

**CITY OF FERNDALE – HUMBOLDT COUNTY CALIFORNIA – U.S.A.  
CLOSED SESSION**

Location:	City Hall	Date:	November 18, 2020
	834 Main Street	Time:	<b>6:00 pm</b>
	Ferndale CA 95536	Posted:	November 12, 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](mailto:cityclerk@ci.ferndale.ca.us) by 4:00pm on Wednesday, November 18, 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.

Join Zoom Meeting

<https://us02web.zoom.us/j/86729532389?pwd=YWtHSzVsZ2VQTjNQYWRRHbURtSm5VZz09>

Or go to Zoom.us and input the following info when prompted:

Meeting ID: 867 2953 2389

Passcode: 361572

You may also dial in using your telephone by using either number: (Use \*6 to mute and unmute)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 867 2953 2389

Passcode: 361572

**MICROPHONES AND VIDEO WILL AUTOMATICALLY BE MUTED WHEN YOU  
JOIN THE MEETING. PUBLIC WILL BE PLACED IN THE WAITING ROOM  
DURING CLOSED SESSION DISCUSSIONS. ONCE CLOSED SESSION IS  
RECONVENED YOU WILL BE ALLOWED BACK IN THE MEETING**

1. CALL CLOSED SESSION TO ORDER – Mayor
2. PUBLIC COMMENT ON CLOSED SESSION ITEMS
3. ADJOURN TO CLOSED SESSION
  - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION,  
City Manager
4. ADJOURN TO REGULAR MEETING

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

Location:	City Hall	Date:	October 21, 2020
	834 Main Street	Time:	<b>7:00 pm</b>
	Ferndale CA 95536	Posted:	October 14, 2020

Join Zoom Meeting

<https://us02web.zoom.us/j/86729532389?pwd=YWtHSzVsZ2VQTjNQYWRRHbURtSm5VZz09>

Or go to Zoom.us and input the following info when prompted:

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Meeting ID: 867 2953 2389

Passcode: 361572

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<sup>ds</sup> of the Council that the item came up after the agenda was posted and is of an urgent nature requiring immediate action. This portion of the meeting will be approximately 30 minutes’ total for all speakers, with each speaker given no more than five minutes.)
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 October 21, 2020 Regular City Council Meeting..... Page 6
  - b. Acceptance of Checkbook Register for October 1-31, 2020 ..... Page 9
  - c. Acceptance of Financial Statements for October 1-31, 2020..... Page 13
10. CALL ITEMS REMOVED FROM CONSENT CALENDAR
11. PRESENTATION

12. PUBLIC HEARING	
<i>a.</i> Unmet Transit Needs .....	Page 16
13. BUSINESS	
<i>a.</i> Consider Appointment of Applicant to Planning Commission .....	Page 41
<i>b.</i> Update on SB2 Funding Projects .....	Page 43
<i>c.</i> Second Reading of Ordinance 2020-05 Amending Article 7 of the Building Inspector-Construction Code Ordinance to Provide Regulation for Fences and other Structures.....	Page 53
<i>d.</i> COVID-19 Update and Discussion.....	Page 57
<i>i.</i> Reconfirm Existence of Local Emergency	
14. CORRESPONDENCE .....	Page 59
15. COMMENTS FROM THE COUNCIL	
16. REPORTS	
<i>a.</i> City Manager Report .....	Page 67
<i>b.</i> Commission and Committee Report	
<i>i.</i> Planning Commission Minutes .....	Page 77
<i>ii.</i> Drainage Committee Minutes .....	Page 79
<i>iii.</i> Finance Committee Report (Oral Report to be Given)	
<i>iv.</i> League of Cities Annual Conference Report .....	Page 81
<i>c.</i> Minutes from Joint Power Authorities (JPAs) and Reports	
<i>i.</i> Humboldt Waste Management Authority (Oct 2020).....	Page 83
<i>ii.</i> Redwood Coast Energy Authority (Sept & Oct 2020).....	Page 85
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  
December 16, 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 2/3<sup>rd</sup> of the Council (three of the five members) that the item came up after the agenda was posted and is of an urgent nature requiring immediate action.*

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

## **Section 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 October 21, 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, City Planners Vanessa Blodgett and Krystle Heaney, and City Clerk Kristene Hall.

Report out of Closed Session: Mayor Sweeney stated there was a closed session prior to the Regular Meeting. There was no action taken.

Ceremonial: None

Modifications to the Agenda: None:

Report out of Study Session: None

Public Comment: None

Consent Calendar: There were five items on the Consent Calendar for approval. There were no questions from the council or public. **MOTION**: to approve the consent calendar.  
**(Avis/Bullard) Unanimous**

Call Items Removed from Consent Calendar: None

Presentation: Paul Gregson gave an update to the council on the status of the collection system. Gregson presented the areas in Ferndale where the I & I was the most severe. Gregson showed the council pictures of sewer pipes that had massive grease build up, that were abandoned, and had tree roots that were causing problems. The council thanked Paul for all his research and time he has put into this.

Public Hearing: None

Business:

2<sup>nd</sup> Reading of Ordinance 2020-04, by title only, Amending Zoning Ordinance 02-02 Sections 7.08 regarding Fences, and 6.05.4 regarding Design Review Membership: City Manager Jay Parrish turned the discussion over to City Planner Vanessa Blodgett. Blodgett went over briefly the proposed changes. Blodgett added that there were no changes to the proposed ordinance since the approval at the last meeting. A member of the public questioned corner lots and the setbacks. City Clerk Kristene Hall explained the visibility triangle and where each setback is. **MOTION**: to approve 2<sup>nd</sup> Reading of Ordinance 2020-04, by title only, Amending Zoning Ordinance 02-02 Sections 7.08 regarding Fences, and 6.05.4 regarding Design Review Membership. **(Bullard/Avis) Unanimous**

Resolution 2020-22 Approving application for the Per Capita Grant Funds: City Manager Jay Parrish explained the grant available to the city. Parrish stated the grant is for local park rehabilitation, creation and improvements. Parrish added the city could get \$177,952. for these purposes. City Planner Vanessa Blodgett added that there were two applications. One was for the cities intent to apply for the grant, and the second, which would not be due until mid 2021, that would include the proposed project. Blodgett added that the intended project would go

through a public process so to include public comments and input. Councilman Avis questioned if the city had ever received this type of grant in the past. Parrish stated the city had he believed back in 2004. Councilmembers all agreed it was a great opportunity and were looking forward to discussing projects. A member of the public submitted comment and question to the city clerk. City Clerk Hall read the comment and question into record. The question was if the public would have an opportunity to participate in discussions on the projects and costs. City Manager Jay Parrish stated the projects would go through the public process. There were no other comments. **MOTION:** to approve Resolution 2020-22 Approving application for the Per Capita Grant Funds. **(Bullard/Avis) Unanimous**

Introduction and First Reading of Ordinance 2020-05 Amending Article 7 of the Building Inspector/Construction Code Ordinance to Provide Regulations for Fences and Other Structures: City Clerk Kristene Hall went over the staff report. Hall stated that this proposed Ordinance had changes required by the California Building Standards Commission that would allow the city to require a building permit for any front yard fence. Hall added that once the Ordinance was passed, it would then be forwarded and filed with the Commission. Councilman Avis questioned if this Ordinance would include any additional permit requirements. Hall stated this was only for any front yard fence. Avis also requested a word change to the final sentence of Section 7.04. Councilman Smith questioned the fee requirement for the fence. Staff stated they will discuss the fees and submit to the council at a later date. Mayor Sweeney stated the possibility of not having a fee as an incentive to the public to come in for a permit. Councilman Avis stated it was important to have an amount on the books and then waive fees as an incentive. Councilman Smith asked Hall to possibly give a report in a few months on the process and if the public is complying with the ordinance. A member of the public submitted a comment and question for Hall to read into record. Hall read the question pertaining to Section 7.04 of the proposed ordinance which questioned who issued the proposed building permit, the city clerk, or building inspector, and if the issuing person was obligated to determine whether the proposed fence meets the requirements of the Zoning Ordinance. Hall stated any permits that come into City Hall are examined for zoning ordinance compliance by the City Clerk and/or the City Planner depending on the project. The council discussed the issuing authority and asked that the second sentence of Section 7.04 be changed from “building inspector” to “city”. There were no other comments. **MOTION:** to Introduction and First Reading of Ordinance 2020-05 Amending Article 7 of the Building Inspector/Construction Code Ordinance to Provide Regulations for Fences and Other Structures as amended (two word changes). **(Avis/Bullard) Unanimous**

Adopt JPA Agreement and Bylaws for CIRA merger with PARSAC and REMIF: City Manager Jay Parrish explained that the proposed merger will join PARSAC which is the risk management authority for Ferndale, Trinidad, and Blue Lake, to merge with REMIF who is the risk management authority for Arcata, Eureka, and Fortuna. This will allow for many additional programs to be offered. Parrish turned the discussion over to Kin Ong, who is the General Manager of PARSAC. Ong stated PARSAC and REMIF had been working together on many occasions and agreed a partnership was the best option for the supporting cities each entity carried. Ong also added that the merger will take place on July 1, 2021. Councilman Avis thanked both Parrish and Ong for their hard work. Councilwoman Bullard questioned the existence of both entities. Ong stated both entities will exist until past claims had been settled then PARSAC will disperse their equity to members. **MOTION:** Adopt JPA Agreement and Bylaws for CIRA merger with PARSAC and REMIF. **(Bullard/Smith) Unanimous**

COVID-19 Update and Discussion: City Manager stated the ongoing concerns. Parrish added that the numbers are still rising and the situation is still extreme. Parrish also stated that mask

wearing is key and the importance of everyone complying. Parrish also stated the importance of the economy and the hard line of balancing both. Councilman Avis agreed with Parrish and reiterated the mask wearing and the importance of the economy. Councilwoman Fisk-Becker gave an update on the schools and protocols they were following and plan to follow for the upcoming holidays. Councilman Smith stated concerns on the numbers going up even higher in the winter. Smith also stated concerns on men being affected more than women and the possibility of a mutation on the disease. Mayor Sweeney stated concerns on a vaccines effectiveness if the disease mutates.

**MOTION:** to reconfirm the existence of a local emergency due to the COVID-19 pandemic.  
**(Avis/Smith) Unanimous**

Correspondence: Councilwoman Fisk-Becker commented on an email sent to the city clerk regarding a complaint made against the city council about comments on a sign outside city limits. City Clerk Kristene Hall stated she had informed the citizen making the complaint that it was not the Council that allegedly criticized the sign.

Comment from the Council: Councilwoman Bullard stated she had attended the League of Cities Conference virtually. Bullard stated she is planning on giving a report to the council on this.

Reports:

City Managers Report: Councilman Avis thanked Parrish and the Drainage Committee for their work on the Drainage Master Plan and the detail on the report.

Other Reports: Councilwoman Fisk-Becker questioned an item on the Design Review Minutes regarding concerns of a letter sent to the Humboldt County Planning Commission. Hall stated it was a member of the Design Review Committee that did not see the cities comment letter regarding the Humboldt County Fair Associations use permit application listed on the county's website and wanted to be sure they had received it. Parrish also added that it was on the website but for some reason when it was placed on the website, the cities logo was lost. Councilman Avis questioned the HWMA minutes and the closing of the redemption centers. Mayor Sweeney stated that Cal-Recycle was responsible for the redemption program and at this time HWMA was not going to be involved in the program. Avis questioned if Humboldt County was the only county with this problem. Sweeney stated it was statewide.

Mayor Sweeney adjourned the meeting at 8:58 pm.

Respectfully submitted

Kristene Hall  
City Clerk



## City of Ferndale

## Bank Account Register

General Checking

October 1, 2020 - October 31, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			641,602.01
10/01/20		JAY PARRISH	JAY PARRISH	400.00		641,202.01
10/01/20		ALL LINES	ALL-LINES LEASING	950.45		640,251.56
10/01/20	54355	CITFO	CITY OF FORTUNA	2,000.00		638,251.56
10/01/20	54356	MIRRE	MIRANDA'S RESCUE	450.00		637,801.56
10/01/20	54357	VANESSA	VANESSA HUERTA	200.00		637,601.56
10/06/20	54358	ACCESS	ACCESS HUMBOLDT	180.00		637,421.56
10/06/20	54359	ARNKE	ARNOLD C. KEMP	2,058.09		635,363.47
10/06/20	54360	ASAP	ASAP LOCK & KEY	376.68		634,986.79
10/06/20	54361	PHIAY	AYCOCK & EDGMON	2,163.00		632,823.79
10/06/20	54362	CHACO	CHAMBER OF COMMERCE	8,819.25		624,004.54
10/06/20	54363	CITFO	CITY OF FORTUNA	420.00		623,584.54
10/06/20	54364	EEL SCRAP	EEL RIVER SCRAP & SALVAGE	92.23		623,492.31
10/06/20	54365	HACCO	HACH COMPANY	3,000.00		620,492.31
10/06/20	54366	HORBU	HORIZON BUSINESS SERVICES	106.04		620,386.27
10/06/20	54367	JJACPA	JJACPA, INC.	6,500.00		613,886.27
10/06/20	54368	MENSU	MENDES SUPPLY CO.	76.44		613,809.83
10/06/20	54369	MISLI	MISSION LINEN & UNIFORM SERVICE	27.30		613,782.53
10/06/20	54370	NAPA	NAPA AUTO PARTS	93.90		613,688.63
10/06/20	54371	NORCO	NORTH COAST LABORATORIES LTD.	265.00		613,423.63
10/06/20	54372	PACGA	PACIFIC GAS & ELECTRIC	1,059.67		612,363.96
10/06/20	54373	RWS	RWS SERVICES	57.51		612,306.45
10/06/20	54374	SCOUTS	SCOUTS	450.00		611,856.45
10/06/20	54375	SECURITYLOC	SECURITY LOCK AND ALARM	109.50		611,746.95
10/06/20	54376	SEQGA	SEQUOIA GAS COMPANY	271.75		611,475.20
10/06/20	54377	SUDDEN	SUDDENLINK	880.88		610,594.32
10/06/20	54378	SUN RIDGE	SUN RIDGE SYSTEMS, INC.	42,715.75		567,878.57
10/06/20	54379	MBDVZ	THE MITCHELL LAW FIRM, LLP	777.00		567,101.57
10/06/20	54380	TIM D	TIMOTHY G. DIAS	112.10		566,989.47
10/06/20	54381	USBANK	US BANK	1,065.70		565,923.77
10/06/20	54382	VALLU	VALLEY LUMBER	775.52		565,148.25
10/06/20	54383	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	236.41		564,911.84
10/06/20	54384	VERZLN	VERIZON WIRELESS	257.13		564,654.71
10/06/20	54385	WESCH	WESTERN CHAIN SAW CO	4.54		564,650.17
10/08/20	1001		PARRISH, JAY D	2,558.06		562,092.11
10/08/20	1002		HALL, KRISTENE M	1,573.99		560,518.12
10/08/20	1003		JOHNSON, DONNA J	1,475.20		559,042.92
10/08/20	1004		LINDGREN, ROBERT C	1,250.65		557,792.27
10/08/20	1005		DIAS, TIMOTHY G	1,465.18		556,327.09
10/08/20	1006		MENDES, ALAN SCOTT	185.63		556,141.46
10/08/20	1007		COPPINI, STEVE L	2,242.99		553,898.47
10/08/20	1008		GARDNER, SHAWN C	1,716.52		552,181.95
10/08/20	1009		LIU, CARSON B	228.38		551,953.57
10/08/20	1010		HOPPIS, JOHNNY F	1,619.18		550,334.39
10/08/20	1011		GARDNER, HUNTER C	124.23		550,210.16
10/08/20	54386		BALCH, DYLAN C	1,171.73		549,038.43
10/08/20	54387		CERVANTES, CESAR E	1,477.39		547,561.04
10/08/20	54388		Franceschi, David A	1,194.04		546,367.00
10/08/20	54389		RICHARDSON, DIANNA L	109.62		546,257.38
10/08/20	54390	CHOPPIS	CHELCI HOPPIS	126.92		546,130.46
10/08/20	54391	DVLNO	DAVE LENARDO	280.00		545,850.46
10/08/20	54392	FEPEA	FEPEA	65.00		545,785.46
10/13/20		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,024.42		544,761.04
10/13/20		USTREASURY	UNITED STATES TREASURY	6,073.66		538,687.38
10/13/20	54393	ALTBU	ALTERNATIVE BUSINESS CONCEPTS	88.31		538,599.07
10/13/20	54394	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	42.00		538,557.07

## City of Ferndale

## Bank Account Register

General Checking

October 1, 2020 - October 31, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
10/13/20	54395	DCFROST	DC FROST ASSOCIATES INC.	16,186.89		522,370.18
10/13/20	54396	MENSU	MENDES SUPPLY CO.	270.25		522,099.93
10/13/20	54397	NILCO	NILSEN COMPANY	77.82		522,022.11
10/13/20	54398	PACGA	PACIFIC GAS & ELECTRIC	7,254.99		514,767.12
10/13/20	54399	PARS1	PARSAC	11,156.00		503,611.12
10/13/20	54400	PARSAC LIAB	PARSAC	9,760.75		493,850.37
10/13/20	54401	PLANWEST	PLANWEST PARTNERS, INC.	2,469.50		491,380.87
10/13/20	54402	EELRI	RECOLOGY HUMBOLDT COUNTY	323.18		491,057.69
10/13/20	54403	FARSH	THE FARM SHOP	62.47		490,995.22
10/13/20	54404	FEREN	THE FERNDAL ENTERPRISE	91.00		490,904.22
10/13/20	54405	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	568.71		490,335.51
10/14/20			10/14/20 deposit		25,001.00	515,336.51
10/20/20	54410	AEROM	AERO-MOD	632.46		514,704.05
10/20/20	54411	ARNKE	ARNOLD C. KEMP	981.20		513,722.85
10/20/20	54412	CBSCO	CA BUILDING STANDARDS COMM.	23.40		513,699.45
10/20/20	54413	DEPCO	DEPARTMENT OF CONSERVATION	61.54		513,637.91
10/20/20	54414	DSA	DIVISION OF THE STATE ARCHITECT	2.80		513,635.11
10/20/20	54415	HUMTE	HUMBOLDT TERMITE & PEST	49.00		513,586.11
10/20/20	54416	POREN	PORTLAND ENGINEERING, INC.	245.00		513,341.11
10/20/20	54417	TIM D	TIMOTHY G. DIAS	600.00		512,741.11
10/20/20	54418	VALGR	VALLEY GROCERY	39.78		512,701.33
10/20/20	54419	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	412.86		512,288.47
10/20/20	54420	VANESSA	VANESSA HUERTA	214.50		512,073.97
10/22/20			10/22/20 deposit		2,340.42	514,414.39
10/22/20	1001		PARRISH, JAY D	2,558.04		511,856.35
10/22/20	1002		HALL, KRISTENE M	1,549.64		510,306.71
10/22/20	1003		JOHNSON, DONNA J	1,475.19		508,831.52
10/22/20	1004		ALAMEDA, RENAE MARY	218.62		508,612.90
10/22/20	1005		SMITH, BRET A	666.09		507,946.81
10/22/20	1006		LINDGREN, ROBERT C	1,250.64		506,696.17
10/22/20	1007		FIELDER, CHARLES COSMAS	150.02		506,546.15
10/22/20	1008		DIAS, TIMOTHY G	1,421.02		505,125.13
10/22/20	1009		MENDES, ALAN SCOTT	86.34		505,038.79
10/22/20	1010		COPPINI, STEVE L	2,243.00		502,795.79
10/22/20	1011		GARDNER, SHAWN C	1,716.51		501,079.28
10/22/20	1012		LIU, CARSON B	228.37		500,850.91
10/22/20	1013		HOPPIS, JOHNNY F	1,619.18		499,231.73
10/22/20	1014		SUTTON, DANIEL V	329.88		498,901.85
10/22/20	1015		GARDNER, HUNTER C	124.24		498,777.61
10/22/20	54406		BALCH, DYLAN C	1,152.25		497,625.36
10/22/20	54407		CERVANTES, CESAR E	1,178.96		496,446.40
10/22/20	54408		Franceschi, David A	1,194.06		495,252.34
10/22/20	54409		RICHARDSON, DIANNA L	109.62		495,142.72
10/22/20	54421	CHOPPIS	CHELCI HOPPIS	126.92		495,015.80
10/22/20	54422	DVLNO	DAVE LENARDO	280.00		494,735.80
10/22/20	54423	FEPEA	FEPEA	95.00		494,640.80
10/26/20			10/26/20 deposit		13,835.07	508,475.87
10/27/20		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,157.81		507,318.06
10/27/20		USTREASURY	UNITED STATES TREASURY	6,556.61		500,761.45
10/27/20		TRICOUNTIES	TRI COUNTIES BANK	1,129.58		499,631.87
10/27/20	54424	DELOR	DEL ORO WATER CO., FDLE. DIST.	553.31		499,078.56
10/27/20	54425	CALCA	CIG	9,744.00		489,334.56
10/27/20	54426	DEPJU	DEPARTMENT OF JUSTICE	101.00		489,233.56
10/27/20	54427	EEL SCRAP	EEL RIVER SCRAP & SALVAGE	92.23		489,141.33
10/27/20	54428	FDAC	FDAC EBA	11,520.97		477,620.36
10/27/20	54429	FORAC	FORTUNA ACE HARDWARE	55.84		477,564.52

**City of Ferndale****Bank Account Register**

General Checking

October 1, 2020 - October 31, 2020

<b>Date</b>	<b>Reference</b>	<b>Payee ID</b>	<b>Description</b>	<b>Checks/ Payments</b>	<b>Deposits/ Additions</b>	<b>Balance</b>
10/27/20	54430	FRONT	FRONTIER	512.14		477,052.38
10/27/20	54431	MENSU	MENDES SUPPLY CO.	70.52		476,981.86
10/27/20	54432	ONTIV	ONTIVEROS & ASSOCIATES, INC.	2,015.00		474,966.86
10/27/20	54433	SEQGA	SEQUOIA GAS COMPANY	231.97		474,734.89
10/27/20	54434	SDRMA	SPECIAL DISTRICT RISK MGMT AUTHORITY	723.39		474,011.50
10/27/20	54435	SUDDEN	SUDDENLINK	881.36		473,130.14
10/27/20	54436	SYMBOL	SYMBOL ARTS	430.80		472,699.34
10/27/20	54437	USABL	USABLUBOOK	671.44		472,027.90
10/27/20	54438	WELF(\$106)	WELLS FARGO FINANCIAL LEASING	144.01		471,883.89
10/29/20			10/29/20 deposit		82,697.05	554,580.94
10/30/20			10/30/20 deposit		3,286.60	557,867.54
			<b>Totals</b>	<u>210,894.61</u>	<u>127,160.14</u>	<u>557,867.54</u>

Transaction count = 122

<b>OCTOBER 2020 Deposit Recap</b>	<b>10.14.20</b>	<b>10.22.20</b>	<b>10.26.20</b>	<b>10.29.20</b>	<b>10.30.20</b>	<b>TOTAL-OCT 20</b>
RETAIL TAX			13,835.07			13,835.07
HIGHWAY USER TAX/VEHICLE LICENSE FEES		2,340.42			3,286.60	5,627.02
BUSINESS LIC				678.75		678.75
ANIMAL LIC						-
BUILDING RENTS				650.00		650.00
PERMITS				2,813.54		2,813.54
TOT				28,095.89		28,095.89
HEALTH INSPECTIONS				625.00		625.00
HCAOG - RSTP				11,365.00		11,365.00
RECYCLING GRANT						-
PARSAC - GRANT / OTHER						-
COUNTY OF HUMBOLDT-STREETS & ROADS						-
SEPTIC DUMPS / SEWER REVENUE				28,027.25		28,027.25
FRANCHSE FEES				7,979.67		7,979.67
HUMBOLDT CTY - COPS						-
DONATIONS						-
POLICE SERVICES				20.00		20.00
SMALL MISC	25,001.00			2,191.95		27,192.95
DRAINAGE FEES				250.00		250.00
COUNTY OF HUMBOLDT-PROPERTY TAXES						-
COUNTY OF HUMBOLDT-SEWER						-
COUNTY OF HUMBOLDT-INTEREST INCOME						-
STATE - CAL TRANS - STREET SWEEP						-
DENTAL INS DIVIDENDS - SDRMA						-
MISC: COUNTY OF HUMBOLDT-MEASURE Z						-
	25,001.00	2,340.42	13,835.07	82,697.05	3,286.60	127,160.14

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

Assets

Current Assets	
Cash	\$ 484,948.51
Restricted Cash	15,150.00
Accounts Receivable	<u>40,242.00</u>
 Total Current Assets	 <u>540,340.51</u>
 Total Assets	 <u><u>\$ 540,340.51</u></u>

Liabilities and Fund Balance

Current Liabilities	
Accounts Payable	\$ 94,355.70
Accrued Liabilities	1,143.38
Other Current Liabilities	<u>60.65</u>
 Total Current Liabilities	 <u>95,559.73</u>
 Total Liabilities	 <u>95,559.73</u>
Fund Balance	
Retained Earnings	<u>444,780.78</u>
 Total Fund Balance	 <u>444,780.78</u>
 Total Liabilities and Fund Balance	 <u><u>\$ 540,340.51</u></u>

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

Assets

Current Assets	
Cash	\$ <u>14,340.78</u>
Total Current Assets	<u>14,340.78</u>
Total Assets	<u>\$ <u>14,340.78</u></u>

Liabilities and Fund Balance

Current Liabilities	<u>                    </u>
Total Current Liabilities	<u>\$ 0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Retained Earnings	<u>14,340.78</u>
Total Fund Balance	<u>14,340.78</u>
Total Liabilities and Fund Balance	<u>\$ <u>14,340.78</u></u>

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

Assets

Current Assets	
Cash	\$ <u>82,926.30</u>
Total Current Assets	<u>82,926.30</u>
Total Assets	<u><u>\$ 82,926.30</u></u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Retained Earnings	<u>82,926.30</u>
Total Fund Balance	<u>82,926.30</u>
Total Liabilities and Fund Balance	<u><u>\$ 82,926.30</u></u>

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

Assets

Current Assets	
Cash	\$ <u>269,599.72</u>
Total Current Assets	<u>269,599.72</u>
Total Non Current Assets	<u>                    </u>
Total Assets	<u><u>\$ 269,599.72</u></u>

Liabilities and Fund Balance

Current Liabilities	<u>                    </u>
Total Current Liabilities	<u>\$ 0.00</u>
Fund Balance	
Retained Earnings	<u>269,599.72</u>
Total Fund Balance	<u>269,599.72</u>
Total Liabilities and Fund Balance	<u><u>\$ 269,599.72</u></u>



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

Assets

Current Assets	
Cash	\$ <u>618.34</u>
Total Current Assets	<u>618.34</u>
Total Assets	<u><u>\$ 618.34</u></u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Retained Earnings	<u>618.34</u>
Total Fund Balance	<u>618.34</u>
Total Liabilities and Fund Balance	<u><u>\$ 618.34</u></u>

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

**Assets**

Current Assets		
Cash	\$	54,490.80
Total Current Assets		54,490.80
Total Assets	\$	54,490.80

**Liabilities and Fund Balance**

Current Liabilities		
Total Current Liabilities	\$	0.00
Total Liabilities		0.00
Fund Balance		
Retained Earnings		54,490.80
Total Fund Balance		54,490.80
Total Liabilities and Fund Balance	\$	54,490.80

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

**Assets**

<b>Current Assets</b>	
Cash	\$ 289,457.46
Accounts Receivable	<u>10,446.00</u>
<b>Total Current Assets</b>	<u>299,903.46</u>
<b>Property and Equipment</b>	
Vehicles	42,332.05
Equipment	87,061.27
Sewer system	13,459,674.06
Less Accumulated Depreciation	<u>(3,216,775.78)</u>
<b>Net Property and Equipment</b>	<u>10,372,291.60</u>
<b>Total Assets</b>	<u>\$ 10,672,195.06</u>

**Liabilities and Fund Balance**

<b>Current Liabilities</b>	
Interest Payable	\$ <u>42,027.60</u>
<b>Total Current Liabilities</b>	<u>42,027.60</u>
<b>Long-Term Liabilities</b>	
Notes Payable USDA	<u>4,247,000.00</u>
<b>Total Long-Term Liabilities</b>	<u>4,247,000.00</u>
<b>Total Liabilities</b>	<u>4,289,027.60</u>
<b>Fund Balance</b>	
Other Equity	6,649,092.60
Retained Earnings	<u>(265,925.14)</u>
<b>Total Fund Balance</b>	<u>6,383,167.46</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ 10,672,195.06</u>

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

Assets

Property and Equipment	
Buildings and improvements	479,444.72
Vehicles	173,365.86
Equipment	190,460.12
Roadways	10,782,034.50
Sidewalks	173,300.00
Streetlights	31,684.18
Land	131,000.00
Less Accumulated Depreciation	<u>(9,426,667.96)</u>
Net Property and Equipment	<u>2,534,621.42</u>
 Total Assets	 <u>\$ 2,534,621.42</u>

Liabilities and Fund Balance

Long-Term Liabilities	
Accrued Vacation/Sick pay	52,946.94
Notes payable-current	27,992.79
Capital leases payable	<u>27,632.67</u>
Total Long-Term Liabilities	<u>108,572.40</u>
Fund Balance	
Other Equity	2,421,746.06
Retained Earnings	<u>4,302.96</u>
Total Fund Balance	<u>2,426,049.02</u>
Total Liabilities and Fund Balance	<u>\$ 2,534,621.42</u>

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

	1 Month Ended October 31, 2020	4 Months Ended October 31, 2020	FY 2020/2021 Budget	Over/(Under) Budget
	Actual	Actual	Budget	Budget
<b>REVENUES</b>				
<b>Revenues - Taxes</b>				
10014102 Property tax-secured	\$ 0.00	\$ 0.00	\$ 147,290.00	\$ (147,290.00)
10014104 Property tax-unsecured	0.00	0.00	5,665.00	(5,665.00)
10014106 Property tax-prior	0.00	0.00	2,060.00	(2,060.00)
10014107 Supplemental role	0.00	0.00	2,472.00	(2,472.00)
10014110 Sales and use tax	0.00	26,431.66	128,000.00	(101,568.34)
10014111 Trash franchise	0.00	2,969.62	5,600.00	(2,630.38)
10014112 PG&E franchise	0.00	0.00	11,000.00	(11,000.00)
10014114 Cable franchise	0.00	5,815.40	24,000.00	(18,184.60)
10014116 Business license tax	678.75	10,822.50	10,800.00	22.50
10014118 Real Property Transfer tax	0.00	0.00	3,000.00	(3,000.00)
10014120 Transient lodging tax	0.00	49,055.83	104,987.36	(55,931.53)
10014121 TOT Humboldt Lodging Authority	0.00	7,064.82	20,981.74	(13,916.92)
<b>Total Revenue - Taxes</b>	<b>\$ 678.75</b>	<b>\$ 102,159.83</b>	<b>\$ 465,856.10</b>	<b>\$ (363,696.27)</b>
<b>Revenues - Licenses and Permits</b>				
10024132 Construction permits	\$ 2,778.54	\$ 17,595.33	\$ 40,800.00	\$ (23,204.67)
10024164 Health protection	100.00	1,175.00	2,800.00	(1,625.00)
10024166 Encroachment permits	35.00	70.00	350.00	(280.00)
10024278 Animal license fees	0.00	500.00	1,400.00	(900.00)
<b>Total Revenue - Licenses and Permits</b>	<b>\$ 2,913.54</b>	<b>\$ 19,340.33</b>	<b>\$ 45,350.00</b>	<b>\$ (26,009.67)</b>
<b>Revenues - Use of Money and Property</b>				
10044182 Interest	\$ 0.00	\$ 1,384.78	\$ 16,650.00	\$ (15,265.22)
10044297 Town Hall Rent	0.00	0.00	1,500.00	(1,500.00)
10044297.1 Community Center rents	50.00	200.00	600.00	(400.00)
<b>Total Revenue -Use of Money and Property</b>	<b>\$ 50.00</b>	<b>\$ 1,584.78</b>	<b>\$ 18,750.00</b>	<b>\$ (17,165.22)</b>
<b>Revenues - Fines</b>				
10034283 Court fines	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ (1,500.00)
<b>Total Revenue - Fines</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 1,500.00</b>	<b>\$ (1,500.00)</b>
<b>Revenues - Intergovernmental</b>				
10054204 Motor vehicle in-lieu tax	\$ 0.00	\$ 0.00	\$ 133,000.00	\$ (133,000.00)
10054222 Home owners prop. tax relief	0.00	0.00	1,200.00	(1,200.00)
10054286 Street sweeping	0.00	9,367.68	18,000.00	(8,632.32)
10054289 RMRA	0.00	6,341.74	25,894.00	(19,552.26)
10054300 Public safety 1/2 cent	0.00	0.00	2,000.00	(2,000.00)
10054310 COPs Program	0.00	0.00	145,000.00	(145,000.00)
10054330 COVID-19 Relief Funds	0.00	16,666.00	0.00	16,666.00
<b>Total Revenue - Intergovernmental</b>	<b>\$ 0.00</b>	<b>\$ 32,375.42</b>	<b>\$ 325,094.00</b>	<b>\$ (292,718.58)</b>

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

	1 Month Ended October 31, 2020	4 Months Ended October 31, 2020	FY 2020/2021	Over/(Under)
	Actual	Actual	Budget	Budget
<b>Revenues - Fees for Service</b>				
10084271 Parking fees	\$ 0.00	\$ 24.38	\$ 100.00	\$ (75.62)
10084287.2 Developer reimbursed fees	0.00	0.00	10,000.00	(10,000.00)
10084287.3 Reimbursed Fees Planning	0.00	0.00	20,000.00	(20,000.00)
10084291 Special police services	20.00	1,840.00	2,000.00	(160.00)
10084298 Fair racing revenue	60.95	402.22	1,200.00	(797.78)
	<u>80.95</u>	<u>2,266.60</u>	<u>33,300.00</u>	<u>(31,033.40)</u>
<b>Total Revenue - Fees for Service</b>				
<b>Revenues - Other Revenue</b>				
10094284 Donations - Library	\$ 0.00	\$ 0.00	\$ 100.00	\$ (100.00)
10094307 Miscellaneous	25,626.00	48,220.13	3,600.00	44,620.13
10094311 Utilities - Little League park	0.00	200.00	200.00	0.00
	<u>25,626.00</u>	<u>48,420.13</u>	<u>3,900.00</u>	<u>44,520.13</u>
<b>Total Revenue - Other Revenue</b>				
<b>TOTAL REVENUES</b>	<u>\$ 29,349.24</u>	<u>\$ 206,147.09</u>	<u>\$ 893,750.10</u>	<u>\$ (687,603.01)</u>

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

	1 Month Ended October 31, 2020	4 Months Ended October 31, 2020	FY 2020/2021	Over/(Under)
	Actual	Actual	Budget	Budget
<b>EXPENDITURES</b>				
<b>Expenditures - City Council</b>				
10115012 Office expense	\$ 0.00	\$ 29.08	\$ 100.00	\$ (70.92)
10115013 Advertising	91.00	2,675.35	600.00	2,075.35
10115044 Meetings and dues	0.00	50.00	1,200.00	(1,150.00)
10115045 LAFCO fees	<u>0.00</u>	<u>0.00</u>	<u>659.20</u>	<u>(659.20)</u>
<b>Total Expenditures - City Council</b>	<b>\$ 91.00</b>	<b>\$ 2,754.43</b>	<b>\$ 2,559.20</b>	<b>\$ 195.23</b>
<b>Expenditures City Manager</b>				
10105002 Salary - permanent	\$ 2,512.46	\$ 20,822.87	\$ 32,661.92	\$ (11,839.05)
10105006 SSI tax	191.63	1,590.39	2,609.52	(1,019.13)
10105007 Medical insurance	662.24	2,648.96	8,310.85	(5,661.89)
10105009 Workers comp. insurance	498.10	996.20	1,894.39	(898.19)
10105010 Deferred retirement	0.00	952.63	2,612.95	(1,660.32)
10105061 Liability Insurance	<u>435.80</u>	<u>871.60</u>	<u>1,567.77</u>	<u>(696.17)</u>
<b>Total expenditures -City Manager</b>	<b>\$ 4,300.23</b>	<b>\$ 27,882.65</b>	<b>\$ 49,657.40</b>	<b>\$ (21,774.75)</b>
<b>Expenditures - City Clerk</b>				
10125002 Salary - permanent	\$ 5,791.60	\$ 27,008.60	\$ 74,768.18	\$ (47,759.58)
10125006 SSI tax	461.71	2,140.68	6,217.04	(4,076.36)
10125007 Medical insurance	1,057.58	4,368.78	12,446.18	(8,077.40)
10125009 Workers comp. insurance	1,197.26	2,394.52	4,336.56	(1,942.04)
10125010 Deferred retirement	0.00	1,737.28	5,980.72	(4,243.44)
10125012 Office expense	205.53	1,471.27	3,500.00	(2,028.73)
10125022 IT support	0.00	1,292.42	800.00	492.42
10125044 Meetings and dues	0.00	0.00	1,200.00	(1,200.00)
10125061 Liability Insurance	<u>1,047.52</u>	<u>2,095.04</u>	<u>3,588.87</u>	<u>(1,493.83)</u>
<b>Total Expenditures -City Clerk</b>	<b>\$ 9,761.20</b>	<b>\$ 42,508.59</b>	<b>\$ 112,837.55</b>	<b>\$ (70,328.96)</b>

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

	1 Month Ended October 31, 2020	4 Months Ended October 31, 2020	FY 2020/2021 Budget	Over/(Under) Budget
	Actual	Actual	Budget	Budget
<b>Expenditures - City Attorney</b>				
10145052 Professional services	\$ 2,628.50	\$ 8,389.50	\$ 20,000.00	\$ (11,610.50)
<b>Total Expenditures - City Attorney</b>	<b>\$ 2,628.50</b>	<b>\$ 8,389.50</b>	<b>\$ 20,000.00</b>	<b>\$ (11,610.50)</b>
<b>Expenditures - Government Buildings</b>				
10155002 Salary - permanent	\$ 239.32	\$ 988.16	\$ 2,995.36	\$ (2,007.20)
10155006 SSI tax	27.16	112.14	372.93	(260.79)
10155009 Workers comp. insurance	47.96	95.92	173.73	(77.81)
10155012 Office expense	0.00	207.74	1,800.00	(1,592.26)
10155020 Building and ground maint.	4,380.19	5,666.50	6,000.00	(333.50)
10155030 Trash service	0.00	105.48	450.00	(344.52)
10155031 Gas	231.97	776.84	4,000.00	(3,223.16)
10155032 Utilities	142.07	586.84	2,000.00	(1,413.16)
10155033 Water	44.19	4,076.87	4,050.00	26.87
10155034 Telephone/internet	392.99	1,570.65	4,800.00	(3,229.35)
10155061 Liability Insurance	41.97	83.94	143.78	(59.84)
10155063 Building and Property Insurance	3,065.00	3,065.00	3,400.00	(335.00)
<b>Total Expenditures - Government Buildings</b>	<b>\$ 8,612.82</b>	<b>\$ 17,336.08</b>	<b>\$ 30,185.80</b>	<b>\$ (12,849.72)</b>
<b>Expenditures - Non departmental</b>				
10165015 Property tax admin. fees	\$ 0.00	\$ 0.00	\$ 3,600.00	\$ (3,600.00)
10165054 Audit and accounting	0.00	9,026.50	19,875.00	(10,848.50)
10165054.1 Accounting services	0.00	1,425.00	10,700.00	(9,275.00)
10165055 Contractual services	0.00	180.00	720.00	(540.00)
10165078 Copy machine expense	343.98	1,404.73	4,680.00	(3,275.27)
10165099 Miscellaneous	0.00	450.00	1,800.00	(1,350.00)
10165200 Car allowance	400.00	1,600.00	4,800.00	(3,200.00)
<b>Total Expenditures - Nondepartmental</b>	<b>\$ 743.98</b>	<b>\$ 14,086.23</b>	<b>\$ 46,175.00</b>	<b>\$ (32,088.77)</b>
<b>Expenditures - Community Promotion</b>				
10175020 Building and ground maint.	\$ 0.00	\$ 0.00	\$ 100.00	\$ (100.00)
10175028 Public restroom	18.20	96.74	3,000.00	(2,903.26)
10175032 Utilities	29.97	115.72	300.00	(184.28)
10175033 Water	121.82	522.83	1,440.00	(917.17)
10175072 Chamber of commerce	8,819.25	17,638.50	35,277.02	(17,638.52)
10175072.1 Donation - Visitors & Conv.	0.00	0.00	1,500.00	(1,500.00)
10175072.2 Employee appreciation	0.00	0.00	100.00	(100.00)
10175072.3 TOT 2% HLA QTRLY	0.00	7,086.57	17,850.00	(10,763.43)
<b>Total Expenditures - Community Promotion</b>	<b>\$ 8,989.24</b>	<b>\$ 25,460.36</b>	<b>\$ 59,567.02</b>	<b>\$ (34,106.66)</b>



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

	1 Month Ended October 31, 2020	4 Months Ended October 31, 2020	FY 2020/2021 Budget	Over/(Under) Budget
	Actual	Actual	Budget	Budget
<b>Expenditures - Police</b>				
10215002 Salary - permanent	\$ 14,684.38	\$ 84,077.82	\$ 250,835.04	\$ (166,757.22)
10215004 Salary - reserve	478.37	3,576.45	2,086.80	1,489.65
10215005 Salary - overtime	660.12	3,129.80	7,000.00	(3,870.20)
10215006 SSI tax	1,198.97	6,986.47	21,691.08	(14,704.61)
10215007 Medical insurance	5,138.92	20,555.68	64,559.76	(44,004.08)
10215009 Workers comp. insurance	4,333.29	8,666.58	15,075.45	(6,408.87)
10215010 Deferred retirement	0.00	3,278.09	17,313.02	(14,034.93)
10215012 Office expense	119.79	1,286.66	2,400.00	(1,113.34)
10215014 Vehicle expense	194.95	1,261.80	8,000.00	(6,738.20)
10215016 Fuel	520.24	2,658.09	11,000.00	(8,341.91)
10215020 Building and ground maint.	158.50	1,390.34	10,000.00	(8,609.66)
10215022 IT support	0.00	43,353.75	1,200.00	42,153.75
10215024 Special department supply	3,830.61	4,016.51	0.00	4,016.51
10215026 Uniform expense	0.00	0.00	500.00	(500.00)
10215026.1 Uniform allowance	600.00	2,400.00	3,000.00	(600.00)
10215029 Water/sewer	54.73	1,553.15	1,400.00	153.15
10215032 Utilities	129.01	484.67	2,000.00	(1,515.33)
10215034 Telephone/internet	451.80	1,801.96	4,200.00	(2,398.04)
10215035 Dispatch service	2,000.00	9,462.99	23,400.00	(13,937.01)
10215044 Meetings and dues	0.00	257.10	600.00	(342.90)
10215048 Training	640.00	740.00	2,500.00	(1,760.00)
10215051 Physical exams	0.00	0.00	900.00	(900.00)
10215052 Professional services	35.00	101.00	800.00	(699.00)
10215061 Liability Insurance	3,791.34	7,582.68	12,476.26	(4,893.58)
10215063 Building and Property Insurance	855.00	855.00	1,100.00	(245.00)
10215078 Copy machine expense	144.01	463.39	1,300.00	(836.61)
10215088 Equipment repair other	0.00	43.40	350.00	(306.60)
10215098 Background expense	840.00	840.00	800.00	40.00
10215201 Lexipol services	0.00	2,427.00	2,300.00	127.00
<b>Total Expenditures - Police</b>	<b>\$ 40,859.03</b>	<b>\$ 213,250.38</b>	<b>\$ 468,787.41</b>	<b>\$ (255,537.03)</b>
<b>Expenditures - Animal Control</b>				
10225096 Animal control	\$ 450.00	\$ 1,800.00	\$ 5,400.00	\$ (3,600.00)
<b>Total Expenditures - Animal Control</b>	<b>\$ 450.00</b>	<b>\$ 1,800.00</b>	<b>\$ 5,400.00</b>	<b>\$ (3,600.00)</b>
<b>Expenditures - Health</b>				
10245052 Professional services	\$ 200.00	\$ 1,589.75	\$ 2,400.00	\$ (810.25)
<b>Total Expenditures - Health</b>	<b>\$ 200.00</b>	<b>\$ 1,589.75</b>	<b>\$ 2,400.00</b>	<b>\$ (810.25)</b>

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

	1 Month Ended October 31, 2020	4 Months Ended October 31, 2020	FY 2020/2021	Over/(Under)
	Actual	Actual	Budget	Budget
<b>Expenditures - Streets and Roads</b>				
10315002 Salary - permanent	\$ 1,442.88	\$ 6,584.06	\$ 18,757.44	\$ (12,173.38)
10315005 Salary - overtime	0.00	195.60	0.00	195.60
10315006 SSI tax	106.86	502.94	1,569.34	(1,066.40)
10315007 Medical insurance	403.00	1,612.00	5,057.28	(3,445.28)
10315009 Workers comp. insurance	278.18	556.36	5,087.93	(4,531.57)
10315010 Deferred retirement	0.00	424.40	1,500.60	(1,076.20)
10315011 Bldg/property insurance	457.00	457.00	450.00	7.00
10315014 Vehicle expense	950.45	4,229.32	11,406.00	(7,176.68)
10315020 Building and ground maint.	0.00	90.21	4,000.00	(3,909.79)
10315021 Street maintenance	0.00	272.44	8,000.00	(7,727.56)
10315024 Special department supply	0.00	241.50	1,000.00	(758.50)
10315026.1 Uniform allowance	0.00	0.00	300.00	(300.00)
10315034 Telephone/internet	78.33	313.31	930.00	(616.69)
10315055 Contractual services	0.00	3,222.18	550.00	2,672.18
10315061 Liability Insurance	243.39	486.78	900.36	(413.58)
10315088 Equipment repair other	<u>0.00</u>	<u>0.00</u>	<u>1,400.00</u>	<u>(1,400.00)</u>
<b>Total Expenditures - Streets and Roads</b>	<b>\$ 3,960.09</b>	<b>\$ 19,188.10</b>	<b>\$ 60,908.95</b>	<b>\$ (41,720.85)</b>
<b>Expenditures - Planning</b>				
10415052 Professional services	\$ 0.00	\$ 5,687.50	\$ 26,400.00	\$ (20,712.50)
10415053 Reimbursable Fees	0.00	860.50	10,000.00	(9,139.50)
10415055 Contractual services	0.00	0.00	14,500.00	(14,500.00)
10415059 Special Planning Projects	<u>0.00</u>	<u>361.00</u>	<u>20,000.00</u>	<u>(19,639.00)</u>
<b>Total Expenditures - Planning</b>	<b>\$ 0.00</b>	<b>\$ 6,909.00</b>	<b>\$ 70,900.00</b>	<b>\$ (63,991.00)</b>
<b>Expenditures - City engineer</b>				
10425052 Professional services	<u>\$ 0.00</u>	<u>\$ 4,435.75</u>	<u>\$ 60,000.00</u>	<u>\$ (55,564.25)</u>
<b>Total Expenditures - City engineer</b>	<b>\$ 0.00</b>	<b>\$ 4,435.75</b>	<b>\$ 60,000.00</b>	<b>\$ (55,564.25)</b>
<b>Expenditures - Building Regulation</b>				
10435024 Special department supply	\$ 981.20	\$ 981.20	\$ 0.00	\$ 981.20
10435052 Professional services	<u>1,849.96</u>	<u>8,724.73</u>	<u>32,400.00</u>	<u>(23,675.27)</u>
<b>Total Expenditures - Building Regulation</b>	<b>\$ 2,831.16</b>	<b>\$ 9,705.93</b>	<b>\$ 32,400.00</b>	<b>\$ (22,694.07)</b>

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

	1 Month Ended October 31, 2020	4 Months Ended October 31, 2020	FY 2020/2021	Over/(Under)
	Actual	Actual	Budget	Budget
<b>Expenditures - Library</b>				
10615002 Salary - permanent	\$ 240.00	\$ 802.61	\$ 5,000.00	\$ (4,197.39)
10615006 SSI tax	27.24	91.10	622.50	(531.40)
10615009 Workers comp. insurance	80.06	160.12	290.00	(129.88)
10615012 Office expense	0.00	50.00	0.00	50.00
10615020 Building and ground maint.	0.00	598.66	250.00	348.66
10615024 Special department supply	0.00	320.81	2,000.00	(1,679.19)
10615031 Gas	0.00	305.40	2,520.00	(2,214.60)
10615032 Utilities	101.21	388.67	1,800.00	(1,411.33)
10615033 Water	41.46	157.94	420.00	(262.06)
10615034 Telephone/internet	139.42	557.65	1,680.00	(1,122.35)
10615061 Liability Insurance	70.05	140.10	240.00	(99.90)
10615063 Building and Property Insurance	1,218.00	1,218.00	1,400.00	(182.00)
10615078 Copy machine expense	0.00	0.00	50.00	(50.00)
<b>Total Expenditures - Library</b>	<u>\$ 1,917.44</u>	<u>\$ 4,791.06</u>	<u>\$ 16,272.50</u>	<u>\$ (11,481.44)</u>
<b>Expenditures - Parks</b>				
10625002 Salary - permanent	\$ 492.44	\$ 1,870.59	\$ 6,401.50	\$ (4,530.91)
10625006 SSI tax	47.73	174.47	676.24	(501.77)
10625007 Medical insurance	60.36	241.44	757.57	(516.13)
10625009 Workers comp. insurance	99.53	199.06	771.29	(572.23)
10625010 Deferred retirement	0.00	71.31	229.24	(157.93)
10625020 Building and ground maint.	418.72	3,646.59	4,000.00	(353.41)
10625024 Special department supply	278.44	387.24	300.00	87.24
10625032 Utilities	35.88	137.22	600.00	(462.78)
10625033 Water	166.35	645.52	1,650.00	(1,004.48)
10625061 Liability Insurance	87.09	174.18	307.28	(133.10)
10625065 Russ Park expenditures	0.00	1,894.46	300.00	1,594.46
<b>Total Expenditures - Parks</b>	<u>\$ 1,686.54</u>	<u>\$ 9,442.08</u>	<u>\$ 15,993.12</u>	<u>\$ (6,551.04)</u>
<b>Expenditures -Community Center</b>				
10635020 Building and ground maint.	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ (1,500.00)
10635063 Building and Property Insurance	2,407.00	2,407.00	3,000.00	(593.00)
<b>Total Expenditures -Community center</b>	<u>\$ 2,407.00</u>	<u>\$ 2,407.00</u>	<u>\$ 4,500.00</u>	<u>\$ (2,093.00)</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ 89,438.23</u>	<u>\$ 411,936.89</u>	<u>\$ 1,058,543.95</u>	<u>\$ (646,607.06)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (60,088.99)</u>	<u>\$ (205,789.80)</u>	<u>\$ (164,793.85)</u>	<u>\$ (40,995.95)</u>

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

	1 Month Ended October 31, 2020 Actual	4 Months Ended October 31, 2020 Actual	FY2020/2021 Budget	Over/(Under) Budget
<b>Revenues</b>				
22314210.1 Gas tax (2105)	\$ 625.87	\$ 2,445.55	\$ 7,880.00	\$ (5,434.45)
22314210.2 Gas tax (2106)	833.46	3,296.78	9,936.00	(6,639.22)
22314210.3 Gas tax (2107)	861.18	3,367.78	9,408.00	(6,040.22)
22314210.4 Gas tax (2107.5)	0.00	1,000.00	1,000.00	0.00
22314210.5 Gas Tax (2103)	966.09	3,688.96	12,154.00	(8,465.04)
<b>Total Revenue</b>	<u>3,286.60</u>	<u>13,799.07</u>	<u>40,378.00</u>	<u>(26,578.93)</u>
<b>EXPENDITURES</b>				
22315002 Salary - permanent	1,707.02	7,755.87	20,676.82	(12,920.95)
22315005 Salary - overtime	0.00	206.56	0.00	206.56
22315006 SSI tax	130.54	609.25	1,774.10	(1,164.85)
22315007 Medical insurance	441.23	1,764.92	5,599.67	(3,834.75)
22315009 Workers comp. insurance	312.69	625.38	4,543.17	(3,917.79)
22315010 Deferred retirement	0.00	533.68	1,654.13	(1,120.45)
22315057 Street signs	0.00	345.03	500.00	(154.97)
22315058 Street lighting	1,091.36	4,362.17	13,200.00	(8,837.83)
22315061 Liability Insurance	273.59	547.18	1,028.84	(481.66)
<b>TOTAL EXPENDITURES</b>	<u>3,956.43</u>	<u>16,750.04</u>	<u>48,976.73</u>	<u>(32,226.69)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (669.83)</u>	<u>\$ (2,950.97)</u>	<u>\$ (8,598.73)</u>	<u>\$ 5,647.76</u>

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

	1 Month Ended October 31, 2020 <u>Actual</u>	4 Months Ended October 31, 2020 <u>Actual</u>	FY2020/2021 <u>Budget</u>	Over/(Under) <u>Budget</u>
<b>Revenues</b>				
23314211 RSTP Revenue	\$ 11,365.00	\$ 11,365.00	\$ 9,500.00	\$ 1,865.00
<b>Total Revenue</b>	<u>11,365.00</u>	<u>11,365.00</u>	<u>9,500.00</u>	<u>1,865.00</u>
<b>EXPENDITURES</b>				
23315002 Salary - permanent	446.44	2,058.41	5,803.51	(3,745.10)
23315006 SSI tax	34.15	157.82	477.56	(319.74)
23315007 Medical insurance	111.12	444.48	1,430.47	(985.99)
23315009 Workers comp. insurance	88.10	176.20	936.60	(760.40)
23315010 Deferred retirement	0.00	144.87	464.27	(319.40)
23315061 Liability Insurance	77.08	154.16	278.57	(124.41)
<b>TOTAL EXPENDITURES</b>	<u>756.89</u>	<u>3,135.94</u>	<u>9,390.98</u>	<u>(6,255.04)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ 10,608.11</u>	<u>\$ 8,229.06</u>	<u>\$ 109.02</u>	<u>\$ 8,120.04</u>

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

	1 Month Ended October 31, 2020 <u>Actual</u>	4 Months Ended October 31, 2020 <u>Actual</u>	FY2020/2021 <u>Budget</u>	Over/(Under) <u>Budget</u>
<b>Revenues</b>				
24314231 Transportation devel. act	\$ 0.00	\$ 0.00	\$ 44,641.57	\$ (44,641.57)
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>44,641.57</u>	<u>(44,641.57)</u>
<b>EXPENDITURES</b>				
24315002 Salary - permanent	1,517.56	6,926.11	21,242.76	(14,316.65)
24315005 Salary - overtime	0.00	120.80	0.00	120.80
24315006 SSI tax	116.17	540.45	1,704.90	(1,164.45)
24315007 Medical insurance	406.40	1,625.60	5,180.52	(3,554.92)
24315009 Workers comp. insurance	316.68	633.36	4,488.16	(3,854.80)
24315010 Deferred retirement	0.00	462.55	1,699.39	(1,236.84)
24315014 Vehicle expense	0.00	19.21	250.00	(230.79)
24315016 Fuel	343.55	1,755.33	7,300.00	(5,544.67)
24315020 Building and ground maint.	0.00	0.00	2,000.00	(2,000.00)
24315021 Street maintenance	0.00	0.00	750.00	(750.00)
24315024 Special department supply	0.00	419.08	800.00	(380.92)
24315032 Utilities	152.10	672.12	2,600.00	(1,927.88)
24315033 Water	47.12	181.36	500.00	(318.64)
24315034 Telephone/internet	78.33	313.32	940.00	(626.68)
24315061 Liability Insurance	277.07	554.14	983.31	(429.17)
24315088 Equipment repair other	0.00	0.00	550.00	(550.00)
<b>TOTAL EXPENDITURES</b>	<u>3,254.98</u>	<u>14,223.43</u>	<u>50,989.04</u>	<u>(36,765.61)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (3,254.98)</u>	<u>\$ (14,223.43)</u>	<u>\$ (6,347.47)</u>	<u>\$ (7,875.96)</u>

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

	1 Month Ended October 31, 2020 Actual	4 Months Ended October 31, 2020 Actual	FY2020/2021 Budget	Over/(Under) Budget
<b>Revenues</b>				
26314230 Drainage fund	\$ 250.00	\$ 250.00	\$ 4,500.00	\$ (4,250.00)
26314240 Drainage district fees	0.00	0.00	19,570.00	(19,570.00)
<b>Total Revenue</b>	<u>250.00</u>	<u>250.00</u>	<u>24,070.00</u>	<u>(23,820.00)</u>
<b>EXPENDITURES</b>				
26315002 Salary - permanent	1,380.30	6,294.06	17,943.96	(11,649.90)
26315005 Salary - overtime	0.00	167.44	0.00	167.44
26315006 SSI tax	105.59	494.66	1,497.03	(1,002.37)
26315007 Medical insurance	373.17	1,492.68	4,718.72	(3,226.04)
26315009 Workers comp. insurance	267.73	535.46	4,440.75	(3,905.29)
26315010 Deferred retirement	0.00	413.09	1,435.51	(1,022.42)
26315019 Creek maintenance	0.00	0.00	1,500.00	(1,500.00)
26315023 Drain project	0.00	0.00	200.00	(200.00)
26315024 Special department supply	0.00	134.89	750.00	(615.11)
26315061 Liability Insurance	234.24	468.48	861.31	(392.83)
26315194 Interest expense	1,129.58	4,518.32	13,555.00	(9,036.68)
<b>TOTAL EXPENDITURES</b>	<u>3,490.61</u>	<u>14,519.08</u>	<u>46,902.28</u>	<u>(32,383.20)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (3,240.61)</u>	<u>\$ (14,269.08)</u>	<u>\$ (22,832.28)</u>	<u>\$ 8,563.20</u>

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

	1 Month Ended October 31, 2020 Actual	4 Months Ended October 31, 2020 Actual	FY2020/2021 Budget	Over/(Under) Budget
<b>Revenues</b>				
25314288 Tipping fee (int. waste mgt.)	\$ 0.00	\$ 901.04	\$ 0.00	\$ 901.04
25314600 Recycling grant	0.00	0.00	5,000.00	(5,000.00)
<b>Total Revenue</b>	<u>0.00</u>	<u>901.04</u>	<u>5,000.00</u>	<u>(4,098.96)</u>
<b>EXPENDITURES</b>				
25315002 Salary - permanent	380.68	1,713.06	4,948.78	(3,235.72)
25315006 SSI tax	29.04	130.68	395.38	(264.70)
25315007 Medical insurance	100.35	401.40	1,259.22	(857.82)
25315009 Workers comp. insurance	75.47	150.94	287.03	(136.09)
25315010 Deferred retirement	0.00	144.34	395.90	(251.56)
25315061 Liability Insurance	66.03	132.06	237.54	(105.48)
25315600 Recycling grant expenditures	0.00	21.52	236.00	(214.48)
<b>TOTAL EXPENDITURES</b>	<u>651.57</u>	<u>2,694.00</u>	<u>7,759.85</u>	<u>(5,065.85)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (651.57)</u>	<u>\$ (1,792.96)</u>	<u>\$ (2,759.85)</u>	<u>\$ 966.89</u>



**City of Ferndale**  
**INCOME STATEMENT**  
**FUND 30 - SEWER FUND**

	1 Month Ended October 31, 2020 Actual	4 Months Ended October 31, 2020 Actual	FY2020/2021 Budget	Over/(Under) Budget
<b>Revenues</b>				
30514274 Sewer service charge	\$ 0.00	\$ 0.00	\$ 721,000.00	\$ (721,000.00)
30514275 Sewer connection fees	0.00	0.00	15,000.00	(15,000.00)
30514303 Septic discharge	8,805.00	35,090.25	75,600.00	(40,509.75)
30514325 State Water Board Grant	<u>8,034.00</u>	<u>48,001.00</u>	<u>150,000.00</u>	<u>(101,999.00)</u>
<b>Total Revenue</b>	<u>16,839.00</u>	<u>83,091.25</u>	<u>961,600.00</u>	<u>(878,508.75)</u>
<b>EXPENSES</b>				
30515002 Salary - permanent	16,578.44	73,902.98	213,719.14	(139,816.16)
30515005 Salary - overtime	659.60	3,366.97	8,574.80	(5,207.83)
30515006 SSI tax	1,342.50	6,135.66	18,460.37	(12,324.71)
30515007 Medical insurance	3,651.85	14,607.40	46,472.12	(31,864.72)
30515009 Workers comp. insurance	3,560.95	7,121.90	17,893.05	(10,771.15)
30515010 Deferred retirement	0.00	4,993.78	17,003.35	(12,009.57)
30515012 Office expense	0.00	63.75	1,725.00	(1,661.25)
30515014 Vehicle expense	0.00	93.90	750.00	(656.10)
30515016 Fuel	117.78	601.81	3,000.00	(2,398.19)
30515024 Special department supply	0.00	419.08	1,000.00	(580.92)
30515030 Trash service	0.00	864.06	5,350.00	(4,485.94)
30515032 Utilities	6,633.78	27,153.75	74,400.00	(47,246.25)
30515033 Water	77.64	1,461.66	1,920.00	(458.34)
30515034 Telephone/internet	512.14	2,049.33	6,000.00	(3,950.67)
30515044 Meetings and dues	0.00	643.00	650.00	(7.00)
30515048 Training	0.00	125.00	850.00	(725.00)
30515050 IT Support	0.00	25.00	2,000.00	(1,975.00)
30515055 Contractual services	840.00	2,675.00	6,600.00	(3,925.00)
30515061 Liability Insurance	3,115.58	6,231.16	10,670.12	(4,438.96)
30515063 Building and Property Insurance	1,742.00	1,742.00	2,600.00	(858.00)
30515092 Permits	0.00	0.00	13,500.00	(13,500.00)
30515121 Sewer plant maintenance	4,169.75	7,548.24	68,000.00	(60,451.76)
30515122 Sewer line maintenance	0.00	13,146.58	15,000.00	(1,853.42)
30515130 Ultra Violet Lights	0.00	19,186.89	45,000.00	(25,813.11)
30515157 Testing and monitoring	420.00	2,855.00	12,000.00	(9,145.00)
30515160 Postage & Shipping	0.00	0.00	500.00	(500.00)
30515162 Insurance	0.00	5,000.00	0.00	5,000.00
30515170 State Water Planning Grant Expenses	9,650.00	47,205.07	150,000.00	(102,794.93)
30515190 USDA loan	<u>0.00</u>	<u>144,433.12</u>	<u>194,000.00</u>	<u>(49,566.88)</u>
<b>TOTAL EXPENSES</b>	<u>53,072.01</u>	<u>393,652.09</u>	<u>937,637.95</u>	<u>(543,985.86)</u>
<b>NET INCOME (LOSS)</b>	<u>\$ (36,233.01)</u>	<u>\$ (310,560.84)</u>	<u>\$ 23,962.05</u>	<u>\$ (334,522.89)</u>

City of Ferndale  
Cash Balances

As of October 31, 2020

Cash Balances

Current Assets		
General Fund	\$	484,948.51
Restricted Cash		15,150.00
Gas Tax		14,340.78
RSTF		82,926.30
TDA		269,599.72
IWM		54,490.80
Drainage		618.34
Sewer		<u>289,457.46</u>
 Total	 \$	 <u><u>1,211,531.91</u></u>
 Checking	 \$	 557,867.54
LAIF		653,514.37
Petty cash		150.00
Total	<u>\$</u>	<u><u>1,211,531.91</u></u>

**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:	November 18, 2020	Agenda Item Number	12.a
Agenda Item Title	Unmet Transit Needs Hearing		
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:**

Provide the public with the opportunity to give input on unmet needs. Consider unmet needs and direct staff to forward the unmet needs to the RTA worded as one of the three choices: (1) there are no unmet transit needs; (2) there are no unmet transit needs, which are reasonable to meet; (3) there are unmet transit needs, including those that are reasonable to meet.

**BACKGROUND:**

Please see the definitions of “Unmet Transit Needs” and “Reasonable to Meet” provided on the following pages from HCAOG.

State law requires the Regional Transportation Agencies and their composite communities address unmet transit needs on a yearly basis. This item provides the opportunity for the public to identify unmet needs and the Council to forward such needs to the RTA for consideration.

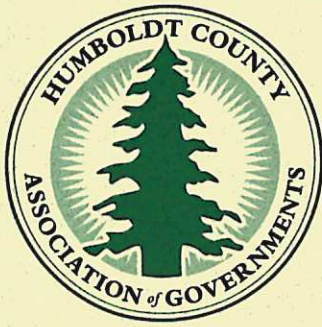
During the spring of each year the Humboldt County Association of Governments (HCAOG) conducts an unmet transit needs public hearing process within the jurisdictional area of Humboldt County. As part of the annual process each jurisdictional area within the county must conduct its own public hearing.

The decision of the public hearing must use specific terms during the decision to be able to receive the money from HCAOG. The three choices are:

- (1) There are no unmet transit needs.
- (2) There are no unmet transit needs, which are reasonable to meet.
- (3) There are unmet transit needs, including those that are reasonable to meet.

In the event of finding that there are no unmet transit needs or that there are no unmet transit needs which are reasonable to meet, entities may expend TDA resources for non-transit purposes if excess funds remain. Finding that there are unmet transit needs, including those that are reasonable to meet, delivers a mandate to the respective entity to set aside funds, given that they are available, to implement a program to meet those needs deemed “reasonable to meet.”

**FINANCIAL IMPACT:** Unknown.



## HCAOG

*Regional Transportation  
Planning Agency*

611 I Street, Suite B  
Eureka, CA 95501  
707.444.8208  
Fax: 707.444.8319  
www.hcaog.net

*Members:*

*City of Arcata  
City of Blue Lake  
City of Eureka  
City of Ferndale  
City of Fortuna  
City of Rio Dell  
City of Trinidad  
County of Humboldt*

October 2, 2020

To: City Managers/County Administrative Officer  
North Coast Tribal Transportation Commission  
McKinleyville Municipal Advisory Committee  
Manila Community Services District

From: Marcella May, HCAOG Executive Director 

**Re: Unmet Transit Needs Process – Public Hearings**

Every year, as established by the California Transportation Development Act (TDA), the Humboldt County Association of Governments (HCAOG) is required to conduct a citizen participation process to identify any “unmet transit need” (UTN) in the region. This process is required prior to allocations of TDA funding the following fiscal year. All comments deemed to meet the definition of an unmet transit need will then be analyzed to determine if the need is “reasonable to meet.” A summary of the process and the adopted definition and criteria used to determine if a need is reasonable to meet are provided in the attached document.

Due to the coronavirus pandemic, transit systems in the region lost an average of 70% of ridership. We would therefore like to include in this year’s discussion, the public’s view of returning to or using transit once the pandemic subsides and the stay at home order is lifted.

The HCAOG Board of Directors will hold a public hearing on Thursday, November 19, 2020. Though not required, we encourage your agency to also conduct a public hearing between the timeline of October 19th through the end of November. We also request that you forward us a record of all comments received.

Please provide your meeting date to Christie Smith at christie.smith@hcaog.net by **Tuesday, October 13, 2020**, to allow us to meet publishing and posting requirement deadlines. HCAOG will publish an ad in the either the Times Standard or the North Coast Journal which will include a schedule of all hearing dates and times. Either I or a member of HCAOG’s Social Service Transportation Advisory Council will join your meeting to provide information or answer any questions. Thank you for your assistance.

Enclosure

ec: City Clerks

**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

## **Citizen Participation Process for Assessing Unmet Transit Needs**

### **Transportation Development Act**

The Humboldt County Association of Governments (HCAOG) is responsible for allocating Transportation Development Act funds for public transportation services within the region. Each year the Unmet Transit Needs process is carried out to identify and evaluate any potential needs that are not being met through existing public transportation services. HCAOG is required to assess unmet transit needs prior to allocating any TDA funds for purposes *not* directly related to public transit.

The effects of the Coronavirus (Covid-19) has been detrimental to all transit agencies statewide. This year HCAOG would like to get feedback from the public on improvements that could be implemented to encourage ridership.

### **Public Process to Make a Finding**

HCAOG's Social Services Transportation Advisory Council (SSTAC) leads the public participation process. Although only one public hearing is required, approximately ten public meetings are held to gather public suggestions. The SSTAC considers all public testimony and input, determines if the suggestions meet the adopted definition of an unmet transit need and applies adopted criteria to determine if the need is "reasonable to meet".

At the end of the process, the SSTAC will forward one of the following findings to the HCAOG board for consideration:

- (a) there are no unmet transit needs; or
- (b) there are no unmet transit needs which are "reasonable to meet"; or
- (c) there are unmet transit needs, including those that are "reasonable to meet"

Transportation Development Act funds must be allocated first to unmet transit needs, which are found to be reasonable to meet within a jurisdiction, before any remaining funds can be allocated for non-transit purposes, such as bicycle and pedestrian facilities or streets and roads.

### **Opportunities for Public Comment on Unmet Transit Needs**

- Comments can be submitted online at: <http://hcaog.net/documents/unmet-transit-needs>
- Utilization of Social Services Transportation Advisory Council (SSTAC) members for information sharing among the community; and
- One of ten public meetings.
- Comment submittals by email or telephone: marcella.clem@hcaog.net/444-8208

## UNMET TRANSIT NEEDS DEFINITION & REASONABLE TO MEET CRITERIA

**Unmet transit needs** are, at a minimum:

- (1) Trips requested from residents who do not have access to public transportation, specialized transportation, or private transport services or resources for the purpose of traveling to medical care, shopping, social/recreational activities, education/training, and employment; or
- (2) Proposed public transportation, specialized transportation, or private transport services identified in the following, but not limited to: a Transportation Development Plan, Regional Transportation Plan, Coordinated Public Transit–Human Services Transportation Plan.

HCAOG Plans can be found at: <http://hcaog.net/library>

Additionally, unmet transit needs do not include:

- ❖ Improvements funded or scheduled for implementation in the next fiscal year. Due to Covid-19, there are no new improvements funded or scheduled for the next fiscal year. Two potential new services that will be reevaluated this year are:
  - Express bus service between McKinleyville and Eureka during peak hours
  - Late Night Weekday Service on the Regional Transit System
- ❖ Minor operational improvements or changes such as bus stops, schedules, and minor route changes. Minor operational improvements are changes to service which do not affect the operating cost of the transit service either by requiring additional staff and/or additional vehicle hours of service or miles of service.
- ❖ Trips for primary or secondary school transportation
- ❖ Sidewalk improvements or street and road needs

**Reasonable to meet** criteria:

- (1) To be considered “reasonable to meet”, a service must be operationally feasible and financially sustainable, as defined below:
  - a) The service must have adequate roadways, and must be safe to operate.
  - b) Enough money should be available from identified sources of funding to pay for the marginal operating costs of the service continuously for three years.
- (2) The service must be projected to meet a minimum “marginal farebox-return-ratio” of 10 percent within 2 years. If multiple competing services are requested, other factors may also be considered such as estimated subsidy per passenger trip and passengers per vehicle hour of service. For new service, ridership and farebox-return-ratio thresholds will be considered.
- (3) Pursuant to the requirements of TDA Statutes (Public Utilities Code Section 99401.5c, a determination of needs that are “reasonable to meet” shall not be made by comparing unmet transit needs with the need for streets and roads, for the allocation of TDA funds.
- (4) Once a service is determined to be "reasonable to meet" and is implemented, it can be expected that the ridership in the first 1-2 years of the new service will be less than the projected optimal ridership. Ridership should be evaluated at 6-month intervals to determine if service is meeting performance standards adopted by the transit provider, and specifically, whether the service meets a minimum 10 percent marginal farebox-return-ratio. If the service is being adequately promoted and fails to be within 60 percent of the identified standards after six months, 90 percent with the first year, or 100 percent within two years, the service may be cancelled and deemed "no longer reasonable to meet." An exception to this rule is when a community or group is willing to participate in sharing the ongoing cost of the new service.

**Section 13**

***BUSINESS***



Meeting Date:	November 18, 2020	Agenda Item Number	13.a
Agenda Item Title	Consider Appointment of Applicant to Serve on the Planning Commission		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/>	Action	<input type="checkbox"/> Discussion <input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/>	Voice Vote <input type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Consider Appointment of Applicant to Serve on the Planning Commission.

**BACKGROUND:**

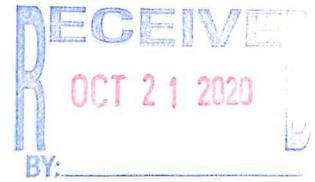
On August 7, 2020, Paul Gregson submitted a letter of resignation, which created a vacancy on the Planning Commission. Staff posted the Planning Commission vacancy inviting applications from interested citizens. An application deadline of September 29, 2020 was given. At that time no applications were received. Staff reposted the vacancy with an application deadline of October 27, 2020. There was only one letter of interest submitted by Josh Smith that was received by the deadline.

At its regular meeting on November 4, 2020, the Planning Commission unanimously recommended the City Council appoint Josh Smith to the Planning Commission.

**ATTACHMENTS:**

Josh Smith Letter of Interest

October 21, 2020



Josh Smith

433 Craig St

PO Box 365

Ferndale, CA 95536

City of Ferndale

Attn: Planning Commission

To whom it may concern,

I am submitting this letter to express my interest in the vacant position on the City of Ferndale Planning Commission. I am a fourth generation Ferndale resident and current property owner within the city limits. I feel my 30 years in the construction industry and my desire to be involved in the growth of this community are two of the things that would qualify me for this position. I am looking forward to the opportunity to serve in this position.

Thank You,

A handwritten signature in black ink, appearing to be "Josh Smith", written over the typed name.

Josh Smith

Meeting Date: November 18, 2020		Agenda Item Number: 13.b				
Agenda Item Title: SB2 Projects Update						
Presented By: City Planner						
Type of Item:		Action	X	Discussion	X	Information
Action Required:	X	No Action		Voice Vote		Roll Call Vote

**STAFF RECOMMENDATION:** Receive City Planner report on projects and provide staff direction as necessary.

**BACKGROUND:**

The City received SB2 Planning Grant Program funding from the California Department of Housing and Community Development (HCD) to accelerate housing production by streamlining planning and permitting processes, updating ordinances, and creating guidelines/standards. The City's grant includes the following:

1. Land Use Element Update
2. Zoning Code Amendments
3. Accessory Dwelling Unit Pre-Approved Plans and Handouts
4. CEQA Compliance for Land Use & Safety Elements
5. Drainage Master Plan Update

**SB2 PLANNING GRANT PROJECTS DISCUSSION:**

***Land Use Element Update***

The City of Ferndale's General Plan was last comprehensively updated and adopted in 1986. Since then the City's land use needs have changed due to economic and demographic conditions and updates to state guidelines and policies. A City Land Use Element update provides the opportunity to review and program City-wide land uses for future growth. Land use designations will be adjusted for residential density and expanded to include a range of housing types consistent with 6<sup>th</sup> (2019-2027) Cycle Housing Element Programs. The update will review and potentially re-designate land to accommodate a broader range of housing types, accelerate housing production, and streamline development approval consistent with updated elements/codes.

Planwest conducted Planning Commission and City Council Land Use Element Update study sessions to provide an overview and receive input on draft goals. Planwest has compiled information for the Land Use Element and has begun drafting the updated element including setting, key community assets, land use designations, goals, and policies. This included review of the prior 1986 element, the recently adopted Housing Element, the HSU student capstone public input study, and updated general plan guidelines from the Governor's Office of Planning and Research.

Planwest also drafted an online community survey that seeks to gather community input on key land use, environmental, and related City development issues (draft survey attached). Proposed distribution methods include a newspaper notice, posting a link on the City's website, emailing the survey link to community organizations/clubs and requesting that it be distributed to their members and/or include in newsletters and on websites. Print versions of the survey can also be available at City Hall and/or other locations throughout town. Next steps will include disseminating a public survey, continuing to draft policies, and drafting updated land use diagram alternatives for Planning Commission and City Council review and consideration.

**Zoning Amendments**

Zoning amendments identified in the 6th Cycle Housing Element update will be implemented in addition to other code amendments necessary for updated Land Use Element consistency. Zoning amendments include, but are not limited to, rezoning additional sites as R3 and R4 to increase land available for affordable housing development. The Zoning Code amendments are also intended to clarify and streamline development approvals. Once the Land Use element is completed, the City Planner will draft updated zoning language as necessary.

**Accessory Dwelling Unit (ADU) Pre-Approved Plans**

The City of Ferndale passed an Accessory Dwelling Unit (ADU) Ordinance (Ordinance No. 2019-02 approved August 21, 2019). ADUs are an important part of the City's affordable housing strategy and ADU pre-approved plans will facilitate ADU construction, reduce design costs and streamline the permit process. Development of pre-approved designs will encourage ADU production as prioritized low-impact infill housing which is one of the Housing Element's guiding strategies. This is a current housing trend in California since the passing of legislation that updated government code on ADUs. Many California cities and counties have developed programs that provide ADU permitting process information and guidelines and some have provided pre-approved building plans for resident use.

The goal is to make it easier and less expensive for homeowners to plan, design, obtain permits, and ultimately build an ADU. By providing Ferndale specific pre-approved ADU designs and construction drawings, the program will save planning, design, and review costs thereby encouraging ADU construction. The plans would allow for a range of exterior building design elements and materials that could be modified to match primary residences. With the allocation of State funding, the City of Ferndale can move forward with its ADU program. The following is a list of next steps: discuss ADU building plan parameters including desired size and exterior design options Design Review Committee; finalize & distribute RFQ for architectural design services; prepare informational brochure outlining City of Ferndale ADU permitting process.

**CEQA Documentation**

Approving General Plan Elements requires CEQA review. The CEQA analysis assesses the physical effects land use changes and supporting infrastructure development. CEQA review will cover the Land Use Element (in progress) and Safety Element (drafted in 2014 but not approved as CEQA review was not completed). The Land Use Element CEQA review will, depend on the level of densification or reclassification of lands to implement the Housing Element. The CEQA document will include program level analysis of future housing production and assist developers by streamlining the environmental review and permitting process for future individual projects.

**Drainage Master Plan Update**

The City of Ferndale has recognized that continued growth in flood prone areas is contingent on a solution to storm water management. This is in the public interest and a significant factor in planning future development. Even though land in the City has been planned for growth, addressing the flooding constraint is expected to facilitate housing construction and bring more certainty for onsite improvement costs. The update This will reduce a barrier to housing development by reducing the individual cost of the engineering study, allowing for public discussion of the solutions, and ensuring a regional solution that will apply to all projects.

The Drainage Master Plan update will build upon the existing analysis and focus on including new residential development within priority growth areas. The City Engineer is working with the Drainage Committee to identify

and evaluate both previously identified and new priority drainage projects. Site visits were conducted at identified drainage sites/facilities and the City Engineer will continue this evaluation and analysis. Drainage facility needs and analysis will consider proposed land use designation changes.

**ATTACHMENT:**

- Draft Ferndale General Plan Land Use Element community survey questions

# Ferndale Land Use Element Survey

The City of Ferndale received grant funding from the California Department of Housing and Community Development (HCD) for planning projects related to housing development. One of these projects is updating the General Plan Land Use Element. The Land Use Element establishes the desired pattern of long-term development, agricultural/natural resource preservation, and other issues of community development, and includes guidance on the community form, character, growth, commercial corridors, employment areas, and residential neighborhoods. The goals and policies will provide the structure to guide development decisions.

This survey seeks to gather community input on key land use, environmental, and business development issues in the City. Please answer the following questions. Result will remain anonymous and will be considered as this planning process moves forward.

What best describes your relationship to Ferndale?

- Resident
- Property Owner
- Business Owner
- Other:

What best describes your primary place of residence?

- Owner-occupied residence in City limits
- Owner-occupied residence in surrounding area
- Rental property in City limits
- Rental property in surrounding area
- Own land in Ferndale, but primarily reside elsewhere
- Other:



How long have you lived or owned land in Ferndale?

- Do not live or own property in Ferndale
- Less than 1 year
- 1-5 years
- 6-10 years
- 11-15 years
- More than 15 years

Do you work in the City of Ferndale?

- Yes
- No

What is your age?

- < 25
- 25-29
- 30-39
- 40-49
- 50-59
- 60-69
- >70



How important are the following cultural resources to you?

	Very important	Somewhat important	Neutral	Not important
Historic Preservation, Historic Structures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community Events & Festivities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Welcoming atmosphere for visitors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Places of faith	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fairground facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Art galleries, performing arts, and related facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Agricultural relate uses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>





Preserving existing agricultural land in city limits should be a planning priority.

- Strongly agree
- Agree
- Disagree
- Strongly Disagree
- No opinion

Ensuring new development is compatible with Ferndale's existing architectural character is important.

- Strongly agree
- Agree
- Disagree
- Strongly Disagree
- No opinion

Where would you like to see most new development occur in the City?

- Within existing developed areas (infill)
- Existing undeveloped areas
- Both



How important is new development of the following housing types in Ferndale?

	Very Important	Somewhat Important	Neutral	Not Important
Single Family	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Duplexes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Multi-family	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mixed use (residential units above commercial/other uses)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Senior housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Affordable housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

New residential development should be focused in areas that are already designated for residential uses.

- Strongly agree
- Agree
- Disagree
- Strongly Disagree
- No opinion



Some existing residential designated lands should be considered for denser development.

- Strongly agree
- Agree
- Disagree
- Strongly Disagree
- No opinion

What type of development/growth would you like to see in Ferndale?

- Rural residential
- Single family residential
- Multi-family residential
- Light industrial (e.g. small scale manufacturing, research & development)
- Mixed use
- Tourism and recreation

How important is increasing alternative modes of transportation (such as bus, biking, walking, etc.) to the future of Ferndale?

- Very important
- Somewhat important
- Neutral
- Not important



Any additional comments as it relates to future growth and development in Ferndale?

Your answer

Submit

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Google Forms



Meeting Date:	November 18, 2020	Agenda Item Number	13.c
Agenda Item Title:	2nd Reading of Draft Ordinance 2020-05 Amending Article 7 of the Building Inspector/Construction Code Ordinance 2011-01 Adding Regulations for Fences and Other Structures		
Presented By:	Jay Parrish, City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Review and consider approval of 2nd Reading of Draft Ordinance 2020-05 Amending Building Inspector/Construction Code Ordinance 2011-01 Article 7 Adding Regulations for Fences and Other Structures

**DISCUSSION:**

The City Council previously discussed proposed fence ordinance updates which included changing the Building Inspector/Construction Code Ordinance to reflect the requirement of obtaining a building permit to construct any front yard fence in the city limits.

In order for the city to add this requirement, an Ordinance with findings must be adopted and sent into the California State Building Standards Commission. Ordinance 2020-05 meets these requirements and if a second reading is approved, staff will then file the Ordinance with the California Building Standards Commission.

At the October 21, 2020 City Council Meeting, the council suggested two small wording changes to the proposed ordinance. The first reading was unanimously approved as amended.

**FISCAL IMPACT:**

None

**ATTACHMENTS:**

- A. Draft Ordinance No. 2020-05

**ORDINANCE NO. 2020-05****AN ORDINANCE OF THE CITY OF FERNDALE AMENDING ARTICLE 7 OF THE BUILDING INSPECTOR - CONSTRUCTION CODE ORDINANCE TO PROVIDE AMENDED REGULATIONS FOR FENCES AND OTHER STRUCTURES WITHIN THE CITY OF FERNDALE**

WHEREAS, Ordinance No. 2011-01, as amended, constitutes the Building Inspector - Construction Code Ordinance of the City of Ferndale (hereinafter the "Building Code Ordinance");

WHEREAS, Section 6.01 of Article 6 of the Building Code Ordinance adopts, by reference, certain building standards and regulations adopted by the California State Building Standards Commission (collectively, the "Building Standards and Regulations");

WHEREAS, the Building Standards and Regulations currently provide that residents within the City are not required to obtain a building permit from the City to construct a fence that measures no more than six (6) feet in height;

WHEREAS, pursuant to section 7.08.02 of the Zoning Ordinance, fences located in the front yard of any lot shall not exceed four (4) feet in height;

WHEREAS, the City has seen an increase in the construction of fencing along front yards that exceed the four-foot height limitation imposed by section 7.08.02 of the Zoning Ordinance;

WHEREAS, in addition to the regulatory remedies at its disposal to address non-compliant fences within the City that currently exist or will be constructed, the City Council desires to prospectively require a building permit for the construction of any fence located in the front yard of any lot; and

WHEREAS, the City Council finds and determines the following:

- (a) The City of Ferndale is a historic town that was first settled in the 1850s.
- (b) The City takes great pride in preserving and protecting its history, including through the use of building and design regulations.
- (c) Among other things, the City's aesthetic includes open, inviting and well-maintained streets and residential properties.
- (d) The installation of fences in the front yard of any lot tends to detract from the open and inviting aesthetic.

- (e) Further, the installation of fences in the front yard of any lot has the tendency to create sight obstructions that create driving hazards.
- (f) The City has seen a recent increase in the installation of fences in the front yards, including the installation of non-compliant solid fences exceeding four feet in height.
- (g) It is often difficult to monitor the installation of fences within the City due to limited resources, and, often, the cost associated with remedying non-compliant fences is high and inefficient for the City and the property owner.
- (h) The principal regulatory tool the City has at its disposal for ensuring compliance with the Building Standards and Regulations is the permit function.
- (i) The City Council finds that requiring property owners to obtain a ministerial building permit for the installation of fences in the front yards promotes the efficient use of resources and helps to better ensure regulatory compliance prospectively.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FERNDALE DOES ORDAIN AS FOLLOWS:**

**Section 1. Amendment to Building Code Ordinance.** Section 7.04 of Article 7 of the Building Ordinance, as amended, shall be added to provide as follows:

§7.04 Regardless of the height or materials, no fence located in the front yard, as that term is defined by Section 3.80.1 of the Zoning Ordinance, of any lot may be constructed within the City of Ferndale without first obtaining a permit from the City of Ferndale. A permit shall be issued by the City of Ferndale upon a showing by the applicant that the proposed fence complies with all applicable regulations of the Building Standards and Regulations and the Zoning Ordinance §7.08.02, as the same may be amended by the City Council. The City Council shall establish a permit fee, which fee may not exceed the reasonable costs of processing the permit application and may be amended from time-to-time by resolution.

**Section 2. 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 3. Effective Date.** This ordinance becomes effective thirty (30) days after the date of its enactment.

**Section 4. 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 5. Enacting Date and Signatures.** Passed, approved and adopted by the City Council of the City of Ferndale at a regular meeting on November 18, 2020, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest:

\_\_\_\_\_  
Michael Sweeney, Mayor

-----  
Kristene Hall, City Clerk

1 <sup>st</sup> Reading:	October 21, 2020		
2 <sup>nd</sup> Reading:			
Enacted:			



Meeting Date:	October 21. 2020	Agenda Item Number	13.d		
Agenda Item Title	COVID-19 Update & Reconfirm Existence of Local Emergency				
Presented By:	City Manager				
Type of Item:	X	Action		Discussion	
Action Required:		No Action		Voice Vote	X
					Information
					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 at this time.

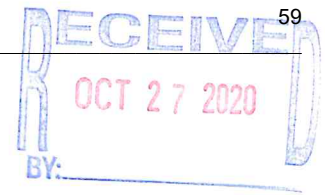
**ATTACHMENTS:**

None

## **Section 14**

### **CORRESPONDENCE**

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



**PUBLIC NOTICE**  
**HUMBOLDT COUNTY BOARD OF SUPERVISORS**  
**NOTICE OF PUBLIC HEARING AND INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION**

On **Tuesday, November 10, 2020 at 9:00 a.m.**, or as soon thereafter as the matter can be heard, the Humboldt County Board of Supervisors will hold a public hearing, to consider the matter listed below.

***In accordance with Executive Order N-29-20 the Humboldt County Board of Supervisors meetings will be held virtually until further notice.***

***Email Public Comment:***

***To submit public comment to the Board please email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us), provide your name and the agenda item number(s) on which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.***

***Zoom Meeting ID and Access:***

***Further instructions on how to access the Zoom meeting can be found when the agenda is posted on Friday, November 6, 2020 by using the following link:***  
***<https://humboldt.legistar.com>***

**Humboldt County Fair Association**, Ferndale area, Record Number PLN-2020-16689 (filed 09/30/2020); Assessor Parcel Numbers (APNs) 030-071-001, 030-011-003, 030-021-003, 030-112-017, 030-112-020, 030-081-006, and 100-181-003. *Friends of Ferndale for a Livable Community* is appealing the Planning Commission's decision to adopt a Mitigated Negative Declaration and approve a Conditional Use Permit authorizing use of the Humboldt County Fairgrounds for a maximum of five (5) concerts and two (2) motorcycle racing events per year. The permit was approved by the Planning Commission on September 3, 2020. The permit is being sought by the Humboldt County Fair Association (HCFA), a private non-profit organization responsible for management and operation of the Humboldt County Fair and County Fairgrounds.

All events would be held at the oval racetrack and nearby grandstands located within the southern portion of the Fairgrounds. Events would be pre-scheduled and occur between March and October, excepting a six-week period (August 1st thru September 15th) associated with preparation, operation, and cleanup for the annual Humboldt County Fair. All events would be single-day events ending before 10 pm. Concerts would occur from a temporary stage placed directly in front of the grandstands and feature a range of different performance types from amplified music featuring a full band to smaller acoustic events. Motorcycle racing events would occur on the dirt oval racetrack and involve up to 18 riders. The project site is located in the Ferndale area, on the east side of 5th street between Van Ness and Arlington Ave., on the property known as 1250 5th Street. The majority of the Fairgrounds is located within Ferndale city limits and outside of the Coastal Zone, including the dirt racetrack, grandstands, and primary parking areas used during events.

CEQA Review: As Lead Agency, Humboldt County has prepared and circulated for public review a draft Mitigated Negative Declaration (SCH# 2020070478) for the project. The Initial Study determined that no substantial evidence exists that the proposed project may have a significant environmental effect that cannot be fully mitigated to a less-than-significant level. (California Code of Regulations §15070 et seq.) The review period for public comments on the MND commenced on July 27, 2020 and ended August 27, 2020. During the meeting, prior to adoption

of the MND the Board will review and consider substitution of mitigation measures in the proposed mitigated negative declaration deemed to be equivalent or more effective, consistent with section 15074.1 of the CEQA guidelines. Specific questions regarding this project can be directed to the assigned planner Steven Lazar at (707)268-3741 or via email at [slazar@co.humboldt.ca.us](mailto:slazar@co.humboldt.ca.us)

The County of Humboldt is committed to providing equal access to all county programs, services and activities through the provision of accommodations for individuals with disabilities as required under the Americans with Disabilities Act (ADA). With 72 hours prior notice, a request for reasonable accommodation or modification can be made. Please contact the Clerk of the Board at 707-445-7541 or by email [planningclerk@co.humboldt.ca.us](mailto:planningclerk@co.humboldt.ca.us) or the ADA Coordinator at 844-365-0352 or by email at [ada@co.humboldt.ca.us](mailto:ada@co.humboldt.ca.us)

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 Board of Supervisors, at, or prior to, the public hearing. Documentation to be filed on this matter for the official record **MUST CONTAIN AN ORIGINAL AND NINE (9) COPIES OF EACH DOCUMENT.** Documentation includes, but is not limited to: written correspondence, audio and video tapes, maps, photographs, and petitions. If possible, all documentation is to be submitted to the Clerk of the Board of Supervisors, Room 111 of the County Courthouse, 825 Fifth Street in Eureka, (707)476-2384, by noon on **November 2, 2020**, for the documents to be placed in the Board's hearing packets. Otherwise, documents must be submitted as previously described above by Friday, **November 6, 2020. Failure to submit nine copies will result in the document/s not being placed in the official public hearing record.**

Humboldt County Board of Supervisors  
Kathy Hayes, Clerk of the Board

October 27, 2020

DATE: October 13, 2020

TO: STATE, CITY AND LOCAL OFFICIALS

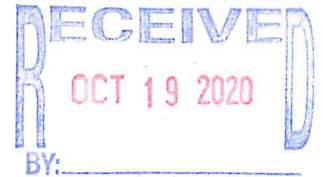
**NOTICE OF PACIFIC GAS AND ELECTRIC COMPANY'S REQUEST TO DECREASE RATES AS PART OF THE SALE OF THE SAN FRANCISCO CORPORATE HEADQUARTERS (A.20-09-018)**

**Why am I receiving this notice?**

On September 30, 2020, PG&E filed its application with the CPUC requesting approval for the following:

- To sell its San Francisco General Office (SFGO) headquarters located at 215 Market Street, 245 Market Street, 77 Beale Street, 50 Main Street, 25 Beale Street and 45 Beale Street in downtown San Francisco;
- To relocate and consolidate the SFGO and certain East Bay office locations into one corporate headquarters located at 300 Lakeside Drive in Oakland;
- To return the gain on the sale to ratepayers; and,
- To recover the costs related to the move.

If our application is approved, PG&E's costs will be reduced, which will lower rates.



**Why is PG&E requesting this rate decrease?**

As part of this application, PG&E presents a real estate strategy that provides benefits to PG&E's customers, operations, and workforce, including returning the gain from the SFGO sale to customers in rates over five years, beginning in 2022.

**How could this affect my monthly electric rates?**

Most customers receive bundled electric service from PG&E, meaning they receive electric generation, transmission and distribution services. Detailed rate information will be sent directly to customers in a bill insert in October or November.

Based on rates currently in effect, the electric portion of the bill for a typical bundled residential customer using 500 kWh per month would decrease from \$127.40 to \$126.47, or -0.7%.

Direct Access and Community Choice Aggregation customers only receive electric transmission and distribution services from PG&E. On average, these customers would see a decrease of -0.5%.

Another category of nonbundled customers is Departing Load. These customers are required to pay certain charges by law or CPUC decision. On average, these customers would see a slight decrease of -0.3%.

Actual impacts will vary depending on usage and are subject to CPUC regulatory approval.

**How will the application affect gas rates?**

If PG&E's request is approved by the CPUC, the average monthly bill for a typical residential customer averaging 32 therms per month would decrease from \$53.81 to \$53.33, or -0.9%.

Actual impacts will vary depending on usage and are subject to CPUC regulatory approval.

**How does the rest of this process work?**

This application will be assigned to a CPUC Administrative Law Judge who will consider proposals and evidence presented during the formal hearing process. The Administrative Law Judge will issue a proposed decision that may adopt PG&E's application, modify it, 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

Corporate Headquarters Application (A.20-09-018)

P.O. Box 7442

San Francisco, CA 94120

#### CONTACT CPUC

Please visit **[cpuc.ca.gov/A2009018Comment](http://cpuc.ca.gov/A2009018Comment)** to submit a comment about this proceeding on the CPUC Docket Card.

Here you can also view documents and other public comments related to this proceeding.

If you have questions about CPUC processes, you may contact the CPUC's Public Advisor's Office at:

**Email: [Public.Advisor@cpuc.ca.gov](mailto: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) or **1-415-703-2074**

For TTY, call **1-866-836-7825** (toll-free)

Please reference **Application A.20-09-018** in any communications you have with the CPUC regarding this matter.

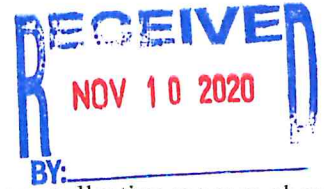
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## Cleveland – Harrison - Eugene Neighbors

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November 9, 2020

To whom it may concern:

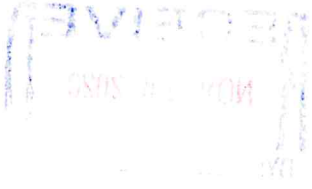


We, the residents of Cleveland, Harrison and Eugene Streets, are writing to express our collective concern about the recent plan published in the Ferndale Enterprise regarding a proposed parking lot at the terminus of Eugene Street for the purpose of providing access to Russ Park. While we value the benefits of outdoor recreation in our town, there are a number of questions that have not been raised as a part of the planning process conducted by the city.

- 1.) **Access:** Two-thirds of Eugene Street is a single-lane dirt and gravel road. Since the proposed project is a parking lot, we consider this as an impact of public safety emergency services and regular travel to and from residences that could be impeded unless the road were to be widened and paved. All of this would require a state mandated CEQA study. This would obviously also require a traffic impact analysis for the increased vehicle load on all of the streets and avenues in our neighborhood. There is no mention of budgeting any funding for the ongoing additional road maintenance that would be required. Our immediate concerns are amplified by the obvious deferment of maintenance for years on other Ferndale streets.
- 2.) **Public Safety:** There are no plans in place for fire access and police patrol. Additionally, the proposed parking lot would require street lighting.
- 3.) **City / County Jurisdiction:** Since the proposed property is outside of Ferndale city limits, will the city of Ferndale have any jurisdiction and responsibility to handle criminal and/or injury calls from that parking lot?
- 4.) **Sanitation:** The proposed plan is silent on provisions for permanent toilets and waste disposal at the site. There is no mention of the source for city budgeted funding to address ongoing waste pick-up services to the site. As we have seen at Flener Creek, remote access points to public land often become dumping grounds for abandoned vehicles and trash while temporary toilets are frequent targets of vandals.
- 5.) **Watershed Impact:** The city should be concerned, as we are, with the environmental impact that the proposed parking lot would have on the tributary valley that feeds Francis Creek. Of particular concern is the stormwater runoff and increased contaminant matter (both organic and toxic) that would be added to the wetland environment of Francis Creek. We also suspect possible contamination of downstream water from vehicle VOC discharge. This plan, as stated, is in violation of the **Porter-Cologne Act**.

Until these issues are addressed and disclosed, further pursuit of the purchase of the subject land by the city could result in a financial burden and potential liability with limited additional benefits to the citizens of Ferndale.

We are concerned neighbors,







**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 November, 2020 City Council Meeting

**CITY MANAGER (Reporting October 15, 2020 - November 11, 2020)**

- Kiwanis meeting 1st Tuesday of the month at 4:30 pm
- Drainage Committee Meeting- November 5 - 3:00pm-5:00 pm Zoom
- City Council Regular Meeting- October 21- 6:00pm-9:30pm
- City Manager Meeting October 15 - 3:00-5:00 pm
- Finance committee met on November 10 for a update on budget.
- 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. We are now concentrating
- 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 4<sup>th</sup> soon. Engineer finished up the bid requirements for Washington and that went out to Bid and we should be able to perform that project before the end of the construction season.
- Weekly training bulletin from ERMANet. This is an online training program that I have participated in since 2006 as a requirement from our Risk Management Authority.
- Employee meetings and personnel issues.
- Numerous one-on-one meetings and discussions and updates with council members regarding current issues and projects. Continuing outreach program with Council to give institutional background on City projects, policies and programs. Each council member has individual items of interest and we try to fill in as much information as we can so that each council member feels like they have a strong base of understanding of the history of City policies so they can make informed decisions in the future. We try to recommend that council members listen to community members and decide whether they should direct citizen to staff or if they should recommend to city manager to put issue in front of the council at a regular or special meeting so that the whole body can discuss the issue. Each council member has earned the right to weigh in on issues and may bring important and convincing information to the discussion that needs to be included in the deliberation process. This process is also designed to keep a council member with the ability to have an open mind before what could be a vote of the council.
- 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. We are hoping to get back to this soon.

- Climate Action Plan- Fourth Thursday of the month from 3:00-5:00 pm: 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 strategy. Once the committee settles on a plan, we will bring it to the council for approval. I have met with the county's representative, a number of times with and without our Planwest representative. Connor McGuire the county's representative is working on this and will get back to the rest of us soon. Update: We have begun to meet again every month for the next six months. We met in August and October and each city is refining our 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. 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. Rick did a great job keeping Paul, Annje and I moving forward on the grant. Although we did not ultimately get awarded the grant if has given us a template to build on in the future. We do need to find a

solution to the westside stormwater that avoids that need to go into the fairgrounds which is to dysfunctional and too costly to fix and not our property to maintain.

- 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 an 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. Although the bank recently has decided to close their bank in town, they have not withdrawn their offer for the easement for the transformer easement.
- 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 18<sup>th</sup> the Tesla Team will conduct a site survey for the new battery system at the Wastewater Facility. They have already started work and designing on this project. Looking to fit an array of solar panels at the police station within the parameters of what the council approved last month.
- Still negotiating with Silva's on the property to add to Russ Park. We have a number of items to check off before we move forward on the completion of purchasing the property that falls under doing our due diligence.
- Worked closely (social distancing) Mayor to keep our attention on the council's goals and priorities and think we have done a remarkable job considering the Codiv-19 demands on our time. It has been a rough eight or nine months and it looks like it may last at least six more months if things go well. Keep in mind we cannot fire on all cylinders if we are not 100% open. Our best scientists say that the mask and social distancing are our best path to recovery without restrictions. We have heard that we may be looking at a vaccine as a possibility in the coming months and then however long it takes to make it available for everyone. It seems like the proper course is to stay with our tools (masks, distancing, staying away from gatherings, and washing hands often) to protect ourselves from acquiring it and spreading the virus, and if we end up with a vaccine we have saved as many lives as we could.
- Numerous conversations with Tesla, Chief Wastewater Operator, and Mike Avcollie with RCEA, regarding the grant and instillation of Tesla batteries at facility and the solar array project.
- We still have not been notified of the final count on the election for mayor and councilmembers as of this printing.
- Many discussions with engineer on road and drainage projects that included talking to citizens, police, (regarding the new 4-way stop and how to make sure people are seeing that there are new stop signs on Shaw to slow down traffic and make sure people remember that children are present. Have only heard positive remarks and thanks for making the improvements.
- Our new chief that took over for Bret started on November 3<sup>rd</sup> is getting up to speed and we meet every morning to go over daily happenings and his thoughts on any changes he has in mind.

**Drainage Meeting Discussion:** This was from last month, but I wanted to give another opportunity for people to see it.

The following is a summary of the drainage projects that the Drainage Subcommittee reviewed during our site walks on September 17, 2020 and September 24, 2020.

**1. Rose Avenue Culvert.**

This is the culvert that starts behind Mayor Sweeney's house and runs northerly towards Rose Ave. We discussed the different methods of replacing the pipe. We decided that replacing the pipe from the surface was most likely not feasible due to the existing structures and personal property making that method difficult. Most probable would be the method of pipe bursting to replace the existing pipe which would have minimal impact at the surface.

In lieu of replacing the pipe at this time, we discussed running a camera down the pipe to determine the condition and to possibly add some cleanouts along the length of the pipe to help keep the pipe clean of debris.

**2. Rose Avenue Gutter at Watson Ave. (not on original list)**

Next, we looked at the Gutter on Rose Ave at the corner of Watson Ave. It appears that the gutter/sidewalk is sunken, and the lip of the gutter is very shallow. This has caused a low point to occur at this location and the water pools.

Ideas were discussed of raising the sidewalk/gutter to eliminate the low point or adding a drainage inlet. If a drainage inlet were added, we would need to determine where this would go and if grades would allow installation to existing drainage infrastructure.

**3. Herbert Street Storm Drain System and Dewey Ave.**

This project proposes to install a new drainage inlet at the intersection of Herbert St. and Dewey Ave. and install a 48" pipe down to the East side drainage channel. A couple of Drainage inlets would also be added along Dewey Ave. As noted in the 2004 DMPU, the Herbert St. storm drain at the intersection of Berding St. is undersized and causes flooding along Herbert St. It goes on to say that there is additional flooding that occurs on Dewey Ave.

We walked down Dewey Ave. to look at site conditions. It appeared that Dewey Ave. is fairly flat and if anything, slightly slopes toward Herbert St. We may want a larger storm drain at the existing outfall at the Herbert St. and Berding St. intersection. No conclusion was reached without further analysis.

**4. Intersection of Shaw Ave. and Berding St.**

Most of drainage of the downtown district along Main Street and Berding flow to this point. Even under smaller storms there is a potential for drainage to flood the intersection. It was discussed whether or not the drainage was contained within the gutter and then overshoots the DI or whether the drainage sheet flows across the street prior to entering the DI. The consensus was that the drainage is contained in the gutter and overshoots the DI. The 2004 DMPU notes that the drainage pipes have the capacity to handle the 25-year storm so it's just a matter of getting the drainage into the pipes.

It is recommended to add an additional DI 100' to 200' upstream on both Shaw Ave and Berding St. to capture part of the flow prior to getting to the intersection. The idea would be to limit the gutter flow as it approaches the intersection.

**5. Ambrosini Lane Culvert**

The Ambrosini Lane culvert starts at the northeast corner of the Christie property. It appears

to be a very old CIP arch culvert (possibly no bottom) and with very little cover at the crown of the pipe. Since it was CIP it appears that the start and end are different sizes. According to the 2004 DMPU this pipe is undersized and needs to be increased to a 48-inch pipe.

We discussed the issue that this pipe is in the county and will need county participation to do anything. We also discussed that if it did get replaced, we would attempt to do a straight run from the inlet to existing county ditch. Currently it goes around the existing building on the property. We also discussed the Christie parcel and working with Christie to possibly create a permanent detention basin and eliminate the need to modify the existing pipe.

#### **6. Market Street Culvert**

Since the 20004 DMPU the Nielson Company building was constructed and includes a drainage basin near the inlet of the subject culvert. Now the culvert only handles overflow from the basin and has not been an issue for the last 15 years.

We walked further down-Market Street and discussed flooding that occurs further to the north. There appears to be an existing ditch on the West side of market Street that at some point has been filled in. It was discussed opening this ditch back up to connect with the existing ditch approximately 400-feet further to the north on Market Street. This should alleviate flooding on the west side of the street. There was a discussion of whether all of Market Street was in the County or only half of the street.

#### **7. Van Ness Drainage Inlet at Bridge** (not on original list)

We looked at the small drainage inlet located at the bridge. It was discussed and recommended that a larger inlet and pipe be installed in place of the existing DI. It was also recommended to patch the curb that was cut to remove the drainage but is now causing the sidewalk wood members to rot.

#### **8. Fern Street Bridge** (not on original list)

On September 3, 2020, Jay, Tom and I looked at the Fern Street Bridge. The upstream west bank is experiencing some significant sloughing into the creek. This has apparently been caused by a length of the bank that was not armored during the previous restoration of the creek. This is causing a reduction in flow at the bridge and could create a flooding issue down Fern Street.

Ideally, we would remove the sloughed material and armor the bank as a single project. However, in the short term it might be best to at least remove the material to allow the creek to flow at full capacity and work on the bank armoring at a later date. Without the armoring the bank will eventually slough again and possibly faster and bigger than it did before, which then becomes a detriment to the adjacent property.

#### **9. Arlington Avenue & 5<sup>th</sup> Street Drainage Project** (not on original list)

The City has a plan to divert drainage from Arlington Avenue into the Fairgrounds to 5th Street then north to Van Ness, across a County-owned parcel to a proposed wetland (water retention facility) then to further convey storm water across private pasture land (outside city limits) to the Salt River.

## **Staff Reporting October 1-31, 2020**

### **CITY CLERK ACTIVITY**

#### **Meetings**

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
  - City Council Regular Meeting 10/21/2020
  - Drainage Committee Meeting 09/03/2020
- Wrote agenda items and compiled packets for:
  - Regular City Council Meeting 10/21/2020
  - Planning Commission Meeting 11/4/2020
  - Drainage Committee 11/5/2020
  - Began agenda compilation for City Council Meeting 11/18/2020
- Transcribed, drafted meeting minutes and uploaded meeting videos for:
  - City Council Regular Meeting 10/21/2020
  - Drainage Committee Meeting 10/1/2020
- 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.
- 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
- Completed process of CARES ACT expenditure reporting – Cycle 2
- Continued work on audit for FYE 6/30/20

**CITY PLANNER ACTIVITY:****General Planning Services****Task 1 Response to Public Request for Info**

- Community inquiry– responded to request for ADU setback requirements

**Task 2 CEQA Compliance**

- Submitted Notice of Exemption for California Sewer Street project to County Recorder.

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

- Coordinated City planning activities including updating tracking sheets for planner activities and organizing project files. Coordinated with City manager about City Hall pine trees.

**Task 4 Meetings & Hearings, and Materials:**

- Planning Commission – None
- City Council – prepared staff reports for planner activities, second reading of Fence Ordinance, and Prop 68 per capita funding program; participated in October 21<sup>st</sup> meeting.
- City Manager & City Clerk – meetings, calls, emails, research
- Drainage Committee – Reviewed agenda packet.
- HCAOG – Participated in Regional Early Action Planning (REAP) Oct. 19 meeting discussion funding opportunity and allocations.
- Humboldt County Climate Action Plan – reviewed CAP materials; participated in October 22<sup>nd</sup> meeting

**Task 5 GIS Mapping** – reviewed current land use and zoning designations; determined number of road miles within City limits.

**Task 6 Grant Writing/Funding Coordination** – coordinated grant/funding programs including LRSP, Prop 68 Per Capita, SB 1, SB 2, LEAP and others; reached out to CalTrans LRSP coordinator; filled out LRSP application form; reviewed Prop 68 guidelines for next steps.

**SB 2 Grant Projects**

- Land Use Element Update – Reviewed project schedule, draft documents, and coordinated with City Manager; drafted online public survey; revised implementation programs.
- Preapproved ADU Plans – reviewed previously drafted RFQ for development of plans.

**Reimbursable Fees**

- Cream City Investments (SD-1826 - previously Budwig Minor Subdivision) – None
- Frink LLA – Prepared project referral and sent to applicable agencies.

## **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 & 4<sup>th</sup> Street Intersection Project
  - Held Pre-Construction meeting with RAO Construction.
  - Construction Started on October 30<sup>th</sup>.
- Washington Street Storm Drain Replacement Project
  - Bid proposals received from 5 contractors.
  - DCI Builders chosen as low bid contractor.
  - Held pre-construction meeting with DCI Builders.

### **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.
  - Multiple correspondences with applicant
- Frink LLA2005 – A St.
  - No Update.

## **WASTEWATER OPERATIONS**

- Monthly samples prepared and sent to North Coast Labs
- Operators perform lab tests daily to measure efficiency of plant
- Lateral inspection 1182 Main St.
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Drain and clean contact basin
- Monthly no spill verification report completed on CIWQS website
- Lateral inspection 934 Main St.
- Lateral inspection 650 Fern St.
- Front gate chain oiled each Monday
- Clean drainage ditch at old site
- Inspect manholes throughout town weekly
- Camera lateral on Shaw for possible INI, no break found. Water found to be flowing through asphalt on street to underground. Cracks were plugged.
- Weekly maintenance performed on UV banks
- USA Washington St., Shaw and A St.
- Dewater for total of 12 hours. Sludge dried at old site
- Phone consultation with Loleta city manager about current state of their treatment plant
- Operators cleaned walls and catwalk
- Inspect grease traps around town; made sure new grease trap was installed at Valley Grocery
- Turned sludge at old site weekly
- Change blower oil
- Removal of duck weed from clarifiers on weekly basis

- Pulled and cleaned disc filters
- Replace actuator on digester
- Cleaned overflow drainage ditch from wetlands
- Backup cleared at Coast Guard housing, preventative cleaning of line at No Brand
- Assist CCC at old site with disposal of weeds pulled from Salt River
- Billed RotoRooter, Taylor Enterprises, Steve's Septic and Wyckoff a total of \$9,958 for the month of September. 57 total dumps for total of 86,900 gallons.
- Total flow through the plant in October was 3.4 MGD. Of that, .24 MGD was pumped to retention pond. Average irrigation to Sousa ranch was .094 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.
- Trimmed hedge back at the entrance to the cemetery.
- Met with Jon Maxwell and also Tom Stephens about down tree on Jon's property that fell into the creek causing obstruction.
- Following week Public Works with the Creek Volunteer's cleared tree and brush that was obstructing creek on Maxwell's property.
- Replaced Swing set seat.
- Replaced Main St bathrooms sinks and installed automatic faucets.
- Trimmed back trees and brush to the entrance to the Park.
- Cleaned up trash that was scattered behind Police Station.
- There was intermittent power going to the Park. Contacted PG&E they surveyed the situation and had contracted tree crew to come clear more tree's back off the power line to reestablished power to the park.
- Cleared grass that was growing over the drainage ditch behind City Housing.
- Went up the wildcat and started patching pot holes and clearing out the roadside drainage.
- Clearing weeds and sweeping Main St.
- Met with Felice from Children's Center about the inspection that took place at Scout Hall for them to safely utilize the facility. A list of inspection fails were given and are scheduled to be taken care of

### **POLICE DEPARTMENT**

Staff continues to monitor and engage the community regarding the City's and County's response to COVID-19.

Measure Z project regarding a new records management system is up and running and the police department is using the system for all reporting.

Chief Smith completed the background investigation on the city's new Chief of Police, Ron Sligh. Chief Sligh's first day is to be November, 3<sup>rd</sup> 2020.

### **Police Statistics – October 2020**

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	1	0
Robbery	0	
Larceny	1	
Assault	3	3
Burglary	1	1
Vehicle Theft	0	
TOTAL	6	
SECONDARY CRIMES	16	
Calls for Service	374	
Reports Written	22	
Traffic Citations	16	
Other Citations	0	
Parking Citations	0	
Warnings	87	
ARRESTS	15	
AGENCY ASSISTS	7	
TRAFFIC COLLISIONS	2	

**City of Ferndale, Humboldt County, California USA**  
Minutes for Planning Commission Meeting of August 5, 2020

Call to Order —Chair von Frausing-Borch called the Planning Commission Meeting to order at 7:00 pm. Commissioners Paul Gregson, Jerry Rocha, Laura Olson, and Stuart Altschuler were present along with City Clerk Kristene Hall. Those in attendance pledged allegiance to the flag.

2.0 Ceremonial – None

3.0 Modifications to the Agenda – None

4.0 Approval of Previous Minutes – **Motion:** To approve the minutes of the March 4, 2020 Regular Planning Commission Meeting. **(Olson/Rocha) Unanimous**

5.0 Public Comment- None

6.0 Public Hearing

6.1 Zoning Ordinance Update Regarding Fences – City Planner Vanessa Blodgett went over the discussion items that needed to be discussed and recommended to City Council to update the Zoning Ordinance regarding Fences. The discussions included Fence height for front yards, fence height for street side corner lots, setback requirements, and permitting. Commissioners discussed the different options and unanimously agreed to 6ft fence on a street side corner lot from the front corner of the main residence. Commissioners also agreed that front fences were to remain at the 4ft maximum height. There was no public comment. **MOTION:** to recommend to City Council to allow 6ft street side fences and front fences remain at 4ft maximum height. **(Von Frausing-Borch/Altschuler) Unanimous**

7.0 Business

7.1 Elect Chair & Vice Chair – Chair von Frausing-Borch asked commissioners to make any recommendations. Commissioner Olsen nominated Jerry Rocha for Chair of the Planning Commission. There were no other recommendations. Commissioner Rocha nominated von Frausing-Borch as vice-chair. There were no other recommendations. **MOTION:** to elect Commissioner Rocha as chair and Commissioner von Frausing-Borch as vice-chair. **(Olsen/Rocha) Unanimous**

7.2 Building and Land Use February 28, 2020-July 23, 2020: There were no comments

7.3 Design Review Minutes – Commissioner Altschuler stated he would like to be a Design Review Committee representative.

8.0 Correspondence- No Comments

9.0 Commissioner Comments- Commissioner Altschuler commented the brochure on fences from the City of Everett was very clear and should be looked closer at. Chair von Frausing-Borch agreed with Altschuler.

10.0 Staff Comments- None

Meeting Adjourned at 7:56 pm

Respectfully Submitted

Kristene Hall  
City Clerk

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

October 1, 2020

Chairman Sweeney opened the meeting at 3.00 pm. Those present were Tom Stephens, Bill Becker, Wayne Ambrosini, and Jim Bass along with City Staff: City Manager Jay Parrish, and City Clerk Kristene Hall. Mayor Sweeney modified the agenda to include Approval of the September 5, 2020 meeting minutes. No public comments were offered.

APPROVAL OF MINUTES: Approval of the September 3, 2020 Minutes. **MOTION:** to approve the minutes of the September 3, 2020 Drainage Committee Meeting. **(Stephens/Becker)**  
**Unanimous**

**BUSINESS**

Discuss Priority Drainage Projects List Recommended by Sub-Committee: Mayor Sweeney stated the sub-committee, consisting of the Mayor, City Manager, City Engineer Committee Member Becker and Committee Member Stephens, had put together a list for drainage projects that are concerns for the city. These projects included Rose Ave Culvert; Rose Ave Gutter at Watson; Herbert St Storm Drain System and Dewey Ave; Intersection of Shaw Ave and Berding St; Ambrosini Ln Culvert; Market St Culvert; Van Ness Drainage Inlet at Bridge; Fern St Bridge; and Arlington Ave and 5<sup>th</sup> St Drainage Sweeney stated the Drainage Committee needed to come up with a priority list of these projects. Sweeney also added that these projects had not yet been cost estimated yet. Mayor Sweeney presented the list via Zoom. City Manager Parrish went over 8 items on the list in more detail. Committee Member Stephens went over the Fern Street Bridge proposed project. Mayor Sweeney stated that grant funding will be need for most of these projects. Mayor Sweeney asked the committee when they would like to prioritize the list. Sweeney added the list would need to be given to the City Engineer for cost estimates on the projects. Committee Member Stephens suggested labeling each project as high, moderate, or low priority. Sweeney agreed with Stephens. Sweeney added that over the next few months and more water, the committee can revisit this and start to prioritize the projects. The committee agreed to prioritize at a later time. A member of the public commented on the Rose Ave Culvert. There was no action taken.

Discuss Fern Avenue Bridge Bank Emergency Plan for Upcoming Winter Storms: Mayor Sweeney stated that Committee Member Stephens was going to watch for significant storm systems. When a storm system is expected, City Manager Parrish will coordinate with Mercer-Fraser as well as Cal Fire and their inmate crews to help fill sandbags that can be used to help with the high water. No Action was Taken

Develop Plan for Acquisition of Francis Creek City Easement and Other Discontinuous Drainage Easements Through the City: Mayor Sweeney stated there are easements on maps that will need to be cleaned and visited to ensure there are no structures or clogged by debris. City Manager Parrish stated the city can ask for an easement to help clear Francis Creek and assist with bank stabilization but property owners do not have to grant any easement. Committee Member Stephens stated his concerns on the growing riparian vegetation. City Manager Parrish stated his appreciation to the Francis Creek Vegetation Removal Volunteers and their help over the last six years of helping to keep the vegetation cleared. Committee Member Stephens suggested asking the City Attorney for the best way to try to acquire easements on the stream channel of Francis Creek. Mayor Sweeney directed the City Manager to consult with the City Attorney on obtaining the easements. City Manager Parrish recommended prioritizing easements needed. No Action was taken.

Correspondence: None

Comments: Committee Member Becker stated his concerns on the acknowledgment of a citizen and his offering financial help with a project.

Mayor Sweeney adjourned the meeting at 4:55 pm

Respectfully submitted

Kristene Hall  
City Clerk



## **Report of the League of California Cities Conference**

Held via Zoom October 7-9, 2020

The League of California Cities held their conference virtually due to the Covid-19 pandemic. After registering, participants were given access to the meetings and panels.

The **opening remarks** by the executive director, Carolyn Coleman focused on the challenging issues facing cities across California: climate change, affordable housing, homelessness, economic effects on cities' finances from the pandemic, overcoming racism and the need to get information out quickly on wildfires.

The session, "**The Role of Local Governments in Adapting to Climate Change,**" emphasized that cities will be the frontline in adapting to climate change and that this will vary considerably by location. Extreme heat events in other parts of the state are increasing and with it, the need to provide cooling shelters. With decreased snowpack in the Sierras, which is California's winter water reservoir, better water management throughout the state is critical to meet these changing conditions. CALADAPT is a program that can be used by cities and agencies in addressing climate change.

There are two approaches to dealing with climate change: mitigation and adaptation. Mitigation can be achieved for example, with a fleet of clean energy vehicles, changing building codes for better energy efficiency, green energy, and reducing waste. Adaptation for example, would be creating cooling shelters, and reinforcing sea walls.

The session, "**Placemaking and Natural Assets and Branding,**" was particularly relevant to Ferndale. Cities should look at the natural capital: parks, waterways, trail systems, bike paths (including trail riding and mountain biking, productive agricultural land, brownfields and greenfields, state parks, venues and even neighborhood gardens. Cities can create brands that leverage natural assets. This would indicate that Ferndale could go beyond the branding of "Victorian Village" to include the beauty of the surrounding agricultural land, Russ Park and Fireman's Park. A connected bike and trail system could be attractions in their own right.

In "**Leadership in a Time of Uncertainty, Fear and Recovery,**" the emphasis was on having strong relations between a city and its community partners in dealing with a crisis such as Covid-19, but also issues such as homelessness. Community partners include hospitals, schools, senior services, non-profits and service organizations.

Santa Clarita with a population of 250,000 people worked with the Chamber of Commerce to help facilitate outdoor dining by issuing over 50 encroachment permits for sidewalk and street dining.

In dealing with homelessness, one city created a “Navigation Center” (not a homeless shelter) in a commercial/light industrial zone of the city to avoid nimbyism. This is a center to facilitate needed services: housing, employment, and health care.

**“Advancing Racial Equity”** noted that just because you didn’t experience racism in your community doesn’t mean it doesn’t exist. Policies need to be well thought-out, meaningful and sustainable, and not reactionary to current events.

In **“What You Need to Know About Municipal Revenues”** it was noted that sales tax, hotel taxes and County transportation taxes were most negatively impacted by recent events. The state budget went from an initial \$5.9 billion surplus to the May revise of a \$54.3 billion deficit. This will put strains on all level of governments. All this emphasizes the need to maintain adequate reserves.

**“Code Enforcement During a Pandemic: Lessons Learned”** the major lesson was that cities can use code enforcement (such as using a health officer) not just law enforcement to gain compliance with health directives. Adopting health county directives as a city will give more legitimacy to code enforcement.

Dealing with homeless encampments is particularly tricky. Many homeless people don’t want to move and putting people in hotels is fraught with issues such as meal services, cleaning and liability.

Finally it was emphasized how important it is to continually communicate with your community partners and be prepared when opening venues. Cities should always have adequate supplies of water, PPE, that can be easily distributed.

Respectfully submitted,

Kathleen Bullard

**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, October 8 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 5:30 p.m. A quorum was present and acting.

**2. Consent Calendar**

- a. Approve Minutes from the September 10, 2020 HWMA Board of Directors Meeting
- b. Receive July 2020-21 Financials

**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 Hogan seconded the motion to approve the Consent Calendar.

**Action:** Approve the Motion as made by Director Pereira and seconded by Director Hogan 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. Receive Presentation on Preliminary Waste Characterization Study (Season One)**

**The Board received a presentation** from Emily Terrill, of Cascadia Consulting. That presentation is included in and made a part of these minutes.

**5. Board Member Reports**

**Reports were received** from the following Directors:

**Director Castellano** reported on a recent presentation by HWMA and Recology regarding CRV and requested consideration of a larger stakeholder meeting to discuss overall waste management needs for the County.

**Director Hogan** reported on ongoing conference workshops through the League of California Cities, and noted a presentation specific to AB1833 being given on October 9, 2020. She will report out more information at the next meeting.

**Director Bohn** requested clarification on various CRV items, notably potential for HWMA to submit a grant request for a CRV pilot program, and discussed various challenges with submission with Executive Director Duffy.

**6. Executive Director's Report**

**Executive Director Duffy** continued the discussion of CRV, and noted several ongoing conversations and challenges to implementing future solutions for CRV buyback services.

**7. Closed Session:**

- a. Public Employee Performance Evaluation for the position of the Executive Director pursuant to Government Code Section 54957.

**Chairman Sweeney** opened the floor to public comment regarding closed session. No comment was received.

**Chairman Sweeney** closed the floor to public comment.

**Chairman Sweeney** adjourned the meeting to closed session at 7:16 p.m.

**Chairman Sweeney** called the meeting to order from closed session at 7:59 p.m.

**No Report Out** from closed session was required.

**8. Adjourn**

**Chairman Sweeney** adjourned the meeting at 8:00 p.m.

**Next meeting:** November 12, 2020 at 5:30 p.m. via Zoom video conference meeting.



## **BOARD OF DIRECTORS MEETING MINUTES**

**September 24, 2020 - Thursday, 3:30 p.m.**

Notice of this meeting was posted on September 24, 2020. Executive Director Matthew Marshall called a regular meeting of the Board of Directors of the Redwood Coast Energy Authority to order on the above date at 3:30 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](#). Executive Director Marshall stated that the posted agenda contained public teleconference meeting participation instructions.

PRESENT: Chair Austin Allison (arrived 3:33 p.m.), Stephen Avis, Chris Curran, Dean Glaser, David Grover, Frank Wilson, Alternate Director Mike Wilson, Michael Winkler, Sheri Woo. ABSENT: Vice Chair Estelle Fennell. STAFF AND CONSULTANTS PRESENT: General Counsel Nancy Diamond, Power Resources Director Richard Engel, Power Resources Manager Jocelyn Gwynn, Executive Director Matthew Marshall, Accounts Services Manager Mahayla Slackerelli, Community Strategies Manager Nancy Stephenson, Board Clerk Lori Taketa. OTHERS PRESENT: Schatz Energy Research Center Principal Engineer Jim Zoellick.

### **REPORTS FROM MEMBER ENTITIES**

Director Grover reported he is assisting the ad hoc RCEA Racial Justice Action Plan Subcommittee by reaching out to the Yurok Tribe for input.

Alternate Director Mike Wilson contacted the County and Coastal Commission planning staffs to discuss potential planning and ordinance changes to accelerate electric vehicle adoption.

Director Winkler attended two offshore wind workshops through the Schatz Energy Research Center.

Director Woo reported that the Humboldt Bay Municipal Water District's hydro plant, headquarters and Ruth Lake facilities are still standing despite nearby fires. Staff were evacuated and the power plant was shut down while fires burned close by.

**ORAL COMMUNICATIONS** - There were no public comments for non-agenda items.

### **CONSENT CALENDAR**

- 3.1 Approve Minutes of August 27, 2020, Board Meeting.
- 3.2 Approve Disbursements Report.
- 3.3 Accept Financial Reports.

- 3.4** Approve Conflict of Interest Waiver for Braun Blaising Smith and Wynne, P.C. to Represent RCEA on a Ten-Year Resource Adequacy Sales Contract for 0.6 MW of Capacity from the Sandrini Sol 1 Solar Project with the Regents of the University of California.

Approve Ten-Year Resource Adequacy Sales Contract for 0.6 MW of Capacity from the Sandrini Sol 1 Solar Project with the Regents of the University of California, and Authorize the Executive Director to Execute All Applicable Documents.

- 3.5** Appoint ~~K~~Catherine Gurin and Roger Hess to the Community Advisory Committee for the Remainder of Two Terms Ending on April 13, 2021, and April 12, 2022, Respectively.

- 3.6** Approve Resolution 2020-6 Approving the Form of and Authorizing the Execution of a Memorandum of Understanding and Authorizing Participation in the Public Agency Coalition Enterprise (PACE) Medical Benefits Program, and

Resolution 2020-7 Designation of the Official Representative and Alternate Representative to the PACE JPA Board of Directors and Authorize the Executive Director to Sign All Applicable Documents.

- 3.7** Approve Addition of Milestones to Contract with Leapfrog Power, Inc.

Director Woo requested that agenda item 3.5 be removed from the consent calendar.

**M/S: Grover, Avis: Approve consent calendar items except item 3.5.**

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

## **REMOVED FROM CONSENT CALENDAR ITEMS**

Executive Director Marshall reported that Eureka Community Advisory Committee member Kathy Srabian stepped down and Director Allison nominated Catherine Gurin to serve for the remainder of the term. Director Frank Wilson nominated Roger Hess. Both nominees worked for RCEA in the past. Director Woo praised Director Wilson for appointing a student, as service on the CAC can prepare young people for more public service.

There were no responses to Chair Allison's invitation for public comment. Chair Allison closed the public comment period.

**M/S: Woo, F. Wilson: Approve consent calendar item 3.5.**

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

## **COMMUNITY CHOICE ENERGY (CCE) BUSINESS**

Chair Allison confirmed that a quorum was present to conduct CCE business.

## **OLD CCE BUSINESS**

### **5.1. DG Fairhaven Update (Information only)**

Director Woo recused herself at 3:44 p.m. because of a remote conflict of interest. DG Fairhaven is a client of Director Woo's employer, SHN. Director Woo is a minority SHN shareholder. Director Woo does not supervise any SHN employee working with DG Fairhaven.

Power Resources Director Engel reported that the DG Fairhaven biomass plant ceased power generation in February. The company discontinued invoicing RCEA for resource adequacy (RA) after RCEA staff consulted with The Energy Authority and CAISO and was advised that DG Fairhaven should no longer claim RA value. Staff Director Engel shared communication from DG Fairhaven CEO Ed Kent stating that the company continues to seek buyers for the plant and that getting the plant back online would be extremely expensive. A New Hampshire newspaper reported that DG Fairhaven's parent company closed biomass plants in that state, causing job losses, when their governor vetoed a bill to subsidize the plants. DG Fairhaven's power purchase agreement (PPA) requires yearly renewal and will expire at the end of this calendar year if the Board takes no action. Staff Director Engel requested direction should the Board wish to continue the PPA.

The directors discussed the difficulty of finding replacement parts for the plant's antiquated equipment, the loss of a means of managing forest industry waste, and how not having a contract could affect the plant's sale prospects. Upon inquiry about how RCEA is making up for the lost DG Fairhaven RA, Staff Director Engel explained that RCEA had a surplus of bucket one renewable certificates which the Board approved selling earlier this year to make up for a budget shortfall. RCEA does not need more green attributes and is saving money by not purchasing energy from DG Fairhaven. Executive Director Marshall stated that a potential buyer came close to, but did not, purchase the plant, and that while it is possible for the plant to come back online, the changed world economy may make that more difficult.

There were no responses to Chair Allison's invitation for public comment. Chair Allison closed the public comment period.

Director Woo returned to the meeting at 3:56 p.m.

### **5.2. 2021 REpower+ Portfolio**

Power Resources Manager Jocelyn Gwynn presented a report on a staff proposal to modify the REpower+ power portfolio from 100% renewable to 100% carbon-free and renewable power beginning in 2021. REpower+ is RCEA's premium renewable electricity option and 1% of RCEA customers have opted up to REpower+. The proposed portfolio removes biomass power, and is comprised of equal parts of small hydropower, solar and wind energy. One Board-approved strategy from the 2019 RePower Humboldt strategic plan revision process was offering RCEA customers a 100% carbon-free option. This proposal would have no financial impact due to the small number of REpower+ customers and the replacement of biomass power, which is more expensive than the other carbon-free and renewable options.

The directors discussed the consequences of a significantly larger percentage of customers opting up to REpower+, the possible need to adjust the opt-up price, and the revised strategic plan goal to make REpower+ obsolete by transitioning RCEA's entire portfolio to non-fossil, renewable resources by 2025, five years earlier than the CCE program's original goal of 2030. Staff's original strategy anticipated the cost of renewables to be comparable with system power by 2030, but the shortened timeframe may result in a cost premium. This year's new requirement to purchase renewable energy through long-term contracts may improve prices. While solar energy is inexpensive, it cannot address energy needs when the sun sets. Other, more expensive resources are also needed to manage the grid. Directors stated the need for the electrons generated in Humboldt County to come from renewable sources rather than from the fossil fuel-powered Humboldt Bay Generating Station which provided 95% of Humboldt County's electricity during the last public safety power shutoff. Concern was expressed about PG&E's pricing, RCEA's ability to remain below their prices, and the regulatory environment that does not impose consequences on poor power procurement decisions of utility companies.

Member of the public Wendy Ring stated that while REpower+ customers are willing to pay higher rates, if power costs go down, so should their rate. Ms. Ring stated that the diversion of program funds to customer programs was not transparent, and that it was preferable to reduce the REpower+ rate so the program would attract more customers.

**M/S: Avis, Grover: Approve Proposed REpower+ Portfolio Starting in 2021 Consisting of Carbon-Free RPS Resources.**

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

## **END OF COMMUNITY CHOICE ENERGY (CCE) BUSINESS**

### **OLD BUSINESS**

#### **7.1. Feed-In Tariff Program**

Accounts Services Manager Mahayla Slackerelli reported on two new feed-in tariff (FIT) projects to be developed by RPCA Solar 5, which also has contracted with RCEA for two more projects on a property outside of Blue Lake along Hatchery Road. The solar projects are expected to be operational in April 2022. If approved, the contracts, in addition to previously Board-approved FIT contracts, would fulfil the program's 6.5 MW capacity. A second FIT program round is expected to launch in the first quarter of 2021.

The directors expressed approval and support for the program. Executive Director Marshall explained the three key approvals any energy project requires are physical site permitting through the local jurisdiction, grid interconnection approval by CAISO and a power purchase agreement with a buyer. The developer has begun the County permitting process. Director Woo reported that a resident requested that the Humboldt Bay Municipal Water District oppose the project because of perceived water quality issues.

There were no responses to Chair Allison's invitation for public comment. Chair Allison closed the public comment period.



**M/S: Avis, Grover: Approve a 20-Year Power Purchase Agreement with RPCA Solar 5, LLC for the 990 kW Hatchery Road C Solar Project, and Authorize RCEA's Executive Director to Execute All Applicable Documents.**

**Approve a 20-Year Power Purchase Agreement with RPCA Solar 5, LLC for the 990 kW Hatchery Road D Solar Project, and Authorize RCEA's Executive Director to Execute All Applicable Documents.**

**The motions passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Glaser, Grover, F. Wilson, M. Wilson, Winkler, Woo. Noes: None. Absent: None.**

**7.2. Update by Schatz Energy Research Center Staff on the Airport Microgrid Project (Information only)**

Schatz Energy Research Center (SERC) Principal Engineer Jim Zoellick gave a general status update on the Airport Microgrid Project, COVID impacts and timeline changes. Mr. Zoellick described the project as an innovative partnership between SERC, RCEA, the California Energy Commission and PG&E. The project is the first of its kind in Northern California and one of the first nationwide to position the large solar panel array and battery system on the PG&E side of the meter rather than the customer side, and on a grid section serving multiple customers. If the larger grid is de-energized, a switch opens that isolates the circuit serving the airport and Coast Guard station, allowing these critical facilities to remain energized for anywhere from 10-15 hours in the worst winter weather, to days or weeks under more favorable conditions. RCEA will own and operate the airport microgrid. PG&E is working closely with the project to establish a model for microgrid operators to safely and reliably operate portions of PG&E's energy network. Communities throughout the country, especially rural ones, are extremely interested in replicating this model for renewable energy-based resilience in a time of increasing grid uncertainty. This model would allow clustered community facilities like, as a hypothetical example, Arcata's city hall, police station, fire station and Safeway, to be connected via a microgrid and remain powered during emergencies.

During normal operation, the microgrid system's larger wholesale solar plus storage component stores power when the sun shines and power is inexpensive and sells the stored energy on the wholesale CAISO market when power is expensive. Avoided electricity purchases from the project's smaller net-metered solar component, appraised at \$50,000 to \$55,000 per year, are worth slightly more than the market value for leasing the land and will compensate the County. The project's FAA approval process is ending and construction has been pushed back one year. The County is processing the project's building permit and the CAISO grid interconnection process is underway.

The directors expressed excitement about the project and encouraged each other to enlist Mr. Zoellick to give presentations at different municipality or special district conferences, as community leaders are asking for real world examples of this kind of solution to current and anticipated energy emergencies.

## STAFF REPORTS

### 9.1. Report by Executive Director Matthew Marshall on Grid Reliability and the Power Charge Indifference Adjustment Customer Fee

Executive Director Marshall reported on the power charge indifference adjustment, the customer exit fee charged to non-PG&E customers to prevent PG&E's remaining customers from shouldering costs for the utility's long-term power purchasing contracts. Many of those legacy contracts are priced above-market due to the early high cost of renewable energy as well as the lack of incentives for investor-owned utilities (IOUs) such as PG&E to operate cost-efficiently in the current regulatory structure. The PCIA fee makes up more than 20% of RCEA customers' power generation charges. San Diego Gas and Electric Company's recent, extreme proposed PCIA rate increase for the area's CCA customers is causing alarm among California CCAs and pressure on the CPUC to reform the regulatory structure to create more stable prices for CCA customers and to reduce IOU customer costs. Mr. Marshall stated that effects of the San Diego Gas & Electric CPUC decision are expected to be felt by CCA customers in other IOU service territories in 2021. The subject will be discussed in detail at October's Board meeting.

Mr. Marshall praised PG&E for successfully islanding Humboldt County during this year's public safety power shutoff event where only 3,000 customers lost power due to localized high fire risk. Generator use as an interim outage solution transfers the liability of remaining energized from PG&E to its customers, some of whom suffered generator-caused fires. The need to simultaneously pursue environmental and programmatic goals as well as resiliency and reliability goals was described, as was the County's limited grid connection and reliance on the local natural gas-powered plant. The airport microgrid and the Public Agency Solar Program's expansion to include battery storage with solar energy systems at critical facilities were described as important parts of a long-term solution which benefits everyday operation and provides resiliency during emergencies.

The directors expressed approval for PG&E successfully powering Humboldt County with the Humboldt Bay Generating Station, a desire for RCEA to support local agencies with infrastructure policies to meet the governor's directives for a transition to electric vehicles, and the need to protect CCA customers from excessive PCIA charges.

Chair Allison invited public comment on this discussion item. No public comment was offered.

## FUTURE AGENDA ITEMS

The directors requested future discussion of DG Fairhaven action options when more information is available and more information on the power charge indifference adjustment customer fee with next month's Energy Risk Management Report.

Chair Allison adjourned the meeting at 5:20 p.m.

Lori Taketa  
Clerk of the Board



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## **DRAFT BOARD OF DIRECTORS SPECIAL MEETING MINUTES**

**October 9, 2020 - Friday, 1:00 p.m.**

Notice of this meeting was posted on October 7, 2020. Vice Chair Estelle Fennell called a special meeting of the Board of Directors of the Redwood Coast Energy Authority to order on the above date at 1:01 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](#). Vice Chair Fennell stated that the posted agenda contained public teleconference meeting participation instructions.

PRESENT: Stephen Avis, Chris Curran, Vice Chair Estelle Fennell, David Grover, Frank Wilson, Michael Winkler, Sheri Woo. ABSENT: Chair Austin Allison, Dean Glaser. STAFF PRESENT: Business Planning and Finance Director Lori Biondini, Operations Director Dana Boudreau, General Counsel Nancy Diamond, Executive Director Matthew Marshall, Community Strategies Manager Nancy Stephenson, Board Clerk Lori Taketa.

### **PUBLIC COMMENT**

Vice Chair Fennell invited public comment. There being no public comment nor any member of the public present, the Board met in closed session to discuss item 3.1 listed below beginning at 1:07 p.m.

### **CLOSED SESSION**

- 3.1. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS Pursuant to Government Code § 54956.8 in re: APNs 001-104-001-000, 001-114-006-000, 003-062-027-000, and 001-011-021-000; RCEA negotiator: Executive Director; Owner's negotiating party: Kramer Investment Corporation, Coldwell Banker Pacific Partners, and the City of Eureka; Under negotiation: price and terms.

### **ADJOURNMENT**

Vice Chair Fennell stated there was nothing to report out from closed session and adjourned the special meeting at 2:13 p.m.

Lori Taketa  
Clerk of the Board

**Section 17**

**ADJOURN**