

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

Location:	City Hall	Date:	January 19, 2022
	VIA ZOOM	Time:	<b>7:00 pm</b>
		Posted:	January 13, 2022

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, January 19, 2022, 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/81167525970?pwd=VHUwNTVmRlY0NlRlBcFjJmIjRUpXUT09>

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

Meeting ID: 811 6752 5970

Passcode: 393820

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: 811 6752 5970

Passcode: 393820

1. CALL MEETING TO ORDER – Mayor
2. PLEDGE ALLEGIANCE TO THE FLAG
3. ROLL CALL – City Clerk: Mayor Hindley; Councilman Avis; Councilman Lund; Councilman Ostler; 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 December 15, 2021 Regular City Council Meeting ..... Page 5
- b. Acceptance of Checkbook Register for December 1-31, 2021 ..... Page 8
- c. Acceptance of Financial Statements for December 1-31, 2021 ..... Page 12

10. CALL ITEMS REMOVED FROM CONSENT CALENDAR

11. PRESENTATION

- a. Update on the California Sewer Replacement Project – Paul Gregson

12. PUBLIC HEARING

13. BUSINESS

- a. General Plan Land Use Element & SB2 Projects Update ..... Page 35
- b. Resolution 2022-01 Approving the Annual Events & Parade Street Closures..... Page 38
- c. COVID-19 Update and Discussion ..... Page 41
  - i. Reconfirm Existence of Local Emergency and Reconfirm findings from Resolution 2021-21 to continue the use of Virtual Meetings.

14. CORRESPONDENCE ..... Page 51

15. COMMENTS FROM THE COUNCIL

16. REPORTS

- a. City Manager Report ..... Page 53
- b. Commission and Committee Report
  - i. Planning Commission Meeting ..... Page 62
  - ii. Drainage Committee Meeting ..... Page 64
- c. Minutes from Joint Power Authorities (JPAs) and Reports
  - i. Humboldt Waste Management Authority (Nov 2021) ..... Page 68
  - ii. Redwood Coast Energy Authority (Nov 2021) ..... Page 71

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  
February 16, 2022 at 7:00 pm.**

**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 December 15, 2021

Mayor Hindley called the Regular City Council Meeting to order at 7:00 pm via Zoom Video Conference. Those present did the flag salute. Present were Council Members Stephen Avis, Leonard Lund, Phillip Ostler, and Robin Smith, along with staff: City Manager Jay Parrish, Police Chief Ron Sligh, and City Clerk Kristene Hall.

Report out of Closed Session: Mayor Hindley stated a closed session was held prior to the council meeting and no action was taken during that session.

Ceremonial: None.

Modifications to the Agenda: None

Report out of Study Session: A study Session was held on Monday, December 13, 2021 at 2:00 pm to review and discuss the Prop 68 Per Capita Grant.

Public Comment: None

Consent Calendar: There were three items on the Consent Calendar for approval. There were no questions from the council or public.

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

Call Items Removed from Consent Calendar: None

Presentation:

Update on Salt River Project: Jill Demers from Humboldt County Resource Conservation District was in attendance and put on a presentation for the update on the Salt River and Williams Creek Restoration Project. Demers briefly went over the history of the Salt River. Demers also went over the previous phases of the project and estimated the project to date had cost approximately 35 million dollars. Demers also went over the remaining implementation of the Salt River Project which includes 1.2 miles of Salt River channel, reconnecting over 50% of the watershed with Williams Creek and Coffee Creek, improve approximately 250 acres of ag land by reducing flooding, and reducing the annual closure of Coffee Creek Road. Demers added that the Williams Creek Project is currently in the planning stages. Demers added that the Salt River Project would not be able to be completed without the Williams Creek sediment management. Demers went over the challenges to complete these projects. Demers stated the two biggest issues are a property boundary dispute and the finalization of the connection of Coffee Creek. Demers stated that the RCD Board of Directors had recognized that the inability to advance the project at this point. Demers stated that the board will focus resources on maintaining the constructed portions of the Salt River channel which includes the annual maintenance of Francis Creek and supporting the management and maintenance of the Salt River Ecosystem Restoration Project. Councilman Avis questioned the ability for the HCRCD to collect tax to help fund this project. Demers stated they were unable to do so. Councilman Lund questioned if a resolution may be reached with the property owners. Demers stated that she does not see a quick resolution. City Manager Jay Parrish questioned the efficiency of the project not

being completed. Demers stated that it will have effects as the project was not completed as it was intended therefore, it will not be as effective. The Council thanked Demers for all her work on the project. Demers thank the council for their support.

Eel River Valley Ground Water Sustainability Program: Summer Dougherty and Jack Rice were in attendance and presented a PowerPoint on the Eel River Valley Groundwater Sustainability Plan (GSP). Dougherty gave a brief background of the project. Dougherty stated the purpose of this program is to ensure pumping is not causing significant impact on users, and to encourage local groundwater management. Dougherty turned over the PowerPoint to Rice. Rice went over the process and timeline of the GSP and how it is put together. Rice went over the GSP overview and added that the GSP determined that the Basin's sustainability goal is being achieved. Councilman Avis questioned the monitoring of wells. Dougherty stated they had installed 36 groundwater monitoring wells that are strictly for monitoring and are equipped with pressure transducers that are data loggers that log water elevation every 30 minutes.

Public Hearing- None

Business:

Review & Approve JPA's & Committee Appointments: Mayor Hindley asked for public and council comments. There were no comments. **MOTION:** to approve the 2022 JPA & Committee Appointments. **(Ostler/Avis) Unanimous**

Resolution 2021-23 Approving the Meeting Schedule for January-December 2022: Mayor Hindley asked for public and council comments. There were no comments. **MOTION:** to Approve Resolution 2021-23 approving the meeting schedule for January – December 2022. **(Avis/Ostler) Unanimous**

COVID 19 Update and Discussion: City Manager Parrish stated the number are worse than when this first started. Parrish added that more variants are emerging. Parrish stated the importance of social distancing, mask wearing, and vaccination. Parrish added that there had been over 800,000 deaths since the pandemic started. Councilman Smith went over the death toll number and stated that this number was most likely understated. Smith also went over the different variants and the mutations. Smith stated that the new variant, Omicron, was highly contagious. Smith also added that vaccine rates locally are up. Councilman Avis stated the importance of vaccination. **MOTION:** to reconfirm the existence of the local emergency and reconfirm the findings of Resolution 2021-21 to continue the use of virtual meetings. **(Lund/Avis) Unanimous**

Correspondence: Councilman Smith questioned the correspondence between the Senior Resource Center and Ferndale Children's Center. City Manager Parrish stated he had been in contact with the City Attorney. Parrish added that the city is currently in a contract with the Senior Resource Center for the building.

Council Comments: Councilman Lund thanked Jay for the tour of the Wastewater Treatment Plant and encouraged any other council members to take the tour if they had not yet.

Reports:

City Managers Report: Councilman Avis thanked Parrish for his report. Smith agreed with Avis.

Other Reports: Councilman Avis commented on RCEA and the offshore wind power. Councilman Lund commented on the RREDC Committee.

Mayor Hindley adjourned the meeting at 8:21pm.

Respectfully submitted

Kristene Hall  
City Clerk

DRAFT

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

General Checking  
December 1, 2021 - December 31, 2021

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			777,049.28
12/01/21		FIRST WEST	FIRST WESTERN EQUIPMENT FINANCE	950.45		776,098.83
12/01/21		JAY PARRISH	JAY PARRISH	400.00		775,698.83
12/01/21	55471	DELOR	DEL ORO WATER CO., FDLE. DIST.	618.64		775,080.19
12/01/21	55472	TAXCO	HUMBOLDT COUNTY TAX COLLECTOR	5,964.96		769,115.23
12/01/21	55473	CESAR C	CESAR E. CERVANTES	38.23		769,077.00
12/01/21	55474	CALCA	CIG	10,297.00		758,780.00
12/01/21	55475	CITFO	CITY OF FORTUNA	3,216.66		755,563.34
12/01/21	55476	DVLNO	DAVE LENARDO	40.00		755,523.34
12/01/21	55477	COMAS	DEMETRIUS DISTEFANO	202.00		755,321.34
12/01/21	55478	FRONT	FRONTIER	524.23		754,797.11
12/01/21	55479	MIRRE	MIRANDA'S RESCUE	450.00		754,347.11
12/01/21	55480	MISLI	MISSION LINEN & UNIFORM SERVICE	20.00		754,327.11
12/01/21	55481	SCOUTS	SCOUTS	450.00		753,877.11
12/01/21	55482	SEQGA	SEQUOIA GAS COMPANY	570.45		753,306.66
12/01/21	55483	SUDDEN	SUDDENLINK	987.51		752,319.15
12/01/21	55484	VANESSA	VANESSA HUERTA	570.50		751,748.65
12/01/21	55487	SUN RIDGE	SUN RIDGE SYSTEMS, INC.	2,600.00		749,148.65
12/02/21		EXPERTPAY	EXPERTPAY.COM	138.46		749,010.19
12/02/21	1001		PARRISH, JAY D	2,621.05		746,389.14
12/02/21	1002		HALL, KRISTENE M	1,802.52		744,586.62
12/02/21	1003		JOHNSON, DONNA J	1,733.28		742,853.34
12/02/21	1004		SLIGH, RONALD B	2,035.51		740,817.83
12/02/21	1005		LINDGREN, ROBERT C	1,913.97		738,903.86
12/02/21	1006		FIELDER, CHARLES COSMAS	28.28		738,875.58
12/02/21	1007		MENDES, ALAN SCOTT	240.50		738,635.08
12/02/21	1008		GARDNER, TANNER W	1,511.18		737,123.90
12/02/21	1009		MCNEILL, LOGAN D	1,537.38		735,586.52
12/02/21	1010		COPPINI, STEVE L	2,493.25		733,093.27
12/02/21	1011		GARDNER, SHAWN C	2,117.03		730,976.24
12/02/21	1012		LIU, CARSON B	769.66		730,206.58
12/02/21	1013		HOPPIS, JOHNNY F	1,815.92		728,390.66
12/02/21	1014		GARDNER, HUNTER C	185.61		728,205.05
12/02/21	1015		RICHARDSON, DIANNA L	59.25		728,145.80
12/02/21	55468		CERVANTES, CESAR E	1,482.48		726,663.32
12/02/21	55469		Franceschi, David A	1,246.69		725,416.63
12/02/21	55470		VON BRAUN, BONNIE K	68.45		725,348.18
12/02/21	55485	CHOPPIS	CHELCI HOPPIS	126.91		725,221.27
12/02/21	55486	FEPEA	FEPEA	82.50		725,138.77
12/07/21		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,617.19		723,521.58
12/07/21		USTREASURY	UNITED STATES TREASURY	8,145.21		715,376.37
12/07/21	55488	ALTBU	ALTERNATIVE BUSINESS CONCEPTS	103.46		715,272.91
12/07/21	55489	ARNKE	ARNOLD C. KEMP	2,651.28		712,621.63
12/07/21	55490	COMAS	DEMETRIUS DISTEFANO	25.00		712,596.63
12/07/21	55491	EUROX	EUREKA OXYGEN COMPANY	348.49		712,248.14
12/07/21	55492	LCENG	LOST COAST ENGINEERING, INC.	967.00		711,281.14
12/07/21	55493	PACGA	PACIFIC GAS & ELECTRIC	2,126.64		709,154.50
12/07/21	55494	RON SLIGH	RON SLIGH	44.38		709,110.12
12/07/21	55495	SEQGA	SEQUOIA GAS COMPANY	827.73		708,282.39
12/07/21	55496	MBDVZ	THE MITCHELL LAW FIRM, LLP	332.50		707,949.89
12/07/21	55497	TIPMO	TIPPLE MOTORS, INC.	222.76		707,727.13
12/07/21	55498	USBANK	US BANK	1,386.72		706,340.41
12/07/21	55499	VERZN	VERIZON WIRELESS	163.87		706,176.54
12/07/21	55500	WELLS(\$206)	WELLS FARGO VENDOR FIN SERV	206.76		705,969.78
12/07/21	55501	VERZN	VERIZON WIRELESS	79.71		705,890.07
12/07/21	55502	EELRI	RECOLOGY HUMBOLDT COUNTY	358.72		705,531.35
12/07/21	55503	WILSA	WILDWOOD SAW	48.81		705,482.54



## Bank Account Register

General Checking

December 1, 2021 - December 31, 2021

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
12/07/21	55504	B MOORE	BRANDON MOORE	166.04		705,316.50
12/13/21			121321DEPOSIT		12,943.67	718,260.17
12/14/21	55505	KREATIONS	KREATIONS AUTO BODY	1,672.86		716,587.31
12/15/21		FIRST WEST	FIRST WESTERN EQUIPMENT FINANCE	950.45		715,636.86
12/15/21		TRICOUNTIES	TRI COUNTIES BANK	1,129.58		714,507.28
12/15/21	55511	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	34.00		714,473.28
12/15/21	55512	COMAS	DEMETRIUS DISTEFANO	161.61		714,311.67
12/15/21	55513	DEPJU	DEPARTMENT OF JUSTICE	32.00		714,279.67
12/15/21	55514	EEL SCRAP	EEL RIVER SCRAP & SALVAGE	92.23		714,187.44
12/15/21	55515	HUMTE	HUMBOLDT TERMITE & PEST	49.00		714,138.44
12/15/21	55516	MAD RIVER	MAD RIVER COMMUNITY HOSPITAL	358.75		713,779.69
12/15/21	55517	NILCO	NILSEN COMPANY	73.82		713,705.87
12/15/21	55518	NORCO	NORTH COAST LABORATORIES LTD.	480.00		713,225.87
12/15/21	55519	PLANWEST	PLANWEST PARTNERS, INC.	4,879.75		708,346.12
12/15/21	55520	SDRMA	SPECIAL DISTRICT RISK MGMT AUTHORITY	563.67		707,782.45
12/15/21	55521	STWA3	STATE WATER RESOURCES CONTROL BOARD	3,326.00		704,456.45
12/15/21	55522	VALLU	VALLEY LUMBER	341.81		704,114.64
12/15/21	55523	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	5,049.55		699,065.09
12/16/21		EXPERTPAY	EXPERTPAY.COM	138.46		698,926.63
12/16/21	1001		PARRISH, JAY D	2,621.04		696,305.59
12/16/21	1002		HALL, KRISTENE M	1,608.05		694,697.54
12/16/21	1003		JOHNSON, DONNA J	1,727.87		692,969.67
12/16/21	1004		BOOP, LAUREN	1,119.82		691,849.85
12/16/21	1005		SLIGH, RONALD B	1,851.38		689,998.47
12/16/21	1006		LINDGREN, ROBERT C	1,475.04		688,523.43
12/16/21	1007		MENDES, ALAN SCOTT	153.12		688,370.31
12/16/21	1008		GARDNER, TANNER W	1,217.97		687,152.34
12/16/21	1009		MCNEILL, LOGAN D	1,282.43		685,869.91
12/16/21	1010		COPPINI, STEVE L	2,493.24		683,376.67
12/16/21	1011		GARDNER, SHAWN C	1,392.13		681,984.54
12/16/21	1012		LIU, CARSON B	683.49		681,301.05
12/16/21	1013		HOPPIS, JOHNNY F	1,617.15		679,683.90
12/16/21	1014		GARDNER, HUNTER C	127.61		679,556.29
12/16/21	1015		RICHARDSON, DIANNA L	118.49		679,437.80
12/16/21	55506		CERVANTES, CESAR E	1,190.50		678,247.30
12/16/21	55507		FRANCESCHI, DAVID A	1,246.71		677,000.59
12/16/21	55508	CHOPPIS	CHELCI HOPPIS	126.91		676,873.68
12/16/21	55509	FEPEA	FEPEA	77.50		676,796.18
12/16/21	55510	FRATB	FRANCHISE TAX BOARD	479.93		676,316.25
12/21/21		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,377.32		674,938.93
12/21/21		USTREASURY	UNITED STATES TREASURY	7,325.06		667,613.87
12/21/21	55524	ASAP	ASAP LOCK & KEY	135.00		667,478.87
12/21/21	55525	PHIAY	AYCOCK & EDGMON	929.00		666,549.87
12/21/21	55526	BROUN	BROESE'S UNIFORMS	390.90		666,158.97
12/21/21	55527	DRYCREEK	DRY CREEK LANDFILL, INC.	1,010.41		665,148.56
12/21/21	55528	MERFR	MERCER FRASER COMPANY	75.35		665,073.21
12/21/21	55529	USABL	USABLUBOOK	1,324.74		663,748.47
12/21/21	55530	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	3,333.25		660,415.22
12/21/21	55531	WELF(\$106)	WELLS FARGO FINANCIAL LEASING	106.46		660,308.76
12/21/21	55532	WELLS(\$206)	WELLS FARGO VENDOR FIN SERV	206.76		660,102.00
12/21/21	55533	DELOR	DEL ORO WATER CO., FDLE. DIST.	639.67		659,462.33
12/21/21	55535	ONTIV	ONTIVEROS & ASSOCIATES, INC.	1,774.20		657,688.13
12/22/21			122221		2,191.81	659,879.94
12/27/21	55536	CIRA	CIRA	1,491.00		658,388.94
12/27/21	55537	COMAS	DEMETRIUS DISTEFANO	50.00		658,338.94

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

General Checking  
December 1, 2021 - December 31, 2021

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
12/27/21	55538	HORBU	HORIZON BUSINESS SERVICES	236.52		658,102.42
12/27/21	55539	MOBLEY	MOBLEY CONSTRUCTION, INC.	1,720.00		656,382.42
12/27/21	55540	PACGA	PACIFIC GAS & ELECTRIC	6,258.16		650,124.26
12/27/21	55541	SEQGA	SEQUOIA GAS COMPANY	455.87		649,668.39
12/27/21	55542	SUDDEN	SUDDENLINK	987.51		648,680.88
12/27/21	55543	FRONT	FRONTIER	527.31		648,153.57
12/29/21			122921DEPOSIT		59,511.85	707,665.42
12/30/21			122421		11,394.11	719,059.53
12/30/21			DirectDeposit123021		2,944.02	722,003.55
12/30/21		EXPERTPAY	EXPERTPAY.COM	138.46		721,865.09
12/30/21	1001		PARRISH, JAY D	2,621.06		719,244.03
12/30/21	1002		HALL, KRISTENE M	1,852.29		717,391.74
12/30/21	1003		JOHNSON, DONNA J	2,336.65		715,055.09
12/30/21	1004		BOOP, LAUREN	1,389.53		713,665.56
12/30/21	1005		SLIGH, RONALD B	2,035.50		711,630.06
12/30/21	1006		LINDGREN, ROBERT C	1,783.92		709,846.14
12/30/21	1007		FIELDER, CHARLES COSMAS	53.25		709,792.89
12/30/21	1008		MENDES, ALAN SCOTT	219.69		709,573.20
12/30/21	1009		GARDNER, TANNER W	1,533.65		708,039.55
12/30/21	1010		MCNEILL, LOGAN D	1,602.94		706,436.61
12/30/21	1011		COPPINI, STEVE L	2,493.24		703,943.37
12/30/21	1012		GARDNER, SHAWN C	1,512.24		702,431.13
12/30/21	1013		LIU, CARSON B	769.66		701,661.47
12/30/21	1014		HOPPIS, JOHNNY F	1,815.93		699,845.54
12/30/21	1015		GARDNER, HUNTER C	185.60		699,659.94
12/30/21	55549		ALAMEDA, RENAE MARY	226.04		699,433.90
12/30/21	55550		CERVANTES, CESAR E	1,617.94		697,815.96
12/30/21	55551		FRANCESCHI, DAVID A	1,774.53		696,041.43
12/30/21	55552		RICHARDSON, DIANNA L	118.50		695,922.93
12/30/21	55553	CHOPPIS	CHELCI HOPPIS	126.91		695,796.02
12/30/21	55554	FEPEA	FEPEA	82.50		695,713.52
12/30/21	55555	FRATB	FRANCHISE TAX BOARD	519.96		695,193.56
			<b>Totals</b>	<u>170,841.18</u>	<u>88,985.46</u>	<u>695,193.56</u>

Transaction count = 143

<b>DECEMBER 2021 Deposit Recap</b>	<b>12.13.21</b>	<b>12.24.21</b>	<b>12.27.21</b>	<b>12.29.21</b>	<b>TOTAL-DEC 21</b>
RETAIL TAX		11,394.11			11,394.11
HIGHWAY USER TAX/ROAD MAIN/VEHICLE LICENSE FEES			2,191.81		2,191.81
BUSINESS LIC	10.00				10.00
ANIMAL LIC					-
BUILDING RENTS	100.00			300.00	400.00
PERMITS	1,342.82			12,039.19	13,382.01
TOT	11,202.85			8,462.14	19,664.99
HEALTH INSPECTIONS	150.00			75.00	225.00
HCAOG - RSTP					-
RECYCLING GRANT					-
PARSAC - GRANT / OTHER					-
COUNTY OF HUMBOLDT-STREETS & ROADS					-
SEPTIC DUMPS / SEWER REVENUE				9,747.00	9,747.00
FRANCHSE FEES					-
HUMBOLDT CTY - COPS				27,022.17	27,022.17
DONATIONS					-
POLICE SERVICES	10.00			24.37	34.37
SMALL MISC				41.98	41.98
DRAINAGE FEES	128.00			1,800.00	1,928.00
COUNTY OF HUMBOLDT-PROPERTY TAXES					-
COUNTY OF HUMBOLDT-SEWER					-
COUNTY OF HUMBOLDT-INTEREST INCOME					-
STATE - CAL TRANS - STREET SWEEP					-
RCEA - reimb CAP expenses					-
AMERICAN RESCUE PLAN ACT					-
	12,943.67	11,394.11	2,191.81	59,511.85	86,041.44

City of Ferndale  
Balance Sheet  
Fund 10 - General Fund  
As of December 31, 2021

Assets

Current Assets	
Cash	\$ 536,552.49
Restricted Cash	15,150.00
Accounts Receivable	<u>1,579.00</u>
Total Current Assets	<u>553,281.49</u>
 Total Assets	 <u><u>\$ 553,281.49</u></u>

Liabilities and Fund Balance

Current Liabilities	
Accounts Payable	\$ 28,783.70
Accrued Liabilities	1,308.80
Other Current Liabilities	<u>142,433.08</u>
Total Current Liabilities	<u>172,525.58</u>
Total Liabilities	<u>172,525.58</u>
Fund Balance	
Retained Earnings	<u>380,755.91</u>
Total Fund Balance	<u>380,755.91</u>
Total Liabilities and Fund Balance	<u><u>\$ 553,281.49</u></u>

City of Ferndale  
Balance Sheet  
Fund 22-Gas Tax  
As of December 31, 2021

**Assets**

Current Assets	
Cash	\$ <u>(704.27)</u>
Total Current Assets	<u>(704.27)</u>
Total Assets	<u><u>\$ (704.27)</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>(704.27)</u>
Total Fund Balance	<u>(704.27)</u>
Total Liabilities and Fund Balance	<u><u>\$ (704.27)</u></u>

City of Ferndale  
 Balance Sheet  
 Fund 23 - RSTP Fund  
 As of December 31, 2021

Assets

Current Assets	
Cash	\$ <u>14,240.64</u>
Total Current Assets	<u>14,240.64</u>
Total Assets	<u><u>\$ 14,240.64</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>14,240.64</u>
Total Fund Balance	<u>14,240.64</u>
Total Liabilities and Fund Balance	<u><u>\$ 14,240.64</u></u>

**City of Ferndale**  
**Balance Sheet**  
**Fund 24 - Transportation Development Act**  
**As of December 31, 2021**

**Assets**

Current Assets	
Cash	\$ <u>192,070.05</u>
Total Current Assets	<u>192,070.05</u>
Total Non Current Assets	<u>                    </u>
Total Assets	<u><u>\$ 192,070.05</u></u>

**Liabilities and Fund Balance**

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Fund Balance	
Retained Earnings	<u>192,070.05</u>
Total Fund Balance	<u>192,070.05</u>
Total Liabilities and Fund Balance	<u><u>\$ 192,070.05</u></u>

City of Ferndale  
Balance Sheet  
Fund 26 - Drainage Fund  
As of December 31, 2021

Assets

Current Assets	
Cash	\$ <u>(19,165.80)</u>
Total Current Assets	<u>(19,165.80)</u>
Total Assets	<u>\$ (19,165.80)</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>(19,165.80)</u>
Total Fund Balance	<u>(19,165.80)</u>
Total Liabilities and Fund Balance	<u>\$ (19,165.80)</u>



**City of Ferndale**  
**Balance Sheet**  
**Fund 25 - Integrated Waste Mgt**  
**As of December 31, 2021**

**Assets**

Current Assets	
Cash	\$ <u>53,496.18</u>
Total Current Assets	<u>53,496.18</u>
Total Assets	<u><u>\$ 53,496.18</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>53,496.18</u>
Total Fund Balance	<u>53,496.18</u>
Total Liabilities and Fund Balance	<u><u>\$ 53,496.18</u></u>

**City of Ferndale  
Balance Sheet  
Fund -30 - Sewer  
As of December 31, 2021**

**Assets**

<b>Current Assets</b>	
Cash	\$ 559,911.35
<b>Total Current Assets</b>	<u>559,911.35</u>
<b>Property and Equipment</b>	
Vehicles	42,332.05
Equipment	107,117.13
Sewer system	13,459,674.06
Energy Savings Project Improvements	9,823.00
Less Accumulated Depreciation	<u>(3,416,855.17)</u>
<b>Net Property and Equipment</b>	<u>10,202,091.07</u>
<b>Total Assets</b>	<u>\$ 10,762,002.42</u>

**Liabilities and Fund Balance**

<b>Current Liabilities</b>	
Interest Payable	\$ 41,097.40
Other Current Liabilities	<u>163,375.00</u>
<b>Total Current Liabilities</b>	<u>204,472.40</u>
<b>Long-Term Liabilities</b>	
Notes Payable USDA	<u>4,153,000.00</u>
<b>Total Long-Term Liabilities</b>	<u>4,153,000.00</u>
<b>Total Liabilities</b>	<u>4,357,472.40</u>
<b>Fund Balance</b>	
Other Equity	6,649,092.60
Retained Earnings	<u>(244,562.58)</u>
<b>Total Fund Balance</b>	<u>6,404,530.02</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ 10,762,002.42</u>

City of Ferndale  
Balance Sheet  
GASB 34 ASSETS AND LIABILITIES  
As of December 31, 2021

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>(10,162,670.23)</u>
Net Property and Equipment	<u>1,798,619.15</u>
Total Assets	<u>\$ 1,798,619.15</u>

Liabilities and Fund Balance

Long-Term Liabilities	
Accrued Vacation/Sick pay	\$ 42,600.20
Notes payable-current	15,397.83
Capital leases payable	<u>17,877.41</u>
Total Long-Term Liabilities	<u>75,875.44</u>
Fund Balance	
Other Equity	1,718,440.75
Retained Earnings	<u>4,302.96</u>
Total Fund Balance	<u>1,722,743.71</u>
Total Liabilities and Fund Balance	<u>\$ 1,798,619.15</u>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>REVENUES</b>				
<b>Revenues - Taxes</b>				
10014102 Property tax-secured	\$ 0.00	\$ 0.00	\$ 151,708.70	\$ (151,708.70)
10014104 Property tax-unsecured	0.00	0.00	5,834.95	(5,834.95)
10014106 Property tax-prior	0.00	0.00	500.00	(500.00)
10014107 Supplemental role	0.00	0.00	2,546.16	(2,546.16)
10014110 Sales and use tax	0.00	63,853.26	165,740.00	(101,886.74)
10014111 Trash franchise	0.00	3,490.56	6,000.00	(2,509.44)
10014112 PG&E franchise	0.00	0.00	13,000.00	(13,000.00)
10014114 Cable franchise	0.00	5,649.65	24,000.00	(18,350.35)
10014116 Business license tax	10.00	10,343.00	11,124.00	(781.00)
10014118 Real Property Transfer tax	0.00	0.00	3,000.00	(3,000.00)
10014120 Transient lodging tax	0.00	117,398.26	132,964.00	(15,565.74)
10014121 TOT Humboldt Lodging Authority	0.00	15,163.75	18,735.00	(3,571.25)
<b>Total Revenue - Taxes</b>	<b>\$ 10.00</b>	<b>\$ 215,898.48</b>	<b>\$ 535,152.81</b>	<b>\$ (319,254.33)</b>
<b>Revenues - Licenses and Permits</b>				
10024132 Construction permits	\$ 8,101.85	\$ 23,798.38	\$ 45,000.00	\$ (21,201.62)
10024164 Health protection	175.00	2,125.00	3,000.00	(875.00)
10024166 Encroachment permits	100.00	250.00	350.00	(100.00)
10024278 Animal license fees	0.00	840.00	1,400.00	(560.00)
<b>Total Revenue - Licenses and Permits</b>	<b>\$ 8,376.85</b>	<b>\$ 27,013.38</b>	<b>\$ 49,750.00</b>	<b>\$ (22,736.62)</b>
<b>Revenues - Use of Money and Property</b>				
10044182 Interest	\$ 0.00	\$ 399.33	\$ 16,650.00	\$ (16,250.67)
10044297 Town Hall Rent	50.00	100.00	1,500.00	(1,400.00)
10044297.1 Community Center rents	50.00	300.00	600.00	(300.00)
<b>Total Revenue -Use of Money and Property</b>	<b>\$ 100.00</b>	<b>\$ 799.33</b>	<b>\$ 18,750.00</b>	<b>\$ (17,950.67)</b>
<b>Revenues - Fines</b>				
10034282 Traffic safety fund	\$ 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	\$ 136,990.00	\$ (136,990.00)
10054222 Home owners prop. tax relief	0.00	0.00	1,200.00	(1,200.00)
10054286 Street sweeping	0.00	9,367.68	18,800.00	(9,432.32)
10054289 RMRA	0.00	9,366.96	26,549.00	(17,182.04)
10054290 Peace off. stds. & trng.	0.00	80.00	0.00	80.00
10054300 Public safety 1/2 cent	0.00	0.00	2,000.00	(2,000.00)
10054310 COPs Program	0.00	52,217.54	165,000.00	(112,782.46)
<b>Total Revenue - Intergovernmental</b>	<b>\$ 0.00</b>	<b>\$ 71,032.18</b>	<b>\$ 350,539.00</b>	<b>\$ (279,506.82)</b>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Revenues - Fees for Service</b>				
10084271 Parking fees	\$ 0.00	\$ 48.74	\$ 100.00	\$ (51.26)
10084279 Copy machine fees - Library	0.00	10.00	0.00	10.00
10084287.1 Reimbursed building fees	0.00	0.00	5,000.00	(5,000.00)
10084287.2 Developer reimbursed fees	0.00	1,875.25	0.00	1,875.25
10084287.9 CAP reimbursement grant: RCEA	0.00	4,958.65	5,000.00	(41.35)
10084291 Special police services	10.00	976.88	2,000.00	(1,023.12)
10084294 Planning grant - SB2	0.00	0.00	185,500.00	(185,500.00)
10084298 Fair racing revenue	41.98	1,951.13	1,200.00	751.13
<b>Total Revenue - Fees for Service</b>	<b>\$ 51.98</b>	<b>\$ 9,820.65</b>	<b>\$ 198,800.00</b>	<b>\$ (188,979.35)</b>
<b>Revenues - Other Revenue</b>				
10094284 Donations - Library	\$ 0.00	\$ 0.00	\$ 100.00	\$ (100.00)
10094284.1 Donations - City	0.00	9,952.32	0.00	9,952.32
10094307 Miscellaneous	300.00	2,435.34	3,600.00	(1,164.66)
10094311 Utilities - Little League park	0.00	0.00	200.00	(200.00)
<b>Total Revenue - Other Revenue</b>	<b>\$ 300.00</b>	<b>\$ 12,387.66</b>	<b>\$ 3,900.00</b>	<b>\$ 8,487.66</b>
<b>TOTAL REVENUES</b>	<b>\$ 8,838.83</b>	<b>\$ 336,951.68</b>	<b>\$ 1,158,391.81</b>	<b>\$ (821,440.13)</b>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>EXPENDITURES</b>				
<b>Expenditures - City Council</b>				
10115012 Office expense	\$ 0.00	\$ 413.77	\$ 100.00	\$ 313.77
10115013 Advertising	130.42	1,552.98	1,800.00	(247.02)
10115044 Meetings and dues	252.57	252.57	1,200.00	(947.43)
10115045 LAFCO fees	<u>0.00</u>	<u>0.00</u>	<u>678.98</u>	<u>(678.98)</u>
<b>Total Expenditures - City Council</b>	<b>\$ 382.99</b>	<b>\$ 2,219.32</b>	<b>\$ 3,778.98</b>	<b>\$ (1,559.66)</b>
<b>Expenditures City Manager</b>				
10105002 Salary - permanent	\$ 3,881.73	\$ 18,062.91	\$ 33,641.78	\$ (15,578.87)
10105006 Payroll taxes	296.07	1,377.76	2,716.82	(1,339.06)
10105007 Medical/Dental/Vision insurance	29.68	3,397.73	8,449.53	(5,051.80)
10105009 Workers comp. insurance	48.98	896.23	1,749.37	(853.14)
10105010 Deferred retirement	0.00	718.34	2,691.34	(1,973.00)
10105061 Liability Insurance	<u>17.59</u>	<u>1,961.99</u>	<u>1,877.21</u>	<u>84.78</u>
<b>Total expenditures -City Manager</b>	<b>\$ 4,274.05</b>	<b>\$ 26,414.96</b>	<b>\$ 51,126.05</b>	<b>\$ (24,711.09)</b>
<b>Expenditures - City Clerk</b>				
10125002 Salary - permanent	\$ 13,747.13	\$ 47,728.05	\$ 78,506.59	\$ (30,778.54)
10125006 Payroll taxes	1,283.27	3,973.77	6,648.07	(2,674.30)
10125007 Medical/Dental/Vision insurance	488.38	5,985.09	12,595.01	(6,609.92)
10125009 Workers comp. insurance	117.73	2,154.23	4,082.34	(1,928.11)
10125010 Deferred retirement	0.00	1,762.43	6,280.53	(4,518.10)
10125012 Office expense	903.30	3,770.20	3,500.00	270.20
10125022 IT support	266.00	1,528.14	2,000.00	(471.86)
10125044 Meetings and dues	0.00	128.22	1,200.00	(1,071.78)
10125061 Liability Insurance	<u>42.28</u>	<u>4,715.95</u>	<u>4,380.67</u>	<u>335.28</u>
<b>Total Expenditures -City Clerk</b>	<b>\$ 16,848.09</b>	<b>\$ 71,746.08</b>	<b>\$ 119,193.21</b>	<b>\$ (47,447.13)</b>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Expenditures - City Attorney</b>				
10145052 Professional services	\$ 1,085.00	\$ 4,760.00	\$ 20,000.00	\$ (15,240.00)
<b>Total Expenditures - City Attorney</b>	<b>\$ 1,085.00</b>	<b>\$ 4,760.00</b>	<b>\$ 20,000.00</b>	<b>\$ (15,240.00)</b>
<b>Expenditures - Government Buildings</b>				
10155002 Salary - permanent	\$ 248.00	\$ 1,552.00	\$ 2,995.36	\$ (1,443.36)
10155006 Payroll taxes	34.36	214.97	414.86	(199.89)
10155009 Workers comp. insurance	4.72	86.30	155.76	(69.46)
10155012 Office expense	0.00	80.94	500.00	(419.06)
10155020 Building and ground maint.	410.91	2,122.15	7,000.00	(4,877.85)
10155030 Trash service	34.78	208.68	450.00	(241.32)
10155031 Gas	1,065.56	3,483.30	7,500.00	(4,016.70)
10155032 Utilities	192.19	988.07	2,000.00	(1,011.93)
10155033 Water	45.42	4,168.33	4,500.00	(331.67)
10155034 Telephone/internet	473.46	2,925.68	4,800.00	(1,874.32)
10155061 Liability Insurance	1.69	188.93	167.14	21.79
10155063 Building and Property Insurance	0.00	3,239.00	3,200.00	39.00
<b>Total Expenditures - Government Buildings</b>	<b>\$ 2,511.09</b>	<b>\$ 19,258.35</b>	<b>\$ 33,683.12</b>	<b>\$ (14,424.77)</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	20,254.75	19,800.00	454.75
10165054.1 Accounting services	0.00	2,425.00	10,700.00	(8,275.00)
10165055 Contractual services	180.00	360.00	720.00	(360.00)
10165061 Liability Insurance	0.00	809.21	0.00	809.21
10165076 Copy Machine Maintenance	0.00	0.00	4,680.00	(4,680.00)
10165078 Copy machine expense	310.22	2,113.95	0.00	2,113.95
10165099 Miscellaneous	450.00	900.00	2,500.00	(1,600.00)
10165200 Car allowance	400.00	2,400.00	4,800.00	(2,400.00)
<b>Total Expenditures - Nondepartmental</b>	<b>\$ 1,340.22</b>	<b>\$ 29,262.91</b>	<b>\$ 46,800.00</b>	<b>\$ (17,537.09)</b>
<b>Expenditures - Community Promotion</b>				
10175020 Building and ground maint.	\$ 0.00	\$ 809.08	\$ 100.00	\$ 709.08
10175028 Public restroom	20.00	989.20	2,000.00	(1,010.80)
10175032 Utilities	32.90	228.30	300.00	(71.70)
10175033 Water	93.53	818.82	1,440.00	(621.18)
10175072 Chamber of commerce	0.00	13,388.60	26,777.19	(13,388.59)
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	14,238.54	18,600.00	(4,361.46)
<b>Total Expenditures - Community Promotion</b>	<b>\$ 146.43</b>	<b>\$ 30,472.54</b>	<b>\$ 50,817.19</b>	<b>\$ (20,344.65)</b>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Expenditures - Police</b>				
10215002 Salary - permanent	\$ 31,367.13	\$ 126,723.71	\$ 211,285.48	\$ (84,561.77)
10215004 Salary - reserve	789.75	18,616.89	19,722.64	(1,105.75)
10215005 Salary - overtime	700.55	7,354.90	5,500.00	1,854.90
10215006 Payroll taxes	2,599.72	12,673.77	18,019.04	(5,345.27)
10215007 Medical/Dental/Vision insurance	1,350.37	15,715.38	34,253.16	(18,537.78)
10215009 Workers comp. insurance	426.10	7,796.89	12,298.43	(4,501.54)
10215010 Deferred retirement	0.00	2,333.19	12,108.23	(9,775.04)
10215012 Office expense	163.00	907.94	3,000.00	(2,092.06)
10215014 Vehicle expense	106.21	9,685.65	20,000.00	(10,314.35)
10215016 Fuel	3,002.59	9,803.53	11,000.00	(1,196.47)
10215020 Building and ground maint.	26.88	1,686.04	10,000.00	(8,313.96)
10215022 IT support	0.00	5,275.00	1,200.00	4,075.00
10215024 Special department supply	44.38	4,048.24	14,000.00	(9,951.76)
10215026 Uniform expense	390.90	442.93	1,000.00	(557.07)
10215026.1 Uniform allowance	0.00	3,000.00	3,000.00	0.00
10215029 Water/sewer	53.57	1,250.64	2,000.00	(749.36)
10215032 Utilities	151.37	869.96	1,800.00	(930.04)
10215034 Telephone/internet	444.36	2,804.00	5,600.00	(2,796.00)
10215035 Dispatch service	3,216.66	19,299.96	36,800.00	(17,500.04)
10215044 Meetings and dues	0.00	78.44	600.00	(521.56)
10215048 Training	0.00	2,513.75	2,500.00	13.75
10215051 Physical exams	0.00	358.75	900.00	(541.25)
10215052 Professional services	32.00	422.00	2,000.00	(1,578.00)
10215061 Liability Insurance	153.04	17,068.65	13,197.15	3,871.50
10215063 Building and Property Insurance	0.00	897.00	900.00	(3.00)
10215078 Copy machine expense	106.46	638.76	1,400.00	(761.24)
10215088 Equipment repair other	0.00	0.00	2,000.00	(2,000.00)
10215095 Capital outlay	0.00	13,660.43	0.00	13,660.43
10215098 Background expense	0.00	786.66	1,500.00	(713.34)
10215201 Lexipol services	0.00	0.00	2,500.00	(2,500.00)
<b>Total Expenditures - Police</b>	<b>\$ 45,125.04</b>	<b>\$ 286,713.06</b>	<b>\$ 450,084.13</b>	<b>\$ (163,371.07)</b>
<b>Expenditures - Animal Control</b>				
10225096 Animal control	\$ 450.00	\$ 2,700.00	\$ 5,550.00	\$ (2,850.00)
<b>Total Expenditures - Animal Control</b>	<b>\$ 450.00</b>	<b>\$ 2,700.00</b>	<b>\$ 5,550.00</b>	<b>\$ (2,850.00)</b>
<b>Expenditures - Health</b>				
10245052 Professional services	\$ 434.00	\$ 2,857.50	\$ 3,400.00	\$ (542.50)
<b>Total Expenditures - Health</b>	<b>\$ 434.00</b>	<b>\$ 2,857.50</b>	<b>\$ 3,400.00</b>	<b>\$ (542.50)</b>



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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Expenditures - Streets and Roads</b>				
10315002 Salary - permanent	\$ 2,470.68	\$ 13,425.80	\$ 18,757.44	\$ (5,331.64)
10315005 Salary - overtime	0.00	5.55	0.00	5.55
10315006 Payroll taxes	183.74	1,002.80	1,608.54	(605.74)
10315007 Medical/Dental/Vision insurance	19.73	2,069.63	5,137.73	(3,068.10)
10315009 Workers comp. insurance	27.35	500.52	975.39	(474.87)
10315010 Deferred retirement	0.00	407.82	1,500.60	(1,092.78)
10315011 Bldg/property insurance	0.00	477.00	460.00	17.00
10315014 Vehicle expense	1,017.67	6,269.83	12,200.00	(5,930.17)
10315020 Building and ground maint.	0.00	2,457.80	500.00	1,957.80
10315021 Street maintenance	196.12	1,874.99	4,000.00	(2,125.01)
10315024 Special department supply	0.00	739.38	1,000.00	(260.62)
10315026.1 Uniform allowance	0.00	0.00	300.00	(300.00)
10315034 Telephone/internet	82.67	496.75	930.00	(433.25)
10315055 Contractual services	0.00	556.18	550.00	6.18
10315061 Liability Insurance	9.82	1,095.73	1,046.66	49.07
10315088 Equipment repair other	<u>198.77</u>	<u>214.65</u>	<u>500.00</u>	<u>(285.35)</u>
<b>Total Expenditures - Streets and Roads</b>	<b>\$ 4,206.55</b>	<b>\$ 31,594.43</b>	<b>\$ 49,466.36</b>	<b>\$ (17,871.93)</b>
<b>Expenditures - Planning</b>				
10415052 Professional services	\$ 3,456.25	\$ 16,900.99	\$ 24,000.00	\$ (7,099.01)
10415053 Reimbursable Fees	0.00	1,656.00	10,000.00	(8,344.00)
10415055 Contractual services	46.00	3,908.50	14,500.00	(10,591.50)
10415059 Special Planning Projects	142.50	6,640.00	162,000.00	(155,360.00)
10415620 LRSP PROJECTS	0.00	332.50	23,500.00	(23,167.50)
10415630 CLIMATE ACTION PLAN	<u>1,235.00</u>	<u>1,235.00</u>	<u>6,500.00</u>	<u>(5,265.00)</u>
<b>Total Expenditures - Planning</b>	<b>\$ 4,879.75</b>	<b>\$ 30,672.99</b>	<b>\$ 240,500.00</b>	<b>\$ (209,827.01)</b>
<b>Expenditures - City engineer</b>				
10425052 Professional services	<u>\$ 0.00</u>	<u>\$ 3,123.45</u>	<u>\$ 9,000.00</u>	<u>\$ (5,876.55)</u>
<b>Total Expenditures - City engineer</b>	<b>\$ 0.00</b>	<b>\$ 3,123.45</b>	<b>\$ 9,000.00</b>	<b>\$ (5,876.55)</b>
<b>Expenditures - Building Regulation</b>				
10435024 Special department supply	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ (1,500.00)
10435052 Professional services	<u>7,266.86</u>	<u>18,651.84</u>	<u>36,000.00</u>	<u>(17,348.16)</u>
<b>Total Expenditures - Building Regulation</b>	<b>\$ 7,266.86</b>	<b>\$ 18,651.84</b>	<b>\$ 37,500.00</b>	<b>\$ (18,848.16)</b>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Expenditures - Library</b>				
10615002 Salary - permanent	\$ 400.10	\$ 1,703.21	\$ 5,000.00	\$ (3,296.79)
10615006 Payroll taxes	55.42	235.91	692.50	(456.59)
10615009 Workers comp. insurance	7.87	144.06	260.00	(115.94)
10615012 Office expense	0.00	207.92	0.00	207.92
10615020 Building and ground maint.	0.00	0.00	600.00	(600.00)
10615024 Special department supply	321.15	1,622.51	1,500.00	122.51
10615031 Gas	829.46	1,470.41	4,200.00	(2,729.59)
10615032 Utilities	139.60	829.54	1,440.00	(610.46)
10615033 Water	44.05	264.33	480.00	(215.67)
10615034 Telephone/internet	147.92	888.77	1,680.00	(791.23)
10615061 Liability Insurance	2.83	315.37	279.00	36.37
10615063 Building and Property Insurance	0.00	1,273.00	1,400.00	(127.00)
10615078 Copy machine expense	0.00	0.00	50.00	(50.00)
<b>Total Expenditures - Library</b>	<b>\$ 1,948.40</b>	<b>\$ 8,955.03</b>	<b>\$ 17,581.50</b>	<b>\$ (8,626.47)</b>
<b>Expenditures - Parks</b>				
10625002 Salary - permanent	\$ 924.71	\$ 3,725.15	\$ 6,431.19	\$ (2,706.04)
10625006 Payroll taxes	105.44	421.12	732.91	(311.79)
10625007 Medical/Dental/Vision insurance	2.88	309.98	769.82	(459.84)
10625009 Workers comp. insurance	9.79	179.09	334.42	(155.33)
10625010 Deferred retirement	0.00	62.55	231.62	(169.07)
10625020 Building and ground maint.	135.57	2,209.16	4,500.00	(2,290.84)
10625024 Special department supply	0.00	149.97	400.00	(250.03)
10625032 Utilities	63.58	499.49	600.00	(100.51)
10625033 Water	211.19	1,255.78	2,200.00	(944.22)
10625061 Liability Insurance	3.52	392.06	358.87	33.19
10625065 Russ Park expenditures	0.00	985.41	3,000.00	(2,014.59)
<b>Total Expenditures - Parks</b>	<b>\$ 1,456.68</b>	<b>\$ 10,189.76</b>	<b>\$ 19,558.83</b>	<b>\$ (9,369.07)</b>
<b>Expenditures -Community Center</b>				
10635002 Salary - permanent	\$ 0.00	\$ 0.71	\$ 0.00	\$ 0.71
10635020 Building and ground maint.	0.00	0.00	1,500.00	(1,500.00)
10635063 Building and Property Insurance	0.00	2,559.00	3,000.00	(441.00)
<b>Total Expenditures -Community center</b>	<b>\$ 0.00</b>	<b>\$ 2,559.71</b>	<b>\$ 4,500.00</b>	<b>\$ (1,940.29)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 92,355.15</b>	<b>\$ 582,151.93</b>	<b>\$ 1,162,539.37</b>	<b>\$ (580,387.44)</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (83,516.32)</b>	<b>\$ (245,200.25)</b>	<b>\$ (4,147.56)</b>	<b>\$ (241,052.69)</b>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
22314210.1 Gas tax (2105)	\$ 581.29	\$ 3,982.62	\$ 7,823.00	\$ (3,840.38)
22314210.2 Gas tax (2106)	781.53	5,217.32	10,029.00	(4,811.68)
22314210.3 Gas tax (2107)	809.25	4,266.67	9,950.00	(5,683.33)
22314210.4 Gas tax (2107.5)	0.00	1,000.00	1,000.00	0.00
22314210.5 Gas Tax (2103)	771.95	6,266.78	10,650.00	(4,383.22)
<b>Total Revenue</b>	<u>2,944.02</u>	<u>20,733.39</u>	<u>39,452.00</u>	<u>(18,718.61)</u>
<b>EXPENDITURES</b>				
22315002 Salary - permanent	2,601.75	10,472.12	19,856.36	(9,384.24)
22315005 Salary - overtime	0.72	9.04	0.00	9.04
22315006 Payroll taxes	198.19	801.19	1,746.20	(945.01)
22315007 Medical/Dental/Vision insurance	20.86	2,192.17	5,433.02	(3,240.85)
22315009 Workers comp. insurance	30.75	562.63	1,071.91	(509.28)
22315010 Deferred retirement	0.00	432.46	1,588.50	(1,156.04)
22315057 Street signs	0.00	0.00	500.00	(500.00)
22315058 Street lighting	34.68	6,586.07	13,200.00	(6,613.93)
22315061 Liability Insurance	11.04	1,231.68	1,150.24	81.44
<b>TOTAL EXPENDITURES</b>	<u>2,897.99</u>	<u>22,287.36</u>	<u>44,546.23</u>	<u>(22,258.87)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ 46.03</u>	<u>\$ (1,553.97)</u>	<u>\$ (5,094.23)</u>	<u>\$ 3,540.26</u>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
23314211 RSTP Revenue	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ (10,000.00)
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>(10,000.00)</u>
<b>EXPENDITURES</b>				
23315002 Salary - permanent	765.84	3,176.78	5,913.41	(2,736.63)
23315006 Payroll taxes	57.74	242.62	495.78	(253.16)
23315007 Medical/Dental/Vision insurance	5.75	570.92	1,452.95	(882.03)
23315009 Workers comp. insurance	8.66	158.50	307.50	(149.00)
23315010 Deferred retirement	0.00	128.53	473.07	(344.54)
23315061 Liability Insurance	3.11	347.00	329.97	17.03
<b>TOTAL EXPENDITURES</b>	<u>841.10</u>	<u>4,624.35</u>	<u>8,972.68</u>	<u>(4,348.33)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (841.10)</u>	<u>\$ (4,624.35)</u>	<u>\$ 1,027.32</u>	<u>\$ (5,651.67)</u>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
24314231 Transportation devel. act	\$ 0.00	\$ 0.00	\$ 44,740.17	\$ (44,740.17)
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>44,740.17</u>	<u>(44,740.17)</u>
<b>EXPENDITURES</b>				
24315002 Salary - permanent	2,817.60	11,470.90	21,453.71	(9,982.81)
24315005 Salary - overtime	2.17	12.98	0.00	12.98
24315006 Payroll taxes	213.30	877.83	1,761.23	(883.40)
24315007 Medical/Dental/Vision insurance	21.04	2,079.64	5,261.33	(3,181.69)
24315009 Workers comp. insurance	31.14	569.79	1,076.21	(506.42)
24315010 Deferred retirement	0.00	466.32	1,716.30	(1,249.98)
24315014 Vehicle expense	0.00	0.00	250.00	(250.00)
24315016 Fuel	2,121.53	6,506.43	6,600.00	(93.57)
24315020 Building and ground maint.	0.00	72.66	1,000.00	(927.34)
24315021 Street maintenance	0.00	0.00	750.00	(750.00)
24315024 Special department supply	0.00	454.08	600.00	(145.92)
24315032 Utilities	252.10	1,391.87	3,200.00	(1,808.13)
24315033 Water	112.16	375.99	720.00	(344.01)
24315034 Telephone/internet	82.68	496.78	940.00	(443.22)
24315061 Liability Insurance	11.18	1,247.37	1,154.86	92.51
24315088 Equipment repair other	0.00	0.00	600.00	(600.00)
<b>TOTAL EXPENDITURES</b>	<u>5,664.90</u>	<u>26,022.64</u>	<u>47,083.64</u>	<u>(21,061.00)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (5,664.90)</u>	<u>\$ (26,022.64)</u>	<u>\$ (2,343.47)</u>	<u>\$ (23,679.17)</u>

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

	1 Month Ended December 31, 2021	6 Months Ended December 31, 2021	FY2021/2022	Over/(Under)
	Actual	Actual	Budget	Budget
<b>Revenues</b>				
26314230 Drainage fund	\$ 1,928.00	\$ 2,216.00	\$ 4,500.00	\$ (2,284.00)
26314240 Drainage district fees	0.00	0.00	20,157.10	(20,157.10)
<b>Total Revenue</b>	<u>1,928.00</u>	<u>2,216.00</u>	<u>24,657.10</u>	<u>(22,441.10)</u>
<b>EXPENDITURES</b>				
26315002 Salary - permanent	1,374.75	4,970.01	8,645.45	(3,675.44)
26315005 Salary - overtime	0.72	7.93	0.00	7.93
26315006 Payroll taxes	104.42	380.51	735.16	(354.65)
26315007 Medical/Dental/Vision insurance	8.79	1,087.03	2,224.45	(1,137.42)
26315009 Workers comp. insurance	26.33	481.72	449.57	32.15
26315010 Deferred retirement	0.00	188.32	691.64	(503.32)
26315019 Creek maintenance	0.00	86.25	1,500.00	(1,413.75)
26315023 Drain project	0.00	0.00	200.00	(200.00)
26315024 Special department supply	0.00	0.00	750.00	(750.00)
26315052 Professional services	1,200.00	1,460.00	0.00	1,460.00
26315061 Liability Insurance	9.46	1,054.57	482.42	572.15
26315194 Interest expense	0.00	6,777.48	13,555.00	(6,777.52)
<b>TOTAL EXPENDITURES</b>	<u>2,724.47</u>	<u>16,493.82</u>	<u>29,233.69</u>	<u>(12,739.87)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (796.47)</u>	<u>\$ (14,277.82)</u>	<u>\$ (4,576.59)</u>	<u>\$ (9,701.23)</u>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
25314288 Tipping fee (int. waste mgt.)	\$ 0.00	\$ 0.00	\$ 4,200.00	\$ (4,200.00)
25314600 Recycling grant	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>(5,000.00)</u>
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>9,200.00</u>	<u>(9,200.00)</u>
<b>EXPENDITURES</b>				
25315002 Salary - permanent	588.15	2,736.84	5,097.24	(2,360.40)
25315006 Payroll taxes	44.85	208.72	411.64	(202.92)
25315007 Medical/Dental/Vision insurance	4.49	514.79	1,280.23	(765.44)
25315009 Workers comp. insurance	7.42	135.79	265.06	(129.27)
25315010 Deferred retirement	0.00	108.84	407.78	(298.94)
25315061 Liability Insurance	2.67	297.28	284.43	12.85
25315600 Recycling grant expenditures	<u>0.00</u>	<u>42.00</u>	<u>236.00</u>	<u>(194.00)</u>
<b>TOTAL EXPENDITURES</b>	<u>647.58</u>	<u>4,044.26</u>	<u>7,982.38</u>	<u>(3,938.12)</u>
 <b>REVENUES OVER (UNDER) EXPENDITURES</b>	 <u>\$ (647.58)</u>	 <u>\$ (4,044.26)</u>	 <u>\$ 1,217.62</u>	 <u>\$ (5,261.88)</u>

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

	1 Month Ended December 31, 2021 Actual	6 Months Ended December 31, 2021 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
30514274 Sewer service charge	\$ 0.00	\$ (700.99)	\$ 800,000.00	\$ (800,700.99)
30514275 Sewer connection fees	5,180.16	6,466.41	15,000.00	(8,533.59)
30514303 Septic discharge	0.00	54,061.75	101,000.00	(46,938.25)
30514330 COVID-19 Relief Funds	0.00	19,894.29	0.00	19,894.29
<b>Total Revenue</b>	<u>5,180.16</u>	<u>79,721.46</u>	<u>916,000.00</u>	<u>(836,278.54)</u>
<b>EXPENSES</b>				
30515002 Salary - permanent	31,301.62	142,205.50	269,729.08	(127,523.58)
30515005 Salary - overtime	491.79	2,367.51	3,647.28	(1,279.77)
30515006 Payroll taxes	2,403.13	11,225.14	23,317.65	(12,092.51)
30515007 Medical/Dental/Vision insurance	194.11	19,671.01	50,033.54	(30,362.53)
30515009 Workers comp. insurance	350.16	6,407.25	14,215.57	(7,808.32)
30515010 Deferred retirement	0.00	5,134.29	19,471.87	(14,337.58)
30515012 Office expense	0.00	506.87	1,200.00	(693.13)
30515014 Vehicle expense	0.00	522.19	500.00	22.19
30515016 Fuel	540.56	2,043.95	2,400.00	(356.05)
30515024 Special department supply	176.37	630.45	1,000.00	(369.55)
30515030 Trash service	3,027.47	4,512.77	5,800.00	(1,287.23)
30515032 Utilities	5,391.74	39,338.64	74,400.00	(35,061.36)
30515033 Water	79.75	1,643.35	2,200.00	(556.65)
30515034 Telephone/internet	527.31	3,161.36	6,000.00	(2,838.64)
30515044 Meetings and dues	0.00	643.00	650.00	(7.00)
30515048 Training	0.00	0.00	300.00	(300.00)
30515050 IT Support	20.00	120.00	2,000.00	(1,880.00)
30515055 Contractual services	0.00	2,665.00	8,100.00	(5,435.00)
30515061 Liability Insurance	125.77	14,026.42	15,254.41	(1,227.99)
30515063 Building and Property Insurance	0.00	1,852.00	1,800.00	52.00
30515092 Permits	3,326.00	4,505.00	13,500.00	(8,995.00)
30515099 Miscellaneous	2,565.00	2,565.00	0.00	2,565.00
30515121 Sewer plant maintenance	1,750.52	16,158.87	50,000.00	(33,841.13)
30515122 Sewer line maintenance	0.00	861.61	35,000.00	(34,138.39)
30515130 Ultra Violet Lights	0.00	0.00	25,000.00	(25,000.00)
30515157 Testing and monitoring	0.00	3,725.00	12,000.00	(8,275.00)
30515160 Postage & Shipping	0.00	0.00	600.00	(600.00)
30515190 USDA loan	0.00	145,316.87	194,000.00	(48,683.13)
<b>TOTAL EXPENSES</b>	<u>52,271.30</u>	<u>431,809.05</u>	<u>832,119.40</u>	<u>(400,310.35)</u>
<b>NET INCOME (LOSS)</b>	<u>\$ (47,091.14)</u>	<u>\$ (352,087.59)</u>	<u>\$ 83,880.60</u>	<u>\$ (435,968.19)</u>



City of Ferndale  
Cash Balances

As of December 31, 2021

Cash Balances

Current Assets	
General Fund	\$ 536,552.49
Restricted Cash	15,150.00
Gas Tax	(704.27)
RSTF	14,240.64
TDA	192,070.05
IWM	53,496.18
Drainage	(19,165.80)
Sewer	<u>559,911.35</u>
Total	<u>\$ 1,351,550.64</u>
Checking	\$ 695,203.56
LAIF	656,197.08
Petty cash	<u>150.00</u>
Total	<u>\$ 1,351,550.64</u>

**Section 10**

**CALL ITEMS**

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

**Section 11**

**PRESENTATION**

*a. Update on California Street Sewer Replacement Project*

**Section 12**

**PUBLIC HEARING**

**Section 13**

**BUSINESS**

Meeting Date: January 19, 2022		Agenda Item Number: 13.a				
Agenda Item Title: Land Use Element and 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 has been working with the community and the Planning Commission on preparing a comprehensive update to the Land Use Element. To date, the following actions have taken place:

- City Council Study Session – January 21, 2020
- Planning Commission Presentation – February 5, 2020
- City Council SB2 Status Update – November 18, 2020
- Ferndale Land Use Element Public Survey – December 2020/ January 2021
- Planning Commission Review of Survey Results – April 7, 2021
- Planning Commission Review of Draft Land Use Descriptions – September 1, 2021
- Planning Commission Review of Draft Goals and Policies – October 6, 2021
- Planning Commission Review of Updated draft Safety Element – January 5, 2022

Based on previous Planning Commission meetings, City Council meetings, and public surveys, preliminary draft goals and policy language has been developed. The goals and policies are generally distributed under the

following topics: overall community form and character, business and tourism, and natural resources and the environment. The policies focus on increasing housing diversity, providing flexibility for a wide range of businesses, and preserving existing resources and open space. Based on the outreach and informational sessions conducted so far, Planwest has a working draft of the Land Use Element that is close to being ready for Planning Commission and public review. In February/March 2022, the next phase of public outreach will take place. This will include landowner notices and community input on Land Use/ Zoning map options.

Next steps include:

- Draft Land Use map alternatives and community input (Feb-March 2022)
- Planning Commission review of draft Land Use maps (March-April 2022)
- Draft Land Use Element public/ Planning Commission/ Council review (April-June 2022)
- California Environmental Quality Act (CEQA) compliance (June-Nov. 2022)
- Final review and adoption by Planning Commission and City Council (Nov.-Dec. 2022)

### ***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) Templates***

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 design templates will facilitate ADU construction, reduce design costs and streamline the permit process. Development of pre-approved designs would encourage ADU production as prioritized low-impact infill housing which is one of the Housing Element's guiding strategies. 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. In 2022, Planwest will work with the Design Review Committee and Planning Commission to develop informational brochures for homeowners that provide an overview of the ADU process. Additionally, ADU templates will be developed that can be utilized by homeowners as a starting point for development. This will help reduce initial design costs and encourage development of these units.

### ***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 (approved for environmental review by Planning Commission January 5, 2022). 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.

In order to include the Safety Element in the CEQA review process, several updates had to be made to the 2013 document. These updates included adding a new Climate Change chapter, identifying evacuation routes in the City, incorporation of the City's current emergency response plan, and updating maps based on currently available hazard information. Planwest worked with the Planning Commission on preparation of these updates and received Planning Commission approval to proceed with environmental analysis of the draft document on January 5, 2022. Once the draft Land Use Element is approved for environmental review, Planwest will begin the CEQA process.

***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 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 has completed a new model of the City's drainage system. Model results were shared with the Drainage Committee in early January 2022. Based on input from the committee, the City Engineer will provide a listed of recommended projects and associated costs for inclusion in the Drainage Master Plan update.

Planwest has reviewed the prior Drainage Master Plan and drafted a template for the update that incorporates language from the old plan along with additional information on the City's geographical and physical setting. Moving forward, Planwest will work with the City Engineer to develop a draft Drainage Master Plan Update for review and comment by the Drainage Committee. This review is anticipated to occur by mid 2022.

Meeting Date:	January 19, 2022	Agenda Item Number	13.b
Agenda Item Title:	Resolution No. 2022-01 Annual Events and Parades Street Closures		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION**

Approve Resolution No. 2022-01 Annual Events and Parades Street Closures.

**DISCUSSION:**

Staff is requesting that the street closures listed in the Resolution and Attachment be exempt from Section 7.05 of the zoning ordinance which requires a use permit for any assemblage of persons and vehicles. Instead, the closures will require a city issued “Parade or Assembly Permit”, as well as an Encroachment Permit either from Cal Trans (for Main Street closure) or from the City (for any other street closure).

The parade and event dates herein are based on the Ferndale events page of the Ferndale Chamber of Commerce. Staff will communicate in writing with parade and event organizers to let them know that they will not need to apply for a Use Permit but they will need to apply for Encroachment Permits from Cal Trans for Main Street closures and from the City for other street closures, a Parade or Assembly Permit from the City, and provide the City with required insurance certificates.

Please note that this is only for the approval of street closures. The applicant will still need to go through any permitting process. Due to COVID-19 some of these events may not be able to take place, but the city would like to have this Resolution in place for any events that may be able to be held.

**FINANCIAL IMPACT:**

None.

**RESOLUTION NO. 2022-01**

**ANNUAL EVENTS AND PARADES STREET CLOSURES FROM JANUARY 1, 2022 THROUGH DECEMBER 31, 2022**

**WHEREAS**, the following parades, festivals, events and placement of banners will take place in the City of Ferndale from January 1, 2022 through December 31, 2022:

20	February	Firemen’s Games
13	March	Annual Foggy Bottoms Milk Run – Foot Race
30	May	Veteran’s Memorial Day Parade
30	May	Annual Kinetic Sculpture Race
4	June	Tour of the Unknown Coast
5	June	Portuguese Holy Ghost Festa
4	June	Annual Pet Parade
4	July	Annual 4 <sup>th</sup> of July Parade and Picnic
**	August	Humboldt County Fair Opening Day Parade
11	September	Concours on Main
**	October	High School Homecoming Parade
4	December	Lighting of America’s Tallest Living Christmas Tree
18	December	Christmas Lighted Tractor Parade

**\*\*SOME DATES ARE UNDETERMINED DUE TO COVID-19.**

**WHEREAS**, it is necessary, in order to install banners, provide traffic control and to accommodate the crowd and participants during the stated events, to alter vehicular movement and/or close portions of Main Street; Berding Street between Fern and Lewis; and Francis Street from Eugene Street southwest to the end of Francis Street and,

**WHEREAS**, the above closures shall be exempt from the City of Ferndale Use Permit Application as currently required in the Zoning Ordinance.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Ferndale that Main Street, Berding Street and Francis Street be closed as stated in the attachment, and

**BE IT FURTHER RESOLVED**, That the Chief of Police is hereby empowered and instructed to enforce this Resolution, and that this Resolution shall not be effective, with respect to the State of California, Department of Transportation, without prior approval, in writing, from the Department of Transportation when and to the extent required by the vehicle code of the State of California.

**PASSED AND ADOPTED** by the City Council of Ferndale on January 19, 2022 by the following vote:

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

\_\_\_\_\_  
Don Hindley, Mayor

Attest:

\_\_\_\_\_  
Kristene Hall, City Clerk

**ATTACHMENT 2022-01**

- **Firemen's Games.** Ferndale's volunteer firemen compete in old fashioned firefighting techniques: bucket brigade, quick dressing, and hose coupling. Main Street, noon to 3pm.
- **Annual Foggy Bottoms Milk Run.** A Sunday family run conducted by the Six Rivers Running Club since 1978 with three different courses through Ferndale Farmlands to the Main Street finish. Main Street from Ocean and Main to Main and City Limits starts at Noon.
- **Memorial Day Parade.** Ferndale veterans and other organizations coordinate the 10am parade on Main Street from the Veterans Building on Main Street to the intersection of Ocean and Main.
- **Annual Kinetic Sculpture Race** finish line in the Victorian Village of Ferndale (finishing any time after noon Monday)
- **Annual Portuguese Holy Ghost Festa.** Sunday Parade on Main Street from the intersection of Ocean and Main to the intersection of Washington and Main during the period of 9:00am to 1:00pm. The parade time will be two 20-minute periods.
- **Pet Parade.** Children 12 and younger parade costumed pets down Main Street to Firemen's Park for prizes at 10:30am.
- **Annual Bicycle [Tour of the Unknown Coast](#).** Events for the whole family! 10-, 20-, and 50-mile courses plus California's toughest "century," the 100-mile loop through the redwoods, tracing the Lost Coast to the Victorian Village of Ferndale. Start times: 100-mile, 7am; 50-mile, 8 a.m.; 20-mile, 10am; 10-mile, 11:30am.
- **Annual 4<sup>th</sup> of July Parade.** Close Main Street from Ocean Ave to Arlington during the period of 10am-1pm.
- **Opening Day Parade for the Humboldt County Fair.** Close portion of Main Street from Ocean Avenue to Arlington Avenue. Parade begins at 11:00am
- **Concours on Main.** Close Main St from Ocean to Shaw for a car show 7am-4pm.
- **Ferndale High School Homecoming.** Parade starts at 9am. Exact date to be determined at a later date. Parade to be from the intersection of Arlington and Main to the intersection of Ocean and Main. The parade time will be approximately 20 minutes.
- **Lighting of America's Tallest Living Christmas Tree.** 5:30pm. Close Francis Street from Ocean Ave. to S.W. end of Francis Street.
- **Annual Christmas Lighted Tractor Parade.** Lineup/Staging will be on Francis Street, lineup begins at 4:30pm and judging is at 5:00pm. Parade starting point is Ocean and Main and ends at Main and Arlington. Parade begins at 6pm.



Meeting Date:	January 19, 2022	Agenda Item Number	13. c
Agenda Item Title	COVID-19 Update, Reconfirm Existence of Local Emergency, Reconfirm Resolution 2021-21 Findings and Continue Virtual Meetings		
Presented By:	City Manager		
Type of Item:	X	Action	Discussion
Action Required:		No Action	Voice Vote
			Information
			Roll Call Vote

**RECOMMENDATION:**

It is recommended that the Council reconfirm the Existence of a Local Emergency related to the Coronavirus (COVID-19) pandemic and reconfirm the findings in Resolution 2021-21 to continue to conduct city meetings via Zoom (virtual meetings).

**DISCUSSION:**

The Humboldt County Health Officer's and the California Governor's Emergency Declaration are still in place. As of January 12, 2022, 62% of Humboldt County residents are fully vaccinated, and 69% of the population have received at least one dose of the vaccine.

Vaccine access still remains strong in Humboldt County. In Humboldt County as of January 12, 2022, the positivity rate over the past week was 23.67%, which was a large increase. With the increased positivity rate, we are reminded to socially distance, avoid large gatherings, wear a mask, and get vaccinated. Everyone is encouraged to follow the CDC guidelines, as well as local, state, and federal guidelines for gatherings, mask mandates, and testing.

The State released new Isolation and Quarantine guidelines for the General Public. We have included this guidance in the packet and is also available on our website.

**RECONFIRMATION OF LOCAL EMERGENCY:**

On March 30, 2020, the City Council adopted a resolution confirming the existence of a local emergency caused by the Coronavirus (COVID-19). The City of Ferndale Emergency Plan adopted by Resolution 04-30 and modified by Resolution 2020-21 requires the City Council to review and affirm the continuation of the Emergency proclamation every 30 days after the initial declaration.

Reconfirming the Proclamation of a Local Emergency allows the city to continue to seek resources and funding associated with the COVID-19 pandemic. It will also allow the city to easily continue the use of virtual meetings.

**RECONFIRM FINDINGS IN RESOLUTION 2021-21 AND CONTINUE VIRTUAL MEETINGS**

On September 19th, Governor Newsom signed AB 361, amending the Brown Act effective October 1, 2021 until January 1, 2024. AB 361 allows a public entity to conduct a meeting without complying with the teleconferencing requirements of the Brown Act under specific circumstances. At the October 20, 2021 Council Meeting, the council approved and adopted Resolution 2021-21 which contained the following findings:

1. That the Council has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic;
2. That the state of emergency continues to directly impact the ability of the members of the Council to meet safely in person, and further those local officials continue to impose or recommend measures to promote social distancing;
3. That the Council may continue to conduct public meetings in accordance with Government Code section 54953(e);
4. That the Council will reconsider the above findings within 30-days of this Resolution.

These finding need to be reconfirmed every 30 days in order to continue the use of virtual meetings. The council choose to reconfirm these findings at the December 15, 2021 meeting. At this time, staff recommends to continue virtual meetings.

**BUDGET/FISCAL IMPACT:**

While there will be costs associated with City's emergency response to COVID-19, continuation of the proclamation of a Local Emergency by the City Council has no direct cost impact. However, it may enable potential external sources for reimbursement to costs associated with the City's emergency response.

**ATTACHMENTS:**

1. California State Guidance for Isolation and Quarantine
2. Emergency Proclamation
3. Resolution 2021-21



# Isolation and Quarantine for the General Public

Humboldt County has aligned with [new state guidance](#) that allows for shorter isolation and quarantine periods for people who have been infected with or exposed to COVID-19. The state's new rules are similar to the [CDC's recently revised guidance](#) but add a testing requirement to shorten isolation or quarantine.

## People Who Test Positive (Isolation)

- Isolate for at least 5 days (previously, it was a 10-day minimum).
- Isolation can end if a test collected on or after day 5 is negative and the individual is not experiencing symptoms or symptoms are resolving. An [over-the-counter antigen test](#) can be used to end isolation.
- Wear a well-fitting mask around others for a total of 10 days, especially in indoor settings.
- Those who do not take a test must isolate for 10 days.

## People Exposed to Someone with COVID-19 (Quarantine)

If unvaccinated or unboosted, but eligible for a booster:

- Stay home for at least 5 days after your last contact with an individual who is positive for COVID-19. Test on day 5.
- Quarantine can end after day 5 if symptoms are not present and test taken on or after day 5 is negative. An over-the counter antigen test can be used to end quarantine.
- Wear a well-fitting mask around others for a total of 10 days, especially in indoor settings.
- Those who don't take a test must quarantine for 10 days.

Individuals who have gotten a booster shot, or are fully vaccinated and not yet eligible for a booster, do not have to quarantine following an exposure. However, they should get tested 5 days after being exposed to be safe.

These guidelines are for the general public and not health care workers who have [their own isolation and quarantine guidance](#). [Workers and K-12 students](#) should also check with their employers and schools about requirements for returning to work or school since state guidance may differ for those settings.

For more information, see California's [guidance for isolation and quarantine](#) or call the Humboldt County Joint Information Center at 1-707-441-5000.



Humboldt County Joint Information Center  
[covidinfo@co.humboldt.ca.us](mailto:covidinfo@co.humboldt.ca.us) | 707-441-5000

# Periodos de Aislamiento y Cuarentena Más Cortos para el Público en General

El condado de Humboldt se está alineando con los [nuevos lineamientos estatales](#) que permiten períodos de aislamiento y cuarentena más cortos para las personas que se han infectado o se han expuesto al COVID-19. Las nuevas reglas del estado son similares a los [lineamientos recientemente modificados de los CDC](#), pero agregan un requisito de pruebas para acortar el aislamiento o la cuarentena.

## Personas con un resultado positivo en la prueba (aislamiento)

- Deben ponerse en aislamiento durante un mínimo de 5 días (anteriormente era un mínimo de 10 días).
- El aislamiento puede terminar si la persona se hace una prueba a partir del día 5, los resultados son negativos y no tiene síntomas o sus síntomas están mejorando. Es posible utilizar una [prueba casera de antígenos](#) para poner fin al aislamiento.
- Las personas que no se hagan la prueba deben ponerse en aislamiento durante 10 días.
- Utilice una mascarilla facial bien ajustada cuando esté cerca de otras personas durante un total de 10 días, especialmente en interiores.

## Personas expuestas a alguien con COVID-19 (cuarentena)

### Si la persona no está vacunada o no ha recibido la vacuna de refuerzo pero es elegible para recibirla:

- Quéedese en casa durante un mínimo de 5 días a partir de la fecha de su último contacto con la persona infectada de COVID-19. Hágase la prueba el día 5.
- La cuarentena puede terminar después del día 5 si usted no tiene síntomas y se hace una prueba a partir del día 5 y los resultados de la prueba son negativos. Es posible utilizar una prueba casera de antígenos para poner fin a la cuarentena.
- Las personas que no se hagan la prueba deben ponerse en cuarentena durante 10 días.
- Utilice una mascarilla facial bien ajustada cuando esté cerca de otras personas durante un total de 10 días, especialmente en interiores.

En el caso de las personas que ya recibieron la vacuna de refuerzo o que están completamente vacunadas y todavía no son elegibles para la vacuna de refuerzo, no es necesario que se pongan en cuarentena después de una exposición. Sin embargo, deben hacerse la prueba 5 días después de la exposición para mayor seguridad.

Estos lineamientos son para el público en general y no aplican a los trabajadores de salud, quienes tienen [su propio lineamiento sobre el aislamiento y la cuarentena](#). Los trabajadores y [los estudiantes de los grados K-12](#) deben consultar al personal de su escuela o a su empleador respecto a los requisitos para regresar a la escuela o al trabajo, ya que los lineamientos del estado pueden ser diferentes en dichos lugares.

Para obtener más información, consulte los lineamientos de aislamiento y cuarentena de California o llame al Centro de Información Conjunta del Condado de Humboldt al 1-707-441-5000.



Centro de Información Conjunta del Condado de Humboldt

[covidinfo@co.humboldt.ca.us](mailto:covidinfo@co.humboldt.ca.us) | 707-441-5000



PROCLAMATION  
*OF THE*  
CITY OF FERNDALE CONFIRMING THE EXISTENCE OF A  
LOCAL EMERGENCY

*MARCH 23, 2020*

(BY THE CITY MANAGER, DIRECTOR OF EMERGENCY SERVICES)

**WHEREAS**, Ordinance 267 of the City of Ferndale empowers the City Manager as Director of Emergency Services to proclaim the existence or threatened existence of a local emergency when circumstances described therein exist; and

**WHEREAS**, the City of Ferndale Emergency Operations Plan adopted by Resolution 04-30, states that if conditions of extreme peril to the safety of persons and property within the territorial limits of the City of Ferndale exists, a local emergency can be declared; and

**WHEREAS**, International, State, and Local health and government authorities are responding to an outbreak of respiratory disease caused by a novel coronavirus named “SARSCoV-2” and the disease it causes has been named “coronavirus disease 2019” abbreviated COVID-19, (“COVID-19”), first detected in December 2019; and

**WHEREAS**, the State of California has worked in close collaboration with the national Centers for Disease Control and Prevention (CDC), the United States Health and Human Services Agency, and local health departments since December 2019 to monitor and plan for the potential spread of COVID-19 to the United States; and

**WHEREAS**, the CDC considers the COVID-19 virus to be a very serious public health threat with outcomes ranging from mild sickness to severe respiratory illness and death, and that certain populations face elevated risk with widespread transmission of COVID-19 translating into large numbers of people needing medical care at the same time thereby creating a public calamity in which other infrastructures may also be affected; and

**WHEREAS**, on January 31, 2020, the U.S. Department of Health and Human Services declared a Public Health Emergency to aid the nation's local healthcare communities in responding to COVID-19; and

**WHEREAS**, on March 11, 2020 with 114 countries reporting 118,000 individuals as having contracted the COVID-19 virus, the World Health Organization (WHO) officially declared COVID-19 a global pandemic; and

**WHEREAS**, on March 11, 2020, Humboldt County Health Officer declared a Local Health Emergency in response to the COVID-19 outbreak in California and beyond; and

**WHEREAS**, on March 12, 2020, California Governor Newsom issued Executive Order N-25-20 requiring all residents to heed any orders and guidance of state and local health officials, including the imposition of social distancing measures to control the spread of COVID-19; and

**WHEREAS**, on March 19, 2020, Humboldt County Health Officer issued an order directing all individuals living in Humboldt County to shelter in their residences except to provide or receive certain essential services or engage in essential activities, to cease all non-essential travel, and further ordering all non-essential businesses to cease operations at physical locations; and

**WHEREAS**, on March 19, 2020, Governor Newsom issued Executive Order N-33-20 directing all forty-million California residents to stay at home indefinitely except for workers in the 16 critical infrastructure sectors identified by the Department of Homeland Security Cybersecurity and Infrastructure Security Agency (CISA) who are required to maintain continuity of operations for these vital systems and facilities; and

**WHEREAS**, if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources; and

**WHEREAS**, controlling or slowing epidemic and disease outbreaks through implementation of the State and County COVID-19 response orders and through following CDC Guidelines will help to limit the spread of infection within our communities, and most importantly within local healthcare delivery systems; and

**WHEREAS**, State agencies and political sub-divisions have statutory authority to take numerous actions to protect the public health, safety and welfare, including: providing extraordinary services through mutual aid consistent with agreements (Govt. Code §§ 8631, 8632), the costs of which shall constitute a legal charge against the State when approved by the Governor (Govt. Code §8633); and promulgating orders and regulations necessary to provide for the protection of life and property, including the imposition of curfews within designated boundaries where necessary to preserve the public order and safety (Govt. Code §8634); and

**WHEREAS**, the purpose of a Local Emergency Proclamation is to provide extraordinary police powers, immunity from emergency actions, to authorize issuance of orders and regulations, and activate pre-established emergency provisions; and

**WHEREAS**, a Local Emergency Proclamation can be a prerequisite for requesting State or Federal assistance; and

**WHEREAS**, the City Manager as Director of Emergency Services of the City of Ferndale does hereby find:

That conditions of Local Emergency and extreme peril to the safety of persons and property have arisen within the City of Ferndale, caused by the COVID-19 pandemic and associated response and that the City Council of the City of Ferndale is not in session and cannot immediately be called into session; and

The Proclamation of a Local Emergency will allow the City of Ferndale to access extraordinary police powers and resources as may be necessary to best protect the public health, safety and welfare during the COVID-19 pandemic.

**NOW, THEREFORE, I HEREBY PROCLAIM** that effective immediately and until further notice, a Local Emergency now exists throughout Ferndale as a result of the circumstances described above; and

**IT IS FURTHER PROCLAIMED AND ORDERED** that all City Officers and employees shall take all steps requested by the City Manager to prevent the spread of COVID-19, to prevent or alleviate harmful impacts from the disease, and to qualify for Federal Emergency Management Agency and other state and federal relief as may be available to reimburse the City for the expenses it incurs in addressing this emergency; and

**BE IT FURTHER PROCLAIMED AND ORDERED** that during the existence of said Local Emergency the powers, functions, and duties of the emergency organization of this City as outlined in the Emergency Operations Plan shall be in place.

**BE IT FURTHER ORDERED** that this proclamation of a Local Emergency shall take effect immediately and shall be subject to ratification by the City Council within seven days of the date written below.

Dated: 3/23/2020

By: \_\_\_\_\_

  
Jay Parrish  
City Manager/ Director of Emergency Services  
City of Ferndale

**RESOLUTION NO. 2021-21****A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF FERNDALE MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING THE CONTINUED USE OF VIRTUAL MEETINGS**

WHEREAS, as a result of the COVID-19 pandemic, the Governor issued Executive Order Nos. N-08-21, N-25-20 and N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow legislative bodies to conduct public meetings without strict compliance with the teleconferencing provisions of the Brown Act;

WHEREAS, Assembly Bill 361, which was signed into law on September 17, 2021, amended Government Code section 54953, to provide relief from the teleconferencing provisions of the Brown Act under certain circumstances provided the legislative body makes certain findings;

WHEREAS, as a result of the COVID-19 pandemic, the Governor proclaimed a state of emergency on March 4, 2020, in accordance with the section 8625 of the California Emergency Services Act, and the state of emergency remains in effect;

WHEREAS, as a result of the COVID-19 pandemic, the Humboldt County Health Officer has imposed and has recommended measures to promote social distancing as more particularly set forth in his August 6, 2021, Order, among other prior orders and guidance;

NOW, THEREFORE, the City Council does hereby find and resolve as follows:

1. That the Council has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic;
2. That the state of emergency continues to directly impact the ability of the members of the Council to meet safely in person, and further those local officials continue to impose or recommend measures to promote social distancing;
3. That the Council may continue to conduct public meetings in accordance with Government Code section 54953(e);
4. That the Council will reconsider the above findings within 30-days of this Resolution.



**PASSED AND ADOPTED** on this 20th day of October, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

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Don Hindley, Mayor

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Kristene Hall, City Clerk

## **Section 14**

### **CORRESPONDENCE**

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

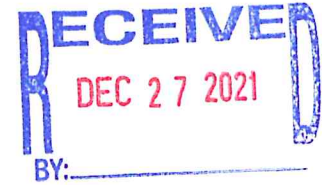


COUNTY OF HUMBOLDT  
PLANNING AND BUILDING DEPARTMENT

3015 H Street • Eureka CA 95501  
Phone: (707) 445-7541 • Fax: (707) 268-3792

December 22, 2021

City of Ferndale  
PO Box 1095  
Ferndale, CA 95536



RE: Building Referral Process Change

The Building Inspection Division of the Humboldt County Planning and Building Department has made a change to the building permit referral process. Effective December 13, 2021, the Building Inspection Division began to send all referral notifications related to building permits immediately following application submittal. This will start the review process earlier to allow for a reduction in building permit processing time.

Please note that Humboldt County Code, Section 312-6.1.3, allows ten (10) working days to respond to referral notifications. If no response is received within that time, it will be assumed that no recommendations, concerns, or comments are forthcoming and building permits will be issued accordingly.

It is important to note that referrals will be sent before the pre-site inspection (the inspection scheduled at application submittal and prior to permit issuance). Any inspection notes will not be provided with the initial referral. We realize the inspector's pre-site comments can be an important part of your review and not having them may affect some agencies' comments and the response time. The Building Inspection Division continues to schedule pre-site inspections, and comments are uploaded and available to review in the Accela system within 48-72 hours of the pre-site inspection. If you need assistance with the Accela Citizen Access portal, please contact the Building Inspection Division at 707-445-7541.

If you have questions or need additional information, please contact our office. Thank you.

Sincerely,

Stacy Juchter  
Permit Supervisor  
Building Inspection Division

**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 January 2022 City Council Meeting

**CITY MANAGER (Reporting December 9, 2021 – January 12, 2022)**

- Emergency Covid-19: We have gone into the next phase where we have many more people carrying the virus, but the severity of the symptoms is diminished. There are less people hospitalized and dying, but we may end up seeing more mutations that do more damage. Get your Vaccination and wear a mask because you care about others as much as you care about yourself. The Pandemic has many moving parts that seem to change daily, but at the same time we are left in a situation where we have many positive cases, many being hospitalized, and sadly, some are dying. We keep repeating the same pleas for vaccinations and the same requests to wear masks, distance yourself from others and to practice reasonable hygiene. The percentage of non-compliance to these community safety guidelines has stayed pretty much the same thru the pandemic and it has been a long, hard grind to get control of the pandemic. I, for one, feel that we are still in the situation where we could have another surge develop because there, appears a new variant or something that increases cases, and that prolongs recovery. It has always been about individuals doing their share to protect themselves, loved ones, their community and beyond.
- Prop 1 grant update: The City's Proposition 1 Storm Water Implementation grant application was declined due to limited availability of grant funds relative to the amount requested. Therefore, projects that met the Prop. 1 funding priorities, provided multiple benefits, and had completed a fair degree of preliminary engineering, CEQA, and design, were those awarded. However, the State Water Resources Control Board (SWRCB) communicated their belief that our project had merits and offered the city technical assistance as part of their Prop. 1 Storm Water Technical Assistance Program. The TA is provided by a team of subject area experts that are contracted with SWRCB to provide TA to disadvantaged communities. The TA is currently underway led by the Council for Watershed Health and their subconsultants including GHD Engineering. The TA includes project technical feasibility evaluation, cost-benefit analyses, budget development, and design. The SWRCB is considering applying for project funding through a new EPA grant program, the Overflow and Storm Water Grant (OSG), for three communities including the City of Ferndale. Because it's a new program, the OSG funding opportunity is still being developed between the SWRCB and the EPA. If selected, the earliest funds would be available would likely be 3<sup>rd</sup> or 4<sup>th</sup> Quarter of this year. The Prop. 1 Storm Water Technical Assistance project team are in the process of developing design alternatives to achieve multiple benefits that improve water quality and reduce flooding in the vicinity of Arlington Avenue, 5<sup>th</sup> Street, and Van Ness Avenue. The project team and City met with County Public Works, Directors of the Fair, and private property owners to discuss the project footprint, components, ownership and maintenance. The project will be located within the city right-of-way and County-owned parcels. The project team is currently developing two design alternatives that convey stormwater runoff through water quality treatment features and alternate routes that improve the City's ability to maintain the system. Alternate routes will discharge to the existing drainage path on the County-owned parcel north of Van Ness Avenue. No changes to the contributing drainage area to the discharge location on the County-owned property or increase in impervious areas are anticipated.
- Prop 68: Fairground's campground. The Fairgrounds RV Park has many basic necessary features in place including a RV Park Office and 60 RV spaces, however, to attract visitors in a competitive RV Park market and remain open in the next 5 years the park needs new gravel

road and parking surfacing, modern utility hookup pedestals and cement landings, landscaping and lighting 5 new larger Deluxe RV sites for a total of 60 RV spaces, and a new restroom/shower to serve all 60 RV spaces. The RV Park sewer system, existing water system, and electrical system infrastructure will be upgraded with full hook-ups with water, sewer, electricity, and Wi-Fi access. RV sites will have 30- and 50-amp service. Additionally, the RV Park storm water drainage improvements are required for all 60 RV spaces to be available all year. 10 tent campsites would be upgraded. An Interpretive Panel is proposed for the RV Park also. The projected sub total cost for these new and renovated improvements is \$1, 110,000. An assessment was completed for a new community Dog Park adjacent the Fairgrounds Parking Lot and Fairgrounds RV Park. A ½ acre fenced Dog Park would be constructed with one restroom for a cost of \$140,000.

- Public Works Supervisor: The Chief Wastewater Operator and I have had several meetings to discuss raising the lagoon by a couple feet to further increase the ability of our lagoon's capacity and reduce the chance of overflow during severe rain events. Although the last few years we have not had serious rain events and seem to be in a drought cycle, we are aware that at some point we will get back to weather as usual and that the raising of the dikes could give us a day or two more protection from possible overflowing our lagoon. We have had a number of conversations and discussions with RWQCB representatives that have already approved a project to accomplish this strategy and so are pretty confident that we will be able to get it approved again.
  - We have had numerous conversations with a non-profit Technical Assistance committee that we received a grant to help us tweak our Prop 1 grant so that we can hopefully be successful in capturing our stormwater flow in the Arlington and County Fairgrounds area.
  - We found a drainage culvert by Berding and Herbert that is disconnected and will fix as soon as possible by our Public Works department. Our surveyors who were working for our engineer on the Master Drainage Plan found the situation and reported it. Way to go guys. We will try to do this in house with our own employees next week. We repaired this the first week of January in house.
  - Public Works: Concentrating on making sure our drainage system is working as well as it can. We are watching a number of properties that we have noticed that had flooding problems in the past and we have worked with them to understand their problems and interested in seeing if they still exhibit the same problems this year. So far, they seem to be working much better. We will continue to assess the improvements.
  - Will be meeting with California Waterboard on January 18<sup>th</sup> to go over the Inflow and Infiltration Reduction Project. Remember that this grant application is replacing much of downtown and is changing Shaw Street sewer lines to flow toward the west instead of under Francis Creek which will allow it to be much shallower, which should reduce costs and increase safety. Present depth of this sewer system is close to 13 feet and we have had over the last five or so years a number of emergency repairs under 211 in this area. This is around a 6-million-dollar project and will replace much of our older system. We are hopeful that we get this grant.
- Engineer interaction: We continue to work with our City Engineer to explore drainage improvements with an emphasis on easements and a strategy on drainage flow to Salt River through city and county properties. We are having the engineer focus on our Master Drainage Plan currently. We are hopeful that Master Plan update will be ready within the next few months. We received many of the necessary elevations to produce our drawings and plans for the Master Drainage Plan (MDP). This will be the document that and information that we

have had our engineer and Planner working on for the last two years. From this information we will be forming our list of potential projects to improve drainage throughout the city.

- Applied for a \$5,000 CalRecycle grant and successfully submitted the application.
- Submitted a Per Capita Grant. We have had a number of meetings on this and the last meeting was with the council as a study session. At this meeting we had the chairmen of Russ Park committee indicate that he would recommend that the council promote the front side of the park on the Bluff Street side and not the Firemen's Park connection to Russ Park. The Parks are long term projects and both need constant attention and improvements and both need to have development strategies that unites our town and parks into the best experience as possible for our citizens and visitors that come from all over the world. Although these are very busy times and Covid is always something we need to content with, we plan to have a couple of public meetings to finish the application process. The council will have an opportunity to choose between a number of elements and anything over the per capita grant we will be obligated to pay for ourselves.
- Weekly training bulletin from ERMAnet. This is an online training program sponsored by our Risk Management Authority. Working on getting our employees compliant with AB 1825 and SB 1343 both of these are regarding the prevention of Harassment, Discrimination and Retaliation. If you are a councilmember that has not completed your mandated training. Please contact City Clerk for direction to on-line services for this training.
- Most of the month I have put most of my free time to working on grants of one thing or another. Mostly they are concerned with drainage or are associated with drainage. In these efforts I interact with property owners, City staff, our engineer, Planwest, the Fair Association representatives, the Chamber, and of course the County representatives and a number of outside engineering vendors and construction companies. Although we are trying to solve drainage problems for the most part we are also showing and improving our ability to work together to make a safer more efficient organization that needs to communicate with these other organizations and agencies to improve our chances to get grants.
- Employee meetings and personnel issues. Although this is not something I report on, know that it is an important part of managing the city, and I donate a significant portion of my day in interacting with our employees and almost all of our workload and accomplishments are a derivative of the collaboration between more than one person. I am proud of the commitment and responsibility that our employees show every day in service given for the citizens of this town. The city manager is responsible for making sure that each and every employee and professional consultant is accomplishing their workload in a way that gives the best service to the city in an admirable and satisfactory way. Included in this is a Covid-19 requirement from OSHA that has to do with reducing the spread of Covid-19 and gives guidelines to employers and employees on the rules that we have to follow during the pandemic. These guidelines tell us how we handle positive tests for the virus as well as our conduct as we do our jobs.
- From time to time there may be questions a Council member might have regarding some development or new building construction and they may wonder how to address the situation to find out if indeed the proper action is being followed. The city hires employees and contractors that are qualified as to what they do for the city. This is true of our planner, attorney, engineer, wastewater employees, and building inspector. Should any council member request documentation on some project or development we will try to provide any information that we have that is available to the public. There are real estate or development

processes that might not have gone through a procedure or process that is not available until it is final. While we will provide you publicly available documents, please keep in mind that, depending on the nature of the project, that the plans or other documents were likely already reviewed and approved by the appropriate professional retained by the city and approved through the Planning Commission. Further, if a Council member desires to provide direction to staff on any issue, the member may request an appropriate action (or discussion) item to be placed on a Council agenda and to make a motion. A member may also request that the City Engineer or the appropriate personnel be invited to appear and present on issues within that professional's jurisdiction.

- Climate Action Plan: Although we are almost finished with the CAP our county representatives are not able to come to council meeting and want to come to a special meeting or our next council meeting. I told them that February will work for us and that we appreciate them coming to take us through the project.
- Undergrounding Project: PG&E is working on the engineering of the Francis Street Rule 20a project. PG&E; still in engineering. Talked with Lizette Burtis our PG&E representative and she said that Francis Street is not yet in design. That will be the next step. As of today (December 8) Lizette from PG&E stated they have everything they need from us.
- Solar array construction: PG&E approved our permit. Construction company hired and ready to construct both the police station and the wastewater array. They should get their permit soon and start to work. We did get our permit and should start building our solar array soon.
- Drainage Meetings: The Drainage committee was focused on evaluation of some easements through town, the master drainage plan, grants that may include drainage improvements on the westside of town, the conceptual design in the southside of eastside drainage, such as Schley, Washington, and Grant Avenue section of town, and merging finally with the eastside drainage. Planwest has given update on Master Drainage Plan that is included in a state SB2 grant that was approved. In addition, the city was approved for an additional \$65,000 that is also being included in Land Use planning.
- Finance: Lauren getting up to speed on everything.
- Staff meeting regarding street inspection by staff as to potholes, weeds, sidewalk condition and street sweeping schedule. Individual pothole complaints, from time to time, we do get pothole complaints and these go to Public Works that fill potholes in a prioritized way. I think that the community and city have worked hard to get the city streets and roads and the city in general looking pretty good, but this is an on-going project.
- Interaction with Chief of Police on the sponsoring of the CERT program. We have a great team of community members and they are trained up. Waiting for a trailer that was supplied and granted for the CERT team.
- California Street Sewer replacement is underway and the engineer is doing design, engineering, and planning. Paul may be giving a short update on the project. Remember that this is a grant project that will replace culvert of some of our old pipe that may be leaking storm water into our wastewater system. This might be a significant improvement.



## **Staff Reporting December 1-31, 2021**

### **CITY CLERK ACTIVITY**

#### **Meetings**

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
  - City Council Regular Meeting 12/15/2021
  - City Council Study Session 12/13/2021
- Wrote agenda items and compiled packets for:
  - Regular City Council Meeting 12/15/2021
  - Planning Commission Meeting 01/05/2022
  - Drainage Committee Meeting 01/06/2022
  - Began agenda compilation for City Council Meeting 01/19/2022
- Transcribed, drafted meeting minutes and uploaded meeting videos for all above listed meetings.
- 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, Planning Commission, and Drainage Meetings.
- Processed Business License Renewals and Dog License Renewals.
- 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
- Sent Building Permit reports to Assessor's office and Construction Industry Research Board.

### **FINANCE OFFICER ACTIVITY**

#### **Tasks:**

- Training with Donna Johnson, Tuesdays and Wednesdays thru 12/15
- Processed Payroll/Payroll Tax Payments
- Processed Accounts Payable
- Processed Accounts Receivable
- Reviewed ERMA and HR bulletins

- Assisted at the front desk and answered phones
- Made notes on trainings to refer to in Donna's absence
- Filed Grant Reporting with Paul from Lost Coast Engineering
- Provided necessary documents to Kris for City Council Meeting
- Provided necessary documents to Stacey for month end

### **CITY PLANNER ACTIVITY:**

#### **General Planning Services**

##### **Task 1 Response to Public Request for Info**

- Responded to question about R1 lot coverage and reviewed site plan for proposed new residence.
- Completed requested zoning compliance review and form for Main Street business.

##### **Task 2 CEQA Compliance**

- No Actions

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

- Coordinated City planning activities including updating tracking sheets for planner activities, funding mechanisms, and applications.
- Compiled Local Streets and Roads FY20/21 expenditure report and completed online reporting in Cal SMART.
- Responded to County consultant request for ADU calculator input information.

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

- Planning Commission – Prepared staff report and materials for Jan. 5 meeting.
- City Council – Prepared monthly City Planner staff report.
- City Manager & City Clerk – meetings, calls, emails, research.
- Drainage Committee – No Dec. Mtg.
- HCAOG – No Dec. Technical Advisory Committee (TAC) meeting.
- Humboldt County Climate Action Plan – Attended CAP meeting on Dec. 6th

##### **Task 5 GIS Mapping – No actions.**

**Task 6 Grant Writing/Funding Coordination** – Coordinated grant/funding programs with a focus on developing and compiling grant application materials for Per Capita program due December 31<sup>st</sup>. Also reviewed Rural Recreation and Tourism costs with City Engineer and continued inputting information into online application format.

#### **General Plan Review**

- Completed Draft Safety Element update including updating figures and text based on prior PC input. Coordinated publishing notice and posting Draft on City website for public and Jan. 5 PC review.

#### **SB 2 Grant Projects**

- Land Use Element Update – Coordinated on document schedule and landowner notice for release in January.

Drainage Master Plan Update – prepared document template and coordinated with City Engineer about drafting content.

### **CITY ENGINEER ACTIVITY**

#### **General City Engineering Services:**

- Phone calls / emails with the City Manager regarding various City items.

- Coordinate with Jay & Steve regarding emergency repair of the failed storm drain at the intersection of Berding and Herbert streets.
- Drainage Master Plan Update
  - Continue to input survey information into the Drainage Model.
  - Analyze East Side Drainage Model and prepare preliminary recommendations for the Drainage Committee.
- 5<sup>th</sup> Street Grant Application
  - Continue to work with and Coordinate with GHD
- WWTP Flood Protection Grant Application
  - Prepare proposal for Surveying Services to GHD

**Reimbursable Project Services:**

- Nunes Grading Permit – Grant Street
  - No Update
- Adams Minor Subdivision – Fifth Street
  - No Update
  - Project ready for construction
- Frink LLA2005 – A St.
  - Received 3rd submittal package. Sent to City Surveyor for Review.

**WASTEWATER OPERATIONS**

- Monthly samples prepared and sent to North Coast Labs
- Operators perform lab tests daily to measure efficiency of plant
- Sludge hauled to Medford
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Sludge samples sent to North Coast Lab
- Monthly no spill verification report completed on CIWQS website
- Camera drainage culvert @Berding/Dewey, major damage found and repaired
- Front gate chain oiled each Monday
- Phone meeting with Cathy Goodwin about annual report
- Inspect manholes throughout town weekly
- Generator maintenance for 2022 scheduled
- Weekly maintenance performed on UV banks
- Add pumps to clarifiers to counter bulking
- Dewater for total of 8 hours. Sludge dried at old site
- Clear backup in main line in front of doctors' office
- Maintenance on filters, clean nozzles
- Lateral inspection 507 Shamsi Ct.
- Clear Fireman's Park bathrooms with hydro
- Operators cleaned walls and catwalk
- Install new UV lights on Bank D
- After hours backup on Tennyson Ave cleared
- Removal of duck weed from clarifiers on weekly basis
- Billed RotoRooter, Taylor Enterprises, Steve's Septic and Wyckoff a total of \$10,776 for the month of November. 53 total dumps for total of 83,550 gallons.

- Total flow through the plant in December was 22 MGD. Of that, 2 MGD was pumped to retention pond. Average discharge to Salt River/Francis Creek was .616 MGD.

**PUBLIC WORKS**

- Continued with monthly and daily duties. Such as, cleaning and maintenance of city's bathrooms, mowing of city's owned properties, cleaning of storm drains, keeping streets clear of debris and the maintenance of city's facilities.
- Returned fairgrounds mobile stage after Christmas tree lighting.
- Sewer dept jetted park bathroom sewer drain.
- Removed dumped television on the Wildcat.
- Took old fuel tank to scrap yard in Fortuna.
- Repaired off set storm drain at Herbert and Berding.
- Continue with weekly safety meetings with Public Works Supervisor.
- Replaced light bulb in the street light if front of the Palace bar.
- Cleaned up down tree limb on Bluff St.
- Replaced street sign on Van Ness and Main.
- Earthquake knocked down ceiling tiles at the community center. Public Works has ordered and replaced broken tile.
- Secured book cases at City Hall.
- Having issues with utility pick up at Tipples for repairs.

**POLICE DEPARTMENT**

Staff continues to monitor the City’s and County’s response to COVID-19.

The department conducted traffic control for the Lighted Tractor Parade. The event was staffed by four full-time officers, three reserve officers, three CERT Members and the department’s chaplain.

Four of our officers participated in the 8<sup>th</sup> Annual, Christmas time, Shop with a Cop event at the Target Store in Eureka.

On December 30<sup>th</sup>, the Eureka Police Department activated the Critical Incident Response Team (CIRT) protocol for an Officer Involved Shooting (OIS) in Eureka. Sgt Lindgren and Officer McNeill responded. Our officers were assigned to scene security and suspect security.

**Police Statistics – December 2021**

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	0	
Robbery	0	
Larceny	4	
Assault	0	
Burglary	0	
Vehicle Theft	2	2
TOTAL	6	
SECONDARY CRIMES	8	

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Calls for Service	273
Reports Written	21
Traffic Citations	2
Other Citations	0
Parking Citations	0
Warnings	23
ARRESTS	7
AGENCY ASSISTS	9
TRAFFIC COLLISIONS	2

**CITY OF FERNDALE, HUMBOLDT COUNTY, CALIFORNIA, USA**  
Minutes for Planning Commission Meeting of November 3, 2021

Call to Order—Chair Jerry Rocha called the Planning Commission Meeting to order at 7:00 pm. Commissioners Jorgen von Frausing-Borch, Laura Olson, and Josh Smith were present along with City Planner Krystle Heaney and City Clerk Kristene Hall. Those in attendance pledged allegiance to the flag. Commissioner Altschuler was absent.

2.0 Ceremonial— None

3.0 Modifications to the Agenda— City Clerk Hall stated that business item 7.2 starts at page 13, not at page 7.

4.0 Approval of Previous Minutes— Commissioner Olson stated there were a couple grammar errors. Staff will make grammar changes. **Motion:** To approve the minutes of the October 6, 2021 Regular Planning Commission Meeting. **(Olson/von Frausing-Borch) Unanimous**

5.0 Public Comment- None

6.0 Public Hearing- None

7.0 Business

7.1 Adams Minor Subdivision Tentative Parcel Map Extension: City Planner Krystle Heaney went over the staff report. Heaney explained putting easements together, working with the City Engineer, and Covid restrictions have made it more time consuming to put the final map together and complete the improvements. Heaney also stated that there was a new law (AB5061) in effect that extends certain housing entitlements and this tentative map would be included under this new law definition, thereby extending the map another 18 months. Commissioner von Frausing-Borch questioned the extension time. Heaney stated that this extension would not expire until May 2023. Chair Rocha questioned the ability for the property owners to get another extension after May 2023. Heaney stated that the property owners would need to reapply if they do not get the improvements done by the expiration date. **Motion:** to approve the Adams Minor Subdivision Tentative Parcel Map Extension. **(von Frausing-Borch/ Olson) Unanimous**

7.2 Building and Land Use September 28, 2021 – October 27, 2021— Commissioner Olson questioned a remodel on 591 Arlington. Chair Rocha questioned the dollar amount of a remodel building permit.

7.3 Design Review Minutes: None

8.0 Correspondence- None

9.0 Commissioner Comments- No Comments

10.0 Staff Comments –No Comments.

Meeting Adjourned at 7:35 pm

Respectfully Submitted

Kristene Hall  
City Clerk

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

**Action Minutes**

October 7, 2021

Chair Tom Stephens opened the meeting at 2:35 pm. Those present were Phillip Ostler, Michael Sweeney, Bill Becker, and Jim Bass, along with City Staff: City Manager Jay Parrish, City Engineer Brian Ontiveros, and City Clerk, Kristene Hall. There were no modifications to the agenda.

APPROVAL OF MINUTES: Approval of the July 1, 2021 Meeting Minutes. (Sweeney/Becker)  
Unanimous

PUBLIC COMMENT: No Comment

BUSINESS

Francis Creek Walk Update: Chair Stephens went over the Francis Creek debris removal and clean up. Stephens stated the cleanup took about 2 days and there were approximately 14 dump truck loads removed.

Action Taken: None

Westside Drainage Study Group: Stephens stated it had been discussed in previous meetings to develop a study group for Westside Drainage. Stephens discussed the current flow and the need in finding a suitable route that will alleviate flooding problems. Committee Members discussed grants that could help with this area.

Action Taken: None

Drainage Master Plan Update: City Engineer Brian Ontiveros stated that they are still working on this. Ontiveros stated he had come up with a couple models. Ontiveros went over some of the issues with the storm drains and improvements and maintenance needed. Ontiveros stated he would continue to work on the DMP and update the committee.

Action Taken: None

Grant Avenue: Chair Stephens stated that some improvements had been done. Stephen questioned the engineer on this project. Ontiveros stated that a property owner removed some dirt and created a small swale to help with the drainage problems. Parrish also added that the property owner's drainage goes to Grant Street. Stephens went over findings on the groundwater in the area. Stephens stated that from these findings, he firmly believed it is perched ground water from immediate rain.

Action Taken: None



Fern Ave Bank Failure: Chair Stephens stated that the bank failure looks to be bigger than previously thought. Stephens stated that it should be kept an eye on.

Action Taken: None

NOAA Storm Forecast: Chair Stephens stated that the NOAA forecast shows a wetter than normal winter.

Action Taken: None

5<sup>th</sup> Street Drainage Grant Applications: City Manager Jay Parrish went over the various grants the city is currently trying to obtain. Parrish also briefly explained the different projects each grant would possibly cover. Committee Members discussed the projects and how these projects would help with flooding in certain areas.

Action Taken: None

CORRESPONDENCE: None

COMMENTS: Councilman Ostler stated he would be filling in for Councilman Lund from now on. Ostler also questioned a drainage map that could be sent to him.

Chair Tom Stephens adjourned the meeting at 4:01pm.

Respectfully submitted

Kristene Hall  
City Clerk

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

**Action Minutes**

November 4, 2021

Chair Tom Stephens opened the meeting at 2:30 pm. Those present were Phillip Ostler, Michael Sweeney, Bill Becker, and Jim Bass, along with City Staff: City Manager Jay Parrish, City Planner Krystle Heaney, and City Clerk Kristene Hall. There were no modifications to the agenda.

APPROVAL OF MINUTES: None

PUBLIC COMMENT: No Comment

BUSINESS

Recent Storm Activity: Chair Stephens collected data from the Van Ness gauging station from July - October. Stephens stated that the data shows minimal rise in the stream flow, the highest being a ½ ft rise. Stephens went over how the gauging station data is collected and what it means. Stephens added that the data is available online for viewing through Humboldt State University. City Manager Parrish went over the sand bag process and how this year's process may be a little different. Stephens stated his concerns on Debris on the higher banks that has built up due to lack of higher flows. Stephens added that it could be problematic when we do finally get a higher flow with built up debris causing potential dams.

Action Taken: None

Drainage Master Plan (DMP) Update: Chair Stephens questioned when the DMP may be ready. City Planner Krystle Heaney stated that she had received a message from City Engineer Brian Ontiveros that the models were almost completed. Heaney added that once the model is complete, they will start the text portion. Heaney added that the text portion will not begin until January with a completion time frame around summer. Stephens questioned the timeline. Committee Member Sweeney questioned cost estimates on projects for the DMP. Sweeney also questioned the Land Use Element and how it ties into the DMP. Planner Heaney went over some of the Land Use priorities and multi-family units and affordable housing. Heaney also stated the importance of Drainage to these projects and the density for the housing.

Action Taken: None

Fern Ave Bank Failure: Chair Stephens mentioned again that the bank failure was larger than previously stated. Stephens explained the cause of bank failure. Committee Member Sweeney questioned funding to repair the failure. Stephens stated that the funding would either come

from the property owner, or possibly FEMA or other disaster funding if the bank fails causing significant damage.

Action Taken: None

5<sup>th</sup> Street Drainage Grant Applications: City Manager Jay Parrish went over two grants that could potentially assist the 5<sup>th</sup> Street Drainage as well as the Fairgrounds. Parrish explained the different drainage improvements from each grant. Chair Stephens questioned the cities potential on getting these grants. Parrish stated the city is hopeful for these grants and believes it has a very good chance of obtaining them. Chair Stephens questioned the subdivision process and if a property owner would need to have a Drainage Plan or any sort of CEQA due to the drainage issues. City Planner Heaney stated she would look into it and report back.

Action Taken: None

CORRESPONDENCE: None

COMMENTS: None

Chair Tom Stephens adjourned the meeting at 3:56pm.

Respectfully submitted

Kristene Hall  
City Clerk

**BOARD OF DIRECTORS**

Meredith Matthews, City of Arcata,  
 Elaine Hogan, City of Blue Lake, **Vice Chair**  
 Leslie Castellano, City of Eureka, **Chair**  
 Robin Smith, City of Ferndale  
 Steve Madrone, County of Humboldt, **Alternate**  
 Frank Wilson, City of Rio Dell

**Minutes****Thursday, November 11, 2021 at 5:30 PM****Zoom Video Conference Meeting**

Present: Leslie Castellano, Meredith Matthews, Robin Smith, Frank Wilson, Steve Madrone  
 Absent: Elaine Hogan  
 Staff: Jill Duffy, Eric Keller-Heckman, Tony Heacock, Loral Uber, Tracy Taylor  
 Legal Counsel: Nancy Diamond

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

**Chairperson Castellano** called the meeting to order at 5:30 PM. A quorum was present and acting.

**2. Consent Calendar**

- a. Approve Minutes from the October 14, 2021 HWMA Board of Directors Meeting
- b. Fiscal Year 2021-22 Bank Balances and Check Registers for July, August & September 2021
- c. Approve Service Agreement Clean Harbors for Household Hazardous Waste Transportation and Management Services at the Hawthorne Street Transfer Facility
- d. Approve Retroactive Payment to Clean Earth Environmental Solutions, Inc. for Outstanding Costs Incurred during Fiscal Year 2019-20
- e. Award Bid to Harper Ford and approve purchase of a Four Door Hybrid Sedan “Niro” in the Amount of \$28,790.66.
- f. Approve Amendment No. 4 with Recology Eel River for the Loading of Member Agency Material.
- g. Approve Amendment No. 1 with Humboldt Sanitation for the Loading of Member Agency Material.
- h. Appoint Peter D. Fuller as the Executive Director and Approve an Employment Agreement, effective November 29, 2021.

**Chairperson Castellano** opened the floor to public comment regarding the Consent Calendar. No comment was received.

**Chairperson Castellano** closed the floor to public comment.

**Motion:** **Director Matthews** moved and **Director Smith** seconded the motion to approve the Consent Calendar.

**Action:** Approve the Motion made by **Director Matthews** and seconded by **Director Smith**

**Ayes:** Unanimous

**Noes:** None

**Absent:** Elaine Hogan

**3. Oral and Written Communications**

**Chairperson Castellano** opened the floor to public comment regarding items not on the agenda. No comment was received.

**Chairperson Castellano** closed the floor to public comment.

**4. Approve Resolution 2022-03 “A Resolution Of The Humboldt Waste Management Authority Authorizing Remote Teleconference Meetings Of The Legislative Bodies Of Humboldt Waste Management Authority Pursuant To Brown Act Provisions Due To A State Of Emergency”**

**Chairperson Castellano** opened the floor to public comment regarding the Resolution. No comment was received.

**Chairperson Castellano** closed the floor to public comment.

**Motion:** **Director Wilson** moved and **Director Smith** seconded the motion to approve Resolution 2022-03.

**Action:** Approve the Motion as made by **Director Wilson** and seconded by **Director Smith**

**Ayes:** Unanimous

**Noes:** None

**Absent:** Elaine Hogan

**5. Receive Preferred Consultant Recommendation from Humboldt County Solid Waste Local Task Force and Authorize Chair to Execute an SB 1383 Compliance Service Agreement.**

**Executive Director Duffy** gave a presentation summarizing the background and contents of the Recommendation and Service Agreement.

**Chairperson Castellano** invited Robin Praszker from the Humboldt County Solid Waste Local Task Force to speak. Robin Praszker gave a brief presentation explaining the rationale behind the Task Force recommendations.

**Chairperson Castellano** introduced Evan Edgar to the Board.

**Chairperson Castellano** opened the floor to public comment regarding the Preferred Consultant Recommendation. Linda Wise commented to the board to express appreciation for the HWMA’s actions.

**Chairperson Castellano** closed the floor to public comment.

**Chairperson Castellano** opened the floor to comment from board members. **Director Wilson** requested clarification on aspects of program implementation. Evan Edgar and Executive Director Duffy answered the questions. **Director Madrone** commented to encourage the Board to incentivize home composting as part of compliance plans.

**Motion:** **Director Madrone** moved and **Director Matthews** seconded the motion to approve staff recommendations.

**Action:** Approve the Motion as made by **Director Madrone** and seconded by **Director Matthews**

**Ayes:** Unanimous

**Noes:** None

**Absent:** Elaine Hogan

**6. Standing Item: Board Member Reports**

No reports were presented.

**7. Standing Item: Executive Director's Report**

**Executive Director Duffy** provided a verbal report on ongoing Authority activities and noted the attendance of Peter Fuller, HWMA's next Executive Director and introduction of Tracy Rae Taylor, newly hired Administrative Services Director to the Board. Executive Director Duffy also noted that with the approval of hire Peter Fuller effective November 29, 2021 that this is her final Board meeting as Executive Director.

**8. Closed Session:** It is the intention of the Board of Directors to meet in closed session for one item:

- a. Public Employment – Executive Director pursuant to Government Code Section 54957.

**Chairperson Castellano** pulled this item from the agenda as there was no need for Closed Session.

**9. Adjourn**

**Chairperson Castellano** adjourned the meeting at 6:41 p.m.

**Next Meeting:** January 13, 2022 at 5:30 p.m. via Zoom Conference Call.



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

**November 18, 2021 - Thursday, 3:30 p.m.**

Notice of this meeting was posted on November 15, 2021. Chair Sheri Woo called a regular meeting of the Board of Directors of the Redwood Coast Energy Authority to order on the above date at 3:32 p.m., stating that the teleconference meeting was being conducted pursuant to the AB 361 Brown Act open public meeting law revisions signed into law on September 16, 2021, and Governor Newsom's State of Emergency Proclamation of March 4, 2020. Chair Woo stated that the posted agenda contained public teleconference meeting participation instructions.

PRESENT: Vice Chair Stephen Avis, Scott Bauer, Chris Curran, David Grover, Mike Losey, Sarah Schaefer, Frank Wilson, Chair Sheri Woo. ABSENT: Mike Wilson. STAFF AND OTHERS PRESENT: Power Resources Director Richard Engel; RCEA Consultant Michael Furniss; Power Resources Manager Jocelyn Gwynn; The Energy Authority Client Services Manager Jaclyn Harr; Executive Director Matthew Marshall; Customer Service Coordinator Summer Sanderson; Clerk of the Board Lori Taketa.

There were no reports from member entities nor comments from the public on non-agenda items. Chair Woo closed the non-agenda item public comment period.

### **CONSENT CALENDAR**

- 3.1 Approve Minutes of October 28, 2021, Board Meeting.
- 3.2 Approve Disbursements Report.
- 3.3 Accept Financial Reports.
- 3.4 Accept Quarterly Budget Report (Q1).
- 3.5 Authorize Chair Woo to Finalize and Send a Letter to Senator Mike McGuire Expressing Support for the Great Redwood Trail and Opposition to New Coal Export Facilities and Infrastructure.
- 3.6 Authorize Extension of Resolution No. 2021-7 Ratifying Governor Newsom's March 4, 2020, State of Emergency Proclamation and Authorizing Remote Teleconference Meetings of RCEA's Legislative Bodies, for the Extension Period November 28, 2021, Through December 28, 2021, Pursuant to Brown Act Revisions of AB 361.
- 3.7 Approve Expanding the Mission of the Existing Long-Duration Storage Ad Hoc Committee to Encompass Review of California Community Power's Firm Clean Energy Resources Solicitation.
- 3.8 Approve Contracting with Breadcrumb Cybersecurity for a Total of \$24,375 to Perform a Data Security Assessment and Authorize the Executive Director to Develop and Execute the Contract and All Associated Documents.

**3.9 Approve Accepting Technology and Equipment for Clean Heating Initiative Quick Start Grant Program Funds and Authorize the Executive Director to Execute a Contract for the Grant and Any Associated Documents.**

No director nor member of the public requested items be removed from the consent calendar.

**M/S: Grover, Losey: Approve all consent calendar items.**

**The motion passed with a unanimous roll call vote. Ayes: Avis, Bauer, Curran, Grover, Losey, Schaefer, F. Wilson, Woo. Noes: None. Absent: M. Wilson. Abstain: None.**

Chair Woo confirmed there was a quorum to conduct CCE business.

## **OLD CCE BUSINESS**

### **6.1 Energy Risk Management Quarterly Report**

The Energy Authority Client Services Manager Jaclyn Harr reported on the significantly improved net revenue forecast for RCEA in 2022 due to anticipated changes in the power charge indifference adjustment (PCIA) exit fee and PG&E rates. The Board was advised to maintain the current rate discount relative to PG&E's rates at least through mid-2022 and build reserves to weather uncertain energy market and regulatory conditions. RCEA will face a cash shortfall for at the beginning of 2022 due to a lag between when bills for procuring energy and environmental energy products are due and when rate payer revenue is received.

Staff is investigating a line of credit or short-term loan to bridge the budget shortfall period. Like other CCAs, RCEA has been affected by high energy prices, high PCIA rates, and pandemic-related unpaid customer bills. RCEA will recoup about \$1.4 million of the \$3 million in unpaid customer energy bills in early 2022 through a state utility relief program. These funds are expected to arrive too late to impact the cash-flow shortfall period. The Sandrini Solar project development security deposit is also encumbering \$4 million in reserves, contributing to the need for a bridge loan. Staff will report on loan options in December.

Chair Woo invited public comment. There were no comments from the public on non-agenda items. Chair Woo closed the public comment period.

**M/S: Grover, Losey: Accept Energy Risk Management Quarterly Report.**

**The motion passed with a unanimous roll call vote. Ayes: Avis, Bauer, Curran, Grover, Losey, Schaefer, F. Wilson, Woo. Noes: None. Absent: M. Wilson. Abstain: None. Non-Voting: Woo.**

There was no new business to discuss.

## **OLD BUSINESS**

### **7.1 Consultant Presentation on Small Hydropower (Information only)**

RCEA Consultant Michael Furniss presented a report identifying six of the most promising small, grid-connected, run-of-the-river potential hydropower project sites in Humboldt County.



This research addresses a renewable energy development area identified in the updated RePower Humboldt strategic plan, Humboldt County General Plan and in the mission of public lands. The report provides information to remove some risks for potential small hydropower developers. Hydropower projects of between 100KW and 10 MW capacity are promising in Humboldt County since the area is reliably wet relative to the rest of the state, the steepness of many stream lengths is too steep for salmon or steelhead to use but ideal for tapping water's potential energy, and the timing of hydropower availability complements solar and wind power. Mr. Furniss and Bikash Pradhan, a Humboldt State University Environmental Resources Engineering program graduate student and run-of-the-river hydropower expert from Bhutan, will present more details of their research and suggested next steps for RCEA at two RCEA-sponsored webinars on December 7.

The directors discussed the need to promote and incentivize diverse renewable energy development given small hydropower's limited financial returns, and how small hydropower is deployed in other countries without environmental harm and how microhydro may help people to disconnect from the power grid and reduce energy demand.

Chair Woo invited public comment. No member of the public came forward to speak Chair Woo closed the public comment period.

## **NEW BUSINESS**

### **8.1 RCEA Comments on McKay Tract Subdivision Draft Environmental Impact Report**

Chair Woo recused herself at 4:59 p.m. due to a remote conflict of interest. Her employer, SHN, is a subcontractor working on this development project.

Executive Director Marshall reported on proposed RePower Humboldt-related comments on the North McKay Ranch Subdivision project's draft environmental impact report (DEIR), which was drafted by the Community Advisory Committee's (CAC) Major Projects Subcommittee. The CAC will propose assisting the agency with commenting on major development projects as part of their 2022 work plan at the Board's December meeting. The North McKay Ranch project DEIR comment period ends on December 1, before the Board will consider the CAC's 2022 work goals. The CAC formed an ad hoc Major Projects Subcommittee to propose comments on the McKay Tract project to the Board during the interim period.

The subcommittee's comments point out the County General Plan Energy Element's recognition of RCEA's RePower Humboldt document as one of the County's central planning documents, the need for RePower's goals to be addressed in the North McKay Ranch project's plans, the need for project consistency with RePower's transportation and emissions goals, and for project consistency with RePower's building electrification goals.

The directors expressed support for RCEA to submit the proposed comments on the North McKay Ranch Subdivision project and other major development projects and for development of a process for the CAC to follow in developing comments.

No member of the public responded to Vice Chair Avis' invitation to speak. Vice Chair Avis closed the public comment period.

**M/S: Losey, Grover: Approve RCEA comments on McKay Tract Subdivision Draft Environmental Impact Report pertaining to RePower Humboldt strategic plan goals and authorize the Executive Director to submit comments to the Humboldt County Planning and Building Department.**

**The motion passed with a unanimous roll call vote. Ayes: Avis, Bauer, Curran, Grover, Losey, Schaefer, F. Wilson. Noes: None. Absent: M. Wilson. Recused: Woo.**

Chair Woo returned to the meeting at 5:13 p.m.

**STAFF REPORTS**

**9.1. Update from Executive Director (Information only)**

Executive Director Marshall reported that the Harbor District issued a request for qualifications for engineering, design and permitting work for an offshore wind dock. The Bureau of Ocean Energy Management designated a Moro Bay wind energy area and is on schedule to conduct a California-wide offshore wind auction in the fall. Eileen Verbeck, formerly employed at the City of Arcata, started work as RCEA's Deputy Executive Director, and will introduce herself to the Board at the December meeting.

No member of the public responded to Chair Woo's invitation for comment.

There were no requests for future agenda items from the directors or the public.

**CLOSED SESSION**

Chair Woo invited public comment on agenda item 11.1 – Public Employee Performance Evaluation, pursuant to Government Code Section 54957(b)(1): Executive Director.

There was no public comment on this item. The Board adjourned to closed session at 5:17 p.m. and reconvened in open session at 5:51 p.m.

Executive Director Marshall stated there was nothing to report out from closed session and adjourned the meeting at 5:51 p.m.

Lori Taketa  
Clerk of the Board

**Section 17**

**ADJOURN**