

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

Location:	City Hall	Date:	April 16, 2015
	834 Main Street	Time:	<b>7:00 pm</b>
	Ferndale CA 95536	Posted:	April 9, 2015

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: Mayor Hindley; Councilman Brower, Councilman Brown; Councilman Mierzwa, Councilman Sweeney;
4. CEREMONIAL –
  - a. Proclamation: Honoring Volunteer Stuart Titus
  - b. Proclamation: Honoring Volunteer Lino Mogni
  - c. Proclamation: Older Americans Month
5. MODIFICATIONS TO THE AGENDA
6. REPORT OUT OF STUDY SESSION - None
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 may be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3<sup>rds</sup> of the Council that the item came up after the agenda was posted and is of an urgent nature requiring immediate action. This portion of the meeting will be approximately 30 minutes total for all speakers, with each speaker given no more than five minutes.)
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> Approval of Minutes of the March 19, 2015 Regular City Council Meeting .....	Page 5
<i>b.</i> Acceptance of Printed Regular Checks and Checkbook Register for March 1, 2015 – March 31, 2015.....	Page 8
<i>c.</i> Acceptance of Financial Statements dated March 31, 2015 .....	Page 21
9. CALL ITEMS	
10. PRESENTATION / Community Forum - None	
11. PUBLIC HEARING - None	
12. BUSINESS	
<i>a.</i> Resolution No. 2015-10 Approving Cost for Sludge Treatment Building at Wastewater Facility .....	Page 52
<i>b.</i> Consider Proposal From Redwood Coast Fuels Regarding City Propane Service.....	Page 56
<i>c.</i> Discussion on Francis Creek Bridge .....	Page 60
<i>d.</i> PG&E Undergrounding Project Update .....	Page 61
<i>e.</i> Consider Approval of RFP and Draft MOU between HWMA and Member Agencies.....	Page 62
<i>f.</i> Consider Installation of Two Electric Car Charging Stations.....	Page 69
<i>g.</i> Resolution No. 2015-12 Permit Fees Associated with Proposed Permitting of Roadside Ditch Maintenance.....	Page 76
<i>h.</i> Resolution No. 2015-13 Permit Application for Trimming Vegetation and Removing Debris From Francis Creek .....	Page 79
<i>i.</i> Resolution No. 2015-14 Spill Prevention, Control and Countermeasures Plan for City-wide Equipment Operation.....	Page 81
<i>j.</i> Resolution No. 2015-11 Active Transportation Program Grant Application Process for Road Improvements .....	Page 83
<i>k.</i> Adopt Use of City Manager Planning, Performance and Evaluation Form .....	Page 86
13. CORRESPONDENCE .....	Page 90
14. REPORTS	
<i>a.</i> City Manager Report .....	Page 97
<i>b.</i> Commissions and Committee Reports	
<i>i.</i> Planning Commissions Minutes.....	Page 111
<i>ii.</i> Design Review Committee Minutes.....	Page 118
<i>iii.</i> Drainage Committee Minutes .....	Page 120
<i>c.</i> Minutes from Joint Power Authorities (JPAs) and Reports	
<i>i.</i> HMRA Agenda.....	Page 123
15. ADJOURN	

**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,  
May 21, 2015 in the City Hall at 7:00 p.m.**

**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 SESSION REPORT OUT**

## **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 CALENDAR**

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

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

**City of Ferndale, Humboldt County, California, U.S.A.**  
DRAFT Minutes for City Council Meeting of March 19, 2015

Mayor Don Hindley called the Regular City Council Meeting to order at 7:00 pm. Those present did the flag salute. Present were Mayor Hindley, Vice Mayor Mierzwa, Council Members Doug Brower, Michael Sweeney and Daniel Brown along with staff City Manager Jay Parrish, City Clerk Jennifer Church, City Engineer Yoash Tilles joined the meeting at 7:30 pm.

Ceremonial: None.

Modifications to the Agenda: Pull item 12.g Approve MOU Between HWMA and Member Agencies.

Report out of Study Session: None.

Public Comment: Sue Brower asked for an update on the Playground. She noticed nothing has been done on the repair. City Manager reported that as soon as the ground dries up a little more, a dump truck can get back there to dump chips.

Consent Calendar: There were five items on the Consent Calendar for approval. Member of the Public Duane Martin asked about a \$100,000 transfer on January 30, 2014. Mayor Hindley informed him that this is a short-term investment account. It holds reserve funds and money can go in or out. Councilman Brower questioned why so much money was being spent in specific areas, such as Frontier. Mayor Hindley stated that the Budget Committee has had its first meeting and that they will be starting to draft the budget in April. All items are open to the Council for input. He also reported that there will be a study session in the future for public and Council input. Councilman Sweeney suggested that Councilman Brower go in and sit with City Manager and walk through the budget and how City Finances run. City Manager offered to do this at any time. Councilman Brown questioned a large Eureka Rubber Stamp charge coded to Street Maintenance. Mayor Hindley responded that he too questioned that charge, but found out that they also make signs. **MOTION:** to approve consent calendar (**Sweeney/Mierzwa**) **Unanimous.**

Business:

Consider Appointment of Two New Planning Commissioners: The four-year terms of Planning Commission Chair, Jorgen von Frausing-Borch, and Planning Commissioner, Lino Moggi, are up. There are two vacancies, for which four citizens applied. Both Commissioners reapplied, and Citizens, Ellin Beltz and Stephen Schwartz applied. The Planning Commission interviewed all four candidates at the Planning Commission meeting on February 18 and recommended Jorgen von Frausing-Borch and Stephen Schwartz. Before the Council meeting, applicant Lino Moggi withdrew his name. Councilman Mierzwa recused himself due to his relationship with one of the applicants. The Council interviewed the three remaining applicants. Mayor Hindley asked if any member of the Council wished to make a motion naming two applicants for the vacancies. No motion was made, so the Council voted by ballot. The first vote was for first choice. The first vote went unanimously to Jorgen Von Frausing-Borch. The second vote ended in a tie of two votes for both Stephen Schwartz and two for Ellin Beltz. A re-vote ended in three votes for Ellin Beltz and one vote for Stephen Schwartz. Mr. von Frausing-Borch and Ms. Beltz were sworn into office by the City Clerk.

Nilsen Barn Lease: A draft lease is in front of the Council for consideration for the Nilsen Barn. Mayor Hindley asked that Mr. Ostler name the City of Ferndale as an additional insured in section 6.02. He also suggested a change to section 3.02 requiring improvements be made within 90 days instead of 30 days. Member of the Public, Duane Martin voiced his concern that the eighteen month cutoff for all improvements to be complete will be extended as Mr. Ostler was given many extensions to raise the money for this project. Mayor Hindley assured the public

that Mr. Ostler has only 18 months to complete the improvements. **MOTION:** to approve commercial lease agreement with changes to sections 3.02 and 6.02. **(Sweeney/Brown).**

**Unanimous**

Appoint Real Property Negotiators for Community Center: Member of the Public Dick Hooley asked if there is going to be an RFP for this lease. Mayor Hindley answered yes, in the near future. **MOTION:** to appoint City Manager, Mayor and City Attorney as Real Property Negotiators for the Community Center. **(Mierzwa/Brower). Unanimous**

PG&E Undergrounding Project Update: City Manager addressed the Council regarding this issue. The City has narrowed down to three possible areas for the project. Currently, Frontier is analyzing whether or not they will participate in the project. If PG&E goes underground, all utilities have to go underground. Frontier will put their lines in the trench to the houses, only if they are willing to split the cost of the trench with PG&E and Suddenlink (which has stated they will participate). Several members of the Public expressed concern over the possibility that Frontier chooses not to participate. Planning Commissioner Michael Warner asked if the County is onboard with giving the City money to complete this project. City Manager stated that the Board of Supervisors has to vote to give the City money, but they can't vote until a project district is chosen. He hopes by the next month to choose a district(s). The timeline for this project is long. Councilman Sweeney asked if this has gone through the proper CEQA process. City Manager responded that the City went through the process of selecting district possibilities with the Community but will still need to go through the CEQA process. **NO MOTION**

Resolution No 2015-07: Adoption of Stream Habitat Protection Manual for County Road Maintenance in Northwestern California Watersheds: This item was presented by City Engineer Yoash Tilles. They have identified several ditches in town that need maintenance. One benefit of adopting this program is that because the program had its own CEQA analysis, we won't need to do our own. This program allows for annual maintenance. It offers guidance and best practices. So far, the Engineers have met with the proper agencies. On February 17, 2015, they walked all proposed sites. Councilman Mierzwa stated that he is happy the Engineers contacted the proper agencies and that they are documenting everything. He wants to make sure that the City doesn't have any further CEQA requirements. **MOTION:** to approve Resolution No 2015-07. **(Sweeney/Brower). Unanimous**

Resolution No 2015-09 Approve Cost for Engineer to Complete CIP for Inclusion on 2015/2016 Budget: This item was presented by City Engineer, Yoash Tilles. It's a list of projects: sewer, drainage, transportation that still needs to be prioritized. We have the opportunity to obtain funds coming up. He would like to see us adopt a CIP for the next five years. Some members of the public commended the approach to safer streets. Councilman Mierzwa voiced his concern over the list being too specific. He would like to see language allowing for public input. Councilman Sweeney asked if there is a formed Streets Committee. City Manager responded that there is a Streets Committee and that after this list is complete, the Committee will meet to discuss it. A community meeting after that may be appropriate. Mayor Hindley suggested that the wording be changed on the Resolution in section b to say: "Whereas the City Engineer is close to completing a list of capital improvement projects for City Council Approval." Councilman Mierzwa stated that he could work with that. **MOTION:** to approve resolution 2015-09 Approving the Cost for the Engineer to complete CIP for Inclusion on the 2015/2016 Budget with recommended changes. **(Sweeney/Brown). Unanimous.**

Resolution No. 2015-08: Councilman Request for Remuneration: Councilman Brown has asked to attend the League of Cities Regional meeting in Cloverdale. This is the only meeting out of town this year. Councilman Brown stated that he is only requesting remuneration for the hotel. **MOTION:** to approve resolution 2015-08. **(Brower/Sweeney). 4-0-1 (Brown Abstains)**

Correspondence: No comments.

Reports: City Manager reported that the City was given a fine of \$18,000 due to violations at the Wastewater facility. RWQCB has tentatively approved a project at the sewer plant for the amount of the fine. This project must show a nexus to what the violation was for. The Coastal Commission has agreed to meet to discuss the project. This project is in final stages of planning. It will include a way to dry the sludge and a shed. The City has three weeks left to come up with a project.

Adjourn To Closed Session: 9:02 pm

Report Out of Closed Session: No Action taken

Mayor Hindley adjourned the meeting at 9:09 pm.

Respectfully submitted,

Jennifer Church  
City Clerk

DRAFT

**City of Ferndale**

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

**Printed Regular Checks**

General Checking - Distribution Detail - From 03/01/15 To 03/31/15  
 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	
48955	03/23/15		101AP	101 AUTO PARTS		41.61
	30515014			Vehicle expense	41.61	
<b>Total for 101 AUTO PARTS</b>						<b>41.61</b>
100	03/23/15	EFT	AFLAC	AFLAC - REMIT. PROCESSING SERV.		39.32
	10012260			Health insurance payable	39.32	
<b>Total for AFLAC - REMIT. PROCESSING SERV.</b>						<b>39.32</b>
48890	03/02/15		ARNKE	ARNOLD C. KEMP		2,292.44
	10435052			Building regulation/inspectio	2,292.44	
<b>Total for ARNOLD C. KEMP</b>						<b>2,292.44</b>
48927	03/16/15		BAKTA	BAKER & TAYLOR		Void
	10615024			Books	Void	
48952	03/16/15		BAKTA	BAKER & TAYLOR		338.83
	10615024			Books	338.83	
<b>Total for BAKER &amp; TAYLOR</b>						<b>338.83</b>
48891	03/02/15		CALST	CALIFORNIA STATE DISBURSEMENT UNIT		278.76
	10012250			Garnishments payable	278.76	
<b>Total for CALIFORNIA STATE DISBURSEMENT UNI</b>						<b>278.76</b>
48928	03/16/15		CVTOX	CENTRAL VALLEY TOXICOLOGY INC.		78.00
	10215063			Contract Services	78.00	
<b>Total for CENTRAL VALLEY TOXICOLOGY INC.</b>						<b>78.00</b>
48956	03/23/15		CIG	CIG		289.00
	10215014			Vehicle expense	289.00	
<b>Total for CIG</b>						<b>289.00</b>
48873	03/02/15		CITFO	CITY OF FORTUNA		Void
	10215035			Dispatch service	Void	
48892	03/02/15		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>
48893	03/02/15		CRAFT	CRAFTSMAN'S MALL		54.00
	21625020			Building and grounds maint	54.00	
<b>Total for CRAFTSMAN'S MALL</b>						<b>54.00</b>
48929	03/16/15		CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.		40.00
	10215012			Office expense	40.00	
<b>Total for CRYSTAL SPRINGS BOTTLED WATER CO.</b>						<b>40.00</b>
48983	03/31/15			DAN BROWN		110.88
	10115044			Meeting and dues - Council	110.88	
Memo: MEETING - CLOVERDALE						
<b>Total for DAN BROWN</b>						<b>110.88</b>

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Acct No.	Type	Override Description	Amount	Amount		
48894	03/02/15	DELOR	DEL ORO WATER CO., FDLE. DIST.		562.08	
24315033			Water	67.09		
10615033			Water	35.16		
10625033			Water	127.03		
10175031			Water - public restroom	79.05		
10155031			Water	40.09		
10215029			Water	43.51		
10635031			Water	99.41		
30515032			Utilities - electric - plant	70.74		
<b>Total for DEL ORO WATER CO., FDLE. DIST.</b>					<b>562.08</b>	
48930	03/16/15	DESAI	DESIGN AIR		120.00	
10155020			Building and ground maint Fresnel Lens	120.00		
			Annual Data Report			
<b>Total for DESIGN AIR</b>					<b>120.00</b>	
48931	03/16/15	DOCST	DOCUSTATION INC. \ DOCUSTATION		246.06	
10165078			Copy machine expense	246.06		
<b>Total for DOCUSTATION</b>					<b>246.06</b>	
48932	03/16/15	DRYCREEK	DRYCREEK		822.24	
30515030			Garbage/sludge	822.24		
<b>Total for DRYCREEK</b>					<b>822.24</b>	
48962	03/23/15	EELRI	EEL RIVER DISPOSAL		Void	
10155030			Trash service	Void		
30515030			Garbage/sludge	Void		
30515030			Garbage/sludge	Void		
<b>Total for EEL RIVER DISPOSAL</b>					<b>0.00</b>	
48895	03/02/15	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		1,047.48	
10012302			State P/R Tax Deposits	1,047.48		
48933	03/16/15	EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		1,011.56	
10012302			State P/R Tax Deposits	1,011.56		
<b>Total for EMPLOYMENT DEVELOPMENT DEPART</b>					<b>2,059.04</b>	
48934	03/16/15	FDSRA	FERNDALE SENIOR RESOURCE AGENCY		278.30	
10635033			Gas Reimbursement for Event usage	278.30		
<b>Total for FERNDALE SENIOR RESOURCE AGENCY</b>					<b>278.30</b>	
48896	03/02/15	COMAS	FERNDALE TECH.		220.00	
30515012			Office expense	220.00		
48963	03/23/15	COMAS	FERNDALE TECH.		661.93	
10125012			Office expense	40.00		
10215024			Special department supply	254.38		
30515012			Office expense	367.55		
<b>Total for FERNDALE TECH.</b>					<b>881.93</b>	
48935	03/16/15	FORLU	FORBUSCO LUMBER		266.08	
10155020			Building and ground maint.	266.08		

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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 FORBUSCO LUMBER</b>						<b>266.08</b>
48936	03/16/15	FORAP		FORTUNA AUTO & TRUCK PARTS INC		5.36
	10315014			Vehicle expense	5.36	
<b>Total for FORTUNA AUTO &amp; TRUCK PARTS INC</b>						<b>5.36</b>
48897	03/02/15	FRONT		FRONTIER		1,023.31
	10155034			Telephone	272.81	
	10215034			Telephone	354.47	
	24315034			Telephone	73.09	
	10615034			Telephone	154.15	
	30515034			Telephone	168.79	
<b>Total for FRONTIER</b>						<b>1,023.31</b>
48937	03/16/15	GECAP		GE CAPITAL		221.34
	10165078			Copy machine expense	221.34	
<b>Total for GE CAPITAL</b>						<b>221.34</b>
48951	03/16/15	HSBS		HEALTHSMART BENEFIT SOLUTIONS, INC.		287.68
	10215007			Medical insurance - PD	128.80	
	10105007			Medical insurance- CM	7.11	
	10125007			Insurance Med/Den/Vis - CLERKS	35.31	
	25315007			Medical insurance - WW	1.29	
	24315007			Medical insurance - TDA	8.92	
	10315007			Medical insurance - STREETS	2.68	
	22315007			Medical insurance - GAS TAX	7.03	
	26315007			Medical insurance - DRAINAGE	4.75	
	30515007			Medical insurance - SEWER	67.99	
	10635007			Medical insurance - COMMUNITY	4.24	
	10012260			Health insurance payable	19.56	
<b>Total for HEALTHSMART BENEFIT SOLUTIONS, IN</b>						<b>287.68</b>
48954	03/19/15	HUMCC		HUMBOLDT COUNTY CLERK-RECORDER		50.00
	26315052			Engineering	50.00	
<b>Total for HUMBOLDT COUNTY CLERK-RECORDER</b>						<b>50.00</b>
48938	03/16/15	HUMTE		HUMBOLDT TERMITE & PEST		65.00
	10635020			Buildings and grounds maintenance	65.00	
<b>Total for HUMBOLDT TERMITE &amp; PEST</b>						<b>65.00</b>
48964	03/23/15	ICMA		INTERNATIONAL CITY MANAGERS ASSOC.		770.08
	10125044			Meetings and dues Annual	770.08	
<b>Total for INTERNATIONAL CITY MANAGERS ASSO</b>						<b>770.08</b>
48898	03/02/15	JENNCHURCH		JENNIFERCHURCH		345.86
	10125044			Clerk Training for Jennifer and Kris	345.86	
				Meetings and dues		
<b>Total for JENNIFERCHURCH</b>						<b>345.86</b>

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Acct No.	Type	Override Description	Amount	Amount		
48939	03/16/15	LMREN	L & M RENNER, INC.		2,700.71	
	10215016		Fuel	1,777.19		
	24315016		Vehicle Fuel	687.72		
	30515016		Vehicle gas	235.80		
<b>Total for L &amp; M RENNER, INC.</b>					<b>2,700.71</b>	
48899	03/02/15	MANHD	MANHARD CONSULTING LTD		8,847.50	
	10425052		General engineering	5,046.00		
	10425053		Developer engineering	389.00		
	26315095		Capital outlay	3,412.50		
<b>Total for MANHARD CONSULTING LTD</b>					<b>8,847.50</b>	
48940	03/16/15	MENSU	MENDES SUPPLY CO.		541.69	
	10175024		Supplies - public restroom	295.69		
	10615020		Building and ground maint.	246.00		
<b>Total for MENDES SUPPLY CO.</b>					<b>541.69</b>	
48900	03/02/15	MERFR	MERCER FRASER COMPANY		404.90	
	30515121		Sewer plant maintenance	404.90		
48957	03/23/15	MERFR	MERCER FRASER COMPANY		879.64	
	10315021		Street maintenance	879.64		
<b>Total for MERCER FRASER COMPANY</b>					<b>1,284.54</b>	
48901	03/02/15	MIRRE	MIRANDA'S RESCUE		450.00	
	10225096		Animal control	450.00		
<b>Total for MIRANDA'S RESCUE</b>					<b>450.00</b>	
48941	03/16/15	MISSN	MISSION UNIFORM & LINEN		81.24	
	10635020		Buildings & grounds maintenance - Commu	68.63		
	10175024		Supplies - public restroom	12.61		
<b>Total for MISSION UNIFORM &amp; LINEN</b>					<b>81.24</b>	
48902	03/02/15	MBDVZ	MITCHELL, BRISSO. DELANEY & VRIEZE		1,680.00	
	10145052		Professional services	1,680.00		
<b>Total for MITCHELL, BRISSO. DELANEY &amp; VRIEZE</b>					<b>1,680.00</b>	
48958	03/23/15	NILCO	NILSEN COMPANY		204.42	
	10215020		Building and grounds maint.	36.53		
	30515121		Sewer plant maintenance	117.82		
	24315088		Equipment repair	17.86		
	10155020		Building and ground maint.	23.20		
	10125012		Office expense	9.01		
<b>Total for NILSEN COMPANY</b>					<b>204.42</b>	
48942	03/16/15	NORCO	NORTH COAST LABORATORIES LTD.		759.00	
	30515157		Effluent testing	759.00		
<b>Total for NORTH COAST LABORATORIES LTD.</b>					<b>759.00</b>	
48943	03/16/15	PACECORISK	PACIFIC ECORISK		2,759.89	
	30515157		Testing and monitoring- WW	2,759.89		

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Acct No.		Type		Override Description	Amount	Amount
<b>Total for PACIFIC ECORISK</b>						<b>2,759.89</b>
48950	03/16/15	PACGA		PACIFIC GAS & ELECTRIC		Void
	10175032			Electric - public restroom	Void	
	10155032			Utilities electric	Void	
	10215032			Utilities electric	Void	
	30515032			Utilities - electric - plant	Void	
	24315032			Utilities	Void	
	10615032			Utilities	Void	
	10625032			Utilities - electric	Void	
	22315058			Street lighting	Void	
	10635032			Utilities	Void	
				Undistributed	Void	
48953	03/16/15	PACGA		PACIFIC GAS & ELECTRIC		7,418.19
	10175032			Electric - public restroom	24.54	
	10155032			Utilities electric	164.88	
	10215032			Utilities electric	172.15	
	30515032			Utilities - electric - plant	6,420.42	
	24315032			Utilities	221.89	
	10615032			Utilities	121.42	
	10625032			Utilities - electric	31.87	
	22315058			Street lighting	23.47	
	10635032			Utilities	237.55	
<b>Total for PACIFIC GAS &amp; ELECTRIC</b>						<b>7,418.19</b>
48903	03/02/15	QUALTARGETS		QUALIFICATOIN TARGETS INC.		84.82
	10215024			Special department supply	84.82	
<b>Total for QUALIFICATOIN TARGETS INC.</b>						<b>84.82</b>
48944	03/16/15	RSLIV		R & S LIVESTOCK SUPPLY		86.00
	10315021			Street maintenance	86.00	
<b>Total for R &amp; S LIVESTOCK SUPPLY</b>						<b>86.00</b>
48945	03/16/15	REDWOODGLAS		REDWOOD GLASS AND WINDOWS		252.13
	10615020			Building and ground maint. Replaced window CH	252.13	
<b>Total for REDWOOD GLASS AND WINDOWS</b>						<b>252.13</b>
48946	03/16/15	RESTIF		RESTIF CLEANING SERVICES		100.00
	10635055			Contractual Services	100.00	
<b>Total for RESTIF CLEANING SERVICES</b>						<b>100.00</b>
48904	03/02/15	ROBSM		ROBIN SMITH		153.47
	10245052			Professional services	153.47	
<b>Total for ROBIN SMITH</b>						<b>153.47</b>
48959	03/23/15	SEMST		SEMS TECHNOLOGIES, LLC		1,700.00
	30515055			Contractual services - Annual Software Renewal	1,700.00	
<b>Total for SEMS TECHNOLOGIES, LLC</b>						<b>1,700.00</b>

**City of Ferndale**

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

**Printed Regular Checks**

General Checking - Distribution Detail - From 03/01/15 To 03/31/15  
 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
48947	03/16/15		SEQGA	SEQUOIA GAS COMPANY		819.48
	10155033			Utilities gas	593.96	
	10615031			Gas	210.53	
	10635033			Gas	14.99	
<b>Total for SEQUOIA GAS COMPANY</b>						<b>819.48</b>
48908	03/02/15		SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUT		881.63
	10105007			Medical insurance	25.63	
	10125007			Medical insurance	101.53	
	25315007			Medical insurance	0.77	
	10215007			Medical insurance	214.20	
	24315007			Medical insurance	19.80	
	10315007			Medical insurance	15.42	
	22315007			Medical insurance	15.68	
	26315007			Medical insurance	18.77	
	30515007			Medical insurance	222.72	
	10635007			Medical insurance	14.14	
	10012260			Health insurance payable	232.97	
48951	03/16/15		SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUT		9,857.28
	10105007			Medical insurance	545.82	
	10125007			Medical insurance	1,946.01	
	25315007			Medical insurance	98.86	
	10215007			Medical insurance	4,195.89	
	24315007			Medical insurance	353.11	
	10315007			Medical insurance	295.60	
	22315007			Medical insurance	410.64	
	26315007			Medical insurance	271.00	
	30515007			Medical insurance	679.08	
	10635007			Medical insurance	238.13	
	10012260			Health insurance payable	823.14	
<b>Total for SPECIAL DISTRICT RISK MANAGEMENT A</b>						<b>10,738.91</b>
48905	03/02/15		STAPE	STAPLES CREDIT PLAN		237.44
	10215012			Office expense	142.86	
	10125012			Office expense	94.58	
<b>Total for STAPLES CREDIT PLAN</b>						<b>237.44</b>
48948	03/16/15		FEREN	THE FERNDALE ENTERPRISE		32.50
	10115013			Advertising - Council	32.50	
<b>Total for THE FERNDALE ENTERPRISE</b>						<b>32.50</b>
48906	03/02/15		TIPMO	TIPPLE MOTORS, INC.		130.56
	10215014			Vehicle expense	130.56	
<b>Total for TIPPLE MOTORS, INC.</b>						<b>130.56</b>
48907	03/02/15		TRICOUNTY	TRI COUNTY BANK		1,096.79
	26315194			Interest-Six Rivers loan	1,096.79	
<b>Total for TRI COUNTY BANK</b>						<b>1,096.79</b>

**City of Ferndale**

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

**Printed Regular Checks**

General Checking - Distribution Detail - From 03/01/15 To 03/31/15  
 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
48949	03/16/15		USBNK	U.S. BANK CORPORATE PAYMENT SYSTEM		813.14
	10215012			Office expense	36.92	
	10315020			Building and ground maint.	10.50	
	30515121			Sewer plant maintenance	395.67	
	30515094			Safety equipment	255.79	
	30515158			Postage and shipping	114.26	
48960	03/23/15		USBNK	U.S. BANK CORPORATE PAYMENT SYSTEM		248.77
	10125012			Office expense	248.77	
<b>Total for U.S. BANK CORPORATE PAYMENT SYSTE</b>						<b>1,061.91</b>
100	03/16/15	EFT	USTRE	UNITED STATES TREASURY		6,454.04
	10012301			Federal P/R Tax Deposits	6,454.04	
100	03/16/15	EFT	USTRE	UNITED STATES TREASURY		6,264.46
	10012301			Federal P/R Tax Deposits	6,264.46	
<b>Total for UNITED STATES TREASURY</b>						<b>12,718.50</b>
48961	03/23/15		VALLU	VALLEY LUMBER		991.47
	30515121			Sewer plant maintenance	295.22	
	20625020			Blding/Grd Mnt.	557.87	
	21625020			Building and grounds maint	75.20	
	10315021			Street maintenance	9.13	
	10315020			Building and ground maint.	54.05	
<b>Total for VALLEY LUMBER</b>						<b>991.47</b>
<b>Total for the 63 checks</b>					<b>69,515.02</b>	<b>69,515.02</b>

**City of Ferndale**

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

**Printed Regular Checks**

General Checking - Distribution Detail - From 03/01/15 To 03/31/15  
 Check #: All - Vendor: All - Payee Name: All - By Payee Name - AP Pmt Distribution

## Account Distributions

<b>Account No.</b>	<b>Account Description</b>	<b>Amount</b>
	Undistributed	0.00
10012250	Garnishments payable	278.76
10012260	Health insurance payable	1,114.99
10012301	Federal P/R Tax Deposits	12,718.50
10012302	State P/R Tax Deposits	2,059.04
10105007	Medical insurance	578.56
10115013	Advertising - Council	32.50
10115044	Meeting and dues - Council	110.88
10125007	Insurance Med/Den/Vis	2,082.85
10125012	Office expense	392.36
10125044	Meetings and dues	1,115.94
10145052	Professional services	1,680.00
10155020	Building and ground maint.	409.28
10155030	Trash service	0.00
10155031	Water	40.09
10155032	Utilities electric	164.88
10155033	Utilities gas	593.96
10155034	Telephone	272.81
10165078	Copy machine expense	467.40
10175024	Supplies - public restroom	308.30
10175031	Water - public restroom	79.05
10175032	Electric - public restroom	24.54
10215007	Medical insurance	4,538.89
10215012	Office expense	219.78
10215014	Vehicle expense	419.56
10215016	Fuel	1,777.19
10215020	Building and grounds maint.	36.53
10215024	Special department supply	339.20
10215029	Water	43.51
10215032	Utilities electric	172.15
10215034	Telephone	354.47
10215035	Dispatch service	1,016.66
10215063	Contract Services	78.00

**City of Ferndale**

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

**Printed Regular Checks**

General Checking - Distribution Detail - From 03/01/15 To 03/31/15

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

10225096	Animal control	450.00
10245052	Professional services	153.47
10315007	Medical insurance	313.70
10315014	Vehicle expense	5.36
10315020	Building and ground maint.	64.55
10315021	Street maintenance	974.77
10425052	General engineering	5,046.00
10425053	Developer engineering	389.00
10435052	Building regulation/inspectio	2,292.44
10615020	Building and ground maint.	498.13
10615024	Books	338.83
10615031	Gas	210.53
10615032	Utilities	121.42
10615033	Water	35.16
10615034	Telephone	154.15
10625032	Utilities - electric	31.87
10625033	Water	127.03
10635007	Medical insurance	256.51
10635020	Buildings and grounds maintenance	133.63
10635031	Water	99.41
10635032	Utilities	237.55
10635033	Gas	293.29
10635055	Contractual Services	100.00
20625020	Blding/Grd Mnt.	557.87
21625020	Building and grounds maint	129.20
22315007	Medical insurance	433.35
22315058	Street lighting	23.47
24315007	Medical insurance	381.83
24315016	Fuel	687.72
24315032	Utilities	221.89
24315033	Water	67.09
24315034	Telephone	73.09
24315088	Equipment repair	17.86
25315007	Medical insurance	100.92
26315007	Medical insurance	294.52
26315052	Engineering	50.00

**City of Ferndale**

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

**Printed Regular Checks**

General Checking - Distribution Detail - From 03/01/15 To 03/31/15

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

26315095	Capital outlay	3,412.50
26315194	Interest-Six Rivers loan	1,096.79
30515007	Medical insurance	969.79
30515012	Office expense	587.55
30515014	Vehicle expense	41.61
30515016	Vehicle gas	235.80
30515030	Garbage/sludge	822.24
30515032	Utilities - electric - plant	6,491.16
30515034	Telephone	168.79
30515055	Contractual services	1,700.00
30515094	Safety equipment	255.79
30515121	Sewer plant maintenance	1,213.61
30515157	Testing and monitoring	3,518.89
30515158	Postage and shipping	114.26
		<hr/> <b>69,515.02</b> <hr/>

**City of Ferndale**

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

**Checkbook Register**

## General Checking

From 03/01/15 To 03/31/15 - By Check Number

Number	Date	Payee/Description	Vendor Name	Checks \ Payments	Deposits \ Additions	Balance
		Beginning balance				439,450.70
Deposit	03/12/15	AR Deposit			22,320.74	461,771.44
Deposit	03/25/15	AR Deposit			10,143.25	471,914.69
Deposit	03/30/15	AR Deposit			6,451.78	478,366.47
100	03/16/15	UNITED STATES TREASURY		6,454.04		471,912.43
100	03/16/15	UNITED STATES TREASURY		6,264.46		465,647.97
100	03/23/15	AFLAC - REMIT. PROCESSING SE		39.32		465,608.65
48873	03/02/15	CITY OF FORTUNA		Void		465,608.65
48873	03/03/15	MARY ELLEN BOYNTON		83.29		465,525.36
48874	03/03/15	WILLIAM O. BRIGGS		147.32		465,378.04
48875	03/03/15	JENNIFER L. CHURCH		1,121.36		464,256.68
48876	03/03/15	STEVE L. COPPINI		2,004.16		462,252.52
48877	03/03/15	SHAWN C. GARDNER		1,367.20		460,885.32
48878	03/03/15	DMITRIY GAVRYUSH		1,149.38		459,735.94
48879	03/03/15	RICKY M. HANNA		453.32		459,282.62
48880	03/03/15	JOHNNY F. HOPPI		1,060.72		458,221.90
48881	03/03/15	TYLER JAMES		1,315.77		456,906.13
48882	03/03/15	TIMOTHY W. MIRANDA		1,087.13		455,819.00
48883	03/03/15	JAY D. PARRISH		2,049.82		453,769.18
48884	03/03/15	DIANNA L. RICHARDSON		83.29		453,685.89
48885	03/03/15	BRET A. SMITH		1,350.94		452,334.95
48886	03/03/15	ADAM D. STRICKER		1,468.55		450,866.40
48887	03/03/15	KRISTENE M. TAVARES		1,247.03		449,619.37
48888	03/03/15	DONNA E. TIMMERMAN		1,249.54		448,369.83
48889	03/03/15	ROBERT A. WIDEMAN		1,249.05		447,120.78
48890	03/02/15	ARNOLD C. KEMP		2,292.44		444,828.34
48891	03/02/15	CALIFORNIA STATE DISBURSEM		278.76		444,549.58
48892	03/02/15	CITY OF FORTUNA		1,016.66		443,532.92
48893	03/02/15	CRAFTSMAN'S MALL		54.00		443,478.92
48894	03/02/15	DEL ORO WATER CO., FDLE. DI		562.08		442,916.84
48895	03/02/15	EMPLOYMENT DEVELOPMENT D		1,047.48		441,869.36
48896	03/02/15	FERNDALE TECH.		220.00		441,649.36
48897	03/02/15	FRONTIER		1,023.31		440,626.05
48898	03/02/15	JENNIFERCHURCH		345.86		440,280.19
48899	03/02/15	MANHARD CONSULTING LTD		8,847.50		431,432.69
48900	03/02/15	MERCER FRASER COMPANY		404.90		431,027.79
48901	03/02/15	MIRANDA'S RESCUE		450.00		430,577.79
48902	03/02/15	MITCHELL, BRISSO. DELANEY &		1,680.00		428,897.79
48903	03/02/15	QUALIFICATOIN TARGETS INC.		84.82		428,812.97
48904	03/02/15	ROBIN SMITH		153.47		428,659.50
48905	03/02/15	STAPLES CREDIT PLAN		237.44		428,422.06
48906	03/02/15	TIPPLE MOTORS, INC.		130.56		428,291.50
48907	03/02/15	TRI COUNTY BANK		1,096.79		427,194.71
48908	03/02/15	SPECIAL DISTRICT RISK MANAGE		881.63		426,313.08
48909	03/17/15	MARY ELLEN BOYNTON		18.51		426,294.57

**City of Ferndale**

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

**Checkbook Register**

## General Checking

From 03/01/15 To 03/31/15 - By Check Number

Number	Date	Payee/Description	Vendor Name	Checks \ Payments	Deposits \ Additions	Balance
48910	03/17/15	WILLIAM O. BRIGGS		119.62		426,174.95
48911	03/17/15	JENNIFER L. CHURCH		1,117.87		425,057.08
48912	03/17/15	SHAWN C. GARDNER		1,274.70		423,782.38
48913	03/17/15	DMITRIY GAVRYUSH		1,086.73		422,695.65
48914	03/17/15	JOHNNY F. HOPPIS		1,200.35		421,495.30
48915	03/17/15	TYLER JAMES		1,204.82		420,290.48
48916	03/17/15	NANCY S. KAYTIS-SLOCUM		46.27		420,244.21
48917	03/17/15	TIMOTHY W. MIRANDA		981.36		419,262.85
48918	03/17/15	JAY D. PARRISH		2,049.83		417,213.02
48919	03/17/15	DIANNA L. RICHARDSON		101.81		417,111.21
48920	03/17/15	BRET A. SMITH		1,300.61		415,810.60
48921	03/17/15	ADAM D. STRICKER		1,621.44		414,189.16
48922	03/17/15	KRISTENE M. TAVARES		1,166.25		413,022.91
48923	03/17/15	DONNA E. TIMMERMAN		1,304.77		411,718.14
48924	03/17/15	ROBERT A. WIDEMAN		1,139.44		410,578.70
48925	03/17/15	STEVE L. COPPINI		1,838.42		408,740.28
48926	03/17/15	RICKY M. HANNA		438.17		408,302.11
48927	03/16/15	BAKER & TAYLOR		Void		408,302.11
48928	03/16/15	CENTRAL VALLEY TOXICOLOG		78.00		408,224.11
48929	03/16/15	CRYSTAL SPRINGS BOTTLED WA		40.00		408,184.11
48930	03/16/15	DESIGN AIR		120.00		408,064.11
48931	03/16/15	DOCUSTATION	DOCUSTATION I	246.06		407,818.05
48932	03/16/15	DRYCREEK		822.24		406,995.81
48933	03/16/15	EMPLOYMENT DEVELOPMENT D		1,011.56		405,984.25
48934	03/16/15	FERNDALE SENIOR RESOURCE A		278.30		405,705.95
48935	03/16/15	FORBUSCO LUMBER		266.08		405,439.87
48936	03/16/15	FORTUNA AUTO & TRUCK PART		5.36		405,434.51
48937	03/16/15	GE CAPITAL		221.34		405,213.17
48938	03/16/15	HUMBOLDT TERMITE & PEST		65.00		405,148.17
48939	03/16/15	L & M RENNER, INC.		2,700.71		402,447.46
48940	03/16/15	MENDES SUPPLY CO.		541.69		401,905.77
48941	03/16/15	MISSION UNIFORM & LINEN		81.24		401,824.53
48942	03/16/15	NORTH COAST LABORATORIES L		759.00		401,065.53
48943	03/16/15	PACIFIC ECORISK		2,759.89		398,305.64
48944	03/16/15	R & S LIVESTOCK SUPPLY		86.00		398,219.64
48945	03/16/15	REDWOOD GLASS AND WINDO		252.13		397,967.51
48946	03/16/15	RESTIF CLEANING SERVICES		100.00		397,867.51
48947	03/16/15	SEQUOIA GAS COMPANY		819.48		397,048.03
48948	03/16/15	THE FERNDALE ENTERPRISE		32.50		397,015.53
48949	03/16/15	U.S. BANK CORPORATE PAYMEN		813.14		396,202.39
48950	03/16/15	PACIFIC GAS & ELECTRIC		Void		396,202.39
48951	03/16/15	HEALTHSMART BENEFIT SOLUT		287.68		395,914.71
48951	03/16/15	SPECIAL DISTRICT RISK MANAGE		9,857.28		386,057.43
48952	03/16/15	BAKER & TAYLOR		338.83		385,718.60
48953	03/16/15	PACIFIC GAS & ELECTRIC		7,418.19		378,300.41

**City of Ferndale**

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

**Checkbook Register**

## General Checking

From 03/01/15 To 03/31/15 - By Check Number

Number	Date	Payee/Description	Vendor Name	Checks \ Payments	Deposits \ Additions	Balance
48954	03/19/15	HUMBOLDT COUNTY CLERK-		50.00		378,250.41
48955	03/23/15	101 AUTO PARTS		41.61		378,208.80
48956	03/23/15	CIG		289.00		377,919.80
48957	03/23/15	MERCER FRASER COMPANY		879.64		377,040.16
48958	03/23/15	NILSEN COMPANY		204.42		376,835.74
48959	03/23/15	SEMS TECHNOLOGIES, LLC		1,700.00		375,135.74
48960	03/23/15	U.S. BANK CORPORATE PAYMEN		248.77		374,886.97
48961	03/23/15	VALLEY LUMBER		991.47		373,895.50
48962	03/23/15	EEL RIVER DISPOSAL		Void		373,895.50
48963	03/23/15	FERNDALE TECH.		661.93		373,233.57
48964	03/23/15	INTERNATIONAL CITY MANAGER		770.08		372,463.49
48965	03/31/15	MARY ELLEN BOYNTON		18.51		372,444.98
48966	03/31/15	WILLIAM O. BRIGGS		119.63		372,325.35
48967	03/31/15	JENNIFER L. CHURCH		1,053.61		371,271.74
48968	03/31/15	STEVE L. COPPINI		1,838.42		369,433.32
48969	03/31/15	SHAWN C. GARDNER		1,321.38		368,111.94
48970	03/31/15	DMITRIY GAVRYUSH		1,049.30		367,062.64
48971	03/31/15	JOHNNY F. HOPPIS		1,200.35		365,862.29
48972	03/31/15	TYLER JAMES		1,204.82		364,657.47
48973	03/31/15	NANCY S. KAYTIS-SLOCUM		64.78		364,592.69
48974	03/31/15	TIMOTHY W. MIRANDA		969.10		363,623.59
48975	03/31/15	JAY D. PARRISH		2,070.89		361,552.70
48976	03/31/15	DIANNA L. RICHARDSON		83.29		361,469.41
48977	03/31/15	MARIA A. ROSA		245.78		361,223.63
48978	03/31/15	BRET A. SMITH		1,340.34		359,883.29
48979	03/31/15	ADAM D. STRICKER		1,346.23		358,537.06
48980	03/31/15	KRISTENE M. TAVARES		1,166.24		357,370.82
48981	03/31/15	DONNA E. TIMMERMAN		1,249.54		356,121.28
48982	03/31/15	ROBERT A. WIDEMAN		1,139.44		354,981.84
48983	03/31/15	DAN BROWN		110.88		354,870.96
		Memo: MEETING - CLOVERDALE				
				<b>123,495.51</b>	<b>38,915.77</b>	

City of Ferndale  
Financial Statements  
March 31, 2015

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Aycock and Edgmon, CPA  
PO Box 637  
Ferndale, CA 95536  
707-786-9798

City of Ferndale  
Financial Statements  
March 31, 2015

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City of Ferndale  
General Fund  
Balance Sheet  
As of March 31, 2015

ASSETS

Current Assets	
Cash	\$ 278,579.78
Petty cash	152.59
Cash-Restricted-insurance	15,000.00
Revenue receivable	325.00
Employee Advances	407.43
Due from other funds	<u>111,247.33</u>
Total Current Assets	<u>\$ 405,712.13</u>
<b>TOTAL ASSETS</b>	<b><u>\$ 405,712.13</u></b>

LIABILITIES AND NET ASSETS

Current Liabilities	
Accounts payable	\$ 25,374.53
Garnishments payable	164.27
Health insurance payable	8,512.04
Federal withholding payable	18,554.16
FICA payable	25,924.27
State withholding payable	5,690.81
State disability payable	1,525.01
State unemployment payable	6,327.88
Federal P/R Tax Deposits	(44,478.43)
State P/R Tax Deposits	<u>(7,717.58)</u>
Total Current Liabilities	<u>\$ 39,876.96</u>
Total Liabilities	<u>\$ 39,876.96</u>
Fund Balance	
Fund balance-unappropriated	\$ 532,260.88
Fund balance-special purposes	10,000.00
Revenue over (under) expenditures	<u>(176,425.71)</u>
Total Fund Balance	<u>\$ 365,835.17</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b><u>\$ 405,712.13</u></b>

City of Ferndale  
Russ Park Fund  
Balance Sheet  
As of March 31, 2015

ASSETS

Current Assets

Cash	\$	<u>3,884.23</u>
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Total Current Assets	\$	<u>3,884.23</u>
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TOTAL ASSETS	\$	<u><u>3,884.23</u></u>
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LIABILITIES AND NET ASSETS

Current Liabilities

Fund Balance

Fund balance-special purposes	\$	4,466.79
Revenue over (under) expenditures		<u>(582.56)</u>
Total Fund Balance	\$	<u>3,884.23</u>

TOTAL LIABILITIES AND FUND BALANCE	\$	<u><u>3,884.23</u></u>
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City of Ferndale  
Park Fund  
Balance Sheet  
As of March 31, 2015

ASSETS

Current Assets

Cash-Restricted-Fireman's PK	219.24	
Cash-Restricted-Bocce Ball Court	<u>1,854.92</u>	

Total Current Assets		\$ <u>2,074.16</u>
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TOTAL ASSETS		\$ <u><u>2,074.16</u></u>
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LIABILITIES AND NET ASSETS

Current Liabilities

Due to other funds	\$ <u>13,539.93</u>	
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Total Current Liabilities		\$ <u>13,539.93</u>
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Total Liabilities		\$ <u>13,539.93</u>
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Fund Balance

Fund balance-unappropriated	\$ (9,277.03)	
Revenue over (under) expenditures	<u>(2,188.74)</u>	
Total Fund Balance		\$ <u>(11,465.77)</u>

TOTAL LIABILITIES AND FUND BALANCE		\$ <u><u>2,074.16</u></u>
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City of Ferndale  
Gas Tax Fund  
Balance Sheet  
As of March 31, 2015

ASSETS

Current Assets

Cash	\$	<u>70,928.09</u>
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Total Current Assets	\$	<u>70,928.09</u>
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TOTAL ASSETS	\$	<u><u>70,928.09</u></u>
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LIABILITIES AND NET ASSETS

Current Liabilities

Fund Balance

Fund balance-special purposes	\$	73,500.69
Revenue over (under) expenditures		<u>(2,572.60)</u>
Total Fund Balance	\$	<u>70,928.09</u>

TOTAL LIABILITIES AND FUND BALANCE	\$	<u><u>70,928.09</u></u>
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 City of Ferndale
 

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## TEA 21

## Balance Sheet

As of March 31, 2015

## ASSETS

## Current Assets

Cash	\$	<u>75,608.67</u>
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Total Current Assets	\$	<u>75,608.67</u>
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TOTAL ASSETS	\$	<u><u>75,608.67</u></u>
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## LIABILITIES AND NET ASSETS

## Current Liabilities

## Fund Balance

Fund balance-special purposes	\$	66,854.67
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Revenue over (under) expenditures	<u>8,754.00</u>
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Total Fund Balance	\$	<u>75,608.67</u>
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TOTAL LIABILITIES AND FUND BALANCE	\$	<u><u>75,608.67</u></u>
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 City of Ferndale
 

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## Transportation Development Act

## Balance Sheet

As of March 31, 2015

## ASSETS

## Current Assets

Cash	\$	<u>230,080.08</u>
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Total Current Assets	\$	<u>230,080.08</u>
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TOTAL ASSETS	\$	<u><u>230,080.08</u></u>
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## LIABILITIES AND NET ASSETS

## Current Liabilities

## Fund Balance

Fund balance-special purposes	\$	240,900.30
Revenue over (under) expenditures	<u></u>	<u>(10,820.22)</u>
Total Fund Balance	\$	<u>230,080.08</u>

TOTAL LIABILITIES AND FUND BALANCE	\$	<u><u>230,080.08</u></u>
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City of Ferndale  
 Integrated Waste Management  
 Balance Sheet  
 As of March 31, 2015

ASSETS

Current Assets

Cash \$ 41,284.25

Total Current Assets \$ 41,284.25

TOTAL ASSETS \$ 41,284.25

LIABILITIES AND NET ASSETS

Current Liabilities

Fund Balance

Fund balance-special purposes \$ 43,224.07

Revenue over (under) expenditures (1,939.82)

Total Fund Balance \$ 41,284.25

TOTAL LIABILITIES AND  
 FUND BALANCE \$ 41,284.25

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 City of Ferndale

## Drainage Fund

 Balance Sheet  
 As of March 31, 2015

## ASSETS

## Current Assets

Cash	\$	<u>81,925.56</u>
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Total Current Assets	\$	<u>81,925.56</u>
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TOTAL ASSETS	\$	<u><u>81,925.56</u></u>
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## LIABILITIES AND NET ASSETS

## Current Liabilities

Accrued interest payable	\$	<u>613.02</u>
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Total Current Liabilities	\$	<u>613.02</u>
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Total Liabilities	\$	<u>613.02</u>
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## Fund Balance

Fund balance-special purposes	\$	110,229.48
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Prior period adjustment		17,337.50
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Revenue over (under) expenditures		<u>(46,254.44)</u>
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Total Fund Balance	\$	<u>81,312.54</u>
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TOTAL LIABILITIES AND FUND BALANCE	\$	<u><u>81,925.56</u></u>
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City of Ferndale

TE Funds - Ped. and Bicycle Path

Balance Sheet

As of March 31, 2015

ASSETS

Current Assets

LIABILITIES AND NET ASSETS

Current Liabilities

Due to other funds	\$ <u>97,707.41</u>
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Total Current Liabilities	\$ <u>97,707.41</u>
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Total Liabilities	\$ <u>97,707.41</u>
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Fund Balance

Fund balance-special purposes	\$ (15,743.36)
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Revenue over (under) expenditures	<u>(81,964.05)</u>
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Total Fund Balance	\$ <u>(97,707.41)</u>
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TOTAL LIABILITIES AND

City of Ferndale  
Sewer Fund  
Balance Sheet  
As of March 31, 2015

ASSETS	
Current Assets	
Cash	\$ <u>265,898.21</u>
Total Current Assets	\$ <u>265,898.21</u>
Fixed Assets	
Vehicles	\$ 27,112.70
Equipment	97,646.87
Less accumulated depreciation	(71,320.36)
Sewer system	13,436,274.06
Less accumulated depreciation	<u>(1,951,995.13)</u>
Total Fixed Assets	\$ <u>11,537,718.14</u>
TOTAL ASSETS	\$ <u><u>11,803,616.35</u></u>
LIABILITIES AND FUND EQUITY	
Liabilities	
Accrued interest payable	47,464.94
Notes payable-long term	14,811.07
Notes payable-water res #2	4,911.92
Notes Payable USDA	<u>4,769,000.00</u>
Total Liabilities	\$ <u>4,836,187.93</u>
Total Liabilities	\$ <u>4,836,187.93</u>
Fund Equity	
Retained earnings-unreserved	\$ 219,064.30
Investment in fixed assets	6,940,391.00
Prior period adjustment	(17,337.50)
Revenue over (under) expenditures	<u>(174,689.38)</u>
Total Fund Equity	\$ <u>6,967,428.42</u>
TOTAL LIABILITIES AND FUND EQUITY	\$ <u><u>11,803,616.35</u></u>

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 City of Ferndale
 

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## Governmental Fixed Assets

## Balance Sheet

As of March 31, 2015

ASSETS	
Fixed Assets	
Buildings and improvements	463,886.10
Accumulated depreciation	(130,577.66)
Vehicles	123,652.97
Accumulated depreciation	(88,036.15)
Equipment	118,580.12
Accumulated depreciation	(109,735.82)
Roadways	10,700,070.45
Accumulated depreciation- Roadways	(4,483,682.67)
Sidewalks	163,000.00
Accumulated depreciation - Sidewalks	(101,632.22)
Sewer system	25,200.00
accumulated depreciation - Streetlights	(13,440.00)
Less accumulated depreciation	<u>131,000.00</u>
Total Fixed Assets	<u>\$ 6,798,285.12</u>
 TOTAL ASSETS	 <u><u>\$ 6,798,285.12</u></u>
 LIABILITIES AND FUND BALANCE	
Fund Balance	
Investment in Fixed Assets	\$ 6,789,440.82
Current additions	<u>8,844.30</u>
Total Investment in Fixed Assets	<u>\$ 6,798,285.12</u>
 TOTAL LIABILITIES AND FUND BALANCE	 <u><u>\$ 6,798,285.12</u></u>

City of Ferndale

General Government Long term Debt

Balance Sheet

As of March 31, 2015

ASSETS			
LIABILITIES AND FUND BALANCE			
Liabilities			
Vacation payable	\$	(39,292.38)	
Notes payable		<u>(116,226.28)</u>	
Total Liabilities			\$ <u>(155,518.66)</u>
Fund Balance			
Fund balance-long term debt	\$	<u>155,518.66</u>	
Total Fund Balance			\$ <u>155,518.66</u>
TOTAL LIABILITIES AND FUND BALANCE			<u><u>\$ -</u></u>

City of Ferndale  
 General Fund  
 Statement of Activities-Cash Basis  
 Actual vs. Budget  
 For the 9 Months Ended March 31, 2015

	Current Period	Year To Date	Annual		Percent
	Actual	Actual	Budget	Variance	of Budget
Revenues					
Taxes					
10014102 - Property tax-secured	\$ 0.00	\$ 66,128.55	\$ 149,000.00	\$ (82,871.45)	(44)%
10014104 - Property tax-unsecured	0.00	4,273.54	6,900.00	(2,626.46)	(62)%
10014106 - Property tax prior	0.00	9,098.57	0.00	9,098.57	0%
10014107 - Supplemental role	0.00	675.43	4,000.00	(3,324.57)	(17)%
10014110 - Sales and use tax	10,143.25	97,427.86	135,000.00	(37,572.14)	(72)%
10014111 - Trash franchise	0.00	2,948.14	4,700.00	(1,751.86)	(63)%
10014112 - PG&E franchise	0.00	0.00	6,500.00	(6,500.00)	0%
10014114 - Cable franchise	0.00	12,057.32	18,000.00	(5,942.68)	(67)%
10014116 - Business license tax	37.00	7,333.50	18,000.00	(10,666.50)	(41)%
10014118 - Real property transfer tax	0.00	1,722.04	3,000.00	(1,277.96)	(57)%
10014120 - Transient lodging tax	<u>3,183.96</u>	<u>92,456.51</u>	<u>110,000.00</u>	<u>(17,543.49)</u>	<u>(84)%</u>
 Total Taxes	 <u>13,364.21</u>	 <u>294,121.46</u>	 <u>455,100.00</u>	 <u>(160,978.54)</u>	 <u>65%</u>
Licenses and Permits					
10024132 - Construction permits	\$ 3,046.99	\$ 10,244.34	\$ 18,500.00	\$ (8,255.66)	(55)%
10024164 - Health protection	0.00	2,175.00	2,500.00	(325.00)	(87)%
10024166 - Encroachment permits	35.00	140.00	200.00	(60.00)	(70)%
10024278 - Animal license fees	<u>0.00</u>	<u>1,617.00</u>	<u>4,000.00</u>	<u>(2,383.00)</u>	<u>(40)%</u>
 Total Licenses and Permits	 <u>3,081.99</u>	 <u>14,176.34</u>	 <u>25,200.00</u>	 <u>(11,023.66)</u>	 <u>56%</u>
Fines					
10034283 - Court fines	<u>\$ 0.00</u>	<u>\$ 1,199.27</u>	<u>\$ 5,000.00</u>	<u>\$ (3,800.73)</u>	<u>(24)%</u>
 Total Fines	 <u>0.00</u>	 <u>1,199.27</u>	 <u>5,000.00</u>	 <u>(3,800.73)</u>	 <u>24%</u>
Use of Money and Property					
10044182 - Interest	\$ 0.00	\$ 935.06	\$ 300.00	\$ 635.06	(312)%
10044297 - Town hall rent	1,315.00	4,367.00	5,000.00	(633.00)	(87)%
10044297.1 - Community Center rents	<u>1,377.52</u>	<u>12,699.52</u>	<u>30,000.00</u>	<u>(17,300.48)</u>	<u>(42)%</u>
 Total Use of Money and Property	 <u>2,692.52</u>	 <u>18,001.58</u>	 <u>35,300.00</u>	 <u>(17,298.42)</u>	 <u>51%</u>

City of Ferndale  
General Fund  
Statement of Activities-Cash Basis  
Actual vs. Budget  
For the 9 Months Ended March 31, 2015

REVENUE - Continued	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
Intergovernmental					
10054204 - Motor vehicle in-lieu tax	\$ 0.00	\$ 62,770.74	\$ 145,000.00	\$ (82,229.26)	(43)%
10054222 - Home owners prop. tax relief	0.00	607.80	2,000.00	(1,392.20)	(30)%
10054286 - Street sweeping	0.00	3,800.00	3,800.00	0.00	(100)%
10054290 - Peace off. stds. & trng.	0.00	1,602.03	2,500.00	(897.97)	(64)%
10054292 - Realignment Grant- AB 109	0.00	0.00	25,000.00	(25,000.00)	0%
10054300 - Public safety 1/2 cent	0.00	1,042.18	3,000.00	(1,957.82)	(35)%
10054310 - COPS program	8,562.42	60,285.91	100,000.00	(39,714.09)	(60)%
10054311 - SLESF revenue (police)	<u>0.00</u>	<u>6,150.52</u>	<u>0.00</u>	<u>6,150.52</u>	<u>0%</u>
 Total Intergovernmental	 <u>8,562.42</u>	 <u>136,259.18</u>	 <u>281,300.00</u>	 <u>(145,040.82)</u>	 <u>48%</u>
Fees for Service					
10084271 - Parking fees	\$ 0.00	\$ 32.50	\$ 500.00	\$ (467.50)	(7)%
10084279 - Copy machine fees - Library	100.00	100.00	225.00	(125.00)	(44)%
10084280 - Copy machine fees - City	0.00	1.50	25.00	(23.50)	(6)%
10084291 - Special police services	200.00	9,289.68	6,000.00	3,289.68	(155)%
10084298 - Fair racing revenue	<u>0.00</u>	<u>2,029.35</u>	<u>2,500.00</u>	<u>(470.65)</u>	<u>(81)%</u>
 Total Fees for Service	 <u>300.00</u>	 <u>11,453.03</u>	 <u>9,250.00</u>	 <u>2,203.03</u>	 <u>124%</u>
Other Revenue					
10094284 - Donations - Library	\$ 0.00	\$ 125.00	\$ 300.00	\$ (175.00)	(42)%
10094284.1 - Donations - City	0.00	600.00	2,000.00	(1,400.00)	(30)%
10094306 - Lytle Foundation - Library	0.00	0.00	1,500.00	(1,500.00)	0%
10094307 - Miscellaneous	669.63	20,345.19	16,000.00	4,345.19	(127)%
10094311 - Little League Park Utilities	0.00	200.00	200.00	0.00	(100)%
10094314 - Parsac rebates	0.00	0.00	2,000.00	(2,000.00)	0%
10094405 - SB 90 Cost recovery	0.00	3,879.00	29,000.00	(25,121.00)	(13)%
10094410 - County admin fees PTAF	<u>0.00</u>	<u>0.00</u>	<u>12,956.00</u>	<u>(12,956.00)</u>	<u>0%</u>
 Total Other Revenue	 <u>669.63</u>	 <u>25,149.19</u>	 <u>63,956.00</u>	 <u>(38,806.81)</u>	 <u>39%</u>
 TOTAL REVENUE	 <u>28,670.77</u>	 <u>500,360.05</u>	 <u>875,106.00</u>	 <u>(374,745.95)</u>	 <u>57%</u>

RESTRICTED FOR MANAGEMENT'S USE ONLY.

City of Ferndale  
 General Fund  
 Statement of Activities-Cash Basis  
 Actual vs. Budget  
 For the 9 Months Ended March 31, 2015

	Current Period	Year To Date	Annual		Percent
	Actual	Actual	Budget	Variance	of Budget
<b>EXPENDITURES</b>					
<b>Mayor and City Council</b>					
10115012 - Office expense - Council	\$ 0.00	\$ 254.89	\$ 350.00	\$ 95.11	73%
10115013 - Advertising - Council	32.50	188.45	400.00	211.55	47%
10115044 - Meeting and dues - Council	110.88	710.88	500.00	(210.88)	142%
10115045 - LAFCO fees	<u>0.00</u>	<u>4,465.45</u>	<u>2,000.00</u>	<u>(2,465.45)</u>	<u>223%</u>
<b>Total Mayor and City Council</b>	<u>143.38</u>	<u>5,619.67</u>	<u>3,250.00</u>	<u>(2,369.67)</u>	<u>173%</u>
<b>City Manager and City Clerk</b>					
10105002 - Salary - City Manager	\$ 3,284.79	\$ 23,563.24	\$ 27,639.10	\$ 4,075.86	85%
10105006 - SSI tax	248.67	1,934.11	2,181.54	247.43	89%
10105007 - Medical insurance	578.56	5,048.14	8,083.07	3,034.93	62%
10105009 - Workers comp. insurance	0.00	16.10	1,249.48	1,233.38	1%
10105010 - Deferred comp	0.00	1,366.11	2,211.13	845.02	62%
10125002 - Salary - City Clerk	10,570.03	72,085.86	97,939.30	25,853.44	74%
10125006 - Payroll taxes	910.49	6,690.51	8,186.45	1,495.94	82%
10125007 - Insurance Med/Den/Vis	2,082.85	17,537.95	22,078.17	4,540.22	79%
10125009 - Workers comp. insurance	0.00	23.00	4,427.52	4,404.52	1%
10125010 - Deferred retirement	<u>0.00</u>	<u>0.00</u>	<u>2,388.22</u>	<u>2,388.22</u>	<u>0%</u>
<b>Total City Manager and City Clerk</b>	<u>17,675.39</u>	<u>128,265.02</u>	<u>176,383.98</u>	<u>48,118.96</u>	<u>73%</u>
<b>Operating Expenditures</b>					
10125012 - Office expense	\$ 761.05	\$ 6,143.44	\$ 6,000.00	\$ (143.44)	102%
10125044 - Meetings and dues	1,115.94	3,082.04	2,050.00	(1,032.04)	150%
10125063 - Contract Services	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>2,000.00</u>	<u>0%</u>
<b>Total Operating Expenditures</b>	<u>1,876.99</u>	<u>9,225.48</u>	<u>10,050.00</u>	<u>824.52</u>	<u>92%</u>
<b>City Attorney</b>					
10145052 - Professional services	<u>\$ 1,680.00</u>	<u>\$ 14,933.50</u>	<u>\$ 10,000.00</u>	<u>\$ (4,933.50)</u>	<u>149%</u>
<b>Total City Attorney</b>	<u>1,680.00</u>	<u>14,933.50</u>	<u>10,000.00</u>	<u>(4,933.50)</u>	<u>149%</u>

City of Ferndale  
General Fund  
Statement of Activities-Cash Basis  
Actual vs. Budget  
For the 9 Months Ended March 31, 2015

EXPENDITURES - Continued	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
<b>Government Buildings</b>					
10155002 - Salary - permanent	\$ (4,973.47)	\$ 1,127.09	\$ 3,211.52	\$ 2,084.43	35%
10155006 - SSI tax	(310.10)	306.88	610.26	303.38	50%
10155009 - Workers comp. insurance	0.00	4.60	145.18	140.58	3%
10155020 - Building and ground maint.	409.28	4,784.58	5,000.00	215.42	96%
10155030 - Trash service	30.85	349.86	450.00	100.14	78%
10155031 - Water	78.67	807.99	1,300.00	492.01	62%
10155032 - Utilities electric	1,483.61	2,742.73	1,750.00	(992.73)	157%
10155033 - Utilities gas	593.96	2,312.83	4,600.00	2,287.17	50%
10155034 - Telephone	541.78	2,790.27	2,450.00	(340.27)	114%
<b>Total Government Buildings</b>	<u>(2,145.42)</u>	<u>15,226.83</u>	<u>19,516.96</u>	<u>4,290.13</u>	<u>78%</u>
<b>Nondepartmental</b>					
10165015 - Property tax admin. fees	\$ 0.00	\$ 1,711.00	\$ 3,568.00	\$ 1,857.00	48%
10165052 - SB 90 Cost recovery	0.00	0.00	700.00	700.00	0%
10165054 - Audit and accounting	0.00	24,624.50	15,000.00	(9,624.50)	164%
10165054.1 - ACCOUNTING SERVICES	0.00	36.25	9,000.00	8,963.75	0%
10165055 - Contractual services	0.00	540.00	600.00	60.00	90%
10165061 - Insurance (PARSAC)	0.00	0.00	11,086.00	11,086.00	0%
10165063 - Insurance (Fire Bldg.)	0.00	10,557.00	7,000.00	(3,557.00)	151%
10165064 - Election expense	0.00	258.35	0.00	(258.35)	0%
10165078 - Copy machine expense	467.40	3,354.85	4,250.00	895.15	79%
10165095 - Capital outlay	0.00	0.00	1,500.00	1,500.00	0%
10165096 - Car Allowance	400.00	3,600.00	4,800.00	1,200.00	75%
10165099 - Miscellaneous	0.00	1,661.21	1,800.00	138.79	92%
<b>Total Nondepartmental</b>	<u>867.40</u>	<u>46,343.16</u>	<u>59,304.00</u>	<u>12,960.84</u>	<u>78%</u>
<b>Community Promotion</b>					
10175020 - Janitorial - public restroom	\$ 0.00	\$ 535.69	\$ 0.00	\$ (535.69)	0%
10175024 - Supplies - public restroom	308.30	1,636.70	1,500.00	(136.70)	109%
10175031 - Water - public restroom	217.17	1,055.65	1,645.00	589.35	64%
10175032 - Electric - public restroom	24.54	232.48	250.00	17.52	93%
10175072 - Chamber of Commerce	0.00	14,298.12	19,064.16	4,766.04	75%
10175072.1 - Donation - Visitors & Conv.	0.00	1,500.00	1,500.00	0.00	100%
10175072.2 - Employee appreciation	0.00	116.66	150.00	33.34	78%
10175072.3 - TOT 2% HLA QTRLY	0.00	18,887.01	10,000.00	(8,887.01)	189%
<b>Total Community Promotion</b>	<u>550.01</u>	<u>38,262.31</u>	<u>34,109.16</u>	<u>(4,153.15)</u>	<u>112%</u>

RESTRICTED FOR MANAGEMENT'S USE ONLY.

City of Ferndale  
 General Fund  
 Statement of Activities-Cash Basis  
 Actual vs. Budget  
 For the 9 Months Ended March 31, 2015

EXPENDITURES - Continued	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
<b>Police</b>					
10215002 - Salary - permanent	\$ 25,460.76	\$ 165,384.66	\$ 197,833.94	\$ 32,449.28	84%
10215005 - Salary - overtime	435.56	5,208.86	6,000.00	791.14	87%
10215006 - SSI tax	2,057.49	15,251.79	16,620.50	1,368.71	92%
10215007 - Medical insurance	4,538.89	38,284.88	51,003.72	12,718.84	75%
10215009 - Workers comp. insurance	0.00	243.80	8,943.45	8,699.65	3%
10215010 - Deferred retirement	0.00	5,253.00	13,060.75	7,807.75	40%
10215012 - Office expense	219.78	1,300.54	1,800.00	499.46	72%
10215014 - Vehicle expense	419.56	7,774.17	7,500.00	(274.17)	104%
10215016 - Fuel	1,777.19	9,593.22	14,000.00	4,406.78	69%
10215020 - Building and grounds maint.	36.53	497.53	2,800.00	2,302.47	18%
10215024 - Special department supply	339.20	7,190.61	16,000.00	8,809.39	45%
10215026 - Uniform expense	0.00	0.00	250.00	250.00	0%
10215026.1 - Uniform allowance	0.00	2,500.00	2,500.00	0.00	100%
10215029 - Water	84.97	483.78	1,300.00	816.22	37%
10215031 - Gas	0.00	0.00	600.00	600.00	0%
10215032 - Utilities electric	172.15	1,378.15	1,400.00	21.85	98%
10215034 - Telephone	704.98	4,108.95	5,000.00	891.05	82%
10215035 - Dispatch service	1,016.66	9,149.94	12,199.92	3,049.98	75%
10215044 - Meetings and dues	0.00	50.00	3,500.00	3,450.00	1%
10215048 - Training	0.00	4,728.00	3,500.00	(1,228.00)	135%
10215051 - Physical exams	0.00	411.52	1,000.00	588.48	41%
10215052 - Professional services	0.00	410.00	1,250.00	840.00	33%
10215053 - Lexipol Services	0.00	0.00	2,950.00	2,950.00	0%
10215063 - Contract Services	78.00	109.00	478.56	369.56	23%
10215088 - Equipment repair other	0.00	291.17	500.00	208.83	58%
10215094 - Vehicle replacement	0.00	0.00	15,000.00	15,000.00	0%
10215098 - Background expense	<u>0.00</u>	<u>850.65</u>	<u>1,500.00</u>	<u>649.35</u>	<u>57%</u>
<b>Total Police</b>	<u>37,341.72</u>	<u>280,454.22</u>	<u>388,490.84</u>	<u>108,036.62</u>	<u>72%</u>
<b>Animal Control</b>					
10225096 - Animal control	<u>\$ 450.00</u>	<u>\$ 4,500.00</u>	<u>\$ 5,500.00</u>	<u>\$ 1,000.00</u>	<u>82%</u>
<b>Total Animal Control</b>	<u>450.00</u>	<u>4,500.00</u>	<u>5,500.00</u>	<u>1,000.00</u>	<u>82%</u>

City of Ferndale  
General Fund  
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Actual vs. Budget  
For the 9 Months Ended March 31, 2015

EXPENDITURES - Continued	Current Period	Year To Date	Annual	Variance	Percent of Budget
	Actual	Actual	Budget		
Health					
10245052 - Professional services	\$ 153.47	\$ 1,381.23	\$ 2,200.00	\$ 818.77	63%
Total Health	<u>153.47</u>	<u>1,381.23</u>	<u>2,200.00</u>	<u>818.77</u>	<u>63%</u>
Street and Roads					
10315002 - Salary - permanent	\$ 4,360.43	\$ 10,119.43	\$ 11,291.28	\$ 1,171.85	90%
10315005 - Salary - overtime	7.24	26.12	0.00	(26.12)	0%
10315006 - SSI tax	315.86	3.97	952.50	948.53	0%
10315007 - Medical insurance	313.70	2,752.52	2,983.54	231.02	92%
10315009 - Workers comp. insurance	0.00	16.10	510.44	494.34	3%
10315010 - Deferred retirement	0.00	414.54	855.82	441.28	48%
10315014 - Vehicle expense	5.36	9,119.42	10,000.00	880.58	91%
10315020 - Building and ground maint.	64.55	7,251.40	0.00	(7,251.40)	0%
10315021 - Street maintenance	974.77	3,897.99	0.00	(3,897.99)	0%
10315044 - Meetings and dues	0.00	76.47	60.00	(16.47)	127%
10315055 - Contractual services	0.00	2,000.00	0.00	(2,000.00)	0%
10315095 - Capital outlay	<u>0.00</u>	<u>105.00</u>	<u>0.00</u>	<u>(105.00)</u>	<u>0%</u>
Total Streets and Roads	<u>6,041.91</u>	<u>35,782.96</u>	<u>26,653.58</u>	<u>(9,129.38)</u>	<u>134%</u>
Planning					
Revenues Collected					
10084287.3 - Reimbursed Fees Planning	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 2,000.00	0%
Total Revenue Collected	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>2,000.00</u>	<u>0%</u>
Expenditures					
10415013 - Advertising	\$ 0.00	\$ 0.00	\$ 200.00	\$ 200.00	0%
10415052 - General planning services	2,123.90	8,842.60	12,000.00	3,157.40	74%
10415053 - Reimbursable fees	208.00	468.00	7,500.00	7,032.00	6%
10415055 - General plan review fund	468.00	797.00	12,500.00	11,703.00	6%
10415058 - Special Planning Projects	<u>0.00</u>	<u>9,401.50</u>	<u>7,508.00</u>	<u>(1,893.50)</u>	<u>125%</u>
Total Expenditures	<u>2,799.90</u>	<u>19,509.10</u>	<u>39,708.00</u>	<u>20,198.90</u>	<u>49%</u>
Net Planning Expenditures	<u>\$ (2,799.90)</u>	<u>\$ (19,509.10)</u>	<u>\$ (37,708.00)</u>	<u>\$ 18,198.90</u>	<u>(52)%</u>

RESTRICTED FOR MANAGEMENT'S USE ONLY.

City of Ferndale  
General Fund  
Statement of Activities-Cash Basis  
Actual vs. Budget  
For the 9 Months Ended March 31, 2015

EXPENDITURES - Continued	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
City Engineer					
Revenues Collected					
10084270 - Plan check fees	\$ 0.00	\$ 100.00	\$ 3,250.00	\$ 3,150.00	3%
10084287.2 - Developer reimbursed fe	<u>0.00</u>	<u>0.00</u>	<u>8,000.00</u>	<u>8,000.00</u>	<u>0%</u>
Total Revenue Collected	<u>0.00</u>	<u>100.00</u>	<u>11,250.00</u>	<u>11,150.00</u>	<u>1%</u>
Expenditures					
10425052 - General engineering	\$ 12,398.50	\$ 21,997.25	\$ 15,000.00	\$ (6,997.25)	147%
10425053 - Developer engineering	772.05	4,097.55	5,000.00	902.45	82%
10425056 - Building plan check	0.00	40.52	0.00	(40.52)	0%
10425056.1 - Building product review	<u>0.00</u>	<u>19.80</u>	<u>0.00</u>	<u>(19.80)</u>	<u>0%</u>
Total Expenditures	<u>13,170.55</u>	<u>26,155.12</u>	<u>20,000.00</u>	<u>(6,155.12)</u>	<u>131%</u>
Net City Engineer Expenditures	<u>\$ (13,170.55)</u>	<u>\$ (26,055.12)</u>	<u>\$ (8,750.00)</u>	<u>\$ (17,305.12)</u>	<u>298%</u>
Building Regulation					
10435052 - Building regulation/inspectio	<u>\$ 2,292.44</u>	<u>\$ 6,893.97</u>	<u>\$ 10,000.00</u>	<u>\$ 3,106.03</u>	<u>69%</u>
Total Building Regulation	<u>2,292.44</u>	<u>6,893.97</u>	<u>10,000.00</u>	<u>3,106.03</u>	<u>69%</u>
Library					
10615002 - Salary - permanent	\$ 546.48	\$ 3,712.94	\$ 5,451.46	\$ 1,738.52	68%
10615006 - SSI tax	74.59	489.59	1,279.82	790.23	38%
10615009 - Workers comp. insurance	0.00	13.80	246.44	232.64	6%
10615012 - Office expense	0.00	503.68	600.00	96.32	84%
10615020 - Building and ground maint.	498.13	692.18	1,200.00	507.82	58%
10615024 - Books	338.83	3,141.27	5,000.00	1,858.73	63%
10615031 - Gas	210.53	984.46	3,600.00	2,615.54	27%
10615032 - Utilities	121.42	1,065.73	1,650.00	584.27	65%
10615033 - Water	70.27	463.73	1,100.00	636.27	42%
10615034 - Telephone	206.42	1,335.97	1,300.00	(35.97)	103%
10615078 - Copy machine expense	0.00	0.00	100.00	100.00	0%
10615095 - Lytel grant expenditures	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>1,500.00</u>	<u>0%</u>
Total Library	<u>2,066.67</u>	<u>12,403.35</u>	<u>23,027.72</u>	<u>10,624.37</u>	<u>54%</u>

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City of Ferndale  
General Fund  
Statement of Activities-Cash Basis  
Actual vs. Budget  
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EXPENDITURES - Continued	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
Parks and Recreation					
10625002 - Salary Permanent	\$ 442.00	\$ 2,992.00	\$ 3,553.00	\$ 561.00	84%
10625006 - SSI Tax	60.33	395.08	634.43	239.35	62%
10625009 - Workers comp insurance	0.00	0.00	159.85	159.85	0%
10625020 - Building and ground maint.	0.00	2,475.81	2,500.00	24.19	99%
10625024 - Special department supply	0.00	0.00	150.00	150.00	0%
10625032 - Utilities - electric	31.87	806.61	650.00	(156.61)	124%
10625033 - Water	<u>256.35</u>	<u>1,243.72</u>	<u>900.00</u>	<u>(343.72)</u>	<u>138%</u>
Total Parks and Recreation	<u>790.55</u>	<u>7,913.22</u>	<u>8,547.28</u>	<u>634.06</u>	<u>93%</u>
Community Center					
10635002 - Salary	\$ 2,309.27	\$ 12,370.47	\$ 15,164.59	\$ 2,794.12	82%
10635005 - Salary - overtime	5.67	20.77	0.00	(20.77)	0%
10635006 - SSI tax	178.70	1,128.42	1,270.62	142.20	89%
10635007 - Medical insurance	256.51	2,230.65	3,825.18	1,594.53	58%
10635009 - Wokers compensation insurance	0.00	14.60	685.54	670.94	2%
10635010 - Deferred retirement	0.00	354.73	880.75	526.02	40%
10635020 - Buildings and grounds mainten	133.63	3,036.35	7,000.00	3,963.65	43%
10635031 - Water	183.49	777.40	1,542.00	764.60	50%
10635032 - Utilities	237.55	2,183.95	3,000.00	816.05	73%
10635033 - Gas	293.29	610.28	1,815.00	1,204.72	34%
10635055 - Contractual Services	<u>100.00</u>	<u>1,289.00</u>	<u>1,478.56</u>	<u>189.56</u>	<u>87%</u>
Total Community Center	<u>3,698.11</u>	<u>24,016.62</u>	<u>36,662.24</u>	<u>12,645.62</u>	<u>66%</u>
Total General Fund Expenditures	<u>\$ 89,453.07</u>	<u>\$ 676,785.76</u>	<u>\$ 860,153.76</u>	<u>\$ 183,368.00</u>	<u>79%</u>
Revenues over (under) Expenditures	<u>\$ (60,782.30)</u>	<u>\$ (176,425.71)</u>	<u>\$ 14,952.24</u>	<u>\$ (191,377.95)</u>	<u>1,180%</u>
Transfers in (out)					
Rvenues over (under) Expenditures and Transfers in (out)	<u>\$ (60,782.30)</u>	<u>\$ (176,425.71)</u>	<u>\$ 14,952.24</u>	<u>\$ (191,377.95)</u>	<u>(1,180)%</u>

RESTRICTED FOR MANAGEMENT'S USE ONLY.

City of Ferndale  
 Special Revenue Funds  
 Statement of Revenues and Expenditures  
 Actual vs. Budget  
 For the 9 Months Ended March 31, 2015

	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
<u>Russ Park Fund</u>					
Revenues					
20624182 - Interest income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%
20624284 - Donations - Russ Park	0.00	0.00	0.00	0.00	0%
20625990 - Transfer in(out)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>
Total Revenue	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>
Expenditures					
20625020 - Blding/Grd Mnt.	\$ 557.87	\$ 582.56	\$ 1,800.00	\$ 1,217.44	32%
20625024 - Special department supply	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>
Total Expenditures	<u>557.87</u>	<u>582.56</u>	<u>1,800.00</u>	<u>1,217.44</u>	<u>32%</u>
Revenues Over (under) Expenditures	<u>\$ (557.87)</u>	<u>\$ (582.56)</u>	<u>\$ (1,800.00)</u>	<u>\$ 1,217.44</u>	<u>\$ (32)</u>
<u>Park Fund</u>					
Revenues					
21624284.3 - Donations - Firemen's Park	\$ 0.00	\$ 0.00	\$ 6,000.00	\$ (6,000.00)	0%
21624285 - Bocce ball	<u>0.00</u>	<u>220.00</u>	<u>2,500.00</u>	<u>(2,280.00)</u>	<u>(9)%</u>
Total Revenue	<u>0.00</u>	<u>220.00</u>	<u>8,500.00</u>	<u>(8,280.00)</u>	<u>3%</u>
Expenditures					
21625020 - Building and grounds maint	\$ 129.20	\$ 2,408.74	\$ 8,500.00	\$ 6,091.26	28%
21625060 - Bocce ball	<u>0.00</u>	<u>0.00</u>	<u>1,300.00</u>	<u>1,300.00</u>	<u>0%</u>
Total Expenditures	<u>129.20</u>	<u>2,408.74</u>	<u>9,800.00</u>	<u>7,391.26</u>	<u>25%</u>
Revenues Over (under) Expenditures	<u>\$ (129.20)</u>	<u>\$ (2,188.74)</u>	<u>\$ (1,300.00)</u>	<u>\$ (888.74)</u>	<u>\$ (168)</u>

City of Ferndale  
 Special Revenue Funds  
 Statement of Revenues and Expenditures  
 Actual vs. Budget  
 For the 9 Months Ended March 31, 2015

	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
<u>Gas Tax Fund</u>					
Revenues					
22314210.1 - Gas tax (2105)	\$ 665.68	\$ 5,092.10	\$ 6,746.00	\$ (1,653.90)	(75)%
22314210.2 - Gas tax (2106)	946.50	6,793.18	9,272.00	(2,478.82)	(73)%
22314210.3 - Gas tax (2107)	784.80	5,337.36	10,043.00	(4,705.64)	(53)%
22314210.4 - Gas tax (2107.5)	0.00	1,881.53	1,000.00	881.53	(188)%
22314210.5 - Gas Tax (2103)	<u>1,344.29</u>	<u>8,566.54</u>	<u>20,438.00</u>	<u>(11,871.46)</u>	<u>(42)%</u>
Total Revenue	<u>3,741.27</u>	<u>27,670.71</u>	<u>47,499.00</u>	<u>19,828.29</u>	<u>58%</u>
Expenditures					
22315002 - Salary - permanent	\$ 2,535.98	\$ 14,161.67	\$ 22,909.34	\$ 8,747.67	62%
22315005 - Overtime	5.67	20.77	0.00	(20.77)	0%
22315006 - SSI tax	214.19	1,278.99	1,904.27	625.28	67%
22315007 - Medical insurance	433.35	3,812.46	6,143.86	2,331.40	62%
22315009 - Workers comp. insurance	0.00	18.40	1,035.66	1,017.26	2%
22315010 - Deferred retirement	0.00	460.60	1,689.49	1,228.89	27%
22315024 - Special department supplies	0.00	15.05	0.00	(15.05)	0%
22315058 - Street lighting	23.47	10,475.37	14,500.00	4,024.63	72%
22315063 - Contract Services	<u>0.00</u>	<u>0.00</u>	<u>957.12</u>	<u>957.12</u>	<u>0%</u>
Total Expenditures	<u>3,212.66</u>	<u>30,243.31</u>	<u>49,139.74</u>	<u>18,896.43</u>	<u>62%</u>
Revenues Over (under) Expenditures	<u>\$ 528.61</u>	<u>\$ (2,572.60)</u>	<u>\$ (1,640.74)</u>	<u>\$ 931.86</u>	<u>\$ 157</u>
<u>TEA 21</u>					
Revenues					
23314182 - Interest	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%
23314211 - RSTP revenue	8,754.00	8,754.00	0.00	8,754.00	0%
23314287.7 - STIP	0.00	0.00	0.00	0.00	0%
23314500 - Appropriation of reserves	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>
Total Revenue	<u>8,754.00</u>	<u>8,754.00</u>	<u>0.00</u>	<u>(8,754.00)</u>	<u>0%</u>
Expenditures					
23315022 - Street Project	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%
23315052 - SRTS engineering	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>
Total Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>
Revenues Over (under) Expenditures	<u>\$ 8,754.00</u>	<u>\$ 8,754.00</u>	<u>\$ 0.00</u>	<u>\$ (8,754.00)</u>	<u>\$ -</u>

City of Ferndale  
Special Revenue Funds  
Statement of Revenues and Expenditures  
Actual vs. Budget  
For the 9 Months Ended March 31, 2015

	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
<u>Transportation Development Act</u>					
Revenues					
24314231 - Transportation devel. act	\$ 0.00	\$ 25,000.00	\$ 49,000.00	\$ (24,000.00)	(51)%
Total Revenue	<u>0.00</u>	<u>25,000.00</u>	<u>49,000.00</u>	<u>(24,000.00)</u>	<u>51%</u>
Expenditures					
24315002 - Wages	\$ 2,495.64	\$ 13,833.74	\$ 13,355.13	\$ (478.61)	104%
24315005 - Salary - overtime	10.38	38.06	0.00	(38.06)	0%
24315006 - SSI tax	220.51	1,316.98	1,115.47	(201.51)	118%
24315007 - Medical insurance	381.83	3,335.89	3,473.42	137.53	96%
24315009 - Workers comp. insurance	0.00	16.10	603.74	587.64	3%
24315010 - Deferred retirement	0.00	453.57	883.21	429.64	51%
24315014 - Vehicle expense	0.00	1,181.78	1,000.00	(181.78)	118%
24315016 - Fuel	687.72	5,522.03	8,500.00	2,977.97	65%
24315020 - Building & ground maintenance	0.00	297.07	1,750.00	1,452.93	17%
24315021 - Street maintenance	0.00	6,047.72	5,000.00	(1,047.72)	121%
24315024 - Special department	0.00	356.19	500.00	143.81	71%
24315032 - Utilities	221.89	1,454.98	2,000.00	545.02	73%
24315033 - Water	130.13	554.07	425.00	(129.07)	130%
24315034 - Telephone	143.57	778.78	650.00	(128.78)	120%
24315044 - Meetings & dues	0.00	323.00	0.00	(323.00)	0%
24315063 - Contract Services	0.00	0.00	478.56	478.56	0%
24315088 - Equipment repair	<u>17.86</u>	<u>310.26</u>	<u>500.00</u>	<u>189.74</u>	<u>62%</u>
Total Expenditures	<u>4,309.53</u>	<u>35,820.22</u>	<u>40,234.53</u>	<u>4,414.31</u>	<u>89%</u>
Revenues Over (under) Expenditures	<u>\$ (4,309.53)</u>	<u>\$ (10,820.22)</u>	<u>\$ 8,765.47</u>	<u>\$ (19,585.69)</u>	<u>\$ (123)</u>

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City of Ferndale  
 Special Revenue Funds  
 Statement of Revenues and Expenditures  
 Actual vs. Budget  
 For the 9 Months Ended March 31, 2015

	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
<u>Integrated Waste Management</u>					
Revenues					
25314288 - Tipping fees IWM	\$ 0.00	\$ 3,188.21	\$ 5,000.00	\$ (1,811.79)	(64)%
25314600 - Recycling grant	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>(5,000.00)</u>	<u>0%</u>
Total Revenue	<u>0.00</u>	<u>3,188.21</u>	<u>10,000.00</u>	<u>(6,811.79)</u>	<u>32%</u>
Expenditures					
25315002 - Salary	\$ 597.24	\$ 3,888.72	\$ 4,187.74	\$ 299.02	93%
25315006 - SSI tax	45.69	322.78	335.02	12.24	96%
25315007 - Medical insurance	100.92	905.03	1,224.71	319.68	74%
25315009 - Workers compensation ins.	0.00	11.50	1,898.31	1,886.81	1%
25315010 - Deferred retirement	0.00	0.00	335.02	335.02	0%
25315024 - Educational Material	0.00	0.00	200.00	200.00	0%
25315600 - Recycling grant expenditures	<u>0.00</u>	<u>0.00</u>	<u>350.00</u>	<u>350.00</u>	<u>0%</u>
Total Expenditures	<u>743.85</u>	<u>5,128.03</u>	<u>8,530.80</u>	<u>3,402.77</u>	<u>60%</u>
Revenues Over (under) Expenditures	<u>\$ (743.85)</u>	<u>\$ (1,939.82)</u>	<u>\$ 1,469.20</u>	<u>\$ (3,409.02)</u>	<u>\$ (132)</u>

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City of Ferndale  
 Special Revenue Funds  
 Statement of Revenues and Expenditures  
 Actual vs. Budget  
 For the 9 Months Ended March 31, 2015

	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
<u>Drainage Fund</u>					
Revenues					
26314230 - Drainage fees	\$ 0.00	\$ 10,087.50	\$ 5,000.00	\$ 5,087.50	(202)%
26314240 - Drainage District fees	<u>0.00</u>	<u>0.00</u>	<u>17,385.00</u>	<u>(17,385.00)</u>	<u>0%</u>
Total Revenue	<u>0.00</u>	<u>10,087.50</u>	<u>22,385.00</u>	<u>(12,297.50)</u>	<u>45%</u>
Expenditures					
26315002 - Wages	\$ 2,354.18	\$ 12,530.74	\$ 15,795.38	\$ 3,264.64	79%
26315005 - Salary - overtime	8.18	29.58	0.00	(29.58)	0%
26315006 - SSI tax	199.73	1,166.47	1,322.34	155.87	88%
26315007 - Medical insurance	294.52	2,557.00	4,169.58	1,612.58	61%
26315009 - Workers comp. insurance	0.00	0.00	714.06	714.06	0%
26315009.1 - Workers comp. insurance	0.00	18.40	0.00	(18.40)	0%
26315010 - Deferred compensation	0.00	0.00	1,136.21	1,136.21	0%
26315010.1 - Deferred compensation	0.00	386.43	0.00	(386.43)	0%
26315024 - Supplies	0.00	1,862.00	0.00	(1,862.00)	0%
26315052 - Engineering	50.00	50.00	0.00	(50.00)	0%
26315063 - Contract Services	0.00	0.00	176.74	176.74	0%
26315095 - Capital outlay	3,412.50	3,412.50	0.00	(3,412.50)	0%
26315194 - Interest-Six Rivers loan	<u>1,096.79</u>	<u>34,328.82</u>	<u>16,488.48</u>	<u>(17,840.34)</u>	<u>208%</u>
Total Expenditures	<u>7,415.90</u>	<u>56,341.94</u>	<u>39,802.79</u>	<u>(16,539.15)</u>	<u>142%</u>
Revenues Over (under) Expenditures	<u>\$ (7,415.90)</u>	<u>\$ (46,254.44)</u>	<u>\$ (17,417.79)</u>	<u>\$ (28,836.65)</u>	<u>\$ 266</u>
<u>TE Funds - Ped. and Bicycle Path</u>					
Revenues					
40314235 - Transportation Enhancement rev	\$ 0.00	\$ 0.00	\$ 62,535.00	\$ (62,535.00)	0%
Total Revenue	<u>0.00</u>	<u>0.00</u>	<u>62,535.00</u>	<u>62,535.00</u>	<u>0%</u>
Expenditures					
40315052 - Plans, specs & estimates	\$ 0.00	\$ 81,964.05	\$ 62,535.00	\$ (19,429.05)	131%
Total Expenditures	<u>0.00</u>	<u>81,964.05</u>	<u>62,535.00</u>	<u>(19,429.05)</u>	<u>131%</u>
Revenues Over (under) Expenditures	<u>\$ 0.00</u>	<u>\$ (81,964.05)</u>	<u>\$ 0.00</u>	<u>\$ 81,964.05</u>	<u>\$ -</u>

Proprietary Fund  
Statement of Revenues and Expenditures  
For the 9 Months Ended March 31, 2015

	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
<u>Sewer Fund</u>					
Revenues					
30514274 - Sewer service charge	\$ 0.00	\$ 265,674.33	\$ 445,883.01	\$ (180,208.68)	(60)%
30514275 - Sewer connection fees	792.00	792.00	10,000.00	(9,208.00)	(8)%
30514307 - Miscellaneous revenue	549.00	35,164.00	75,000.00	(39,836.00)	(47)%
30514308 - Revenue reserved for plant r	0.00	113,520.90	194,089.99	(80,569.09)	(58)%
<b>Total Revenue</b>	<u>1,341.00</u>	<u>415,151.23</u>	<u>724,973.00</u>	<u>309,821.77</u>	<u>57%</u>
Expenditures					
30515002 - Salary - permanent	\$ 22,329.83	\$ 148,929.09	\$ 184,328.09	\$ 35,399.00	81%
30515005 - Salary - overtime	962.82	6,415.16	6,000.00	(415.16)	107%
30515006 - SSI tax	1,951.96	13,943.88	15,387.51	1,443.63	91%
30515007 - Medical insurance	969.79	28,471.23	41,750.48	13,279.25	68%
30515009 - Workers comp. insurance	0.00	73.60	8,322.89	8,249.29	1%
30515010 - Deferred retirement	0.00	7,053.79	12,905.28	5,851.49	55%
30515012 - Office expense	587.55	3,132.31	1,000.00	(2,132.31)	313%
30515014 - Vehicle expense	41.61	516.35	12,000.00	11,483.65	4%
30515016 - Vehicle gas	235.80	1,893.30	4,500.00	2,606.70	42%
30515022 - Street repair	0.00	960.00	0.00	(960.00)	0%
30515024 - Special department supply	0.00	310.33	1,000.00	689.67	31%
30515030 - Garbage/sludge	1,156.19	11,941.02	20,000.00	8,058.98	60%
30515032 - Utilities - electric - plant	6,561.75	48,257.81	57,792.00	9,534.19	84%
30515034 - Telephone	335.55	1,888.85	3,000.00	1,111.15	63%
30515044 - Meetings and dues	0.00	1,206.82	850.00	(356.82)	142%
30515048 - Training	0.00	111.85	600.00	488.15	19%
30515052 - Professional services	0.00	0.00	300.00	300.00	0%
30515055 - Contractual services	1,700.00	4,465.00	12,000.00	7,535.00	37%
30515063 - Insurance	0.00	0.00	7,000.00	7,000.00	0%
30515092 - Sewer plant permit	0.00	7,164.10	7,100.00	(64.10)	101%
30515094 - Safety equipment	255.79	314.90	1,000.00	685.10	31%
30515095 - Capital outlay	452.50	1,169.50	20,000.00	18,830.50	6%
30515099 - Miscellaneous	0.00	0.00	500.00	500.00	0%
30515121 - Sewer plant maintenance	957.82	42,306.10	15,000.00	(27,306.10)	282%
30515122 - Sewer line maintenance	3,250.00	24,557.19	10,000.00	(14,557.19)	246%
30515125 - Chemicals	0.00	1,652.04	2,000.00	347.96	83%
30515157 - Testing and monitoring	3,518.89	20,157.14	25,000.00	4,842.86	81%
30515158 - Postage and shipping	114.26	145.08	600.00	454.92	24%
30515162 - Insurance PARSAC Liability	0.00	0.00	7,500.00	7,500.00	0%
30515164 - Fines	0.00	30.76	0.00	(30.76)	0%
30515190 - USDA loan	0.00	194,289.99	194,000.00	(289.99)	100%
30515192 - Retirement of bonds	0.00	0.00	4,100.00	4,100.00	0%
30515198 - Sewer match loan	0.00	18,483.42	30,000.00	11,516.58	62%
<b>Total Expenditures</b>	<u>45,382.11</u>	<u>589,840.61</u>	<u>705,536.25</u>	<u>115,695.64</u>	<u>84%</u>
<b>Revenues Over (under) Expenditures</b>	<u>\$ (44,041.11)</u>	<u>\$ (174,689.38)</u>	<u>\$ 19,436.75</u>	<u>\$ 194,126.13</u>	<u>\$ (899)</u>

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Aycock and Edgmon, CPA  
PO Box 637  
Ferndale, CA 95536  
707-786-9798

**Supplemental Information**

City of Ferndale  
Summary of Cash Balances and Investments  
March 31, 2015

<b>CASH BY FUND</b>	<u>AMOUNT</u>	<u>PERCENT</u>
<b>General Fund Cash</b>		
Cash - unrestricted	\$ 278,579.78	
Petty cash	152.59	
Cash-restricted-insurance	<u>15,000.00</u>	
<b>Total General Fund</b>	<u>\$ 293,732.37</u>	<u>27.57%</u>
<b>Park Fund Cash</b>		
Cash - restricted - Fireman's	\$ 219.24	
Cash - restricted - Bocce Ball Courts	<u>1,854.92</u>	
<b>Total Park Fund</b>	<u>\$ 2,074.16</u>	<u>0.19%</u>
<b>Gas Tax Cash</b>		
Cash - restricted	<u>\$ 70,928.09</u>	<u>6.66%</u>
<b>TEA 21 Cash</b>		
Cash - restricted	<u>\$ 75,608.67</u>	<u>7.10%</u>
<b>Transportation Development Act Cash</b>		
Cash - restricted	<u>\$ 230,080.08</u>	<u>21.60%</u>
<b>Integrated Waste Management Cash</b>		
Cash - restricted	<u>\$ 41,284.25</u>	<u>3.87%</u>
<b>Drainage Fund Cash</b>		
Cash - restricted	<u>\$ 81,925.56</u>	<u>7.69%</u>
<b>TE Funds</b>		
<b>Russ Park Fund Cash</b>		
Cash - restricted	<u>\$ 3,884.23</u>	<u>0.36%</u>
<b>Sewer Fund Cash</b>		
Cash -unrestricted	<u>\$ 265,898.21</u>	
<b>Total Sewer Fund</b>	<u>\$ 265,898.21</u>	<u>24.96%</u>
 <b>TOTAL CASH BY FUND</b>	 <u><u>\$ 1,065,415.62</u></u>	 <u><u>100%</u></u>
 <b>CASH BY ACCOUNT</b>		
General Checking Six Rivers	\$ 359,044.52	33.70%
LAIF	706,218.51	66.29%
Petty cash	<u>152.59</u>	0.01%
<b>TOTAL CASH BY ACCOUNT</b>	<u><u>\$ 1,065,415.62</u></u>	<u><u>100%</u></u>

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**Section 9****CALL ITEMS**

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

**Section 10****PRESENTATION****Section 11****PUBLIC HEARING****Section 12****BUSINESS**

Meeting Date:	April 16, 2015	Agenda Item Number	12.a
Agenda Item Title	Approve Resolution 2015-10 Authorizing Cost to Construct a Sludge-Treatment Building at the Wastewater Facility		
Presented By:	City Manager		
Type of Item:	x	Action	Discussion Information
Action Required:		No Action	x Voice Vote Roll Call Vote

**RECOMMENDATION:**

Approve Resolution No 2015-10 Authorizing the cost of constructing a sludge treatment building that must be completed within five years.

**BACKGROUND**

The City's Wastewater treatment plant has incurred \$18,000 fines from state water board for Total Suspended Solids and BOD maximum limits exceeded, caused by excessive pond water in the treatment system. These fines were imposed on the City from violations occurring in 2012. Another fine for the same issue was incurred in November 2014.

The State has agreed to allow the \$18,000 to be used towards a project in lieu of the fine. The state has allowed for the project to be completed over a five year period, but the city must demonstrate the commitment to funding the project. The proposed project is for a complete covered structure to store and treat sludge. This would include a 3 foot concrete base wall and slab approximately 1390 sq. ft. with a structure and roof on top. It is Staff's hope to complete the project within 2 or 3 years, with the slab and walls completed as soon as possible.

By constructing the new building, the City is attempting to remedy two current issues: lack of sludge storage and reducing sludge disposal. Correcting both issues results in lower costs to the City for shipping and reduced future fines related to processing lagoon storm flows.

**FINANCIAL IMPACT:**

\$45,575 for construction that must be completed within 5 years.

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**City of Ferndale**

INCORPORATED 1893

To Cecile Morris:

This letter is in regard to our \$18,000 fine and the possibility of putting that money towards a sludge drying facility. Because our violations were for TSS and BOD, we have been able to link them directly to the water being introduced to the facility from the retention pond; specifically the volume and flow rate with which it was brought into the plant. Whenever we bring that water into the plant, we notice right away that our UV transmittance and turbidity will drop, most likely due to the algae growth that happens rapidly in the retention pond due to lack of aeration. The bugs being brought in are also dead or dying, which leads to a rapid increase in the sludge blanket in the clarifier. To counter this, our wasting rates are increased. Therefore, we must dewater much more frequently. We have since brought the water from the pond to the plant at a much more manageable pace which allows the process changes to occur at a slight increase rather than drastic changes. However, as was the case this past December, when we get hit with heavy rain storms our pond fills rather quickly and we are forced to bring the water across as quickly as possible to prevent the pond from overflowing. As stated above, when this occurs we must dewater frequently to keep pace, thus more sludge to be stored and dried.

One possible solution that has been discussed is aerating our retention pond to keep the bugs healthy while they are being stored. Aside from cost issues of running power to the pond and installing aerators, the biggest problem with this idea is the fluctuating level of the pond. We are required to keep at least 24 inches of water in the pond at all times to prevent the sludge in the bottom from drying. It also helps in the winter to start with a low level for obvious reasons. When the pond fills, aerating would not be an issue. But to maintain 24 to 48 inches makes it very difficult to aerate. We cannot keep it any higher than that for fear of a storm coming and not having enough capacity to pump excess water to the pond.

The addition of a sludge drying building would allow us to dewater as frequently as possible while still being able to dry the sludge as best as we can. We would also like to attempt to get our sludge to class A levels, allowing us to dispose of it much easier. These goals I believe can be met if we put the building on our old plant site.

Since our only violations have occurred while bringing excess water to the plant and the solution to treating the issue has been determined to increase our wasting times, I believe that a sludge drying building would directly help in making sure these problems do not reoccur. We recently had a TSS count of 18 in November which violates our daily limit of 15. This again happened while we were forced to bring as much water to the plant from the pond as quickly as possible because of heavy rains. We dewatered as much as we could, but ran out of storage space, and had to slow the frequency, which led

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directly to the current violation. If we had had the storage, I believe we could have avoided that violation.

We do our best to make sure that the water brought into the plant from the pond is done so as slowly as possible to ensure the best treatment possible and have been successful doing that. When we are forced to increase the volume, we have been able to do a better job since these violations occurred to ensure that the problem doesn't persist. With the addition of sludge storage, I believe we will have done everything we could to prevent any further violations.

Sincerely  
Steve Coppini

A handwritten signature in blue ink on a light-colored rectangular background. The signature appears to read "Steve Coppini" in a cursive style.

Chief Plant Operator  
City of Ferndale

**RESOLUTION NO. 2015-10****A RESOLUTION OF THE CITY OF FERNDALE APPROVING THE COST OF \$45,575 TO CONSTRUCT A SLUDGE-TREATMENT BUILDING AT THE WASTEWATER TREATMENT PLANT IN LIEU OF FINES**

**A. WHEREAS,** The City Wastewater Treatment Plant has incurred fines totaling \$18,000 from the State Water Board due to Total Suspended Solids and BOD maximum limits exceeded, caused by excessive pond water in the treatment system in 2012; and

**B. WHEREAS,** The City Wastewater Treatment Plant had another violation in November 2014 due to the same reason; and

**C. WHEREAS,** The City Wastewater Treatment Plant would like to avoid similar violations in the future, resulting in additional fines; and

**D. WHEREAS,** The State has agreed to allow the \$18,000 to be used towards a project in lieu of fine, provided that the project directly relates to the violations; and

**E. WHEREAS,** A project has been identified, which would include a 3 foot concrete base wall and slab approximately 1390 sq ft, covered by a roofed structure; and

**F. WHEREAS,** This project would remedy two issues: lack of sludge storage and reducing sludge disposal costs.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF FERNDALE DOES HEREBY ADOPT THE RECITALS AND FINDINGS STATED ABOVE AND APPROVES THE COST OF \$45,575 TO CONSTRUCT A SLUDGE-TREATMENT BUILDING AT THE WASTEWATER TREATMENT PLANT.**

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of April, 2015 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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**Don Hindley, Mayor**

**ATTEST:**

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**Jennifer Church, City Clerk**

Meeting Date:	April 16, 2015	Agenda Item Number	12.b
Agenda Item Title	Consider Proposal From Redwood Coast Fuels Regarding City Propane Service		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION**

Decide whether the City should stay with Sequoia Gas or switch providers to Redwood Coast Fuels for propane service.

**DISCUSSION:**

The City currently uses Sequoia Gas as its service provider for propane. There are propane tanks at City Hall, police station and the Library. In the recent months, Redwood Coast Fuels has been offering its service to the City. Included in this offer is a lower rate for fuel than the City is currently paying.

**FINANCIAL IMPACT:**

Unknown

Redwood Coast Fuels  
3134 Jacobs Ave  
Eureka, Ca 95501  
707-442-5823

RECEIVED  
MAR 09 2015  
BY: .....

March 5, 2015

City of Ferndale  
834 Main Street  
P O Box 1095  
Ferndale, Ca 95536

Attention: Jay Parrish

Subject: Propane Delivery Service / City of Ferndale

Redwood Coast Fuels will replace all non customer owned propane tanks that operate all buildings under the account name of City of Ferndale, at no charge.

All work provided by Redwood Coast Fuels will be done in compliance with our state and local safety regulations. A complete safety check will be performed on the propane installations as well as each individual propane system serviced by Redwood Coast Fuels, at no charge to the City of Ferndale.

Redwood Coast Fuels maintains the highest safety standard in the industry. Our service technicians are available through our on call emergency service 24 hours a day, 7 days a week.

Redwood Coast Fuels will deliver propane to the City of Ferndale, on a cost (based on refinery – Targa Bay Area Postings) plus basis. The delivered price today would be \$1.364 (one dollar and thirty six 4/10<sup>th</sup> cents) per gallon. This price reflects TARGA pricing plus \$.65 (sixty five cents) per gallon and will fluctuate with changes at the refinery.

**Redwood Coast Fuels will lock in TARGA plus \$.65 for a five year period.**

State and Local Sales Tax will be billed according to State and Local requirements.

Each tank will be assessed an annual tank rent fee of \$60.00 beginning in January 2016.

Redwood Coast Fuels will provide verification of cost upon request to the City of Ferndale. Verification of cost will be the industry standard Targa Bay Area Posting and will base the information provided on Benicia, Richmond location.

Redwood Coast Fuels will provide delivery receipts for each delivery. These Receipts can be left on site or mailed the next business day depending on the preference of the City of Ferndale.

Redwood Coast Fuels will monitor and fill all Propane Tanks under contract with the City of Ferndale on a regular basis.

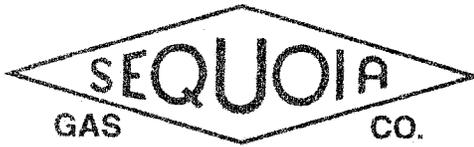
The City of Ferndale agrees to honor the terms of this proposal for a period of five years starting with the date of the first delivery. At the end of the first five year period the terms of this agreement may be renegotiated to reflect the cost of doing business.

Please feel free to contact me with any questions or concerns you may have. I can be reached at our office 707-442-5823 or on my cell at 707-671-5305. I look forward to hearing from you.



Cathy Gott

Propane Sales Representative



"Mainly Beyond the Mains"

926 Main Street • Fortuna, CA 95540 • Bus. 707-725-4465 • Fax 707-725-1842  
1907 Heindon Road • Arcata, CA 95521 • Bus. 707-822-4851 • Fax 707-822-8968

Don-

4/6/2015

Here are some facts to for the council to consider.

- 1- Sequoia Gas has been serving the Eel River Valley for 74 years.
- 2- Over the years we have employed many Ferndale residents. Currently we employ, Blaine Lowry, Melody Manzi -Vanderhorst and Jared Souza. We provide all our employees with good wages and benefits.
- 3- Sequoia Gas has ALWAYS been an active member of the Ferndale community. We contribute both time and donations to many causes in Ferndale. Service clubs, schools, Humboldt County Fair, Sr. Resources, Community Chest, museum, churches, various celebrations, Ferndale Chamber of Commerce and yearly high school scholarships are a few of the activities we support. This community involvement did not start yesterday; it has been on going from day one.
- 4- Our prices have always been competitive and fair. We have not stayed in business all these years by over charging our customers. We cannot sell propane below the cost of running our business.
- 5- No other company can match the service we provide. Other companies can make all the promises in the world, but we have a 74 year track record of being there for our customers. Our employees have the experience and training to take care of the everyday jobs and any emergency that may come up. The city knows from experience, that when they contact Sequoia Gas for ANYTHING it will be taken care of in a timely and professional manner.
- 6- If the price of a gallon of propane is the only consideration, then so be it, but if you look at the total value received, there is no comparison.

Thanks,  
  
Shannon

Meeting Date:	April 16, 2015		Agenda Item Number	12.c	
Agenda Item Title	Discussion on Francis Creek Footbridge				
Presented By:	City Manager				
Type of Item:	X	Action		Discussion	Information
Action Required:		No Action	X	Voice Vote	Roll Call Vote

**RECOMMENDATION:**

Discuss the possibility of building a footbridge across Francis Creek from Francis Street into Fireman’s Park. Staff recommends a committee to come up with a design that would fit the character of our town and add a unique but attractive aesthetic appearance to the start of a Russ Park trail.

**DISCUSSION:**

There are currently no paths or sidewalks from Francis St to Fireman’s Park. Visitors use a narrow bridge that travels around Scout Barn to access the Park. Adding a footbridge to connect from the end of Francis St directly into Fireman’s Park would add a safe route for tourists and locals alike, which is away from moving vehicles.

Building this bridge would come at no cost to the City, but requires Council approval because it would be on City property. The cost for materials would be funded by donations. Construction will be provided by local volunteers, including several contractors.

**FINANCIAL IMPACT:** None – Donor Funded

Meeting Date:	April 16, 2015	Agenda Item Number	12.d
Agenda Item Title	Update on PG&E Rule 20A Undergrounding Project		
Presented By:	City Manager		
Type of Item:	<input type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	<input checked="" type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

### RECOMMENDATION

Receive and file update on the PG&E Rule 20A Undergrounding Project from City Manager Parrish.

### DISCUSSION:

At its regular meeting on February 6, 2014, the City Council heard from City Manager Parrish, City Attorney Gans and several members of the public about the process the City needs to engage in to identify and select the project area to comply with CEQA. City Manager Parrish has pulled together a team to manage this process and will give an update. At the regular City Council meeting on March 6, 2014, City Manager Parrish reported that the City had a public meeting on March 1 attended by several members of the public where a number of potential sites for the undergrounding project were identified.

The City is now focusing on 3 main areas for the project. With the \$454,000 in Rule 20a monies the City will get from PG&E, and the \$1.85 million that the City will get from the County, the City can complete 2 of these 3 areas. The City Manager has been working with Lizette from PG&E to get approximate costs for each of these areas in order to determine which can be done.

As reported at the February 5 and March 19, 2015 meetings, City Manager Parrish and Mayor Hindley met with Frontier to discuss our options for laying the Frontier line while PG&E is working on this project. There is a new law that would require the City to pay Frontier to lay their line. The City Manager has expressed to Frontier his concerns regarding this fee. Since the March 19, 2015 Meeting, the City Manager and Mayor met with representatives of Frontier to further discuss the project. Lizette of PG&E is setting up a meeting with all utilities that would be included in trenches and hopes to accomplish this before the May council meeting in hopes the council would be able to pick the alternatives if there is resolution to the infrastructure questions.

### FINANCIAL IMPACT:

No financial impact to City, however the project will use Rule 20a monies from PG&E, which amount to \$454,000 and the County has agreed to give the City \$1.85 million for the project.

Meeting Date:	April 16, 2015	Agenda Item Number	12.e
Agenda Item Title	Consider Approval of the RFP and Draft Memorandum of Understanding Between HWMA and City of Ferndale as a Member Agency		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Consider approval of the RFP and draft MOU between HWMA and City of Ferndale to participate in a regional recyclable materials processing agreement. It is staff's recommendation to wait until closer to the duration of our present franchise agreement in 2021 to obtain the best possible position for the City's rate payers.

**BACKGROUND**

Humboldt Waste Management Authority has began the process of creating an agreement between HWMA and its Member Agencies to participate in a Regional Recyclables Materials Processing program. If approved and agreed upon by the Member Agencies, this would be a 10-year program in which the City would commit its recyclables to HWMA in return for quarterly revenue based on tonnage received. The Authority is proposing to keep 15% of the base revenue of each participating agency's single stream tonnage to cover administrative costs for managing the regional agreement. Any rates paid by the successful proposer above that base per-ton rate will be passed through directly to each participating agency on a quarterly basis.

It should be understood that the City has a Franchise agreement with Eel River Disposal that has flow control over our recyclables and we may not be able to join in on all the benefits of this RFP until 2021. It is our understanding that we will then have the opportunity to participate in all the activities of recycling just like the other HWMA members. Review and comment on this draft document will inform the final document, and the City will have better knowledge of what to expect from regionalized participation at such time as we prepare to discuss options for directing recycling tonnage once the current agreement reaches its conclusion.

A draft MOU has been created and is now before the Council for review and approval. Approval of this document does not commit the City to any current agreement, nor does it commit the City to participate in the new agreement that results from the upcoming RFP for which this MOU is required. Those agencies which are capable of participating currently will be

asked to confirm or deny commitment of their tonnage prior to publishing the RFP for Regional Recyclables Materials Processing. Commitment of those tonnages will inform potential proposers on the current tonnage available on which to propose.

**FINANCIAL IMPACT:**

Unknown

**MEMORANDUM OF UNDERSTANDING BETWEEN THE  
HUMBOLDT WASTE MANAGEMENT AUTHORITY AND ITS MEMBER AGENCIES  
TO PARTICIPATE IN A  
REGIONAL RECYCLABLE MATERIALS PROCESSING AGREEMENT**

This Memorandum of Understanding is entered into by and between the Humboldt Waste Management Authority (“HWMA”), a joint powers authority, and the undersigned participating member agencies (each, a “Participating Agency”) and is effective this \_\_\_\_\_ day of \_\_\_\_\_ (“Effective Date”).

**Recitals**

- A. HWMA is a joint powers authority formed by the cities of Arcata, Blue Lake, Eureka, Ferndale, Rio Dell, and the County of Humboldt for purposes of efficient solid waste management.
- B. Based on the interests of its member agencies, HWMA is preparing to solicit a request for proposals for cost-effective regional recyclables materials processing services, evaluate said proposals and enter into an agreement for services.
- C. In order to solicit and secure a competitive proposal, member agencies are asked to commit their source-separated and mixed recyclable tonnage to HWMA.
- D. HWMA anticipates that said agreement with the Authority’s designated contractor for recyclable services will contain the following key components:
  1. Acceptance of source-separated or mixed recyclable materials from franchise haulers at either the HWMA facility (1059 W. Hawthorne Street, Eureka, CA), or other facilities approved by the HWMA and Contractor for purposes of implementing the Regional Recyclable Materials Processing Contract.
  2. A term of ten years, with a five-year extension option.
  3. Payment by the contractor for the recyclable materials at a rate to be determined through the negotiation process, with share of revenue distributed to member agencies based on contributed tonnage.
  4. Low-cost and efficient local recycling, receiving and processing services.
  5. Maximize commodities for high value end market.
  6. Flexibility to adapt to market fluctuations and trends to secure most competitive price rates.
  7. A quarterly market value credit to the Authority based on the tons processed and full market value of the indices described in *Appendix 1 – Processing Agreement*.
  8. The demonstrated ability, and expressed interest, to accept and market additional materials.
  9. Maintain quarterly facility total residual disposal to less than 8% of inbound materials from the franchise haulers.

10. Meet or exceed all current and future state and local regulations and permitting conditions, and have an Operations Plan approved by local regulatory authorities at the time the Processing Agreement goes into effect.
11. Creation of good quality jobs and fair treatment of employees.
12. Full cooperation with member agency franchise operators, as well as the Hawthorne Street Transfer Station.
13. Maintain a high level of service (timely, courteous, and responsive) to the Authority and its Member Agencies.
14. Ensure the cost competitiveness and effectiveness of the services provided; and
15. Pursuant with CA Assembly Bill 32, minimize the carbon footprint; reduce overall greenhouse gas emissions and other adverse environmental impacts while maximizing the sustainability of the services.

The undersigned HWMA member agencies would like to participate in the HWMA Regional Recycling RFP process, and ensure combined recycling tonnage is committed for recyclables materials processing.

NOW THEREFORE, based on the terms recited above, the parties enter into this memorandum of understanding:

1. Recyclable Materials Processing Agreement. HWMA shall solicit proposals and enter into an agreement for recyclable processing and marketing services with the Authority's Designated Recycling Contractor ("Contractor") with basic terms as outline above ("Recyclable Materials Processing Agreement").
2. Recyclable Materials Flow Control. For the term of the Recyclable Materials Processing Agreement, each Participating Agency agrees to direct its franchise collection hauler to deliver all recyclable materials it collects under agreement with the Participating Agency to either the HWMA transfer facility located at 1059 W. Hawthorne Street, Eureka, or other facility approved by the HWMA for receipt by Contractor for purposes of implementing the Regional Recyclable Materials Processing Agreement.
3. Reuse in Value Added Product. Participating Agencies may request that HWMA divert specified recyclable materials for reuse in a value-added, local product.
4. Reporting. HWMA will provide quarterly and annual summary reports to each Participating Agency indicating the tonnage of recyclable materials processed for that period from the jurisdiction of each Participating Agency, a statement of revenues received from the Contractor, and any other information concerning contract administrator as the Participating Agency should request.
5. Contract Management. HWMA shall manage and administer the Recyclable Materials Processing Agreement based on direction from the HWMA Board of Directors.

6. Meetings and Consultation. HWMA staff agrees to meet as needed with Participating Agency staff to coordinate and discuss the ongoing management of the Recyclable Materials Processing Agreement.
7. Revenue Distribution. Revenue received by HWMA from the Contractor derived from the sale of recyclable commodities shall be disbursed to each Participating Agency quarterly on the following basis:
  - a. HWMA shall retain for contract administration 15% of the agreed upon \$ per ton base revenue received from all single-stream recyclable commodities;
  - b. Any revenue received from source separated recyclable commodities shall be passed through to each Participating Agency.
8. Education. The HWMA and Participating Agencies shall undertake coordinated educational and outreach activities to assist the Contractor in achieving a diversion rate of 92% of all recyclable materials received. The HWMA and Participating Agencies will coordinate, prepare and implement an annual education campaign, including periodic collection route audits to identify excessive residuals in the recycling stream.
9. Additional Participation. HWMA member agencies not initially participating in this MOU shall be permitted to enter into this MOU and thereby participate in the Recyclable Materials Processing Agreement subject to modified terms and conditions, if any, acceptable to both the HWMA Board of Directors and Contractor.
10. Third Party Beneficiaries. Participating Member Agencies are not considered third party beneficiaries under the Recyclable Materials Processing Agreement.
11. Indemnity. Pursuant to the HWMA Joint Powers Authority Agreement, the HWMA shall indemnify each Participating Agency for any defense to claims, as well as cost of any judgments imposed for claims resulting from actions by the HWMA in relations to its management and implementation of the Recyclable Materials Processing Agreement.
12. Counterparts. This MOU may be executed in separate counterparts, and all counterparts when signed, shall constitute and enforceable agreement.
13. Humboldt County Nuclear Free Ordinance Compliance. The Contractor has certified to the HWMA that it is not a Nuclear Weapons Contractor, in that it does not knowingly or intentionally engage in the research, development, production, or testing of nuclear warheads, nuclear weapon systems, or nuclear weapons components as defined by the County of Humboldt Nuclear Free Humboldt County Ordinance. The Contractor will agree to notify HWMA if it becomes a Nuclear Weapons Contractor as defined above, and the HWMA retains the authority to immediately terminate the Recyclable Materials Processing Agreement if it determines that the Contractor's certification is false or if the Contractor becomes a Nuclear Weapons Contractor.

WHEREFORE, the governing bodies of each of the parties below has authorized and approved this Memorandum of Understanding on the date stated below:

**HUMBOLDT WASTE MANAGEMENT AUTHORITY**

Dated:  
By: Board Chair  
Attested to by:  
Dated:  
Executive Director Signature:

**CITY OF ARCATA**

Dated:  
By: Its Mayor  
Attested to by:  
Dated:  
City Clerk Signature:

**CITY OF BLUE LAKE**

Dated:  
By: Its Mayor  
Attested to by:  
Dated:  
City Clerk Signature:

**CITY OF EUREKA**

Dated:  
By: Its Mayor  
Attested to by:  
Dated:  
City Clerk Signature:

**CITY OF FERNDALE**

Dated:  
By: Its Mayor  
Attested to by:  
Dated:  
City Clerk Signature

**COUNTY OF HUMBOLDT**

Dated:  
By: Its Chair of the Board  
Attested to by:  
Dated:  
County Clerk Signature:

**CITY OF RIO DELL**

Dated:

By: Its Mayor

Attested to by:

Dated:

City Clerk Signature:

Public Draft

Meeting Date:	April 16, 2015	Agenda Item Number	12.f
Agenda Item Title	Approve Installation of Two Electric Car Charging Stations		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION**

Consider Approval of Installation of Two Electric Car Charging Stations.

**DISCUSSION:**

The City Manager has been in contact with representatives of Redwood Coast Energy Authority (RCEA) regarding the possibility of installing 2 electric vehicle charging stations in the City Parking lot. These charge stations would be installed at no cost to the City and would be maintained completely by RCEA. This would include: maintenance, monthly electricity bill, repairs, and all fees related to the installation.

With more electric vehicles throughout the United States, Ferndale is likely to see an increase in citizens and travelers alike in need of a charge station.

**FINANCIAL IMPACT:**

None

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF FERNDALE AND  
THE REDWOOD COAST ENERGY AUTHORITY**

**1. Purpose**

The purpose of this Memorandum of Understanding (“MOU”) is to set forth the terms and conditions between the City of Ferndale (“SITE HOST”) and the Redwood Coast Energy Authority (“RCEA”) for a partnership to provide plug-in electric vehicle charging to the general public at the city parking located at the intersection of 4<sup>th</sup> and Main Streets (“LOCATION”).

**2. Context**

RCEA has entered into an agreement with the California Energy Commission (CEC) to receive grant funding pursuant to Grant # PON-13-606, for the “North Coast Plug-In Electric Vehicle Charging Network” program. That grant includes funding to install electric vehicle supply equipment (EVSE) at nine locations in Humboldt County. RCEA and the SITE HOST agree that the LOCATION is a desirable site for public electric vehicle charging infrastructure and agree to work together to install and operate EVSE at this site.

**3. Roles and Responsibilities**

Through this MOU, the SITE HOST agrees to serve as the site host for EVSE and RCEA agrees to install, own, and operate the EVSE; each party agrees to the following roles and responsibilities:

- A. At no cost to the SITE HOST, RCEA will install, own, operate, and maintain the EVSE, and will be responsible for performing any required repairs or upgrades to the EVSE.
- B. Equipment installed by RCEA will be:
  - a. Pedestal-mounted SAE J1772-standard compliant, Level 2, 240V EVSE able to service two vehicles at a time.
  - b. Post-mounted SAE J1772-standard compliant, Level 1, 120V EVSE able to service one vehicle at a time in the ADA-designated parking space.
- C. The SITE HOST will allow RCEA to install the EVSE, associated signage and pavement marking, and new and separate electrical service at the LOCATION. RCEA shall be responsible for the new electrical service while this MOU is in effect. All work will be performed by appropriately licensed and insured contractors who shall obtain electrical permits and City business licenses.
- D. The SITE HOST will designate two parking spaces, as shown on the attached conceptual site plan, as reserved for users of the EVSE and will make those spaces available for use 24-hours a day, 7 days a week. The EVSE shall rely on existing ambient parking lot lighting levels for evening and night usage.
- E. RCEA will set pricing and collect payment from users of the EVSE.

- F. The terms of this MOU shall stay in effect as long as the EVSE remains in place at LOCATION. The SITE HOST will continue to host the EVSE under the terms of this MOU through June 30, 2017, which date may be extended upon the mutual agreement in writing of the parties. After June 30, 2017, either the SITE HOST or RCEA may give the other party 90 days' written notice of intent to terminate this MOU, and within 90 days of such notice, RCEA will either remove the EVSE and any associated signage at no cost to the district and restore the site to its original condition, or transfer ownership of the EVSE to the SITE HOST for the SITE HOST's continued sole operation and maintenance.

#### **4. Hold Harmless and Indemnification**

RCEA agrees to indemnify, defend and hold harmless the SITE HOST, its Governing Board, its officers, agents, employees, and volunteers from any and all claims and losses, whatsoever, accruing or resulting from any and all subcontractors, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged as a result of the RCEA, its officers, agents employees and volunteers, pertaining to RCEA's performance of this Agreement.

SITE HOST agrees to indemnify, defend and hold harmless RCEA, its Governing Board, its officers, agents, employees, and volunteers from any and all claims and losses, whatsoever, accruing or resulting from its performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged as a result of the SITE HOST, its officers, agents, employees and volunteers, pertaining to the SITE HOST's performance of this Agreement.

#### **5. Insurance**

- A. RCEA agrees to maintain, at a minimum, the insurance coverage or self-insurance coverage as set out below at all times during the terms of this MOU. Failure to maintain the required insurance shall be grounds for termination of this MOU. Said coverage shall include an endorsement to add the SITE HOST, its officers, agents and employees, as additional insureds with respect to liability arising out of or connected with the services to be provided under this MOU. Said coverage shall additionally be endorsed to specify that the RCEA insurance is primary and that insurance or self-insurance maintained by the SITE HOST shall not contribute with it. Upon request, RCEA shall furnish the SITE HOST with certificates of insurance and endorsements of all required insurance. Said documentation shall state that coverage shall not be cancelled except after thirty (30) days prior written notice has been given to the SITE HOST.
- B. Workers' Compensation and Employers' Liability Insurance: RCEA shall provide Workers' Compensation and Employers' Liability insurance for RCEA's employees and agents to the extent required by law.
- C. Commercial General Liability: RCEA shall maintain \$1 million minimum commercial general liability insurance coverage.
- D. Business Auto: RCEA shall maintain \$1 million minimum business automobile

insurance coverage.

- E. Professional Liability Insurance: RCEA shall maintain \$1 million minimum professional liability insurance.

## **6. Assignment**

Neither party shall assign its obligations under this Agreement without the prior written consent of the other.

## **7. Nondiscriminatory Employment**

In connection with the execution of the Agreement, RCEA and the SITE HOST shall not unlawfully discriminate against, harass, or allow harassment against any employee or applicant for employment because of sex, race, religion, color, national origin, ancestry, disability, sexual orientation, medical condition, marital status, age (over 40), or denial of family-care leave, medical-care leave, or pregnancy-disability leave. RCEA and the SITE HOST shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination and harassment.

## **8. Entirety of Contract**

This Agreement shall constitute the entire agreement between the parties relating to the subject matter of this agreement, and shall supersede any previous agreements, promises, representation, understanding and negotiation, whether oral or written, concerning the same subject matter. Any and all act which may have already been consummated pursuant to the terms which are embodied in this Agreement are hereby ratified.

## **9. Notices**

Whenever it is provided in this agreement that RCEA or the SITE HOST shall give written notice to the other, said notice may be given by delivering a copy of said notice to the other party personally, or by mailing first class mail through the U.S. Postal Service, a copy of said notice at the following addresses:

- a. City of Ferndale  
Jay Parrish, City Manager  
P.O. Box 1095, Ferndale, CA 95536
- b. Redwood Coast Energy Authority  
Matthew Marshall, Executive Director  
633 3<sup>rd</sup> St., Eureka, CA 95501

## **10. Compliance with Applicable Laws**

The RCEA and the SITE HOST shall comply with any and all applicable federal, state and local laws affecting the activities covered by this Agreement.

## **11. Jurisdiction and Venue**

This Agreement shall be construed in accordance with the laws of the State of California, and the parties hereto agree that venue shall be in Humboldt County, California.

**12. Headings**

The headings of this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions of this Agreement.

**13. Severability**

If a portion, term, condition or provision of this MOU is determined by a court to be illegal or in conflict with a law of the State of California, or is otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions is not affected.

**14. Waiver**

The waiver of any breach of any provision hereunder by any party hereto shall not be deemed to be a waiver of any preceding or subsequent breach hereunder.

**15. Effective Date**

This MOU becomes effective when executed by authorized representatives of both parties.

**16. Amendments and Termination of the MOU**

This MOU will continue until terminated by either party with 90 days' notice to other party, but not before June 30, 2017. The parties may change this agreement with unanimous consent, but no addition to, or alteration of, the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto. If either of the parties has reason to believe that the terms of the MOU are not being fulfilled, any party may provide written notification to the others stating the basis for the concern and providing a reasonable time to respond or remedy the situation. RCEA and the SITE HOST will make reasonable efforts to resolve the issues to all parties' satisfaction.

**IN WITNESS WHEREOF** the parties hereto have executed this agreement the day and year first written below by their duly authorized representatives, having full authority to so act for and on behalf of the parties hereto.

**Redwood Coast Energy Authority**

By: \_\_\_\_\_  
Matthew Marshall, Executive Director

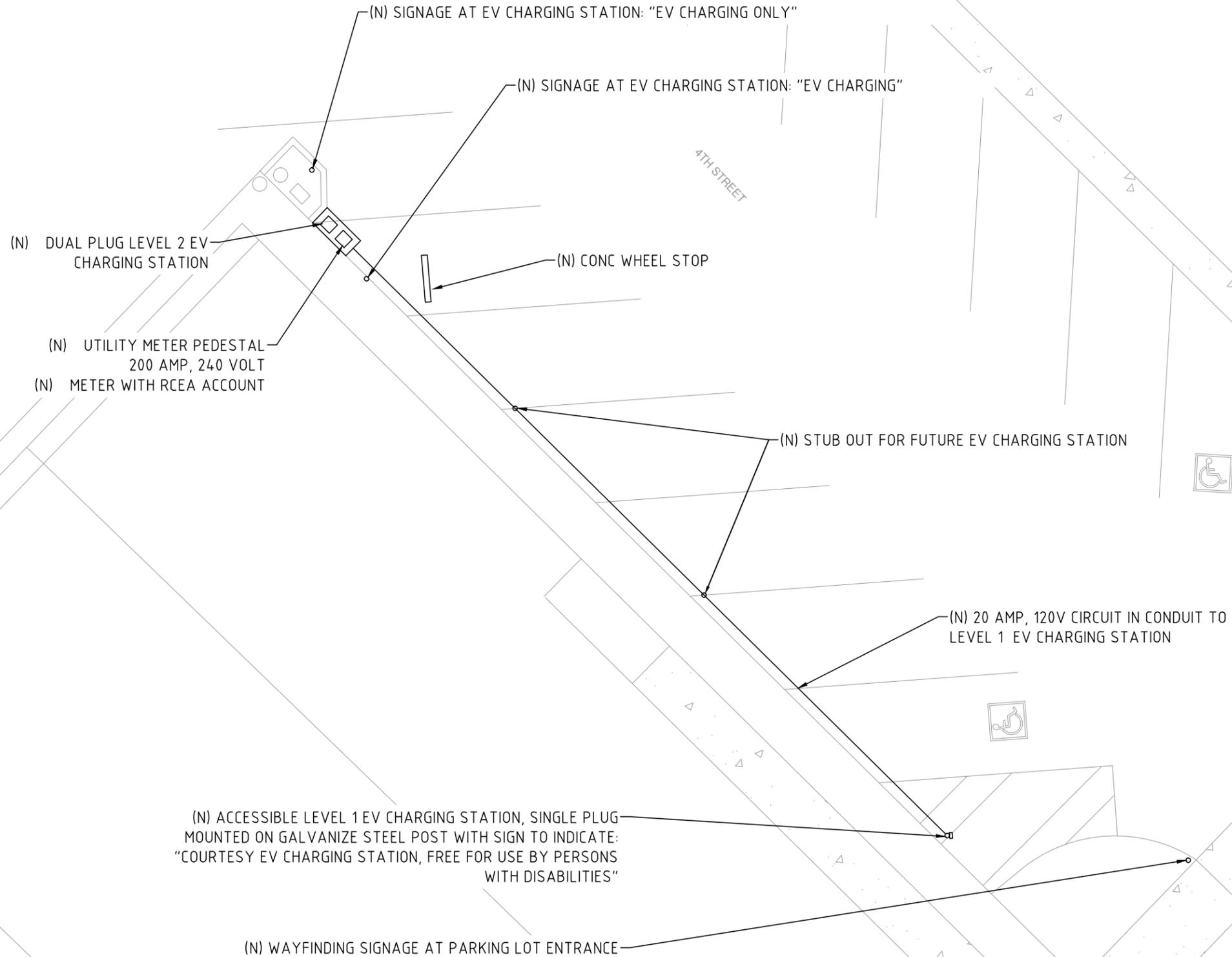
Date: \_\_\_\_\_

**SITE HOST**

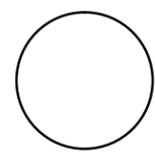
By: \_\_\_\_\_  
Jay Parrish, City Manager

Date: \_\_\_\_\_

**Attachment A - Conceptual Site Plan**  
**Attachment B - Revenue Sharing Plan**



**PRELIMINARY**  
NOT FOR CONSTRUCTION



BAR IS ONE INCH ON ORIGINAL DRAWING  
0 1"

REV	DATE	DESCRIPTION
2	4/6/2015	REVISED LAYOUT
1	3/25/15	REVISION

REDWOOD COAST ENERGY AUTHORITY  
NORTH COAST PEV CHARGING NETWORK

CITY OF FERNDALE  
PUBLIC PARKING LOT  
EV CHARGING STATION PLAN

PROJ NO:	
DRWN: DC	CHK: DC
----	
SHEET 21	OF XX

## **ATTACHMENT B: ELECTRIC VEHICLE CHARGING NETWORK REVENUE SHARING PLAN**

### **1. Purpose**

The Redwood Coast Energy Authority (“RCEA”) is establishing partnerships to provide plug-in electric vehicle charging stations to the general public at various locations in Humboldt County. As part of this activity, RCEA uses a revenue sharing plan to cover operating costs, encourage site host participation, and further develop charging stations. This revenue sharing plan shall be considered part of an active memorandum of understanding (“MOU”) between RCEA and SITE HOST.

### **2. Energy and Service Pricing**

Customer energy and service prices shall be set by RCEA. The pricing goals are to:

- Generate sufficient funds to pay for routine operating and maintenance costs of the electric vehicle infrastructure;
- Maintain an electricity price at or below conventional gasoline costs for an equivalent distance traveled;
- Build a contingency fund for unplanned costs such as from power disruption, accidents, vandalism, and other unforeseen situations.
- Generate shared revenue, assuming other pricing goals are met.

Site hosts will be informed in advance of any price changes.

### **3. Cost Recovery**

Revenues shall first be used to recover all operation and maintenance costs of the total regional electric vehicle infrastructure.

RCEA shall bear the burden of all financial shortfalls should revenues fail to cover costs. It remains at RCEA’s discretion to suspend or terminate operation of the electric vehicle charging station based on excessive costs, within the terms of the MOU.

### **4. Revenue Generation**

Should the station generate revenues beyond the RCEA costs and contingency requirements for the total regional electric vehicle infrastructure, RCEA shall share these revenues on an equal basis with the site host. Where the site host includes multiple parties, it is at the discretion of these parties to determine how to apportion their share. When applicable, revenues shall be calculated and provided to the site host in a quarterly statement, along with any associated payments.

As a government agency, RCEA shall use their revenue share to improve and expand local opportunities for vehicle fueling alternatives to fossil fuels. Actions may include, but are not limited to, conducting education and outreach on alternative fuels, adding additional infrastructure, and expanding network features and capacity.

Meeting Date:	April 16, 2015	Agenda Item Number	12.g
Agenda Item Title	Resolution No. 2015-12 Authorize the City Engineer Permit Fees Associated With Permitting for the Proposed Permitting of Roadside Ditch Maintenance Activities		
Presented By:	Yoash Tilles, City Engineer		
Type of Item:	X	Action	Discussion Information
Action Required:		No Action	X Voice Vote Roll Call Vote

### RECOMMENDATION

Approve Resolution 2015-12 authorizing payment for 401 Water Quality Certification under the 5 Counties Program for maintenance of roadside ditches.

### DISCUSSION:

The City requires periodic maintenance of the roadside ditches in town. The City authorized the City Engineer on the December 4<sup>th</sup>, 2014 Council meeting to move forward with permitting of the roadside ditch maintenance activities at a cost not to exceed \$9,000. Since then, the City Engineer has worked with the North Coast Regional Water Quality Control Board (NCRWQCB) to permit under the 5 Counties Road Maintenance Manual the proposed ditches slated for maintenance. The City Engineer has also been working with the CA Department of Fish and Wildlife (CDFW) as well as with the US Army Corps of Engineers (USACOE) to obtain the necessary authorizations. Specifically, the following Tasks have been completed since the December 4<sup>th</sup>, 2014 Council meeting:

- Task 1: Prepared an inventory and GIS Base Map of the City's ditches utilizing the 2004 drainage master plan.
- Task 2: Met with City Drainage Committee to finalize Base Map and decided on the type of maintenance required.
- Task 3: Corresponded and coordinated with the California Department of Fish and Wildlife Services (CDFW) - On March 18, 2015, Clare Golec indicated in an email that the CDFWS does not consider the West Side Drainage or Francis Creek Drainage road maintenance activities to affect a jurisdictional stream under Fish and Game Code Section 1600. Ms. Golec also indicated in the same email that the CDFW would not consider the East Drainage road maintenance activities substantial or requiring notification for a Lake or Streambed Alteration Agreement under the proposed conditions and actions:
  - Maintenance be confined to the channelized stream channel portions (ditched) at the present locations (above Rose Avenue).
  - Maintenance will be conducted annually during the period of June 15 and October 15.
  - Vegetation disturbance will be temporary and confined to the channel, and not impact stream bank vegetation.
  - Exclusion of the remnant stream channel portions below Rose Avenue from the road maintenance activities.

On April 6, 2015, received email from Clare Golec to address the 5C 401 Application regarding Threatened and Endangered Species that was accepted by the NCRWQCB.

- Task 4: Prepared draft proposal for maintenance – The first draft proposal was completed on February 2, 2015. Since then the proposal has been revised a number of times to reflect the regulatory agencies comments.
- Task 5: Finalizing proposal and City adopted 5C Road Maintenance Manual – provided City of Ferndale with 5C Resolution that was adopted by the City on March 19, 2015 and will be submitted with the 5C Application to the NCRWQCB.
- Task 6: Coordination and Water Board Permit/Waiver and US Army Corps of Engineers as needed – 5C and 401 Application details were finalized with the NCRWQCB on April 7<sup>th</sup>, 2015. Expecting letter of exemption from the USACOE.

On April 6, 2015, Maggie Robinson with the NCRWQCB informed the City Engineer that the City is required to obtain 401 Certification for the ditches along Nichols Way and Washington Street in addition to the ditches along Grant Avenue, Lincoln Avenue, and off of the 5th Street Culvert. We have determined with the NCRWQCB that the permitting fees for ditches slated for maintenance that require a 5C 401 Water Quality Certification are \$1,179.00. This amount is based on surface area that would be temporarily impacted (vegetation removed) by the roadside ditch maintenance activities. We were also informed by Stephen Bargsten with the NCRWQCB on April 7<sup>th</sup>, 2015 that this fee is a one-time fee for the ditches under the 5C that require a 401 Certification. Those ditches requiring a 401 Certification, will need to have the 401 Certification renewed each year under the 5C Program prior to commencement of maintenance activities, but no additional payment will be required.

**FINANCIAL IMPACT:** \$1,179.00

**RESOLUTION NO. 2015-12****A RESOLUTION OF THE CITY OF FERNDALE APPROVING THE PERMIT FEES OF \$1,179 FOR 401 WATER QUALITY CERTIFICATION UNDER THE 5 COUNTIES PROGRAM FOR MAINTENANCE OF ROADSIDE DITCHES**

- A. WHEREAS,** The City requires periodic maintenance of the roadside ditches in town; and
- B. WHEREAS,** The City authorized the City Engineer on the December 4th, 2014 Council meeting to move forward with permitting of the roadside ditch maintenance activities at a cost not to exceed \$9,000; and
- C. WHEREAS,** the City Engineer has worked with the North Coast Regional Water Quality Control Board (NCRWQCB), CA Department of Fish and Wildlife (CDFW) and Army Corps of Engineers (USACOE) to obtain the necessary authorizations; and
- D. WHEREAS,** On April 6, 2015, Maggie Robinson with the NCRWQCB informed the City Engineer that the City is required to obtain 401 Certification for the ditches along Nichols Way and Washington Street in addition to the ditches along Grant Avenue, Lincoln Avenue, and off of the 5th Street Culvert; and
- F. WHEREAS,** permitting fees for the ditches slated for maintenance that require a 5C 401 Water Quality Certification are \$1,179.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF FERNDALE DOES HEREBY ADOPT THE RECITALS AND FINDINGS STATED ABOVE AND APPROVES THE COST OF \$1,179 FOR 401 WATER QUALITY CERTIFICATION UNDER THE 5 COUNTIES PROGRAM FOR MAINTENANCE OF ROADSIDE DITCHES**

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of April, 2015 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
**Don Hindley, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Jennifer Church, City Clerk**

Meeting Date:	April 16, 2015	Agenda Item Number	12.h
Agenda Item Title	Resolution No. 2015-13 Authorize the City Engineer to Complete CA Department of Fish and Wildlife Notification of Lake or Streambed Alteration Permit Application for Trimming Vegetation and Removing Debris in Francis Creek		
Presented By:	Yoash Tilles, City Engineer		
Type of Item:	X	Action	Discussion
Action Required:		No Action	X
			Information
			Voice Vote
			Roll Call Vote

**RECOMMENDATION:**

Approve Resolution No. 2015-13 Authorize the City Engineer to complete CA Department of Fish and Wildlife (CADFW) Notification of Lake or Streambed Alteration permit application for trimming vegetation and removing debris in Francis Creek.

**DISCUSSION:**

On behalf of the property owners adjacent to Francis Creek, the City of Ferndale proposes to trim vegetation and remove debris "jams" from the Creek. The proposed trimming and debris removal will occur over approximately 1.8 miles of Francis Creek from Van Ness Avenue to Fireman's Park. Activities are expected to take approximately two weeks and will occur between June 15<sup>th</sup> and October 15<sup>th</sup>. Potential impacts to aquatic species would be avoided due to the proposed working window. The trimming of vegetation shall be performed by property owners and overseen by City employees. For these activities the CA Department of Fish and Wildlife (CADFW) requires a 1600 Lake or Streambed Alteration Agreement.

A rough draft of the 1600 Lake or Streambed Alteration Application has been completed by Plan West Partners for the Francis Creek proposed activities. The City Engineer would need to finalize the draft application, follow up with the CADFW, and provide the application to Plan West Partners for submittal to the CADFW. The information that needs to be compiled and presented in the application includes the project description, project need, proposed activities, and measures to protect fish, wildlife, and plant resources, and an opinion of probable construction cost for the proposed activities. City Engineer has prepared maps of Francis Creek to aid in the evaluation of the amount of vegetation to be trimmed and removed, which will be included in the 1600 application.

**FINANCIAL IMPACT:** \$1,500.

**RESOLUTION NO. 2015-13**

**A RESOLUTION OF THE CITY OF FERNDALE APPROVING THE COST OF \$1,500 FOR THE CITY ENGINEER TO COMPLETE CA DEPT OF FISH AND WILDLIFE NOTIFICATION OF LAKE OR STREAMBED ALTERATION PERMIT APPLICATION FOR TRIMMING VEGETATION AND REMOVING DEBRIS IN FRANCIS CREEK**

**A. WHEREAS,** the City of Ferndale proposes to trim vegetation and remove debris from the Creek; and

**B. WHEREAS,** The proposed trimming and debris removal will occur over approximately 1.8 miles of Francis Creek from Van Ness Avenue to Fireman's Park and is expected to take approximately two weeks; and

**C. WHEREAS,** The trimming of vegetation shall be performed by property owners and overseen by City employees; and

**D. WHEREAS,** A rough draft of the 1600 Lake or Streambed Alteration Application has been completed by Planwest Partners for the Francis Creek proposed activities. The City Engineer would need to finalize the draft application, follow up with the CADFW, and provide the application to Plan West Partners for submittal to the CADFW; and

**F. WHEREAS,** Completion of the 1600 application will cost the City \$1,500.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF FERNDALE DOES HEREBY ADOPT THE RECITALS AND FINDINGS STATED ABOVE AND APPROVES THE COST OF \$1,500 FOR THE CITY ENGINEER TO COMPLETE CA DEPT OF FISH AND WILDLIFE NOTIFICATION OF LAKE OR STREAMBED ALTERATION PERMIT APPLICATION.**

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of April, 2015 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
**Don Hindley, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Jennifer Church, City Clerk**

Meeting Date:	April 16, 2015	Agenda Item Number	12.i
Agenda Item Title:	Resolution No. 2015-14 Authorize the City Engineer to Develop a Spill Prevention, Control and Countermeasures Plan for City-wide Equipment Operation		
Presented By:	Yoash Tilles, City Engineer		
Type of Item:	X	Action	Discussion
Action Required:		No Action	X
			Information
			Voice Vote
			Roll Call Vote

**RECOMMENDATION:**

Approve Resolution No. 2015-14 Authorize the City Engineer to develop a Spill Prevention, Control and Countermeasures (SPCC) Plan for City-wide equipment operation.

**DISCUSSION:**

City Public Works Department performs periodic City-wide maintenance using equipment including a backhoe, chainsaws and mowers. With this type of equipment operation comes the potential for a spill of hazardous materials, such as, petroleum products. The purpose of the SPCC is to provide direction to City staff on how to proceed in the event of a spill. As part of the permitting of the proposed roadside ditch maintenance activities, the California Regional Water Quality Control Board has requested that a SPCC plan be available to City staff during roadside ditch maintenance activities. In addition, the City is currently working on the permitting of trimming of vegetation and debris removal from Francis Creek. This operation is also expected to entail the use of mechanical equipment and therefore this SPCC can also be used for this project. The SPCC proposed could be used for any Public Works maintenance activities.

The cost to prepare the SPCC includes the preparation of the plan and communication with the appropriate regulatory agencies. To prepare the plan, the City Engineer has obtained a Hazardous Material Business Plan (HMBP) from the Humboldt County Department of Environmental Health. This HMBP will be used in conjunction with the City's sanitary sewer management plan to efficiently prepare the proposed SPCC. In addition, the City Engineer will communicate with the Humboldt County Department of Environmental Health and the North Coast Regional Water Quality Control Board to ensure that the SPCC conforms with all the regulatory requirements. Communication with the City personnel is also included in the proposed SPCC plan preparation and completion.

**FINANCIAL IMPACT:** \$1,500.

**RESOLUTION NO. 2015-14****A RESOLUTION OF THE CITY OF FERNDALE APPROVING THE COST OF \$1,500 FOR THE CITY ENGINEER TO DEVELOP A SPILL PREVENTION, CONTROL AND COUNTERMEASURES (SPCC) PLAN FOR CITY-WIDE EQUIPMENT OPERATION**

- A. WHEREAS,** The City Public Works Department performs periodic City-wide maintenance using equipment including a backhoe, chainsaws and mowers; and
- B. WHEREAS,** There is a potential for a spill of hazardous materials, such as petroleum products; and
- C. WHEREAS,** The purpose of the SPCC is to provide direction to City staff on how to proceed in the event of a spill; and
- D. WHEREAS,** The \$1,500 cost to prepare the SPCC includes the preparation of the plan, communication with the appropriate regulatory agencies, and communication with City Personnel.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF FERNDALE DOES HEREBY ADOPT THE RECITALS AND FINDINGS STATED ABOVE AND APPROVES THE COST OF \$1,500 FOR THE CITY ENGINEER TO DEVELOP A SPILL PREVENTION, CONTROL AND COUNTERMEASURES (SPCC) PLAN FOR CITY-WIDE EQUIPMENT OPERATION.**

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of April, 2015 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
**Don Hindley, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Jennifer Church, City Clerk**

Meeting Date:	April 16, 2015	Agenda Item Number	12.j
Agenda Item Title	Resolution No. 2015-11 Prepare Application for Funding From the Active Transportation Program		
Presented By:	Yoash Tilles, City Engineer		
Type of Item:	X	Action	Discussion
Action Required:		No Action	X
			Information
			Roll Call Vote

## RECOMMENDATION

Approve Resolution No. 2015-11 Authorizing the City Engineer and Planner \$10,000 to complete the application for funding from the Active Transportation Program (ATP).

## DISCUSSION:

Caltrans has initiated the Cycle 2 Active Transportation Program (ATP) and the calls for infrastructure and non-infrastructure projects are due June 1, 2015. The ATP is funded from various federal and state funds appropriated in the annual Budget Act. One of the main goals of the ATP is to provide a broad spectrum of projects to benefit many types of active transportation users. In order to maximize the effectiveness of program funds and to encourage the aggregation of small projects into a one larger comprehensive bundle of projects, the minimum request for Active Transportation Program funds that will be considered is \$250,000.

In 2008 the City of Ferndale applied for funding for a pedestrian improvement project under the Safe Route to School Program funded by the State (SR2S) and by the federal government (SRTS). Both of these programs expired and currently the mechanism for funding for pedestrian and bicycle improvement projects is the Cycle ATP 2 Program. The project the City sought funding for included 3,715 linear feet of new 5-foot wide sidewalks and curb ramps on Berding Street, Herbert Street, Rose Avenue, Fifth Street and Arlington Street. The proposed project at the time was estimated at \$718,033.00 and had no non-infrastructure components.

Per our recent correspondence with Caltrans Local Assistance staff (April 5, 2015), the application for the project proposed by the City in 2008 was ranked "fair" and was in the middle of the pack of the applications that came from Caltrans District 1. Of the 12 projects only three were funded that year. The areas that were weakest on the City's application include description of the collaborative process (public outreach), funding commitment and the description of the safety risks. Nevertheless, Caltrans Local Assistance encourages the City to bring forward infrastructure projects that were candidates for funding in the past.

Therefore, it is proposed that the City apply for the same infrastructure project with several modifications to account for work that has been done since 2008 and the current ATP scoring criteria. In January 2014, Manhard Consulting prepared for the City an updated Pedestrian Accessibility Study that outlines the City's pedestrian improvement priorities. The study could serve as the basis for developing

the proposed project to be funded under the ATP. In addition, another major modification to the previous project includes the addition of a non-infrastructure component, which could include student education, purchase of bikes and helmets, and others. The emphasis is to combine infrastructure project with non-infrastructure projects.

The team proposed to complete the ATP Application on behalf of the City includes the City Engineer, Manhard Consulting, the City Planner, Plan West Partners, and Emily Sinkhorn, the Deputy Director of the Natural Resources Services Division of the Redwood Community Action Agency (RCAA). Ms. Sinkhorn assisted Humboldt County and the City of Fortuna in securing funds from the Cycle 1 ATP. For this application, the City Engineer and City Planner will collaborate on completing the Cycle 2 ATP application, while Ms. Sinkhorn's primary roles proposed are to assist the City with community outreach and provide Manhard and Plan West quality assurance and control when completing the ATP Application.

**FINANCIAL IMPACT:** \$10,000.00

**RESOLUTION NO. 2015-11****A RESOLUTION OF THE CITY OF FERNDALE APPROVING THE COST OF \$10,000  
AUTHORIZING THE CITY ENGINEER AND CITY PLANNER TO COMPLETE THE  
APPLICATION FOR FUNDING FROM THE ACTIVE TRANSPORTATION PROGRAM  
(ATP)**

- A. WHEREAS,** Caltrans has initiated the Cycle 2 Active Transportation Program (ATP) and the calls for infrastructure and non-infrastructure projects are due June 1, 2015; and
- B. WHEREAS,** In 2008 the City of Ferndale applied for funding for a pedestrian improvement project under the Safe Route to School Program funded by the State (SR2S) and by the federal government (SRTS); and
- C. WHEREAS,** Caltrans Local Assistance encourages the City to bring forward infrastructure projects that were candidates for funding in the past; and
- D. WHEREAS,** The City Engineers propose that the City apply for the same infrastructure project with several modifications to account for work that has been done since 2008 and the current ATP scoring criteria; and
- F. WHEREAS,** It will cost \$10,000 for the City Engineers and City Planner to complete the application for funding from the ATP.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF FERNDALE DOES HEREBY ADOPT THE RECITALS AND FINDINGS STATED ABOVE AND APPROVES THE COST OF \$10,000 AUTHORIZING THE CITY ENGINEER AND CITY PLANNER TO COMPLETE THE APPLICATION FOR FUNDING FROM THE ACTIVE TRANSPORTATION PROGRAM.**

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of April, 2015 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
**Don Hindley, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Jennifer Church, City Clerk**

Meeting Date:	April 16, 2015	Agenda Item Number	12.k
Agenda Item Title	Adopt Use of City Manager Planning, Performance and Evaluation Form		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION**

Adopt use of City Manager Planning, Performance and Evaluation Form

**DISCUSSION:**

The City Manager is evaluated from time to time pursuant to Government Code 54954.5, Public Employee Performance Evaluation, City Manager. The City Manager is evaluated on the performance of his duties listed in Article 5: Powers and Duties as listed in Ordinance No. 01-05, An Ordinance of the City of Ferndale Creating the Office of City Manager and Repealing Ordinance No. 99-01. The City Manager Planning, Performance and Evaluation form was created to evaluate the City Manager on his performance of additional goals and objectives. This form has been under review by the Mayor and Council and is ready for approval to be used going forward.

**FINANCIAL IMPACT:**

None

**CITY OF FERNDALE  
CITY MANAGER  
PLANNING, PERFORMANCE, AND EVALUATION**

The City Manager shall be evaluated using the criteria listed below. Each Councilman will provide the mayor written comments on the City Manager's performance using the same criteria at the end of each City Council meeting. The Mayor will then hold a meeting within the next week, or as soon as possible, to inform the City Manager of his evaluation. This evaluation will be documented in writing and signed by both the Mayor and City Manager. All evaluations will be used to make the City Manager's formal evaluation on an annual basis.

1. City Manager will be evaluated on the performance of the duties listed in ARTICLE 5: POWERS AND DUTIES as listed in ORDINANCE NO. 01-02, AN ORDINANCE OF THE CITY OF FERNDALE CREATING THE OFFICE OF CITY MANAGER AND REPEALING ORDINANCE 99-01
2. In addition to the above criteria, the City Manager shall also be evaluated on the performance of the following goals and objectives:
  - A. Improve City drainage and storm water runoff.
    1. Activate City Drainage Committee
    2. Work with City Engineer on Five County Road Maintenance Manual to determine permitting requirements
    3. Determine which drainage projects require permitting
    4. Prioritize identified problem areas
    5. Establish schedule for performing work
    6. Identify costs of each project
    7. Complete projects
    8. Keep Council informed of progress made
  - B. Ensure City is prepared for disasters-floods, earthquakes, and fires
    1. Activate Disaster Committee
    2. Review, revise, and update disaster plan
    3. Ensure City Employees know their responsibilities in case of disaster
    4. Make public aware of procedures to follow in case of disaster. (ie: Public meetings, Chamber of Commerce meetings, press releases, ect.)
  - C. Improve City Parks
    1. Make improvements/repairs to Fireman's Park playground area
    2. Explore possibility and cost of developing a covered picnic area in Fireman's Park
    3. Make improvements to Russ Park to make park usage more desirable to public by improving parking and trails.

- 
4. Use available outside resources to perform work in parks.
  5. Make improvements to directional signs in Russ Park
- D. Establish policy/procedure for employee evaluations
1. Establish goals for each employee directly supervised
  2. Establish meaningful, attainable objectives for each goal
  3. Establish job description for each employee supervised
  4. Hold periodic evaluation meetings with each employee-at least monthly
  5. Document each performance meeting. Have employee and supervisor sign each record of periodic meetings
  6. Prepare annual performance for each employee using monthly reviews
  7. Establish annual vacation schedule
- E. Improve City streets
1. Have Street Committee establish priority for streets needing repairs
  2. Establish projected costs for each street project
  3. Develop timeline for each street project
  4. Acquire funding/funding source for each project
  5. Perform street improvements as funds become available

## **Section 13**

### **CORRESPONDENCE**

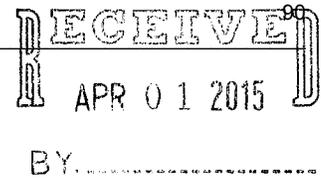
***Correspondence Files are available for review at City Hall during regular business hours, Monday through Thursday, 9am to 4pm.***



# HUMBOLDT

*Local Agency Formation Commission*

1125 16<sup>th</sup> Street, Suite 202, Arcata, CA 95521  
(707) 445-7508 / (707) 825-9181 fax  
[www.humboldtlaaco.org](http://www.humboldtlaaco.org)



**DATE:** March 30, 2015  
**TO:** County Administrative Officer  
City Managers  
Independent Special District Managers  
**FROM:** George Williamson, Executive Officer  
**SUBJECT:** **Proposed LAFCo Budget for Fiscal Year 2015-16**

Government Code Section 56381 describes the procedure for adopting the LAFCo budget.

The proposed budget for fiscal year 2015-16, as adopted by the Commission on March 18, 2015 is enclosed. An increase in the Commission's operating expenses is proposed for fiscal year 2015-16 to accommodate discretionary adjustments in services and supply accounts and to account for anticipated application processing activities for changes of organization and reorganization proposals that come before LAFCo. A matching increase in operating revenues is also proposed with the caveat that new contributions by funding agencies (i.e., total intergovernmental revenue) will increase by only 2.4%.

The Commission will consider adopting a final budget at a public hearing on May 20, 2015 at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka.

LAFCo requests comments on the proposed budget by May 1, 2015. Comments may be mailed to 1125 16<sup>th</sup> Street, Suite 202, Arcata, CA 95521, faxed to (707) 825-9181, or e-mailed to [execofficer@humboldtlaaco.org](mailto:execofficer@humboldtlaaco.org).

The approved final budget will be funded in equal thirds by the county, cities, and independent special districts. The County Auditor allocates the proportionate cost for each local agency.

Please contact me if you have any questions or comments.

cc: Joe Mellett, County Auditor

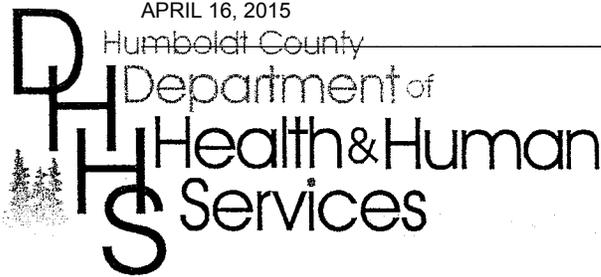
# Humboldt LAFCo: FY 2015-16 Operating Budget - PROPOSED

## Revenues:

<u>Account</u>	<u>Title</u>	FY 2014-15 ADOPTED	FY 2015-16 PROPOSED
<b>Intergovernmental</b>			
671181	Cities	35,684.00	36,567.00
671182	Special Districts	35,684.00	36,567.00
671183	County	35,684.00	36,566.00
Intergovernmental Total		\$ 107,052.00	\$ 109,700.00
<b>Service Charges</b>			
631100	Professional Services (Application Fees)	7,500.00	25,000.00
682238	Charges for Services	-	-
707010	Miscellaneous	-	-
Service Charges Total		\$ 7,500.00	\$ 25,000.00
<b>Investments</b>			
401000	Interest	450.00	600.00
Interest Total		\$ 450.00	\$ 600.00
<b>Revenue Total</b>		<b>\$ 115,002.00</b>	<b>\$ 135,300.00</b>

## Expenses:

<u>Account</u>	<u>Title</u>	FY 2014-15 ADOPTED	FY 2015-16 PROPOSED
<b>Staffing</b>			
2255	Legal Fees	5,000.00	5,000.00
2118	Professional & Special Services (Task Order 1)	30,000.00	32,000.00
2118	Professional & Special Services (Task Order 2)	55,000.00	55,000.00
2118	Professional & Special Services (App Review)	7,500.00	25,000.00
2325	Contract Services	-	-
Staffing Total		\$ 97,500.00	\$ 117,000.00
<b>Services and Supplies</b>			
2106	Communications	300.00	300.00
2147	Media	400.00	400.00
2121	Rents & Leases - Structures	5,400.00	5,400.00
2117	Office Supplies	100.00	100.00
2107	Duplicating	200.00	300.00
2116	Postage	102.00	100.00
2119	Publications and Legal Notices	1,000.00	1,000.00
2110	Insurance	2,100.00	2,200.00
2115	Memberships	3,500.00	3,600.00
2123	Special Departmental Expense	500.00	500.00
2125	Transportation & Travel	400.00	400.00
2225	Transportation Out of County	2,500.00	3,000.00
2614	Staff Development and Training	1,000.00	1,000.00
Services and Supplies Total		\$ 17,502.00	\$ 18,300.00
<b>Contingency/ Carryover</b>			
2020	Contingency	-	-
Contingency Total		-	-
<b>Expense Total</b>		<b>\$ 115,002.00</b>	<b>\$ 135,300.00</b>



Environmental Health  
Melissa Martel, Director

100 H Street, Suite 100, Eureka, CA 95501  
phone: (707) 445-6215 | fax: (707) 441-5699

March 23, 2015

RECEIVED  
MAR 26 2015

Leonel Lorenzo  
c/o Debbie Renner  
1949 Price Creek Road  
Ferndale, CA 95536

BY:.....

**Subject: Lorenzo's Gas and Groceries, former  
1392 Main Street, Ferndale, California**

**LOP #12079**

Dear Mr. Lorenzo and Ms. Renner:

The most recent information in our files is a boring permit issued in September of 2011. We understand the work was completed. We have not received a report of findings. Submit a report of findings to our office and upload to the GeoTracker website.

Failure to comply will result in enforcement. We prefer to work with you to collect the data necessary to evaluate site conditions relative to the State Water Board Low Threat Closure Policy. It is possible one round of field work with water and soil samples collected from borings will be sufficient to define the total length of the groundwater contaminant plume, threat to Francis Creek, and risk of vapor intrusion.

Please contact me at [mverhey@co.humboldt.ca.us](mailto:mverhey@co.humboldt.ca.us) or (707) 268-2208.

Sincerely,

Mark Verhey, Professional Geologist #6729  
Local Oversight Program

MAV:cjl

C: City Manager, City of Ferndale  
Brian Gwinn, Blue Rock

12079.010/779L



DATE: March 24, 2015

TO: Stephen Avis, City Planner  
City of Ferndale  
c/o Planwest Partners  
1125 16th St # 200  
Arcata, CA 95521

RE: **Hadley-Garbutt Lot Line Adjustment (LLA 1501)**  
Request for Additional Information  
APNs 031-084-14 and 031-085-09

Dear Mr. Avis,

Thank you for referring the Hadley-Garbutt Lot Line Adjustment (LLA 1501) application to our office for review. We are requesting additional information be submitted prior to accepting the application as complete. To complete our review, we request the applicant submit the following:

1. The City of Ferndale requires an Owners' Statement is submitted, one for each property involved in the proposed project. It appears the Owners' Statement in the application package was completed for both parcels. Please submit an Owners' Statement for both APN 031-241-09 and 031-241-10 on separate forms.
2. Show the existing garden wall between APNs 031-085-09 and 031-085-10;
3. The City of Ferndale Subdivision Ordinance, #99-04, §1.703(5) requires a written statement from the Applicant explaining the reason(s) for the proposed LLA be submitted with the application package. This statement did not appear to be included with the application package.
6. Revise the LLA map to include the following:
  - All existing uses for the existing structures (§1.703(2)(d));
  - Approximate high water lines of all areas subject to inundation located within one hundred (100) feet of the existing boundaries or the proposed new boundaries (§1.703(h));
7. Provide a Lot Book Guarantee for all properties affected (§1.703(6)); and
8. Provide legal descriptions of proposed parcel configurations prepared by a registered Civil Engineer or Land Surveyor (§1.703(7)).

**Mr. Stephen Avis**  
**03/24/2015**  
**Page Two**

Please submit the additional information requested above at your earliest convenience. Once we receive these items, will we be able to continue processing your permit. If you have any questions regarding this matter, please contact me at 444-3800, extension 7440.

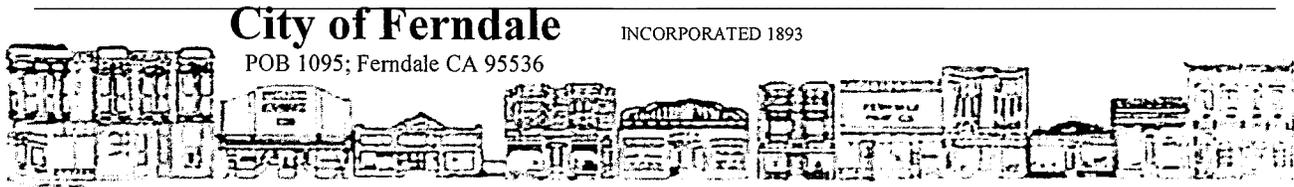
Sincerely,



Praj White, P.E.

City Engineer

cc (via email): Jennifer Church, City Clerk



March 10, 2015

Dean Nielsen  
1099 Van Ness Street  
Ferndale, CA 95536

Re: Hedge height at 1099 Main Street, Ferndale

Dear Mr. Nielsen:

I've received a complaint about the height of the hedge on your property at 1099 Main Street. As your house is on the corner, it is difficult for drivers to see around the hedge for clearance onto Main Street from Van Ness. Our Zoning Ordinance reads as follows:

- 7.08 Fences, Hedges, Natural or Planted Growth and other Sight Obstructions: (This entire section Amended by Ordinance 05-02 on 5/7/05)
- 7.08.1 No structure, fence, art object, landscaping or other obstacle, impediment or hindrance shall obscure visibility within the sight visibility triangle for any street corner, alley intersection or driveway exit onto a street. The site visibility triangle includes the vertical area that is between three feet and ten feet above the sidewalk level, or street level if there is no sidewalk. For a corner lot, the horizontal legs of the visibility triangle are 20' long measured from the intersection of the two abutting property lines; the hypotenuse is drawn from the end points of the two legs. For an alley or driveway intersecting a street, the horizontal legs of the visibility triangle are 5' long measured from the intersection of the two abutting property lines; the hypotenuse is drawn from the end points of the two legs. The Non-Conforming Uses section (Article XII) shall apply to obstructions within the site visibility triangle existing on the effective date of the application of these regulations. Nothing in this Section shall limit the abatement of a public health and safety nuisance.

Please trim down your hedges to meet the requirements of the site visibility triangle for the corner lot as described in the above section of the Zoning Ordinance. If you have any questions or concerns, please don't hesitate to call me.

Sincerely,

A handwritten signature in black ink, appearing to read "Kristene Tavares".

Kristene Tavares  
Deputy City Clerk

cc: Property File  
Correspondence ✓

**Section 14**

**REPORTS**

***City Manager's Report***  
***Commissions and Committee Reports***  
***JPA Minutes and Reports***

**City of Ferndale, Humboldt County, California USA**  
**City Manager's Report** for April 16, 2015 City Council Meeting  
Reporting to March 31, 2015

**CITY MANAGER**

**Meetings**

- Kiwanis meeting 1st and 3rd Tuesday of the month at 4:30 pm
- City Council meeting – March 19th – Regular meeting from 7:00 – 9:30 pm
- SRWC meeting- March 10th - 2:00-5:00 pm
- City Manager meeting- March 19th – 3:00-5:00pm
- Chamber of Commerce meeting- March th 5:30 -6:30 pm
- SRWC sub-committee on Public Education- March 23th- 3:00 pm- 5:00 pm.
- Communication committee of SRWC met and planned presentations to Kiwanis, and High School. Also worked on a presentation to Headwaters Fund and a grant application to Bertha Russ Lytel. The sub-committee includes Carol Lee, Dave Carr, John Vernon, Ann Barbata, and CM.
- Weekly training bulletin from ERMAnet. This is an online training program that I have participated in since 2006 as a requirement from our Risk Management Authority.
- Daily meetings and discussions with Mayor Don Hindley regarding current issues and projects.
- Numerous Meetings, conversations and discussions with HWMA, County, and Rio Dell and Eel River Disposal representatives to discuss common issues.
- Numerous conversations with Chamber of Commerce President regarding the electric car charging station and the particulars involved. Met with Redwood Coast Energy Authority and Public Works to choose charging areas and electrical pathways for design layout of project.
- Numerous conversations with Financial Officer Donna Timmerman related to financial issues. Donna and I have spent considerable time in preparing for the budget committee and data we will be analyzing as with the committee.
- Budget Committee: Mayor Hindley, Accountant Phil Aycock, Finance Director Donna Timmerman, Councilman Sweeney, and I met for the first time to start the development of the budget for next year.
- Daily meetings with office staff and department heads of Public Works and Chief Wastewater Operator.
- Started implementing a monthly evaluation procedure with employees.
- Steve Coppini and I have spent considerable time in conversations with Regional Water Quality Control Board representative Cecile Morris to comply with a 2012 enforcement action that would have given us a mandatory 18,000 dollar fine for laboratory test results that were related to lagoon interaction with our new wastewater facility during a severe weather event. In the course of our conversations RWQCB has decided to let the City put the funds toward a project which will reduce the chance of the same infraction happening in the future. Steve will present this at the next council meeting to explain the original problem and how a sludge drying facility will reduce chances of a similar infraction.
- Conversations with John Driscoll regarding Congressman Huffman and an update on Ferndale issues. The Salt River and Ambrosini lane are common topics.

- Discussions with Gerald Silva regarding Russ Park LLA agreement. He is still optimistic that we can come up with a project of equal worth and we will move forward when he and his sister are ready. The City is ready to negotiate when they are.
- Check signing and invoice review for the City.
- Salt River Update: This next year we are looking at dredging about 2,000 feet, which is significantly shorter than what we have accomplished in the previous two years. The diminished length is misleading though as our cubic yard of removal is actually increasing by ten thousand cubic yards. Last year we removed 80,000 cubic yards and this year we estimate 90,000 cubic yards will be removed.
- Regular conversations with County Supervisor Bohn regarding common issues. Rex continues to work hard for our area. Most conversations revolve around drainage and flooding issues.
- Numerous meetings with individual councilmen and the mayor regarding City issues, and updates on representation to the various joint power authorities. I am working with Sara Rounds of the League of Cities to host a monthly meeting here in Ferndale this coming May on the 22. I sent Sara information on all the hotels and bed and breakfast businesses in town and she sent them out to all the league of Cities representatives. Everyone seems to be looking forward to coming for the regular meeting. Every month a different City is chosen to host the event and this is the first time Ferndale has had that honor.
- Frequent conversations and communication with Wastewater department to review and go over wastewater activities and projects.
- The Council gave direction to staff to include three alternatives as possible choices for the PG&E Undergrounding Rule 20a program. One alternative was from Eugene Street to the end of Francis Street, a second was from Shaw to Lewis on Main Street, and another was from Lewis to Berding on Main Street. PG&E has given us estimates on the first two alternatives, but has not been able to make it up here to put together the estimate on the third alternative yet. Lizette said that she will try to complete that task but relayed to me early in January that she had heard that there was new laws on the books that may require the applicant, and in this case the City, pay for the placement of the lines in the trenches to each house. This of course would be a significant cost. I have had a couple of conversations with Frontier representatives and they are assessing the project so they can give a response as to their level of participation. On January 29th I was asked to produce plans to Frontier so that their engineers can start that process. The mayor and I met with Frontier representatives and they seemed to understand the benefit ascetically of having an undergrounding project and said they would work on it. I contacted Lizette after that meeting and she said she would get a hold of all the utilities and do a walk—through so we could understand if there are any problems in that area that could be deal-killers. She is trying to get that setup within the next month in time for our May meeting.
- At the Drainage meeting in February we went over a number of subjects such as flooding around town during last weather event and Francis Creek's condition as to debris, obstructions, and sedimentation. We also heard reports from Tom Stevens on the monitoring of the Debris Torrent up on Silva's property. He also gave a report on the turbidity monitoring station on Van Ness. Our engineers gave a report on meetings with Caltrans and on possible drainage drops from one side of Main Street to the other and reducing cumulative drainage volumes in key areas. A couple of years ago we gave some fiscal support for the telephone connection that allows internet access of the turbidity station on Van Ness. This station is key to the emergency flood responding committee to

monitor Francis Creek during weather events and ask the council to consider contributing to this worthwhile resource by contributing a percentage of the cost to support the County's effort to keep this monitoring station open and communicating data on-line. I have been working with Hank Seemann on this and if we can just pay the phone bill it would certainly be worth our while. Tom Stevens has also spent effort looking at alternative systems to get similar information, but may include a new server and computer system and a cellular connection that is around \$300 a month. We will continue to try and find a reasonable solution since our flooding events need to be monitored if we are going to respond before and during events. The creek has shown an ability to rise in a very short time in the last few years.

- Numerous conversations with elected officials and property owners regarding the increased problems associated with flooding on Ambrosini Lane and Port Kenyon. Our supervisor Rex Bohn is trying to setup a meeting adjacent to our Wastewater facility to talk about some type of interim canal to move the flow out to Andy Albin's lake instead of flowing down Port Kenyon road.
- Met with Emergency Committee and continue to organize with the Ferndale Fire Department, OES, and all the all of the City departments. We are having monthly meetings and these will eventually develop into drills and public meetings to help better prepare for emergency events like flooding, fires and earthquakes. The City is putting together a handbook to help council and employees understand their roles and how to interact with other agencies. We will also be requiring some employees to go through state and federal training programs.

## **CITY CLERK ACTIVITY**

### **Meetings**

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
  - Regular City Council Meeting 3/19/15
  - Emergency Response Committee Meeting 3/4/15
- Wrote agenda items and compiled packet for:
  - Regular City Council Meeting 3/19/15
- Transcribed and drafted meeting minutes and uploaded meeting videos for:
  - Regular City Council Meeting 3/19/15
- Posted all meeting agendas and public notices on City Hall, Post Office bulletin boards and at the library.
- Uploaded meeting packets to City website.
- Met with office staff regarding office issues

### **Projects**

- Work with front counter and telephones assisting the public, answering questions and information requests.
- Updated and maintained City web site (with contractor) with job postings, and updated various forms and Elected officials
- On-going communications with contract Planners about agenda items before the City Council.
- Email communications with City Engineers regarding agenda items

- Sent and received emails daily.
- Pick up and distribute City correspondence daily.
- Organized and filed paperwork.
- Signed and filed resolutions and ordinances of the City Council.
- Deposited checks into the bank.
- Responded to Public Records Act requests.
- Followed up on Field Observation reports.
- Maintained minute, resolution, ordinance and agenda binders.
- Contacted Mayor re: upcoming agenda
- Read weekly ERMA bulletins
- Provided FPPC with annual form 700s for Councilmembers, staff and Planning Commissioners
- Continued planning phase for purge of old files.
- Brainstormed with other City Clerks on new forms.
- Created and maintained 2015 Possessory Interests Spreadsheet

## **DEPUTY CITY CLERK ACTIVITY**

### **Meetings**

- Attended and transcribed minutes for 03/12/2015 and 03/16/2015 Design Review Meetings.
- Prepared packets for 03/12/2015, 03/16/2015 and 04/02/2015 Design Review Meetings.
- Posted agendas for 03/12/2015, 03/16/2015 and 04/02/2015 Design Review Meetings.
- Attended and transcribed minutes for 03/12/15 Drainage Committee Meeting
- Prepared Packet for 03/12/2015 Drainage Committee Meeting
- Posted Agenda for 03/12/2015 Drainage Committee Meeting
- Prepared packet for 04/01/2015 Planning Commission Meeting.
- Posted agenda for 04/01/2015 Planning Commission Meeting

### **Projects**

- Staffed the front counter and phones at City Hall.
- Processed dog & business licenses.
- Calculated and collected fees for building permits and sent completed applications to Arnie to be checked.
- Processed checks, created revenue spreadsheet and deposits.
- Processed Field Observation Reports.
- Inventoried and ordered office supplies.
- Processed Parade and Encroachment Permits.
- Sent Building Permit reports to Assessors office and Construction Industry Research Board.
- Assisted Finance with Accounts Payable.
- Put together Handbook for New Planning Commissioners
- Met with Planner regarding several upcoming projects
- Started project on Property File Organization

**FINANCE OFFICER ACTIVITY**

- Meetings with City Manager – re: office issues
- Meeting with Budget Committee.
- Prepared for next budget meeting.
- Prepared month end file and information for accountant.
- Prepared employee reviews.
- Processed Payroll/Payroll Tax Payments
- Processed Accounts Payable
- Accounts Receivables/Processed Deposits
- Assisted at the front desk and answered phones.

**CITY PLANNER ACTIVITY****Task 1 – General Planning**

- Coordinated with City Manager & Deputy City Clerk on planning and development projects.
- Met with Asst. City Clerk to discuss upcoming Planning Commission meeting and public requests for information.
- Met with member of the public to discuss nonconforming structures. Letter to follow.
- Coordinated with City Staff to prepare Agenda Packets for 4/1 City Council and 3/19 Planning Commission meetings.
- Staffed March 19 City Council meeting, no Planning Commission meeting in March.
- Attended March 11 Senior Housing Coalition Coordination meeting at Ferndale.

**Task 2 – Reimbursable Fee Planning**

- Christie Property Parcel Map – initial lot design access review and R2 Zoning consistency review
- Hadley-Garbutt LLA - Site visits to property transfer location along Francis Creek, LLA application preparation; transmitted to City Engineer(Manhard Consulting) per City process.
- Reviewed response letter from City Engineer regarding Hadley LLA application, prepared letter for applicants and met with one applicant to review additional requirements per the Zoning Regulations before the application can be resubmitted to the City Engineer.
- Submitted Hadley LLA to Planning Commission for review.

**Task 3 – Special Projects**

- Meeting with City Manager, City Engineer and Planwest Partners to discuss 401 Permit process with initial approvals from CDFW, Army Corps, and RWQCB.
- Prepared 1600 Permit application for Francis Creek Vegetation Removal Project and forwarded to City and City Engineer for completion.
- Coordinated with City Engineer on Roadside Ditch Maintenance Project permitting.
- Phone and in person meetings with City Engineer regarding permits for Roadside Ditch Maintenance Project and environmental review consistent with 5 County environmental documentation. Reviewed State agency assessments on environmental issues

**Task 4 – Additional Authorizations – None****Task 5 – General Plan Review Fund –**

- Scoping for Noise Contour mapping on Hwy 255 for the General Plan Noise Element.

**CITY ENGINEER**

**Pedestrian Improvement Project** - On February 17, 2015, the City submitted to Brett Gronemeyer with Caltrans Local Assistance the Final Invoice and Final Report of Expenditures. Currently waiting on Caltrans to sign and return Right of Way (ROW) Certification and Final Reimbursement.

- Reimbursements:
  - On March 17, 2015, City Engineer worked with Bret Gronemeyer, Caltrans Local Assistance to revise the Final Report and Final Invoice per LPA comments. Revised Final Reimbursement Request was signed by the City and sent to Caltrans.
  - On March 16, 2015 received additional comments from Caltrans Local Program Accounting (LPA) disputing the Final invoice. Submitted Final Report and Final Invoice to Brett Gronemeyer with Caltrans Local Assistance.
  - On March 10, 2015, Brett Gronemeyer reviewed the revised package and forwarded to Local Programing Accounting (LPA).
  - On March 9, 2015 received comment from Bret Gronemeyer with Caltrans Local Assistance that Exhibit 5-K, "Billing Summary" is also required with the Final Report of Expenditures.
  - On February 17, 2015, City Engineer submitted Final Invoice and Final Report of Expenditures to Bret Gronemeyer with Caltrans Local Assistance.
  - On February 11, 2015, Brett Gronemeyer with Caltrans local Assistance informed City Engineer that FHWA approved the E-76 for shifting funds between construction and construction engineering phases of the work. Following up with reimbursable request – Brett Gronemeyer with Caltrans Local Assistance, District 1 accepted on January 12, 2015, the submitted revised finance letter (E-76 cost adjustment to shift funds). In addition, detailed estimates were also requested by Caltrans on January 27, 2015. Per Caltrans, the Final Report including the final reimbursement request shall be submitted to Caltrans following a period of a minimum of 20 working days from the date of the submittal of the detailed project estimate.
  - City Engineers, Praj White and Yoash Tilles Met Bret Gronemeyer, Suzanne Theiss, Chief and District 1 Local Assistance Engineer, and Lisa Spellenberg, Associate Right of Way Agent on Friday, December 5, 2014 to wrap-up outstanding issues including: Project and Right of Way status, Sanctions (e.g. attend Federal Aid Series Classes), and Review requirements for Final Invoice and Final Report Of Expenditures (Lisa and Suzi were excused from this part).
- Right of Way issue at Rose Ave./ Herbert St. on APN 031-151-17: The City followed the following Caltrans requirements listed in the letter to the City dated December 9, 2014:
  - On March 6, 2015 received confirmation from Lisa Spellenberg at Caltrans ROW that the portion of the Rose Avenue project has been completed per the corrective action requirements in the letter sent by Caltrans to the City in December 2014. The Right-of-Way Certification was re-certified and signed by the Caltrans District Deputy Director/ Office Chief – Right of Way.
  - On February 18, 2015 submitted ROW Certification Packet to Lisa Spellenberg with Caltrans ROW.

- The agreement and deed for the purchase of land from the Decarli's was recorded and payment was made to the Decarli's on February 17, 2015. The City submitted a revised ROW Certification document to Lisa Spellenberg at Caltrans. The following documents along with the ROW Certification were also submitted: appraisal map, a copy of the appraisal, a copy of the signed and approved right of way contract, a copy of the recorded easement deed, and a copy of the City resolution authorizing the City Manager to sign the documents on the City's behalf and authorize payment of the easements.
  - Based on the approved appraisal, the City presented on January 27, 2015 an offer to purchase the land from the property owner (Decarli). A copy of the Right of Way map was attached showing the area for the temporary construction and permanent easements.
  - Since the City does not have right of way staff, they contacted Lisa Spellenberg with the name of the person who will be negotiating with the property owner and obtained written prior authorization. It was recommend by Caltrans for time/cost saving measures that the person on the city staff assigned to take on the task of preparing the right of way contract send Lisa Spellenberg a copy of the contract and street easement deed for review prior to making the offer to insure the contract has all the appropriate clauses included.
  - Hired a State licensed Appraiser to appraise the permanent and temporary easement areas needed for sidewalk construction. Appraiser contacted Lisa Spellenberg, Caltrans, to review the requirements prior to beginning the appraisal.
  - Created a right of way map showing the proposed street easements needed for the sidewalk including a temporary easement at the back of the sidewalk.
- Sent and received for quotes from three contractors to complete the portion of sidewalk on Rose Avenue. Once ROW Certification is signed and the job is closed by Caltrans, the City can complete the sidewalk.
  - Required Federal Aid Series training: Per Caltrans requirement (December 9, 2014 letter to the City), City Manager attended on Monday, February 23, 2015 the first day of Caltrans Federal Aid training series and City Engineer attended the entire 5 day series. The City Manager and City Engineer were required by Caltrans local assistance to attend the training prior to the Rose Avenue project being closed.

### **Applications –**

- 2nd Hadley Merger (7 parcels)
  - The applicant provided the requested additional information. The application will remain incomplete while the City Engineer's Office waits for Department of Fish & Wildlife approval on Parcel 'C' for the drainage improvements. The agent is in the process of completing the drainage plans. Additionally, the City Engineer's Office is requesting additional information related to the legal descriptions. Once the application is complete, the City Engineer's Office will move forward with referring the project and completing the staff report before scheduling a hearing with the City Council.
- Westfall/Witham Lot Line Adjustment/Subdivision

- This project included a two parcel subdivision and lot line adjustment located off Rose Avenue. On September 18, 2013, the Planning Commission approved the Lot Line Adjustment for Assessor Parcel Numbers (APNs) 031-241-09 and 031-241-10 and a minor subdivision of APN 031-241-09. Per the Conditions of Approval (Condition #4), the Lot Line Adjustment and Tentative Map requires a revision to add a fifteen foot (15') drainage easement on the southern boundary of Parcel One (APN 031-241-09). The Notice of Lot Line Adjustment and Certificate of Compliance has not been recorded per the applicant's request. We anticipate the project will be complete when we have the Applicant's permission to proceed. The project expires on September 28, 2015.

At the same hearing, the Conditions of Approval were modified for the subdivision. The Commission requested to remove Condition of Approval 3 related to recording a new deed to establish the appropriate ownerships. Condition of Approval Number 9 originally required that new water service for each parcel be installed at the same time. Because the new parcel will not be developed immediately, the City Engineer's Office, at the request of the Planning Commission, modified Condition Number 9 to allow the applicant to defer the installation of water service to Parcel Number 2 until which time an application for any structures or earthwork activity is proposed to the City of Ferndale. The City Planning and Engineering Offices are currently working with the applicant to satisfy the Conditions of Approval for this project. We anticipate the Conditions of Approval will be satisfied sometime during 2014.

- Mr. Willis Hadley - Francis Street Drainage Project:
  - This project was referred to the California Department of Fish and Wildlife (CDFWS) and the North Coast Regional Water Quality Control Board (NCRWQCB) to determine if further permitting is required. The project was referred to the CDFWS and NCRWQCB on December 5<sup>th</sup>. The NCRWQCB requested more information to determine whether permits will be required. The comments from NCRWQCB were forwarded to Mr. Hadley's agents.
  - On February 9<sup>th</sup>, Referral letter #2 was sent to CDFWS to clarify questions regarding changes made between plans from October 2013 and October 2014.
- Mr. Willis Hadley – Building Permit Application (Fence)
  - The application was submitted and a conditional approval letter was returned to the applicant. Additional information was received regarding a new landscape/flood barrier wall. The request was forwarded to the Drainage Committee for comment.( Project canceled for now)

### General Engineering –

- Working on a proposed Capital Improvement Plan (CIP) (roads, drainage and sewer)
  - March 19<sup>th</sup> presented a number of Capital Improvement Projects to City Council. City authorized engineer to continue assisting the development of the CIP.
  - City Engineer conducted a site visit with Mercer Fraser personnel on January 13, 2015 to discuss the methods for the required roadway repairs (i.e., complete replacement of roadway and subgrade, grinding existing asphalt concrete to be used as a sub-grade where road grades need to be changed to allow for drainage, overlay and dig-outs as needed to repair failing portions of roadways. The sites (roadways) reviewed include

- Francis Street (from Francis Creek Bridge to Ocean Drive), Berding Street (from Ocean Avenue to Herbert Street), Ocean Avenue (from Main Street to County line), Wildcat Road (from Ocean Avenue to County line), 4th Street (from the bridge to Shaw Avenue), and Shaw Avenue from (Berding Street to Main Street).
- November 18, 2014 forwarded Draft CIP to City and was asked by City Manager to update only the roadways portion of the Draft CIP for review by the City Council on the January or February, 2015 meeting.
  - Permitting/ authorizations for Roadside Ditch Maintenance Activities: The City requires periodic maintenance of the roadside ditches within the City limits. Such activities require authorization and/or permits from several regulatory agencies. On December 4, 2014, the City approved the City Engineer to move forward with the permitting of the proposed Roadside Ditch Maintenance activities.
  - On March 25, 2015 submitted a draft of the 401 Application to the NCRWQCB. Comments were provided by Maggie Robinson with the Regional Water Quality Control Board following her conversation with her staff. Items that the City Engineer is waiting on direction on how to proceed from the NCRWQCB include:
    - ✓ Whether the City is required to obtain a 5C 401 Certification for the ditches along Nichols Way and Washington Street in addition to the ditches along Grant Avenue, Lincoln Avenue, and off of Shaw Lane by the 5<sup>th</sup> Street Culvert.
    - ✓ Need to provide NCRWQCB with Wetland Delineation for those ditches that were found to have wetland plants. On March 31, 2015, City Engineer confirmed via phone with Cameron Purchio with the USACOE that she has prepared the Wetland Delineation and the letter from the USACOE indicating that the USACOE is taking jurisdiction over the East Side Drainage ditches that exhibit wetland characteristics, but Permit is not required should be sent to the City.
    - ✓ Need to provide NCRWQCB with statement from the CADFW that there is not potential for impacts to threatened and endangered species as proposed (i.e., timing and maintenance activities). Currently waiting for statement in writing form the CADFW to that affect.
    - ✓ Need to determine how to dispose or stockpile for later use sediment that will be removed from the ditches.
  - On March 18, 2015, Clare Golec. Indicated in an email that the CADFW does not consider the West Side Drainage or Francis Creek Drainage road maintenance activities to affect a jurisdictional stream under Fish and Game Code Section 1600. Ms. Golec also indicated in the same email that the CADFW would not consider the East Drainage road maintenance activities substantial or requiring notification for a Lake or Streambed Alteration Agreement under the proposed conditions and actions:
    - ✓ Maintenance be confined to the channelized stream channel portions (ditched) at the present locations (above Rose Avenue).
    - ✓ Maintenance will be conducted annually during the period of June 15 and October 15.
    - ✓ Vegetation disturbance will be temporary and confined to the channel, and not impact stream bank vegetation.
    - ✓ Exclusion of the remnant stream channel portions below Rose Street from the road maintenance activities. The North Coast Regional Water Control Board has also requested limiting activities in this area on the lower portion (designated with

green shaded in the proposal) as they would not qualify as road maintenance activities. CADFW requests that the remnant stream channel section be addressed outside the proposed *City of Ferndale – Proposed Roadside Ditch Maintenance Activities* dated 2/27/2015, such as through a future flood control plan since this stream feature could be beneficial to restore for conveyance of water away from the City of Ferndale.

- On March 12, 2015 provided City of Ferndale with 5C Resolution that was adopted by the City on March 19, 2015 and will be submitted with the 5C Application to the Regional Water Quality Control Board.

The following occurred prior to March 1, 2015:

- Completed Task 1, which involved the preparation of an inventory and GIS Base Map of the City's ditches that will require periodic maintenance. As a starting point, the 2004 Drainage Master Plan was utilized as a reference to help identify the major existing roadside ditches. A preliminary site visit was then conducted by the City Engineer on December 30, 2014 and on January 6, 2015 the City Engineers met Tim Miranda, Public Works Crew Leader in the field to review and confirm the proposed ditches slated for annual maintenance.
  - Completed Task 2, the City Engineers provided the draft packet including maps and photographs of the ditches proposed for maintenance to the Drainage Committee for review. The City Engineers met with the Drainage Committee and finalized the packet describing the proposed ditches slated for maintenance.
  - Task 3 in Progress. City Engineers met with Maggie Robinson with the Regional Water Quality Control Board (NCRWQCB) and Cameron Purchio with the United States Army Corp of Engineers (USACOE) on February 17<sup>th</sup>, 2015 for a site visit to tour City-wide ditches proposed for maintenance. Packet describing proposed ditches slated for maintenance was submitted to the permitting and resource agencies for review (NCRWQCB, USACOE, California Department of Fish and Wildlife). On March 2<sup>nd</sup>, the City Engineers met with Clare Golec with the CADFW, the NCRWQCB, and the USACOE to discuss permitting by these agencies for proposed ditch maintenance activities. The CADFW is not expected to require any permits for the roadside ditch maintenance activities. A 401 water quality certification and 404 certification will be required for some of the ditches slated for maintenance. The same day Clare Golec visited the sites proposed for maintenance.
- Permitting of Francis Creek Vegetation Trimming and Debris Removal
    - City Engineer is currently working on completing the application for the Lake and Streambed Alteration Agreement (LSA) with the CADFW for the proposed upcoming activities in Francis Creek. Draft application shall be submitted to Clare Golec with the CADFW once the draft application is complete. Members of drainage committee are expected to complete surveying Francis Creek for vegetation to be trimmed and debris to be removed by April 3, 2015. The City Engineer prepared a series of 22 maps of section of Francis Creek for the drainage committee that were used to delineate the extent of the vegetation trimming and debris removal that is needed. The information compiled in the survey shall be incorporated into the LSA application and a draft submitted to the CADFW. Planwest Partners will review and provide comments on the LSA Application and when ready obtain the required permits or authorizations from the Regional Water Quality Control Board and the US Army corps of Engineers.

- On March 2, 2015, City Engineer, City Manager and Drainage Committee Chair met with Clare Golec with the CADFW to discuss vegetation removal along Francis Creek. The group visited a number of the sites along Francis Creek requiring maintenance.
- PGE Undergrounding Project
  - Waiting for Direction
- Old Nilsen Barn Project
  - Prepared several conceptual layouts for parking construction and development of the site. Waiting for directions from AD-HOC committee.
- City Standard purchase form has been completed and submitted to City Clerk's office for use by any City department needing to purchase equipment and supplies.

### **Meetings and Committees –**

- Drainage Committee Meetings:
  - Attended January, February and March Drainage Committee Meeting. City Engineer provided monthly updates in regards to the permitting process of the proposed Roadside Ditch Maintenance Activities and the vegetation trimming and debris removal activities in Francis Creek.
- HCAOG Meeting
  - Attended February and March Meetings
  - City Engineer, Yoash Tilles attended on March 24, 2015 5 the Caltrans, Cycle 2, Active Transportation Program (ATP) Workshop. ATP Grant Applications for Projects are due June 1, 2015.
  - City Engineer, Yoash Tilles Met with Scott Lee, Caltrans District 1 Hydraulics/Major Damage Engineer Wednesday, January 14 to discuss potential coordination with Caltrans to improve drainage on SR211 within the City limits. This meeting follows a site visit with Scot Lee, Caltrans Hydraulics/ Major Damage Engineer, the Mayor, City Manager and the City Engineer to review the recent Caltrans paving project of Route 211 that traverses the City of Ferndale.
  - On February 6<sup>th</sup>, 2015, Mayor, City Manager and City Engineer met with Scott Lee, Caltrans Hydraulic Engineer, to discuss potential drainage improvement within Caltrans Right of Way.

### **Reporting and Correspondence –**

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

### **WASTEWATER OPERATIONS**

- Monthly samples prepared and sent to North Coast Labs
- Weekly safety meetings held, including public works employees
- CPO cleared Port Kenyon of silt to make passable road to the plant
- OIT's Hanna and Gardner cleaned and serviced disc filters
- OIT Hanna resigned to take full time position in Los Angeles
- Coliform to Fortuna each Tuesday, BOD each Thursday

- Backup drive and battery installed on main SCADA computer
- Dewater throughout the month for approximately 28 total hours
- Retention pond emptied manually, level near minimum capacity
- OIT Gardner serviced UV lights
- CPO assisted Manhard with Sewer System Management Plan (SSMP) required update
- OIT Gardner performs lab tests daily to measure efficiency of plant
- SSMP completed; CPO submitted SSMP to state web site
- CPO worked with OIT Gardner on math equations in preparation of Grade II test; test will not be taken until October
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- CPO and city manager discuss permitting for proposed sludge drying building on old site in lieu of \$18,000 fine payment; Coastal Commission contacted
- Front gate chain oiled each Monday
- OIT Gardner washed down pavement and cleaned exterior windows
- OIT Gardner cleaned walls and catwalk
- CPO interviewed candidates for OIT position; decision on hire not made at time of report
- Aeromod computer stuck in Sequox mode; reset computer to run in Sequox Plus successfully
- OIT Gardner pulled and cleaned UV probe
- Results from accelerated toxicity testing were good, round 2 scheduled and taken
- The facility received a total of 14 septic dumps from Roto Rooter & Wyckoff's totaling 20,700 gallons and generating \$3,726 in revenue for the facility.
- Flow tabulation currently unavailable. Will forward numbers when available. (should be week of 3/23)

#### **PUBLIC WORKS STAFF ACTIVITY**

- Continued with monthly and daily duties; such as, cleaning and maintenance of city's bathrooms, mowing of city's owned properties, cleaning of storm drains, keeping streets clear of debris and the maintenance of city's facilities.
- Broken window at City Hall. Called Redwood Glass to fix.
- The Main St bathrooms were out of order on Sunday March 1st due to constant running.
- Moved speed trailer for PD.
- Trimmed tree's behind Museum.
- Removed old desk from City Hall.
- Repaired outfield sign at baseball park.
- Removed tree on side of PW shop.
- Took PW generator to Tipples for repair.
- Moved PW surplus equipment to PD for City auction.
- Removed barbed wire from the fence at PW shop.
- Replaced street signs around town.

- Brought asphalt grindings to PW corp yard.
- Took load of old wood to Eel River Disposal.
- Removed hazardous paint cans from under the steps at Community Center.
- Had a generator hook up installed at City Hall.
- Repaired metal railing at City Hall.

**Upcoming Public Works Projects**

- Continue replacing street signs around town.
- Working with the drainage committee on identifying blockage issues on Francis Creek.
- Installing non skid tape to the steps of the deck at City Hall.
- Continue spreading grindings to the alley and turnouts around town.

**POLICE DEPARTMENT**

- The Emergency Disaster Response Humvee is currently being equipped with emergency lights. The equipment and labor are being donated by a local business.
- Police Department staff provided a tour of the police department and patrol cars to junior girl scouts.
- Purchased ergonomic chairs for council member with PARSAC grant funds.
- Attended Emergency Disaster Preparedness Committee meeting.
- We have been placing the radar trailer at various locations where we have received speeding complaints.
- Chief Smith attended Kiwanis meetings/functions.
- Chief Smith attended the monthly LECAH meeting.
- Chief Smith attended monthly area training manager’s meeting.
- The police department continues targeted enforcement of peripheral areas impacting the Ferndale quality of life.

**Police Statistics** – for March 2015 not available at the time of this staff report.

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape	0	
Robbery	0	
Larceny	0	
Assault	0	
Burglary	0	
Vehicle Theft	0	
TOTAL	0	
SECONDARY CRIMES	0	

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Calls for Service	0
Reports Written	0
Traffic Citations	0
Other Citations	0
Parking Citations	0
Warnings	0
ARRESTS	0
AGENCY ASSISTS	0
TRAFFIC COLLISIONS	0

**City of Ferndale, Humboldt County, California USA**  
Minutes for Planning Commission Meeting of January 21, 2015

Call to Order — Chair Jorgen von Frausing-Borch called the Planning Commission Meeting to order at 7:06 pm. Commissioners Dean Nielsen and Michael Warner were present along with staff Planner George Williamson and Deputy City Clerk Kristene Tavares. Commissioner Lino Mogni had an unexcused absence and Chai von Frausing-Borch also noted there is still one open vacancy. Those in attendance pledged allegiance to the flag.

2.0 Ceremonial - None.

3.0 Modifications to the Agenda – None.

4.0 Approval of previous minutes – **Motion:** To approve the minutes of the October 15, 2014 Regular Meeting **(Nielsen/Warner) Unanimous** On the December 17, 2014 minutes there was a spelling error on Commissioner Nielsen's name. Staff will correct this error. **Motion:** to approve the minutes of the December 17, 2014 Regular Meeting with spelling correction **(Warner/Nielsen) Unanimous**

5.0 Public Comment –

None 6.0 Business

6.1 Interview Planning Commission Applicant and Recommend Appointment of Applicant to the City Council. Staff introduced the only applicant, Paul Gregson, to the Commissioners. Commissioner Warner thanked Mr. Gregson for his application and presenting his qualifications. Commissioner Warner asked Gregson if there may be any conflicts coming out of his professional career and Planning Commission Projects. Mr. Gregson commented that he could not foresee any conflicts because his company does not do any engineering in Ferndale. Commissioner Warner also asked Gregson about the time commitment. Gregson stated that Design Review was more difficult as he takes time off from work to attend those meetings. Gregson also commented that he regularly attends City Council meetings and he does not see any problems in making Planning Commission Meetings. Commissioner Warner's final question to Gregson was why he was interested in doing this. Gregson stated that he loved living here and there is a need and a service. Gregson also stated that when he moved here he started attending City Council Meetings and Water Department Board Meetings because he wanted to get a better understanding of what was going on. Gregson stated he saw people working hard to make the community a better place and decided that he needed to do that also. Commissioner Nielsen asked Mr. Gregson if he had ever worked on a General or Master Plan for a community. Gregson stated that he had not worked on them but had used them to do estimates as to growth and impacts on water, wastewater and swamp systems for both long and short term. Commissioner Nielsen stated to Gregson that if you have used them then you are familiar with structure and compliance. Gregson agreed. Chair von Frausing-Borch thanked Mr. Gregson for attending City Council Meetings and also wanted to make sure that Gregson understood the discussion at the December meeting to postpone his application until the current meeting. Gregson stated he understood and

remembered a situation in the past. Commissioners discussed Mr. Gregson's application.

**Motion:** Recommend to the City Council the appointment of Paul Gregson to the Planning Commission. **(Nielsen/Warner) Unanimous**

6.2 Commissioner Initiated Response to Design Concepts for the Northeast Entry into the City on Highway 211: Staff Planner Williamson presented the background and explained the different concepts. Williamson also explained that even though this is a non-action item, the Planning Commission has the option to recommend that staff put together a proposal and present it to City Council for budgeting funds. Williamson stated that when entering Ferndale, there is not much indication that you are entering the city limits. Williamson used Willow Creek as an example of how Cal-Trans used landscaping, and different improvements to dramatically reduce speeds through the town. Chair von Frausing-Borch encouraged other members of the Planning Commission to see what we can do to make people more aware that you are entering city limits. Commissioner Warner stated that he would like to be involved in any committees, putting grants together, or whatever is needed. Warner would like the gateway to be more holistically integrated into the plan. Commissioner Nielsen suggested a two phase process. Phase I should consist of asking Cal Trans to purchase four (4) 25mph signs and post one of them in front of 1362 Main Street, one on each side of the street at the city limits, and one where Market Street comes out onto highway. Nielsen stated the 35mph deceleration strip beyond city limits would not have to be changed and that by posting these new signs citizens in the affected area would be very appreciative. Nielsen then stated that Phase II would be a great opportunity to involve community and enhance the entrance into Ferndale. Nielsen asked if a resolution was needed by City Council or Planning Commission to set the speed limit in the affected quarter mile area for safety and traffic reasons and what the process is in asking Cal Trans to put up four (4) speed limit signs. Planner Williamson stated that the City Engineers would have to contact Cal Trans and initiate the process and we would have to go through the proper channels to carry out any requests. City Council will have to approve any Engineers and Planners time for any project. Williamson also stated that he has made note of the Phase I recommendation and will make some inquiries about carrying it out. Chair von Frausing-Borch stated for the purpose of clarity, we need to make a recommendation to the City Council with Planning Commission support and request that we pursue both Phase I and Phase II of this proposed project. Commissioner Warner stated that he likes the 2 Phase idea; He also stated that what was presented tonight was a good starting point and would like to know what the process is for Cal Trans to make the adjustments right away for the speed limit signs, and what the short term goals are. Warner said that he has contacts with Cal Trans and he could see what he can find out. Chair von-Frausing-Borch stated the Commissioners should ask Planner Williamson to present this to City Council and let them know the Planning Commission is willing to participate even if it means we have to form a committee that way there is community involvement. Getting the Chamber of Commerce would be especially beneficial as they are an important role in this community. Planner Williamson also encouraged Commissioners to direct him to put what he has and what was directed tonight together in a staff report and present it to the City Council. Williamson also encouraged Planning Commissioners to come to the City Council Meeting and show their support for this project. Commissioners stated they would like a chance to see the

staff report before the City Council meeting so they are better prepared for supporting this project. Staff stated it would be part of the packet and agenda. Commissioner Nielsen questioned whether we should have a work session regarding this project before the City Council Meeting. Chair von Frausing-Borch and Commissioner Warner stated that it was best to present the idea before asking for a work session. Commissioner Nielsen asked Planner Williamson how much time he thought was needed and how does he see this proceeding. Williamson stated that we have a good start, we need to find out what programs and funding are available and use any contacts at Cal Trans. Nielsen stated that he would like to see the Phase I (speed limit signs) as soon as possible. Planner Williamson will work on a proposal for the City Council for funding on both Phase I and Phase II of the proposed project as recommended by the Planning Commissioners.

6.3 Planning Commissioner Terms: Commissioners were presented with a list of Commissioners and their term dates. Chair von Frausing-Borch commented that both his and Commissioner Mogni's terms will be up in March. Staff commented that the upcoming vacancies will be posted the beginning of February.

6.4 Upcoming Orientation: Staff explained that there will be an orientation that will be attended by Planning Commissioners, Design Review Committee and City Council. The orientation will review the roles and responsibilities of each governing body.

6.5 Possible Planning Commission Meeting Date Change: Staff explained that the City Council is currently looking to move their meetings to the third Tuesday or Thursday of the month and would like Planning Commission meetings to be the first Wednesday of the month. Planning Commissioners were unanimous in changing as long as it stayed on a Wednesday evening.

6.6 Planning Commission Alternate for Design Review: Staff explained to Commissioners that due to the vacancy of the Planning Commissioner that was also appointed to Design Review, it is leaving the Design Review Committee barely making a quorum at the meetings. Staff asked commissioners to appoint an alternative until the vacancy was filled. Commissioner Warner volunteered. **MOTION:** Appoint Commissioner Warner to temporarily fill in the Design Review vacancy **(Warner/Nielsen) Unanimous**

6.7 Building and Land Use Permits: No Comments

6.8 Design Review Committee Report & Minutes: No Comments

7.0 Correspondence- None

8.0 Commissioner Comments-No Comments

9.0 City Planner's and City Clerk's Staff Report-Planner Williamson announced that he has hired a new Planner, Stephen Avis. He will introduce Mr. Avis to the commissioners at the February Meeting.

Meeting was adjourned at 8:23 pm.

Respectfully Submitted

Kristene Tavares  
Deputy City Clerk

DRAFT

**City of Ferndale, Humboldt County, California USA**  
Minutes for Planning Commission Meeting of February 18, 2015

Call to Order — Chair Jorgen von Frausing-Borch called the Planning Commission Meeting to order at 6:55pm. Commissioners Dean Nielsen, Michael Warner, Lino Mogni, and Paul Gregson were present along with staff Planner Stephen Avis and Deputy City Clerk Kristene Tavares. Chair von Frausing-Borch welcomed newly appointed Commissioner Paul Gregson, and staff introduced and welcomed new Planner Stephen Avis. Those in attendance pledged allegiance to the flag.

2.0 Ceremonial - None.

3.0 Modifications to the Agenda – None.

4.0 Approval of previous minutes – Commissioner Nielsen asked staff to correct sentence under Item 6.2 regarding the speed limit in the quarter mile of affected area. Staff will make changes. **Motion:** To approve the minutes of the January 21, 2015 Regular Meeting with change. **(Nielsen/Mogni) 4-0-1** (Gregson abstained due to not being a member of the Planning Commission at the January Meeting)

5.0 Public Comment –

None 6.0 Business

6.1 Interview Planning Commission Applicants and Recommend Appointment of Applicants to the City Council. Chair von Frausing-Borch asked the applicants in attendance to move into the lounge area until it was time for their interview. Chair von Frausing-Borch turned the meeting over to Vice-Chair Dean Nielsen at 7:02pm due to von Frausing-Borch being one of the applicants. Commissioner Mogni also left the room as he was an applicant as well. Before interviews were started staff and Commissioners discussed the recommendation procedure and candidate ballots. Staff and Commissioners agreed on a ranking system (1-4) with one being the highest recommendation to City Council. Commissioners will also include why they ranked applicants in their order on the individual ballots. The first applicant called in to interview was Ellin Beltz. Second to interview was Jorgen von-Frausing-Borch. Third interview was Lino Mogni, and the final interview was Stephen Schwartz. All applicants were asked a series of questions by Commissioners Gregson, Nielsen and Warner. After the Commissioners interviewed the applicants they ranked each individual. Commissioner Gregson's ranking of the applicants was as follows: (1) Jorgen von Frausing-Borch, (2) Ellin Beltz, (3) Stephen Schwartz, (4) Lino Mogni. Commissioner Nielsen ranked applicants as follows: (1) Stephen Schwartz, (2) Jorgen von Frausing-Borch, (3) Ellin Beltz, (4) Lino Mogni and Commissioner Warner ranked the applicants as follows: (1) Stephen Schwartz, (2) Ellin Beltz, (3) Jorgen von Frausing-Borch, (4) Lino Mogni. Vice-Chair Nielsen invited the applicants to stay for the remainder of the meeting. Commissioner Gregson mentioned that there would be a vacancy on Design Review Committee and encouraged applicants that were not chosen for Planning Commission to apply for the upcoming vacancy. Vice Chair Nielsen turned the meeting back over to Chair von Frausing-Borch at 8:17pm.

6.2 Planning Commission Meeting Date Change: Staff informed Planning Commissioners that the City Council had voted to change their meeting dates to the third Thursday of the month. This now moves the Planning Commission meeting date to the first Wednesday of the month.

6.3 Planning Commission Next Meeting Date: Staff explained that due to the meetings now being changed to the first Wednesday of the month, the next meeting would be would only be March 4, 2015, which would only be two weeks away and a packet would have to go out within a week. Staff also explained that Commissioners could choose to have the next meeting on April 1, 2015 as staff has no projects for the March 4, 2015 meeting. **MOTION:** to have the next Regular Planning Commission Meeting on April 1, 2015. **(Mogni/Nielsen)**  
**Unanimous**

6.4 Appointment of Planning Commissioner to Design Review: Staff explained that since Commissioner Brower had resigned it left the Design Review Committee with a vacancy of one appointed Planning Commissioner. Commissioner Warner had stepped in as an alternate until a new Commissioner could assume the vacancy. Commissioner Gregson stated he would like to continue on Design Review as a Planning Commissioner. **MOTION:** to appoint Commissioner Gregson to serve on the Design Review Committee. **(Warner/Nielsen)**  
**Unanimous**

6.5 Building and Land Use Permits: No Comments

6.6 Design Review Committee Report & Minutes: Chair von Frausing-Borch explained to Commissioner Gregson, since he was the newly appointed Design Review representative, that this agenda item is where any items in Design Review that may need to be discussed by the Planning Commission would take place. If further attention is needed by the Planning Commission, it would be placed as a Business Item at the next meeting.

7.0 Correspondence- None

8.0 Commissioner Comments-Commissioner Warner commented that he would be willing to put together some training materials and guidelines for the Design Review Committee. Chair von Frausing-Borch mentioned that it would be good to bring that to the upcoming orientation. Commissioner Nielsen commented that he had spoken with Caltrans regarding the speed limit within the quarter mile affected area at the entrance of town. Caltrans informed Nielsen of the intent to do a traffic survey to look at the traffic situation in the affected area. Chair von Frausing-Borch mentioned the speed limit in the affected area was discussed at the last City Council Meeting and that City Manager Parrish was going to be looking into options as well. Commissioner Warner also stated that he was in contact with Caltrans as well and would share his findings with City Manager Parrish.

9.0 City Planner's and City Clerk's Staff Report-No Comments

Meeting was adjourned at 8:43 pm.

Respectfully Submitted

Kristene Tavares  
Deputy City Clerk

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

Design Review Minutes for the 2/24/15 - 8:30am meeting

Chairman Mark Giacomini opened the meeting at 8:38 a.m. Committee Members Paul Gregson and Marc Daniels were present along with Deputy City Clerk Kristene Tavares. Committee Member Lino Moggi was not present (unexcused absence). There is now one Design Review Committee Member opening as Committee Member Gregson is a now a Planning Commissioner representative.

Approval of Previous Minutes: **MOTION** to **APPROVE** January 29, 2015 meeting minutes. **(Daniels/Gregson) Unanimous**

There were no Modifications to the Agenda.

There were no Public Comments.

450 Berding Street: The Design Review Committee was presented with a new carport design that is more conducive with the historical aspect of the home. Chair Giacomini commented that the new design is very nice and Committee Member Gregson thanked the owner of the property for researching the new design and resubmitting the application. Property owner commented that the carport will not be freestanding but an extension of the garage. **MOTION** to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to install/build a new carport at the end of the driveway near the garage. **(Gregson/Daniels) Unanimous**

There was no Correspondence.

Committee Member Comments: Commissioner Gregson commented that he is now the Planning Commission representative and he will be reporting to the Planning Commission on Design Review activities. Gregson also commented that he would like to get more information together on Solar Panels for Design Review Approvals. Committee members all agreed this information would be helpful.

Meeting adjourned at 8:51 a.m.

Respectfully submitted,

Kristene Tavares, Deputy City Clerk  
City of Ferndale

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

## Design Review Minutes for the 03/12/15 - 8:30am meeting

Chairman Mark Giacomini opened the meeting at 8:32 a.m. Committee Members Lino Mogni and Marc Daniels were present along with Deputy City Clerk Kristene Tavares. Committee Member Paul Gregson was not present (excused absence).

Approval of Previous Minutes: **MOTION to APPROVE** February 24, 2015 meeting minutes.  
**(Daniels/Giacomini) Unanimous**

There were no Modifications to the Agenda.

There were no Public Comments.

461 Berding Street: The Design Review Committee was presented with an application to rebuild a new guesthouse on the property. The Committee reviewed the plans and the old building that is to be replaced. Staff explained the old building was to be demolished. **MOTION to APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to rebuild a new guesthouse on the property. **(Mogni/Daniels) Unanimous**

There was no Correspondence.

Committee Member Comments: Chair Giacomini stated there is an at large position open on the Design Review. Staff explained that the vacancy is being advertised and publicly noticed today. Applications will be accepted until March 23, 2015. Applications will then be sent to Planning Commission for their meeting on April 1, 2015.

Meeting adjourned at 8:39 a.m.

Respectfully submitted,

Kristene Tavares, Deputy City Clerk  
City of Ferndale

**City of Ferndale, Humboldt County, California USA**  
**Drainage Committee MINUTES** for the Meeting of February 12, 2015.

Chairman Don Hindley called the meeting to order at 3:30pm. Committee members Tom Stephens, Lee Tomasini, Jim Bass, Doug Brower, and Dick Hooley as well as City Manager Jay Parrish were present. City Engineers Praj White and Yoash Tilles were also in attendance.

Modifications: None

Public Comment: None

Minutes: None

**Business:**

Francis Creek/Debris Torrent Report: City Manager Jay Parrish went over the timeline that staff follows to ensure that Francis Creek is clear from debris, brush or other obstructions during the winter months. Parrish explained that we notify the property owners as well as post three notices and place an ad in the local newspaper making the public aware of staff walking the creek. Committee Member Hooley suggested we start this process later in the year as the vegetation may not be as overgrown in May. Timeline will be tabled until the next meeting for discussion. Committee Member Stephens updated committee on the condition of the creek. He explained the slide that occurred in 2011 and the effects the slide had on the creek over the years. The mild winters had helped to improve the habitat of the creek get back to pre-slide condition. This winter has once again brought the creek back to heavy silt and sediment conditions. The channel is designed for 750 cubic feet per second and is now flooding between 400-500cf per second. The possibility of sediment accumulation or vegetation slowing could be the cause. Stephens has a trip planned to the slide next week to check its condition. Stephens recommends getting together with Fish & Game to discuss more vegetation removal. City Engineer Praj White recommended documentation on past and present changes in the channel as well as involving FEMA would make a good argument for Fish & Game.

Update on Capitol Improvement Plan: City Engineer Yoash Tilles reported on the Capitol Improvement Project for the next five (5) years. Tilles presented three (3) projects that were on the draft list of priorities in 2012. The first project listed was Washington & Schley. This project involves a 12" metal pipe that needs to be replaced as it has deteriorated. The second project listed was Arlington Avenue. This project includes replacing a culvert that is starting to collapse beneath the fairgrounds and roadway. The third project is at Dewey Ave. There are no drainage facilities on Dewey East and West. The project would install and route runoff through PVC pipe underground to existing storm drain. Tilles also mentioned there are projects from 2004, as well as any projects that the committee member may want to put on the priority list. T

Drainage Fund: City Manager Parrish explained that there is approximately \$92377.00 in the Drainage Fund. This includes \$17,550 that was brought in by our assessment. He also mentioned that over the last couple years we have paid down our loan \$50,000.00. Parrish also

stated that this isn't a lot of money and it was important to make an effort to figure out how to pay for projects so that they will get done. City Engineers explained that putting together the Capitol Improvement Plan is essential so that we may apply for grants when they come available. Parrish asked that a priority list be worked on so it may be on an upcoming agenda.

Caltrans 211 Report: Staff coordinating with Caltrans on future drainage projects and presentation on those individual projects

Permitting of Roadside Ditches: Staff coordinating with DF&W, RWQCB, Corp of Engineers on a 5 county permit so PW's can maintain ditches and drainage easements throughout town. Making good progress. We have setup meetings with all the agencies.

Christie East Side Drainage Diversion: Conversation regarding the Eastside drainage course and possible changes to the route as part of the Salt River Restoration project.

Increased Flows in East Side Drainage: Conversation about the increased flows in Eastside Drainage due to additional flows from Williams Creek overflows joining Ambrosini Lane drainage system.

Emergency Response Flooding Committee Report: Committee recommends reducing vegetation removal due to cumulative growth in creek actually reducing flow capacity. Want this communicated to DF&W in the meetings that are being set up.

Larson/Saottini Quarry Impact: Relayed to committee the City's position on the quarry that we are not against the permit per se, but want the county to require antique and appropriate studies.

Van Ness Gaging Station Contribution: There is a monitoring station on Van Ness that measures creek flows and turbidity in Francis Creek. This is a very important tool for the Emergency Flood Response committee and they are recommending to City Council that we collaborate and contribute some funding to insure that the station stays functional. The committee members use this online resource in real-time for informational and management purposes.

Salt River Update: Doreen Hansen of RCD gave an update in a email to CM that said we would be looking at a 2,000 ft dredging project this year, but might receive more funding in late February.

Correspondence: None

Meeting Adjourned at : 6:00 pm.

Respectfully submitted,

Jay Parrish, City Manager

# Agenda

Regular Meeting

Humboldt/Del Norte Hazardous Materials Response Authority

April 13, 2015

Humboldt Bay Fire Department

533 C Street

Eureka, CA 95501

4:30 pm – 6:00 pm

1. **Roll Call**

2. **Convening of Minutes**

Meeting called to order by the Board of Directors.

3. **Public Comments**

The public is invited to address the Board of Directors at this time.

4. **Old Business**

A. Approval of the last meeting's minutes.

5. **New Business**

A. Action: Election of Officers.

B. Review/Approval: Dale Bacigalupi, Lozano Smith Law Firm to represent the Humboldt / Del Norte Hazardous Materials Response Authority as legal counsel.

C. Review/Approval: Humboldt / Del Norte Hazardous Materials Response Authority Agreement with Humboldt Bay Fire Joint Powers Authority for Administrative Services.

D. Review/Consent/Ratification: Memorandum of Understanding, of the Joint Exercise of Powers Agreement of the Humboldt / Del Norte Hazardous Materials Response Authority. Centralized, maintained by the Humboldt Bay Fire Joint Powers Authority.

E. Presentation/Action: Authorization for non-allocated general funds to be used for the purchase of equipment specific for the use of the Hazardous Materials Response Team.

F. Presentation: Humboldt / Del Norte Hazardous Materials Response Team 2015 First Quarter Response and Training Report.

6. **Adjournment**

**Section 15**

**ADJOURN**