

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

Location:	City Hall	Date:	February 16, 2022
	VIA ZOOM	Time:	7:00 pm
		Posted:	February 10, 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 by 4:00pm on Wednesday, February 16, 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/86067247410?pwd=S2VpWHpYNm9nQlJsS0pJWjBjTU9yUT09>

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

Meeting ID: 860 6724 7410

Passcode: 373450

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: 860 6724 7410

Passcode: 373450

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^{ds} 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 January 19, 2022 Regular City Council Meeting..... Page 5
- b. Acceptance of Checkbook Register for January 1-31, 2022 Page 8
- c. Acceptance of Financial Statements for January 1-31, 2022 Page 12

10. CALL ITEMS REMOVED FROM CONSENT CALENDAR

11. PRESENTATION

- a. Climate Action Plan (CAP) Update Page 35
- b. Ferndale Chamber of Commerce Update..... Page 47

12. PUBLIC HEARING

13. BUSINESS

- a. Resolution 2022-02 Authorizing the City Manager to Submit Applications for CalRecycle Grants Page 66
- b. Contract Renewal Auditor Page 69
- c. Contract Renewal Attorney Page 76
- d. COVID-19 Update and Discussion..... Page 81
 - i. Reconfirm Existence of Local Emergency and Reconfirm findings from Resolution 2021-21 to continue the use of Virtual Meetings.

14. CORRESPONDENCE Page 89

15. COMMENTS FROM THE COUNCIL

16. REPORTS

- a. City Manager Report Page 99
- b. Commission and Committee Report (None)
- c. Minutes from Joint Power Authorities (JPAs) and Reports
 - i. Humboldt County Association of Governments (Nov 2021) Page 110
 - ii. Redwood Coast Energy Authority (Dec 2021) Page 113

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
March 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 2/3rd of the Council (three of the five members) that the item came up after the agenda was posted and is of an urgent nature requiring immediate action.

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

Section 9

CONSENT CALENDAR

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

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

City of Ferndale, Humboldt County, California, U.S.A.
DRAFT Minutes for City Council Meeting of January 19, 2022

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, City Planners Vanessa Blodgett and Krystle Heaney, and City Clerk Kristene Hall.

Report out of Closed Session: None

Ceremonial: None.

Modifications to the Agenda: None

Report out of Study Session: None

Public Comment: Several members of the public spoke of an issue regarding the use of the Ferndale Community Center. Public Members spoke in favor of the Community Center being used by the Ferndale Children's Center for their after-school program. Mayor Hindley stated that the Ferndale Senior Resource Center had a proposed contract that was drawn up and given to the Children's Center Board. Public Members also spoke on their concerns of continuing the program. Public Members also stated that the contract drawn up was quite lengthy and somewhat unreasonable.

Another public member spoke on the Per Capita Grant and the projects proposed at Russ Park. The public member also spoke on some other grants that were available and the due dates coming up on those.

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. **(Lund/Avis) Unanimous**

Call Items Removed from Consent Calendar: None

Presentation:

Update on California Sewer Replacement Project: Paul Gregson gave an update on the California Sewer Replacement. Gregson stated that the city was awarded a \$326,000. grant to replace failing sewers on California St. Gregson stated that they are hoping for construction to possibly begin in September but stated concerns on rising costs and supply shortages. Gregson went over the project replacement details. Mayor Hindley questioned why we are waiting until September to begin. Gregson stated it is because the groundwater is so high on California Street. Gregson went over the Sewer Improvements Grant. Gregson stated he had met with the State Archeology experts and they plan on having a report in approximately 3 months. Gregson added that once this is done the state can start processing the grant. Gregson added that the \$5.6 million grant, to his knowledge, will be available for repairs. Councilman Avis questioned the writing of the grant. Gregson stated that there were a few people assisting in writing this grant.

Public Hearing- NoneBusiness:

Land Use Element and SB2 Projects Update: City Planner Vanessa Blodgett gave a presentation on the SB2 grant funds and planning projects. Blodgett explained the SB2 grant provided funding for several planning documents including Land Use, CEQA Compliance for Land Use and other draft elements, Zoning Code Amendments, ADU Pre-Approved Plans, and Drainage Master Plan Update. Blodgett stated that the Safety Element was being updated and was reviewed by the Planning Commission at their January Meeting. Blodgett added that the Drainage Master Plan was also being updated and they are anticipating having a draft document in Spring time. Blodgett explained the Land Use Element and what it does for the city and the importance of updating it. Blodgett added that the Land Use Element has not been updated since 1986. Blodgett went over the current land uses and housing unit mixes. Blodgett stated that the goal of the city would be to offer a diversity of housing to accommodate all income levels. Smith questioned the designation of land for the multi family use. Blodgett prepared a map that went over some possible areas. Blodgett went over the progress on the Land Use update and the next steps. Blodgett also explained that over the next few months they will be reaching out for public input and public engagement. Councilman Avis questioned how the public will be made aware of these documents. Blodgett stated that these are public hearings and notices were sent to the newspaper and on the public boards. Avis suggested reaching out to the newspaper and making these notices more eye catching. Avis also questioned if there will be a separate zoning and land use map. Blodgett stated that they are currently discussing this. Councilman Smith stated concerns on the process and the importance of the Council being involved in the rezoning especially in the R-3 and R-4 districts. A member of the public stated his support of affordable housing. Councilman Avis stated that rezoning is always challenging but allows properties in the future to be redeveloped in more ways than they currently can. Avis added that this is done by the Zoning Regulations/Ordinance. Avis also stated that changes do not happen at once but over a long period of time.

Resolution 2022-01 Approving the Annual Events and Parades for 2022: Mayor Hindley asked for public and council comments. Mayor Hindley stated his concerns on the Kinetic Sculpture Race Event and the Memorial Parade conflicting. Hindley asked that staff contact the Kinetic Sculpture Race and ask them to change their finish time to 1:00pm to allow more time for the Memorial Day Parade to be finished. City Planner Krystle Heaney also stated that the Tour of the Unknown Coast was taking place this year on Sept 17th. Staff will make the change. **MOTION:** to Approve Resolution 2020-01 approving the Annual Events and Parades for January – December 2022 with the proposed changes. **(Avis/Lund) Unanimous**

COVID 19 Update and Discussion: City Manager Parrish stated the number extremely high at this time and we have worked our way through several variants of the virus. Parrish added that we are still looking at a serious situation and the city should continue the local emergency. Parrish stated the importance of social distancing, mask wearing, and vaccination. Councilman Smith stated his concerns on the Eel River Valley vaccination and case rates. Smith stated that this variant is highly contagious and is just as deadly. Smith added the importance of taking this serious. **MOTION:** to reconfirm the existence of the local emergency and reconfirm the

findings of Resolution 2021-21 to continue the use of virtual meetings. **(Avis/Smith)**
Unanimous

Correspondence: None

Council Comments: None

Reports:

City Managers Report: Councilman Avis asked Parrish for an update on the Prop 68 Recreation Grant and asked if a copy could be provided of the application. Parrish stated they were currently working to finish getting the grant submitted by tomorrow at noon. Avis asked how much the city would be asking for. Parrish stated the city was asking for 1.6 million. Avis also questioned the Per Capita Grant. Parrish stated there were a lot of items in that grant that were requested by a member of the public for Russ Park. Parrish added that any funds for this project that go over the requested amount would have to be out of city funds. City Planner Krystle Heaney also added that the city did get the grant submitted on time and the projects list included pretty much everything and also added they will continue to work on these grants and projects list.

Other Reports: Councilman Avis stated he was glad to see the Drainage Master Plan moving along.

Mayor Hindley adjourned the meeting at 8:21pm.

Respectfully submitted

Kristene Hall
City Clerk

Bank Account Register

General Checking

January 1, 2022 - January 31, 2022

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			695,193.56
01/01/22		TRICOUNTIES	TRI COUNTIES BANK	1,129.58		694,063.98
01/01/22	55534	FDAC	FDAC EBA	9,130.24		684,933.74
01/01/22	55544	CHACO	CHAMBER OF COMMERCE	6,694.30		678,239.44
01/01/22	55545	CITFO	CITY OF FORTUNA	3,216.66		675,022.78
01/01/22	55546	MIRRE	MIRANDA'S RESCUE	450.00		674,572.78
01/01/22	55547	VANESSA	VANESSA HUERTA	200.00		674,372.78
01/01/22	55622	SEQGA	SEQUOIA GAS COMPANY	1,288.11		673,084.67
01/03/22		JAY PARRISH	JAY PARRISH	400.00		672,684.67
01/03/22	55556	SECURITYLOC	SECURITY LOCK AND ALARM	109.50		672,575.17
01/04/22		USTREASURY	UNITED STATES TREASURY	9,139.17		663,436.00
01/04/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,875.05		661,560.95
01/05/22	55557	ACCESS	ACCESS HUMBOLDT	180.00		661,380.95
01/05/22	55558	ARNKE	ARNOLD C. KEMP	7,126.96		654,253.99
01/05/22	55559	CIRA	CIRA	9,416.00		644,837.99
01/05/22	55560	DELUXE	DELUXE	145.81		644,692.18
01/05/22	55561	COMAS	DEMETRIUS DISTEFANO	116.00		644,576.18
01/05/22	55562	HARPR	HARPER FORD	67.22		644,508.96
01/05/22	55563	LCENG	LOST COAST ENGINEERING, INC.	2,565.00		641,943.96
01/05/22	55564	MISLI	MISSION LINEN & UNIFORM SERVICE	20.00		641,923.96
01/05/22	55565	NILCO	NILSEN COMPANY	355.36		641,568.60
01/05/22	55566	R HILL	RICHARD E. HILL	1,200.00		640,368.60
01/05/22	55567	SEQGA	SEQUOIA GAS COMPANY	611.42		639,757.18
01/05/22	55568	TIPMO	TIPPLE MOTORS, INC.	106.21		639,650.97
01/05/22	55569	USBANK	US BANK	1,197.54		638,453.43
01/05/22	55570	VALLU	VALLEY LUMBER	336.64		638,116.79
01/05/22	55572	VERZN	VERIZON WIRELESS	163.87		637,952.92
01/05/22	55573	WILSA	WILDWOOD SAW	93.42		637,859.50
01/05/22	55574	VERZN	VERIZON WIRELESS	79.71		637,779.79
01/10/22	55575	BAKTA	BAKER & TAYLOR	359.40		637,420.39
01/10/22	55576	CITFO	CITY OF FORTUNA	1,400.00		636,020.39
01/10/22	55577	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	28.00		635,992.39
01/10/22	55578	EEL SCRAP	EEL RIVER SCRAP & SALVAGE	92.23		635,900.16
01/10/22	55579	NAPA	NAPA AUTO PARTS	221.54		635,678.62
01/10/22	55580	RSLIV	R & S LIVESTOCK SUPPLY	75.40		635,603.22
01/10/22	55581	EELRI	RECOLOGY HUMBOLDT COUNTY	358.72		635,244.50
01/10/22	55582	SDRMA	SPECIAL DISTRICT RISK MGMT AUTHORITY	563.67		634,680.83
01/10/22	55583	MBDVZ	THE MITCHELL LAW FIRM, LLP	1,085.00		633,595.83
01/10/22	55584	THOMSONREUT	THOMSON REUTERS - WEST	344.81		633,251.02
01/10/22	55585	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	615.13		632,635.89
01/10/22	55586	VANESSA	VANESSA HUERTA	429.00		632,206.89
01/10/22	55587	CBSCO	CA BUILDING STANDARDS COMM.	35.10		632,171.79
01/10/22	55588	DEPCO	DEPARTMENT OF CONSERVATION	100.80		632,070.99
01/10/22	55589	DSA	DIVISION OF THE STATE ARCHITECT	4.00		632,066.99
01/10/22	55591	RON SLIGH	RON SLIGH	9.69		632,057.30
01/10/22	55597	POSTM	POSTMASTER	232.00		631,825.30
01/11/22		EXPERTPAY	EXPERTPAY.COM	138.46		631,686.84
01/11/22	55594	CHOPPIS	CHELCI HOPPIS	126.91		631,559.93
01/11/22	55595	FEPEA	FEPEA	72.50		631,487.43
01/11/22	55596	FRATB	FRANCHISE TAX BOARD	543.36		630,944.07
01/13/22	1001		PARRISH, JAY D	2,641.92		628,302.15
01/13/22	1002		HALL, KRISTENE M	1,797.67		626,504.48
01/13/22	1003		BOOP, LAUREN	1,397.15		625,107.33
01/13/22	1004		SLIGH, RONALD B	2,053.03		623,054.30
01/13/22	1005		LINDGREN, ROBERT C	1,689.62		621,364.68
01/13/22	1006		FIELDER, CHARLES COSMAS	85.41		621,279.27

City of Ferndale

Bank Account Register

General Checking

January 1, 2022 - January 31, 2022

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
01/13/22	1007		MENDES, ALAN SCOTT	471.89		620,807.38
01/13/22	1008		GARDNER, TANNER W	1,321.49		619,485.89
01/13/22	1009		MCNEILL, LOGAN D	1,430.41		618,055.48
01/13/22	1010		COPPINI, STEVE L	2,505.54		615,549.94
01/13/22	1011		GARDNER, SHAWN C	1,582.19		613,967.75
01/13/22	1012		LIU, CARSON B	777.86		613,189.89
01/13/22	1013		HOPPIS, JOHNNY F	1,824.73		611,365.16
01/13/22	1014		GARDNER, HUNTER C	127.75		611,237.41
01/13/22	55592		CERVANTES, CESAR E	1,425.57		609,811.84
01/13/22	55593		FRANCESCHI, DAVID A	1,253.06		608,558.78
01/15/22	55625	FRONT	FRONTIER	518.51		608,040.27
01/18/22		USTREASURY	UNITED STATES TREASURY	7,422.47		600,617.80
01/18/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,380.73		599,237.07
01/21/22			012122STCAL		2,256.76	601,493.83
01/21/22	55623	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	1,826.21		599,667.62
01/24/22			012422STCAL		15,074.35	614,741.97
01/24/22		FIRST WEST	FIRST WESTERN EQUIPMENT FINANCE	950.45		613,791.52
01/24/22	55598	PHIAY	AYCOCK & EDGMON	425.00		613,366.52
01/24/22	55599	COMAS	DEMETRIUS DISTEFANO	124.76		613,241.76
01/24/22	55600	EDWJO	EDWARD JONES & COMPANY	13,205.87		600,035.89
01/24/22	55601	FDAC	FDAC EBA	9,130.24		590,905.65
01/24/22	55603	HUMTE	HUMBOLDT TERMITE & PEST	49.00		590,856.65
01/24/22	55604	ICMA	INTERNATIONAL CITY MANAGEMENT ASSOCICATION	947.28		589,909.37
01/24/22	55605	MENSU	MENDES SUPPLY CO.	1,041.59		588,867.78
01/24/22	55606	MISLI	MISSION LINEN & UNIFORM SERVICE	21.42		588,846.36
01/24/22	55607	ONTIV	ONTIVEROS & ASSOCIATES, INC.	11,503.75		577,342.61
01/24/22	55608	PACGA	PACIFIC GAS & ELECTRIC	7,252.55		570,090.06
01/24/22	55609	PLANWEST	PLANWEST PARTNERS, INC.	4,667.50		565,422.56
01/24/22	55610	STWA3	STATE WATER RESOURCES CONTROL BOARD	6,350.00		559,072.56
01/24/22	55611	TANNERG	TANNER GARDNER	640.00		558,432.56
01/24/22	55612	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	1,643.23		556,789.33
01/24/22	55613	WELF(\$106)	WELLS FARGO FINANCIAL LEASING	106.46		556,682.87
01/24/22	55614	WELLS(\$206)	WELLS FARGO VENDOR FIN SERV	206.76		556,476.11
01/24/22	55615	DELOR	DEL ORO WATER CO., FDLE. DIST.	686.29		555,789.82
01/25/22		EXPERTPAY	EXPERTPAY.COM	138.46		555,651.36
01/25/22			012522STCAL		1,583.91	557,235.27
01/25/22	55619	CHOPPIS	CHELCI HOPPIS	126.91		557,108.36
01/25/22	55620	FEPEA	FEPEA	72.50		557,035.86
01/25/22	55621	FRATB	FRANCHISE TAX BOARD	482.03		556,553.83
01/25/22	55624	SUDDEN	SUDDENLINK	984.03		555,569.80
01/27/22	1001		PARRISH, JAY D	2,641.93		552,927.87
01/27/22	1002		HALL, KRISTENE M	1,725.33		551,202.54
01/27/22	1003		BOOP, LAUREN	1,258.34		549,944.20
01/27/22	1004		ALAMEDA, RENAE MARY	226.29		549,717.91
01/27/22	1005		SLIGH, RONALD B	2,053.03		547,664.88
01/27/22	1006		LINDGREN, ROBERT C	1,623.68		546,041.20
01/27/22	1007		FIELDER, CHARLES COSMAS	341.63		545,699.57
01/27/22	1008		MENDES, ALAN SCOTT	876.11		544,823.46
01/27/22	1009		GARDNER, TANNER W	1,725.96		543,097.50
01/27/22	1010		MCNEILL, LOGAN D	1,532.06		541,565.44
01/27/22	1011		COPPINI, STEVE L	2,505.54		539,059.90
01/27/22	1012		GARDNER, SHAWN C	1,398.22		537,661.68
01/27/22	1013		LIU, CARSON B	777.87		536,883.81
01/27/22	1014		HOPPIS, JOHNNY F	1,625.73		535,258.08

City of Ferndale

Bank Account Register

General Checking

January 1, 2022 - January 31, 2022

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
01/27/22	1015		GARDNER, HUNTER C	158.91		535,099.17
01/27/22	55616		CERVANTES, CESAR E	1,362.87		533,736.30
01/27/22	55617		FRANCESCHI, DAVID A	1,394.20		532,342.10
01/27/22	55618		RICHARDSON, DIANNA L	127.75		532,214.35
01/31/22			013122DEPOSIT		60,032.30	592,246.65
01/31/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	613.29		591,633.36
01/31/22	55626	LEACA	LEAGUE OF CALIFORNIA CITIES	1,014.00		590,619.36
01/31/22	55627	RLINDGREN	ROBERT LINDGREN	730.88		589,888.48
			Totals	<u>184,252.40</u>	<u>78,947.32</u>	<u>589,888.48</u>

Transaction count = 117

JANUARY 2022 Deposit Recap	1/21/2022	1/24/2022	1/31/2022	1/31/2022	TOTAL-JAN 22
RETAIL TAX		15,074.35			15,074.35
HIGHWAY USER TAX/ROAD MAIN/VEHICLE LICENSE FEES	2,256.76		1,583.91		3,840.67
BUSINESS LIC				82.00	82.00
ANIMAL LIC				262.50	262.50
BUILDING RENTS				400.00	400.00
PERMITS				15,557.06	15,557.06
TOT				13,828.08	13,828.08
HEALTH INSPECTIONS				500.00	500.00
HCAOG - RSTP					-
RECYCLING GRANT					-
PARSAC - GRANT / OTHER					-
COUNTY OF HUMBOLDT-STREETS & ROADS					-
SEPTIC DUMPS / SEWER REVENUE				6,531.00	6,531.00
FRANCHISE FEES				9,484.97	9,484.97
HUMBOLDT CTY - COPS				10,499.69	10,499.69
DONATIONS					-
POLICE SERVICES				155.00	155.00
SMALL MISC					-
DRAINAGE FEES				1,500.00	1,500.00
COUNTY OF HUMBOLDT-PROPERTY TAXES					-
COUNTY OF HUMBOLDT-SEWER					-
COUNTY OF HUMBOLDT-INTEREST INCOME					-
STATE - CAL TRANS - STREET SWEEP					-
REIMBURSED ENGINEER FEES				1,232.00	1,232.00
AMERICAN RESCUE PLAN ACT					-
	2,256.76	15,074.35	1,583.91	60,032.30	78,947.32

City of Ferndale
Balance Sheet
Fund 10 - General Fund
As of January 31, 2022

Assets

Current Assets	
Cash	\$ 462,303.52
Restricted Cash	15,150.00
Accounts Receivable	<u>13,260.18</u>
Total Current Assets	<u>490,713.70</u>
 Total Assets	 <u><u>\$ 490,713.70</u></u>

Liabilities and Fund Balance

Current Liabilities	
Accounts Payable	\$ 8,374.46
Accrued Liabilities	1,484.57
Other Current Liabilities	<u>145,527.27</u>
Total Current Liabilities	<u>155,386.30</u>
Total Liabilities	<u>155,386.30</u>
Fund Balance	
Retained Earnings	<u>335,327.40</u>
Total Fund Balance	<u>335,327.40</u>
Total Liabilities and Fund Balance	<u><u>\$ 490,713.70</u></u>

City of Ferndale
Balance Sheet
Fund 22-Gas Tax
As of January 31, 2022

Assets

Current Assets	
Cash	\$ <u>(4,132.64)</u>
Total Current Assets	<u>(4,132.64)</u>
Total Assets	<u>\$ <u>(4,132.64)</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>(4,132.64)</u>
Total Fund Balance	<u>(4,132.64)</u>
Total Liabilities and Fund Balance	<u>\$ <u>(4,132.64)</u></u>

City of Ferndale
Balance Sheet
Fund 23 - RSTP Fund
As of January 31, 2022

Assets

Current Assets	
Cash	\$ <u>13,312.17</u>
Total Current Assets	<u>13,312.17</u>
Total Assets	<u><u>\$ 13,312.17</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>13,312.17</u>
Total Fund Balance	<u>13,312.17</u>
Total Liabilities and Fund Balance	<u><u>\$ 13,312.17</u></u>

City of Ferndale
Balance Sheet
Fund 24 - Transportation Development Act
As of January 31, 2022

Assets

Current Assets	
Cash	\$ <u>186,960.79</u>
Total Current Assets	<u>186,960.79</u>
Total Non Current Assets	<u> </u>
Total Assets	<u><u>\$ 186,960.79</u></u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Fund Balance	
Retained Earnings	<u>186,960.79</u>
Total Fund Balance	<u>186,960.79</u>
Total Liabilities and Fund Balance	<u><u>\$ 186,960.79</u></u>

City of Ferndale
Balance Sheet
Fund 26 - Drainage Fund
As of January 31, 2022

Assets

Current Assets	
Cash	\$ <u>(20,783.06)</u>
Total Current Assets	<u>(20,783.06)</u>
Total Assets	<u>\$ <u>(20,783.06)</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>(20,783.06)</u>
Total Fund Balance	<u>(20,783.06)</u>
Total Liabilities and Fund Balance	<u>\$ <u>(20,783.06)</u></u>

City of Ferndale
Balance Sheet
Fund 25 - Integrated Waste Mgt
As of January 31, 2022

Assets

Current Assets	
Cash	\$ <u>52,667.50</u>
Total Current Assets	<u>52,667.50</u>
Total Assets	<u><u>\$ 52,667.50</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>52,667.50</u>
Total Fund Balance	<u>52,667.50</u>
Total Liabilities and Fund Balance	<u><u>\$ 52,667.50</u></u>

City of Ferndale
Balance Sheet
Fund -30 - Sewer
As of January 31, 2022

Assets

Current Assets	
Cash	\$ 518,927.05
Total Current Assets	<u>518,927.05</u>
Property and Equipment	
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>
Net Property and Equipment	<u>10,202,091.07</u>
Total Assets	<u>\$ 10,721,018.12</u>

Liabilities and Fund Balance

Current Liabilities	
Interest Payable	\$ 41,097.40
Other Current Liabilities	<u>163,375.00</u>
Total Current Liabilities	<u>204,472.40</u>
Long-Term Liabilities	
Notes Payable USDA	<u>4,153,000.00</u>
Total Long-Term Liabilities	<u>4,153,000.00</u>
Total Liabilities	<u>4,357,472.40</u>
Fund Balance	
Other Equity	6,649,092.60
Retained Earnings	<u>(285,546.88)</u>
Total Fund Balance	<u>6,363,545.72</u>
Total Liabilities and Fund Balance	<u>\$ 10,721,018.12</u>

City of Ferndale
Balance Sheet
GASB 34 ASSETS AND LIABILITIES
As of January 31, 2022

Assets

Property and Equipment	
Buildings and improvements	\$ 479,444.72
Vehicles	176,365.86
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>(10,165,670.23)</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 January 31, 2022	7 Months Ended January 31, 2022	FY 2021/2022	Over/(Under)
	Actual	Actual	Budget	Budget
REVENUES				
Revenues - Taxes				
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	78,927.61	165,740.00	(86,812.39)
10014111 Trash franchise	0.00	7,366.05	6,000.00	1,366.05
10014112 PG&E franchise	0.00	0.00	13,000.00	(13,000.00)
10014114 Cable franchise	0.00	11,220.11	24,000.00	(12,779.89)
10014116 Business license tax	82.00	10,415.00	11,124.00	(709.00)
10014118 Real Property Transfer tax	0.00	0.00	3,000.00	(3,000.00)
10014120 Transient lodging tax	0.00	129,763.19	132,964.00	(3,200.81)
10014121 TOT Humboldt Lodging Authority	0.00	16,626.90	18,735.00	(2,108.10)
Total Revenue - Taxes	\$ 82.00	\$ 254,318.86	\$ 535,152.81	\$ (280,833.95)
Revenues - Licenses and Permits				
10024132 Construction permits	\$ 5,161.74	\$ 27,717.30	\$ 45,000.00	\$ (17,282.70)
10024164 Health protection	0.00	2,125.00	3,000.00	(875.00)
10024166 Encroachment permits	35.00	185.00	350.00	(165.00)
10024278 Animal license fees	262.50	1,102.50	1,400.00	(297.50)
Total Revenue - Licenses and Permits	\$ 5,459.24	\$ 31,129.80	\$ 49,750.00	\$ (18,620.20)
Revenues - Use of Money and Property				
10044182 Interest	\$ 0.00	\$ 777.10	\$ 16,650.00	\$ (15,872.90)
10044297 Town Hall Rent	50.00	100.00	1,500.00	(1,400.00)
10044297.1 Community Center rents	50.00	350.00	600.00	(250.00)
Total Revenue -Use of Money and Property	\$ 100.00	\$ 1,227.10	\$ 18,750.00	\$ (17,522.90)
Revenues - Fines				
10034282 Traffic safety fund	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ (1,500.00)
Total Revenue - Fines	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ (1,500.00)
Revenues - Intergovernmental				
10054204 Motor vehicle in-lieu tax	\$ 1,583.91	\$ 1,583.91	\$ 136,990.00	\$ (135,406.09)
10054222 Home owners prop. tax relief	0.00	0.00	1,200.00	(1,200.00)
10054286 Street sweeping	9,367.68	18,735.36	18,800.00	(64.64)
10054289 RMRA	0.00	11,623.72	26,549.00	(14,925.28)
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	62,717.23	165,000.00	(102,282.77)
Total Revenue - Intergovernmental	\$ 10,951.59	\$ 94,740.22	\$ 350,539.00	\$ (255,798.78)

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

	1 Month Ended January 31, 2022	7 Months Ended January 31, 2022	FY 2021/2022	Over/(Under)
	Actual	Actual	Budget	Budget
Revenues - Fees for Service				
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	50.00	3,529.75	0.00	3,529.75
10084287.9 CAP reimbursement grant: RCEA	0.00	4,958.65	5,000.00	(41.35)
10084291 Special police services	155.00	1,121.88	2,000.00	(878.12)
10084294 Planning grant - SB2	0.00	0.00	185,500.00	(185,500.00)
10084298 Fair racing revenue	39.02	1,990.15	1,200.00	790.15
	<u>244.02</u>	<u>11,659.17</u>	<u>198,800.00</u>	<u>(187,140.83)</u>
Total Revenue - Fees for Service	\$ 244.02	\$ 11,659.17	\$ 198,800.00	\$ (187,140.83)
Revenues - Other Revenue				
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	4,276.16	3,600.00	676.16
10094311 Utilities - Little League park	0.00	0.00	200.00	(200.00)
	<u>300.00</u>	<u>14,228.48</u>	<u>3,900.00</u>	<u>10,328.48</u>
Total Revenue - Other Revenue	\$ 300.00	\$ 14,228.48	\$ 3,900.00	\$ 10,328.48
TOTAL REVENUES	\$ 17,136.85	\$ 407,303.63	\$ 1,158,391.81	\$ (751,088.18)

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

	1 Month Ended January 31, 2022	7 Months Ended January 31, 2022	FY 2021/2022	Over/(Under)
	Actual	Actual	Budget	Budget
EXPENDITURES				
Expenditures - City Council				
10115012 Office expense	\$ 0.00	\$ 413.77	\$ 100.00	\$ 313.77
10115013 Advertising	0.00	1,552.98	1,800.00	(247.02)
10115044 Meetings and dues	1,014.00	1,266.57	1,200.00	66.57
10115045 LAFCO fees	<u>0.00</u>	<u>0.00</u>	<u>678.98</u>	<u>(678.98)</u>
Total Expenditures - City Council	<u>\$ 1,014.00</u>	<u>\$ 3,233.32</u>	<u>\$ 3,778.98</u>	<u>\$ (545.66)</u>
Expenditures City Manager				
10105002 Salary - permanent	\$ 2,587.82	\$ 20,650.73	\$ 33,641.78	\$ (12,991.05)
10105006 Payroll taxes	357.37	1,735.13	2,716.82	(981.69)
10105007 Medical/Dental/Vision insurance	1,368.78	4,766.51	8,449.53	(3,683.02)
10105009 Workers comp. insurance	420.41	1,316.64	1,749.37	(432.73)
10105010 Deferred retirement	0.00	1,440.84	2,691.34	(1,250.50)
10105061 Liability Insurance	<u>0.00</u>	<u>1,961.99</u>	<u>1,877.21</u>	<u>84.78</u>
Total expenditures -City Manager	<u>\$ 4,734.38</u>	<u>\$ 31,871.84</u>	<u>\$ 51,126.05</u>	<u>\$ (19,254.21)</u>
Expenditures - City Clerk				
10125002 Salary - permanent	\$ 6,503.40	\$ 54,231.45	\$ 78,506.59	\$ (24,275.14)
10125006 Payroll taxes	930.59	4,904.36	6,648.07	(1,743.71)
10125007 Medical/Dental/Vision insurance	1,851.34	7,836.43	12,595.01	(4,758.58)
10125009 Workers comp. insurance	1,010.52	3,164.75	4,082.34	(917.59)
10125010 Deferred retirement	0.00	3,693.48	6,280.53	(2,587.05)
10125012 Office expense	585.26	4,355.46	3,500.00	855.46
10125022 IT support	66.00	1,594.14	2,000.00	(405.86)
10125044 Meetings and dues	947.28	1,075.50	1,200.00	(124.50)
10125061 Liability Insurance	<u>0.00</u>	<u>4,715.95</u>	<u>4,380.67</u>	<u>335.28</u>
Total Expenditures -City Clerk	<u>\$ 11,894.39</u>	<u>\$ 85,571.52</u>	<u>\$ 119,193.21</u>	<u>\$ (33,621.69)</u>

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

	1 Month Ended January 31, 2022	7 Months Ended January 31, 2022	FY 2021/2022 Budget	Over/(Under) Budget
	Actual	Actual	Budget	Budget
Expenditures - City Attorney				
10145052 Professional services	\$ 857.50	\$ 5,617.50	\$ 20,000.00	\$ (14,382.50)
Total Expenditures - City Attorney	\$ 857.50	\$ 5,617.50	\$ 20,000.00	\$ (14,382.50)
Expenditures - Government Buildings				
10155002 Salary - permanent	\$ 248.00	\$ 1,800.00	\$ 2,995.36	\$ (1,195.36)
10155006 Payroll taxes	34.36	249.33	414.86	(165.53)
10155009 Workers comp. insurance	40.48	126.78	155.76	(28.98)
10155012 Office expense	0.00	80.94	500.00	(419.06)
10155020 Building and ground maint.	1,124.35	3,246.50	7,000.00	(3,753.50)
10155030 Trash service	61.66	270.34	450.00	(179.66)
10155031 Gas	1,288.11	4,771.41	7,500.00	(2,728.59)
10155032 Utilities	233.43	1,221.50	2,000.00	(778.50)
10155033 Water	48.39	4,216.72	4,500.00	(283.28)
10155034 Telephone/internet	430.65	3,356.33	4,800.00	(1,443.67)
10155061 Liability Insurance	0.00	188.93	167.14	21.79
10155063 Building and Property Insurance	0.00	3,239.00	3,200.00	39.00
Total Expenditures - Government Buildings	\$ 3,509.43	\$ 22,767.78	\$ 33,683.12	\$ (10,915.34)
Expenditures - Non departmental				
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	2,850.00	10,700.00	(7,850.00)
10165055 Contractual services	0.00	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	206.76	2,320.71	0.00	2,320.71
10165099 Miscellaneous	0.00	900.00	2,500.00	(1,600.00)
10165200 Car allowance	400.00	2,800.00	4,800.00	(2,000.00)
Total Expenditures - Nondepartmental	\$ 606.76	\$ 30,294.67	\$ 46,800.00	\$ (16,505.33)
Expenditures - Community Promotion				
10175020 Building and ground maint.	\$ 14.17	\$ 823.25	\$ 100.00	\$ 723.25
10175028 Public restroom	542.21	1,531.41	2,000.00	(468.59)
10175032 Utilities	33.21	261.51	300.00	(38.49)
10175033 Water	120.27	939.09	1,440.00	(500.91)
10175072 Chamber of commerce	6,694.30	20,082.90	26,777.19	(6,694.29)
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	19,780.53	18,600.00	1,180.53
Total Expenditures - Community Promotion	\$ 7,404.16	\$ 43,418.69	\$ 50,817.19	\$ (7,398.50)

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

	1 Month Ended January 31, 2022	7 Months Ended January 31, 2022	FY 2021/2022	Over/(Under)
	Actual	Actual	Budget	Budget
Expenditures - Police				
10215002 Salary - permanent	\$ 20,584.31	\$ 147,308.02	\$ 211,285.48	\$ (63,977.46)
10215004 Salary - reserve	2,026.44	20,643.33	19,722.64	920.69
10215005 Salary - overtime	710.14	8,065.04	5,500.00	2,565.04
10215006 Payroll taxes	3,329.33	16,003.10	18,019.04	(2,015.94)
10215007 Medical/Dental/Vision insurance	5,195.77	20,911.15	34,253.16	(13,342.01)
10215009 Workers comp. insurance	3,657.43	11,454.32	12,298.43	(844.11)
10215010 Deferred retirement	0.00	5,726.51	12,108.23	(6,381.72)
10215012 Office expense	363.81	1,271.75	3,000.00	(1,728.25)
10215014 Vehicle expense	533.74	10,219.39	20,000.00	(9,780.61)
10215016 Fuel	1,838.80	11,642.33	11,000.00	642.33
10215020 Building and ground maint.	177.88	1,863.92	10,000.00	(8,136.08)
10215022 IT support	80.00	5,355.00	1,200.00	4,155.00
10215024 Special department supply	93.71	4,141.95	14,000.00	(9,858.05)
10215026 Uniform expense	0.00	442.93	1,000.00	(557.07)
10215026.1 Uniform allowance	0.00	3,000.00	3,000.00	0.00
10215029 Water/sewer	58.39	1,309.03	2,000.00	(690.97)
10215032 Utilities	158.75	1,028.71	1,800.00	(771.29)
10215034 Telephone/internet	443.08	3,247.08	5,600.00	(2,352.92)
10215035 Dispatch service	3,216.66	22,516.62	36,800.00	(14,283.38)
10215044 Meetings and dues	0.00	78.44	600.00	(521.56)
10215048 Training	1,785.88	4,299.63	2,500.00	1,799.63
10215051 Physical exams	0.00	358.75	900.00	(541.25)
10215052 Professional services	35.00	457.00	2,000.00	(1,543.00)
10215061 Liability Insurance	0.00	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	745.22	1,400.00	(654.78)
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)
Total Expenditures - Police	\$ 44,395.58	\$ 334,501.96	\$ 450,084.13	\$ (115,582.17)
Expenditures - Animal Control				
10225096 Animal control	\$ 450.00	\$ 3,150.00	\$ 5,550.00	\$ (2,400.00)
Total Expenditures - Animal Control	\$ 450.00	\$ 3,150.00	\$ 5,550.00	\$ (2,400.00)
Expenditures - Health				
10245048 Training	\$ 159.00	\$ 159.00	\$ 0.00	\$ 159.00
10245052 Professional services	200.00	3,057.50	3,400.00	(342.50)
Total Expenditures - Health	\$ 359.00	\$ 3,216.50	\$ 3,400.00	\$ (183.50)

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

	1 Month Ended January 31, 2022	7 Months Ended January 31, 2022	FY 2021/2022	Over/(Under)
	Actual	Actual	Budget	Budget
Expenditures - Streets and Roads				
10315002 Salary - permanent	\$ 1,564.68	\$ 14,990.48	\$ 18,757.44	\$ (3,766.96)
10315005 Salary - overtime	0.00	5.55	0.00	5.55
10315006 Payroll taxes	215.94	1,218.74	1,608.54	(389.80)
10315007 Medical/Dental/Vision insurance	831.31	2,900.94	5,137.73	(2,236.79)
10315009 Workers comp. insurance	234.79	735.31	975.39	(240.08)
10315010 Deferred retirement	0.00	838.55	1,500.60	(662.05)
10315011 Bldg/property insurance	0.00	477.00	460.00	17.00
10315014 Vehicle expense	1,752.00	8,021.83	12,200.00	(4,178.17)
10315020 Building and ground maint.	124.88	2,582.68	500.00	2,082.68
10315021 Street maintenance	221.23	2,096.22	4,000.00	(1,903.78)
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	82.31	579.06	930.00	(350.94)
10315055 Contractual services	0.00	556.18	550.00	6.18
10315061 Liability Insurance	0.00	1,095.73	1,046.66	49.07
10315088 Equipment repair other	49.98	264.63	500.00	(235.37)
Total Expenditures - Streets and Roads	\$ 5,077.12	\$ 37,102.28	\$ 49,466.36	\$ (12,364.08)
Expenditures - Planning				
10415052 Professional services	\$ 0.00	\$ 20,328.49	\$ 24,000.00	\$ (3,671.51)
10415053 Reimbursable Fees	0.00	2,013.50	10,000.00	(7,986.50)
10415055 Contractual services	0.00	14,556.00	14,500.00	56.00
10415059 Special Planning Projects	0.00	7,030.00	162,000.00	(154,970.00)
10415620 LRSP PROJECTS	0.00	332.50	23,500.00	(23,167.50)
10415630 CLIMATE ACTION PLAN	0.00	1,401.25	6,500.00	(5,098.75)
Total Expenditures - Planning	\$ 0.00	\$ 45,661.74	\$ 240,500.00	\$ (194,838.26)
Expenditures - City engineer				
10425052 Professional services	\$ 0.00	\$ 4,305.95	\$ 9,000.00	\$ (4,694.05)
Total Expenditures - City engineer	\$ 0.00	\$ 4,305.95	\$ 9,000.00	\$ (4,694.05)
Expenditures - Building Regulation				
10435024 Special department supply	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ (1,500.00)
10435052 Professional services	4,049.10	22,700.94	36,000.00	(13,299.06)
Total Expenditures - Building Regulation	\$ 4,049.10	\$ 22,700.94	\$ 37,500.00	\$ (14,799.06)

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

	1 Month Ended January 31, 2022	7 Months Ended January 31, 2022	FY 2021/2022	Over/(Under)
	Actual	Actual	Budget	Budget
Expenditures - Library				
10615002 Salary - permanent	\$ 140.00	\$ 1,843.21	\$ 5,000.00	\$ (3,156.79)
10615006 Payroll taxes	19.39	255.30	692.50	(437.20)
10615009 Workers comp. insurance	67.58	211.64	260.00	(48.36)
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	0.00	1,622.51	1,500.00	122.51
10615031 Gas	460.89	1,931.30	4,200.00	(2,268.70)
10615032 Utilities	146.68	976.22	1,440.00	(463.78)
10615033 Water	44.05	308.38	480.00	(171.62)
10615034 Telephone/internet	147.28	1,036.05	1,680.00	(643.95)
10615061 Liability Insurance	0.00	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)
Total Expenditures - Library	\$ 1,025.87	\$ 9,980.90	\$ 17,581.50	\$ (7,600.60)
Expenditures - Parks				
10625002 Salary - permanent	\$ 549.89	\$ 4,275.04	\$ 6,431.19	\$ (2,156.15)
10625006 Payroll taxes	68.11	489.23	732.91	(243.68)
10625007 Medical/Dental/Vision insurance	124.62	434.60	769.82	(335.22)
10625009 Workers comp. insurance	84.01	263.10	334.42	(71.32)
10625010 Deferred retirement	0.00	127.52	231.62	(104.10)
10625020 Building and ground maint.	530.06	2,739.22	4,500.00	(1,760.78)
10625024 Special department supply	0.00	149.97	400.00	(250.03)
10625032 Utilities	77.42	576.91	600.00	(23.09)
10625033 Water	239.77	1,495.55	2,200.00	(704.45)
10625061 Liability Insurance	0.00	392.06	358.87	33.19
10625065 Russ Park expenditures	0.00	985.41	3,000.00	(2,014.59)
Total Expenditures - Parks	\$ 1,673.88	\$ 11,928.61	\$ 19,558.83	\$ (7,630.22)
Expenditures -Community Center				
10635002 Salary - permanent	\$ 0.00	\$ 0.71	\$ 0.00	\$ 0.71
10635020 Building and ground maint.	48.48	48.48	1,500.00	(1,451.52)
10635063 Building and Property Insurance	0.00	2,559.00	3,000.00	(441.00)
Total Expenditures -Community center	\$ 48.48	\$ 2,608.19	\$ 4,500.00	\$ (1,891.81)
TOTAL EXPENDITURES	\$ 87,099.65	\$ 697,932.39	\$ 1,162,539.37	\$ (464,606.98)
REVENUES OVER (UNDER) EXPENDITURES	\$ (69,962.80)	\$ (290,628.76)	\$ (4,147.56)	\$ (286,481.20)

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

	1 Month Ended January 31, 2022 Actual	7 Months Ended January 31, 2022 Actual	FY2021/2022 Budget	Over/(Under) Budget
Revenues				
22314210.1 Gas tax (2105)	\$ 0.00	\$ 3,982.62	\$ 7,823.00	\$ (3,840.38)
22314210.2 Gas tax (2106)	0.00	5,217.32	10,029.00	(4,811.68)
22314210.3 Gas tax (2107)	0.00	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)	0.00	6,266.78	10,650.00	(4,383.22)
Total Revenue	<u>0.00</u>	<u>20,733.39</u>	<u>39,452.00</u>	<u>(18,718.61)</u>
EXPENDITURES				
22315002 Salary - permanent	1,593.38	12,065.50	19,856.36	(7,790.86)
22315005 Salary - overtime	0.00	9.04	0.00	9.04
22315006 Payroll taxes	211.08	1,012.27	1,746.20	(733.93)
22315007 Medical/Dental/Vision insurance	873.02	3,065.19	5,433.02	(2,367.83)
22315009 Workers comp. insurance	263.92	826.55	1,071.91	(245.36)
22315010 Deferred retirement	0.00	887.93	1,588.50	(700.57)
22315057 Street signs	0.00	0.00	500.00	(500.00)
22315058 Street lighting	31.50	6,617.57	13,200.00	(6,582.43)
22315061 Liability Insurance	0.00	1,231.68	1,150.24	81.44
TOTAL EXPENDITURES	<u>2,972.90</u>	<u>25,715.73</u>	<u>44,546.23</u>	<u>(18,830.50)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (2,972.90)</u>	<u>\$ (4,982.34)</u>	<u>\$ (5,094.23)</u>	<u>\$ 111.89</u>

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

	1 Month Ended January 31, 2022 <u>Actual</u>	7 Months Ended January 31, 2022 <u>Actual</u>	FY2021/2022 <u>Budget</u>	Over/(Under) <u>Budget</u>
Revenues				
23314211 RSTP Revenue	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ (10,000.00)
Total Revenue	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>(10,000.00)</u>
EXPENDITURES				
23315002 Salary - permanent	435.16	3,611.94	5,913.41	(2,301.47)
23315006 Payroll taxes	55.58	298.20	495.78	(197.58)
23315007 Medical/Dental/Vision insurance	228.89	799.81	1,452.95	(653.14)
23315009 Workers comp. insurance	74.35	232.85	307.50	(74.65)
23315010 Deferred retirement	0.00	263.02	473.07	(210.05)
23315061 Liability Insurance	<u>0.00</u>	<u>347.00</u>	<u>329.97</u>	<u>17.03</u>
TOTAL EXPENDITURES	<u>793.98</u>	<u>5,552.82</u>	<u>8,972.68</u>	<u>(3,419.86)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (793.98)</u>	<u>\$ (5,552.82)</u>	<u>\$ 1,027.32</u>	<u>\$ (6,580.14)</u>

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

	1 Month Ended January 31, 2022 <u>Actual</u>	7 Months Ended January 31, 2022 <u>Actual</u>	FY2021/2022 <u>Budget</u>	Over/(Under) <u>Budget</u>
Revenues				
24314231 Transportation devel. act	\$ 0.00	\$ 0.00	\$ 44,740.17	\$ (44,740.17)
Total Revenue	<u>0.00</u>	<u>0.00</u>	<u>44,740.17</u>	<u>(44,740.17)</u>
EXPENDITURES				
24315002 Salary - permanent	1,633.31	13,104.21	21,453.71	(8,349.50)
24315005 Salary - overtime	0.00	12.98	0.00	12.98
24315006 Payroll taxes	221.94	1,099.77	1,761.23	(661.46)
24315007 Medical/Dental/Vision insurance	832.62	2,912.26	5,261.33	(2,349.07)
24315009 Workers comp. insurance	267.28	837.07	1,076.21	(239.14)
24315010 Deferred retirement	0.00	957.30	1,716.30	(759.00)
24315014 Vehicle expense	0.00	0.00	250.00	(250.00)
24315016 Fuel	1,214.30	7,720.73	6,600.00	1,120.73
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	272.98	1,664.85	3,200.00	(1,535.15)
24315033 Water	93.53	469.52	720.00	(250.48)
24315034 Telephone/internet	82.32	579.10	940.00	(360.90)
24315061 Liability Insurance	0.00	1,247.37	1,154.86	92.51
24315088 Equipment repair other	0.00	0.00	600.00	(600.00)
TOTAL EXPENDITURES	<u>4,618.28</u>	<u>31,131.90</u>	<u>47,083.64</u>	<u>(15,951.74)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (4,618.28)</u>	<u>\$ (31,131.90)</u>	<u>\$ (2,343.47)</u>	<u>\$ (28,788.43)</u>

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

	1 Month Ended January 31, 2022 Actual	7 Months Ended January 31, 2022 Actual	FY2021/2022 Budget	Over/(Under) Budget
Revenues				
26314230 Drainage fund	\$ 1,500.00	\$ 3,588.00	\$ 4,500.00	\$ (912.00)
26314240 Drainage district fees	0.00	0.00	20,157.10	(20,157.10)
Total Revenue	<u>1,500.00</u>	<u>3,588.00</u>	<u>24,657.10</u>	<u>(21,069.10)</u>
EXPENDITURES				
26315002 Salary - permanent	669.68	5,639.69	8,645.45	(3,005.76)
26315005 Salary - overtime	0.00	7.93	0.00	7.93
26315006 Payroll taxes	90.51	471.02	735.16	(264.14)
26315007 Medical/Dental/Vision insurance	353.71	1,440.74	2,224.45	(783.71)
26315009 Workers comp. insurance	225.97	707.69	449.57	258.12
26315010 Deferred retirement	0.00	387.06	691.64	(304.58)
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	321.07	321.07	750.00	(428.93)
26315052 Professional services	0.00	1,460.00	0.00	1,460.00
26315061 Liability Insurance	0.00	1,054.57	482.42	572.15
26315194 Interest expense	1,129.58	7,907.06	13,555.00	(5,647.94)
TOTAL EXPENDITURES	<u>2,790.52</u>	<u>19,483.08</u>	<u>29,233.69</u>	<u>(9,750.61)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (1,290.52)</u>	<u>\$ (15,895.08)</u>	<u>\$ (4,576.59)</u>	<u>\$ (11,318.49)</u>

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

	1 Month Ended January 31, 2022 Actual	7 Months Ended January 31, 2022 Actual	FY2021/2022 Budget	Over/(Under) Budget
Revenues				
25314288 Tipping fee (int. waste mgt.)	\$ 0.00	\$ 0.00	\$ 4,200.00	\$ (4,200.00)
25314600 Recycling grant	0.00	0.00	5,000.00	(5,000.00)
Total Revenue	<u>0.00</u>	<u>0.00</u>	<u>9,200.00</u>	<u>(9,200.00)</u>
EXPENDITURES				
25315002 Salary - permanent	392.10	3,128.94	5,097.24	(1,968.30)
25315006 Payroll taxes	42.02	250.74	411.64	(160.90)
25315007 Medical/Dental/Vision insurance	207.39	722.18	1,280.23	(558.05)
25315009 Workers comp. insurance	63.70	199.49	265.06	(65.57)
25315010 Deferred retirement	0.00	218.31	407.78	(189.47)
25315061 Liability Insurance	0.00	297.28	284.43	12.85
25315600 Recycling grant expenditures	14.00	56.00	236.00	(180.00)
TOTAL EXPENDITURES	<u>719.21</u>	<u>4,872.94</u>	<u>7,982.38</u>	<u>(3,109.44)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (719.21)</u>	<u>\$ (4,872.94)</u>	<u>\$ 1,217.62</u>	<u>\$ (6,090.56)</u>

City of Ferndale
INCOME STATEMENT
FUND 30 - SEWER FUND

	1 Month Ended January 31, 2022 Actual	7 Months Ended January 31, 2022 Actual	FY2021/2022 Budget	Over/(Under) Budget
Revenues				
30514274 Sewer service charge	\$ 0.00	\$ (700.99)	\$ 800,000.00	\$ (800,700.99)
30514275 Sewer connection fees	10,360.32	16,826.73	15,000.00	1,826.73
30514303 Septic discharge	0.00	62,983.75	101,000.00	(38,016.25)
30514330 COVID-19 Relief Funds	0.00	19,894.29	0.00	19,894.29
Total Revenue	<u>10,360.32</u>	<u>99,003.78</u>	<u>916,000.00</u>	<u>(816,996.22)</u>
EXPENSES				
30515002 Salary - permanent	19,757.85	161,963.35	269,729.08	(107,765.73)
30515005 Salary - overtime	368.30	2,735.81	3,647.28	(911.47)
30515006 Payroll taxes	2,768.52	13,993.66	23,317.65	(9,323.99)
30515007 Medical/Dental/Vision insurance	7,985.25	27,656.26	50,033.54	(22,377.28)
30515009 Workers comp. insurance	3,005.56	9,412.81	14,215.57	(4,802.76)
30515010 Deferred retirement	0.00	10,408.44	19,471.87	(9,063.43)
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	416.34	2,460.29	2,400.00	60.29
30515024 Special department supply	62.86	693.31	1,000.00	(306.69)
30515030 Trash service	297.06	4,809.83	5,800.00	(990.17)
30515032 Utilities	6,298.58	45,637.22	74,400.00	(28,762.78)
30515033 Water	81.89	1,725.24	2,200.00	(474.76)
30515034 Telephone/internet	518.51	3,679.87	6,000.00	(2,320.13)
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	144.76	264.76	2,000.00	(1,735.24)
30515055 Contractual services	0.00	2,665.00	8,100.00	(5,435.00)
30515061 Liability Insurance	0.00	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	6,350.00	10,855.00	13,500.00	(2,645.00)
30515099 Miscellaneous	0.00	2,565.00	0.00	2,565.00
30515121 Sewer plant maintenance	261.15	16,420.02	50,000.00	(33,579.98)
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	4,645.84	10,400.84	12,000.00	(1,599.16)
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)
TOTAL EXPENSES	<u>52,962.47</u>	<u>492,075.67</u>	<u>832,119.40</u>	<u>(340,043.73)</u>
NET INCOME (LOSS)	<u>\$ (42,602.15)</u>	<u>\$ (393,071.89)</u>	<u>\$ 83,880.60</u>	<u>\$ (476,952.49)</u>

City of Ferndale
Cash Balances

As of January 31, 2022

Cash Balances

Current Assets	
General Fund	\$ 462,303.52
Restricted Cash	15,150.00
Gas Tax	(4,132.64)
RSTF	13,312.17
TDA	186,960.79
IWM	52,667.50
Drainage	(20,783.06)
Sewer	<u>518,927.05</u>
 Total	 \$ <u><u>1,224,405.33</u></u>
Checking	\$ 567,680.48
LAIF	656,574.85
Petty cash	<u>150.00</u>
Total	<u>\$ <u>1,224,405.33</u></u>

Section 10

CALL ITEMS

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

Section 11

PRESENTATION

- a. Climate Action Plan (CAP) Update*
- b. Ferndale Chamber of Commerce Update*

HUMBOLDT REGIONAL

Climate Action Plan



Project Goal

**A regional Climate Action Plan,
adopted by each jurisdiction, to reduce
greenhouse gas emissions throughout
Humboldt County**

High-Level Timeline

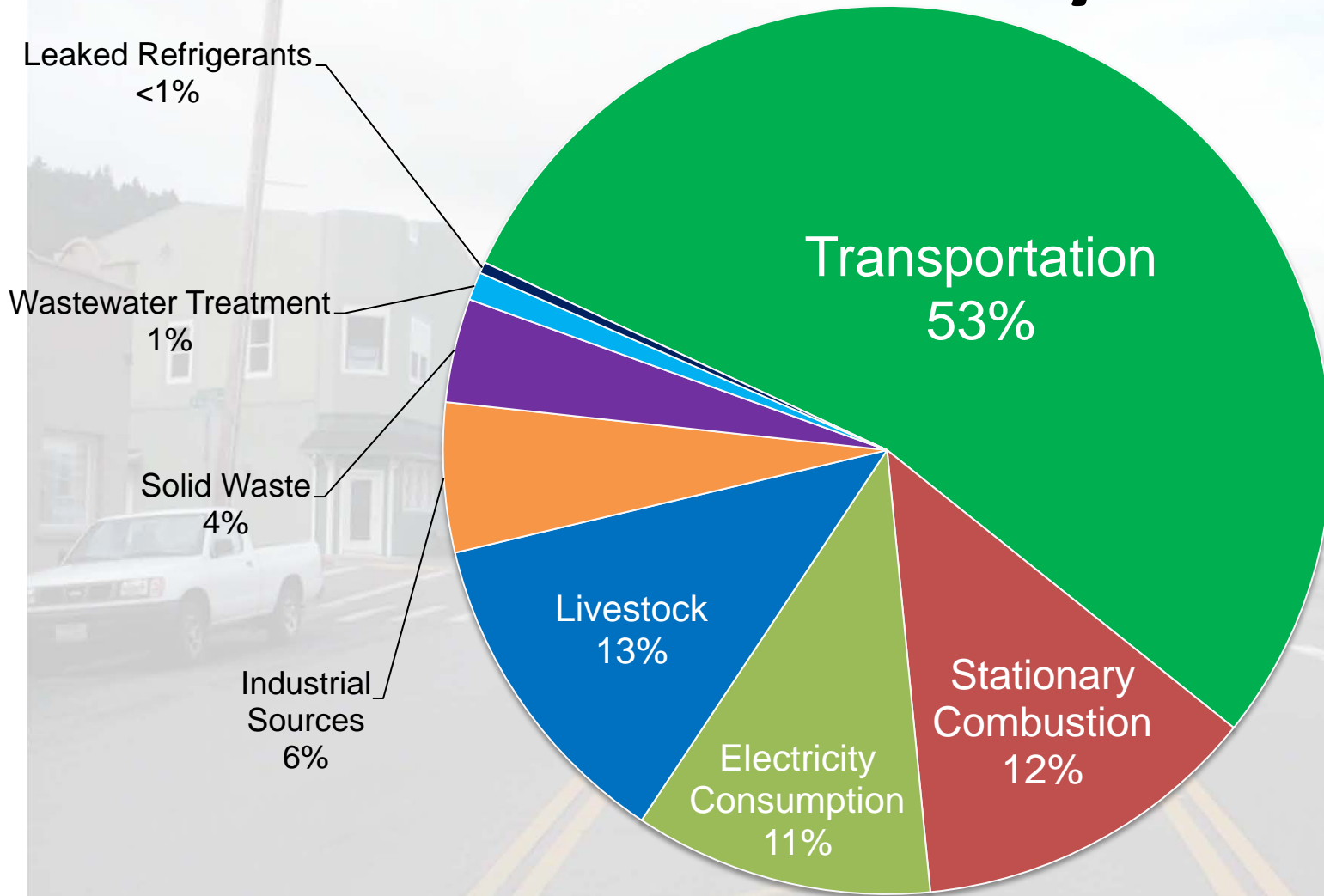
Fall 2018

February 2022

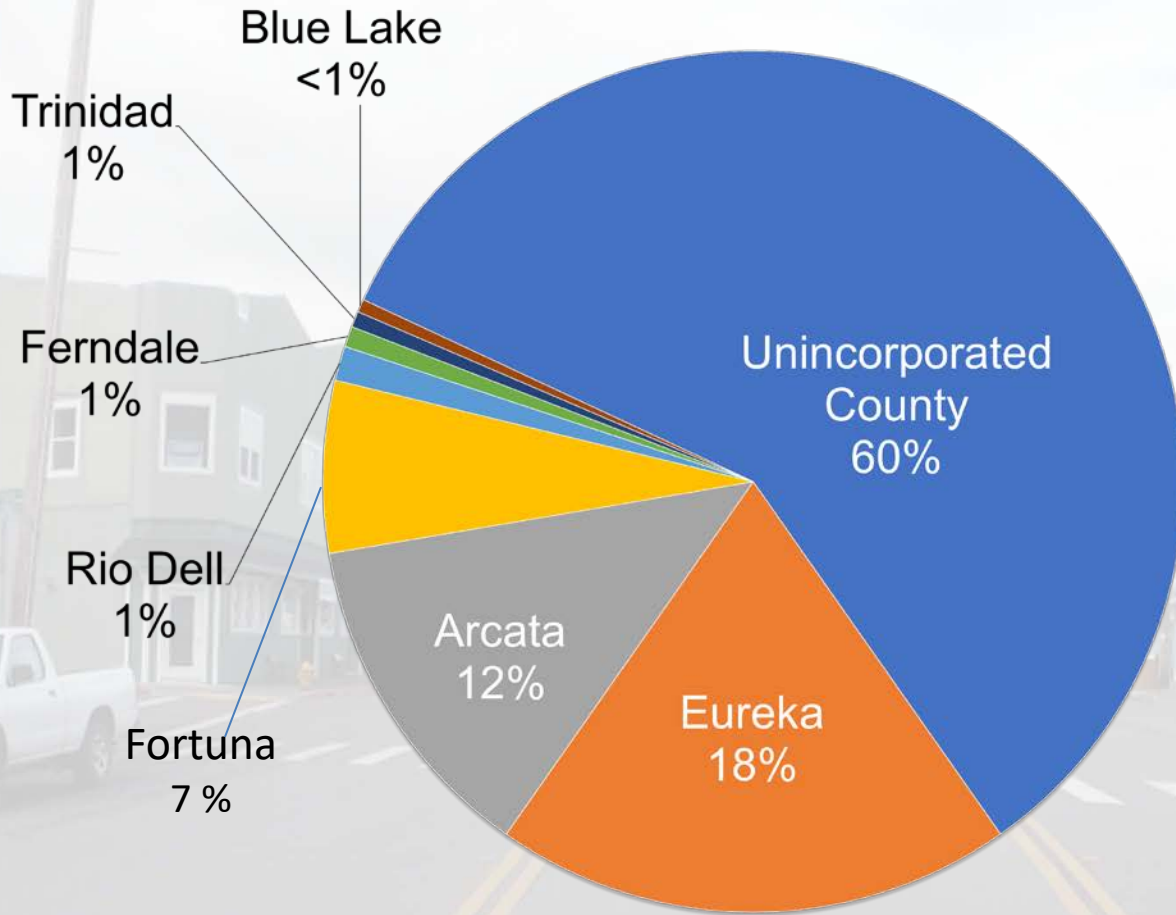


August
2023

2015 County-Wide GHG Inventory



2015 Emissions by Jurisdiction



State GHG Targets

2020: 1990 levels (AB 32)

2030: 40% below 1990 levels
(SB 32)

2045: Statewide carbon
neutrality by 2045 (net zero;
EO B-55-18)



**Recommended
Humboldt County Target**
40% below 1990 levels by 2030

Sample GHG Reduction Strategies

- **Increase density of development**
- **Add additional bike lanes**
- **Promote electric vehicles**
- **Provide more opportunity for transit use**
- **Increase use of low-carbon liquid fuels (i.e. renewable diesel)**
- **Switch from natural gas to electricity in buildings**
- **Increase energy efficiency of buildings**

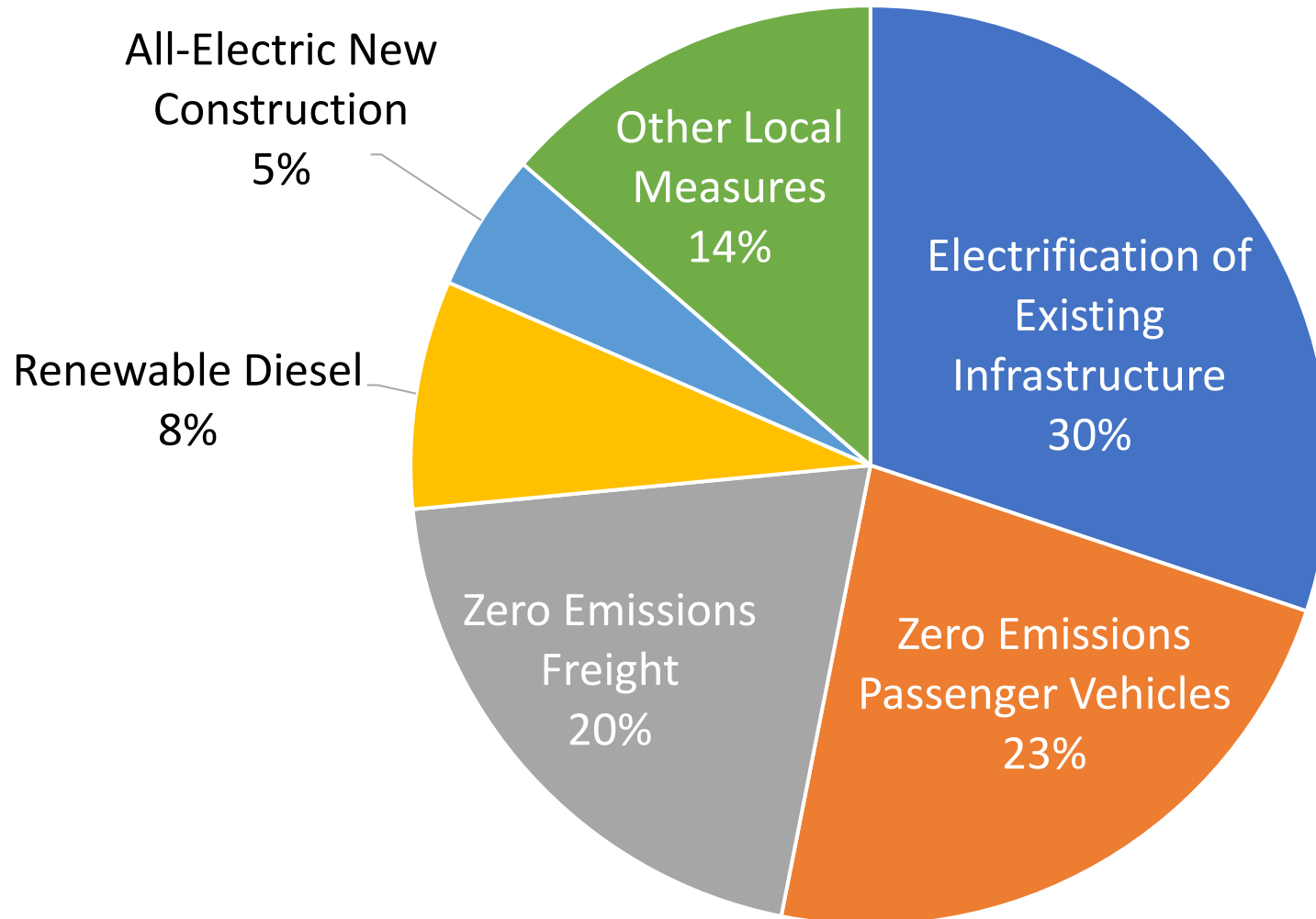
Sample GHG Reduction Measures

- Assist with zoning and implementation of small renewable energy development
- Support RCEA RePower Humboldt goals
- Promote forest and agricultural land stewardship
- Reduce construction and event waste
- Expand greenwaste programs

Humboldt County CAP

Reductions From Top 5 Measures

GHG Reductions from CAP Measures



Climate Action Planning Steps





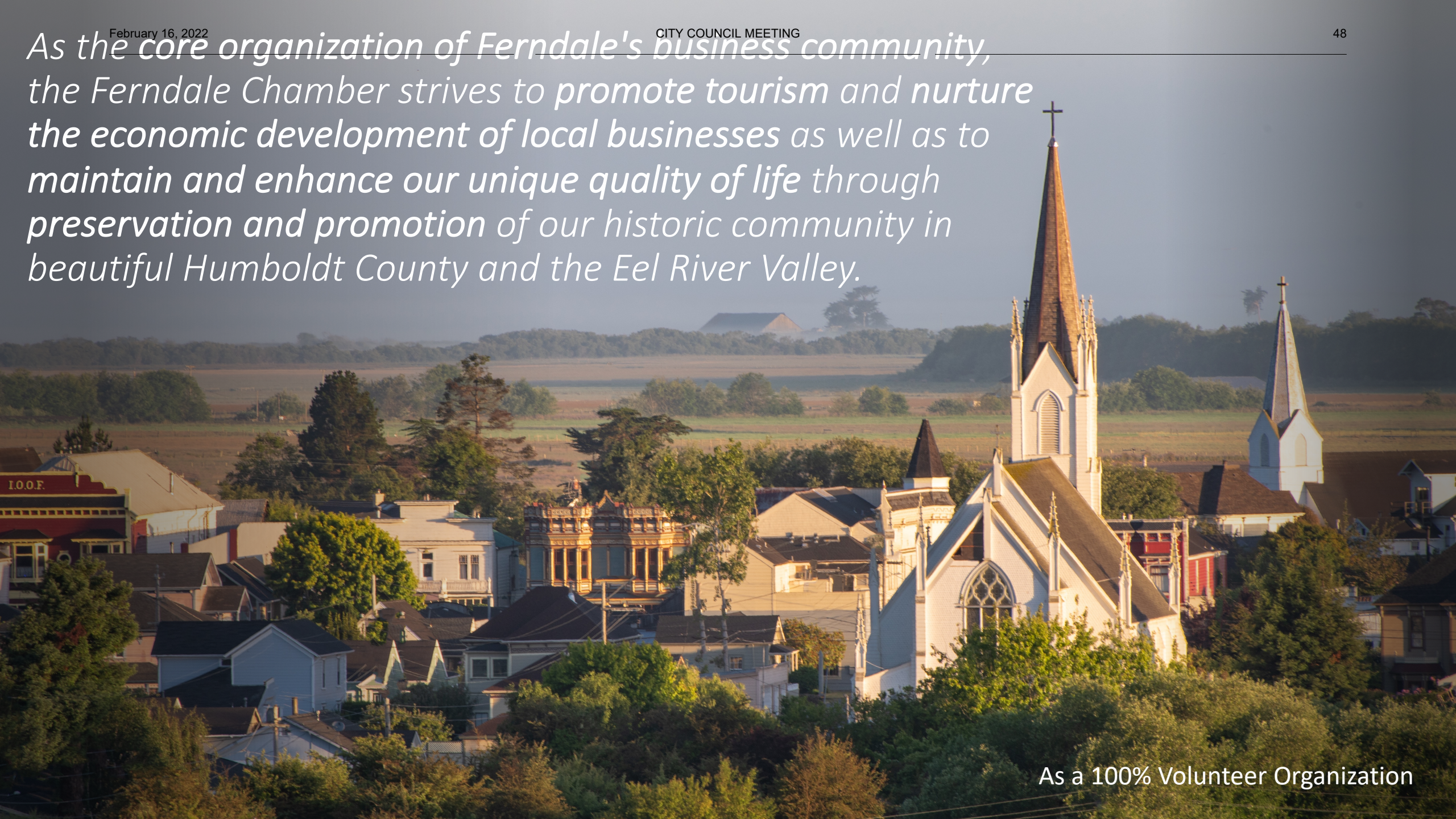
Thank you!



Ferndale Chamber of Commerce

**Ferndale City Council
Midyear Update
Wednesday, February 16, 2022**

As the core organization of Ferndale's business community, the Ferndale Chamber strives to promote tourism and nurture the economic development of local businesses as well as to maintain and enhance our unique quality of life through preservation and promotion of our historic community in beautiful Humboldt County and the Eel River Valley.



Ferndale Chamber
Midyear Update

February 16, 2022

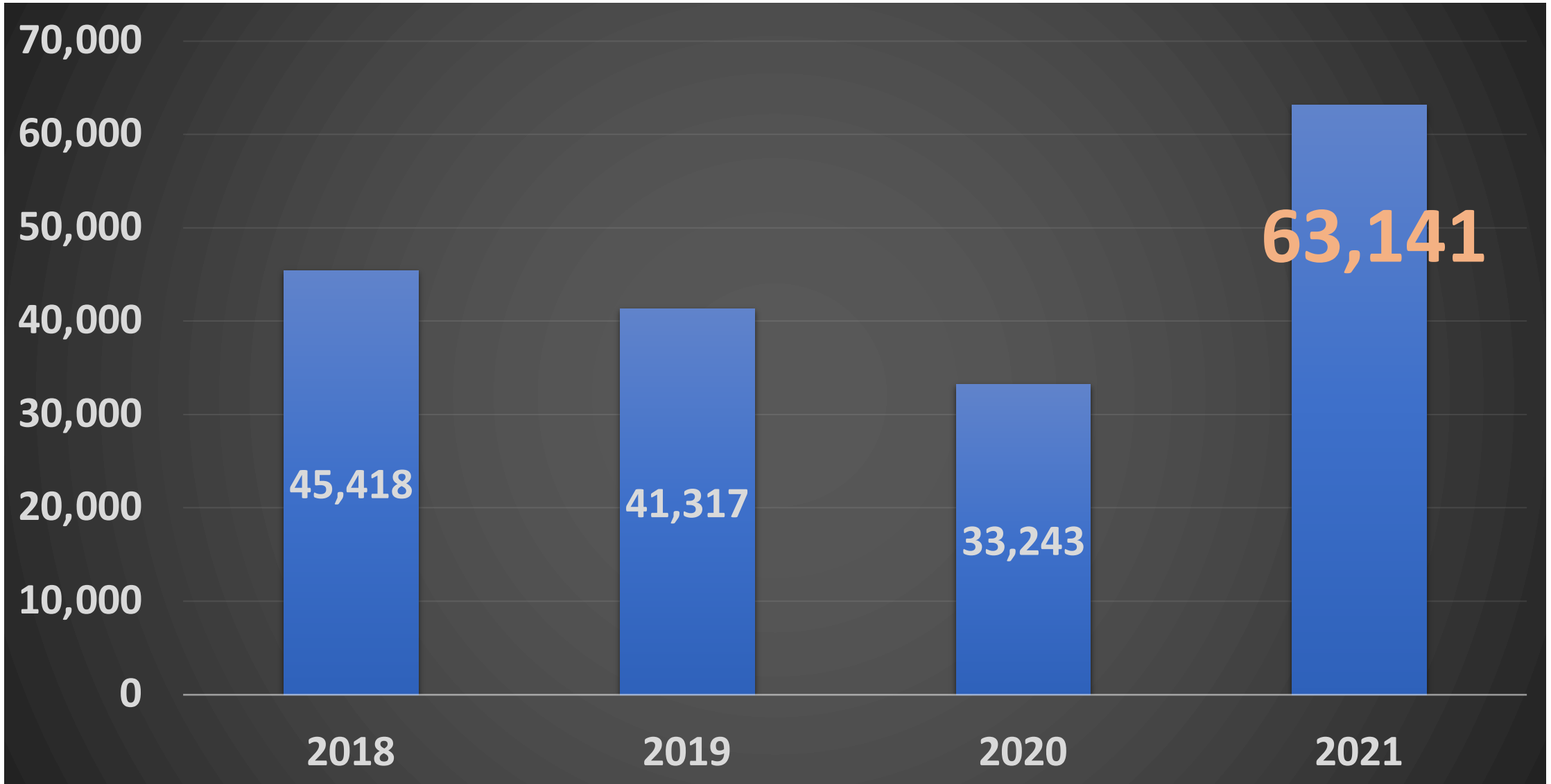
Promote

Nurture

Maintain & Enhance

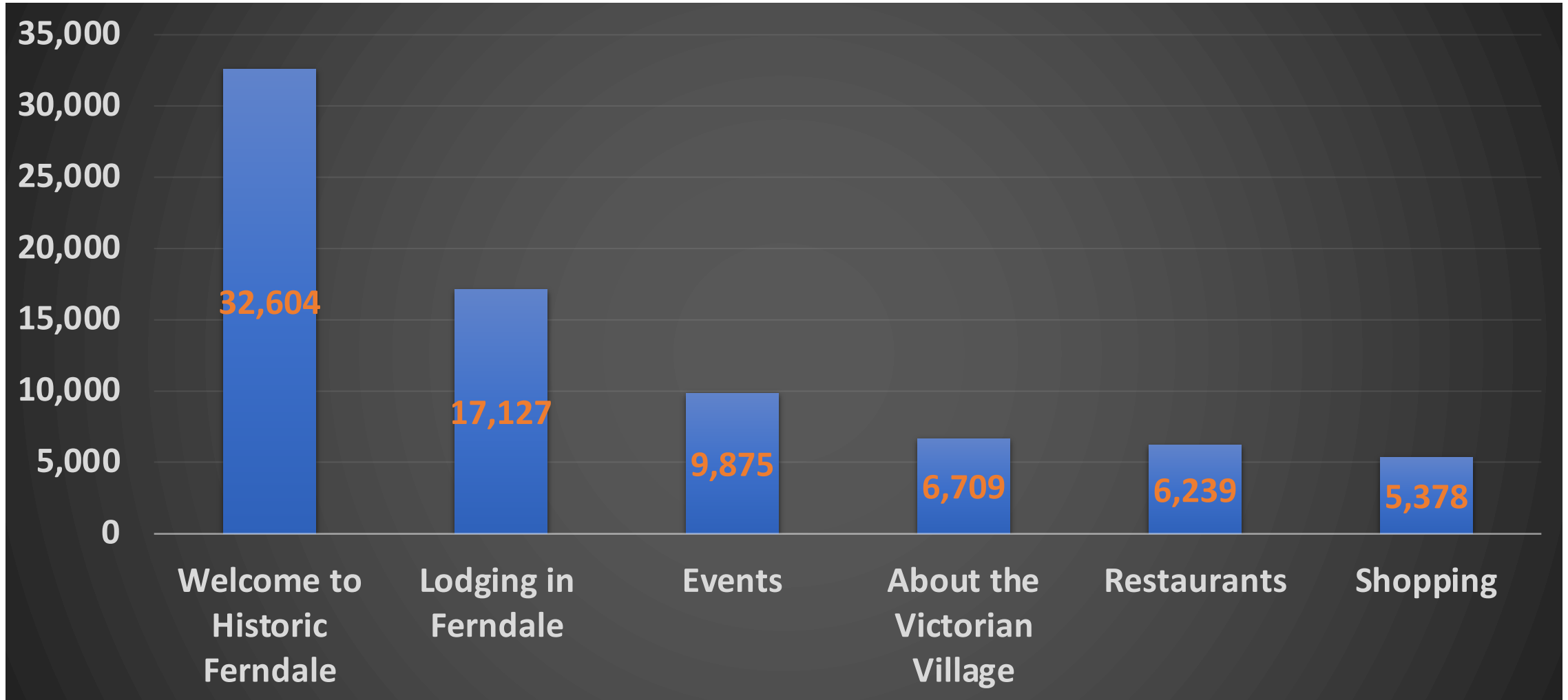
Promote

February 16, 2022
2021 Website Visits
Over 53,000 unique visitors



2021 Website Page Views

166,546 Total Page Views
58% increase from 2020



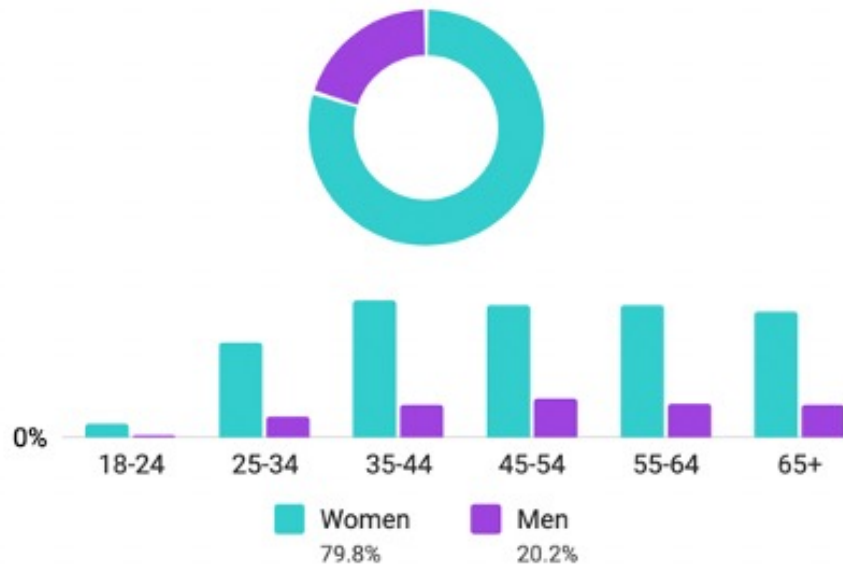
visitferndale.com

Total for Other Pages 88,614

Social Media FACEBOOK

4,061 Followers
13% increase in 2021

Age & Gender ⓘ



facebook.com/visitferndale

Top Facebook Post Likes

NBC LA article on Christmas Tree share (464 likes, 53 comments, 49 shares)

Ring's sign photo by Jimmy Rodriguez (405 likes, 38 comments, 28 shares)

Earthquake update (381 likes, 69 comments, 52 shares, 10.3K reach)

Town/cemetery photo by Leon Villagomez (362 likes, 55 comments, 40 shares)

Memorial Day veterans photo by Carl Neeley (348 likes, 47 comments, 29 shares)

Ferndale Airbnb photo for Cottages & Bungalows feature (307 likes, 42 comments, 19 shares)

Tractor parade photo by Dakota Daetwiler (288 likes, 14 comments, 37 shares)

Vintage car in redwoods HLA photo (278 likes, 48 comments, 62 shares)

Main Street photo by Carl Neeley (255 likes, 50 comments, 16 shares)

Ferndale Festive contest house photo by Carl Neeley (242 likes, 11 comments, 13 shares)

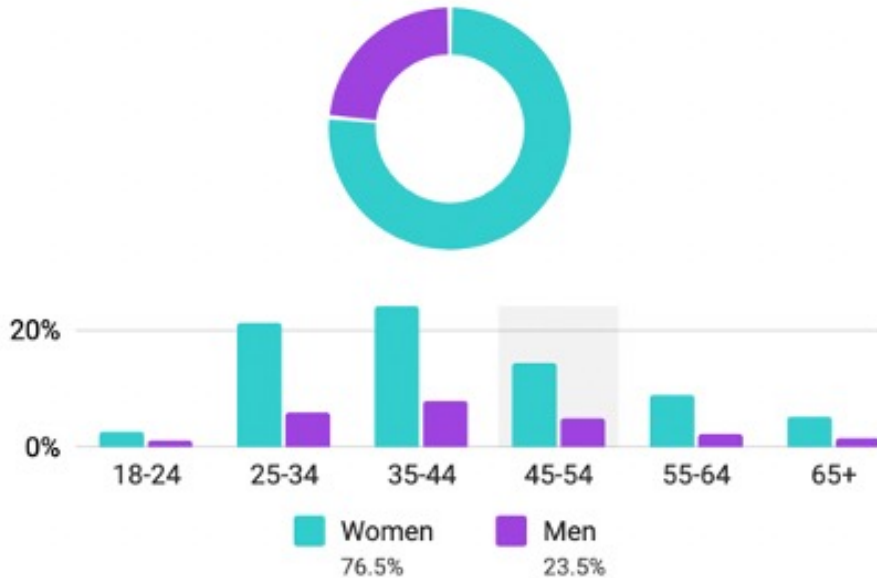


Social Media INSTGRAM

2,425 Followers

15.6% increase during the last 3 months of 2021

Age & Gender ⓘ



[instagram.com/visitferndale](https://www.instagram.com/visitferndale)

Top Instagram Post Likes

1. Victorian Inn Then & Now with historical photo (244 likes)

2. Earthquake update (243 likes, 51 shares)

3. Vote for Ferndale USA Today's 10 Best photo by Carl Neeley (242 likes, 19 shares)

4. Palace Saloon with vintage car photo by Jimmy Rodriguez (241 likes)

5. Ring's Rexall drugs sign photo by Jimmy Rodriguez (232 likes)

6. Ferndale Christmas tree with couple kissing by local photographer (228 likes)

7. Ferndale cemetery video by Melissa Essig (224 likes)

8. Tractor parade photo by Dakota Daetwiler (202 likes, 32 shares)

9. Julie & John Kreitzer at mercantile portrait by Leon Villagomez (202 likes)

10. Poppa Joe's black and white photo by @cmas_photography (199 likes)



Interview ABC10 Bartell's Backroads The "Butterfat Palaces" of Ferndale

Article in "Cottages and Bungalows" magazine

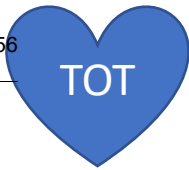
15 Lesser-Known Towns Around The World Our Writers Love Oberstaufen, Germany - Vaduz, Liechtenstein - St. Gallen, Switzerland - Überlingen, Germany - Auvers-Sur-Oise, France - Auvers-Sur-Oise, France - Tillsonburg, Ontario - Tepoztlán, Mexico - Vernon, British Columbia – Ferndale, California & others

America's Tallest Living Christmas Tree' Is a California Classic – NBC LA

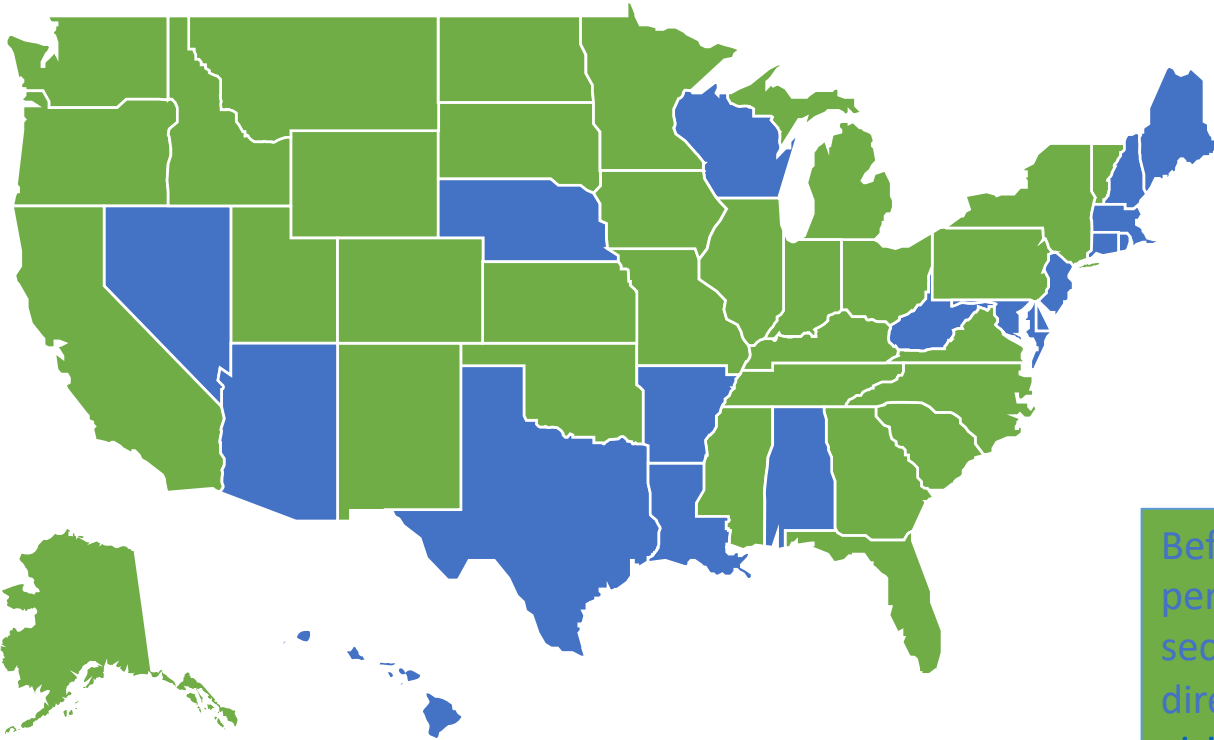
Radio, TV and Print advertising for the holidays

And many more

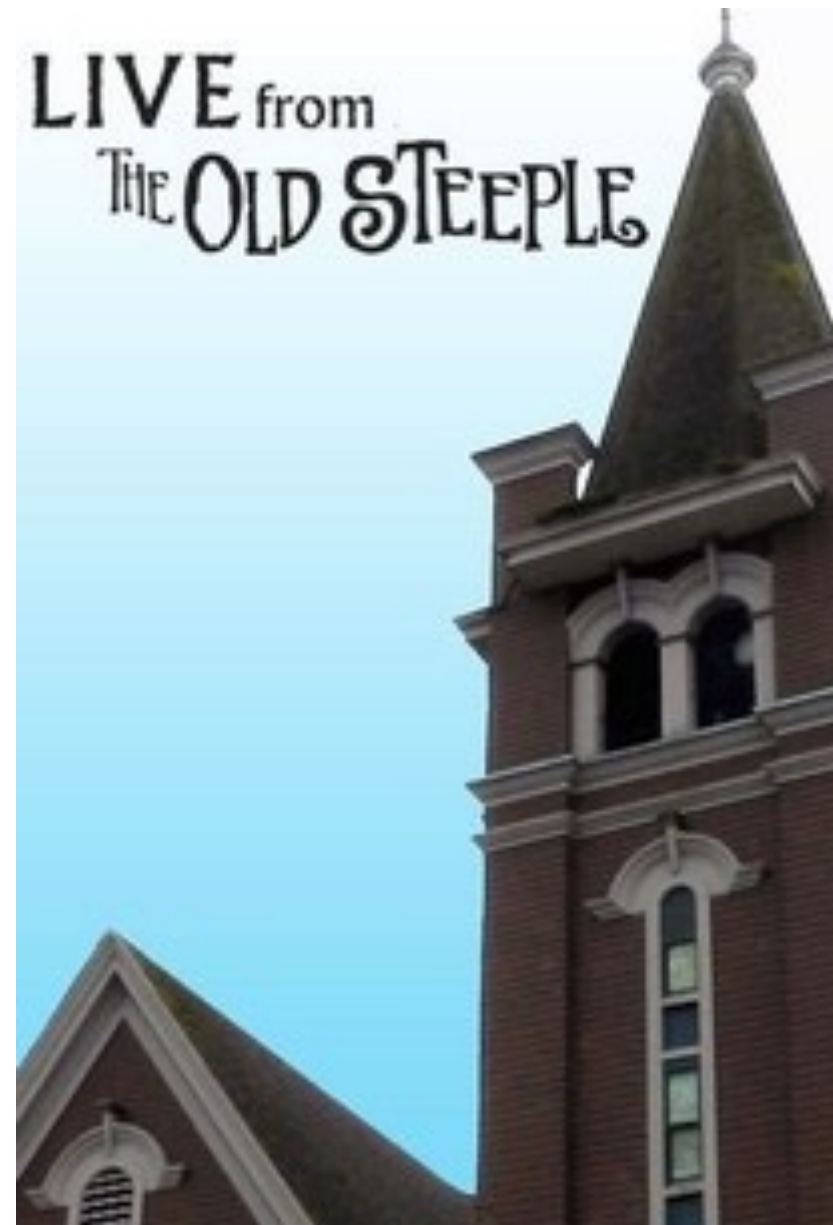




Approaching **3,000** Airings of *LIVE from THE OLD STEEPLE*. Broadcasting in **32** states.



Before & after each performance there's a 30 second Ferndale spot that directs viewers to visitferndale.com.



A concert series set in one of California's most magical music venues that just happens to be near the Redwoods in charming Ferndale. "LIVE from THE OLD STEEPLE" offers a virtual front-row-seat to intimate performances by renowned songwriters and musicians, from emerging artists to established legends, across many genres.

Thank you to the fantastic folks at KEET!



Nurture

Membership Goal Met for 2021-2022

- Businesses & Organizations - \$100 annually
- Individuals - \$50 annually
- Member pledges to Cooperative Marketing Fund
- Member pledges to Main Street Décor
- 74 Businesses
- 26 Individuals





Over 50 Christmas Trees

- Delivered the Monday after Thanksgiving
- Decorations by the youth of 95536
- Organized throughout the fall

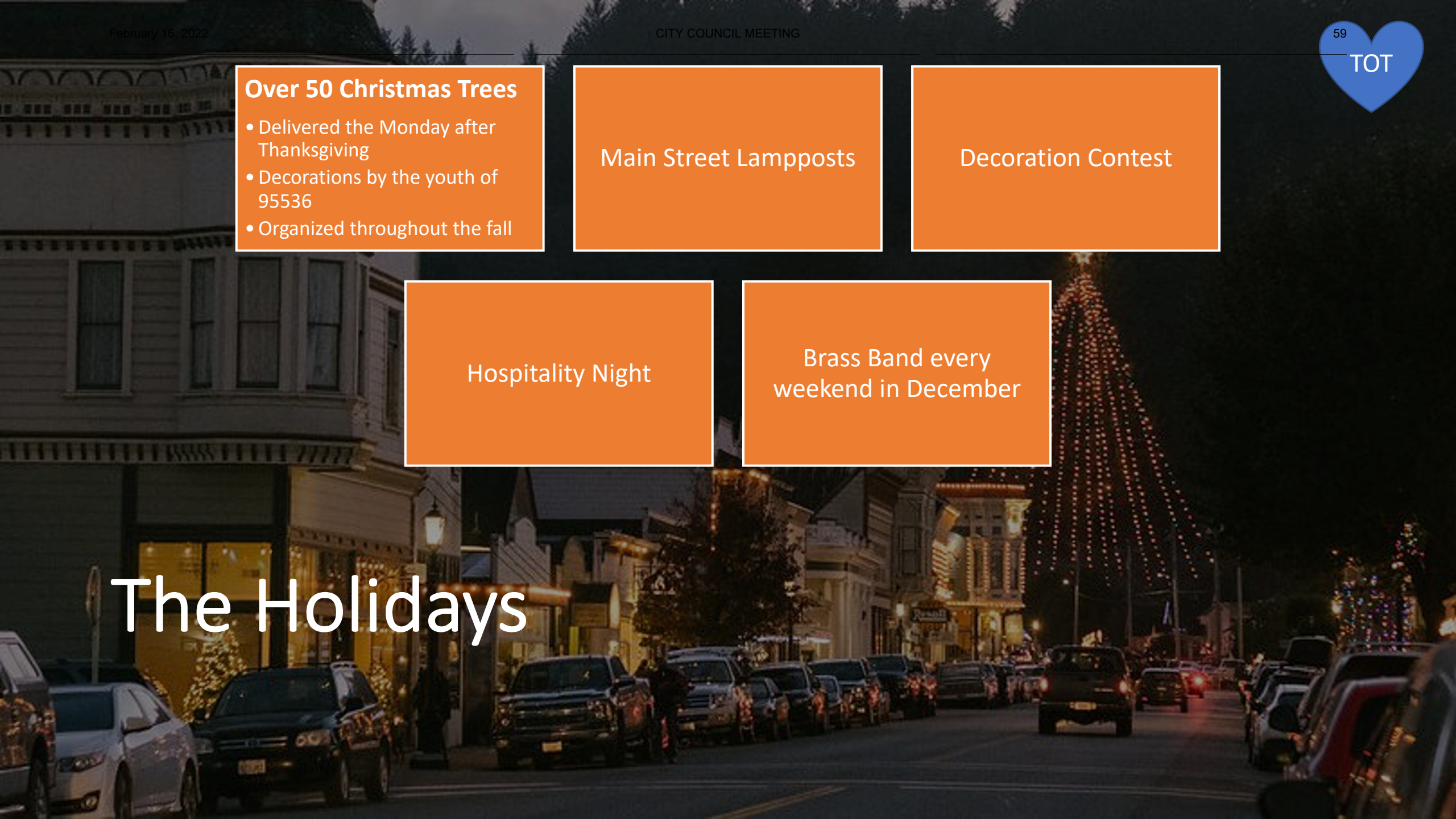
Main Street Lampposts

Decoration Contest

Hospitality Night

Brass Band every weekend in December

The Holidays





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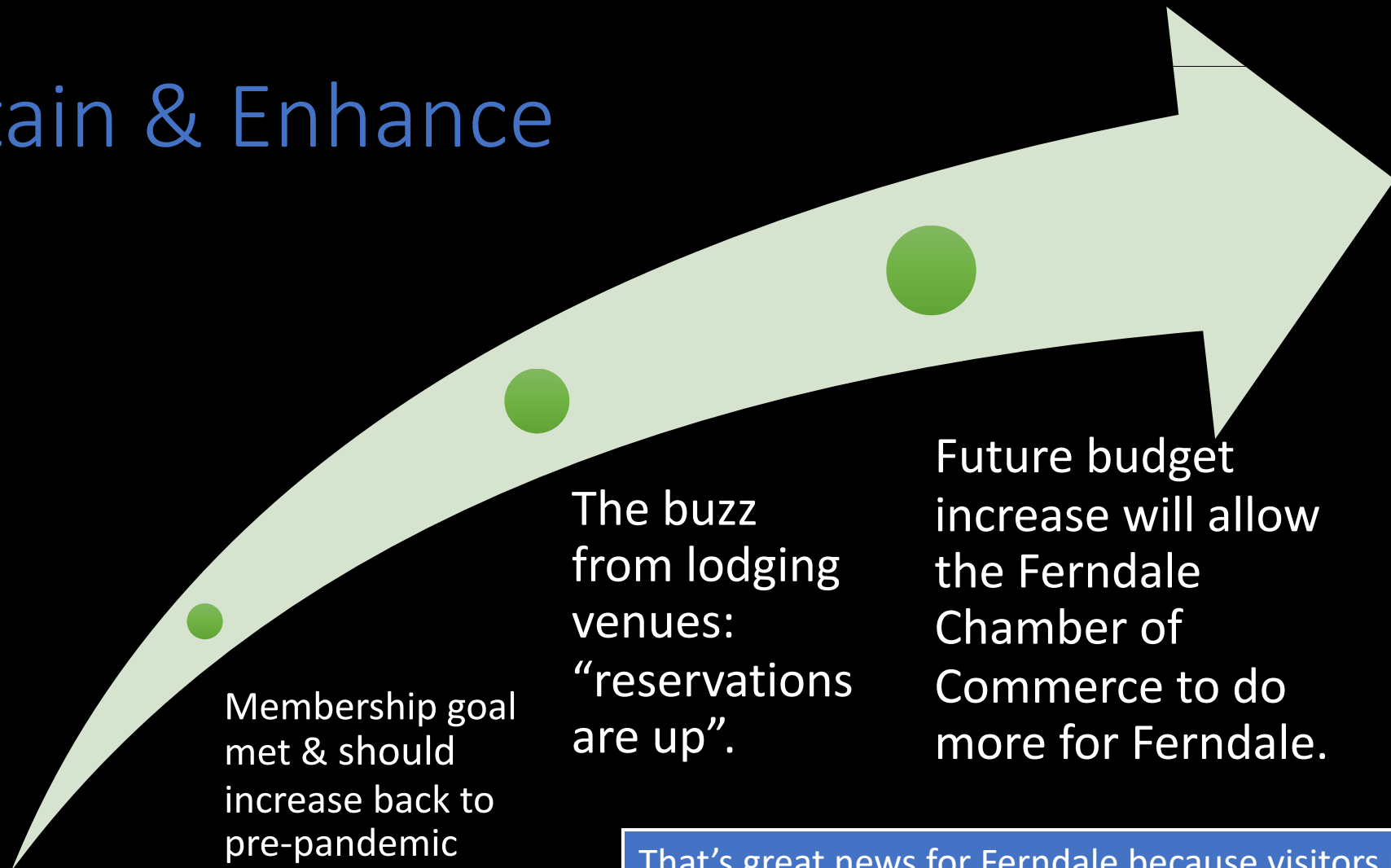
[CONTACT](#)

SEPTEMBER 11, 2022 SAVE THE DATE!



Maintain & Enhance

Maintain & Enhance



Membership goal met & should increase back to pre-pandemic levels.

The buzz from lodging venues: “reservations are up”.

Future budget increase will allow the Ferndale Chamber of Commerce to do more for Ferndale.



That’s great news for Ferndale because visitors mean shoppers, diners and contributors to the city’s Transient Occupancy Tax. TOT is the largest unencumbered fund for our town that helps pay for services that all our residents utilize.

Kelis visits the
Foggy Bottom
Boys



Thank you



Section 12
PUBLIC HEARING

Section 13
BUSINESS

Meeting Date:	February 16, 2022	Agenda Item Number	13. a
Agenda Item Title	Resolution 2022-02 Authorizing the City Manager to Submit Applications for all CalRecycle Grants for which the City of Ferndale is Eligible		
Presented By:	City Manager		
Type of Item:	X	Action	Discussion
Action Required:		No Action	Voice Vote
			Information
			X
			Roll Call Vote

RECOMMENDATION:

It is recommended that the Council adopt Resolution 2022-02 Authorizing the City Manager to submit applications for all CalRecycle Grant for which the City of Ferndale is eligible.

DISCUSSION:

CalRecycle requires a Resolution to be passed authorizing for the submittal of applications for any grants. The required Resolutions that are passed are in effect for 5 years. In 2016 the Ferndale City Council passed Resolution 2016-04 which authorized the City Manager to submit applications, but this resolution has now expired and a new one is needed. The city is currently seeking a grant opportunity through CalRecycle.

SB1383 Local Assistance Grant Program:

In September 2016, Governor Edmund Brown Jr. set methane emissions reduction targets for California (SB 1383 Lara, Chapter 395, Statutes of 2016) in a statewide effort to reduce emissions of short-lived climate pollutants (SLCP). The targets must reduce organic waste disposal 50 percent by 2020 and 75 percent by 2025 and rescue for people to eat at least 20 percent of currently disposed surplus food by 2025.

The Department of Resources Recycling and Recovery (CalRecycle) is administering a one-time grant program meant to provide aid in the implementation of regulations adopted by CalRecycle pursuant to Chapter 395, Statutes of 2016 and SB170 Budget Act of 2021. This non-competitive grant program provides \$57,000,000 of funding to local jurisdictions to assist with the implementation of regulation requirements associated with SB 1383, including but not limited to:

- Capacity Planning
- Collection
- Edible Food Recovery
- Education and outreach (includes organic waste & edible food recovery)
- Enforcement and Inspection
- Program Evaluation/Gap Analysis
- Procurement Requirements
- Record Keeping

The City of Ferndale is eligible to receive \$20,000 of this funding. The grant funding will be put towards Capacity Planning. The City Manager is currently working with CalRecycle to obtain these funds and timeline of this grant is outlined below. We are currently on the Secondary Due Date which includes the approval and submittal of Resolution 2022-02 by March 1, 2022.

Dates	Activity and Details
February 1, 2022	<p>Application Due Date</p> <ul style="list-style-type: none"> • Application Guidelines and Instructions Revised January 10, 2022 • Application Access: applications must be submitted via the Grants Management System (GMS) by this date. • Customer service will only be provided until 4:00 p.m. on the application due date. <p>If you are unable to access GMS or need assistance you may send an email to grantassistance@calrecycle.ca.gov or Melissa Sanford.</p>
March 1, 2022	<p>Secondary Due Date for First Round Funding - Resolution</p> <ul style="list-style-type: none"> • If the resolution is not submitted with the application: The approved resolution must be uploaded in GMS by this date.
June 14, 2022	<p>Secondary Due Date for Second Round Funding - Resolution</p> <ul style="list-style-type: none"> • If the resolution is not submitted with the application: The approved resolution must be uploaded in GMS by this date.
April 1, 2022	<p>Grants Awarded - First Round</p> <p>CalRecycle considers funding recommendations, and if approved, conditionally awards grants in this month (tentative).</p>
September 1, 2022	<p>Grants Awarded - Second Round</p> <p>CalRecycle considers funding recommendations, and if approved, conditionally awards grants in this month (tentative).</p>

The next step will be passing an Organics Reduction and Recycling Ordinance that will be presented at the March 16, 2022 meeting.

BUDGET/FISCAL IMPACT:

None

ATTACHMENTS:

1. Resolution 2022-02

RESOLUTION 2022-02**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE
AUTHORIZING SUBMITTAL OF APPLICATION(S) FOR ALL CALRECYCLE
GRANTS FOR WHICH THE CITY OF FERNDALE IS ELIGIBLE**

WHEREAS, Public Resources Code sections 48000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE, BE IT RESOLVED that the City of Ferndale authorizes the submittal of application(s) to CalRecycle for all grants for which the City of Ferndale is eligible, and

BE IT FURTHER RESOLVED that the City Manager, or the designee is hereby authorized and empowered to execute in the name of the City of Ferndale all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project; and

BE IT FURTHER RESOLVED that these authorizations are effective for five (5) years from the date of adoption of this resolution.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Ferndale on February 16, 2021 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Don Hindley, Mayor

Attest:

Kristene Hall, City Clerk

Meeting Date:	February 16, 2022	Agenda Item Number	13. b
Agenda Item Title	City Auditor Contract Renewal		
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 renewal of contract with Joseph Arch, CPA of JJACPA, Inc. to provide Annual Auditing Services for the City and direct the City Manager to sign the contract extension for one additional year.

DISCUSSION:

On Feb 17, 2021, the City Council voted to approve the contract with Joseph Arch, CPA of JJACPA to provide for annual auditing services for FY 2020-21 for Ferndale. The current contract would be to provide for annual auditing services for FY 2021-22.

FINANCIAL IMPACT:

General Fund, Professional services (10145052)

ATTACHMENT:

Proposed contract for Auditing Services from Joseph Arch, CPA of JJACPA

February 9, 2022

City of Ferndale
Attn: Jay Parrish, City Manager
834 Main Street
P.O. Box 1095
Ferndale, CA 95536

Dear Jay:

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Ferndale (City) , as of June 30, 2022, and for the year then ended and the related notes to the financial statements, which collectively comprise the City 's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit.

Accounting principles generally accepted in the United States of America require that management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by *the Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis
- Budgetary Comparison Information

Supplementary information other than RSI will accompany the City's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America.

We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- Combining and individual nonmajor fund financial statements.

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements:

- Introductory Section
- Statistical Section, if applicable

Audit of the Financial Statements

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and Government Auditing Standards of the Comptroller General of the United States of America.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

Management's Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements.
- c. For following up and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings.
- d. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings.

Management's Responsibilities (continued)

- e. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters.
 - ii. Additional information that we may request from management for the purpose of the audit.
 - iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- f. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole.
- g. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit.

We will issue a written report upon completion of our audit of the City's basic financial statements. Our report will be addressed to the governing body of the City. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of Government Auditing Standards, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Fees and Timing

The timing of our audit will be scheduled for performance and completion as follows:

	<i>Begin</i>	<i>Complete</i>
Document internal control and preliminary tests	9/13/22	9/16/22
Mail confirmations	9/13/22	9/13/22
Trial Balance sent to JJACPA	9/6/22	9/6/22
Issue audit report	10/20/22	10/20/22

Joseph Arch is the engagement partner for the audit services specified in this letter. His responsibilities include supervising JJACPA's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered every two weeks and are payable upon presentation. We estimate that our fee for the audit will be \$16,200. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the City's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

Dispute Resolution

This agreement shall be governed by the laws of the State of California. If a dispute arises out of the audit engagement described herein and if the dispute cannot be settled through negotiations, the parties agree first to try in good faith to settle the dispute by mediation using an agreed upon mediator. If the parties are unable to agree on a mediator, the parties shall petition the state court that would have jurisdiction over this matter and request the appointment of a mediator, and such appointment shall be binding on the parties. Each party shall be responsible for its own mediation expenses and shall share equally in the mediator's fees and expenses.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

We will provide the City with the following nonattest services:

- Prepare the financial statements based on information in the trial balance and other relevant information that is provided by, and is the responsibility of, management.

With respect to any nonattest services we perform, the City's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

At the conclusion of our audit engagement, we will communicate to the City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of JJACPA, Inc. and constitutes confidential information. However, we may be requested to make certain audit documentation available to state and federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of JJACPA's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

In accordance with the requirements of Government Auditing Standards, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

JJACPA, Inc.

JJACPA, Inc.
1102 S. Main Street, Suite 1
Fort Bragg, CA 95437

RESPONSE:

This letter correctly sets forth our understanding.

City of Ferndale

Acknowledged and agreed on behalf of City of Ferndale by:

Name (Printed): _____

Title: _____

Signature: _____

Date: _____

Meeting Date:	February 16, 2022	Agenda Item Number	13.c
Agenda Item Title	City Attorney Contract Renewal		
Presented By:	City Manager, Jay Parrish		
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 contract renewal for legal services and direct City Manager to sign the contract extension.

DISCUSSION:

In February, 2021, the City Council unanimously approved the contract for the City Attorney service from The Mitchell Law Firm, LLP. The primary representative was partner Ryan Plotz, and the term of contract was February 23, 2021, through February 22, 2022. A renewal is sought at this time for February 23, 2022, through February 22, 2023, subject to the parties' rights to declare early termination (which is required for all legal service agreements). The primary representative for 2022 will continue to be Ryan Plotz.

The Mitchell Law Firm, LLP, did not request a rate change in 2014, 2015, 2016, 2017, or 2018. In 2019, The Mitchell Law Firm, LLP, requested a rate increase in the amount of \$20.00 per hour for partner and associate attorneys, resulting in a rate schedule of \$175.00 per hour for partners; \$150.00 per hour for associates; and \$70.00 per hour for paralegals. The Mitchell Law Firm, LLP did not request an increase for 2020 or 2021.

For 2022, The Mitchell Law Firm, LLP, is requesting a rate increase in the amount of \$25.00 per hour for partner and associate attorneys for 2022, resulting in a rate schedule of \$200.00 per hour for partners; \$175.00 per hour for associates; and \$95.00 per hour for paralegals. These rates remain well below market rate for comparable services and are offered in recognition of the longstanding relationship with the City.

FINANCIAL IMPACT:

General Fund, Professional services (10145052)

LEGAL SERVICES AGREEMENT

THE MITCHELL LAW FIRM, LLP ('Law Firm') and **CITY OF FERNDALE** ('City') hereby agree that Law Firm will provide legal services to the City on the terms set forth below.

1. **CONDITIONS.** This Agreement will not take effect, and the Law Firm will have no obligation to provide legal services, until City returns a signed copy of this Agreement.
2. **TERM.** The term of this Agreement shall commence on February 23, 2022, and shall terminate on February 22, 2023, unless terminated earlier at either party's discretion in the event of a Declaration of Termination.
3. **SCOPE OF SERVICES.** Law Firm will provide those legal services reasonably required to represent and advise the City, upon authorization by the City Manager or Mayor, acting on behalf of the City Council. For purposes of providing services under this Agreement, Russell Gans shall be designated as the City Attorney and Ryan Plotz shall be designated as Assistant City Attorney. If other attorneys with the Law Firm provide legal services it shall be deemed as in the capacity of Deputy City Attorney. Law Firm will take reasonable steps to keep the City informed of progress and to respond to the City's inquiries. This is a non-exclusive agreement, and the City has the right to retain other counsel for specific legal issues or to resolve potential conflicts.
4. **INDEPENDENT CONTRACTOR.** Law Firm hereby declares it is engaged in an independent business and agrees to perform services provided for in this Agreement as an independent contractor and not as the agent, servant or employee of the City. The Law Firm shall be solely responsible for its own matters relating to payment of employees, including compliance with social security, withholding and all other regulations governing such matter.
5. **DEPOSIT.** There will be no deposit requirement.
6. **LEGAL FEES AND BILLING PRACTICES.** City agrees to pay by the hour at Law Firm's prevailing rates for all time spent on City's matter by Law Firm's legal personnel. Current hourly rates for legal personnel are as follows:

Partners \$200/hour

Associates \$175/hour

Paralegals \$95/hour

The rates on this schedule are subject to change on 30 days written notice to City. If City declines to pay any increased rates, Law Firm will have the right to withdraw as Law Firm for City.

Time is charged in minimum units of one tenth (.1) of an hour.

7. COSTS AND OTHER CHARGES.

(a) Law Firm may incur various costs and expenses in performing legal services under this Agreement. City agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. The costs and expenses commonly include, service of process charges, filing fees, court and deposition reporters' fees, jury fees, notary fees, deposition costs, long distance telephone charges, messenger and other delivery fees, postage, photocopying and other reproduction costs, travel costs including parking, mileage, transportation, meals and hotel costs, investigation expenses, consultants' fees, expert witness, professional, mediator, arbitrator and/or special master fees and other similar items. Except for the items listed below, all costs and expenses will be charged at Law Firm's cost.

Mileage \$0.58/mile

(b) Out of town travel. City agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by Law Firm's personnel. City will also be charged the hourly rates for the time legal personnel spend traveling.

(c) Experts, Consultants and Investigators. To aid in the preparation or presentation of City's case, it may become necessary to hire expert witnesses, consultants or investigators. City agrees to pay such fees and charges. Law Firm will select any expert witnesses, consultants or investigators to be hired, and City will be informed of persons chosen and their charges.

Additionally, City understands that if the matter proceeds to court action or arbitration, City may be required to pay fees and/or costs to other parties in the action. Any such payment will be entirely the responsibility of City.

8. BILLING STATEMENTS. Law Firm will send City periodic statements for fees and costs incurred. Each statement will be payable within 30 days of its mailing date. City may request a statement at intervals of no less than 30 days. If the City so requests, Law Firm will provide a statement within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

9. INSURANCE. During the term of this Agreement, Law Firm shall maintain the following insurance:

A. General liability and property damage insurance in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 aggregate;

B. Professional errors and omissions insurance in the minimum amount of \$2,000,000 per occurrence and \$4,000,000 aggregate; and

C. Workers compensation and employer's liability insurance in the amount of \$1,000,000 per accident.

Proof of coverage shall be provided to the City.

10. **INDEMNIFICATION.** Law Firm agrees to indemnify, defend and hold harmless the City, its Council, officers, agents and employees from any and all claims or losses to the extent caused by and arising out of the wrongful or negligent acts or omissions of Law Firm or any person employed by Law Firm in the performance of this Agreement.

11. **NONDISCRIMINATION.** Law Firm shall not discriminate on the basis of race, religion, color, creed, national origin, gender, sexual orientation, marital status, age, physical or mental disability, legally protected medical condition, veteran status, or any other basis protected by law.

12. **CONFLICT OF INTEREST.** Law Firm agrees that neither it, nor any member of Law Firm who may work on City matters, has any current conflict of interest with the City's interests. Law Firm agrees that neither it nor any member of Law Firm who may work on City matters, will acquire any interest, direct or indirect, which would conflict in any matter or degree with the performance of Law Firm's performance of its services to the City under this Agreement. Law Firm acknowledges that it and its attorneys are subject to various conflict of interest requirements under California law, local ordinances, policies and regulations.

13. **ARBITRATION REGARDING FEES.** If a dispute arises between the City and the Law Firm over fees charged for services, the dispute will be submitted to binding arbitration in accordance with the rules of the California State Bar Fee Arbitration Program. Each side will bear its own attorneys fees and costs.

14. **DISCHARGE AND WITHDRAWAL.** City may discharge Law Firm at any time. Law Firm may withdraw with City's consent or for good cause. Good cause includes City's breach of this Agreement, refusal to cooperate or to follow Law Firm's advice on a material matter or any fact or circumstance that would render Law Firm's continuing representation unlawful or unethical. When Law Firm's services conclude, all unpaid charges will immediately become due and payable. After services conclude, Law Firm will, upon City's request, deliver City's file and property in Law Firm's possession, whether or not City has paid for all services.

15. **DISCLAIMER OF GUARANTEE AND ESTIMATES.** Nothing in this Agreement and nothing in Law Firm's statements to City will be construed as a promise or guarantee about the outcome of the matter. Law Firm makes no such promises or guarantees. Law Firm's comments about the outcome of the matter are expressions of opinion only. Any estimate of fees given by Law Firm shall not be a guarantee. Actual fees may vary from estimates given.

16. **ENTIRE AGREEMENT AND MODIFICATION BY SUBSEQUENT AGREEMENT.** This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding of the parties. This Agreement may be modified by subsequent Agreement of the parties only by an instrument in writing signed by both of them or an oral agreement only to the extent that the parties carry it out.

17. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY. If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

18. EFFECTIVE DATE AND EXECUTION. This Agreement will govern all legal services performed by Law Firm on behalf of City commencing with the date Law Firm first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, City will be obligated to pay Law Firm the reasonable value of any services Law Firm may have performed for City. This Agreement may be executed in counterparts, the parts of which shall be taken to constitute one whole. Electronic scan signatures and/or facsimile signatures shall be deemed to constitute originals.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE LAW FIRM FIRST PROVIDED SERVICES. IF MORE THAN ONE CITY SIGNS BELOW, EACH AGREES TO BE LIABLE, JOINTLY AND SEVERALLY, FOR ALL OBLIGATIONS UNDER THIS AGREEMENT. CITY SHALL RECEIVE A FULLY EXECUTED DUPLICATE OF THIS AGREEMENT.

DATED: February ____, 2022

The Mitchell Law Firm, LLP

Ryan T. Plotz

DATED: February ____, 2022

City of Ferndale

By: _____

Name: _____

Its: _____

Meeting Date:	February 16, 2022	Agenda Item Number	13. d
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
			X
			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 February 9, 2022, 64% of Humboldt County residents are fully vaccinated, and 70.5% of the population have received at least one dose of the vaccine. Ferndale (the 95536-zip code) to date has had 220 cases.

Vaccine access still remains strong in Humboldt County. In Humboldt County as of January 12, 2022, the positivity rate over the past week was 28.78%, which was an increase since last reported. 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.

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. Emergency Proclamation
2. Resolution 2021-21



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:

Don Hindley, Mayor

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.

citymanager@ci.ferndale.ca.us

From: Jenna Sutton <jjensen2004@icloud.com>
Sent: Wednesday, January 19, 2022 4:35 PM
To: Jay Parish; Don Hindley; Karen Riley
Subject: City Council Meeting & FCC
Attachments: Agreement to Ferndale Children's Center.docx; Untitled attachment 36361.htm

Honorable Mayor and Council

In light of the circumstances regarding the use of the Community Center Pavilion by the FCC, we wanted to share a copy of the "*Sub-sub Lease*" that was provided today by Mary Ann Bansen, to our Director via e-mail. We are aware that Mayor Hindley and City Manager Parish were included in the original email, but thought it would be helpful for all Council Members to have a copy. We have also included a copy of our original Sub-lease with the SRA, for your reference.

We also wanted to let you know that our Board members will be in attendance this evening during your regular Council meeting and will utilize the non-agendized public comment platform, as unfortunately our request to have this topic included on the December and January agendas, was not granted.

We would like to thank you in advance for your time and consideration in this matter.

Sincerely,

Jenna Sutton

President - Board of Directors

Ferndale Childrens Center

AGREEMENT BETWEEN
FERNDALE SENIOR RESOURCE AGENCY
AND
FERNDALE CHILDREN'S CENTER

THIS AGREEMENT ("Agreement") is entered into by and between Ferndale Senior Resource Agency (FSRA) as the manager of the Ferndale Community Center and Ferndale Children's Center (FCC). The provisions as contained in this Agreement will not take effect until the fully executed original Agreement has been received by FSRA.

1. **Purpose:** The purpose of this Agreement is to provide a space for the operation of FCC's after-school program during the Covid-19 pandemic. FCC's permitted use of the premises described in the paragraph below is exclusively limited to the operation of FCC's after-school program.
2. **Premises:** The designated area will be on the east half of the Ferndale Community Center. A divider will be used to define the designated area.
3. **Hours of Use:** The hours of use by FCC will be from 2:00p.m-5:30p.m., Monday-Thursday exclusively.
4. **Term:** The term of this Agreement is for six (6) months, beginning when the fully executed original Agreement has been received by FSRA. Either party may cancel this agreement with 30 days prior written notice to the other party at the address (including email address) set forth in the party's signature block below. Despite this, FSRA has the option to immediately terminate this Agreement if (1) FCC falls out of compliance or (2) FSRA determinates that any Humboldt County Department of Public Health restriction or guideline due to Covid-19 necessitates immediate termination of this Agreement.
5. **Rent:** In exchange for the use of the premises for FCC's after-school program, FCC agrees to timely and fully pay the propane bill for the Ferndale Community Center's designated meter and will also pay any electricity bill received for the Ferndale Community Center above \$300.00 per month.
6. **Right of Inspection:** FCC shall make premises available to FSRA or FSRA's agent for the purpose of entering to make inspections, necessary or agreed repairs, alterations, or improvements, or to supply necessary or agreed services, or to show premises to prospective or actual third-party renters.
7. **License Requirements:** FCC represents that the terms of its licensure with the State of California permit it to operate its after-school program at the Ferndale Community Center as contemplated in this Agreement.
8. **Insurance Coverage and Indemnity:** FCC represents that its policies of insurance will cover all FCC activity at Ferndale Community Center. FCC shall indemnify, defend and hold FSRA and Ferndale Community Center harmless from all claims, disputes, litigation, judgments, and attorneys' fees arising out of its use of the Ferndale Community Center.

9. **Requirements of Use:** To fulfil the mission of FSRA and rent the Ferndale Community Center to third parties, FSRA puts the following restrictions on use of the premises by FCC, and FCC agrees to the following restrictions on use:
- a. All County Health Department Covid-19 Guidance for Child Care Programs and Providers are to be followed by FCC. A copy of these guidelines will be provided to FSRA's Executive Director with this signed Agreement.
 - b. FCC will sanitize the Ferndale Community Center daily, including but not limited to the cleaning of floors, chairs, tables, door handles, and all other high-touch surfaces according to the County Health Department recommendations.
 - c. FCC will notify the FRSA's Executive Director and the County Health Department by email or text immediately if someone using the Ferndale Community Center has tested positive for Covid-19.
 - d. All employees of FCC will be vaccinated and provide written proof upon the signing of this contract to FRSA's Executive Director.
 - e. FCC will set the thermostat timer for their desired temperature. The maintenance temperature setting shall be set at 44 degrees except when rented by a third party or used by seniors.
 - f. FCC will dispose of all used sanitation supplies daily.
 - g. FCC will use its own restrooms not the restroom designated for FRSA use.
 - h. FCC will only use the double doors near its restroom.
 - i. No equipment or other items are to be used that may cause damage to the wood floors. This includes but is not limited to balls, jump rope and anything with wheels, paint, etc.
 - j. No tape is to be used on any of the walls or on floors.
 - k. Any damage to the Ferndale Community Center, including paint, walls, floor, etc. will be repaired at FCC's cost. These repairs will be done immediately following any incident of damage.
 - l. FCC will use the lattice walls to enclose the designated area and will cover the walls in plastic to create a safe space at their expense.
 - m. On Mondays and Thursdays, the Ferndale Community Center and FCC's after-school program will engage in quiet activities during the hours of 4-5:30p.m.
 - n. All lights must be turned off by FCC at the end of the day.
 - o. FCC will be responsible for securing the entire building at the end of the day.
 - p. When the Ferndale Community Center is rented to a third party on Friday, Saturday, or Sunday, FSRA will notify FCC. It is the responsibility of FCC to remove barriers on Thursday evening, sanitize the area, including the restrooms and reset the area for Monday morning. The FRSA will sanitize the Ferndale Community Center after it has been rented by a third party.
 - q. When the facility is rented for community events on Friday, Saturday, or Sunday, all restrooms in the Ferndale Community Center will be available to the third

party as before Covid-19. All FCC property must be removed, and the Ferndale Community Center be sanitized by the end of the day Thursday.

- r. Due to reconfiguration of the hall to accommodate the request of FCC, FSRA will cease purchasing all bathroom supplies. FSRA will furnish bathroom supplies to third party renters when the Ferndale Community Center is rented out to third parties. This cessation begins immediately with the signing of this Agreement.
- s. FCC will vacate the closet by FSRA’s Director’s office and utilize the new closet by the bathrooms. FCC will be responsible for having the carpeted areas cleaned professionally at least every three (3) months or more often if needed.
- t. FSRA’s Executive Director shall have access to the office in the main hall when it is not in use by FCC. This includes after hours and on weekends.
- u. All payments under this agreement shall be mailed to the Ferndale Community Center, PO Box 726, Ferndale, CA 95536 by the first of each month.
- v. All correspondence between FSRA and FCC about the premises or this Agreement shall be in writing or via email.

 Jeanne Sutton, President
 Ferndale Children’s Center
 Email:
 Mailing Address:

 Date

 Karen Riley, Director
 Ferndale Children’s Center
 Email:
 Mailing Address:

 Date

 Jackie Cory, Vice-President
 Ferndale Senior Resource Agency
 Email:
 Mailing Address:

 Date

 Mary Ann Bansen, Director
 Ferndale Senior Resource Agency
 Email:

 Date

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From: [Siana Watts](#)
To: cityclerk@ci.ferndale.ca.us; citymanager@ci.ferndale.ca.us; [Jenna Sutton](#); [Karen Riley](#)
Subject: Letter to Council for Correspondance
Date: Monday, February 7, 2022 12:43:37 PM
Attachments: [Letter to Ferndale City Council 02.07.22.pdf](#)

Hi Kristene and Jay,

I hope this email finds you both well!

I have attached a letter for your Council that I would like to have included in the Council packet as "Correspondence". I would also like to confirm that the original FCC lease agreement and the new lease proposed by Mary Ann was distributed to the Council prior to the last meeting.

The original lease and new lease were emailed as attachments to you from our Board President, Jenna Sutton, on January 19th. We never received a confirmation that you got them or that they were distributed so I just wanted to make sure the entire Council had access to the documents in question.

If you could send me an email letting confirming both above requests, I would really appreciate it.

Thanks in advance!

Siana Emmons

February 7, 2022

Mayor Hindley and Honorable Council Members,

I wanted to thank you for once again taking our Board Members' public comments at your Council meeting on January 19th. I also wanted to acknowledge the difficulties that come with being elected officials, and I want you to know I have the highest level of respect for the positions you hold and the policies you create to represent your constituents to the best of your abilities.

Due to my regard, I was at loggerheads with myself about whether to compose and send this to your Council and ultimately, I decided it was the right thing to do. I am a straightforward and honest person, I appreciate a direct approach and I feel strongly the matter with the Community Center is an important issue.

Our Board has come directly to your Council with valid concerns and a desire to have dialogue at some point with your Council and Ms. Bansen. The discussion at the last Council meeting was frustrating and felt disabling. The public comment portion of the meeting felt steered based on comments indicating your Council was aware of what the majority of the public comments were about and that there had been positive progress with a new lease provided by Ms. Bansen that very day. Our Board was advised to review the sub-sub lease. We were not in a position to respond, as we were all making our statements under public comment. For any unknowing member of the public, it would seem for all intent and purposes that progress had been made.

I am here to respectfully re-state that there is not positive progression with the FCC using the Pavilion and in fact, the new sub-lease proposes increased costs for our non-profit, which has been operating in a deficit since the pandemic began.

There were additional comments made by your Council about the progress made and that our Board should consider inviting Ms. Bansen to one of our meetings, as "the door swings both ways." There have been several opportunities over the last *six months* for Ms. Bansen to indicate she was willing to schedule a time to meet with our Director. After several attempts on our end to set up any type of meeting, it is apparent Ms. Bansen does not want to meet. Instead, unannounced, we get a new lease with increased costs, access to restrooms and exits restricted during our use and the taking of much needed storage space the FCC has been using for years. This new proposed lease will also require the FCC to retain an attorney to review the legal validity from a licensing standpoint, which will require more funds spent in an unnecessary manner, which will have a negative impact on the FCC's financial standing.

At the last Council meeting, some of your members told us this was not a City matter. Our Board disagrees with this statement, as the Pavilion is a public building and owned by the City, who is responsible for the administration of any contract for how the building is used. We believe the City should have a stake in ensuring the agreements in place are acted upon in the manner in which they were intended.

While the FCC Board remains willing to finding a solution that meets both organization's needs, it cannot come at the cost of the FCC not being able to bring back our students numbers to pre-COVID times, which will allow us to re-coup lost revenue. It cannot come at the cost of increasing payments for a child serving non-profit already operating in the deficit. It definitely cannot come at the cost the Center getting smaller,

losing staff or in the absolute worst case scenario, closing based on an inability to share a space with another organization....*while the space in question continues to sit empty every afternoon while this ridiculous scenario continues to roll on for months.*

Once again, thank you for your time and consideration,

Respectfully,

A handwritten signature in cursive script that reads "Siana L. Emmons". The signature is written in black ink and is positioned above the printed name.

Siana L. Emmons

CITY OF FERNDALE PUBLIC NOTICE

Library Board Vacancy

Notice is hereby given that the Ferndale Library Board has a vacancy. The Board meets quarterly on the 3rd Tuesday of January, April, July and October at 7pm. The appointment is for a four-year term from 2022-2026. Letters of interest should be sent to PO Box 397, emailed to cityclerk@ci.ferndale.ca.us or handed in at the Library or City Hall by Wednesday, February 23, 2022.

Kristene Hall, City Clerk

Dated 01/31/2022

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 February, 2022 City Council Meeting

CITY MANAGER (Reporting January 13, 2022 – February 9, 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.
- **Covid-19:** The U.S. was averaging more than 540,000 new cases per day on Friday, according to data from the Centers for Disease Control and Prevention. That's a drop from the previous high of nearly 800,000 cases reported on average each day in mid-January. It's still well above any previous peak the country has seen. And although cases and hospitalizations are declining, average daily deaths are still increasing. CDC Director Rochelle Walensky warned last week that while omicron is less severe than previous strains, it is still causing significant damage. Importantly, 'milder' does not mean 'mild,' and we cannot look past the strain on our health systems and substantial number of deaths – nearing 2,200 a day as a result of the extremely transmissible omicron variant. Most states are seeing a downward trend in new coronavirus cases, including states that first saw omicron surges, like New York and Connecticut.
- **Humboldt County Public Health** reported today the death of a resident in their 70s due to COVID-19. Staff in the Department Operations Center extend their condolences to all who have lost a loved one to the virus. This is a typical report from February 9th showing the increase with the advent of Omicron variant.
 - One new hospitalization, a resident in their 50s, was reported. An additional 122 new cases were also reported, bringing the total number of confirmed positive cases of the virus in the county to 18,314. California's indoor mask mandate put in place in December is set to expire next week as COVID-19 cases and hospitalizations continue to decline across the state. Humboldt County will align with the state and let its local indoor mask order expire at the same time. Individuals who are vaccinated against COVID-19 will not be required to wear face coverings indoors in most public settings after the masking mandate ends Feb. 15. Those who are unvaccinated must still wear masks indoors in public. Fully vaccinated individuals are recommended to continue indoor masking in locations where the risk may be high. Based on the high rate of community transmission in counties like Humboldt, the Centers for Disease Control and Prevention (CDC) recommends everyone wear a mask in public indoor settings. Beginning Feb. 16, mask requirements will revert back to the previous California Department of Public Health (CDPH) face covering guidance, which continues to require masks be worn by all

individuals, regardless of vaccination status, in specific higher risk settings. These include indoor locations in K-12 schools, childcare and health care settings, public transportation and transit hubs, correctional facilities, homeless shelters and long-term, adult and senior care settings. Workplaces will continue to follow the COVID-19 prevention standards set by Cal OSHA. As of Tuesday, Public Health and other local vaccinators have administered a total of 174,658 doses of COVID-19 vaccine. Local vaccination data has been updated on the Humboldt County Data Dashboard. Highlights include: • Since the last weekly report on Feb. 2, a total of 720 vaccine doses were administered, and 401 additional residents completed their vaccine series. •

Approximately 64% of the county's total population was fully vaccinated as of Tuesday.

• A total of 87,193 residents, or more than 73% of the county's population aged 5 and older, were fully vaccinated. Approximately 8% of the population aged 5 and older have been partially vaccinated as of this reporting period. Residents, particularly those who are unvaccinated, are urged to continue to take protective measures against COVID-19 by washing hands frequently, wearing a well-fitted mask approved by the CDC, distancing six feet from others when possible and avoiding crowds and poorly ventilated spaces. CDPH recommends individuals stay home and away from others and get tested if they become sick or experience COVID-19 symptoms. These symptoms may include fever, cough, shortness of breath, fatigue or muscle aches and often mimic common cold or flu illnesses. Vaccines remain readily available and, as always, Humboldt County's vaccination and testing services are available free of charge. While walk-ins are allowed at all Public Health clinics and some pharmacy vaccination sites, appointments are recommended for all vaccinations and are the best way to ensure a shot is available during your visit. Appointments can be made at [MyTurn.ca.gov](https://myturn.ca.gov).

- 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 3rd or 4th 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, 5th 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.

We are still trying to improve drainage out of the city and contain storm water in our lagoon until we can efficiently process the normal effluent as well as the I&I (inflow and infiltration) during the rainy season including severe rain events. During our development of Prop 1 grant we were able to interact with government entities who saw merit and possible community benefit in some of our ideas. They suggested help from a Technical Assistance (TA) from state recognized experts might help us improve our design to reduce flooding and improve the water quality. Improving our drainage and I&I are long-term goals of current and previous councils.

Key milestones and information to date:

- 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. Grant applications were sent to the council for review.
- 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 hopeful that they will see the benefit.
 - 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 18th 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. As part of the strategy to improve drainage capacity we are also concurrently trying to consider full buildout so that drainage will not be a limiting factor should the city decide to encourage affordable housing so that we continue to have young homeowners with children helping our schools stay viable.
 - Applied for a \$5,000 CalRecycle grant and successfully submitted the application.
 - Applied for \$20,000 CalRecycle AB 1383 organic compliance grant.
 - 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 December 8, 2021, 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. The Prop 1 grant and the prop 68 grant for the improvements at the fairgrounds had drainage as important components. Both of these grants were focused on the Arlington 5th Street and fairgrounds drainage areas and both would help to solve or improve the capacity of that drainage as it makes its way out of town and eventually to the Salt River.

- Finance: Lauren getting up to speed on everything. We have spent considerable time considering how we can compliantly use any Covid-19 funds to replenish funds that were depleted for covid related costs such as salary needs that were affected employees taking time off due to quarantining. Also, there are infrastructure projects that may comply as to appropriate uses. Staff will be scheduling a study session to get council input as to proposed projects.
- 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 January 1-31, 2022

CITY CLERK ACTIVITY

Meetings

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
 - City Council Regular Meeting 01/19/2022
 - Planning Commission Meeting 01/05/2022
 - Drainage Committee Meeting 01/06/2022
- Wrote agenda items and compiled packets for:
 - Regular City Council Meeting 01/19/2022
 - Planning Commission Meeting 01/05/2022
 - Began agenda compilation for City Council Meeting 02/16/2022
- 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.
- Drafted and sent Quarterly Reports to Multiple California Agencies

FINANCE OFFICER ACTIVITY

Tasks:

- Processed Payroll/Payroll Tax Payments
- Processed Accounts Payable
- Processed Accounts Receivable
- Answered phones and assisted citizens at City Hall

- Completed Quarterly Payroll Reports
- Reviewed ERMA and HR bulletins
- Cleaned and organized City Hall supplies and facilities
- Studied and Prepared Report on COVID Funds Usage options
- Provided necessary documents to Kris for City Council Meeting
- Provided necessary documents to Stacey for month end
- Attended Drainage Meeting, practiced notation
- Assisted the City Manager in the application of various grants

CITY PLANNER ACTIVITY:

General Planning Services

Task 1 Response to Public Request for Info

- Responded to requests for pre-application meetings
- Reviewed zoning language to R1, R2 zones and design review combining zone

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.
- Correspondence including emails and phone calls with City Manager, Clerk, and Engineer.
- Compiled information for Model Water Efficient Landscape Ordinance reporting and submitting on Jan. 31st.

Task 4 Meetings & Hearings, and Materials:

- Planning Commission – Attended Jan 5th commission meeting.
- City Council – Prepared monthly City Planner staff report.
- City Manager & City Clerk – meetings, calls, emails, research.
- Drainage Committee – Attended Jan 6th meeting and provided update on Drainage Master Plan
- HCAOG – Attended Jan. 6th meeting
- Humboldt County Climate Action Plan – No actions.

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 Rural Recreation and Tourism (RRT) Program. Completed online application forms and submitted RRT grant application on Jan. 20th. Complied Per Capita and RRT grant applications into PDFs for City records and distribution to City Council and interested public.

General Plan Review

- Prepared Safety Element presentation and materials for Planning Commission meeting on Jan 5th.

SB 2 Grant Projects

- Land Use Element Update – Coordinated on document schedule outreach.

CITY ENGINEER ACTIVITY

General City Engineering Services:

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

- Review sewer ordinance for proposed sewer tie in from an adjacent property to an existing sewer lateral.
- Drainage Master Plan Update
 - Present East Side Drainage Model to the Drainage Committee with proposed improvements.
 - Continue to work on West Side Drainage Model.

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 4th submittal package. Sent to City Surveyor for Review.
 - Received comments from City Surveyor and sent back to applicant.
- Lawrence Sewer – 4th St.
 - Hold Pre-Construction Meeting with Contractor before work began.

WASTEWATER OPERATIONS

- Monthly samples prepared and sent to North Coast Labs
- Operators perform lab tests daily to measure efficiency of plant
- Annual biosolids report sent to EPA
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Annual monitoring report submitted to state water board
- Annual volumetric report submitted to state water board
- Monthly no spill verification report completed on CIWQS website
- Backup at park restrooms cleared
- Front gate chain oiled each Monday
- Annual toxicity testing completed
- Inspect manholes throughout town weekly
- Repair roof covering sludge at old site
- Weekly maintenance performed on UV banks
- Repair leak on filter screen
- Dewater for total of 8 hours. Sludge dried at old site
- Camera Lincoln Avenue to trace unknown lateral connection
- Maintenance on filters, clean nozzles
- Clean turbidity meter
- Lateral inspection 342 Ocean Ave.
- Cleanup of old site, move dirt piles with tractor
- Remove duckweed from contact basin
- Operators cleaned walls and catwalk
- Removal of duck weed from clarifiers on weekly basis
- Billed RotoRooter, Taylor Enterprises, Steve's Septic and Wyckoff a total of \$9,606 for the month of December. 41 total dumps for total of 77,050 gallons.

- Total flow through the plant in January was 18.3 MGD. Of that, .32 MGD was pumped to retention pond. Average discharge to Salt River/Francis Creek was .567 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.
- Baseball field lights came down in storm.
- Repaired gutters at Community Center.
- Took down Christmas decorations around City Hall.
- Took old scrap metal to Eel River Scrap Metal.
- Had Sewer dept jet park bathrooms because of clog.
- Replaced School Xing sign on Shaw Ave.
- Spoke with local citizen about grading Eugene St 3 times a year.
- Patched pot holes up the Wildcat and through-out town.
- Graded sections of Eugene St.
- Trimmed trees around City Hall.
- Replaced ballast at Scout Hall.
- Replaced 25mph sign next to High School bus barn.
- Patched sidewalk where there was an old speed limit sign.
- Removed rung on the play ladder at Firemen's Park.
- Graded alley next to Valley Lumber.
- Replaced ball valve on air compressor.

POLICE DEPARTMENT

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

Sgt Lindgren attended the CA POST Supervisors Course in Monterey, CA. It is required training for police supervisors and will make him eligible for his POST Supervisors Certificate after two years of time in grade.

Two officers attended POST Perishable Skills training hosted by the College of the Redwoods.

Monthly CERT Meeting/Training canceled because of increased cases of COVID within the community.

Police Statistics – January 2022

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	0	
Robbery	0	
Larceny	1	
Assault	1	1
Burglary	0	
Vehicle Theft	0	
TOTAL	2	
SECONDARY CRIMES	9	

Calls for Service	269
Reports Written	14
Traffic Citations	12
Other Citations	0
Parking Citations	0
Warnings	44
ARRESTS	8
AGENCY ASSISTS	17
TRAFFIC COLLISIONS	0



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
 611 I Street, Suite B
 Eureka, CA 95501
 (707) 444-8208
 www.hcaog.net

BOARD OF DIRECTORS
MEETING RECORD

Regular Meeting
 November 18, 2021, 4:00 p.m.
 Conducted via Zoom Video Communications
 (in accordance with Executive Order N-29-20)

Present:

Councilmember Mike Johnson (Chair)	City of Fortuna
Mayor Adelene Jones	City of Blue Lake
Councilmember Susan Seaman	City of Eureka
Councilmember Emily Goldstein (Alternate)	City of Arcata
Councilmember Jack West	City of Trinidad

Policy Advisory Committee Member:

Rex Jackman (Alternate)	Caltrans District 1
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Staff:

Beth Burks	Executive Director
Debbie Egger	Fiscal Administrative Officer
Oona Smith	Senior Regional Planner
Stevie Luther	Associate Regional Planner

Absent:

Supervisor Virginia Bass	County of Humboldt
Mayor Don Hindley	City of Ferndale
Councilmember Gordon Johnson	City of Rio Dell
Councilmember Natalie Arroyo	Humboldt Transit Authority

1. Call to Order/Roll Call

Chair Mike Johnson called the meeting to order at 4:02 p.m., Fiscal Administrative Officer Debbie Egger called roll for attendance.

2. Assembly Bill 361 Findings to Allow Remote Meetings for HCAOG Board

Chair Johnson moved item 2 to the Consent Calendar.

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

The PAC convened to include representation from Caltrans (with the Humboldt Transit Authority representative absent) for items specific to transportation.

4. Presentation - Caltrans District 1 Final Active Transportation Plan

- a. Alexis Kelso, Project Planning Liaison at Caltrans District 1, presented an overview of the District 1 Active Transportation Plan, which is part of Caltrans' comprehensive effort to identify locations with bicycle and pedestrian needs in each Caltrans district across California.

5. Public Hearing: Receive Comments on Unmet Transit Needs (UTN)

Associate Regional Planner Stevie Luther presented a summary of the annual UTN process. The public hearing was opened to receive public comments regarding transit service needs. No public comments were received.

6. Public Participation on Non-Agenda Items

There was no public participation on non-agenda items.

7. Consent Calendar

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

- a. Approval of Meeting Record of October 21, 2021
- b. Assembly Bill 361 Findings to Allow Remote Meetings for HCAOG Board

Motion carried unanimously.

8. Items Removed from the Consent Calendar

No items were removed from the consent calendar.

9. PAC Action Items**a. Amendment to the 2017 Regional Transportation Plan and Adoption of the 2022 Regional Transportation Improvement Program [Resolutions 21-27 and 21-28]**

Executive Director Burks presented the staff report.

Public Comment:

Colin Fiske, Coalition for Responsible Transportation Priorities (CRTP).

Motion was made (Seaman/Jones) to recommend that the HCAOG Board adopt Resolution 21-27 amending the 2017 Regional Transportation Plan to include the City of Rio Dell Neighborhood Connectivity project so that it will be eligible for inclusion in the 2022 Regional Transportation Improvement Program, and that the Board adopt Resolution 21-28 approving the 2022 Regional Transportation Improvement Program for submittal to the California Transportation Commission.

Motion carried unanimously.

b. Regional Transportation Plan: Environmental Impact Report Addendum #2

Senior Regional Planner Oona Smith presented the staff report and summarized that the Addendum #2 concludes that the proposed RTP update does not pose significant negative environmental impacts that cannot be mitigated to less-than-significant impacts.

There were no public comments.

Motion was made (Seaman/West) to recommend that the HCAOG Board direct staff to finalize Addendum #2 to the Final EIR for the Regional Transportation Plan, for the Board to certify at their December meeting.

Motion carried unanimously

c. Regional Transportation Plan Update: Project and Equity Criteria

Senior Regional Planner Oona Smith reported "fix it first" criteria for the Complete Streets projects had been added to the RTP per the Technical Advisory Committee's request.

Ms. Smith reported that nine more people have sent public comments, bringing the total to 17 written comments received during the formal comment period; six of the new

commenters support the Safe and Sustainable Transportation targets and ask HCAOG to evaluate projects to ensure they meet the targets; a letter from Keep Eureka Beautiful asks HCAOG to add text describing the benefits of landscaping and street trees; a letter from the Humboldt Trails Council states support for active transportation policies and projects, especially for the trails network; and a letter on behalf of Humboldt Alliance for Responsible Planning (HARP) states concern with the US101 Trinidad Area Access Improvement Project and requests that HCAOG eliminate the project from the Complete Streets project table.

Ms. Smith described the Census indicators that were used for equity criteria to designate “disadvantaged communities” in the draft map.

Executive Director Burks presented draft language for initiating an approach to develop project evaluation criteria.

Public Comments:

Colin Fiske

Elaine Astrue (letter was read into the record)

Motion was made (Seaman/West) to recommend that the HCAOG Board direct staff to make changes to the final *VROOM* 2022-2042 Complete Streets Project Table to include the “fix it first” criterion, and to add an RTP policy:

HCAOG shall develop a tool or process to evaluate projects that qualify for discretionary non-formula funding available through HCAOG (such as STIP). The tool or process is intended to aid in prioritizing projects that provide the most benefit in achieving the priorities set forth in the RTP and the Safe and Sustainable Transportation targets.

Motion carried unanimously.

10. Reconvening of the HCAOG Board

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

Motion carried unanimously.

11. HCAOG Staff and PAC Member Reports

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

a. HCAOG Executive Director’s Report

Executive Director Burks reported that (i) the federal infrastructure bill was signed and (ii) the December Board meeting would be cancelled.

b. Caltrans Report

Board member Jones asked about the status of Last Chance Grade. Caltrans PAC member Rex Jackman responded that at last report there were no new slides, and Caltrans had secured funding to complete environmental studies.

c. PAC Member Reports

None.

12. Adjournment

The meeting adjourned at 5:25 p.m.

Respectfully submitted,
Oona Smith
Senior Regional Transportation Planner



Redwood Coast Energy Authority

633 3rd Street, Eureka, CA 95501

Phone: (707) 269-1700 Toll-Free (800) 931-7232 Fax: (707) 269-1777

E-mail: info@redwoodenergy.org Web: www.redwoodenergy.org

BOARD OF DIRECTORS MEETING DRAFT MINUTES

December 16, 2021 - Thursday, 3:30 p.m.

Notice of this meeting was posted on December 12, 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, Chris Curran, David Grover, Mike Losey, Sarah Schaefer, Frank Wilson, Chair Sheri Woo. ABSENT: Scott Bauer, Mike Wilson. STAFF AND OTHERS PRESENT: Power Resources Director Richard Engel; Blue Lake Rancheria Sustainability and Government Affairs Director Jana Ganion; Humboldt Area Foundation Health and Nonprofit Resources Program Manager Amy Jester; Executive Director Matthew Marshall; Customer Service Coordinator Summer Sanderson; Community Strategies Manager Nancy Stephenson; Clerk of the Board Lori Taketa, Deputy Executive Director Eileen Verbeck.

There were no reports from member entities nor comments from the public on non-agenda items. Executive Director Marshall introduced Deputy Executive Director Eileen Verbeck to the Board members, who welcomed her to RCEA. Chair Woo closed the non-agenda item public comment period.

CONSENT CALENDAR

- 3.1 Approve Minutes of November 18, 2021, Board Meeting.
- 3.2 Approve Disbursements Report.
- 3.3 Accept Financial Reports.
- 3.4 Authorize Extension of RCEA Resolution 2021-7 Ratifying Governor Newsom's March 4, 2021, State of Emergency Proclamation and Authorizing Remote Teleconference Meetings of RCEA's Legislative Bodies for the Period December 29, 2021, through January 27, 2022, Pursuant to Brown Act Revisions.
- 3.5 RCEA Public Agency Coalition Enterprise (PACE) Board of Directors Representative Amendment
 - 3.5.1 Repeal Resolution 2020-7 Designating the Official Representative and Alternate Representative to the PACE JPA Board of Directors
 - 3.5.2 Adopt Resolution 2021-8 - Designation of the Official Representative and Alternate Representative to the PACE JPA Board of Directors, and
 - 3.5.3 Authorize the Deputy Executive Director to Sign All Applicable Documents.

- 3.6 Approve Resolution 2021-9 Authorizing the RCEA Deputy Executive Director Access to Criminal History Information for Personnel Administration Purposes.
- 3.7 Adopt Resolution 2021-10 Updating Financial Management Policy to Reflect Staff Position and Duty Changes.

Director Woo requested that item 3.1, the November 2021 minutes, be removed from the consent calendar.

M/S: Grover, Losey: Approve consent calendar items 3.2 through 3.7.

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

ITEMS REMOVED FROM CONSENT CALENDAR

Chair Woo requested that the spelling of Morro Bay be corrected in the Executive Director's update section of the November 2021 minutes.

There was no public comment on this item and no member of the public requested removal of items from the consent calendar. Chair Woo closed the public comment period.

M/S: Avis, Grover: Approve consent calendar item 3.1 Minutes of November 18, 2021, Board Meeting with the requested correction.

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

NEW BUSINESS

- 5.1 Humboldt Area Foundation CORE Hub presentation by Amy Jester, Humboldt Area Foundation Health and Nonprofit Resources Program Manager, and Jana Ganion, Blue Lake Rancheria Sustainability and Government Affairs Director

Ms. Ganion and Ms. Jester introduced the Humboldt Area Foundation and Wild Rivers Community Foundation's Redwood Region Climate and Community Resilience (CORE) Hub project. The CORE Hub's goal is for Humboldt County to be the first proven carbon sequestering rural and tribal area in the United States.

Ms. Ganion described RCEA as being a positive catalyst for affordable clean energy in the region, and listed RCEA-led projects in which the Blue Lake Rancheria has participated, including distributed generation development, installing electric vehicle charging infrastructure, developing low-carbon microgrids, and the demand-response incentive pilot program.

Ms. Ganion presented CORE Hub's community education materials. She outlined current global and regional climate change impacts; Humboldt County's dependence on imported natural gas—supplied to the region through one 10" pipeline—for the actual electrons used locally; Humboldt County's tenuous connection to the greater electrical grid—through a transmission and redundant line running through wildfire-prone areas—which cannot import all the power needed regionally; and sea-level rise's projected impacts on Humboldt County's

natural gas power plant, nuclear waste storage area and wastewater treatment plants. Ms. Ganion emphasized the regional need for equitable, decarbonized resilience by 2030, the timeframe current science identifies for humans to mitigate the climate disaster. Ms. Ganion pointed out that being at the forefront of this work improves the region's chances of accessing resources to reduce greenhouse gas emissions and become more resilient at the same time. Federal and state funding programs are seeking to support regions that are organized and collaborating across governments, agencies and community groups. The CORE Hub is a way to coordinate regional collaboration and provide information to support knowledgeable decision making, without competing with or duplicating existing efforts.

The directors discussed ways the CORE Hub could support regional offshore wind energy development, how the program is being received by the community so far, and outreach to access state resources.

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

5.2 Community Advisory Committee Proposed 2022 Work Goals

Executive Director Marshall presented the Community Advisory Committee's proposed 2022 work goals. Board members supported all proposed goals but expressed concern about commenting on environmental impact reports (EIR) for major projects due to staff workload concerns and because the task could require large amounts of CAC volunteer time. It was suggested that EIR comments be submitted through different jurisdiction governing bodies. The directors asked that the goal be removed from the list or reworked. Possible adjustments to the goal included alerting the Board to projects on which to comment and suggesting comments on major projects for 2022 only with clear guidelines based on staff time, staff's identification of projects appropriate for RCEA comment and Board approval. Chair Woo offered to communicate the Board's wishes to the CAC. Vice Chair Avis offered to review initial study questions to identify those pertaining to RCEA's scope.

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

Chair Woo stated there was no CCE business, nor old business to discuss.

STAFF REPORTS

10.1. Update from Executive Director (Information only)

Executive Director Marshall stated that offshore wind development activity will increase in 2022 but there was nothing to report this month. Staff is working with The Energy Authority (TEA) to formulate a bridge solution to a projected cash shortfall in February and March 2022 resulting from delayed power charge indifference adjustment and PG&E rate changes. A potential agreement with MCE to guarantee the Sandrini Solar Project's \$4 million security deposit for six months combined with a cash loan from TEA may adequately address the problem.

Director Grover thanked Executive Director Marshall for keeping RCEA initiatives moving forward despite pandemic challenges. Community Strategies Manager Stephenson described

RCEA's end-of-year promotion where \$100 will be donated to Food for People for each business signing up for an energy saving assessment. No member of the public responded to Chair Woo's invitation for comment.

FUTURE AGENDA ITEMS

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

CLOSED SESSION

Chair Woo invited public comment on agenda item 12.1 – 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 5:05 p.m. and reconvened in open session at 6:13 p.m.

RCEA General Counsel Nancy Diamond stated that the Board had successfully concluded its annual evaluation of Executive Director Marshall and will consider providing a merit salary increase at its meeting in January.

The meeting was adjourned at 6:13 p.m.

Lori Taketa
Clerk of the Board

Section 17

ADJOURN