

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

Location:	City Hall	Date:	September 16, 2020
	834 Main Street	Time:	7:00 pm
	Ferndale CA 95536	Posted:	September 10, 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, September 16, 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 Zoom Meeting click the link

<https://us02web.zoom.us/j/82670224670?pwd=dzVJWlJDR3VHTXdkbTVoa2YyVm5JQT09>

Or go to Zoom.us and input the following:

Meeting ID: 826 7022 4670

Passcode: 139478

Dial in using your telephone: (Use *6 to mute and unmute)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 826 7022 4670

Passcode: 139478

Find your local number: <https://us02web.zoom.us/u/kdKxLaMRaS>

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 – None
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 2/3^{rds} of the Council that the item came up after the agenda was posted and is of an urgent nature requiring immediate action. This portion of the meeting will be approximately 30 minutes’

total for all speakers, with each speaker given no more than five minutes.)

9. CONSENT CALENDAR. (All matters listed under this category are considered to be routine by the City Council and will be enacted by one motion. Unless a specific request is made by a Council Member, staff or the public, the Consent Calendar will not be read. There will be no separate discussion of these items. However, if discussion is required, that item will be removed from the Consent Calendar and considered separately under "Call Items.")
 - a. Approval of Minutes of the August 19, 2020 Regular City Council Meeting Page 5
 - b. Approval of Minutes of the August 3, 2020, August 17, 2020 and August 27, 2020 Special City Council Meetings Page 9
 - c. Acceptance of Checkbook Register for August 1-31, 2020 Page 13
10. CALL ITEMS REMOVED FROM CONSENT CALENDAR
11. PRESENTATION
12. PUBLIC HEARING
 - a. Introduction and 1st Reading of Ordinance 2020-02, by title only, Amending Zoning Ordinance 02-02 Sections 7.08 regarding Fences, and 6.05.4 regarding Design Review Membership..... Page 18
13. BUSINESS
 - a. PG&E Undergrounding Project Agreements Page 24
 - b. Chamber Budget Review..... Page 35
 - c. Drainage Member Appointment Page 38
 - d. Resolution 2020-21 Amending the Ferndale Emergency Plan Page 41
 - e. COVID-19 Update and Discussion..... Page 44
 - i. Reconfirm Existence of Local Emergency
14. CORRESPONDENCE Page 46
15. COMMENTS FROM THE COUNCIL
16. REPORTS
 - a. City Manager Report Page 57
 - b. Commission and Committee Reports
 - c. Minutes from Joint Power Authorities (JPAs) and Reports
 - i. Humboldt County Association of Governments (June 2020) Page 65
 - ii. Humboldt Waste Management Authority (June 2020) Page 68
 - iii. Redwood Coast Energy Authority (July 2020) Page 70
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
October 21, 2020 at 7:00 pm via Zoom.**

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 August 19, 2020

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

Report out of Closed Session: There was a closed session held prior to the regular council meeting. There was no reportable action taken,

Ceremonial: None

Modifications to the Agenda: None:

Report out of Study Session: None

Public Comment: Chris Broadstock was present from Tri-Counties Bank and stated he was available to answer questions due to the closure of the bank in Ferndale.

Consent Calendar: There were four items on the Consent Calendar for approval. A member of the public asked that Item (c) Checkbook Register for July 1-31, 2020 be pulled from the agenda. **MOTION**: to approve Items a, b and d on the consent calendar. (**Avis/Bullard**) **Unanimous**

Call Items Removed from Consent Calendar: Item (c) Checkbook Register for July 1-31, 2020 was pulled by a member of the public. The public member questioned two checks from the register. City Manager Parrish explained what each check was for. **MOTION**: to approve Item (c) on the consent calendar. (**Avis/Bullard**) **Unanimous**

Presentation: Evan Forbes from Tesla did a presentation on the Self Generation Incentive Program (SGIP). Forbes explained that this was a historic program that had been recently changed due to wildfires and Public Safety Power Shutoff (PSPS) events. The changes now allow critical infrastructure s within the city to be eligible for the program. Forbes explained that the Wastewater Treatment Plant would be eligible for a \$500,000 battery backup system at no cost for the city. Forbes added that this would also include a 10yr maintenance plan. The council was in favor of the proposed project. The Council had a few questions regarding flooding and the addition of solar panels to energize the batteries. Forbes stated the batteries were fully enclosed and he did not see any issues. Mike Avcollie from RCEA stated that the addition of solar panels would be discussed under business on the agenda. A few members of the public stated concerns on the life of the batteries and the overall maintenance costs as opposed to the payback.

Public Hearing: None

Business:

Resolution 2020-20 Approving the Application for the California Energy Commission Loan for Wastewater Treatment Plant: Mike Avcollie was present from RCEA to answer questions. Avcollie stated at the last council meeting there was a presentation on solar panels and LED lighting at the Wastewater Treatment Plant. Avcollie explained there is a 1% interest loan available to the city to install solar at the Wastewater Treatment Plant. Avcollie stated the loan

would be approximately \$200,000 with a 15yr payback. The council was all in favor of the project. A member of the public questioned the maintenance cost of the solar array. Another member of the public questioned the overall savings to the city if the project moves forward. **MOTION:** to approve Resolution 2020-20 approving the application for the California Energy Commission Loan and Authorizing the City Manger to sign all Related Documents.
(Bullard/Avis) Unanimous

Response to Initial Study and Proposed Mitigated Negative Declaration for Proposed Motorsports and Concert Events at the Humboldt County Fairgrounds: City Manager Jay Parrish explained the Humboldt County Fair Association (HCFA) amended their lease with the county to include a conditional use permit to include motorized sports and concerts. Parrish stated the Humboldt County Planning Commission prepared a mitigated Negative Declaration for the project and circulated it for public review. Parrish added that staff had worked with Plan West to review the document and draft a response letter with questions and concerns they would like to see the Humboldt County Planning Commission address before approval. Parrish went over those concerns listed in the letter. Parrish added the public hearing was scheduled for September 3, 2020. Councilman Avis questioned if the city was going to make any recommendation on the concerns. Parrish stated the draft letter would provide that information. City Planner Vanessa Blodgett also stated staff was looking for any recommendations from the council. Avis also stated the possibility of recommending the county provide an Environmental Impact Report (EIR). Councilwoman Bullard stated she also would recommend an EIR be done. Councilwoman Fisk-Becker questioned if a councilperson would like to write their own letter to the county could they do so. Parrish stated a letter could be written by an individual councilperson but they should not represent themselves as a councilperson for the city. Fisk Becker also added that not everyone received a letter. Avis stated that only referral agencies and property owners within 450ft of the fairgrounds would receive letters regarding a public hearing. Councilman Smith stated it would be hard to make any recommendations without more specific data. Mayor Sweeney stated he would also like to recommend the county do an EIR. Councilman Avis stated his concern that the city and citizens have had no input in this and the need for an accurate process. Councilwoman Fisk-Becker stated her concerns on representing the community as a whole. Members of the public commented on their concerns with the report and its inaccuracies. The public member also stated that the City has the zoning authority to override the county. Parrish stated he would look into this. Another member of the public stated their appreciation to the fair and the revenue brought into the city. A member of the public stated she agreed with Councilman Smith on needing more data. Another member stated there needed to be better communication between the city and Humboldt County Fair Board. Another member of the public stated the fair will make money with these events, but the businesses in Ferndale will also prosper from the events. The public member also stated the community is split on this issue as many are in favor and many are not in favor of this, and it is important to work together as everyone's opinion should be heard. Mayor Sweeney stated this letter that has been drafted and being sent is not either in favor or opposed to motorized events, but just asks for more information to be provided. Mayor Sweeney also commented that this is a discussion item and there will be no action taken.

Discussion on Proposition 68 Funding Program: City Planner Vanessa Blodgett explained the Prop 68 funding which can be used for parks and recreation projects. Blodgett added that the funds need to be part of the cities budget. Avis stated he is glad that we are moving forward with this funding. Councilwoman Fisk-Becker stated she is glad that any projects will be coming back for approval. Councilman Smith stated how he would like to see the money spread out to benefit different entities. Mayor Sweeney questioned project details needed for funding.

Councilwoman Fisk-Becker left the meeting at 9:15pm

Resolution 2020-19 Establishing a Policy to Accept Gifts and Donations for the City:

City Manager Jay Parrish explained that a project came up in December of 2019 that led the city to come up with a policy to accept donations. Parrish added that the council put an adhoc committee together to come up with a policy to accept any donations and gifts. Councilman Avis stated he liked the briefness of the policy and the fact that it is easy to understand and read.

MOTION: to approve Resolution 2020-19 Establishing a Policy to Accept Gifts and Donations for the City. **(Bullard/Avis) Unanimous**

Consider Delegating a Voting Delegate to League of Cities: City Manager Jay Parrish explained that in previous years the council had opted not to send a delegate to the League of Cities Annual Conference due to the cost. Parrish explained that due to the pandemic, the conference this year will be done virtually which will alleviate the cost of traveling. Parrish stated that our representative for the League of Cities was Councilwoman Bullard and questioned if she would like to attend this virtual conference. Councilwoman Bullard stated she would like to attend and be the voting delegate. Bullard also encouraged anyone else that would like to attend to do so.

MOTION: to approve Kathleen Bullard as the voting delegate for the League of Cities Annual Conference. **(Avis/Bullard) Unanimous**

Police Chief Recruitment: City Manager Jay Parrish explained the recruitment and application period is ending for the position of Police Chief and the need to set up an interview panel to. Parrish stated he would like to include Mayor Sweeney, Councilwoman Bullard, Chief Smith, Chief Graham Hill, and himself on the panel. Councilman Smith questioned his ability to submit a question to ask during the interviews. Parrish stated he may submit his question via email to him. **MOTION:** to approve the interview panel. **(Avis/Smith) Unanimous**

COVID-19 Update and Discussion: City Manager stated his concerns on the increasing numbers in the state. Parrish added the possibility of needing a study session to figure out ways to promote mask wearing and social distancing. Councilman Avis stated his appreciation for Parrish and his updates and detail on this item. Avis agreed with Parrish's concerns on the increasing numbers. Councilman Smith agreed with Avis and thanked Parrish for his genuine concerns on this.

Correspondence: None

Comment from the Council: Mayor Sweeney commented on the CRV program. Sweeney explained how the program came about and the buyback process that includes a certification process. Sweeney added that due to the pandemic the buyback program was shut down in March. Sweeney stated that HWMA needs to be recertified but the recertification classes were cancelled and they are unable to resume their buyback program until they can recertify. Sweeney added that Cal-Recycle is the agency that needs to take accountability for the buyback program and figure out how to resume a buyback process. Parrish added that citizens continue to pay the required CRV and questioned where are these funds going now.

Reports:

City Managers Report: No questions or comments

Other Reports: No questions or comments

Mayor Sweeney adjourned the meeting at 10:03 pm.

Respectfully submitted

Kristene Hall
City Clerk

DRAFT

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Minutes for Special City Council Meeting of August 3, 2020

Mayor Michael Sweeney called the Special City Council Meeting to order at 2:00 pm via Zoom Video Conference. Those present did the flag salute. Present were Mayor Sweeney, Council Members Stephen Avis, Kathleen Bullard, and Jenny Fisk-Becker, along with staff: Police Chief Bret Smith, and City Clerk Kristene Hall.

Modifications to the Agenda: None

Business:

Reaffirm Local Emergency Declaration: Police Chief Bret Smith stated there was nothing new to add to the ongoing pandemic. **Motion:** to reaffirm the local emergency due to COVID-19. **(Avis/Bullard)** Unanimous.

Councilman Smith and City Manager Jay Parrish joined the meeting at 2:07pm

Councilwoman Fisk-Becker recused herself due to her immediate family having property within 500ft of the project.

Councilman Avis also recused himself due to his property also being within 500ft of the project.

Westside Drainage and Grant Application: City Manager explained the westside drainage and the water flow out of the city. Parrish explained the conceptual design that would help move the water out of the city that was submitted for grant application. Parrish added that this design was only conceptual and nothing was set in stone. Parrish stated the first step in the whole process was obtaining the grant. A member of the public stated concerns on the proposed design. The public member stated the water flow as designed would impact her property negatively. She also stated concerns that the city did not notify many property owners of the proposed project. Parrish stated that once the grant is obtained then public meetings as well as other designs will be looked at. Parrish added that obtaining the grant is only the first step of many steps. Councilmembers discussed different possible designs. Councilman Smith asked if the council could go look at the project location to get a better feel for it. Councilwoman Bullard questioned when the city may know if the grant had been awarded. Parrish stated 2-3 months.

Mayor Sweeney adjourned the meeting at 2:53 pm

Respectfully submitted

Kristene Hall
City Clerk

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Minutes for Special City Council Meeting of August 17, 2020

Mayor Michael Sweeney called the Special City Council Meeting to order at 2:00 pm via Zoom Video Conference. Those present did the flag salute. Present were Mayor Sweeney, Council Members Stephen Avis, Kathleen Bullard, Jenny Fisk-Becker, and Robin Smith, along with staff: Cit5y Manager Jay Parrish and City Clerk Kristene Hall.

Modifications to the Agenda: None

Business:

Reaffirm Local Emergency Declaration: City Manager Jay Parrish stated the pandemic was still ongoing and did not see the emergency declaration ending anytime soon. There were no comments from the Council or Public. **Motion:** to reaffirm the local emergency due to COVID-19. **(Avis/Smith)** Unanimous.

Discussion Items

Update on 4th & Shaw: City Manager Parrish stated they had went through the engineering process and went out to bid. Parrish added they would be going over the bids late this week to identify the lowest bidder and make a choice. Parrish stated it would be approximately a month until the project will begin. Sweeney questioned the four way stop sign at that location. Parrish stated we would look into it once the project is finished.

Update on Washington & Grant: City Manager Parrish stated the Engineer is still working on this project and is hoping it will go out to bid soon.

Update on PGE Undergrounding: City Manager Parrish stated that is working on trying to strike a deal with US Bank for a small strip of land to place a transformer box. Parrish stated he is hoping to get the land donated or an easement to be able to move forward. Mayor Sweeney questioned a deadline for US Bank to decide on property. Parrish stated there is another alternative and hoping US Bank will come through,

Discuss Historic Light Poles & Parking Signs: City Manager discussed the issues with placing signs on the light poles. Parrish stated Cal Trans regulates the signage on Main Street. Parrish added that Cal Trans regulations require signs to be a minimum height of 7' off the ground. The signage would not be able to conform to the regulations at this time. Parrish added that the city is looking at adding cement blocks under the current light poles to raise them to a higher level. Parrish also stated that raising the light poles would also help with the preservation of the street lights due to dog urination on the poles. Councilwoman Bullard questioned if Cal Trans requires any kind of parking restrictions. City Manager Parrish stated no they did not. Mayor Sweeney added that the regulations the city put into place were requested from some business owners. The council also discussed the possibility of the chamber wanting to ask that the parking requirements be revoked.

Road Sealing Project on East Side of Town: City Manager Parrish stated that the funds were not available this year or last year to fund this project. Parrish stated that hopefully we could look into this next year. Avis questioned if this project is looked at every year. Parrish stated that it was.

Update on Land Use Element: City Manager Jay Parrish stated he was unable to connect with Plan West to get information on this item. Parrish stated he would give an update at a later date.

Mayor Sweeney adjourned the meeting at 2:40 pm

Respectfully submitted

Kristene Hall
City Clerk

DRAFT

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Minutes for Special City Council Meeting of August 27, 2020

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

Modifications to the Agenda: None

Business:

Reaffirm Local Emergency Declaration: City Manager Jay Parrish went over the declaration of the local emergency due to the ongoing COVID-19 pandemic. Mayor Sweeney stated he had received an email from a citizen stating concerns of masks not being worn at a local business. Sweeney added his concerns of relaxed behavior on mask wearing. Councilwoman Bullard stated there are many people right now that have been driven from their homes due to the wildfires and it is important not to judge people due to not knowing their situation. **Motion:** to reaffirm the local emergency due to COVID-19. **(Bullard/Avis)** Unanimous.

Mayor Sweeney adjourned the meeting at 2:13 pm

Respectfully submitted

Kristene Hall
City Clerk

City of Ferndale
Bank Account Register

General Checking
 August 1, 2020 - August 31, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			739,137.33
08/01/20		USDAR	USDA RURAL DEVELOPMENT	144,433.12		594,704.21
08/01/20		ALL LINES	ALL-LINES LEASING	950.45		593,753.76
08/03/20		JAY PARRISH	JAY PARRISH	400.00		593,353.76
08/03/20	54220	CITFO	CITY OF FORTUNA	1,950.00		591,403.76
08/03/20	54221	MIRRE	MIRANDA'S RESCUE	450.00		590,953.76
08/03/20	54222	VANESSA	VANESSA HUERTA	200.00		590,753.76
08/04/20		USTREASURY	UNITED STATES TREASURY	7,092.68		583,661.08
08/04/20		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,312.48		582,348.60
08/04/20	54224	PHIAY	AYCOCK & EDGMON	425.00		581,923.60
08/04/20	54225	CALPO	CALIFORNIA POLICE CHIEFS ASSN.	300.00		581,623.60
08/04/20	54226	COMAS	DEMETRIUS DISTEFANO	3,265.97		578,357.63
08/04/20	54227	MISLI	MISSION LINEN & UNIFORM SERVICE	18.20		578,339.43
08/04/20	54228	NYLEX	NYLEX.NET CORPORATION	638.00		577,701.43
08/04/20	54229	STABO	STATE WATER RESOURCES CONTROL BOARD	125.00		577,576.43
08/04/20	54230	SUDDEN	SUDDENLINK	882.18		576,694.25
08/04/20	54231	FEREN	THE FERNDALE ENTERPRISE	212.87		576,481.38
08/04/20	54232	VALLU	VALLEY LUMBER	404.81		576,076.57
08/04/20	54233	VANESSA	VANESSA GOODRICH	2,193.75		573,882.82
08/04/20	54234	VERZN	VERIZON WIRELESS	258.81		573,624.01
08/11/20	54239	ALTBU	ALTERNATIVE BUSINESS CONCEPTS	154.85		573,469.16
08/11/20	54240	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	34.00		573,435.16
08/11/20	54241	HUMHI	HUMBOLDT CO HISTORICAL SOCIETY	38.00		573,397.16
08/11/20	54242	HUMTE	HUMBOLDT TERMITE & PEST	49.00		573,348.16
08/11/20	54243	JG LAWN	J & G LAWN & GARDEN	530.00		572,818.16
08/11/20	54244	NAPA	NAPA AUTO PARTS	315.76		572,502.40
08/11/20	54245	NILCO	NILSEN COMPANY	248.78		572,253.62
08/11/20	54246	NORCO	NORTH COAST LABORATORIES LTD.	225.00		572,028.62
08/11/20	54247	RSLIV	R & S LIVESTOCK SUPPLY	35.87		571,992.75
08/11/20	54248	EELRI	RECOLOGY HUMBOLDT COUNTY	323.18		571,669.57
08/11/20	54249	SHREDAWARE	SHRED AWARE	74.00		571,595.57
08/11/20	54250	FARSH	THE FARM SHOP	4,447.17		567,148.40
08/11/20	54251	MBDVZ	THE MITCHELL LAW FIRM, LLP	3,006.50		564,141.90
08/11/20	54252	TIPMO	TIPPLE MOTORS, INC.	90.50		564,051.40
08/11/20	54253	USBANK	US BANK	38.80		564,012.60
08/11/20	54254	WILSA	WILDWOOD SAW	101.90		563,910.70
08/13/20	1001		PARRISH, JAY D	2,519.26		561,391.44
08/13/20	1002		HALL, KRISTENE M	1,549.64		559,841.80
08/13/20	1003		JOHNSON, DONNA J	1,475.20		558,366.60
08/13/20	1004		SMITH, BRET A	1,561.17		556,805.43
08/13/20	1005		LINDGREN, ROBERT C	1,235.98		555,569.45
08/13/20	1006		FIELDER, CHARLES COSMAS	150.00		555,419.45
08/13/20	1007		DIAS, TIMOTHY G	1,421.03		553,998.42
08/13/20	1008		MENDES, ALAN SCOTT	509.54		553,488.88
08/13/20	1009		COPPINI, STEVE L	2,242.99		551,245.89
08/13/20	1010		GARDNER, SHAWN C	1,716.52		549,529.37
08/13/20	1011		LIU, CARSON B	228.37		549,301.00
08/13/20	1012		HOPPIS, JOHNNY F	1,619.18		547,681.82
08/13/20	1013		SUTTON, DANIEL V	245.40		547,436.42
08/13/20	54235		BALCH, DYLAN C	1,139.28		546,297.14
08/13/20	54236		CERVANTES, CESAR E	1,566.66		544,730.48
08/13/20	54237		Franceschi, David A	1,234.43		543,496.05
08/13/20	54238		RICHARDSON, DIANNA L	109.62		543,386.43
08/13/20	54255	CHOPPIS	CHELICI HOPPIS	126.92		543,259.51
08/13/20	54256	DVLNO	DAVE LENARDO	320.00		542,939.51
08/13/20	54257	FEPEA	FEPEA	82.50		542,857.01

City of Ferndale

Bank Account Register

General Checking

August 1, 2020 - August 31, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
08/18/20		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,320.54		541,536.47
08/18/20		USTREASURY	UNITED STATES TREASURY	7,185.99		534,350.48
08/18/20	54258	DEPJU	DEPARTMENT OF JUSTICE	66.00		534,284.48
08/18/20	54259	MOBLEY	MOBLEY CONSTRUCTION, INC.	12,308.75		521,975.73
08/18/20	54260	PACGA	PACIFIC GAS & ELECTRIC	7,285.90		514,689.83
08/18/20	54261	PLANWEST	PLANWEST PARTNERS, INC.	1,066.00		513,623.83
08/18/20	54262	POREN	PORTLAND ENGINEERING, INC.	315.00		513,308.83
08/18/20	54263	FEREN	THE FERNDALE ENTERPRISE	828.75		512,480.08
08/18/20	54264	TIM D	TIMOTHY G. DIAS	55.00		512,425.08
08/18/20	54265	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	943.58		511,481.50
08/21/20			8/21/20 deposit		1,916.39	513,397.89
08/24/20			8/24/20 deposit		8,333.00	521,730.89
08/25/20			8/25/20 deposit		15,118.77	536,849.66
08/25/20	54270	BRIMC	BRIAN MC NEILL	180.00		536,669.66
08/25/20	54271	EEL SCRAP	EEL RIVER SCRAP & SALVAGE	92.23		536,577.43
08/25/20	54272	FDAC	FDAC EBA	11,520.97		525,056.46
08/25/20	54274	STRETCH	JAMES STRETCH	247.07		524,809.39
08/25/20	54275	RWS	RWS SERVICES	43.40		524,765.99
08/25/20	54276	SEQGA	SEQUOIA GAS COMPANY	183.15		524,582.84
08/25/20	54277	SDRMA	SPECIAL DISTRICT RISK MGMT AUTHORITY	723.39		523,859.45
08/25/20	54278	WELF(\$106)	WELLS FARGO FINANCIAL LEASING	106.46		523,752.99
08/25/20	54279	ALL LINES	ALL-LINES LEASING	408.31		523,344.68
08/27/20		TRICOUNTIES	TRI COUNTIES BANK	1,129.58		522,215.10
08/27/20			8/27/20 deposit		94,323.23	616,538.33
08/27/20	1001		PARRISH, JAY D	2,558.05		613,980.28
08/27/20	1002		HALL, KRISTENE M	1,671.37		612,308.91
08/27/20	1003		JOHNSON, DONNA J	1,475.20		610,833.71
08/27/20	1004		ALAMEDA, RENAE MARY	246.83		610,586.88
08/27/20	1005		SMITH, BRET A	1,561.18		609,025.70
08/27/20	1006		LINDGREN, ROBERT C	1,333.32		607,692.38
08/27/20	1007		FIELDER, CHARLES COSMAS	305.05		607,387.33
08/27/20	1008		DIAS, TIMOTHY G	1,421.02		605,966.31
08/27/20	1009		MENDES, ALAN SCOTT	153.86		605,812.45
08/27/20	1010		COPPINI, STEVE L	2,243.00		603,569.45
08/27/20	1011		GARDNER, SHAWN C	1,716.51		601,852.94
08/27/20	1012		LIU, CARSON B	228.38		601,624.56
08/27/20	1013		HOPPIS, JOHNNY F	1,619.17		600,005.39
08/27/20	1014		SUTTON, DANIEL V	615.97		599,389.42
08/27/20	1015		GARDNER, HUNTER C	235.88		599,153.54
08/27/20	54266		BALCH, DYLAN C	1,197.66		597,955.88
08/27/20	54267		CERVANTES, CESAR E	1,178.97		596,776.91
08/27/20	54268		Franceschi, David A	1,234.44		595,542.47
08/27/20	54269		RICHARDSON, DIANNA L	109.62		595,432.85
08/27/20	54280	CHOPPIS	CHELCI HOPPIS	126.92		595,305.93
08/27/20	54281	DVLNO	DAVE LENARDO	280.00		595,025.93
08/27/20	54282	FEPEA	FEPEA	82.50		594,943.43
08/27/20	54286	PARS1	PARSAC	5,000.00		589,943.43
08/31/20	54287	DELOR	DEL ORO WATER CO., FDLE. DIST.	563.17		589,380.26
08/31/20	54288	LCENG	LOST COAST ENGINEERING, INC.	19,745.50		569,634.76
08/31/20	54289	PHIAY	AYCOCK & EDGMON	575.00		569,059.76
08/31/20	54290	BRETSMITH	BRET SMITH	43.39		569,016.37
08/31/20	54291	FRONT	FRONTIER	513.28		568,503.09
08/31/20	54292	ONTIV	ONTIVEROS & ASSOCIATES, INC.	2,778.25		565,724.84
08/31/20	54293	POSTM	POSTMASTER	220.00		565,504.84
08/31/20	54294	SUDDEN	SUDDENLINK	880.88		564,623.96
Totals				<u>294,204.76</u>	<u>119,691.39</u>	<u>564,623.96</u>

Bank Account Register

General Checking

August 1, 2020 - August 31, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
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Transaction count = 110


AUGUST 2020 Deposit Recap	8.21.20	8.24.20	8.25.20	8.27.20	TOTAL-AUG 20
RETAIL TAX			15,118.77		15,118.77
HIGHWAY USER TAX/VEHICLE LICENSE FEES	1,916.39				1,916.39
BUSINESS LIC				1,360.00	1,360.00
ANIMAL LIC				90.00	90.00
BUILDING RENTS				350.00	350.00
PERMITS				11,690.65	11,690.65
TOT				17,572.89	17,572.89
HEALTH INSPECTIONS					-
HCAOG - RSTP					-
RECYCLING GRANT					-
PARSAC - GRANT / OTHER				12,225.00	12,225.00
COUNTY OF HUMBOLDT-STREETS & ROADS					-
SEPTIC DUMPS / SEWER REVENUE				22,738.00	22,738.00
FRANCHSE FEES				5,766.25	5,766.25
HUMBOLDT CTY - COPS				3,079.74	3,079.74
DONATIONS					-
POLICE SERVICES				2,107.86	2,107.86
SMALL MISC		8,333.00		4,071.19	12,404.19
DRAINAGE FEES					-
COUNTY OF HUMBOLDT-PROPERTY TAXES					-
COUNTY OF HUMBOLDT-SEWER					-
COUNTY OF HUMBOLDT-INTEREST INCOME					-
STATE - CAL TRANS - STREET SWEEP				9,367.68	9,367.68
DENTAL INS DIVIDENDS - SDRMA					-
MISC: COUNTY OF HUMBOLDT-MEASURE Z				3,903.97	3,903.97
	1,916.39	8,333.00	15,118.77	94,323.23	119,691.39

Section 10
CALL ITEMS

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

Section 11
PRESENTATIONS

Section 12
PUBLIC HEARING

Meeting Date:	September 16, 2020	Agenda Item Number	12.a
Agenda Item Title	Introduction and First Reading of Ordinance No. 2020-02 Amending Zoning Ordinance 02-02 Section 7.08 Regulations for Fences & Section 6.05.4(a)(b) Regarding Design Review Committee Membership		
Presented By:	City Planner 		
Type of Item:	X	Action	Discussion Information
Action Required:		No Action	Voice Vote X Roll Call Vote

PROJECT SUMMARY: Proposed Ordinance No. 2020-02 Amending Zoning Ordinance Section 7.08 Regulations for Fences & Section 6.05.4(a)(b) Regarding Design Review Committee Membership.

STAFF RECOMMENDATION: Review and consider approving the introduction and first reading of Ordinance No. 2020-02 Amending Zoning Ordinance Section 7.08 related to fences and other structures and Section 6.05.4 (a) & (b) related to Design Review Committee membership. Waive reading of the text and consent to read by title only.

BACKGROUND: City Council previously discussed proposed fence ordinance updates including fence height standards and requested Planning Commission input and recommendations for proposed fence regulation updates.

The Planning Commission was provided background information on the update process conducted by the City Council in a letter to them dated February 27, 2020. The letter included material provided by the ad hoc committee of the Council based on research of other city ordinances in the area and discussions held at City Council meetings. Specifically, the Planning Commission was asked to provide guidance on fence height and possible setbacks for street facing side yards.

DISCUSSION: Fences - The Planning Commission appreciated the support documents and reviewed the provided materials and the existing zoning ordinance at a noticed public hearing on August 5, 2020. The Commission held a discussion of the matter and considered several factors such as homeowner privacy, town aesthetic, and visibility. The Planning Commission considered and discussed: a maximum side yard fence height of four feet; a maximum side yard fence height of six feet; and a maximum fence height of six feet with a setback from the sidewalk.

After discussion, the Commission recommended that street facing side yards should have a maximum height of six feet up to the front corner of the house with no setbacks. This would allow for adequate homeowner use and privacy while still maintaining neighborhood aesthetic and visibility around corners. The Commission indicated support for the other proposed updates and noted the importance of visually attractive fence materials. As such, the draft

Zoning Ordinance Amendment (Attachment A) has been updated to reflect the Planning Commission's recommendation.

Design Review Committee Membership - The Design Review Committee membership is proposed to include one (1) member appointed from the Planning Commission and four (4) members that reside within the city limits. Section 6.05.4 (a) & (b) currently allows for two Planning Commissioners and three public members and allows for members from the 95536 zip code.

ENVIRONMENTAL REVIEW: Modifications to the Zoning Code are considered a project under the California Environmental Quality Act Review (CEQA); however, the proposed ordinance is exempt from CEQA per Guidelines Section 15061(b)(3) (common sense exemption). CEQA applies only to projects which have the potential for causing a significant effect on the environment. The proposed text amendments serve to establish general standards for fences and Design Review Committee membership and there is no possibility that the text amendments may have a significant effect on the environment. Individual projects that are subject to the Ordinance would still require individual review for conformance with CEQA. Therefore, the proposed amendment is exempt from CEQA.

ATTACHMENT:

Draft Ordinance No. 2020-02

ORDINANCE NO. 2020-02**AN ORDINANCE OF THE CITY OF FERNDALE AMENDING ZONING ORDINANCE 02-02
SECTION 7.08 REGARDING FENCES AND OTHER STRUCTURES AND
SECTION 6.05.4(a)(b) REGARDING DESIGN REVIEW COMMITTEE MEMBERSHIP**

WHEREAS, Ordinance No. 02-02, as amended, constitutes the Zoning Ordinance of the City of Ferndale (hereinafter the "Zoning Ordinance"); and

WHEREAS, Section 7.08 of Article 7 of the Zoning Ordinance regulates fences, hedges, natural or planted growth and other sight obstructions; and

WHEREAS, Section 6.05.4(a)(b) regulates Design Review Committee membership; and

WHEREAS, the City Council of the City of Ferndale desires to amend Zoning Ordinance Sections 7.08 and 6.05.4(a)(b) as expressly set forth below.

THE CITY OF FERNDALE DOES ORDAIN AS FOLLOWS:

Section 1. Amendment of Section 7.08.2 of the Zoning Ordinance. Section 7.08.2 of the Zoning Ordinance shall be amended to provide as follows:

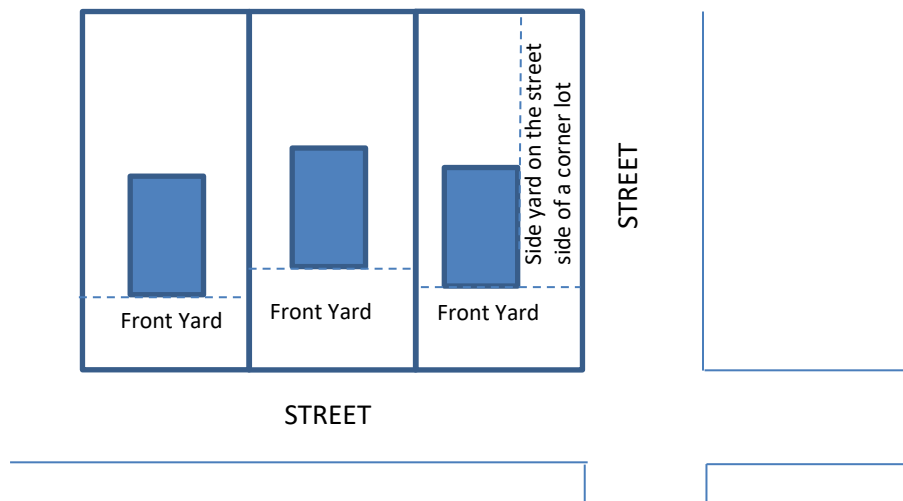
7.08.2 Fences.

- a. Fences defined.** For purposes of this Section 7.08.2, a fence shall mean an artificially constructed barrier consisting of any materials, intended to form an enclosure, mark a boundary, prevent intrusion, provide a screen, and including walls or like structures, but not a building wall.
- b. Fences, Generally.** No fence shall exceed a height of six (6) feet on any portion of a lot within the City.
- c. Fences in Front Yards of Any Lot.** Fences located in the front yard, as that term is defined by Section 3.80.1 of this Ordinance, of any lot shall not exceed four (4) feet in height. The height restriction set forth in this sub-section shall apply to any fence located in the front yard of any lot regardless of whether the fence runs in a direction that is generally parallel or perpendicular to the front street line. The height restriction set forth in this sub-section is subject to Section 7.08.1, regulating the sight visibility triangle.
- d. Fences in the Side Yards on the Street Side of Corner Lots.** Fences located in the side yard on the street side of a corner lot, as those terms are defined by Sections 3.47.2 and 3.80.3 of this Ordinance, shall not exceed six (6) feet in height from the front corner of the main structure to the rear lot line.
- e. Height of a Fence.** The height of a fence shall be measured from the higher finished grade adjoining the fence.

f. Prohibited Fence Materials. No Fence shall be constructed using barbed or razor wire, electrified fence material, chain link fence material, or other materials not typically used, designated, or manufactured for fencing such as metal roofing panels, corrugated or sheet metal, tarps or plywood.

g. Permit Required. To the extent required by the Zoning Ordinance or the Building Inspector - Construction Code Ordinance, any person who intends to construct a fence shall first obtain all required permits from the City.

f. Illustration. For purposes of illustration, the following diagram demonstrates the pertinent areas affected by sub-sections “c” and “d” of this Section 7.08.2:



Section 2. Amendment to Zoning Ordinance Sections 7.08.3 and 7.08.4. Sections 7.08.3 and 7.08.4 of the Zoning Ordinance shall be deleted.

Section 3. Amendment to Zoning Ordinance Section 6.05.4(a)(b). Section 6.05.4(a)(b) shall be amended as follows:

- §6.05.1 Design Review Permits shall be subject to the following procedures:
- a. The Planning Commission shall appoint ~~two~~ one of its members as Primary and one member as Alternate Design Review Committee Members.
 - b. The Planning Commission shall interview and recommend to the City Council appointment of ~~three~~ four members from ~~the 95536 zip code~~ within the City Limits, preferably with design background in planning, architecture, landscape architecture, historical restoration, or other similar experience related to the design of physical improvements and buildings in the following manner:
 - i. City staff shall advertise the vacancy(s) (via notice in newspaper, public posting) and notify Ferndale residents to contact City staff for application procedures.
 - ii. Applications must be received by City staff by ten (10) calendar days from the date of posting of the vacancy. Applications must be

forwarded to the members of the Planning Commission by the next regular or special meeting.

- iii. The Planning Commission shall interview applicants at their next regular or special meeting or direct City staff to re-advertise. After consideration of the applicants and application materials, the Commission shall select an applicant(s) to recommend for appointment. The first person(s) that receives a majority shall be selected. The Commission’s recommendation(s) shall be forwarded to the City Council for their next regular or special meeting.
- iv. The City Council shall consider the applicants and the Planning Commission’s recommendation and shall appoint an applicant(s) to the Design Review Committee.

Section 4. Severability. Should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences and words of this ordinance as hereby adopted shall remain in full force and effect.

Section 5. Effective Date. This ordinance becomes effective thirty (30) days after the date of its enactment.

Section 6. 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.

Section 7. Enacting Date and Signatures. Passed, approved and adopted by the City Council of the City of Ferndale at a regular meeting on _____, 2020, by the following vote:

PASSED AND ADOPTED on this __ day of _____ 2020 by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Attest:

Kristene Hall, City Clerk

Michael Sweeney, Mayor

First Reading:	Amended:	
Second Reading:		
Enacted:		
Amended:		

Section 13

BUSINESS

Meeting Date:	September 16, 2020	Agenda Item Number	13.a
Agenda Item Title	Approve Rule 20a Agreements and Approve the City Manager to Sign Required Documents for the Francis Street Undergrounding Project		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Approve the City Manager to Sign Required Documents for the PGE Undergrounding Project on Francis Street.

BACKGROUND:

We have previously met with PG&E and Utilities representatives and walked the projects, completed a CEQA analysis of the project, provided the required public hearings and passed Resolution 2015-20 designating these districts as the projects the city would like to move forward on. On June 19, 2020, the council approved Resolutions 2019-10 and 2019-11 which renewed the designated Rule 20A Allocations to both Francis Street and Shaw to Herbert projects. The Francis Street district we would like to begin as soon as possible and then, the Shaw to Herbert Street when able.

The city has secured the locations for placement of the required transformers to begin the Francis Street project. The Rule 20a agreements are attached.

FISCAL IMPACT:

No budgetary financial impact to the City, however the project will use Rule 20a monies from PG&E, which amount to about \$500,000 and the County has agreed to contribute some of their credits to make the project whole.

ATTACHMENTS:

1. Francis Street General Conditions
2. Francis Street Panel Conversion
3. Francis Street Streetlight Agreement
4. Francis Street Wheelchair Access Document



~~GENERAL CONDITIONS AGREEMENT TO~~
**PERFORM WORK PURSUANT TO PG&E ELECTRIC
 RULE 20A – REPLACEMENT OF OVERHEAD WITH
 UNDERGROUND ELECTRIC FACILITIES**

PG&E Contract: Lizette Burtis, Program Liaison
 Contact #: (707) 321-0206

PROJECT NAME: FRANCIS ST FERNDALE R20A

LOCATION: Francis St between Ocean Ave & end of Francis St, Ferndale, CALIFORNIA

City/County of Ferndale (Governmental Body) has requested, and PACIFIC GAS AND ELECTRIC COMPANY (PG&E) has agreed to perform the replacement of overhead with underground electric facilities pursuant to Section A of PG&E's Electric Rule 20 Tariff (Electric Rule 20A), subject to the following General Conditions Agreement.

Rule 20A Tariff:

PG&E will, at its expense, replace its existing overhead electric facilities with underground electric facilities along public streets and roads, and on public lands and private property across which rights-of-way satisfactory to PG&E have been obtained by PG&E, consistent with Electric Rule 20A.

To ensure the success of this Electric Rule 20A project, Governmental Body and PG&E agree to the following terms. Any exceptions to these terms will require an advice filing with the California Public Utilities Commission (CPUC), with notice to the Governmental Body in accordance with General Order 96-B or any successor orders.

Responsibilities of the Governmental Body:

PG&E's Electric Rule 20A sets forth a program for replacing existing overhead electric facilities with underground electric facilities subject to certain requirements. In order to implement the Electric Rule 20A program as requested by the Governmental Body, the Governmental Body hereby agrees to:

- 1) Consult with PG&E to confirm the requirements of an Electric Rule 20A project and the location of the specific Electric Rule 20A project.
- 2) Hold public hearing(s) on the proposed Electric Rule 20A project in order to determine that the specific Electric Rule 20A project is in the general public interest.
- 3) Provide PG&E with a duly-adopted ordinance or resolution, as appropriate, creating an underground district in the area in which both the existing and new facilities are and will be located, requiring, among other things:
 - a) That all existing overhead communication and electric distribution facilities in such district shall be removed;
 - b) That each property served from such electric overhead facilities shall have installed in accordance with PG&E's rules for underground service, all electrical facility changes on the premises necessary to receive service from the underground facilities of PG&E as soon as it is available; and
 - c) Authorizing PG&E to discontinue its overhead electric service upon completion of the underground distribution system.
- 4) Acknowledge that wheelchair access is in the public interest and will be considered as a basis for defining the boundaries of projects that otherwise meet the criteria set forth in PG&E's Electric Rule 20A, Subsection 1(a).
- 5) Provide PG&E with a project boundary map and available drawings showing all known Governmental Body-owned facilities and known road improvements.
- 6) Identify property owners/persons responsible for the properties identified by PG&E as requiring easements. Make initial contact with the property owners/responsible persons, mail PG&E prepared easement documents, and coordinate meetings for the purpose of assisting PG&E with acquisition of necessary easements.



GENERAL CONDITIONS AGREEMENT TO PERFORM WORK PURSUANT TO PG&E ELECTRIC RULE 20A – REPLACEMENT OF OVERHEAD WITH UNDERGROUND ELECTRIC FACILITIES

- 7) Provide PG&E with the Governmental Body's published standard for trench restoration and backfill requirements prior to start of engineering for the project, and require joint trench participants to replace paving, landscaping, sidewalk, etc., in accordance with the Governmental Body's published standard for trench restoration and backfill requirements that is removed or damaged during construction.
- 8) Work cooperatively with PG&E to schedule undergrounding projects prior to paving projects or after the paving moratorium period. If the Governmental Body elects to construct the undergrounding project prior to the end of the paving moratorium period, restoration and backfill requirements shall not exceed the standards for non-moratorium streets, described in Section 7 above.
- 9) Prior to the start of the project design, elect how to address streetlights impacted within the project scope.
- 10) Prior to the start of the project design, provide a list of all recorded property owners (including APNs and addresses based on current tax assessor records).
- 11) By the end of the project design, disclose all intended permit conditions, fees, and cost details. If the Governmental Body is a joint trench participant, the Governmental Body will pay its share of the associated permit costs.
- 12) Provide PG&E with recent pot holing/core samplings and soils/paving information from other projects, if available.
- 13) Work cooperatively with PG&E to establish work hour restrictions for construction, including holiday and/or special construction limitations.
- 14) Survey, stake, and provide drawings to PG&E for any future known Governmental Body road improvement, grade changes, or viaduct projects known or planned within the project limits.
- 15) Work cooperatively with PG&E to identify a suitable construction yard for the Rule 20A project. If the Governmental Body is a joint trench participant, will pay its share of the associated construction yard costs.
- 16) Work cooperatively with PG&E concerning contaminated soils and cultural resources.
 - a) **Contaminated Soils.** In the circumstance where contamination may be a concern, PG&E's Electric Rule 20A funds will be used for core samples to design a project to avoid environmental issues. In the event contamination is encountered that triggers federal, state, and/or local laws and regulations which restrict or prohibit further work in the trench, PG&E will suspend work in the affected area until all measures required by law have been completed by the Governmental Body or other party responsible for such contamination.
 - b) **Cultural Resources.** In the circumstance where cultural resources are encountered that trigger federal, state, and/or local laws and regulations which restrict or prohibit further work in the trench, PG&E will suspend work and comply with the appropriate notification requirements.
- 17) **Electric Service Panel Conversion:** Governmental Body may choose to be the lead in the conversion of electric service panels to accept underground service. If so and stated in the ordinance or resolution, PG&E shall pay the Governmental Body up to the maximum amount allowed by the Electric Rule 20A Tariff per service entrance, excluding permit fees. If the panel conversions are performed by the property owner, the Governmental Body will coordinate the reimbursement of PG&E funds, to the property owner / responsible party, up to the maximum amount allowed by the Electric Rule 20A Tariff per service entrance, excluding permit fees.
- 18) **Subsurface Equipment:** Governmental Body may request that PG&E install electrical equipment subsurface. If PG&E agrees, then, the Governmental Body's Electric Rule 20A allocation shall be used for the additional costs necessary to complete the subsurface installation. The Governmental Body shall be responsible for paying the appropriate one-time maintenance charge. However, in the event that pad-mounted equipment cannot be installed due to field conditions, the Governmental Body will not be charged the one-time maintenance fee.

The one-time maintenance charge is calculated by multiplying the Estimated Special Facility Cost by a one-time Cost-of-Ownership factor which represents the present worth of estimated operations and maintenance expenses per dollar of facility cost. The Estimated Special Facility Cost will vary



~~GENERAL CONDITIONS AGREEMENT TO~~ PERFORM WORK PURSUANT TO PG&E ELECTRIC RULE 20A – REPLACEMENT OF OVERHEAD WITH UNDERGROUND ELECTRIC FACILITIES

depending on the transformer size. The Estimated Special Facility Cost equals the Estimated Non-Standard Special Facility Cost minus the Estimated Standard Facility Cost. The one-time Cost-of-Ownership factor is: ((current monthly Cost-of-Ownership factor x 12 months) x (current Present Worth Factor)). The monthly Cost-of-Ownership factor is stated in Rule 2 of PG&E's tariff. For example, based on the monthly Cost-of-Ownership factor as of January 1, 2018, the one-time maintenance charge would be (((0.53% x 12) x (14.2)) x (Estimated Special Facility Cost)). This is for example purposes only and the formula factors may change over time.

Responsibilities of PG&E:

PG&E's Electric Rule 20A sets forth a program for replacing existing overhead electric facilities with underground electric facilities subject to certain requirements. In order to implement the Electric Rule 20A program as requested by the Governmental Body, PG&E hereby agrees to:

- 1) Consult with the Governmental Body to confirm the requirements of Electric Rule 20A, including but not limited to holding public hearings, adoption of an ordinance or resolution, and creation of a project boundary map.
- 2) Prepare a base map showing the following: boundary, roads, sidewalks, curbs, property lines, buildings, existing water and sewer, easements, and any other known utilities or obstacles.
- 3) Upon request of the Governmental Body, initiate project design sufficient to identify trench routes and obtain any necessary easements with the express understanding that if the underground district is subsequently delayed or cancelled, PG&E shall deduct all project-related expenses, including overheads, from the Governmental Body's Electric Rule 20A allocation. If the necessary easement(s) cannot be obtained, the Governmental Body may elect to change the project scope, request redesign of the project to avoid the need for the easement(s), or request that the project be postponed.
- 4) If PG&E is designated as the design/trench lead, PG&E shall prepare the intent drawings, composite drawings and joint trench cost agreement for joint trench construction (costs will be shared by all joint trench participants). If an entity other than PG&E is designated as the design/trench lead, PG&E shall provide electric design to the design/trench lead agency.
- 5) Disclose project impacts to the existing streetlight system.
- 6) If PG&E is designated as the joint trench lead, provide Governmental Body with traffic control plan for PG&E construction pursuant to the California Manual on Uniform Traffic Control Devices (MUTCD) as part of the permit process.
- 7) Identify all locations that require an easement(s) for PG&E, prepare all necessary easement related documents, and with the cooperation of the Governmental Body (as described in item 6 of "Responsibilities of Governmental Body" above), secure easements to the satisfaction of PG&E.
- 8) Once the design process begins, provide a project schedule and cost updates on a quarterly basis to the Governmental Body.
- 9) Provide proper notification to all affected customers when electrical outages are necessary to complete project conversion to the new underground system.
- 10) Remove poles, portions of poles, or tenant poles from the underground district as required by the Joint Pole Utility Agreement.
- 11) Provide inspection services for the installation of PG&E facilities.
- 12) Work cooperatively with the Governmental Body concerning contaminated soils and cultural resources.
 - a) Contaminated Soils. In the circumstance where contamination may be a concern, PG&E's Electric Rule 20A funds will be used for core samples to design a project to avoid environmental issues. In the event contamination is encountered that triggers federal, state, and/or local laws and regulations which restrict or prohibit further work in the trench, PG&E will suspend work in the affected area until all measures required by law have been completed by the Governmental Body or other party responsible for such contamination.



~~GENERAL CONDITIONS AGREEMENT TO~~
**PERFORM WORK PURSUANT TO PG&E ELECTRIC
RULE 20A – REPLACEMENT OF OVERHEAD WITH
UNDERGROUND ELECTRIC FACILITIES**

- b) Cultural Resources. In the circumstance where cultural resources are encountered that trigger federal, state, and/or local laws and regulations which restrict or prohibit further work in the trench, PG&E will suspend work and comply with the appropriate notification requirements.
- 13) Electric Service Panel Conversion: Governmental Body may choose for PG&E to be the lead for the panel conversion. If so, then PG&E will convert the electric service panels to accept underground services. PG&E will have its selected contractor communicate to each property owner / responsible party the plan for the trench and panel locations and reach an agreement with the property owner / responsible party before proceeding with conversion. PG&E will be responsible for any work up to and including the meter. Any additional work needed by the property owner / responsible party will be at owner's / responsible party's costs. PG&E will require its selected contractor to abide by all Governmental Body's applicable laws and regulations.
- 14) Subsurface Equipment: Governmental Body may request that PG&E install equipment subsurface. If PG&E agrees, then the Governmental Body's Electric Rule 20A allocation shall be used for the additional installation costs necessary to complete the subsurface installation. The Governmental Body shall be responsible for paying the appropriate one-time maintenance charge. However, in the event that pad-mounted equipment cannot be installed due to space constraints, the Governmental Body will not be charged the one-time maintenance fee.

The one-time maintenance charge is calculated by multiplying the Estimated Special Facility Cost by a one-time Cost-of-Ownership factor which represents the present worth of estimated operations and maintenance expenses per dollar of facility cost. The Estimated Special Facility Cost will vary depending on the transformer size. The Estimated Special Facility Cost equals the Estimated Non-Standard Special Facility Cost minus the Estimated Standard Facility Cost. The one-time Cost-of-Ownership factor is: $((\text{current monthly Cost-of-Ownership factor} \times 12 \text{ months}) \times (\text{current Present Worth Factor}))$. The monthly Cost-of-Ownership factor is stated in Rule 2 of PG&E's tariff. For example, based on the monthly Cost-of-Ownership factor as of January 1, 2018, the one-time maintenance charge would be $((0.53\% \times 12) \times (14.2)) \times (\text{Estimated Special Facility Cost})$. This is for example purposes only and the formula factors may change over time.



~~GENERAL CONDITIONS AGREEMENT TO~~
**PERFORM WORK PURSUANT TO PG&E ELECTRIC
RULE 20A – REPLACEMENT OF OVERHEAD WITH
UNDERGROUND ELECTRIC FACILITIES**

I have read the above information and understand and agree with the provisions and responsibilities as described above. I understand that this agreement at all times shall be subject to such modifications as the California Public Utilities Commission may direct from time to time in the exercise of its jurisdiction. I hereby attest, under penalty of perjury, that I am authorized to enter into this agreement on behalf of the entity indicated below.

Executed this _____ day of _____ 20____

City/County of: Ferndale

Governmental Body

PACIFIC GAS AND ELECTRIC COMPANY

Authorized by (Signature)

Authorized by (Signature)

Print Name

Tamon Norimoto

Print Name

Title

Program Manager

Title

Mailing Address

834 Main St, Ferndale, CA 95536



<u>DISTRIBUTION</u>	<u>REFERENCES</u>
... Applicant (Original)	MLX#: _____ PM#:
... Division (Original)	Project Mgr.: _____
... Acctg. Services	Lizette Burtis, Program Liaison (707) 321-0206

AGREEMENT TO PERFORM TARIFF SCHEDULE RELATED WORK - RULE 20A ELECTRIC PANEL SERVICE CONVERSION

City/County of Ferndale, (Applicant) has requested PACIFIC GAS AND ELECTRIC COMPANY, a California corporation (PG&E) to perform the tariff scheduled related work as located and described herein.

Electric Panel Service Conversion Program:

In order to expedite the completion of Rule 20A Projects, PG&E has offered to manage the electric service conversions, and pay for this work from the Applicant's allocation funds. The underground electric feed that replaces the existing overhead service will be installed in the most economical manner possible, as determined by PG&E. To ensure the success of this program, the Applicant agrees to support the Electric Panel Service Conversion Program as follows:

Responsibilities of the Applicant:

1. Provide accurate list of owner, parcel #, address, phone number.
2. Mail informational letters to all residents describing the program and their responsibilities.
 - a. PG&E will provide templates for these letters.
3. Obtain Right of Entry agreements from property owners prior to scheduling construction.
 - a. PG&E will provide the document for each property owner to complete and sign.
4. Provide a liaison for residents and property owners to contact with questions.
5. Waive permit fees.
6. Waive Inspection fees.
7. Facilitate a preliminary job walk with the liaison, building inspector and others.
 - a. Review PG&E's intended placement of new equipment required for conversions.
 - b. Clarify the inspection and permit requirements and timing, if necessary.
8. Provide information enabling the field crews to determine the location of property lines.
9. Disclose all special circumstances
 - a. For example: historic buildings, hazardous materials, environmental issues, burial grounds and other items that may affect the overhead-to-underground conversion.
10. Communicate with the property owners if additional work beyond the conversion will be required.
 - a. PG&E will pay for the work required to replace the existing overhead electric feed with a new underground feed only. The cost of any additional work required to bring the property up to current codes will be borne by others (property owner or Applicant).
 - b. The Applicant will communicate to the property owner all items that must be brought up to code in a timely manner, and all code issues will be managed by the Applicant.
11. Disclose work hours and days.



AGREEMENT TO PERFORM TARIFF SCHEDULED RELATED WORK - RULE 20A ELECTRIC PANEL SERVICE CONVERSION

- 12. Agree prior to construction regarding the required notifications to residents and property owners.
- 13. Failure to complete the above requirements may result in construction delays.

PROJECT NAME: FRANCIS ST FERNDALE R20A

LOCATIO: Francis St between Ocean Ave & end of Francis St, Ferndale, CALIFORNIA

City: Ferndale

Executed this _____ day of _____, 20__

This agreement is effective when accepted and executed by PG&E.

<u>City of Ferndale</u> Customer/Company	PACIFIC GAS AND ELECTRIC COMPANY
<u>Authorized by (Print)</u>	<u>Tamon Norimoto</u> Authorized by (Print)
<u>Signature</u>	<u>Signature</u>
<u>Title</u>	<u>Program Manager</u> Title
<u>Date</u>	<u>Date</u>

Mailing Address: 834 Main St, Ferndale, CA 95536

City/~~County~~ of : Ferndale

Project Manager:
PM #:

Letter of Streetlight Agreement

Dear valued customer,

As we approach the beginning of your Rule 20A project, one issue that you will need to address is your choice of the available streetlight options. The streetlights located within the Rule 20A project are currently PG&E owned (PG&E or community owned) and on Rate Schedule LS1 (LS1, LS2, LS3, streetlights OL1 outdoor lighting, TC1 traffic signals).

Rule 20A funding covers the costs of converting existing PG&E owned streetlight services on a one-for-one basis, but does not provide for the upgrading of facilities. Therefore, if the existing streetlights are on wood poles, the Rule 20A funding will cover the cost of providing an underground service and riser up the existing wood pole to the existing streetlight and the topping of the wood pole just above the streetlight.

You have the option under Rate Schedule LS1 (PG&E owned streetlights); to install new-galvanized steel streetlights that meet PG&E's standards or have PG&E install these new streetlights for you at your cost, in place of leaving the existing wood pole mounted streetlights. If you choose to have PG&E install these new streetlights standards the costs which you will be responsible for will include the installation and purchase of the new streetlight, replacement of any necessary landscaping, pavement and/or concrete and ITCC tax at a current rate of 34%. If you choose to install new streetlights that do not meet PG&E's standards, you may do so but PG&E will no longer own and maintain them.

If the existing streetlights are customer owned (rate schedule LS2 or LS3), you as the streetlight owner will be responsible for the cost to underground the streetlights. A portion of your streetlight undergrounding cost will include a share of the joint trenching costs (based on the conduit occupancy of the joint trench) and streetlight conduit installation costs should you choose to participate in the joint trench. When estimating begins we will provide you with an estimate of the approximate cost of this portion of your streetlight conversion costs for your budgeting purposes. You will also be responsible for any connection and removal costs associated with your customer owned streetlights. All of the provisions of customer owned streetlights also apply to traffic signals (rate schedule TC1) and outdoor lighting (rate schedule OL1).

Please note that the existing streetlights and supporting overhead electrical system cannot be removed prior to the new streetlights being installed and energized. If you are the streetlight owner or they are PG&E owned and you choose to perform the streetlight work yourself, then the new streetlights should be installed and ready to be energized prior to the completion of trenching. Streetlight standard leads times can be three to four months, so please coordinate your work to ensure the streetlights do not delay removal of the overhead system.

Please check the boxes below that represent how your community would like to proceed regarding streetlights.

- Streetlights will remain on existing wood poles.
- Install new galvanized steel streetlight poles at our expense.
- We choose to purchase and install our own new streetlights poles.
- We choose to participate in the joint trench installing our own streetlight conduit.
- We choose to participate in the joint trench, but would like PG&E to install our streetlight conduit.
- We choose not to participate in the joint trench, and instead will do our own trenching for streetlights.
- The current streetlights are in conflict with our road improvements and we would like PG&E to replace them on a one-for-one basis.

NOTE: LS1 = Owned & maintained by PG&E; LS2 = Customer owned & maintained or PG&E maintained; LS3 = Customer owned metered; OL1= Outdoor lighting private property; TC1 = Government owned metered traffic signals or signal lighting systems.

I request PG&E to proceed with the design of this project based on the above marked choices and understand I will have a chance to review the estimate prior to agreeing on any associated cost. If applicable, contracts will be executed based on the above decisions and associated cost.

City/County of: City of Ferndale
Applicant

PACIFIC GAS AND ELECTRIC COMPANY

By: _____

By: _____

(Print or Type Name)

Tamon Norimoto

(Print or Type Name)

Title:

Program Manager

Title:

Mailing Address: 834 Main St, Ferndale, CA 95536

City/County of: City of Ferndale

Date: _____

Project Description: FRANCIS ST FERNDAL R20A

PROJECT NAME: FRANCIS ST FERNDALE R20A

LOCATION: Francis St between Ocean Ave & end of Francis St, Ferndale, CALIFORNIA

Applicant: City of Ferndale

Electric Rule 20, Section A1C of the tariff reads as follows:

Acknowledged that wheelchair access is in the public interest and will be considered as a basis for defining the boundaries of projects that otherwise qualify for Rule 20A under the existing criteria set forth in Section A(1)(a) above.

This agreement is to document the communication regarding this section of the tariff and note the outcome.

Based on the information above:

- Decided to leave the boundary the same.
- Allocations do not allow expansion of the boundary.
- The wheelchair access will be part of the road improvement project.
- Other/Comments

Comments: _____

- Project boundary was expanded to accommodate wheelchair access.

Comments: _____

Applicant: CITY OF FERNDALE

PACIFIC GAS AND ELECTRIC COMPANY

By: _____

By: _____

(Print or Type Name)

Lizette Burtis
(Print or Type Name)

Title:

Rule 20A Program Liaison
Title:

Date

Date

Meeting Date:	September 16, 2020	Agenda Item Number	13.b
Agenda Item Title	Annual Chamber Budget		
Presented By:	Chamber Representatives		
Type of Item:	<input type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	<input checked="" type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Receive and file Chamber budget for upcoming year

DISCUSSION:

Past discussions between the City Council and the Ferndale Chamber affirmed the Chamber would give an annual presentation on their budget. Chamber Representatives will be in attendance to speak to the Council.

FINANCIAL IMPACT: Unknown at this time

3:50 PM

08/31/20

Accrual Basis

Ferndale Chamber of Commerce
Profit & Loss Budget Overview
July 2020

	Jul 20
Ordinary Income/Expense	
Income	
Advertising Revenue - Cooperati	
432 Merchant Pledges	3,000.00
434 City of Ferndale T.O.T.	35,277.00
	38,277.00
Total Advertising Revenue - Cooperati	38,277.00
Membership Revenue	
412 Business Membership	10,000.00
414 Individual Membership	500.00
	10,500.00
Total Membership Revenue	10,500.00
Other Revenue	
442 Christmas Tree Maintenance	1,000.00
443 Main Street Christmas Trees	2,500.00
444 Coin Machine	400.00
445 Main Street Decor Donations	3,000.00
447 Interest	65.00
482 Outdoor entertainment	1,500.00
	8,465.00
Total Other Revenue	8,465.00
Product Sales	
422 Product Sales (taxable)	500.00
424 Product Sales (nontaxable)	400.00
	900.00
Total Product Sales	900.00
Total Income	58,142.00
Gross Profit	58,142.00
Expense	
Advertising - Locally Targeted	
524 Local TV/Radio/Print	10,000.00
526 Internet/Homepage	144.00
530 Photography	250.00
	10,394.00
Total Advertising - Locally Targeted	10,394.00
Advertising - Traveler Targeted	
511 U.S. 101 Southbound Billboa	4,000.00
512 U.S. 101 Northbound Billboa	14,640.00
513 Immortal Tree Billboard	300.00
514 HCCVB Advertising	895.00
515 New Brochure	1,000.00
516 Enterprise Souvenir Edition	1,224.00
518 Out-of-Area TV/Radio/Print	1,200.00
530 Facebook	1,200.00
531 Certified Rack	3,827.00
	28,286.00
Total Advertising - Traveler Targeted	28,286.00
Events	
531 Easter Egg Hunt	53.00
542 Holiday Decor Contest	1,000.00
571 Main St. Liability Insuranc	4,329.00
573 Christmas Tree Lighting	200.00
574 Santa's Goody Bag	150.00
575 Tractor Parade	75.00
580 Scotia Band Christmas	331.00
581 Tour of the Unknown Coast	200.00
582 New Event	1,500.00
583 Kinetic Sculpture Race	500.00
	8,338.00
Total Events	8,338.00

3:50 PM

Ferndale Chamber of Commerce Profit & Loss Budget Overview

08/31/20

July 2020

Accrual Basis

	Jul 20
Operations	
543 Main Street Christmas Trees	2,500.00
550 Lamp Post Cost	550.00
553 Telephone	2,250.00
554 President's Fund	150.00
557 Banking Charges	60.00
558 Postage	400.00
561 Accounting Fees	300.00
565 Board Liability Insurance	2,000.00
567 Web Payment Fee	180.00
	8,390.00
Total Operations	8,390.00
Sponsorships	
532 Pet Parade	78.00
535 Dairy Princess Dinner	100.00
542 Christmas Tree Maintenance	2,000.00
	2,178.00
Total Sponsorships	2,178.00
Total Expense	57,586.00
Net Ordinary Income	556.00
Other Income/Expense	
Other Expense	
563 Depreciation - Coin Machine	556.00
	556.00
Total Other Expense	556.00
Net Other Income	-556.00
Net Income	0.00

Meeting Date:	September 16, 2020	Agenda Item Number	13.c
Agenda Item Title	Appoint Member to Serve on the Drainage Committee		
Presented By:	City Manager		
Type of Item:	X	Action	Discussion
Action Required:	No Action	X	Voice Vote
			Information
			Roll Call Vote

RECOMMENDATION:

Interview and Appoint At-Large, Out of City Limits Member to Serve on the Drainage Committee for a 2-year term.

BACKGROUND:

At the February 19, 2020 City Council Meeting, the City Council passed Resolution 2020-03 allowing one member of the Drainage Committee to reside in an area outside the city limits directly impacted by city drainage.

Staff advertised the vacancies in February. Two applications were received at that time, Wayne Ambrosini and George Toste. Due to the Covid-19 Pandemic, the appointment of the out of city limits member was put on hold. The Drainage Committee at their September 3, 2020 Drainage meeting, asked to interview the applicants so a recommendation could be made to the Council. Wayne Ambrosini was present for the interview process. Unfortunately, George Toste did not receive the zoom information in time to be included in the meeting. The council may choose to interview both applicants before making an appointment. Both applications are provided for the council.

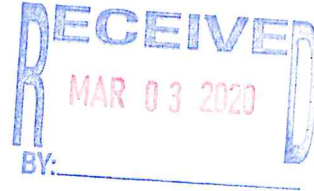
The Drainage Committee unanimously recommended Wayne Ambrosini for the appointment.

ATTACHMENTS:

Wayne Ambrosini Letter of Interest
George Toste Letter of Interest

March 3, 2020

City Clerk
City of Ferndale
POB 1095, Ferndale 95536



To whom it may concern,

I am interested in serving on the City of Ferndale's Drainage Committee. I have served on the ad hoc drainage committee for at least one year and wish to continue my membership.

Please consider my application.

Name: WAYNE F. AMBROSINI

Signature: Wayne F. Ambrosini

3/5/2020

Drainage Committee,

My name is George Toste and I would like to put my name in for the Drainage Committee Vacancy for the area outside of the Ferndale City limits.

I have lived in Ferndale my whole life, some in the Waddington Road area and the rest on Dillon Road.

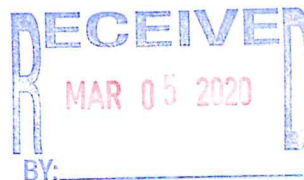
I rent property for my dairy animals on Port Kenyon, and have been impacted by the drainage water leaving the Ferndale area.

I would like to be part of the solution of the drainage problem, and would like to help my town of Ferndale.

Thank you,

George Toste

George Toste



Meeting Date:	September 16, 2020	Agenda Item Number	13.d
Agenda Item Title	Resolution 2020-21 Amending the Ferndale Emergency Plan		
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 2020-21 Amending the Ferndale Emergency Plan.

BACKGROUND:

In November of 2004 the City Council approved Resolution 04-30 adopting the Ferndale Emergency Plan. Within the emergency plan, it requires that in the event the City Manager or City Council declares a local emergency, the City Council must review the existence of the local emergency every fourteen (14) days.

Resolution 2020-21 would amend the Emergency Plan and allow the City Council to review the continuing existence of an emergency declaration to thirty (30) days.

ATTACHMENTS:

Resolution 2020-21

RESOLUTION NO. 2020-21**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE
AMENDING THE FERNDALE EMERGENCY PLAN**

WHEREAS, Ordinance 267 directed the Ferndale Emergency Council to develop the City of Ferndale Emergency Plan, which was adopted by the City Council as Resolution No. 04-30 on November 4, 2004 ("Emergency Plan");

WHEREAS, among other things, the Ferndale Emergency Plan requires that, in the event the City Council or City Manager declares the existence of a local emergency, the City Council must review the continuing existence of the emergency declaration at least every fourteen (14) days;

WHEREAS, on March 23, 2020, the City Manager, acting in his capacity as the Director of Emergency Services issued a Proclamation of the City of Ferndale Confirming the Existence of a Local Emergency, as ratified by the City Council in Resolution No. 2020-06, due to the threat created by the COVID-19 global pandemic;

WHEREAS, the City Council continues to review the continuing existence of the emergency declaration;

WHEREAS, by way of this Resolution, the City Council desires to amend the Emergency Plan to allow the City Council to review the continuing existence of emergency declarations at least every thirty (30) days, as more particularly set forth below.

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

1. The Ferndale Emergency Plan is hereby amended as follows:

On Page A-7 of Appendix A to the Emergency Plan, the following paragraph is hereby deleted in its entirety:

Emergency Declarations

Declaration of a Local Emergency

If conditions of extreme peril to persons and property exist, The City Council may pass a resolution declaring that a local emergency exists for the City of Ferndale. This declaration will be made within ten (10) days of the event if City is to qualify for financial assistance under the State's Natural Disaster Assistance Act. In addition, the City Council must review, at least every fourteen (14) days, the continuing existence of the emergency situation. They must also terminate the emergency declaration at the earliest possible date that conditions warrant. The City of Ferndale Manager may also make a declaration under City Ordinance # 267 if the City Council is not in session. This is subject to ratification by the City Council within seven days.

And replaced with the following text:

Emergency Declarations

Declaration of a Local Emergency

If conditions of extreme peril to persons and property exist, the City Council may pass a resolution declaring that a local emergency exists for the City of Ferndale. This declaration will be made within ten (10) days of the event if City is to qualify for financial assistance under the State's Natural Disaster Assistance Act. In addition, the City Council must review, at least every thirty (30) days, the continuing existence of the emergency situation. Depending on the nature of the emergency, the City Council may designate a more frequent review period in the resolution proclaiming or ratifying the existence of a local emergency. The City Council must also terminate the emergency declaration at the earliest possible date that conditions warrant. The City Manager may also make a declaration of the existence of a local emergency, subject to the ratification of the City Council within seven (7) days, in accordance with City Ordinance # 267.

2. Except as expressly modified in this Resolution, the Emergency Plan shall continue in full force and effect.

3. The revision set forth in paragraph 1, above, shall be applicable to the continuing local emergency proclaimed by the City Manager, as ratified by the City Council in Resolution No. 2020-06, arising from the COVID-19 global pandemic.

PASSED AND ADOPTED by the City Council of the City of Ferndale on September 16, 2020 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Michael Sweeney, Mayor

Attest:

Kristene Hall, City Clerk

Meeting Date:	September 16, 2020	Agenda Item Number	13.e		
Agenda Item Title	COVID-19 Update & Reconfirm Existence of Local Emergency				
Presented By:	City Manager				
Type of Item:	X	Action		Discussion	Information
Action Required:		No Action		Voice Vote	X Roll Call Vote

RECOMMENDATION:

Discuss COVID-19 and Reconfirm Existence of Local Emergency

DISCUSSION:

This agenda item give's the council, staff, and public a chance to address any concerns or provide any updates from the COVID-19 Pandemic. The council may also choose to reconfirm the existence of a local emergency.

ATTACHMENTS:

None

Section 14

CORRESPONDENCE

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



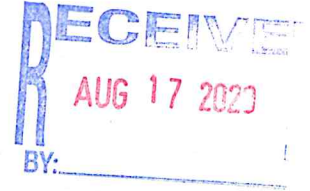
Planning and Building Department
Planning Division
COUNTY OF HUMBOLDT
3015 H Street
Eureka CA 95501

RETURN SERVICE REQUESTED

Important Public Hearing Notice



CITY OF FERNDALE
PO BOX 1095
FERNDALE CA 95536-1095



PUBLIC NOTICE HUMBOLDT COUNTY ZONING ADMINISTRATOR NOTICE OF PUBLIC HEARING

On **Thursday, September 3, 2020, at 10:00 a.m.** or as soon thereafter as the matter can be heard, the Humboldt County Zoning Administrator will hold a public hearing to consider the matter listed below.

NOTE: In accordance with Executive Order N-29-20 the County of Humboldt Zoning Administrator meeting will be held virtually until further notice.

HOW TO LISTEN OR WATCH THE ZONING ADMINISTRATOR MEETING:

You may access the live stream of the meeting in two ways:

1. You may access the live stream of the meeting by using the following link:
<https://zoom.us/j/94484327213> Password: 421159
2. Call in via telephone at 346 248-7799, enter meeting ID 944 8432 7213, Password: 421159

PUBLIC COMMENT INSTRUCTIONS DURING THE MEETING:

Participate in the public comment period of the meeting in the following two ways:

1. **Via Computer as an attendee:** To raise your hand click the Raise Hand icon on the bottom of the Zoom window. When you click the Raise Hand icon, a hand icon will appear next to your name that will notify the host your hand is raised. You will also see the hand icon turn green. When you want to lower your hand, you can click the hand icon again and your hand will be lowered. When you are called upon to speak the Zoom platform will ask you for permission to unmute your mic. **If you encounter any issues, please use the call-in option below.**
2. **Via phone call using cellphone or landline:** When the Zoning Administrator meeting begins, call in to the conference line. When the Zoning Administrator starts to discuss the item you wish to comment on, **Press *9 to raise your hand.** When you are called upon to speak, you will be prompted to unmute your mic.

PUBLIC COMMENT: To submit public comment to the Planning Commission please email planningclerk@co.humboldt.ca.us and provide your name, the agenda item number(s) on which you wish to speak. If you do not have access to email, a voicemail may be left at (707) 445-7541 and will follow the same procedure as email public comments. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.

Sousa Coastal Development Permit and Lot Line Adjustment; Ferndale area; Record Number PLN-2019-15975 (filed 11/13/2019); Assessor's Parcel Numbers: 100-181-004, 100-162-018, and 100-231-002. A Coastal Development Permit (CDP) to facilitate a Lot Line Adjustment (LLA) and the construction of a new garage. The LLA is between two parcels resulting in two parcels of approximately 2.0 acres and 26.74 acres in size. Additionally, a 1,200 square foot garage is proposed on the resultant 2-acre parcel as an accessory to the single-family residence. The smaller resultant parcel is developed with a single-family residence, barn, accessory structures, and will continue to support farm animals for personal use. The adjustment will consolidate the pastureland and will maximize the amount of land used for agriculture from 9.04 acres to 26.74 acres. The purpose for the LLA is to separate the leased agricultural lands from the smaller resulting parcel that is under new ownership. A rural parcel size analysis was conducted for the project and includes 28 surrounding parcels. The developed parcel is served community water by Del Oro Water Co. and sewer is provided by the City of Ferndale. The project was found exempt from environmental review pursuant to Section 15303 and 15305 of the CEQA guidelines. The project is located in the Ferndale area, on the west side of California Street, approximately 1,060 feet south from the intersection of Port Kenyon Road and California Street, on the property known as 1776 California Street. Specific questions regarding the proposed project may be directed to Alyssa Suarez, Planner at (707) 268-3703 or by email at asuarez@co.humboldt.ca.us.

Consistent with the above instructions for public comment, any person may appear and present testimony in regard to this matter at the hearing. If you challenge the nature of the proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Zoning Administrator at or prior to the public hearing. The Zoning Administrator's decision will become effective if an appeal is not filed within the appropriate filing period. An appeal may be filed by any aggrieved person who has testified in person or in writing on the project and must be submitted in writing with the required fees to the Planning Division of the Humboldt County Planning and Building Department at 3015 H Street, Eureka, California 95501, post marked before the end of the appeal period. If appealed, the decision will not become effective until the appeal is resolved.

The staff report for this project will be will be posted on <https://humboldt.legistar.com> on the Friday before the Zoning Administrator meeting. At any time prior to opening the public hearing on this application, the Zoning Administrator is authorized by the County Code to pull and refer the application to the Humboldt County Planning Commission for hearing and decision. If this project is referred for hearing to the Planning Commission, the County will provide public notice of the new hearing in accordance with provisions of State law. General questions regarding the Zoning Administrator, the permit process, submission of materials and other information not specific to this project may be obtained from the Planning Division of the Humboldt County Planning and Building Department, 3015 H Street, Eureka, California 95501 or email planningclerk@co.humboldt.ca.us. Telephone (707) 445-7541. Accommodations for people with special needs may be requested of the Zoning Administrator Clerk at (707) 445-7541 in advance of the meeting.

Humboldt County Zoning Administrator
August 13, 2020

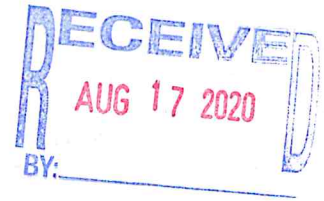
DATE: August 12, 2020
TO: STATE, CITY AND LOCAL OFFICIALS
NOTICE OF PACIFIC GAS AND ELECTRIC COMPANY'S REQUEST TO CHANGE RATES FOR ITS GT&S CAPITAL EXPENDITURES APPLICATION (A.20-07-020)

Acronyms you need to know

PG&E: Pacific Gas and Electric Company

CPUC: California Public Utilities Commission

GT&S: Gas Transmission & Storage



Summary

On July 31, 2020, PG&E filed its GT&S Capital Expenditures Application with the CPUC. The application requests \$416.3 million in revenue related to investments in GT&S facilities made during the years 2011-2014. If approved, PG&E will collect this amount in gas rates beginning April 2021.

Background

"Capital expenditures" is an accounting term describing a type of cost spent on projects that are necessary to safely operate and maintain PG&E's utility system. In 2016, the CPUC ordered a review of the reasonableness of certain GT&S capital expenditures incurred by PG&E between 2011-2014. The review was completed in June 2020 and PG&E is now requesting recovery of the costs found reasonable.

PG&E is proposing to spread most of the increase over 36 months, or 3 years, to minimize the impact to customer rates.

How will the application affect gas rates?

Bundled gas customers receive transmission, distribution, and procurement services from PG&E.

Based on rates currently in effect, the gas bill for a typical residential customer averaging 32 therms per month would increase from \$53.81 to \$55.02, or \$1.21 and 2.23% in 2022.

Detailed rate information will be sent directly to customers in a bill insert during August and September. Actual impacts will vary depending on usage and are subject to CPUC regulatory approval.

CPUC process

This application will be assigned to a CPUC Administrative Law Judge, who will consider proposals and evidence presented during the formal hearing process. The CPUC Administrative Law Judge will issue a proposed decision which may adopt PG&E's application, modify or deny it. Any CPUC Commissioner may sponsor an alternate decision with a different outcome. The proposed decision, and any alternate decisions, will be discussed and voted upon by the CPUC Commissioners at a public CPUC Voting Meeting.

Parties to the proceeding are currently reviewing PG&E's application, including the Public Advocates Office, which is an independent consumer advocate within the CPUC that represents customers to obtain the lowest possible rate for service consistent with reliable and safe service levels. For more information, please call **1-415-703-1584**, email **PublicAdvocatesOffice@cpuc.ca.gov** or visit **PublicAdvocates.cpuc.ca.gov**.

Your participation by providing your thoughts on PG&E's request can help the CPUC make an informed decision.

Where can I get more information?

CONTACT PG&E

If you have questions about PG&E's filing, please contact PG&E at **1-800-743-5000**. For TTY, call **1-800-652-4712**. Para obtener más información sobre cómo este cambio podría afectar su pago mensual, llame al **1-800-660-6789** • 詳情請致電 **1-800-893-9555**.

If you would like a copy of the filing and exhibits, please write to the address below:

Pacific Gas and Electric Company
GT&S Capital Expenditures Application 2011-2014 (A.20-07-020)
P.O. Box 7442
San Francisco, CA 94120

CONTACT CPUC

You may also get information about this proceeding by contacting the CPUC.

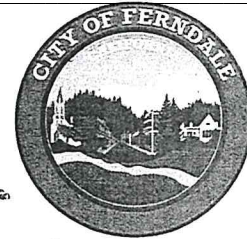
- If you would like to make a comment, please visit cpuc.ca.gov/A2007020Comment to submit a comment on the CPUC Docket Card, which is where documents related to the proceeding are accessible. You can also review other public comments related to this proceeding.
- If you have questions about CPUC processes, you may contact the CPUC's Public Advisor's Office.

Email: Public.Advisor@cpuc.ca.gov

Mail: CPUC
Public Advisor's Office
505 Van Ness Avenue
San Francisco, CA 94102

Call: 1-866-849-8390 (toll-free)
For TTY, call 1-866-836-7825 (toll-free)

Please reference **GT&S Capital Expenditures Application 2011-2014 (A.20-07-020)** in any communications you have with the CPUC regarding this matter.



August 26, 2020

Arne & Pauline Petersen
POB 931
Ferndale, CA 95536

RE: Opinion Sign located at 1183 Main Street (APN 030-131-020)

Dear Arne & Pauline,

The city has received numerous complaints regarding your opinion sign on your front lawn at 1183 Main Street. Please be aware that personal opinion signs may only be placed temporarily, for no more than 120 days. The city has calculated that the sign will need to be removed on or before October 6, 2020. In addition, please be sure your sign meets the requirements set forth regarding Temporary Opinion and Special Event Signs in Section 6.3.4 of the Ferndale Sign Ordinance (Ordinance 2013-02) listed below:

6.3.4 Opinion and Special Event Signs. Opinion or special event signs shall not be prohibited by development restrictions (i.e., CC&R's), provided that the signs:

6.3.4.1 Shall not be illuminated;

6.3.4.2 Shall be placed on private property with the property owner's consent;

6.3.4.3 Shall not exceed a total aggregate area of 12 square feet on a site within a residential zone, and 32 square feet within a nonresidential zone;

6.3.4.4 Shall not be placed within 15 feet of a fire hydrant, street sign, or traffic signal, or interfere with, confuse, obstruct, or mislead traffic; and

6.3.4.5 Shall be placed no more than 120 days prior to the event or, if the event constitutes a regular or special election, upon official announcement of candidacy for a public office or announcement of a ballot initiative/proposition, and are removed within 48 hours after the conclusion of the political campaign, election or event to which they relate. A sign that is not removed may be removed by the City at the expense of the political candidate or organization involved. Opinion or social issue signs not related to an election, campaign or event that are intended to be posted for more than 120 days, will be regulated as permanent signs, require a sign permit, and are subject to design review.

If you would like to keep your sign up past the October 6, 2020 deadline, it will then be classified as a permanent sign, which requires a sign permit and Design Review approval. The permanent sign permit will need to be approved before the October 6, 2020 deadline in order for the sign to remain up. If you have any questions regarding this letter, or the Ordinance mentioned, please feel free to call or make an appointment to come in.

Thank You,

Kristene Hall
City Clerk

by correspondence

cityclerk@ci.ferndale.ca.us

From: Duane Martin <dmartin@fksinvestments.com>
Sent: Thursday, August 20, 2020 8:08 AM
To: Mayor/Council Members
Subject: Motorsports/Concerts Issues

Mayor/Council Members - Last night's City Council meeting proved to be an emotional event to say the least. It is healthy to have open discussions over items affecting our community. I try to keep an open mind and have respect for all views. It can not always be about you, but what benefits the majority. I will say, I was not a big fan of the Monster Trucks or the Flat Track Motorcycle events as they developed, but I attended both events as both an observer and a helper. What I found is that both events were greatly supported by families of both our County and local community. Yes, the "Monster Trucks" were quite loud and should be further evaluated for their benefit. We have always opened our town to those putting on or attending events. It is a way to share our long heritage of tolerance and diversity with our visitors, so they will return with friends and family and support our small, but unique businesses. It makes our town alive and one we can be proud of. Are there inconveniences associated in sharing our town with visitors?.....Certainly, but the benefits far outweigh the temporary hindrances. The Fair has been going through changing times since the loss of between \$400,000 and \$500,000 of State funding. The County and local community has stepped up with sponsorship funds and volunteer support to bridge a good portion of the gap. But, it has not been enough to take care of the near 65 acres of many aging buildings that we are required to take care of through our lease obligation with the County. Saying that, the Fair Association has had to think outside the box and try to develop non-fair revenue flows to cover these shortfalls. We are very interested in any and all ideas that keep our 100+ year "Tradition" alive for future generations to enjoy.

Thanks for your time and understanding the compassion I feel towards "Our Fair"!

Duane Martin, lifelong Ferndale resident

August 21, 2020

Ferndale City Council
Ferndale City Planning Commission

Dear Council and Commission Members;

I listened in on the Public Hearing involving the City of Ferndale and the County of Humboldt regarding events to be held during the year at the county fairgrounds. I encourage council members and planning commissioners to support a compromise on the number of events for concerts (4-6) and motorsports (2-4) so that 6-10 events are possible each year with required approval and notice.


On the hearing held August 19, 2020 I was particularly swayed by the comments of two young members of the community both of whom encouraged cooperation and compromise in support of the fair activities. They appeared involved and willing to work for the benefit of the Humboldt County Fair and the long standing tradition of fair activity which benefits county residents.

Some individuals encouraged a full EIR particularly aimed at noise pollution. I viewed that as a way to obstruct any activity as the cost and time incurred would further delay an agreement. Some indicated that this was a matter of "property rights". Just as individuals cannot control the number of noisy trucks and cars, or tractors pulling smelly manure wagons down main street, there may be events held at the fairgrounds that have no attachment to property rights. In contrast to those who spoke of cooperation the argument appeared self-centered and selfish.

Surely if you considered owning a home in Ferndale, and particularly on Main, Arlington, 5th, or Van Ness you observed recreational fields and buildings, a track, and big grandstand, and would then know there could be all kinds of activity taking place near your property during the year.

I have talked with individuals who have lived near the fairgrounds for many years. They know that living near the fairgrounds, and in the valley, might bring short periods of light, noise, traffic or odor pollution. It can be inconvenient and even irritable. They live with it because they see the bigger picture of entertainment, prosperity and people enjoying one another. Please consider who we are and where we live and give your support to an agreement on year round events at the fairgrounds.

With Appreciation,


Alan W. "Skip" Jorgensen

P.O. Box 333, 500 McKinley
Ferndale, CA

c. Rex Bohn – County Supervisor

Humboldt County Planning and Building Department
Attn: Steven Lazar
Submitted electronically: slazar@co.humboldt.ca.us
3015 H Street
Eureka, CA 95501

August 26, 2020

**RE: Comments on Initial Study and Proposed Mitigated Negative Declaration for
Proposed Motorsports and Concert Events at Humboldt County Fairgrounds**

The City of Ferndale has enjoyed a long mutually beneficial relationship with the Humboldt County Fair Association. Whenever there is a Fair event, the City benefits from patrons visiting local restaurants retail venues, and lodging options bringing economic benefits to the community. We strive in the future to do what we can to support the Fair Association in being a sustainable and successful organization.

As the Humboldt County Fairgrounds is located within the City of Ferndale, we appreciate the opportunity to comment on the Initial Study and Proposed Mitigated Negative Declaration (IS/MND) for Proposed Motorsports and Concert Events at the Fairgrounds. The City of Ferndale has reviewed the document and solicited comments from council member as well as public input at the August 19, City Council Meeting. We are not commenting on the pros and cons of the proposed motor sport and concert venues but, rather, the adequacy of the CEQA environmental review process, specifically related to noise. We have summarized the comments below:

The project description indicates that up to four (4) motorsport events are requested as part of the project. However, it is unclear what defines an event. To fully understand the anticipated impacts regarding noise levels, the length of an event should be clearly defined. Is an event a one-day occurrence or if lasting 3 days is that one event or three? Obviously, potential impacts can significantly increase if a single event lasts multiple days or more.

The noise resource setting does not include a discussion of anticipated noise levels for all proposed special permit uses. The setting primarily focuses on flat track motorcycle racing and concerts with only anecdotal evidence provided for monster trucks. Other potential proposed uses which are not discussed in detail include tractor pulls, 4x4 truck events, and Go Karts. What are the noise levels associated with each proposed use both individually (i.e., one monster truck or motorcycle) and cumulatively (six monster trucks or motorcycles)? As these are proposed uses, the setting and analysis should include information and anticipated noise levels for all proposed activities to adequately evaluate potential impacts.

The noise setting also does not clearly state where the referenced sensitive receptors are or how these locations were chosen. To better understand the analysis this information should be

provided. Ferndale High School should also be clearly stated as a sensitive receptor that is located adjacent to the proposed project area.

The environmental setting for the noise section does not address the topographic characteristics of the community setting itself. The Wildcat mountains range forms the southern edge of the City of Ferndale and quickly rises in elevation. Noise from motorsports and concerts will reverberate from this high elevation backdrop and spread across the entire community of Ferndale during the entirety of proposed events. The Noise Study and IS/MND should better describe this topographic setting and describe how noise levels further impacts the entire community not just residences immediately adjacent to the fairground location of the proposed events. The IS/MND should address the impacts of this reverberating noise and the disruptive nature of noise for an extended period on all residences within the community.

Page 29 of the IS/MND environmental checklist states that a project would be significant if “Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project is in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?” Ensuing discussion reveals that “For flat track racing, unmitigated CNEL values fall into the “clearly unacceptable” range.” Local experience from a monster truck event held at the fairgrounds during the summer of 2017 were much louder and disruptive than the motorcycle racing. Noise levels of monster truck events should be discussed in more detail.

Page 30 of the IS/MND discusses the several potential mitigation measures reviewed in the referenced noise study concluding that “By adhering to one or more of these mitigation measures, the CNEL values associated with these events can be reduced to “normally unacceptable”. The terms “clearly unacceptable” and “normally unacceptable” suggest that significant environmental impacts associated with noise will remain despite the proposed mitigation measures. This conclusion applies to both motorsports and concert events.

One of the mitigation measures for concert events includes the construction of a temporary sound wall using strawbales (NOI-4). However, there are no references provided for construction standards or the effectiveness of such a wall. To better substantiate the mitigation, references should be provided and discussion on effectiveness of straw bales to reduce noise should be included in the CEQA MND.

The second paragraph on IS/MND page 31 states mitigation measure “NOI-5 limits Monster Truck events to one (1) event per year”. However, NOI-5 on page 32 is related to using a sound engineer during concert events. Mitigation measure NOI-6 limits the number of monster truck events to one per year. The IS/MND states “Since noise from monster trucks is essential to the spectator experience, limiting the number of events was the best feasible mitigation available to help control impact. Given the limited number of motorsports events and particular venue characteristics that are needed to host events of this sort, the project is a good candidate for considering an exception to the general plan short term noise standards.” Please provide additional explanation as to how limiting the number of events reduces noise impacts to less than significant.

Lastly, leaving the monitoring and reporting of event(s) compliance with proposed mitigation measures and operational conditions until the end of the year has the potential to expose the community to excessive noise and disruption for an entire season before amendments or further restrictions might be applied to subsequent seasonal events through an adaptive management process. This appears as an untenable situation for many members of the community who are being asked to “cope” with the “clearly unacceptable” and “normally unacceptable” disruption to their lives in the hope that further reduction of noise impacts in the future will be forthcoming.

Even with the proposed mitigation, events are likely to create noise above normally accepted levels (exceeding 60dB) which is likely to be disruptive. Several council members believed that the MND is not the appropriate level of CEQA environmental review for the proposed events spelled out in the Use Permit and MND and that an Environmental Impact Report (EIR) should be prepared. CEQA does not allow approval of projects with significant environmental impacts and the majority of council members felt significant impacts from noise will largely remain unmitigable, and that an EIR should be prepared to provide more detail on noise levels and possible mitigation measures. Additionally, alternatives to the proposed project must also be discussed as part of the EIR process especially alternatives that may result in less significant noise impacts to the community of Ferndale while still providing the Fair Association with more revenue generating events. The City believes additional review and analysis is needed for a project that is controversial within the community with citizens expressing both support and opposition.

The City of Ferndale appreciates the continued relationship between Humboldt County, and the Humboldt County Fair Association. To adequately represent the concerns of residents, we would appreciate your full consideration of the comments provided above.

If you have any comments or questions, please contact me or Jay Parrish - City Manager (citymanager@ci.ferndale.ca.us).

Thank you,



Vanessa Blodgett,
Ferndale Contract City Planner
vanessablodgett@planwestpartners.com

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 September, 2020 City Council Meeting

CITY MANAGER (Reporting August 13, 2020-September 09, 2020)

Meetings

- Kiwanis meeting 1st Tuesday of the month at 4:30 pm
- Drainage Committee Meeting- August 6th 3:00-5:00 pm Zoom
- City Council Regular Meeting- July 15th 6:00pm-9:00pm
- City Manager Meeting May 16th- 3:00-5:00 pm
- 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.
- Vegetation Removal Committee cleaned the creek and were able to accomplish that in just a few days. Big thanks to these volunteers that have taken care of and organized this event for the last six years and we believe have on a number of severe rain events been probably the reason we did not have any flooding during this time frame. The city and property owners are extremely lucky to have people with these skills, availability, and community support.
- 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. Bidding process was completed and lowest qualified bidder was chosen and all the bonds and insurance requirements were reviewed and RAO will be starting Shaw and 4th soon. Engineer is finishing up the bid requirements for Washington and that will go out to Bid and we should be able to perform that project before the end of the construction season.
- Looking into a cell tower that might bring some revenue each month located somewhere in town. The attorney and I are negotiating with the cell tower company. Our attorney has negotiated last with Cell Tower representative and the city may not have any properties that are suitable to their needs. Still working on it. Another company has also said that they are interested possibly.
- Weekly training bulletin from ERMA.net. 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. Update: This has been pretty much on hold until we get a handle on the Covid-19 situation as of this printing.
- Climate Action Plan: Met with Fortuna, Rio Dell and County Representatives on May 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 May, and then we have a group meeting on May 24th. This has been put on the back burner by county while we work on the Covid-19 pandemic. Connor McGuire the county's representative is working on this and will get back to the rest of us soon to bring to the council he told me last week. Update: This is in the County's hands for the next couple of months and is still true as of this printing. We will have a meeting (Zoom) on September 17 where we will discuss as a group of the cities and the county. Some of the topics will include CEQA review of the CAP (Climate Action Plan), the RCEA micro grant funds, Demonstration projects that cities want to highlight in CAP, and review of the updated CAP work Plan.
 - 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. It is still important at this point to wash your hands after being in an environment where other people have been, cough into elbow, try not to be in crowded events, and where a mask. The council in a Special meeting every other week confirm the Emergency Proclamation

and stress the desire and opinion that we need to try and promote the wearing of masks, and the rest of the guidelines from the federal, state, and county agencies. It was an emergency concern when this started back in February and March and has only gotten worse as to the number of people that have tested positive, and so the medical side of pandemic is more dire. The other aspect of the Covid-19 pandemics that is not so clear is that the guidance agreed by most of our top medical and scientific professionals does not seem to be having universal acceptance by our businesses and citizenry. Wear a mask, social distance at least 6' apart, wash your hands, don't touch your face, cough into your elbow, and stay home if you can. This pandemic that is causing worldwide health and financial problems will not go away in the short term. One thing we could do without much pain and inconvenience is to follow the simple tools that we have been repeating over and over, and that is to mask up when appropriate, keep your distance always, wash your hands often, and stay away from other humans if possible. If you are human you can catch the virus and spread it to others whether you are related, loved or hated. If not for yourself, for those around you: Keep your virus to yourself, no one else wants it. If you respect us, and we respect you, we will all wear a somewhat inconvenient mask. Nothing else is relevant.

- Numerous conversations with Rick Hill regarding possible grants. We still remain vigilant in looking for all available grants that can help us improve our roads and infrastructure.
- Negotiating with US Bank for easement for undergrounding project. Called a couple of representatives regarding the donation of the green beside the US bank parking lot. Have had a number of discussions with US Bank who understand that we need this attended to soon. Finally received approval for a easement on their property for the transformers. Should have a number of agreements with PG&E that will allow PG&E to develop the design and engineering for the project. This may take more than a year to develop.
- We received approval of the California Street sewer collection system grant (Prop 1 \$326,000) from the state and county and should be moving that forward sometime after October and maybe construction by May of 2021.
- Numerous discussions with Tesla representative and Mike Avcollie from RCEA regarding the opportunity to get a backup system for our wastewater facility that can also be used to lower our energy costs. This may increase our awareness as to how we can create a larger community wide micro-grid that we can use during future outages. On Friday September 18th the Tesla Team will conduct a site survey for the new battery system at the Wastewater Facility.
- Still negotiating with Silva's on the property to add to Russ Park. We fill that we are very close. I did not receive a update from attorney before the printing of this agenda packet. Hopefully we will be able to report something to council at meeting.
- We have been in contact with Supervisor Bohn, Andy Titus of Fair Association, Red Cross, and OES as to how the City of Ferndale can help in the evacuees coming from the fires that seem to be everywhere.

Staff Reporting August 1-31, 2020

CITY CLERK ACTIVITY

Meetings

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
 - City Council Regular Meeting 07/15/2020
 - City Council Special Meetings: 08/03/2020, 08/17/2020, and 8/27/2020.
 - Planning Commission Regular Meeting 08/05/2020
 - Drainage Committee Meeting 08/06/2020
- Wrote agenda items and compiled packets for:
 - Regular City Council Meeting 08/19/2020
 - City Council Special Meeting; 08/03/2020, 08/17/2020 and 08/27/2020
 - Design Review Meeting 09/03/2020
 - Drainage Committee 08/06/2020
 - Began agenda compilation for City Council Meeting 09/16/2020
- Transcribed, drafted meeting minutes and uploaded meeting videos for:
 - City Council Regular Meeting 08/19/2020
 - City Council Special Meetings: 08/03/2020, 08/17/2020 and 08/27/2020
 - Planning Commission Meeting 08/05/2020
- Posted all meeting agendas and public notices on the City Hall and Post Office bulletin boards, and on the City Website.
- Uploaded meeting packets to City Website.
- Correspondence with City Planner and Engineer regarding projects
- Had monthly performance review with City Manager

Projects

- Assisted the public via telephone and email, answering questions and information requests.
- On-going communications with contract Engineers and City Planner about agenda items before the City Council and Planning Commission Meetings.
- Communications with Paul Gregson regarding sewer rates.
- Processed Sewer Assessments and Drainage Assessments and sent to County.
- Processed Business License Renewals and Dog License Renewals; mailed out late notices.
- Calculated and collected fees for building permits and sent applications to Arnie to be checked
- Numerous call Building Inspector to review plans and finals on projects
- Sent and received emails daily.
- Pick up and distribute City correspondence.
- Organized and filed paperwork.
- Filed approved Minutes
- Inventoried and ordered office supplies
- Processed checks, created revenue spreadsheet and deposit checks into the bank.
- Responded to Public Records Act requests.
- Maintained minute, resolution, ordinance and agenda binders.

- Contacted Mayor re: upcoming agenda
- Read weekly ERMA bulletins
- Updated 2020 Possessory Interests Spreadsheet.
- Sent Building Permit reports to Assessors office and Construction Industry Research Board.

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
- Began process of CARES ACT expenditure reporting
- Filed Cal Recycle expense report for fiscal year 17/18

CITY PLANNER ACTIVITY:

General Planning Services

Task 1 Response to Public Request for Info

- Community inquiry responses – Responded to question about zoning/subdivision standards and allowable uses at 650 Washington.
- City Code Interpretations – R2 zoning allowable uses.

Task 2 CEQA Compliance

- Reviewed County IS/MND for Motorsport events at Fairgrounds and provided initial comments to City Manager. Submitted comment letter to County based on City Council discussion.

Task 3 Community Planning – Reporting, Transportation Planning, Other Planning Activities

- Coordinated City planning activities.
- Reviewed General Plan planning area description and uses along Williams Creek (between Rose Ave. and Ambrosini Lane) in response to potential grant eligibility inquiry.

Task 4 Meetings & Hearings, and Materials:

- Planning Commission – Participated in 8/5 meeting and provided input on fence ordinance updates.
- City Council – prepared staff reports for planner activities and Motorsport IS/MND; participated in August 19th meeting and provided overview of Motorsport IS/MND comments.
- City Manager & City Clerk – meetings, calls, emails, research
- Drainage Committee – Participated in 8/6 meeting, provided updates on Land Use Element.
- HCAOG Technical Advisory Committee – Participated in August 6th TAC meeting.

Task 5 GIS Mapping – none

Task 6 Grant Writing/Funding Coordination – Participated in Proposition 68 workshop and prepared summary for City Manager. Drafted RSTP form for City Manager review and signature.

Updated SB2 project schedule.

SB 2 Grant Projects

- Land Use Element Update – None.

Reimbursable Fees

Cream City Investments (SD-1826 - previously Budwig Minor Subdivision) – coordinated review with Deputy City Engineer

CITY ENGINEER ACTIVITY

General City Engineering Services:

- Phone calls / emails with the City Manager regarding various City items.
- Answer various questions from the public.
- Shaw & 4th Street Intersection Project
 - Received Bids on 8/14/20.
 - RAO Construction was the low Bidder with a bid of \$64,855.00 and was awarded the contract.
 - We are in the process of finalizing contract documents.
- Washington Street Storm Drain Replacement
 - Bid Documents Preparation. Project ready to go out to bid.
- Drainage Master Plan Update
 - Preparation of a LIDAR topographic map of the City for use in analyzing drainage for the drainage committee.
- Attended the Drainage Committee Meeting

Reimbursable Project Services:

- Nunes Grading Permit – Grant Street
 - No Update
- Adams Minor Subdivision – Fifth Street
 - Awaiting signed Improvement Plans to be submitted from the Applicant.
- Frink LLA2005 – A St.
 - Discuss with Applicant.
- Chenowith LLA1513 – Washington St.
 - Prepare new application for applicant.
 - Informed by applicant's agent that the applicant has chosen not to move forward with the project.
 - Project closed.

WASTEWATER OPERATIONS

- Monthly samples prepared and sent to North Coast Labs
- Operators perform lab tests daily to measure efficiency of plant
- Drain and clean UV channel
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Replace lights on UV bank C
- Monthly no spill verification report completed on CIWQS website
- Locate lateral 934 Main St.
- Front gate chain oiled each Monday

- Instruct Valley Grocery to install grease trap
- Inspect manholes throughout town weekly
- Camera around town for 3 days as part of INI grant
- Weekly maintenance performed on UV banks
- Prep old cite for CCC to remove weeds from creek
- Dewater for total of 12 hours. Sludge dried at old site
- Lateral inspection 650 Washington St.
- Operators cleaned walls and catwalk
- Ground Penetrating Radar around town to locate laterals for grant
- Turned sludge at old site weekly
- Locate main on East Arlington for homeowner (new construction)
- Scrubbed launders in clarifier
- Backup at 389 Berding St.
- Removal of duck weed from clarifiers on weekly basis
- Repair housing on backwash pump
- Change oil on bar screen
- Build rack for cleaning filters
- Put blacktop down on Howard St. repair
- Pipes moved to east side of Sousa ranch,
- Billed RotoRooter, Taylor Enterprises, Steve's Septic and Wyckoff a total of \$7,967 for the month of July. 43 total dumps for total of 60,050 gallons.
- Total flow through the plant in August was 5.3 MGD. Of that, .7 MGD was pumped to retention pond. Average irrigation to Sousa ranch was .144 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.
- Picked up piles on 5th and Ocean.
- Tuned up pole saw.
- Emptied trash cans on Main St.
- Trimmed tree's by Fair grounds.
- Assisted volunteer group with cleaning out the creek.
- Weekly safety meetings.
- Added screws to ADA rubber mats on sidewalks.
- Trimmed tree's at Ocean Ave bridge.

POLICE DEPARTMENT

- Staff continues to monitor and engage the community regarding the City's and County's response to COVID-19.
- Chief Smith participated in a Zoom conference with the Humboldt County Sheriff and other county Chiefs of Police.
- Staff continues to work on the Measure Z project regarding a new records management system and two officers attended a one-day training on the new records management system, via the internet and telephone.

- Chief Smith sent out the Chief of Police recruitment flyer to the California Police Chiefs Association list serve and various media outlets.
- Note: We received no reported theft related crimes for the month of August 2020.

Police Statistics – for August 2020

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	0	
Robbery	0	
Larceny	0	
Assault	0	
Burglary	0	
Vehicle Theft	0	0
TOTAL	0	
SECONDARY CRIMES	6	
Calls for Service	315	
Reports Written	18	
Traffic Citations	23	
Other Citations	11	
Parking Citations	0	
Warnings	97	
ARRESTS	11	
AGENCY ASSISTS	9	
TRAFFIC COLLISIONS	0	



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
 June 18, 2020, 4:00 p.m.
 Conducted via Zoom Video Communications
 (in accordance with Executive Order N-29-20)

Present:

Supervisor Estelle Fennell (Chair)	County of Humboldt
Mayor Michael Winkler	City of Arcata
Mayor Adelene Jones	City of Blue Lake
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
Oona Smith	Senior Planner
Debbie Egger	Fiscal Administrative Officer
Christie Smith	Executive Assistant

1. Call to Order/Roll Call

Chair Estelle Fennell called the meeting to order at 4 p.m. Executive Assistant Christie Smith called roll for attendance.

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 – May 21, 2020

A revision was made by Mayor Jones to remove the word “virtual” from her report under item 9. The Annie & Mary groundbreaking ceremony was held in person.

Motion was made (Jones/West) to approve the May 21, 2020, meeting record as revised.

Motion carried unanimously.

5. Presentations

a. Caltrans Report on the 101 Corridor Project

Caltrans Project Manager Jeff Pimentel provided an update on the Eureka Arcata 101 Corridor project. Current construction activity on the corridor includes the acceleration and deceleration lane project, Jacoby Creek/Gannon Slough project, and the high-tension cable barrier project. The tide gates project was recently awarded.

Bids were received for the Eureka-Arcata Wetland Mitigation project for the Samoa parcel and were 50 percent of the engineer's estimate (\$9 million). Pending the award and approval of the contract, there is an anticipated savings of \$3 million which would be available to HCAOG through Regional Transportation Improvement Programming shares and be available in the current State Transportation Improvement Program cycle.

Caltrans and their consultant identified an alternative solution for the Indianola undercrossing to reduce construction time from six construction seasons to three. The alternative includes a column supported embankment, which will utilize columns at intervals along the approach fills. On top of those columns, at the surface of soft soil layer, will be a load transfer platform. This will avoid the need to wait for the soil to consolidate.

b. FY 2018-19 Transportation Development Act (TDA) Fiscal and Compliance Audits

Keith Borges, from the accounting firm of Anderson, Lucas, Somerville, and Borges, presented the FY 2018-19 audit reports, and the HCAOG Management Letter.

Motion was made (Jones/Johnson) to receive and file the Fiscal Year 18-19 TDA Fiscal and Compliance Audits.

Motion carried unanimously.

c. Fiscal Years 2016-17 through 2018-19 Transportation Development Act (TDA) Triennial Performance Audits

Genevieve Evans of LSC Transportation Consultants Inc. presented the Triennial Performance Audits for Fiscal Years 2016-17 through 2018-19 prepared pursuant to TDA Statutes.

Motion was made (Johnson/Seaman) to receive and file the Fiscal Years 2016-17 through 2018-19 TDA Triennial Performance Audits.

Motion carried unanimously.

6. Consent Calendar

Motion was made (Winkler/Seaman) to approve the following consent item:

- b. Approval of the Funding Agreement between the Humboldt Transit Authority, City of Arcata, County of Humboldt, and HCAOG Regarding Dial A-Ride Service Operating and Administrative Cost Sharing

Motion carried unanimously.

7. Items Removed from the Consent Calendar

a. FY 2019-20 Regional Surface Transportation Program (RSTP) Allocations

Councilmember Strahan requested information about the Federal Aid Urban and the formula used to allocate funds. There was concern that that the smaller cities are receiving less of the allocation, noting that cities should be getting equal share of the allocation based on population. Chair Fennell recommended this item be added to a future meeting agenda to discuss for future allocation cycles. Staff will present scenarios based on population, road miles, research other agency's RSTP policies, etc. This item will first be presented to HCAOG's Technical Advisory Committee for their review before bringing it back to the Board.

Public Comment:

Supervisor Steve Madrone

Motion was made (Jones/Johnson) to recommend the HCAOG Board approve the FY 2019-20 RSTP Allocations.

Motion carried unanimously.

c. FY 2020-21 Overall Work Program (OWP) & Budget

The public comment email received from Wendy Ring (attached) was read into the meeting record by Debbie Egger. Oona Smith provided response to the items addressed in the email.

Public Comment:

Colin Fiske, Coalition for Responsible Transportation Priorities
Supervisor Steve Madrone
Martha Walden

Motion was made (Jones/Pitino) to recommend the HCAOG Board approve the FY 2020-21 OWP & Budget.

Motion carried unanimously.

8. Action Items

a. Mobility on Demand Strategic Development Plan: Presentation of Draft Final

Steve Wilks of IBI Group, presented the draft final of the full Mobility-on-Demand Strategic Development Plan. Councilmember Strahan expressed concern regarding the pilot program that proposes to remove bus routes for the Rio Dell/Scotia areas replacing them with on-demand (Uber) transportation options.

Public Comment:

Colin Fiske, Coalition for Responsible Transportation Priorities

Motion was made (Strahan/Johnson) to approve the draft final Mobility-on-Demand Strategic Development Plan, excluding the Southern portion - Rio Dell/Scotia pilot project, and direct staff to bring back to the Board any non-minor public comments received during the public review period.

Motion carried unanimously.

8. Reconvening of the HCAOG Board

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

Motion carried unanimously.

9. 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. Caltrans Report on Last Chance Grade

Kevin Tucker reported that phase 2b, drilling will begin in October 2020. A public meeting is being planned for summer or fall. A virtual Town Hall meeting with Congressman Huffman is currently being scheduled to take place in July.

Marcella May announced that she will be retiring at the end of 2020. She will meet with Executive Committee to discuss recruitment efforts.

Mayor Jones requested a timeline of hiring an Associate Planner. Marcella stated that recruitment will begin concurrently with the Executive Director recruitment, but that the selection will be made by the next Executive Director.

10. Adjournment

The meeting adjourned at 7 p.m.

Respectfully submitted,
Christie Smith, Executive Assistant

**BOARD OF DIRECTORS**

Sofia Pereira, City of Arcata,
 Elaine Hogan, City of Blue Lake
 Leslie Castellano, City of Eureka
 Michael Sweeney, City of Ferndale, **Chair**
 Rex Bohn, County of Humboldt
 Frank Wilson, City of Rio Dell, **Vice Chair**

Minutes**Thursday, June 11, 2020 at 5:30 PM****Zoom Video Conference Meeting**

Present: Michael Sweeney, Sofia Pereira, Frank Wilson, Elaine Hogan, Leslie Castellano
 Rex Bohn
Absent: None
Staff: Jill Duffy, Tyler Egerer, Eric Keller-Heckman, Tony Heacock
Legal Counsel: Nancy Diamond

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

Chairman Sweeney called the meeting order at 5:32 p.m. A quorum was present and acting.

2. Consent Calendar

- a. Approve Minutes from the May 14, 2020 HWMA Board of Directors Meeting
- b. Approve March 2019-20 Financial Report
- c. Approve April 2019-20 Financial Report
- d. Approve Board of Director's Calendar for FY 2020/21
- e. Approve Format Updates and Minor Edits to HWMA Job Descriptions

Chairman Sweeney opened the floor to public comment regarding the Consent Calendar. No comment was received.

Chairman Sweeney closed the floor to public comment.

Motion: Director Pereira moved and Director Castellano seconded the motion to approve the Consent Calendar.

Action: Approve the Motion as made by Director Pereira and seconded by Director Castellano by the following vote:

Ayes: Sweeney, Pereira, Wilson, Hogan, Castellano, Bohn

Noes: None

Absent: None

3. Oral and Written Communications

Chairman Sweeney opened the floor to public comment regarding items not on the agenda. No comment was received.

Chairman Sweeney closed the floor to public comment.

4. Nominate and Elect Officers for FY 20/21

Chairman Sweeney opened the floor to public comment regarding Board officers. No comment was received.

Chairman Sweeney closed the floor to public comment.

Motion: Director Bohn moved and Director Sweeney seconded the motion to extend the offices of Chair Sweeney and Vice Chair Wilson to the end of December.

Action: Approve the Motion as made by Director Bohn and seconded by Director Sweeney by the following vote:

Ayes: Sweeney, Pereira, Wilson, Hogan, Castellano, Bohn

Noes: None

Absent: None

5. Approve Resolution 2021-02 Amending the Integrated Waste Management Fees for Recycling Processing and Marketing Service Fees.

The Board briefly discussed the final changes to the proposed Fee Resolution.

Linda Wise, General Manager, Recology Humboldt County, spoke briefly on the rate setting process and future work on the recyclables processing contract.

Chairman Sweeney opened the floor to public comment regarding the resolution. No comment was received.

Chairman Sweeney closed the floor to public comment.

Motion: Director Castellano moved and Director Pereira seconded the motion approve Resolution 2021-02 Amending the Integrated Waste Management Fees for Recycling Processing and Marketing Service Fees.

Action: Approve the Motion as made by Director Bohn and seconded by Director Sweeney by the following vote:

Ayes: Sweeney, Pereira, Wilson, Hogan, Castellano, Bohn

Noes: None

Absent: None

6. Board Member Reports

Director Castellano requested an update on CRV activities at the Hawthorne Street Transfer Station. Executive Director Duffy indicated she would provide an update during her report.

7. Executive Director's Report

Executive Director Duffy provided brief updates on stormwater management at the Transfer Station, updates on the Transfer Processing Report for the Transfer Station, and updates on the submission of the Authority's Restoration of Services plan. She then provided a lengthy update on CRV activities and challenges experienced in restarting services, and indicated a more in-depth discussion would be presented at the July Meeting.

8. Adjourn

Chairman Sweeney adjourned the meeting at 6:20 p.m.

Next Meeting: July 9, 2020 at 5:30 p.m. via Zoom Conference Meeting.



Redwood Coast Energy Authority
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DRAFT BOARD OF DIRECTORS MEETING MINUTES

July 23, 2020 -Thursday, 3:30 p.m.

Notice of this meeting was posted on July 17, 2020. Chair Austin Allison called a regular meeting of the Board of Directors of the Redwood Coast Energy Authority to order on the above date at 3:35 p.m., stating that the teleconference meeting was being conducted pursuant to Brown Act waivers included in Governor Newsom's COVID-19 State of Emergency Executive Order [N-29-20](#) of March 17, 2020, and the Humboldt County Health Officer's March 30, 2020, [Shelter-in-Place Order](#). Chair Allison stated that the posted agenda contained public teleconference meeting participation instructions.

PRESENT: Chair Austin Allison, Stephen Avis, Chris Curran, Vice Chair Estelle Fennell, David Grover, Michael Winkler, Sheri Woo. ABSENT: Dean Glaser, Frank Wilson. STAFF AND CONSULTANTS PRESENT: General Counsel Nancy Diamond, Power Resources Director Richard Engel, Power Resources Manager Jocelyn Gwynn, The Energy Authority Client Services Specialist Jaclyn Harr, Demand-Side Management Director Stephen Kullmann, Executive Director Matthew Marshall, Community Strategies Manager Nancy Stephenson, Board Clerk Lori Taketa.

REPORTS FROM MEMBER ENTITIES

Director Grover reported that the City of Trinidad is working with RCEA to determine the viability of a local microgrid and that he is continuing Director Miller's work on this.

Director Winkler reported that the Eureka veterans and homeless housing zero net energy project that he worked on is now occupied. The City of Arcata Energy Committee is meeting again and its all-electric initiative subcommittee is moving forward.

ORAL COMMUNICATIONS

No member of the public offered any comments.

CONSENT CALENDAR

- 3.1 Approve Minutes of June 25, 2020, Board Meeting.
- 3.2 Approve Disbursements Report.
- 3.3 Accept Financial Reports.
- 3.4 Adopt Resolution 2020-4 Adopting an Amended Conflict of Interest Code and Authorize the Board Clerk to Submit the Amended Conflict of Interest Code to the Humboldt County Board of Supervisors as the Code Reviewing Body.
- 3.5 Approve Selection of M.J. Furniss & Associates to Provide Consulting Services to RCEA on Implementation of RePower Humboldt Strategic Plan Measures for an Amount Not to Exceed \$199,674, and Authorize the Executive Director to Prepare

and Execute a Professional Services Agreement with M.J. Furniss & Associates for these Services, and All Applicable Documents.

There was no public comment or director discussion of the consent calendar.

M/S: Fennell, Grover: Approve consent calendar items.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Grover, Winkler, Woo. Noes: None. Absent: Glaser, Wilson.

COMMUNITY CHOICE ENERGY (CCE) BUSINESS

Chair Allison confirmed that a CCE quorum was present.

OLD CCE BUSINESS

5.1 Energy Risk Management Quarterly Report

The Energy Authority Client Services Specialist Jaclyn Harr presented a quarterly report on factors affecting the CCE program.

The lowered weekday loads seen in March and April due to people not going to work have increased in the last three months. COVID's financial market disruptions to renewable power plant financing and impacts to supply chains are decreasing. Delayed business reopening may lead to continued lower wholesale power prices and lower RCEA loads in July.

RCEA's net revenue went up after biomass renewable energy certificates were sold in April. Customer non-payments are increasing due to COVID but are not as bad as anticipated. Non-payment will be tracked and reported to the Board in October. RCEA contracted with local economists to forecast local business sector COVID impacts.

Ms. Harr explained that every two years, load-serving entities are required by the CPUC to present integrated resource plans showing how they will meet their local load needs for the next ten years. The goals of this statewide exercise are to reduce emissions, maintain reliability and keep costs low. The ten-year planning horizon accommodates California's lengthy power plant design, permitting and construction process. Three contracts to meet plan requirements will be presented to the Board for approval in August, along with the next integrated resource plan. TEA has begun research for the 2022 integrated resource plan in preparation for meeting RCEA's internal goal of 100% renewable energy by 2025, and changes in how the CPUC will require resource adequacy (RA) to be procured. The CPUC's RA system was designed when just three investor-owned utilities did most of the procurement. The energy landscape has changed with the success of CCAs and direct access reopening. The CPUC will require that a central procurement entity procure local RA for all California load-serving entities, and the state has been divided into procurement areas based on transmission constraints. PG&E will procure RA for the northern California procurement area to which RCEA belongs. Ms. Harr described CCA concerns that their control over the cost of RA, and the incentive to build local resources, may be reduced. Executive Director Marshall explained that RCEA's incentive to build local resources will not be reduced due to the agency's energy development goals outlined in the RePower

Humboldt strategic plan. RCEA currently has excess resource adequacy, or available resources to turn on when needed, that can be used for local needs or sold to other entities. Future changes to the RA program are anticipated, and the directors requested a report on centralized procurement implementation, future changes and a suggested strategy for RCEA's portfolio resources.

It was explained that reliability should be considered in two ways: 1) statewide grid balancing, which mandated RA procurement; and 2) local reliability and resilience. The airport microgrid project provides both types of reliability because the project will operate on the utility side of the meter and also allow critical facilities to be islanded during an emergency. The behind-the-meter storage program that RCEA is developing is an innovative way to provide both grid-level reliability and local emergency response reliability.

The directors discussed flexible RA, or new resources that can go online quickly and shift the amount of power generated in response to California's daily solar power production fluctuation and evening peak demand periods. Currently natural gas power plants and storage facilities are the main source of flexible RA. As California continues to reduce emissions and retires natural gas plants, there will be an increased need for storage and battery flexible RA. TEA is tracking battery prices, which are still high, to see when battery flexible RA can be added to RCEA's portfolio as a primary RA strategy.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed the public comment period.

M/S: Winkler, Fennell: Accept Energy Risk Management quarterly report.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Grover, Winkler. Noes: None. Absent: Glaser, Wilson. Non-voting: Woo.

NEW CCE BUSINESS

6.1 Resource Adequacy (RA) and Long-Duration Storage Solicitations (Information only)

Power Resources Manager Jocelyn Gwynn updated the directors on two current solicitations: a request for proposals (RFP) for incremental resource adequacy capacity and a request for information (RFI) for long-duration energy storage.

Manager Gwynn explained RCEA's CPUC requirement to procure a total of 10.7 MW of new-build energy capacity RA between 2021 and 2023, the challenges of building new power plants by the 2021 deadline, and how RCEA is currently in negotiation for RA from two developers in partnership with Valley Clean Energy to meet the deadlines. The first, most challenging deadline will be met through an unconventional purchase of demand response aggregation, or pooled customer energy use reduction in response to reaching a certain electricity price or a shortage of electricity to meet demand. Leapfrog's demand response product is sourced from customers scattered across California. Another similar RCEA program will allow RCEA access to local behind-the-meter customer battery energy and will contribute to Humboldt County's grid reliability. This local program was originally developed to meet the resource adequacy requirement and develop local energy resiliency, but it became evident that it will not be possible to install enough storage in time to meet the 2021

requirements. Local battery storage will provide RA for RCEA's usual procurement requirement in addition to helping meet the CPUC's incremental RA requirement. Manager Gwynn explained RCEA's participation in a 13 CCA effort to gather information on long-duration storage technology which can discharge electricity at full capacity for eight hours or more. Typical current technology involves pumped hydroelectric facilities that are difficult to deploy due to environmental permitting and location constraints. The CCAs will evaluate and discuss submitted technology and RCEA may join in a multi-CCA request for offers based on the RFI results, with the goal of reducing reliance on natural gas energy during peak evening hours. Long-duration storage will become more valuable as the state requires load-serving entities to demonstrate reliability without natural gas plants.

The directors requested that RCEA educate local developers to build local capacity for long-term energy storage as well as development of heat pump use.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed the public comment period.

END OF COMMUNITY CHOICE ENERGY (CCE) BUSINESS

OLD BUSINESS

7.1 CAPE/RePower Humboldt status update Q2 (Information only)

Executive Director Matthew Marshall presented a progress report on measures identified in the 2019 update of the RePower Humboldt strategic plan, an update which will take place twice each year to ensure active plan implementation.

Mr. Marshall reported on work on transportation goals, including upgrades to RCEA's network of electric vehicle charging stations, Board-approved funding increases for the popular e-bike program and the possibility of providing an incentive to customers who install EV chargers in exchange for helping to balance the grid.

Mr. Marshall described the current status of the agency's major power resources projects, the airport microgrid and offshore wind development. The agency has an opportunity to develop additional community-scale microgrids in Hoopa and Willow Creek to replace PG&E's temporary, diesel-fueled microgrids. Staff is assisting the Humboldt Fishermen's Marketing Association in applying for a small grant to fund mitigation program development in anticipation of the potential fishing industry impacts of offshore wind and other harbor development. The Board recently increased capacity of the feed-in tariff program which, at full capacity, will create enough electricity to satisfy a sizable portion of the county's demand. The Cove small-hydro project has begun delivering energy and the Sandrini Sol project is on schedule to begin construction. The CCE program has state-mandated long-term power-procurement contracts with both companies. A recently-approved behind-the-meter storage program will add roughly 850 local customer energy storage systems that will allow continued use of solar energy during emergencies. The Board also approved a contract with a consultant who, among other RePower Humboldt implementation tasks, will investigate the feasibility of local small-hydro projects, a strategic plan goal.

Demand-Side Management Director Stephen Kullmann described past, current and future department initiatives. The Public Agency Solar Program provides solar site assessments, assistance with energy efficiency projects and battery storage for public agencies. The program has been instrumental in getting solar systems installed in schools. Other partners include the City of Trinidad, Kneeland Fire District and the Wiyot Tribe. A CCE-funded residential services program provides over-the-phone energy consultation, energy efficiency kits and referral to income-based programs. The CCE-funded LED buy-down program reduced the cost of Energy Watch incentives, making energy upgrades free for some agencies. This program ended this year along with the PG&E Energy Watch program. In the last year alone, the long-running Energy Watch partnership made direct installation of energy efficiency improvements possible for 223 local customers and created an estimated annual customer savings of \$340,900. The Proposition 39 program is also nearing completion. Since its inception, the program paid out over \$5 million locally to 22 education districts, funded lighting, refrigeration, and solar for schools, and provided RCEA's technical assistance, project management and assistance with securing funding. The Prop 39 program created annual savings in Humboldt County of over 3 million kWh of electricity and almost 6,000 gallons of diesel fuel through fuel-switching. Staff is developing the Citizen Sourced CCE-funded mobile home solar program's turnkey, pre-engineered and permitted "Solar-on-a-Stick" program, which may be expanded to include storage. Other CCE-funded programs under development are: the space and hot water heat pump rebate, which may also provide resource adequacy; the grocery refrigerant leak reduction program; and the Green Your Grow program. The department is now a program administrator, directly administering CPUC funds for residential and non-residential direct install programs. The program will focus on hard-to-reach customers and offer a greater variety of energy-saving measures than did the Energy Watch program. The PG&E local government partnership also began on July 1 and will provide public project management, Energy Star certification, capacity building and benchmarking assistance for government agencies. In the future, Director Kullmann envisions working more closely with the power resources team on resource adequacy and microgrid projects, providing more direct services to customers, building a comprehensive customer database to provide information to determine services that would best serve RCEA customers, and the possible formation of a CPUC-funded, statewide Rural Regional Energy Network that could extend services beyond Humboldt County to more rural customers.

Director Woo thanked the directors and staff for doing work that the Board envisioned when launching the Community Choice Energy program. Executive Director Marshall stated that a survey of Sonoma Clean Power customers showed they were most concerned with programs and tangible CCE benefits, rather than low rates and a green power portfolio. In applying those findings locally, staff is focusing on customer programs, local resilience and community microgrids in order to satisfy RCEA customer demands.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed the public comment period.

NEW BUSINESS

8.1 Award Contract for CPUC Program Administrator (PA) Reporting Services

Director Kullmann reported on the qualifications of two respondents to the request for proposals to provide required reporting and budget filing assistance as the agency takes on

CPUC program administrator duties. Frontier Energy has experience performing similar duties for other CCEs and RENS. The other respondent, Aiqueous, has no direct CPUC PA reporting experience.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed the public comment period.

M/S: Grover, Fennell: Award professional services agreement for CPUC Program Administrator reporting and budget filing to Frontier Energy in an amount not to exceed \$60,000 for one year with two potential one-year extensions, and authorize the Executive Director to execute all applicable documents.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Grover, Winkler, Woo. Noes: None. Absent: Glaser, Wilson.

8.2 RCEA Racial Justice Action Plan Creation

Executive Director Marshall reported that Director Woo requested formation of an ad hoc Board racial justice action plan subcommittee last month. The subcommittee would work with staff and engage with outside entities when creating an agency racial justice action plan. The subcommittee would sunset when the action plan is brought back to the Board for approval.

Chair Allison invited public comment. City of Arcata resident Oona Smith described a best practice she learned at a recent California Transportation Commission presentation. When creating a racial justice action plan, it is important to recruit assistance from members of communities for which the agency wishes to create outcomes. Chair Allison closed the public comment period.

M/S: Fennell, Avis: Create an ad hoc Board subcommittee to assist staff in creating a racial justice action plan and appoint Stephen Avis, Chris Curran, David Grover and Sheri Woo to serve on this advisory body.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Grover, Winkler, Woo. Noes: None. Absent: Glaser, Wilson.

Chair Allison adjourned the meeting at 5:31 p.m.

Lori Taketa
Clerk of the Board

Section 17

ADJOURN