CITY OF FERNDALE

TRANSPORTATION DEVELOPMENT ACT FUNDS  
 COMPARATIVE STATEMENT OF ASSETS, LIABILITIES  
 AND FUND BALANCE - MODIFIED CASH BASIS

Pertaining to Section 99400(a) of the Public Utilities Code

June 30, 2012 and 2011

	<u>2012</u>	<u>2011</u>
<b>ASSETS</b>		
Cash	\$347,296	\$331,408
TDA claim receivable	<u>0</u>	<u>9,304</u>
<b>TOTAL ASSETS</b>	<b><u>\$347,296</u></b>	<b><u>\$340,712</u></b>
 <b>LIABILITIES AND FUND BALANCE</b>		
Liabilities:		
Accounts payable	\$ <u>38,060</u>	\$ <u>0</u>
<u>Total Liabilities</u>	<u>\$ 38,060</u>	<u>\$ 0</u>
Fund Balance:		
ARRA Reserve	\$ 9,531	\$ 9,531
Unreserved	<u>299,705</u>	<u>331,181</u>
<u>Total Fund Balance</u>	<u>\$309,236</u>	<u>\$340,712</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b><u>\$347,296</u></b>	<b><u>\$340,712</u></b>

## CITY OF FERNDALE

TRANSPORTATION DEVELOPMENT ACT FUNDS  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE - MODIFIED CASH BASIS

Pertaining to Sections 99400(a) of the Public Utilities Code

For the Year Ended June 30, 2012

With Comparative Amounts for the Year Ended June 30, 2011

	2012		Variance	
	Budget	2012 Actual	Favorable (Unfavorable)	2011 Actual
<b>REVENUES</b>				
Intergovernmental:				
Allocations - TDA	\$ 40,882	\$ 40,882	\$ 0	\$ 46,089
Allocations - RSTP	0	9,306	9,306	0
Miscellaneous:				
Interest	0	987	987	1,211
<u>Total</u>	<u>\$ 40,882</u>	<u>\$ 51,175</u>	<u>\$ 10,293</u>	<u>\$ 47,300</u>
<b>EXPENDITURES</b>				
Street and road repairs	\$ 15,750	\$ 41,684	\$ (25,934)	\$ 5,972
Vehicle operation and maintenance	10,276	13,854	(3,578)	19,885
Wages and benefits	23,089	20,193	2,896	0
Other maintenance and repairs	3,250	1,321	1,929	4,075
Utilities and other expenses	10,750	5,599	5,151	3,452
<u>Total</u>	<u>\$ 63,115</u>	<u>\$ 82,651</u>	<u>\$ (19,536)</u>	<u>\$ 33,384</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>\$ (22,233)</b>	<b>\$ (31,476)</b>	<b>\$ (9,243)</b>	<b>\$ 13,916</b>
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<b><u>340,712</u></b>	<b><u>340,712</u></b>	<b><u>0</u></b>	<b><u>326,796</u></b>
<b>FUND BALANCE - END OF YEAR</b>	<b><u>\$318,479</u></b>	<b><u>\$ 309,236</u></b>	<b><u>\$ (9,243)</u></b>	<b><u>\$340,712</u></b>

**CITY OF FERNDALE**  
**TRANSPORTATION DEVELOPMENT ACT FUNDS**  
**NOTES TO FINANCIAL STATEMENTS**

For the Year Ended June 30, 2012

**NOTE 1 - REPORTING ENTITY:**

These financial statements consist only of the Transportation Fund of the City of Ferndale. This governmental-type Special Revenue Fund accounts for various street-related activities provided by the City, and is financed with Transportation Development Act (TDA) monies.

**NOTE 2 - BASIS OF ACCOUNTING:**

The Transportation Fund of the City of Ferndale is accounted for using the modified cash basis of accounting whereby revenues are recognized when collected rather than when earned, and expenditures are recognized when paid rather than when incurred, other than certain TDA receivables and payables.

**NOTE 3 - DESCRIPTION OF SERVICES:**

Under Section 99400(a) of the Transportation Development Act, the City of Ferndale claims and expends funds in order to provide an ongoing road maintenance and repair program which is partially funded with TDA monies.

**NOTE 4 - USE OF ESTIMATES:**

The preparation of financial statements in conformity with the cash basis of accounting requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

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Meeting Date:	January 3, 2013	Agenda Item Number	11H
Agenda Item Title:	Resolution No. 2013-02 Establishing City Council Meeting Schedule from February 2013 through January 2014		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	Approve Resolution		

#### **RECOMMENDATION**

Approve Resolution No. 2013-02 Establishing City Council Meeting Schedule from February 2013 through January 2014

#### **BACKGROUND:**

The city must by resolution confirm its meeting schedule for the year. The City Council of the City of Ferndale desires to continue the meetings on the first Thursday of the month at 7 p.m., located at City Hall, 834 Main Street, Ferndale. Please note that the meeting normally scheduled for July 4th has been moved to the next working day, Monday, July 8, 2013

#### **FISCAL IMPACT:**

None

**RESOLUTION NO. 2013-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE ESTABLISHING THE MEETING SCHEDULE FOR THE FERNDALE CITY COUNCIL FOR FEBRUARY 2013 THROUGH JANUARY 2014**

**WHEREAS**, Ordinance 06-03 establishes that the meeting schedule of the City Council shall be set by resolution; and

**WHEREAS**, the City Council of the City of Ferndale desires to continue the meetings on the first Thursday of the month at 7 p.m., located at City Hall, 834 Main Street, Ferndale; and

**WHEREAS**, If the first Thursday falls on a legal holiday, the meeting shall be held on the next business day, Monday, per Government Code 36808/GC 54954 at the same hour; and

**WHEREAS**, the City Council of the City of Ferndale desires to adopt a meeting schedule.

**NOW, THEREFORE BE IT RESOLVED, by the Ferndale City Council, that** the City Council shall meet on the following dates:

Thursday, February 7, 2013  
 Thursday, March 7, 2013  
 Thursday, April 4, 2013  
 Thursday, May 2, 2013  
 Thursday, June 6, 2013  
 MONDAY July 8, 2013

Thursday, August 1, 2013  
 Thursday, September 5, 2013  
 Thursday, October 3, 2013  
 Thursday, November 7, 2013  
 Thursday, December 5, 2013  
 Thursday, January 2, 2014

**PASSED AND ADOPTED** by the City Council of the City of Ferndale on January 3, 2013, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
 Stuart Titus, Mayor

**Attest:**

\_\_\_\_\_  
 City Clerk / Deputy City Clerk

Meeting Date:	January 3, 2013	Agenda Item Number	11i
Agenda Item Title:	Resolution No. 2013-03 Annual Events and Parades Street Closures		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	Approve Resolution		

#### **RECOMMENDATION**

Approve Resolution No. 2013-03 Annual Events and Parades Street Closures

#### **DISCUSSION:**

As in the past, staff is requesting that the listed closures be exempt from Section 7.05 of the zoning ordinance which requires a use permit for any assemblage of persons and vehicles. Instead, the closures require a "Parade or Assembly" Permit, as well as an encroachment permit either from CalTrans (for Main Street) or from the City (for any other street closure).

Please note, due to safety reasons, the staging area and parade route has been altered for the Tractor Parade.

#### **FINANCIAL IMPACT:**

None

**RESOLUTION NO. 2013-03**

**RESOLUTION TO USE MAIN STREET FROM OCEAN AVENUE TO FERNDALE CITY LIMITS FOR PARADES, BANNERS AND FESTIVALS FROM JANUARY 1, 2013 THROUGH DECEMBER 31, 2013; TO CLOSE BERDING ST. FROM FERN TO LEWIS ON OCT. 31, 2013 FOR THE HARVEST FESTIVAL AND CHILI COOK-OFF;  
TO CLOSE THE END OF FRANCIS STREET FROM EUGENE STREET SOUTHWEST TO THE END OF FRANCIS ST ON DECEMBER 2, 2013 FOR THE LIGHTING OF THE CHRISTMAS TREE**

**WHEREAS**, the following parades, festivals and placement of banners will take place in the City of Ferndale from January 1, 2013 through December 31, 2013:

17	February	Firemen’s Games
10	March	Annual Foggy Bottoms Milk Run – Foot Race
11	May	Annual Bicycle Tour of the Unknown Coast
12	May	Kinetic Classic
19	May	Portuguese Holy Ghost Festa
27	May	Veteran’s Memorial Day Parade
27	May	Annual Kinetic Sculpture Race
1	June	Annual Pet Parade
4	July	Annual 4 <sup>th</sup> of July Parade and Picnic
7-8	September	Bargain Lovers’ Weekend
TBA	October	High School Homecoming Parade
31	October	Annual Harvest Festival and Chili Cook-Off (Close Berding from Fern and Lewis)
6	December	Hospitality Night
8	December	Lighting of America’s Tallest Living Christmas Tree (Close end of Francis Street)
15	December	Christmas Lighted Tractor Parade (Note change of line-up and parade route)

**WHEREAS**, it is necessary, in order to install banners, provide traffic control and to accommodate the crowd and participants during the stated events, to alter vehicular movement and/or close portions of Main Street; Berding Street between Fern and Lewis; and Francis Street from Eugene Street southwest to the end of Francis Street and,

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Ferndale that Main Street, Berding Street and Francis Street be closed as stated in the attachment, and

**BE IT FURTHER RESOLVED**, That the Chief of Police is hereby empowered and instructed to enforce this Resolution, and that this Resolution shall not be effective, with respect to the State of California, Department of Transportation, without prior approval, in writing, from the Department of Transportation when and to the extent required by the vehicle code of the State of California.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale on January 3, 2013 by the following vote:

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

\_\_\_\_\_ Stuart Titus, Mayor

Attest:

\_\_\_\_\_  
City Clerk / Deputy City Clerk

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**ATTACHMENT 2013**

- **February 17: Firemen's Games.** Ferndale's volunteer firemen compete in old fashioned firefighting techniques: bucket brigade, quick dressing, hose coupling. Main Street, noon to 3 p.m.
  - **March 10: 36<sup>th</sup> Annual Foggy Bottoms Milk Run.** Main Street from Ocean and Main to Main and City Limits starts at Noon.
  - **May 11: 35<sup>th</sup> Annual Bicycle [Tour of the Unknown Coast](#).** Events for the whole family! 10-, 20-, and 50-mile courses plus California's toughest "century," the 100-mile loop through the redwoods, tracing the Lost Coast to the Victorian Village of Ferndale. Start times: 100-mile, 7 a.m.; 50-mile, 8 a.m.; 20-mile, 10 a.m.; 10-mile, 11:30 a.m.
  - **May 12: Kinetic Classic** This kid powered art race is all about the next generation of kinetic kooks. Join the Rutabaga Royal Family on Main Street for the noon kick-off parade, and stick around for all the kinetic action.
  - **May 19: 89<sup>th</sup> Annual Portuguese Holy Ghost Festa.** Sunday Parade on Main Street from the intersection of Ocean and Main to the intersection of Washington and Main during the period of 9:00 a.m. to 1:00 p.m. The parade time will be two 20 minute periods.
  - **May 27: Memorial Day Parade.** Ferndale veterans and other organizations coordinate the 10 a.m. parade on Main Street from the Veterans Building on Main Street to the intersection of Ocean and Main.
  - **May 27: 45<sup>th</sup> Annual Kinetic Sculpture Race finish line in the Victorian Village of Ferndale (finishing any time after noon Monday)**
  - **June 1: Pet Parade.** Children 12 and younger parade costumed pets down Main Street to Firemen's Park for prizes at 10:30 a.m.
  - **July 4: Annual 4<sup>TH</sup> of July Parade** close Main Street from Ocean Ave to Arlington during the period of 12 noon to 2 p.m.
  - **September 7-8: Bargain Lovers' Weekend.** Close Francis Street from Main Street to U.S. Bank ATM driveway from 8 a.m. to 6 p.m.
  - **October TBA: Ferndale High School Homecoming. Parade starts at 9 a.m.** Exact date to be determined at a later date. Parade to be from the intersection of Arlington and Main to the intersection of Ocean and Main. The parade time will be approximately 20 minutes.
  - **October 31: St. Mark's Annual Harvest Festival and Chili Cook-Off.** 5:30-8:30 p.m. St. Mark's, Berding Street closed from Fern to Lewis.
  - **December 6: Hospitality Night Open House.** Close the portion of Francis Street from Main Street to the U.S. Bank ATM driveway. 6 to 9 pm
  - **December 8: Lighting of America's Tallest Living Christmas Tree.** Close S.W. end of Francis Street at 5:30pm.
  - **December 15: 21<sup>st</sup> Annual Christmas Lighted Tractor Parade.** Lineup/Staging will be on the west side of Fifth Street just north of A Street, going back to the HC Fairgrounds. Parade starting point is Ocean and Main. Parade may advance from staging area to starting point at 6:45pm. Route from Staging is south on Fifth Street, left (southeast) on Ocean and a left (northeast) on Main to left (west) on Arlington and back to starting point for disassembly. Parade begins at 7pm.
-

Meeting Date:	January 3, 2013	Agenda Item Number	11J
Agenda Item Title:	Possible Airport Name Change		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	Approve Mayor Titus signing attached letter to the Humboldt County Supervisors		

#### **RECOMMENDATION**

Approve Mayor Titus signing attached letter to the Humboldt County Supervisors

#### **DISCUSSION:**

The following missive was addressed to RREDC Board Members and Alternates:

I wanted to alert you to another project related to the airport that we're working on here at RREDC – changing the name of the airport from the Arcata Eureka Airport in McKinleyville to the Redwood Coast Regional Airport. This is a technique other airports near national parks have done to increase passengers flying in directly, and now seems like a good time since we are actively recruiting more air service.

We'll be looking for letters of support from various groups to present to the Board of Supervisors who will be the final say in the process. I'll be speaking to the McKinleyville Community Services District tonight and KIEM will be doing a story on it as well. I've attached more background information on the rationale behind the proposed move and a sample letter of support. I can answer the first question most people ask right now, though, the ACV designation would not change in this proposal.

#### **FINANCIAL IMPACT:**

None

## ***Proposal to Rename the Arcata-Eureka Airport to Redwood Coast Regional Airport***

### Why Change the Name?

Boosting the number of travelers using the Arcata-Eureka airport benefits us in a number of ways. Primarily it creates a climate where additional airline competition can be sustained, lowering ticket prices and increasing convenience for local travelers and businesses. It also provides substantial local airport improvement construction jobs.

Airport names can be effective tools to encourage travel to particular destinations. While travelers may know the name of the National Park, attraction, or larger region they are interested in travelling to, they often are not familiar with the small towns near those destinations. Hard as it is for us to believe, a lot of people who would like to visit the redwoods have never heard of Arcata, Eureka, or even Humboldt County. And entities like the Convention & Visitors Bureau have been promoting our area as the "Redwood Coast" for years, so the proposed new name is a natural choice.

Here are other airports that have changed their names to attract more travelers:

Yellowstone Regional Airport (COD) *formerly* Cody Airport  
Glacier Park International Airport (GPI) *formerly* Flathead County Airport  
Coastal Carolina Regional Airport (EWN) *formerly* Craven County Regional Airport  
Bozeman Yellowstone International Airport *formerly* Gallatin Field Airport  
Cherry Capital Airport (TVC) *formerly* Traverse City Airport  
Blue Grass Airport (LEX) *formerly* Lexington Airport  
Fresno Yosemite International Airport (FAT) *formerly* Fresno Air Terminal  
Magic Valley Regional Airport (TWF) *formerly* Joslin Field  
Northwest Florida Beaches International Airport (ECP) *new airport replacing* Fannin Field

Most people would agree that the name changes are likely to attract more visitors. Estimating the financial benefit is difficult due to the dramatic decrease in regional airport activity following the economic downturn, but several of the airports above reported substantial gains in passengers.

### How are Airport Names Changed?

The three letter airport codes are administered by the FAA and changing them can be a laborious process. Therefore it's recommended that we continue using ACV. Changing the name, not the code, of the airport just requires a simple act of the airport owner and operator, in this case the Humboldt County Board of Supervisors. There does not need to be a connection between the name of the airport and the airport code as seen in the examples above.

### How Can You Help?

You can support the name change by writing a letter to the Humboldt County Board of Supervisors such as the sample letter attached. Letters can be sent to RREDC for consolidation into a package for presentation to the board.

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January 3, 2013

Humboldt County Board of Supervisors  
825 Fifth Street, Room 111  
Eureka, CA 95501

Honorable Supervisors,

On behalf of the City of Ferndale, we request that the County of Humboldt consider changing the name of the Arcata Eureka Airport (ACV) to the Redwood Coast Regional Airport (ACV) in order to connect our local airport with our most important natural assets.

Other communities have found that choosing airport names based on more recognizable features of the communities, such proximity to national parks, famous landmarks, or other notable characteristics is an effective and inexpensive way of promoting travel to their regional airports.

Additional passengers using a local airport results in more flights, reduced ticket prices and additional federal and state funding for airport construction, creating more local jobs.

We request that you direct staff to draw up the plan needed to move this proposal forward.

Sincerely,

Stuart Titus  
Mayor

**Section 12**  
**CORRESPONDENCE**

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

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November 28, 2012

TO: STATE, COUNTY AND CITY OFFICIALS

**NOTICE OF APPLICATION FILING OF PACIFIC GAS AND ELECTRIC COMPANY'S  
2014 GENERAL RATE CASE (GRC) A. 12-11-009**

On November 15, 2012, Pacific Gas and Electric Company (PG&E) filed a proposed Application (12-11-009) with the California Public Utilities Commission (CPUC) requesting authority to increase the base revenue that PG&E uses to operate and maintain its electric and gas distribution and electric generation facilities. The request also includes the cost of owning and building additional electric and gas distribution and electric generation facilities.

**PG&E is requesting a total increase of \$1.282 billion for gas and electric service, effective January 1, 2014.**

PG&E's proposal would increase the monthly electric bill for typical residential bundled-service customers (those who receive electric generation, as well as transmission and distribution service from PG&E) using 550 kilowatt hours (kwh) per month by \$4.61 or 5.2% from \$89.36 to \$93.97, and for typical residential gas customers using 37 therms per month by \$7.06 or 15.3% from \$46.13 to \$53.18.

The proposed electric and gas rate increase consists of the following:

An increase in electric revenues of \$796 million over the currently authorized level for 2014. The increase is made up of two components: (1) the cost of delivering electricity to PG&E's customers (\$587 million); and (2) the cost of operating and maintaining PG&E's power plants (\$209 million). This increase does not include the cost of electricity procured for PG&E's customers or the cost of fuel used in generating electricity by PG&E, which are recovered in a separate proceeding; and (3) an increase in gas revenues of \$486 million over the currently authorized level for 2014. The increase does not include gas procured for PG&E's customers, which is recovered in a separate proceeding.

PG&E is also requesting approval for additional base revenues in 2015 and 2016 to cover additional infrastructure improvements and increased costs of labor, materials, supplies and other expenses. PG&E estimates that these increases will total \$492 million in 2015 and \$504 million in 2016.

**Key reasons why PG&E is asking for increases:**

This funding request reflects PG&E's commitment to provide its customers with safe and reliable service. PG&E is building a safer and more reliable energy system that will continue to help California remain competitive on a national and global scale. The funding will be used to:

- Assure a high level of public safety in the operation of PG&E's gas and electric facilities;
- Invest in and maintain the system of power plants, poles, wires, pipes and equipment needed to deliver electricity and gas to PG&E's customers; and
- Improve customer service and maintain the support structure necessary to keep PG&E operating and to provide PG&E's customers with safe, reliable and responsive customer service.

**Estimated impact of this proposed request on gas and electric rates**

PG&E provided estimates of the impact on each customer class of its proposed gas and electric rate increases in a bill insert that was sent directly to customers beginning on November 29, 2012. All customers will have received the bill insert by mid-January 2013. The actual distribution of the requested \$796 million electric rate increase and the requested \$486 million gas rate increase to each customer class depends on how the CPUC ultimately decides all issues in the GRC, as well as in separate electric and gas rate design proceedings that are expected to be filed with the CPUC during the first and third quarters of 2013, respectively.

**If the CPUC approves PG&E's proposed request for an electric rate increase, the bill for a typical residential customer using 550 kilowatt hours per month would increase by \$4.61 or 5.2% from \$89.36 to \$93.97. If the CPUC approves PG&E's proposed request for a gas rate increase, the bill for a typical residential customer using 37 therms per month would increase by \$7.06 or 15.3% from \$46.13 to \$53.18. Individual customer bills may vary. Rates would become effective January 1, 2014.**

**What is a General Rate Case?**

Every three or four years, investor-owned utilities such as PG&E are required to file a General Rate Case (GRC) in which the CPUC sets annual base revenue levels. Annual base revenue is the total amount of money a utility collects through rates in a given year for specific purposes. PG&E's GRC base revenues do not include fuel-related costs addressed in the CPUC's Energy Resources

Recovery Account proceedings, electric transmission-related costs addressed at the Federal Energy Regulatory Commission, or gas transmission and storage costs which are filed in a separate application.

After PG&E's GRC proposal is reviewed in a public process, the CPUC then makes a decision on what is reasonable for customers to pay in rates. While the GRC will determine the total amount of money PG&E can collect in rates, the design of the actual rates themselves (that is, the price charged to customers) will be determined in separate proceedings to be filed in the future with the CPUC. The GRC is publicly available to ensure transparency and opportunity for public involvement.

#### **PUBLIC PARTICIPATION HEARINGS**

The CPUC welcomes the public's participation. Before deciding on PG&E's application, the CPUC will hold public participation hearings (PPH) to provide customers with an opportunity to express their views before a CPUC Administrative Law Judge (ALJ). Notification of these hearings will be sent to you either by a separate mailing or included as a bill insert in your monthly bill. The notice will identify all of the locations that the PPHs are being held for your convenience and planning. Those customers who cannot attend a hearing may submit written comments to the CPUC at the address listed below. All such correspondence to the CPUC should reference PG&E's 2014 GRC application (A.12-11-009).

#### **FOR FURTHER INFORMATION**

If you have questions regarding the GRC application or for more details, please contact PG&E at **1-800-743-5000**.

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

Para más detalles llame al **1-800-660-6789** • 詳情請致電 **1-800-893-9555**

If you would like a copy of the application and exhibits, please write to PG&E at the address below:

Pacific Gas and Electric Company  
2014 General Rate Case Application  
P.O. Box 7442, San Francisco, CA 94120

You can also view PG&E's GRC application and exhibits online at [www.pge.com](http://www.pge.com).

A copy of PG&E's 2014 GRC application and exhibits is also available for review at the CPUC, 505 Van Ness Avenue, San Francisco, CA 94102, Monday–Friday, 8 a.m.–noon. A copy of the application (without exhibits) is available on the CPUC's website at [www.cpuc.ca.gov/puc](http://www.cpuc.ca.gov/puc).

#### **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 utility customers throughout the state and obtain the lowest possible rate for service consistent with safe and reliable service levels. 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**

In addition to public participation hearings, the CPUC will also schedule Evidentiary Hearings (EHs) for the GRC application in 2013 where parties of record present their proposals in testimony and are subject to cross examination before the ALJ. These hearings are open to the public, but only those who are formal parties of record can present evidence or cross-examine witnesses during EHs. Members of the public may attend, but are not allowed to participate in the hearings. After considering all proposals and evidence presented during the hearing process, the ALJ will issue a draft decision. When the CPUC acts on the 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 the ALJ's draft decision.

Public Advisor's Office 505 Van Ness Avenue Room 2103 San Francisco, CA 94102	<b>1-415-703-2074</b> or <b>1-866-849-8390</b> (toll free) TTY <b>1-415-703-5282</b> or <b>1-866-836-7825</b> (toll free) Email to <a href="mailto:public.advisor@cpuc.ca.gov">public.advisor@cpuc.ca.gov</a>
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If you are writing a letter to the Public Advisor's Office, please include the number of the application (A.12-11-009) to which you are referring. All comments will be circulated to the Commissioners, the assigned ALJ and the CPUC's Energy Division Staff.

1400 K STREET  
SACRAMENTO, CA 95814  
PH: (916) 658-8200  
FX: (916) 658-8240



December 7, 2012

**TO:** City Managers and City Clerks in non-manager cities

**FROM:** **Officers of the League of California Cities**  
Bill Bogaard, President, and Mayor of Pasadena  
José Cisneros, First Vice-President, and Treasurer of San Francisco  
Tony Ferrara, Second Vice-President, and Mayor of Arroyo Grande  
Mike Kasperzak, Past President, and Mayor of Mountain View  
Chris McKenzie, Executive Director

**SUBJECT:** **League Dues for 2013—No Increase!**  
**Voluntary Surcharge to Support Vital Litigation**

Thank you for your City's membership in the League of California Cities. Enclosed please find your city's customized 2013 dues statement and related supporting documentation.

#### **League Membership—A Great Investment**

The value your city derives from membership in the League of California Cities makes the payment of League dues a wise investment. Please review the enclosed customized "Return on Investment" report for your city. It reflects financial benefits your city enjoys as a direct result of the League's legislative and ballot measure advocacy. A strong and effective League is central to your city's continued strength and vitality.

#### **Benefits of Membership**

The League is the leading advocate for California cities. Protecting local control remains the cornerstone of League activities as we work in concert with cities, partners, and coalition members. Please find the enclosed "Benefits of Membership in the League of California Cities," a summary of the more significant benefits cities and city officials receive from League membership.

#### **Litigation Strategy to Defend Revenue Protections**

The League and city officials have invested tremendous human and financial resources over the past decade to secure meaningful constitutional protection of city revenue sources. Proposition 1A and Proposition 22 represent the will of the voters and significant victories for local control. However, it is now clear that defending and enforcing these protections will require vigilance and even litigation, possibly on a repeated basis, until the protections are generally understood and respected, especially by the Legislature and Administration.

*Our mission is to expand and protect local control for cities  
through education and advocacy to enhance the quality of life for all Californians.*

GU  
Covres  
League  
Council

The League currently has two lawsuits pending in the courts challenging state actions that violate Prop. 1A and Prop. 22. In *League of California Cities v. Chiang*, the League is challenging the state's shifting VLF from cities and directing this revenue to priorities the state has unilaterally deemed to be more important. In a second case, *League of California Cities v. Matasantos*, the League is challenging the unconstitutional "claw-back" penalties in the AB 1484 budget trailer bill that puts city sales and property tax revenues at risk. Every city in the state has an interest in the outcome of these two lawsuits.

This vital defensive strategy is expensive, but essential. Implementing this strategy is conducted at greatly reduced cost and effort if the League serves as the lead plaintiff on behalf of all cities. The alternative would be for each city or *ad hoc* groupings of cities to initiate separate lawsuits. By coordinating their efforts through the League, cities can leverage their resources for the benefit of all cities to challenge the state whenever it attempts to weaken the important local revenue protections California cities have worked so hard to achieve.

### **Voluntary Litigation Surcharge**

As noted, the resources required to initiate litigation and bring it to a final conclusion are substantial. Throughout the ongoing economic downturn that cities have lived with for several years, the League has avoided imposing any increase in dues for membership in the League. Due to the recession, the League also has experienced a reduction in revenue from conference registrations and from other major revenue sources. To finance this new and important role for the League, the board of directors is asking that each city consider paying an optional surcharge equal to ten percent of the League dues to support vital litigation.

The surcharge is shown on the enclosed invoice. The recommended surcharge is optional; a city may pay the base dues and enjoy all the benefits of membership. However, we sincerely hope you will consider supporting this new and important role the League is undertaking because of its tremendous value to your city and all cities throughout the state.

### **Conclusion—California Cities Work Together**

Through the League, all cities and all city officials have the opportunity to help shape solutions to the issues of greatest importance to our cities and the state of California. Working together, we pursue those solutions most effectively. It is important for cities to act energetically, in unison, and with renewed focus to amplify our voice in key statewide policy matters.

The board of directors encourages your enthusiastic support of and participation in the League of California Cities in 2013. We look forward to continuing our fight together to protect local control and help you provide outstanding service to the residents of your great city.

If you have any questions about this matter, please contact Dan Harrison, Director of Administrative Services, at [dharrison@cacities.org](mailto:dharrison@cacities.org) or 916-658-8267.

Enclosures:

- Dues invoice
  - Return on Investment Report
  - Benefits of Membership
-

# INVOICE



1400 K Street, Sacramento, California 95814  
 Phone: 916.658.8200; Fax: 916.658.8240  
[www.cacities.org](http://www.cacities.org)

To: City Clerk  
 City of Ferndale  
 P.O. Box 1095  
 Ferndale, CA 95536

Invoice: 125845

Terms: Jan. 31, 2013

<u>Date</u>	<u>Description</u>	<u>Amount</u>
December 7, 2012	Membership dues for calendar year 2013	\$879.00
	Optional litigation surcharge (10%)	\$87.90
	<b>Total Amount</b>	<b>\$966.90</b>

City of Ferndale  
 Official Population 1,362

## Strategic Priorities for 2013

- Build lasting partnerships with state policy-makers and others.
- Expand community economic development tools and funding options for city services.
- Continue pension and other post-employment benefits (OPEB) reform.

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LEAGUE OF CALIFORNIA CITIES

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Customized Return on Investment Report  
December 2012

	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11	FY2011-12	FY2012-13	Total
<b>Ferrdale</b>									
Femdale's Dues	819	853	879	879	879	879	879	879	6,946
VLF/Property Tax Swap <sup>(1)</sup>	5,164	14,374	25,365	39,910	48,791	52,205	50,240	52,147	288,196
Prop. 42 (local streets)	6,400	10,621	0	12,305	13,507	↓	↓	↓	42,834
HUTA state taking blocked					30,200	↓	↓	↓	30,200
HUTA and Prop. 42 protected by Prop. 22 <sup>(2)</sup>					23,110	38,824	47,075	41,847	127,746
Property Tax loan securitized / prohibited by Prop. 22 <sup>(3)</sup>									23,110
VLF shift prohibited by Prop. 22 <sup>(4)</sup>						5,879			5,879
SBS9 VLF Shift (Now under litigation)						n/a	-5,094	-5,285	-10,379
Redevelopment TI protected by Prop. 22						n/a			0
Redevelopment Disolution (net of ROPS) <sup>(5)</sup>							n/a	n/a	0
Total Return	11,564	24,996	25,365	52,215	115,608	96,909	92,221	88,710	507,587
Rate of Return	14:1	29:1	29:1	59:1	132:1	110:1	105:1	101:1	73:1

1. Net gain in revenues by virtue of the VLF/Property Tax Swap. Growth in PropTax in Lieu of VLF versus estimated growth in VLF had it remained.
2. Prop. 22 ended the Legislature's ability to borrow or delay HUTA and Prop. 42 gas tax funds.
3. Prop. 22 ended the Legislature's ability to borrow local property taxes. The FY09-10 loan was securitized. Under Prop1A(04) another borrowing could have occurred in 3 years.
4. Prop. 22 ended the Legislature's ability to shift revenue allocations from the 0.65% state Vehicle License Fee.
5. Estimated redevelopment TI net of pass through payments and ROPS returned to local agencies other than the city via property tax apportionment shares.

~ ~ ~ ~ ~

*Our mission is to expand and protect local control for cities through education and advocacy  
to enhance the quality of life for all Californians.*



North Coast Regional Water Quality Control Board

December 17, 2012

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

Dear Mr. Parrish:

Subject: Transmittal of National Pollutant Discharge Elimination System (NPDES) Permit Order No R1-2012-0097, City of Ferndale

File: Ferndale City, Publicly Owned Treatment Works (POTW) Waste Discharge Requirements, WDID No. 1B8313OHUM

The Regional Water Board adopted the enclosed National Pollution Discharge Elimination System Permit, Order No. R1-2012-0097, NPDES No. CA0022721 on December 6, 2012. This Order goes into effect on February 1, 2013, applying requirements for the existing wastewater treatment facility (WWTF).

Please read your new permit carefully. If you have any questions or need assistance meeting Regional Water Board requirements, please contact Lisa Bernard of my staff at (707) 576-2677 or [Lisa.Bernard@waterboards.ca.gov](mailto:Lisa.Bernard@waterboards.ca.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Matthias St. John".

Matthias St. John  
Executive Officer

121217\_LMB\_FerndaleTransmit\_Final

Return Receipt Requested

Enclosure: Adopted Permit

cc: Dave Smith, USEPA, Region 9, [Smith.DavidW@epamail.epa.gov](mailto:Smith.DavidW@epamail.epa.gov)  
Amelia Whitson, US EPA Region 9, [Whitson.Amelia@epamail.epa.gov](mailto:Whitson.Amelia@epamail.epa.gov)  
Jay Parrish, Ferndale City Manager, [citymanager@ci.ferndale.ca.us](mailto:citymanager@ci.ferndale.ca.us)  
Doug Colbert, Chief Plant Operator, [chiefoperator@ci.ferndale.ca.us](mailto:chiefoperator@ci.ferndale.ca.us)



North Coast Regional Water Quality Control Board



**ORDER NO. R1-2012-0097  
 NPDES NO. CA0022721  
 WDID NO. 1B83136OHUM**

**WASTE DISCHARGE REQUIREMENTS  
 FOR THE  
 CITY OF FERNDALE  
 WASTEWATER TREATMENT PLANT  
 HUMBOLDT COUNTY**

The following Permittee is subject to waste discharge requirements as set forth in this Order:

**Table 1. Permittee Information**

<b>Permittee</b>	City of Ferndale
<b>Name of Facility</b>	City of Ferndale Wastewater Treatment Facility
<b>Facility Address</b>	701 Port Kenyon Road
	Ferndale, CA 95536
	Humboldt County
<b>Type of Facility</b>	Publicly-Owned Treatment Works (POTW)
<b>Facility Design Flow</b>	0.55 mgd (average daily dry weather design flow <sup>1</sup> )
	0.95 mgd (peak daily wet weather design flow <sup>2</sup> )

<sup>1</sup> Average daily dry weather design flow is defined as the average of daily volume of effluent calculated during the lowest consecutive 30-day period each calendar year.  
<sup>2</sup> Peak daily wet weather design flow is defined as the maximum volume of effluent that may be treated, based on the capacity of the advanced wastewater treatment filters.

ORDER NO. R1-2012-0097  
 CITY OF FERNDALE  
 NPDES NO. CA0022721

**Table 2. Discharge Locations**

Discharge Point	Effluent Description	Discharge Point Latitude	Discharge Point Longitude	Receiving Water
001	Disinfected tertiary treated municipal wastewater	40° 35' 40" N	124° 15' 44" W	Francis Creek/Salt River
002	Disinfected secondary treated municipal wastewater	Reclamation / Irrigation Use on Neighboring Agricultural Land		

**Table 3. Administrative Information**

This Order was adopted by the Regional Water Quality Control Board on:	December 6, 2012
This Order shall become effective on:	February 1, 2013
This Order shall expire on:	January 31, 2018
The Permittee shall file a Report of Waste Discharge as an application for renewal of waste discharge requirements in accordance with title 23, California Code of Regulations, no later than:	August 4, 2017
The U.S. Environmental Protection Agency (USEPA) and the Regional Water Quality Control Board have classified this discharge as a minor discharge.	

IT IS HEREBY ORDERED, that Order No. R1-2009-0036 is rescinded upon the effective date of this Order except for enforcement purposes, and, in order to meet the provisions contained in division 7 of the Water Code (commencing with section 13000) and regulations adopted thereunder, and the provisions of the federal Clean Water Act (CWA) and regulations and guidelines adopted thereunder, the Permittee shall comply with the requirements in this Order.

I, Matthias St. John, Executive Officer, do hereby certify that this Order with all attachments is a full, true, and correct copy of the Order adopted by the California Regional Water Quality Control Board, North Coast Region, on December 6, 2012.



Matthias St. John, Executive Officer

## **Section 13**

### **REPORTS**

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

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

- Kiwanis meeting 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month at 4:30 pm
  - City Council- December 3<sup>rd</sup> – 7:00-8:30 pm
  - SRWC – December 11- 2:00-5:00 pm
  - Design Review- December 13<sup>th</sup> -8:30 am
  - RCEA Board meeting – December 17<sup>th</sup> - 3:15-5:00 pm
  - City Manager meeting December 20<sup>th</sup> - 3:00-5:00 pm
  - Met with PW regarding daily routine. Focus this month was on Francis Creek maintenance and drainage projects. Most conversations directed at drainage systems and making sure we are as ready as possible when we do have a weather event that taxes our system. Francis Creek has had problem items removed as of the beginning of November. Although the normal vegetative items were removed in November, we had a fairly severe weather event last month that left a lot of debris and obstructions in the creek that we needed to remove. We also had a special drainage committee meeting that discussed putting a committee together to help property owners remove this new material so that we do not have to worry about this debris causing obstructions downstream. This volunteer committee was able to remove woody debris and obstacles and to remove trees that had fallen into the creek as the result of the weather event.
  - The library has a new carpet picked out by the library board and librarian. The funding was from a grant. In the last several years we have put a new roof, a new handrail system, painted the outside of the building, and replaced all the lighting fixtures inside through grants. The carpet, the last of these recent improvements was replaced at the end of November, during a Thanksgiving closure.
  - Number of conversations and discussions with RCD personnel regarding our drainage committee meetings and having them attend to discuss the Salt River Restoration Project and the long term drainage improvements throughout the valley. We will include representation from RCD in our next drainage meeting. The Drainage committee also met to discuss development of master drainage plan and a process for emergency creek maintenance during and after severe weather events. There were a number of bank stabilization failures that occurred through town as a result of high water in Francis Creek during late November and early January event. I have asked our City Engineer to develop an application process for property owners who have experienced problems due to this type of event to be able to propose projects for bank stabilization to preserve properties. This application will help property owners stay compliant with intergovernmental agencies.
  - Met with City Managers and CAO to go over the process of transfer of new ownership of Suddenlink. Access Humboldt is continuing to follow up with the Buske Group and Suddenlink's ownership transfer. The Buske Group feels that we will be able to plan for action steps which will require each jurisdiction to adopt a resolution approving a Transfer Agreement. They are working on the conditions of that agreement. The Council will vote on this item at the December 6<sup>th</sup> meeting. Council approved
-

this at last meeting and Sean McLaughlin received all signed documents related to this transfer agreement.

- ERD contract negotiations: I have had discussions with Harry Hardin and Karen Smith about a reasonable recycling rebate policy associated with our franchise agreement. We met again in December to continue this process. I will be getting together with Rio Dell CM and possibly Councilman Maxwell, our Waste Management Representative to further our discussions. Rio Dell has asked in the past to meet to discuss our membership in the HWMA and how we are served by that relationship.
  - Daily meetings with chief regarding police activities and community safety issues.
  - Numerous conversations with other CM's regarding common issues.
  - Several conversations with John Driscoll (Mike Thompson's local representative and soon to be Jared Huffman's representative) regarding Ferndale issues.
  - Number of meetings with RCD, CCC, and DF&G regarding future activities on Francis Creek, in town, and upstream. The CCC and DF&G started a bank stabilization project including the debris torrent. This project that was started before the flooding event did undo some of the plantings that were included in this project.
  - Daily interaction with Staff regarding workload. Finance Supervisor is still out recovering from surgery and we are covering this position by having everyone else take over tasks associated with that position. Administrative Assistant is doing an admirable job in covering the financial aspects. City Clerk is also contributing to our effort in maintaining our level of service to the public and council, planning commission, and committees, and we are looking forward to our Financial Supervisor's return soon. The last report indicated that she may return to work in March.
  - Numerous conversations regarding Salt River Project with Watershed Council members, RCD representatives, council members and citizens. The bid for vegetative removal for phase 1 was awarded last month and the primary contractor will go to the RCD board on January 10<sup>th</sup> for phase 1.
  - The Fresnel lens is now resting comfortably at the climate controlled room at the Fairgrounds. The Shining Light Foundation with help from retired Fortuna City manager is going through a list of agencies in an effort to find funding opportunities.
  - Discussions with Karen Clower related to attendance of training seminars in the County Academy.
  - Separate meetings in with Gerald Silva, David Yarrington, and County planning staff regarding alternative route to Russ Park off Eugene Street. We are developing a timeline for a possible lot line adjustment. David Yarrington is working with Planwest and putting together an estimate of costs associated with a possible trade of some land that would allow Russ Park enthusiasts to enter the park just past the water company on Eugene Street. In analyzing the procedure with the County it was pointed out that the Siva property was under the Williamson Act and that would complicate the process and that we might consider waiting until that came out of the Act in 2014. We are in the process of talking to all parties to get consensus before moving forward. We have developed a timeline for the possible lot line adjustment. We will not begin the technical work on this until the fall of 2013.
  - Numerous meetings with individual councilmen and the mayor regarding City issues, and updates about representation on the various joint power authorities. We may be recommending that the Mayor make membership of councilmen to county-wide Joint Power Authority's (JPA's) later in the year so that councilmen can have time to accomplish orientation elements before representing City on county-wide agencies. This will also give the Mayor time to interact with Councilmen to best serve the City as to representation on these JPA's.
-

- Spoke with community member Stephanie Koch who has volunteered to help paint some areas of our community center. This project won't begin until the steam cleaning scheduled for 12/27 and 12/28 is completed.
  - 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. I met with Sondra on September 5<sup>th</sup>, and we have started the process. We have received the prospectus from HSU and we will have our ceremony and unveiling of the competition on May 15<sup>th</sup>. Ms. Schwetman said that we have at least two students in the competition.
  - 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. Staff has sent a letter to business district updating our progress and reminding them that there were non-compliant situations before we started this process and that although there may be changes in what is and is not allowed, we will be enforcing whatever the Council approves at the end of this process. It should be understood that we are probably six or more months out from bringing this to the council. We are hoping to have an article regarding the sign ordinance update in a couple weeks, and we have extended our timeline to sometime in the fall. This should give everyone enough time to consider how the new rules affect them, if at all.
  - Coordinated with City Planner regarding Design Review and planning issues. Planning Commission continues to have presentations related to the Safety Element.
  - Several conversations with Cybelle Immitt who is a senior planner for the County. Cybelle led a coalition of cities and agencies back in 2008 through a process to develop Hazard Mitigation Plans (HMP) for those agencies and the County. Those migration plans had a shelf life of five years and now we are required to update our previous plans. The goal of this planning effort is to update data for the natural hazards that could impact the planning area to determine the level of risk, update the identification of actions and activities that can reduce any losses from those hazards, and reinvigorate the coordinated process of implementing the plan. Back in of October of last year the Council approved a match of \$2,500 dollars to continue our participation in this program to update our HMP. The fiscal match was waved as a consequence of representation on the steering committee. We have scheduled the first kick-off meeting for December 3<sup>rd</sup>, and I will once again represent the City on the Steering committee. Since we are going through our Safety Element I have already been coordinating the two projects through our planning consultant to take advantage of over lapping information.
  - 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. Tom Stevens is monitoring the debris torrent for the City and has reported no movement so far and he is pleased with what he sees to this point. He commented at the Drainage Committee meeting that the debris torrent was about twice as long as originally reported and that he will continue to monitor at pre-determined times of the year dependent on weather events
  - Numerous discussions with City Planner regarding design review and planning issues. The council approved the Design Review Process and the Final Review for Design Review Applications a couple of months ago and staff is now using the new process and applications.
  - Many discussions and conversations with our Planner and City Inspector and staff about the Kinetic building downtown that had the stucco taken off. The City Inspector approved an emergency demolition permit to remove the stucco at the request of their structural engineer. The structural
-

improvements have been completed on the front of the building and we are waiting for the design review application to be complete. We have informed the applicant all through the process of our requirements. The applicant has completed her application and is moving through the procedure, and the DR approved sending the project forward to the PC at their last meeting. It still is going through the state CEQA process and that should only take a few more weeks and then the PC conduct a public hearing to hear the CEQA related issues. If the PC approves of project at that point they will be able to apply siding.

- Numerous conversations with the new Gingerbread property owner and manager regarding renovation plans, ideas and design review applications. They have made great headway and the building is truly being brought back to match its iconic status and contribute as a resource for many decades. We did receive TOT taxes associated with this property for the last quarter.
- The City was notified that parts of a grant request were approved and that the city will in conjunction with the Village Club will be renovating our city hall kitchen. We also will be able to finally replace the curtains on our stage. In the coming months we will also be refurbishing the windows around city hall that have been in need of repair for a long time. Separate from the grant process we had the council chamber painted and cracks from '09 earthquake repaired. Under, "If it's not one thing, it's another"; our city hall heater quit working and we had to replace the thirty year old forced air unit.
- Numerous conversations with resident that lives beside E Street and put up a fence that shortened the dead-end street by about thirty feet in 2000. The property owner has informed the City that he intends to take the fence down by November 15<sup>th</sup>. This was on the PC agenda and they did not recommend further action. This was taken down at the beginning of December.
- A little over a year ago we were able to work out an agreement that would allow us to get a new car for our police department for approximate two years and then turn it over to a cab company for them to put it into cab service. This has worked out well for us and we are looking forward to another car under the same plan. We received the new car early in December and should be converted to our purposes and on the road by our January meeting.
- Met with Michael Sweeney to go over any questions he might have regarding his new position as a Councilman and to supply him with our councilmen handbook, and to bring him up to speed on as many subjects as possible.
- A number of conversations with RCEA representative regarding our Greenhouse Gas Emissions Inventory. The City is mandated to compile this information and through our affiliation with RCEA we are accomplishing this at no cost to the City.
- A number of discussions with RWQCB representatives and County representatives regarding the wastewater disposal site and the condition of the receiving water streambed condition as it relates to drainage in that area. The concern is what interim needs are there before the SRRP addresses in phase two a long term solution to flooding issues in that area. It was expressed by County representatives that the Coastal Commission would not allow any work on the creek by Port Kenyon or the WWTF. We continue to monitor this area. The last conversation relayed that the county has plans to replace the bridge at Port Kenyon. This of course will be in conjunction with the SRRP.
- Several discussions with Jo Ann Rennie, executive director of Parsac, our risk management authority related to my membership on its board.
- Many conversations with Don Hindley regarding a grant that the city has received since 1997 in connection with a drainage assessment fee. City staff is preparing information related to the grant and assessment so that the Council will be able to decide how to proceed. I have also included the drainage committee, our engineering firm, and our attorney as we look into the situation. Our attorney has reviewed the item and believes that we are able to institute the drainage assessment. We are in the process of determining how to have these included on annual property taxes.

- Number of conversations with Cal-trans in reference to the road improvement and sidewalk improvement projects that are scheduled for next year and the year after. I also asked that we have a meeting in the near future so that we can be given a presentation on the project. Remember that they will be paving from Fernbridge to City limits next year and from the city limits through town the next year. The Chamber and some other citizens have mentioned that they would like to be able to take advantage of these projects to possibly change some streetscape, such as streetlights. I have set up a meeting on January 9<sup>th</sup> to go over the two phases of the project with the Cal-trans engineer here at city hall.
- Conversations with RCEA requesting information on grants related to replacing energy efficient streetlights. I am hopeful that we may be able to garner a loan or grant to replace the current lamps with ones that are not only more efficient, but more aesthetic.

### **CITY CLERK ACTIVITY**

#### ***Meetings***

- Daily meetings with City Manager regarding work schedule.
- City Council meeting 12/6/12.
- Assisted at Design Review meeting.
- Drainage Committee Meeting 12/13/12

#### ***Projects***

- Counter and phones.
  - Gathered information for Public Information Requests on various invoices, checks and back up information.
  - Pick up mail, copy, distribute and file.
  - Relayed messages regarding flooding and resultant debris and silt buildup in Ferndale
  - Prepared City Council Agenda packet for 12/7/12
    - Follow-up included posting meetings to calendar, informing committee members, commission members and council members of meeting dates; send email to Mayor, Attorney and City Manager re meeting on Drainage Assessment District.
  - Prepared Drainage Committee Agenda packet for and attended 12/13/12 meeting.
  - Received list of APN owners' names. Comparing to list we have to make appropriate changes. Asked Assessor's office to be included in their once a year mailing of changes in the list.
  - Prepared and mailed postcard notices for Design Review in December, as well as a Public Hearing at the January Planning Commission Meeting for 580 Main Street.
  - Attended Council meeting as assistant to Deputy City Clerk. Proofed minutes.
  - Assisted Deputy City Clerk in preparation of Design Review and Sign Ordinance packets
  - Continue Training Administrative Assistant on business licenses, building permits, dog licenses, encroachment permits.
  - Set up deep cleaning at the Community Center.
  - Quotes for heater at City Hall. Set up installation.
  - Moved small heaters to Auditorium for various functions at City Hall: Garden Club and Village Club as well as Museum Holiday Celebrations
  - Updated the Webpage:
    - Updated City Council member page
    - Updated City Contacts Page
    - Updated Planning Commission Page
-

- Updated Design Review Committee members

<b>Building Permits</b>		
580	Main	Shaw Street side structural repair
504	Fern	Reroof
515	Fifth Street	Propane Tank and lines
450	Berding	Gas Furnaces
989	Milton Shop	Electric Meter
515	5th Street	new heater

<b>Land Use Permits</b>		
724	Main	2 story attached gar. New wrap around
400	McKinley	LLA
484	Main	Sign

**ADMINISTRATIVE ASSISTANT/DEPUTY CITY CLERK:**

**Meetings**

- Meeting with City Manager on Office Issues
- Attended City Council Meeting
- Attended Design Review Meetings
- Meeting with Phil Aycock and Stacey Edgmon
- Meeting with Mayor, City Manager, City Clerk and Chief Waste Water Plant Operator about Tractor Purchase

**Projects**

- Payroll
- Accounts Payable
- Accounts Receivable
- Processed Deposit
- Answer Phones
- Purchase Various Supplies
- Receive and File October and November Financial Reports
- Assisted at front counter
- Reconcile Bank Account
- Put Design Review Packets together
- Put Sign Ordinance Packets together
- Assisted City Manager with Girl Scouts tour of City Hall
- Revised Management's Discussion and Analysis
- Assisted with Bid process for City Hall heater

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

- Coordinated with City Manager and City Clerk on planning and development projects.
- Continued review of Sign Ordinance Update materials and progress.
- Continued coordination on Regional Housing Needs Allocation Process.
- Attended 12/13 Design Review Committee Meeting. Prepared and presented project report and Negative Declaration/Initial Study for DR Use Permit application for replacing stucco with redwood material at 580 Main Street.
- Initiated work on Humboldt Operational Area Multi-Agency Multi-Hazard Mitigation Plan (HMP) Update. Continued coordination and integration of the HMP with the City of Ferndale General Plan Safety Element Update.
- Continued processing application for stucco replacement at 580 Main Street. Corresponded with applicant; coordinated with City Manager and City Clerk; conducted Initial Study; prepared Negative Declaration; coordinated with California Office of Historic Preservation and State Clearinghouse on CEQA document circulation requirements and procedures; prepared project report; prepared Notice of Intent (NOI) and submitted to County Clerk; initiated public review period and posted appropriate notices; and applied for No Effect Determination from Fish and Game.
- Coordinated with City Clerk to answer questions regarding permitting for generator installation at 989 Milton Avenue.
- Aided City Clerk in writing of minutes for 11/15 PC meeting.

***Projects***

- General Plan Update – Initiated preparation of Draft General Plan Safety Element Risk Assessment chapter and staff report. Coordinated study session presentation by Troy Nicolini of the National Weather Service for January 16 study session. Prepared Safety Element Update goals, policies, and implementation program samples and staff report for 1/16/2013 PC meeting.

**CITY ENGINEER:*****Sewer Projects –***

- Working on a proposed capital improvement report (sewer)
  - Spoke with Doug about his priorities waiting for additional input

***Pedestrian Improvement Project -***

- 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 have been authorized.
    - Submitted the environmental study and beginning preliminary design.
-

**Applications –**

- Renfer LLA – routed submittal for department review waiting for some responses.
- Mr. Willis Hadley - Francis Street Project: A letter has been forwarded to the owner regarding the requirements that need to be met in order for the application to be approved. Still waiting for response.

**General Engineering –**

- 5<sup>th</sup> Street Flooding in front of Navy House Parcel – Solution determined
  - Project is out to bid. Bid opening was on Monday the 19<sup>th</sup> at 2:00 p.m. We had six bidders and the low bid was V&C Construction at \$37,254.50. Initial work complete
- Continued working on a Project Study Report for resurfacing Berding Street
  - Determining cost estimates based on the Pavement Condition Index Report, ADA sidewalk improvements and proposed drainage improvements.
- Discussed results of the Project Initiation Document for the intersection of 4<sup>th</sup> and Shaw Ave.
  - Design has been completed. We received positive feedback from the School Superintendent and Police Chief and neither had any problems with the construction moving forward as soon as possible. Bid documents are complete. Project has been deferred until Summer 2013.
- Working on a proposed capital improvement report (roads and drainage)
  - Met with Tim and discussed scope of projects to be included and priority ranking. Working on updated cost estimate and map for DRAFT submittal.
- Washington St. drainage culvert repair.
  - Assisting Tim with construction support as necessary
- Francis St Undergrounding of Utilities
  - Met with PG&E representative. PG&E is screening the project prior to making recommendation to proceed.
- Cal Trans Maintenance on SR 211 (Review of SHOPP drawings)
  - Reviewing drawings for the maintenance and future sidewalk improvement project. Meeting scheduled for Jan. 9<sup>th</sup> to meet with Caltrans Design Team
- Misc. Document review.
  - Reviewing documents from HCAOG regarding the FY 11-12 Regional Surface Transportation Program (RSTP) Allocation

**Meetings and Committees –**

- Drainage Committee
  - Attend December Meeting
- HCAOG
  - No December Meeting

**Reporting and Correspondence –**

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

**WASTEWATER OPERATIONS:**

- Review monthly lab results
  - CPO worked on Standard Operating Procedures (SOP) for different operations within the facility and department. Trained operators on different operating procedures that need to be performed during the month so they can complete in the event of my absence when procedures are due.
-

- 
- Continued correspondence with Hank Brenard Enterprises (HBE) regarding biosolids handling.
  - OIT Ivey pressure wash RAS troughs
  - Staff performed process tests to assist in the operation of the facility.
  - Operator Coppini manage biosolids handling with turning and mixing to get maximum dry.
  - Plant data updated on SEMS software
  - 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 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.
  - CPO discusses purchase policy with City Manager
  - CPO on the interview panel at City of Fortuna
  - Turbidity/PH pump off due to power outage
  - Flush turbidometer
  - OIT Ivey cleaned hoses on turbidity/PH monitoring system
  - Contacted Hank Brenard about scheduling biosolids pickup
  - Coliform test to Fortuna
  - CPO trained operator Coppini on upload of monthly eSMR
  - Biosolids picked up by HBE (15 yards)
  - Site visit by CPO to 5<sup>th</sup> ST. construction site
  - CPO met with DCI construction about a lateral inspection on main street at the fitness center. Josh of DCI will locate lateral and recontact sewer department
  - Operator Coppini filled out sample bottles for North Coast Labs (NCL)
  - Take and send samples to NCL
  - OIT Ivey initiates manhole inspections
  - CPO works on compiling paper work for dump truck and tractor purchases
  - CPO contacted National Purchasing Partners and got information on bidding process as members
  - OIT Ivey sprayed disc filters with solution to clean them
  - CPO met with council members and city manager regarding updates on process for purchasing tractor and dump truck
  - CPO reviewed lot line adjustment on Grant Street
  - The facility received a total of 11 septic dumps from Roto Rooter & Wyckoff's totaling 15,900 gallons and generating \$2,862 in revenue for the facility.
  - Total flows through the collection system were 15.4 MG. Of that, 4.1MG was pumped to the equalization pond.
  - Influent flows that were treated through the facility totaled 11.3 MG for the month of November. The average flow was .038 MGD.
  - Effluent flows totaled 11.5 MG for the month of November. The average flow was .038 MGD.
-

**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.
- 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
  - Removed books and bookcase from stage area to enable painting.
  - Set up speaker system from the Community Center at City Hall for luncheon.
  - Put up Christmas lights at town hall.
  - Power wash deck at north east corner of City Hall.
- Library
  - Routine mowing and weed eating
- City Parking Lot
  - Picked up garbage – Routinely as least once a week unless otherwise warranted.
  - Trimmed roses overgrown into drainage, blocking water flow.
- 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
  - Replaced batteries in microphone
  - Old chimney in the hall is leaking. Borrowed boom truck from Fairgrounds, installed new chimney cap and resealed around the pipe with flashing.
  - Replaced lights; fixed another light.
  - Replaced two emergency 12 volt backup lights, ordered four more for replacements.
- Childcare Center
  - Rewired new light socket and light
- Police Department
  - Routine mowing and weed eating
- Scout Hall - Routine mowing and weedeating
- Roadsides - Routine mowing and weed eating
- Public Works
  - General clean up of shop and office.
  - Clean shop for Christmas Tree Lighting.

***STREETS, SIDEWALKS and STORMDRAINS***

- 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.
- Continuing to patch the roads as needed.
- Removed debris from all the drains and grates around town.
- Hole in top of concrete culvert on Berding Street at Lumber Yard. Engineers will advise PW.
- Removed green waste from alley at Milton and Tennyson.
- Fill pot holes on Eugene Street.

### ***STORM***

- Stocked yard with sand and have sandbags on hand for upcoming storm. Moved sandbag filling area outside the yard to turnout along Francis Street to alleviate traffic problems.
- With the help of CCC, and other volunteers, filled over 5000 sandbags.
- Tree in creek at Vanston, pulled it out.
- Tree down on the Wildcat, Police Department assisted with traffic control to allow removal.
- Removed silt build up at Fern Street Bridge and removed piles from Fern Street driveways. Removed four dump truck loads of silt from Fern Street Bridge. The west bank completely filled with silt, half of bridge chocked out from silt buildup.
- Evaluated Creek after big storm; there are a few trees down and some shrubbery, but overall PW thinks the creek looks pretty good and cleaned out with minimal damage.
- Removed steel posts from creek that held up debris during storm.
- Removed trees as marked by flood committee.

### ***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.
- Set up for Tractor Parade, set up speakers.

### **POLICE DEPARTMENT:**

- Officers assisted with traffic control for the Lighted Tractor Parade.
- Officers assisted with traffic control for the Christmas Tree Lighting.
- Officers participated in regional DUI checkpoints and DUI saturation patrols.
- Chief Smith attended Kiwanis meetings/functions.
- Chief Smith attended the monthly LECAH meeting.
- Chief Smith attended the monthly Community Corrections Partnership Executive Committee.
- Officer Stricker attended mandatory POST Force Options training.
- The equipment installation is complete for the new 2013 Dodge Charger. As soon as we can get the graphics done, it will be ready for patrol.

***Police Statistics*** – November 2012

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SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape	0	
Robbery	0	
Larceny	2	
Assault	0	
Burglary	0	
Vehicle Theft	1	
TOTAL	0	
SECONDARY CRIMES	13	
Calls for Service	49	
Reports Written	22	
Traffic Citations	7	
Other Citations	0	
Parking Citations	0	
Warnings	39	
ARRESTS	15	
AGENCY ASSISTS	13	
TRAFFIC COLLISIONS	1	

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

Special Design Review Minutes for the 11/29/12 - 8:30am meeting

Chairman Dan Brown opened the meeting at 8:30 a.m. Committee Members Lino Moggi and Dane Cowan were present along with staff City Clerk Nancy Kaytis-Slocum and Deputy City Clerk Lacy Pedrotti. Mark Giacomini present as new member. There were no modifications to the agenda.

361 Berding – Building. Richard and Barbara Lindsay owners of 361 Berding were present to discuss their project to add a deck and board walk in the back of the house and existing patio. MOTION: (Cowan/Bailey) Approve redwood deck and board walk to the back of the house. All in favor.

Meeting adjourned at 8:40am

Respectfully submitted,  
Lacy Pedrotti  
Deputy City Clerk

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

Special Design Review Minutes for the 11/29/12 - 8:30am meeting

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361 Berding – Building. Richard and Barbara Lindsay owners of 361 Berding were present to discuss their project to add a deck and board walk in the back of the house and existing patio. MOTION: (Cowan/Bailey) Approve redwood deck and board walk to the back of the house. All in favor.

Meeting adjourned at 8:40am

Respectfully submitted, Lacy Pedrotti, Deputy City Clerk

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

## Special Design Review Minutes for the 12/06/12 - 8:30am meeting

Dane Cowan opened the meeting at 8:30 a.m. Committee Members Lino Mogni, Michael Bailey and Mark Giacomini were present along with staff Deputy City Clerk Lacy Pedrotti. Chairman Dan Brown was absent. There were no modifications to the agenda.

724 Main Street – Garage Phase 2. Mike Warner owner of 724 Main and Dennis DelBiaggio contractor (DCI) were present to discuss their project to add a new two story attached garage.

MOTION: (Bailey/Mogni) Approve Phase 2 the new two story attached garage.

All in favor.

Meeting adjourned at 9:00am.

Respectfully submitted,

Lacy Pedrotti  
Deputy City Clerk

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

## Special Design Review Minutes for the 12/13/12 - 8:30am meeting

Dane Cowan opened the meeting at 8:30 a.m. Committee Members Lino Mogni, Michael Bailey and Mark Giacomini were present along with staff Deputy City Clerk Lacy Pedrotti, City Clerk Nancy Kaytis-Slocum, City Manager Jay Parrish and City Planner Melanie Rheume. There were no modifications to the agenda.

484 Main Street. Sign: Jenny Steubing owner of retail business was not present at meeting. Sign square footage allotted is 5.5 sq. ft. and that is what is proposed.

MOTION: (Bailey/Mogni) Approve the 5.5sq.ft. sign for Couture.

All in favor.

580 Main Street. Planner Melanie Rheume explained the Design Review Use Permit application to replace stucco with finger jointed, shiplap style redwood material with 11.25" coverage on the front (Main Street) and north (Shaw Street) side of the building; prime and paint the siding and trim in a contrasting color scheme similar to the original stucco and trim board; replace the existing signs with spacers rather than embedded in the siding; and reinstall the original striped

awnings. The existing signage and stucco siding have been removed from the building for safety. The project site is located in the Community Commercial Design Control zone (C-2-D). Nancy Trujillo (project manager, Terry O'Reily Construction and Tom from Celtic Construction were present to discuss this project. MOTION: (Mogni/Bailey) 3/1 Favor Cowan Apposed. Recommend forwarding this to the Planning Commission with the Design Review Committee's recommendation for approval of the project.

277 Ocean Ave. Window: Nancy Trujillo owner was present. Proposed to replace window in the bedroom and replace 16.4'x8.1' of the building siding facing Ocean Ave. to a wider horizontal siding. The replacement window will be horizontal opening vs. the existing window that does not open and has side lights that let in the cold. MOTION: (Mogni/Giacomini) All in favor.

306 Emerson Lane/375 A Main Street. Permanent carport with removable sides. Mark Hamor (applicant) was present to discuss his plans. The Design Review Committee would not make a motion on this project due to packet being incomplete. Mark agreed to be on the agenda for next Design Review Committee meeting and present the completed packet along with building samples.

Meeting adjourned at 9:15am.

Respectfully submitted,

Lacy Pedrotti

Deputy City Clerk

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

Special Design Review Minutes for the 12/20/12 - 8:30am meeting

Dane Cowan opened the meeting at 8:30 a.m. Committee Members Lino Mogni, Michael Bailey and Mark Giacomini were present along with staff Deputy City Clerk Lacy Pedrotti. There were no modifications to the agenda.

375 A Main Street. Bruce Keller owner of property and Mark Hamor contractor were not present at the meeting. However the 16'x16'x19.7' structure to be built to house the Victorian doll house restoration project was approved by the Design Review.

MOTION: (Giacomini/Bailey) Approve the 16'x16'x19.7' structure for doll house storage.

All in favor.

Meeting adjourned at 8:40am.

Respectfully submitted, Lacy Pedrotti

Deputy City Clerk

**City of Ferndale, Humboldt County, California USA**  
**Drainage Committee MINUTES** for the Meeting of December 13, 2012, 4:30 p.m.

Vice Chairman Richard Hooley called the meeting to order at 4:32 pm. Committee members Tom Stephens, Lee Tomasini, Jim Bass, as well as City Manager Jay Parrish, City Clerk Nancy Kaytis-Slocum and City Engineer Praj White were present. Stuart Titus arrived at 4:45pm.

Minutes: The minutes from the September 13, 2012 meeting will be presented at the next meeting.

Public Comment: Joe Koches, owner of 475 Main Street related that this is the 7<sup>th</sup> flood he's been through in his 35 years of living in Ferndale. There is an "S" turn in the creek at his property, and he'd like the Drainage Committee to do something about the flooding that occurs on his property. He is also concerned with the complaint process: in 2006 he complained about a ditch that was being dug between his property and Willis Hadley's property on which a retaining wall was going to be built. The retaining wall wasn't built and the ditch is still there. He feels the ditch funneled water under his building. Chairman Stuart Titus thanked Mr. Koches for his comments.

Willis Hadley proposed building a retaining wall to protect many of the properties on the Main Street side of the creek. He disputes Mr. Koches' assertion that the ditch funneled water under Koches' building and presented an elevation that showed that the highest point in that area is next to the creek and the lowest next to Mr. Koches' building.

Mr. Hadley was informed that as soon as plans are submitted for the retaining wall, the matter could be discussed by the Drainage Committee and reviewed by the Flood Plain Administrator.

Mr. Jack McDonald, who lives on Fern Street (a private road), is concerned about the Fern Street bridge; the Main Street side of the bridge is elevated so that the water goes down Fern Street. There is a Drainage easement behind Mr. McDonald's property, but the water stops at a roadway that was built across McBride property. Chairman Titus asked that city staff look at this.

Martin Tubb, 99 Francis Street, reported that there is slippage on his property; if nothing is done about it, it will affect the neighbors downstream.

Francis Creek Flooding: Mr. Richard Hooley reported that there is debris in the creek, as well as plant material hanging into the creek that is affecting the flow. Chairman Titus explained that City Manager Jay Parrish and representatives from F&G walked the creek. Mr. Hooley thinks we need a better agreement with F&G because we don't have a clear understanding of what we can and cannot remove. Mr. Tom Stephens relayed that the landslide has changed the stream. Mr. Parrish explained that we have a 1600 agreement with Fish and Game. Mr. Hooley thought that the agreement should also include removal of silt. City Engineer Praj White thought we need a joint agreement between people in charge of the creek: F&G and the Water Board. Funding sources were discussed. Mr. Hooley thought we needed to have a better monitoring system for making sure that the creek cleanup happens in a timely manner.

It was decided that a crew consisting of Jay Parrish, Richard Hooley, Tom Stephens, Martin Tubbs and Lee Tomasini would meet on Friday 12/14/12 at 9am to discuss a volunteer group to help citizens clean out the creek before the next rain event.

Drainage Fund – loss of Lytel grant: City Manager Jay Parrish explained that in 1997 the voters elected to pass Measure V establishing a Storm Drainage Utility for the City of Ferndale with the authority to assess each parcel \$25.00 a year drainage fee. The money would be used to make payments on a loan used for the Francis Creek drainage improvement project. The Lytel Foundation stepped in made payments of \$25,000 per year in lieu of the assessment. The Lytel Foundation has informed us that they will no longer make these payments. Parrish explained that we can use money in the Drainage Fund to pay off the loan, which would leave us without very much money in the drainage fund, or that we could enact the assessment. This item is for information only at this time.

City Engineer Praj White asked that Capital Improvement Projects be put on the next agenda so that problem areas could be identified.

West Side Drainage on 5<sup>th</sup> Street: City Engineer Praj White explained that the ditch along Chrys Hamper's property acts as a retention basin and the small pipe under the sidewalk allows the basin to empty slowly; however the ditch needs to be wider and shallower. He wondered if we can require anything of the subdivider at this time.

Francis Creek Slide, CCC Re-vegetation project: Committee member Tom Stephens reported that the slide mass is being held back by a bottleneck; however the bottleneck has widened to 30'. It'll widen more because of cracks. The stake line they put in still hasn't moved; however the ravine is eroding through. There is no longer a waterfall, just a steep grade creek. This will add more sediment. At the grading station at Van Ness, the stream bottom is 2' higher than it was originally. There is a large amount of silt and woody debris. The California Conservation Corps was given a re-vegetation grant and have been planting willows along the stream. Gerald Silva has reported that the willows washed downstream.

The secretary was dismissed at 6:30pm. The meeting was adjourned at 6:45pm. The next meeting will be on January 10, 2013 at 4:30 at City Hall.

Respectfully submitted,

Nancy Kaytis-Slocum, City Clerk

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**Section 13c: Council Reports and Comments****Salt River Watershed Council**

**Tuesday, November 13th, 2012  
2 – 4 p.m.**

**Minutes****Board Members in attendance:**

Jim Becker, Chairman, Dave Carr, Secretary/Treasurer; Dennis DelBiaggio, Jay Parish, Jay Russ, Don Hindley

**Board Members Excused:**

Joe Russ, Vice Chairman; John Vevoda; Denver Nelson

**Guests:**

Donna Chambers, Curtis Ihle, and Doreen Hansen (Resource Conservation District); Mike Toste (landowner); Caroline Titus (Ferndale Enterprise)

**Call to Order:**

The Watershed Council meeting was called to order at 2:07 p.m. by Jim Becker, Council Chairman.

**Additions or Changes to the Agenda:**

Move discussion pertaining to the Toste parcel before New Business. Dave Carr requested the Council to consider their Banking Relationship. Banking Relationship added to New Business.

**Introductions:**

None

**Public Comment Period:**

None

**Board Member Reports**

None

**Adoption of October 9th, 2012 Meeting Minutes:**

The minutes of the October 9<sup>th</sup> meeting was adopted as follows:

Motion: Director Jay Parrish; Second: Director Don Hindley; Unanimous

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**Toste Lease Agreement:**

Mike Toste addressed the Council about the lease agreement the Council drew up and presented to him. Toste said there were a number of concerns he had with the lease agreement such as: maintenance of the line fencing, who's organic certificate would the land be under; and the lease price. The current lease agreement stated the 22 acres would cost \$6,000/year (\$500/mo). Toste explained that he doesn't sublease out the property during wet periods of the year as the cattle would disturb the ground and not enough feed would be available. He felt the \$6,000 asking price was cost prohibitive, especially since he doesn't have cattle on the land for a portion of the year.

The Council addressed the items. They would consider modifying the maintenance responsibilities. The Council explained they could not hold an organic certificate, it would then fall to the person sub-leasing the property. The Council will consider leasing the property based on the number of cattle present on the property or reduce the lease price. Becker suggested that Toste discuss the options with his sub-leasee. Toste agreed and departed.

The Council discussed that leasing the property by the number of cattle present posed some problems and agreed to reduce the price of the lease to \$5,000 – to be paid as a lump sum up front.

The Council gives Jim Becker authority to negotiate the lease to \$5,000 with Mike Toste with a stipulation of receiving payment in full.

Motion: Director Don Hindley; Second: Director Dennis DelBiaggio; Unanimous

**New Business:**SRWC Board Organizational Meeting -

## Election of Officers:

Chairman – Jim Becker asked if any other board member would like to be chairman. Jay Parrish volunteered.

Motion to nominate Jay Parrish as Council Chairman: Director Don Hindley; Second: Jim Becker; Unanimous

## Vice Chairman

Motion to nominate Jay Russ as Council Vice Chairman: Director Dennis DelBiaggio; Second: Director Don Hindley; Unanimous

## Secretary/Treasurer

Dave Carr agreed to continue in the position.

Council agreed by consensus.

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SRWC Salt River Project Monitoring Tasks -

Doreen Hansen provided the Council with two sheets of monitoring tasks. The first sheet described all the tasks that the Salt River project must perform. These tasks are stipulated in the project's numerous environmental documents, permits, and funding criteria. The second sheet of tasks, are tasks that HCRCD believes that the SRWC will be responsible for. These tasks pertain to maintenance needs. Hansen explained that an estimated cost range of \$20,000 to \$30,000 would cover the implementation of the tasks.

Director Becker asked if the Riverside Ranch management and hay proceeds would be directed to the monitoring and maintenance costs of Riverside Ranch (Phase 1). Director DelBiaggio asked whether the SRWC should hold the lease for Riverside Ranch. Director Parrish asked the HCRCD to give the Council guidance on the best avenue to contact CDFG to pursue this issue. Donna Chambers said she would meet with CDFG and consider some political paths to explore for the Council.

Caroline Titus asked whether the idea of "drainage districts" were still on the table and if that might be a way to create revenue. Director Becker said those ideas were still being formed and would be acted on as the Salt River project moves forward.

In addition to the SR monitoring tasks, Hansen provided the Council with the Toste Parcel Monitoring Plan (a plan required by the Coastal Conservancy when grant funds were provided for the purchase of the Toste parcel). Hansen gave them an overview of the simple observational monitoring required.

Banking Relationship – Director Carr asked the Council to consider moving their custodial account that the HCRCD holds to an account at one of the two local banks (US Bank or North Valley Bank). Director Carr said he would look into the two options.

Toste Property Taxes – Director Carr requested that a check be written in the amount of \$385.53 to pay the first 6 months of property taxes on the Toste parcel. Motion: Director Dave Carr Secretary/Treasurer; Second: Director Don Hindely; Unanimous.

Budget – Director Carr handed out a spreadsheet of an annual budget for the Council. The sheet consisted of revenue income and expenses. Director Hindley suggested the Council file a 990-N for tax purposes. Director Carr would like the council to consider the Humboldt Area Foundation Community Grant after the New Year.

Official Address: The Council by consensus determined that they should open a PO Box in Ferndale, and keep their physical address at the Ferndale City Hall.

**Old Business:**

*E&O and D&O Insurance* – Director Carr has researched further in to the insurance topic and was given two quotes - \$1 million coverage is \$1,250/year and \$2 million coverage is \$1,875/year. Director Hindley said that the Council could chose a coverage now and modify it any time after.

The Council agreed to bind coverage on January 1<sup>st</sup> 2013 for the \$1 million coverage by the following.

Motion: Director Carr, Secretary/Treasurer; Second: Director Jay Russ;  
Unanimous.

*Salt River Project Update* – Donna Chambers provided an update on the Salt River project. She reported that: the CA Conservation Corps are working on Riverside Ranch and removing vegetation along the Salt River channel; a mechanical vegetation removal bid site walk took place the previous week, bids will open November 15<sup>th</sup> and Notice to Proceed will take place on November 26<sup>th</sup>; Phase 1 prequalified contractors will have a pre-bid walk on November 15<sup>th</sup>; an extension of >\$1 million grant funds for Phase 1 was approved; and Phase 1 of the Salt River project is completely funded.

Director Parrish inquired about the funding status of Phase 2. Chambers replied that funding was still sought for the sediment management areas as well as other portions of the project.

Director Becker asked for an update on the re-location of the waterline along Riverside Ranch and his dairy. The HCRCD said that delays were causing the implementation of the waterline re-location to be re-set to late spring of 2013. Director Becker stated that that time of year was a poor time for affected producers as it would disturb the pasture's growing season.

**Future Agenda Items:**

- Establish Short and Long Term Goals
- Develop sub-watershed groups
- Determine Subcommittees groups

**Adjournment:**

The meeting was adjourned at 3:50 pm.

**Section 14: Adjourn**

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