

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

Location:	City Hall	Date:	April 15, 2020
	834 Main Street	Time:	7:00 pm
	Ferndale CA 95536	Posted:	April 9, 2020

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor’s Emergency Declaration related to COVID-19, and the Governor’s Executive Order N-29-20 issued on March 17, 2020 that allows attendance by members of the City Council, City staff, and the public by teleconference, videoconference, or both.

We are strongly recommending that public comments for this meeting be submitted prior to the meeting. Public comments should be submitted to cityclerk@ci.ferndale.ca.us by 4:00pm on Wednesday, April 15, 2020, please be sure to put “Public Comment “in the subject line, and include the agenda item if applicable. All public comments received by 4pm will be read into the record (limit to 5 minutes) during the regular meeting.

To provide public comment during the meeting, you will need to join the Zoom meeting.

To Join the Zoom Meeting use the following link

<https://us04web.zoom.us/j/348795787?pwd=WXRxNXBIZTlrNE5JSjA1Z2Q1eDN4dz09>

or go to Zoom.us, Select Join a Meeting, and when prompted, input the following:

Meeting ID: 348 795 787

Password: 000054

MICROPHONES AND VIDEO WILL AUTOMATICALLY BE MUTED WHEN YOU JOIN THE MEETING.

1. CALL MEETING TO ORDER – Mayor
2. PLEDGE ALLEGIANCE TO THE FLAG
3. ROLL CALL – City Clerk: Mayor Sweeney; Councilman Avis; Councilwoman Bullard; Councilwoman Fisk-Becker; and Councilman Smith.
4. REPORT OUT OF CLOSED SESSION
5. CEREMONIAL – None
6. MODIFICATIONS TO THE AGENDA
7. STUDY SESSION - None
8. PUBLIC COMMENT. (This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3rds 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.)
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.")

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<i>b.</i> Approval of Minutes of the March 16, 2020 Emergency City Council Meeting.....	Page 8
<i>c.</i> Approval of Minutes of the March 30, 2020 Special City Council Meeting.....	Page 9
<i>d.</i> Acceptance of Checkbook Register for March 1-31, 2020	Page 10
<i>e.</i> Acceptance of Financial Statements for March 1-31, 2020	Page 14
10. CALL ITEMS REMOVED FROM CONSENT CALENDAR	
11. PRESENTATION	
12. PUBLIC HEARING	
13. BUSINESS	
<i>a.</i> Second Reading, by title only, of Ordinance 2020-02 Amending Building Inspector/Construction Code Ordinance 2011-01 Section 6.01	Page 37
<i>b.</i> Resolution 2020-07 Approving Projects List for SB1 Funding	Page 47
<i>c.</i> Discuss & Possible Action to Move Forward on 218 Process to Increase Sewer Rates.....	Page 51
<i>d.</i> Resolution 2020-08 Authorizing the City Manager to Move Forward with the Bid Process and Execute a Construction Contract for the 4 th & Shaw Improvements	Page 102
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15. COMMENTS FROM THE COUNCIL	
16. REPORTS	
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<i>b.</i> Commission and Committee Reports	
<i>i.</i> Planning Commission Minutes	
<i>ii.</i> Design Review Committee Minutes	
<i>c.</i> Minutes from Joint Power Authorities (JPAs) and Reports	
<i>i.</i> Humboldt County Association of Governments (Feb 2020).....	Page 134
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 May 20, 2020 in the City Hall at 7:00 p.m.

Section 1

CALL MEETING TO ORDER

Section 2

PLEDGE ALLEGIANCE

Section 3

ROLL CALL

Section 4

CLOSED SESSION REPORT OUT

Section 5

CEREMONIAL

Section 6

MODIFICATIONS TO THE AGENDA

Section 7

STUDY SESSIONS

Section 8

PUBLIC COMMENT

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

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

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

Section 9

CONSENT CALENDAR

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

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

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Minutes for City Council Meeting of March 18, 2020

Mayor Michael Sweeney called the Regular City Council Meeting to order at 7:00 pm. Those present did the flag salute. Present were Mayor Sweeney, Council Members Stephen Avis, Robin Smith, Jenny Fisk-Becker, and Kathleen Bullard along with staff: City Manager Jay Parrish, and City Clerk Kristene Hall.

Report out of Closed Session: None

Ceremonial: None

Modifications to the Agenda: There were several items modified due to the COVID-19 pandemic:

1. Ceremonial was removed
2. Presentation was Removed
3. Under Consent Calendar, Item e was put under the business section
4. Under Business, Items a and e were removed. Item c was modified to only appoint local member to Drainage Committee.

Report out of Study Session: Mayor Sweeney reported there was a Study Session held on Tuesday March 3, 2020 ay 3:15pm to discuss and review ad-hoc committee terms, mission and authority.

Public Comment: Ferndale Health Inspector Vanessa Huerta was present and went over with the council what she has been doing to inform the local businesses on the COVID-19 emergency. Huerta explained she had been working closely with each business to help everyone through this difficult time and transition. Huerta added she would continue to do this for as long as needed.

Consent Calendar: There were six items on the Consent Calendar for approval (Item e was moved to business section). **MOTION:** to approve the consent calendar. **(Bullard/Avis) Unanimous**

Call Items Removed from Consent Calendar: None

Presentation: None

Public Hearing: None

Business:

Second Reading, by title only, of Ordinance 2020-01 Amending Nuisance Ordinance 06-04: City Manager Jay Parrish explained the first reading of this Ordinance had been unanimously approved at the February Council Meeting. Councilman Avis questioned how the updated ordinance will affect the day to day operations. Parrish stated staff thought it would help with the process. Parrish explained there is a wide variety of 'nuisance' situations and could easily become overwhelming. Avis stated it sounded as if this would help vamp up the nuisance abatement process. Avis added that in the future it would be beneficial to have a "red-lined"

version of the updated Ordinance to see what changes were taking place. Parrish agreed that in the future, we would provide that information. **MOTION:** to approve 2nd Reading, by title only, Amending Nuisance Ordinance 06-04. **(Avis/Bullard) Unanimous**

Introduction and 1st Reading, by title only, of Ordinance 2020-02 Amending Building Inspector/Construction Code Ordinance 2011-01 Section 6.01: City Clerk Kristene Hall explained to the Council that every three years the California Building Standard Commission updates building codes based on the model uniform codes published by the International Code Council. Hall stated this was last updated in 2016. City Manager Jay Parrish added that this is a mandated update. Councilwoman Bullard questioned the mandate of fire sprinklers. Staff will check to see if these are still mandated in new construction. **MOTION:** to approve 1st reading, by title only, of Ordinance 2020-02 Amending the Building Inspector/Construction Code Ordinance 2011-01 Section 6.01. **(Bullard/Avis) Unanimous**

Appoint Member to Serve on the Drainage Committee: Mayor Sweeney explained to the council the vacancies on the Drainage Committee. Sweeney explained that there were two seats available for members that reside within the city limits and one seat available for a member to serve that resides outside city limits. Sweeney stated that due to COVID-19, we would be waiting to appoint the member outside the city limits due to there being two applicants and the inability to interview these applicants due to social distancing measures. **MOTION:** to appoint Bill Becker to serve on the Drainage Committee. **(Bullard/Avis) 4-0-1** (Fisk-Becker abstained due to being applicants spouse).

Appoint Member to Serve on the Planning Commission: City Clerk Kristene Hall explained to the council that Paul Gregson has been on the Planning Commission but his term had expired. Hall stated that Gregson would like to continue to serve and at the March 4 on the commission and at the March 4, 2020 Planning Commission meeting the commission voted unanimously to recommend Gregson be reappointed to the Planning Commission by the Council. **MOTION:** to appoint Paul Gregson to continue serving on the Planning Commission. **(Avis/Bullard) Unanimous**

Correspondence: No Comments

Comment from the Council: Mayor Sweeney went over the emergency meeting held on Monday, March 16th. Sweeney explained a task force was implemented that consisted of the City Manager, Mayor, Councilman Smith, Ferndale Fire Dept, Ferndale Police Department, Health Official Vanessa Huerta, Ferndale School District, OES Reps Richard Conway and Stuart Titus, and the Senior Resource Center. Sweeney added a letter will be prepared for the website and the Ferndale Enterprise. Councilman Smith added that wearing masks is now being recommended. Smith went over the different masks and the ones that were most effective. Smith added that it has also been noted that taking anti-inflammatory drugs was not recommended for COVID-19. Councilwoman Fisk-Becker stated the schools had sent out enrichment packets, as well as breakfasts and lunches for students to pick up. Fisk-Becker added that the teachers were looking at virtual education if the social distancing is extended. Mayor Sweeney stated concerns on the financial impact to the city in retail tax and TOT. Councilman Avis stated his thoughts on

COVID-19 and the effects on local businesses. Avis questioned the steps that are going to be taken to continue City Council Meetings with the social distancing guidelines in place.

Reports:

City Managers Report: No Comments

Other Reports: Councilwoman Bullard stated that RREDC was helping with small businesses by providing short term loans to businesses effected by the COVID-19. Councilwoman Fisk-Becker stated that the Ferndale Library is closed. Councilman Avis stated that HCOAG, LAFCO and RCEA had cancelled their meetings due to COVID-19. Bullard also added League of Cities had also cancelled. Mayor Sweeney stated that HWMA was planning on holding their meeting via teleconference.

Mayor Sweeney adjourned the meeting at 8:14 pm.

Respectfully submitted

Kristene Hall
City Clerk

City of Ferndale, Humboldt County, California, U.S.A.

DRAFT Minutes for Emergency
City Council Meeting of March 16, 2020

Mayor Michael Sweeney called the Emergency City Council Meeting to order at 3:00 pm. Those present did the flag salute. Present were Mayor Sweeney, Council Members Stephen Avis, Robin Smith, Jenny Fisk-Becker, and Kathleen Bullard along with staff: City Manager Jay Parrish, Police Chief Bret Smith, City Clerk Kristene Hall, Public Works Johnny Hoppis, Wastewater Plant Operator Shawn Gardner. Also present were Ferndale Fire Members Daniel Del Biaggio and Dennis Del Biaggio, Ferndale School District Superintendent Beth Anderson, Ferndale Elementary Principal Jeremy Griffith, Ferndale Fairgrounds Director and OES Representative Richard Conway, and Ferndale Senior Resource Director MaryAnn Banson,

Business:

Discuss Coronavirus: City Manager Jay Parrish went over the most current regulations from the state and federal levels. Mayor Sweeney spoke on these guidelines and the importance of the city following these. Councilman Smith emphasized the importance of getting information out to the residents of Ferndale in a timely manner. Smith requested a team or committee be put together to manager over getting information and compressing it into a readable short document to better inform the residents on how to protect themselves and other around them. MaryAnn Banson spoke on precautions the Senior Resource Center has taken including canceling all their exercise classes, extra sterilization of the facility, prohibiting any outside access to the kitchen including vendors, and transportation being more limited to grocery stores. Banson also added they are including a handout to seniors to help inform them. Ferndale School Superintendent Beth Anderson went over the school closure. The school closure is tentatively scheduled to last until March 27, 2020. Anderson also stated the teaches and staff are working to provide pick up meals for students during the closure and also working to put together independent study packages for students. The Ferndale Fire Department stated they were taking extra precautionary measures when going on calls including limiting volunteers on equipment with backup volunteers on scene and limiting interaction with patients with backup also on scene. Councilwoman Bullard stated at this time she feels the cities responsibility is to get all the local information in one place including the schools, community center, fire department and hospitals. Bullard agreed with Smith on getting a committee together to help gather the data. Councilman Avis and Councilwoman Fisk-Becker agreed the committee and information needed to be updated and provided to residents in a timely manner. Councilwoman Fisk-Becker also added talking with the health inspector about checking on restaurants to ensure safe food handling and the they maintain the social distance guidelines of six feet. Staff will meet with her tomorrow to discuss. Emergency action item will be added to the Wednesday Council agenda to form a Coronavirus Coordination Committee.

Mayor Sweeney adjourned the meeting at 4:43 pm.

Respectfully submitted

Kristene Hall
City Clerk

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Minutes for Special City Council Meeting of March 30, 2020

Mayor Michael Sweeney called the Special City Council Meeting to order at 2:00 pm. Those present did the flag salute. Present were Mayor Sweeney, Council Members Stephen Avis, Jenny Fisk-Becker, and Kathleen Bullard along with staff: City Manager Jay Parrish, City Attorney Ryan Plotz, and City Clerk Kristene Hall.

Modifications to the Agenda: None

Business:

Resolution 2020-06 Ratification of Emergency Proclamation on COVID-19 by City Manager, Director of Ferndale Emergency Services: City Manager Jay Parrish went over the process and the importance of proclaiming the existence of a local emergency. Parrish explained the city was following the guidance from the county and the proclamation would support the county's declaration of a local health emergency. Councilwoman suggested extending the local emergency review period of 14 days to possibly the end of April. Councilman Avis stated it should not be a problem to hold a Zoom meeting every two weeks to review. Councilwoman Fisk-Becker agreed that the review should be done every 14 days due to the many changes and progression of this pandemic. Councilwoman Bullard agreed. **Motion:** to approve Resolution 2020-06 Ratifying the Emergency Proclamation on COVID-19 by the City Manager. **(Avis/Bullard)** 4-0-1 (Smith)

Mayor Sweeney adjourned the meeting at 2:35pm

Respectfully submitted

Kristene Hall
City Clerk

Bank Account Register

General Checking

March 1, 2020 - March 31, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			666,891.17
03/01/20		ALL LINES	ALL-LINES LEASING	950.45		665,940.72
03/02/20		JAY PARRISH	JAY PARRISH	400.00		665,540.72
03/02/20	53869	CITFO	CITY OF FORTUNA	1,950.00		663,590.72
03/02/20	53870	MIRRE	MIRANDA'S RESCUE	450.00		663,140.72
03/02/20	53871	VANESSA	VANESSA HUERTA	200.00		662,940.72
03/03/20		USTREASURY	UNITED STATES TREASURY	7,313.29		655,627.43
03/03/20		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,302.50		654,324.93
03/03/20			3/3/20 deposit		2,542.39	656,867.32
03/03/20	53872	SRPST	AMERICAN RIVER COLLEGE	154.00		656,713.32
03/03/20	53873	HORBU	HORIZON BUSINESS SERVICES	52.83		656,660.49
03/03/20	53874	HUMCV	HUM CO CONVENTION & VISITORS BUREAU	1,500.00		655,160.49
03/03/20	53875	MISLI	MISSION LINEN & UNIFORM SERVICE	18.20		655,142.29
03/03/20	53876	MOBLEY	MOBLEY CONSTRUCTION, INC.	27,787.00		627,355.29
03/03/20	53877	NORCO	NORTH COAST LABORATORIES LTD.	435.00		626,920.29
03/03/20	53878	PACGA	PACIFIC GAS & ELECTRIC	1,053.60		625,866.69
03/03/20	53879	PAPE	PAPE MACHINERY	33.70		625,832.99
03/03/20	53880	PLANWEST	PLANWEST PARTNERS, INC.	5,393.98		620,439.01
03/03/20	53881	SEQGA	SEQUOIA GAS COMPANY	744.84		619,694.17
03/03/20	53882	SUDDEN	SUDDENLINK	752.46		618,941.71
03/03/20	53883	FARSH	THE FARM SHOP	312.98		618,628.73
03/03/20	53884	FEREN	THE FERNDALE ENTERPRISE	58.00		618,570.73
03/03/20	53885	TIM D	TIMOTHY G. DIAS	1,280.00		617,290.73
03/03/20	53886	USBANK	US BANK	625.13		616,665.60
03/03/20	53887	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	721.85		615,943.75
03/03/20	53888	VERZN	VERIZON WIRELESS	317.77		615,625.98
03/03/20	53890	ARNKE	ARNOLD C. KEMP	2,282.20		613,343.78
03/06/20		DELUXE	DELUXE	479.12		612,864.66
03/10/20	53897	ALTBU	ALTERNATIVE BUSINESS CONCEPTS	198.24		612,666.42
03/10/20	53898	BAKTA	BAKER & TAYLOR	301.92		612,364.50
03/10/20	53899	BRETSMITH	BRET SMITH	100.00		612,264.50
03/10/20	53900	HUMTE	HUMBOLDT TERMITE & PEST	49.00		612,215.50
03/10/20	53901	NILCO	NILSEN COMPANY	395.77		611,819.73
03/10/20	53902	PACECORISK	PACIFIC ECORISK	2,511.50		609,308.23
03/10/20	53903	RSLIV	R & S LIVESTOCK SUPPLY	113.82		609,194.41
03/10/20	53904	SEQGA	SEQUOIA GAS COMPANY	85.10		609,109.31
03/10/20	53905	MBDVZ	THE MITCHELL LAW FIRM, LLP	2,152.50		606,956.81
03/10/20	53906	TIPMO	TIPPLE MOTORS, INC.	162.89		606,793.92
03/10/20	53907	VALGR	VALLEY GROCERY	26.08		606,767.84
03/10/20	53908	VALLU	VALLEY LUMBER	1,004.32		605,763.52
03/10/20	53909	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	875.14		604,888.38
03/12/20	1001		PARRISH, JAY D	2,558.05		602,330.33
03/12/20	1002		HALL, KRISTENE M	1,651.07		600,679.26
03/12/20	1003		JOHNSON, DONNA J	1,475.20		599,204.06
03/12/20	1004		SMITH, BRET A	1,561.18		597,642.88
03/12/20	1005		LINDGREN, ROBERT C	1,333.33		596,309.55
03/12/20	1006		FIELDER, CHARLES COSMAS	560.19		595,749.36
03/12/20	1007		DIAS, TIMOTHY G	1,459.21		594,290.15
03/12/20	1008		MENDES, ALAN SCOTT	34.72		594,255.43
03/12/20	1009		COPPINI, STEVE L	2,243.00		592,012.43
03/12/20	1010		GARDNER, SHAWN C	1,716.51		590,295.92
03/12/20	1011		LIU, CARSON B	336.21		589,959.71
03/12/20	1012		HOPPIS, JOHNNY F	1,738.74		588,220.97
03/12/20	1013		SUTTON, DANIEL V	542.75		587,678.22
03/12/20	53891		BALCH, DYLAN C	1,420.02		586,258.20

Bank Account Register

General Checking

March 1, 2020 - March 31, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
03/12/20	53892		CERVANTES, CESAR E	1,087.90		585,170.30
03/12/20	53893		Franceschi, David A	1,304.02		583,866.28
03/12/20	53894		BOYNTON, MARY ELLEN	98.66		583,767.62
03/12/20	53895		RICHARDSON, DIANNA L	109.62		583,658.00
03/12/20	53896		VON BRAUN, BONNIE K	13.73		583,644.27
03/12/20	53910	CHOPPIS	CHELCI HOPPIS	126.92		583,517.35
03/12/20	53911	FEPEA	FEPEA	82.50		583,434.85
03/13/20		TRICOUNTIES	TRI COUNTIES BANK	20.43		583,414.42
03/16/20	53912	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	18.00		583,396.42
03/16/20	53913	DEPJU	DEPARTMENT OF JUSTICE	70.00		583,326.42
03/16/20	53914	KIWANIS	KIWANIS CLUB OF FERNDALE	135.00		583,191.42
03/16/20	53915	PLANWEST	PLANWEST PARTNERS, INC.	2,153.00		581,038.42
03/16/20	53916	QUILL	QUILL	131.41		580,907.01
03/16/20	53917	EELRI	RECOLOGY HUMBOLDT COUNTY	311.77		580,595.24
03/16/20	53918	Radar	The Radar Shop, Inc.	87.50		580,507.74
03/17/20		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,310.68		579,197.06
03/17/20		USTREASURY	UNITED STATES TREASURY	7,319.03		571,878.03
03/20/20			3/20/20 deposit		1,880.51	573,758.54
03/24/20	53924	DELOR	DEL ORO WATER CO., FDLE. DIST.	459.62		573,298.92
03/24/20	53925	BRETSMITH	BRET SMITH	570.90		572,728.02
03/24/20	53926	COMAS	DEMETRIUS DISTEFANO	100.00		572,628.02
03/24/20	53927	EEL SCRAP	EEL RIVER SCRAP & SALVAGE	85.00		572,543.02
03/24/20	53928	FDAC	FDAC EBA	12,481.05		560,061.97
03/24/20	53929	FRONT	FRONTIER	505.37		559,556.60
03/24/20	53930	MENSU	MENDES SUPPLY CO.	571.11		558,985.49
03/24/20	53931	ONTIV	ONTIVEROS & ASSOCIATES, INC.	6,232.00		552,753.49
03/24/20	53932	PACGA	PACIFIC GAS & ELECTRIC	6,032.80		546,720.69
03/24/20	53933	RWS	RWS SERVICES	131.29		546,589.40
03/24/20	53934	SCOUTS	SCOUTS	450.00		546,139.40
03/24/20	53935	SDRMA	SPECIAL DISTRICT RISK MGMT AUTHORITY	675.96		545,463.44
03/24/20	53936	SUDDEN	SUDDENLINK	752.46		544,710.98
03/24/20	53937	WELF(\$106)	WELLS FARGO FINANCIAL LEASING	106.46		544,604.52
03/24/20	53938	WELLS(\$206)	WELLS FARGO VENDOR FIN SERV	206.76		544,397.76
03/24/20	53944	MERFR	MERCER FRASER COMPANY	164.45		544,233.31
03/25/20			3/25/20 deposit		8,304.52	552,537.83
03/26/20	1001		PARRISH, JAY D	2,558.06		549,979.77
03/26/20	1002		HALL, KRISTENE M	1,622.66		548,357.11
03/26/20	1003		JOHNSON, DONNA J	1,475.20		546,881.91
03/26/20	1004		ALAMEDA, RENAE MARY	246.83		546,635.08
03/26/20	1005		SMITH, BRET A	1,561.18		545,073.90
03/26/20	1006		LINDGREN, ROBERT C	1,349.13		543,724.77
03/26/20	1007		FIELDER, CHARLES COSMAS	587.42		543,137.35
03/26/20	1008		DIAS, TIMOTHY G	1,459.20		541,678.15
03/26/20	1009		MENDES, ALAN SCOTT	889.89		540,788.26
03/26/20	1010		COPPINI, STEVE L	2,385.73		538,402.53
03/26/20	1011		GARDNER, SHAWN C	1,597.42		536,805.11
03/26/20	1012		LIU, CARSON B	336.21		536,468.90
03/26/20	1013		HOPPIS, JOHNNY F	1,738.74		534,730.16
03/26/20	1014		SUTTON, DANIEL V	245.39		534,484.77
03/26/20	53919		BALCH, DYLAN C	1,086.38		533,398.39
03/26/20	53920		CERVANTES, CESAR E	1,100.62		532,297.77
03/26/20	53921		Franceschi, David A	1,304.00		530,993.77
03/26/20	53922		BOYNTON, MARY ELLEN	76.74		530,917.03
03/26/20	53923		RICHARDSON, DIANNA L	76.73		530,840.30
03/26/20	53939	CHOPPIS	CHELCI HOPPIS	126.92		530,713.38
03/26/20	53940	FEPEA	FEPEA	82.50		530,630.88
03/27/20		TRICOUNTIES	TRI COUNTIES BANK	1,129.58		529,501.30

Bank Account Register

General Checking

March 1, 2020 - March 31, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
03/30/20			3/30/20 deposit		87,488.86	616,990.16
03/31/20		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,307.34		615,682.82
03/31/20		USTREASURY	UNITED STATES TREASURY	7,439.68		608,243.14
03/31/20	53945	AEROM	AERO-MOD	216.13		608,027.01
03/31/20	53946	PHIAY	AYCOCK & EDGMON	425.00		607,602.01
03/31/20	53947	COMAS	DEMETRIUS DISTEFANO	200.00		607,402.01
03/31/20	53948	D Porter	Diane Porter	50.00		607,352.01
03/31/20	53949	PACGA	PACIFIC GAS & ELECTRIC	1,053.39		606,298.62
03/31/20	53950	SEQGA	SEQUOIA GAS COMPANY	373.11		605,925.51
03/31/20	53951	USBANK	US BANK	1,698.70		604,226.81
03/31/20	53952	USABL	USABLUBOOK	399.38		603,827.43
03/31/20	53953	HORBU	HORIZON BUSINESS SERVICES	12.94		603,814.49
Totals				<u>163,292.96</u>	<u>100,216.28</u>	<u>603,814.49</u>

Transaction count = 123

MARCH 2020 Deposit Recap	03.03.20	3.20.20	3.25.20	3.30.20	TOTAL-MAR 20
RETAIL TAX			8,304.52		8,304.52
HIGHWAY USER TAX/VEHICLE LICENSE FEES	2,542.39	1,880.51			4,422.90
BUSINESS LIC				160.00	160.00
ANIMAL LIC				20.00	20.00
BUILDING RENTS				400.00	400.00
PERMITS				936.74	936.74
TOT				7,116.89	7,116.89
HEALTH INSPECTIONS				75.00	75.00
HCAOG - RSTP					-
RECYCLING GRANT					-
PARSAC - GRANT / OTHER					-
COUNTY OF HUMBOLDT-STREETS & ROADS					-
SEPTIC DUMPS / SEWER REVENUE				4,577.25	4,577.25
FRANCHSE FEES					-
HUMBOLDT CTY - COPS				27,130.75	27,130.75
DONATIONS					-
POLICE SERVICES					-
SMALL MISC				4,336.23	4,336.23
DRAINAGE FEES					-
COUNTY OF HUMBOLDT-PROPERTY TAXES					-
COUNTY OF HUMBOLDT-SEWER					-
COUNTY OF HUMBOLDT-INTEREST INCOME					-
STATE - CAL TRANS - STREET SWEEP					-
MISC: STATE OF CA - OEM REIMB FY 16/17					
WORKERS COMP DIVIDENDS - PARSAC					
MISC: COUNTY OF HUMBOLDT-MEASURE Z				42,736.00	42,736.00
	2,542.39	1,880.51	8,304.52	87,488.86	100,216.28

City of Ferndale
Balance Sheet
Fund 10 - General Fund
As of March 31, 2020

Assets

Current Assets	
Cash	\$ 408,021.04
Restricted Cash	15,150.00
Accounts Receivable	<u>57,138.50</u>
Total Current Assets	<u>480,309.54</u>
Total Assets	<u><u>\$ 480,309.54</u></u>

Liabilities and Fund Balance

Current Liabilities	
Accounts Payable	\$ 44,434.33
Accrued Liabilities	7,128.54
Other Current Liabilities	<u>4,628.37</u>
Total Current Liabilities	<u>56,191.24</u>
Total Liabilities	<u>56,191.24</u>
Fund Balance	
Retained Earnings	<u>424,118.30</u>
Total Fund Balance	<u>424,118.30</u>
Total Liabilities and Fund Balance	<u><u>\$ 480,309.54</u></u>

City of Ferndale
Balance Sheet
Fund 22-Gas Tax
As of March 31, 2020

Assets

Current Assets	
Cash	\$ <u>21,452.20</u>
Total Current Assets	<u>21,452.20</u>
Total Assets	<u>\$ 21,452.20</u>

Liabilities and Fund Balance

Current Liabilities		<u> </u>
Total Current Liabilities	\$	<u>0.00</u>
Total Liabilities		<u>0.00</u>
Fund Balance		
Retained Earnings		<u>21,452.20</u>
Total Fund Balance		<u>21,452.20</u>
Total Liabilities and Fund Balance	\$	<u>21,452.20</u>

City of Ferndale
Balance Sheet
Fund 23 - RSTP Fund
As of March 31, 2020

Assets

Current Assets		
Cash	\$	75,591.22
Total Current Assets		75,591.22
Total Assets	\$	75,591.22

Liabilities and Fund Balance

Current Liabilities		
Total Current Liabilities	\$	0.00
Total Liabilities		0.00
Fund Balance		
Retained Earnings		75,591.22
Total Fund Balance		75,591.22
Total Liabilities and Fund Balance	\$	75,591.22

City of Ferndale
Balance Sheet
Fund 24 - Transportation Development Act
As of March 31, 2020

Assets

Current Assets	
Cash	\$ <u>266,828.78</u>
Total Current Assets	<u>266,828.78</u>
Total Non Current Assets	<u> </u>
Total Assets	<u><u>\$ 266,828.78</u></u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Fund Balance	
Retained Earnings	<u>266,828.78</u>
Total Fund Balance	<u>266,828.78</u>
Total Liabilities and Fund Balance	<u><u>\$ 266,828.78</u></u>

City of Ferndale
Balance Sheet
Fund 26 - Drainage Fund
As of March 31, 2020

Assets

Current Assets	
Cash	\$ <u>10,335.72</u>
Total Current Assets	<u>10,335.72</u>
Total Assets	<u>\$ 10,335.72</u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Retained Earnings	<u>10,335.72</u>
Total Fund Balance	<u>10,335.72</u>
Total Liabilities and Fund Balance	<u>\$ 10,335.72</u>

City of Ferndale
Balance Sheet
Fund 25 - Integrated Waste Mgt
As of March 31, 2020

Assets

Current Assets		
Cash	\$	52,254.10
Total Current Assets		52,254.10
Total Assets	\$	52,254.10

Liabilities and Fund Balance

Current Liabilities		
Total Current Liabilities	\$	0.00
Total Liabilities		0.00
Fund Balance		
Retained Earnings		52,254.10
Total Fund Balance		52,254.10
Total Liabilities and Fund Balance	\$	52,254.10

**City of Ferndale
Balance Sheet
Fund -30 - Sewer
As of March 31, 2020**

Assets

Current Assets	
Cash	\$ <u>400,836.41</u>
Total Current Assets	<u>400,836.41</u>
Property and Equipment	
Vehicles	42,332.05
Equipment	87,061.27
Sewer system	13,459,674.06
Less Accumulated Depreciation	<u>(3,013,758.69)</u>
Net Property and Equipment	<u>10,575,308.69</u>
Total Assets	<u>\$ <u>10,976,145.10</u></u>

Liabilities and Fund Balance

Current Liabilities	
Interest Payable	\$ <u>42,938.02</u>
Total Current Liabilities	<u>42,938.02</u>
Long-Term Liabilities	
Notes Payable USDA	<u>4,339,000.00</u>
Total Long-Term Liabilities	<u>4,339,000.00</u>
Total Liabilities	<u>4,381,938.02</u>
Fund Balance	
Other Equity	6,649,092.60
Retained Earnings	<u>(54,885.52)</u>
Total Fund Balance	<u>6,594,207.08</u>
Total Liabilities and Fund Balance	<u>\$ <u>10,976,145.10</u></u>

City of Ferndale
Balance Sheet
GASB 34 ASSETS AND LIABILITIES
As of March 31, 2020

Assets

Property and Equipment	
Buildings and improvements	479,444.72
Vehicles	173,365.86
Equipment	142,665.72
Roadways	10,782,034.50
Sidewalks	173,300.00
Streetlights	31,684.18
Land	131,000.00
Less Accumulated Depreciation	<u>(8,680,844.96)</u>
Net Property and Equipment	<u>3,232,650.02</u>
Total Assets	<u>\$ 3,232,650.02</u>

Liabilities and Fund Balance

Long-Term Liabilities	
Accrued Vacation/Sick pay	32,588.85
Notes payable-current	<u>40,053.95</u>
Total Long-Term Liabilities	<u>72,642.80</u>
Fund Balance	
Other Equity	<u>3,160,007.22</u>
Total Fund Balance	<u>3,160,007.22</u>
Total Liabilities and Fund Balance	<u>\$ 3,232,650.02</u>

**City of Ferndale
Income Statement
Fund 10 - General Fund**

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY 2019/2020 Budget	Over/(Under) Budget
REVENUES				
Revenues - Taxes				
10014102 Property tax-secured	\$ 0.00	\$ 77,461.24	\$ 143,000.00	\$ (65,538.76)
10014104 Property tax-unsecured	0.00	5,870.97	5,500.00	370.97
10014106 Property tax-prior	0.00	25.03	2,000.00	(1,974.97)
10014107 Supplemental role	0.00	1,542.23	2,400.00	(857.77)
10014110 Sales and use tax	0.00	101,409.11	160,000.00	(58,590.89)
10014111 Trash franchise	0.00	4,589.05	5,000.00	(410.95)
10014112 PG&E franchise	0.00	0.00	7,200.00	(7,200.00)
10014114 Cable franchise	0.00	11,769.22	25,000.00	(13,230.78)
10014116 Business license tax	160.00	12,355.25	12,000.00	355.25
10014118 Real Property Transfer tax	0.00	2,148.86	6,000.00	(3,851.14)
10014120 Transient lodging tax	0.00	102,749.65	200,000.00	(97,250.35)
10014121 TOT Humboldt Lodging Authority	0.00	19,734.25	40,000.00	(20,265.75)
Total Revenue - Taxes	\$ 160.00	\$ 339,654.86	\$ 608,100.00	\$ (268,445.14)
Revenues - Licenses and Permits				
10024132 Construction permits	\$ 901.74	\$ 44,142.56	\$ 40,800.00	\$ 3,342.56
10024164 Health protection	0.00	3,325.00	3,850.00	(525.00)
10024166 Encroachment permits	35.00	385.00	225.00	160.00
10024278 Animal license fees	20.00	1,217.50	1,400.00	(182.50)
Total Revenue - Licenses and Permits	\$ 956.74	\$ 49,070.06	\$ 46,275.00	\$ 2,795.06
Revenues - Use of Money and Property				
10044182 Interest	\$ 0.00	\$ 8,971.29	\$ 16,650.00	\$ (7,678.71)
10044285 Bocce ball revenue	50.00	70.00	0.00	70.00
10044297 Town Hall Rent	0.00	2,515.00	3,000.00	(485.00)
10044297.1 Community Center rents	50.00	450.00	600.00	(150.00)
Total Revenue -Use of Money and Property	\$ 100.00	\$ 12,006.29	\$ 20,250.00	\$ (8,243.71)
Revenues - Fines				
10034283 Court fines	\$ 0.00	\$ 1,229.18	\$ 1,500.00	\$ (270.82)
Total Revenue - Fines	\$ 0.00	\$ 1,229.18	\$ 1,500.00	\$ (270.82)
Revenues - Intergovernmental				
10054204 Motor vehicle in-lieu tax	\$ 0.00	\$ 1,085.11	\$ 133,000.00	\$ (131,914.89)
10054222 Home owners prop. tax relief	0.00	869.96	1,200.00	(330.04)
10054286 Street sweeping	0.00	16,364.16	16,364.00	0.16
10054289 RMRA	1,880.51	14,837.18	22,532.00	(7,694.82)
10054300 Public safety 1/2 cent	0.00	1,210.82	4,500.00	(3,289.18)
10054310 COPs Program	0.00	131,242.62	145,000.00	(13,757.38)
Total Revenue - Intergovernmental	\$ 1,880.51	\$ 165,609.85	\$ 322,596.00	\$ (156,986.15)

**City of Ferndale
Income Statement
Fund 10 - General Fund**

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY 2019/2020 Budget	Over/(Under) Budget
Revenues - Fees for Service				
10084271 Parking fees	\$ 0.00	\$ 27.62	\$ 150.00	\$ (122.38)
10084280 Copy machine fees - City	0.00	25.00	0.00	25.00
10084287.2 Developer reimbursed fees	0.00	7,545.50	6,700.00	845.50
10084291 Special police services	0.00	1,905.00	300.00	1,605.00
10084298 Fair racing revenue	<u>28.77</u>	<u>1,841.88</u>	<u>2,400.00</u>	<u>(558.12)</u>
Total Revenue - Fees for Service	\$ <u>28.77</u>	\$ <u>11,345.00</u>	\$ <u>9,550.00</u>	\$ <u>1,795.00</u>
Revenues - Other Revenue				
10094284 Donations - Library	\$ 0.00	\$ 100.00	\$ 100.00	\$ 0.00
10094307 Miscellaneous	300.00	48,832.37	3,600.00	45,232.37
10094308 PARSAC Grants	0.00	10,354.74	9,000.00	1,354.74
10094311 Utilities - Little League park	<u>0.00</u>	<u>200.00</u>	<u>200.00</u>	<u>0.00</u>
Total Revenue - Other Revenue	\$ <u>300.00</u>	\$ <u>59,487.11</u>	\$ <u>12,900.00</u>	\$ <u>46,587.11</u>
TOTAL REVENUES	\$ <u>3,426.02</u>	\$ <u>638,402.35</u>	\$ <u>1,021,171.00</u>	\$ <u>(382,768.65)</u>

**City of Ferndale
Income Statement
Fund 10 - General Fund**

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY 2019/2020 Budget	Over/(Under) Budget
EXPENDITURES				
Expenditures - City Council				
10115012 Office expense	\$ 0.00	\$ 67.97	\$ 200.00	\$ (132.03)
10115013 Advertising	91.00	586.16	300.00	286.16
10115044 Meetings and dues	0.00	1,950.02	3,000.00	(1,049.98)
10115045 LAFCO fees	<u>0.00</u>	<u>626.62</u>	<u>640.00</u>	<u>(13.38)</u>
Total Expenditures - City Council	<u>\$ 91.00</u>	<u>\$ 3,230.77</u>	<u>\$ 4,140.00</u>	<u>\$ (909.23)</u>
Expenditures City Manager				
10105002 Salary - permanent	\$ 2,512.46	\$ 24,431.51	\$ 31,106.08	\$ (6,674.57)
10105006 SSI tax	191.63	1,983.58	2,490.49	(506.91)
10105007 Medical insurance	662.24	5,921.31	8,211.30	(2,289.99)
10105009 Workers comp. insurance	0.00	1,797.11	1,866.36	(69.25)
10105010 Deferred retirement	0.00	1,247.13	2,488.49	(1,241.36)
10105061 Liability Insurance	<u>0.00</u>	<u>1,475.95</u>	<u>1,493.09</u>	<u>(17.14)</u>
Total expenditures -City Manager	<u>\$ 3,366.33</u>	<u>\$ 36,856.59</u>	<u>\$ 47,655.81</u>	<u>\$ (10,799.22)</u>
Expenditures - City Clerk				
10125002 Salary - permanent	\$ 6,022.08	\$ 59,314.97	\$74,768.18	\$ (15,453.21)
10125006 SSI tax	475.79	5,232.91	6,217.04	(984.13)
10125007 Medical insurance	1,057.58	9,754.09	12,334.56	(2,580.47)
10125009 Workers comp. insurance	0.00	4,319.62	4,486.09	(166.47)
10125010 Deferred retirement	0.00	3,164.32	5,980.72	(2,816.40)
10125012 Office expense	605.12	4,584.22	3,900.00	684.22
10125022 IT support	300.00	800.45	500.00	300.45
10125044 Meetings and dues	135.00	1,060.58	1,100.00	(39.42)
10125061 Liability Insurance	<u>0.00</u>	<u>3,547.67</u>	<u>3,588.87</u>	<u>(41.20)</u>
Total Expenditures -City Clerk	<u>\$ 8,595.57</u>	<u>\$ 91,778.83</u>	<u>\$ 112,875.46</u>	<u>\$ (21,096.63)</u>

**City of Ferndale
Income Statement
Fund 10 - General Fund**

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY 2019/2020 Budget	Over/(Under) Budget
Expenditures - City Attorney				
10145052 Professional services	\$ 1,520.00	\$ 13,880.72	\$ 9,000.00	\$ 4,880.72
Total Expenditures - City Attorney	\$ 1,520.00	\$ 13,880.72	\$ 9,000.00	\$ 4,880.72
Expenditures - Government Buildings				
10155002 Salary - permanent	\$ 270.20	\$ 1,545.85	\$ 2,995.36	\$ (1,449.51)
10155006 SSI tax	33.64	192.46	372.93	(180.47)
10155009 Workers comp. insurance	0.00	173.05	179.72	(6.67)
10155012 Office expense	43.08	1,589.91	1,500.00	89.91
10155020 Building and ground maint.	126.28	7,619.72	6,000.00	1,619.72
10155030 Trash service	35.16	316.44	400.00	(83.56)
10155031 Gas	879.32	3,206.26	4,800.00	(1,593.74)
10155032 Utilities	214.94	1,347.27	2,500.00	(1,152.73)
10155033 Water	43.79	3,947.29	3,980.00	(32.71)
10155034 Telephone/internet	391.24	3,270.56	3,850.00	(579.44)
10155061 Liability Insurance	0.00	142.13	143.78	(1.65)
10155063 Building and Property Insurance	0.00	2,955.00	3,850.00	(895.00)
Total Expenditures - Government Buildings	\$ 2,037.65	\$ 26,305.94	\$ 30,571.79	\$ (4,265.85)
Expenditures - Non departmental				
10165015 Property tax admin. fees	\$ 0.00	\$ 0.00	\$ 3,600.00	\$ (3,600.00)
10165054 Audit and accounting	0.00	19,998.00	17,900.00	2,098.00
10165054.1 Accounting services	0.00	8,150.00	10,100.00	(1,950.00)
10165055 Contractual services	180.00	540.00	720.00	(180.00)
10165078 Copy machine expense	405.00	3,231.25	4,000.00	(768.75)
10165099 Miscellaneous	450.00	3,954.59	1,800.00	2,154.59
10165200 Car allowance	400.00	3,600.00	4,800.00	(1,200.00)
Total Expenditures - Nondepartmental	\$ 1,435.00	\$ 39,473.84	\$ 42,920.00	\$ (3,446.16)
Expenditures - Community Promotion				
10175020 Building and ground maint.	\$ 0.00	\$ 72.77	\$ 0.00	\$ 72.77
10175028 Public restroom	59.02	1,903.41	3,600.00	(1,696.59)
10175032 Utilities	25.78	9.23	310.00	(300.77)
10175033 Water	84.72	1,269.96	1,440.00	(170.04)
10175072 Chamber of commerce	0.00	28,161.87	37,549.00	(9,387.13)
10175072.1 Donation - Visitors & Conv.	1,500.00	1,500.00	1,500.00	0.00
10175072.2 Employee appreciation	0.00	100.00	150.00	(50.00)
10175072.3 TOT 2% HLA QTRLY	0.00	18,430.48	33,000.00	(14,569.52)
Total Expenditures - Community Promotion	\$ 1,669.52	\$ 51,447.72	\$ 77,549.00	\$ (26,101.28)

**City of Ferndale
Income Statement
Fund 10 - General Fund**

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY 2019/2020 Budget	Over/(Under) Budget
Expenditures - Police				
10215002 Salary - permanent	\$ 18,554.43	\$ 186,327.75	\$ 270,611.66	\$ (84,283.91)
10215004 Salary - reserve	2,488.80	13,432.84	1,986.00	11,446.84
10215005 Salary - overtime	634.75	4,253.25	7,000.00	(2,746.75)
10215006 SSI tax	1,896.67	18,472.18	21,946.93	(3,474.75)
10215007 Medical insurance	6,051.57	40,551.16	54,898.08	(14,346.92)
10215009 Workers comp. insurance	0.00	19,580.16	15,799.80	3,780.36
10215010 Deferred retirement	0.00	5,076.40	16,352.29	(11,275.89)
10215012 Office expense	597.11	1,669.22	6,150.00	(4,480.78)
10215014 Vehicle expense	73.34	11,859.51	8,000.00	3,859.51
10215016 Fuel	857.50	8,818.47	7,500.00	1,318.47
10215020 Building and ground maint.	730.94	6,398.61	11,100.00	(4,701.39)
10215022 IT support	0.00	2,568.45	9,190.00	(6,621.55)
10215024 Special department supply	131.29	1,848.43	5,000.00	(3,151.57)
10215026 Uniform expense	0.00	218.00	1,100.00	(882.00)
10215026.1 Uniform allowance	0.00	2,800.00	3,000.00	(200.00)
10215029 Water/sewer	46.82	1,280.25	1,400.00	(119.75)
10215032 Utilities	187.78	1,318.20	2,700.00	(1,381.80)
10215034 Telephone/internet	324.42	3,036.16	3,600.00	(563.84)
10215035 Dispatch service	1,950.00	17,550.00	23,400.00	(5,850.00)
10215044 Meetings and dues	100.00	272.09	1,520.00	(1,247.91)
10215048 Training	1,111.04	1,957.04	1,500.00	457.04
10215051 Physical exams	0.00	242.00	900.00	(658.00)
10215052 Professional services	70.00	553.00	600.00	(47.00)
10215061 Liability Insurance	0.00	12,840.23	12,639.83	200.40
10215063 Building and Property Insurance	0.00	830.00	1,100.00	(270.00)
10215078 Copy machine expense	106.46	1,006.84	1,300.00	(293.16)
10215088 Equipment repair other	87.50	321.95	200.00	121.95
10215098 Background expense	0.00	3,463.00	1,650.00	1,813.00
10215201 Lexipol services	0.00	2,355.00	2,300.00	55.00
Total Expenditures - Police	\$ 36,000.42	\$ 370,900.19	\$ 494,444.59	\$ (123,544.40)
Expenditures - Animal Control				
10225096 Animal control	\$ 450.00	\$ 4,050.00	\$ 5,400.00	\$ (1,350.00)
Total Expenditures - Animal Control	\$ 450.00	\$ 4,050.00	\$ 5,400.00	\$ (1,350.00)
Expenditures - Health				
10245052 Professional services	\$ 200.00	\$ 1,800.00	\$ 2,400.00	\$ (600.00)
Total Expenditures - Health	\$ 200.00	\$ 1,800.00	\$ 2,400.00	\$ (600.00)

**City of Ferndale
Income Statement
Fund 10 - General Fund**

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY 2019/2020 Budget	Over/(Under) Budget
Expenditures - Streets and Roads				
10315002 Salary - permanent	\$ 1,414.72	\$ 13,561.71	\$ 17,372.16	\$ (3,810.45)
10315005 Salary - overtime	106.08	491.62	0.00	491.62
10315006 SSI tax	112.90	1,196.56	1,463.37	(266.81)
10315007 Medical insurance	403.00	3,603.60	4,996.94	(1,393.34)
10315009 Workers comp. insurance	0.00	1,003.65	1,042.33	(38.68)
10315010 Deferred retirement	0.00	397.48	942.66	(545.18)
10315011 Bldg/property insurance	0.00	448.00	0.00	448.00
10315014 Vehicle expense	950.45	9,447.39	11,406.00	(1,958.61)
10315020 Building and ground maint.	32.63	3,864.79	2,000.00	1,864.79
10315021 Street maintenance	0.00	7,033.86	8,000.00	(966.14)
10315024 Special department supply	497.76	874.04	1,500.00	(625.96)
10315026.1 Uniform allowance	0.00	267.20	0.00	267.20
10315034 Telephone/internet	77.93	689.98	840.00	(150.02)
10315055 Contractual services	0.00	539.00	550.00	(11.00)
10315061 Liability Insurance	0.00	824.29	833.86	(9.57)
10315088 Equipment repair other	0.00	751.88	1,000.00	(248.12)
Total Expenditures - Streets and Roads	\$ 3,595.47	\$ 44,995.05	\$ 51,947.32	\$ (6,952.27)
Expenditures - Planning				
10415052 Professional services	\$ 0.00	\$ 18,557.22	\$ 23,400.00	\$ (4,842.78)
10415053 Reimbursable Fees	0.00	10,572.00	10,000.00	572.00
10415055 Contractual services	0.00	12,012.50	14,500.00	(2,487.50)
10415059 Special Planning Projects	0.00	4,522.00	0.00	4,522.00
Total Expenditures - Planning	\$ 0.00	\$ 45,663.72	\$ 47,900.00	\$ (2,236.28)
Expenditures - City engineer				
10425052 Professional services	\$ 0.00	\$ 26,570.85	\$ 18,000.00	\$ 8,570.85
Total Expenditures - City engineer	\$ 0.00	\$ 26,570.85	\$ 18,000.00	\$ 8,570.85
Expenditures - Building Regulation				
10435024 Special department supply	\$ 0.00	\$ 1,401.28	\$ 0.00	\$ 1,401.28
10435052 Professional services	715.36	29,222.84	32,400.00	(3,177.16)
Total Expenditures - Building Regulation	\$ 715.36	\$ 30,624.12	\$ 32,400.00	\$ (1,775.88)

**City of Ferndale
Income Statement
Fund 10 - General Fund**

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY 2019/2020 Budget	Over/(Under) Budget
Expenditures - Library				
10615002 Salary - permanent	\$ 1,161.02	\$ 7,487.53	\$ 5,000.00	\$ 2,487.53
10615006 SSI tax	51.15	510.45	622.50	(112.05)
10615009 Workers comp. insurance	0.00	288.87	300.00	(11.13)
10615012 Office expense	131.41	318.73	250.00	68.73
10615020 Building and ground maint.	0.00	85.55	250.00	(164.45)
10615024 Special department supply	0.00	1,624.21	2,500.00	(875.79)
10615031 Gas	323.73	1,904.70	3,360.00	(1,455.30)
10615032 Utilities	148.43	1,177.27	2,100.00	(922.73)
10615033 Water	35.11	315.90	310.00	5.90
10615034 Telephone/internet	138.71	1,226.15	1,500.00	(273.85)
10615061 Liability Insurance	0.00	237.24	240.00	(2.76)
10615063 Building and Property Insurance	0.00	1,191.00	1,400.00	(209.00)
10615078 Copy machine expense	0.00	0.00	50.00	(50.00)
	<u>1,989.56</u>	<u>16,367.60</u>	<u>17,882.50</u>	<u>(1,514.90)</u>
Total Expenditures - Library	\$ 1,989.56	\$ 16,367.60	\$ 17,882.50	\$ (1,514.90)
Expenditures - Parks				
10625002 Salary - permanent	\$ 228.24	\$ 4,078.13	\$ 6,215.82	\$ (2,137.69)
10625006 SSI tax	17.44	412.43	662.04	(249.61)
10625007 Medical insurance	60.36	539.79	748.52	(208.73)
10625009 Workers comp. insurance	0.00	359.11	372.95	(13.84)
10625010 Deferred retirement	0.00	77.54	169.67	(92.13)
10625020 Building and ground maint.	1,184.07	3,835.26	5,500.00	(1,664.74)
10625024 Special department supply	0.00	96.81	300.00	(203.19)
10625032 Utilities	31.57	277.99	750.00	(472.01)
10625033 Water	136.75	1,214.84	1,200.00	14.84
10625061 Liability Insurance	0.00	294.93	298.37	(3.44)
10625065 Russ Park expenditures	0.00	0.00	800.00	(800.00)
	<u>1,658.43</u>	<u>11,186.83</u>	<u>17,017.37</u>	<u>(5,830.54)</u>
Total Expenditures - Parks	\$ 1,658.43	\$ 11,186.83	\$ 17,017.37	\$ (5,830.54)
Expenditures -Community Center				
10635020 Building and ground maint.	\$ 0.00	\$ 3,462.65	\$ 0.00	\$ 3,462.65
10635063 Building and Property Insurance	0.00	2,316.00	3,300.00	(984.00)
	<u>0.00</u>	<u>5,778.65</u>	<u>3,300.00</u>	<u>2,478.65</u>
Total Expenditures -Community center	\$ 0.00	\$ 5,778.65	\$ 3,300.00	\$ 2,478.65
TOTAL EXPENDITURES	\$ 63,324.31	\$ 820,911.42	\$ 1,015,403.84	\$ (194,492.42)
REVENUES OVER (UNDER) EXPENDITURES	\$ (59,898.29)	\$ (182,509.07)	\$ 5,767.16	\$ (188,276.23)

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

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY2019/2020 Budget	Over/(Under) Budget
Revenues				
22314210.1 Gas tax (2105)	\$ 681.90	\$ 5,667.19	\$ 7,614.00	\$ (1,946.81)
22314210.2 Gas tax (2106)	879.74	7,502.11	10,062.00	(2,559.89)
22314210.3 Gas tax (2107)	928.60	6,977.84	9,945.00	(2,967.16)
22314210.4 Gas tax (2107.5)	0.00	1,000.00	1,000.00	0.00
22314210.5 Gas Tax (2103)	990.26	9,800.30	11,808.00	(2,007.70)
22314210.6 Loan repay & road maint	<u>0.00</u>	<u>0.00</u>	<u>1,546.00</u>	<u>(1,546.00)</u>
Total Revenue	<u>3,480.50</u>	<u>30,947.44</u>	<u>41,975.00</u>	<u>(11,027.56)</u>
EXPENDITURES				
22315002 Salary - permanent	1,690.79	16,103.54	19,527.55	(3,424.01)
22315005 Salary - overtime	111.40	523.13	0.00	523.13
22315006 SSI tax	137.91	1,389.13	1,668.64	(279.51)
22315007 Medical insurance	441.23	3,945.17	5,533.30	(1,588.13)
22315009 Workers comp. insurance	0.00	1,128.18	1,203.32	(75.14)
22315010 Deferred retirement	0.00	649.08	1,092.72	(443.64)
22315057 Street signs	0.00	2,521.67	0.00	2,521.67
22315058 Street lighting	1,088.72	9,412.88	15,240.00	(5,827.12)
22315061 Liability Insurance	<u>0.00</u>	<u>926.56</u>	<u>962.67</u>	<u>(36.11)</u>
TOTAL EXPENDITURES	<u>3,470.05</u>	<u>36,599.34</u>	<u>45,228.20</u>	<u>(8,628.86)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ 10.45</u>	<u>\$ (5,651.90)</u>	<u>\$ (3,253.20)</u>	<u>\$ (2,398.70)</u>

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

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY2019/2020 Budget	Over/(Under) Budget
Revenues				
23314211 RSTP Revenue	\$ 0.00	\$ 10,720.00	\$ 9,500.00	\$ 1,220.00
Total Revenue	<u>0.00</u>	<u>10,720.00</u>	<u>9,500.00</u>	<u>1,220.00</u>
EXPENDITURES				
23315002 Salary - permanent	458.81	4,367.14	5,501.42	(1,134.28)
23315006 SSI tax	35.22	361.99	454.46	(92.47)
23315007 Medical insurance	111.12	993.73	1,413.87	(420.14)
23315009 Workers comp. insurance	0.00	317.84	330.08	(12.24)
23315010 Deferred retirement	0.00	177.96	373.04	(195.08)
23315061 Liability Insurance	0.00	261.04	264.07	(3.03)
TOTAL EXPENDITURES	<u>605.15</u>	<u>6,479.70</u>	<u>8,336.94</u>	<u>(1,857.24)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (605.15)</u>	<u>\$ 4,240.30</u>	<u>\$ 1,163.06</u>	<u>\$ 3,077.24</u>

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

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY2019/2020 Budget	Over/(Under) Budget
Revenues				
24314231 Transportation devel. act	\$ 0.00	\$ 30,000.00	\$ 62,380.00	\$ (32,380.00)
Total Revenue	<u>0.00</u>	<u>30,000.00</u>	<u>62,380.00</u>	<u>(32,380.00)</u>
EXPENDITURES				
24315002 Salary - permanent	1,490.01	14,484.42	19,776.30	(5,291.88)
24315005 Salary - overtime	63.66	314.38	0.00	314.38
24315006 SSI tax	119.32	1,263.71	1,610.26	(346.55)
24315007 Medical insurance	406.40	3,634.40	5,120.18	(1,485.78)
24315009 Workers comp. insurance	0.00	1,142.55	1,154.90	(12.35)
24315010 Deferred retirement	0.00	442.36	1,313.80	(871.44)
24315014 Vehicle expense	0.00	241.51	250.00	(8.49)
24315016 Fuel	566.28	5,679.40	5,600.00	79.40
24315020 Building and ground maint.	0.00	2,400.55	300.00	2,100.55
24315021 Street maintenance	0.00	441.45	1,000.00	(558.55)
24315024 Special department supply	0.00	549.93	1,000.00	(450.07)
24315032 Utilities	345.83	1,802.51	3,300.00	(1,497.49)
24315033 Water	42.65	372.18	385.00	(12.82)
24315034 Telephone/internet	77.93	689.96	840.00	(150.04)
24315061 Liability Insurance	0.00	938.36	923.92	14.44
24315088 Equipment repair other	0.00	399.60	550.00	(150.40)
TOTAL EXPENDITURES	<u>3,112.08</u>	<u>34,797.27</u>	<u>43,124.36</u>	<u>(8,327.09)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (3,112.08)</u>	<u>\$ (4,797.27)</u>	<u>\$ 19,255.64</u>	<u>\$ (24,052.91)</u>

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

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY2019/2020 Budget	Over/(Under) Budget
Revenues				
26314230 Drainage fund	\$ 0.00	\$ 4,986.00	\$ 4,500.00	\$ 486.00
26314240 Drainage district fees	<u>0.00</u>	<u>11,460.49</u>	<u>19,000.00</u>	<u>(7,539.51)</u>
Total Revenue	<u>0.00</u>	<u>16,446.49</u>	<u>23,500.00</u>	<u>(7,053.51)</u>
EXPENDITURES				
26315002 Salary - permanent	1,357.03	13,000.69	16,719.33	(3,718.64)
26315005 Salary - overtime	90.18	424.40	0.00	424.40
26315006 SSI tax	110.84	1,138.07	1,403.34	(265.27)
26315007 Medical insurance	373.17	3,336.93	4,662.91	(1,325.98)
26315009 Workers comp. insurance	0.00	965.93	1,003.16	(37.23)
26315010 Deferred retirement	0.00	418.41	957.49	(539.08)
26315019 Creek maintenance	0.00	1,504.32	500.00	1,004.32
26315023 Drain project	0.00	0.00	200.00	(200.00)
26315024 Special department supply	0.00	697.45	500.00	197.45
26315061 Liability Insurance	0.00	793.31	802.53	(9.22)
26315194 Interest expense	<u>1,129.58</u>	<u>10,166.22</u>	<u>13,555.00</u>	<u>(3,388.78)</u>
TOTAL EXPENDITURES	<u>3,060.80</u>	<u>32,445.73</u>	<u>40,303.76</u>	<u>(7,858.03)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (3,060.80)</u>	<u>\$ (15,999.24)</u>	<u>\$ (16,803.76)</u>	<u>\$ 804.52</u>

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

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY2019/2020 Budget	Over/(Under) Budget
Revenues				
25314288 Tipping fee (int. waste mgt.)	\$ 0.00	\$ 933.28	\$ 3,200.00	\$ (2,266.72)
25314600 Recycling grant	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>(5,000.00)</u>
Total Revenue	<u>0.00</u>	<u>933.28</u>	<u>8,200.00</u>	<u>(7,266.72)</u>
EXPENDITURES				
25315002 Salary - permanent	380.68	3,701.75	4,713.04	(1,011.29)
25315006 SSI tax	29.04	292.20	377.35	(85.15)
25315007 Medical insurance	100.35	897.25	1,244.14	(346.89)
25315009 Workers comp. insurance	0.00	272.29	282.78	(10.49)
25315010 Deferred retirement	0.00	188.96	377.04	(188.08)
25315061 Liability Insurance	0.00	223.63	226.23	(2.60)
25315600 Recycling grant expenditures	<u>10.76</u>	<u>115.08</u>	<u>236.00</u>	<u>(120.92)</u>
TOTAL EXPENDITURES	<u>520.83</u>	<u>5,691.16</u>	<u>7,456.58</u>	<u>(1,765.42)</u>
 REVENUES OVER (UNDER) EXPENDITURES	 <u>\$ (520.83)</u>	 <u>\$ (4,757.88)</u>	 <u>\$ 743.42</u>	 <u>\$ (5,501.30)</u>

City of Ferndale
INCOME STATEMENT
FUND 30 - SEWER FUND

	1 Month Ended March 31, 2020 Actual	9 Months Ended March 31, 2020 Actual	FY2019/2020 Budget	Over/(Under) Budget
Revenues				
30514274 Sewer service charge	\$ 0.00	\$ 405,381.94	\$ 700,000.00	\$ (294,618.06)
30514275 Sewer connection fees	0.00	15,940.43	15,000.00	940.43
30514303 Septic discharge	6,339.00	53,424.00	88,800.00	(35,376.00)
30514325 State Water Board Grant	18,000.00	52,010.24	300,000.00	(247,989.76)
Total Revenue	<u>24,339.00</u>	<u>526,756.61</u>	<u>1,103,800.00</u>	<u>(577,043.39)</u>
EXPENSES				
30515002 Salary - permanent	16,610.30	163,415.36	212,501.65	(49,086.29)
30515005 Salary - overtime	854.82	8,476.90	9,877.40	(1,400.50)
30515006 SSI tax	1,468.13	14,956.32	18,466.87	(3,510.55)
30515007 Medical insurance	3,819.80	32,823.10	45,926.08	(13,102.98)
30515009 Workers comp. insurance	0.00	12,847.61	13,342.74	(495.13)
30515010 Deferred retirement	0.00	8,032.27	16,232.86	(8,200.59)
30515012 Office expense	0.00	394.95	1,725.00	(1,330.05)
30515014 Vehicle expense	0.00	966.64	300.00	666.64
30515016 Fuel	194.15	2,382.50	2,000.00	382.50
30515024 Special department supply	52.89	978.22	2,500.00	(1,521.78)
30515030 Trash service	276.61	4,836.87	5,000.00	(163.13)
30515032 Utilities	5,043.14	53,759.34	74,000.00	(20,240.66)
30515033 Water	69.78	1,696.43	1,800.00	(103.57)
30515034 Telephone/internet	505.37	4,597.67	5,800.00	(1,202.33)
30515044 Meetings and dues	0.00	612.00	900.00	(288.00)
30515048 Training	700.00	961.53	850.00	111.53
30515050 IT Support	0.00	2,159.34	250.00	1,909.34
30515055 Contractual services	0.00	3,420.00	6,700.00	(3,280.00)
30515061 Liability Insurance	0.00	10,580.66	10,674.19	(93.53)
30515063 Building and Property Insurance	0.00	1,675.00	2,950.00	(1,275.00)
30515092 Permits	0.00	13,873.73	10,750.00	3,123.73
30515095 Capital outlay	0.00	0.00	10,000.00	(10,000.00)
30515121 Sewer plant maintenance	1,648.02	46,694.61	68,000.00	(21,305.39)
30515122 Sewer line maintenance	0.00	28,344.41	15,000.00	13,344.41
30515130 Ultra Violet Lights	0.00	38,552.50	45,000.00	(6,447.50)
30515157 Testing and monitoring	2,961.50	8,821.50	33,000.00	(24,178.50)
30515160 Postage & Shipping	0.00	307.53	2,000.00	(1,692.47)
30515170 State Water Planning Grant Expenses	0.00	52,006.57	300,000.00	(247,993.43)
30515190 USDA loan	0.00	193,958.74	194,000.00	(41.26)
TOTAL EXPENSES	<u>34,204.51</u>	<u>712,132.30</u>	<u>1,109,546.79</u>	<u>(397,414.49)</u>
NET INCOME (LOSS)	<u>\$ (9,865.51)</u>	<u>\$ (185,375.69)</u>	<u>\$ (5,746.79)</u>	<u>\$ (179,628.90)</u>

City of Ferndale
Cash Balances

As of March 31, 2020

Cash Balances

Current Assets	
General Fund	\$ 408,021.04
Restricted Cash	15,150.00
Gas Tax	21,452.20
RSTF	75,591.22
TDA	266,828.78
IWM	52,254.10
Drainage	10,335.72
Sewer	<u>400,836.41</u>
Total	\$ <u>1,250,469.47</u>
Checking	\$ 603,814.49
LAIF	646,504.98
Petty cash	<u>150.00</u>
Total	\$ <u>1,250,469.47</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:	April 15, 2020		Agenda Item Number	13.a		
Agenda Item Title:	2nd Reading of Draft Ordinance 2020-02 Amending Building Inspector/Construction Code Ordinance 2011-01 Section 6.01.					
Presented By:	Jay Parrish, City Manager					
Type of Item:	<input checked="" type="checkbox"/>	Action	<input type="checkbox"/>	Discussion	<input type="checkbox"/>	Information
Action Required:	<input type="checkbox"/>	No Action	<input checked="" type="checkbox"/>	Voice Vote	<input type="checkbox"/>	Roll Call Vote

RECOMMENDATION:

Consider approval of 2nd Reading of Draft Ordinance 2020-02 Amending Building Inspector/Construction Code Ordinance 2011-01 Section 6.01.1 adopting the required 2019 Title 24 Building Codes Standards and Regulations of the California State Building Standards Commission.; waive reading of the text and consent to read by title only.

DISCUSSION:

The State of California Building Standards Commission updates Building Codes every three (3) years based on the model uniform codes published by the International Code Council. The new California Code of Regulations, Title 24, was published in July, 2019. The 2019 California Building Standards Codes adopted by the Building Standards Commission went into effect 180 days after the July publication by the state. The codes must be enforced by each City and County as of January 1, 2020.

Each jurisdiction in California adopts these codes as written, or may establish more restrictive building standards that may be necessary to address different climatic, geological, or topographical conditions. In the past, the City of Ferndale has adopted these codes as adopted by the State Building Standards Commission based on the model uniform codes published by the International Code Council.

At the March 18, 2020 Council approved the 1st Reading of Ordinance 2020-02. If 2nd reading is approved, this ordinance will be enacted on May 15, 2020.

FISCAL IMPACT:

\$1300.00 Purchase of new code books required.

ATTACHMENTS:

- A. Draft Ordinance No. 2020-02
- B. Ordinance 2011-01 redlined with changes

ORDINANCE NO 2020-02**AN ORDINANCE OF THE CITY OF FERNDALE, STATE OF CALIFORNIA,
AMENDING ORDINANCE 2011-01 SECTION 6.01.1 ADOPTING THE REQUIRED
2019 TITLE 24 BUILDING CODE STANDARDS AND REGULATIONS OF THE
CALIFORNIA STATE BUILDING STANDARDS COMMISSION**

The City Council of the City of Ferndale, does ordain the following:

WHEREAS, the California Building Standards Commission is responsible for administering California's building codes, including adopting, approving, publishing, and implementing codes and standards; and

WHEREAS, the California Building Standards Code is published every three years and amends the California Code of Regulations, Title 24; and

WHEREAS, these codes based substantially on codes by the International Code Council, are commonly referred to as the California Building Code and include, but are not limited to, building, electrical, mechanical, plumbing, fire and energy codes; and

WHEREAS, in January 2020, the State of California Building Standards Commission adopted many of these codes with amendments and published them as California codes; and

WHEREAS, the new California Code of Regulations, Title 24, was published in July 2019; and

WHEREAS, the codes adopted by the Building Standards Commission go into effect 180 days after publication by the State and must be enforced by each City and County as of January 1, 2020.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council of the City of Ferndale does hereby ordain as follows:

ARTICLE 1: ADOPTION AND PURPOSE

§1.01 Adoption: There is hereby adopted an Amendment to Building Inspector/Construction Code Ordinance 2011-01 for the City of Ferndale, State of California

§1.02 Purpose: This Ordinance is intended to adopt the required 2019 Title 24 California Code of Regulations by the California State Building Standards Commission.

ARTICLE 2: STATUTORY AUTHORITY

§2.01 California Government Code §§37103 and 53060

ARTICLE 3: BUILDING INSPECTOR/CONSTRUCTION CODE AMENDMENTS

§ 3.01 Section 6.01.1 of Building Inspector/Construction Code Ordinance be amended to read as follows:

- 6.01.1 The following codes are required to be adopted by the City of Ferndale:
- a. **California Administrative Code** – 2019 California Administrative Code (Part 1 of Title 24)
 - b. **California Building Code** – 2019 California Building Code (Part 2 of Title 24), Based on the 2018 International Building Code (IBC)
 - c. **California Residential Code** – 2019 California Residential Code (Part 2.5 of Title 24). Based on the 2018 International Residential Code (IRC).
 - d. **California Electrical Code** – 2019 California Electrical Code (Part 3 of Title 24). Based on the 2017 National Electrical Code (NEC)
 - e. **California Mechanical Code** – 2019 California Mechanical Code (Part 4 of Title 24). Based on the 2018 Uniform Mechanical Code (UMC)
 - f. **California Plumbing Code** – 2019 California Plumbing Code (Part 5 of Title 24). Based on the 2018 Uniform Plumbing Code (UPC)
 - g. **California Energy Code** – 2019 California Energy Code (Part 6 of Title 24).
 - h. **California Fire Code** – 2019 California Fire Code (Part 9 of Title 24). Based on the 2018 International Fire Code (IFC)
 - i. **California Existing Building Code** – 2019 California Existing Building Code (Part 10 of Title 24), including 2019 California Historical Building Code, Title 24, Part 8 and 2019 California Referenced Standards Code, Title 24, Part 12. Based on the 2018 International Existing Building Code (IEBC)
 - j. **California Green Building Standards Code** – “CAL Green” – 2019 California Green Building Standards Code (Part 11 of Title 24).
 - k. **1997 Uniform Building Code** – 1997 Uniform Housing Code. Published by the International Conference of Building Officials as referenced by the California Department of Housing and Community Development and pursuant to the provisions of Section 17958, 17958.5, 17958.9 and 17959 of the California Health and Safety Code.

ARTICLE 4: ENACTMENT

§4.01 Severability Clause: If any section, sub-section, paragraph, sentence, or word of this ordinance shall be held to be invalid, either on its face or as applied, the invalidity of such provision shall not affect the other sections, sub-sections, paragraphs, sentences and words of this Ordinance, and the applications thereof; and to that end the sections, sub-sections, paragraphs, sentences and words of this Ordinance shall be deemed to be severable.

§4.02 Effective Date: This Ordinance shall become effective 30 days after the date of enactment.

ARTICLE 5: ENACTING DATE AND SIGNATURES

Passed, approved and adopted by the City Council of the City of Ferndale at a regular meeting on this __ day of _____, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Michael Sweeney, Mayor

Kristene Hall, City Clerk

First Reading	March 18, 2020
Second Reading	
Enacted	

ORDINANCE NO. 2011-01

AN ORDINANCE OF THE CITY OF FERNDALE CREATING THE OFFICE OF BUILDING INSPECTOR; ADOPTING CONSTRUCTION CODES AND STANDARDS; PROVIDING PENALTIES FOR VIOLATION; ESTABLISHING FEES FOR PERMITS AND INSPECTIONS AND REPEALING ORDINANCES 226, 255, 257, 99-03 AND 05-03

The City Council of the City of Ferndale does Ordain as Follows:

ARTICLE 1: SHORT TITLE, PURPOSE AND SCOPE

- §1.01: This ordinance shall be known and cited as the “Building Inspector - Construction Code Ordinance”.
- §1.02: The purpose of the Building Inspector – Construction Code Ordinance is to create the office of Building Inspector of the City of Ferndale and to Adopt Construction Codes and Standards for the City of Ferndale.
- §1.03: The provisions adopted in this ordinance shall not be exclusive but shall be cumulative and complementary to any other provisions of Ferndale City ordinances and County, State and Federal laws. Nothing in this ordinance shall be read, interpreted or construed so as to limit any existing right, power or authority of the Mayor or the City Council to enter into any supplemental agreement with the Building Inspector delineating additional terms and conditions of employment not inconsistent with any provision of this chapter.
- §1.04: Nothing in this ordinance shall be construed as prohibiting the City from contracting with qualified persons, firms or agencies for building plan review and/or inspection services.
- §1.05: Upon the effective date of this Ordinance, Ordinances 226, 255, 257, 99-03 and 05-03 are hereby repealed.

ARTICLE 2: STATUTORY AUTHORITY / ENFORCEMENT AUTHORITY

- §2.01: California Government Code §§37103 and 53060

ARTICLE 3: ENFORCEMENT AND PENALTIES

- §3.01: Any person, firm, or corporation, whether as principal, agent, employee, or otherwise violating or causing the violation of any part of this ordinance shall be guilty of a misdemeanor and upon conviction shall be punishable by a fine of not more than Five Hundred Dollars (\$500.00) or by imprisonment for a term not exceeding six (6) months, or both. Such person, firm, or corporation shall be deemed guilty of a separate offense for each and every day during any portion of which any violation of this ordinance, or any part of this ordinance, is committed, continued or permitted by such person, firm, or corporation, and shall be punishable as herein provided.

ARTICLE 4: DEFINED AND OFFICE CREATED

- §4.01: For the purposes of this Ordinance, the terms Building Official and Building Inspector are interchangeable.
- §4.02 Office Created. The office of Building Inspector of the City is created and established.
- §4.03: Appointment. The City Building Inspector shall be appointed by the City Manager, or in his/her absence, the City Council solely on the basis of his / her ability and qualifications and shall hold office at the pleasure of the City Manager or in his/her absence, the City Council.
- §4.04 Compensation / Expenses: The City Building Inspector shall receive such compensation as the City Council shall from time to time determine, unless the Building Inspector serves under an employment contract and then the compensation shall be according to the terms of the employment contract. Compensation may be based on a salary or hourly basis; and based on full time or part time basis.

ARTICLE 5: POWERS AND DUTIES

- §5.01: General: It shall be the duty of the Building Inspector to administer and enforce the provisions of this ordinance and all ordinances of the City and statutes of the State of California for regulating and providing minimum standards for the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, location, design, quality of materials, operation, installation, replacement and maintenance of all buildings, and/or structures; heating, ventilation, cooling, refrigeration systems; electrical systems; plumbing and drainage systems; signs and solar systems in the City of Ferndale.
- §5.02: Additional Duties: It shall be the duty of the Building Inspector to perform such other duties and exercise such other powers as may be delegated to him/her from time to time by ordinance, resolution, or action of the City Council.
- §5.03 Right of Entry: When necessary to make an inspection to enforce any of the provisions of this code and the technical codes, or when the building official has reasonable cause to believe that there exists in any building or upon a premises a condition which is contrary to or in violation of this code which makes the building or premises unsafe, dangerous or hazardous, the building official may enter the building or premises at all reasonable times to inspect or to perform the duties imposed by this code, provided that if such building or premises be occupied, that credentials be presented to the occupant and entry requested. If such building or premises be unoccupied, the building official shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises and request entry. Should entry be refused, the building official shall have recourse to the remedies provided by law to secure entry.

ARTICLE 6: ADOPTION OF CONSTRUCTION CODES

§6.01 The City of Ferndale incorporates by reference and adopts as its Building Standards and Regulations applicable to all occupancies in the City of Ferndale each and all of the terms, conditions, regulations, penalties, and provisions of the following codes as from time to time adopted, amended, added, and deleted by regulation of the California State Building Standards Commission:

- 6.01.1 The following codes are required to be adopted by the City of Ferndale: *(This entire Section amended by Ordinance ~~2017-03 on August 18, 2017~~ 2020-02 on May 15, 2020).*
- a. **California Administrative Code** – ~~2016-2019~~ California Administrative Code (Part 1 of Title 24) ~~Based on the 2015 International Building Code (IBC)~~
 - b. **California Building Code** – ~~2016-2019~~ California Building Code (Part 2 of Title 24), ~~including Chapter 1 Division II (administration), and Appendices A (qualifications), C (agriculture), F (rodent proofing), G (flood resistant), H (signs), I (patio covers), and J (grading).~~ Based on the ~~2015-2018~~ International Building Code (IBC)
 - c. **California Residential Code** – ~~2016-2019~~ California Residential Code (Part 2.5 of Title 24), ~~including Chapter 1 Division II (administration), and Appendices E (Manufactured Housing used as dwellings), G (swimming pools, spas, and hot tubs), J (existing building and structures), K (sound transmission), N (venting methods), O (gray water recycling systems), P (sizing of water piping systems).~~ Based on the ~~2015-2018~~ International Residential Code (IRC)
 - d. **California Electrical Code** – ~~2016-2019~~ California Electrical Code (Part 3 of Title 24). Based on the ~~2014-2017~~ National Electrical Code (NEC)
 - e. **California Mechanical Code** – ~~2016-2019~~ California Mechanical Code (Part 4 of Title 24) ~~including Chapter 1 Division II (administration).~~ Based on the ~~2015-2018~~ Uniform Mechanical Code (UMC)
 - f. **California Plumbing Code** – ~~2016-2019~~ California Plumbing Code (Part 5 of Title 24) ~~including Chapter 1, Division II (administration).~~ Based on the ~~2015-2018~~ Uniform Plumbing Code (UPC)
 - g. **California Energy Code** – ~~2016-2019~~ California Energy Code (Part 6 of Title 24) ~~including Chapter 1 Division II (administration).~~
 - ~~h. **California Historical Building Code** – 2016 California Historical Building Code (Part 8 of Title 24) including Chapter 1 Division II (administration)~~
 - i.h. **California Fire Code** – ~~2016-2019~~ California Fire Code (Part 9 of Title 24) ~~including Chapter 1 Division II (administration).~~ Based on the ~~2015-2018~~ International Fire Code (IFC)
 - j.i. **California Existing Building Code** – ~~2016-2019~~ California Existing Building Code (Part 10 of Title 24), ~~including 2019 California Historical Building Code, Title 24, Part 8 and 2019 California Referenced Standards Code, Title 24, Part 12.~~ Based on the ~~2015-2018~~ International Existing Building Code (IEBC)

- ~~k.j.~~ **California Green Building Standards Code** – “CAL Green” – ~~2016-2019~~
California Green Building Standards Code (Part 11 of Title 24), ~~(Tier 1)~~
~~including Chapter 1 Division II (administration)~~
- ~~l.~~ **California Referenced Standards Code** – ~~2016 California Referenced~~
~~Standards Code (Part 12 of Title 24)~~
- ~~m.k.~~ **1997 Uniform Building Code** – 1997 Uniform Housing Code. Published
by the International Conference of Building Officials as referenced by
the California Department of Housing and Community Development and
pursuant to the provisions of Section 17958, 17958.5, 17958.9 and
17959 of the California Health and Safety Code.

- §6.02 The above-mentioned codes and amendments shall become effective and operative within the City of Ferndale 180 days after the date of the first publication of the State Building Standards Code by the State Building Standards Commission in the California Code of Regulations, the California Regulatory Notice Register or California Regulatory Code Supplement.
- §6.03 The above-mentioned codes and amendments shall be and are adopted as the Construction Code of the City of Ferndale for regulating and providing minimum standards for the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, location, design, quality of materials, operation, installation, replacement and maintenance of all buildings, and/or structures; heating, ventilation, cooling, refrigeration systems; electrical systems; plumbing and drainage systems; signs, and solar systems in the City of Ferndale, except as modified by the zoning Ordinance of the City of Ferndale and providing for the issuance of permits and the collection of fees.
- §6.04 Nothing contained herein shall be construed as prohibiting or limiting the authority of the City of Ferndale from adopting or establishing more restrictive building standards than provided in the above-mentioned codes or amendments after making the findings required by Government Code §17958.7
- §6.05 The City Inspector shall maintain one (1) copy of all building codes and standards as required by the State of California, California Building Code, Title 24.

ARTICLE 7: FEES FOR PERMITS AND INSPECTIONS

- §7.01 Any person required to obtain a permit shall at the time of filing an application shall pay to the City Clerk a deposit for plan review in the amount as set forth in the California Administrative Code referred to in §6.01.1(a) above.
- §7.02 Where work is commenced prior to obtaining a permit, a double fee shall be charged.
- §7.03 For the purpose of determining valuation of any work to be performed, the City may use the Valuation Data Table taken from the publication Building Standards, published by the International Conference of Building Officials once every two months during the year. The City will implement an updated edition of the Valuation Data Table

commencing on July 1 of each year using the most recently published edition of the Valuation Data Table.

ARTICLE 8: PERSON MAY DO OWN WORK

§8.01 Nothing in this ordinance shall be construed as prohibiting any person from doing his own work or employing any person to work on a building or structure to which the provisions of this ordinance apply unless otherwise prohibited by law.

ARTICLE 9: SEVERABILITY

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction, such a decision shall not affect the validity of the remaining portions of this ordinance.

ARTICLE 10: EFFECTIVE DATE:

This ordinance becomes effective thirty (30) days after the date of its enactment.

ARTICLE 11: POSTING REQUIREMENT

The City Clerk shall cause publication of this ordinance within 15 days after passage in a newspaper of general circulation published and circulated in the city, and posted in at least three public places in the city.

ARTICLE 12: ENACTING DATE AND SIGNATURES

Passed, approved and adopted by the City Council of the City of Ferndale at a regular meeting on February 3, 2011, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jeffrey Farley, Mayor

ATTEST:

Nancy Kaytis-Slocum, City Clerk

First Reading: January 6, 2011
Second Reading: February 3, 2011
Enacted: March 5, 2011

Amended: July 19, 2017

Meeting Date:	April 15, 2020	Agenda Item Number	13. b
Agenda Item Title	SB1 Grant Funding FY 2020-21 Project List		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input checked="" type="checkbox"/> Roll Call Vote

PROJECT DESCRIPTION: SB1 Grant Funding FY 2020-21 Project List Update

STAFF RECOMMENDATION: Receive update, accept public comment, and adopt Resolution 2020-07.

DISCUSSION:

The Local Streets and Roads Program (LSRP) was created by Senate Bill (SB) 1- the Road Repair and Accountability Act of 2017. SB 1 dedicated approximately \$1.5 billion per year in new formula revenues apportioned by the State Controller to cities and counties for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

To be eligible for Local Streets and Roads Program funding from the State Controller's Office each year, cities and counties must adopt a proposed project list at a regular meeting of their board or council and then submit the list of proposed projects to the California Transportation Commission. Once proposed project lists are reviewed and deemed to be complete, the Commission adopts and sends to the Controller a list of cities and counties eligible to receive funding that fiscal year. After the Controller receives the list of eligible cities and counties, the apportionment process begins for that fiscal year, and funds are disbursed monthly by formula.

In FY 2019-20, the City of Ferndale was estimated to be apportioned \$25,258 and has so far received \$14,837.18. The anticipated apportionment for FY 2020-21 is \$25,894. To date, the City of Ferndale has chosen to bank funds but has identified several potential projects. This year, the 4th and Shaw Street improvements will be added to the project list and project work is scheduled to start in July. Additional projects that have been carried over from prior years will remain eligible for funding should the City move forward with construction. Four total projects are listed in the attached resolution, along with a brief project description, location, anticipated project schedule, and useful life. This resolution will be submitted to the California Transportation Commission after Council adoption.

ATTACHMENTS:

Resolution 2020-07

RESOLUTION 2020-07**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE
ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2020-21 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Ferndale must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Ferndale will receive an estimated \$25,894 in RMRA funding in Fiscal Year 2020-21 from SB 1; and

WHEREAS, this is the fourth year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate four roads and accompanying drainage infrastructure throughout the City; and

WHEREAS, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in an "at-risk" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into an overall improved condition, improve overall safety of the road system, and reduce effects to private property; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive

co-benefits on some of Ferndale's most impacted streets and will ensure future development does not have a significant adverse effect on the City's infrastructure.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Ferndale, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of proposed projects will be funded in-part or solely with fiscal year 2020-21 Road Maintenance and Rehabilitation Account revenues:

4th and Shaw Street Improvements

Description: Obtain preliminary designs and associated cost estimates for improved drainage system to prevent localized flooding.

Location: 4th Street and Shaw Street

Estimated Useful Life: 100 years

Anticipated Project Schedule: Start July 2020, End September 2020

3. The following previously proposed and adopted projects may utilize fiscal year 2020-21 Road Maintenance and Rehabilitation Account revenues in their delivery. With the relisting of these projects in the adopted fiscal year resolution, the City/County is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

Arlington Improvement Project (Carryover from FY 19/20)

Project Description: Construction of new drainage around Fairgrounds outletting to Salt Creek.

Location: Arlington Avenue, Arlington Street, 5th Street, Van Ness Street, Port Kenyon Road.

Estimated Useful Life: 100 years

Anticipated Project Schedule: Start July 2020, End July 2021

Washington Street Improvements (Carryover from FY 18/19)

Project Description: Remove 325 feet of severely cracked pavement.

Location: Washington Street

Estimated Useful Life: 100 years

Anticipated Project Schedule: Start July 2020, End July 2021

Shaw Avenue Improvements (Carryover from FY 18/19)

Project Description: Replace 200 feet of severely cracked pavement.

Location: Shaw Avenue

Estimated Useful Life: 100 years

Anticipated Project Schedule: Start July 2020, End July 2021

PASSED AND ADOPTED by the City Council of the City of Ferndale, State of California this 15TH day of April, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:

Kristene Hall, City Clerk

Michael Sweeney, Mayor

Meeting Date:	April 15, 2020	Agenda Item Number	13.c
Agenda Item Title	Discuss & Possible Action on Moving Forward with the 218 Process to Raise Sewer Rates		
Presented By:	City Manager and Paul Gregson of Lost Coast Engineering.		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Authorize City staff to move forward on the 218 process to raise sewer rates.

BACKGROUND:

The City has had a number of public meetings regarding our wastewater facility and a study that Paul Gregson has spearheaded as part of a grant that we received at the end of 2018. This study had a number of focused areas such as our energy usage, composting of the sludge, our collection system and ways to more efficiently use our lagoon without detrimentally affecting our wastewater process. As part of that grant a sewer rate study was required and that has identified a justification through the 218 process to raise our rates at an appropriate amount.

FISCAL IMPACT:

Rates would go from \$66.02 to \$73.02



CITY OF FERNDALE RATE STUDY

APRIL 2020

PREPARED BY LOST COAST ENGINEERING

FUNDED BY CALIFORNIA PROPOSITION 1 FUNDING

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Table 4	Historical Revenues
Table 5	City of Ferndale EDU structure
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Figure 1	Location Map
Figure 2	Map Key to Recommended Improvements

APPENDICES

Appendix A	Fiscal Sustainability Plan
Appendix B	Description of EDU Calculation Method Using Water Meters
Insert	DVD with Report, Text, Figures and Tables

1.0 Executive Summary

Proposition 218 which was passed by California voters in 1996 requires property tax increases to be approved by the property owners. As part of that requirement for sewer and water rates, an engineer must prepare a report describing the requirements for the rate increase. This report has been prepared to meet that requirement. This report recommends a sewer rate as well as modifications to the sewer billing structure.

The report includes the following recommendations:

- Increase the current monthly rate from \$66.02 (\$792.24 per year) to \$73.02 per month (\$876.24 per year)
- Allow for inflation by allowing for a maximum 2.5-percent rate increase per year. The percentage increase is to be determined each year by the City Council based on the previous year's revenue surplus or shortfalls.
- Prepare a resolution for a proposition 218 vote on the rate increase and hold a vote
- The City needs to set aside \$50,000 a year for capital reserves to fund major and minor improvements to the sewer treatment and collection system because there is a limited amount of grant funding available. Capital reserves are accounted for in the recommended rate
- Apply the revenues from septage to the sewer budget to reduce sewer fees
- Set aside \$59,807 per year to fund anticipated long-term improvements as described in the Fiscal Sustainability Plan. This fund is to be used to pay for major equipment maintenance and replacement at the wastewater treatment facility over the coming 20 years.
- Keep track of the funds set aside for long term improvements, and capital reserves as required by Proposition 218
- The capital reserves are to be used to repair and maintain the sewer system as well as repair or replace infrastructure damaged by sewer overflows or construction.
- Replace the current method of estimating equivalent dwelling units using water meter records with the Table Method. This will make it easier for City staff to explain the rates to customers
- Revenues will fluctuate from year to year and surplus revenues are to be placed in capital reserves. Budget deficiencies are to be funded from capital reserves. Surplus Capital Reserves are to be rolled over to the following year(s) and saved for future improvements.

2.0 Introduction

The City of Ferndale (City) is located in Humboldt County California in the Eel River Valley (Figure 1) and surrounded by dairy farms. It is one of the smaller Cities in California with a population of roughly 1,400 people residing within a one square mile area. The City collects and treats its wastewater at a treatment facility located near the Salt River. The wastewater is treated to a high degree to meet a low mixing requirement of the discharge permit when discharging to the Salt River.

This study used the American Water Works Association Principles of Water Rates, Fees and Charges, the American Water Works Association Developing Rates for Small Systems, the City's previous five years accounting records, and the recently completed Fiscal Sustainability Plan in its preparation. The Rate Study, and Fiscal Sustainability Plan are in some ways closely related, and at times there is some ambiguity as to where items should be placed. For example, one fourth of the ultraviolet lights are replaced and could be listed under either budget¹. The results of the Fiscal Sustainability Plan have been added to the rate.

A rate is an estimate of the revenue required to cover the costs of providing a service. The revenue is then divided proportionally amongst those users benefiting from the service and collected as a fee. The estimate should allow for inflation as purchases and wages almost always increase over time. For large communities there is usually a large revenue stream due to many users sharing the service and this usually results in lower rates due to an economy of scale.

The City of Ferndale serves a small population of roughly 1400 residents, is partially rural with grazing lands scattered within the City and is required to maintain a treatment facility capable of treating the wastewater to a high quality. This is because the Salt River is the nearest disposal waterway to discharge the treated sewage, and it has relatively low flows which results in low dilution of the treated wastewater. Most wastewater facilities discharge their treated waste to higher flowing waterways and their waste is heavily diluted by the receiving waters.

¹ The UV light replacement costs are listed in the Rate Study.

The result of having a small population base and a high-quality wastewater effluent requirement is that Ferndale residents historically payed higher wastewater fees. Having a smaller population, with a relatively low population density, results in a community that is socially less stressed, has a low crime rate, and in residents having a strong sense of community. Unfortunately, there are consequences to living in a small community such as having to pay higher sewage fees.

3.0 Ferndale Rate History

The City of Ferndale last passed a rate increase in either 2004 and called for a rate increase of \$100 per year for the subsequent three years. The rate was set at \$66.02 per month per equivalent dwelling unit (EDU). The sewer rates have not been reviewed or increased since then.

The City does not send out monthly invoices, instead the City attaches the sewer rate to the property tax and collects the sewer fees on a yearly basis.

The City uses a simplified billing structure for sewer. The current billing method uses meter records to determine commercial EDUs and the resulting number is then multiplied by \$792.20 to establish the users yearly sewer rate.

The City serves parcels that are located on County land outside the City limits. The City's service area is shown in Figure 2.

4.0 Rate Determination

A sewer rate is an estimate of the amount of money required to cover the expenses of operating and maintaining the sewer treatment and collection system. First, an estimate of expenses is derived and then revenue sources determined. Next revenues other than from rates are reviewed, summarized, and subtracted from the required revenue to determine the revenue to be derived from sewer rates.

Finally, the number of equivalent dwelling units (EDUs)² is calculated and divided into the final sewer rate to determine the rate per EDU.

² Equivalent dwelling units (EDU) are the estimated amount of sewage a single-family residence generates per day. This number is then used to determine the rate for properties that generate a large amount of sewage. See Appendix B for a description of the methodology.

4.1 Basis of Expenses

The City's wastewater expenses for the past five years³ were reviewed and tabularized to determine past expenses and are shown in Table 1. The report assumes that the large increases in operational expenses will stabilize at \$58,600 since there was a large expense for ultraviolet (UV) lamp and parts replacement in 2018-2019⁴. Additional expenses were added to account for long term maintenance as called for in the Fiscal Sustainability Plan, and a capital reserve fund has been added.

Past expenses were reviewed and either averaged to estimate future needs, modified due to unusual expenses for one year, or accounted for in new categories such as long-term improvements. Table 2 shows the estimated expenses per category⁵.

4.2 Estimated Future Expenses

Table 2 shows the expenses used in determining the sewer rate as well as the sewer rate calculation. Expenses have increased at an average of 3.5-percent per year over the past five years. This is higher than the 2.5-percent annual increase recommended in this report. However, three of the past years show expenses rising at a rate of less than 2.5-percent, and unexpected cost, such as major work on the UV system have skewed the data. Those costs have been accounted for in the rate study and distributed over several years to minimize their sudden impact.

Historical expenses were analyzed, modified as needed, and used as a basis to set the rate and entered in Column C on Table 2.

2.21 Description of Categories shown in Tables 1 & 2

Payroll Costs

³ From June 2013 to June 2019

⁴ The City replaced all the UV bulbs that year and this report distributes the total UV bulb replacement cost to one bank a year (roughly \$11,000/year). The Operational Expenses were averaged for the years 2013 to 2018 and \$11,000 for UV bulb replacement added to estimate the future expenses.

⁵ The categories used in the report are the same categories used by the City's bookkeeper. In some cases, the categories have merged to simplify the table.

These include costs associated with payroll and include wages, deferred retirement, workers compensation insurance, and medical coverage.

Utilities

These are utility cost for the wastewater treatment plant and water, trash, telephone and internet and electrical service

Operational Expenses

These costs include the general operational expenses at the wastewater treatment facility and include general supplies, vehicles costs, training, computer support, safety equipment, chemical, UV lights, postage, and laboratory testing.

Maintenance

Included here are contractual services such as engineering, sewer line maintenance, street repair to patch the streets due to sewer maintenance, and general sewer plant maintenance. Table 2 has added Long Term Maintenance to cover costs described in the Fiscal Sustainability Plan.

Insurance

This includes liability, building, and car insurance.

Fees, Permits, and Fines

These include paying for the wastewater treatment plant operating permit to the Regional Water Quality Control Board, fines due to sewage accidents, and professional dues.

Debt

This is to pay off the USDA loan used to fund the construction of the wastewater treatment plant.

Capital Reserves

This fund is to be used by the City to pay for emergency repairs, needed improvements, and possible revenue shortfalls.

Outside Revenue

This includes revenue other than from monthly service fees such as connection fee and septage acceptance fees.

4.3 Inflation

Cost of labor, utilities, and materials rise regularly and need to be accounted for in the rate. Table 2, Estimated Future Expenses and Rate Determination, accounts for different inflationary rates. The different inflationary rates are used in projecting future costs. Table 2 shows which inflationary rate was used for each category.

The inflationary rates used in Table 2 are as follows:

Salaries – A rate of 5% was used for project increases in payroll costs. The City usually gives its employees a regular 5% merit increase to reflect their added value to the City.

Medical – A rate of 4.4% was used based on the average increase of medical insurance rates from 2010 to 2017.

Cost of Living – A rate of 1.8% was used based on the average inflation rate from 2010 to 2019.

Electricity – A rate of 3.33% was used based on analysis by the Sacramento Municipal Utilities District's analysis of PG&E rate increases.⁶

Gasoline – a rate of 1.32% was used based on average fuel price increases from 2010 to 2018.

Construction Costs – The RS Means construction cost index was used to estimate future construction costs. See the Fiscal Sustainability Plan for a description of this item and its application.

The City should have the ability to adjust the sewer rate up to 2.5% per year to account for inflationary costs⁷.

⁶ <https://www.smud.org/en/Rate-Information/Compare-rates>

⁷ An analysis of Table 2's increases over five years indicates that the inflation rate will approach 2.6% in the final years; however, percentage increases are exponential, and inflation is normally linear. Therefore Table 2 likely slightly overestimates the inflation rate as it uses percentages over the years.

4.4 Capital Reserves

The report recommends that a capital reserve fund be created and that \$50,000 per year be set added to the reserves. These funds are to pay for collection system improvement and cost emergency repairs, as well as for unexpected repairs at the treatment facility. The goal is to collect up to \$1,000,000 over twenty years. The City is not expected to have \$1,000,000 in savings in twenty years; the money is to be spent on needed improvements.

Although the Fiscal Sustainability Plan calls for all major sewer work to be paid for by grants, there are limits on the amount of grant funding available, and it will be difficult to justify and obtain grant funds to repair some of the sewers. There is a maximum for \$6,000,000 available in grant funding for construction project, and the City may not be awarded the full \$6,000,000 for improvements, and it may be many years before the City can obtain additional funding to replace the remaining sewers. Additionally, the collection system is critically short of manholes and long sweep cleanouts and some of the capital reserves should be used to install access point to the sewer system⁸.

Capital reserves are to be used for system improvements, large capital cost emergency repairs, to cover revenue shortfalls, or other costs related to the wastewater system. Proposition 218 prohibits fees collected for a specific function from being used for other purposes; therefore, the capital reserve funds must be used exclusively on the sewer system. It is permissible for the fund to be used to repair or restore infrastructure damage cause by replacing of repairing sewers such as repaving a road that has been trenched for sewers repairs or improvements. The funds cannot be used to install new sewers for new developments; however, if a sewer main needs replacement it may pay for upsizing the sewer to accommodate future development⁹. In short developers must pay for the infrastructure required to accommodate their development, and sewer fees are to be used to install new infrastructure that alleviates an existing problem, to maintain the sewer system, or to replace failing equipment or sewer mains that are not related to new development.

⁸ The City has several sections of sewer that are missing manholes. This makes it very difficult and at times expensive for City staff to investigate and repair sewer blockages.

⁹ The increased cost of adding sewer capacity can be recorded and new developments that connect to the system required to pay all or a portion of the additional sewer capacity costs.

4.5 Debt

The City's sewer system's debt is to pay off a low interest loan used to build the new wastewater treatment facility. The loan was issued in 2013 for a duration of forty-years (2053). The City pays the United States Department of Agriculture \$194,300 a year to repay the debt, and each EDU contributes roughly \$18.03 per month.

4.6 Fiscal Sustainability Plan

The State of California requires grant recipients to prepare a fiscal sustainability plan. This is a plan that estimates the cost to replace major facility components that are likely to fail or require replacement in the upcoming 20 years (2040). The Fiscal Sustainability Plan reviewed the components of the wastewater treatment plant, estimated their life expectancies, and replacement costs. The plan determined that the City should collect \$5.55 per month per EDU to cover anticipated expenses over the next twenty years. This portion of the rate is found in Table 5 under Long Term Maintenance, and totals \$59,807 per year.

The Fiscal Sustainability Plan should be updated regularly, and the recommendation is that this be done every five years. If updated in 2025, this will estimate maintenance costs to the year 2045 when treatment facility will be 33 years old. There may be significant replacement costs required by then that could require an increase in the Fiscal Sustainability Plan rate.

4.7 Revenue Sources

Table 4 shows the sewer system's revenue sources from the past five years. Due to changes in accounting methods there are some differences between items over the years. Until recently the treatment plant debt was not counted as revenue, and Table 4 has modified the table for clarification.

4.71 Sewer Rates

The primary source of revenue for the sewer system is from sewer rates that are collected yearly as part of the customer's property tax bill.

4.72 Donations

Donations have been made to the City in the past by residents or organizations to assist with special projects. This report does not consider donations when estimating the rate because they are sporadic and sought only when there is a special need.

4.73 Connection Fees

A \$5,000 connection¹⁰ fee is charged to a new residence connecting to the sewer system to help pay for the additional capacity reserved for them at the treatment facility, as well as to pay for a portion of the collection system that serves them. The City has averaged a little over one connection per year over the past five years, and the rate study assumes there will be one connection per year to the sewer system in the future. If more than one residence connects to the system, the additional funds are to be placed in capital reserves to assist with system improvements¹¹.

4.74 Septage Fees

Septage is the solids collected from septic tanks that cannot be processed by septic systems and must be transported to a facility for treatment. The City has been accepting septage and charging fees to treat it for the past several years. The yearly revenue from septage has varied between \$57,000 and \$95,000 per year (Table 4). The rate study assumes that the septage revenues will average \$60,000 per year over the next five years. The lower estimate is being used because septage revenues may drop as more communities realize that accepting septage can be an additional source of revenue¹².

The rate study assumes that revenue from septage will reduce the monthly sewer rate from \$78.59 to \$73.02, a savings of \$66.84 per year per single-family residence (EDU).

¹⁰ Connection Fees are sometimes referred to as Capacity Charges

¹¹ The City should consider increasing its connection (capacity) fee. At the very least inflation should be added to the connection fee on a yearly basis. At 2.5% this would be an increase of \$125 per year, every year thereafter.

¹² The most recent set of plans showing improvements to the City of Arcata's wastewater treatment facility indicate that they are installing a septage receiving station.

Should septage revenue exceed \$60,000 the City is to place the excess revenue into capital reserves.

4.8 Cost Distribution

4.81 Equivalent Dwelling Units

The sewer rate must account for the volume of sewage generate by a property and proportion it accordingly. To determine the rate equivalent dwelling units (EDUs) are usually used. An EDU is the estimated amount of wastewater a single-family household generates over a time period, usually in one day.

There are two primary methods to calculate an EDU; the first is to use water meter records, and the second is to use a table. Both methods have their advantages and disadvantages. The water meter method the water used is also the volume of sewage produced, but ignores the concentration of the waste, and the table method is based on the facility's size and the concentration of organics sent for treatment, but does not directly estimate the volume of sewage generate.

This report recommends that the City use the table method because the City of Ferndale does not provide water service to its residents. Water service is provided by the Del Oro Water Company, a privately owned water provider. Therefore, the City does not have easy access to monthly water records, nor does it have a monthly billing system in place. Appendix B describes the water meter method to estimate EDUs.

The table method to estimated EDUs is shown in Table 5 which was created by the Rural Community Assistance Corporation and modified slightly for the City of Ferndale's use.

Table 5 estimates the volume of sewage generated by non-residential as well as considering the concentration of the organics in the waste. For example, a small restaurant will use roughly the same amount of water as a single-family household; however, there will be more food waste (in the sewage. Because this sewage has a larger organic load it will require additional treatment, which will incur additional treatment costs, and therefore they are charged a minimum of two EDUs. The table makes allowance for the size of the business which will impact the amount of sewage produced based on square footage.

A spreadsheet included on the DVD as a part of this report contains the assessor's Parcel number, street address, a brief description of the property, the number of EDUs assigned to the property based on EDUs taken from Table 5 for the properties served by the City. A comparison of EDUs between the proposed new method and the previous method resulted in similar numbers. The old system calculated 875 EDUs and the new system determined that there are 898 EDUs.

The report recommends that the City use Table 5 to track the number of EDUs in the collection system when determining EDUs. When there is a change of business on a property, the City should look up the business type in the table and update the number of EDUs for that parcel.

4.82 Accessory Dwelling Units and Junior Dwelling Units

The State of California has made it easier to for homeowners to add housing to their residential properties by reducing setback requirements and eliminating sewer and water connection fees. This has resulted in homeowners adding small units to the existing property (accessory dwelling units) or converting portion of their home or garage into living quarters (junior dwelling units). By State law the City cannot charge its \$5,000 connection fee to the homeowner making the improvement; however, it can charge a monthly fee to cover the costs of treating the additional sewage. This report recommends that the City charge each residence that installs an accessory dwelling (ADU) unit or a junior dwelling unit (JDU) an additional 0.5 EDUs to cover the cost of treating the additional sewage. Currently (February 2020) there are a total of six ADUs and JDUs in the City, and the number is expected to grow.

4.83 Public Services and Property Taxes

The California State Board of Equalization has determined that Public Schools, as well as public libraries and museums that are free to the public are exempt from paying property taxes. In July 2006 the California Supreme Court ruled that metered rates were property related, therefore a property tax, and subject to Proposition 218¹³. This means that public schools, museums and libraries are not required to pay for sewer and water; however, these facilities require sewer

¹³ *Bighorn-Desert View Water Agency v. Verjil*, July 2006

and water service, are not usually interested in treating their own sewage, and enter into agreements with the service providers to obtain service.

The Ferndale museum charges a two-dollar admission fee, is not a free public service and must therefore pay a sewer fee. The Ferndale Library, elementary and high schools are exempt from paying a sewer fee. The library and schools have been paying a fee for sewer service, and because this would have been agreed rates set in the past, the rate study has not modified their EDUs, but used their past EDUs in determining their rate.

4.9 Sewer Rate

Based upon the above the City needs to increase its monthly sewer rate from \$66.02 (792.24 per year) to \$73.02 (\$876.24 per year) to cover its operating expenses, and to prepare for future maintenance.

4.10 Annual Sewer Rate Review

Every year, before the City sends its sewer assessment to the County Assessor in August, it should review its EDU table and verify it is up to date. At the June or July City Council meeting, the previous year's sewer expenses should be totaled and divided by the number of EDUs in the system. The new rate should then be compared to the previous rate and the percentage increase (or possible decrease) to account for inflationary costs, determined and sent to the City Council as the recommended percentage sewer rate modification for the year. The City Council should then review the recommendation and determine if it should enact the new rate¹⁴.

5.0 Propositions 218

In 1996, California voters enacted Proposition 218 which requires property tax increases to be voted on by the electorate. In 2006, the California Supreme Court ruled in *Bighorn-Desert View Water Agency v. Verjil*, that water and sewer rates were a property tax and subject to Proposition 218 requirements.

¹⁴ This process assumes that the City's rate increase will be passed by voters.

Therefore, water and sewer rate increases required voter approval. The procedure to meet Proposition 218 requirements is as follows:

1. Assessment (recommended rate increase) must be present in a report prepared and stamped by an Engineer (this report).
2. The City will set the amount of the increase and a public hearing date for assessment. Agency will also create guidelines for assessment vote.
3. The City must provide written 45 days' notice of public hearing, and mail ballots, to recorded owner of each property affected by the assessment.
 - a. Notice must include at least the following information:
 - i. Proposed total assessment for entire district.
 - ii. Proposed assessment for owner's parcel.
 - iii. Assessment duration (How long will rate increase be imposed)
 - iv. Reason for assessment. (Briefly describes improvements or services provided by assessment)
 - v. Basis of the increase. This should state "the basis upon which the amount of the proposed assessment was calculated."
 - vi. Public hearing date, time, location.
 - vii. Procedures Summary. This includes "a summary of the procedures applicable to the completion, return, and tabulation of the ballots."
 - viii. Protest Statement. This statement discloses that a "majority protest" will result in the assessment not being imposed.
 - ix. Ballot.
4. The City is to prepare envelopes and ballots for the assessment vote. The ballot is to include the AP number, amount of the assessment, Owner name and address, voting instructions, direction on how to obtain the engineer's report, and the date and time of a Public Hearing.
5. Recommend that City Hall be designated as the ballot drop-off location. Votes may be mailed or dropped off in person.
6. Ballots shall remain sealed until tabulation commences at the close of the public testimony portion of the Public Hearing. This means that a ballot may be changed, withdrawn or submitted prior to the conclusion of the public testimony.
 - a. Ballots will no longer be accepted once public testimony has closed during the Public Hearing.

7. Tabulate the votes – recommend they be tabulated at City Hall in public. Votes must be tabulated at the conclusion of the Public Hearing by “an impartial person designated by the City”
 - a. Votes are weighed by the amount of the assessment. For example: a vote from a property owner assessed at \$100 will have 20 times the weight of a vote from a property owner assessed at \$5. So, the property assessed at \$100 will have twenty votes.
 - b. The outcome is based on the votes submitted and weighted accordingly.
 - c. If there are more “no” votes than “yes” votes the proposed assessment fails.
 - d. If there are more “yes” votes than “no” votes it passes and then must go before the City Council for a vote to enact.

The City is currently (April 2020) preparing for a Proposition 218 vote based on this rate study.

APPENDIX A

**FISCAL SUSTAINABILITY
PLAN**

FISCAL SUSTAINABILITY PLAN

FOR THE
CITY OF FERNDALE
WASTEWATER TREATMENT PLANT AND
COLLECTION SYSTEM

PREPARED BY:
LOST COAST ENGINEERING
February 2020

Paid for by the State of California Water Board
With Proposition 1 Funding



1 INTRODUCTION

The Environmental Protection Agency recently enacted a requirement that utilities receiving grants or loans prepare Fiscal Sustainability Plans (FSP), which are a summary of the utility's assets, an analysis of their life expectancy, and their replacement costs, so as to verify that funding will be available to maintain their facilities. Usually FSPs exclude general maintenance items; however, the City of Ferndale is a small community, with a small budget and limited resources, so this report includes many minor maintenance items.

FSPs list the equipment and infrastructure of the facility. They are living documents that are expected to be reviewed and modified as required, and the recommendation is that this be done every five years. The FSP estimates which items may fail or need replacement within the following twenty years so that the City can set funds aside to replace them as they fail.

The fiscal sustainability plan has been kept as simple as possible to allow the City of Ferndale to make its own updates and revisions. The City does not have the financial resources available to hire outside consultants to perform this task. The final section of the FSP has instruction on how to update the plan in five years (2025).

This report includes a DVD on the back page that includes the following:

- PDF files of this report
- Word file of this report
- Excel spreadsheet containing the tables used in this report.

1.1 City of Ferndale FSP

The City of Ferndale's wastewater treatment plant (WWTP) services 571 residential and 89 commercial customers (2018). The sewer treatment plant is designed to treat up to 0.95 million gallons per day (MGD). During rain events when the flow exceeds the design capacity of 1.0 MGD, up to and occasionally above 5.0 MGD is sent to a holding storage pond for a later treatment. This allows the facility to manage flows of up to 6.0 MGD.

This Fiscal Sustainability Plan has been prepared for the City of Ferndale's wastewater system and has been funded by a State of California Proposition 1 grant. The document is intended to assist the City with the long-term management of assets associated with its wastewater treatment facility and collection system.

1.2 Fiscal Sustainability Plan Summary

For the City of Ferndale to fund the replacement of parts that are expected to fail or that require replacement at the wastewater treatment facility, the FSP recommends that a \$5.55 monthly charge per sewer equivalent dwelling unit (EDU) be added to the current sewer rate (see Appendix A). This charge is based on the 898 equivalent dwelling units recommended in the rate study. With the FSP rate included, the City's sewer rate is anticipated to approach \$75 per month.

The cost of replacing the failing sewers were not included in the FSP rate, as it would result in a monthly sewer charge approaching \$150 per month. Discussions with City staff indicate that this rate would likely fail a Proposition 218 vote.

The major financial items anticipated to require replacement or maintenance in the next twenty years are:

- Belt Filter Press components: motors, pumps, belts, sensors and polymer feed equipment (estimated 2 years life remaining)
- Three 400 GPM influent pumps (estimated 17 years life remaining)
- Three 2,080 GPM pond pumps (estimated 17 years life remaining)
- Three 700 GPM effluent pumps (estimated 17 years life remaining)
- Three 400 GPM spray/process pumps (estimated 17 years life remaining)
- 20,500 feet of Verified Clay Pipe (VCP) (overdue for replacement)

The FSP should be updated at the time the City reviews its wastewater rates. This report recommends this be done every five years.

Life expectancies are estimates, and the failure rate of equipment will vary based on use, location, and manufacturer. City staff should review and update failure rates and life expectancies when the FSP is reviewed in five years.

The cost to replace the sewer includes the repaving of street.

1.3 Construction Costs

To allow for inflation when estimating future material and installation costs, the previous five years of the RS Means¹ Historical Cost Index³ was averaged and used to *convert* past costs to present costs (2020)⁴. The construction costs of the wastewater treatment plant were obtained and, using the RS Mean construction costs index, projected to current (2020) costs.

Replacement costs were estimated by doubling equipment costs to include shipping and installation and assume there will be no engineering, surveying, or environmental requirement⁵. The cost of

³ <https://www.rsmeansonline.com/references/unit/refpdf/hci.pdf>

RS Means tracks construction inflationary cost increases on a national scale.

⁴ Appendix C shows the methodology for using the construction cost index.

⁵ In 2019, steel tariffs were imposed by the Federal Government which increased the cost of many items. This report assumes that

replacing the sewer pipes was determined using experience from past construction projects and include environmental, surveying, and engineering costs⁶. For construction occurring in Ferndale's Historical District, sewer replacement costs were tripled for the following reasons:

- To allow for accelerated construction that will minimize the adverse impact on commercial businesses.
- To meet Caltrans' requirements and standards. Main Street is also Highway 211 and therefore under the jurisdiction of Caltrans.
- CCTV of those sewers show that there are more sewer laterals (17) on the sewer mains in the historical district between Brown Street and Ocean Avenue than buildings (12), with few residential/commercial cleanouts to assist in determining which laterals are active or inactive. It will be costly and time consuming to determine which laterals are active.
- Extra sewer laterals might be currently used to drain the crawlspace of buildings, and drainage may need to be addressed to prevent flooding⁷.

The report assumes that asbestos cement pipe will be removed, which will require disposal, to make room for the new sewer pipe; therefore, the cost of replacement for asbestos cement pipe was doubled.

2 ASSET INVENTORY, CONDITION & PERFORMANCE

The WWTP was constructed in 2011. The plant is currently in good operating condition, and no major upgrades are required at this time (2020).

The collection system has been surveyed by visually inspecting manholes, reviewing existing close-circuit television records⁸ of the sewers, and performing field inflow and infiltration (I&I) investigations. The investigations determined that all the City's vitrified clay pipes need replacement to reduce the severe Infiltration & Inflow (I&I) in the collection system.

The EPA's *Asset Management Workbook Tool* was used in the development of this FSP. The following tables, which are generated by the Asset Management Workbook, are included as appendices:

- Appendix A – Asset Inventory
- Appendix B – Asset Rating Description
- Appendix C – Sample Cost Index Calculations (not part of the Asset Management Workbook)

the tariffs will be lifted and that costs will return to pre-tariff levels. If this does not occur, the FSP costs should be revised.

⁶ The City of Ferndale boundary is outside the Coastal Zone; however, the treatment facility and some sewer pipes are located within the Coastal Zone. Costs should be adjusted accordingly.

⁷ Because there are no manholes on Main Street, past smoke testing has been unable to direct enough smoke into the sewer to determine if laterals drain the crawlspaces.

⁸ Additional CCTV of the sewers may be done in late 2019 or early 2020.

2.1 INVENTORY OF ASSETS

An inventory of assets to be replaced or that will require significant maintenance expenditures are shown in Table 1 shown on the next page. The wastewater system's assets that are anticipated to fail were determined by reviewing construction plans, field investigations, and consultation with City staff. The table estimates the condition, probability of failure, and consequence of failure for each asset. Ratings and remaining useful life for each asset were selected based on physical inspection, consultation with equipment manufacturers, reviewing operation & maintenance manuals, discussions with City staff, and experience with similar assets. Ratings were entered in Table 1 to determine each asset's criticality. Criticality is the product of the probability of failure times the consequences of failure to create an estimate of the item's importance.

Table 1. Asset Criticality

Asset Description	Condition	Probability of Failure	Consequence of Failure	Criticality
Sewer Collection System				
VCP pipes 6 in	4	2	3	6
VCP pipes 8 in	4	2	3	6
VCP pipes 10 in	4	2	3	6
VCP pipes 12 in	4	2	3	6
ACP 6 in	3	2	3	6
VCP 6 in. (Historical District)	4	2	3	6
VCP 8 in. (Historical District)	4	2	3	6
Manhole Maintenance - Grout Seals to Reduce I&I	n/a	n/a	n/a	4
Existing Assets - Storage Pond				
Pressure transducer	2	3	2	0
Existing Assets - Master Lift Station				
Headworks pumps	2	3	4	12
Pond pumps	2	3	4	12
Pressure transducer	2	3	2	6
Existing Assets - Headworks				
10" Inflow meter	2	3	2	6
Influent sampler	2	2	2	4
Existing Assets - Primary Treatment (Aeromod)				
DO Probe	2	3	2	6
10" Flex couplings	2	2	4	8
Existing Assets - Filter Building				
Effluent sampler	2	2	2	4
Belt filter press replacement components (motors, pumps, belts, sensors, polymer feed equipment)	2	2	4	8
Turbidity meter	2	2	2	4
Existing Assets - UV disinfection System				
Sample pump	2	3	4	12
PH meter	2	2	3	6
PH sensor	2	2	3	6
Existing Assets - Blower room				
6" flex couplings	2	3	4	12
Existing Assets - Chlorination Area				
Effluent pumps	2	3	4	12
Spray/process pumps	2	3	4	12
Effluent to creek flow meter	2	3	3	9
Effluent to spray system flow meter	2	3	3	9
Electrode level sensor	2	2	3	6
Pressure transducer	2	2	3	6
Existing Assets - General				
SCADA system	3	4	4	16
2012 Ford 3-yard dump truck F-350	3	3	2	6
2015 Ford pickup truck F-250	2	2	2	4
Pipe Jetter	3	2	2	4
Tractor	3	2	4	8

Appendix B describes the numbering used in the Criticality table.

2.2 LEVEL OF SERVICE

The WWTP must always function, therefore a back-up generator is included for energy redundancy. The system control and data acquisition system (SCADA) provides remote control and continuous monitoring of the treatment facility which eliminates the need for staff to be present twenty-four hours a day, seven days a week. There are components that cannot be hand operated and can only be controlled by the SCADA system, and this lack of redundancy may be a critical problem.

3 EVALUATION OF WATER AND ENERGY CONSERVATION EFFORTS

Water and energy conservation measures considered include the following:

- Replacement of the 20,500 feet⁹ of vitrified clay pipe (VCP) to reduce severe I&I, thus reducing the amount of energy required to pump, treat, and disinfect the additional water. The VCP has exceeded its life expectancy.
- Keeping the ultraviolet disinfection system operating efficiently to reduce energy usage.
- Replace the three (3) existing influent pumps, three (3) pond pumps, two (2) effluent pumps at the end of their useful life (2031). The pumps are currently operating efficiently; however, towards the end of their lifespan the pumps will likely to operating at lower efficiencies.
- Replace two (2) spray/process pumps at the end of their useful life (2031). The pumps are currently operating efficiently; however, towards the end of their lifespan the pumps will be likely to operate at lower efficiencies.
- Having the State re-evaluate and reduce the ultraviolet light (UV) disinfection system dosing requirements which will reduce electrical costs¹⁰.

4 ASSET MANAGEMENT & FISCAL PLANNING

a. **PLAN FOR REPLACEMENT, REHABILITATION, AND IMPROVEMENT OF PROJECT ASSETS**

Table 2 summarizes the assets scheduled for replacement, rehabilitation, or improvement over a 20-year planning period, and is extracted from the table found in Appendix A. The purpose of this table is to establish a budget to cover future anticipated expenses. Costs were estimated based on original equipment costs, adjusted for inflation, and replacement costs.

⁹ This is the amount of vitrified clay pipe located in the field. There are sewer mains that have no manholes, and the composition of those sewer mains could not be determined. There may be additional VCP in the system.

¹⁰ Recent discussions with the State regulator indicate they will accept the latest UV studies that show a lower UV dose will meet the City's discharge disinfection requirement.

Table 2 (next page) is extracted from the table found in Appendix A, which lists the assets found at the treatment plant and in the collection system. District staff have reviewed the list; however, it is possible that some assets may have been missed during inventory.

*Table 2.
Replacement, Rehabilitation, and Improvement Table.*

Asset Description	Units	Quantity	Budgetary Cost Est. (June 2022) ⁽⁴⁾	Estimated Replacement Year
Sewer Collection System				
VCP pipes 6 in	FT	12,190	\$ 2,884,730	2021
VCP pipes 8 in	FT	1,245	\$ 397,610	2021
VCP pipes 10 in	FT	1,200	\$ 430,990	2021
VCP pipes 12 in	FT	3,500	\$ 1,403,650	2021
ACP 6 in	FT	2,500	\$ 591,620	2021
VCP 6 in. (Historical District)	FT	310	\$ 146,720	2021
VCP 8 in. (Historical District)	FT	2,055	\$ 1,312,610	2021
Manhole Maintenance - Grout Seals to Reduce I&I	EA	10	\$ 18,850	
Existing Assets - Storage Pond				
Pressure transducer	EA	1	\$ 6,280	2031
Existing Assets - Master Lift Station				
Headworks pumps	EA	3	\$ 141,360	2031
Pond pumps	EA	3	\$ 336,120	2031
Pressure transducer	EA	1	\$ 6,280	2031
Existing Assets - Headworks				
10" Inflow meter	EA	1	\$ 5,240	2031
Influent sampler	EA	1	\$ 16,230	2031
Existing Assets - Primary Treatment (Aeromod)				
DO Probe	EA	2	\$ 8,800	2031
10" Flex couplings	EA	2	\$ 4,190	2031
Existing Assets - Filter Building				
Effluent sampler	EA	1	\$ 16,230	2031
Belt filter press replacement components(motors, pumps, belts, sensors, polymer feed equipment)	EA	1	\$ 62,830	2031
Turbidity meter	EA	1	\$ 10,470	2031
Existing Assets - UV disinfection System				
Sample pump	EA	1	\$ 11,050	2031
PH meter	EA	1	\$ 4,190	2031
PH sensor	EA	1	\$ 2,300	2031
Existing Assets - Blower room				
6" flex couplings	EA	4	\$ 13,400	2031
Existing Assets - Chlorination Area				
Effluent pumps	EA	2	\$ 214,870	2031
Spray/process pumps	EA	2	\$ 214,870	2031
Effluent to creek flow meter	EA	1	\$ 5,240	2031
Effluent to spray system flow meter	EA	1	\$ 5,240	2031
Electrode level sensor	EA	1	\$ 1,260	2031
Pressure transducer	EA	1	\$ 6,280	2031
Existing Assets - General				
SCADA system	EA	1	\$ 2,390	2031
2012 Ford 3-yard dump truck F-350	EA	1	\$ 52,360	2030
2015 Ford pickup truck F-250	EA	1	\$ 41,880	2027
Pipe Jetter	EA	1	\$ 31,410	2033
Tractor	EA	1	\$ 31,410	2033

b. FISCAL PLANNING

Fiscal Planning determines the funding sources to pay for replacing equipment. The City has only two funding sources available: monthly sewer fees and grants.

Sewer pipe replacement is costly and incorporating those costs into the rate would result in an increase of up to \$150 per month. This rate is excessive for an economically disadvantaged community and would not be likely to pass when presented for a vote as required under Proposition 218.

The failing sewer system is contributing to a significant amount of I&I into the collection system, but the FSP assumes grants will be available to the City to replace the system and maintain reasonable sewer rates. Therefore, the recommendation is that the sewer rates include a \$5.55 supplemental charge over the next five years in order to cover expenses related to maintaining the sewer treatment facility and collection system. This charge excludes the expense of replacing the failing vitrified clay and asbestos cement pipes.

c. CITY OF FERNDALE ECONOMIC STATUS

The City of Ferndale is deemed an economically disadvantaged community by the California Department of Water Resources with a median income of \$41,696 (2017) (Figure 1)¹².

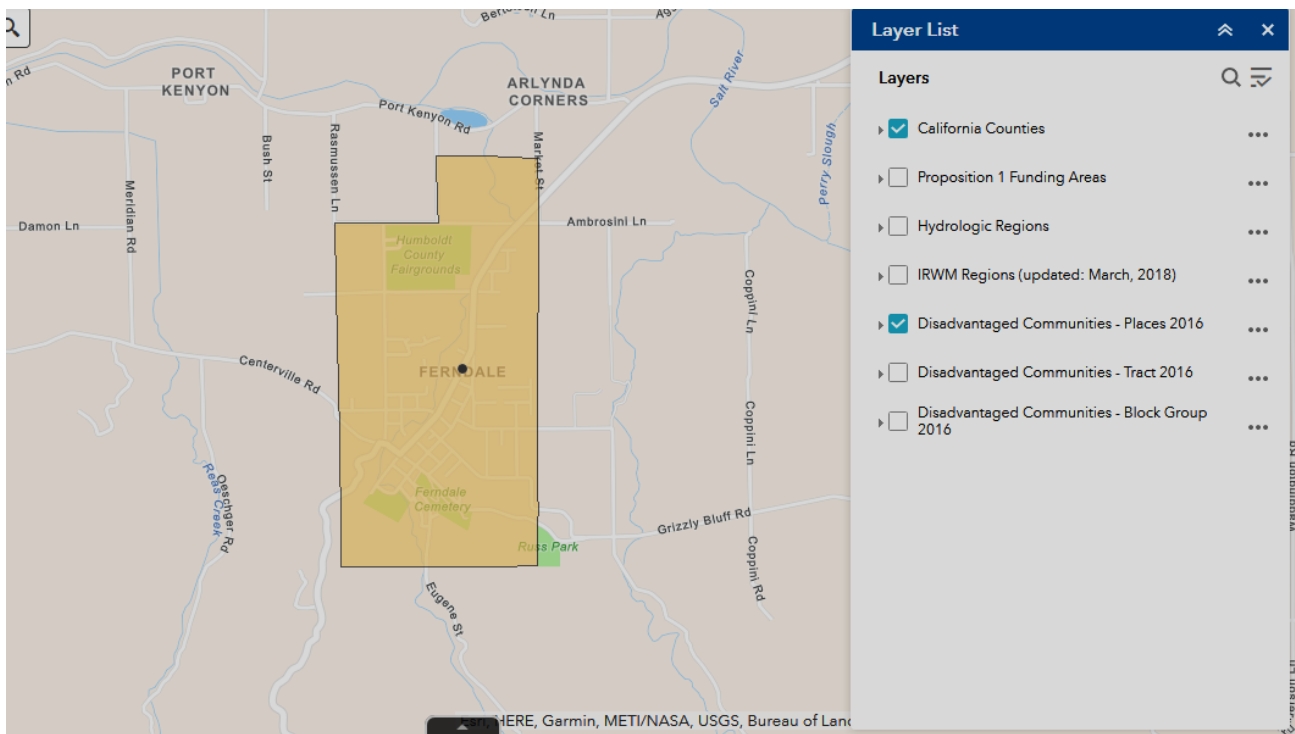


Figure 1. City of Ferndale Economically Disadvantaged Community

¹² The DWR's interactive map can be found here <https://gis.water.ca.gov/app/dacs/>

Additionally, there is a severely disadvantaged block group in the City of Ferndale with a median income of \$34,483 (2016) (Figure 2).

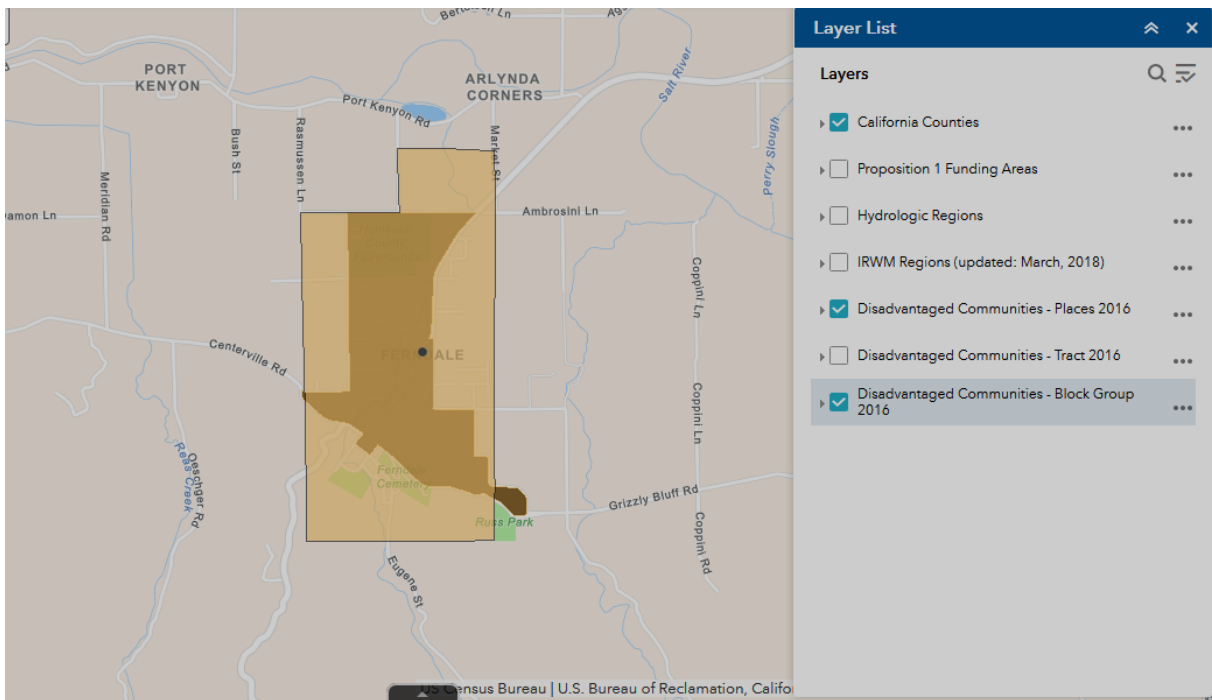


Figure 2. Severely Disadvantaged Block Group in City of Ferndale.

The low median incomes combined with a small population base of 1,373 residents places a heavy financial burden on the local population to support their wastewater collection and advanced treatment system. Until recently, the City had the highest sewer rates in Humboldt County at \$66.02 per month. If the City raises its rates to meet its financial needs to cover long-term maintenance and general operating costs, they will probably again have the highest sewer rates in Humboldt County.

5 UPDATING THE FSP

In 2025, the City will need to update their rate study as well as their Fiscal Sustainability Plan. The FSP is required to understand the funding reserves the City will need to replace/repair large capital cost items. The following is an outline on how to update the FSP.

1. Use the Asset Management Workbook Tool.xls found on the DVD in the back page of this report. City Staff should use the Excel spreadsheet found on the DVD to prepare the new Fiscal

Sustainability Plan.

2. Save the spreadsheet under a new name – Fiscal Sustainability Plan 20xx, with XX being the year being researched.
3. Update the Column header years from 20xx to the year of this FSP.
4. Change the year in cell B4 to the year of the new FSP. For the year 2025, enter 2025.
5. Update the number of equivalent dwelling units (EDUs) in the collection system by entering the number in cell B149.
6. Update columns (E) Cost and (F) Year Installed and the Remaining Life Expectancy columns for items that were replaced.
7. Add any additional items purchased in the previous five years. As a rule, for budgetary purposes, the purchase cost of the item should be doubled to allow for installation and shipping costs. If engineering and environmental costs are required, then quadruple the cost.
8. Not shown in the table in the report but shown in the Asset Management Workbook Tool spreadsheet in the last column is the contact information for each item so that item costs can be researched and updated if required.
9. Use the RS Means website (see footnote on page 2) to update cell B8.
10. The rate to be added to the monthly sewer charge will be shown in cell Q15.
11. Note that these steps have not been tested and the user should verify all results before accepting the resulting rate.

Appendix A

Asset Inventory

Appendix A - Asset Inventory

Utility Name: City of Ferndale Wastewater System
Current Plan Year: 2020

RS Means Values Used

Future RS Means	
RS Means Value for 2020	230.30

A	A	B	C	D	F	G	H	I
Existing Assets - Treatment	Units	Quantity	\$/Unit (2020) ⁽¹⁾	Replacement and Installation Cost (2020) ⁽²⁾⁽³⁾⁽¹²⁾	Year Installed ⁽⁵⁾	Expected Useful Life Expectancy	Estimated Remaining Useful Life in Years (2020)	Item to be Replaced in 20 Years
Sewer Collection System								
				Total		(Years)		
PVC pipes 6 in	FT	12,100	\$ 226	\$ 4,101,900	1988	60	28	
PVC pipes 8 in	FT	7,900	\$ 305	\$ 3,614,250	1988	60	28	
PVC pipes 10 in	FT	2,300	\$ 343	\$ 1,183,350	1988	60	28	
PVC pipes 12 in	FT	1,625	\$ 383	\$ 933,563	1988	60	28	
PVC pipes 15 in	FT	4,400	\$ 442	\$ 2,917,200	1988	60	28	
VCP pipes 6 in	FT	12,190	\$ 226	\$ 4,132,410	1940	60	-20	\$4,132,410
VCP pipes 8 in	FT	1,245	\$ 305	\$ 569,588	1940	60	-20	\$569,588
VCP pipes 10 in	FT	1,200	\$ 343	\$ 617,400	1940	60	-20	\$617,400
VCP pipes 12 in	FT	3,500	\$ 383	\$ 2,010,750	1940	60	-20	\$2,010,750
HDPE pipes 6 in	FT	900	\$ 226	\$ 305,100	1988	60	28	
HDPE 8 in	FT	300	\$ 305	\$ 137,250	1988	60	28	
ACP 6 in ⁽⁷⁾	FT	2,500	\$ 452	\$ 1,695,000	1960	60	0	\$1,695,000
VCP 6 in. (Historical District) ⁽⁷⁾	FT	310	\$ 678	\$ 315,270	1940	60	-20	\$315,270
VCP 8 in. (Historical District) ⁽⁷⁾	FT	2,055	\$ 610	\$ 1,880,325	1940	60	-20	\$1,880,325
PVC pipes 12 in (California Street) ⁽⁸⁾	FT	1,200	\$ 383	\$ 689,400	2020	60	60	
Existing Concrete Manholes(conditions vary)	EA	105	\$ 10,000	\$ 1,575,000	1988	75	43	
New City Cleanouts ⁽⁹⁾	EA	20	\$ 3,000	\$ 90,000	1988	75	43	
New Concrete Manholes	EA	17	\$ 10,000	\$ 255,000	1980	75	35	
Manhole Maintenance - Grout Seals to Reduce I&I	EA	10	\$ 1,800	\$ 27,000	1980	10	-30	\$27,000
Treated effluent Sewer 8 in	FT	1200	\$ -	\$ -	2011	60	51	
Treated effluent manholes	EA	6	\$ -	\$ -	2011	75	66	
Existing Assets - Storage Pond								
12" plug valve	EA	1	\$ 3,600	\$ 7,200	2011	30	21	
12" butterfly valve	EA	1	\$ 2,600	\$ 5,200	2011	30	21	
Pressure transducer	EA	1	\$ 3,000	\$ 6,000	2011	20	11	\$6,000
Existing Assets - Master Lift Station								
Vault 1 concrete structure	EA	1	\$ 38,500	\$ 38,500	2011	50	41	
Vault 2 concrete structure	EA	1	\$ 38,500	\$ 38,500	2011	50	41	
Manholes	EA	12	\$ 5,000	\$ 60,000	2011	100	91	
influent pumps ⁽¹⁰⁾	EA	3	\$ 22,500	\$ 135,000	2011	25	16	\$135,000
pond pumps ⁽¹⁰⁾	EA	3	\$ 53,500	\$ 321,000	2011	25	16	\$321,000
Pressure transducer	EA	1	\$ 3,000	\$ 6,000	2011	20	11	\$6,000
12" Pond flow meter	EA	1	\$ 4,000	\$ 8,000	2011	30	21	
6" plug valves	EA	3	\$ 3,900	\$ 23,400	2011	30	21	
6" check valves	EA	3	\$ 5,400	\$ 32,400	2011	30	21	
10" plug valve	EA	1	\$ 2,500	\$ 5,000	2011	30	21	

A	A	B	C	D	F	G	H	I
Existing Assets - Treatment	Units	Quantity	\$/Unit (2020) ⁽¹⁾	Replacement and Installation Cost (2020) ⁽²⁾⁽³⁾⁽¹²⁾	Year Installed ⁽⁵⁾	Expected Useful Life Expectancy	Estimated Remaining Useful Life in Years (2020)	Item to be Replaced in 20 Years
Sewer Collection System								
				Total		(Years)		
12" plug valves	EA	3	\$ 10,800	\$ 64,800	2011	30	21	
12" check valves	EA	3	\$ 12,000	\$ 72,000	2011	30	21	
Influent & Storage pond Control Panel ⁽¹⁰⁾	EA	1	\$ 20,804	\$ 41,608	2011	50	41	
Shed building (housing Influent/Pond control panel)	EA	1	\$ 6,000	\$ 12,000	2011	50	41	
Existing Assets - Headworks								
10" Inflow meter	EA	1	\$ 2,500	\$ 5,000	2011	20	11	\$5,000
Mechanical screen bar/Screening washer/compactor ⁽¹⁰⁾	EA	1	\$ 184,600	\$ 369,200	2011	30	21	
Influent sampler ⁽¹⁰⁾	EA	1	\$ 7,750	\$ 15,500	2011	20	11	\$15,500
10" plug valves	EA	2	\$ 5,000	\$ 20,000	2011	30	21	
2" ball valves	EA	1	\$ 400	\$ 800	2011	30	21	
2" ball valve motor operated	EA	1	\$ 800	\$ 1,600	2011	30	21	
2" gate valves	EA	2	\$ 800	\$ 3,200	2011	30	21	
Existing Assets - Primary Treatment (Aeromod)								
Aeromod Concrete Structure ⁽¹¹⁾	EA	1		-	2011	50	41	
DO Probe	EA	2	\$ 2,100	\$ 8,400	2011	12	3	\$8,400
DO control Panel	EA	1	\$ 4,200	\$ 8,400	2011	30	21	
Aeration system control panel ⁽¹⁰⁾	EA	1	\$ 15,000	\$ 30,000	2011	30	21	
10" Flex couplings	EA	2	\$ 1,000	\$ 4,000	2011	20	11	\$4,000
10" gate valve	EA	2	\$ 7,000	\$ 28,000	2011	30	21	
10" butterfly valve	EA	2	\$ 4,000	\$ 16,000	2011	30	21	
6" butterfly valve	EA	4	\$ 4,000	\$ 32,000	2011	30	21	
6" butterfly valve motor operated	EA	4	\$ 12,000	\$ 96,000	2011	30	21	
4" butterfly valve	EA	3	\$ 2,400	\$ 14,400	2011	30	21	
4" butterfly valve motor operated	EA	2	\$ 4,800	\$ 19,200	2011	30	21	
3" plug valve	EA	2	\$ 1,400	\$ 5,600	2011	30	21	
3" ball valve	EA	1	\$ 500	\$ 1,000	2011	30	21	
1/2" ball valve	EA	72	\$ 4,000	\$ 576,000	2011	30	21	
1.5" ball valve	EA	38	\$ 7,000	\$ 532,000	2011	30	21	
1" ball valve	EA	2	\$ 200	\$ 800	2011	30	21	
1.5" ball valves motor operated	EA	8	\$ 8,800	\$ 140,800	2011	30	21	
Existing Assets - Filter Building								
Disc filters system w/Control Panel ⁽¹⁰⁾	EA	1	\$ 275,000	\$ 550,000	2011	30	21	
New Filters for disc filter system (every 8 years)	EA							
Effluent sampler ⁽¹⁰⁾	EA	1	\$ 7,750	\$ 15,500	2011	20	11	\$15,500
Belt filter press sludge dewatering system/ w control panel	EA	1	\$ 260,000	\$ 520,000	2011	30	21	
Belt filter press replacement components(motors, pumps, belts, sensors, polymer feed equipment)	EA	1	\$ 30,000	\$ 60,000	2011	10	1	\$60,000
Air compressors	EA	2	\$ 4,000	\$ 16,000	2011	30	21	
Compressed air alternation control panel ⁽¹⁰⁾	EA	1	\$ 2,000	\$ 4,000	2011	50	41	
Desiccants air dryer	EA	1	\$ 1,200	\$ 2,400	2011	30	21	
12" butterfly valve	EA	2	\$ 5,200	\$ 20,800	2011	30	21	
4" gate valve	EA	2	\$ 2,800	\$ 11,200	2011	30	21	
3" plug valve	EA	2	\$ 1,400	\$ 5,600	2011	30	21	
3" check valve	EA	1	\$ 600	\$ 1,200	2011	30	21	

A	A	B	C	D	F	G	H	I
Existing Assets - Treatment	Units	Quantity	\$/Unit (2020) ⁽¹⁾	Replacement and Installation Cost (2020) ⁽²⁾⁽³⁾⁽¹²⁾	Year Installed ⁽⁵⁾	Expected Useful Life Expectancy	Estimated Remaining Useful Life in Years (2020)	Item to be Replaced in 20 Years
Sewer Collection System				Total		(Years)		
2" ball valve	EA	3	\$ 1,350	\$ 8,100	2011	30	21	
2" ball valve motor operated	EA	1	\$ 1,300	\$ 2,600	2011	30	21	
2" gate valve	EA	1	\$ 400	\$ 800	2011	30	21	
1" gate valve	EA	1	\$ 150	\$ 300	2011	30	21	
3/4" ball valve	EA	4	\$ 120	\$ 960	2011	30	21	
3/4" ball valve motor operated	EA	1	\$ 500	\$ 1,000	2011	30	21	
1/2" ball valve	EA	15	\$ 375	\$ 11,250	2011	30	21	
Turbidity meter	EA	1	\$ 5,000	\$ 10,000	2011	20	11	\$10,000
2" Reduced pressure device	EA	1	\$ 600	\$ 1,200	2011	30	21	
Fume Hood	EA	1	\$ 13,077	\$ 26,154	2011	50	41	
Existing Assets - UV disinfection System								
UV disinfection system ⁽¹⁰⁾	EA	1	\$ 295,000	\$ 590,000	2011	30	21	
UV disinfection Control Panel ⁽¹⁰⁾	EA	1	\$ 20,804	\$ 41,608	2011	50	41	
Sample pump ⁽¹⁰⁾	EA	1	\$ 5,278	\$ 10,556	2011	25	16	\$10,556
PH meter	EA	1	\$ 2,000	\$ 4,000	2011	20	11	\$4,000
PH sensor	EA	1	\$ 1,100	\$ 2,200	2011	20	11	\$2,200
Existing Assets - Blower room								
Blowers	EA	3	\$ 4,000	\$ 24,000	2011	30	21	
Aerators	EA	1	\$ 10,000	\$ 20,000	2011	50		
Blower Control Panel ⁽¹⁰⁾	EA	1	\$ 15,000	\$ 30,000	2011	50	41	
6" flex couplings	EA	4	\$ 1,600	\$ 12,800	2011	20	11	\$12,800
6" check valves	EA	3	\$ 5,400	\$ 32,400	2011	30	21	
6" butterfly valves	EA	3	\$ 3,000	\$ 18,000	2011	30	21	
Existing Assets - Chlorination Area								
Contact basin	EA	1		-	2011	50	41	
Effluent pumps ⁽¹⁰⁾	EA	2	\$ 51,300	\$ 205,200	2011	25	16	\$205,200
Spray/process pumps ⁽¹⁰⁾	EA	2	\$ 51,300	\$ 205,200	2011	25	16	\$205,200
Effluent to creek flow meter	EA	1	\$ 2,500	\$ 5,000	2011	20	11	\$5,000
Effluent to spray system flow meter	EA	1	\$ 2,500	\$ 5,000	2011	20	11	\$5,000
Electrode level sensor	EA	1	\$ 600	\$ 1,200	2011	15	6	\$1,200
6" check valves	EA	6	\$ 10,800	\$ 129,600	2011	30	21	
6" ball valves	EA	2	\$ 5,000	\$ 20,000	2011	30	21	
6" butterfly valves	EA	4	\$ 4,000	\$ 32,000	2011	30	21	
6" gate valves	EA	5	\$ 6,000	\$ 60,000	2011	30	21	
4" gate valves	EA	2	\$ 2,800	\$ 11,200	2011	30	21	
Pressure transducer	EA	1	\$ 3,000	\$ 6,000	2011	25	16	\$6,000
50,000 GAL hydro tank w/air pumps ⁽¹⁰⁾	EA	1	\$ 47,000	\$ 94,000	2011	50	41	
Irrigation Pipes	EA	40	\$ -	\$ -	2011	30	21	
Existing Assets - General								
SCADA system	EA	1	\$ 12,500	\$ 2,278	2011	8	-1	\$2,278
Secondary treatment/ Office building	EA	1	\$ 300,000	\$ 300,000	2011	100	91	
Garage	EA	1	\$ 36,000	\$ 36,000	2011	100	91	
2012 Ford 3-yard dump truck F-350	EA	1	\$ 50,000	\$ 50,000	2012	12	4	\$50,000

A	A	B	C	D	F	G	H	I
Existing Assets - Treatment	Units	Quantity	\$/Unit (2020) ⁽¹⁾	Replacement and Installation Cost (2020) ⁽²⁾⁽³⁾⁽¹²⁾	Year Installed ⁽⁵⁾	Expected Useful Life Expectancy	Estimated Remaining Useful Life in Years (2020)	Item to be Replaced in 20 Years
Sewer Collection System				Total		(Years)		
2015 Ford pickup truck F-250	EA	1	\$ 40,000	\$ 40,000	2015	12	7	\$40,000
Stand by generator w/fuel tank ⁽¹⁰⁾	EA	1	\$ 103,426	\$ 206,852	2011	30	21	
Pipe Jetter	EA	1	\$ 30,000	\$ 30,000	2009	20	9	\$30,000
Tractor	EA	1	\$ 30,000	\$ 30,000	2009	20	9	\$30,000
				Total Assets to be Replaced ⁽¹¹⁾				\$12,443,577
				Distributing System Asset to be Replaced				\$11,247,743
				Wastewater Treatment Assets to be replaced				\$1,195,834
				Monthly Charge per EDU				\$5.55
System EDUs		898						

⁽¹⁾ These are estimated costs based on the Construction cost index, and previous bids

⁽²⁾ The year of installation is often estimated.

⁽³⁾ Construction Indexes Used to estimate future costs indices : for 2011 an index of 191.2 is used; for 2019 an index of 225.9 is used; for 2020 an index of 230.3 is used

⁽⁴⁾ The average construction cost index from 2013 to 2018 increased an average of 4.34 percent per year; therefore the 2020 index was increased by 10.85 to 241.15 to reflect a 2 1/2 years increase, and to assist with the rate study.

⁽⁵⁾ Includes estimated Installation by doubling the product cost, and Engineering Cost, value increase to 2020 costs by multiplying by index

⁽⁶⁾ See Table 2 for descriptions

⁽⁷⁾ Pipe sections located in Historical District on Main Street - cost of replacement is tripled. ACP cost have been doubled to cover costs of disposing asbestos.

⁽⁸⁾ A DWR Proposition 1 grant was awarded to replace the VCP on California Street. The improvement cost have been omitted from the 20-year asset improvements

⁽⁹⁾ It is unclear how many city cleanouts exist in the collection system. Old maps show cleanouts that cannot be located in the field, and may have been paved over. The number 20 is an estimate.

⁽¹⁰⁾ Cost based on 2011 construction cost and updated to 2020 cost

⁽¹¹⁾ No cost was estimated for this structure. If the structure needs replacement, it is likely that the entire treatment process will be replaced

⁽¹²⁾ Sewer replacement includes costs to repave streets

Appendix B

Asset Rating Description

Asset Rating Description

Column K	
Condition Assessment	
Condition Rating	Description
5	Unserviceable/End of useful life - Over 50% of asset requires replacement
4	Significant Deterioration - 20-40% requires renewal/upgrade
3	Moderate Deterioration - 10-20% requires significant maintenance
2	Minor Deterioration - Requires minor maintenance
1	New or Excellent Condition - Only normal maintenance required

Column L	
Probability of Failure	
Performance Rating	Description
5	Imminent - Likely to occur in the near future
4	Probable - Likely to occur several times in the life of an item
3	Occasional - Likely to occur sometime in the life of an item
2	Remote - Unlikely but possible to occur in the life of an item
1	Improbable - So unlikely, it can be assumed occurrence may not be experienced

Column M	
Consequence of Failure	
Performance Rating	Description
5	Catastrophic disruption
4	Major disruption
3	Moderate disruption
2	Minor disruption
1	Insignificant disruption

Appendix C

RS Means Sample Calculations

The table below lists both the RSMMeans® historical cost index based on Jan. 1, 1993 = 100 as well as the computed value of an index based on Jan. 1, 2019 costs. Since the Jan. 1, 2019 figure is estimated, space is left to write in the actual index figures as they become available through the quarterly *RSMMeans Construction Cost Indexes*.

To compute the actual index based on Jan. 1, 2019 = 100, divide the historical cost index for a particular year by the actual Jan. 1, 2019 construction cost index. Space has been left to advance the index figures as the year progresses.

Year		Historical Cost Index Jan. 1, 1993 = 100		Current Index Based on Jan. 1, 2019 = 100		Year		Historical Cost Index Jan. 1, 1993 = 100		Current Index Based on Jan. 1, 2019 = 100		Year		Historical Cost Index Jan. 1, 1993 = 100		Current Index Based on Jan. 1, 2019 = 100	
		Est.	Actual	Est.	Actual			Actual	Est.	Actual			Actual	Est.	Actual		
Oct 2019*						July 2004		143.7			July 1986		84.2		37.1		
July 2019*						2003*		132.0			1985		82.6		36.3		
April 2019*						2002		128.7			1984		82.0		36.1		
Jan 2019*	227.3		100.0	100.0		2001		125.1			1983		80.2		35.3		
July 2018		222.9	98.1			2000		120.9			1982		76.1		33.5		
2017		213.6	94.0			1999		117.6			1981		70.0		30.8		
2016		207.3	91.2			1998		115.1			1980		62.9		27.7		
2015		206.2	90.7			1997		112.8			1979		57.8		25.4		
2014		204.9	90.1			1996		110.2			1978		53.5		23.5		
2013		201.2	88.5			1995		107.6			1977		49.5		21.8		
2012		194.6	85.6			1994		104.4			1976		46.9		20.6		
2011		191.2	84.1			1993		101.7			1975		44.8		19.7		
2010		183.5	80.7			1992		99.4			1974		41.4		18.2		
2009		180.1	79.2			1991		96.8			1973		37.7		16.6		
2008		180.4	79.4			1990		94.3			1972		34.8		15.3		
2007		169.4	74.5			1989		92.1			1971		32.1		14.1		
2006		162.0	71.3			1988		89.9			1970		28.7		12.6		
2005		151.6	66.7			1987		87.7			1969		26.9		11.8		

Adjustments to Costs

The "Historical Cost Index" can be used to convert national average building costs at a particular time to the approximate building costs for some other time.

Example:

Estimate and compare construction costs for different years in the same city.
 To estimate the national average construction cost of a building in 1970, knowing that it cost \$900,000 in 2019:
 INDEX in 1970 = 28.7
 INDEX in 2019 = 227.3

Time Adjustment Using the Historical Cost Indexes:

$$\frac{\text{Index for Year A}}{\text{Index for Year B}} \times \text{Cost in Year B} = \text{Cost in Year A}$$

$$\frac{\text{INDEX 1970}}{\text{INDEX 2019}} \times \text{Cost 2019} = \text{Cost 1970}$$

$$\frac{28.7}{227.3} \times \$900,000 = .126 \times \$900,000 = \$113,400$$

The construction cost of the building in 1970 was \$113,400.

Note: The city cost indexes for Canada can be used to convert U.S. national averages to local costs in Canadian dollars.

Example:

To estimate and compare the cost of a building in Toronto, ON in 2019 with the known cost of \$600,000 (US\$) in New York, NY in 2019:
 INDEX Toronto = 110.1
 INDEX New York = 132.1

$$\frac{\text{INDEX Toronto}}{\text{INDEX New York}} \times \text{Cost New York} = \text{Cost Toronto}$$

$$\frac{110.1}{132.1} \times \$600,000 = .834 \times \$600,000 = \$500,076$$

The construction cost of the building in Toronto is \$500,076 (CN\$).

*Historical Cost Index updates and other resources are provided on the following website:
<http://info.thegordiangroup.com/RSMMeans.html>

APPENDIX B

CALCULATING EDUs WITH WATER METER RECORDS

Explanation and Description of EDU Calculations Using Water Meter Records

To estimate sewage EDUs using water meter records, first is to obtain the water use records for a time period when there is little or no irrigation, usually the winter months, and to use the water reading during those months as an indicator of how much wastewater is produced. The assumption is that all the water used¹⁴ during periods of heavy rainfall is sent into the sewer system. The average water use per day is then determined for a single-family-residence by analyzing the residential water use. The resulting number establishes the amount of sewage in gallons per day that is an EDU, and all single-family-dwellings are then assigned one EDU¹⁵.

The average water use per day is then determined for a single-family-residence by analyzing the residential water use. The resulting number establishes the amount of sewage in gallons per day that is an EDU, and all single-family-dwellings are then assigned one EDU¹⁶.

The gallons per day for a single-family residence (EDU) is then divided into the winter water use of all the non-single-family-residential customers to determine how many EDUs those property owners contribute to the sewer system. Fractions below one are usually rounded to the nearest whole number. The number of EDUs is then used to determine their sewer rate with the idea being that if they used more water than the average user, they generated more sewage, and should pay more to maintain and operate treatment and collection systems. Table 3 shows how an example rate is determined for a small community using water meter readings.

Once the number of EDUs in the collection system have been determined, they are totaled, and the number of EDUs divided into the sewer system's revenue requirements to determine the sewer rate. This system is often used by wastewater districts, and it is, to some extent a fair and equitable system; however, it is time consuming, and does not reflect the concentration of the organic waste contributed by different businesses that may require additional treatment¹⁷.

¹⁴ The EPA suggests that 90% of the water enters the sewer system. This report uses 100% as a safety factor.

¹⁵ Some Cities and District will track the estimated amount of wastewater produced by a single-family residence and charge additional fees to those households.

¹⁶ Some Cities and District will track the estimated amount of wastewater produced by a single-family residence and charge additional fees to those households.

¹⁷ Note that it is not realistic to add meters to sewer systems. There is too much debris coming down the sewer laterals and they would foul a propeller meter. Installing magnetic flow meters would be very expensive and require a power source.

TABLES

TABLE 1
Rate Study
Historical Expenses
City of Ferndale

Summarized Categories	Detailed Categories	2018/2019	2017/2018	2016/2017	2015/2016	2014/2015	2013/2014
		Expenses	Expenses	Expenses	Expenses	Expenses	Expenses
Payroll and Payroll Related	Salary	\$233,124	\$225,887	\$230,800	\$216,998	\$219,176	\$196,009
	Medical Insurance	\$42,108	\$41,145	\$36,652	\$42,159	\$38,445	\$30,945
		\$14,159	\$13,731	\$10,872	\$13,750	\$74	\$8,367
	Deferred Retirement	\$16,368	\$15,814	\$15,259	\$9,839	\$12,878	\$10,641
	Total	\$305,759	\$296,577	\$293,582	\$282,746	\$270,572	\$245,962
Utilities	Trash Service	\$5,068	\$4,663	\$4,573	\$9,225	\$16,148	\$21,775
	Water	\$1,796	\$1,800	\$1,578	\$1,605	-	-
	Telephone/ Internet	\$5,093	\$4,405	\$4,050	\$4,156	\$2,627	\$2,932
	PGE	\$72,990	\$64,893	\$73,211	\$56,893	\$71,384	\$58,240
	Total	\$84,946	\$75,761	\$83,412	\$71,879	\$90,158	\$82,947
Operational Expenses	Office Expenses	\$2,186	\$2,197	\$200	\$613	\$3,269	\$513
	Vehicle/Fuel Expenses	\$2,703	\$2,955	\$11,052	\$12,158	\$3,305	\$5,429
	Special WWTP Supplies	\$2,470	\$1,641	\$920	\$409	\$310	\$1,609
	Training	-	-	\$702	\$2,216	\$576	\$480
	IT support	\$50	\$979	\$219	\$563	\$0	-
	Safety Equipment	-	-	-	\$267	\$315	\$1,039
	Chemicals	-	-	-	\$1,614	\$1,652	\$1,658
	UV lights	\$44,141	\$325	\$1,503	\$10,839	-	-
	Testing and Monitoring	\$29,712	\$35,168	\$35,386	\$28,382	\$27,889	\$25,728
	Postage/Shipping	\$1,895	\$239	\$8	\$0	\$214	\$569
Total	\$83,156	\$43,503	\$49,989	\$57,060	\$37,529	\$37,025	
Maintenance	Street Maintenance/Repair	-	-	-	-	\$960	\$8,297
	Contractual Services	\$6,600	\$5,803	\$10,433	\$5,820	\$5,455	\$12,934
	Sewer Plant Maintenance	\$65,874	\$61,480	\$26,219	\$23,267	\$48,408	\$18,732
	Sewer Line Maintenance	\$12,415	\$16,727	\$22,021	\$12,835	\$24,756	\$6,075
	Total	\$84,889	\$84,010	\$58,673	\$41,922	\$79,579	\$46,037
Insurance	Building and Property Insurance	\$2,880	\$2,753	\$2,659	\$2,755	\$215	\$0
	Liability Insurance	\$10,618	\$9,523	\$5,745	\$4,456	-	\$7,500
	Vehicle Insurance	\$184	\$913	\$640	\$640	-	-
	Total	\$13,682	\$13,188	\$9,044	\$7,851	\$215	\$7,500
Professional Fees/Permits/Fines	Meetings and Dues	\$583	\$866	\$539	\$936	\$1,207	\$825
	Permits	\$10,648	\$9,860	\$6,950	\$7,359	\$7,164	\$7,045
	Fines	\$0	-	-	-	\$31	\$3,000
	Total	\$11,231	\$10,726	\$7,489	\$8,295	\$8,402	\$10,870
Capital Improvements, Loan Payments, and Misc. Expenses	Capital outlay	\$0	\$89,470	\$6,157	\$28,428	\$3,265	\$23,756
	USDA Loan Payment/ other loans	\$194,300	\$105,382	\$194,300	\$194,300	\$194,300	\$194,300
	Interest Expense	-	\$449	-	\$0	\$848	-
	Sewer Match Loan	-	-	-	\$1,764	\$494	\$1,522
	Sewer Treatment Loan	-	-	-	-	-	\$357
	Total	\$194,300	\$195,301	\$200,457	\$224,492	\$198,907	\$219,935
Total		\$777,964	\$719,067	\$702,647	\$694,244	\$685,362	\$650,276
Percent Increase per year		8.19%	2.34%	1.21%	1.30%	5.40%	

Table 2

City of Ferndale

Estimated Future Expenses and Rate Determination

A	B	C	D	E	F	G	H	I	J	K	
		Expenses Used for Projections	Inflation Index Used	Inflationary Rate Used	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024	FY 2024/2025	
1	Payroll Costs	Salaries	\$264,000	City Rate	5.00%	\$277,200	\$291,060	\$305,613	\$320,894	\$336,938	\$353,785
		Medical	\$42,100	Medical Insurance	4.40%	\$43,952	\$45,886	\$47,905	\$50,013	\$52,214	\$54,511
		Subtotal	\$306,100			\$321,152	\$336,946	\$353,518	\$370,907	\$389,152	\$408,296
2	Utilities	Trash Service	\$5,100	Inflation Rate	1.80%	\$5,192	\$5,285	\$5,380	\$5,477	\$5,576	\$5,676
		Water	\$1,800	Inflation Rate	1.80%	\$1,832	\$1,865	\$1,899	\$1,933	\$1,968	\$2,003
		Telephone/Internet	\$5,100	Inflation Rate	1.80%	\$5,192	\$5,285	\$5,380	\$5,477	\$5,576	\$5,676
		Electrical	\$73,000	Electrical Increases	3.33%	\$75,431	\$77,943	\$80,538	\$83,220	\$85,991	\$88,855
		Subtotal	\$85,000			\$87,647	\$90,379	\$93,198	\$96,108	\$99,111	\$102,211
3	Operational Expenses	Office Expenses	\$2,200	Inflation Rate	1.80%	\$2,240	\$2,280	\$2,321	\$2,363	\$2,405	\$2,449
		Vehicle/Fuel Expenses	\$2,700	Gasoline Rate	1.32%	\$2,736	\$2,772	\$2,808	\$2,845	\$2,883	\$2,921
		Special WWTP Supplies	\$1,000	Inflation Rate	1.80%	\$1,018	\$1,036	\$1,055	\$1,074	\$1,093	\$1,113
		Training	\$1,000	Inflation Rate	1.80%	\$1,018	\$1,036	\$1,055	\$1,074	\$1,093	\$1,113
		IT support	\$400	Inflation Rate	1.80%	\$407	\$415	\$422	\$430	\$437	\$445
		Safety Equipment	\$200	Inflation Rate	1.80%	\$204	\$207	\$211	\$215	\$219	\$223
		Chemicals	\$900	Inflation Rate	1.80%	\$916	\$933	\$949	\$967	\$984	\$1,002
		UV lights	\$15,000	Inflation Rate	1.80%	\$15,270	\$15,545	\$15,825	\$16,110	\$16,399	\$16,695
		Testing and Monitoring	\$35,000	Inflation Rate	1.80%	\$35,630	\$36,271	\$36,924	\$37,589	\$38,265	\$38,954
		Postage/Shipping	\$200	Inflation Rate	1.80%	\$204	\$207	\$211	\$215	\$219	\$223
Subtotal	\$58,600			\$59,642	\$60,702	\$61,782	\$62,880	\$63,998	\$65,137		
4	Maintenance	Street Maintenance/Repair	\$2,000	Construction Costs ⁽¹⁾		\$2,037	\$2,075	\$2,112	\$2,150	\$2,187	\$2,224
		Contractual Services	\$8,000	Construction Costs ⁽¹⁾		\$8,150	\$8,299	\$8,449	\$8,598	\$8,748	\$8,897
		Long Term Maintenance ⁽²⁾	\$59,807	Construction Costs ⁽¹⁾		\$60,925	\$62,043	\$63,162	\$64,280	\$65,398	\$66,516
		General Plant Maintenance	\$41,000	Construction Costs ⁽¹⁾		\$41,767	\$42,533	\$43,300	\$44,066	\$44,833	\$45,600
		Sewer Line Maintenance	\$17,000	Construction Costs ⁽¹⁾		\$17,318	\$17,636	\$17,954	\$18,271	\$18,589	\$18,907
		Subtotal	\$127,807			\$130,197	\$132,586	\$134,976	\$137,366	\$139,755	\$142,145
5	Insurance	Building and Property Insurance	\$2,900	Inflation Rate	1.80%	\$2,952	\$3,005	\$3,059	\$3,115	\$3,171	\$3,228
		Liability Insurance	\$10,700	Inflation Rate	1.80%	\$10,893	\$11,089	\$11,288	\$11,491	\$11,698	\$11,909
		Vehicle Insurance	\$200	Inflation Rate	1.80%	\$204	\$207	\$211	\$215	\$219	\$223
		Subtotal	\$13,800			\$14,048	\$14,301	\$14,559	\$14,821	\$15,088	\$15,359
6	Professional Fees/Permits/Fines	Meetings and Dues	\$600	Inflation Rate	1.80%	\$611	\$622	\$633	\$644	\$656	\$668
		Permits	\$10,700	Inflation Rate	1.80%	\$10,893	\$11,089	\$11,288	\$11,491	\$11,698	\$11,909
		Fines	\$5,000	No Inflation		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
		Subtotal	\$16,300			\$16,503	\$16,710	\$16,921	\$17,136	\$17,354	\$17,577
7	Debt	USDA Loan Payment/Other Loans	\$194,300	No Inflation		\$194,300	\$194,300	\$194,300	\$194,300	\$194,300	\$194,300
		Subtotal	\$194,300			\$194,300	\$194,300	\$194,300	\$194,300	\$194,300	\$194,300
8	Capital Reserves	Capital Reserves⁽³⁾	\$50,000			\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
9	Required Revenue	Expenses	\$851,907			\$873,489	\$895,925	\$919,254	\$943,517	\$968,759	\$995,024
10	Outside Revenue (Credits)	Septage⁽⁴⁾	\$60,000			\$61,500	\$63,000	\$64,500	\$66,000	\$67,500	\$69,000
		Connection Fees⁽⁴⁾	\$5,000			\$5,125	\$5,250	\$5,375	\$5,500	\$5,625	\$5,750
11	Income Requirements	Income Requirement	\$786,907			\$806,864	\$827,675	\$849,379	\$872,017	\$895,634	\$920,274
		Rate with 898 EDUs ⁽⁴⁾⁽⁵⁾⁽⁶⁾	\$73.02			\$74.88	\$76.81	\$78.82	\$80.92	\$83.11	\$85.40

⁽¹⁾ Construction inflationary costs are based on the RS Means Construction Cost Index. The index used averaged inflationary costs for past 10 years
See the 2020 fiscal Sustainability Plan for details and instructions

⁽²⁾ From Fiscal Sustainability Plan

⁽³⁾ For needed sewer replacement not paid for by grants

⁽⁴⁾ Assume Septage and Connection fees will increase to match inflation increases

⁽⁵⁾ Proposed EDUs (does not include ADUs or JDUs)

⁽⁶⁾ Future rates assume a 2.5% increase every year

TABLE 3
CITY OF FERNDALE RATE STUDY

SAMPLE EDU CALCULATIONS AND SETTING MONTHLY RATE

Description	Monthly Water Use (Gal)			Average Daily Water Use (Gal.)	EDUs	MONTHLY RATE
	December	January	February			
Residential	6231	4701	5105	178	1	\$74.79
Residential	4456	7659	4750	187	1	\$74.79
Residential	7604	5967	4650	202	1	\$74.79
Residential	5803	4650	7750	202	1	\$74.79
Residential	4666	7750	6200	207	1	\$74.79
Residential	6902	6089	4650	196	1	\$74.79
Commercial	8001	6234	4650	210	1	\$80.26
Commercial	12403	10304	14623	415	2	\$158.65
Commercial	30034	25435	25879	904	5	\$345.72

Estimated EDU	196	Gallons per day
---------------	-----	-----------------

Rate Calculation

Total EDUs	14
Expenses	\$17,400.00
Connection fees collected	\$5,000.00
Required revenue (expenses less connection fees)	\$12,400.00
Yearly Rate (required revenue divided by EDUs)	\$897.42
Monthly Rate (yearly rate divided by 12)	\$74.79

Table 4
Historical Revenues
City of Ferndale Rate Study

	FY 2018/2019	FY 2017/2018	FY 2016/2017	FY 2015/2016	FY 2014/2015	FY 2013/2014
Sewer Service Charge	\$699,325.12	\$682,750.64	\$685,841.78	\$649,343.63	\$672,968.46	\$701,555.58
Sewer Connection Fees	\$10,360.32	\$5,180.16	\$10,360.32		\$792.00	
Septic discharge	\$73,773.75	\$95,475.50	\$70,643.10			
Misc Revenue		\$25,000.00		\$59,297.06	\$59,716.00	\$56,680.00
Refunds			(\$660.20)	(\$820.86)		
Interest		\$3,274.55		\$68.91	\$761.62	\$456.90
Total Revenue	\$783,459.19	\$811,680.85	\$766,185.00	\$707,888.74	\$734,238.08	\$758,692.48

TABLE 5
City of Ferndale EDU Structure⁽¹⁾⁽²⁾

Customer Type	Base	Add'l	Description for Additional Charges:
Single Family Dwelling	1.0	0.8	Additional "Granny House"
Apartments/Duplex/Triplex	1.0	0.8	For each additional dwelling unit
ADUs and JDUs	0.5	-	.05 EDUs per parcel with and ADU or JDU
City/Government Facility	1.0	-	Per lot regardless of size & occupancy
Butchers	2.0	-	2.0 EDU min to 1,000 sq. ft.; 1.7 EDU each additional 1,000 sq. ft. gross floor area
Bed & Breakfast, Boarding House	1.0	0.4	For each additional rental/sleeping room
Convalescent Homes, Community	1.0	0.6	For each additional rental/sleeping room
Hotels, Motels, Resorts	1.0	0.3	Per Unit
Trailer Parks, Mobile Home Parks	1.0	0.8	Per Pad or Space
Auto Dealership (New & Used)	1.0	0.2	1.0 EDU min, to 1,000 sq. ft.; 0.2 EDU each additional 1,000 sq. ft. gross floor area
Banks & Financial Institutions	1.0	0.3	1.0 EDU minimum, to 1,000 sq. ft.; 0.3 EDU each additional 1,000 sq. ft. gross floor area
Bakeries	2.0	1.7	2.0 EDU min to 1,000 sq. ft.; 1.7 EDU each additional 1,000 sq. ft. gross floor area
Bars & Taverns	1.0	1.0	1.0 EDU minimum to 1,000 sq. ft.; 1.0 EDU each additional 1,000 sq. ft.
Car Wash	1.0	-	1.0 EDU minimum (if stand alone)
Self Service Car Wash		1.0	1.0 EDU per stall
Automatic Car Wash		3.0	3.0 EDU per wash rack
Dry Cleaners, Commercial/Industrial Laundries	1.7	1.7	1.7 EDU per 1,000 sq. ft. floor space
Fire Stations	1.0	0.6	1.0 EDU up to 1,000 sq. ft.; 0.6 EDU each additional 1,000 sq. ft.
Garages & Equipment Rental/Service yard	1.0	1.0	1.0 EDU minimum (if stand alone), plus 1.0 EDU per 10 repair bays
Halls, Lodges, Auditoriums	1.0	0.3	1.0 EDU minimum plus 0.3 each 1,000 sq. ft. floor space
Health Studios, Beauty Salons, Spas & Gyms	2.0	1.0	2.0 EDU up to 1,000 sq. ft.; 1.0 EDU each additional 1,000 sq. ft.
Hospitals, Medical Clinics, EMT Facilities	2.0	1.0	2.0 EDU minimum (if stand alone) plus 1.0 EDU per 10 licensed beds or equivalent care stations
Laundries; Self-Service Laundromats	1.0	0.3	1.0 EDU minimum (if stand alone), plus 0.3 EDU per washing machine
Markets & minimi-marts	1.0	0.5	1.0 EDU minimum, plus 0.5 EDU each additional 1,000 sq. ft.
Medical & Dental Offices	1.0	0.5	1.0 EDU minimum plus 0.5 EDU each additional 1,000 sq. ft.
Mortuaries	1.0	1.0	1.0 EDU min plus 1.0 EDU per "slumber room"
Office Buildings	1.0	0.2	1.0 EDU min (if stand alone) plus 0.2 EDU per 1,000 sq. ft. gross floor area
Parks & Fairgrounds	1.0	1.0	1.0 EDU min plus 1.0 EDU per restroom, comfort room & janitor supply
Places of Worship	2.0	0.2	2.0 EDU per facility up to 10,000 sq. ft gross floor space, plus 0.2 EDU per each additional 1,000 equ ft. 1.0 additional EDU per each residence on site
Restaurant Take Out Only	1.0	1.0	1.0 EDU per 1,000 sq. ft. gross floor areas
Restaurant Full Service	2.0	2.0	2.0 EDU per 1,000 sq. ft. gross floor space
Retail Stores	1.0	0.5	1.0 EDU min; .05 EDU additional per each 1,000 sq. ft. floor area
Elementary School	-	-	Exempt by State Law
High School	-	-	Exempt by State Law
Service Stations	1.0	0.1	1.0 EDU minimum; plus 0.1 EDU per pump
Theaters	1.0	0.4	1.0 EDU min, plus 0.4 EDU per 1,000 sq. ft. - Snack Bar included in base allocation
Warehouses & Storage Facilities	1.0	1.0	1.0 EDU per 10,000 sq. ft. plus 1.0 EDU if manager's quarters on-site
Non-defined Commercial	1.0	-	1.0 EDU minimum plus additional allocation on per-case basis
Industrial & Manufacturing	2.0	-	2.0 EDU min plus additional allocation on per-case basis, plus additional applicable industrial wastewater fees

⁽¹⁾ Based on Rural Community Assistance Corporation Table; 2018.

⁽²⁾ Public facilities such as schools, libraries, and museums that do not charge entrance fees are exempt from sewer fees.

Table 6
Estimated Construction Costs
City of Ferndale

ID	Description	Total Estimated Improvement Cost	Grant Funded	City Funded
1	California	\$326,750	\$326,750	
2	Port Kenyon	\$242,000	\$242,000	
3A	Business District A	\$697,200	\$697,200	
3B	Business District B	\$515,300	\$515,300	
3C	Business District C	\$487,900	\$487,900	
4	Howard	\$690,300	\$690,300	
5	Madison and Main Area	\$483,800	\$483,800	
6	Herbert	\$467,000	\$467,000	
7	Harrison	\$267,700	\$267,700	
8	Fern	\$399,300	\$399,300	
9	Private Road (off 5th)	\$186,300	\$186,300	
10	Francis	\$473,500	\$473,500	
11	Shaw	\$403,000	\$403,000	
12	Tennyson	\$248,400	\$248,400	

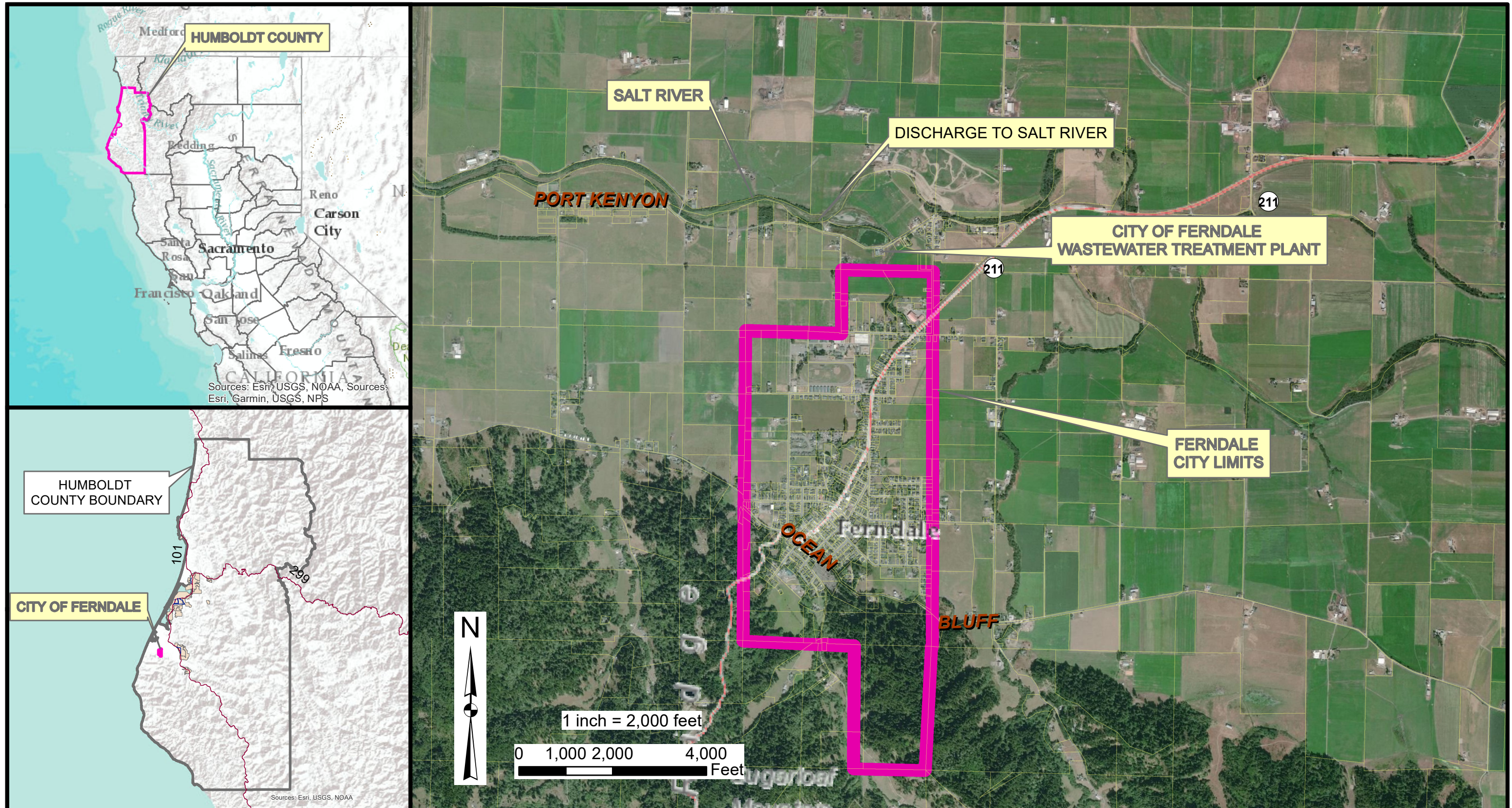
A	Ambrosini	\$174,100		\$174,100
B	Emmerson	\$294,300		\$294,300
C	Van Ness	\$706,000		\$706,000
D	Rose	\$307,100		\$307,100
E	5th Street	\$209,300		\$209,300
F	Craig	\$224,300		\$224,300
G	Dewey	\$112,300		\$112,300
H	Grant	\$154,800		\$154,800
I	Navy Housing	\$286,200		\$286,200

Total Grant Funding	\$5,888,450
Total City Funding	\$2,468,400

NOTES

- Estimates assume a negative CEQA declaration
- Estimates assume no coastal permit is required
- Estimates assume the sewers will be replaced

FIGURES

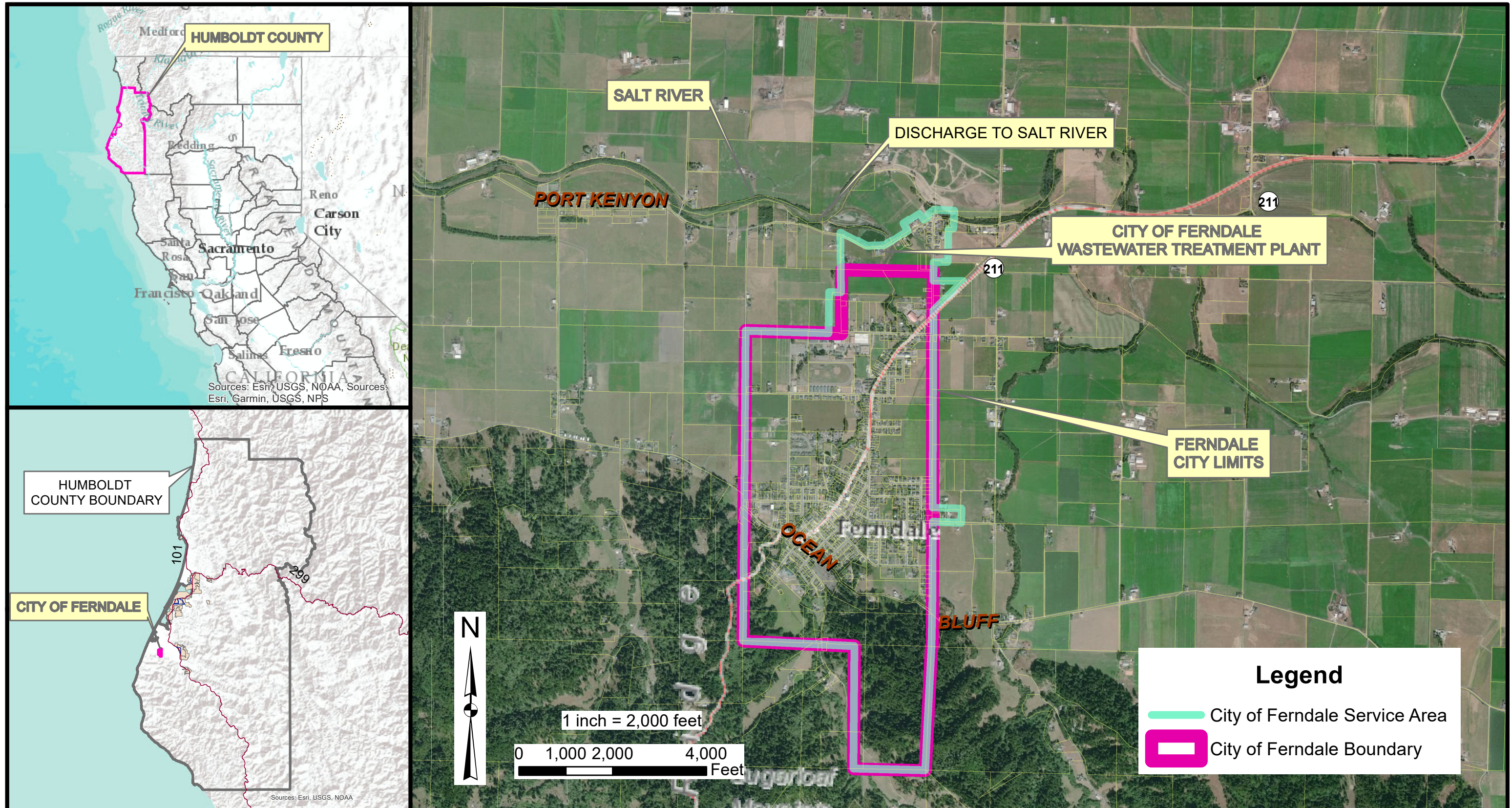


CITY OF FERNDALE

CITY OF FERNDALE
 2020 RATE STUDY
 LOCATION MAP

FIGURE 1

4/1/2020

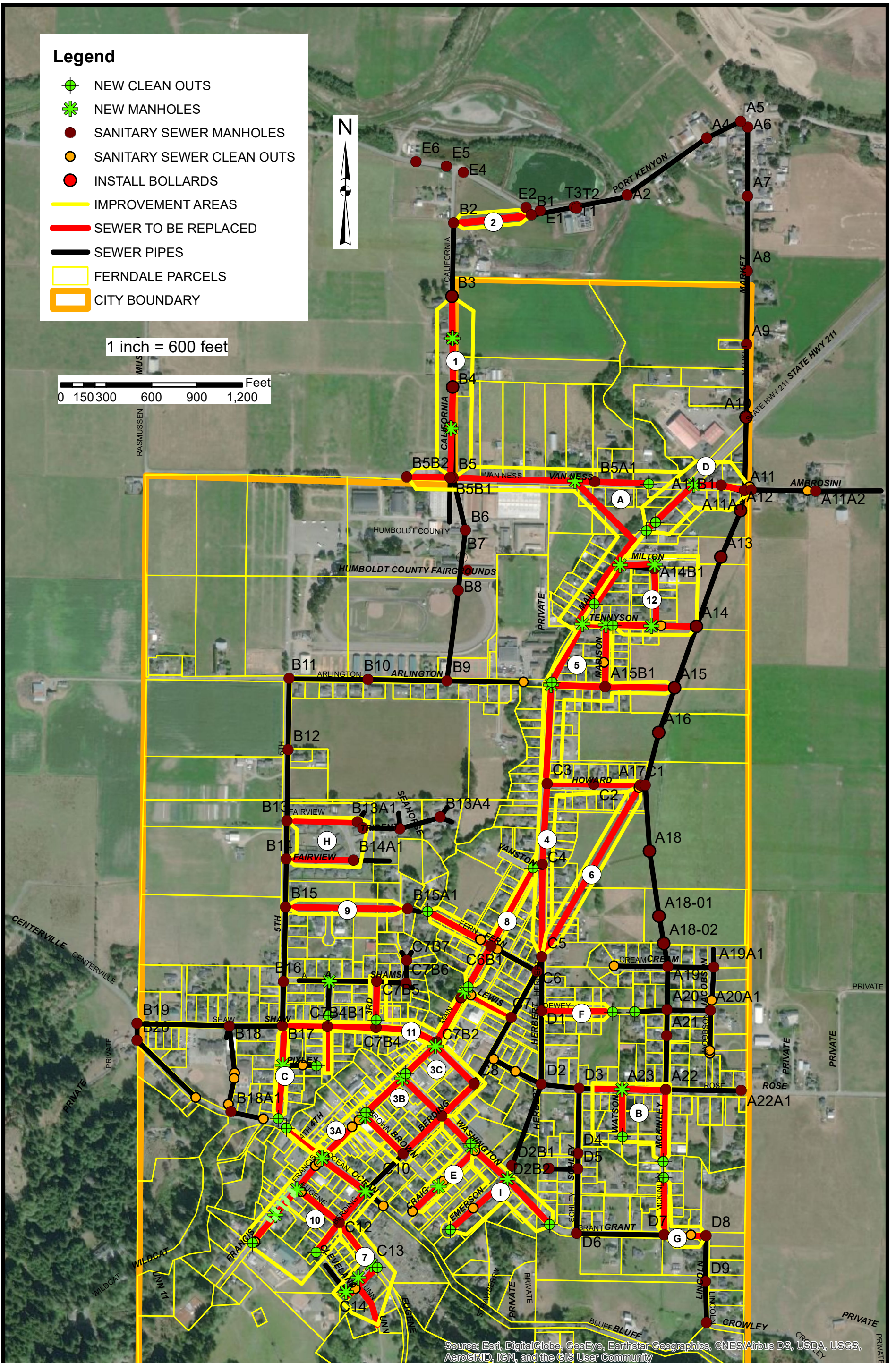


CITY OF FERNDALE

CITY OF FERNDALE
 RATE STUDY SERVICE AREA

FIGURE 2

4/1/2020



CITY OF FERNDALE
ENERGY SAVINGS PROJECT
IMPROVEMENT KEY

FIGURE 2

3/25/2020

Meeting Date:	April 15, 2020		Agenda Item Number	13.d		
Agenda Item Title	Resolution 2020-08 Authorizing the City Manager to Move Forward with the Bid Process, and Construction, as well as Execute a Construction Contract for the Intersection Improvements for 4 th St. and Shaw Ave.					
Presented By:	City Manager					
Type of Item:	<input checked="" type="checkbox"/>	Action	<input type="checkbox"/>	Discussion	<input type="checkbox"/>	Information
Action Required	<input type="checkbox"/>	No Action	<input checked="" type="checkbox"/>	Voice Vote	<input type="checkbox"/>	Roll Call Vote

RECOMMENDATION:

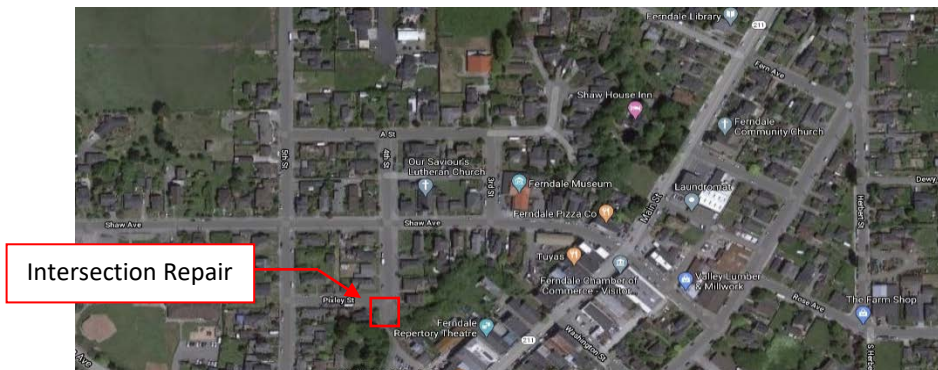
Approve Resolution 2020-08 Authorizing the City Manager to Move Forward with the bid process, and construction, as well as execute a construction contract for the Intersection Improvements for 4th St. and Shaw Ave. to the lowest of three solicited formal bids, for an amount not to exceed \$48,500 and to authorize the submittal of the Notice of CEQA Exemption.

BACKGROUND:

The western side of the intersection at 4th St. and Shaw Ave. is in extremely poor condition. The concrete valley gutter failed long ago which had allowed water to infiltrate into the soil below which continues to create a larger failure area.

It is proposed to replace the existing concrete valley gutter on the west side of the street with a new steel cross culvert across Shaw Ave. This will flatten the road surface on the west side of the intersection. The sidewalks will be flush with the roadway at the intersection on this side of 4th street and will be outfitted with ADA domes for ADA compliance. New stop signs will be added on Shaw Ave. to slow traffic down.

As an additive alternative to the project, it is proposed to replace the concrete valley gutter on the east side of the intersection with a new concrete valley gutter. New ADA curb drops will be added to the two corners on the east side of the intersection.



FISCAL IMPACT: Amount not to exceed \$3,250 for bidding and construction oversight, \$65,000 for the intersection replacement work, and \$9,750 in contingency (15%) or a total of \$78,500.

ROAD & SIDEWALK IMPROVEMENTS

4th St. & SHAW Ave. INTERSECTION

CITY OF FERNDALE, HUMBOLDT COUNTY, CALIFORNIA

APRIL 2020



**CITY OF FERNDALE
OFFICE OF THE CITY
ENGINEER**

**DRAINAGE & SIDEWALK
IMPROVEMENTS
4TH ST. & SHAW AVE.
INTERSECTION**

COVER PAGE

PROJECT DIRECTORY

CITY OF FERNDALE COUNCIL

MICHAEL SWEENEY	MAYOR
STEPHEN AVIS	CITY COUNCIL
ROBIN SMITH	CITY COUNCIL
KATHLEEN BULLARD	CITY COUNCIL
JENNIFER FISK BECKER	CITY COUNCIL

CITY OF FERNDALE

JAY PARRISH	CITY MANAGER
BRIAN ONTIVEROS	CITY ENGINEER
KRISTENE HALL	CITY CLERK
ARNIE KEMP	CITY BUILDING OFFICIAL
JOHNNY HOPPIS	PUBLIC WORKS

OWNER

CITY OF FERNDALE
834 MAIN STREET
FERNDALE, CA 95536
PHONE: (707) 786-4224
FAX: (707) 786-9314

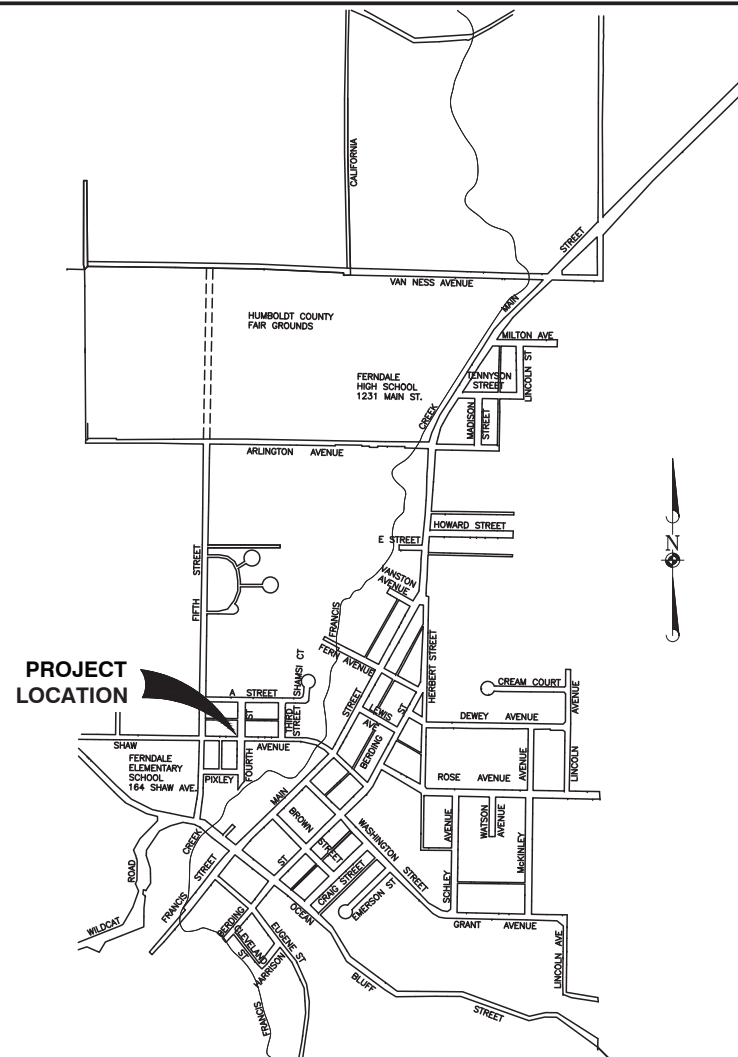
ENGINEER

CITY OF FERNDALE
OFFICE OF THE CITY ENGINEER
404 N. FORTUNA BLVD.
FORTUNA, CA. 95540
PHONE: (707) 725-7410

CONTACT INFORMATION

FERNDALE CITY HALL	(707) 786-4224
CITY OF FERNDALE POLICE DEPARTMENT	(707) 786-4025
DEL ORO WATER COMPANY	(707) 786-9080
PACIFIC GAS & ELECTRIC COMPANY	(800) 468-4743
NORTH COAST UNIFIED AIR QUALITY MANAGEMENT DISTRICT	(707) 444-2233
CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD	(707) 576-2220
NORTH COAST REGION	

LOCATION MAP



DRAWINGS SHEET INDEX

- C0.1 - COVER PAGE
- C0.2 - PROJECT NOTES
- C1.1 - EXISTING SITE
- C1.2 - DEMOLITION PLAN
- C1.3 - IMPROVEMENT PLANS
- C1.4 - GRADING PLAN
- C1.5 - STRIPING PLAN
- C2.0 - DETAILS
- C2.1 - ADDITIONAL DETAILS

APPROVALS

CITY ENGINEER:

Brian K. Ontiveros, PE C55968

SIGNED _____ DATE _____

CITY MANAGER:

Jay Parrish

SIGNED _____ DATE _____

MARK	DESCRIPTION	DATE

PLOT INFORMATION
CAD DWG FILE: P19-062 FERNDALE -
ENGINEERING\19-062.04 SHAW & 4TH ST.
INTERSECTION\SHAW & 4TH
INTERSECTION\20-02-10.DWG
PLOT DATE: 4/9/2020 11:00 AM
SAVE DATE: 4/9/2020 10:56 AM

SUBMITTAL STATUS
COUNCIL REVIEW

PROJECT NO: 19-062
DATE: 4/9/2019
DRAWN BY: BAO
CHK'D BY: BKO

C0.1

SHEET -- OF --

GENERAL CIVIL NOTES

A. GENERAL

- This project requires a Class A general engineering contractor's license in the state of California.
- Written dimensions on these drawings shall have precedence over scaled dimensions. Contractor shall coordinate, verify and be responsible for all dimensions, details and conditions before starting the work.
- The drawings were prepared in a manner consistent with existing professional standards and with the understanding that these drawings would be used solely by qualified and experienced construction and/or design professionals for use in the construction of this specific project only. The details indicated on these plans represent general typical details required for communicating this project design intent to such qualified construction professionals and as such may not include all the details necessary for the final completion of the project.
- Contractor shall notify the civil engineer of record in writing immediately of any apparent discrepancies or possible omissions in detailing prior to starting the work. Contractor shall take full responsibility for the consequences of proceeding without written clarification from the C.E.R. relative to any such apparent discrepancies including potential removal and/or replacement of incorrectly installed elements.
- The contractor shall verify all stations, locations, elevations, and slopes prior to starting construction. Any discrepancies shall be immediately called to the engineer's attention.
- The construction & installation of improvements shall conform to these plans, the City of Ferndale improvement standards and specifications, and 2019 California Building Code.
- Any changes to these plans are to receive prior approval of the the City Engineer.
- The contractor is to pothole and verify the existence, location and elevation of all utilities prior to the start of work. The locations of all underground utilities may not be shown on these plans. The engineer makes no guarantee as to the existence, location, or elevation of any utilities shown or omitted from these plans. The engineer will assume no responsibility for the completeness or accuracy of underground utilities, whether shown on this plan, or not. The contractor is to notify underground service alert (USA North) at 811 a minimum of 48 hours prior to starting work.
- Construction materials shall be stored so as to ensure the preservation of their quality and fitness for the work. They shall be located and disposed of in a manner such that prompt and proper inspection may be made.
- The contractor shall remove from the site and lawfully dispose of all deleterious material (broken concrete, asphalt pavement, base material, rocks stumps, roots, limbs, etc.) to an approved disposal site.
- If, in the course of development, any archaeological, historical, or paleontological resources are uncovered, construction activities in the affected area shall cease and a qualified archaeologist shall be contacted to review the site and advise the city of the site's significance. If the findings are deemed significant, appropriate mitigation shall be required prior to any resumption of work on the project.
- Contractor Shall be Solely Responsible for Survey Control and Staking as Required to Perform Work. All Survey and Staking (if required) Shall be Performed by a Licensed California Professional Land Surveyor.
- Unless otherwise noted, the contractor shall protect existing survey monuments within work limits. Any monument damaged by the contractor shall be reset in accordance with the California Professional Land Surveyors Act.
- Contractor shall provide and maintain sufficient temporary barriers to provide for the safety of the public.
- The contractor shall obtain an encroachment permit from the City of Ferndale that includes a Traffic Control Plan prior to proceeding with any construction activities or traffic control within the City right of way.
- Temporary traffic control measures shall conform to the California Manual on Uniform Traffic Control Devices (CAMUTCD), 2014 (rev 5) edition.
- The contractor shall notify the City Engineering Department at (707) 786-4224 a minimum of 72 hours prior to construction of any work within the City right of way.
- All construction shall be performed in compliance with the state of California air pollution control and water regulations. The contractor is responsible for obtaining air and water quality permits from the California department of environmental protection as required. The contractor shall maintain an ongoing dust control program using the application of water and/or dust palliative.
- The location of existing utilities shown on these drawings is based on the best information available to the engineer. Prior to beginning construction it shall be the contractors responsibility to verify these locations at the proposed points of connections and in areas of possible conflict with new utility installation, potholing is required. Should the contractor find any discrepancies between the conditions existing in the field and the information shown on these drawings, he shall notify the city engineer before proceeding with construction.
- The contractor shall be solely and completely responsible for the conditions of the job site, including safety of all persons and property during performance of the work. This requirement will apply continuously and not be limited to normal working hours. The contractor shall be responsible for the design and construction of proper shoring of trenches in accordance with occupational safety laws. The duties of the engineer or construction manager do not include review of the adequacy of the contractor's safety in, on, or near the construction site.
- Should it appear that the work to be done, or any matter relative thereto, is not sufficiently detailed or explained on these plans, the contractor shall contact the construction manager for such further explanations as may be necessary.
- The contractor will be responsible for the replacement of all existing improvements damaged or disturbed by this construction project, including: PCC curb, gutter & sidewalk, PCC driveway aprons, the adjustment to grade of all manholes, cleanouts, and valve boxes and private improvements outside the paved roadway not shown for removal or modification on these drawings (NDP for repairs unless noted otherwise on drawings)
- Pedestrian ramps shall conform to the requirements of Caltrans STD plan RSP A88A for work within the right-of-way, including curb repairs.
- All earthwork and paving work shall conform to the requirements contained in the 2018 edition of the Caltrans standard specifications and standard plans, and the City of Ferndale standard plans.
- Location and elevation of existing improvements to be joined by new work shall be confirmed by the contractor by field measurements prior to construction of new work.
- Exact location of all saw-cut lines shall be determined in the field by engineer.
- All quantities shown on the drawings are approximate and used only for permit and bond purposes only. They shall not be used in any way for bidding or construction purposes. It shall be the contractor's responsibility to make his own quantity estimates for bidding and construction purposes.
- It shall be the contractor's responsibility to perform construction as per plans. Any additions, deletions or changes shall first meet with the approval or the engineer.
- Trim edge of existing pavement where new pavement joins to a smooth, straight line. Construct match-up paving as shown on plan and overlay paving as directed in the field to produce a smooth section.
- The contractor shall submit pavement design to the City Engineer for review and approval prior to paving.
- Paving per these plans shall not commence until compaction testing and all underground work is complete.
- All manhole lids, survey monuments, utility boxes, etc... to be flush with paving.
- Reports of compaction within the traveled way of all streets shall be submitted to and accepted by the City Engineer prior to placing any improvements as per the Testing and Materials Schedule.
- The Contractor Shall Retain the Services of an Independent Firm to Perform Compaction Testing.

B. WATER POLLUTION CONTROL NOTES

- It is the responsibility of the contractor to minimize erosion and prevent the transport of sediment to sensitive areas.
- Sufficient erosion control supplies shall be available on-site at all times to deal with areas susceptible to erosion during rain events.
- Minimize disturbance of existing vegetation only as necessary to complete the work.
- The contractor shall make adequate preparations, including training & equipment, to contain spills of oil and other hazardous materials. See project specifications for additional contractor requirement and responsibilities.
- Activities such as vehicle washing are to be carried out at an off-site facility wherein the water is discharged into a sanitary sewer.
- The contractor shall provide covered waste receptacles for common solid wastes at convenient locations on the job site and provide regular collection of wastes.
- The contractor shall provide sanitary facilities of sufficient number and size to accommodate construction crews and ensure adequate anchorage of such facilities to prevent them from being tipped by the weather or vandalism.
- Appropriate storage and disposal of water from dewatering operations shall be exercised in the event that accumulated water must be removed from a work location.
- Covered and secured storage areas for potentially toxic materials shall be provided by the contractor. All hazardous material containers should be placed in secondary containment.
- Vehicle and equipment & maintenance should be performed off-site whenever practical.
- Soil stockpiles shall be covered, and located at least 50 feet away from drainage channels and stormwater systems.
- Contractor must ensure that the construction site is prepared prior to the onset of any storm.
- All sediment deposited on paved roadways shall be swept at the end of each working day, as necessary or as directed by the city's representative. A stabilized construction entrance may be required to prevent sediment from being deposited on paved roadways.
- All erosion and sediment control measures shall be maintained in accordance to their respective bmp fact sheet until disturbed areas are stabilized.
- This plan may not cover all the situations that arise during construction due to unanticipated field conditions. Variations may be made to the plan in the field subject to the approval of or at the direction of the city's representative.
- It will be the responsibility of the contractor to fix any deficiencies indicated by the city or the city's representative to prevent erosion and control sediment.

C. UNDERGROUND UTILITY NOTES

- Underground utilities are shown based on a combination of visible physical evidence and available records.
- No representation is made that all the underground utilities shown comprise all such utilities in the area, either in service or abandoned, or that the underground utilities are in the exact locations indicated, although they are shown as accurately as possible from the available information as noted above.
- The City assumes no responsibility for utilities not shown at all or utilities not shown in their proper locations.
- For dig alert ID number call underground service alert (USA) at 811 for underground locating, a minimum of 2 days before you dig.

D. CONCRETE

- Concrete for curbs and sidewalks shall have minimum ultimate compressive strength of 3000 psi at 28 days and unit weight of 150#/cf. Aggregate shall be per ASTM C33 and Table 2, Size Number 6 or approved alternate.
- Cement shall be tested, Type I Portland cement conforming to ASTM C150.
- Reinforcing steel shall conform to ASTM A615 Grade 60, deformed bars, clean and unrusted.
- Provide concrete with slump at point of placement as follows:
 - Ramps and sloping surfaces: Not more than 3".
 - Slabs, Sidewalk & Other Concrete: Not more than 5".

TESTING AND MATERIALS SCHEDULE

TEST	TEST NUMBER	MATERIAL	LOCATION	STANDARD
Compaction	Calif. 216	Trenches	1 Test ea. 50'	90% where >30", 95% where <30"
Compaction	Calif. 216	Subgrade	1 Test ea. 50'	90% where >30", 95% where <30"
Compaction	Calif. 216	Cl 2 Ag. Base	1 Test ea. 50'	95%
Sand Eq.	Calif. 217	Cl 2 Ag. Base	1 Test	22 Min.
Base Gradation	Calif. 202	Cl 2 Ag. Base	1 Test	1 1/2" Max
Concrete			None	5 Sack Transit Mix

The Asphalt Batch Plant is to issue a certification that the materials supplied to this project are in conformance with State Specifications for Type B Asphaltic Concrete.

ABBREVIATIONS

AB	AGGREGATE BASE	FF	FINISH FLOOR	PC	POINT OF CURVATURE
AC	ASPHALT CONCRETE	FG	FINISH GRADE	POC	POINT OF CONNECTION
AGG	AGGREGATE	FH	FIRE HYDRANT	PP	POWER POLE
AP	ANGLE POINT	FIN	FINISH	PT	POINT OF TANGENT
BC	BEGINNING OF CURVE	FL	FLOW LINE	R	RADIUS
BFP	BACK FLOW PREVENTOR	FS	FINISH SURFACE	RAD	RADIUS
BLDG	BUILDING	FT	FEET	RC	RELATIVE COMPACTION
BM	BENCHMARK	G	GAS	RCP	REINFORCED CONCRETE PIPE
BO	BLOWOFF	GB	GRADE BREAK	RD	ROAD
BOT	BOTTOM	GRD	GROUND	REQ'D	REQUIRED
BW	BACK OF WALK	GR	GRADE	R/W	RIGHT-OF-WAY
CB	CATCH BASIN	HC	HANDICAPPED	RSP	ROCK SLOPE PROTECTION
CL	CENTERLINE	HORZ	HORIZONTAL	RT	RIGHT
CLR	CLEAR	INV	INVERT	S	SLOPE or SOUTH
CMP	CORRUGATED METAL PIPE	IP	IRON PIPE	SCH	SCHEDULE
CONC	CONCRETE	JCT	JUNCTION	SD	STORM DRAIN
CONT	CONTINUOUS	L	LENGTH	SDI	STORM DRAIN INLET
COR	CORNER	LF	LINEAR FEET	SDCO	STORM DRAIN CLEANOUT
CPP	CORRUGATED PLASTIC PIPE	LP	LOW POINT	SF	SQUARE FEET
D	DEPTH	LT	LEFT	SH	SHEET
DC	DROP CURB	MAX	MAXIMUM	SS	SANITARY SEWER
DIA	DIAMETER	MH	MANHOLE	SSCO	SANITARY SEWER CLEANOUT
DI	DRAINAGE INLET or DUCTILE IRON PIPE	MIN	MINIMUM	SSMH	SANITARY SEWER MANHOLE
DWG	DRAWING	MISC	MISCELLANEOUS	STA	STATION
(E)	EXISTING	(N)	NEW	STD	STANDARD
E	EAST	NTS	NOT TO SCALE	SW	SIDEWALK
EA	EACH	OC	ON CENTER	TC	TOP OF CURB
EC	END OF CURVE	(P)	PROPOSED	TYP	TYPICAL
ELEC	ELECTRIC	PCC	PORTLAND CEMENT CONCRETE	UG	UNDERGROUND
EL	ELEVATION	PERF	PERFORATED	UNO	UNLESS NOTED OTHERWISE
ELEV	ELEVATION	PI	POINT OF INTERSECTION	VERT	VERTICAL
ENGR	ENGINEER	PL	PROPERTY LINE	W/	WITH
EP	EDGE OF PAVEMENT	PLCS	PLACES	W	WIDE or WEST or WATER
ER	EDGE OF ROAD	PM	PARCEL MAPS	WM	WATER METER
FDC	FIRE DEPT CONNECTION			WTR	WATER

SYMBOLS LEGEND

	(E) CONCRETE		MANHOLE
	(N) CONCRETE PAVING		WATER VALVE
	(N) ASPHALT CONCRETE PAVING		UTILITY POLE
	DEMOLITION AREA		UTILITY POLE GUY LINE
	(E) CONTOUR LINES		DRAINAGE DIRECTION
	(P) MAJOR CONTOUR LINES		
	(P) MINOR CONTOUR LINES		
	(E) BUILDING OUTLINE		
	SD DRAINAGE PIPE		
	EDGE OF PAVEMENT		
	GAS LINE		
	OH OVERHEAD POWER LINE		
	SS SEWER LINE		
	W WATER LINE ((E)New)		



**CITY OF FERNDALE
OFFICE OF THE CITY
ENGINEER**

**DRAINAGE & SIDEWALK
IMPROVEMENTS
4TH ST. & SHAW AVE.
INTERSECTION**

**PROJECT
NOTES**

MARK	DESCRIPTION	DATE

PLOT INFORMATION
CAD DWG FILE: P19-062 FERNDALE - ENGINEERING\19-062.04 SHAW & 4TH ST. INTERSECTION\SHAW & 4TH INTERSECTION\20-02-19.DWG
PLOT DATE: 4/9/2020 11:00 AM
SAVE DATE: 4/6/2020 10:56 AM

SUBMITTAL STATUS
COUNCIL REVIEW

PROJECT NO: 19-062
DATE: 4/9/2019
DRAWN BY: BAO
CHK'D BY: BKO

C0.2
SHEET -- OF --

TOPOGRAPHIC SURVEY NOTES

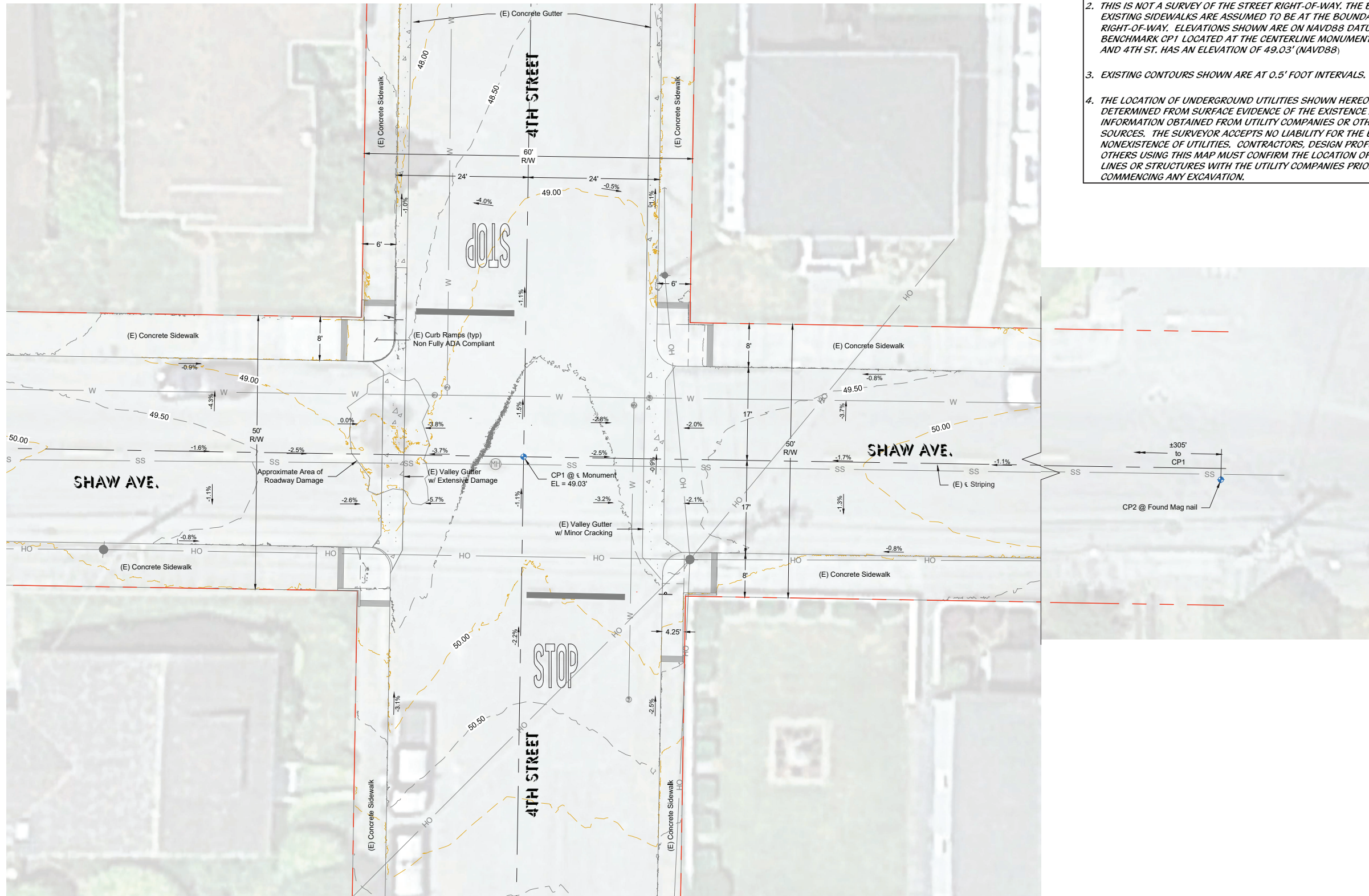
1. THE PURPOSE OF THIS MAP IS TO SHOW THE TOPOGRAPHIC FEATURES OF THE INTERSECTION AT SHAW AVE. & 4TH STREET IN FERNDALE. FEATURES WERE LOCATED DURING A FIELD SURVEY BY ONTIVEROS & ASSOCIATES, INC. (O&A) IN OCTOBER 2019.
2. THIS IS NOT A SURVEY OF THE STREET RIGHT-OF-WAY. THE BACK OF THE EXISTING SIDEWALKS ARE ASSUMED TO BE AT THE BOUNDARY OF THE RIGHT-OF-WAY. ELEVATIONS SHOWN ARE ON NAVD88 DATUM. THE PROJECT BENCHMARK CP1 LOCATED AT THE CENTERLINE MONUMENT AT SHAW AVE. AND 4TH ST. HAS AN ELEVATION OF 49.03' (NAVD88)
3. EXISTING CONTOURS SHOWN ARE AT 0.5' FOOT INTERVALS.
4. THE LOCATION OF UNDERGROUND UTILITIES SHOWN HEREON HAS BEEN DETERMINED FROM SURFACE EVIDENCE OF THE EXISTENCE AND/OR FROM INFORMATION OBTAINED FROM UTILITY COMPANIES OR OTHER OUTSIDE SOURCES. THE SURVEYOR ACCEPTS NO LIABILITY FOR THE EXISTENCE OR NONEXISTENCE OF UTILITIES. CONTRACTORS, DESIGN PROFESSIONALS, OR OTHERS USING THIS MAP MUST CONFIRM THE LOCATION OF UNDERGROUND LINES OR STRUCTURES WITH THE UTILITY COMPANIES PRIOR TO COMMENCING ANY EXCAVATION.

404 N. Fortuna Blvd. • Fortuna, CA 95540
Phone (707) 725-7410 • Fax (707) 725-7411
Ontiveros.Assoc@att.net

**CITY OF FERNDALE
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**DRAINAGE & SIDEWALK
IMPROVEMENTS
4TH ST. & SHAW AVE.
INTERSECTION**

EXISTING SITE



EXISTING SITE CONDITIONS

SCALE 1" = 10' - 34x22
1" = 20' - 11x17



MARK	DESCRIPTION	DATE

PLOT INFORMATION
CAD DWG FILE: P19-062 FERNDALE ENGINEERING19-062.04 SHAW & 4TH ST. INTERSECTION
INTERSECTION SHAW & 4TH INTERSECTION20-02-19.DWG
PLOT DATE: 4/9/2020 11:00 AM
SAVE DATE: 4/6/2020 10:56 AM

SUBMITTAL STATUS
COUNCIL REVIEW

PROJECT NO: 19-062
DATE: 4/9/2019
DRAWN BY: BAO
CHK'D BY: BKO

C1.1
SHEET -- OF --

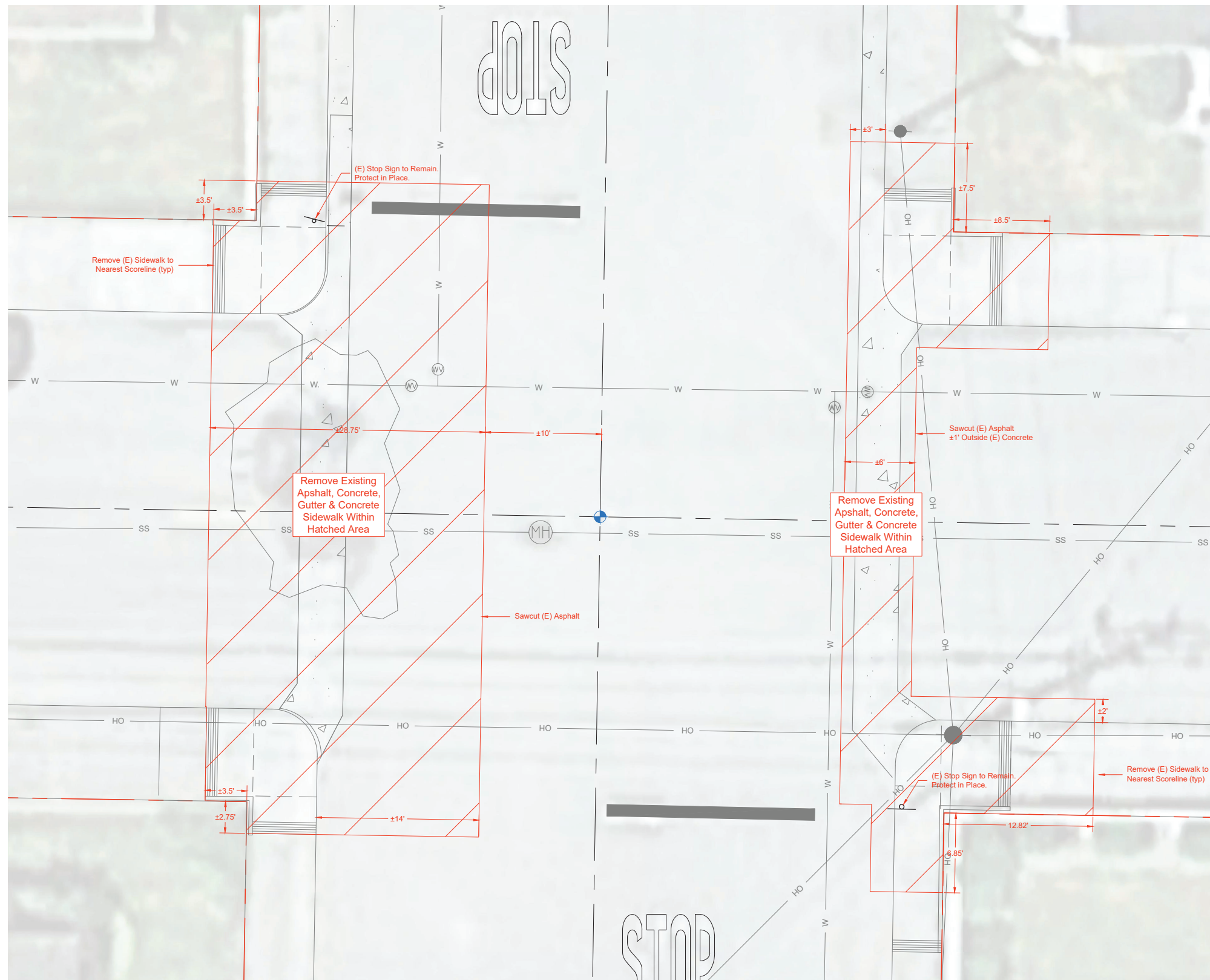
O&A
ONTIVEROS & ASSOCIATES
 INC.
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DRAINAGE & SIDEWALK
IMPROVEMENTS
4TH ST. & SHAW AVE.
INTERSECTION

DEMOLITION
PLAN



BASE PROJECT

ADDITIVE ALTERNATE 1

DEMOLITION PLAN

SCALE 1" = 5' - 34x22
 1" = 10' - 11x17



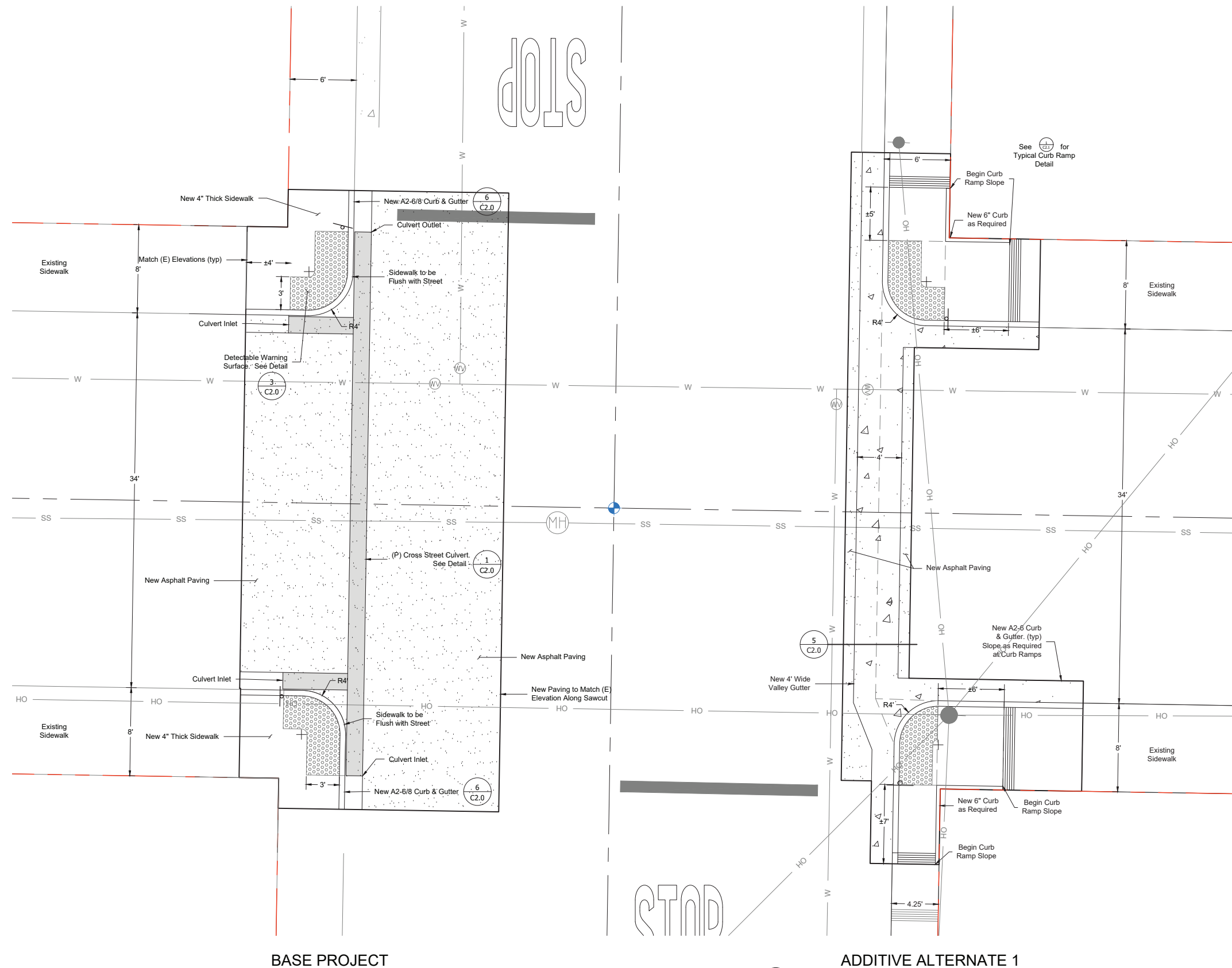
MARK	DESCRIPTION	DATE

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 INTERSECTION\SHAW & 4TH
 INTERSECTION\20-02-10.DWG
 PLOT DATE: 4/9/2020 11:00 AM
 SAVE DATE: 4/6/2020 10:56 AM

SUBMITTAL STATUS
COUNCIL REVIEW

PROJECT NO: 19-062
 DATE: 4/9/2019
 DRAWN BY: BAO
 CHK'D BY: BKO

C1.2
 SHEET -- OF --



SHAW & 4TH IMPROVEMENT PLAN

SCALE 1" = 5' - 34x22
1" = 10' - 11x17

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DRAINAGE & SIDEWALK
IMPROVEMENTS
4TH ST. & SHAW AVE.
INTERSECTION

IMPROVEMENT
PLANS

MARK	DESCRIPTION	DATE

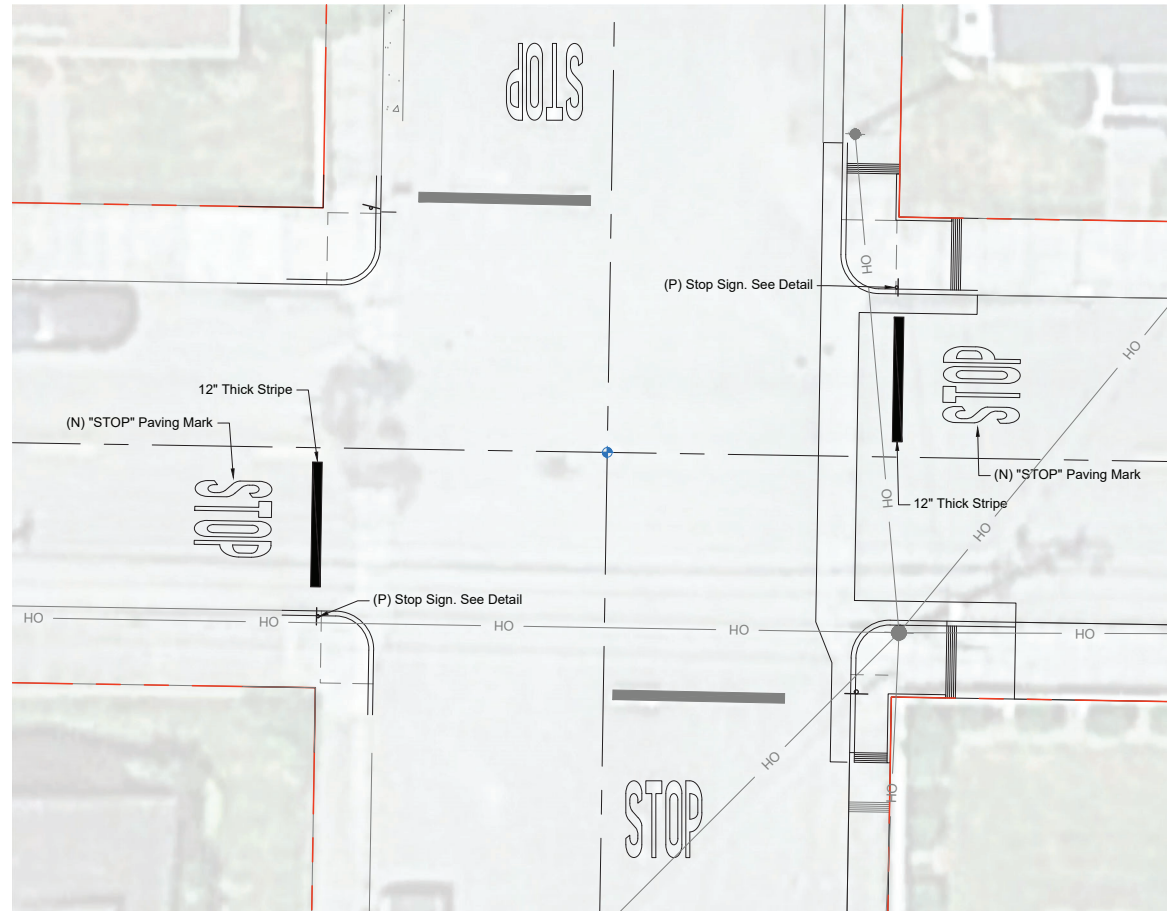
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 ENGINEERING19-062.04 SHAW & 4TH ST.
 INTERSECTIONSHAW & 4TH
 INTERSECTION20-02-10.DWG
 PLOT DATE: 4/9/2020 11:00 AM
 SAVE DATE: 4/9/2020 10:56 AM

SUBMITTAL STATUS
COUNCIL REVIEW

PROJECT NO: 19-062
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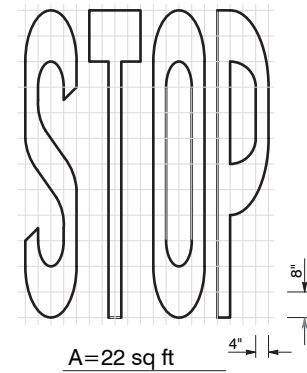
C1.3

SHEET -- OF --



STRIPING PLAN

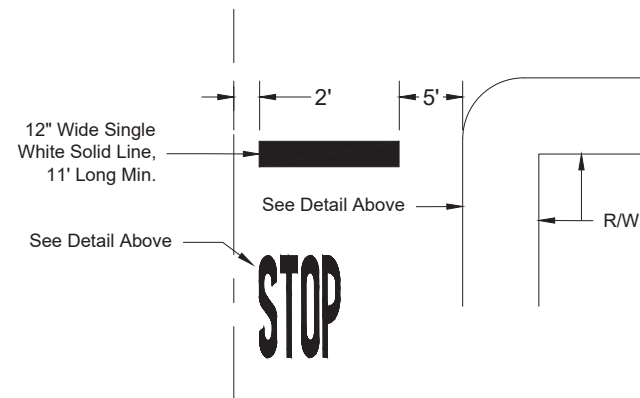
SCALE 1" = 10' - 34x22
1" = 20' - 11x17



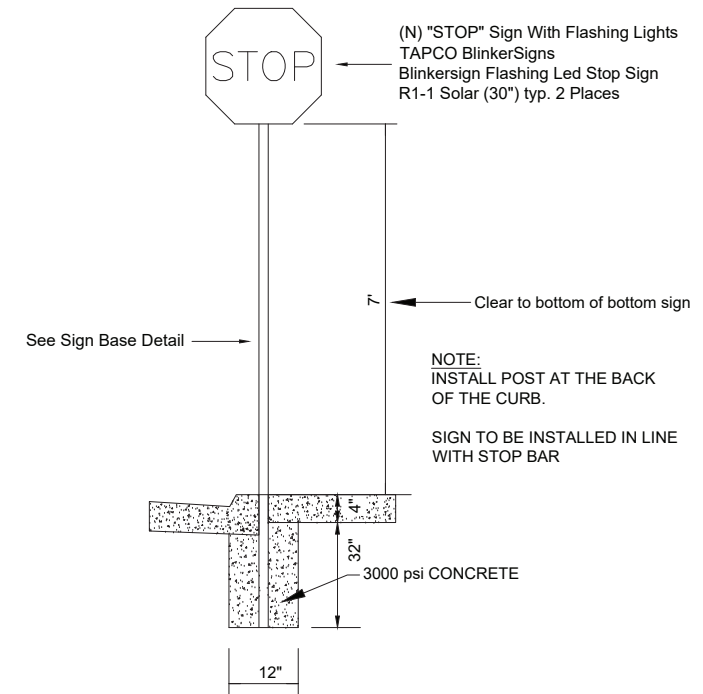
NOTES:

1. If a message consists of more than one word, it should read "UP", i.e., the first word should be nearest the driver.
2. The space between words should be at least four times the height of the characters for low speed roads, but not more than ten times the height of the characters. The space may be reduced appropriately where there is limited space because of local conditions.
3. Minor variations in dimensions may be accepted by the Engineer.
4. Portions of a letter, number or symbol may be separated by connecting segments not to exceed 2" in width.

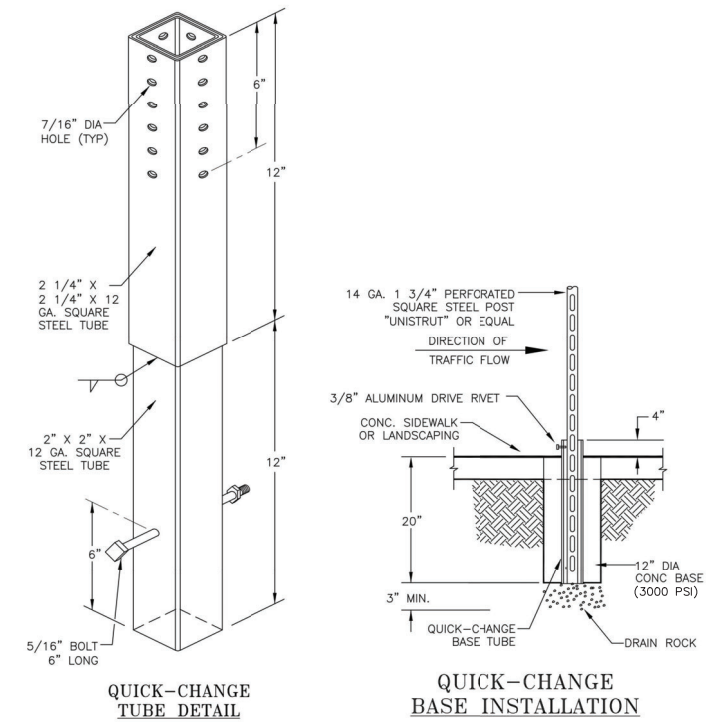
WORD MARKINGS	
ITEM	sq. ft.
STOP	22



2 TYPICAL ROAD MARKING DETAILS
C1.5 NTS



3 TYPICAL STOP SIGN DETAIL
C1.5 NTS



1 TYPICAL SIGN BASE
SCALE: NTS

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**DRAINAGE & SIDEWALK
IMPROVEMENTS
4TH ST. & SHAW AVE.
INTERSECTION**

STRIPING PLAN

MARK	DESCRIPTION	DATE

PLOT INFORMATION
CAD DWG FILE: P19-062 FERNDALE -
ENGINEERING19-062.04 SHAW & 4TH ST.
INTERSECTION;SHAW & 4TH
INTERSECTION;20-02-10.DWG
PLOT DATE: 4/9/2020 11:00 AM
SAVE DATE: 4/6/2020 10:56 AM

SUBMITTAL STATUS
COUNCIL REVIEW

PROJECT NO: 19-062
DATE: 4/9/2019
DRAWN BY: BAO
CHK'D BY: BKO

C1.5
SHEET -- OF --



CITY OF FERNDALE
OFFICE OF THE CITY
ENGINEER

DRAINAGE & SIDEWALK
IMPROVEMENTS
4TH ST. & SHAW AVE.
INTERSECTION

DETAILS

MARK	DESCRIPTION	DATE

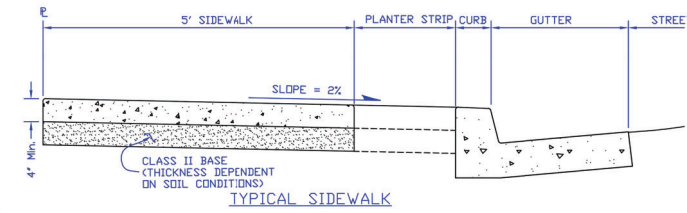
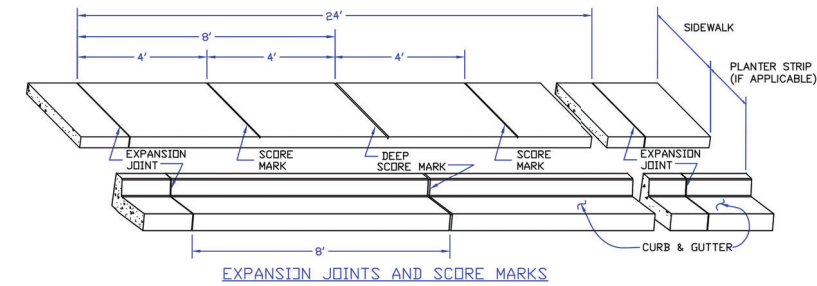
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 INTERSECTION\20-02-10.DWG
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 PLOT DATE: 4/9/2020 11:01 AM
 SAVE DATE: 4/9/2020 10:56 AM

SUBMITTAL STATUS
COUNCIL REVIEW

PROJECT NO: 19-062
 DATE: 4/9/2019
 DRAWN BY: BAO
 CHK'D BY: BKO

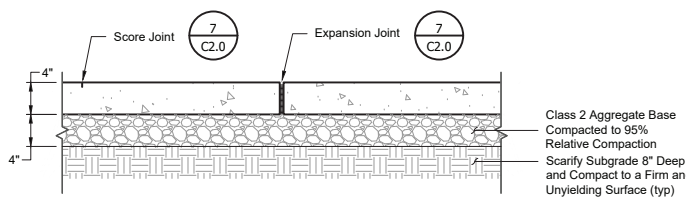
C2.0
 SHEET -- OF --

- NOTES:
 1. DEPTH OF DEEP SCORE MARKS OR WEAKEND PLANE JOINTS SHALL BE 3/4".
 2. EXPANSION JOINT MATERIAL TO BE 1/2" PREMOLDED JOINT FILLER FULL THICKNESS OF CONCRETE. EXPANSION JOINTS IN SIDEWALK TO ALIGN WITH JOINTS IN CURB & GUTTER.



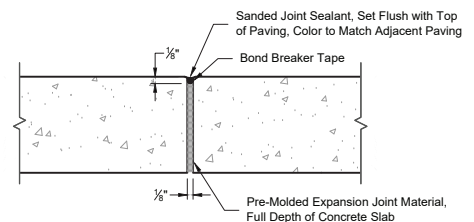
- NOTES:
 1. PLANTER STRIP SUBJECT TO APPROVAL BY CITY.
 2. ALL EXPOSED EDGES TO BE ROUNDED WITH 1/2" RADIUS.

2
 C2.0 TYPICAL SIDEWALK
 SCALE: NTS

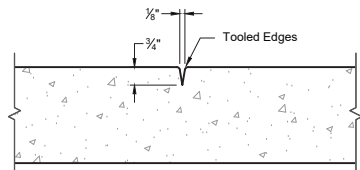


- NOTES:
 1. 6" HIGH WARNING CURB REQUIRED PER CBC WHEN VERTICAL DROP ADJACENT TO SIDEWALK EXCEEDS 4". 6" HIGH RETAINING CURB MAY BE USED AS FIELD CONDITIONS WARRANT OR AS DIRECTED BY THE ENGINEER OF RECORD IN THE FIELD.
 2. WALKS AND SIDEWALKS SHALL CONFORM TO THE 2019 CBC.
 3. CONCRETE SURFACE SHALL BE TROWELED SMOOTH AND HAVE A BROOM FINISH.
 4. SLOPE CONCRETE PAVING SECTIONS AWAY FROM BUILDINGS AND OTHER STRUCTURES AND TOWARDS LANDSCAPING AND DRAINAGE FACILITIES.
 5. MAXIMUM CROSS SLOPE OF SIDEWALKS AND WALKWAYS SHALL BE 2%.
 6. WHERE (N) CONCRETE PAVING ABUTS (E) CONCRETE PAVING, DRILL AND DOWEL #4 REBAR 6" INTO (E) CONCRETE PAVING @ 24" O.C. AND PROVIDE EXPANSION JOINT, PER

5
 C2.0 TYPICAL PEDESTRIAN CONCRETE PAVING DETAIL
 SCALE: NTS



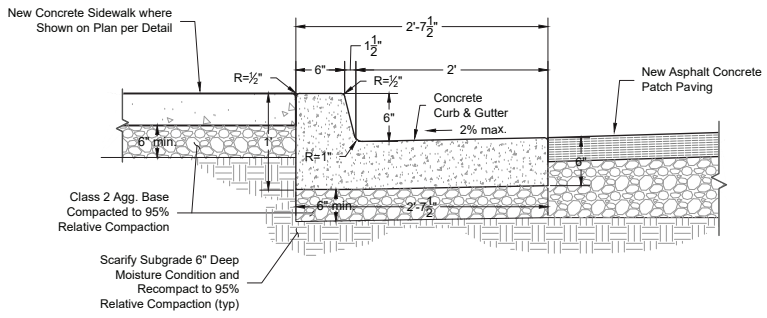
EXPANSION JOINT SECTION



TOOLED DEEP SCORE JOINT SECTION

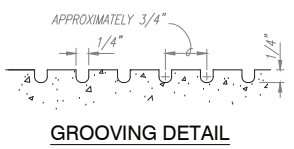
- NOTES:
 1. LOCATE EXPANSION JOINTS AT INTERVALS OF NOT MORE THAN 20 FEET, UNLESS INDICATED OTHERWISE, OR AS DIRECTED BY ENGINEER OF RECORD.
 2. FORM TOOLED SCORE JOINTS IN FRESH CONCRETE BY GROOVING AND FINISHING EACH EDGE OF JOINT WITH A RADIUS JOINTER TOOL. LOCATE TOOLED SCORE JOINTS AT INTERVALS OF NOT MORE THAN 5 FEET, UNLESS INDICATED OTHERWISE.

7
 C2.0 TYPICAL CONCRETE JOINTS DETAIL
 SCALE: NTS

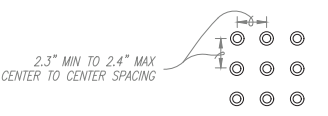


6
 C2.0 TYPICAL CURB & GUTTER DETAIL - TYPE A2-6
 SCALE: NTS

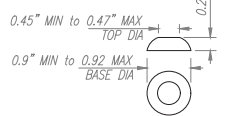
- NOTES:
 1. CURB RAMP SHALL BE OUTLINED, AS SHOWN ON THE RAMP DETAILS, WITH A 1'-0" WIDE BORDER WITH 1/4" GROOVES APPROXIMATELY 3/4" ON CENTER.
 2. CURB RAMP SHALL HAVE A DETECTABLE WARNING SURFACE THAT EXTENDS THE FULL WIDTH AND 3'-0" DEPTH OF RAMP.
 3. THE EDGE OF THE DETECTABLE WARNING SHALL BETWEEN 6" AND 8" AWAY FROM THE STREET GUTTER FLOWLINE.
 4. DETECTABLE WARNING SHALL BE A PREFORMED MATERIAL AS APPROVED BY THE ENGINEER. THE USE OF CONCRETE STAMPING IS NOT PERMITTED. APPROVED DETECTABLE WARNING PRODUCTS ARE:
 NEW RAMP
 ARMORTILE CAST-IN-PLACE SYSTEM - BY ENGINEERED PLASTICS INC.,
 300 INTERNATIONAL DRIVE,
 SUITE 100, WILLIAMSVILLE, NY 14421
 OR APPROVED EQUAL.
 5. DETECTABLE WARNING SURFACE SHALL BE FEDERAL YELLOW.



GROOVING DETAIL

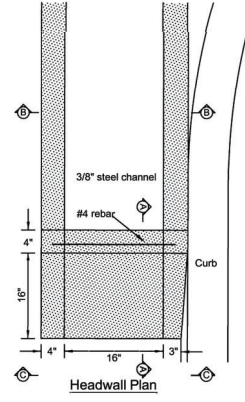
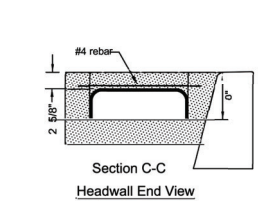
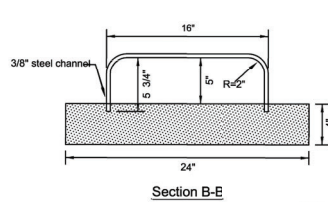
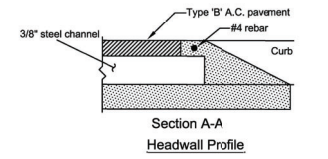
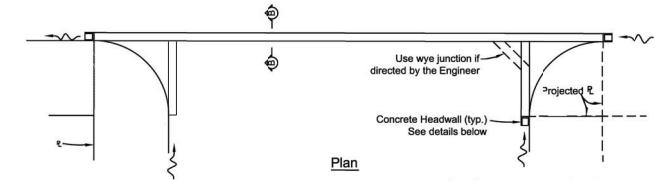


RAISED TRUNCATED DOME PATTERN (IN-LINE) DETECTABLE WARNING SURFACE



RAISED TRUNCATED DOME DETECTABLE WARNING SURFACE

3
 C2.0 DETECTABLE WARNING SURFACE DETAIL
 NTS



- Notes:
 1. Metal sections shall be fabricated of 3/8" plate steel conforming to ASTM grade A-36 steel.
 2. Form boards shall be used to form the sides of the concrete base.
 3. All joints between metal sections shall be completely sealed with duct tape prior to placement of concrete sidewalk.
 4. Horizontal adjustments may be made in the field as needed to avoid (E) structures (poles, signs, signals, etc.).
 5. Inlet and outlet ends of the culvert shall be field cut parallel to, and 1" inside of, the face of the curb. The curb shall be formed with a 1" fillet at the culvert inlet and outlet.
 6. Concrete flowline shall be smooth steel-troweled (not wood-troweled).
 7. All concrete used for headwalls and culvert footing shall be 5-sack concrete (3000 psi minimum).

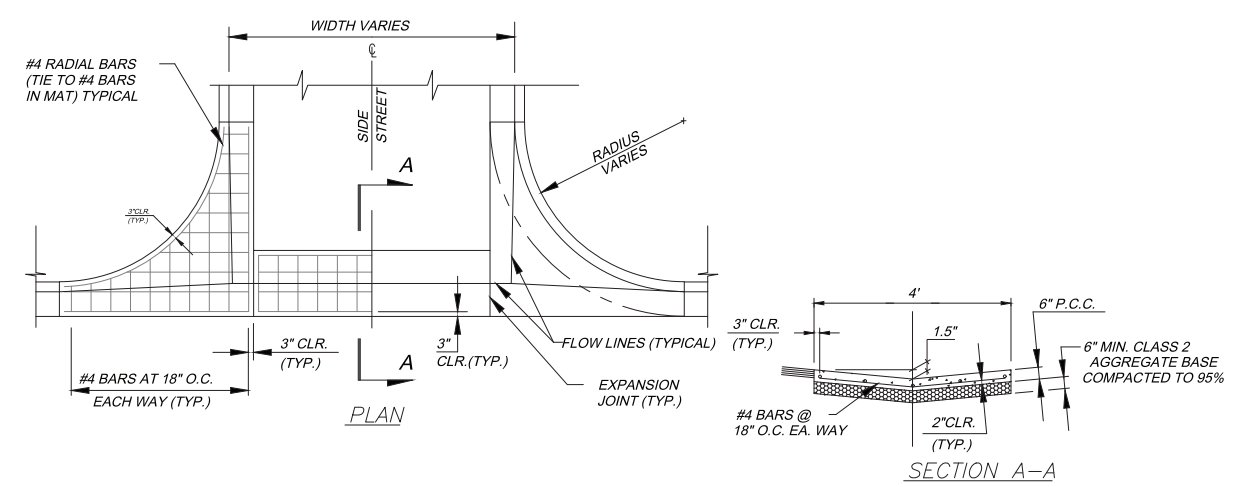
1
 C2.0 CROSS-CORNER CULVERT DETAIL
 NTS



CITY OF FERNDALE
OFFICE OF THE CITY
ENGINEER

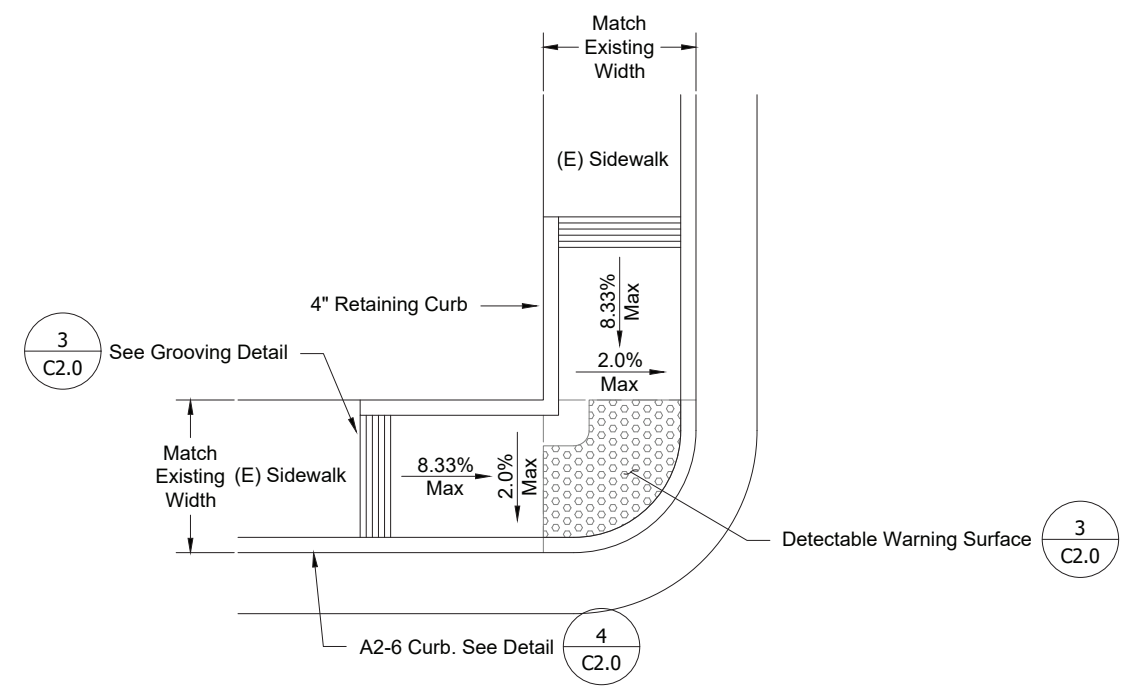
DRAINAGE & SIDEWALK
IMPROVEMENTS
4TH ST. & SHAW AVE.
INTERSECTION

ADDITIONAL
WORK DETAILS



- VALLEY GUTTER NOTES:**
- No concrete shall be placed until forms and subgrade are inspected by the city of Ferndale or applicable engineer of record.
 - Portland cement concrete (P.C.C.) shall follow the requirements listed in the latest edition of the standard specifications.
 - Aggregate base shall be engineered class 2 with 95% compaction.
 - Valley gutter shall have weakened plane joints every 10 feet.
 - Valley gutter sections (spandrels) along curb and gutter may be a monolithic pour as shown.
 - Curb ramps shall be constructed in accordance with the details provided on this sheet.
 - Avoid drainage pockets in cross walk areas.

2
C2.1 TYPICAL VALLEY GUTTER DETAIL
 NTS



- CURB RAMP NOTES:**
- The curb ramp standards depicted here may not be appropriate for all locations. Field conditions at individual locations may require specific designs. Designs must be consistent with the provisions of the state of California Department of Transportation (Caltrans) 2018 standard plans and subsequent revised standard plans to the maximum extent feasible.
 - If located on a curve, the sides of the ramp need not be parallel, but the minimum width of the ramp shall be 4'-0".
 - The curb ramp shall be outlined, as shown, with a 1'-0" wide border with 1/2" grooves approximately 1/2" on center. See grooving detail.
 - Transitions from ramps and landing to walks, gutters or streets shall be flush and free of abrupt changes.
 - Maximum slopes of adjoining gutters, the road surface immediately adjacent to the curb ramp or accessible route shall not exceed 5 percent within 2'-0" of the top and bottom of the curb ramp.
 - Curb ramps shall have a detectable warning surface that extends the full width and a min. of 3'-0" depth of the ramp. Detectable warning surfaces shall conform to the details on this plan.
 - The edge of the detectable warning surface nearest the street shall be a minimum of 6" and maximum of 8" from the gutter flowline.
 - Sidewalks & ramp thickness shall be 4" minimum. Sidewalks and ramps shall be placed over 4" of class 2 aggregate base compacted to 95% relative compaction. Scarify subgrade 6" deep, moisture condition and recompact to 90% relative compaction.
 - Sidewalk and ramp thickness shall be 4" minimum.
 - Utility pull boxes, manholes, vaults and all other utility facilities within the boundaries of the curb ramp will be relocated or adjusted to grade by the owner prior to, or in conjunction with, curb ramp construction.
 - Transitions from ramps and landings to walks, gutters, or streets shall be flush and free of abrupt changes.
 - Platmix bituminous surface shall be flush with the edge of the gutter plan in the area of the curb ramp.
 - Gutter shall maintain positive drainage to prevent ponding.
 - Portland cement concrete (p.c.c.) shall follow the requirements as listed in the latest edition of the standard specifications.
 - Detectable warning shall be a rigid, surface applied, tactile warning product that is yellow in color. Each mat shall be installed using adhesives and mechanical fasteners per the manufacturers recommendations.
 - Concrete shall be sawcut in neat, straight lines and removed so that the remaining concrete is not damaged. Any additional concrete damaged by the contractor shall be re-sawcut and replaced at the expense of the contractor.
 - Add 3 Pounds pf Lampblack per Cu.^{yd} of concrete on all curbs, gutters and sidewalks.

1
C2.0 TYPICAL CURB RAMP DETAIL
 NTS

MARK	DESCRIPTION	DATE

PLOT INFORMATION
 CAD DWG FILE: P19-062 FERNDALE -
 ENGINEERING\19-062.04 SHAW & 4TH ST.
 INTERSECTION\SHAW & 4TH
 INTERSECTION\20-02-10.DWG
 PLOT DATE: 4/9/2020 11:01 AM
 SAVE DATE: 4/9/2020 10:56 AM

SUBMITTAL STATUS
COUNCIL REVIEW

PROJECT NO: 19-062
 DATE: 4/9/2019
 DRAWN BY: BAO
 CHK'D BY: BKO

RESOLUTION NO. 2020-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE AUTHORIZING THE CITY MANAGER TO MOVE FORWARD WITH THE BID PROCESS AND CONSTRUCTION, AS WELL AS EXECUTE A CONSTRUCTION CONTRACT FOR THE INTERSECTION IMPROVEMENTS FOR 4TH ST. AND SHAW AVE. AND AUTHORIZE THE SUBMITTAL OF THE NOTICE OF CEQA EXEMPTION

WHEREAS, the City of Ferndale wishes to improve streets and sidewalks throughout the city; and,

WHEREAS, the City wishes to delegate authorization to execute agreements for this project and any amendments to the City Manager; and,

WHEREAS, there is an existing valley gutter that crosses Shaw Ave. at 4th Street; and

WHEREAS, the valley gutter is damaged beyond repair. In order to maintain proper drainage in the area, the existing valley gutter will be removed and a new steel cross culvert will be installed; and

WHEREAS, Funding for this project in the amount of \$78,000 will be drawn from the City’s SB1 account; and,

WHEREAS, the proposed intersection improvement project for 4th St. and Shaw Ave. is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Class 1 Categorical Exemption, sections §15301 (c & d) Existing Facilities.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Ferndale authorizes the City Manager to move forward with the bid process and construction, as well as execute a construction contract for the intersection improvements for 4th St. and Shaw Ave. and approves the submittal of Notice of CEQA Exemption.

PASSED AND ADOPTED by the City Council of the City of Ferndale on April 15, 2020 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest:

Michael Sweeney, Mayor

Kristene Hall, City Clerk

Meeting Date:	April 15, 2020	Agenda Item Number	13.e
Agenda Item Title	COVID-19 Update & Discussion		
Presented By:	City Manager		
Type of Item:	<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input checked="" type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Receive & File

DISCUSSION:

This agenda item will give the council, staff, and public a chance to address any concerns or provide any updates from the COVID-19 Pandemic.

ATTACHMENTS:

Local Updated information



The City of Ferndale is committed to helping the community get through this tough time. The city has appointed a COVID-19 Task Force to gather local information that may help during this time of need. We will update this information as needed and provided by each entity. Please visit our website, ci.ferndale.ca.us, to access the links provided in the following information:

CITY HALL: City Hall is currently closed to the public. Staff is working hard to help keep services going effectively and efficiently while complying with state and federal guidelines. City Hall staff can be reached at (707)786-4224, or via email at cityclerk@ci.ferndale.ca.us. Office staff will be working remotely from home as much as possible, but will also be available in the office to provide service as needed. Person to Person contact will only be provided by appointment only for essential service. Public works and the wastewater treatment plant are operating as normal. Their facilities are also closed to the public.

CITY MEETINGS: All non-essential meetings will be cancelled at this time. This includes the Planning Commission Meeting scheduled for April 1, 2020 and the Drainage Meeting scheduled for April 2, 2020. The City will be using Zoom to broadcast the upcoming April 15, 2020 City Council Meeting. Public Comment for the upcoming council meeting can be submitted to the city clerk via email at cityclerk@ci.ferndale.ca.us or can be mailed to POB 1095, Ferndale CA 95536. Comments will need to be submitted by 4:00pm on Wednesday, April 15, 2020. City Clerk will read the public comments into the record during the meeting. The read comments should not exceed the 5-minute time limit. Public may view the meeting through the Zoom website using your computer or may be listened to via telephone. Additional information will follow in the upcoming days

POLICE DEPT: The Ferndale Police Department is ensuring consistency with current COVID-19 measures, the police chief, Bret Smith, has advised his officers to do the following:

- When contacting citizens during traffic stops and/or other self-initiated activity:
Wear latex gloves when exchanging paperwork, i.e., identification, driver's license, registration, etc.
Wear latex gloves during pat downs and/or searches.
- Avoid shaking hands with people you contact (use other non-contact forms of greetings).
- Keep distance between yourself and others (preferably six feet if possible).
- Wash hands, use disinfectant wipes/spray, and hand sanitizer often.
Wipe down patrol vehicle interior and equipment.
Use protective masks when appropriate.
- Limit your response to medical calls unless specifically requested due to a criminal issue.

THE FERNDALE POLICE DEPARTMENT IS CLOSELY MONITORING BUSINESSES. PER STATE AND FEDERAL GUIDELINES, IF A NON-ESSENTIAL ESTABLISHMENT IS OPEN TO THE PUBLIC IT MAY BE CITED AND COULD RESULT IN FINES AND/OR ARREST. PLEASE REFER TO WEBSITE TO SEE THE GUIDELINES FOR ESSENTIAL SERVICES.

THE UPDATED HUMBOLDT COUNTY SHELTER IN PLACE ORDER ALSO PROHIBITS SHORT-TERM RENTAL PROPERTIES (HOTELS, VACATION RENTALS, AIRBNB, ETC) FROM RENTING TO NON-COUNTY RESIDENTS WITH VERY LIMITED EXCEPTIONS.

FERNDALE HEALTH INSPECTOR: Our Local Health Inspector, Vanessa Huerta, has been closely working with and monitoring our local businesses, including all restaurants. She has been providing them with up to date information and has been answering calls day and night to help every business get through this difficult time. Many of our local restaurants, at this time, are offering take-out and delivery services. Please visit their individual websites for information and remember, our local businesses need our help during this difficult time. PLEASE BUY LOCAL when possible. Questions for Vanessa can be emailed at vanessa.huerta.fhi@gmail.com

FERNDALE UNIFIED SCHOOL DISTRICT: Please click [HERE](#) to see the March 25, 2020 Update from Ferndale Unified School District Superintendent Beth Anderson. Additional information can be found on their websites:

Ferndale Elementary School: <https://ferndalek12.org/fes/>

Ferndale High School: <https://ferndalek12.org/fhs/>

Ferndale Unified School District: <https://ferndalek12.org/>

The school district also provides a “robo-call” service to parents that have subscribed to provide additional information.

FERNDALE FIRE DEPARTMENT: The Ferndale Fire Department has reported it is taking all necessary precautions to protect its volunteers and the health and safety of everyone. Please be aware that if the Fire Department is sent to a medical call, they may be dressed in protective gear. **DO NOT BE ALARMED.** This is for the health and safety of everyone

FERNDALE SENIOR RESOURCE CENTER: It was last reported that the Senior Resource Center had canceled all exercise classes, prohibited all vendors from entering the kitchen facility and was taking extra sanitary procedures. At that time, the center was still continuing its meals on wheels program and providing transportation to and from medical appointments for our local seniors. For more information, please call the Ferndale Senior Resource Center at (707)786-4141.

FERNDALE LIBRARY: The Ferndale Library is currently closed. Drop boxes can still be accessed to return books. Late fees are currently being waived.

FERNDALE MUSEUM: The Ferndale Museum is currently closed.

FERNDALE FAIRGROUNDS/OES: The Ferndale Fairgrounds serves as the OES (Office of Emergency Services) shelter.

DEL ORO WATER: Del Oro has issued a statement that they have stopped service disconnections until the coronavirus situation improves. Also, they can help customers experiencing financial hardship by offering flexible payment options. Their website and customer care center are open and available to assist you with account management.

ADDITIONAL INFORMATION:

The Governor has also released a new [one-stop website](#) for COVID-19 resources. This is a substantial source of information including unemployment and paid sick leave, along with small business assistance.

Below are basic guidelines for the COVID-19 virus:

- **WASH YOUR HANDS** – Wash your hands regularly with soap and warm water for a minimum of 20 seconds
- **COVER A COUGH OR SNEEZE** – Cover your cough or sneeze with your sleeve, or tissue. Dispose of tissue and wash your hands afterwards.
- **DON'T TOUCH** – Avoid touching eyes, nose or mouth, especially with unwashed hands.
- **KEEP YOUR DISTANCE** – Avoid close contact with people. Social distancing is a minimum of 6ft. Avoid going into public places unless necessary for essentials. Please click link to see social distancing guidelines: [SOCIAL DISTANCING INFORMATION](#)
- **STAY HOME** – If you are sick. People should try to avoid going out unless necessary. People over the age of 65, or with underlying health issues should shelter in place.
- **GET HELP** – If you experience symptoms of COVID-19 (cough, fever, shortness of breath), call your healthcare provider or local health department before seeking care.

Section 14

CORRESPONDENCE

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

~~PROPOSED EXTENSION OF DEL ORO WATER COMPANY CATASTROPHIC WILDFIRE SURCHARGE DUE TO THE COVID-19 PANDEMIC~~

Advice Letter No. 521

On June 8, 2019, the California Public Utilities Commission (CPUC) approved Del Oro’s Advice Letter 511-A, the Statewide Lost Revenue Surcharge, a temporary measure designed to keep Del Oro operational and reduce the \$1,200,000 annual revenue shortfall until it could file a Statewide General Rate Case (GRC) to reallocate revenue and expenses based on the reduced number of customers following the CAMP Fire.

On December 20, 2019, Del Oro filed Advice Letter 516, a GRC to reallocate its revenue and expenses. This GRC was expected to be analyzed and approved before the expiration of the Lost Revenue Surcharge on May 31, 2020.

However, due to the COVID-19 pandemic, Del Oro does not expect the GRC to be finalized before expiration and is proposing to extend the current Lost Revenue Surcharge of \$10.54 per customer per monthly billing cycle to continue to minimize the revenue shortfall until the pending General Rate Case is approved by the CPUC.

BACKGROUND: The CAMP Fire in Butte County on November 8, 2018 destroyed over 11,000 structures in the Paradise area, and immediately Governor Brown issued a proclamation declaring a State of Emergency for Butte County. Significant damage was caused in Del Oro’s Paradise Pines, Magalia, Lime Saddle and Buzztail Districts with the loss of over **2,200 homes and businesses** and an estimated statewide revenue shortfall of over **\$100,000 per month**.

This catastrophic event destroyed 38% of our Paradise Pines District; 50% of the Lime Saddle District; 89% of the Magalia District and 34% of the Buzztail District. Overall, Del Oro’s loss reduced our total statewide customer base by 26%. Despite losing a significant portion of our customers’ homes and businesses, DEL ORO WAS AND IS COMMITTED TO STAYING FULLY OPERATIONAL SINCE THE CAMP FIRE AND DURING THE WORLDWIDE PANDEMIC as our Butte County hub supports 100% of Del Oro’s customers throughout California with:

- Shared field technicians
- 24/7 Call Center operations & response teams
- Accounting functions

Del Oro has always sought to minimize costs to its customers by sharing resources among its districts whenever possible. Those statewide shared costs have always been reflected in customers’ current rates by allocating a certain portion of shared statewide costs over all districts.

(Continued on back)



The CPUC staff will make a thorough investigation of the utility's request. Following the investigation, the CPUC may grant the utility's request in whole or in part, or may deny it. Customers who would like to call the CPUC's attention to any problems concerning their water service, or who would like to provide any other information or comments regarding this requested change should do so by writing to the CPUC.

Customers are encouraged to contact Del Oro at 530-717-2506 with any questions regarding this surcharge extension request. In addition, there are two ways to respond to this notice. You may send a protest to the CPUC's Water Division and, if you do, you must send a copy of the protest to DOWC, or you can send a response to the CPUC and mention "The Proposed Catastrophic Wildfire Surcharge Extension".

Due to the limited ability to schedule evidentiary hearings regarding protests, customers are especially encouraged to contact Del Oro with any questions before filing a protest.

File a PROTEST:

A protest is a document stating that you object to the utility receiving all or some part of its request. If you wish to file a protest, you must state the facts constituting the grounds for the protest, how the advice letter affects you, and the reasons why you believe the whole advice letter, or part of it, is not justified.

If the protest requests an evidentiary hearing (an evidentiary hearing is a legal proceeding held before an administrative law judge at the Commission to obtain evidence), your protest must state the facts you would present at the evidentiary hearing to support your request for a complete or a partial denial of the advice letter. The filing of a protest does not ensure that an evidentiary hearing will be held. The decision whether or not to hold an evidentiary hearing will be based on the content of the protest.

File a RESPONSE:

A response is a document that does not object to the request sought in the application, but nevertheless, presents information you believe would be useful to the Commission in acting on the application.

Comments should mention that they pertain to The Proposed Catastrophic Wildfire Surcharge Extension.

All protests and responses should be sent to:

CPUC, Water Division	and	DOWC, Director of Community Relations
505 Van Ness Avenue		Drawer 5172
San Francisco, CA 94102		Chico, CA 95927
Fax: (415) 703-2655		Fax: (530) 894-5405
E-Mail: water_division@cpuc.ca.gov		E-Mail: CommunityRelations@delorowater.com

Protests and Responses must be sent no later than twenty (20) days after the date this notice was mailed. If you have not received a reply to your protest from the utility within 10 business days, contact Del Oro's corporate offices at 530-717-2506.

A copy of Del Oro Water Company's filing may be inspected in its business office: 426 Broadway, Suite 301, Chico, California 95928 or at its website: www.delorowater.com. By calling 530-717-2506, you may request a copy to be mailed to you. You will be billed for the copies at \$0.10 per page. Further information may be obtained from the utility at its business office or from the Commission at the above address.

CITY ENGINEER MEMORANDUM

Date: April 8, 2020
To: Elizabeth Anderson
From: Brian K Ontiveros, PE, City Engineer
Project: Grant Avenue Minor Subdivision
Subject: Subdivision Public Improvements


The City of Ferndale acknowledges that the improvements for the Grant Avenue Minor Subdivision for Elizabeth Anderson have been completed. The public improvements are hereby accepted by the City and the one-year maintenance period will begin as of the date of this Notice.

In accordance with Ferndale Ordinance 99-04, Section 1.912.2, the City Clerk shall cause to be filed with the County Recorder a Notice of Completion of the Subdivision Improvements.

To complete the minor subdivision process, the applicant shall submit to the City of Ferndale an updated copy of the Parcel Map for final review by the City Engineer and City Surveyor. The updated parcel map shall include the new easements encumbering the property as described in 2020-002608 HCR and any existing easements unless they have been abandoned by recorded document.

Once the Parcel Map is approved by City staff, the applicant shall submit a fully executed Mylar copy of the map (signed and notarized by the applicant and signed by the applicant's surveyor). The Parcel Map, upon execution by the City Engineer, City Surveyor and Chairman of the Planning Commission shall be placed on the Council agenda for their approval. The City Council shall consider the Parcel Map for approval within ten (10) days after filing with the City Clerk, or at its next regular meeting at which it receives the Map, whichever is later. Once approved by the Council and all fees have been paid, as noted in Resolution PC-2018-08, the map shall be forwarded to County Recorder's office for recording.

Let me know if you have any questions.

Brian K Ontiveros, PE 
City Engineer
City of Ferndale
(707) 725-7410 office
(707) 845-4320 cell
brian.ontiveros@att.net

Section 15
COMMENTS FROM THE COUNCIL

Section 16
REPORTS

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

City Manager's Report
for April, 2020 City Council Meeting

CITY MANAGER (Reporting March 12, 2020-April 08, 2020)

Meetings

- Kiwanis meeting 1st Tuesday of the month at 4:30 pm
- Drainage Committee Meeting- March 5, and March 12, 3:00-5:00 pm
- City Council meeting- March 18th – Regular meeting from 7:00 – 9:30 pm
- City Manager Meeting-March 19th - 3:00-5:00 pm
- Emergency Response Committee: Salt River Restoration Project Update: The City hosted the last RCD meeting on March 13th which was meant to allow for Ferndale community and SRWC to attend and hear about RCD's plans on plans and construction on the Salt River Ecosystem Restoration Project. The Humboldt County Resource Conservation District (HCRCD) is continuing to work towards implementing a phase of Salt River Ecosystem Restoration Project construction during the 2020 construction season. Project design engineers and hydrologists continue to develop channel design plan options for 2020 construction season, and the design team and HCRCD continue meeting with key landowners to work through design plans. In addition, HCRCD is completing an Alternatives Analysis of potential restoration designs on Williams Creek (upstream of the Salt River project), which is anticipated to be completed in March. The design team and HCRCD have been meeting with key landowners continue to be held to review restoration options, including citing of a potential sediment management area (SMA). A meeting with regulatory agencies was held March 3rd to update the agencies on completing Salt River project, introduce representatives to the Williams Creek project, and discuss phasing the remaining Salt River construction work. The HCRCD Board will be holding a Special Meeting on March 13th in Ferndale, and the HCRCD staff and the design team will present on the status of the project to update the community.
- Public Works: Focused on vegetation removal in drainage ditches and street sweeping. Have completed most of the drainage ditches and cleaning out drainage culverts. Public Works did a great job cleaning out most of the drainage easements throughout town and some of the ditches. We try to do all the easements and ditches at least every two years. Public Works worked on smoothing out Shaw and 4th with cold patch, but it will need to be attended to a few times this winter and spring before our project to fix this intersection goes out to bid and is completed.
- City Engineer: Numerous meetings to relay City projects and priorities. Met numerous times going over on-going projects and relaying information to bring engineer up to date on projects and needed infrastructure improvements. He has some priority projects such as Washington Street drainage improvement and 4th and Shaw intersection improvement project that he is putting together a bid package to accomplish these projects this year. That may be about all we can do with available funds this year.
- Weekly training bulletin from ERMAnet. This is an online training program that I have participated in since 2006 as a requirement from our Risk Management Authority.
- Employee meetings and personnel issues.

- Numerous one-on-one meetings and discussions and updates with council members regarding current issues and projects. Continuing outreach program with Council to give institutional background on City projects, policies and programs. Each council member has individual items of interest and we try to fill in as much information as we can so that each council member feels like they have a strong base of understanding of the history of City policies so they can make informed decisions in the future.
- Library Mandated Improvement for Safety and ADA compliance: We have completed the first round of barriers to the Library. Improvements will now continue with a second list of necessary ADA and Safety improvements. The architect has signed off on our initial ADA project and now we will continue our collaboration with the Friends of the Library (Friends) and the County to comply with their remaining requirements to remain a facility that is open to the public and staff, that is fully compliant with current regulations and California building code. We received the second list of necessary improvements from the county as to the state architect inspection report. we are going through it and have found a number of things that the City will not be responsible fiscally to replace or renovate. There were some items for improvement on Main Street and this was moved off our list to Caltrans as their responsibility. The County is going to be responsible for a number of signs in the inside of the building. There is about 80 pages of improvements that we are analyzing with the Friends of the Library representatives and will then go over with county representatives who will oversee the plan of action we have to make sure we will be compliant with architects' requirements.
- Climate Action Plan: Met with Fortuna, Rio Dell and County Representatives on March 9th to go over county and city plans. We are in the final stages of the Climate Action Plan (CAP). Our planner and I have been attending and having conversations with county representatives developing and participating in a state mandated Climate Action Plan. The county is offering to include the cities of Humboldt in their plan with just minimal financial support. We have begun this process and have had meetings already and we have been offered a grant by RCEA, and the county will be covering most of the cost of our participation. We have agreed to join this plan and I will attend and participate in monthly meetings to develop this plan as our part in the funding requirements. The plan will be focusing on reducing greenhouse gas emissions by 40% by 2030. We have a near completed list of GHG reduction policies, and completed final drafts of the inventories and forecasts. Overall, we hope to have a completed draft by the end of this year. We're preparing a list of around 50 detailed measures informed largely by one-on-one meetings with city staff and the discussions we've had as a group. Many of these draft measures include a GHG reduction potential, cost/savings analysis and implementation strategies. Once the committee settles on a plan, we will bring it to the council for approval. I will meet with the county's representative, Connor McGuigan on the 20th of March, and then we have a group meeting on March 24th.
- Continuing discussions with Chief Wastewater Operator with wastewater issues and replacement of wastewater facility components as our plant is more than eight years old now and things are starting to pass their peak performance and need replacing. We also have a grant that is looking at the appropriate rate for our sewer system and we have had a number of study sessions regarding this study and the need for a rate increase. The State has approved our Fiscal Sustainability Plan which is one of the

- requirements. We have had several study sessions going over rate structure, our facility, which includes our collection system, and the plants current condition and ability to maintain it.
- Numerous conversations with staff regarding non-compliance issues on fences and vegetation. Our Zoning Ordinance needs to be amended to include new products that are available for construction as well as more clarity as to what we allow and to include permitting for fences so that we can monitor fences being built. Part of the reason behind this is that we have different regulations for fences in different areas. Council member Avis and council member Smith have taken on the task of amending our Ordinance and will be bringing to the council their suggestions soon. We have had a study session where we have gone over most of the amendments to the Nuisance Ordinance, and are planning on have another study session in March to go over amendments that cover some of the proposed changes to allowed fencing configurations. Ryan Plotz (attorney) is working on a nuisance abatement ordinance amendment.
 - Numerous conversations and discussions with the Fire Department and Emergency Response Committee to improve readiness for natural disasters and the new situation with power shut-off possibilities because of PG&E's new policy to reduce fires due to weather events.
 - We were not successful in getting a grant from Cal- OES for generator and communication center. None of the other cities in Humboldt were successful either.
 - Numerous communications with county emergency response officials, league of cities representatives, and local emergency response representatives regarding the Coronavirus related events, conditions and best practices. At this point we are focusing on personal hygiene: wash your hands after being in an environment where other people have been, cough into elbow, try not to be in crowded events.
 - Numerous conversations with Rick Hill regarding possible grants. Conference call with Rick and Paul Gregson and Brian Ontiveros the week of council meeting.
 - Negotiating with US Bank for easement for undergrounding project.
 - Numerous conversations and discussions with Brian Ontiveros, our engineer, we will be using Whitchurch Engineering on at least one possible drainage project as acting City Engineer.
 - Conversation with Michael Bowen regarding a possible grant application with Prop 1 for drainage project on Arlington and 5th Street. This is a grant that will redirect drainage from the Arlington/ North 5th Street area around Fairgrounds instead of through fairgrounds. This will avoid dysfunctional drainage system in fairgrounds and go north on 5th Street underground in culvert until it gets to Van Ness and then dump into Van Ness ditch, and then go north in a swale across pasturelands and under Port Kenyon Road then into a rocked trench which would drop into Salt River four or five hundred feet below the wastewater facility.
 - Continue to work with Paul Gregson on the Sewer Rate Analysis.
 - The Covid-19 pandemic has affected almost all of the elements of our jobs, interaction with community, and our outside of work as well as our home life. Please follow the recommendations and limit your interaction outside of your home, wash your hands often, wear a mask to reduce conveyance from you to others and from others to you. Please know that though we are not able to put the time into our normal

- goals and priorities we are working hard at both our usual responsibilities and the increased responsibilities associated with this invisible pandemic.
- I have found this to be one of the best courses of current information.
 - Text in blue are links to more information. Right click on word and then on open hyperlink.

Cleaning and Disinfection for Households

Interim Recommendations for U.S. Households with Suspected or Confirmed Coronavirus Disease 2019 (COVID-19)

On This Page

- [Background](#)
- [Purpose](#)
- [General Recommendations for Routine Cleaning and Disinfection of Households](#)
- [Cleaning and Disinfection of Households with People Isolated in Home Care](#)
- [How to clean and disinfect](#)
- [Hand hygiene and other preventive measures](#)
- [Other considerations](#)

Summary of Recent Changes

Revisions were made on 3/26/2020 to reflect the following:

- Updated links to EPA-registered disinfectant list
- Added guidance for disinfection of electronics
- Updated core disinfection/cleaning guidance

Background

There is much to learn about the novel coronavirus (SARS-CoV-2) that causes [coronavirus disease 2019](#) (COVID-19). Based on what is currently known about COVID-19, spread from person-to-person of this virus happens most frequently among close contacts (within about 6 feet). This type of transmission occurs via respiratory droplets. On the other hand, transmission of novel coronavirus to persons from surfaces contaminated with the virus has not been documented. Recent studies indicate that people who are infected but do not have symptoms likely also play a role in the spread of COVID-19. Transmission of coronavirus occurs much more commonly through respiratory droplets than through fomites. Current evidence suggests that SARS-CoV-2 may remain viable for hours to days on surfaces made from a variety of materials. Cleaning of visibly dirty surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in households and community settings.

It is unknown how long the air inside a room occupied by someone with confirmed COVID-19 remains potentially infectious. Facilities will need to consider factors such as the size of the room and the ventilation system design (including flowrate [air changes per hour] and location of supply and exhaust vents) when deciding how long to close off rooms or areas used by ill persons before beginning disinfection. Taking measures to improve ventilation in an area or

room where someone was ill or suspected to be ill with COVID-19 will help shorten the time it takes respiratory droplets to be removed from the air.

Purpose

This guidance provides recommendations on the cleaning and disinfection of households where [persons under investigation \(PUI\)](#) or those with confirmed COVID-19 reside or may be in self-isolation. It is aimed at limiting the survival of the virus in the environments. These recommendations will be updated if additional information becomes available.

These guidelines are focused on household settings and are meant for the general public.

- **Cleaning** refers to the removal of germs, dirt, and impurities from surfaces. It does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.
- **Disinfecting** refers to using chemicals, for example, EPA-registered disinfectants, to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface *after* cleaning, it can further lower the risk of spreading infection.

General Recommendations for Routine Cleaning and Disinfection of Households

- Community members can practice routine cleaning of frequently touched surfaces (for example: tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks, and electronics (see below for special electronics cleaning and disinfection instructions)) with household cleaners and [EPA-registered disinfectants](#) that are appropriate for the surface, following label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.
 - For electronics follow the manufacturer's instructions for all cleaning and disinfection products. Consider use of wipeable covers for electronics. If no manufacturer guidance is available, consider the use of alcohol-based wipes or spray containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

General Recommendations for Cleaning and Disinfection of Households with People Isolated in Home Care (e.g. Suspected/Confirmed to have COVID-19)

- Household members should educate themselves about COVID-19 symptoms and preventing the spread of COVID-19 in homes.
- **Clean and disinfect high-touch surfaces daily in household common areas (e.g. tables, hard-backed chairs, doorknobs, light switches, phones, tablets, touch screens, remote controls, keyboards, handles, desks, toilets, sinks)**
 - In the bedroom/bathroom dedicated for an ill person: consider reducing cleaning frequency to **as-needed** (e.g., soiled items and surfaces) to avoid unnecessary contact with the ill person.
- As much as possible, an ill person should stay in a specific room and away from other people in their home, following [home care guidance](#).

- The caregiver can provide personal cleaning supplies for an ill person's room and bathroom, unless the room is occupied by child or another person for whom such supplies would not be appropriate. These supplies include tissues, paper towels, cleaners and EPA-registered disinfectants.
- If a separate bathroom is not available, the bathroom should be cleaned and disinfected after each use by an ill person. If this is not possible, the caregiver should wait as long as practical after use by an ill person to clean and disinfect the high-touch surfaces.
- Household members should follow [home care guidance](#) when interacting with persons with suspected/confirmed COVID-19 and their isolation rooms/bathrooms.

How to clean and disinfect:

Hard (Non-porous) Surfaces

- Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. If reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes. Consult the manufacturer's instructions for cleaning and disinfection products used. [Clean hands](#) immediately after gloves are removed.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered household disinfectants should be effective.
 - A list of products that are EPA-approved for use against the virus that causes COVID-19 is available [herepdf iconexternal icon](#). Follow manufacturer's instructions for all cleaning and disinfection products for (concentration, application method and contact time, etc.).
 - Additionally, diluted household bleach solutions (at least 1000ppm sodium hypochlorite) can be used if appropriate for the surface. Follow manufacturer's instructions for application, ensuring a contact time of at least 1 minute, and allowing proper ventilation during and after application. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.
- Prepare a bleach solution by mixing:
 - 5 tablespoons (1/3rd cup) bleach per gallon of water or
 - 4 teaspoons bleach per quart of water

Soft (Porous) Surfaces

- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
 - Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely.
 - Otherwise, use products [that are EPA-approved for use against the virus that causes COVID-19](#) and that are suitable for porous surfaces.

Electronics

- For electronics such as cell phones, tablets, touch screens, remote controls, and keyboards, remove visible contamination if present.
 - Follow the manufacturer's instructions for all cleaning and disinfection products.
 - Consider use of wipeable covers for electronics.
 - If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

Linens, clothing, and other items that go in the laundry

- Wear disposable gloves when handling dirty laundry from an ill person and then discard after each use. If using reusable gloves, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other household purposes. [Clean hands](#) immediately after gloves are removed.
 - If no gloves are used when handling dirty laundry, be sure to wash hands afterwards.
 - If possible, do not shake dirty laundry. This will minimize the possibility of dispersing virus through the air.
 - Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry from an ill person can be washed with other people's items.
 - Clean and disinfect clothes hampers according to guidance above for surfaces. If possible, consider placing a bag liner that is either disposable (can be thrown away) or can be laundered.

Hand hygiene and other preventive measures

- Household members should [clean hands](#) often, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Household members should follow normal preventive actions while at work and home including recommended [hand hygiene](#) and avoiding touching eyes, nose, or mouth with unwashed hands.
 - Additional key times to clean hands include:
 - After blowing one's nose, coughing, or sneezing
 - After using the restroom
 - Before eating or preparing food
 - After contact with animals or pets
 - Before and after providing routine care for another person who needs assistance (e.g. a child)

Other considerations

- The ill person should eat/be fed in their room if possible. Non-disposable food service items used should be handled with gloves and washed with hot water or in a dishwasher. [Clean hands](#) after handling used food service items.
- If possible, dedicate a lined trash can for the ill person. Use gloves when removing garbage bags, handling, and disposing of trash. [Wash hands](#) after handling or disposing of trash.
- Consider consulting with your local health department about trash disposal guidance if available.

Staff Reporting March 1-31, 2020

CITY CLERK ACTIVITY

Meetings

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
 - City Council Regular Meeting 03/18/2020
 - City Council Study Session 03/03/2020
 - City Council Emergency Meeting 03/16/2020
 - City Council Special Meeting 3/30/2020
 - Planning Commission Meeting 03/04/2020
- Wrote agenda items and compiled packets for:
 - Regular City Council Meeting 03/18/2020
 - City Council Study Sessions 03/03/2020
 - City Council Emergency Meeting 03/16/2020
 - City Council Special Meeting 3/30/2020
 - Planning Commission Meeting 03/04/2020
 - Drainage Committee Meeting 03/05/2020
 - Began agenda compilation for City Council Meeting 04/15/2020
- Transcribed, drafted meeting minutes and uploaded meeting videos for:
 - Regular City Council Meeting 03/18/2020
 - City Council Study Sessions 03/03/2020
 - City Council Emergency Meeting 03/16/2020
 - City Council Special Meeting 3/30/2020
 - Planning Commission Meeting 03/04/2020
- Posted all meeting agendas and public notices on the City Hall and Post Office bulletin boards, at the library, and on the City Website.
- Uploaded meeting packets to City Website.
- Met with office staff regarding office issues
- Numerous Phone Meetings with Planner regarding Ferndale Planning Projects
- Had monthly performance review with City Manager

Projects

- Worked the front counter and telephones assisting the public, answering questions and information requests.
- On-going communications with contract Engineers and City Planner about agenda items before the City Council and Planning Commission Meetings.
- Communications with City Attorney regarding Ordinance updates

- Calculated and collected fees for building permits and sent completed applications to Arnie to be checked
- Met with Building Inspector to review plans and finals on projects
- Sent and received emails daily.
- Pick up and distribute City correspondence daily.
- Organized and filed paperwork.
- Worked with City Planner on multiple Ordinances.
- Filed approved City Council, Planning Commission, and Other Minutes
- Inventoried and ordered office supplies
- Processed checks, created revenue spreadsheet and deposit checks into the bank.
- Responded to Public Records Act requests.
- Processed Parade and Encroachment Permits
- Maintained minute, resolution, ordinance and agenda binders.
- Contacted Mayor re: upcoming agenda
- Read weekly ERMA bulletins
- Updated 2019 Possessory Interests Spreadsheet.
- Sent Building Permit reports to Assessors office and Construction Industry Research Board.
- Processed Town Hall Rental Applications/Refunds due to COVID-19
- Numerous time spent on research of COVID-19, updating the website for information, set up computer for remote working part-time from home.
- Set up and viewed webinars on “Zoom” meetings.

FINANCE OFFICER ACTIVITY

Tasks:

- Meetings with City Manager – re: office issues and financial reports
- Assisted City Manager with HR/personnel issues and filings
- Processed Payroll/Payroll Tax Payments
- Processed Accounts Payable
- Processed Accounts Receivables
- Reviewed ERMA and HR bulletins
- Assisted at the front desk and answered phones

CITY PLANNER ACTIVITY:

General Planning Services (Tasks 1-8)

Task 1 Response to Public Request for Info

- Community inquiry responses – Received additional information regarding an earlier Lot Line Adjustment (LLA) inquiry by property owner Jon Mircetich. Mr. Mircetich’s surveyor has conducted field check for LLA, ordered preliminary title report and prepared plot plan. Surveyor requested confirmation of City's application requirements. Asked for clarification whether "creation deeds" required for (legal) parcels submitted for LLA, or not needed if assessor's parcels already exist. Responded to Surveyor.
- City Code interpretations – none

Task 2 CEQA Compliance - none.

Task 3 Community Planning – Hazard Mitigation Plan, Transportation Planning, Reporting

- Compiled data for State HCD housing reporting requirements including: submitted/approved development applications; building permits issued; numbers and types of housing units constructed.
- Finalized SB1 road improvement projects list, resolution, and staff report for City Council meeting.

Task 4 Meetings & Hearings, and Materials:

- Planning Commission – Reviewed materials for March 4th meeting; requested extension for fencing amendments.
- City Council – Did not attend March Meeting.
- City Manager & City Clerk: meetings, calls, emails, research.
- Drainage Committee – Coordinated with City staff and provided verbal updates.
- HCAOG Technical Advisory Committee – March 5th TAC meeting cancelled

Task 5 GIS Mapping – spatial database updates including drainage data, LIDAR research.

Task 6 Grant Writing/Funding Coordination – City received SB2 funding contract; tracking eligible expenses.

Task 7 Wastewater Planning/ Environmental Analysis – None.

General Plan Review (Task 8)

- Land Use Element Update – Continued to compile and prepare background info. Began updating sections of element based on current regulations.

Reimbursable Fees:

- Budwig Minor Subdivision – no action.
- Anderson Subdivision – no action.
- Adams Subdivision – Reviewed Ordinance 98 provided by City Engineer regarding Fifth Street extension similar to 5th street deed provided for Parcel Map. City Engineer assessment is there's no reference to relinquishing extra 10' width between Shaw Ave. and A street from the 60' R/W as shown on Maps submitted by applicants engineer. Information provided supports 5th Street ROW at 50' with the dedication of a 10-foot-wide Public Utility Easement (PUE) and sidewalk easement.
- Cream City Investments – no action.

CITY ENGINEER ACTIVITY

General City Engineering Services:

- Phone calls / emails with the City Manager regarding various City items.
- Attended March Drainage Committee Meeting
- Shaw & 4th Street Intersection Project
 - No update this month
- Washington Street Storm Drain Replacement
 - No update this month
- 2020 Census Map
 - Discussion with the Census Bureau.
- Drainage Master Plan Update
 - No update this month

Reimbursable Project Services:

- Anderson Lot Split – Grant Street
 - Project is ready for Parcel Map to be recorded. Awaiting Parcel Map to be submitted from Applicant.
- Adams Minor Subdivision – Fifth Street
 - Awaiting revised Parcel Map and Improvement Plans to be submitted from Applicant.
- Cream City Investments Minor Subdivision – Fifth St. & Arlington
 - Performed construction inspections which included Curb & Gutter, Sidewalk and sewer lateral installations. Del Oro Water inspected the water lateral installations.

WASTEWATER OPERATIONS

- Monthly samples prepared and sent to North Coast Labs
- Operators perform lab tests daily to measure efficiency of plant
- Tour of plant for HSU students
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Backup on Washington St. cleared
- Monthly no spill verification report completed on CIWQS website
- Backup on Shaw Ave. cleared
- Front gate chain oiled each Monday
- Remove rust from outside of disc filters
- Trim grass at discharge site
- Maintenance cleaning of line on Van Ness Ave.
- Inspect manholes throughout town weekly
- Weekly maintenance performed on UV banks
- Dewater for total of 12 hours. Sludge dried at old site
- Operators cleaned walls and catwalk
- Clean disc filters
- Turned sludge at old site weekly
- Scrubbed launders in clarifier
- Removal of duck weed from clarifiers on weekly basis
- Billed RotoRooter, Taylor Enterprises, Steve's Septic and Wyckoff a total of \$6,431.25 for the month of February. 36 total dumps for total of 79,930 gallons.
- Total flow through the plant in March was 11.6 MGD. Of that, .374 MGD was pumped to retention pond. Average discharge to Francis Creek was .345 MGD.

PUBLIC WORKS STAFF ACTIVITY

- Continued with monthly and daily duties. Such as, cleaning and maintenance of city's bathrooms, mowing of city's owned properties, cleaning of storm drains, keeping streets clear of debris and the maintenance of city's facilities.
- Cal Trans sign blew down by the Veterans building.
- Repaired leaking hose at City Hall.
- Went to Hummel Tire and had them repair driver side tire.
- Walked up Francis Creek to look for down trees and other creek obstructions.
- Did tune up on weed trimmers.
- Added more soil behind Scout Hall where Public Works installed a DI and culvert for

Community Center's parking lot.

- Cleaned Curbs and swept Main Street.
- Received materials to start building picnic tables for Fireman's Park.
- Replaced brushes on street sweeper.

POLICE DEPARTMENT

- Officer Balch attended mandatory POST perishable skills training hosted at College of the Redwoods.
- Sgt. Tim Dias attended a POST 80-hour supervisory course in Sacramento. Forty hours was postponed due to the COVID-19 pandemic. It will be rescheduled at a later date.
- Chief Smith attended several city emergency preparedness meetings regarding the City’s response to COVID-19.
- Chief Smith participated in several Zoom conferences with the Humboldt County Sheriff and other county Chiefs of Police. Chief Smith also participated in a video conference with state police chiefs, Cal. OES and Ca. DOJ regarding COVID-19.
- Staff continues to work on the Measure Z project regarding a new records management system.
- Personal body armor ordered for four officers

- Chief Smith attended Kiwanis meetings/functions.
- The police department continues targeted enforcement of peripheral areas impacting the Ferndale quality of life.

Police Statistics – for March 2020

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	0	
Robbery	0	
Larceny	0	
Assault	1	
Burglary	0	
Vehicle Theft	0	
TOTAL	1	
SECONDARY CRIMES	3	
Calls for Service	227	
Reports Written	10	
Traffic Citations	13	
Other Citations	0	
Parking Citations	3	
Warnings	47	
ARRESTS	1	

AGENCY ASSISTS	14
TRAFFIC COLLISIONS	1



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
 www.hcaog.net

BOARD OF DIRECTORS
MEETING RECORD

Regular Meeting
 February 20, 2020, 4:00 p.m.
 Eureka City Hall, Council Chambers
 531 K Street, Eureka CA 95501

Present:

Supervisor Estelle Fennell (Chair)	County of Humboldt
Mayor Michael Winkler (Alternate)	City of Arcata
Mayor Susan Seaman	City of Eureka
Councilmember Robin Smith	City of Ferndale
Councilmember Mike Johnson	City of Fortuna
Councilmember Susan Strahan	City of Rio Dell
Councilmember Jack West	City of Trinidad

Policy Advisory Committee Members:

Kevin Tucker	Caltrans District 1
Paul Pitino	Humboldt Transit Authority

Staff:

Marcella May	Executive Director
Debbie Egger	Fiscal Administrative Officer
Christie Smith	Executive Assistant

Absent:

Mayor Adelene Jones	City of Blue Lake
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1. Call to Order

Chair Estelle Fennell called the meeting to order at 4 p.m.

2. Adjournment of the HCAOG Board; Convening of the Policy Advisory Committee (PAC)

The PAC convenes to include representation from Caltrans and the Humboldt Transit Authority Board for items specific to transportation.

3. Public Participation

There was no public participation for items not on the agenda.

4. Approval of the Meeting Record – January 16, 2020

Motion was made (Seaman/Johnson) to approve the January 16, 2020, meeting record as presented.

Motion carried unanimously.

5. Presentations**a. Report on Last Chance Grade**

Last Chance Grade Stakeholders Committee Member, Councilmember Gordon Johnson provided a report on Last Chance Grade.

b. Caltrans Report on the 101 Corridor Project

Project Manager Jeff Pimentel provided an update on the Eureka-Arcata 101 Corridor project.

Public Comment:

Councilmember Gordon Johnson, City of Rio Dell

6. Consent Calendar

Motion was made (West/Strahan) to approve the following consent item:

- a. Amend and Restate Resolution 19-03; Resolution 20-06 FY 2019-20 State Transit Assistance Allocations and Program of Projects

Motion carried unanimously.

7. Items Removed from Consent Calendar

No items were removed from the consent calendar.

8. PAC Action Items**a. Draft FY 2020-21 Overall Work Program (OWP) & Budget**

Motion was made (Pitino/Seaman) to recommend that the HCAOG Board approve the Draft FY 2020-21 OWP & Budget and forward to Caltrans for review and comments.

Motion carried unanimously.

9. Reconvening of the HCAOG Board

Motion was made (Johnson/West) to reconvene as the HCAOG Board and approve the PAC recommendations.

Motion carried unanimously.

10. HCAOG Staff and PAC Member Reports

This agenda item is reserved for matters that members of the PAC and staff may wish to present.

a. Report on Eureka-Arcata 101 Safety Corridor Supplemental Patrols

Marcella May presented the report for the month of January 2020.

11. Adjournment

The meeting adjourned at 4:35 p.m.

Respectfully submitted,
Christie Smith, Executive Assistant

Section 17

ADJOURN