

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

Location:	City Hall	Date:	August 20, 2015
	834 Main Street	Time:	7:00 pm
	Ferndale CA 95536	Posted:	August 13, 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; and Councilman Sweeney.
4. CLOSED SESSIONS – REPORT OUT
5. CEREMONIAL – None
6. MODIFICATIONS TO THE AGENDA
7. STUDY SESSIONS - REPORT OUT
8. 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^{rds} 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.)
9. 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 Council Member, staff or the public, the Consent Calendar will not be read. There will be no separate discussion of these items. However, if discussion is required, that item will be removed from the Consent Calendar and considered separately under “Call Items.”)
 - a. Approval of Minutes of the July 16, 2015 Regular City Council Meeting Page 5
 - b. Approval of Minutes of the August 10, 2015 Special City Council Meeting Page 7

c. Acceptance of Printed Regular Checks and Checkbook Register for July 1, 2015- July 31, 2015	Page 8
d. Acceptance of Financial Statements dated July 31, 2015	Page 24
e. Resolution 2015-23 Authorize Collection of Drainage Assessment	Page 54
10. CALL ITEMS REMOVED FROM CONSENT CALENDAR	
11. PRESENTATION / Community Forum – Community Choice Aggregation Presented by Redwood Coast Energy Authority	
12. BUSINESS	
a. Resolution 2015-28 Appoint Member to Ferndale Library Board	Page 57
b. Resolution 2015-22 Adoption of Gann Appropriations Spending Limitation for Fiscal Year 2015-2016	Page 60
c. Resolution 2015-21 Authorizing the City to Borrow Funds from Tri Counties Bank	Page 63
d. Resolution 2015-29 Approve Revised Personnel Policy Manual.....	Page 65
e. Update on Consolidated Election for TOT	Page 71
f. Nilsen Barn Update	Page 72
g. Update on Francis Creek Bridge	Page 73
h. Consider Designating a Voting Delegate to League of California Cities Annual Meeting.....	Page 74
13. CORRESPONDENCE	Page 80
14. COMMENTS FROM THE COUNCIL	
15. REPORTS	
a. City Manager Report	Page 88
b. Commissions and Committee Reports	
i. Planning Commissions Minutes.....	Page 97
ii. Design Review Committee Minutes.....	Page 100
iii. Drainage Committee Minutes	Page 101
c. Minutes from Joint Power Authorities (JPAs) and Reports	
i. Redwood Coast Energy Authority (RCEA)	Page 102
ii. League of California Cities (LoCC)	Page 108
16. 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, September 17, 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

CLOSED SESSION REPORT OUT

Section 5

CEREMONIAL

Section 6

MODIFICATIONS TO THE AGENDA

Section 7

STUDY SESSIONS

Section 8

PUBLIC COMMENT

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

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

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

Section 9

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 July 16, 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, and Police Chief Bret Smith.

Ceremonial: None

Modifications to the Agenda: None

Report out of Study Session: Mayor Hindley reported that there was a study session prior to the regular meeting to discuss the 2015-2016 budget. There were no additions or changes to the budget that was submitted to the public.

Public Comment: None

Consent Calendar: There were four items on the Consent Calendar for approval. Councilman Sweeney pulled item d for further discussion. No comments from the Council or the Public on items a-c. **MOTION**: to approve items a, b and c on the consent calendar. **(Mierzwa/Sweeney) Unanimous.**

Items Pulled From Consent: Councilman Sweeney noted a few minor word changes in Ordinance No 2015-01. City Clerk noted changes to be made. **MOTION**: to approve Ordinance No 2015-01 Amending Ordinance No 97-02 Requiring the Maintenance of Francis Creek, Francis Creek Bank and the Removal of Trees, Brush, Rubbish and Debris from Francis Creek and Prohibiting Introduction Into Francis Creek of Debris, Rubbish and Other Unwanted Material (with noted changes). **(Sweeney/Brown). Unanimous**

Business:

Resolution 2015-20 PG&E Undergrounding Project: Mayor Hindley reminded the Council that at the last meeting, City Manager was authorized to send a letter to the County Board of Supervisors asking for some of their rule 20a credits to make the City's undergrounding project whole. Since that meeting, the City Manager found out that the County wants a resolution. In his conversations with the County, the City Manager asked about doing from Shaw to Herbert, or as far towards Herbert as the credits would go taking into account inflation when the project starts. **MOTION**: Approve Resolution 2015-20 a Resolution of the City Council of the City of Ferndale Designating Underground Utility District C (Main Street From Shaw Avenue to Herbert Street) and District D (Francis Street). **(Brown/Sweeney). Unanimous**

Report on Francis Creek Walk: City Manager thanked Public Works dept. and the volunteer group of citizens who went on the annual creek walk. This year the walk also included Corp of Engineers, Regional Water and Dept of Fish and Wildlife. This is the first year that these three entities were involved. They gave their approval on all items that were marked for cleanup. According to the City Manager, there are nearly 50 properties along the creek and 43 of those properties have something marked for removal. The 1600 permit was brought to Fish and Wildlife. Corp of Engineers and Regional Water Quality Control Board have both also signed off. The City was given an extra two weeks to complete creek cleanup, so the cutoff was extended from October 15 to October 31. Over 20 volunteers have signed up to help interested property owners in cleanup efforts, which will be a one week event. Councilman Sweeney asked where the debris that is pulled from the creek will go. City Manager responded that there is a

County-approved composting site. Mayor Hindley added that there will be no liability to the City due to the fact that there is an ad hoc committee overseeing this project. **NO ACTION**

Nilsen Barn Update: City Manager updated the Council by telling them that Phillip Ostler has started working on the renovations of the barn. He has developed plans, met with an inspector and is ready to go to work. **NO ACTION**

Update on Francis Creek Bridge: The Dept. of Fish and Wildlife has requested a 1600 permit from the ad hoc bridge committee. City Manager hopes that they will just allow the bridge project to fall under the City's current 1600 permit. **NO ACTION.**

Resolution 2015-19 Adopting FY15-16 Budget: The budget shows a deficit of \$54,893.82 for 2015-16. City Manager thanked the Budget Committee for all their help. Mayor Hindley added that cuts were made and salaries were frozen. Office Staff cut hours from 36 to 32 per week. He expressed his deep appreciation to those employees. Member of the public, Duane Martin, commented that making these cuts are hard, but it's in the City's best interest. The City unexpectedly received \$27,000 from the state that has been owed since 2004. Member of the Public Duane Martin stated that there should be a revised statement. Mayor Hindley told him that an audited statement would come out after the audit is complete. Duane Martin also made mention that the City can receive property taxes monthly if they request it. Mayor Hindley stated that he had never heard of that but that Staff will look into it. **MOTION:** to approve Resolution No 2015-19 adopting the FY15-16 budget. **(Sweeney/Brower).**

Unanimous

Comments from the Council: Councilman Brower asked where the City is at with Del Oro regarding the drought restrictions. At the last Council meeting, City Manager stated he would contact Del Oro to see if Ferndale was exempt from any of the restrictions. City Manager responded that he had put the email response from Del Oro in the Councilmen's boxes. Mayor Hindley added that because Ferndale has less than 3,000 residents, the City does not have to follow the water use reductions, but they do have to follow the days allowed for watering.

Correspondence: No Comments

Reports: No Comments

Mayor Hindley adjourned the meeting at 7:47 pm.

Respectfully submitted,

Jennifer Church
City Clerk

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Minutes for Special City Council Meeting of August 10, 2015

Mayor Don Hindley called the Special City Council Meeting to order at 3:00 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 and City Clerk Jennifer Church.

Modifications to the Agenda: None

Public Comment: None

Business:

Resolutions Regarding a Consolidated Election with Humboldt County: City Manager reported that during the budget process, he was given direction to research the process to raise the Transient Occupancy Tax (TOT). The City needs to get four resolutions to the County for the Board of Supervisors to vote on at their meeting on August 18, 2015. City Manager has been in contact with the County and some of the Board of Supervisors are aware that the City is starting this process. They are helping out and ready to receive the resolutions if they are approved by the Council. Raising the TOT has to go out to a vote of the people because it is a tax. The vote requires a simple majority to pass. The purpose of raising the TOT is to generate revenue. Councilman Brown asked what this election will cost the City. City Manager answered that the County did not specify a cost but he doesn't believe there is one because it will be a consolidated election as opposed to a special election. Councilman Sweeney asked if the public will be invited to bring in letters of support or opposition. City Manager answered that one of the resolutions is directed towards rebuttals and what the public's options are. Councilman Sweeney added that if this vote does not pass, the City will need to revisit the budget since the increased revenue based on an increase in TOT is included. Councilman Brown asked where a raise in TOT to 10% would put Ferndale compared to the other local cities. Mayor Hindley reported that Ferndale is currently the lowest at 8%. An increase to 10% would bring the City in line with some of the other cities, but still at the lowest level County-wide. A member of the public asked if TOT includes revenue from the campground at the fairgrounds. Mayor Hindley stated that they are not currently paying. He added that verbiage in the statute deems public campgrounds exempt. **MOTION:** Approve Resolution numbers 2015-24, 2015-25, 2015-26 and 2015-27 pertaining to a consolidated election with Humboldt County. **(Sweeney/Brower). Unanimous**

Mayor Hindley adjourned the meeting at 3:17 pm.

Respectfully submitted,

Jennifer Church
City Clerk

City of Ferndale

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

Printed Regular Checks

General Checking - Distribution Detail - From 07/01/15 To 07/31/15
 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
49304	07/13/15		ACHUM	ACCESS HUMBOLDT		180.00
	10165055			Contractual services	180.00	
Total for ACCESS HUMBOLDT						180.00
100	07/16/15	EFT	AFLAC	AFLAC - REMIT. PROCESSING SERV.		39.32
	10012260			Health insurance payable	39.32	
Total for AFLAC - REMIT. PROCESSING SERV.						39.32
49291	07/08/15		ARNKE	ARNOLD C. KEMP		1,283.44
	10435052			Building regulation/inspectio	1,283.44	
Total for ARNOLD C. KEMP						1,283.44
49305	07/13/15		PHIAY	AYCOCK & EDGMON		650.00
	10165054			Audit and accounting	650.00	
Total for AYCOCK & EDGMON						650.00
49338	07/20/15		BAKTA	BAKER & TAYLOR		452.37
	10615024			Books	452.37	
Total for BAKER & TAYLOR						452.37
49306	07/13/15		CBSCO	CALIFORNIA BUILDING STANDARDS COMMSN		18.00
	10425056.1			Building product review	18.00	
Total for CALIFORNIA BUILDING STANDARDS COM						18.00
49307	07/13/15		CALST	CALIFORNIA STATE DISBURSEMENT UNIT		50.00
	10012250			Garnishments payable	50.00	
49352	07/27/15		CALST	CALIFORNIA STATE DISBURSEMENT UNIT		278.76
	10012250			Garnishments payable	278.76	
49364	07/27/15		CALST	CALIFORNIA STATE DISBURSEMENT UNIT		34.60
	10012250			Garnishments payable	34.60	
Total for CALIFORNIA STATE DISBURSEMENT UNI						363.36
49282	07/01/15		CHACO	CHAMBER OF COMMERCE		7,515.79
	10175072			Chamber of Commerce	7,515.79	
Total for CHAMBER OF COMMERCE						7,515.79
49339	07/20/15		CIG	CIG		3,564.00
	10215090			Vehicle Insurance	2,304.00	
	10315013			Vehicle Insurance	620.00	
	30515163			Vehicle Insurance	640.00	
Total for CIG						3,564.00
49292	07/08/15		CITFO	CITY OF FORTUNA		1,683.33
	10215035			Dispatch service	1,683.33	
49308	07/13/15		CITFO	CITY OF FORTUNA		1,175.00
	30515157			Testing and monitoring	1,175.00	
Total for CITY OF FORTUNA						2,858.33
49340	07/20/15		COHUM	COUNTY OF HUMBOLDT (1) \ COUNTY OF HUMBOLDT		204.32
	10125044			Meetings and dues	204.32	

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Acct No.	Type		Override Description	Amount	Amount	
Total for COUNTY OF HUMBOLDT						204.32
49293	07/08/15		CRAFT	CRAFTSMAN'S MALL		54.00
	21625020			Building and grounds maint	54.00	
Total for CRAFTSMAN'S MALL						54.00
49309	07/13/15		CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.		40.00
	10215012			Office expense	40.00	
Total for CRYSTAL SPRINGS BOTTLED WATER CO.						40.00
49289	07/06/15		DVLNO	DAVE LENARDO		270.00
	30515055			Contractual services	270.00	
49333	07/20/15		DVLNO	DAVE LENARDO		260.00
	30515055			Contractual services	260.00	
49367	07/31/15		DVLNO	DAVE LENARDO		280.00
	30515055			Contractual services	280.00	
Total for DAVE LENARDO						810.00
49310	07/13/15		DCIBU	DCI BUILDERS		23,400.00
	30515095			Capital outlay	23,400.00	
Total for DCI BUILDERS						23,400.00
49353	07/27/15		DELOR	DEL ORO WATER CO., FDLE. DIST.		612.11
	24315033			Water	48.52	
	10615033			Water	29.77	
	10625033			Water	187.59	
	10175031			Water - public restroom	129.71	
	10155031			Water	35.48	
	10215029			Water	41.25	
	10635031			Water	74.05	
	30515032			Utilities - electric - plant	65.74	
Total for DEL ORO WATER CO., FDLE. DIST.						612.11
49311	07/13/15		DEPCO	DEPARTMENT OF CONSERVATION		50.61
	10425056			Building plan check	50.61	
Total for DEPARTMENT OF CONSERVATION						50.61
49341	07/20/15		DEPJU	DEPARTMENT OF JUSTICE		70.00
	10215052			Professional services	70.00	
Total for DEPARTMENT OF JUSTICE						70.00
49312	07/13/15		DSA	DIVISION OF THE STATE ARCHITECT		12.00
	10435052			Building regulation/inspectio	12.00	
Total for DIVISION OF THE STATE ARCHITECT						12.00
49313	07/13/15		DOCST	DOCUSTATION INC. \ DOCUSTATION		167.10
	10165078			Copy machine expense	167.10	
Total for DOCUSTATION						167.10

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Acct No.	Type			Override Description	Amount	Amount
49365	07/27/15		EDWJO	EDWARD JONES & COMPANY		9,110.39
	10105010			Deferred comp	555.51	
	10125010			Deferred retirement	1,349.03	
	10215010			Deferred retirement	3,361.78	
	10315010			Deferred retirement	221.80	
	22315010			Deferred retirement	246.45	
	26315010.1			Deferred compensation	237.94	
	30515010			Deferred retirement	2,686.43	
	10635010			Deferred retirement	196.70	
	24315010			Deferred retirement	254.75	
Total for EDWARD JONES & COMPANY						9,110.39
49354	07/27/15		EELRI	EEL RIVER DISPOSAL		478.85
	10155030			Trash service	204.75	
	10155030			Trash service	31.10	
	30515030			Garbage/sludge	243.00	
Total for EEL RIVER DISPOSAL						478.85
49303	07/08/15		EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		1,114.48
	10012302			State P/R Tax Deposits	1,114.48	
49335	07/20/15		EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		1,018.30
	10012302			State P/R Tax Deposits	1,018.30	
49342	07/20/15		EMPDE	EMPLOYMENT DEVELOPMENT DEPARTMENT		339.26
	10012302			State P/R Tax Deposits	339.26	
Total for EMPLOYMENT DEVELOPMENT DEPART						2,472.04
49334	07/20/15		FDSRA	FERNDALE SENIOR RESOURCE AGENCY		496.35
	10635033			Gas	146.35	
	10635055			Contractual Services	350.00	
49336	07/20/15		FDSRA	FERNDALE SENIOR RESOURCE AGENCY		117.00
	10635055			Contractual Services	117.00	
Total for FERNDALE SENIOR RESOURCE AGENCY						613.35
49294	07/08/15		FERVE	FERNDALE VETERINARY		140.50
	10215052			Professional services	140.50	
Total for FERNDALE VETERINARY						140.50
49355	07/27/15		FORAP	FORTUNA AUTO & TRUCK PARTS INC		45.26
	30515121			Sewer plant maintenance	45.26	
Total for FORTUNA AUTO & TRUCK PARTS INC						45.26
49295	07/08/15		GECAP	GE CAPITAL		222.37
	10165078			Copy machine expense	222.37	
Total for GE CAPITAL						222.37
49314	07/13/15		HUMEH	HUM CO DEPT OF ENVIRONMENTAL HEALTH		642.35
	30515024			Special department supply	305.35	
	24315024			Special department	337.00	
Total for HUM CO DEPT OF ENVIRONMENTAL HE						642.35

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Acct No.	Type			Override Description	Amount	Amount
49343	07/20/15		HUMAS	HUMBOLDT COUNTY ASSESSOR		13.00
	10125012			Office expense	13.00	
Total for HUMBOLDT COUNTY ASSESSOR						13.00
49356	07/27/15		HUMLOD	HUMBOLDT LODGING ALLIANCE, INC.		9,229.86
	10175072.3			TOT 2% HLA QTRLY	9,229.86	
Total for HUMBOLDT LODGING ALLIANCE, INC.						9,229.86
49296	07/08/15		HUMTE	HUMBOLDT TERMITE & PEST		114.00
	10635020			Buildings and grounds maintenance	65.00	
	10215020			Building and grounds maint.	49.00	
Total for HUMBOLDT TERMITE & PEST						114.00
49366	07/31/15		JAYPA	JAY PARRISH		400.00
	10165096			Car Allowance	400.00	
Total for JAY PARRISH						400.00
49315	07/13/15		LMREN	L & M RENNER, INC.		1,058.95
	10215016			Fuel	561.24	
	24315016			Vehicle Fuel	370.63	
	30515016			Vehicle gas	127.08	
Total for L & M RENNER, INC.						1,058.95
49344	07/20/15		MENSU	MENDES SUPPLY CO.		34.37
	10625020			Building and ground maint.	34.37	
49349	07/20/15		MENSU	MENDES SUPPLY CO.		191.93
	10625020			Building and ground maint.	191.93	
Total for MENDES SUPPLY CO.						226.30
49297	07/08/15		MIRRE	MIRANDA'S RESCUE		450.00
	10225096			Animal control	450.00	
Total for MIRANDA'S RESCUE						450.00
49316	07/13/15		MISSN	MISSION UNIFORM & LINEN		81.24
	10635020			Buildings & grounds maintenance - Commu	68.63	
	10175024			Supplies - public restroom	12.61	
Total for MISSION UNIFORM & LINEN						81.24
49298	07/08/15		MBDVZ	MITCHELL, BRISSO. DELANEY & VRIEZE		3,445.00
	10145052			Professional services	3,445.00	
Total for MITCHELL, BRISSO. DELANEY & VRIEZE						3,445.00
49357	07/27/15		NILCO	NILSEN COMPANY		400.18
	30515121			Sewer plant maintenance	316.90	
	30515030			Garbage/sludge	39.93	
	10215020			Building and grounds maint.	6.79	
	10155020			Building and ground maint.	22.53	
	10625020			Building and ground maint.	14.03	
Total for NILSEN COMPANY						400.18

City of Ferndale

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Chk No.	Date	Pay	Ven ID	Vendor Name \ Payee Name	Distribution	Check
Acct No.	Type	Override Description	Amount	Amount		
49317	07/13/15	NCUAQ		NORTH COAST UNIFIED AIR QMD		1,158.54
30515092				Sewer plant permit	1,158.54	
Total for NORTH COAST UNIFIED AIR QMD						1,158.54
49318	07/13/15	PACGA		PACIFIC GAS & ELECTRIC		6,686.99
10175032				Electric - public restroom	32.47	
10155032				Utilities electric	182.19	
10215032				Utilities electric	200.03	
30515032				Utilities - electric - plant	5,398.61	
24315032				Utilities	227.44	
10615032				Utilities	146.64	
10625032				Utilities - electric	57.06	
22315058				Street lighting	20.08	
10635032				Utilities	422.47	
49358	07/27/15	PACGA		PACIFIC GAS & ELECTRIC		1,318.28
22315058				Street lighting	1,318.28	
Total for PACIFIC GAS & ELECTRIC						8,005.27
49345	07/20/15	PARS1		PARSAC (1) \ PARSAC		42,544.00
10105009				Workers comp. insurance	2,032.64	
10125009				Workers comp. insurance	6,263.00	
10155009				Workers comp. insurance	184.40	
10215009				Workers comp. insurance	14,928.68	
10315009				Workers comp. insurance	1,112.50	
10615009				Workers comp. insurance	323.00	
10635009				Wokers compensation insurance	111.25	
22315009				Workers comp. insurance	1,522.67	
25315009				Workers compensation ins.	358.70	
26315009.1				Workers comp. insurance	1,021.93	
30515009				Workers comp. insurance	13,153.35	
24315009				Workers comp. insurance	1,310.36	
10625009				Workers comp insurance	221.52	
Memo: WORKERS COMPENSATION						
49350	07/20/15	PARS2		PARSAC (2) \ PARSAC		22,854.00
10105015				Liability Insurance	3,211.74	
10125015				Liability Insurance	4,205.84	
10155015				Liability Insurance	217.34	
10215092				Liability Insurance	7,849.58	
10315012				Liability Insurance	2,988.34	
10615015				Liability Insurance	172.38	
30515161				Liability Insurance	4,208.78	
Memo: Liability Insurance						
Total for PARSAC						65,398.00
49319	07/13/15	PIEBU		PIERSON BUILDING CENTER		384.29
30515030				Garbage/sludge	384.29	
Total for PIERSON BUILDING CENTER						384.29

City of Ferndale

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Printed Regular Checks

General Checking - Distribution Detail - From 07/01/15 To 07/31/15
 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	
49359	07/27/15		PLANW	PLANWEST PARTNERS, INC.		3,301.50
	10415052			General planning services	994.50	
	10415053			Reimbursable fees	136.00	
	10415058			Special Planning Projects	348.00	
	10415055			General plan review fund	1,823.00	
Total for PLANWEST PARTNERS, INC.						3,301.50
49325	07/16/15		POSTM	POSTMASTER		245.00
	10125012			Office expense	245.00	
Total for POSTMASTER						245.00
49346	07/20/15		QUILL	QUILL		121.45
	10615012			Office expense	121.45	
Total for QUILL						121.45
49299	07/08/15		ROBSM	ROBIN SMITH		153.47
	10245052			Professional services	153.47	
Total for ROBIN SMITH						153.47
49300	07/08/15		SCOUTS	SCOUTS		450.00
	10165099			Miscellaneous	450.00	
Total for SCOUTS						450.00
49301	07/08/15		SEQGA	SEQUOIA GAS COMPANY		253.08
	10155033			Utilities gas	164.46	
	10615031			Gas	88.62	
Total for SEQUOIA GAS COMPANY						253.08
49302	07/08/15		SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUT		824.25
	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	165.35	
	10635007			Medical insurance	14.14	
	10012260			Health insurance payable	232.96	

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General Checking - Distribution Detail - From 07/01/15 To 07/31/15
 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
49322	07/13/15		SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUT		Void
	10105007			Medical insurance	Void	
	10125007			Medical insurance	Void	
	25315007			Medical insurance	Void	
	10215007			Medical insurance	Void	
	24315007			Medical insurance	Void	
	10315007			Medical insurance	Void	
	22315007			Medical insurance	Void	
	26315007			Medical insurance	Void	
	30515007			Medical insurance	Void	
	10635007			Medical insurance	Void	
	10012260			Health insurance payable	Void	
49324	07/13/15		SDRMA	SPECIAL DISTRICT RISK MANAGEMENT AUT		12,320.58
	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	353.10	
	10315007			Medical insurance	295.60	
	22315007			Medical insurance	410.64	
	26315007			Medical insurance	271.00	
	30515007			Medical insurance	3,142.38	
	10635007			Medical insurance	238.14	
	10012260			Health insurance payable	823.14	
Total for SPECIAL DISTRICT RISK MANAGEMENT A						13,144.83
49290	07/06/15		STABO	STATE WATER RESOURCES CONTROL BO (3) \ STATE WATE		1,764.16
	30515198			Sewer match loan	1,764.16	
Total for STATE WATER RESOURCES CONTROL BO						1,764.16
49347	07/20/15		FARSH	THE FARM SHOP		440.84
	24315014			Vehicle expense	308.62	
	30515030			Garbage/sludge	132.22	
Total for THE FARM SHOP						440.84
49360	07/27/15		TRICOUNTY	TRI COUNTY BANK		1,096.79
	26315194			Interest-Six Rivers loan	1,096.79	
Total for TRI COUNTY BANK						1,096.79
49326	07/16/15		USBNK	U.S. BANK CORPORATE PAYMENT SYSTEM		1,213.26
	10125012			Office expense	142.42	
	10215024			Special department supply	29.81	
	10155020			Building and ground maint.	1,041.03	
Total for U.S. BANK CORPORATE PAYMENT SYSTE						1,213.26
49361	07/27/15		UNDSE	UNDERGROUND SERVICE ALERT		162.65
	10315044			Meetings and dues	81.32	
	30515044			Meetings and dues	81.33	

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General Checking - Distribution Detail - From 07/01/15 To 07/31/15
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Chk No.	Date	Pay	Ven ID	Vendor Name \ Payee Name	Distribution	Check
Acct No.		Type		Override Description	Amount	Amount
Total for UNDERGROUND SERVICE ALERT						162.65
100	07/10/15	EFT	USTRE	UNITED STATES TREASURY		6,735.39
	10012301			Federal P/R Tax Deposits	6,735.39	
100	07/20/15	EFT	USTRE	UNITED STATES TREASURY		6,259.13
	10012301			Federal P/R Tax Deposits	6,259.13	
100	07/20/15	EFT	USTRE	UNITED STATES TREASURY		36.62
	10012301			Federal P/R Tax Deposits	36.62	
Total for UNITED STATES TREASURY						13,031.14
49362	07/27/15		VALLU	VALLEY LUMBER		468.40
	10155020			Building and ground maint.	33.64	
	30515030			Garbage/sludge	351.18	
	10625020			Building and ground maint.	34.40	
	10315020			Building and ground maint.	33.97	
	10215020			Building and grounds maint.	15.21	
Total for VALLEY LUMBER						468.40
49320	07/13/15		VERZN	VERIZON		281.79
	10155034			Telephone	49.74	
	10215034			Telephone	173.91	
	30515034			Telephone	46.12	
	24315034			Telephone	12.02	
Total for VERIZON						281.79
49321	07/13/15		WAHCO	WAHLUND CONSTRUCTION		2,288.22
	30515121			Sewer plant maintenance	2,288.22	
Total for WAHLUND CONSTRUCTION						2,288.22
49363	07/27/15		WELF	WELLS FARGO FINANCIAL LEASING		135.01
	10215021			Copier Exp	135.01	
Total for WELLS FARGO FINANCIAL LEASING						135.01
49348	07/20/15		WILSA	WILDWOOD SAW		76.86
	30515121			Sewer plant maintenance	76.86	
Total for WILDWOOD SAW						76.86
Total for the 75 checks					185,062.94	185,062.94

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Printed Regular Checks

General Checking - Distribution Detail - From 07/01/15 To 07/31/15
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Account Distributions

Account No.	Account Description	Amount
10012250	Garnishments payable	363.36
10012260	Health insurance payable	1,095.42
10012301	Federal P/R Tax Deposits	13,031.14
10012302	State P/R Tax Deposits	2,472.04
10105007	Medical insurance	571.45
10105009	Workers comp. insurance	2,032.64
10105010	Deferred comp	555.51
10105015	Liability Insurance- CM	3,211.74
10125007	Insurance Med/Den/Vis	2,047.54
10125009	Workers comp. insurance	6,263.00
10125010	Deferred retirement	1,349.03
10125012	Office expense	400.42
10125015	Liability Insurance - Admin	4,205.84
10125044	Meetings and dues	204.32
10145052	Professional services	3,445.00
10155009	Workers comp. insurance	184.40
10155015	Liability Insurance	217.34
10155020	Building and ground maint.	1,097.20
10155030	Trash service	235.85
10155031	Water	35.48
10155032	Utilities electric	182.19
10155033	Utilities gas	164.46
10155034	Telephone	49.74
10165054	Audit and accounting	650.00
10165055	Contractual services	180.00
10165078	Copy machine expense	389.47
10165096	Car Allowance	400.00
10165099	Miscellaneous	450.00
10175024	Supplies - public restroom	12.61
10175031	Water - public restroom	129.71
10175032	Electric - public restroom	32.47
10175072	Chamber of Commerce	7,515.79
10175072.3	TOT 2% HLA QTRLY	9,229.86

City of Ferndale

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10215007	Medical insurance	4,410.09
10215009	Workers comp. insurance	14,928.68
10215010	Deferred retirement	3,361.78
10215012	Office expense	40.00
10215016	Fuel	561.24
10215020	Building and grounds maint.	71.00
10215021	Copier Exp	135.01
10215024	Special department supply	29.81
10215029	Water	41.25
10215032	Utilities electric	200.03
10215034	Telephone	173.91
10215035	Dispatch service	1,683.33
10215052	Professional services	210.50
10215090	Vehicle Insurance	2,304.00
10215092	Liability Insurance	7,849.58
10225096	Animal control	450.00
10245052	Professional services	153.47
10315007	Medical insurance	311.02
10315009	Workers comp. insurance	1,112.50
10315010	Deferred retirement	221.80
10315012	Liability Insurance	2,988.34
10315013	Vehicle Insurance	620.00
10315020	Building and ground maint.	33.97
10315044	Meetings and dues	81.32
10415052	General planning services	994.50
10415053	Reimbursable fees	136.00
10415055	General plan review fund	1,823.00
10415058	Special Planning Projects	348.00
10425056	Building plan check	50.61
10425056.1	Building product review	18.00
10435052	Building regulation/inspectio	1,295.44
10615009	Workers comp. insurance	323.00
10615012	Office expense	121.45
10615015	Building and Property Ins	172.38
10615024	Books	452.37
10615031	Gas	88.62

City of Ferndale

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10615032	Utilities	146.64
10615033	Water	29.77
10625009	Workers comp insurance	221.52
10625020	Building and ground maint.	274.73
10625032	Utilities - electric	57.06
10625033	Water	187.59
10635007	Medical insurance	252.28
10635009	Wokers compensation insurance	111.25
10635010	Deferred retirement	196.70
10635020	Buildings and grounds maintenance	133.63
10635031	Water	74.05
10635032	Utilities	422.47
10635033	Gas	146.35
10635055	Contractual Services	467.00
21625020	Building and grounds maint	54.00
22315007	Medical insurance	426.32
22315009	Workers comp. insurance	1,522.67
22315010	Deferred retirement	246.45
22315058	Street lighting	1,338.36
24315007	Medical insurance	372.90
24315009	Workers comp. insurance	1,310.36
24315010	Deferred retirement	254.75
24315014	Vehicle expense	308.62
24315016	Fuel	370.63
24315024	Special department	337.00
24315032	Utilities	227.44
24315033	Water	48.52
24315034	Telephone	12.02
25315007	Medical insurance	99.63
25315009	Workers compensation ins.	358.70
26315007	Medical insurance	289.77
26315009.1	Workers comp. insurance	1,021.93
26315010.1	Deferred compensation	237.94
26315194	Interest-Six Rivers loan	1,096.79
30515007	Medical insurance	3,307.73
30515009	Workers comp. insurance	13,153.35

City of Ferndale

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General Checking - Distribution Detail - From 07/01/15 To 07/31/15

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30515010	Deferred retirement	2,686.43
30515016	Vehicle gas	127.08
30515024	Special department supply	305.35
30515030	Garbage/sludge	1,150.62
30515032	Utilities - electric - plant	5,464.35
30515034	Telephone	46.12
30515044	Meetings and dues	81.33
30515055	Contractual services	810.00
30515092	Sewer plant permit	1,158.54
30515095	Capital outlay	23,400.00
30515121	Sewer plant maintenance	2,727.24
30515157	Testing and monitoring	1,175.00
30515161	Liability Insurance	4,208.78
30515163	Vehicle Insurance	640.00
30515198	Sewer match loan	1,764.16
		185,062.94

City of Ferndale

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Checkbook Register

General Checking

From 07/01/15 To 07/31/15 - By Check Number

Number	Date	Payee/Description	Vendor Name	Checks \ Payments	Deposits \ Additions	Balance
		Beginning balance				624,820.94
Deposit	07/08/15	AR Deposit			41,195.07	666,016.01
Deposit	07/15/15	AR Deposit			8,700.00	674,716.01
Deposit	07/16/15	AR Deposit			10,890.94	685,606.95
Deposit	07/30/15	AR Deposit			39,599.51	725,206.46
Deposit	07/31/15	AR Deposit			4,905.10	730,111.56
100	07/10/15	UNITED STATES TREASURY		6,735.39		723,376.17
100	07/16/15	AFLAC - REMIT. PROCESSING SE		39.32		723,336.85
100	07/20/15	UNITED STATES TREASURY		6,259.13		717,077.72
100	07/20/15	UNITED STATES TREASURY		36.62		717,041.10
1001	07/07/15	JENNIFER L. CHURCH		1,163.64		715,877.46
1001	07/21/15	JENNIFER L. CHURCH		1,068.29		714,809.17
1001	07/31/15	JENNIFER L. CHURCH		1,046.27		713,762.90
1002	07/07/15	STEVE L. COPPINI		1,859.15		711,903.75
1002	07/21/15	STEVE L. COPPINI		1,838.41		710,065.34
1002	07/31/15	STEVE L. COPPINI		1,838.42		708,226.92
1003	07/07/15	DMITRIY GAVRYUSH		1,186.90		707,040.02
1003	07/21/15	DMITRIY GAVRYUSH		1,118.00		705,922.02
1003	07/31/15	DMITRIY GAVRYUSH		1,093.09		704,828.93
1004	07/07/15	JOHNNY F. HOPPIS		1,178.54		703,650.39
1004	07/21/15	JOHNNY F. HOPPIS		1,060.02		702,590.37
1004	07/31/15	JOHNNY F. HOPPIS		1,060.02		701,530.35
1005	07/07/15	TYLER JAMES		1,363.06		700,167.29
1005	07/21/15	TYLER JAMES		1,314.05		698,853.24
1005	07/31/15	TYLER JAMES		1,232.56		697,620.68
1006	07/07/15	JAY D. PARRISH		2,149.82		695,470.86
1006	07/21/15	JAY D. PARRISH		2,149.82		693,321.04
1006	07/31/15	JAY D. PARRISH		2,149.83		691,171.21
1007	07/07/15	BRET A. SMITH		1,340.34		689,830.87
1007	07/21/15	BRET A. SMITH		1,340.33		688,490.54
1007	07/31/15	BRET A. SMITH		1,340.33		687,150.21
1008	07/07/15	ADAM D. STRICKER		1,468.55		685,681.66
1008	07/21/15	ADAM D. STRICKER		1,483.84		684,197.82
1008	07/31/15	ADAM D. STRICKER		1,346.24		682,851.58
1009	07/07/15	KRISTENE M. TAVARES		1,218.29		681,633.29
1009	07/21/15	KRISTENE M. TAVARES		1,111.79		680,521.50
1009	07/31/15	KRISTENE M. TAVARES		1,077.65		679,443.85
1010	07/07/15	DONNA E. TIMMERMAN		1,460.14		677,983.71
1010	07/21/15	DONNA E. TIMMERMAN		1,241.35		676,742.36
1010	07/31/15	DONNA E. TIMMERMAN		1,181.48		675,560.88
1011	07/07/15	ROBERT A. WIDEMAN		1,274.37		674,286.51
1011	07/21/15	ROBERT A. WIDEMAN		1,153.31		673,133.20
1011	07/31/15	ROBERT A. WIDEMAN		1,170.65		671,962.55
49282	07/01/15	CHAMBER OF COMMERCE		7,515.79		664,446.76
49283	07/07/15	MARY ELLEN BOYNTON		46.27		664,400.49

City of Ferndale

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Checkbook Register

General Checking

From 07/01/15 To 07/31/15 - By Check Number

Number	Date	Payee/Description	Vendor Name	Checks \ Payments	Deposits \ Additions	Balance
49284	07/07/15	WILLIAM O. BRIGGS		133.47		664,267.02
49285	07/07/15	QUY H. CAO		490.39		663,776.63
49286	07/07/15	SHAWN C. GARDNER		1,382.18		662,394.45
49287	07/07/15	TIMOTHY W. MIRANDA		969.10		661,425.35
49288	07/07/15	DIANNA L. RICHARDSON		120.32		661,305.03
49289	07/06/15	DAVE LENARDO		270.00		661,035.03
49290	07/06/15	STATE WATER RESOURCES CON	STATE WATER R	1,764.16		659,270.87
49291	07/08/15	ARNOLD C. KEMP		1,283.44		657,987.43
49292	07/08/15	CITY OF FORTUNA		1,683.33		656,304.10
49293	07/08/15	CRAFTSMAN'S MALL		54.00		656,250.10
49294	07/08/15	FERNDALE VETERINARY		140.50		656,109.60
49295	07/08/15	GE CAPITAL		222.37		655,887.23
49296	07/08/15	HUMBOLDT TERMITE & PEST		114.00		655,773.23
49297	07/08/15	MIRANDA'S RESCUE		450.00		655,323.23
49298	07/08/15	MITCHELL, BRISSO. DELANEY &		3,445.00		651,878.23
49299	07/08/15	ROBIN SMITH		153.47		651,724.76
49300	07/08/15	SCOUTS		450.00		651,274.76
49301	07/08/15	SEQUOIA GAS COMPANY		253.08		651,021.68
49302	07/08/15	SPECIAL DISTRICT RISK MANAGE		824.25		650,197.43
49303	07/08/15	EMPLOYMENT DEVELOPMENT D		1,114.48		649,082.95
49304	07/13/15	ACCESS HUMBOLDT		180.00		648,902.95
49305	07/13/15	AYCOCK & EDGMON		650.00		648,252.95
49306	07/13/15	CALIFORNIA BUILDING STANDA		18.00		648,234.95
49307	07/13/15	CALIFORNIA STATE DISBURSEM		50.00		648,184.95
49308	07/13/15	CITY OF FORTUNA		1,175.00		647,009.95
49309	07/13/15	CRYSTAL SPRINGS BOTTLED WA		40.00		646,969.95
49310	07/13/15	DCI BUILDERS		23,400.00		623,569.95
49311	07/13/15	DEPARTMENT OF CONSERVATI		50.61		623,519.34
49312	07/13/15	DIVISION OF THE STATE ARCHIT		12.00		623,507.34
49313	07/13/15	DOCUSTATION	DOCUSTATION I	167.10		623,340.24
49314	07/13/15	HUM CO DEPT OF ENVIRONMENT		642.35		622,697.89
49315	07/13/15	L & M RENNER, INC.		1,058.95		621,638.94
49316	07/13/15	MISSION UNIFORM & LINEN		81.24		621,557.70
49317	07/13/15	NORTH COAST UNIFIED AIR QM		1,158.54		620,399.16
49318	07/13/15	PACIFIC GAS & ELECTRIC		6,686.99		613,712.17
49319	07/13/15	PIERSON BUILDING CENTER		384.29		613,327.88
49320	07/13/15	VERIZON		281.79		613,046.09
49321	07/13/15	WAHLUND CONSTRUCTION		2,288.22		610,757.87
49322	07/13/15	SPECIAL DISTRICT RISK MANAGE		Void		610,757.87
49324	07/13/15	SPECIAL DISTRICT RISK MANAGE		12,320.58		598,437.29
49325	07/16/15	POSTMASTER		245.00		598,192.29
49326	07/16/15	U.S. BANK CORPORATE PAYMEN		1,213.26		596,979.03
49327	07/21/15	MARY ELLEN BOYNTON		83.30		596,895.73
49328	07/21/15	WILLIAM O. BRIGGS		133.46		596,762.27
49329	07/21/15	QUY H. CAO		490.39		596,271.88

City of Ferndale

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Checkbook Register

General Checking

From 07/01/15 To 07/31/15 - By Check Number

Number	Date	Payee/Description	Vendor Name	Checks \ Payments	Deposits \ Additions	Balance
49330	07/21/15	SHAWN C. GARDNER		1,273.05		594,998.83
49331	07/21/15	TIMOTHY W. MIRANDA		864.89		594,133.94
49332	07/21/15	DIANNA L. RICHARDSON		37.02		594,096.92
49333	07/20/15	DAVE LENARDO		260.00		593,836.92
49334	07/20/15	FERNDALE SENIOR RESOURCE A		496.35		593,340.57
49335	07/20/15	EMPLOYMENT DEVELOPMENT D		1,018.30		592,322.27
49336	07/20/15	FERNDALE SENIOR RESOURCE A		117.00		592,205.27
49337	07/21/15	MARIA A. ROSA		217.88		591,987.39
49338	07/20/15	BAKER & TAYLOR		452.37		591,535.02
49339	07/20/15	CIG		3,564.00		587,971.02
49340	07/20/15	COUNTY OF HUMBOLDT	COUNTY OF HU	204.32		587,766.70
49341	07/20/15	DEPARTMENT OF JUSTICE		70.00		587,696.70
49342	07/20/15	EMPLOYMENT DEVELOPMENT D		339.26		587,357.44
49343	07/20/15	HUMBOLDT COUNTY ASSESSOR		13.00		587,344.44
49344	07/20/15	MENDES SUPPLY CO.		34.37		587,310.07
49345	07/20/15	PARSAC	PARSAC (1)	42,544.00		544,766.07
		Memo: WORKERS COMPENSATION				
49346	07/20/15	QUILL		121.45		544,644.62
49347	07/20/15	THE FARM SHOP		440.84		544,203.78
49348	07/20/15	WILDWOOD SAW		76.86		544,126.92
49349	07/20/15	MENDES SUPPLY CO.		191.93		543,934.99
49350	07/20/15	PARSAC	PARSAC (2)	22,854.00		521,080.99
		Memo: Liability Insurance				
49352	07/27/15	CALIFORNIA STATE DISBURSEM		278.76		520,802.23
49353	07/27/15	DEL ORO WATER CO., FDLE. DI		612.11		520,190.12
49354	07/27/15	EEL RIVER DISPOSAL		478.85		519,711.27
49355	07/27/15	FORTUNA AUTO & TRUCK PART		45.26		519,666.01
49356	07/27/15	HUMBOLDT LODGING ALLIAN		9,229.86		510,436.15
49357	07/27/15	NILSEN COMPANY		400.18		510,035.97
49358	07/27/15	PACIFIC GAS & ELECTRIC		1,318.28		508,717.69
49359	07/27/15	PLANWEST PARTNERS, INC.		3,301.50		505,416.19
49360	07/27/15	TRI COUNTY BANK		1,096.79		504,319.40
49361	07/27/15	UNDERGROUND SERVICE ALER		162.65		504,156.75
49362	07/27/15	VALLEY LUMBER		468.40		503,688.35
49363	07/27/15	WELLS FARGO FINANCIAL LEA		135.01		503,553.34
49364	07/27/15	CALIFORNIA STATE DISBURSEM		34.60		503,518.74
49365	07/27/15	EDWARD JONES & COMPANY		9,110.39		494,408.35
49366	07/31/15	JAY PARRISH		400.00		494,008.35
49367	07/31/15	DAVE LENARDO		280.00		493,728.35
49368	07/31/15	MARY ELLEN BOYNTON		83.29		493,645.06
49369	07/31/15	WILLIAM O. BRIGGS		119.63		493,525.43
49370	07/31/15	QUY H. CAO		490.39		493,035.04
49371	07/31/15	SHAWN C. GARDNER		1,261.50		491,773.54
49372	07/31/15	TIMOTHY W. MIRANDA		1,017.06		490,756.48
49373	07/31/15	DIANNA L. RICHARDSON		83.29		490,673.19

City of Ferndale

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

Checkbook Register

General Checking

From 07/01/15 To 07/31/15 - By Check Number

<u>Number</u>	<u>Date</u>	<u>Payee\Description</u>	<u>Vendor Name</u>	<u>Checks \ Payments</u>	<u>Deposits \ Additions</u>	<u>Balance</u>
				<u>239,438.37</u>	<u>105,290.62</u>	

City of Ferndale
Financial Statements
July 31, 2015

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

City of Ferndale
Financial Statements
July 31, 2015

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

ASSETS

Current Assets

Cash	\$	354,772.41	
Petty cash		152.59	
Cash-Restricted-insurance		15,000.00	
Revenue receivable		6,571.90	
Employee Advances		(942.57)	
Due from other funds		<u>26,212.97</u>	
Total Current Assets			<u>\$ 401,767.30</u>
TOTAL ASSETS			<u><u>\$ 401,767.30</u></u>

LIABILITIES AND NET ASSETS

Current Liabilities

Garnishments payable	\$	252.75	
Health insurance payable		10,908.70	
Federal withholding payable		43,066.49	
FICA payable		59,161.65	
State withholding payable		13,133.82	
State disability payable		3,480.18	
State unemployment payable		6,842.15	
Federal P/R Tax Deposits		(96,059.32)	
State P/R Tax Deposits		<u>(22,286.67)</u>	
Total Current Liabilities			<u>\$ 18,499.75</u>
Total Liabilities			<u>\$ 18,499.75</u>

Fund Balance

Fund balance-unappropriated	\$	449,395.34	
Fund balance-special purposes		10,000.00	
Revenue over (under) expenditures		<u>(76,127.79)</u>	
Total Fund Balance			<u>\$ 383,267.55</u>
TOTAL LIABILITIES AND FUND BALANCE			<u><u>\$ 401,767.30</u></u>

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

ASSETS

Current Assets

Cash \$ 3,817.76Total Current Assets \$ 3,817.76TOTAL ASSETS \$ 3,817.76

LIABILITIES AND NET ASSETS

Current Liabilities

Fund Balance

Fund balance-special purposes \$ 3,817.76Total Fund Balance \$ 3,817.76TOTAL LIABILITIES AND
FUND BALANCE \$ 3,817.76

City of Ferndale
Park Fund
Balance Sheet
As of July 31, 2015

ASSETS

Current Assets		
Cash	\$	916.12
Cash-Restricted-Fireman's PK		219.24
Cash-Restricted-Bocce Ball Court		<u>1,854.92</u>
Total Current Assets		<u>\$ 2,990.28</u>
TOTAL ASSETS		<u><u>\$ 2,990.28</u></u>
LIABILITIES AND NET ASSETS		
Current Liabilities		
Due to other funds	\$	<u>13,539.93</u>
Total Current Liabilities		<u>\$ 13,539.93</u>
Total Liabilities		<u>\$ 13,539.93</u>
Fund Balance		
Fund balance-unappropriated	\$	(10,525.65)
Revenue over (under) expenditures		<u>(24.00)</u>
Total Fund Balance		<u>\$ (10,549.65)</u>
TOTAL LIABILITIES AND FUND BALANCE		<u><u>\$ 2,990.28</u></u>

City of Ferndale
Gas Tax Fund
Balance Sheet
As of July 31, 2015

ASSETS

Current Assets

Cash \$ 73,135.37

Total Current Assets \$ 73,135.37

TOTAL ASSETS \$ 73,135.37

LIABILITIES AND NET ASSETS

Current Liabilities

Fund Balance

Fund balance-special purposes \$ 74,142.70

Revenue over (under) expenditures (1,007.33)

Total Fund Balance \$ 73,135.37

TOTAL LIABILITIES AND
FUND BALANCE \$ 73,135.37

City of Ferndale

TEA 21

Balance Sheet

As of July 31, 2015

ASSETS

Current Assets

Cash \$ 75,608.67Total Current Assets \$ 75,608.67TOTAL ASSETS \$ 75,608.67

LIABILITIES AND NET ASSETS

Current Liabilities

Fund Balance

Fund balance-special purposes \$ 75,608.67Total Fund Balance \$ 75,608.67TOTAL LIABILITIES AND
FUND BALANCE \$ 75,608.67

 City of Ferndale

Transportation Development Act

 Balance Sheet
 As of July 31, 2015

ASSETS

Current Assets

Cash	\$	<u>232,631.08</u>
------	----	-------------------

Total Current Assets	\$	<u>232,631.08</u>
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TOTAL ASSETS	\$	<u><u>232,631.08</u></u>
--------------	----	--------------------------

LIABILITIES AND NET ASSETS

Current Liabilities

Fund Balance

Fund balance-special purposes	\$	216,496.17
-------------------------------	----	------------

Revenue over (under) expenditures	<u>16,134.91</u>
-----------------------------------	------------------

Total Fund Balance	\$	<u>232,631.08</u>
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TOTAL LIABILITIES AND FUND BALANCE	\$	<u><u>232,631.08</u></u>
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City of Ferndale
 Integrated Waste Management
 Balance Sheet
 As of July 31, 2015

ASSETS

Current Assets

Cash	\$	<u>40,064.23</u>
------	----	------------------

Total Current Assets	\$	<u>40,064.23</u>
----------------------	----	------------------

TOTAL ASSETS	\$	<u><u>40,064.23</u></u>
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LIABILITIES AND NET ASSETS

Current Liabilities

Fund Balance

Fund balance-special purposes	\$	41,239.99
-------------------------------	----	-----------

Revenue over (under) expenditures		<u>(1,175.76)</u>
-----------------------------------	--	-------------------

Total Fund Balance	\$	<u>40,064.23</u>
--------------------	----	------------------

TOTAL LIABILITIES AND FUND BALANCE	\$	<u><u>40,064.23</u></u>
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City of Ferndale

Drainage Fund

Balance Sheet
As of July 31, 2015

ASSETS

Current Assets

Cash \$ 65,244.21Total Current Assets \$ 65,244.21TOTAL ASSETS \$ 65,244.21

LIABILITIES AND NET ASSETS

Current Liabilities

Accrued interest payable \$ 613.02Total Current Liabilities \$ 613.02Total Liabilities \$ 613.02

Fund Balance

Fund balance-special purposes \$ 52,010.55

Prior period adjustment 17,337.50

Revenue over (under) expenditures (4,716.86)Total Fund Balance \$ 64,631.19TOTAL LIABILITIES AND
FUND BALANCE \$ 65,244.21

 City of Ferndale

TE Funds - Ped. and Bicycle Path

Balance Sheet

As of July 31, 2015

ASSETS

Current Assets		
Cash	\$	<u>7,475.50</u>
Total Current Assets	\$	<u>7,475.50</u>
TOTAL ASSETS	\$	<u><u>7,475.50</u></u>
LIABILITIES AND NET ASSETS		
Current Liabilities		
Due to other funds	\$	<u>12,673.05</u>
Total Current Liabilities	\$	<u>12,673.05</u>
Total Liabilities	\$	<u>12,673.05</u>
Fund Balance		
Fund balance-special purposes	\$	(12,673.05)
Revenue over (under) expenditures		<u>7,475.50</u>
Total Fund Balance	\$	<u>(5,197.55)</u>
TOTAL LIABILITIES AND FUND BALANCE	\$	<u><u>7,475.50</u></u>

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

ASSETS	
Current Assets	
Cash	\$ <u>326,152.18</u>
Total Current Assets	\$ <u>326,152.18</u>
Fixed Assets	
Vehicles	\$ 26,897.70
Equipment	97,646.87
Less accumulated depreciation	(71,320.36)
Sewer system	13,436,274.06
Accumulated depreciation-sewer system	<u>(1,951,995.13)</u>
Total Fixed Assets	\$ <u>11,537,503.14</u>
TOTAL ASSETS	\$ <u><u>11,863,655.32</u></u>
LIABILITIES AND FUND EQUITY	
Liabilities	
Accounts payable	(39,000.00)
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>4,797,187.93</u>
Total Liabilities	\$ <u>4,797,187.93</u>
Fund Equity	
Retained earnings-unreserved	\$ 226,716.44
Investment in fixed assets	6,940,391.00
Prior period adjustment	(17,337.50)
Revenue over (under) expenditures	<u>(83,302.55)</u>
Total Fund Equity	\$ <u>7,066,467.39</u>
TOTAL LIABILITIES AND FUND EQUITY	\$ <u><u>11,863,655.32</u></u>

 City of Ferndale

Governmental Fixed Assets

Balance Sheet

As of July 31, 2015

ASSETS	
Fixed Assets	
Buildings and improvements	463,886.10
Accumulated depreciation	(130,577.66)
Vehicles	132,767.03
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)
Streetlights	25,200.00
Accumulated depreciation - Streetlights	(13,440.00)
Land	<u>131,000.00</u>
Total Fixed Assets	<u>\$ 6,807,399.18</u>
TOTAL ASSETS	<u>\$ 6,807,399.18</u>
LIABILITIES AND FUND BALANCE	
Fund Balance	
Investment in Fixed Assets	<u>\$ 6,807,399.18</u>
Total Investment in Fixed Assets	<u>\$ 6,807,399.18</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 6,807,399.18</u>

 City of Ferndale

General Government Long term Debt

Balance Sheet

As of July 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 1 Month Ended July 31, 2015

	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
Revenues					
Taxes					
10014110 - Sales and use tax	\$ 8,700.00	\$ 8,700.00	\$ 0.00	\$ 8,700.00	0%
10014111 - Trash franchise	1,079.85	1,079.85	0.00	1,079.85	0%
10014114 - Cable franchise	6,089.33	6,089.33	0.00	6,089.33	0%
10014116 - Business license tax	8,843.00	8,843.00	0.00	8,843.00	0%
10014120 - Transient lodging tax	<u>26,372.76</u>	<u>26,372.76</u>	<u>0.00</u>	<u>26,372.76</u>	<u>0%</u>
Total Taxes	<u>51,084.94</u>	<u>51,084.94</u>	<u>0.00</u>	<u>51,084.94</u>	<u>0%</u>
Licenses and Permits					
10024278 - Animal license fees	<u>\$ 1,015.00</u>	<u>\$ 1,015.00</u>	<u>\$ 0.00</u>	<u>\$ 1,015.00</u>	<u>0%</u>
Total Licenses and Permits	<u>1,015.00</u>	<u>1,015.00</u>	<u>0.00</u>	<u>1,015.00</u>	<u>0%</u>
Fines					
Use of Money and Property					
10044297 - Town hall rent	\$ 430.00	\$ 430.00	\$ 0.00	\$ 430.00	0%
10044297.1 - Community Center rents	<u>567.00</u>	<u>567.00</u>	<u>0.00</u>	<u>567.00</u>	<u>0%</u>
Total Use of Money and Property	<u>997.00</u>	<u>997.00</u>	<u>0.00</u>	<u>997.00</u>	<u>0%</u>

City of Ferndale
 General Fund
 Statement of Activities-Cash Basis
 Actual vs. Budget
 For the 1 Month Ended July 31, 2015

	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
REVENUE - Continued					
Intergovernmental					
10054310 - COPS program	\$ 9,314.63	\$ 9,314.63	\$ 0.00	\$ 9,314.63	0%
Total Intergovernmental	<u>9,314.63</u>	<u>9,314.63</u>	<u>0.00</u>	<u>9,314.63</u>	<u>0%</u>
Fees for Service					
10084271 - Parking fees	\$ 107.25	\$ 107.25	\$ 0.00	\$ 107.25	0%
Total Fees for Service	<u>107.25</u>	<u>107.25</u>	<u>0.00</u>	<u>107.25</u>	<u>0%</u>
Other Revenue					
10094307 - Miscellaneous	\$ 5,375.19	\$ 5,375.19	\$ 0.00	\$ 5,375.19	0%
Total Other Revenue	<u>5,375.19</u>	<u>5,375.19</u>	<u>0.00</u>	<u>5,375.19</u>	<u>0%</u>
TOTAL REVENUE	<u>67,894.01</u>	<u>67,894.01</u>	<u>0.00</u>	<u>67,894.01</u>	<u>0%</u>

City of Ferndale
 General Fund
 Statement of Activities-Cash Basis
 Actual vs. Budget
 For the 1 Month Ended July 31, 2015

	Current Period	Year To Date	Annual		Percent
	Actual	Actual	Budget	Variance	of Budget
EXPENDITURES					
Mayor and City Council					
City Manager and City Clerk					
10105002 - Salary - City Manager	\$ 3,284.79	\$ 3,284.79	\$ 0.00	\$ (3,284.79)	0%
10105006 - SSI tax	248.67	248.67	0.00	(248.67)	0%
10105007 - Medical insurance	606.76	606.76	0.00	(606.76)	0%
10105009 - Workers comp. insurance	2,032.64	2,032.64	0.00	(2,032.64)	0%
10105010 - Deferred comp	555.51	555.51	0.00	(555.51)	0%
10125002 - Salary - City Clerk	10,460.05	10,460.05	0.00	(10,460.05)	0%
10125006 - Payroll taxes	788.03	788.03	0.00	(788.03)	0%
10125007 - Insurance Med/Den/Vis	2,048.83	2,048.83	0.00	(2,048.83)	0%
10125009 - Workers comp. insurance	6,263.00	6,263.00	0.00	(6,263.00)	0%
10125010 - Deferred retirement	<u>1,349.03</u>	<u>1,349.03</u>	<u>0.00</u>	<u>(1,349.03)</u>	<u>0%</u>
Total City Manager and City Clerk	<u>27,637.31</u>	<u>27,637.31</u>	<u>0.00</u>	<u>(27,637.31)</u>	<u>0%</u>
Operating Expenditures					
10125012 - Office expense	\$ 400.42	\$ 400.42	\$ 0.00	\$ (400.42)	0%
10125015 - Liability Insurance - Admin	4,205.84	4,205.84	0.00	(4,205.84)	0%
10125044 - Meetings and dues	<u>204.32</u>	<u>204.32</u>	<u>0.00</u>	<u>(204.32)</u>	<u>0%</u>
Total Operating Expenditures	<u>4,810.58</u>	<u>4,810.58</u>	<u>0.00</u>	<u>(4,810.58)</u>	<u>0%</u>
City Attorney					
10145052 - Professional services	\$ 3,445.00	\$ 3,445.00	\$ 0.00	\$ (3,445.00)	0%
Total City Attorney	<u>3,445.00</u>	<u>3,445.00</u>	<u>0.00</u>	<u>(3,445.00)</u>	<u>0%</u>

City of Ferndale
General Fund
Statement of Activities-Cash Basis
Actual vs. Budget
For the 1 Month Ended July 31, 2015

EXPENDITURES - Continued	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
Government Buildings					
10155002 - Salary - permanent	\$ 239.32	\$ 239.32	\$ 0.00	\$ (239.32)	0%
10155006 - SSI tax	80.59	80.59	0.00	(80.59)	0%
10155009 - Workers comp. insurance	184.40	184.40	0.00	(184.40)	0%
10155015 - Liability Insurance	217.34	217.34	0.00	(217.34)	0%
10155020 - Building and ground maint.	1,097.20	1,097.20	0.00	(1,097.20)	0%
10155030 - Trash service	235.85	235.85	0.00	(235.85)	0%
10155031 - Water	35.48	35.48	0.00	(35.48)	0%
10155032 - Utilities electric	182.19	182.19	0.00	(182.19)	0%
10155033 - Utilities gas	164.46	164.46	0.00	(164.46)	0%
10155034 - Telephone	<u>49.74</u>	<u>49.74</u>	<u>0.00</u>	<u>(49.74)</u>	<u>0%</u>
Total Government Buildings	<u>2,486.57</u>	<u>2,486.57</u>	<u>0.00</u>	<u>(2,486.57)</u>	<u>0%</u>
Nondepartmental					
10165054 - Audit and accounting	\$ 650.00	\$ 650.00	\$ 0.00	\$ (650.00)	0%
10165055 - Contractual services	180.00	180.00	0.00	(180.00)	0%
10165078 - Copy machine expense	389.47	389.47	0.00	(389.47)	0%
10165096 - Car Allowance	800.00	800.00	0.00	(800.00)	0%
10165099 - Miscellaneous	<u>450.00</u>	<u>450.00</u>	<u>0.00</u>	<u>(450.00)</u>	<u>0%</u>
Total Nondepartmental	<u>2,469.47</u>	<u>2,469.47</u>	<u>0.00</u>	<u>(2,469.47)</u>	<u>0%</u>
Community Promotion					
10175024 - Supplies - public restroom	\$ 12.61	\$ 12.61	\$ 0.00	\$ (12.61)	0%
10175031 - Water - public restroom	129.71	129.71	0.00	(129.71)	0%
10175032 - Electric - public restroom	32.47	32.47	0.00	(32.47)	0%
10175072 - Chamber of Commerce	7,515.79	7,515.79	0.00	(7,515.79)	0%
10175072.3 - TOT 2% HLA QTRLY	<u>9,229.86</u>	<u>9,229.86</u>	<u>0.00</u>	<u>(9,229.86)</u>	<u>0%</u>
Total Community Promotion	<u>16,920.44</u>	<u>16,920.44</u>	<u>0.00</u>	<u>(16,920.44)</u>	<u>0%</u>

RESTRICTED FOR MANAGEMENT'S USE ONLY.

City of Ferndale
 General Fund
 Statement of Activities-Cash Basis
 Actual vs. Budget
 For the 1 Month Ended July 31, 2015

EXPENDITURES - Continued	Current Period	Year To Date	Annual	Variance	Percent of Budget
	Actual	Actual	Budget		
Police					
10215002 - Salary - permanent	\$ 25,802.81	\$ 25,802.81	\$ 0.00	\$ (25,802.81)	0%
10215005 - Salary - overtime	388.96	388.96	0.00	(388.96)	0%
10215006 - SSI tax	1,986.28	1,986.28	0.00	(1,986.28)	0%
10215007 - Medical insurance	4,417.20	4,417.20	0.00	(4,417.20)	0%
10215009 - Workers comp. insurance	14,928.68	14,928.68	0.00	(14,928.68)	0%
10215010 - Deferred retirement	3,361.78	3,361.78	0.00	(3,361.78)	0%
10215012 - Office expense	40.00	40.00	0.00	(40.00)	0%
10215016 - Fuel	561.24	561.24	0.00	(561.24)	0%
10215020 - Building and grounds maint.	71.00	71.00	0.00	(71.00)	0%
10215021 - Copier Exp	135.01	135.01	0.00	(135.01)	0%
10215024 - Special department supply	29.81	29.81	0.00	(29.81)	0%
10215029 - Water	41.25	41.25	0.00	(41.25)	0%
10215032 - Utilities electric	200.03	200.03	0.00	(200.03)	0%
10215034 - Telephone	173.91	173.91	0.00	(173.91)	0%
10215035 - Dispatch service	1,683.33	1,683.33	0.00	(1,683.33)	0%
10215052 - Professional services	210.50	210.50	0.00	(210.50)	0%
10215090 - Vehicle Insurance	2,304.00	2,304.00	0.00	(2,304.00)	0%
10215092 - Liability Insurance	<u>7,849.58</u>	<u>7,849.58</u>	<u>0.00</u>	<u>(7,849.58)</u>	<u>0%</u>
 Total Police	 <u>64,185.37</u>	 <u>64,185.37</u>	 <u>0.00</u>	 <u>(64,185.37)</u>	 <u>0%</u>
Animal Control					
10225096 - Animal control	<u>\$ 450.00</u>	<u>\$ 450.00</u>	<u>\$ 0.00</u>	<u>\$ (450.00)</u>	<u>0%</u>
 Total Animal Control	 <u>450.00</u>	 <u>450.00</u>	 <u>0.00</u>	 <u>(450.00)</u>	 <u>0%</u>

RESTRICTED FOR MANAGEMENT'S USE ONLY.

City of Ferndale
General Fund
Statement of Activities-Cash Basis
Actual vs. Budget
For the 1 Month Ended July 31, 2015

EXPENDITURES - Continued	Current Period	Year To Date	Annual	Variance	Percent of Budget
	Actual	Actual	Budget		
Health					
10245052 - Professional services	\$ 153.47	\$ 153.47	\$ 0.00	\$ (153.47)	0%
Total Health	<u>153.47</u>	<u>153.47</u>	<u>0.00</u>	<u>(153.47)</u>	<u>0%</u>
Street and Roads					
10315002 - Salary - permanent	\$ 1,390.51	\$ 1,390.51	\$ 0.00	\$ (1,390.51)	0%
10315005 - Salary - overtime	14.16	14.16	0.00	(14.16)	0%
10315006 - SSI tax	(64.89)	(64.89)	0.00	64.89	0%
10315007 - Medical insurance	314.99	314.99	0.00	(314.99)	0%
10315009 - Workers comp. insurance	1,112.50	1,112.50	0.00	(1,112.50)	0%
10315010 - Deferred retirement	221.80	221.80	0.00	(221.80)	0%
10315012 - Liability Insurance	2,988.34	2,988.34	0.00	(2,988.34)	0%
10315013 - Vehicle Insurance	620.00	620.00	0.00	(620.00)	0%
10315020 - Building and ground maint.	33.97	33.97	0.00	(33.97)	0%
10315044 - Meetings and dues	<u>81.32</u>	<u>81.32</u>	<u>0.00</u>	<u>(81.32)</u>	<u>0%</u>
Total Streets and Roads	<u>6,712.70</u>	<u>6,712.70</u>	<u>0.00</u>	<u>(6,712.70)</u>	<u>0%</u>
Planning					
Revenues Collected					
Expenditures					
10415052 - General planning services	\$ 994.50	\$ 994.50	\$ 0.00	\$ (994.50)	0%
10415053 - Reimbursable fees	136.00	136.00	0.00	(136.00)	0%
10415055 - General plan review fund	1,823.00	1,823.00	0.00	(1,823.00)	0%
10415058 - Special Planning Projects	<u>348.00</u>	<u>348.00</u>	<u>0.00</u>	<u>(348.00)</u>	<u>0%</u>
Total Expenditures	<u>3,301.50</u>	<u>3,301.50</u>	<u>0.00</u>	<u>(3,301.50)</u>	<u>0%</u>
Net Planning Expenditures	<u>\$ (3,301.50)</u>	<u>\$ (3,301.50)</u>	<u>\$ 0.00</u>	<u>\$ (3,301.50)</u>	<u>0%</u>

City of Ferndale
General Fund
Statement of Activities-Cash Basis
Actual vs. Budget
For the 1 Month Ended July 31, 2015

EXPENDITURES - Continued	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
City Engineer					
Revenues Collected					
Expenditures					
10425056 - Building plan check	\$ 50.61	\$ 50.61	\$ 0.00	\$ (50.61)	0%
10425056.1 - Building product review	<u>18.00</u>	<u>18.00</u>	<u>0.00</u>	<u>(18.00)</u>	<u>0%</u>
Total Expenditures	<u>68.61</u>	<u>68.61</u>	<u>0.00</u>	<u>(68.61)</u>	<u>0%</u>
Net City Engineer Expenditures	<u>\$ (68.61)</u>	<u>\$ (68.61)</u>	<u>\$ 0.00</u>	<u>\$ (68.61)</u>	<u>0%</u>
Building Regulation					
10435052 - Building regulation/inspectio	<u>\$ 1,295.44</u>	<u>\$ 1,295.44</u>	<u>\$ 0.00</u>	<u>\$ (1,295.44)</u>	<u>0%</u>
Total Building Regulation	<u>1,295.44</u>	<u>1,295.44</u>	<u>0.00</u>	<u>(1,295.44)</u>	<u>0%</u>
Library					
10615002 - Salary - permanent	\$ 495.88	\$ 495.88	\$ 0.00	\$ (495.88)	0%
10615006 - SSI tax	67.68	67.68	0.00	(67.68)	0%
10615009 - Workers comp. insurance	323.00	323.00	0.00	(323.00)	0%
10615012 - Office expense	121.45	121.45	0.00	(121.45)	0%
10615015 - Liability Insurance	172.38	172.38	0.00	(172.38)	0%
10615024 - Books	452.37	452.37	0.00	(452.37)	0%
10615031 - Gas	88.62	88.62	0.00	(88.62)	0%
10615032 - Utilities	146.64	146.64	0.00	(146.64)	0%
10615033 - Water	<u>29.77</u>	<u>29.77</u>	<u>0.00</u>	<u>(29.77)</u>	<u>0%</u>
Total Library	<u>1,897.79</u>	<u>1,897.79</u>	<u>0.00</u>	<u>(1,897.79)</u>	<u>0%</u>

City of Ferndale
General Fund
Statement of Activities-Cash Basis
Actual vs. Budget
For the 1 Month Ended July 31, 2015

EXPENDITURES - Continued	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
Parks and Recreation					
10625002 - Salary Permanent	\$ 442.00	\$ 442.00	\$ 0.00	\$ (442.00)	0%
10625006 - SSI Tax	60.32	60.32	0.00	(60.32)	0%
10625009 - Workers comp insurance	221.52	221.52	0.00	(221.52)	0%
10625020 - Building and ground maint.	274.73	274.73	0.00	(274.73)	0%
10625032 - Utilities - electric	57.06	57.06	0.00	(57.06)	0%
10625033 - Water	<u>187.59</u>	<u>187.59</u>	<u>0.00</u>	<u>(187.59)</u>	<u>0%</u>
Total Parks and Recreation	<u>1,243.22</u>	<u>1,243.22</u>	<u>0.00</u>	<u>(1,243.22)</u>	<u>0%</u>
Community Center					
10635002 - Salary	\$ 1,776.54	\$ 1,776.54	\$ 0.00	\$ (1,776.54)	0%
10635005 - Salary - overtime	11.33	11.33	0.00	(11.33)	0%
10635006 - SSI tax	136.75	136.75	0.00	(136.75)	0%
10635007 - Medical insurance	256.52	256.52	0.00	(256.52)	0%
10635009 - Wokers compensation insurance	111.25	111.25	0.00	(111.25)	0%
10635010 - Deferred retirement	196.70	196.70	0.00	(196.70)	0%
10635020 - Buildings and grounds mainten	133.63	133.63	0.00	(133.63)	0%
10635031 - Water	74.05	74.05	0.00	(74.05)	0%
10635032 - Utilities	422.47	422.47	0.00	(422.47)	0%
10635033 - Gas	146.35	146.35	0.00	(146.35)	0%
10635055 - Contractual Services	<u>467.00</u>	<u>467.00</u>	<u>0.00</u>	<u>(467.00)</u>	<u>0%</u>
Total Community Center	<u>3,732.59</u>	<u>3,732.59</u>	<u>0.00</u>	<u>(3,732.59)</u>	<u>0%</u>
Total General Fund Expenditures	<u>\$ 140,810.06</u>	<u>\$ 140,810.06</u>	<u>\$ 0.00</u>	<u>\$ (140,810.06)</u>	<u>0%</u>
Revenues over (under) Expenditures	<u>\$ (72,916.05)</u>	<u>\$ (72,916.05)</u>	<u>\$ 0.00</u>	<u>\$ (72,916.05)</u>	<u>0%</u>
Transfers in (out)					
Rvenues over (under) Expenditures and Transfers in (out)	<u>\$ (72,916.05)</u>	<u>\$ (72,916.05)</u>	<u>\$ 0.00</u>	<u>\$ (72,916.05)</u>	<u>0%</u>

RESTRICTED FOR MANAGEMENT'S USE ONLY.

City of Ferndale
 Special Revenue Funds
 Statement of Revenues and Expenditures
 Actual vs. Budget
 For the 1 Month Ended July 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.	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%
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>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>
Revenues Over (under) Expenditures	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ -</u>
<u>Park Fund</u>					
Revenues					
21624285 - Bocce ball	\$ 30.00	\$ 30.00	\$ 0.00	\$ 30.00	0%
Total Revenue	<u>30.00</u>	<u>30.00</u>	<u>0.00</u>	<u>30.00</u>	<u>0%</u>
Expenditures					
21625020 - Building and grounds maint	\$ 54.00	\$ 54.00	\$ 0.00	\$ (54.00)	0%
Total Expenditures	<u>54.00</u>	<u>54.00</u>	<u>0.00</u>	<u>(54.00)</u>	<u>0%</u>
Revenues Over (under) Expenditures	<u>\$ (24.00)</u>	<u>\$ (24.00)</u>	<u>\$ 0.00</u>	<u>\$ (24.00)</u>	<u>\$ -</u>

City of Ferndale
Special Revenue Funds
Statement of Revenues and Expenditures
Actual vs. Budget
For the 1 Month Ended July 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)	\$ 672.31	\$ 672.31	\$ 0.00	\$ 672.31	0%
22314210.2 - Gas tax (2106)	906.70	906.70	0.00	906.70	0%
22314210.3 - Gas tax (2107)	909.47	909.47	0.00	909.47	0%
22314210.4 - Gas tax (2107.5)	1,000.00	1,000.00	0.00	1,000.00	0%
22314210.5 - Gas Tax (2103)	<u>1,416.62</u>	<u>1,416.62</u>	<u>0.00</u>	<u>1,416.62</u>	<u>0%</u>
Total Revenue	<u>4,905.10</u>	<u>4,905.10</u>	<u>0.00</u>	<u>(4,905.10)</u>	<u>0%</u>
Expenditures					
22315002 - Salary - permanent	\$ 2,191.69	\$ 2,191.69	\$ 0.00	\$ (2,191.69)	0%
22315005 - Overtime	11.33	11.33	0.00	(11.33)	0%
22315006 - SSI tax	168.58	168.58	0.00	(168.58)	0%
22315007 - Medical insurance	433.35	433.35	0.00	(433.35)	0%
22315009 - Workers comp. insurance	1,522.67	1,522.67	0.00	(1,522.67)	0%
22315010 - Deferred retirement	246.45	246.45	0.00	(246.45)	0%
22315058 - Street lighting	<u>1,338.36</u>	<u>1,338.36</u>	<u>0.00</u>	<u>(1,338.36)</u>	<u>0%</u>
Total Expenditures	<u>5,912.43</u>	<u>5,912.43</u>	<u>0.00</u>	<u>(5,912.43)</u>	<u>0%</u>
Revenues Over (under) Expenditures	<u>\$ (1,007.33)</u>	<u>\$ (1,007.33)</u>	<u>\$ 0.00</u>	<u>\$ 1,007.33</u>	<u>\$ -</u>
<u>IEA 21</u>					
Revenues					
23314182 - Interest	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%
23314211 - RSTP revenue	0.00	0.00	0.00	0.00	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>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</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>

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City of Ferndale
 Special Revenue Funds
 Statement of Revenues and Expenditures
 Actual vs. Budget
 For the 1 Month Ended July 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	\$ 21,648.00	\$ 21,648.00	\$ 0.00	\$ 21,648.00	0%
Total Revenue	<u>21,648.00</u>	<u>21,648.00</u>	<u>0.00</u>	<u>21,648.00</u>	<u>0%</u>
Expenditures					
24315002 - Wages	\$ 2,080.38	\$ 2,080.38	\$ 0.00	\$ (2,080.38)	0%
24315005 - Salary - overtime	20.76	20.76	0.00	(20.76)	0%
24315006 - SSI tax	160.79	160.79	0.00	(160.79)	0%
24315007 - Medical insurance	381.82	381.82	0.00	(381.82)	0%
24315009 - Workers comp. insurance	1,310.36	1,310.36	0.00	(1,310.36)	0%
24315010 - Deferred retirement	254.75	254.75	0.00	(254.75)	0%
24315014 - Vehicle expense	308.62	308.62	0.00	(308.62)	0%
24315016 - Fuel	370.63	370.63	0.00	(370.63)	0%
24315024 - Special department	337.00	337.00	0.00	(337.00)	0%
24315032 - Utilities	227.44	227.44	0.00	(227.44)	0%
24315033 - Water	48.52	48.52	0.00	(48.52)	0%
24315034 - Telephone	12.02	12.02	0.00	(12.02)	0%
Total Expenditures	<u>5,513.09</u>	<u>5,513.09</u>	<u>0.00</u>	<u>(5,513.09)</u>	<u>0%</u>
Revenues Over (under) Expenditures	<u>\$ 16,134.91</u>	<u>\$ 16,134.91</u>	<u>\$ 0.00</u>	<u>\$ 16,134.91</u>	<u>\$ -</u>

City of Ferndale
 Special Revenue Funds
 Statement of Revenues and Expenditures
 Actual vs. Budget
 For the 1 Month Ended July 31, 2015

	Current Period	Year To Date	Annual		Percent
	Actual	Actual	Budget	Variance	of Budget
<u>Integrated Waste Management</u>					
Revenues					
Expenditures					
25315002 - Salary	\$ 597.24	\$ 597.24	\$ 0.00	\$ (597.24)	0%
25315006 - SSI tax	45.69	45.69	0.00	(45.69)	0%
25315007 - Medical insurance	174.13	174.13	0.00	(174.13)	0%
25315009 - Workers compensation ins.	<u>358.70</u>	<u>358.70</u>	<u>0.00</u>	<u>(358.70)</u>	<u>0%</u>
Total Expenditures	<u>1,175.76</u>	<u>1,175.76</u>	<u>0.00</u>	<u>(1,175.76)</u>	<u>0%</u>
Revenues Over (under) Expenditures	<u>\$ (1,175.76)</u>	<u>\$ (1,175.76)</u>	<u>\$ 0.00</u>	<u>\$ (1,175.76)</u>	<u>\$ -</u>

City of Ferndale
 Special Revenue Funds
 Statement of Revenues and Expenditures
 Actual vs. Budget
 For the 1 Month Ended July 31, 2015

	Current Period	Year To Date	Annual		Percent
	Actual	Actual	Budget	Variance	of Budget
<u>Drainage Fund</u>					
Revenues					
Expenditures					
26315002 - Wages	\$ 1,902.86	\$ 1,902.86	\$ 0.00	\$ (1,902.86)	0%
26315005 - Salary - overtime	16.05	16.05	0.00	(16.05)	0%
26315006 - SSI tax	146.77	146.77	0.00	(146.77)	0%
26315007 - Medical insurance	294.52	294.52	0.00	(294.52)	0%
26315009.1 - Workers comp. insurance	1,021.93	1,021.93	0.00	(1,021.93)	0%
26315010.1 - Deferred compensation	237.94	237.94	0.00	(237.94)	0%
26315194 - Interest-Six Rivers loan	<u>1,096.79</u>	<u>1,096.79</u>	<u>0.00</u>	<u>(1,096.79)</u>	<u>0%</u>
Total Expenditures	<u>4,716.86</u>	<u>4,716.86</u>	<u>0.00</u>	<u>(4,716.86)</u>	<u>0%</u>
Revenues Over (under) Expenditures	<u>\$ (4,716.86)</u>	<u>\$ (4,716.86)</u>	<u>\$ 0.00</u>	<u>\$ (4,716.86)</u>	<u>\$ -</u>
<u>TE Funds - Ped. and Bicycle Path</u>					
Revenues					
40314235 - Transportation Enhancement rev	<u>\$ 7,475.50</u>	<u>\$ 7,475.50</u>	<u>\$ 0.00</u>	<u>\$ 7,475.50</u>	<u>0%</u>
Total Revenue	<u>7,475.50</u>	<u>7,475.50</u>	<u>0.00</u>	<u>(7,475.50)</u>	<u>0%</u>
Expenditures					
Revenues Over (under) Expenditures	<u>\$ 7,475.50</u>	<u>\$ 7,475.50</u>	<u>\$ 0.00</u>	<u>\$ (7,475.50)</u>	<u>\$ -</u>

Proprietary Fund
Statement of Revenues and Expenditures
For the 1 Month Ended July 31, 2015

	Current Period Actual	Year To Date Actual	Annual Budget	Variance	Percent of Budget
<u>Sewer Fund</u>					
Revenues					
30514307 - Miscellaneous revenue	\$ 4,140.00	\$ 4,140.00	\$ 0.00	\$ 4,140.00	0%
Total Revenue	<u>4,140.00</u>	<u>4,140.00</u>	<u>0.00</u>	<u>(4,140.00)</u>	<u>0%</u>
Expenditures					
30515002 - Salary - permanent	\$ 22,346.02	\$ 22,346.02	\$ 0.00	\$ (22,346.02)	0%
30515005 - Salary - overtime	957.54	957.54	0.00	(957.54)	0%
30515006 - SSI tax	1,873.24	1,873.24	0.00	(1,873.24)	0%
30515007 - Medical insurance	3,367.40	3,367.40	0.00	(3,367.40)	0%
30515009 - Workers comp. insurance	13,153.35	13,153.35	0.00	(13,153.35)	0%
30515010 - Deferred retirement	2,686.43	2,686.43	0.00	(2,686.43)	0%
30515016 - Vehicle gas	127.08	127.08	0.00	(127.08)	0%
30515024 - Special department supply	305.35	305.35	0.00	(305.35)	0%
30515030 - Garbage/sludge	1,150.62	1,150.62	0.00	(1,150.62)	0%
30515032 - Utilities - electric - plant	5,464.35	5,464.35	0.00	(5,464.35)	0%
30515034 - Telephone	46.12	46.12	0.00	(46.12)	0%
30515044 - Meetings and dues	81.33	81.33	0.00	(81.33)	0%
30515055 - Contractual services	810.00	810.00	0.00	(810.00)	0%
30515092 - Sewer plant permit	1,158.54	1,158.54	0.00	(1,158.54)	0%
30515095 - Capital outlay	23,400.00	23,400.00	0.00	(23,400.00)	0%
30515121 - Sewer plant maintenance	2,727.24	2,727.24	0.00	(2,727.24)	0%
30515157 - Testing and monitoring	1,175.00	1,175.00	0.00	(1,175.00)	0%
30515161 - Liability Insurance	4,208.78	4,208.78	0.00	(4,208.78)	0%
30515163 - Vehicle Insurance	640.00	640.00	0.00	(640.00)	0%
30515198 - Sewer match loan	<u>1,764.16</u>	<u>1,764.16</u>	<u>0.00</u>	<u>(1,764.16)</u>	<u>0%</u>
Total Expenditures	<u>87,442.55</u>	<u>87,442.55</u>	<u>0.00</u>	<u>(87,442.55)</u>	<u>0%</u>
Revenues Over (under) Expenditures	<u>\$ (83,302.55)</u>	<u>\$ (83,302.55)</u>	<u>\$ 0.00</u>	<u>\$ 83,302.55</u>	<u>\$ -</u>

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Supplemental Information

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

CASH BY FUND	<u>AMOUNT</u>	<u>PERCENT</u>
General Fund Cash		
Cash - unrestricted	\$ 354,772.41	
Petty cash	152.59	
Cash-restricted-insurance	<u>15,000.00</u>	
Total General Fund	<u>\$ 369,925.00</u>	<u>30.90%</u>
Park Fund Cash		
Cash - restricted	\$ 916.12	
Cash - restricted - Fireman's	\$ 219.24	
Cash - restricted - Bocce Ball Courts	<u>1,854.92</u>	
Total Park Fund	<u>\$ 2,990.28</u>	<u>0.25%</u>
Gas Tax Cash		
Cash - restricted	<u>\$ 73,135.37</u>	<u>6.11%</u>
TEA 21 Cash		
Cash - restricted	<u>\$ 75,608.67</u>	<u>6.32%</u>
Transportation Development Act Cash		
Cash - restricted	<u>\$ 232,631.08</u>	<u>19.43%</u>
Integrated Waste Management Cash		
Cash - restricted	<u>\$ 40,064.23</u>	<u>3.35%</u>
Drainage Fund Cash		
Cash - restricted	<u>\$ 65,244.21</u>	<u>5.45%</u>
TE Funds		
Cash - restricted	<u>\$ 7,475.50</u>	<u>0.62%</u>
Russ Park Fund Cash		
Cash - restricted	<u>\$ 3,817.76</u>	<u>0.32%</u>
Sewer Fund Cash		
Cash -unrestricted	<u>\$ 326,152.18</u>	
Total Sewer Fund	<u>\$ 326,152.18</u>	<u>27.25%</u>
 TOTAL CASH BY FUND	 <u><u>\$ 1,197,044.28</u></u>	 <u><u>101%</u></u>
 CASH BY ACCOUNT		
General Checking Six Rivers	\$ 490,673.18	40.99%
LAIF	706,218.51	59.00%
Petty cash	<u>152.59</u>	0.01%
TOTAL CASH BY ACCOUNT	<u><u>\$ 1,197,044.28</u></u>	<u><u>100%</u></u>

RESTRICTED FOR MANAGEMENT'S USE ONLY.

RESOLUTION 2015-23
A RESOLUTION OF THE CITY OF FERNDALE AUTHORIZING THE CITY MANAGER
TO COLLECT THE DRAINAGE ASSESSMENT

- A. **WHEREAS**, At the general election held on November 4, 1997, Measure V ("Measure V") appeared on the ballot presented to the voters of the City of Ferndale; and
- B. **WHEREAS**, Measure V posed the following question to the voters of the City of Ferndale: "Shall the City create a storm drain utility within the City of Ferndale and assess \$25.00 per fiscal year per parcel, for the purpose of providing funding for storm drain maintenance, repairs and improvements?" Yes No ; and
- C. **WHEREAS**, Based on the certified election results for the November 4, 1997 general election, 336 voters in the City of Ferndale voted "Yes" on Measure V (72.26%), and 129 voters voted "No" (27.24%); and
- D. **WHEREAS**, From 1997 through calendar year 2012, the Lytle Foundation generously donated the sum of \$25,000.00 per fiscal year to offset funds needed by the City of Ferndale for drainage purposes, and donated this sum on the condition that the City of Ferndale not collect the per parcel assessment authorized by Measure V so long as the Lytle Foundation contributed this annual donation; and
- E. **WHEREAS**, On November 19, 2012, the Lytle Foundation notified the City of Ferndale that it would no longer donate the sum of \$25,000.00 per fiscal year to offset the Measure V assessment; and
- F. **WHEREAS**, In order to partially fund drainage maintenance costs and expenses, the City of Ferndale must commence collection of the Measure V assessment; and
- G. **WHEREAS**, The City Attorney and separately retained legal counsel have both opined that Measure V constitutes a special tax, subject to collection pursuant to California Government Code § 53750(h)(2)(B); and
- H. **WHEREAS**, The City Manager seeks authorization to initiate collection of the per parcel assessment authorized by Measure V, and authorization to notify the Humboldt County Tax Assessor to continue collection of said assessment.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FERNDALE DOES HEREBY ADOPT THE FINDINGS RECITED ABOVE AND AUTHORIZES THE CITY MANAGER TO COLLECT THE ASSESSEMENT AUTHORIZED BY THE VOTERS OF THE CITY OF FERNDALE PURSUANT TO MEASURE V, AND TAKE ALL ACTIONS NECESSARY TO INSTRUCT THE HUMBOLDT COUNTY TAX ASSESSOR TO CONTINUE COLLECTION OF THE ASSESSEMENT. PASSED, APPROVED AND ADOPTED this 20th day of August, 2015 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Don Hindley, Mayor

ATTEST:

Jennifer Church, City Clerk

Section 10

CALL ITEMS

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

Section 11

PRESENTATION

Section 12

BUSINESS

Meeting Date:	August 20, 2015	Agenda Item Number	12.a
Agenda Item Title:	Resolution No. 2015-28 Appoint Member to Ferndale Library Board		
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

Approve Resolution No. 2015-28 Appointing Bob Burroughs as a Member to Ferndale Library Board for a four-year term.

DISCUSSION:

Bob Burroughs has been a member of the Library Board, but his term ended July, 2015. He has agreed to serve another four-year term on the Library Board of Trustees. His application is supported by the Ferndale Librarian Bonnie von Braun.

Ferndale's Ordinance 90 (July 1, 1904), states that the board shall consist of five members who shall be appointed by the City Council. Therefore, the Library Board of Trustees needs another member.

FINANCIAL IMPACT:

None

RESOLUTION NO. 2015-28

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE APPOINTING
BOB BURROUGHS TO THE FERNDALE LIBRARY BOARD OF DIRECTORS**

WHEREAS, Bob Burroughs has expressed an interest in and willingness to serve on the Ferndale Library Board of Directors; and

WHEREAS, Bob Burroughs has the support of other members of the Ferndale Library Board; and

WHEREAS, Bob Burroughs has agreed to serve on the Ferndale Library Board for four years.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Ferndale hereby re-appoints Bob Burroughs to serve as a Director on the Ferndale Library Board of Directors for a term of four years ending in July 2019.

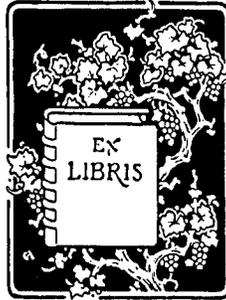
PASSED AND ADOPTED by the City Council of the City of Ferndale on August 20, 2015 by the following vote:

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

Don Hindley, Mayor

Attest:

Jennifer Church, City Clerk



Ferndale Public Library
807 Main St.
P.O. Box 397
Ferndale, CA 95536

21 July 2015

City of Ferndale
Mayor and Council;

The service term of current Library Board member Bob Burroughs has expired. Pending City Council approval, he has agreed to serve a further four years. His new end of term would be July 2019.

Yours,

A handwritten signature in black ink, appearing to read "Bonnie von Braun".

Bonnie von Braun
Ferndale Library
Branch Manager

Meeting Date:	August 20, 2015	Agenda Item Number	12.b
Agenda Item Title:	Adoption of Gann Appropriations Spending Limitation for Fiscal Year 2015-2016		
Presented By:	City Manager Jay Parrish		
Type of Item:	X	Action	Discussion
Action Required:		No Action	x Voice Vote
			Information
			Roll Call Vote

RECOMMENDATION

Adopt Resolution number 2015-22 Adoption of Gann Appropriations Spending Limitation for Fiscal Year 2015-2016.

BACKGROUND:

Pursuant to California Constitution Article XIII (B) (Proposition 4), public entities are required to conform to budgetary guidelines set forth in the Gann Initiative. The purpose of Article XIII (B) is to constrain fiscal growth in government by limiting the proceeds of taxes that may be appropriated each year. Each year's limit may be adjusted for increase in cost of living (California per capita income) and population. For special districts, if the district is located entirely within one county, the county's population change factor is to be used. The limit may also be changed in the event of a transfer of fiscal responsibility. The California Department of Finance is mandated to provide the requisite price and population change data for local jurisdictions to calculate their appropriations limit.

DISCUSSION:

Each year the City Council is required to pass a resolution with the finding that the annual budget for the fiscal year is within the appropriations limit. This resolution must be passed by the end of calendar year.

FINANCIAL IMPACT: None

RESOLUTION NO. 2015-22
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE
ESTABLISHING THE ADJUSTED APPROPRIATION LIMITATIONS OF THE CITY OF FERNDALE
FOR FISCAL YEAR 2015-2016

WHEREAS, The City Council of the City of Ferndale adopted a budget for Fiscal Year 2015-2016; and

WHEREAS, as required by Section 7910 of the Governmental Code, the City Council of the City of Ferndale does resolve as follows:

Section 1. The City Council of the City of Ferndale hereby establishes the appropriation limitation for the City of Ferndale for fiscal year 2015-2016 to be \$756,537 which exceeds the estimated actual appropriations subject to limit of \$617,185.

Section 2. The compound factor used in calculating the 2015-2016 limitation was 1.0375, which represents the change in City population and California per capita income.

INTRODUCED, PASSED AND ADOPTED this 20th day of August, 2015 by the following vote:

AYES:

NOTES:

ABSENT:

ABSTAIN:

Don Hindley, Mayor

Jennifer Church, City Clerk

CITY OF FERNDALE

Gann Appropriation Limits Schedule

For the year ending June 30, 2015

	<u>Amount</u>	<u>Source</u>
A. Appropriations limit for the year ending June 30, 2015	\$729,211	Prior year schedule
B. Calculation Factors:		
1. Population Increase %	0.9993	State Department of Finance
2. Inflation %	1.0382	State Department of Finance
3. Total adjustment factor	<u>1.0375</u>	B1 x B2
C. Annual Adjustment Increase	27,325.92	[(B3-1)A]
D. Other Adjustments		
Loss Responsibility (-)	N/A	
Transfers to Private (-)	N/A	
Transfers to fees (-)	N/A	
Assumed Responsibility (+)	N/A	
E. Total Adjustments	<u>27,326</u>	(C+D)
F. Appropriations limit for the year ending June 30, 2016	\$756,537	(A+E)

Meeting Date:	August 20, 2015	Agenda Item Number	12.c
Agenda Item Title:	Resolution 2015-21 Authorizing the City to Borrow Funds from Tri Counties Bank		
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 Resolution 2015-21 Annual Renewal of Tri Counties Bank loan for FEMA Francis Creek Project Matching Funds.

DISCUSSION:

The City of Ferndale applied for a \$2,436,000.00 Hazard Mitigation Grant to reduce the frequency of flooding in the City from Francis Creek from the Federal Emergency Management Agency.

This load originated at North Valley Bank (NVB). In 2014, Tri Counties Bank acquired NVB. The loan department at Tri Counties Bank requires a new resolution each year to renew the City's loan. If approved, Resolution 2015-21 will replace last year's Resolution 2014-18.

FINANCIAL IMPACT:

Staff anticipates the total annual payment (line item #26315194 in the 2015-2016 budget) for this loan will be \$13,200.

RESOLUTION NO. 2015-21**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE AUTHORIZING THE CITY TO BORROW FUNDS FROM TRICOUNTIES BANK (Replaces 2014-18)**

WHEREAS, the City of Ferndale applied for a \$2,436,000.00 Hazard Mitigation Grant to reduce the frequency of flooding in the City from Francis Creek from the Federal Emergency Management Agency; and

WHEREAS, the City of Ferndale was required to provide matching funds for twenty-five percent (25%) of the approved project; and

WHEREAS, the City of Ferndale found it necessary to borrow a portion of the required matching funds; and

WHEREAS, Resolution 2014-18 is replaced by this Resolution.

NOW, THEREFORE BE IT RESOLVED, That the City of Ferndale shall be authorized to borrow an amount not to exceed EIGHTY TWO THOUSAND, TWO HUNDRED NINE AND 36/100 DOLLARS (\$82,209.36) at a rate not to exceed FOUR AND ONE QUARTER PER CENT (4.25%) from TRICOUNTIES BANK with a maturity date of August 30, 2016. Payments amortized over 7 years all due and payable annually; and

BE IT FURTHER RESOLVED, That the loan (Loan Number 3000010745) is designated as a qualifying tax exempt obligation of the City of Ferndale within the meaning of Section 265(B)(3) of the Internal Revenue Code of 1986; and

BE IT FURTHER RESOLVED, That the Mayor and City Manager/City Clerk shall be authorized to sign loan documents to secure aforementioned loan.

PASSED AND ADOPTED by the City Council of the City of Ferndale on August 20, 2015 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Don Hindley, Mayor

Attest:

Jennifer Church, City Clerk

Meeting Date:	August 20, 2015	Agenda Item Number	12.d
Agenda Item Title	Adopt Resolution No. 2015-29 Approving Revised Personnel Policy Manual		
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

Approve the Revised Personnel Policy Manual by adopting Resolution No. 2015-29

DISCUSSION:

The current Personnel Policy Manual (PPM) was accepted by Ordinance 99-02, and amended by Resolutions 2002-20, 2004-05, 2010-10 and 2014-21.

In July 2015, a new Paid Sick Leave law was passed in California AB 1522. Though the City currently has a sick leave allowance for any employee who works over 20 hours, those working under 20 hours had no such allowance. The Personnel Policy Manual needs to be updated to reflect the new law by adding a section for part-time, seasonal and temporary employees. Those changes have been made and the manual has been reviewed and approved by the City Attorney. It is now before City Council for your approval.

FINANCIAL IMPACT:

None

RESOLUTION 2015-29**APPROVE THE REVISED PERSONNEL POLICY MANUAL**

WHEREAS, Ferndale's Personnel Policy Manual was accepted on October 11, 1999 with the approval of Ordinance 99-02, and

WHEREAS, Section 1.0.2 of the Manual states: The City reserves the right to amend, supplement, or rescind any provision of this Personnel Policy Manual as it deems appropriate in its sole and absolute discretion. As policies and benefits are changed and revised, they will be approved by Resolution of the City Council. All subsequent revisions to this Manual will be incorporated and documented by Section. Therefore, as revisions are approved by the City Council, the affected Section(s) will be replaced in their entirety, and

WHEREAS, the Personnel Policy Manual has been updated by Resolutions 2002-20, 2010-10 and 2014-21; and

WHEREAS, Ferndale's City Attorney has reviewed and suggested changes to the Personnel Policy Manual.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ferndale to accept the revised Personnel Policy Manual.

PASSED AND ADOPTED on this 20th day of August, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Don Hindley, Mayor

Jennifer Church, City Clerk

City of Ferndale PERSONNEL POLICY MANUAL October, 2014

in the next fiscal year.

Accumulated paid sick leave hours, if any, which exceed the maximum amount of paid sick leave that is allowed to be transferred into the next fiscal year will be accumulated as service credit hours. Service credit hours will be used for calculating retirement benefits for eligible employees according to the rules and provisions of the applicable retirement program.⁶

11.2.6 Effective July 1, 2015, California's Paid Sick Leave law requires City of Ferndale to provide paid sick leave to employees under the following conditions (The following policy applies only to part-time, temporary, and seasonal employees):

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Accrual Method

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- An employee begins to accrue paid sick leave at the rate of one (1) hour of paid sick leave for every thirty (30) hours worked beginning on the first day of employment. An employee is not eligible to begin using any accrued paid sick leave until the 90th day of employment with the City of Ferndale.
- An employee is only allowed to use up to a maximum of 3 days or 24 hours of paid sick leave in a 12-month period.
- An employee can only accrue paid sick leave up to a cap of 6 days or 48 hours ongoing. Any unused accrued paid sick leave does carryover year to year while continuously employed.
- In accordance with California's Paid Sick Leave law, an employee may use 3 days or 24 hours of accrued paid sick leave in a 12-month period for one of the following reasons:
 - For the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.
 - For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including:
 - Child (including a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis.)
 - Spouse or Registered Domestic Partner
 - Parent (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.)
 - Grandparent
 - Grandchild

⁶ A Deferred Compensation Program for eligible sworn police officers, and the California Public Employee Retirement System (PERS) for all other eligible employees.

City of Ferndale PERSONNEL POLICY MANUAL October, 2014

- Sibling
- To obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate certification of the need for such services:
 - A temporary restraining order or restraining order.
 - Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.
 - To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.
 - To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking.
 - To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.
 - To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.
- An employee shall provide reasonable advance notification of their need to use accrued paid sick leave to their supervisor if the need for paid sick leave use is foreseeable (e.g., doctor's appointment scheduled in advance). If the need for paid sick leave use is unforeseeable, the employee shall provide notice of the need for the leave to their supervisor as soon as is practicable.
- An employee who uses paid sick leave must do so with a minimum increment of two hours of sick leave.
- Paid sick leave will not be considered hours worked for purposes of overtime calculation. An employee will not receive compensation for unused accrued paid sick leave upon termination, resignation, retirement or other separation from employment from the City of Ferndale.
- If an employee separates from City of Ferndale employment and is re-hired by the City of Ferndale within one year of the date of separation, previously accrued and unused paid sick leave hours shall be reinstated to the extent required by law. However, if a rehired employee had not yet worked the requisite 90 days of employment to use paid sick leave at the time of separation, the employee must still satisfy the 90 days of employment requirement collectively over the periods of employment with the City of Ferndale before any paid sick leave can be used.

11.3.0 Unpaid Personal Leave

A regular full-time or regular part-time employee who desires a leave of absence from work without pay shall file a written request with the Department Head, stating the title of his or her position, the beginning and ending dates of the requested leave, and a full statement for the

City of Ferndale PERSONNEL POLICY MANUAL October, 2014

Section 12 - Appendix A - Summary of Paid Benefits by Classification

Paid Benefits Schedule for all Regular Full-Time and Regular Part-Time Employees Classified by Hours Scheduled to be Work per Week			
	Hours Per Work Week		
Special Benefit	30 - 40	20 to 29	1 to 19
Paid Holidays (Section 10)	8 hours pay for each City Holiday	4 hours pay for each City Holiday	None
Paid Personal Time Off (Section 10)	8 hours pay	4 hours pay	None
Paid Vacation (See Section 11 for earned vacation computations)	Pro-rated by years of service	Pro-rated by years of service	None
Paid Sick Leave (Section 11)	0.04615 hours per hour worked	0.04615 hours per hour worked	No Up to a maximum of 3 days (24 hrs) per year – see section 11.2.6 for details
Paid Bereavement Leave (Section 11)	Up to a maximum of 3 days (i.e., 24 hours) per incident		
Paid Health Care Benefits (Section 12)	Yes	No	No

THIS POSTER MUST BE DISPLAYED WHERE EMPLOYEES CAN EASILY READ IT

(Poster may be printed on 8 ½" x 11" letter size paper)

**HEALTHY WORKPLACES/HEALTHY FAMILIES ACT OF 2014
PAID SICK LEAVE****Entitlement:**

- An employee who, on or after July 1, 2015, works in California for 30 or more days within a year from the beginning of employment is entitled to paid sick leave.
- Paid sick leave accrues at the rate of one hour per every 30 hours worked, paid at the employee's regular wage rate. Accrual shall begin on the first day of employment or July 1, 2015, whichever is later.
- Accrued paid sick leave shall carry over to the following year of employment and may be capped at 48 hours or 6 days. However, subject to specified conditions, if an employer has a paid sick leave, paid leave or paid time off policy (PTO) that provides no less than 24 hours or three days of paid leave or paid time off, no accrual or carry over is required if the full amount of leave is received at the beginning of each year in accordance with the policy.

Usage:

- An employee may use accrued paid sick days beginning on the 90th day of employment.
- An employer shall provide paid sick days upon the oral or written request of an employee for themselves or a family member for the diagnosis, care or treatment of an existing health condition or preventive care, or specified purposes for an employee who is a victim of domestic violence, sexual assault, or stalking.
- An employer may limit the use of paid sick days to 24 hours or three days in each year of employment.

Retaliation or discrimination against an employee who requests paid sick days or uses paid sick days or both is prohibited. An employee can file a complaint with the Labor Commissioner against an employer who retaliates or discriminates against the employee.

For additional information you may contact your employer or the local office of the Labor Commissioner. Locate the office by looking at the list of offices on our website <http://www.dir.ca.gov/dlse/DistrictOffices.htm> using the alphabetical listing of cities, locations, and communities. Staff is available in person and by telephone.

Meeting Date:	August 20, 2015	Agenda Item Number	12.e
Agenda Item Title:	Update on Consolidated Election for Transient Occupancy Tax		
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 most recent update on the consolidated election with the County regarding the Transient Occupancy tax.

DISCUSSION:

At a special meeting of the City Council, held August 10, 2015, the Council voted unanimously to request a consolidated election with the County. If approved by the County, the City will pose a question to the voters relating to the TOT. If approved, this question will be on the ballot for the November 3, 2015 election.

At the special meeting, 4 resolutions were passed unanimously by the Council. These were sent to the County Board of Supervisors to be on their agenda for the August 18, 2015 meeting. The City Manager will update the Council on the outcome of that vote.

FINANCIAL IMPACT:

Unknown at this time

Meeting Date:	August 20, 2015	Agenda Item Number	12.f
Agenda Item Title	Nilsen Barn Update		
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 most recent update on the Nilsen Barn

BACKGROUND

At the March 19, 2015 regular City Council meeting, the City Council unanimously voted to approve the Nilsen barn lease between the City and Phillip Ostler, allowing him to move forward with renovations. At the June 18, 2015 meeting, a member of the Council asked to be updated monthly with regards to progress made and current status of this project. Phil or the city manager will give updates to the Council monthly.

At the July 16, 2015 meeting, Phillip Ostler was unable to attend, so the City Manager updated the Council on progress. He informed the Council that plans have been developed, Phillip Ostler has met with an inspector, and that he is ready to go to work on the renovation of the barn.

FINANCIAL IMPACT:

None.

Meeting Date:	August 20, 2015	Agenda Item Number	12.g
Agenda Item Title	Update on Francis Creek Footbridge		
Presented By:	Francis Creek Ad Hoc Committee		
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 latest update from the Francis Creek Bridge Ad Hoc Committee

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.

An ad hoc committee was appointed at the April 16, 2015 City Council Meeting, which includes Councilman Brower and Councilman Sweeney. The Committee will update the Council on what has been discussed to date.

FINANCIAL IMPACT: None – Donor Funded

Meeting Date:	August 20, 2015	Agenda Item Number	12.h
Agenda Item Title	Consider Designating a Voting Delegate to League of California Cities Annual Meeting		
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:

Council consider designating a voting delegate and alternate, and decide whether the City will pay for that delegate to attend the LOC conference.

BACKGROUND:

Each year the City has an opportunity to send a representative to the League of California Cities Annual Conference. In the past, the Council has voiced the opinion that the expenditure to send someone to this conference was not a responsible use of city funds.

If the Council does decide to designate the Mayor or a Council Member as a voting delegate, the Mayor or Council Member who goes would be eligible to have their travel expenses reimbursed by the City according to the "City of Ferndale Travel and Reimbursement Policy." According to this policy, the Mayor or Council Member could receive a maximum reimbursement of \$330 for three days for room and a maximum of \$108 for meals. He would also be eligible to be reimbursed for mileage (at \$0.575/mile for total miles driven, which to San Jose from Ferndale, round trip, is approximately 600 miles) in the amount of about \$345. Total reimbursed expenses could be up to \$783. The 2015-16 Budget just passed did not set aside money for this purpose, so if approved, monies would need to be allocated from the General Fund. The cost to attend the Conference is an additional \$550.

FISCAL IMPACT:

Under current city policy, reimbursement could be up to \$1,333.



1400 K Street, Suite 400 • Sacramento, California 95814
Phone: 916.658.8200 Fax: 916.658.8240
www.cacities.org

Council Action Advised by July 31, 2015

May 29, 2015

TO: Mayors, City Managers and City Clerks

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference – September 30 – October 2, San Jose

The League's 2015 Annual Conference is scheduled for September 30 – October 2 in San Jose. An important part of the Annual Conference is the Annual Business Meeting (*at the General Assembly*), scheduled for noon on Friday, October 2, at the San Jose Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, September 18, 2015. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures that are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: www.cacities.org. In order to cast a vote, at least one voter must be present at the

-over-

Annual Conference Voting Procedures 2015 Annual Conference

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: _____

2015 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Friday, September 18, 2015. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____ E-mail _____

Mayor or City Clerk _____ Phone: _____
(circle one) (signature)

Date: _____

Please complete and return by Friday, September 18, 2015

League of California Cities
ATTN: Kayla Gibson
1400 K Street, 4th Floor
Sacramento, CA 95814

FAX: (916) 658-8240
E-mail: kgibson@cacities.org
(916) 658-8247

CITY OF FERNDALE
TRAVEL AND REIMBURSEMENT POLICY
FOR EMPLOYEES, CITY MANAGER, MAYOR, COUNCILMEMBERS

August 5, 2004

Seminars, workshops, conferences, and meetings that relate to or directly impact municipal operations may offer information that is beneficial and relevant to the City of Ferndale.

When any member of the City Council (including Mayor) wishes to attend, conduct, or coordinate a meeting, workshop or forum on behalf of the City, it is the responsibility of that individual to present a request to the City Council through the City Manager prior to the event. City Staff support to the Mayor or City Council relative to meetings or workshops must be cleared through the City Manager.

Staff shall apply to the City Manager for travel authorization. The City Manager shall review for approved budget and fund availability before authorizing travel. Because staff travel budgets have been pre-approved, staff travel requests need not go through the City Council.

Upon return from or completion of seminars, workshops, forums, or conferences at which Staff or the Council member attended or served in an official capacity, he/she shall either prepare a written report for distribution to the Council, or shall make an oral report during the next regular meeting of the Council. The report will detail what was learned at the session(s) that relates to or impacts the City.

The following will serve as a guideline for travel expense reimbursement by the City. These figures will be determined during the budget process. Higher rates may be approved by the City Manager.

<u>Personal Vehicle</u>	Total miles driven times the current IRS reimbursement amount.	
<u>Meals</u>	Breakfast	Actual up to \$ 6.00
	Lunch	Actual up to \$11.00
	Dinner	Actual up to \$19.00
	TOTAL	\$36.00/day
<u>Lodging</u>	Actual receipted lodging up to \$110.00 plus taxes.	
<u>Wages (Staff)</u>	Employee is paid for a normal 8-hour workday, or wage begins when employee leaves home, includes time spent waiting at airports, time in the air, etc.	

When a travel request is approved by the City Manager or City Council, it is understood that additional costs associated with the travel that exceed approved levels will be borne by the attendee and not the City. The City may pay advances for some travel fees, hotel accommodations, vehicle rentals, etc.

Reimbursement requests will be presented to the City Manager and must be accompanied by receipts for all expenditures. For the Council and City Manager, the actual payment must be approved by the Council through the Consent Calendar vote. Once approved by the Council, the check shall be issued within 10 working days.

This policy will replace the 2/14/00 Travel and Reimbursement Policy and the 10/14/02 Policy on Conducting and/or attending seminars, workshops, conferences, and meetings in official capacity for mayor and council members.

Section 13

CORRESPONDENCE

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

Eel River Disposal
965 Riverwalk Dr.
Fortuna, CA 95540
725-5156

CUSTOMER POLICIES

1. Your garbage cans must be out the night before your scheduled pick-up and must be within 5 feet of the curb. Our drivers begin work at 5:00 a.m., and exact pick-up times may vary from week to week.
2. Our standard "single can" service is for a 32-gallon can with a maximum weight of 50 lbs. If you use a larger size can, either extra charges or a higher rate will be applied to your account. We have a minimum service requirement of once a week service, unless you purchase our "Saver Sacks." This service allows customers to choose the frequency of collection. Call us for details!
3. We must assess an extra charge for additional cans, bags, boxes, or heavy cans (over 50 lbs). Please contact our office for current prices.
4. In order for us to know who we are providing service to, it is necessary for your service address to be on your can.
5. We pick-up garbage and recyclables on all holidays, but our office will be closed.
6. If you plan to be gone for two weeks or more, please call our office before you leave so that we can credit your account. If you do not call to suspend your service, your account will not be adjusted.
7. We do not credit for just one missed pick-up, but you can "double up" the next week with no additional cost. Please call the office if you forget to put your garbage out so we can insure that you are not charged any additional charges.
8. **NO HAZARDOUS WASTE IS PERMITTED IN YOUR GARBAGE CAN!** This includes oil, used oil filters, wet paint, pesticides, or other household hazardous waste. We will return all hazardous materials found in your garbage can, as the local landfill will not accept it. Please contact HWMA for hazardous waste disposal, they can be reached at 707-268-8020.

We are here at your service. If you have any questions, or problems please contact our office. We are open 8:00 a.m. to 5:00 p.m. Monday thru Friday and 9:00 a.m. to 4:00 p.m. Saturday and Sunday. (Except holidays) Our recycling center is open from 8:00 a.m. to 5:00 p.m. Monday thru Friday and 9:00 a.m. to 4:00 p.m. on Saturday & Sunday. Call us for current prices and a list of currently accepted recyclable materials.

County Rates							Effective 7/1/2015		
Bag Service	1 Bag	2 Bag	3 Bag	4 Bag	5 Bag	6 Bag			
Regular	\$7.10	\$14.20	\$21.30	\$28.40	\$35.50	\$42.60			
Senior	\$6.85	\$13.70	\$20.55	\$27.40	\$34.25	\$41.10			
Curbside Recycling	\$7.05								
Monthly Rate									
20-Gallon Can	1 Can	2 Can							
1xWeekly	\$16.75	\$33.50							
2 Months' Payment	\$33.50	\$67.00							
Monthly Rate									
32-Gallon Can	1 Can	2 Cans	3 Cans	4 Cans					
1xWeekly	\$25.20	\$50.40	\$75.60	\$100.80					
2 months	\$50.40	\$100.80	\$151.20	\$201.60					
Monthly Rate									
45-Gallon Can	1 Can	2 Can							
1xWeekly	\$32.75	\$65.50							
2 Months' Payment	\$65.50	\$131.00							
Bins with Rental									
Monthly Rates	1 yard	1.5 yard	2 yard	3 yard	4 yard	6 yard	8 yard		
1xWeekly	\$137.35	\$186.10	\$235.95	\$325.25	\$409.20	\$540.00	\$657.55		
2xWeekly	\$234.90	\$332.40	\$424.10	\$597.45	\$765.35	\$1,013.60	\$1,248.75		
3xWeekly	\$332.45	\$478.85	\$612.25	\$869.65	\$1,121.50	\$1,487.20	\$1,839.95		
Bins without Rental									
Monthly Rates	1 yard	1.5 yard	2 yard	3 yard	4 yard	6 yard	8 yard		
1xWeekly	\$97.70	\$146.45	\$188.50	\$272.35	\$356.30	\$474.00	\$591.55		
2xWeekly	\$195.25	\$292.75	\$376.65	\$544.55	\$712.45	\$947.60	\$1,182.75		
3xWeekly	\$292.80	\$439.20	\$564.80	\$816.75	\$1,068.60	\$1,421.20	\$1,773.95		
One-Time Rental Rate									
Debris Box Rentals	4 Yard		15 Yard		20 Yard		30 Yard		40 Yard
	(5 Days)		(7 Days)		(7 Days)		(7Days)		(7Days)
	\$145.00		\$510.00		\$630.00		\$840.00		\$ 1,065.00

Transfer Station hours: Monday-Friday 8:00am to 5:00pm Saturday & Sunday 9:00am to 4:00pm

Recycling Center hours: Riverwalk Dr, Monday-Friday 8:00am to 5:00pm Saturday & Sunday 9:00am to 4:00pm ***Eel River Scrap & Salvage: Monday-Friday 8:00am to 4:30pm

Smith Lane Recycling Center: Monday & Friday 8:15am to 4:45pm Saturday & Sunday 8:00am to 4:00pm (closed for lunch from 12:00pm to 12:45pm)

WE PAY FOR THESE ITEMS

Item	Price/Lb
CRV Aluminum Cans (uncontaminated)	\$1.58
CRV Aluminum Cans (wet or dirty)	\$1.58
CRV Glass	\$0.105
CRV Plastic #1	\$1.17
CRV Plastic #2	\$0.59
CRV Plastic #3	\$0.56
CRV Plastic #4	\$2.03
CRV Plastic #5	\$0.57
CRV Plastic #6	\$5.53
CRV Plastic #7	\$0.31
CRV Bimetal Cans	\$0.35
Clean Scrap Alum #1	\$0.25
Dirty Scrap Alum #2	\$0.15
Aluminum Radiators - Clean	\$0.30
Aluminum Radiators - Dirty	\$0.15
Copper/Brass Radiators - Clean	\$0.65
Copper/Brass Radiators - Dirty	\$0.50
Clean #1 Copper (No Solder)	\$1.65
Dirty #2 Copper (With Solder)	\$1.50
Bright & Shiny Copper	\$2.05
Brass Red/Yellow #1 Clean	\$0.90
Brass Red/Yellow #2 Dirty	\$0.60
Stainless Steel Clean	\$0.35
Stainless Steel Dirty	\$0.15
Clean Lead	\$0.10
Dirty Lead	\$0.05
Cat. Convertors - After Market	\$5.00 (Each)
Cat. Convertors - Small	\$10.00 (Each)
Cat. Convertors - Large	\$15.00 (Each)

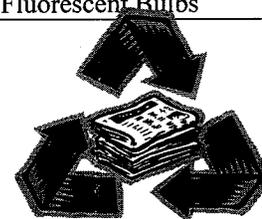
Item	Price/Lb
Electric Motors	\$0.09
Insulated Copper #1 1/2" dia. UP	\$1.00
Insulated Copper #2 1/4"-7/16" dia.	\$0.45
Insulated Copper #3	\$0.20
Clean Cast Aluminum	\$0.30
Dirty Cast Aluminum	\$0.15
Magn / Alum Rims	\$0.45
Car Batteries	\$0.08

WE CHARGE FOR THESE ITEMS

Garbage minimum charge up to 100#	\$10.00
Wood minimum charge up to 160#	\$10.00
Garbage price per ton over 100#	\$175.00
Wood price per ton over 160#	\$125.00
*****Un-treated and not painted*****	
Price per ton for painted wood	\$175.00
Price per ton for concrete/dirt	\$50.00
Appliances with freon	\$29.00
Oil Filter - Small (under 5" tall)	\$0.50
Oil Filter - Large - (over 5" tall)	\$0.75
Used Motor Oil Disposal per gallon (5 gallon maximum per day)	\$0.30
Book Cutting	\$0.10

THE FOLLOWING ITEMS CAN BE RECYCLED WITHOUT COST

- Appliances (Freon Free)
- E-Waste - Household Batteries - Fluorescent Bulbs
- Office Paper
- Magazines
- Newspaper
- Cardboard
- Aluminum Carburetors
- Scrap Tin
- PaintCare (Paint Recycling)
- Ink Jet Cartridges



FOR HAZARDOUS WASTE DISPOSAL
CONTACT 441-2005



TO: CSCDA Member Agencies

FROM: Cathy Bando, CSCDA Executive Director

DATE: July 1, 2015

SUBJECT: Program Update

CSCDA Commissioners

Larry Combs, Chair
El Dorado County, County
Administrative Officer

Kevin O'Rourke, Vice Chair
City of Fairfield, City Manager
(retired)

Terry Schutten, Treasurer
County Administrative Officers
Association of California,
Executive Director

Dan Harrison, Secretary,
League of California Cities,
Director of Administrative
Services (retired)

Irwin Bornstein, Commissioner
Orange County Council of
Governments, Treasurer

Dan Mierzwa, Commissioner
Yuba County, Treasurer-Tax
Collector

Tim Snellings, Commissioner
Butte County, Development
Services Director

Ron Holly, Alt. Commissioner
Monterey County, Chief Deputy
Auditor Controller

Brian Moura, Alt. Commissioner
City of San Carlos, Assistant City
Manager (retired)

On behalf of the Commissioners of the California Statewide Communities Development Authority ("CSCDA" or "California Communities"), I am pleased announce our new management team effective July 1, 2015. Our new team will be led by Jon Penkower and James Hamill of Bridge Strategic Partners. Jon and James bring considerable expertise to CSCDA through many years of managing statewide bond programs including the development and execution of CSCDA's New Markets Tax Credits program. CSCDA has been *the* critical partner of cities and counties on billions of dollars of economic development and public benefit infrastructure since 1988.

CSCDA Benefits Local Government

CSCDA recognizes that California cities and counties have options with regard to conduit financing partners

CSCDA has over 500 member cities, counties, and special districts, and it has a singular mission of assisting its members with the financing of public benefit projects. We would like to bring to your attention some of the benefits of directing your local projects to CSCDA including:

- **CSAC and the League Sponsorship** – CSCDA is the *only* joint powers authority sponsored, and accountable to those charged with representing cities and counties in the State; the League of California Cities (the "League") and the California State Association of Counties ("CSAC"). CSCDA aligns its mission to the priorities of cities and counties and to that of its sponsoring entities.
- **Association Dues Support** – CSCDA provides vital revenue to support the League and CSAC which keeps League and CSAC membership dues down.

- **City and County Representation** – CSCDA is governed by a Commission of current and former city and county officials appointed by the League and CSAC.
- **Statewide Solutions** – CSCDA has been a critical partner to resolve local financing concerns with pooled financing programs for local governments such as Proposition 1A financing, VLF securitization, TRANS, etc.
- **Local Government Unity** – CSCDA keeps the local government family together – 57 counties, 377 cities and 99 other local governments are members.
- **Economic Development** – CSCDA provides critical support for public and private sector local economic development projects with public benefits – more than 10,000 jobs have been created.

CSCDA Commissioners

Larry Combs, Chair
El Dorado County, County
Administrative Officer

Kevin O'Rourke, Vice Chair
City of Fairfield, City Manager
(retired)

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Yuba County, Treasurer-Tax
Collector

Tim Snellings, Commissioner
Butte County, Development
Services Director

Ron Holly, Alt. Commissioner
Monterey County, Chief Deputy
Auditor Controller

Brian Moura, Alt. Commissioner
City of San Carlos, Assistant
City Manager (retired)

CSCDA as a Partner in Economic Development

Since 1988, CSCDA has focused exclusively on providing access to low cost, tax-exempt financing and economic development tools to all California cities and counties. Public benefits to local communities include:

- **\$15 billion** in critical local government public benefit financing covering 1,481 local agencies for Tax Revenue Anticipation Notes, water/wastewater projects, pension obligation bonds, Statewide Community Infrastructure Program (SCIP). CSCDA was also the only trusted local government partner for the Vehicle License Fee Securitization and Proposition 1A financing which provided financing of \$1.9 billion for more than 1,200 cities, counties, and special districts.
- **\$38 billion** in bonds issued for 1,949 community benefit projects that include hospitals, affordable housing, manufacturing facilities and other community benefit facilities.

CSCDA's success stems from its ability to be nimble to the evolving demands and needs of California's public agencies. It also comes from the composition of its Commission of current and former city and county administrators who understand the needs of local government. CSCDA functions in a transparent manner to ensure city and county and public interest is best served and looks forward to continuing to meet your needs.

We thank you for your prior participation in CSCDA's financing programs and look forward to serving you in the future.

For more information about CSCDA please visit www.cscda.org

JUL 20 2015



July 6, 2015

TO: City Managers, Finance Directors and Economic Development Directors

FROM: Chris McKenzie, League of California Cities, Executive Director

RE: California Statewide Communities Development Authority – Effective Financing of Community-Based Public Benefit Projects

Some of the most significant benefits of League membership for cities since 1988 have flowed from the League's co-sponsorship of the California Statewide Communities Development Authority (CSCDA). With 525 local government members which include 337 cities, CSCDA is the premiere JPA within California providing access to low cost, tax-exempt financing and economic development tools. If your city or strategic business, housing or economic development partner is looking for an efficient financing tool to build infrastructure, provide affordable housing, create jobs, or help residential and commercial property owners finance clean energy, CSCDA can help.

In addition to providing a low cost vehicle for financing and managing bond issuance activities, especially for cities that find stand-alone financings too costly or lack the necessary resources or experience, CSCDA strengthens the League's ability to provide other membership services to your city. In return for sponsoring CSCDA, the League receives royalty and administrative fees, which keep your city's League membership dues lower and stable. **Without these revenues, along with those from US Communities and CalTRUST, League dues in the last three years would have had to be an average of 48 percent higher to finance the same level of member services.**

CSCDA's governing body is comprised of current and former city and county administrators who understand and respect the needs of local governments¹. Throughout its history CSCDA has provided unique and innovative programs. In addition to briefly outlining many of these programs, the attached CSCDA letter serves to introduce you to the JPA's new management team. Following an extensive year-long RFP and vetting process, Bridge Strategic Partners (Bridge) was selected to work with CSCDA's executive director, commissioners, CSAC and the League to continue the JPA's long tradition of meeting local needs. The principals at Bridge have extensive experience and expertise in conduit financing and helped launch many of CSCDA's existing programs. This exceptional management team is equally committed to developing new tools and programs to meet future needs of communities throughout California.

I am extremely excited and confident about CSCDA's management team and the benefits this invaluable program brings to the League and communities like yours. Please take a moment to review the attached CSCDA letter and, as opportunities arise, I strongly encourage your city and strategic partners to use CSCDA. If you have questions, feel free to contact Norman Coppinger or me on the League's staff, or CSCDA directly.

¹ Respected former city managers and finance professionals like Kevin O'Rourke (Fairfield), Irwin Bornstein (Mission Viejo), Dan Harrison (League) and Brian Moura (San Carlos) serve on the CSCDA Commission.

HUMBOLDT COUNTY PLANNING COMMISSION
NOTICE OF PUBLIC HEARING86
RECEIVED
AUG 12 2015

On **Thursday, September 3, 2015 at 6:00 p.m.**, or as soon thereafter as the matter can be heard, the Humboldt County Planning Commission will hold a public hearing in the Board of Supervisors' Chamber, Humboldt County Courthouse, 825 Fifth Street, Eureka, California, to consider the matter listed below. If you have specific questions regarding the proposed project contact the Planning Division at (707) 445-7541.

McCanless Ag preserve, Ferndale area. Case Nos. AGP-15-005 (filed 05/18/2015); Assessor Parcel Nos. (APNs) 106-061-067. An application to establish an approximately 135 acre Class "C" agricultural preserve pursuant to the California Land Conservation Act (otherwise known as the Williamson Act) and the Humboldt County Agricultural Preserve Guidelines. The project is located in the Ferndale area, on the north side of Grizzly Bluff Road, at the northeast corner of Whitman Lane and Grizzly Bluff Road, on the property known as 2821 Grizzly Bluff Road. The Planning Commission intends to find the project categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per Class 17, Section 15317 (i.e., designation of lands as Agricultural Preserves).

Any person may appear and present testimony in regard to this matter at the hearing. If you challenge the nature of the proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing. The Planning Commission needs **ONE ORIGINAL AND 14 COPIES** of any materials submitted either prior to or at the meeting. The Planning Commission's decision will become effective if an appeal is not filed within the appropriate filing period. An appeal may be filed by any aggrieved person who has testified in person or in writing on the project and must be submitted in writing with the required fees to the Planning Division of the Humboldt County Planning and Building Department before the end of the appeal period. If appealed, the decision will not become effective until the appeal is resolved. If you challenge the nature of the proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at or prior to the public hearing. **The staff report for this project will be available on our web site <http://www.co.humboldt.ca.us/planning> on the Friday before the Planning Commission meeting.**

General questions regarding the Planning Commission, the permit process, submission of materials, and other information not specific to this project may be obtained from the Planning Division of the Humboldt County Planning and Building Department, 3015 H Street, Eureka, California 95501. Telephone (707) 445-7541.

Humboldt County Planning Commission
August 3, 2015

Section 14
COMMENTS FROM THE COUNCIL

Section 15
REPORTS

City Manager's Report
Commissions and Committee Reports
Minutes from JPAs and Reports

City of Ferndale, Humboldt County, California USA
City Manager's Report for August 20, 2015 City Council Meeting
Reporting to July 31, 2015

CITY MANAGER

Meetings

- Kiwanis meeting 1st and 3rd Tuesday of the month at 4:30 pm
- City Council meeting – July 16th – Regular meeting from 7:00 – 9:30 pm
- SRWC meeting- July 13th - 2:00-5:00 pm
- City Manager meeting- July 16th – 3:00-5:00pm
- Chamber of Commerce meeting- July 6th and 13th 5:30 -6:30 pm
- Field Trip of the SRWC sub-committee in Napa
- Numerous conversations with Chief Smith and attorney related to activities on Craig street alley.
- Creek maintenance activities of the city and volunteer committee were gearing up for anticipated vegetation removal process starting on August 1st. We received all the permitting necessary from Department of Fish and Wildlife, Corp of Engineers, and Water Quality. Dick Hooley has taken on the task of scheduling cleanup crews and it looks like we will be able to field team every day except Sunday.
- Field trip to Napa on the 20th went well and the subcommittee had a very educational meeting with the Napa River restoration and flooding representatives. We took a tour of the project and were given the history of flooding in the area and how the project has been running since 1998. They offered to help us in any way they could and with their 18 years of experience, we plan on using them to help us develop our own successful maintenance program.
- 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 Don Hindley regarding current issues and projects.
- Numerous conversations with HWMA, County, and Rio Dell and Eel River Disposal representatives to discuss solid waste transportation and disposal site agreement. The current agreement with ERD is working well and expect HWMA to extend the agreement.
- Numerous conversations with Chamber of Commerce President Karen Pingitore discussing business activities and issues almost on a daily basis. We are still working with Caltrans to cover the replacement sections of sidewalks with stain to more closely match the older sections of sidewalks.
- Numerous conversations with Financial Officer Donna Timmerman related to financial issues. Our next challenge is the new software program that will start using in August.
- Daily meetings with office staff and department heads of Public Works and Chief Wastewater Operator. PW is concentrating on creek maintenance planning and wastewater.
- Working with engineers to find possible grants for drainage management and storm water control.
- Continued development and implementation of monthly evaluation procedure with employees.
- Conversations with John Driscoll regarding Congressman Huffman and an update on Ferndale issues.
- Salt River Update: Construction season has begun and we are expecting to dredge from Dillon to just short of the wastewater facility.
- Port Kenyon bridge/Culvert replacement project: the County has awarded the contract and have met with Chief wastewater operator and I numerous times with the counties engineers and RCD

to agree on an alignment of our sewer line in a way that moves it away from the culvert replacement activity and at the same time eliminates the siphon situation and actually improves the flow to our facility.

- Regular conversations and meetings with County Supervisor Bohn regarding common issues.
- Numerous meetings and discussions with individual councilmen and the mayor regarding City issues.
- Undergrounding Rule 20a: The City has provided all the information required for the County BOS to approve a request for some of their Rule 20a credits to help us finish our council approved districts. The County's Public Works director wanted to process a couple other communities at the same time as ours and does not anticipate receiving the necessary documentation from them until sometime in September, so we are on hold until then. I have relayed this information to PG&E and we are still having conversations with utility companies to make them aware of progress so that they can interact in a timely way.
- Meeting with BLM about a Bill that is intending to make the BLM land at Centerville and a small area in Loleta a national monument. The Mayor and President of the Chamber were also in attendance.
- Met with Emergency Committee and continue to meet with the Ferndale Fire Department, OES, and the Mayor. 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 staff continues to develop a handbook to help employees and elected officials understand their roles and responsibilities before, during, and after disaster events. We will also be requiring some employees to go through training programs to better facilitate those roles and responsibilities.
- Exploring the wastewater facility processes to try and minimize the amount of time we run our facility during peak use time. The utility company charges us different costs depending on time of day. We are putting together a daily, monthly, and yearly program that will attempt to avoid from 12:00-6:00 pm as much as possible while still trying to maintain sufficient quality effluent. We believe that there should be savings in this strategy. We are working with PG&E, Redwood Coast Energy Authority and our own staff to analyze and test these ideas. I met with Lou Jacobson of RCEA and went through our electrical usage history in graph form and it still looks like we can make some changes to reduce costs. He will meet with Chief Wastewater Operator next and see what possible cost savings can be realized.

CITY CLERK ACTIVITY

Meetings

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
 - Regular City Council Meeting 7/16/15
 - Special City Council Meeting 8/10/15
- Wrote agenda items and compiled packet for:
 - Regular City Council Meeting 7/16/15
 - Began agenda compilation for City Council meeting 8/20/15
- Transcribed and drafted meeting minutes and uploaded meeting videos for:
 - Regular City Council Meeting 7/16/15
- 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
- Had annual performance review with City Manager

Projects

- Work with front counter and telephones assisting the public, answering questions and information requests.
- Updated and maintained City web site (with contractor) with updated various forms
- On-going communications with contract Engineers about agenda items before the City Council.
- Prepared computer for email server update
- 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.
- Filed approved City Council minutes.
- Deposited checks into the bank.
- Responded to Public Records Act requests.
- Maintained minute, resolution, ordinance and agenda binders.
- Contacted Mayor re: upcoming agenda
- Read weekly ERMA bulletins
- Continued planning phase for purge of old files.
- Updated 2015 Possessory Interests Spreadsheet.
- Assisted in installation prep of new blinds.
- Moved furniture for installation of new carpet.

DEPUTY CITY CLERK ACTIVITY

Meetings

- Prepared Packet and Posted Agenda for 7/23/2015 Design Review Committee Meeting
- Attended and transcribed minutes for 7/23/2015 Design Review Meeting
- Prepared Packet and Posted Agenda for 07/09/2015 Drainage Committee Meeting
- Prepared Packet and Posted Agenda for 08/05/2015 Planning Commission Meeting
- Posted Public Hearing Notices for 07/01/2015 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
- Assisted with Creek Maintenance Project, Sent Letters to Creek Properties

- Researched Upcoming Orientation Materials
- Sent Building Permit reports to Assessors office and Construction Industry Research Board
- Prepared Quarterly Reports for TOT, Building Standards Commission, Dept. of Conservation, and Dept. of State Architect
- Assisted Finance with Accounts Payable
- Met with Planner regarding several upcoming projects
- Researched Fees and Fines
- Continued Research on Sewer Assessment Fees
- Read all ERMA training bulletins
- Ongoing project on Property File Organization

FINANCE OFFICER ACTIVITY

Tasks:

- Meetings with City Manager – re: office issues
- Meetings with Accountant re: year-end documentation.
- Reviewed new accounting software documentation/tutorial.
- Prepared and met with City Manager re: 15/16 Budget.
- Prepared and attended Public 15/16 budget study session meeting.
- Prepared and attended special council study session re: 15/16 Budget
- Prepared month end file, information, bank reconciliation for accountant.
- Prepared employee monthly and annual reviews.
- Assisted in moving office equipment/furniture and clean up after carpet installation.
- Prepared draft Sick Leave Policy to comply with California AB 1522 for council approval.
- Reviewed and mailed Quarterly Payroll Tax Returns.
- Processed Payroll/Payroll Tax Payments
- Processed Accounts Payable
- Accounts Receivables/Processed Deposits
- Assisted at the front desk and answered phones.

Projects:

- Implement/document new accounting software.
- Review and update job descriptions.
- Research medical insurance options for upcoming open enrollment period.
- Research Affordable Care Act IRS reporting requirements for employers providing health coverage.

CITY PLANNER ACTIVITY

Task 1 – General Planning

- Coordinated with City Manager & Deputy City Clerk on planning and development projects
- Coordinated with City Staff to prepare Agenda Packets for 7/16 City Council, 8/5 Planning Commission, and Drainage Committee meetings
- Staffed 7/1 Planning Commission meeting
- PC meeting summary report for CM and Planwest Partners

- Misc. phone calls and email with City Staff and George Williamson
- Reply to email, prepare letters for recipients of use permits, review Noise & Air Quality
- Letters to recipients of use permits.
- Staff report for GPU and meeting with Jay regarding Alley Vacation
- Pre-application meeting preparation plus meeting time.
- Prepare written staff report on disposition of the Craig Street Alley
- Meeting with CM and finalize staff report on alley
- Finalize alley staff report and phone call with City Staff
- Review and comment upon Laffranchi/Woodward subdivision application

Task 2 – Reimbursable Fee Planning

- Wastewater project permitting, biological survey for mitigation monitoring, biologist conducted WWTF fieldwork and started report on: Wildlife Utilization - reporting on wildlife observations indicating habitats are being utilized by a variety of wetland-dependent wildlife species and nesting birds, and location is providing an important regional wildlife ecological benefit, including some special status species. Hydrology/Soils – noting that wetland hydrology indicators were observed in both transects with successful development of hydric soils and no further hydrology and/or soils monitoring of should be required in subsequent monitoring visits. Vegetation - wetland mitigation area appears on track for meeting vegetative cover and native species composition success criteria.

Task 3 – Special Projects

- Continued to coordinate with agencies for Francis Creek Vegetation Maintenance Project- including permitting coordination. Attended the Francis Creek project walk through July. Assisted with property owner noticing.

Task 4 – Additional Authorizations – None

Task 5 – General Plan Review

- Draft Noise and Air Quality Element, prepared staff report for August Planning Commission meeting outlining format for providing input and directing Staff to hold a public hearing at September 2, 2015 Commission meeting for recommendation to the City Council. At the July meeting, Planning Commissioners requested that staff provide two Element workshops – July and August, for incorporating individual commissioners' comments and suggested modifications into a final draft to be presented at the Public Hearing.

CITY ENGINEER

Wastewater Treatment Wetland Monitoring and Maintenance

- **Background Information:** In 2011, the City of Ferndale upgraded their Wastewater Treatment Facility (WWTF). In order to offset the impacts from construction, a seasonal wetland was established and completed in January of 2012. A year one report of the success of mitigation was produced and delivered to the California Coastal Commission in 2013. The following year, trees were replanted along the wetland buffer and no report was prepared. The year 3 monitoring report will summarize and assess the results of the replanting activities of year 2 as well as summarize the results of the year 3 survey.

- On July 31st, 2015, City Engineer held conference call with Brett Lovelace (J.B. Lovelace and Associates), Vanessa Blodgett (Planwest Partners), Melissa Kraemer, California Coastal Commission to follow-up on monitoring survey conducted.
- On July 21st, 2015, Brett Lovelace (biologist with J.B. Lovelace and Associates) performed wetland mitigation monitoring survey for year 3. Mr. Lovelace will follow up by completing a report of his findings.

Humboldt County Francis Creek Culvert Replacement on Port Kenyon Road

- Last year the City prepared plans for the sewer line relocation in preparation for the Humboldt County's Port Kenyon Road Project. The Humboldt County Department of Public Works plans to execute the project this year and a preconstruction meeting with the Contractor, Mercer Fraser, is scheduled for Friday, August 7th. The City Manager and the City Engineer met with Donna Chambers and with the RCD Engineer per the RCD request on Friday, July 31st. The RCD will fund the sewer line relocation portion of the project.

5C Roadside Ditch Maintenance

- **Background Information:** 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 4th, 2014, the City approved the City Engineer to move forward with the permitting of the proposed Roadside Ditch Maintenance activities.
- On July 31st, 2015, City Engineer spoke with Maggie Robinson, North Coast Regional Water Quality Control Board (NCRWQCB). Board is finalizing 5C Permit to maintain City-wide roadside ditches.
- On June 18th, 2015, the complete 5C Application was submitted to the North Coast Regional Water Quality Control Board.
- On June 17th, 2015, the City Engineer received a Letter of Preliminary Jurisdictional Determination from the US Army Corps of Engineers.

General Engineering

Pre-Application Meeting Request 741 5th Street

On July 28th, 2015 City Engineer provided comments to Points West Surveying regarding their request for a pre-application meeting. Their project proposed a general plan amendment and zone reclassification of the AE portion of the parcel followed by a subdivision into approximately 30± lots for senior housing.

Applications

- **Westfall/Witham Lot Line Adjustment/Subdivision (SD 1323)**
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. The Notice of Lot Line Adjustment and Certificate of Compliance was recorded on July 31, 2015. The Parcel Map is currently under review by Manhard Consulting. The project expires on September 28, 2015.

○ **Hadley-Garbutt LLA (LLA 1512)**

This project includes a lot line adjustment (LLA) between APNs 031-084-14 and 031-085-09. The purpose of the LLA is to provide additional acreage to the Hadley parcel north of Francis Creek. The application was considered complete by the City Engineer's office on June 4, 2015. Referrals were sent out to the local City departments and utility companies on June 8, 2015. The City departments and utility companies have until July 8, 2015, to respond. The City Engineer is currently preparing the staff report and anticipates providing the staff report to the City Planner this week.

○ **Chenoweth LLA (LLA 1513)**

This project includes a lot line adjustment (LLA) between APNs 031-091-06 and 031-091-29. The purpose of the LLA is to adjust the lot lines so the existing garage on APN 031-091-06 will become a part of APN 031-091-29. The application was considered incomplete by the City Engineer's office and the Planning Office was notified on June 12, 2015. A response to the letter was received by the City Engineer and the application is under review for conformance with the zoning regulations.

Meetings and Committees

- HCAOG Meeting
 - Attended July's meeting.

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
- Added 3rd heater and bin at sludge drying site
- Coliform to Fortuna each Tuesday, BOD 3rd Thursday
- Consulted with Manhardt about sewer line relocate for bridge project on Port Kenyon
- Dewater throughout the month for approximately 20 total hours
- CPO submitted yearly CA environmental report
- OITs Gardner and Cao performs lab tests daily to measure efficiency of plant
- Phase 1 pictures of sludge building sent to Cecile Morris at state water board
- OIT's Gardner and Cao service UV bank C
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Lateral inspection at 1657 Market St.; inspection at 484 Main Street; inspection at Lentz building on main st.
- Front gate chain oiled each Monday
- OITs Gardner and Cao cleaned walls and catwalk
- CPO met with RCD and Hanford reps about salt river project
- OIT's Gardner and Cao trim brush around retention pond
- Irrigation moved to west side of Sousa property
- Plant personnel assist PW with blinds at city hall
- PH and turbidity probe cleaned and serviced
- OIT Gardner pulled and cleaned UV probe

- The facility received a total of 26 septic dumps from Roto Rooter & Wyckoff's totaling 35,900 gallons and generating \$6,462 in revenue for the facility.
- Total flows through the collection system for July were 3.8 MG. Of that .55 MG was pumped to the equalization pond.
- Influent flows that were treated through the facility totaled 3.2 MG for the month of July. Average land irrigation discharge was .103 MGD.

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.
- Walked Francis Creek with Fish and Wildlife, and Regional Water Quality.
- Showed old P/W pickup to prospective bidders.
- Flagged off portion to the Park because of yellow jacket nest.
- Cleaned curbs on Main St.
- Repaired broken light pole on Main St.
- Installed new blinds at City Hall.
- Did Vehicle Maintenance on P/W 94 Ford.
- Delivered flail mower to the highest bidder.
- Did weed abatement around P/W yard, Baseball field and Park.
- Went to Eureka and got new chains for the pole saw.
- Repaired air conditioner in dump truck.
- Met wit P.D. About bee's at Russ Park.
- Moved furniture at City Hall for new carpet to be installed.

POLICE DEPARTMENT

- Facilitated July 4th parade and fireworks show.
- Introduced the new Emergency Disaster Response vehicle to the public during the July 4th festivities.
- Provided mutual aid to Fortuna Police Department for their rodeo and associated events.
- Continued monitoring downtown parking.
- Exploring options/alternatives to upgrading and improving the police department's radio repeater tower to ensure officer safety.
- 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 July 2015.

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape	0	
Robbery	0	
Larceny	0	
Assault	0	
Burglary	0	
Vehicle Theft	0	
TOTAL	0	
SECONDARY CRIMES	10	
Calls for Service	55	
Reports Written	21	
Traffic Citations	2	
Other Citations	0	
Parking Citations	0	
Warnings	9	
ARRESTS	7	
AGENCY ASSISTS	19	
TRAFFIC COLLISIONS	3	

City of Ferndale, Humboldt County, California USA
Minutes for Planning Commission Meeting of July 1, 2015

Call to Order — Chair Jorgen von Frausing-Borch called the Planning Commission Meeting to order at 7:02pm. Commissioners Dean Nielsen, Paul Gregson, and Ellin Beltz were present along with staff Planner Stephen Avis and Deputy City Clerk Kristene Tavares. Commissioner Michael Warner was not present (excused absence). 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 June 3, 2015 Regular Meeting. **(Beltz/Gregson) 3-0-1 (Nielsen abstained due to his absence on June 3)**

5.0 Public Comment –

None 6.0 Public Hearing

6.1 161 Francis Street Use Permit for Vacation Rental: City Planner Stephen Avis presented the staff report for the proposed Use Permit. Staff explained the applicants were unable to attend the meeting tonight and there were no responses to the notices sent out. Chair von Frausing-Borch commented he would like to see the parcels better indicated on the map when applications are presented. Staff will comply with this request. Public hearing was closed. **Motion:** To adopt Resolution No. PC 2015-18 making the required findings of fact listed in Attachment A to approve the Use Permit, subject to the conditions of approval listed in Attachment B and allow for vacation rental use of a single-family residence.

(Gregson/Nielsen) Unanimous

7.0 Business

7.1 Noise and Air Quality Update Discussion: Planner Stephen Avis presented the Noise and Air Quality element to the Commissioners. Chair von Frausing-Borch opened up comments from the Commissioners. Commissioner Beltz commented on page 5-2 and the naval facility at Centerville Beach. This facility has been closed for 10 years. Beltz also commented on page 5-3 under the Climate Change Legislation. The International Council for Local Environment Initiatives (ICLEI) is not law and should be moved to a different area or needs to have a break there. Beltz also commented that ICLEI and RCEA are using reports from data collected from 2005 reports. They are too out of date to use and new data needs to be collected for a more accurate reading. Also recommendations from ICLEI are not realistic as they do not realize that Ferndale is a small community and ICLEI is extremely specific in their recommendations. Beltz also suggested on Page 5-4 the sentence beginning “Chapter 6” adding the phrase *in this document* would be helpful. Beltz suggested separating the Noise and Air Quality element so the Commission could come back to Air Quality and spend more time on making it more effective. Commissioner Gregson agreed with Beltz on moving the ICLEI section from the Climate Change Legislation. Gregson also commented on the out of date reporting stating the

Wastewater treatment plant had been replaced in 2005 and the data being used does not reflect that. Gregson questioned Planner Avis on the purpose of a General Plan. Avis explained the General Plan is not an enforced document. The General Plan is implemented through ordinances and sets a tone of where the city wants to go and the goals it wants to obtain. Gregson also questioned an application for an emergency generator and whether the noise level was a factor in the approval. Staff explained the decibels were reviewed before granting approval. Commissioner Gregson commented on Page 6-2 section 1.e should be changed to "The city should refer to". Commissioner Beltz added on Page 6-6 section 3.f the reference to micro-turbines should be removed. Commissioner Nielsen commented on the acceleration and deceleration zone on the north end of town being a significant noise problem and he would like to see this specific issue on the General Plan. Nielsen stated that moving the acceleration and deceleration zones out of city limits would help. Nielsen stated that he had spoken with a representative from Caltrans and reported that the data Caltrans was using was prior to the Nielsen building. Planner Avis pointed out Figure 4 in the element showing the area in which Nielsen is referring to does show an increased noise level. Nielsen stated the tire noise is less than the noise level of the acceleration and deceleration of vehicles entering and leaving town. Nielsen stated again he would like this issue better addressed in the element as to help encourage City Council to approach Caltrans in helping try to get the problem resolved by possibly moving speed limit signs. Nielsen also stated the fire whistles are a problem. Commissioner Beltz explained they are exempt. Nielsen explained he did not have a problem with them but had been approached by others. Commissioner Gregson stated the fire whistle issue is not of the General Plan and should be brought directly to City Council. Planner Avis pointed out Page 6-2 section 1.f regarding Highway Noise Contours and asked if the Commissioners would like this section more specific to areas. Avis also explained to Commissioners that the Element should be kept more vague as this is not an enforceable document. Commissioner Beltz commented on the pictures being used in the element and the relevance, as well as obtaining the proper permission on using these images. Commissioner Gregson commented on agriculture and the impact on the Air Quality. Planner Avis stated that the County of Humboldt includes agriculture in their General Plan. Chair von Frausing-Borch spoke on the Tsunami threat, sea rise and climate change. Planner Avis informed von-Frausing-Borch that this would be covered under the safety element in the General Plan. Planner Avis thanked the Commissioners for the input and comments. Avis also thanked the commissioners for bringing questions and comments in via e-mail to better give staff more time to bring answers to the meetings.

7.2 Building and Land Use Permits: Staff reported current permits. No Commissioner Comments.

7.3 Design Review Committee Report & Minutes: Commissioner Gregson reported on the Kaleidoscope Galleries signage. Commissioner Beltz reported on the 989 Milton Ave Microwave Dish being installed and also the repainting of 1059 Main Street. Commissioners discussed paint colors and the approval and denial of applications.

8.0 Correspondence- None

9.0 Commissioner Comments- Commissioners discussed the stain on the sidewalks. Caltrans

has given us the product name and colors used. Caltrans will also give the city any extra mixture they have left from Main Street but they do not expect to have much leftover.

10.0 City Planner's and City Clerk's Staff Report- Deputy City Clerk Tavares informed Commissioners that staff is working on an orientation the will involve City Council, Planning Commission and Design Review. The orientation will go over roles and responsibilities as well as other information. City Planner Stephen Avis informed commissioners they will receive another item at the next meeting regarding the vacation of an alley. City Council would like the commissioners to look at options and provide a recommendation.

Meeting was adjourned at 8:12 pm.

Respectfully Submitted

Kristene Tavares
Deputy City Clerk

City of Ferndale, Humboldt County, California USA

Design Review Minutes for the 06/11/15 - 8:30am meeting

Chair Mark Giacomini opened the meeting at 8:30 a.m. Committee Members Paul Gregson, Marc Daniels and Ellin Beltz were present along with Deputy City Clerk Kristene Tavares. .

Approval of Previous Minutes: **MOTION** to **APPROVE** May 28, 2015 meeting minutes.
(Daniels/Beltz) 3-0-1 (Gregson abstained due to being absent for this meeting)

There were no Modifications to the Agenda.

There were no Public Comments.

439 Berding Street: The Design Review Committee was presented with an application to replace two smaller garage doors with one larger door. Dennis Del Biaggio was present at the meeting to represent the property owners. Del Biaggio explained that the property site was not 439 Berding Street, the property is located at 551 Washington Street (located directly behind 439 Berding Street). Commissioners had no additional comments on this project. **MOTION** to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to replace two (2) small garage doors with one (1) large garage door. **(Gregson/Daniels) Unanimous**

607 Main Street: The Design Review Committee was presented with an application to replace the rear structure of the building with a new two story structure using the existing color scheme. Dennis Del Biaggio represented this property as well. Commissioner Beltz questioned Del Biaggio on the placement of the dumpsters since the building will be extended out. Del Biaggio stated they would not encroach on the sidewalk as there still should be room for the dumpsters. Beltz also asked if the upstairs was to be an office or living quarters. Del Biaggio stated that he believed it to be an office. Del Biaggio stated that they would possibly like to use Hardy Board. Commissioners questioned whether the building was considered a historical building or in the historical district. Staff will do research and determine if the building is considered historical. **MOTION** to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to replace the rear structure of the building with a new two story structure using the same color scheme. **(Daniels/Gregson) Unanimous**

There was no Correspondence.

Committee Member Comments: Committee Member Gregson asked if staff could provide information on the age of the building in the packet. Staff will start including this information, if available, in the packet.

Meeting adjourned at 9:00 am

Respectfully submitted,

Kristene Tavares, Deputy City Clerk
City of Ferndale

City of Ferndale, Humboldt County, California USA
Drainage Committee MINUTES for the Meeting of June 11, 2015.

Chairman Don Hindley called the meeting to order at 3:01pm. Committee members Tom Stephens, Lee Tomasini, and Jim Bass as well as City Manager Jay Parrish, Deputy City Clerk Kristene Tavares, and Johnny Hoppis from Public Works were present.

Modifications: None

Public Comment: None

Approval of Previous Minutes: **MOTION** to approve the minutes of the May 14, 2015 regular Meeting **(Stephens/Tomasini) UNANIMOUS**

Business:

Roadside Ditch Activities Timeline: Public Works, Johnny Hoppis reported the maintenance schedule for the ditches. The schedule will be as follows: August 3-7 will be part of the West Side Drainage. This section is approximately 185 feet located along Shaw Lane. The other channel is on private pasture land and totals approximately 1977 ft. Staff will research access and easements. August 10-14 will be part of East side drainage. These ditches run along Washington and Nichols Way. August 17-Sept 4-This section is part of the West Side Drainage and requires a little more time as it entails more weed eating than backhoe work. Two of the sections are located along Ocean Ave. The third and fourth ditches are located between Shamsi Court and 5th Street and also south of Fairway Drive. Sept 7-11 will be part of the West Side Drainage. This section is located on private pasture land west of 5th Street. Sept 14-18 will be part of the East Side Drainage. This section is along Lincoln Ave and Grant Ave. Hoppis stated that all this work must be completed by October 15, 2015 and with the dates given, this gives Public Works an extra month to complete all ditch maintenance tasks.

Update on 1600 LSA Permit: City Manager Parrish reported that Fish and Wildlife has tentatively approved the permit. Both Regional Water Quality Control Board and Army Corp of Engineers are looking at the permit now and determining whether a Notice of Exemption can be given. Staff will keep in touch with all permitting agencies.

Update on Francis Creek Cleanup Committee: Committee Member Tom Stephens reported that he, Dick Hooley and Doug Brower had met to discuss access points. Most access points have been approved and the committee will continue to work on other access points. Committee also discussed the timeline of the initial creek walk. Department of Fish and Game, Army Corp of Engineers, and Regional Water Control Board all have asked to be present during the initial walk.

Flood Management Plan Grant Update: City Manager Parrish reported that the city Engineers had applied for a Propositions 84 Flood Management Grant. The city is looking for a \$200,000 grant to develop a Flood Management Plan. Parrish explained to the committee the need to develop a better flood management plan because of the effects the drainage has on the citizens downstream.

Meeting Adjourned at: 3:43pm.

Respectfully submitted,

Kristene Tavares, Deputy City Clerk



Redwood Coast Energy Authority

633 3rd Street

Eureka, CA 95501

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

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

SPECIAL MEETING MINUTES

Redwood Coast Energy Resource Center
633 3rd Street, Eureka, CA 95501

June 1, 2015
Monday, 3:15 p.m.

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

I. ROLL CALL

Board Vice-Chair Hecathorn called the meeting to order at 3:15.

Present: Doug Brower, Barbara Hecathorn, Marian Brady, Paul Pitino, Jean Lynch, Dwight Miller.

Absent: Tiara Brown, Tim Marks, Ryan Sundberg.

Staff: Matthew Marshall, Nancy Diamond, Katey Schmidt.

Guests: Andy Sorter, Alison Talbott.

II. CLOSED SESSION

- A. Conference with Legal Counsel Pursuant to Government Code Section 54956.9(b)(2) – exposure to litigation.

III. REPORT OUT FROM CLOSED SESSION

Vice-Chair Heacathorne stated that there was nothing to report out.

IV. OLD BUSINESS

- A. Engineering & Project Management Services

Executive Director Marshall provided a staff report on the need and for engineering services and the Board discussed the topic and related community concerns raised at the May meeting.

M/S/C: Pitino, Miller: Appoint Directors Lynch and Brower as Subcommittee to work with staff to 1) finalize a Request for Qualifications for On-Call Engineering & Project Management Services and review and evaluate RFQ responses, and 2) conduct a separate RFP process for Proposition 39 projects.

- B. Community Choice Aggregation Update

Director Marshall reported on continuing progress on establishing a local CCA program.

V. NEW BUSINESS

A. Electric Vehicle Charging Network

Executive Director Marshall provided an update on the Electric Vehicle Charging Network projected and summarized the charging station vendor selection process.

M/S/C: Miller, Pitino: Approve purchase order with EVSE LLC of \$92,396.50 for electric vehicle charging stations.

VI. ORAL COMMUNICATIONS

None

IX. ADJOURNMENT

Board Vice-Chair Hecathorn adjourned the meeting at 4:36.



Redwood Coast Energy Authority

633 3rd Street

Eureka, CA 95501

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

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

SPECIAL MEETING MINUTES

Redwood Coast Energy Resource Center
633 3rd Street, Eureka, CA 95501

June 22, 2015
Monday, 3:15 p.m.

I. ROLL CALL

Board Chair Atkins called the meeting to order at 3:15.

Present: Linda Atkins, Barbara Hecathorn, Doug Brower, Paul Pitino, Jean Lynch.

Absent: Tiara Brown, Tim Marks, Ryan Sundberg, Dwight Miller.

Staff: Matthew Marshall, Nancy Diamond.

II. CLOSED SESSION

- A. Conference with Legal Counsel Pursuant to Government Code Section 54956.9(b)(2) – exposure to litigation.

III. REPORT OUT FROM CLOSED SESSION

Chair Atkins reported out that the Board directs staff to place on the next meeting agenda a Board discussion on organizational policies going forward for contracting and the scope of services provided by RCEA.

IV. ORAL COMMUNICATIONS

None

V. ADJOURNMENT

Board Chair Atkins adjourned the meeting at 4:20.



Redwood Coast Energy Authority

633 3rd Street

Eureka, CA 95501

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

SPECIAL MEETING MINUTES

Redwood Coast Energy Resource Center
633 3rd Street, Eureka, CA 95501

June 29, 2015
Monday, 3:15 p.m.

I. ROLL CALL

Board Chair Atkins called the meeting to order at 3:15.

Present: Linda Atkins, Barbara Hecathorn, Doug Brower, Tim Marks, Paul Pitino, Jean Lynch.

Absent: Tiara Brown, Ryan Sundberg, Dwight Miller.

Staff: Matthew Marshall, Katey Schmidt

Guests: Phil Smith-Hanes, Andy Sorter, Scott Willits, Steve Salzman, Yana Valachovich, Alison Talbott, Jack Tibbetts

II. REPORTS FROM MEMBER ENTITIES

Director Hecathorn reported that the Humboldt Bay Municipal Water District has a new general Manager.

Director Lynch reported that the City of Blue Lake's City Manager will be Retiring later this year. Director Lynch also reported that the Blue Lake Biomass plant is currently not operating.

III. ORAL COMMUNICATIONS

None.

IV. CONSENT CALENDAR

A. Approve Minutes of May 18, 2015 Board Meeting

B. Approve attached Warrants

C. Accept attached Financial Reports

M/S/C: Pitino, Hecathorn: Approve All Consent Calendar Items.

V. REMOVED FROM CONSENT CALENDAR ITEMS

None.

VI. NEW BUSINESS

A. Community Choice Aggregation (CCA) Update & Subcommittee Report

Executive Director Marshall gave a presentation on the recommendations of the CCA subcommittee, as well as staff recommendations for next steps towards implementation of a County-wide community choice aggregation program. Yana Valachovich, County Director-Forest Advisor for Humboldt and Del Norte Counties University of California Cooperative Extension, provided information on the importance of local biomass energy facilities to the forestry sector and recommended the inclusion of local biomass plants in plans for the CCA, citing job creation and industry expansion. Philip Smith- Hanes of the County of Humboldt reported that the Board of Supervisors have directed County Staff to present a CCA ordinance by the end of August.

M/S/C: Pitino, Hecathorn:

Direct staff and legal counsel to develop an ordinance authorizing the implementation of a County-wide community choice aggregation program.

Direct staff to pursue development of a CCA business plan that prioritizes utility rate saving for the community combined with the utilization of local renewable energy resources, including existing facilities, to the greatest extent technically and financially feasible.

Authorize RCEA General Fund expenditures up to \$120,000 in FY15-16 for CCA program development and launch.

B. RCEA Fiscal Year 2015-16 Annual Budget

Director Marshall gave an overview of the proposed RCEA FY2015-16 Annual Budget,

M/S/C: Hecathorn, Pitino: Adopt the proposed RCEA FY2015-16 Annual Budget.

C. Discussion of policies going forward for contracting and the scope of the services provided by RCEA

The Board discussed next steps to evaluate RCEA's goals, policies for contracting, and the scope of the services provided by RCEA. Members of the public Scott Willits and Steve Salzman made statements expressing their continuing dissatisfaction with RCEA's activities related to Proposition 39.

M/S/C: Hecathorn Pitino: Direct staff to work with a subcommittee of Directors Atkins, Brower, and Pitino to revisit RCEA strategic focus and policies regarding procurement and services offered to the community.

The Board directed staff to include continuing discussion of this topic at the next meeting. Director Pitino also requested an additional closed session with RCEA Legal Counsel.

VII. STAFF REPORTS

Executive Director Marshall gave the following updates:

- PACE Financing: the City of Eureka, Humboldt County, and the City of Arcata have authorized PACE programs and staff is continuing to work with other jurisdictions on this effort.
- Energy Watch Program: the Energy Watch program is set to exceed 2015 energy savings goals, and the 2016 EW contract is scheduled to be negotiated and in place by November 2015.
- Proposition 39: staff is working with PG&E to negotiated additional technical assistance for local schools through PG&E's "Large Integrated Audit" program.
- Transportation projects: A kick-off meeting was held with the CA Energy Commission for RCEA's grants for electric vehicle readiness plan implementation and for regional fuel cell vehicle readiness planning.

IX. ADJOURNMENT

Board Chair Atkins adjourned the meeting at 5:10.

***The next RCEA Board of Directors Business Meeting
is scheduled for Monday, July 20th, 2015 at 3:15p.m.***



**REDWOOD EMPIRE DIVISION
GENERAL MEMBERSHIP MEETING**

**Friday, July 17, 2015
3:00–5:00 p.m.**

**Trinidad Town Hall
409 Trinity Street, Trinidad**

- 1. BUSINESS MEETING CALL TO ORDER:** President Marian Brady called the meeting to order at 3:03 p.m.
- 2. ROLL CALL:** Member cities present included Arcata, Blue Lake, Cloverdale, Crescent City, Eureka, Ferndale, Fort Bragg, Fortuna, Lakeport, Point Arena, Rio Dell, Trinidad, and Willits.
- 3. TREASURER'S REPORT:** Third Quarter Treasurer's Report.
GORDON JOHNSON (RIO DELL) MOVED AND BOB COX (CLOVERDALE) SECONDED TO ACCEPT THE TREASURER'S REPORT. THE MOTION PASSED ON A UNANIMOUS VOICE VOTE.
- 4. MINUTES:** May 22, 2015 General Membership Meeting, Ferndale.
JIM BAKER (TRINIDAD) MOVED AND LINDA ATKINS (EUREKA) SECONDED TO APPROVE THE MINUTES OF THE MAY 22, 2015 GENERAL MEMBERSHIP MEETING. THE MOTION PASSED ON A VOICE VOTE WITH ONE ABSTENTION.
- 5. ANNOUNCEMENTS:** President Brady announced that the Division Fundraising Committee has met via conference call and will be reconvening on August 11 to discuss progress and sponsorship commitments from local breweries. This year's fundraiser will be finding table sponsors for the Annual Conference CitiPAC Gala in San Jose. The Division membership has decided upon a theme of North Coast Breweries.
- 6. PROGRAM:** The Division membership a panel discussion focused on the opportunities and challenges of vacation rental units. Panel participants included: Julie Fulkerson, Mayor, City of Trinidad; Jonna Kitchen, Owner and Manager, Trinidad Retreats; and Mark Crowley, Coho Cottages and Board Member, Humboldt County Convention and Visitor's Bureau. The panel was moderated by Mayor of Lakeport and Division 1ST Vice President, Martin Scheel.
- 7. ACTION ITEM: ELECTION OF 2ND VICE PRESIDENT AND DIVISION DIRECTOR**
HOLLY MADRIGAL (WILLITS) WAS ELECTED AS INCOMING 2ND VICE PRESIDENT OF THE REDWOOD EMPIRE DIVISION. VOTES WERE CAST BY BALLOT.

SUE LONG (FORTUNA) WAS ELECTED AS INCOMING 1ST VICE PRESIDENT OF THE REDWOOD EMPIRE DIVISION. VOTES WERE CAST BY BALLOT.

In October at the League Annual Conference, Martin Scheel (Lakeport) will advance as President, Sue Long (Fortuna) will serve as 1st Vice President, Holly Madrigal (Willits) will serve as 2nd Vice President and Marian Brady (Eureka) will serve as the Immediate Past President.

- 8. PRESIDENTS REPORT:** President Brady reported that she has been working with the Division President of the Sacramento Valley Division, Bruce Roundy, to find ways to collaborate on economic development and other regional projects.

9. POLICY COMMITTEE REPORTS:

Minutes for Policy Committees will be available in early August on the League website at www.cacities.org/policy-advocacy/policy-development. The representatives for each committee within the Division are listed on the agenda or may be obtained by Sara Rounds.

- 10. LEAGUE REPORT:** League Staff Sara Rounds reported on the following topics: Legislature. The California State Legislature is currently on recess and will return to session on August 17. Thus far cities have fared well on the legislative front. August may prove to be more difficult as it is typically the month of surprise legislation through the gut-and-amend process. The League is starting to engage in a transportation funding campaign and will be joining a coalition to seek reliable funding for California's local streets and roads. Cities should be prepared to review and consider adopting a sample resolution and work with 3rd party stakeholders as we move forward.

Annual Conference. This year we will be in San Jose. The Division will hold a dinner and meeting on October at 6:30 p.m. at Il Fornaio restaurant which is a very short walk from the convention center.

11. CALIFORNIA COASTAL NATIONAL MONUMENTS: MEETING OF LAND AND SEA

Leisyka Parrott, Interpretive Specialist of the Bureau of Land Management provided a slideshow presentation on how the monument provides a unique coastal habitat for marine-dependent wildlife and vegetation. The Monument includes public lands along the coast of California and in the near shore waters of the Pacific Ocean and is protected by the BLM as National Conservation Lands.

ADJOURN: The meeting was adjourned at 5:15 p.m. A city tour and dinner followed.

Section 16

ADJOURN