

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

Location:	City Hall 834 Main Street Ferndale, CA, 95536	Date:	December 17, 2025
		Time:	6:00 PM
		Posted:	December 12, 2025

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 discuss or 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. 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.

**BEFORE SPEAKING ON ANY ISSUE, PLEASE WAIT TO BE
ACKNOWLEDGED BY THE MAYOR BEFORE PROCEEDING TO THE PODIUM.**

City Council Meetings are recorded, and the video may be requested. The video will be sent digitally through Dropbox. A Disc and/or USB drive can also be requested for a fee.

1. CALL MEETING TO ORDER – Mayor
2. PLEDGE ALLEGIANCE TO THE FLAG
3. ROLL CALL – Mayor Cady; Councilman Lund; Councilwoman Fisk-Becker; Councilman Jorgensen; and Councilman Ostler
4. REPORT OUT OF CLOSED SESSION
5. CEREMONIAL
6. MODIFICATIONS TO THE AGENDA
7. STUDY SESSION
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. PLEASE FILL OUT A SPEAKER CARD and give it to the City Clerk before the start of the meeting. Speakers will be called in the order received or at the discretion of the Mayor. Public Members who do not fill out a speaker card may speak if there is time remaining. 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 2/3rds of the Council that the item came up after the agenda was posted and is of an urgent nature requiring immediate action. This portion of the meeting will be approximately 30 minutes total for all speakers, with each speaker given no more than five minutes. Speaker time may be reduced if many speakers have signed up.)
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 November 19, 2025, Regular City Council Meeting	Page 6
b.	Approval of Minutes of November 18, 2025, Special City Council Meeting	Page 9
c.	Approval of Minutes of December 3, 2025, Special City Council Meeting	Page 10
d.	Acceptance of Checkbook Register for November 1-30, 2025	Page 11
e.	Acceptance of Financial Statements for November 1-30, 2025	Page 15
10. CALL ITEMS REMOVED FROM CONSENT CALENDAR		
11. PRESENTATION		
12. PUBLIC HEARING		
13. BUSINESS		
a.	Ordinance 2025-09 An Urgency Ordinance of the City of Ferndale Suspending Enforcement of Section 7.21 of Zoning Ordinance 02-02 Pending Repeal and Adoption of a State Compliant ADU Ordinance.....	Page 40
b.	Resolution 2025-28 Approving the Meeting Schedule for January 2026 - December 2026.....	Page 50
c.	Approve Interim City Manager to Attend the 2026 City Managers Conference	Page 52
14. CORRESPONDENCE		
15. COMMENTS FROM THE COUNCIL		
16. REPORTS		
a.	City Manager Report	Page 58
b.	Commission and Committee Reports	
	i. Planning Commission Meeting Minutes.....	Page 67
	ii. Drainage Committee Meeting Minutes.....	Page 71
c.	Minutes from Joint Power Authorities (JPAs) and Reports	
	i. Humboldt County Association of Governments (HCAOG) October 2025.....	Page 73
	ii. Humboldt Waste Management Authority (HWMA) October 2025.....	Page 75
	iii. Redwood Coast Energy Authority (RCEA) October 2025.....	Page 79
17. 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 January 21, 2026 at 6:00pm

Section 1

CALL MEETING TO ORDER

Section 2

PLEDGE ALLEGIANCE

Section 3

ROLL CALL

Section 4

CLOSED SESSION REPORT OUT

Section 5

CEREMONIAL

a. Evo Lourenzo 100th Birthday Proclamation

CITY OF FERNDALE

POB 1095

FERNDALE, CA 95536

"A Historic Victorian Village"

**A PROCLAMATION
OF THE CITY COUNCIL OF THE CITY OF FERNDALE
HONORING THE 100th BIRTHDAY OF
EVO LOURENZON**

WHEREAS, Ferndale resident Evo Lourenzo celebrated his 100th birthday on December 10, 2025; and

WHEREAS, Evo Lourenzo was married for 49 years until Lois passed in 2001 and has five (5) children and eight (8) grandchildren; and

WHEREAS, Evo Lourenzo graduated from Humboldt State College in 1951, worked for PG&E and Olsen Implement Co as an Accountant, then in 1954 began working part-time for Tipple Motors until the business sold in 1990; and

WHEREAS, Evo Lourenzo started his own accounting business in 1960 and worked for 55 years before retiring, became a Notary Public in 1970 until 2010, and became a co-owner of Citizens Furniture around 1973 for 6 years; and

WHEREAS, Evo Lourenzo joined the Chamber of Commerce in 1954 as their treasurer for 15 years; joined the Native Sons of the Golden West in 1962 serving as their secretary until 2015; formed a non-profit in 1979 to establish the Ferndale Museum and was their first president for 5 years; and in 2015 became a member of both the American Legion and of the Portuguese Lodge and continues to be a member of both; and

WHEREAS, on behalf of the citizens of the City of Ferndale, we express our gratitude and appreciation to Evo Lourenzo as we honor his 100th birthday on December 10, 2025

NOW, THEREFORE, BE IT PROCLAMED that the City Council of the City of Ferndale do hereby join family and friends in honoring Evo Lourenzo for all the years of valuable service and extend heartfelt best wishes for a Happy 100th Birthday and best wishes for many more to come.

Dated this 17th day of December 2025

Randy Cady, Mayor
City of Ferndale

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.

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.

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Action Minutes for City Council Meeting of November 19th, 2025

Mayor Randall Cady called the Regular City Council Meeting to order at 6:00 pm. Those present did the flag salute. Present were Council Members Leonard Lund, Jennifer Fisk-Becker, Phillip Ostler, and Skip Jorgensen, along with City staff: Acting City Manager Kristene Hall, Planwest Planner Michelle Nielsen, and Finance Manager/Deputy City Clerk Lauren Boop.

Report out of Closed Session: None.

Ceremonial: None

Modifications to the Agenda: None

Report out of Study Session: None

Public Comment: Two business owners expressed gratitude and support for the October events stating they had the best month of business on record.

Consent Calendar: There were four items on the Consent Calendar for approval. There were no comments from the Council or Public

MOTION: to approve the consent calendar. **(Ostler/Lund) Unanimous**

Call Items Removed from Consent Calendar: None

Presentation: Tonde Razooly, the new president of the Ferndale Chamber of Commerce, gave a brief presentation highlighting the recent success of the October events, the upcoming December events, and also the increased online engagement.

Public Hearing: None

Business:

Second Reading of Ordinance 2025-06 and 2025-07 Amending the Ferndale Zoning Ordinance (02-02) and Amending Ferndale Subdivision Ordinance (99-04), by titles only

City Planner Michelle Nielsen provided a quick summary of Zoning Ordinance changes. State law requires city's zoning and other land use regulations to be consistent with the general plan. The completion of housing element programs is needed to maintain compliance.

Councilwoman Fisk-Becker wanted to make sure that Planwest was keeping up with all the state regulatory changes on the city's behalf, which they are. Acting City Manager Hall made sure the council knew that no building takes place without the city and Planwest knowing about it.

MOTION: Motion to approve and adopt Second Reading of Ordinance 2025-06 and 2025-07, Amending the Ferndale Zoning Ordinance (02-02) and Amending Ferndale Subdivision Ordinance (99-04), by titles only **(Ostler Jorgenson) Unanimous**

Designation of Vision Zero Project

Planner Nielsen presented 3 options for the city to submit to HCAOG for the temporary road installations sponsored by HCAOG. Planwest is recommending Project 3 which aims to promote speed reduction along 5th Street between Arlington and Shaw by installing temporary speed humps/table, pavement markings, signage, and dynamic feedback signs. Discussion was had about the feasibility of all projects. Mayor Cady noted that Fortuna uses the temporary speed

humps during events and they are easily installed and removed and do serve their purpose of slowing traffic. Councilman Jorgensen expressed his desire to see more non-automobile traffic in Ferndale. He expressed support for Project 3 on the contingency that council direct Planwest to look into also installing a temporary bike lane in this area for the grant.

MOTION: To approve Project 3 as the city's designation for the Vision Zero Project with the directive to Planwest to research the addition of a temporary bike lane.

(Jorgenson/Lund) Unanimous

Microgrid Incentive Project Discussion

Dustin Jolley of OurEnergy attempted to give a presentation on options for the application of the PG&E Microgrid grant, however the council had numerous questions regarding the timeline, feasibility, and OurEnergy's handling of the process. Manager Hall had expressed in her staff report that she could not support the project any further due to the very limited timeline and lack of actual properties available to house 5-40 acres of solar panels, the city's lack of funds to own or maintain the grid, and also lack of staff for maintenance. There was some confusion regarding the grant requirement to have a location secured before submitting the grant application. Jolley assured the council they didn't have to have a secured site to apply, which contradicts correspondence his associates provided to Manager Hall between the packet release and the council meeting. The city has spent \$16,161 all paid to OurEnergy to apply for the grant and can only recoup this cost if we go forward with applying. OurEnergy has a \$20,000 maximum payment contract and will "eat" any remaining costs to complete the application. Council discussed whether or not to cut our losses now due to the myriad of issues the city faces to even be eligible for the final grant including: no logical or realistic site to house 5-40 acres of solar panels, lack of any outreach to potential "owners" of such a microgrid or property owner engagement of their proposed sites, longevity of the panels themselves at 10-20 years which in our climate is realistically 10 years, lack of any community engagement or support for such a project, lack of actual need for backup power at vital sites as all have backup generators, lack of any benefit to the owner besides RCEA "tariff revenue," city would not even own the microgrid or be guaranteed use of the power it generates, and several other issues discussed. Ultimately the council decided to have a Special Meeting on December 3rd, 2025 at 3:45pm to decide whether or not to move forward with the grant application.

Second Reading of Ordinance 2025-05 Amending Ordinance 295 Sections 1, 5, 6, and 9, Naming the County of Humboldt as the Health Official for Ferndale, by title only

Acting City Manager Kristene Hall reiterated the need for a qualified Health official to not only provide Food Regulation services but to also provide the full suite of Health Inspection services to the City including vector control and septic maintenance. The county is currently drafting the MOA and Manager Hall expects to sign it in late November. Businesses will then have 60 days to apply with the County to initiate the compliance process. This will ease the burden of transition as requested by businesses due to the holidays.

MOTION: to Approve Second Reading and Adoption of Ordinance 2025-05 Amending Ordinance 295 Sections 1,5,6, and 9, Naming the County of Humboldt as the Health Official for the City of Ferndale

(Jorgenson/Lund) Unanimous

Ordinance 2025-08 An Urgency Ordinance of the City of Ferndale Designating the County of Humboldt Health Officer to Perform Environmental Health Functions on Behalf of the City and Declaring the Urgent Need Therefore

Manager Hall explained that while we are in the transition of appointing the County of Humboldt as our Health Inspector we have events coming up at the Fairgrounds that will require inspection. This necessitates an Urgency Ordinance to make sure the event can go forward.

MOTION: to approve and adopt Ordinance 2025-08 An Urgency Ordinance of the City of Ferndale Designating the County of Humboldt Health Officer to Perform Environmental Health Functions on Behalf of the City and Declaring the Urgent Need Therefore
(Fisk-Becker/ Lund) Unanimous

Correspondence: None

Council Comments:

Councilman Lund asked if there was any update to the Berm raising grant, Manager Hall replied that we are still waiting on funding but would request Brett Vivyan from GHD come next meeting to give an update to council. Councilman Ostler noted that the new Russ Park trails look fantastic.

Reports:

City Managers Report: Acting City Manager Kristene Hall gave an update on the grant the city submitted for the community center from Bertha-Russ Lytel, we should know in early 2026. She also told the council that the WWTP had gotten an inspection from state regulators and passed with flying colors.

Vice Mayor Lund thanked the staff, public, and fellow councilmembers, and Adjourned the Meeting at 8:19 pm

Respectfully submitted,

Lauren Boop
Deputy City Clerk

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Action Minutes for City Council Special Meeting November 18, 2025

Mayor Randy Cady called the City Council Special Meeting to order at 6:00 pm. Present were Council Members Jennifer Fisk-Becker, Skip Jorgensen and Phillip Ostler, along with City staff: Acting City Manager Kristene Hall, Finance Manager Lauren Boop and Police Chief Ron Sligh.

Business:

Resolution 2025-27 Recognizing the Retirement and Exemplary Service of City Manager Jay Parrish: Mayor Randy Cady led the discussion and read the resolution in its entirety to the audience. Cady then presented Parrish with a framed copy of the resolution as well as a key to the city. Cady spoke on Jays service to the city and thanked him for all his dedication and hard work. The Council all spoke on Jays accomplishments and his dedication and thanked and congratulated him on his retirement. The auditorium was filled with citizens and friends. Many public members praised Parrish on his tenure and wished him well.

MOTION: to approve Resolution 2025-27 Recognizing the Retirement and Exemplary Service of City Manager Jay Parrish. (Lund/Ostler) Unanimous

Mayor Cady adjourned the meeting at 7:00pm.

Respectfully submitted,

Kristene Hall
Acting City Manager/City Clerk

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Action Minutes for City Council Special Meeting December 3, 2025

Mayor Randy Cady called the City Council Special Meeting to order at 3:45 pm. Those present did the flag salute. Present were Council Members Leonard Lund, Jennifer Fisk-Becker, Skip Jorgensen and Phillip Ostler, along with City staff: Interim City Manager Kristene Hall.

Business:

OurEnergy Microgrid Project: Dustin Jolley from OurEnergy was present. Jolley went over the PowerPoint discussion and addressed a few issues that were mentioned at the November City Council Meeting. Some issues were community outreach and placement of the proposed grid. Council discussed and went over concerns and financial obligations. Councilwoman Fisk-Becker stated concerns on approving a project located outside city limits as well as not being on city owned property. There were also concerns from the Council and staff regarding the grant reimbursement potential and what the cost may entail after the application was submitted. Jolley stated there would be no financial obligation above the grant amount. The Council also questioned whether other cities had been reimbursed fully for the planning grant. Jolley stated that all the applications their company had submitted had been approved.

MOTION: to approve the submittal of the grant application for potential reimbursement.
(Lund/Jorgensen) 4-1-0 (Fisk-Becker)

Mayor Cady adjourned the meeting at 4:14pm.

Respectfully submitted,

Kristene Hall
Interim City Manager/City Clerk

Bank Account Register

General Checking

November 1, 2025 - November 30, 2025

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			355,737.04
11/01/25	58903	CITFO	CITY OF FORTUNA	4,316.66		351,420.38
11/01/25	58904	MIRRE	MIRANDA'S RESCUE	450.00		350,970.38
11/03/25			11325STCAL		3,498.84	354,469.22
11/03/25	58911	ALTBU	ALTERNATIVE BUSINESS CONCEPTS	182.45		354,286.77
11/03/25	58912	ALYSSA	ALYSSA POPE	60.00		354,226.77
11/03/25	58913	ARNKE	ARNOLD C. KEMP	113.63		354,113.14
11/03/25	58914	B&B	B&B PORTABLE TOILETS	578.40		353,534.74
11/03/25	58915	COPIERS	COPIERS PLUS	118.24		353,416.50
11/03/25	58916	CORE	CORE PSYCHOLOGICAL CORPORATION	500.00		352,916.50
11/03/25	58917	FARSH	FARM SHOP	9.99		352,906.51
11/03/25	58918	FRMS ASSESS	FRMS	3,389.26		349,517.25
11/03/25	58919	HUMLODGE	HUMBOLDT LODGING ALLIANCE, INC	8,431.62		341,085.63
11/03/25	58920	MISCOH20	MISCO WATER	815.63		340,270.00
11/03/25	58921	MISLI	MISSION LINEN & UNIFORM SERVICE	559.65		339,710.35
11/03/25	58922	MOBLEY	MOBLEY CONSTRUCTION, INC.	700.00		339,010.35
11/03/25	58923	O'REILLY	O'REILLY AUTOMOTIVE INC	13.97		338,996.38
11/03/25	58924	POSTM	POSTMASTER	468.00		338,528.38
11/03/25	58925	RSLIV	R & S LIVESTOCK SUPPLY	210.84		338,317.54
11/03/25	58926	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	1,327.60		336,989.94
11/03/25	58927	FERNTECH	DEMETRIUS DISTEFANO	1,786.88		335,203.06
11/04/25		EDD	EMPLOYMENT DEVELOPMENT DEPT	2,069.14		333,133.92
11/04/25		USTREASURY	UNITED STATES TREASURY	10,431.78		322,702.14
11/12/25	58930	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	70.00		322,632.14
11/12/25	58931	DRYCREEK	DRY CREEK LANDFILL, INC.	892.80		321,739.34
11/12/25	58932	EEL TRANS	EEL RIVER TRANSPORTATION & SALVAGE	92.23		321,647.11
11/12/25	58933	FRMS	FIRE RISK MANAGEMENT SERVICES	11,062.71		310,584.40
11/12/25	58934	FORAC	FORTUNA ACE HARDWARE	18.36		310,566.04
11/12/25	58935	GREENPRO	GREEN PRO SOLUTIONS	560.21		310,005.83
11/12/25	58936	JOE PICKLE	JOE PICKLE	286.00		309,719.83
11/12/25	58937	NAPA	NAPA AUTO PARTS	127.83		309,592.00
11/12/25	58938	NILCO	NILSEN COMPANY	411.07		309,180.93
11/12/25	58939	OURENERGY	OUR ENERGY	3,436.50		305,744.43
11/12/25	58940	PGE	PACIFIC GAS & ELECTRIC	8,955.51		296,788.92
11/12/25	58941	RECOLOGY	RECOLOGY	702.39		296,086.53
11/12/25	58942	SHREDAWARE	SHRED AWARE	50.92		296,035.61
11/12/25	58943	USBANK	US BANK	2,982.58		293,053.03
11/12/25	58944	VALLU	VALLEY LUMBER	1,009.34		292,043.69
11/12/25	58945	WILSA	WILDWOOD SAW	38.50		292,005.19
11/12/25	58946	WYCKO	WYCKOFF'S	109.31		291,895.88
11/12/25	58947	ONTIV	ONTIVEROS & ASSOCIATES, INC.	9,289.75		282,606.13
11/13/25	1001		PARRISH, JAY D	3,109.03		279,497.10
11/13/25	1002		KAYTIS-SLOCUM, NANCY S	148.00		279,349.10
11/13/25	1003		HALL, KRISTENE M	3,648.32		275,700.78
11/13/25	1004		BOOP, LAUREN	1,428.03		274,272.75
11/13/25	1005		SLIGH, RONALD B	2,582.95		271,689.80
11/13/25	1006		LINDGREN, ROBERT C	2,398.65		269,291.15
11/13/25	1007		FIELDER, CHARLES COSMAS	324.09		268,967.06
11/13/25	1008		MENDES, ALAN SCOTT	1,544.55		267,422.51
11/13/25	1009		CERVANTES, CESAR E	1,849.13		265,573.38
11/13/25	1010		STEPHEN, MICHAEL C	586.69		264,986.69
11/13/25	1011		GARDNER, TANNER W	2,111.68		262,875.01
11/13/25	1012		KIJSRIOPAS, OPAS	310.59		262,564.42
11/13/25	1013		GARDNER, SHAWN C	3,027.47		259,536.95
11/13/25	1014		LIU, CARSON B	1,453.60		258,083.35
11/13/25	1015		MILLER, TOM G	1,446.06		256,637.29

Bank Account Register

General Checking

November 1, 2025 - November 30, 2025

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
11/13/25	1016		GARDNER, HUNTER C	1,277.86		255,359.43
11/13/25	1017		RICHARDSON, DIANNA L	151.27		255,208.16
11/13/25	58928		FRANCESCHI, DAVID A	1,821.96		253,386.20
11/13/25	58929	FEPEA	FEPEA	42.50		253,343.70
11/18/25		USTREASURY	UNITED STATES TREASURY	10,345.94		242,997.76
11/18/25		EDD	EMPLOYMENT DEVELOPMENT DEPT	2,126.73		240,871.03
11/18/25	58948	ALAN MEN	ALAN MENDES	60.81		240,810.22
11/18/25	58949	ALYSSA	ALYSSA POPE	60.00		240,750.22
11/18/25	58950	AXON	AXON ENTERPRISE INC	5,739.08		235,011.14
11/18/25	58951	AYCOCK	AYCOCK & EDGMON	1,136.00		233,875.14
11/18/25	58952	FERNTECH	DEMETRIUS DISTEFANO	360.00		233,515.14
11/18/25	58953	DRYCREEK	DRY CREEK LANDFILL, INC.	971.71		232,543.43
11/18/25	58954	EURRB	EUREKA RUBBER STAMP CO.	21.00		232,522.43
11/18/25	58955	GHD	GHD INC.	5,135.00		227,387.43
11/18/25	58956	GREENPRO	GREEN PRO SOLUTIONS	2,798.60		224,588.83
11/18/25	58957	GUARDIAN	GUARDIAN	668.20		223,920.63
11/18/25	58958	HUMTE	HUMBOLDT TERMITE & PEST	193.00		223,727.63
11/18/25	58959	MITCHELL	MITCHELL LAW FIRM, LLP	1,848.00		221,879.63
11/18/25	58960	NCJ	NORTH COAST JOURNAL, INC	264.00		221,615.63
11/18/25	58961	PLANWEST	PLANWEST PARTNERS, INC.	8,342.98		213,272.65
11/18/25	58962	RADAR	RADAR SHOP INC	94.00		213,178.65
11/18/25	58963	SPRINGVILLE	SPRINGVILLE SAFETY & SUPPLY	82.46		213,096.19
11/18/25	58964	WELLS(\$206)	WELLS FARGO VENDOR FIN SERV	210.03		212,886.16
11/21/25			112125STCAL3		25,249.88	238,136.04
11/21/25			112125STCAL2		22,377.42	260,513.46
11/21/25			112125STCAL1		3,715.18	264,228.64
11/24/25			112425USBANKREWARD		952.47	265,181.11
11/24/25	58965	CEC	CALIFORNIA ENERGY COMMISSION	5,529.83		259,651.28
11/24/25	58966	DELOR	DEL ORO WATER CO., FDLE. DIST.	638.73		259,012.55
11/24/25	58967	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	2,116.43		256,896.12
11/26/25			112625DEPOSIT		24,020.40	280,916.52
11/26/25	1001		PARRISH, JAY D	3,109.03		277,807.49
11/26/25	1002		KAYTIS-SLOCUM, NANCY S	155.77		277,651.72
11/26/25	1003		HALL, KRISTENE M	4,028.44		273,623.28
11/26/25	1004		BOOP, LAUREN	1,623.26		272,000.02
11/26/25	1005		ALAMEDA, RENAE MARY	286.97		271,713.05
11/26/25	1006		SLIGH, RONALD B	2,582.95		269,130.10
11/26/25	1007		LINDGREN, ROBERT C	1,270.24		267,859.86
11/26/25	1008		FIELDER, CHARLES COSMAS	783.47		267,076.39
11/26/25	1009		CERVANTES, CESAR E	2,036.24		265,040.15
11/26/25	1010		STEPHEN, MICHAEL C	586.68		264,453.47
11/26/25	1011		GARDNER, TANNER W	2,369.44		262,084.03
11/26/25	1012		NEWTON, TROY D	538.59		261,545.44
11/26/25	1013		COPPINI, STEVE L	1,250.58		260,294.86
11/26/25	1014		GARDNER, SHAWN C	3,247.94		257,046.92
11/26/25	1015		FRANCESCHI, DAVID A	1,821.97		255,224.95
11/26/25	1016		LIU, CARSON B	1,453.59		253,771.36
11/26/25	1017		MILLER, TOM G	1,446.07		252,325.29
11/26/25	1018		GARDNER, HUNTER C	1,277.85		251,047.44
11/26/25	1019		RICHARDSON, DIANNA L	139.00		250,908.44
11/26/25	58968	FEPEA	FEPEA	42.50		250,865.94
11/26/25	58969	JOE PICKLE	JOE PICKLE	148.00		250,717.94
11/28/25		USTREASURY	UNITED STATES TREASURY	10,446.17		240,271.77
11/28/25		EDD	EMPLOYMENT DEVELOPMENT DEPT	2,135.77		238,136.00
			Totals	197,415.23	79,814.19	238,136.00

City of Ferndale

Bank Account Register

General Checking

November 1, 2025 - November 30, 2025

Date

Transaction count = 109

NOVEMBER 2025 Deposit Recap	11.03.25	11.21.25	11.26.25	TOTAL
RETAIL TAX		22,377.42		
T&U TAX		25,249.88		
HIGHWAY USER TAX/VEHICLE LICENSE FEES	3,498.84			
RMRA		3,715.18		
BUSINESS LIC			38.00	
ANIMAL LIC				
BUILDING RENTS			2,246.15	
PERMITS			315.32	
TOT			6,901.42	
HCAOG - RSTP				
PLANNING/ENGINEERING REIMBURSEMENTS				
COUNTY OF HUMBOLDT-STREETS & ROADS				
SEPTIC DUMPS / SEWER REVENUE			7,875.00	
FRANCHSE FEES			5,435.79	
HUMBOLDT CTY - COPS				
ST CA - POST				
DONATIONS				
POLICE SERVICES			1,176.12	
SMALL MISC			32.60	
DRAINAGE FEES				
COUNTY OF HUMBOLDT-PROPERTY TAXES				
COUNTY OF HUMBOLDT-SEWER				
COUNTY OF HUMBOLDT-INTEREST INCOME				
STATE - CAL TRANS - STREET SWEEP				
US BANK REWARDS		952.47		
	3,498.84	52,294.95	24,020.40	79,814.19

**City of Ferndale
Balance Sheet
Fund 10 - General Fund
As of November 30, 2025**

Assets

Current Assets	
Cash	\$ 139,321.38
Restricted Cash	15,150.00
Accounts Receivable	<u>13,039.66</u>
 Total Current Assets	 <u>167,511.04</u>
 Total Assets	 <u>\$ 167,511.04</u>

Liabilities and Fund Balance

Current Liabilities	
Accounts Payable	\$ 22,121.40
Accrued Liabilities	393.03
Other Current Liabilities	<u>78,422.79</u>
 Total Current Liabilities	 <u>100,937.22</u>
 Total Liabilities	 <u>100,937.22</u>
 Fund Balance	
Fund Balance - Unassigned	<u>66,573.82</u>
 Total Fund Balance	 <u>66,573.82</u>
 Total Liabilities and Fund Balance	 <u>\$ 167,511.04</u>

**City of Ferndale
Balance Sheet
Fund 22-Gas Tax
As of November 30, 2025**

Assets

Current Assets	
Cash	\$ 19,581.50
Total Current Assets	<u>19,581.50</u>
Total Assets	<u>\$ 19,581.50</u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ 0.00
Total Liabilities	<u>0.00</u>
Fund Balance	
Fund Balance - Restricted	<u>19,581.50</u>
Total Fund Balance	<u>19,581.50</u>
Total Liabilities and Fund Balance	<u>\$ 19,581.50</u>

**City of Ferndale
Balance Sheet
Fund 23 - RSTP Fund
As of November 30, 2025**

Assets

Current Assets	
Cash	\$ 35,165.56
Total Current Assets	<u>35,165.56</u>
Total Assets	<u>\$ 35,165.56</u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ 0.00
Total Liabilities	<u>0.00</u>
Fund Balance	
Fund Balances - Restricted	<u>35,165.56</u>
Total Fund Balance	<u>35,165.56</u>
Total Liabilities and Fund Balance	<u>\$ 35,165.56</u>

**City of Ferndale
Balance Sheet
Fund 20-Russ Park Fund
As of November 30, 2025**

Assets

Current Assets	
Cash	\$ 106,839.09
Total Current Assets	<u>106,839.09</u>
Total Assets	<u>\$ 106,839.09</u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	<u>0.00</u>
Fund Balance	
Fund Balances - Restricted	<u>106,839.09</u>
Total Fund Balance	<u>106,839.09</u>
Total Liabilities and Fund Balance	<u>\$ 106,839.09</u>

**City of Ferndale
Balance Sheet**

Assets

Current Assets

Cash \$ 224,945.97

Total Current Assets

224,945.97

Total Non Current Assets

Total Assets

\$ 224,945.97

Liabilities and Fund Balance

Current Liabilities

Total Current Liabilities \$ 0.00

Fund Balance

Fund Balances - Restricted 224,945.97

Total Fund Balance

224,945.97

Total Liabilities and Fund Balance

\$ 224,945.97

**City of Ferndale
Balance Sheet
Fund 26 - Drainage Fund
As of November 30, 2025**

Assets

Current Assets	
Cash	\$ 6,982.89
Total Current Assets	<u>6,982.89</u>
Total Assets	<u>\$ 6,982.89</u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ 0.00
Total Liabilities	<u>0.00</u>
Fund Balance	
Fund Balances - Restricted	<u>6,982.89</u>
Total Fund Balance	<u>6,982.89</u>
Total Liabilities and Fund Balance	<u>\$ 6,982.89</u>

**City of Ferndale
Balance Sheet
Fund 25 - Integrated Waste Mgt
As of November 30, 2025**

Assets

Current Assets	
Cash	\$ 31,018.79
Total Current Assets	<u>31,018.79</u>
Total Assets	<u>\$ 31,018.79</u>

Liabilities and Fund Balance

Current Liabilities

Total Current Liabilities	\$ 0.00
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Total Liabilities	0.00
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Fund Balance

Fund Balances - Restricted	31,018.79
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Total Fund Balance	<u>31,018.79</u>
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Total Liabilities and Fund Balance	<u>\$ 31,018.79</u>
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**City of Ferndale
Balance Sheet
Fund -30 - Sewer
As of November 30, 2025**

Assets

Current Assets	
Cash	\$ 178,453.98
Total Current Assets	<u>178,453.98</u>
Property and Equipment	
Vehicles	42,332.05
Equipment	122,805.75
Sewer system	13,768,181.34
Energy Savings Project Improvements	183,000.00
Less Accumulated Depreciation	<u>(4,254,537.64)</u>
Net Property and Equipment	<u>9,861,781.50</u>
Total Assets	<u>\$ 10,040,235.48</u>

Liabilities and Fund Balance

Current Liabilities	
Interest Payable	\$ 37,139.06
Total Current Liabilities	<u>37,139.06</u>
Long-Term Liabilities	
Notes Payable USDA	3,753,000.00
Note Payable - California Energy Resources Conservation	<u>157,670.76</u>
Total Long-Term Liabilities	<u>3,910,670.76</u>
Total Liabilities	<u>3,947,809.82</u>
Fund Balance	
Other Equity	6,649,092.60
Fund Balances	<u>(556,666.94)</u>
Total Fund Balance	<u>6,092,425.66</u>
Total Liabilities and Fund Balance	<u>\$ 10,040,235.48</u>

City of Ferndale
Balance Sheet
GASB 34 ASSETS AND LIABILITIES
As of November 30, 2025

Assets

Property and Equipment		
Buildings and improvements	\$	617,111.14
Vehicles		187,365.86
Equipment		348,015.34
Roadways		11,171,692.50
Sidewalks		180,800.00
Streetlights		31,684.18
Land		131,000.00
Less Accumulated Depreciation		<u>(11,544,537.10)</u>
 Net Property and Equipment		 <u>1,123,131.92</u>
 Total Assets	\$	 <u>1,123,131.92</u>

Liabilities and Fund Balance

Long-Term Liabilities		
Accrued Vacation/Sick pay	\$	62,111.43
Notes payable-long term		<u>14,819.48</u>
 Total Long-Term Liabilities		 <u>76,930.91</u>
 Fund Balance		
Other Equity		1,718,440.75
Fund Balances		<u>(672,239.74)</u>
 Total Fund Balance		 <u>1,046,201.01</u>
 Total Liabilities and Fund Balance	\$	 <u>1,123,131.92</u>

City of Ferndale
Income Statement

Fund 10 - General Fund

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY 2025/2026		Over/(Under) Budget
			Budget		
REVENUES					
Revenues - Taxes					
10014102 Property tax-secured	\$ 0.00	\$ 0.00	\$ 196,469.86	\$	(196,469.86)
10014104 Property tax-unsecured	0.00	0.00	7,822.69		(7,822.69)
10014106 Property tax-prior	0.00	0.00	19,504.36		(19,504.36)
10014107 Supplemental role	0.00	0.00	3,784.09		(3,784.09)
10014110 Sales and use tax	47,627.30	122,372.95	466,368.47		(343,995.52)
10014111 Trash franchise	0.00	2,231.69	15,825.47		(13,593.78)
10014112 PG&E franchise	0.00	0.00	18,381.09		(18,381.09)
10014114 Cable franchise	0.00	5,435.79	28,246.24		(22,810.45)
10014116 Business license tax	38.00	10,443.25	16,994.74		(6,551.49)
10014118 Real Property Transfer tax	0.00	0.00	7,090.88		(7,090.88)
10014120 Transient lodging tax	0.00	71,113.74	192,437.80		(121,324.06)
10014121 TOT Humboldt Lodging Authority	0.00	8,247.66	25,156.65		(16,908.99)
Total Revenue - Taxes	\$ 47,665.30	\$ 219,845.08	\$ 998,082.34	\$	(778,237.26)
Revenues - Licenses and Permits					
10024132 Construction permits	\$ 265.32	\$ 15,111.52	\$ 25,000.00	\$	(9,888.48)
10024164 Health protection	0.00	1,625.00	4,000.00		(2,375.00)
10024166 Encroachment permits	50.00	200.00	600.00		(400.00)
10024278 Animal license fees	0.00	747.50	1,300.00		(552.50)
Total Revenue - Licenses and Permits	\$ 315.32	\$ 17,684.02	\$ 30,900.00	\$	(13,215.98)
Revenues - Use of Money and Property					
10044182 Interest	\$ 0.00	\$ 4,679.87	\$ 16,650.00	\$	(11,970.13)
10044285 Bocce ball revenue	0.00	205.00	300.00		(95.00)
10044297 Town Hall Rent	0.00	1,600.00	3,500.00		(1,900.00)
10044297.1 Community Center rents	2,244.88	14,441.13	40,000.00		(25,558.87)
Total Revenue -Use of Money and Property	\$ 2,244.88	\$ 20,926.00	\$ 60,450.00	\$	(39,524.00)
Revenues - Fines					
10034283 Court fines	\$ 0.00	\$ 0.00	\$ 3,090.85	\$	(3,090.85)
Total Revenue - Fines	\$ 0.00	\$ 0.00	\$ 3,090.85	\$	(3,090.85)
Revenues - Intergovernmental					
10054204 Motor vehicle in-lieu tax	\$ 0.00	\$ 2,131.11	\$ 184,930.64	\$	(182,799.53)
10054222 Home owners prop. tax relief	0.00	0.00	1,739.86		(1,739.86)
10054286 Street sweeping	0.00	11,990.40	18,735.36		(6,744.96)
10054289 RMRA	3,715.18	10,131.65	37,494.91		(27,363.26)
10054290 Peace off. stds. & trng.	0.00	0.00	1,000.00		(1,000.00)
10054300 Public safety 1/2 cent	0.00	0.00	4,793.30		(4,793.30)
10054315 AB 109	0.00	0.00	190,829.03		(190,829.03)
10054320 State and County Grants	0.00	0.00	177,000.00		(177,000.00)
10054321 Federal Grants	0.00	0.00	125,000.00		(125,000.00)
Total Revenue - Intergovernmental	\$ 3,715.18	\$ 24,253.16	\$ 741,523.10	\$	(717,269.94)

City of Ferndale
Income Statement

Fund 10 - General Fund

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY 2025/2026 Budget	Over/(Under) Budget
Revenues - Fees for Service				
10084270 Plan check fees	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ (1,000.00)
10084271 Parking fees	28.60	412.45	475.19	(62.74)
10084287.2 Developer reimbursed fees	0.00	2,390.00	8,000.00	(5,610.00)
10084287.3 Reimbursed Fees Planning	0.00	1,036.25	10,000.00	(8,963.75)
10084291 Special police services	1,946.50	4,000.96	5,000.00	(999.04)
10084298 Fair racing revenue	0.00	46.00	2,278.09	(2,232.09)
Total Revenue - Fees for Service	\$ 1,975.10	\$ 7,885.66	\$ 26,753.28	\$ (18,867.62)
Revenues - Other Revenue				
10094284.1 Donations - City	\$ 2,618.85	\$ 2,618.85	\$ 5,000.00	\$ (2,381.15)
10094307 Miscellaneous	956.47	2,672.69	0.00	2,672.69
10094308 PARSAAC Grants	0.00	0.00	2,000.00	(2,000.00)
10094311 Utilities - Little League park	0.00	200.00	200.00	0.00
Total Revenue - Other Revenue	\$ 3,575.32	\$ 5,491.54	\$ 7,200.00	\$ (1,708.46)
TOTAL REVENUES	\$ 59,491.10	\$ 296,085.46	\$ 1,867,999.57	\$ (1,571,914.11)

City of Ferndale
Income Statement

Fund 10 - General Fund

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY 2025/2026		Over/(Under)
			Budget		Budget
EXPENDITURES					
Expenditures - City Council					
10115012 Office expense	\$ 0.00	\$ 0.00	\$ 200.00	\$	(200.00)
10115013 Advertising	0.00	0.00	250.00	\$	(250.00)
10115044 Meetings and dues	0.00	0.00	1,500.00	\$	(1,500.00)
10115045 LAFCO fees	<u>0.00</u>	<u>0.00</u>	<u>680.00</u>	<u>\$</u>	<u>(680.00)</u>
Total Expenditures - City Council	\$ 0.00	\$ 0.00	\$ 2,630.00	\$	(2,630.00)
Expenditures City Manager					
10105002 Salary - permanent	\$ 3,042.04	\$ 20,533.91	\$ 53,974.30	\$	(33,440.39)
10105006 Payroll taxes	232.16	1,567.75	3,521.96	\$	(1,954.21)
10105007 Medical/Dental/Vision insurance	415.92	2,097.56	4,990.99	\$	(2,893.43)
10105009 Workers comp. insurance	0.00	1,317.92	3,325.74	\$	(2,007.82)
10105010 Deferred retirement	0.00	1,032.50	5,604.04	\$	(4,571.54)
10105061 Liability Insurance	<u>0.00</u>	<u>3,814.78</u>	<u>3,239.16</u>	<u>\$</u>	<u>575.62</u>
Total expenditures -City Manager	\$ 3,690.12	\$ 30,364.42	\$ 74,656.19	\$	(44,291.77)
Expenditures - City Clerk					
10125002 Salary - permanent	\$ 11,451.82	\$ 56,143.74	\$ 93,349.28	\$	(37,205.54)
10125006 Payroll taxes	972.50	4,774.14	8,491.83	\$	(3,717.69)
10125007 Medical/Dental/Vision insurance	1,250.64	6,473.10	12,268.99	\$	(5,795.89)
10125009 Workers comp. insurance	0.00	3,167.82	6,082.32	\$	(2,914.50)
10125010 Deferred retirement	0.00	2,273.44	4,650.85	\$	(2,377.41)
10125012 Office expense	782.92	2,270.65	5,000.00	\$	(2,729.35)
10125022 IT support	956.88	9,302.01	13,000.00	\$	(3,697.99)
10125044 Meetings and dues	4,235.23	11,087.11	1,200.00	\$	9,887.11
10125061 Liability Insurance	0.00	9,169.40	7,785.80	\$	1,383.60
10125099 Miscellaneous	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>	<u>\$</u>	<u>(200.00)</u>
Total Expenditures -City Clerk	\$ 19,649.99	\$ 104,661.41	\$ 152,029.07	\$	(47,367.66)

City of Ferndale
Income Statement

Fund 10 - General Fund

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY 2025/2026		Over/(Under)
			Budget	Budget	
Expenditures - City Attorney					
10145052 Professional services	\$ 1,848.00	\$ 5,962.00	\$ 20,000.00	\$ (14,038.00)	
Total Expenditures - City Attorney	\$ 1,848.00	\$ 5,962.00	\$ 20,000.00	\$ (14,038.00)	
Expenditures - Government Buildings					
10155002 Salary - permanent	\$ 314.84	\$ 1,629.76	\$ 3,889.62	\$ (2,259.86)	
10155006 Payroll taxes	33.54	173.58	423.61	(250.03)	
10155009 Workers comp. insurance	0.00	126.90	292.42	(165.52)	
10155012 Office expense	119.93	930.38	2,500.00	(1,569.62)	
10155020 Building and ground maint.	408.36	1,355.47	10,000.00	(8,644.53)	
10155024 Special department supply	48.40	394.90	3,000.00	(2,605.10)	
10155030 Trash service	58.28	233.12	554.10	(320.98)	
10155031 Gas	0.00	533.61	4,915.67	(4,382.06)	
10155032 Utilities	333.86	1,096.39	3,198.32	(2,101.93)	
10155033 Water	59.85	3,427.73	4,994.20	(1,566.47)	
10155034 Telephone/internet	0.00	1,954.79	6,414.90	(4,460.11)	
10155061 Liability Insurance	0.00	367.35	367.17	0.18	
10155063 Building and Property Insurance	0.00	0.00	6,464.28	(6,464.28)	
Total Expenditures - Government Buildings	\$ 1,377.06	\$ 12,223.98	\$ 47,014.29	\$ (34,790.31)	
Expenditures - Non departmental					
10165015 Property tax admin. fees	\$ 0.00	\$ 0.00	\$ 8,256.79	\$ (8,256.79)	
10165054 Audit and accounting	0.00	8,000.00	41,200.00	(33,200.00)	
10165054.1 Accounting services	1,136.00	6,413.00	0.00	6,413.00	
10165055 Contractual services	0.00	324.00	1,000.00	(676.00)	
10165064 Election expenses	0.00	0.00	1,000.00	(1,000.00)	
10165078 Copy machine expense	392.48	2,004.27	4,430.60	(2,426.33)	
10165200 Car allowance	0.00	442.00	4,800.00	(4,358.00)	
Total Expenditures - Nondepartmental	\$ 1,528.48	\$ 17,183.27	\$ 60,687.39	\$ (43,504.12)	
Expenditures - Community Promotion					
10175020 Building and ground maint.	\$ 259.00	\$ 1,511.03	\$ 250.00	\$ 1,261.03	
10175028 Public restroom	446.46	1,699.33	3,500.00	(1,800.67)	
10175032 Utilities	43.71	165.58	503.45	(337.87)	
10175033 Water	130.22	633.75	1,702.27	(1,068.52)	
10175046 Bank charges	0.00	111.92	0.00	111.92	
10175072 Chamber of commerce	0.00	18,074.60	35,000.00	(16,925.40)	
10175072.3 TOT 2% HLA QTRLY	8,431.62	8,431.62	20,000.00	(11,568.38)	
Total Expenditures - Community Promotion	\$ 9,311.01	\$ 30,627.83	\$ 60,955.72	\$ (30,327.89)	

City of Ferndale
Income Statement

Fund 10 - General Fund

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY 2025/2026		Over/(Under)
			Budget	Budget	
Expenditures - Police					
10215002 Salary - permanent	\$ 22,648.11	\$ 127,820.37	\$ 377,864.78	\$ (250,044.41)	
10215004 Salary - reserve	5,414.89	38,741.28	34,057.79	4,683.49	
10215005 Salary - overtime	791.14	4,980.58	11,033.37	(6,052.79)	
10215006 Payroll taxes	2,246.72	13,634.58	34,389.65	(20,755.07)	
10215007 Medical/Dental/Vision insurance	4,134.25	20,946.19	61,410.30	(40,464.11)	
10215009 Workers comp. insurance	0.00	11,665.08	20,965.74	(9,300.66)	
10215010 Deferred retirement	0.00	5,981.32	29,374.45	(23,393.13)	
10215012 Office expense	136.60	1,729.05	3,500.00	(1,770.95)	
10215014 Vehicle expense	13.97	4,318.11	16,000.00	(11,681.89)	
10215016 Fuel	2,583.02	8,201.49	20,000.00	(11,798.51)	
10215020 Building and ground maint.	62.00	2,124.88	5,000.00	(2,875.12)	
10215022 IT support	6,714.08	11,692.08	15,000.00	(3,307.92)	
10215024 Special department supply	60.81	1,957.52	10,000.00	(8,042.48)	
10215026 Uniform expense	0.00	495.72	1,000.00	(504.28)	
10215026.1 Uniform allowance	0.00	2,400.00	3,000.00	(600.00)	
10215029 Water/sewer	55.13	1,181.04	2,004.38	(823.34)	
10215032 Utilities	9.86	(18.47)	50.00	(68.47)	
10215034 Telephone/internet	0.00	3,016.66	9,270.32	(6,253.66)	
10215035 Dispatch service	4,316.66	21,583.30	55,000.00	(33,416.70)	
10215044 Meetings and dues	0.00	798.00	1,884.96	(1,086.96)	
10215048 Training	0.00	22.00	5,000.00	(4,978.00)	
10215051 Physical exams	0.00	0.00	900.00	(900.00)	
10215052 Professional services	0.00	229.00	500.00	(271.00)	
10215061 Liability Insurance	0.00	33,765.20	28,179.47	5,585.73	
10215063 Building and Property Insurance	0.00	0.00	1,467.90	(1,467.90)	
10215078 Copy machine expense	118.24	472.96	1,100.00	(627.04)	
10215080 Community Emergency Response Team Expense	135.90	135.90	1,000.00	(864.10)	
10215088 Equipment repair other	94.00	94.00	1,000.00	(906.00)	
10215098 Background expense	500.00	513.68	1,500.00	(986.32)	
Total Expenditures - Police	\$ 50,035.38	\$ 318,481.52	\$ 751,453.11	\$ (432,971.59)	
Expenditures - Animal Control					
10225096 Animal control	\$ 450.00	\$ 2,250.00	\$ 5,500.00	\$ (3,250.00)	
Total Expenditures - Animal Control	\$ 450.00	\$ 2,250.00	\$ 5,500.00	\$ (3,250.00)	
Expenditures - Health					
10245052 Professional services	\$ 0.00	\$ 800.00	\$ 2,400.00	\$ (1,600.00)	
Total Expenditures - Health	\$ 0.00	\$ 800.00	\$ 2,400.00	\$ (1,600.00)	

City of Ferndale
Income Statement

Fund 10 - General Fund

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY 2025/2026		Over/(Under) Budget
			Budget		
Expenditures - Streets and Roads					
10315002 Salary - permanent	\$ 3,427.20	\$ 18,722.40	\$ 45,755.58	\$ (27,033.18)	
10315005 Salary - overtime	0.00	105.84	3,158.06	(3,052.22)	
10315006 Payroll taxes	436.04	2,383.96	3,953.50	(1,569.54)	
10315007 Medical/Dental/Vision insurance	504.08	2,542.16	6,048.96	(3,506.80)	
10315009 Workers comp. insurance	0.00	736.04	1,345.92	(609.88)	
10315010 Deferred retirement	0.00	225.44	2,064.43	(1,838.99)	
10315011 Bldg/property insurance	0.00	0.00	741.60	(741.60)	
10315014 Vehicle expense	30.62	299.41	3,000.00	(2,700.59)	
10315020 Building and ground maint.	0.00	0.00	500.00	(500.00)	
10315021 Street maintenance	1,156.17	1,156.17	87,000.00	(85,843.83)	
10315024 Special department supply	45.98	1,007.95	2,500.00	(1,492.05)	
10315026.1 Uniform allowance	0.00	0.00	300.00	(300.00)	
10315034 Telephone/internet	0.00	395.63	1,279.90	(884.27)	
10315055 Contractual services	2,330.25	3,745.25	10,000.00	(6,254.75)	
10315061 Liability Insurance	0.00	2,130.48	1,809.00	321.48	
10315088 Equipment repair other	0.00	0.00	500.00	(500.00)	
Total Expenditures - Streets and Roads	\$ 7,930.34	\$ 33,450.73	\$ 169,956.95	\$ (136,506.22)	
Expenditures - Planning					
10415052 Professional services	\$ 7,375.48	\$ 60,704.33	\$ 40,000.00	\$ 20,704.33	
10415052.1 Engineering-flood	0.00	0.00	1,500.00	(1,500.00)	
10415053 Reimbursable Fees	2,002.50	12,399.25	9,000.00	3,399.25	
10415053.1 Grant expenditures	5,135.00	12,450.75	140,000.00	(127,549.25)	
10415055 Contractual services	240.00	1,715.00	9,000.00	(7,285.00)	
10415059 Special Planning Projects	0.00	1,466.25	0.00	1,466.25	
10415630 CLIMATE ACTION PLAN	2,161.50	2,201.50	3,000.00	(798.50)	
Total Expenditures - Planning	\$ 16,914.48	\$ 90,937.08	\$ 202,500.00	\$ (111,562.92)	
Expenditures - City engineer					
10425052 Professional services	\$ 4,944.50	\$ 7,881.50	\$ 30,000.00	\$ (22,118.50)	
10425053 Reimbursable Fees	2,015.00	2,762.50	3,500.00	(737.50)	
Total Expenditures - City engineer	\$ 0.00	\$ 10,644.00	\$ 33,500.00	\$ (22,856.00)	
Expenditures - Building Regulation					
10435024 Special department supply	\$ 0.00	\$ 0.00	\$ 500.00	\$ (500.00)	
10435052 Professional services	113.63	11,926.60	19,000.00	(7,073.40)	
Total Expenditures - Building Regulation	\$ 113.63	\$ 11,926.60	\$ 19,500.00	\$ (7,573.40)	

City of Ferndale
Income Statement

Fund 10 - General Fund

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY 2025/2026		Over/(Under)
			Budget	Budget	
Expenditures - Library					
10615002 Salary - permanent	\$ 651.70	\$ 3,246.49	\$ 6,600.13	\$ (3,353.64)	
10615006 Payroll taxes	69.39	345.73	892.66	(546.93)	
10615009 Workers comp. insurance	0.00	211.84	350.37	(138.53)	
10615012 Office expense	0.00	0.00	50.00	(50.00)	
10615020 Building and ground maint.	0.00	15,115.00	200.00	14,915.00	
10615024 Special department supply	0.00	0.00	2,250.00	(2,250.00)	
10615031 Gas	0.00	0.00	4,639.35	(4,639.35)	
10615032 Utilities	257.10	1,012.45	2,570.08	(1,557.63)	
10615033 Water	52.80	234.01	610.56	(376.55)	
10615034 Telephone/internet	0.00	295.96	2,065.80	(1,769.84)	
10615061 Liability Insurance	0.00	613.19	520.66	92.53	
10615063 Building and Property Insurance	0.00	0.00	2,011.80	(2,011.80)	
Total Expenditures - Library	\$ 1,030.99	\$ 21,074.67	\$ 22,761.41	\$ (1,686.74)	
Expenditures - Parks					
10625002 Salary - permanent	\$ 263.54	\$ 1,563.64	\$ 47,032.16	\$ (45,468.52)	
10625006 Payroll taxes	14.24	87.48	3,874.70	(3,787.22)	
10625007 Medical/Dental/Vision insurance	63.01	317.77	793.93	(476.16)	
10625009 Workers comp. insurance	0.00	263.36	505.67	(242.31)	
10625010 Deferred retirement	0.00	53.83	313.42	(259.59)	
10625020 Building and ground maint.	623.52	8,811.56	7,500.00	1,311.56	
10625024 Special department supply	0.00	166.43	200.00	(33.57)	
10625032 Utilities	12.42	208.56	5,540.17	(5,331.61)	
10625033 Water	116.37	2,510.90	3,028.26	(517.36)	
10625061 Liability Insurance	0.00	762.30	634.94	127.36	
10625065 Russ Park expenditures	0.00	389.97	1,500.00	(1,110.03)	
Total Expenditures - Parks	\$ 1,093.10	\$ 15,135.80	\$ 70,923.25	\$ (55,787.45)	
Expenditures -Community Center					
10635020 Building and ground maint.	\$ 563.43	\$ 8,487.75	\$ 5,000.00	\$ 3,487.75	
10635031 Gas	0.00	306.73	4,000.00	(3,693.27)	
10635032 Utilities	629.43	3,449.90	8,182.44	(4,732.54)	
10635033 Water	114.51	469.77	1,498.91	(1,029.14)	
10635055 Contractual services	120.00	120.00	2,000.00	(1,880.00)	
10635063 Building and Property Insurance	0.00	0.00	4,424.70	(4,424.70)	
Total Expenditures -Community center	\$ 1,427.37	\$ 12,834.15	\$ 25,106.05	\$ (12,271.90)	
TOTAL EXPENDITURES	\$ 116,399.95	\$ 718,557.46	\$ 1,721,573.43	\$ (1,003,015.97)	
REVENUES OVER (UNDER) EXPENDITURES	\$ (56,908.85)	\$ (422,472.00)	\$ 146,426.14	\$ (568,898.14)	

City of Ferndale
STATEMENT OF REVENUES AND EXPENDITURES
FUND 22 - GAS TAX

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY2025/2026 Budget	Over/(Under) Budget
Revenues				
22314210.1 Gas tax (2105)	\$ 676.66	\$ 2,903.29	\$ 8,704.08	\$ (5,800.79)
22314210.2 Gas tax (2106)	855.65	3,546.59	10,764.67	(7,218.08)
22314210.3 Gas tax (2107)	925.99	3,806.46	11,781.75	(7,975.29)
22314210.4 Gas tax (2107.5)	0.00	1,000.00	1,030.00	(30.00)
22314210.5 Gas Tax (2103)	1,040.54	4,924.51	13,051.75	(8,127.24)
Total Revenue	3,498.84	16,180.85	45,332.25	(29,151.40)
EXPENDITURES				
22315002 Salary - permanent	454.42	2,957.05	5,856.61	(2,899.56)
22315005 Salary - overtime	0.00	2.64	78.98	(76.34)
22315006 Payroll taxes	31.74	210.00	515.72	(305.72)
22315007 Medical/Dental/Vision insurance	479.43	2,418.38	7,249.02	(4,830.64)
22315009 Workers comp. insurance	0.00	827.36	2,711.27	(1,883.91)
22315010 Deferred retirement	0.00	392.58	2,153.91	(1,761.33)
22315057 Street signs	82.46	82.46	500.00	(417.54)
22315058 Street lighting	45.91	5,570.87	17,289.82	(11,718.95)
22315061 Liability Insurance	0.00	2,394.81	2,033.45	361.36
TOTAL EXPENDITURES	1,093.96	14,856.15	38,388.78	(23,532.63)
REVENUES OVER (UNDER) EXPENDITURES	\$ 2,404.88	\$ 1,324.70	\$ 6,943.47	\$ (5,618.77)

City of Ferndale
STATEMENT OF REVENUES AND EXPENDITURES
FUND 23 - RSTP

	1 Month Ended	5 Months Ended	FY2025/2026		Over/(Under)
	November 30, 2025	November 30, 2025	Budget	Budget	
	Actual	Actual			
Revenues					
23314211 RSTP Revenue	\$ 0.00	\$ 0.00	\$ 16,000.00	\$ (16,000.00)	
Total Revenue	0.00	0.00	16,000.00	(16,000.00)	
EXPENDITURES					
23315002 Salary - permanent	579.31	3,339.04	7,123.41	(3,784.37)	
23315006 Payroll taxes	33.38	195.01	551.26	(356.25)	
23315007 Medical/Dental/Vision insurance	113.97	575.30	1,436.07	(860.77)	
23315009 Workers comp. insurance	0.00	233.08	447.53	(214.45)	
23315010 Deferred retirement	0.00	127.12	616.50	(489.38)	
23315061 Liability Insurance	0.00	674.68	572.88	101.80	
TOTAL EXPENDITURES	726.66	5,144.23	10,747.65	(5,603.42)	
REVENUES OVER (UNDER) EXPENDITURES	\$ (726.66)	\$ (5,144.23)	\$ 5,252.35	\$ (10,396.58)	

City of Ferndale
STATEMENT OF REVENUES AND EXPENDITURES
FUND 20- RUSS PARK

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY2025/2026 Budget	Over/(Under) Budget
Revenues				
20624182 Interest	\$ 157.19	\$ 863.89	\$ 0.00	\$ 863.89
Total Revenue	<u>157.19</u>	<u>863.89</u>	<u>0.00</u>	<u>863.89</u>
EXPENDITURES				
20625046 Bank charges	0.00	45.00	0.00	45.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>45.00</u>	<u>0.00</u>	<u>45.00</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ 157.19</u>	<u>\$ 818.89</u>	<u>\$ 0.00</u>	<u>\$ 818.89</u>

City of Ferndale
STATEMENT OF REVENUES AND EXPENDITURES
FUND 24 - TRANSPORTATION DEVELOPMENT ACT

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY2025/2026 Budget	Over/(Under) Budget
Revenues				
24314231 Transportation devel. act	\$ 0.00	\$ 0.00	\$ 51,067.00	\$ (51,067.00)
Total Revenue	0.00	0.00	51,067.00	(51,067.00)
EXPENDITURES				
24315002 Salary - permanent	1,587.44	8,718.65	19,379.04	(10,660.39)
24315005 Salary - overtime	41.73	141.93	1,042.25	(900.32)
24315006 Payroll taxes	82.86	455.10	1,558.13	(1,103.03)
24315007 Medical/Dental/Vision insurance	480.55	2,425.10	6,054.88	(3,629.78)
24315009 Workers comp. insurance	0.00	837.90	2,145.02	(1,307.12)
24315010 Deferred retirement	0.00	290.01	2,265.76	(1,975.75)
24315014 Vehicle expense	0.00	322.40	0.00	322.40
24315016 Fuel	413.28	2,205.94	10,913.91	(8,707.97)
24315024 Special department supply	0.00	531.62	632.46	(100.84)
24315032 Utilities	437.46	1,452.98	4,038.63	(2,585.65)
24315033 Water	55.89	232.69	666.53	(433.84)
24315034 Telephone/internet	0.00	395.59	1,279.99	(884.40)
24315061 Liability Insurance	0.00	2,425.32	2,424.15	1.17
TOTAL EXPENDITURES	3,099.21	20,435.23	52,400.75	(31,965.52)
REVENUES OVER (UNDER) EXPENDITURES	\$ (3,099.21)	\$ (20,435.23)	\$ (1,333.75)	\$ (19,101.48)

City of Ferndale
STATEMENT OF REVENUES AND EXPENDITURES
FUND 26 - DRAINAGE FUND

	1 Month Ended November 30, 2025	5 Months Ended November 30, 2025	FY2025/2026		Over/(Under) Budget
	Actual	Actual	Budget	Budget	
Revenues					
26314230 Drainage fund	\$ 0.00	\$ 1,160.00	\$ 3,250.00	\$ (2,090.00)	
26314240 Drainage district fees	0.00	0.00	30,000.00	(30,000.00)	
Total Revenue	0.00	1,160.00	33,250.00	(32,090.00)	
EXPENDITURES					
26315002 Salary - permanent	829.83	4,581.12	10,284.25	(5,703.13)	
26315005 Salary - overtime	14.61	56.17	584.24	(528.07)	
26315006 Payroll taxes	40.78	227.50	839.83	(612.33)	
26315007 Medical/Dental/Vision insurance	0.00	0.00	3,057.09	(3,057.09)	
26315007.1 Medical insurance	202.19	1,020.21	0.00	1,020.21	
26315009 Workers comp. insurance	0.00	708.38	1,813.48	(1,105.10)	
26315010 Deferred retirement	0.00	140.90	922.39	(781.49)	
26315061 Liability Insurance	0.00	2,050.42	1,741.03	309.39	
TOTAL EXPENDITURES	1,087.41	8,784.70	19,242.31	(10,457.61)	
REVENUES OVER (UNDER) EXPENDITURES	\$ (1,087.41)	\$ (7,624.70)	\$ 14,007.69	\$ (21,632.39)	

City of Ferndale
STATEMENT OF REVENUES AND EXPENDITURES
FUND 25 - INTEGRATED WASTE MANAGEMENT

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY2025/2026 Budget	Over/(Under) Budget
Revenues				
Total Revenue	0.00	0.00	0.00	0.00
EXPENDITURES				
25315002 Salary - permanent	460.92	3,111.22	0.00	3,111.22
25315006 Payroll taxes	35.16	237.47	0.00	237.47
25315007 Medical/Dental/Vision insurance	63.01	317.77	0.00	317.77
25315010 Deferred retirement	0.00	156.44	0.00	156.44
TOTAL EXPENDITURES	559.09	3,822.90	0.00	3,822.90
REVENUES OVER (UNDER) EXPENDITURES	\$ (559.09)	\$ (3,822.90)	\$ 0.00	\$ (3,822.90)

City of Ferndale
INCOME STATEMENT

FUND 30 - SEWER FUND

	1 Month Ended November 30, 2025 Actual	5 Months Ended November 30, 2025 Actual	FY2025/2026		Over/(Under) Budget
			Budget		
Revenues					
30514274 Sewer service charge	\$ 0.00	\$ 0.00	\$ 803,054.19	\$ (803,054.19)	
30514275 Sewer connection fees	0.00	400.00	5,000.00	(4,600.00)	
30514303 Septic discharge	6,474.00	24,570.00	60,000.00	(35,430.00)	
30514325 State Water Board Grant	0.00	34,080.70	0.00	34,080.70	
Total Revenue	6,474.00	59,050.70	868,054.19	(809,003.49)	
EXPENSES					
30515002 Salary - permanent	24,608.99	138,569.05	257,741.51	(119,172.46)	
30515005 Salary - overtime	1,552.57	6,823.34	15,207.18	(8,383.84)	
30515006 Payroll taxes	1,823.93	10,244.12	22,557.93	(12,313.81)	
30515007 Medical/Dental/Vision insurance	4,298.35	21,739.33	64,996.33	(43,257.00)	
30515009 Workers comp. insurance	0.00	9,421.82	26,238.56	(16,816.74)	
30515010 Deferred retirement	0.00	5,658.17	22,843.76	(17,185.59)	
30515012 Office expense	72.50	187.32	646.91	(459.59)	
30515014 Vehicle expense	127.83	575.64	898.31	(322.67)	
30515016 Fuel	447.73	1,516.41	3,670.59	(2,154.18)	
30515024 Special department supply	2,784.03	4,924.88	10,780.97	(5,856.09)	
30515030 Trash service	2,463.50	4,005.79	26,491.67	(22,485.88)	
30515032 Utilities	7,185.76	27,747.14	115,356.15	(87,609.01)	
30515033 Water	53.96	1,495.20	3,139.74	(1,644.54)	
30515034 Telephone/internet	0.00	3,093.05	8,345.47	(5,252.42)	
30515044 Meetings and dues	0.00	1,066.00	919.58	146.42	
30515048 Training	0.00	843.44	1,000.00	(156.56)	
30515050 IT Support	280.00	5,032.64	12,000.00	(6,967.36)	
30515061 Liability Insurance	0.00	27,272.07	23,156.89	4,115.18	
30515063 Building and Property Insurance	0.00	0.00	3,237.15	(3,237.15)	
30515092 Permits	0.00	1,239.28	17,496.79	(16,257.51)	
30515121 Sewer plant maintenance	3,853.96	13,015.01	50,000.00	(36,984.99)	
30515122 Sewer line maintenance	0.00	6,076.59	50,000.00	(43,923.41)	
30515130 Ultra Violet Lights	0.00	22,407.32	25,000.00	(2,592.68)	
30515157 Testing and monitoring	0.00	5,033.30	22,295.62	(17,262.32)	
30515160 Postage & Shipping	0.00	0.00	4,160.09	(4,160.09)	
30515190 USDA loan	5,529.83	156,096.71	194,000.00	(37,903.29)	
30515197 Sewer treatment loan	0.00	531.00	0.00	531.00	
TOTAL EXPENSES	55,082.94	474,614.62	982,181.20	(507,566.58)	
NET INCOME (LOSS)	\$ (48,608.94)	\$ (415,563.92)	\$ (114,127.01)	\$ (301,436.91)	

City of Ferndale
Cash Balances

As of November 30, 2025

Cash Balances

Current Assets

General Fund	\$	139,321.38
Restricted Cash	\$	15,150.00
Russ Park	\$	106,839.09
Gas Tax	\$	19,581.50
RSTF	\$	35,165.56
TDA	\$	224,945.97
IWM	\$	31,018.79
Drainage	\$	6,982.89
Sewer	\$	<u>178,453.98</u>

Total

\$ 757,459.16

Checking	\$	238,146.00
Checking - Restricted	\$	86,073.68
LAIF	\$	433,089.48
Petty cash	\$	150.00
Total	\$	<u>757,459.16</u>

Section 10

CALL ITEMS

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

Section 11

PRESENTATION

Section 12

PUBLIC HEARING

Section 13

BUSINESS

Meeting Date:	December 17, 2025		Agenda Item Number	13.a			
Agenda Item Title:	Ordinance 2025-09 An Interim Urgency Ordinance of the City Council of the City of Ferndale Suspending Enforcement of Section 7.21 (“Accessory Dwelling Unit Specifications”) of Zoning Ordinance 02-02 (Revised November 2024) Pending Repeal and Adoption of a State-Compliant ADU Ordinance						
Presented By:	Interim City Manager						
Type of Item:	x	Action		Discussion	Information		
Type of Action:		No Action	x	Voice Vote	Roll Call Vote		

RECOMMENDATION

Staff recommends that the City Council adopt the attached Urgency Ordinance suspending enforcement of Section 7.21 (“Accessory Dwelling Unit Specifications”) of Zoning Ordinance 02-02, and directing staff to process ADU and JADU applications under applicable State statutes while the City prepares a repeal and replacement ordinance.

The urgency ordinance requires a four-fifths (4/5) vote to take effect immediately under Government Code § 36937(b).

BACKGROUND

On November 14, 2025, the California Department of Housing and Community Development (HCD) issued a Letter of Technical Assistance to the City of Ferndale regarding its existing Accessory Dwelling Unit (ADU) ordinance. In that letter, HCD advised that the City’s ADU regulations, codified in Section 7.21 of Zoning Ordinance 02-02, appear out of compliance with numerous provisions of State ADU Law. HCD also noted that if a local ADU ordinance fails to meet State law requirements, the ordinance is considered “null and void,” and the City must instead apply default State ADU standards until a compliant ordinance is adopted.

HCD specifically recommended that the City:

1. Repeal its current ADU ordinance; or
2. Amend and adopt a replacement ordinance that fully complies with State ADU statutes (Gov. Code §§ 66310–66344).

Because ADU and JADU applications are subject to ministerial approval within 60 days under State law (Gov. Code § 66317), continued application of non-compliant local standards may expose the City to legal risk and violate State requirements for timely, objective processing.

Please note that the City is aware that its existing ADU ordinance is out of date, and staff has been applying State ADU law directly in the evaluation of ADU requests and applications. Also, local agencies across the state (116 in 2025) have received similar letters--Ferndale is not the exception.

ANALYSIS

1. The Need for Immediate Action

The City's existing ADU regulations include development standards and procedural requirements that conflict with, or exceed, those permitted under current State ADU Law. Enforcing these provisions creates several risks, including improper denial or delay of ADU applications; violation of the Housing Accountability Act and State ADU statutes; exposure to attorney's fees and enforcement action by HCD or private applicants; and substantial confusion for property owners and applicants relying on outdated standards.

Given the ministerial and time-limited nature of ADU processing, the City cannot feasibly continue enforcing parts of Section 7.21 that conflict with State requirements while it undertakes the legislative process necessary to repeal and replace the ordinance.

Government Code § 36937(b) authorizes the City to adopt an urgency ordinance for the immediate protection of the public peace, health, or safety. Ensuring that ADU applications are processed lawfully and without delay satisfies this standard.

2. Effect of the Proposed Ordinance

The urgency ordinance would:

- Suspend enforcement of Section 7.21;
- Direct staff to process all ADU and JADU applications solely under State law during the interim period;
- Begin the formal process for repeal and adoption of a State-compliant ADU ordinance, including Planning Commission review.

This limited suspension is the least restrictive mechanism to ensure immediate compliance while providing clarity to applicants.

3. CEQA Review

Adoption of this ordinance is exempt from CEQA for multiple reasons:

- Common Sense Exemption (CEQA Guidelines § 15061(b)(3)): It can be seen with certainty that suspending the ADU ordinance cannot result in a physical environmental impact.
- Statutory Exemptions (Pub. Res. Code § 21080; CEQA Guidelines §§ 15265, 15282): ADU approvals required by State law are ministerial and therefore not subject to CEQA.
- The ordinance is administrative in nature and does not authorize new development, nor does it expand development potential beyond that provided by State statute.

FISCAL IMPACT

Adoption of the urgency ordinance is expected to reduce legal exposure and streamline staff processing while preventing litigation risk associated with unlawful ADU denials. No negative fiscal impacts are anticipated.

ALTERNATIVES

1. Take no action. This is not recommended, as continuing to enforce non-compliant standards poses legal risks and conflicts with clear guidance from HCD.
2. Adopt the urgency ordinance as presented. (Recommended)
3. Direct staff to return with modifications.

ATTACHMENTS

- *Attachment A:* Draft Interim Urgency Ordinance Suspending Enforcement of Section 7.21 (ADU Specifications), Zoning Ordinance 02-02.
- *Attachment B:* HCD Letter of Technical Assistance (November 14, 2025).

Attachment A**ORDINANCE NO.2025-09**

**AN INTERIM URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
FERNDALE SUSPENDING ENFORCEMENT OF SECTION 7.21 (“ACCESSORY
DWELLING UNIT SPECIFICATIONS”) OF ZONING ORDINANCE 02-02 (REVISED
NOVEMBER 2024) PENDING REPEAL AND ADOPTION OF A STATE-COMPLIANT
ADU ORDINANCE**

WHEREAS, Section 7.21 of the City of Ferndale Zoning Ordinance (Ordinance 02-02, revised November 2024) establishes the City’s local development standards and procedures for Accessory Dwelling Units (ADUs) and Junior ADUs; and

WHEREAS, on November 14, 2025, the California Department of Housing and Community Development (HCD) issued a Letter of Technical Assistance advising that the City’s ADU ordinance appears out of compliance with multiple provisions of State ADU Law and may therefore be “null and void” under Government Code section 66316, requiring the City to apply default State standards; and

WHEREAS, HCD recommended that the City repeal its current ADU ordinance and adopt an updated, state-compliant ordinance to ensure clarity for applicants and consistency with State housing requirements; and

WHEREAS, continued enforcement of provisions of Section 7.21 that conflict with State law risks improper denial or delay of ministerial ADU applications, contrary to Government Code sections 66310–66344, including the 60-day approval requirement of section 66317, and exposes the City to potential liability under the Housing Accountability Act and related statutes; and

WHEREAS, the City Council finds that it is necessary to suspend enforcement of Section 7.21 in order to ensure that all ADU applications are processed legally, consistently, and without delay; and

WHEREAS, the City is initiating the formal process to repeal Section 7.21 and replace it with a new, state-compliant ADU ordinance through the required public hearings before the Planning Commission and City Council; and

WHEREAS, Government Code section 36937(b) authorizes the City Council to adopt an ordinance that becomes effective immediately if it is necessary for the immediate preservation of the public peace, health, or safety; and

WHEREAS, the City Council finds that suspending enforcement of Section 7.21 is the least restrictive means of ensuring immediate compliance with State housing law, preventing unlawful constraints on ADU development, and preserving public confidence in the City’s land use permitting system.

NOW, THEREFORE, the City Council of the City of Ferndale does ordain as follows:

SECTION 1. Incorporation of Recitals

The above-stated recitals are hereby incorporated herein by reference as findings of the City Council.

SECTION 2. Suspension of Enforcement

Effective immediately, enforcement of Section 7.21 of Zoning Ordinance 02-02 ("Accessory Dwelling Unit Specifications") is suspended.

During the suspension period, the following shall apply:

1. Any provision of Section 7.21 that conflicts with or is more restrictive than Government Code sections 66310–66344 shall not be enforced;
2. City staff shall process all ADU and JADU applications solely under State ADU Law, disregarding any conflicting local standards; and

This suspension shall remain in effect until the City adopts a replacement ADU ordinance consistent with State law or until further action of the City Council.

SECTION 3. Direction to Staff

City staff is directed to:

- (a) Apply State ADU Law to all pending and future ADU and JADU applications;
- (b) Decline to enforce any portion of Section 7.21; and
- (c) Prepare and present to the Planning Commission a draft ordinance repealing Section 7.21 and adopting a replacement ADU ordinance consistent with State law and HCD guidance.

SECTION 4. CEQA

The City Council finds that this ordinance is exempt from the California Environmental Quality Act (CEQA) for the following reasons:

1. **Common Sense Exemption (CEQA Guidelines § 15061(b)(3)):** It can be seen with certainty that suspending enforcement of local ADU provisions will not have a significant effect on the environment. This ordinance only prevents the application of non-compliant local regulations and requires staff to process ADUs under existing State-mandated, ministerial standards. The ordinance does not authorize any new development or expand the scope of development allowed under State law; therefore, this action has no potential for resulting in a physical change in the environment.
2. **Statutory and Categorical Exemptions:** This ordinance is also exempt because implementation of State-mandated ministerial ADU standards is not subject to CEQA. In

addition, the suspension of conflicting local regulations is administrative in nature and does not constitute a discretionary project.

Accordingly, adoption of this urgency ordinance is exempt under CEQA.

SECTION 5. Effective Immediately

The City Council finds that immediate suspension of Section 7.21 is necessary to preserve the public peace, health, and safety by preventing unlawful denial of housing, avoiding exposure to litigation arising from enforcement of void regulations, and ensuring that ministerial ADU applications are processed in compliance with State law. Accordingly, this ordinance shall take effect immediately upon adoption by at least a four-fifths vote of the City Council pursuant to Government Code section 36937(b).

INTRODUCED, PASSED, AND ADOPTED by a four-fifths vote of the City Council of the City of Ferndale by the following Roll Call Vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Randy Cady, Mayor

ATTENT:

Kristene Hall, City Clerk

STATE OF CALIFORNIA – BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT****DIVISION OF HOUSING POLICY DEVELOPMENT**

651 Bannon Street, Suite 400

Sacramento, CA 95811

(916) 263-2911 / FAX (916) 263-7453

www.hcd.ca.gov

November 14, 2025

Kristine Hall
Acting City Manager
City of Ferndale
834 Main Street
Ferndale, CA 95536

Dear George Williamson:

RE: City of Ferndale – Accessory Dwelling Unit (ADU) Ordinance Updates – Letter of Technical Assistance

The most recent ADU ordinance on file for City of Ferndale with the California Department of Housing and Community Development (HCD) is from 2019. Given the numerous changes to State ADU Law since the adoption of the ordinance, the ordinance may be outdated and out of compliance with State ADU Law. If HCD's records are incorrect, and a new ordinance has been adopted, please submit it to the [ADU Portal](#) for HCD's review.

Below are the changes to State ADU Law that have occurred in recent years and may warrant an update to the City of Ferndale's ADU ordinance:

Updates to the [ADU Handbook \(2025\)](#)

- Clarifies that ADU Law prohibits deed restrictions on ADUs. A deed restriction would be an “additional standard” and thus cannot be imposed on ADUs (Gov. Code, § 66315).
- Clarifies that homeowners’ associations (HOAs), as a third party, cannot influence the approval of an application to create an ADU. Third party reviews by an HOA or their representatives or agents would violate State ADU Law. (Gov. Code, § 66315.) No other local ordinances, policies, or regulations may be applied in the approval or denial of an ADU or junior ADU (JADU) permit application (Gov. Code, § 66317, subd. (c)).
- Clarifies that local agencies may not require parking as a condition to permitting a JADU, even when the JADU is converted from an attached garage (Gov. Code, § 66334, subd. (a)).

George Williamson, Planning Manager
Page 2

Changes to ADU Law in 2024:

- SB 477 (Chapter 7, Statutes of 2024) made changes to the numbering of the sections of the Government Code for State ADU and JADU Laws.
- Prohibits a local agency from denying a permit for an unpermitted ADU or JADU that was constructed before January 1, 2020, for building code violations, unless the local agency makes a finding that correcting the violation is necessary to comply with conditions that would otherwise deem a building substandard (Gov. Code, § 66332, subds. (a)-(c)).
- Defines “livable space” as a space in a dwelling intended for human habitation, as the term appears in Government Code sections 66313, subdivision (e), and 66323, subdivision (a)(3)(A).
- Provides that uncovered, off-street parking spaces demolished in conjunction with the construction of an ADU do not need to be replaced (Gov. Code, § 66314, subd. (d)(11)).
- Changes the allowable number of detached ADUs on a lot with an existing multifamily dwelling to eight detached ADUs, provided that the number of ADUs does not exceed the number of existing units on the lot (Gov. Code, § 66323, subd. (a)(4)(A)(ii)).
- Prohibits a local agency from imposing any objective development standards on 66323 Units that are not authorized by the provisions of Government Code section 66323, subdivision (a) (Gov. Code, § 66323, subd. (b)).

Changes to ADU Law in 2023:

- Sunsets a former prohibition on a local agency imposing an owner occupancy requirement on any ADU and instead prohibits a local agency from requiring owner occupancy for an ADU (Gov. Code, § 66315).
- Allows a local agency to adopt a local ordinance to allow the separate conveyance of the primary dwelling unit and ADU(s) as condominiums, subject to certain conditions (Gov. Code, §§ 66340-66342).

Changes to ADU Law in 2021:

- Allows local agencies to permit the separate conveyance of ADUs from the primary dwelling under Government Code section 66341 in certain circumstances.

Changes to ADU Law in 2020:

- Requires that an application for the creation of an ADU or JADU is deemed approved (not just subject to ministerial approval) if the local agency has not approved or denied the completed application within 60 days (Gov. Code, § 66317, subd. (a)).

George Williamson, Planning Manager

Page 3

- Requires ministerial approval of an application for a building permit within a residential or mixed-use zone to create one ADU and one JADU per lot (not one or the other), within the proposed or existing single-family dwelling, if certain conditions are met (Gov. Code, § 66323, subd. (a)(1)(A)).
- Allows for rental or leasing of a separate interest ADU or JADU in a common interest development, notwithstanding governing documents that otherwise appear to prohibit renting or leasing of a unit, and without regard to the date of the governing documents (Civ. Code, §§ 4740, subd. (a); 4741, subd. (a)).
- Allows a homeowner to create “any of the following”: one converted or attached ADU; one detached, new construction ADU; and one JADU (Gov. Code, § 66323, subds. (a)(1)-(2)). More information can be found in HCD’s 2025 ADU Handbook.

Changes to ADU Law in 2019:

- Prohibits local agencies from including requirements on minimum lot size in development standards for ADUs (Gov. Code, § 66314, subd. (b)(1)).
- Allows local agencies to designate areas where ADUs may be located based on the adequacy of water and sewer services, as well as on impacts on traffic flow and public safety (Gov. Code, § 66314, subd. (a)).
- Eliminates all owner occupancy requirements by local agencies for ADUs approved between January 1, 2020, and January 1, 2025 (Gov. Code, § 66315).
- Prohibits a local agency from establishing a maximum size of an ADU of less than 850 square feet, or 1,000 square feet if the ADU contains more than one bedroom and requires approval of a permit to build an ADU of up to 800 square feet (Gov. Code, § 66321, subds. (b)(2), (b)(3)).
- Prohibits a local agency from requiring replacement of off-street parking spaces for ADUs created through the conversion of a garage, carport, or covered parking structure (Gov. Code, § 66314, subd. (d)(11)).
- Reduces the maximum ADU and JADU application review time from 120 days to 60 days (Gov. Code, §§ 66317, subd. (a); 66335, subd. (2)).
- Clarifies that “public transit” includes various means of transportation that charge set fees, run on fixed routes, and are available to the public (Gov. Code, § 66313, subd. (m)).
- Adds impact fee exemptions and limitations based on the size of the ADU. ADUs up to 750 square feet are exempt from impact fees, and ADUs that are 750 square feet or larger may be charged impact fees, but those fees must be proportional in size (by square foot) to fees charged for the primary dwelling unit (Gov. Code, § 66324, subd. (c)(1)).
- Defines of an “accessory structure” to mean a structure that is accessory and incidental to a dwelling on the same lot (Gov. Code, § 66313, subd. (b)).

George Williamson, Planning Manager

Page 4

- Permits JADUs even where a local agency has not adopted an ordinance expressly authorizing them (Gov. Code, § 66320).
- Allows for a permitted JADU to be constructed within the walls of the proposed or existing single-family residence and eliminates the required inclusion of an existing bedroom and an interior entry into the single-family residence (Gov. Code, § 66333, subd. (d)).
- Requires, upon application and approval, a local agency to delay enforcement against a qualifying substandard ADU for five years to allow the owner to correct the violation, so long as the violation is not a health and safety issue, as determined by the enforcement agency (Gov. Code, § 66331; HSC, § 17980.12).
- Makes covenants, conditions, and restrictions that either effectively prohibit or unreasonably restrict the construction or use of an ADU or JADU on a lot zoned for single-family residential use void and unenforceable (Civ. Code, § 4751)).

If an existing ADU ordinance fails to meet the requirements of State ADU Law, the ordinance is “null and void” and the local jurisdiction must apply the standards set forth in State ADU Law until it adopts an ordinance that complies with state law (Gov. Code, § 66316). HCD recommends that a local jurisdiction with a non-compliant ADU ordinance repeal the ordinance to provide clarity for ADU applicants who may otherwise rely on the outdated ordinance.

HCD requests a response by December 13, 2025 with either (1) a description of how the ADU ordinance continues to comply with State ADU Law despite the changes to the law, or (2) a plan and timeline to either repeal the current ordinance or adopt an amended, compliant ordinance and submit it to HCD for review.

If you have any questions or need additional information, please contact Reshma at Reshma.Sen@hcd.ca.gov.

Sincerely,

Jamie Candelaria

Jamie Candelaria
Section Chief, ADU Policy
Housing Accountability Unit

Meeting Date:	December 17, 2025		Agenda Item Number	13.b			
Agenda Item Title:	Resolution No. 2025-28 Establishing City Council Meeting Schedule from January 2026 through December 2026						
Presented By:	City Manager						
Type of Item:	x	Action		Discussion	Information		
Type of Action:		No Action	x	Voice Vote	Roll Call Vote		

RECOMMENDATION

Approve Resolution No. 2025-28 Establishing City Council Meeting Schedule from January 2026 through December 2026.

BACKGROUND:

The City must, by resolution, confirm its meeting schedule each year. Currently, the City Council conducts its Regular Meetings on the third Wednesday of the month at 6:00pm. The location of any in person meetings will be held at City Hall, 834 Main Street, Ferndale. If the council chooses to continue with the weekday and time, staff recommends approval of Resolution 2025-28.

FISCAL IMPACT:

None

ATTACHMENT

1. Resolution 2025-28

RESOLUTION NO. 2026-27**A RESOLUTION OF THE FERNDALE CITY COUNCIL ESTABLISHING THE MEETING SCHEDULE FOR THE FERNDALE CITY COUNCIL FOR JANUARY 2026 THROUGH DECEMBER 2026**

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

WHEREAS, the City Council of the City of Ferndale desires to hold the meetings on the third Wednesday of the month at 6:00 p.m., located at City Hall, 834 Main Street, Ferndale; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the Ferndale City Council, that the City Council shall meet on the following dates in 2026:

Wednesday, January 21, 2026	Wednesday, July 15, 2026
Wednesday, February 18, 2026	Wednesday, August 19, 2026
Wednesday, March 18, 2026	Wednesday, September 16, 2026
Wednesday, April 15, 2026	Wednesday, October 21, 2026
Wednesday, May 20, 2026	Wednesday, November 18, 2026
Wednesday, June 17, 2026	Wednesday, December 16, 2026

PASSED AND ADOPTED by the City Council of the City of Ferndale on December 17, 2025, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Randall Cady, Mayor

Attest:

Kristene Hall, City Clerk

Meeting Date:	December 17, 2025		Agenda Item Number	13.c			
Agenda Item Title	Approve Interim City Manager to Attend the 2026 Cal Cities City Managers Conference						
Presented By:	Interim City Manager						
Type of Item:	x	Action		Discussion		Information	
Action Required:		No Action	x	Voice Vote		Roll Call Vote	

RECOMMENDATION:

Approve Interim City Manager to Attend the Cal Cities city Manager Conference in Napa from February 10-13, 2026.

BACKGROUND:

Each year the California League of Cities offers a City Managers Conference. The Conference is designed for city managers and provides city officials with the essential information and updates needed to effectively run their cities and best position their communities for the future. This year's topics will include sessions on ethics, relationships with council members, mental health, implementing strategic plans, AI, and more. As a newly incoming City Manager, this would provide collaboration and resources to help exemplify the new position.

Expense for the conference attendance would include the cost of the conference, hotel, meal allocation and mileage. The total expense would be approximately \$2250.

FISCAL IMPACT:

Council Approval would allot the expense at \$2250. This would be from the General Fund.

ATTACHMENTS:

City Managers Conference Announcement

[Login](#) [League Partners](#) [CitiPAC](#) [CSCDA](#) [Cal Trust](#) [ILG](#)

CITY MANAGERS CONFERENCE

FEBRUARY 11-13, 2026



2026 City Managers Conference

The Meritage, Napa, CA [Visit Website](#)Wednesday, February 11, 2026 - Friday, February 13, 2026 [iCalendar](#)

Pacific Standard Time

Designed for city managers and assistant or deputy city managers, this conference provides city officials with the essential information and updates needed to effectively run their cities and best position their communities for the future. This year's topics will include sessions on ethics, relationships with council members, mental health, implementing strategic plans, AI, and more.

[Sponsorship](#) opportunities are available. For questions, please contact Event Sponsorship and Exposition Manager, [Amy Wade](#).

For registration questions, please contact Event Registration Specialist, [Megan Dunn](#).

For program questions, please contact Event Program Manager, [Erin Wylder](#).

In advance of the conference, [please review](#) Cal Cities' event and meeting policies.

[Explore Previous Conferences](#)

► Registration Information

► Hotel and Travel

▼ Program

[View Detailed Program](#) | [View Session Materials](#)

SCHEDULE AT A GLANCE

(Schedule is subject to change.)

Wednesday, February 11

10:00 a.m. - 5:30 p.m.	Registration Open
10:00 a.m. - 5:00 p.m.	Visit our Elite Sponsors
1:00 - 1:45 p.m.	Opening General Session
1:45 - 2:15 p.m.	Elite Sponsor Break
2:15 - 3:30 p.m.	Concurrent Session
3:45 - 5:00 p.m.	Keynote
5:00 - 6:30 p.m.	Networking Reception

Thursday, February 12

8:00 a.m. - 4:00 p.m.	Registration Open
8:00 a.m. - 5:00 p.m.	Visit with Elite Sponsors
8:00 - 9:00 a.m.	Networking Breakfast
9:00 - 10:15 a.m.	Concurrent Sessions
10:15 - 10:45 a.m.	Elite Sponsor Break
10:45 a.m. - 12:00 p.m.	Concurrent Sessions
12:00 - 1:00 p.m.	Networking Lunch
1:30 - 3:00 p.m.	General Session
3:00 - 3:30 p.m.	Elite Sponsor Break
3:30 - 4:45 p.m.	Concurrent Sessions

February 13

8:00 - 11:00 a.m.	Registration Open
8:30 - 9:30 a.m.	Networking Breakfast
9:00 - 10:15 a.m.	Breakfast Roundtable Discussions
10:30 a.m. - 12:00 p.m.	Closing Educational Session

The conference is sold out. To be added to the waitlist, please click the "Register" button below and follow the prompts.

[Register](#)

Thank you to our Sponsors!



Section 14

CORRESPONDENCE

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

**VIA ELECTRONIC FILING**

December 10, 2025

Re: Programming Changes

To Whom It May Concern:

Optimum Communications, Inc. (“Optimum” or “the Company”) hereby notifies your office of the following changes to Optimum TV lineups.

ACC, SEC, ESPN News and ESPNU Channel Re-tiers

Effective between December 16, 2025 and December 18, 2025, Optimum will be updating the packaging for several sports networks, making them available to *more customers at no added cost*.

Added to Value Package

- ACC
- SEC
- ESPN News

Added to Value and Extra TV Packages

- ESPNU

These changes allow a wider audience to access the channels, enhancing customer viewing options without increasing prices.

Programmer Withdrawal of GolTV

Effective January 1, 2026, the owner of GolTV has decided to decommission this service. GolTV’s removal is programmer driven and outside of the Company’s control. Effective January 1, 2026, a channel slate will be posted informing customers of the removal.

Customers will be notified through bill messages or inserts of these changes. In addition, customers can always find Optimum’s current channel lineup on our website at <https://www.optimum.net/pages/channel-lineups.html>.

Should you have any questions, please do not hesitate to contact me by email at James.Campbell@Optimum.com.

Sincerely,

Jim Campbell
Vice President, Government Affairs

Section 15
COMMENTS FROM THE COUNCIL

Section 16
REPORTS

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

City Managers Report for December 2025 City Council Meeting

CITY MANAGER (November 11, 2025 – December 09, 2025)

Grant Updates

• Arlington Ave Drainage Project:

Continuing to work with Brett Vivyan on this Grant. We are still at a halt with the Fair Board. I have reached out to a couple county representatives in hopes of having a joint meeting with the County, Fair Board, Supervisor Bohn, Brett Vivyan, and myself. Brett Vivyan from GHD thought it would be better to update the Council once a joint meeting could be held.

• Per Capita:

Rick Hill, Grant Administrator, was in town on Tuesday December 9th to take pictures and get all the documentation he needs to submit the final requests and finalize the grant. This grant should be finalized by months end.

• 5th & A Street:

We just received the final invoice, and we are just waiting for Brian to sign off on the project. Once signed off the project will be completed. The deadline for submittals is December 31, 2025, for reimbursement.

• OurEnergy Microgrid:

This project is still ongoing. The application will be submitted by the December 17, 2025 deadline. The city is anticipating receiving the \$25,000 Planning Grant to reimburse what has been spent to date plus staff time on the project.

• State Transportation Improvement Program (STIP):

The draft electronic Project Programming Request (ePPR) has been completed and submitted to CALTRANS and HCAOG for Ferndale's RTIP/STIP last week. Brendan at HCAOG should be meeting with the California Transportation Commission (CTC) staff this week who will make the recommendation to the CTC board.

PGE Undergrounding:

We will be having monthly check-in meetings. We had the last one on December 5th. So far the city's only tasks are 1. figure out streetlight placement 2. Encroachment permit procedures and requirements 3. Determine if Green Tags are required. I will be working closely with our City Engineer Brian Ontiveros and our Building Official Arnie Kemp to complete these tasks.

Public Works Projects:

• Wildcat Road Slip out:

MCI replaced the failed culvert on Monday, December 8th. This project is now completed.

Wastewater Plant:

The plant is still in need of software upgrades. Shawn is diligent in completing this task. We will continue our efforts to upgrade the systems and assist Shawn with whatever means are necessary for him to accomplish this.

Russ Park

Spoke with Chair Ken Meirzwa briefly. We plan on meeting early Spring to hopefully start planning on brush removal for the parking lot area on Eugene Street as well as determining fence type and location along the easement. This will ensure we meet the criteria for our agreement with the Lorenzon's.

Fireman's Park

The bathrooms at Fireman's Park are coming along nicely. A huge thank you and shout out to the Spirit of Ferndale and all the volunteers who are coming out to work on these. They will be such a beautiful upgrade. I am still in the process of trying to pull together a meeting to discuss the dedication of the Musical Instruments and ribbon cutting ceremony for the new restrooms. I know we were trying to shoot for December, but they may have to be pushed until January due to the upcoming holidays.

Community Center

We are still hoping to hear if the grant will be funded in January. The grant request will be for replacement of the back porch entirely, children's center bathroom upgrades, sink and refrigerator for bar area, and a transfer switch installed on the electrical meters so we can use our large generator to power the whole facility, including the children's center. These maintenance requests will assist the city in maintaining the Community Center and allowing the city to still offer the use of the facility at no cost for Ferndale non-profits and youth groups.

Regular Meetings:

- Daily Meeting with Lauren Boop, Finance Director
- Daily Meetings with Ron Sligh, Police Chief
- Daily Meetings with Mayor Cady
- Weekly meetings with Public Works.
- Weekly meetings with Planners and Engineer
- Monthly Meetings
 - City Council Meetings (November 18th, November 19th)
 - Planning Commission (November 5th)
 - Drainage Committee (Cancelled for November)
 - Emergency Response (Second Thursday of the Month)
 - Department Heads (Second Tuesday of the Month)
 - City Managers' Meeting (Last Thursday of the Month)

Other:

Department of Health Services: This subject and meetings have continued to take a lot of my time. Numerous interactions with Mario Kalson, DHHS Public Health Director Division of Environmental Health on providing Health Services to Ferndale. Numerous conversations with CIRA and City Attorney. I officially signed the MOA December 1, 2025. The timeline which has started the transitioning period of a 60-day application window for businesses to apply for a permit with the county. The County will hold an orientation on Monday, December 15, 2025, at 10:00am. This will assist businesses in asking questions and insight into the transition.

The Urgency Ordinance passed at November's City Council Meeting allowed the County to conduct inspections for temporary food permits requested at the Fairgrounds for their winter events. I spoke with Tonde the Chamber President, and she praised the County Inspector and stated he was very easy to work with regarding the Winter Fair inspections at the Fairgrounds.

CIRA: I had two training days via Zoom with CIRA on December 10th and December 11th..

These were very informative to help bring me up to speed. I also have another orientation scheduled with them on December 16, 2025 at 10:00am to help further my knowledge of services that are provided.

They have been extremely helpful with some recent city activities. Having them as a resource has been a lifesaver. We have also joined their services for our property insurance as well as our city health insurance provider.

AUDIT: Worked with Lauren on FY24-25 Financial Statements and Audit. This has been completed and once the statements are finalized by our City Auditor, they will be placed on the agenda for approval. We would anticipate that this would be in January. Lauren has done an excellent job in completing this task.

STAFF: Our staff has done an excellent job in all aspects of the city. I would like to personally thank each and every staff member for their contribution and dedication to the City of Ferndale. We are lucky to have such a great attentive and caring city staff and I for one am extremely grateful.

STAFF REPORTING NOVEMBER 2025

CITY CLERK ACTIVITY

Meeting Activities:

- Met with Mayor to discuss agenda items.
- Attended, Wrote Agenda, and Compiled Packets for:
 - City Council Meeting 11/18/2025
 - City Council Special Meeting 11/19/2025
- Transcribed and drafted meeting minutes
- Uploaded meeting videos for all above listed meetings.
- Complied meeting agendas and public notices for Posting
- Uploaded meeting packets to City Website.
- Meetings & Conversations with Attorney regarding City Business
- Meetings with Community Center & Town Hall Renters to go over Facility

Projects

- Assisted the public via telephone and email, answering questions and information requests.
- On-going communications with contract Engineers and City Planner about agenda items before the City Council, Planning Commission, and Drainage Meetings.
- Processed Building Permits, Encroachment Permits, and Parade Permits
- Communications with the Building Inspector to review plans and discuss finals on projects.
- Pick up and distribute City correspondence.
- Organized and filed paperwork.
- Processed checks, created revenue spreadsheet, and ready deposit for bank drop-off.
- Responded to Public Records Act requests.
- Maintained minutes, resolution, ordinance, and agenda binders.
- Read weekly ERMA bulletins.
- Processed Monthly Reports to Assessor's office and Construction Industry Research Board
- Processed Community Center & Town Hall Rentals

FINANCE OFFICER ACTIVITY

Tasks:

- Answered phones and assisted citizens at City Hall
- Processed Payroll/Payroll Tax Payments
- Processed Accounts Payable
- Processed Accounts Receivable
- Completed Quarterly Duties
- Entered Monthly Deposits into Accounting CS
- Reconciled Monthly Debits and Credits for both GL and Russ Park accounts
- Delivered and received mail correspondence
- Posted all notices, meetings, etc. to City Bulletin Board at Post Office
- Reviewed ERMA and HR bulletins
- Provided necessary documents to Kris for City Council Meeting
- Set up chairs and tables for various meetings at Town Hall
- Provided necessary documents to Stacey and Kris for month end
- Billed customers for Septic Dumps and Health Inspections
- Sent Late Notices for all open invoices
- Assisted the City Manager in the application and reporting for various grants

- Updated notes in Finance Clerk Duties Manual on all new tasks and duties learned
- Assisted in transition of City Managers
- Communicated with grant contacts and performed steps to continue projects
- Assisted with TDA Audit preparations for FY 24/25
- Completed Management Discussion and Analysis of FY 24/25 Audit
- Set up for and Attended City Council Meeting and took minutes as Deputy City Clerk
- Purchased items requested by Department Heads

CITY PLANNER ACTIVITY

General Planning Services

Task 1 Response to Public Information Request:

- Nunes Grading Permit: Reviewing Grading Permit application; prepared a written response identifying deficiencies that should be addressed.
- Response to query from King Consulting for Developer Fee Justification Study for Ferndale School District.
- Research and response to a query about the potential of installing solar panels on a historic building.
- Responding to public query about developing APN 031-032-028.
- Phone call about zoning and design review requirements to rehab residence on Berding Street.

Task 2 CEQA Compliance

No Planning actions for the reporting period.

Task 3 Community Planning – Reporting, Other Planning Activities

- Completed Caltrans survey.
- Coordination with City Engineer and HCAOG about the potential for a StreetSaver app license.

Task 4 Meetings and Hearings, and Materials:

- Communications and coordination with the Acting City Manager and City Clerk for the October and November 2025 City Council and Planning Commission meetings.
- Prepared the monthly planner's report for the October 15 City Council meeting. Coordination with City Clerk to finalize amendment to the zoning ordinance text, the zoning map, and the subdivision ordinance;
- Coordination with City Clerk for preparation and delivery of an updated official Zoning Map because the adopted Zoning Map amendments are effective. Also coordinated on proofs of publication from Ferndale Enterprise.
- City Council and Planning Commission meetings – Attended and presented at the October City Council meeting.
- HCAOG Technical Advisory Committee (TAC) – Attended the October 2 TAC meeting (in-person), and time for driving to the meeting (one-way only). Prepared elevator speech for City's RTIP/STIP Project 2 and Project 3. Following the October 2 TAC meeting, coordination with the City Engineer and the Acting City Manager on TAC input on the RTIP/STIP project.
- Regional Climate Action Plan – Attended the October 23 virtual working group meeting.

Task 5 GIS Mapping

No actions for the reporting period.

Task 6 Grant Writing/Funding Coordination

- Reviewed the materials and regulations for the Sustainability Transportation Planning Grant program.
- Vision Zero Demonstration Project: for potential demonstration projects, researched and prepared an Excel workbook for coordination and input from the City Engineer. Communications with the City Engineer about potential projects. Following input with the City Engineer, updated the Excel workbook and submitted it to HCAOG. Phone call with HCAOG executive director to clarify the City's potential projects.

Planning Applications and Pre-Application Consultations**Westfall LLA 2508**

- Reviewed submitted application materials and prepared project referral. Reviewed the boundaries of the R1 and R1-B-2 zoning boundaries relative to property lines, and previous subdivision and LLA approvals. Compiled emailed referral agency comments and forwarded to the City Engineer and City Surveyor. Prepared general vicinity map, and 300s for property owner notices. Prepared a map showing the boundary between the R1 and R1-B-2 zones, and calculated the acreage of the R1 and R1-B-2 zones for the parcels involved in the LLA. Drafted content for the public hearing notices. Drafting staff report. Phone call with City Engineer about the LLA application.

Farley Minor Subdivision (SD2301)

- Drafted email to the applicant's representative to ask about project status.

Truscott PreApp for APN 031-092-009

- Conducted research and emailed a response to the applicant about how to proceed with environmental testing.

Bowers PreApp for APN 031-031-003

- Research and prepare a response/notes; coordination email to City Engineer.

6th Cycle Housing Element

- Drafted email to HCD analyst to update agency on progress of completing housing element programs.
- Drafting notes about administrative procedures to incentivize affordable housing in response to input from HCD provided in September 2025.

7th Cycle Housing Element

- Drafted October 15 City Council staff report to update the council on the HCAOG's progress on the 7th cycle RHNA.

Special Planning Projects**RTIP/STIP project nomination and administration**

- Drafted October 15 City Council staff report to update the council on the input from the October 2 TAC meeting and the City's nominated RTIP/STIP projects. Phone call with HCAOG executive director to discuss unit costs. Coordination and communications with the City Engineer to revise the RTIP/STIP nomination form for Project 2 to respond to TAC input, completed revisions, and submitted the revised nomination form to HCAOG.

Group 2: Zoning Ordinance Amendments to Implement 6th Cycle Housing Element, Land Use Element, and Safety Element

- Prepared the October 15 City Council staff report and the ordinance, including recitals. Drafted update to CEQA Addendum. Prepared PowerPoint for City Council public hearing and 1st reading. Attended and presented amendments at the October 15 City Council meeting.

CITY ENGINEER ACTIVITY

General City Engineering Services:

- Phone calls / emails with the Acting City Manager and staff regarding various City items.
- Work with City to prepare Per Capita Grant paperwork
- Berding Street Intersection Project
 - Site Inspection
- 5th & A Streets Intersection Repair Project
 - Site inspections to monitor construction progress.
- WWTP Annual Creek Gauge Assessment.
 - Project Review

Reimbursable Project Services:

- Nunes Grading
 - Correspondence with City Staff.
- Bowers Pre-Application review
 - Project Review
 - Correspondence with City Staff.
- LLA 2508 Westfall LLA
 - Tentative Map Review

WASTEWATER OPERATIONS

- Monthly samples prepared and sent to North Coast Labs
- Operators perform lab tests daily to measure efficiency of plant
- Cleaned filters...Due to high pond flow recoveries.
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Monthly no spill verification report completed on CIWQS website
- Continuous monitoring and adjustments to sludge blanket...
- Monthly report on generator use for air quality.
- Front gate chain oiled each Monday
- Inspect manholes throughout town weekly
- Repair UV lamps and prepare for improvements on bank c.
- Weekly maintenance performed on UV banks
- Prepared for winter discharge to Francis Creek.
- Switched plant over to wet weather flows
- Weed removal project at pond.
- Treated pond water for weed removal.
- Repair cleanout at senior center.
- Hydro Jett senior center grease trap and lateral.
- Service and maintain Aqua dams around pond.
- Spray weed killer around pond and aqua dams.
- Dewater for total of 40 hours. Sludge dried at old site
- Maintenance on filters, clean nozzles
- Operators cleaned walls and catwalk.
- Removal of duck weed from clarifiers on weekly basis.
- Hydro Jett Main St. Multiple times to damaged collection system in front of Pizza Co.
- Hydro Jett Dr office many times to clear collection system on Main St.

- Multiple days of computer work to upgrade and repair our Scada system at treatment plant.
- Partner with RCD Francis creek project to remove brush.
- Pulled and repaired Influent pump number 2.
- Billed, Steve's Septic, Taylor and Wyckoff a total of 6,474.00 for the month of NOVEMBER 2025. 19 total dumps for total of 40,800 gallons.
- Total flow through plant. NOVEMBER was 14.7 MGD. Of that ..497 MGD average flow to Francis Creek and ..5.3 MGD was pumped to retention pond.
- 7.2" inches of Rain in NOVEMBER 2025

PUBLIC WORKS

- 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.
- Trim trees at Town Hall
- Leveled the grease trap at the community center.
- Clean grease trap and also clean the lateral drain to the main at Community Center.
- Cut up and removed fallen branches from the trees in the parking lot by Francis Creek.
- Clear two log jams from Francis Creek directly in front of the high school.
- Welded a broken railing back together at the community center.
- Lawn mower maintenance.
- Picked up load of asphalt for repairing potholes around town.
- Install new lights with cameras outside of Town hall.
- The fire extinguishers for city facilities were all checked and charged this month.
- Clean gutters on Public Works shop.

POLICE DEPARTMENT

The Police Department was asked by the high school to provide an officer for security at a girls NCS Soccer Game. The high school also requested assistance with security at several football games. No issues at any of the games. Sgt Craft started on the 29th. Officer Tanner Gardner is in background with HCSO.

CERT: Conducted monthly meeting.

Police Statistics – November 2025

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	0	
Robbery	0	
Larceny	0	
Assault	2	1
Burglary	0	
Vehicle Theft	0	
<hr/>		
TOTAL	3	
SECONDARY CRIMES	4	
Calls for Service	202	
Reports Written	7	

Traffic Citations	2
Other Citations	0
Parking Citations	0
Warnings	10
ARRESTS	6
AGENCY ASSISTS	9
TRAFFIC COLLISIONS	1

CITY OF FERNDALE, HUMBOLDT COUNTY, CALIFORNIA, USA

Minutes for Planning Commission Meeting of August 6, 2025

Call to Order – Chair Jerry Rocha called the Planning Commission Meeting to order at 6:00 pm. Commissioners Jorgen von Frausing-Borch, Josh Smith, Stuart Altschuler, and Mia Rudynski were present along with Contract City Planners Vanessa Blodgett and Michelle Nielsen, Planwest Partners, Inc. Those in attendance pledged allegiance to the flag.

Roll Call – All Present

Modifications to the Agenda – None.

Approval of Previous Minutes – There were no comments from the Commission or Public. **Motion:** To approve the minutes of June 4, 2025, Regular Planning Commission Meeting, and the minutes of the July 1, 2025 Special Planning Commission Meeting. **(Altschuler/Smith) Unanimous**

Public Comment – There were no public comments

DESIGN REVIEW PERMITS – None

PUBLIC HEARING – City Planners Vanessa Blodgett and Michelle Nielsen provided a PowerPoint and gave the Commission and Public an overview of proposed amendments to the zoning ordinance and subdivision ordinance. Blodgett reviewed the proposed amendments to update the exterior material standards for the R1, R2, and R3 zones. The amendments would add clarifying language to the “plywood exterior paneling” standard. The Commission discussed the proposed amendment, and there was agreement with the language as drafted. Blodgett reviewed the amendment to add non-reflective Class A metal roofs as a permissible roofing material for the R1, R2, and R3 zones. The Commission discussed the meaning of “non-reflective”. There was agreement that this standard would mean 0% reflection, and with the proposed amendment to add this type of roofing material. City Planner Michelle Nielsen reviewed the proposed amendments to add supportive housing developments by-right in select zones. Nielsen explained these amendments implement the city’s adopted housing element. Nielsen also explained that state law dictates the zones where they are to be permitted, how this type of development can be regulated, and that cities have very little discretion. Nielsen reviewed the proposed amendments for single room occupancy housing (SROs), and explained that the Commission did have some discretion, in contrast to the supportive housing developments regulations. Nielsen gave an overview of the SRO amendments. Nielsen then presented the SRO provisions and requested Commission input as stated in the staff report. The Commission discussed and provided direction to the City Planner for each topic: The Commission agreed with applying the allowance for SRO housing to the R2, R3, C1, and C2 zones. The Commission agreed with the proposed length of stay standard of 30 days or more. The Commission discussed and agreed with the proposed standard that SRO unit tenants do not have an additional residential address other than the address of the SRO housing facility in which the unit is located. There was agreement that the SRO regulations include a requirement that units be affordable to lower income households. There was agreement that the SRO amendments provide options for shared kitchen and/or bathroom facilities consistent with California Building Code.

Chair Rocha continued the public hearing for the amendments zoning ordinance and subdivision ordinance to the September 3, 2025 Regular Planning Commission Meeting.

Adjournment: Chair Rocha adjourned the meeting at 7:28 pm

Respectfully submitted,

Kristene Hall, City Clerk

CITY OF FERNDALE, HUMBOLDT COUNTY, CALIFORNIA, USA**Minutes for Planning Commission Meeting of September 3, 2025**

Call to Order – Chair Jerry Rocha called the Planning Commission Meeting to order at 6:00 pm. Commissioners Jorgen von Frausing-Borch, and Mia Rudynski were present along with Contract City Planners Vanessa Blodgett and Michelle Nielsen, Planwest Partners, Inc. Those in attendance pledged allegiance to the flag.

Roll Call – Commissioners Altschuler and Smith were absent

Modifications to the Agenda – None.

Approval of the Previous Minutes – Not available at the time the meeting agenda was posted.

Public Comment – There were no public comments

Design Review Permits – None

PUBLIC HEARING – City Planners Vanessa Blodgett and Michelle Nielsen provided a PowerPoint and gave the Commission and Public an overview of proposed amendments to the zoning ordinance and subdivision ordinance. Blodgett and Nielsen gave a recap of the zoning amendments discussed at the Planning Commission public hearing of August 6, 2025. Nielsen explained that the “non-reflective” language of the proposed amendment to add Class A metal roofs as a permissible roofing material should be modified to be “low- to non-reflective” because all materials are reflective. A standard of “non-reflective” may be interpretative in a manner that is too restrictive. The Commission discussed the suggested language, and agreed the language should be modified to be “low- to non-reflective or anti-reflective Class A metal roofs”. City Planner Vanessa Blodgett gave a presentation on the proposed zoning amendments to establish Streamside Protection Area (-SPA) combining zone that implements the city’s adopted Land Use Element of the General Plan. Blodgett explained that the proposed -SPA combining zone would apply to properties along Francis Creek, and the -SPA standards are consistent with the policies and standards of the Land Use Element. Nielsen reviewed the proposed zoning amendments that would create a discretionary demolition procedures for some types of buildings.

Nielsen noted that the draft regulations include a safety value provision for demolitions where conditions of imminent public health or safety are found to be present. Nielsen explained that, as drafted, the proposed amendments to add discretionary demolition procedures for some types of buildings do not expressly include buildings located in the city’s designated historic district or designated historic structures. The current practice was explained: discretionary review is triggered by the California Environment Quality Act (CEQA) when there is a proposal to demolish a building in the city’s historic district or that is designated as historic. Nielsen stated the Commission has the option to recommend that the amendments be expanded to include the city’s historic district and designated historic structures. The Commission discussed the potential for expanding the discretionary procedures citywide, then agreed this would need to be explored further and the City Attorney would need to be consulted. The Commission discussed enforcement and if there were fines, or could be fines, in the event a historic structure was demolished without the necessary permit. Nielsen explained enforcement and fines were outside the scope of the draft

amendments. The Commission agreed to recommend that the City Council look into what fines could be applied if a historic building is demolished before the needed permits are secured. The Commission agreed to recommend to the City Council that the amendments to add discretionary demolition procedures for some types of buildings include buildings located in the city's designated historic district and designated historic structures.

Nielsen review the amendments to add findings for use and special permits. Nielsen stated these findings are already a legal requirement for use permits and special permits. The proposed amendments would improve transparency for applicants, the public, and staff.

Blodgett and Nielsen provided an overview of the proposed amendments to the city's subdivision ordinance for the approval period for tentative maps, and the extension procedures for tentative maps; updates to the standards, procedures, etc. for lot line adjustments; and the proposed new provisions for voluntary parcel mergers. Blodgett and Nielsen advised the Commission that the City Engineer was consulted extensively during drafting process of drafting the subdivision ordinance amendments, and that City Engineer provided detailed input on the amendments.

Chair Rocha opened the public hearing for meeting attendees to provide comment, surveyed the audience, and no members of the public provided public comments.

MOTION: to adopt Resolution 2025-14, making findings pursuant to the California Environmental Quality Act, and adopt Resolution 2025-15 recommending that the City Council adopt the proposed amendments to the Zoning Ordinance (Ordinance No. 02-02) and the Subdivision Ordinance (Ordinance No. 99-04) incorporating the Commission's agreed upon modifications.

(von Frausing-Borch/ Rudyński) Roll Call Vote: Unanimous

BUSINESS:

Building Permits Issued May 29, 2025 – August 28, 2025: No Comments

Correspondence – None

Commissioner Comments – None

Staff Comments – None

Adjournment: Chair Rocha adjourned the meeting at 7:32 pm

Respectfully submitted,

Kristene Hall, City Clerk

MINUTES**CITY OF FERNDALE – HUMBOLDT COUNTY U.S.A.****DRAINAGE COMMITTEE MEETING****Minutes**

September 9, 2025

Chair Tom Stephens opened the meeting at 2:31 pm. Those present were Tom Stephens, John Maxwell, Jim Bass, Michael Sweeney, Councilman Philip Ostler, Acting City Manager Kristene Hall, and Deputy City Clerk Lauren Boop

MODIFICATIONS TO THE AGENDA: None**APPROVAL OF MINUTES:** Approval of July 10th 2025 Meeting Minutes (**Ostler/Sweeney**) Unanimous**PUBLIC COMMENT:** None**BUSINESS:****A. East Side Drainage Walk**

Chair Tom Stephens outlined the results of a walk with Acting City Manager Kristene Hall, Committee Member Bill Becker, and the head of Public Works David Franceschi to plan the work in this area. Property Owner Joseph Alexander is expected to lend his equipment and perform the work within the coming weeks.

B. Annual Francis Creek Debris Removal Summary

Chair Tom Stephens gave an update on the work performed August 12th 2025. The cleanup was a success with over 30 volunteers, most of whom are in the Ferndale High Football program. Chair Tom Stephens noted that the Coach McClurgh of the football team will be taking on the organization of the cleanup next year, Stephens and City Staff will meet with him at a future date to go over the logistics of the project.

C. Mattole Road, County Culvert Maintenance

Acting City Manager Kristene Hall gave an update on the planned emergency work in the next few weeks on the Wildcat to address the road slippage.

D. Prop 218 Drainage Fee Increase

Acting City Manager Kristene Hall gave an update on the viability of the 218 process to raise Drainage Assessment fees on City of Ferndale parcels. The city cannot use this process to generate the needed revenue to address the city's drainage issues. City of Ferndale would need to undergo costly studies before putting it on the ballot where it would need a 2/3 majority vote to raise rates. Discussion was had about current rates' revenue, what amount would be needed, and feasibility of such a measure passing. Acting City Manager Kristene Hall was doubtful of the city's ability to pay for such a study and if the taxpayers would be amenable to a raise in rates.

CORRESPONDENCE: None

COMMENTS: Chair Tom Stephens requested Planwest come to a meeting to discuss grants to acquire the "Lake Christie" property and it was decided that a joint Study Session with the Drainage Committee and City Council was needed to discuss options.

ADJOURN: Chair Tom Stephens adjourned the meeting at 3:34 pm

Respectfully Submitted,

Deputy City Clerk Lauren Boop



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies

611 I Street, Suite B
 Eureka, CA 95501
 (707) 444-8208

Technical Advisory Committee (TAC)
MEETING RECORD

Regular Meeting

Thursday, October 2, 2025, 2:30 p.m.
 HCAOG Conference Room
 611 I Street, Suite B, Eureka, CA 95501

Present:

Katie Collender (Chair)
 Tom Mattson
 Brian Issa
 Catharine Crayne
 Jeff Hodge
 Jesse Willor
 Mike Foget (Alternate)
 Josh Wolf
 Michelle Nielsen
 Misty Rickwalt (Via Zoom, Non-voting)
 Merritt Perry (Alternate)
 Noah Rodriguez (Alternate)
 Samuel Martinez (Via Zoom, Non-voting)
 Steven Pearl
 Kelsey Benson (Advisory, Alternate)

Humboldt Transit Authority
 County of Humboldt
 City of Fortuna
 Caltrans
 Hoopa Tribe
 City of Eureka
 City of Blue Lake
 City of Trinidad
 City of Ferndale
 Karuk Tribe
 City of Arcata
 Trinidad Rancheria
 Yurok Tribe
 City of Rio Dell
 Bear River Band Rancheria

Absent:

Captain Larry Depee (Advisory)
 Anita Huff (Advisory)
 Kaylyn Stainbrook (Advisory)

California Highway Patrol
 Blue Lake Rancheria
 City of Fortuna – Transit

Staff:

Brendan Byrd
 Amy Eberwein
 Oona Smith

Executive Director
 Administrative Services Officer
 Senior Regional Planner

1. Call to Order/Introductions

Chair Katie Collender called the meeting of October 2, 2025, to order at 2:30 p.m.

2. Public Participation on Non-Agenda Items

None

3. Presentations

a. Coordination Opportunities with PG&E

PG&E Regional Senior Manager Brian Gerving discussed his role with the company and opportunities for furthering local agency and PG&E coordination on projects within local right of ways.

4. Consent Calendar

Motion was made (Mattson/Willor) to approve the following items on the consent calendar:

- Approval of Meeting Record** – September 4, 2025

Motion was approved unanimously.

5. Items Removed from the Consent Calendar

None

6. Action Items**a. Transportation Development Act (TDA) Article 3, Bicycle and Pedestrian 2% Allocation –City of Blue Lake Project Modification Request**

Motion was made (Mattson/Nielsen) to recommend that the HCAOG Board approve the modification of the 2024 2% TDA funding request from the City of Blue Lake.

Motion passed unanimously.

b. 2026 State Transportation Improvement Program (STIP) Funding and Project Selection for the Regional Transportation Improvement Program (RTIP)

Motion was made (Mattson/Perry) to recommend that proposals received from City of Arcata, City of Blue Lake, City of Eureka, City of Ferndale, and City of Fortuna provide revised budgets for their projects at the November TAC meeting.

Motion passed unanimously.

7. Discussion Items**a. 2026 Pavement Management Plan Update**

Executive Director Brendan Byrd provided information on the 2026 Pavement Management Plan Update. The TAC provided input on the scope of work for the upcoming Request for Proposals (RFP) including keeping the request for training in the RFP. Discussion took place about options for including sidewalk studies in this update, but the TAC chose not to pursue this option.

8. HCAOG Executive Director and Staff Reports

Executive Director Brendan Byrd expressed the Board's appreciation for the TAC's ability to continually work cooperatively. Staff will be bringing the draft Regional Transportation Plan and the draft Regional Transportation Improvement Program to the November TAC meeting for review.

Senior Regional Planner Oona Smith discussed the Vibrant Neighborhoods project status and requested that TAC members complete the survey that was sent out via email.

9. TAC Member Reports

Catharine Crayne shared that there will be a Brad Mettam Memorial signage dedication at the Indianola Undercrossing ribbon cutting. There are two more workshops for the Sustainable Transportation Planning Grant which will take place at 9:30 to 10:30 a.m. on October 8th and October 15th. The Research-to-Practice Transit Symposium will take place online on October 28th - 30th.

Adjournment 4:20 p.m.



Minutes

Thursday, October 9, 2025, at 5:30 PM
Eureka City Council Chamber

Present: Michelle Lewis-Lusso, Leslie Castellano, Randall Cady, Steve Madrone.
 Absent: Meredith Matthews
 Staff: Eric Keller-Heckman, Tony Heacock, Helder Morais, Hilary Schwartz
 Legal Counsel: None

BOARD OF DIRECTORS

Meredith Matthews, City of Arcata, **Chair**
 Michelle Lewis-Lusso City of Blue Lake, **Vice Chair**
 Leslie Castellano, City of Eureka
 Randall Cady, City of Ferndale
 Steve Madrone, County of Humboldt
 Frank Wilson, City of Rio Dell

1. Call to Order and Roll Call at 5:30 PM

The meeting was called to order at 5:30 PM by **Vice Chairperson Lewis-Lusso**, acting as Chairperson in the absence of **Chairperson Matthews**. A quorum was present and acting.

2. Consent Calendar

- a. Approve Minutes from the September 11, 2025, regular meeting of the HWMA Board of Directors.
- b. Review and Approve Draft June 2025 Financial Reports
- c. Review and Approve Draft July 2025 Financial Reports.
- d. Declare Equipment Surplus Property
- e. Approve California Multiple Award Schedule (CMAS) Pricing Program for the Lease of Landfill Excavator in Lieu of Competitive Bid Process.
- f. Approve Sourcewell Pricing Program for the Purchase of a Landfill Tractor in Lieu of Competitive Bid Process

Vice Chairperson Lewis-Lusso inquired if there were any requests to pull items from the Consent Calendar, and there were no requests.

Vice Chairperson Lewis-Lusso opened the floor to public comment, and no public comment on the Consent Calendar was received.

Vice Chairperson Lewis-Lusso closed the floor to public comment.

Motion: **Director Castellano** motioned, and **Director Cady** seconded, to approve items a) through f) of the Consent Calendar as delivered.
Action: Approve the Motion as made by **Director Castellano** and seconded by **Director Cady**.
Ayes: Unanimous
Noes: None
Absent: **Director Matthews**

3. Oral and Written Communications

Vice Chairperson Lewis-Lusso opened the floor to public comment regarding items not on the agenda. No public comment was received.

Vice Chairperson Lewis-Lusso closed the floor to public comment.

4. Approve Resolution 2026-06 Authorizing Investment in California CLASS

Executive Director Keller-Heckman provided background on the board resolution in 2009 which authorized the investment of funds in Local Agency Investment Funds (LAIF), and the additional resolution 2024-03 in November 2023 that reauthorized and broadened the scope those investments. The push for expansion came directly from **Director Castellano**, who asked how the Authority's reserve funds were invested during the Fiscal Year 2023-24 budget review. **Executive Director Keller-Heckman** advised at the time that the Authority's reserve funds were not invested, and a review of documentation revealed that the Authority had never placed reserve funding in pooled investments despite having a resolution authorizing such investment in place since 2009. Following the passage of Resolution 2024-03, the Authority is now utilizing LAIF for its Operating Reserve funds. The structure of the LAIF account has some limitations, chief among them that all monies must be held within a singular fund. With the goal of diversifying the Authority's allowable investments, staff began researching alternatives. The California Cooperative Liquid Assets Security System (CLASS) provides similar rates of return and risk profile as LAIF but offers more flexibility with respect to sub-accounts. While the Authority's Operating Reserve funds will remain in LAIF, staff will begin placing other non-operational reserve funds in the CLASS system. This will diversify the Authority's investment portfolio while earning a much higher rate of return than the money market accounts in which the funds currently reside. Staff recommends that the board approve Resolution 2026-06 to authorize investment in the CLASS prime fund.

Director Castellano thanked staff for following up on her guidance and inquired about the CLASS fund's rate of return and what Authority reserves funds would be invested.

Director Schwartz informed the board that the current monthly yield for CLASS was 4.2249% and that LAIF's current monthly yield was 4.212%, both of which are significantly higher than the Authority's existing money market accounts. The reserve funds that will be invested in CLASS include the Capital Improvement Fund, the Long-Term Funding allocation of the Countywide Fees, the Employee Reserve, and the Rate Stabilization Fund. (The Cummings Road Landfill Pledge of Revenue Fund, which was inadvertently omitted from the list of reserve funds provided to the board, will also be invested in CLASS).

Vice Chairperson Lewis-Lusso opened the floor to public comment. No public comment was received.

Vice Chairperson Lewis-Lusso closed the floor to public comment.

Motion:	Director Cady motioned, and Director Castellano seconded, to approve Resolution 2026-06, authorizing investment in the CLASS Prime Fund.
Action:	Approve the Motion as made by Director Cady and seconded by Director Castellano.
Ayes:	Unanimous
Noes:	None
Absent:	Director Matthews

5. Receive Update on Salary Survey

Executive Director Keller-Heckman provided background on the Authority's previous salary survey and the goals of the upcoming survey in the current fiscal year. The previous survey took place in 2019-2020, and at that time, the board expressed interest in conducting salary surveys every five years to ensure Authority staff wages remained competitive with member agencies and the market at large. During Fiscal Year 2024-2025, the board directed staff to investigate the potential for additional employee benefits and schedule a salary survey for Fiscal Year 2025-2026. Prior to the 2019-2020 salary survey, the Authority had never undergone a comprehensive study of compensation, and salary schedules were amended based on member agencies' salaries for semi-comparable positions and cost of living increases.

The 2019-2020 salary survey was conducted by Koff & Associates, and the report used a total compensation metric. The report noted that nearly 70% of Authority classifications were below market median when adjusted for regional costs. Staff incorporated the report into a complete overhaul of certain job descriptions and revamped pay scales accordingly. The board directed staff to implement the new salary schedule and job descriptions into the Authority's organizational chart for Fiscal Year 2020-2021.

Executive Director Keller-Heckman outlined the critical pathway for the 2025 Salary Survey. In May 2025, the board directed staff to schedule a salary survey in Fiscal Year 2025-2026. In July 2025, staff collected proposals for a salary survey from qualified consultants, and Gallagher Benefit Services (formerly Koff & Associates) was selected as the successful consultant. In September 2025, work began on the salary survey, using current job descriptions and pay scales provided by HWMA staff. Data collection is ongoing and expected to conclude in November 2025. The final report and recommendations are expected by January 2026 and will be presented at the January or February regular meeting of the HWMA Board of Directors. In March of 2026, staff will begin to incorporate direction from the board into the draft Fiscal Year 2026 - 2027 budget.

Vice Chairperson Lewis-Lusso asked if staff had access to the prior salary survey and what the change had been in full-time employees (FTEs) since 2020. **Executive Director Keller-Heckman** responded that he did have access to the prior survey, but that it would be difficult to make a comparison of the FTE count due to changes in the Authority organizational chart since 2020. **Executive Director Keller-Heckman** responded that he did have access to the prior survey, but that it would be difficult to make a comparison of the FTE count due to changes in the Authority organizational chart since 2020. For

example, the Environmental Health and Safety Division has been created since the prior salary survey was done, and various positions and programs have been consolidated.

Director Castellano asked which firm was undertaking the current survey. **Executive Director Keller-Heckman** responded that Gallagher Benefit Services, formerly Koff & Associates, was conducting the current survey. **Director Wilson** expressed support for the Authority's choice of Gallagher Benefit Services for a salary survey, based on his experience with the firm at the City of Rio Dell. **Director Castellano** wondered if agencies ever collaborated on salary surveys for the purpose of cost sharing. **Vice Chairperson Lewis-Lusso** expressed support for the idea of collaboration among comparable jurisdictions. **Directors Madrone** and **Wilson** discussed the complexities of salary surveys and the impact of benefits in smaller agencies.

Vice Chairperson Lewis-Lusso opened the floor to public comment. No public comment was received.

6. Standing Item: Board Member Reports

Director Castellano asked for an update on compost and recycling at the November or December Board Meeting. **Executive Director Keller-Heckman** agreed to return with updates on Organics and Recycling at future board meetings. **Director Madrone** reported that he produced two cubic yards of compost from his home composting system this year.

7. Standing Item: Executive Director's Report

Executive Director Keller-Heckman had no further reports.

Vice Chairperson Lewis-Lusso adjourned the meeting to at 5:51 pm.



REDWOOD COAST Energy Authority

Arcata | Blue Lake | Blue Lake Rancheria | County of Humboldt | Eureka | Ferndale | Fortuna | Humboldt Bay Municipal Water District | Rio Dell | Trinidad | Yurok Tribe

Board of Directors Draft Meeting Minutes

Wharfinger Building, Bay Room (downstairs)
1 Marina Way, Eureka, CA 95501

Thursday, October 23 2025
3:30 PM

Attendance

Present

Natalie Arroyo	Scott Bauer, Chair (arrived 3:41 p.m.)	Carlos Diaz
Michael Gerace	Skip Jorgensen	Heidi Moore-Guynup, Alt. Dir.
Sarah Schaefer (arrived 3:40 p.m.)	Frank Wilson	Sheri Woo, Vice Chair

Absent

Jason Ramos	Elise Scafani	Jack Tuttle
-------------	---------------	-------------

Staff and Others Present

Name	Title
Ken Beals	IT Technician
Elizabeth Burks	Executive Director
Ronnie Chaussé	Acting Finance Manager
Nancy Diamond	RCEA Legal Counsel
Richard Engel	Power Resources Director
Jocelyn Gwynn	Senior Power Resources Manager
Mikael Jakobsson	CADEMO Director, Cierco Chairman and Founder
Louis Langlois	Renewable Properties Director of Origination
Lori Taketa	Board Clerk
Eileen Verbeck	Deputy Executive Director

Open Session

Vice Chair Woo called a meeting of the Board of Directors of the Redwood Coast Energy Authority to order at the above location and date at 3:38 p.m. Meeting notices were posted on October 17, 2025.

Reports from Member Entities

Director Arroyo thanked staff for their work on the Foster Avenue solar and battery storage project, the ribbon cutting for which she attended. Director Moore-Guynup reported Blue Lake Rancheria meetings with California Energy Commission and California Public Utilities Commission representatives, and on the Rancheria's application for a National Renewable Energy Laboratory vehicle-to-grid fast-charger grant.

Consent Calendar

- 4.1. Approve Minutes of September 25, 2025.
- 4.2. Accept Disbursement Report for August 2025, and Financial Reports for This Fiscal Year Through August 2025.
- 4.3. Receive Federal Activity Report.
- 4.4. Receive Regulatory and Legislative Platform Engagement Report.

Chair Bauer began facilitating the meeting. No items were removed from the Consent Calendar.

M/S: Arroyo, Moore-Guynup: Approve Consent Calendar Items.

The motion passed with a unanimous vote. Ayes: Arroyo, Bauer, Diaz, Gerace, Jorgensen, Moore-Guynup, Schaefer, Wilson, Woo. Noes: None. Absent: Scafani, Tuttle. Abstain: None.

Old Business

- 6.1. CADMO Central California Offshore Wind Project Loan Term Modifications

Executive Director Burks described the CADMO offshore wind pilot project and RCEA's loan to keep the project viable while seeking alternate funding. Staff described RCEA loan conditions, repayment timelines, and State of California loans committed during the 2025-26 budget process. CADMO Director Mikael Jakobsson explained challenges faced by the project company, the project's budget, timelines and deliverables. The directors inquired about additional funding needed and benefits to area Native American tribes and discussed potential local alternatives for needed research vessels and benefits of funding mechanisms available to Native American tribal corporations. There was no public comment on this item.

M/S: Arroyo, Bauer: Authorize the ad hoc Board CADMO Loan Subcommittee comprised of members Bauer, Gerace, Scafani, and Woo, to approve revised terms of the Loan Agreement with the CADMO Corporation (originally executed on July 22, 2025), terms which must continue to ensure to the maximum extent practicable, refundability and security of RCEA funds, and may include revisions to the vehicle for transfer and deposit of funds, duration of loan agreement, and other minor changes that do not impact the refundability or security of the loan.

Authorize the Executive Director to execute the final, revised, agreement with the CADEMO Corporation.

The motion passed with a unanimous vote: Arroyo, Bauer, Diaz, Gerace, Jorgensen, Moore-Guynup, Schaefer, Wilson, Woo. Noes: None. Absent: Scafani, Tuttle. Abstain: None.

New Business

7.1. Hatchery Road Solar and Storage Power Purchase Agreement

Senior Power Resources Manager Gwynn described the renewable energy project in the Blue Lake area which was previously enrolled in RCEA's Feed-In Tariff program as four separate facilities. Due to a very large and unexpected increase in costs related to electrical grid interconnection, the project developers withdrew from the FIT program. After PG&E performed the costly upgrades, the developer reapplied to provide power to RCEA under a different solicitation. Renewable Properties' Louis Langlois described the project and the project site's continued agricultural uses and pollinator habitat benefits. Staff and the developer could not confirm whether grazing would be possible around the solar array. The directors inquired about the project's above-market power costs, its reliability contribution, the value of long-term contract above-market prices and RCEA's goal to include locally-generated power in its energy portfolio. There was no public comment on this item.

Director Moore-Guynup recused herself from the discussion at 4:38 p.m. due to her family's ownership of the project site.

M/S: Woo, Gerace: Approve Resolution 2025-6 Approving the Form of and Authorizing Execution of the Power Purchase Agreement with RPCA Solar 5 LLC.

The motion passed with a unanimous roll call vote: Arroyo, Bauer, Diaz, Gerace, Jorgensen, Schaefer, Wilson, Woo. Noes: None. Absent: Scafani, Tuttle. Abstain: None. Recused: Moore-Guynup.

Director Moore-Guynup rejoined the meeting at 4:51 p.m.

Staff Reports

8.1. Executive Director's Report

Executive Director Burks reported on RCEA's many community outreach efforts and participation in in-person meetings during the past month. The California Community Choice Association will focus on the Power Cost Indifference Adjustment in 2026. The Northern Rural Energy Network members worked on the 2028 business plan which is due early next year. The County of Yolo asked to join NREN. The California Community Power Board is focusing on new technologies like offshore wind and hard to find resources such as geothermal in their joint procurement. Deputy Executive Director Verbeck reported that the Tribal Energy Resilience and Sovereignty project members have not yet been officially notified of their grant termination by the Department of Energy. TERAS partners have agreed to continue project work and are strategizing alternate funding sources. There were no public comments on this agenda item.

Closed Session

- 10.1. Conference with Legal Counsel - Pending Litigation Pursuant to Government Code Section 54956.9, Electric Rule 30 (CPUC A.24-11-007).
- 10.2. Real Property Negotiations Pursuant to Government Code § 54956.8 in re: APN 001-135-007; RCEA negotiator: Executive Director; Owner's negotiating party: Wells Commercial; Under negotiation: price and terms.
- 10.3. Public Employee Performance Evaluation, pursuant to Government Code § 54957: Executive Director.

There was no public comment for these closed session items.

Reconvene to Open Session

The RCEA Board of Directors reconvened in open session at 6:02 p.m.

Closed Session Report

Executive Director Burks reported that the Board of Directors authorized the real property negotiations described in closed session item 10.2.

Adjournment

Chair Bauer adjourned the meeting at 6:03 p.m.

Lori Taketa
Board Clerk

Section 17

ADJOURN