

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

Location:	City Hall	Date:	July 20, 2022
	<b>VIA ZOOM</b>	Time:	<b>7:00 PM</b>
		Posted:	July 14, 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 comments for this meeting be submitted prior to the meeting. Comments should be submitted to [cityclerk@ci.ferndale.ca.us](mailto:cityclerk@ci.ferndale.ca.us) by 4:00pm on Wednesday, July 20, 2022, please be sure to put “Public Comment “in the subject line. All 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/86293265012?pwd=UVBheFlGdWQwekxYY3c3Q2k0QTJtdz09>

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

Meeting ID: 862 9326 5012

Passcode: 891647

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: 862 9326 5012

Passcode: 891647

1. CALL MEETING TO ORDER – Mayor
2. PLEDGE ALLEGIANCE TO THE FLAG
3. ROLL CALL – City Clerk: Mayor Hindley; Councilman Avis; Councilman Lund; Councilman Ostler; and Councilman Smith.
4. REPORT OUT OF CLOSED SESSION – None
5. CEREMONIAL – None
6. MODIFICATIONS TO THE AGENDA
7. STUDY SESSION – None
8. PUBLIC COMMENT. (This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3<sup>rd</sup>s 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 June 15, 2022 Regular City Council Meeting..... Page 5
- b. Acceptance of Checkbook Register for June 1-30, 2022 ..... Page 9
- c. Acceptance of Financial Statements for June 1-30, 2022 ..... Page 13
- d. Resolution 2022-15 Authorizing the County of Humboldt to Collect Sewer Assessment Fees ..... Page 35
- e. Resolution 2022-16 Authorizing the County of Humboldt to Collect Drainage Assessment Fees..... Page 36

10. CALL ITEMS REMOVED FROM CONSENT CALENDAR

11. PRESENTATION

12. PUBLIC HEARING

13. BUSINESS

- a. Discuss and Approve Revised Per Capita Budget and Select Additional Projects..... Page 38
- b. Resolution 2022-13 Appointing a Member to the Ferndale Library Board..... Page 49
- c. Resolution 2022-14 Adopting the Conflict of Interest Code With No Revisions ..... Page 52
- d. Discuss and Appoint Voting Delegate to League of Cities Annual Conference in Long Beach ..... Page 58
- e. COVID-19 Update and Discussion..... Page 63
  - i. Reconfirm Existence of Local Emergency
  - ii. Reconfirm findings from Resolution 2021-21 to continue the use of Virtual Meetings **OR** Adopt Resolution 2022-12 Resuming In-Person Meetings.

14. CORRESPONDENCE..... Page 76

15. COMMENTS FROM THE COUNCIL

16. REPORTS

- a. City Manager Report ..... Page 82
- b. Commission and Committee Reports
- c. Minutes from Joint Power Authorities (JPAs) and Reports
  - i. Humboldt County Association of Governments (May 2022) ..... Page 93
  - ii. Humboldt Waste Management Authority (June 2022) ..... Page 96
  - iii. Redwood Coast Energy Authority (May 2022) ..... Page 98

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  
August 17, 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**

*a. Proclamation Honoring Healthcare Workers in the Community*

**Section 6**

**MODIFICATIONS TO THE AGENDA**

**Section 7**

**STUDY SESSIONS**

## **Section 8**

### **PUBLIC COMMENT**

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

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

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

## **Section 9**

### **CONSENT CALENDAR**

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

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

**City of Ferndale, Humboldt County, California, U.S.A.**  
DRAFT Minutes for City Council Meeting of June 15, 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 Planner Krystle Heaney, City Clerk Kristene Hall, and Finance Manager Lauren Boop.

Report out of Closed Session: None

Ceremonial: None

Modifications to the Agenda: None

Report out of Study Session: Mayor Hindley stated that there was a study session held just prior to the regular meeting that went over the proposed 22-23 FY Budget. Hindley added it went well and the information was provided in an excellent manner from staff.

Public Comment: None

Consent Calendar: There were three items on the Consent Calendar for approval. There were no questions or comments from the Council or Public.

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

Call Items Removed from Consent Calendar: None

Presentation: None

Public Hearing: None

Business:

Recology Annual Rate Review & Adjustment: City Manager Jay Parrish stated this item has been in front of other councils many times. Parrish also stated that the city is nearing the end of their franchise agreement with Recology. Parrish then added that a rate increase was being addressed at this meeting to cover costs incurred by Recology. Linda Wise, General Manager of Recology was present. Wise presented a PowerPoint of the rate review and proposed increase. The presentation went over the annual rate review consideration including collections and pass-throughs. Wise also went over the Consumer Price Index (CPI) which included the increases that have taken place over the previous 12 years. Wise also explained disposal fees and recycling processing costs. Wise explained that the City of Ferndale has the lowest rates compared to the surrounding cities and area. Mayor Hindley questioned aluminum recycling and the lack of a buyback station. Wise explained that there is now a buyback center in Arcata. Councilman Avis thanked Wise for the presentation and stated that cost of living is rising everywhere. **MOTION:** to approve the annual review and rate increase. **(Ostler/Smith) Unanimous**

Discuss and Consider Proposing a Three-Quarter Percent Local Transaction and Use Tax Measure to the Voters on November 8, 2022. Including Introduction and Submission of Proposed Ordinance to the Voters: City Attorney Ryan Plotz was present. Plotz stated that the main purpose for this proposed tax was to assist in funding public safety within the City of Ferndale. Plotz added that the proposed three-quarter percent tax increase would be used to fund essential police services and other public safety programs. Plotz stated that there were two items that were needed to be approved. First item needing approval being the Introduction and First Reading of Ordinance 2022-03. Plotz stated that the draft ordinance included the imposing of the three-quarter percent transactions and use tax; requires an independent public audit of the funds raised and how the funds are expended; includes a sunset of the authorization to collect the tax. The expiration date would be March 31, 2031; provides that the Ordinance will not take effect unless and until approved by a simple majority of the qualified voters; and if passed by the Council and the electorate, the tax would be effective no sooner than the first day of the first calendar quarter, commencing more than 110 days after the adoption of the ordinance by the voters. Therefore, the tax would be effective no sooner than April 1, 2023. Plotz added that once the Ordinance is approved by the Council it is then submitted to the voters for approval for adoption. Plotz stated that this was done by the second item needing approval tonight by the council, Resolution 2022-08. Plotz added that Resolution 2022-08 also includes approving the ballot title and ballot question as well as sets dates for arguments for or against and authorizes the Mayor to submit a written argument in support on behalf of the Council. Plotz added that the final item the resolution addresses is requesting the Board of Supervisors to approve a consolidated election for the tax measure. Mayor Hindley questioned the audit and asked who it is done by. Plotz stated it would be done during the cities annual audit and it would just show a independent identification of the funds. Police Chief Ron Sligh updated the Council on why this tax was proposed. Sligh stated that the police department is having trouble retaining officers due to the salaries of our officers being significantly lower than surrounding cities. Sligh stated that if this tax measure is passed, one of its benefits would allow salaries to be more competitive. Councilman Ostler stated the need to promote this tax measure to the voters and trying to get it out to the public. Councilman Avis questioned the audit process and making sure monies are spent appropriately. Plotz stated that the auditor would review and be sure funds are being used properly. Councilman Lund stated that hiring officers is the easier part, but the retaining is the hard part. Lund added that he is glad to see this proposed and it will be great for the city.

**MOTION:** to approve the Introduction and First Reading, by title only, and submit to the Voters Ordinance 2022-03 an Ordinance of the people of the City of Ferndale approving and authorizing a transaction and use tax to be administered by the California department of tax and fee administration to provide supplemental funding for police and essential services within the City of Ferndale. **(Ostler/Avis) Unanimous**

**MOTION:** to approve Resolution 2022-08 Ordering the submission to the voters of the City of Ferndale approving and authorizing a three-quarter percent transaction and use tax and directing the City Attorney to prepare an impartial analysis of the measure and setting the dates for arguments; and requesting to the Humboldt County Board of Supervisors to consolidate the Election. **(Avis/Lund) Unanimous**

Resolution 2022-07 Requesting a Consolidated Election for the Councilmember Seats and Mayor Seat: There were no comments from the council or public. **MOTION:** to approve

Resolution 2022-07 requesting a consolidated election for the councilmember seats and mayor seat. **(Avis/Lund) Unanimous**

Resolution 2022-11 Adopting SB-1 Projects List for FY 2022-23: City Planner Krystle Heaney was present to answer questions. Councilman Avis questioned the list and stated there was nothing new on it. Heaney stated that the list was reviewed every year for funds that were given to the city on a monthly basis. Heaney added no new projects were put on the list, however added that the list can be updated at any time. There were no other questions or comments. **MOTION:** to approve Resolution 2022-11 adopting the SB-1 Projects list for FY 2022-23. **(Lund/Ostler) Unanimous**

Discuss and Approve Revised Per Capita Grant Projects: Mayor Hindley opened up comments from the public. A member of the public spoke of a project that was brought to the city by the Ferndale Girl Scout group. The project included musical playground instruments. The public member went the different instruments available and also some cost estimates of the instruments. City Manager Parrish explained that after further consulting with CA State Parks OGALS, it was determined that equipment items on the city's proposed projects list for Russ Park would not qualify under the grant funding. Parrish stated an updated list was provided but left approximately \$29,000 for additional projects. Parrish stated that the musical instruments was one idea, and also added the possibility of a kitchen renovation at Scouts Hall, and/or upgrading or replacing the little league lighting and poles. Parrish added that these ideas are all possible alternatives for replacing items the state had said did not qualify in previous council list. Grant consultant Rick Hill was present to answer questions. Hill explained why some of the projects were not approved for the grant and some possible options. Councilman Smith stated that the musical instruments were a nice idea but would like to see more options for Russ Park. Councilman Avis added that he also would like to find more improvements to do in Russ Park and get more input from public members. Hill also stated he had reached out to some public members that were involved in this process to get additional feedback when the projects for Russ Park were rejected by the state. Hill also stated that due to the required CEQA process some proposed projects would be to costly. Avis stated that he would like to see more detail on items that are being proposed such as signage. Councilman Ostler stated that though he would like to see improvements at Russ Park, if they cannot be done due to grant restrictions then it would be wise to use the money for other improvements that are allowed whether its Russ Park, Fireman's Park or Scouts Hall. Mayor Hindley added that the items for Russ Park that the public members had asked for and were approved by the council and submitted to the state but were rejected and cannot be funded. Hindley added that the city should not lose funds because projects and funds cannot be allocated to Russ Park because of project restrictions. Councilman Lund questioned the possibility of a hydration station. Hill stated that potable water would need to be hauled in or a water source would need to be provided. Lund stated that if not in Russ Park maybe in Fireman's Park since there are already water lines there. **MOTION:** to table this to the July Meeting. **(Avis/Ostler) Unanimous**

Resolution 2022-09 Adopting the 2022-23FY Budget: There were no comments from the Council or Public. **MOTION:** to approve Resolution 2022-09 adopting the 2022-23FY Budget. **(Ostler/Smith) Unanimous**

Resolution 2022-10 Adopting the 2022-23 FY Gann Spending Limit: There were no comments from the Council or Public. **MOTION:** to adopt the 2022-23 FY Gann Spending Limit. **(Lund/Smith) Unanimous**

COVID 19 Update and Discussion: City Manager Parrish stated that it seems Covid had diminished a little, however, cases are still high and people are still getting COVID. Parrish stated the question before us is if we would like to return to regular in person meetings. Parrish stated that staff is in favor of possibly going in person for Council, but keeping video meetings for the committee and commissions. Councilman Smith questioned if the council determined if committees and commissions were to meet virtually or in person. City Clerk Hall stated it would be a council decision. Councilman Smith stated his concerns on the new wave of the Omicron Variant. Smith added that the vaccine was less effective with the new Omicron Variant. Smith added that even though it is not as effective, he recommends getting vaccinated. **MOTION:** to reconfirm the existence of the local emergency **(Avis/Smith) Unanimous**

The Council discussed the issue of returning to in-person meetings. City Clerk Kristene Hall went over the two options. The first being in-person/hybrid. The in person/hybrid would require all council to be present in the chambers and would allow the public to be able to zoom in. The second option would be to stay with the virtual meetings. This would allow any council that would want to be in the chambers to do so, and would allow councilmembers to zoom in under the modified brown act. It would also allow public to zoom in and continue the virtual meeting for the committee and commissions.

**MOTION:** reconfirm the findings of Resolution 2021-21 to continue the use of virtual meetings. **(Avis/Smith) 3-2-0 Hindley, Lund**

Correspondence: None

Council Comments:

Reports:

City Managers Report: The Council stated it was a very good report.

Other Reports: None

Mayor Hindley Adjourned the Meeting at 9:02 pm

Respectfully submitted

Kristene Hall  
City Clerk



## City of Fortuna Bank Account Register

General Checking

June 1, 2022 - June 30, 2022

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			1,022,786.36
06/01/22		JAY PARRISH	JAY PARRISH	400.00		1,022,386.36
06/01/22	55901	CITFO	CITY OF FORTUNA	3,216.66		1,019,169.70
06/01/22	55902	MIRRE	MIRANDA'S RESCUE	450.00		1,018,719.70
06/01/22	55903	VANESSA	VANESSA HUERTA	200.00		1,018,519.70
06/02/22		EXPERTPAY	EXPERTPAY.COM	138.46		1,018,381.24
06/02/22	1001		PARRISH, JAY D	2,641.95		1,015,739.29
06/02/22	1002		HALL, KRISTENE M	1,674.30		1,014,064.99
06/02/22	1003		BOOP, LAUREN	1,223.01		1,012,841.98
06/02/22	1004		SLIGH, RONALD B	1,868.60		1,010,973.38
06/02/22	1005		LINDGREN, ROBERT C	1,473.57		1,009,499.81
06/02/22	1006		GARDNER, TANNER W	1,337.51		1,008,162.30
06/02/22	1007		MCNEILL, LOGAN D	1,305.65		1,006,856.65
06/02/22	1008		COPPINI, STEVE L	2,505.55		1,004,351.10
06/02/22	1009		GARDNER, SHAWN C	1,880.25		1,002,470.85
06/02/22	1010		LIU, CARSON B	1,019.69		1,001,451.16
06/02/22	1011		HOPPIS, JOHNNY F	1,625.72		999,825.44
06/02/22	1012		GARDNER, HUNTER C	127.75		999,697.69
06/02/22	1013		RICHARDSON, DIANNA L	63.88		999,633.81
06/02/22	55919		CERVANTES, CESAR E	1,223.45		998,410.36
06/02/22	55920		FRANCESCHI, DAVID A	1,253.05		997,157.31
06/02/22	55921		BOYNTON, MARY ELLEN	63.87		997,093.44
06/02/22	55922	CHOPPIS	CHELCI HOPPIS	126.91		996,966.53
06/02/22	55923	FEPEA	FEPEA	72.50		996,894.03
06/03/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,364.94		995,529.09
06/03/22		USTREASURY	UNITED STATES TREASURY	9,932.95		985,596.14
06/06/22	55924	ARNKE	ARNOLD C. KEMP	1,536.00		984,060.14
06/06/22	55925	CIRA	CIRA	153.00		983,907.14
06/06/22	55926	FERNTECH	DEMETRIUS DISTEFANO	171.00		983,736.14
06/06/22	55927	EEL SCRAP	EEL RIVER SCRAP & SALVAGE	92.23		983,643.91
06/06/22	55928	HENSON	HENSON'S LAWN & GARDEN	1,750.00		981,893.91
06/06/22	55929	LEXIPOL	LEXIPOL LLC	2,660.00		979,233.91
06/06/22	55930	NILCO	NILSEN COMPANY	624.55		978,609.36
06/06/22	55931	NORCO	NORTH COAST LABORATORIES LTD.	225.00		978,384.36
06/06/22	55932	PACGA	PACIFIC GAS & ELECTRIC	1,153.31		977,231.05
06/06/22	55933	EELRI	RECOLOGY HUMBOLDT COUNTY	358.72		976,872.33
06/06/22	55934	RON SLIGH	RON SLIGH	46.65		976,825.68
06/06/22	55935	SCOUTS	SCOUTS	450.00		976,375.68
06/06/22	55936	SEQGA	SEQUOIA GAS COMPANY	427.11		975,948.57
06/06/22	55937	SUDDEN	SUDDENLINK	977.17		974,971.40
06/06/22	55938	TIPMO	TIPPLE MOTORS, INC.	100.70		974,870.70
06/06/22	55939	USBANK	US BANK	1,926.89		972,943.81
06/06/22	55940	VALLU	VALLEY LUMBER	181.42		972,762.39
06/06/22	55941	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	592.61		972,169.78
06/06/22	55942	VERZN	VERIZON WIRELESS	79.42		972,090.36
06/06/22	55943	WYCKO	WYCKOFF'S	167.05		971,923.31
06/06/22	55944	VERZN	VERIZON WIRELESS	122.13		971,801.18
06/07/22		USTREASURY	UNITED STATES TREASURY	6,781.72		965,019.46
06/07/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,222.12		963,797.34
06/13/22		DELUXE	DELUXE	575.85		963,221.49
06/13/22		FIRST WEST	FIRST WESTERN EQUIPMENT FINANCE	950.45		962,271.04
06/13/22	55945	3T EQUIP	3T EQUIPMENT COMPANY INC,	9,536.35		952,734.69
06/13/22	55946	EDGMON	AYCOCK & EDGMON	575.00		952,159.69
06/13/22	55947	CIRA	CIRA	9,667.00		942,492.69
06/13/22	55948	DOWNEYBRAND	DOWNEY BRAND	2,855.72		939,636.97
06/13/22	55949	FDAC	FDAC EBA	9,130.24		930,506.73

**Bank Account Register**

General Checking

June 1, 2022 - June 30, 2022

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
06/13/22	55950	HUMTE	HUMBOLDT TERMITE & PEST	49.00		930,457.73
06/13/22	55951	HUMTI	HUMMEL TIRE & WHEEL, INC	710.90		929,746.83
06/13/22	55952	SILKE	SILKE COMMUNICATIONS	1,120.55		928,626.28
06/13/22	55953	SDRMA	SPECIAL DISTRICT RISK MGMT AUTHORITY	563.67		928,062.61
06/13/22	55954	MITCHELL	THE MITCHELL LAW FIRM, LLP	1,060.00		927,002.61
06/13/22	55955	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	43.95		926,958.66
06/13/22	55956	PLANWEST	PLANWEST PARTNERS, INC.	2,463.75		924,494.91
06/13/22	55957	RON SLIGH	RON SLIGH	640.00		923,854.91
06/16/22		EXPERTPAY	EXPERTPAY.COM	138.46		923,716.45
06/16/22	1001		PARRISH, JAY D	2,641.92		921,074.53
06/16/22	1002		KAYTIS-SLOCUM, NANCY S	63.88		921,010.65
06/16/22	1003		HALL, KRISTENE M	1,623.27		919,387.38
06/16/22	1004		BOOP, LAUREN	1,397.14		917,990.24
06/16/22	1005		SLIGH, RONALD B	2,053.03		915,937.21
06/16/22	1006		LINDGREN, ROBERT C	1,623.67		914,313.54
06/16/22	1007		MENDES, ALAN SCOTT	829.32		913,484.22
06/16/22	1008		STEPHEN, MICHAEL C	80.29		913,403.93
06/16/22	1009		GARDNER, TANNER W	1,758.66		911,645.27
06/16/22	1010		MCNEILL, LOGAN D	1,502.83		910,142.44
06/16/22	1011		NEWTON, TROY D	149.95		909,992.49
06/16/22	1012		COPPINI, STEVE L	2,505.55		907,486.94
06/16/22	1013		GARDNER, SHAWN C	1,936.88		905,550.06
06/16/22	1014		LIU, CARSON B	1,131.97		904,418.09
06/16/22	1015		HOPPIS, JOHNNY F	1,625.72		902,792.37
06/16/22	1016		GARDNER, HUNTER C	158.92		902,633.45
06/16/22	55958		CERVANTES, CESAR E	1,404.66		901,228.79
06/16/22	55959		FRANCESCHI, DAVID A	1,394.21		899,834.58
06/16/22	55960	CHOPPIS	CHELCI HOPPIS	126.91		899,707.67
06/16/22	55961	FEPEA	FEPEA	72.50		899,635.17
06/21/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,431.91		898,203.26
06/21/22		USTREASURY	UNITED STATES TREASURY	7,664.07		890,539.19
06/21/22			060822STCAL		3,228.11	893,767.30
06/21/22	55962	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	37.00		893,730.30
06/21/22	55963	FRONT	FRONTIER	532.09		893,198.21
06/21/22	55964	NRTHC	NORTHCOAST PUMPHOUSE	250.07		892,948.14
06/21/22	55965	ONTIV	ONTIVEROS & ASSOCIATES, INC.	948.75		891,999.39
06/21/22	55966	PACGA	PACIFIC GAS & ELECTRIC	5,506.87		886,492.52
06/21/22	55967	SEQGA	SEQUOIA GAS COMPANY	239.20		886,253.32
06/21/22	55968	TROJAN	TROJAN UV	15,878.74		870,374.58
06/21/22	55969	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	2,557.87		867,816.71
06/21/22	55970	WELF(\$106)	WELLS FARGO FINANCIAL LEASING	106.46		867,710.25
06/21/22	55971	WELLS(\$206)	WELLS FARGO VENDOR FIN SERV	206.67		867,503.58
06/21/22	55973	DELOR	DEL ORO WATER CO., FDLE. DIST.	755.27		866,748.31
06/27/22		TRICOUNTIES	TRI COUNTIES BANK	1,129.58		865,618.73
06/27/22			062722STCAL		13,313.92	878,932.65
06/28/22			062822DEPOSIT		259,327.43	1,138,260.08
06/28/22			062222STCAL		2,439.76	1,140,699.84
06/28/22	55983	EDGMON	AYCOCK & EDGMON	425.00		1,140,274.84
06/28/22	55984	FERNTECH	DEMETRIUS DISTEFANO	1,338.47		1,138,936.37
06/28/22	55985	NORCO	NORTH COAST LABORATORIES LTD.	225.00		1,138,711.37
06/28/22	55986	PACGA	PACIFIC GAS & ELECTRIC	1,157.87		1,137,553.50
06/28/22	55987	POSTM	POSTMASTER	232.00		1,137,321.50
06/28/22	55988	SILKE	SILKE COMMUNICATIONS	624.35		1,136,697.15
06/28/22	55989	SUDDEN	SUDDENLINK	977.17		1,135,719.98
06/28/22	55990	USBANK	US BANK	1,499.11		1,134,220.87

**Bank Account Register**

General Checking

June 1, 2022 - June 30, 2022

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
06/28/22	55991	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	1,690.41		1,132,530.46
06/30/22		EXPERTPAY	EXPERTPAY.COM	138.46		1,132,392.00
06/30/22	1001		PARRISH, JAY D	2,641.92		1,129,750.08
06/30/22	1002		HALL, KRISTENE M	1,712.56		1,128,037.52
06/30/22	1003		BOOP, LAUREN	1,196.48		1,126,841.04
06/30/22	1004		ALAMEDA, RENA E MARY	226.29		1,126,614.75
06/30/22	1006		SLIGH, RONALD B	1,868.61		1,124,746.14
06/30/22	1007		LINDGREN, ROBERT C	1,541.78		1,123,204.36
06/30/22	1008		MENDES, ALAN SCOTT	1,079.30		1,122,125.06
06/30/22	1009		GARDNER, TANNER W	1,253.66		1,120,871.40
06/30/22	1010		MCNEILL, LOGAN D	1,594.64		1,119,276.76
06/30/22	1011		NEWTON, TROY D	266.60		1,119,010.16
06/30/22	1012		COPPINI, STEVE L	2,505.54		1,116,504.62
06/30/22	1013		GARDNER, SHAWN C	1,880.26		1,114,624.36
06/30/22	1014		LIU, CARSON B	1,075.83		1,113,548.53
06/30/22	1015		HOPPIS, JOHNNY F	1,625.72		1,111,922.81
06/30/22	1016		SUTTON, DANIEL V	110.04		1,111,812.77
06/30/22	1017		GARDNER, HUNTER C	127.75		1,111,685.02
06/30/22	1018		RICHARDSON, DIANNA L	127.75		1,111,557.27
06/30/22	55974		AZIZSOLTANI, FARAZ	136.65		1,111,420.62
06/30/22	55975		CERVANTES, CESAR E	1,265.32		1,110,155.30
06/30/22	55976		FRANCESCHI, DAVID A	1,253.06		1,108,902.24
06/30/22	55977	CHOPPIS	CHELCI HOPPIS	126.91		1,108,775.33
06/30/22	55978	FEPEA	FEPEA	72.50		1,108,702.83
07/01/22		JAY PARRISH	JAY PARRISH	400.00		1,108,302.83
<b>Totals</b>				<u>192,792.75</u>	<u>278,309.22</u>	<u>1,108,302.83</u>

Transaction count = 135

<b>JUNE 2022 Deposit Recap</b>	<b>6/21/2022</b>	<b>6/22/2022</b>	<b>6/27/2022</b>	<b>6/28/2022</b>	<b>TOTAL</b>
RETAIL TAX			13313.92		<b>13,313.92</b>
HWY USER TAX/ROAD MAIN/VEHICLE LICENSE FEES	3228.11	2439.76			<b>5,667.87</b>
BUSINESS LIC				9,365.00	<b>9,365.00</b>
ANIMAL LIC					-
BUILDING RENTS				395.00	<b>395.00</b>
PERMITS				605.32	<b>605.32</b>
TOT				22,536.34	<b>22,536.34</b>
HEALTH INSPECTIONS				150.00	<b>150.00</b>
HCAOG - RSTP/TDA/LTF					-
RECYCLING GRANT					-
PARSAC - GRANT / OTHER					-
COUNTY OF HUMBOLDT-STREETS & ROADS					-
SEPTIC DUMPS / SEWER REVENUE				9,468.00	<b>9,468.00</b>
FRANCHSE FEES					-
HUMBOLDT CTY - COPS				13,425.23	<b>13,425.23</b>
STATE OF CA - POST REIMBURSEMENT					-
DONATIONS					-
POLICE SERVICES					-
SMALL MISC				55.22	<b>55.22</b>
DRAINAGE FEES					-
COUNTY OF HUMBOLDT-PROPERTY TAXES					-
COUNTY OF HUMBOLDT-SEWER					-
COUNTY OF HUMBOLDT-INTEREST INCOME					-
STATE - CAL TRANS - STREET SWEEP					-
RCEA REBATE				3,327.32	<b>3,327.32</b>
COUNTY OF HUMBOLDT-SOLAR LIGHT REIMBURSEMENT				200,000.00	<b>200,000.00</b>
<b>TOTAL</b>	<b>3,228.11</b>	<b>2,439.76</b>	<b>13,313.92</b>	<b>259,327.43</b>	<b>278,309.22</b>

City of Ferndale  
Balance Sheet  
Fund 10 - General Fund  
As of June 30, 2022

Assets

Current Assets	
Cash	\$ 617,732.17
Restricted Cash	15,150.00
Accounts Receivable	<u>6,925.97</u>
Total Current Assets	<u>639,808.14</u>
 Total Assets	 <u><u>\$ 639,808.14</u></u>

Liabilities and Fund Balance

Current Liabilities	
Accounts Payable	\$ 5,678.77
Accrued Liabilities	2,490.93
Other Current Liabilities	<u>151,489.37</u>
Total Current Liabilities	<u>159,659.07</u>
Total Liabilities	<u>159,659.07</u>
Fund Balance	
Retained Earnings	<u>480,149.07</u>
Total Fund Balance	<u>480,149.07</u>
Total Liabilities and Fund Balance	<u><u>\$ 639,808.14</u></u>

City of Ferndale  
Balance Sheet  
Fund 22-Gas Tax  
As of June 30, 2022

Assets

Current Assets	
Cash	\$ <u>(17,143.24)</u>
Total Current Assets	<u>(17,143.24)</u>
Total Assets	<u>\$ <u>(17,143.24)</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>(17,143.24)</u>
Total Fund Balance	<u>(17,143.24)</u>
Total Liabilities and Fund Balance	<u>\$ <u>(17,143.24)</u></u>

City of Ferndale  
Balance Sheet  
Fund 23 - RSTP Fund  
As of June 30, 2022

Assets

Current Assets	
Cash	\$ <u>9,948.85</u>
Total Current Assets	<u>9,948.85</u>
Total Assets	<u><u>\$ 9,948.85</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>9,948.85</u>
Total Fund Balance	<u>9,948.85</u>
Total Liabilities and Fund Balance	<u><u>\$ 9,948.85</u></u>

**City of Ferndale**  
**Balance Sheet**  
**Fund 24 - Transportation Development Act**  
**As of June 30, 2022**

**Assets**

Current Assets	
Cash	\$ <u>212,004.13</u>
Total Current Assets	<u>212,004.13</u>
Total Non Current Assets	<u>                    </u>
Total Assets	<u><u>\$ 212,004.13</u></u>

**Liabilities and Fund Balance**

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Fund Balance	
Retained Earnings	<u>212,004.13</u>
Total Fund Balance	<u>212,004.13</u>
Total Liabilities and Fund Balance	<u><u>\$ 212,004.13</u></u>



City of Ferndale  
Balance Sheet  
Fund 26 - Drainage Fund  
As of June 30, 2022

Assets

Current Assets	
Cash	\$ <u>(19,476.10)</u>
Total Current Assets	<u>(19,476.10)</u>
Total Assets	<u>\$ <u>(19,476.10)</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>(19,476.10)</u>
Total Fund Balance	<u>(19,476.10)</u>
Total Liabilities and Fund Balance	<u>\$ <u>(19,476.10)</u></u>

City of Ferndale  
Balance Sheet  
Fund 25 - Integrated Waste Mgt  
As of June 30, 2022

Assets

Current Assets	
Cash	\$ <u>54,389.02</u>
Total Current Assets	<u>54,389.02</u>
Total Assets	<u><u>\$ 54,389.02</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>54,389.02</u>
Total Fund Balance	<u>54,389.02</u>
Total Liabilities and Fund Balance	<u><u>\$ 54,389.02</u></u>

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

Assets

Current Assets	
Cash	\$ 893,350.25
<b>Total Current Assets</b>	<b>893,350.25</b>
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>
<b>Net Property and Equipment</b>	<b>10,202,091.07</b>
<b>Total Assets</b>	<b>\$ 11,095,441.32</b>

Liabilities and Fund Balance

Current Liabilities	
Interest Payable	\$ 41,097.40
Other Current Liabilities	<u>163,375.00</u>
<b>Total Current Liabilities</b>	<b>204,472.40</b>
Long-Term Liabilities	
Notes Payable USDA	<u>4,153,000.00</u>
<b>Total Long-Term Liabilities</b>	<b>4,153,000.00</b>
<b>Total Liabilities</b>	<b>4,357,472.40</b>
Fund Balance	
Other Equity	6,649,092.60
Retained Earnings	<u>88,876.32</u>
<b>Total Fund Balance</b>	<b>6,737,968.92</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$ 11,095,441.32</b>

City of Ferndale  
Balance Sheet  
GASB 34 ASSETS AND LIABILITIES  
As of June 30, 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 June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>REVENUES</b>				
<b>Revenues - Taxes</b>				
10014102 Property tax-secured	\$ 0.00	\$ 154,129.82	\$ 151,708.70	\$ 2,421.12
10014104 Property tax-unsecured	0.00	7,290.87	5,834.95	1,455.92
10014106 Property tax-prior	0.00	845.17	500.00	345.17
10014107 Supplemental role	0.00	258.53	2,546.16	(2,287.63)
10014110 Sales and use tax	0.00	153,715.72	165,740.00	(12,024.28)
10014111 Trash franchise	0.00	10,848.93	6,000.00	4,848.93
10014112 PG&E franchise	0.00	13,615.84	13,000.00	615.84
10014114 Cable franchise	0.00	16,595.72	24,000.00	(7,404.28)
10014116 Business license tax	9,365.00	20,211.25	11,124.00	9,087.25
10014118 Real Property Transfer tax	0.00	7,067.51	3,000.00	4,067.51
10014120 Transient lodging tax	0.00	193,760.95	132,964.00	60,796.95
10014121 TOT Humboldt Lodging Authority	0.00	25,390.46	18,735.00	6,655.46
<b>Total Revenue - Taxes</b>	<b>\$ 9,365.00</b>	<b>\$ 603,730.77</b>	<b>\$ 535,152.81</b>	<b>\$ 68,577.96</b>
<b>Revenues - Licenses and Permits</b>				
10024132 Construction permits	\$ 505.32	\$ 41,707.24	\$ 45,000.00	\$ (3,292.76)
10024164 Health protection	0.00	3,150.00	3,000.00	150.00
10024166 Encroachment permits	0.00	235.00	350.00	(115.00)
10024278 Animal license fees	0.00	1,227.50	1,400.00	(172.50)
<b>Total Revenue - Licenses and Permits</b>	<b>\$ 505.32</b>	<b>\$ 46,319.74</b>	<b>\$ 49,750.00</b>	<b>\$ (3,430.26)</b>
<b>Revenues - Use of Money and Property</b>				
10044182 Interest	\$ 0.00	\$ 1,294.50	\$ 16,650.00	\$ (15,355.50)
10044297 Town Hall Rent	45.00	1,720.00	1,500.00	220.00
10044297.1 Community Center rents	350.00	900.00	600.00	300.00
<b>Total Revenue -Use of Money and Property</b>	<b>\$ 395.00</b>	<b>\$ 3,914.50</b>	<b>\$ 18,750.00</b>	<b>\$ (14,835.50)</b>
<b>Revenues - Fines</b>				
10034282 Traffic safety fund	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ (1,500.00)
10034283 Court fines	0.00	2,519.99	0.00	2,519.99
<b>Total Revenue - Fines</b>	<b>\$ 0.00</b>	<b>\$ 2,519.99</b>	<b>\$ 1,500.00</b>	<b>\$ 1,019.99</b>
<b>Revenues - Intergovernmental</b>				
10054204 Motor vehicle in-lieu tax	\$ 0.00	\$ 84,821.35	\$ 136,990.00	\$ (52,168.65)
10054222 Home owners prop. tax relief	0.00	864.93	1,200.00	(335.07)
10054286 Street sweeping	0.00	18,735.36	18,800.00	(64.64)
10054289 RMRA	0.00	22,882.66	26,549.00	(3,666.34)
10054290 Peace off. stds. & trng.	(640.00)	4,942.08	0.00	4,942.08
10054300 Public safety 1/2 cent	0.00	3,158.11	2,000.00	1,158.11
10054310 COPs Program	0.00	151,377.50	165,000.00	(13,622.50)
<b>Total Revenue - Intergovernmental</b>	<b>\$ (640.00)</b>	<b>\$ 286,781.99</b>	<b>\$ 350,539.00</b>	<b>\$ (63,757.01)</b>

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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Revenues - Fees for Service</b>				
10084270 Plan check fees	\$ 100.00	\$ 150.00	\$ 0.00	\$ 150.00
10084271 Parking fees	0.00	48.74	100.00	(51.26)
10084279 Copy machine fees - Library	0.00	10.00	0.00	10.00
10084287.1 Reimbursed building fees	0.00	0.00	5,000.00	(5,000.00)
10084287.2 Developer reimbursed fees	0.00	4,222.25	0.00	4,222.25
10084287.3 Reimbursed Fees Planning	0.00	1,500.00	0.00	1,500.00
10084287.9 CAP reimbursement grant: RCEA	0.00	4,958.65	5,000.00	(41.35)
10084291 Special police services	0.00	3,355.86	2,000.00	1,355.86
10084294 Planning grant - SB2	0.00	0.00	185,500.00	(185,500.00)
10084298 Fair racing revenue	55.22	2,179.52	1,200.00	979.52
<b>Total Revenue - Fees for Service</b>	<b>\$ 155.22</b>	<b>\$ 16,425.02</b>	<b>\$ 198,800.00</b>	<b>\$ (182,374.98)</b>
<b>Revenues - Other Revenue</b>				
10094284 Donations - Library	\$ 0.00	\$ 0.00	\$ 100.00	\$ (100.00)
10094284.1 Donations - City	0.00	13,452.22	0.00	13,452.22
10094307 Miscellaneous	0.00	47,883.64	3,600.00	44,283.64
10094311 Utilities - Little League park	0.00	0.00	200.00	(200.00)
<b>Total Revenue - Other Revenue</b>	<b>\$ 0.00</b>	<b>\$ 61,335.86</b>	<b>\$ 3,900.00</b>	<b>\$ 57,435.86</b>
<b>TOTAL REVENUES</b>	<b>\$ 9,780.54</b>	<b>\$ 1,021,027.87</b>	<b>\$ 1,158,391.81</b>	<b>\$ (137,363.94)</b>

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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>EXPENDITURES</b>				
<b>Expenditures - City Council</b>				
10115012 Office expense	\$ 0.00	\$ 413.77	\$ 100.00	\$ 313.77
10115013 Advertising	0.00	1,775.98	1,800.00	(24.02)
10115044 Meetings and dues	0.00	1,334.99	1,200.00	134.99
10115045 LAFCO fees	<u>0.00</u>	<u>0.00</u>	<u>678.98</u>	<u>(678.98)</u>
<b>Total Expenditures - City Council</b>	<b>\$ 0.00</b>	<b>\$ 3,524.74</b>	<b>\$ 3,778.98</b>	<b>\$ (254.24)</b>
<b>Expenditures City Manager</b>				
10105002 Salary - permanent	\$ 3,881.73	\$ 34,883.74	\$ 33,641.78	\$ 1,241.96
10105006 Payroll taxes	265.85	2,878.90	2,716.82	162.08
10105007 Medical/Dental/Vision insurance	699.23	8,262.66	8,449.53	(186.87)
10105009 Workers comp. insurance	431.62	2,168.72	1,749.37	419.35
10105010 Deferred retirement	0.00	2,060.12	2,691.34	(631.22)
10105061 Liability Insurance	<u>0.00</u>	<u>1,961.99</u>	<u>1,877.21</u>	<u>84.78</u>
<b>Total expenditures -City Manager</b>	<b>\$ 5,278.43</b>	<b>\$ 52,216.13</b>	<b>\$ 51,126.05</b>	<b>\$ 1,090.08</b>
<b>Expenditures - City Clerk</b>				
10125002 Salary - permanent	\$ 9,203.56	\$ 87,598.86	\$ 78,506.59	\$ 9,092.27
10125006 Payroll taxes	656.04	8,154.40	6,648.07	1,506.33
10125007 Medical/Dental/Vision insurance	1,239.09	13,478.04	12,595.01	883.03
10125009 Workers comp. insurance	1,037.46	5,212.84	4,082.34	1,130.50
10125010 Deferred retirement	0.00	4,499.39	6,280.53	(1,781.14)
10125012 Office expense	1,855.79	8,966.28	3,500.00	5,466.28
10125022 IT support	1,449.47	7,417.47	2,000.00	5,417.47
10125044 Meetings and dues	0.00	1,075.50	1,200.00	(124.50)
10125061 Liability Insurance	<u>153.00</u>	<u>4,868.95</u>	<u>4,380.67</u>	<u>488.28</u>
<b>Total Expenditures -City Clerk</b>	<b>\$ 15,594.41</b>	<b>\$ 141,271.73</b>	<b>\$ 119,193.21</b>	<b>\$ 22,078.52</b>

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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Expenditures - City Attorney</b>				
10145052 Professional services	\$ 2,895.72	\$ 16,860.22	\$ 20,000.00	\$ (3,139.78)
<b>Total Expenditures - City Attorney</b>	<b>\$ 2,895.72</b>	<b>\$ 16,860.22</b>	<b>\$ 20,000.00</b>	<b>\$ (3,139.78)</b>
<b>Expenditures - Government Buildings</b>				
10155002 Salary - permanent	\$ 248.00	\$ 3,072.00	\$ 2,995.36	\$ 76.64
10155006 Payroll taxes	29.60	419.01	414.86	4.15
10155009 Workers comp. insurance	41.56	208.83	155.76	53.07
10155012 Office expense	0.00	1,050.84	500.00	550.84
10155020 Building and ground maint.	1,004.75	7,424.82	7,000.00	424.82
10155024 Special department supply	49.54	101.75	0.00	101.75
10155030 Trash service	0.00	409.46	450.00	(40.54)
10155031 Gas	427.11	10,127.83	7,500.00	2,627.83
10155032 Utilities	246.98	2,440.32	2,000.00	440.32
10155033 Water	48.44	4,458.45	4,500.00	(41.55)
10155034 Telephone/internet	513.76	5,590.17	4,800.00	790.17
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
<b>Total Expenditures - Government Buildings</b>	<b>\$ 2,609.74</b>	<b>\$ 38,731.41</b>	<b>\$ 33,683.12</b>	<b>\$ 5,048.29</b>
<b>Expenditures - Non departmental</b>				
10165002 Salary - permanent	\$ 0.00	\$ 44,590.00	\$ 0.00	\$ 44,590.00
10165015 Property tax admin. fees	0.00	0.00	3,600.00	(3,600.00)
10165052 Professional services	0.00	56.36	0.00	56.36
10165054 Audit and accounting	0.00	20,254.75	19,800.00	454.75
10165054.1 Accounting services	0.00	8,975.00	10,700.00	(1,725.00)
10165055 Contractual services	180.00	720.00	720.00	0.00
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	206.67	4,202.67	0.00	4,202.67
10165099 Miscellaneous	555.42	3,499.25	2,500.00	999.25
10165200 Car allowance	400.00	4,800.00	4,800.00	0.00
<b>Total Expenditures - Nondepartmental</b>	<b>\$ 1,342.09</b>	<b>\$ 87,907.24</b>	<b>\$ 46,800.00</b>	<b>\$ 41,107.24</b>
<b>Expenditures - Community Promotion</b>				
10175020 Building and ground maint.	\$ 0.00	\$ 1,057.73	\$ 100.00	\$ 957.73
10175028 Public restroom	237.08	2,379.28	2,000.00	379.28
10175032 Utilities	36.72	420.32	300.00	120.32
10175033 Water	181.92	1,506.16	1,440.00	66.16
10175072 Chamber of commerce	0.00	26,777.20	26,777.19	0.01
10175072.1 Donation - Visitors & Conv.	0.00	1,500.00	1,500.00	0.00
10175072.2 Employee appreciation	0.00	0.00	100.00	(100.00)
10175072.3 TOT 2% HLA QTRLY	0.00	23,343.82	18,600.00	4,743.82
<b>Total Expenditures - Community Promotion</b>	<b>\$ 455.72</b>	<b>\$ 56,984.51</b>	<b>\$ 50,817.19</b>	<b>\$ 6,167.32</b>



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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Expenditures - Police</b>				
10215002 Salary - permanent	\$ 29,293.96	\$ 251,534.05	\$ 211,285.48	\$ 40,248.57
10215004 Salary - reserve	2,438.28	25,660.29	19,722.64	5,937.65
10215005 Salary - overtime	1,256.13	13,036.41	5,500.00	7,536.41
10215006 Payroll taxes	2,361.76	27,647.92	18,019.04	9,628.88
10215007 Medical/Dental/Vision insurance	3,480.76	36,203.37	34,253.16	1,950.21
10215009 Workers comp. insurance	3,754.92	18,867.06	12,298.43	6,568.63
10215010 Deferred retirement	0.00	9,433.23	12,108.23	(2,675.00)
10215012 Office expense	37.00	1,520.20	3,000.00	(1,479.80)
10215014 Vehicle expense	2,455.80	15,721.55	20,000.00	(4,278.45)
10215016 Fuel	3,114.35	21,265.03	11,000.00	10,265.03
10215020 Building and ground maint.	299.74	3,011.39	10,000.00	(6,988.61)
10215022 IT support	452.81	5,922.81	1,200.00	4,722.81
10215024 Special department supply	0.00	8,617.51	14,000.00	(5,382.49)
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	61.72	1,624.59	2,000.00	(375.41)
10215030 Trash service	0.00	26.88	0.00	26.88
10215032 Utilities	9.86	1,391.41	1,800.00	(408.59)
10215034 Telephone/internet	362.84	5,379.46	5,600.00	(220.54)
10215035 Dispatch service	3,216.66	38,599.92	36,800.00	1,799.92
10215044 Meetings and dues	0.00	978.44	600.00	378.44
10215048 Training	0.00	6,784.63	2,500.00	4,284.63
10215051 Physical exams	0.00	358.75	900.00	(541.25)
10215052 Professional services	0.00	492.00	2,000.00	(1,508.00)
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	1,277.52	1,400.00	(122.48)
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	2,660.00	2,660.00	2,500.00	160.00
<b>Total Expenditures - Police</b>	<b>\$ 55,363.05</b>	<b>\$ 533,870.09</b>	<b>\$ 450,084.13</b>	<b>\$ 83,785.96</b>
<b>Expenditures - Animal Control</b>				
10225096 Animal control	\$ 450.00	\$ 5,518.65	\$ 5,550.00	\$ (31.35)
<b>Total Expenditures - Animal Control</b>	<b>\$ 450.00</b>	<b>\$ 5,518.65</b>	<b>\$ 5,550.00</b>	<b>\$ (31.35)</b>
<b>Expenditures - Health</b>				
10245048 Training	\$ 0.00	\$ 159.00	\$ 0.00	\$ 159.00
10245052 Professional services	200.00	4,993.50	3,400.00	1,593.50
<b>Total Expenditures - Health</b>	<b>\$ 200.00</b>	<b>\$ 5,152.50</b>	<b>\$ 3,400.00</b>	<b>\$ 1,752.50</b>

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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Expenditures - Streets and Roads</b>				
10315002 Salary - permanent	\$ 2,247.82	\$ 23,282.28	\$ 18,757.44	\$ 4,524.84
10315005 Salary - overtime	0.00	17.21	0.00	17.21
10315006 Payroll taxes	148.48	2,462.14	1,608.54	853.60
10315007 Medical/Dental/Vision insurance	425.52	5,028.54	5,137.73	(109.19)
10315009 Workers comp. insurance	241.05	1,211.18	975.39	235.79
10315010 Deferred retirement	0.00	1,209.43	1,500.60	(291.17)
10315011 Bldg/property insurance	0.00	477.00	460.00	17.00
10315014 Vehicle expense	950.45	13,944.60	12,200.00	1,744.60
10315020 Building and ground maint.	0.00	2,787.12	500.00	2,287.12
10315021 Street maintenance	0.00	2,315.15	4,000.00	(1,684.85)
10315024 Special department supply	0.00	1,165.24	1,000.00	165.24
10315026.1 Uniform allowance	150.00	150.00	300.00	(150.00)
10315034 Telephone/internet	80.90	983.65	930.00	53.65
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	0.00	264.63	500.00	(235.37)
<b>Total Expenditures - Streets and Roads</b>	<b>\$ 4,244.22</b>	<b>\$ 56,950.08</b>	<b>\$ 49,466.36</b>	<b>\$ 7,483.72</b>
<b>Expenditures - Planning</b>				
10415052 Professional services	\$ 0.00	\$ 32,808.67	\$ 24,000.00	\$ 8,808.67
10415053 Reimbursable Fees	656.25	13,867.79	10,000.00	3,867.79
10415055 Contractual services	0.00	15,632.25	14,500.00	1,132.25
10415059 Special Planning Projects	0.00	23,817.25	162,000.00	(138,182.75)
10415620 LRSP PROJECTS	0.00	332.50	23,500.00	(23,167.50)
10415630 CLIMATE ACTION PLAN	0.00	1,775.00	6,500.00	(4,725.00)
<b>Total Expenditures - Planning</b>	<b>\$ 656.25</b>	<b>\$ 88,233.46</b>	<b>\$ 240,500.00</b>	<b>\$ (152,266.54)</b>
<b>Expenditures - City engineer</b>				
10425052 Professional services	\$ 292.50	\$ 7,026.95	\$ 9,000.00	\$ (1,973.05)
<b>Total Expenditures - City engineer</b>	<b>\$ 0.00</b>	<b>\$ 7,026.95</b>	<b>\$ 9,000.00</b>	<b>\$ (1,973.05)</b>
<b>Expenditures - Building Regulation</b>				
10435024 Special department supply	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ (1,500.00)
10435052 Professional services	547.18	34,086.88	36,000.00	(1,913.12)
<b>Total Expenditures - Building Regulation</b>	<b>\$ 547.18</b>	<b>\$ 34,086.88</b>	<b>\$ 37,500.00</b>	<b>\$ (3,413.12)</b>

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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY 2021/2022 Budget	Over/(Under) Budget
<b>Expenditures - Library</b>				
10615002 Salary - permanent	\$ 350.00	\$ 3,250.21	\$ 5,000.00	\$ (1,749.79)
10615006 Payroll taxes	43.54	443.27	692.50	(249.23)
10615009 Workers comp. insurance	69.38	348.60	260.00	88.60
10615012 Office expense	0.00	342.77	0.00	342.77
10615020 Building and ground maint.	0.00	142.16	600.00	(457.84)
10615024 Special department supply	314.29	2,234.59	1,500.00	734.59
10615031 Gas	239.20	4,351.35	4,200.00	151.35
10615032 Utilities	136.45	1,757.86	1,440.00	317.86
10615033 Water	45.32	530.36	480.00	50.36
10615034 Telephone/internet	144.75	1,760.00	1,680.00	80.00
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)
<b>Total Expenditures - Library</b>	<b>\$ 1,342.93</b>	<b>\$ 16,749.54</b>	<b>\$ 17,581.50</b>	<b>\$ (831.96)</b>
<b>Expenditures - Parks</b>				
10625002 Salary - permanent	\$ 797.43	\$ 7,146.76	\$ 6,431.19	\$ 715.57
10625006 Payroll taxes	79.74	803.83	732.91	70.92
10625007 Medical/Dental/Vision insurance	63.75	753.35	769.82	(16.47)
10625009 Workers comp. insurance	86.25	433.37	334.42	98.95
10625010 Deferred retirement	0.00	183.37	231.62	(48.25)
10625020 Building and ground maint.	0.00	4,098.57	4,500.00	(401.43)
10625024 Special department supply	0.00	159.23	400.00	(240.77)
10625032 Utilities	168.83	1,211.12	600.00	611.12
10625033 Water	249.97	2,697.45	2,200.00	497.45
10625061 Liability Insurance	0.00	392.06	358.87	33.19
10625065 Russ Park expenditures	0.00	1,182.45	3,000.00	(1,817.55)
<b>Total Expenditures - Parks</b>	<b>\$ 1,445.97</b>	<b>\$ 19,061.56</b>	<b>\$ 19,558.83</b>	<b>\$ (497.27)</b>
<b>Expenditures -Community Center</b>				
10635002 Salary - permanent	\$ 0.00	\$ 0.71	\$ 0.00	\$ 0.71
10635020 Building and ground maint.	0.00	129.56	1,500.00	(1,370.44)
10635063 Building and Property Insurance	0.00	2,559.00	3,000.00	(441.00)
<b>Total Expenditures -Community center</b>	<b>\$ 0.00</b>	<b>\$ 2,689.27</b>	<b>\$ 4,500.00</b>	<b>\$ (1,810.73)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 92,425.71</b>	<b>\$ 1,166,834.96</b>	<b>\$ 1,162,539.37</b>	<b>\$ 4,295.59</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (82,645.17)</b>	<b>\$ (145,807.09)</b>	<b>\$ (4,147.56)</b>	<b>\$ (141,659.53)</b>

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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
22314210.1 Gas tax (2105)	\$ 0.00	\$ 5,795.42	\$ 7,823.00	\$ (2,027.58)
22314210.2 Gas tax (2106)	0.00	7,686.29	10,029.00	(2,342.71)
22314210.3 Gas tax (2107)	0.00	6,597.07	9,950.00	(3,352.93)
22314210.4 Gas tax (2107.5)	0.00	1,000.00	1,000.00	0.00
22314210.5 Gas Tax (2103)	0.00	8,658.35	10,650.00	(1,991.65)
<b>Total Revenue</b>	<u>0.00</u>	<u>29,737.13</u>	<u>39,452.00</u>	<u>(9,714.87)</u>
<b>EXPENDITURES</b>				
22315002 Salary - permanent	2,891.50	22,337.89	19,856.36	2,481.53
22315005 Salary - overtime	0.00	21.28	0.00	21.28
22315006 Payroll taxes	201.18	1,865.66	1,746.20	119.46
22315007 Medical/Dental/Vision insurance	446.94	5,299.89	5,433.02	(133.13)
22315009 Workers comp. insurance	270.96	1,361.46	1,071.91	289.55
22315010 Deferred retirement	0.00	1,270.00	1,588.50	(318.50)
22315057 Street signs	0.00	798.18	500.00	298.18
22315058 Street lighting	1,195.75	13,544.03	13,200.00	344.03
22315061 Liability Insurance	0.00	1,231.68	1,150.24	81.44
<b>TOTAL EXPENDITURES</b>	<u>5,006.33</u>	<u>47,730.07</u>	<u>44,546.23</u>	<u>3,183.84</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (5,006.33)</u>	<u>\$ (17,992.94)</u>	<u>\$ (5,094.23)</u>	<u>\$ (12,898.71)</u>

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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
23314211 RSTP Revenue	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ (10,000.00)
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>(10,000.00)</u>
<b>EXPENDITURES</b>				
23315002 Salary - permanent	633.25	5,943.88	5,913.41	30.47
23315006 Payroll taxes	43.56	488.23	495.78	(7.55)
23315007 Medical/Dental/Vision insurance	117.31	1,386.40	1,452.95	(66.55)
23315009 Workers comp. insurance	76.34	383.55	307.50	76.05
23315010 Deferred retirement	0.00	367.08	473.07	(105.99)
23315061 Liability Insurance	0.00	347.00	329.97	17.03
<b>TOTAL EXPENDITURES</b>	<u>870.46</u>	<u>8,916.14</u>	<u>8,972.68</u>	<u>(56.54)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (870.46)</u>	<u>\$ (8,916.14)</u>	<u>\$ 1,027.32</u>	<u>\$ (9,943.46)</u>

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

	1 Month Ended June 30, 2022 <u>Actual</u>	12 Months Ended June 30, 2022 <u>Actual</u>	FY2021/2022 <u>Budget</u>	Over/(Under) <u>Budget</u>
<b>Revenues</b>				
24314231 Transportation devel. act	\$ 0.00	\$ 44,740.00	\$ 44,740.17	\$ (0.17)
<b>Total Revenue</b>	<u>0.00</u>	<u>44,740.00</u>	<u>44,740.17</u>	<u>(0.17)</u>
<b>EXPENDITURES</b>				
24315002 Salary - permanent	1,766.28	19,995.89	21,453.71	(1,457.82)
24315005 Salary - overtime	0.00	19.97	0.00	19.97
24315006 Payroll taxes	118.36	1,671.31	1,761.23	(89.92)
24315007 Medical/Dental/Vision insurance	426.83	5,046.41	5,261.33	(214.92)
24315009 Workers comp. insurance	274.41	1,378.79	1,076.21	302.58
24315010 Deferred retirement	0.00	1,343.35	1,716.30	(372.95)
24315014 Vehicle expense	0.00	538.53	250.00	288.53
24315016 Fuel	2,056.64	14,041.05	6,600.00	7,441.05
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	292.21	3,170.07	3,200.00	(29.93)
24315033 Water	86.74	865.42	720.00	145.42
24315034 Telephone/internet	80.89	983.66	940.00	43.66
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)
<b>TOTAL EXPENDITURES</b>	<u>5,102.36</u>	<u>50,828.56</u>	<u>47,083.64</u>	<u>3,744.92</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (5,102.36)</u>	<u>\$ (6,088.56)</u>	<u>\$ (2,343.47)</u>	<u>\$ (3,745.09)</u>

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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
26314230 Drainage fund	\$ 0.00	\$ 10,475.66	\$ 4,500.00	\$ 5,975.66
26314240 Drainage district fees	0.00	6,088.18	20,157.10	(14,068.92)
<b>Total Revenue</b>	<u>0.00</u>	<u>16,563.84</u>	<u>24,657.10</u>	<u>(8,093.26)</u>
<b>EXPENDITURES</b>				
26315002 Salary - permanent	965.14	9,196.82	8,645.45	551.37
26315005 Salary - overtime	0.00	12.01	0.00	12.01
26315006 Payroll taxes	66.24	762.71	735.16	27.55
26315007 Medical/Dental/Vision insurance	181.25	2,346.99	2,224.45	122.54
26315009 Workers comp. insurance	231.99	1,165.67	449.57	716.10
26315010 Deferred retirement	0.00	546.55	691.64	(145.09)
26315019 Creek maintenance	0.00	86.25	1,500.00	(1,413.75)
26315023 Drain project	0.00	0.00	200.00	(200.00)
26315024 Special department supply	0.00	321.07	750.00	(428.93)
26315052 Professional services	0.00	2,010.00	0.00	2,010.00
26315061 Liability Insurance	0.00	1,054.57	482.42	572.15
26315194 Interest expense	1,129.58	13,649.32	13,555.00	94.32
<b>TOTAL EXPENDITURES</b>	<u>2,574.20</u>	<u>31,151.96</u>	<u>29,233.69</u>	<u>1,918.27</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (2,574.20)</u>	<u>\$ (14,588.12)</u>	<u>\$ (4,576.59)</u>	<u>\$ (10,011.53)</u>

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

	1 Month Ended June 30, 2022 Actual	12 Months June 30, 2022 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
25314288 Tipping fee (int. waste mgt.)	\$ 0.00	\$ 5,000.00	\$ 4,200.00	\$ 800.00
25314600 Recycling grant	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>(5,000.00)</u>
<b>Total Revenue</b>	<u>0.00</u>	<u>5,000.00</u>	<u>9,200.00</u>	<u>(4,200.00)</u>
<b>EXPENDITURES</b>				
25315002 Salary - permanent	588.15	5,285.49	5,097.24	188.25
25315006 Payroll taxes	40.27	424.00	411.64	12.36
25315007 Medical/Dental/Vision insurance	105.94	1,251.88	1,280.23	(28.35)
25315009 Workers comp. insurance	65.40	328.60	265.06	63.54
25315010 Deferred retirement	0.00	508.17	407.78	100.39
25315061 Liability Insurance	0.00	297.28	284.43	12.85
25315600 Recycling grant expenditures	<u>0.00</u>	<u>56.00</u>	<u>236.00</u>	<u>(180.00)</u>
<b>TOTAL EXPENDITURES</b>	<u>799.76</u>	<u>8,151.42</u>	<u>7,982.38</u>	<u>169.04</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (799.76)</u>	<u>\$ (3,151.42)</u>	<u>\$ 1,217.62</u>	<u>\$ (4,369.04)</u>



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

	1 Month Ended June 30, 2022 Actual	12 Months Ended June 30, 2022 Actual	FY2021/2022 Budget	Over/(Under) Budget
<b>Revenues</b>				
30514274 Sewer service charge	\$ 0.00	\$ 607,348.23	\$ 800,000.00	\$ (192,651.77)
30514275 Sewer connection fees	0.00	16,826.73	15,000.00	1,826.73
30514303 Septic discharge	203,327.32	308,841.82	101,000.00	207,841.82
30514330 COVID-19 Relief Funds	0.00	19,894.29	0.00	19,894.29
<b>Total Revenue</b>	<u>203,327.32</u>	<u>952,911.07</u>	<u>916,000.00</u>	<u>36,911.07</u>
<b>EXPENSES</b>				
30515002 Salary - permanent	30,344.33	270,838.95	269,729.08	1,109.87
30515005 Salary - overtime	515.62	4,745.03	3,647.28	1,097.75
30515006 Payroll taxes	2,183.67	23,995.89	23,317.65	678.24
30515007 Medical/Dental/Vision insurance	4,089.68	48,104.66	50,033.54	(1,928.88)
30515009 Workers comp. insurance	3,085.66	15,504.33	14,215.57	1,288.76
30515010 Deferred retirement	0.00	14,521.51	19,471.87	(4,950.36)
30515012 Office expense	0.00	593.49	1,200.00	(606.51)
30515014 Vehicle expense	0.00	606.19	500.00	106.19
30515016 Fuel	705.14	4,627.27	2,400.00	2,227.27
30515024 Special department supply	789.55	2,631.07	1,000.00	1,631.07
30515030 Trash service	0.00	5,998.07	5,800.00	198.07
30515032 Utilities	4,577.94	75,233.08	74,400.00	833.08
30515033 Water	81.16	2,131.50	2,200.00	(68.50)
30515034 Telephone/internet	532.09	6,323.01	6,000.00	323.01
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	45.00	479.40	2,000.00	(1,520.60)
30515052 Professional services	0.00	960.00	0.00	960.00
30515055 Contractual services	0.00	5,551.95	8,100.00	(2,548.05)
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	0.00	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	10,005.18	233,028.01	50,000.00	183,028.01
30515122 Sewer line maintenance	0.00	861.61	35,000.00	(34,138.39)
30515130 Ultra Violet Lights	15,878.74	15,878.74	25,000.00	(9,121.26)
30515157 Testing and monitoring	225.00	14,430.84	12,000.00	2,430.84
30515160 Postage & Shipping	0.00	0.00	600.00	(600.00)
30515170 State Water Planning Grant Expenses	0.00	1,080.00	0.00	1,080.00
30515190 USDA loan	0.00	193,493.74	194,000.00	(506.26)
<b>TOTAL EXPENSES</b>	<u>73,058.76</u>	<u>971,559.76</u>	<u>832,119.40</u>	<u>139,440.36</u>
<b>NET INCOME (LOSS)</b>	<u>\$ 130,268.56</u>	<u>\$ (18,648.69)</u>	<u>\$ 83,880.60</u>	<u>\$ (102,529.29)</u>

City of Ferndale  
Cash Balances

As of June 30, 2022

Cash Balances

Current Assets		
General Fund	\$	617,732.17
Restricted Cash		15,150.00
Gas Tax		(17,143.24)
RSTF		9,948.85
TDA		212,004.13
IWM		54,389.02
Drainage		(19,476.10)
Sewer		<u>893,350.25</u>
Total	\$	<u><u>1,765,955.08</u></u>
Checking	\$	1,108,712.83
LAIF		657,092.25
Petty cash		<u>150.00</u>
Total	\$	<u><u>1,765,955.08</u></u>

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**RESOLUTION 2022-15**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE**  
**AUTHORIZING THE COUNTY OF HUMBOLDT TO COLLECT FERNDALE'S SEWER FEES**

**WHEREAS**, Government Code 38900 et seq. and Health and Safety Code 5471 et seq. give the city legislative body authority to construct, establish, and maintain drains and sewers and to set fees, tolls, rates, rentals or other charges including water, sewer standby or immediate availability charges, for services and facilities furnished by it, either within or without its territorial limits, in connection with its water, sanitation, storm drainage, or sewerage system; and

**WHEREAS**, The City of Ferndale's Sewer Ordinance 03-05, as amended by Ordinance 07-03, provides rules and regulations for the use and construction of sanitary sewer facilities installed, altered or repaired within the city; and

**WHEREAS**, The City of Ferndale's Sewer Fee Ordinance 04-03 establishes sewer fees and annual review of Commercial Sewer Service based on annual water consumption and determining Equivalent Dwelling Units ("EDU"); and

**WHEREAS**, Following the Proposition 218 process, the City Council passed and adopted Resolution 2020-16 approving a sewer usage rate increase by setting the rate for the current fiscal year at \$876.24 per Equivalent Dwelling Unit ("EDU") per year and further assigned an EDU value to the differing parcel usage types as set forth in Resolution 2020-16; and

**WHEREAS**, The City of Ferndale shall collect this fee from all City of Ferndale and County properties connected to the City's sewer system; and

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Ferndale sets the sewer fee at \$876.24 per Equivalent Dwelling Unit ("EDU") per year and instructs the Humboldt County Tax Assessor to collect said fees and remit the same to the City.

**PASSED AND ADOPTED** this 20<sup>th</sup> day of July, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Don Hindley, Mayor

**ATTEST:**

---

Kristene Hall, City Clerk

**RESOLUTION 2022-16**  
**A RESOLUTION OF THE CITY OF FERNDALE AUTHORIZING THE CITY MANAGER**  
**TO COLLECT THE DRAINAGE ASSESSMENT AND INSTRUCT HUMBOLDT COUNTY TAX ASSESSOR TO CONTINUE**  
**COLLECTION OF THE ASSESSMENT**

- A. **WHEREAS**, At the general election held on November 4, 1997, Measure V ("Measure V") appeared on the ballot presented to the voters of the City of Ferndale; and
- B. **WHEREAS**, Measure V posed the following question to the voters of the City of Ferndale: "Shall the City create a storm drain utility within the City of Ferndale and assess \$25.00 per fiscal year per parcel, for the purpose of providing funding for storm drain maintenance, repairs and improvements?" Yes  No ; and
- C. **WHEREAS**, Based on the certified election results for the November 4, 1997 general election, 336 voters in the City of Ferndale voted "Yes" on Measure V (72.26%), and 129 voters voted "No" (27.24%); and
- D. **WHEREAS**, The City Attorney and separately retained legal counsel have both opined that Measure V constitutes a special tax, subject to collection pursuant to California Government Code § 53750(h)(2)(B); and
- E. **WHEREAS**, The City Manager seeks authorization to initiate collection of the per parcel assessment authorized by Measure V, and authorization to notify the Humboldt County Tax Assessor to continue collection of said assessment.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FERNDALE DOES HEREBY ADOPT THE FINDINGS RECITED ABOVE AND AUTHORIZES THE CITY MANAGER TO COLLECT THE ASSESSEMENT AUTHORIZED BY THE VOTERS OF THE CITY OF FERNDALE PURSUANT TO MEASURE V, AND TAKE ALL ACTIONS NECESSARY TO INSTRUCT THE HUMBOLDT COUNTY TAX ASSESSOR TO CONTINUE COLLECTION OF THE ASSESSEMENT.**

**PASSED, APPROVED AND ADOPTED this 20th day of July, 2022 by the following vote:**

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

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

**ATTEST:**

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

**Section 10**

**CALL ITEMS**

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

**Section 11**

**PRESENTATION**

*a. Arlington Avenue Drainage Technical Assistance Project*

**Section 12**

**PUBLIC HEARING**

**Section 13**

**BUSINESS**

Meeting Date:	July 20, 2022	Agenda Item Number	13. a
Agenda Item Title	Per Capita Grant Funding Revised Budget and Additional Improvements		
Presented By:	City Planner		
Type of Item:	<input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input checked="" type="checkbox"/> Roll Call Vote

**PROJECT DESCRIPTION:** Proposition 68 Per Capita Grant Funding for the City of Ferndale

**STAFF RECOMMENDATION:** Approve Modified Per Capita Budget and Select Additional Improvements

**BACKGROUND:**

The Per Capita Grant Program originates from Proposition 68, approved on June 5, 2018. Funds are available for local park rehabilitation, creation, and improvement grants to local governments on a per capita basis. Grant recipients are encouraged to utilize awards to rehabilitate existing infrastructure and to address deficiencies in neighborhoods lacking access to the outdoors (PRC §80061(a)).

The City of Ferndale was awarded \$177,952 as part of the General Per Capita Program. This funding is non-competitive and does not require any matching funds due to the City's designation as disadvantaged (based on the State Parks per capita match calculator).

*Eligible Projects*

- Projects must be capital outlay for recreational purposes, either acquisition or development.
- Pre-construction costs may not exceed 25% of the project amount (this includes permitting, designs, staff time, and the like).
- The primary purpose of any building constructed or improved must be public recreation.
- Construction outside the boundaries of the recreation facility is not permitted.

The City submitted two preliminary applications, one for each existing park (Fireman's Park and Russ Park) by the Dec. 31, 2021 deadline. The applications included a variety of projects that had been discussed at City Council meetings prior to submittal. In order to further refine the project list, two public meetings were held in early March, a City Council study session was held on April 5<sup>th</sup>, and discussions were held at City Council meetings in March and April. Below is a project summary and timeline.

### PER CAPITA PROJECT TIMELINE SUMMARY

PER CAPITA \$177,952	DETAILS	ACTIVITY
Study Session	Council decided to hold two public meetings prior to the March Council Meeting to provide community input.	December 13, 2021
Grant Application	Parks and Recreation allowed Ferndale City to identify improvements and CEQA after the application submission	Per Capita Application submitted December 30, 2021
Public Scoping Meetings	Two public meetings identified community interests. In addition Plan-West conducted an online public survey to gather input from the community.	March 3 Virtual March 5 in Person
Council Review of Public Scoping Meetings	General discussions about previous Per Capita grants and the parks that included Risk Management. Attorney Plotz stated the City is obligated to maintain parks for safe public use.	March 16, 2022
City Council study Session	Robust discussions and consensus on approved projects be brought to the next regular council meeting for final approval.	April 5 <sup>th</sup> 2022
Grant Award Contract	Contract states project activities must be completed by June 30, 2024	Signed April 13, 2022
April 20 Council Meeting	Selected Improvements	April 20 Selected improvements.
4/20 Russ Park approved by Council	Trail Vehicle Parking Lot Gravel Trail Tractor Signage Tools	\$6,500 \$6,000 \$18,000 \$18,000 \$5,000
4/20 Fireman's Park approved by Council	Barbeque Area Signage Additional Covers Signage Tools	\$40,000 \$15,000 \$30,000 \$18,000 \$5,000
4/20 Cost Estimates	Park Improvements	\$166,350
Per Capita Project OGALS request; are Tractors and tools allowable purchases?	4/22/2022 - clarification request for a Trail Vehicle, Tractor, and Trail tools purchases. 6/2/2022 - OGALS will not allow Trail Vehicle, Tractor, and Trail tools purchases that totaled \$29,500 in the April Budget.	2-month delay OGALS determination no equipment slowed the Council's selection process
May Council Meeting	Per Capita Not on Agenda	

June 15 Council Meeting	Some Council frustration - why the improvement selection process is requiring more effort, time, and clarification.	Eliminating the Tractor and tools requires budget modifications
July 20 Council Meeting	Complete Park Improvement Selections.	
August Per Capita Project Progress Report Due	Currently the City has not completed CEQA that was to be completed in April 2022	August 11 Due Date
This progress report due August 11 <sup>th</sup> will require explanations like why parks deliverables identified in the application such as Install footbridge, park information signs, group barbeque, play equipment. Russ Park parking lot, vault restroom, and storage shed are approved by or not approved. What stage is the project in? Pre Construction Estimated date, project completion, potential obstacles affecting completion. Is the project: On Time? Within Budget? Within Scope? explain: and describe grant-funded work completed since last status report submitted on 12/29/2021 : When will the City submit payment requests?		
<b>Per Capita Project Completion Timeline</b>		
Select Final Project Improvement Selections by 9/1/22		
Complete CEQA by September 9/30/22		
October 2022 - Prepare and Solicit Project RFPs for improvements		
November 2022 - Select Bids and Award Contracts		
December 2022 - Complete Interpretive signs production and trail sign design coordination		
January 2023 to May 2023 Complete Construction Improvements		
June 2023 Per Capita Projects Close Out		

## July 20, 2022 Budget Presentation

### FIREMAN'S PARK IMPROVEMENTS

**Interpretive Panel:** An interpretive Panel was approved by Council to highlight the park and area attractions including a map and bar code for additional cell phone information about the area. The panel message will be approved by Council. The free-standing interpretive panel would be located next to the Picnic Area Road entrance.

- The estimated cost to produce the Interpretive panel is \$20,000.

**Barbeque Picnic Area.** A Community Raised Pit Barbeque rock design 4' W X 6' L x 3' H was presented but a smaller size pit barbeque was requested by Council along with 2 additional 32" H X 30" W X 32 L free-standing barbeques and a 12" L 10" W post and beam gable roof barbeque shade structure.

- The estimated construction cost of the Pit Barbeque is \$15,000.
- The estimated cost of two free standing Barbeques is \$2,000.
- The estimated construction cost of the Pit Barbeque gable roof structure is \$20,000.
- In addition decomposed granite 2" H X 60" L X 40 W is recommended to cover the barbeque grounds at an estimated cost of \$4,000 has not been selected.



**Fireman’s Park Honorary Plaque:** A bronze plaque on a stand to honor Fireman was approved. The Message will be approved by Council. The Plaque location would be in the Picnic Area. The estimated cost is \$3,000.

**Footbridge:** A proposed footbridge the crossed Francis Creek adjacent the picnic area would be installed with footings that stayed out of the Francis Creek and included a short trail to Berding Street and sidewalk access to Eugene Street that could provide a Russ Park access to a south entrance Trail that was estimated to cost up to \$60,000 was not selected.

**Musical Playground:** The Musical Playground that could include drums and chimes visitors could play was presented that would be located next to the existing playground. There was some Council discussion about the sound the instruments might create. The estimated cost of the musical instruments would be from \$25,000 to \$40,000 depending on what instruments were installed. This feature was not selected.

**Bocci Court Shade Cover:** A Shade Cover was suggested for the Bocci Courts. One metal shade cover constructed over 1 Bocci Court 100’L X 14’W is estimated to cost of \$20,000. This has not been selected.

**Other Improvements:** may include lights for the Ball Field

<b>FIREMAN’S PARK IMPROVEMENTS</b>		
<b>Improvement</b>	<b>Cost</b>	<b>Notes</b>
Barbeque Area	\$40,000.	\$15,000. - Custom made group barbeque. \$2,000 for two stand-alone Barbeques \$20,000, - 12’ by 10’ Barbeque Area Roof Cover \$3,000. - 12” by 16” Bronze Plaque honoring Firemen
Signage	\$20,000.	Includes local park and area attractions interpretive sign with smart phone bar code for additional media information.
Project Coordinator	\$6,000.	Project Management / Grant Compliance
CEQA	\$5,000.	
10% Contingency	\$7,100.	
<b>Total</b>	<b>\$78,100.</b>	

<b>Other TBD are Rough Estimates</b>	
1 Bocci Shade Cover	\$20,000.
Decomposed Granite Picnic Area surface	\$4,000.
Musical Playground	\$25,000 to \$40,000.
Ball Park Lights	\$25,000
Other TBD	

**RUSS PARK IMPROVEMENTS**

**Park Signage:** Approved signs include coordinating designs and locations with Jim Stretch:

- Trailhead Interpretive Panel highlighting park features is estimated to cost \$15,000.
- Trail Intersection and Destination Markers 15 locations is estimated to cost \$7,000.
- Sign Installation is estimated to cost \$9000.

**Parking Lot Gravel:** 5/8s crushed rock 3” X 2000 sqft includes grading and delivery cost estimate is \$4,000 was approved.

**Vault Toilet:** for the Russ Park Trailhead that was estimated cost \$60,000 was not selected.

**Other Improvement Considerations:** not selected were a Eugene Street Parking Lot and hiking trail, an ADA Trail at the park entrance, other new trail construction, and a pedestrian trail widening Bluff street. These improvements would require costly environmental compliance that may take up to 1 year to provide a CEQA Determination and are likely to be cost prohibitive.

**Additional Interpretive Trail Signs may be included.**

RUSS PARK IMPROVEMENTS		
Improvement	Cost	Notes
<b>Parking Lot Gravel</b>	\$4,000.	5/8s crushed rock 3” X 2000 sqft installed.
<b>Signage</b>		
Interpretive Panel	\$15,000.	Includes local park and area attractions interpretive sign with smart phone bar code for additional media information.
Park Entrance		
Trail Destination	\$7,000.	TBD with Jim Stretch
Markers		
Trail Sign Installation	\$9,000.	
Project Coordinator	\$6,000.	Project Management / Grant Compliance
CEQA	\$5,000.	
10% Contingency	\$4,600.	
<b>Total</b>	<b>\$50,600.</b>	

Other TBD	
Additional Trail Interpretive Signage	\$5,000 - \$10,000.

**Conclusion:** It is important to select the final park improvements as soon as possible to comply with the application deliverables and complete CEQA delays required to implement improvements to meet the grant contract performance deadline. Due to having to eliminate tractor and tool equipment it requires a \$29,000 budget modification.

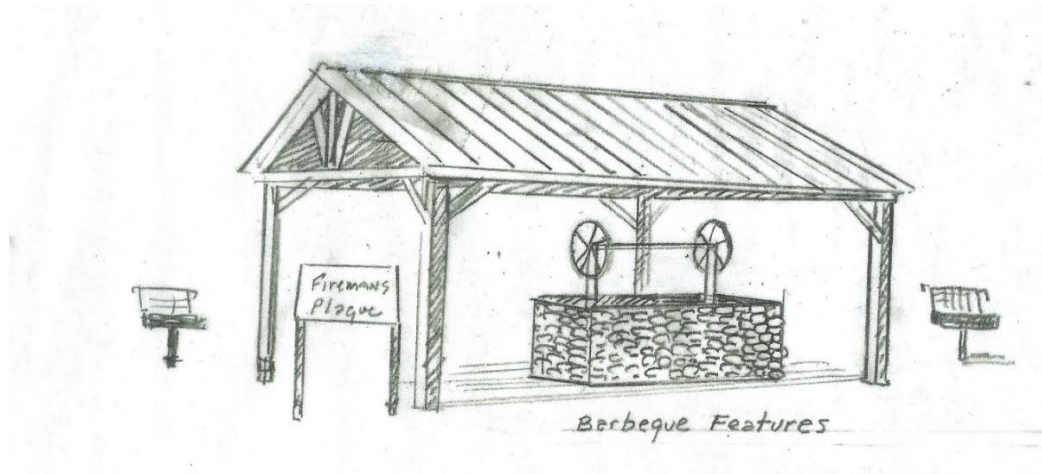
**JULY COUNCIL MEETING ACTION ITEM: Approve the July modified Per Capita Budgets above for Fireman's and Russ Park and select an additional improvement**

Currently \$128,700. is budgeted for the Per Capita Projects leaving about \$49,252 available for other improvements. However, inflation and high bids for production and construction have potential to increase the project costs another 20%. \$128,700 plus a 20% increase = \$25,740: The City Council may select another improvement at the July Council meeting for one of the following items or another improvement that could be budgeted for another \$26,000-\$30,000.

- Musical Instruments
- Baseball Field light improvements
- Additional Shade Structures
- Russ Park Trail interpretive signs

**IMAGE EXAMPLES**      (*NOTE: Actual installed improvements may look different*)

**Fireman's Park**



Custom Made Group Barbeque.



10 X 12 Custom Barbeque Roof Cover



2 Free standing Barbeque Units



12" by 16" Bronze Plaque Honoring Firemen on panel.

# Fireman’s Park

In 1941-42, the Works Progress Administration - (WPA) improved this municipal park with a softball field, bleachers, a recreation hall, picnic tables, and fireplaces. Fireman’s Park today has bocce courts, a basketball court, a baseball field with bleachers, an independently operated Ferndale Community Center, picnic tables, fireplaces, a public restroom, a playground area. Fireman’s Park is dedicated to Ferndale’s brave volunteer Fireman.



## Bocce Courts

Fireman’s-Park has 3 Bocce Courts. Bocce is a ball sport developed in Italy in closely related to British bowls and French *pétanque*. Bocce courts are made of sand or clay level surfaces 75 feet long by 8 feet wide with boarded ends and sides. Each player or team in turn rolls or

tosses four wooden or composite balls, called *bocce*, each 4–5 inches in diameter, toward a smaller ball, called the *boccino* or *pallino*. The object is to bring the ball to rest nearer the *pallino* than an opponent’s ball, to protect a well-placed ball, or to knock aside an opponent’s ball. Rebounds from the side walls are permitted. At the end of a round, a side receives a point for every ball nearer the *pallino* than the nearest opposing ball. The game usually proceeds until one side has 12 points.

Fireman’s Park is maintained by Ferndale City and many community volunteers. It is open all year from sunrise to sunset and is also popular for weddings and other community events.

# Ferndale Area Attractions Map

Map to include locations Can include a map of City

- Russ Park 105 acre Reserve
- Lost Coast Trail
- Redwoods State Parks Highway 101
- Petrolia
- Port Kenyon
- Dairy Farms
- Eel River Estuary
- Centerville Beach



CA Parks & Recreation LOGO & Cell Phone barcode

*Ferndale’s well- preserved Victorian storefronts and homes date from the 1880’s when Ferndale was a stage stop to San Francisco. Today Tourism is Ferndale’s main visitor attraction and must-see destination for travelers and recreationists that visit the redwood coast in northwestern California. Dairies and farms have surrounded Ferndale since the 1880’s. Ferndale Museum is located on 4<sup>th</sup> Street.*

For Reserving Park Events 707-96-



36 by 30 Inch Panel Map Information Installation.

### Russ Park

The Russ Park Trail Head Interpretive Panel improvement may include this existing Panel art with upgraded frame, or another design or art Jim Stretch prefers.



Trail signs may be metal or (Cedar or Redwood ) engraved by a local company.

### Parking Lot Trailhead



5/8-inch aggregate 3-inch-deep X 2000 sqft

July 10, 2022

Dear Ferndale City Council members,

Ferndale has an excellent funding opportunity to enhance the Russ Park experience for visitors. A portion of a per-capita grant is being awarded to Ferndale for this purpose.

The funding is limited in nature and is intended to facilitate the enjoyment by park visitors in this wilderness park setting. This is a very good objective and is different from the more active visitor uses at Fireman's Park. Russ Park is a quiet place to recreate and to enjoy the unique characteristics of this forest setting.

- We are agreed that improvements to the parking area are needed and will make it more pleasant and safe for people entering, parking, and exiting the parking lot.
- We are agreed that a general interpretive sign at the entrance to the trail system will provide an overview of the park system and help orient visitors.
- We are agreed that way-finding signs assist visitors to navigate the many trails in the park. This includes trail name signs and directional signs at intersections of two or more trails.
- We are agreed that signs that indicate the proper trail to reach a specific destination can facilitate a smooth hiking experience.

I propose that an additional set of signs be approved that further the overall park experience for visitors. This set of signs could be interpretive in nature that explain in more detail the physical and historic nature of Russ Park.

- Ferndale Museum volunteers are expressing interest in creating a series of signs that discuss the historic values of Russ Park to help visitors gain a more compressive view of the park. Such signs may encourage hikers to then visit the museum for anther Ferndale experience.
  - Who are the Russ Family?
  - Who is Zipporah Russ?
  - How old is the Park?
  - What historic features can be seen at vista points?
- Ferndale Garden Club members are expressing interest in developing a series of informative signs that describe the botanical life found in the park. This includes native plants, shrubs, trees, and lesser-known species including fungi, mosses, and similar ground covers.
  - What is a Sitka Spruce? Southern extent of the natural range of this tree?
  - Huckleberry and other fruit producing shrubs.
  - A lack of redwood trees and why.
  - Types of mushrooms growing in the park.

Interpretive signs provide visitors a chance to pause on the trail and take in the surroundings. This pause may be punctuated by bird calls or a breeze in the tall branches above. Or the sight of a small critter making its way in the forest.

Interpretive signs can provide visitors with unexpected information that they may find of interest or that spark curiosity. Each sign has the possibility of making one visitor glad to have the added information about the place he or she is visiting.

Interpretive signs do not need to be up all the time. They can be added or temporarily removed to reflect changes in season, time of year, migration patterns, or to moderate the number of signs and to provide variety for people returning to Russ Park over a period of months or years. The Russ Park Committee can facilitate this aspect of the proposed project.

Interpretive signs meet the criteria established by the grantors and fall within the category of projects that qualify for funding.

This project, if recommended by the Council, can engage the community by allowing knowledgeable people an opportunity to share information in a meaningful way. It can provide focus for civic groups to collaborate on a worthwhile project. Everyone involved can then be a part of the Russ Park experience. For example:

- What animals are native to the park?
- What types of birds can be heard at this time of year?
- What roles do different the critter play?
- Where does water for Zipporah's Pond come from?
- Who lives in and around the pond?
- Are any science experiments conducted here?
- What is the value of a wilderness park in an urban setting?

Thank you for your consideration of this funding proposal.

Stephen Avis



Meeting Date:	July 20, 2022	Agenda Item Number	13. b
Agenda Item Title:	Resolution 2022-13 Appointing Megan Gotcher to the Ferndale Library Board		
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 type="checkbox"/> Voice Vote	<input checked="" type="checkbox"/> Roll Call Vote

### RECOMMENDATION

Approve Resolution No. 2022-13 Appointing Megan Gotcher as a Member to Ferndale Library Board for a four-year term.

### DISCUSSION:

The Library Board has one vacancy. Megan Gotcher has expressed interest to serve on the Library Board of Trustees. His Letter of interest is supported by the other Board of Trustees.

Ferndale's Ordinance 90 (July 1, 1904), states that the board shall consist of five members who shall be appointed by the City Council. Therefore, the Library Board of Trustees needs one additional member.

The City Clerk advertised the vacancy in the local paper as well as posted notices on the City of Ferndale website, and two public boards. There was only one applicant.

### FINANCIAL IMPACT:

None

### ATTACHMENTS:

1. Megan Gotcher Letter of Interest

**RESOLUTION NO. 2022-04**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE APPOINTING  
MEGAN GOTCHER TO THE FERNDALE LIBRARY BOARD OF DIRECTORS**

**WHEREAS**, Megan Gotcher has expressed an interest in and willingness to serve on the Ferndale Library Board of Directors; and

**WHEREAS**, Megan Gotcher has the support of other members of the Ferndale Library Board; and

**WHEREAS**, Megan Gotcher has agreed to serve on the Ferndale Library Board for four years.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Ferndale hereby appoint Megan Gotcher to serve on the Ferndale Library Board of Directors for a term of four years ending in January 2026.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale on July 20, 2022 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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

**Attest:**

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

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**From:** [Gotcher, Megan](#)  
**To:** [cityclerk@ci.ferndale.ca.us](mailto:cityclerk@ci.ferndale.ca.us)  
**Subject:** library board letter of interest  
**Date:** Wednesday, July 6, 2022 10:39:44 AM

Dear City Clerk, Kristene Hall,

I would like to submit a letter of interest to join the library board.

I have been a community member for thirty-six years and a library card member for the same approximate time. Upon moving to Ferndale I found a second home in the library. I love the smell and feel of an actual book. My children and I visited the library while they were and are growing up. We attended the evening children's story hour and visit the library approximately monthly. I often make a donation, more commonly called late fees.

As a young parent I participated in the Ferndale Children's Center School Board as a board member. As the parent of a high school child I supported the Boosters Club as a member of the active board. These positions allowed me to participate in budget, hiring, fundraising, and interviewing for the most current principal. I enjoyed participating in service to the community. I look forward to continuing to support my community.

I eagerly await and invitation to join the library board for the next four years.

Thank you for considering my letter of interest.

Megan Gotcher

Meeting Date:	July 20, 2022		Agenda Item Number	13. c	
Agenda Item Title:	Resolution 2022-14 Adopting a Conflict of Interest Code				
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:**

Staff recommends that the City Council review and adopt Resolution 2022-14 adopting a Conflict of Interest Code.

**DISCUSSION:**

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. No later than October 1 of each even-numbered year, each agency must submit to the code reviewing body a notice indicating whether or not an amendment is necessary.

The City Clerk reviews the code for the City Council and will recommend changes, if necessary, on even-numbered years.

There have been no substantial changes to the city’s organizational structure, nor has any changes occurred in duties and responsibilities for any positions since the last code was approved. Therefore, no amendments or changes are needed at this time.

**FINANCIAL IMPACT:**

None

**RESOLUTION NO. 2018-19**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE ADOPTING A CONFLICT OF INTEREST CODE**

**WHEREAS:** the Political Reform Act, Government Code Section (§) 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

**WHEREAS:** The Fair Political Practices Commission (FPPC) has adopted a regulation, 2 Cal. Code of Regs. §18730, which contains the terms of a standard conflict of interest code; and

**WHEREAS:** The code can be incorporated by reference and may be amended by the FPPC after public notice and hearings to conform to amendments in the Political Reform Act.

**NOW, THEREFORE BE IT RESOLVED:** The terms of 2 Cal. Code of Regs. §18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference, and along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the City of Ferndale.

**BE IT FURTHER RESOLVED:** Designated employees shall file their statements with the City of Ferndale which will make the statements available for public inspection and reproduction (G.C. §81008). Statements for all designated employees will be retained by the City Clerk of the City of Ferndale.

**BE IT FURTHER RESOLVED:** That the City of Ferndale abides by G.C. §87200 requiring Mayors, City Managers, City Attorneys, City Treasurers, Members of City Councils and Planning Commissions, and any other public officials who manage public investments, and to candidates for any of these offices at any election.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale on July 20, 2022, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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

**Attest:**

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

## Appendix A - Resolution 2022-14

Position	Disclosure Level
City Manager	1
City Clerk	1
City Treasurer (Finance)	1
City Attorney	1
City Engineer	1
City Planner	1
Building Official / Building Inspector	3 and 5
Mayor	1
City Council persons	1
Planning Commission Chair	1
Planning Commissioners	1
Consultants*	See Appendix B

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitations:

The City Manager may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The City Manger’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

## Appendix B - Resolution 2022-14

## Disclosure Categories

1	Full Disclosure	All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.
2	Full Disclosure (excluding interests in real property)	All investments, business positions and sources of income, including gifts, loans and travel payments.
3	Interests in Real Property	All interests in real property located in the jurisdiction.
4	General Contracting Categories (Two models)	<p>Note: The first model can be used for an individual who contracts for the entire agency. The second model is for an individual who has contracting authority for a specific department (e.g. fleet manager).</p> <p>All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the City of Ferndale.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the specific department of the City of Ferndale.</p>
5	Regulatory, Permit or Licensing Agency (Two models)	<p>Note: The first model can be used by an agency that licenses or regulates. The second model can be used by an agency that licenses occupations, as well as approves classes or curricula to obtain, or maintain an occupation license.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, from sources that are subject to the regulatory, permit or licensing authority of, or have an application for a license or permit pending before, the City of Ferndale.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, from sources that either contract to provide education or training required by the City of Ferndale to qualify or maintain a license, or entities that</p>

		<p>provide education or training services which courses or curricula are approved by the City of Ferndale.</p>
<p>6</p>	<p>Grant / Service Providers / Agencies that Oversee Programs (two models)</p>	<p>Note: The first model can be used by an agency that awards monies or grants to organizations or individuals. The second model is for an agency that also approves programs for rehabilitative services.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the City of Ferndale.</p> <p>All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from alcohol related problems / drug abuse.</p>



**FAIR POLITICAL PRACTICES COMMISSION****2022 Conflict of Interest Code  
Biennial Notice Instructions for Local Agencies**

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The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By **July 1, 2022**: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By **October 3, 2022**: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2022 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in **more than one county** and will contact them.

**The Local Agency Biennial Notice is not forwarded to the FPPC.**

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

**If you answer yes, to any of the questions below, your agency's code probably needs to be amended.**

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code is available on [FPPC's website](#).

Meeting Date:	July 20, 2022	Agenda Item Number	13. d
Agenda Item Title	Consider Designating a Voting Delegate to League of California Cities Conference in Long Beach		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Consider designating a voting delegate and alternate, and decide whether the City will pay for that delegate or alternate to attend the League of Cities Conference in Long Beach.

**BACKGROUND:**

Each year the City has an opportunity to send a representative to the League of California Cities Annual Conference. In the past, the Council has voiced the opinion that the expenditure to send someone to this conference was not a responsible use of city funds.

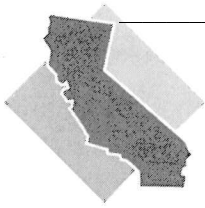
If the Council does decide to designate the Mayor or a Council Member as a voting delegate, the Mayor or Council Member who goes would be eligible to have their travel expenses reimbursed by the City according to the "City of Ferndale Travel and Reimbursement Policy." According to this policy, the Mayor or Council Member could receive a maximum reimbursement of \$440(\$110 per night) for four nights for room and a maximum of \$370 (\$74. max per day) for meals. Since the conference is held in Long Beach this year, expenses would also include airfare, rental car, and fuel. Total reimbursed expenses could be up to \$2500. The 2022-23FY Budget did not set aside money for this purpose, so if approved, monies would need to be allocated from the General Fund. The cost to attend the Conference is an additional \$600.

**FISCAL IMPACT:**

Under current city policy, reimbursement plus conference cost could be up to \$3100.

**ATTACHMENTS:**

- League of Cities Announcement
- Travel Reimbursement Policy



LEAGUE OF  
**CALIFORNIA  
CITIES**

Council Action Advised by August 31, 2022

**DATE: June 1, 2022**

**TO: City Managers and City Clerks**

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference & Expo – September 7-9, 2022**

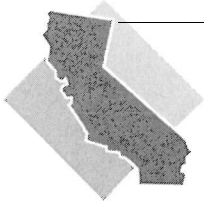
Cal Cities 2022 Annual Conference & Expo is scheduled for September 7-9, 2022 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, September 9. At this meeting, Cal Cities membership considers and acts on resolutions that establish Cal Cities policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity.

**Please complete the attached Voting Delegate form and return it to Cal Cities office no later than Friday, September 2. This will allow us time to establish voting delegate/alternate records prior to the conference.**

**Please view Cal Cities' [event and meeting policy](#) in advance of the conference.**

- **Action by Council Required.** Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open by June 1 on the Cal Cities website. In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.



LEAGUE OF  
**CALIFORNIA  
CITIES**

## Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



<b>CITY:</b> _____
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**2022 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM**

**Please complete this form and return it to Cal Cities office by Friday, September 2, 2022. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.**

To vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

**1. VOTING DELEGATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**2. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**3. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES OR**

**ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**

Name: \_\_\_\_\_ Email \_\_\_\_\_

Mayor or City Clerk \_\_\_\_\_ Date \_\_\_\_\_ Phone \_\_\_\_\_  
(circle one) (signature)

**Please complete and return by Friday, September 2, 2022 to:**  
 Darla Yacub, Assistant to the Administrative Services Director  
 E-mail: [dyacub@calcities.org](mailto:dyacub@calcities.org); Phone: (916) 658-8254

**CITY OF FERNDALE**  
**TRAVEL AND REIMBURSEMENT POLICY**  
**FOR EMPLOYEES, CITY MANAGER, MAYOR, COUNCILMEMBERS**

May 3, 2017

Seminars, workshops, conferences, and meetings that relate to or directly impact municipal operations may offer information that is beneficial and relevant to the City of Ferndale.

When any member of the City Council (including Mayor) wishes to attend, conduct, or coordinate a meeting, workshop or forum on behalf of the City, it is the responsibility of that individual to present a request to the City Council through the City Manager prior to the event. City Staff support to the Mayor or City Council relative to meetings or workshops must be cleared through the City Manager.

Staff shall apply to the City Manager for travel authorization. The City Manager shall review for approved budget and fund availability before authorizing travel. Because staff travel budgets have been pre-approved, staff travel requests need not go through the City Council.

Upon return from or completion of seminars, workshops, forums, or conferences at which Staff or the Council member attended or served in an official capacity, he/she shall either prepare a written report for distribution to the Council, or shall make an oral report during the next regular meeting of the Council. The report will detail what was learned at the session(s) that relates to or impacts the City.

The following will serve as a guideline for travel expense reimbursement by the City. These figures will be determined during the budget process. Higher rates may be approved by the City Manager.

<u>Personal Vehicle</u>	Total miles driven times the current IRS reimbursement amount.
<u>Meals</u>	Breakfast      Actual up to \$17.00
	Lunch            Actual up to \$18.00
	Dinner          Actual up to \$34.00
	TOTAL                      \$74.00/day
<u>Lodging</u>	Actual receipted lodging up to \$110.00 plus taxes.
<u>Wages (Staff)</u>	Employee is paid for a normal 8-hour workday, or wage begins when employee leaves home, includes time spent waiting at airports, time in the air, etc.

When a travel request is approved by the City Manager or City Council, it is understood that additional costs associated with the travel that exceed approved levels will be borne by the attendee and not the City. The City may pay advances for some travel fees, hotel accommodations, vehicle rentals, etc.

Reimbursement requests will be presented to the City Manager and must be accompanied by receipts for all expenditures. For the Council and City Manager, the actual payment must be approved by the Council through the Consent Calendar vote. Once approved by the Council, the check shall be issued within 10 working days.

This policy will replace the 08/04/2004 Travel and Reimbursement Policy and the 10/14/02 Policy on Conducting and/or attending seminars, workshops, conferences, and meetings in official capacity for mayor and council members.

Meeting Date:	July 20, 2022	Agenda Item Number	13. e
Agenda Item Title	COVID-19 Update, Reconfirm Existence of Local Emergency, Reconfirm Resolution 2021-21 Findings and Continue Virtual Meetings; <b>OR</b> Adopt Resolution 2022-12 Declaring the Need to Discontinue Meeting Remotely and Return to In-Person Meetings		
Presented By:	City Manager		
Type of Item:	X	Action	Discussion Information
Action Required:		No Action	Voice Vote X Roll Call Vote

**RECOMMENDATION:**

It is recommended that the Council reconfirm the Existence of a Local Emergency related to the Coronavirus (COVID-19) pandemic.

The Council also has one of two Choices:

- (a) To reconfirm the findings in Resolution 2021-21 to continue with the ability to conduct city meetings via Zoom (virtual meetings) for an additional 30 days.
- (b) To adopt Resolution 2022-12 Declaring the Need to Discontinue Conducting City Council, Commission, and Committee Meetings Remotely and Return to In-Person meetings.

**DISCUSSION:**

The Humboldt County Health Officer’s and the California Governor’s Emergency Declaration are still in place. Mask mandates have all been lifted, although it is recommended that unvaccinated individuals mask in indoor spaces. The latest data from the CDC reported the COVID-19 community levels for Humboldt County as “Low” risk which means that people should only wear masks based on personal preference and their own level of risk.

Since last reported at the June 15, 2022 Council Meeting, there has been 1920 new cases and 4 deaths reported between June 15, 2022 through July 11, 2022, which is an increase from last reporting (1430 new cases reported). This increase is likely due to the highly contagious omicron BA.5 variant. Health officials remain confident that vaccination and booster shots can lessen the impacts of highly transmissible Omicron variant, including hospitalizations and deaths. Sixty-six percent (66%), of Humboldt County residents are fully vaccinated and another 6% are partially vaccinated. To date, 90,697 (67%) of the population in Humboldt County is fully vaccinated.

OptumServe continues to offer rapid antigen testing and PCR testing services at the Wharfinger Building (1 Marina Way, Eureka). Walk-in attendees will receive only rapid antigen testing unless the attendee specifically states they require a PCR test. Appointments for antigen testing can be made at [lhi.care/covidtesting](https://lhi.care/covidtesting) or by calling 888-634-1123. Wharfinger testing runs from 7 a.m. to 7 p.m. and is closed from 11 a.m. to noon and 4 to 5 p.m.

Vaccines remain readily available throughout Humboldt County and, as always, Humboldt’s vaccination and testing services are available free of charge. Walk-ins are welcome at all Public Health clinics and some pharmacy vaccination sites. Appointments can also be made at [MyTurn.ca.gov](https://MyTurn.ca.gov).

**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.

**OPTIONS FOR MEETINGS:**

Below are two options the Council may choose from.

Option 1 is to reconfirm the findings that will allow us to continue to use the zoom platform. By choosing this option, the city will still be able to use the relaxed Brown Act rules under AB361 (please see chart on page following the staff report). The council may still direct staff to be available in the council chambers for any members that would like to meet in the council chambers during the meeting. This also allows staff to continue to use the zoom platform for Commission and Committee meetings to protect the health and safety as staff is always working on a skeleton crew. This also requires the city to continue the use of zoom for the public to attend.

Option 2 is to discontinue the use of virtual meetings and to return to in-person meetings. This option will allow the city to go back to meeting in person and back to business as usual. This Council, Commissions, and Committees, will be required to conform to the Brown Act Rules and will not be able to utilize the AB361. The Council can vote to direct staff to use the zoom platform as a convenience for the public to still take advantage of.

**OPTION 1: 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.



**Choosing this option would still allow those Councilmembers who are comfortable with meeting in person the ability to meet in the Council Chambers while also allowing members who may have health risks the ability to still meet using the Zoom platform.** This option would also limit exposure to staff by continuing to use the virtual meeting option for Commission and Committee Meetings. Staff has the equipment to run a meeting that allows use of the Council Chambers while also running Zoom. A 180-degree webcam will be set up on the dais that will allow any councilmember not in attendance and the public to view the council in chambers. The zoom video feed will be projected onto the projector screen. Staff has been able to have this equipment ready for future meetings if a member of the Council feels unsafe in returning. With feedback issues that happen when multiple parties use zoom in close proximity, the City Clerk will be the only person to be able to use Zoom in the council chambers and will control the zoom part of the meeting.

These finding need to be reconfirmed every 30 days in order to continue the use of virtual meetings. The council may discuss the use of in-person meetings once all of the Council is not at risk to the COVID-19 virus.

**OPTION 2: RESOLUTION 2022-12 – DECLARING THE NEED TO DISCONTINUE THE USE OF REMOTE MEETINGS AND RETURN TO IN-PERSON MEETINGS.**

The Council has the option of rescinding Resolution 2021-21 and adopting Resolution 2022-12 which would allow the Council, Commission, and Committees to return to in-Person meetings. **By choosing this option, the Council, Commissions, and Committees would need to return to the full Brown Act requirements. These requirements would include all official members meeting in person in the Council Chambers.** If a member would like to teleconference in, the requirement would be to post on the agenda the address of where the member is teleconferencing from, to post an additional notice at the said location, and it would need to be made available to the public as well at the time of the meeting. **We would still have the ability to use zoom for the public making it a hybrid style meeting, but the hybrid and zoom would only apply to the public.**

If the Council chooses to adopt Resolution 2022-12, the following findings will need to be approved:

1. The City Council has reconsidered the State of Emergency; and
2. The State of Local Emergency does not continue to directly impact the ability of the City Council and its Commissions and Committees, as well as staff and members of the public from meeting in person; and
3. The State and County of Humboldt no longer have social distancing guidelines but urges all unvaccinated individuals in public spaces to maintain social distancing, and the City can maintain those social distancing requirements; and
4. City Council, Commissions, and Committees will resume as in person/hybrid meetings while ensuring the health and safety of the public, staff, councilmembers, commissioners, and committee members in their respective meeting location.

If adopted, the use of In-Person meetings will resume at the August 17, 2022 City Council Meeting.

Council can choose to review these findings in 30 days and reconfirm the use of in-person meetings. Staff will be sure to include an option to return to Zoom meetings at the August meeting if meeting in/person becomes unsafe to the public, councilmembers, or staff. A special meeting can be held as well if the need arises.

**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. Brown Act Vs AB361 Chart
2. Emergency Proclamation
3. Resolution 2021-21
4. Resolution 2022-12

**Comparison of Public Meeting requirements (Brown Act vs. AB 361)**

<b>Brown Act Requirement</b>	<b>Requirement Under AB 361</b>
<p>If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.</p>	<p>Agendas not required to be posted at all teleconference locations. Meeting must still be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.</p>
<p>If the legislative body of a local agency elects to use teleconferencing, each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public.</p>	<p>Agendas are not required to identify each teleconference location in the meeting notice/agenda. Local agencies are not required to make each teleconference location accessible to the public.</p>
<p>If the legislative body of a local agency elects to use teleconferencing during the teleconferenced meeting, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction.</p>	<p>No requirement to have a quorum of board members participate from within the territorial bounds of the local agency's jurisdiction.</p>
<p>If the legislative body of a local agency elects to use teleconferencing, the agenda shall provide an opportunity for members of the public to address the legislative body directly at each teleconference location.</p>	<p>In each instance in which notice of the time of the teleconferenced meeting is given or the agenda for the meeting is posted, the legislative body shall also give notice of the manner by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. In the event of a disruption which prevents the local agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored</p>



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

*MARCH 23, 2020*

(BY THE CITY MANAGER, DIRECTOR OF EMERGENCY SERVICES)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Dated: 3/23/2020

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

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

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

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

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

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

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

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

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

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

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

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Don Hindley, Mayor

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Kristene Hall, City Clerk



**RESOLUTION 2022-12****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE DECLARING THE NEED TO DISCONTINUE CONDUCTING CITY COUNCIL AND COMMISSION MEETINGS REMOTELY DURING DECLARED STATE OF EMERGENCY PURSUANT TO GOVERNMENT CODE SECTION 54953 (AB361) RESCINDING RESOLUTION 2021-21**

**WHEREAS**, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments and help the State prepare for a broader spread of COVID-19; and

**WHEREAS**, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means; and

**WHEREAS**, as a result of Executive Order N-29-20, staff set up Zoom meetings for all City Council, Commission, and Committee Meetings; and

**WHEREAS**, on March 30, 2020, the City Council adopted Resolution 2020-06 declaring a Local Emergency due to the COVID-19 pandemic; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which placed an end date of September 30, 2021 for agencies throughout the state and requiring local agencies to observe the usual Brown Act requirements as they existed prior to the issuance of the Executive Order; and

**WHEREAS**, after issuing Executive Order N-08-21, the Delta Variant emerged causing a spike in COVID-19 cases throughout the state; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361, which allows cities to continue to meet remotely during proclaimed states of emergency under modified Brown Act requirements that are similar but not identical to the previous Brown Act Orders under N-29-20, and

**WHEREAS**, on October 20, 2021, the City Council adopted Resolution 2021-21 declaring the need for virtual City Council, Commission, and Committee Meetings during declared State of Emergency pursuant to Government Code 54953 (AB 361); and

**WHEREAS**, AB 361 provides that, if the state of emergency remains active for more than 30 days, a local agency must make certain findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules; and

**WHEREAS**, the City Council, to date, has reconfirmed the findings on Resolution 2021-21 extending the use of virtual meetings; and

**WHEREAS**, the City Council has reviewed the findings and determined that it can now safely return to in person meetings for the City Council, Commission, and Committees.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Ferndale declares the following:

- a) The City Council has reconsidered the State of Emergency; and
- b) The State of Local Emergency does not continue to directly impact the ability of the City Council and its Commissions and Committees, as well as staff and members of the public from meeting in person; and
- c) The State and County of Humboldt no longer have social distancing guidelines but urges all unvaccinated individuals in public spaces to maintain social distancing, and the City can maintain those social distancing requirements; and
- d) City Council, Commissions, and Committees will resume as in person meetings while ensuring the health and safety of the public, staff, councilmembers, commissioners, and committee members in their respective meeting location.

**PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FERNDALE** on the 20<sup>th</sup> day of July, 2022 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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Don Hindley, Mayor

Attest:

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Kristene Hall, City Clerk

## **Section 14**

### **CORRESPONDENCE**

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

**PUBLIC NOTICE  
HUMBOLDT COUNTY BOARD OF SUPERVISORS  
NOTICE OF PUBLIC HEARING**

On **Tuesday, July 19, 2022 at 9:00 a.m.**, or as soon thereafter as the matter can be heard, the Humboldt County Board of Supervisors will hold a public hearing in the Board of Supervisors' Chamber, Humboldt County Courthouse, 825 Fifth Street, Eureka, California, and virtually via Zoom to consider the matter listed below.

**Zoom Meeting ID and Access:**

**Further instructions on how to access the Zoom meeting can be found when the agenda is posted on Friday, July 15, 2022, by using the following link:**

<https://humboldt.legistar.com>

**Email Public Comment:**

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

**Humboldt County Fair Association Appeals;** Ferndale area; Record Number PLN-2021-17561 (filed 12/29/2021); Assessor's Parcel Numbers: 030-071-001, 030-011-003, 030-021-003, 030-112-017, 030-112-020, 030-081-006, and 100-181-003. Two appeals have been filed (PLN-2022-17791) in protest of the Planning Commission's decision to adopt a Supplemental Mitigated Negative Declaration and authorize modification of a previously approved Conditional Use Permit (PLN-2019-15519). The modification was approved at their meeting on May 19<sup>th</sup>, 2022 and permits an increase in event-related noise levels from the two (2) motorcycle racing events allowed to occur annually at the Humboldt County Fairgrounds under the previously approved Use Permit. An appeal by *Arne Petersen* was received on June 2<sup>nd</sup>, 2022 and a separate appeal by *Friends of Ferndale for Livable Community* was received on June 3<sup>rd</sup>, 2022. Both appellants believe that the Planning Commission's approval was made in error and constituted an abuse of discretion. The appellants also maintain that the noise from the project will cause a significant environmental effect and that the Commission's decision to adopt a Supplemental Mitigated Negative Declaration occurred in violation of the California Environmental Quality Act (CEQA).

The approved permit authorizes five (5) concerts and two (2) motorcycle racing events to be held each year at the Humboldt County Fairgrounds. The permit includes limitations on event-related noise levels, including a 63-decibel limit on composite noise measured by averaging noise readings collected during a 24-hour period surrounding each event, as well as a 90-decibel instantaneous noise limit applied to all motorcycles participating in racing events. The approved modification authorizes raising the 90-decibel motorcycle noise limit to 99 decibels to correct a technical error made by staff during analysis and conditioning of the original approved project. This new noise limit is also consistent with common national testing standards for competition established by the American Motorcyclist Association (AMA). Analysis of the proposal's effect on composite noise levels has been performed by Whitchurch Engineering and has determined that composite noise will remain at or below the 63-decibel limit, even with the requested increase. To help reduce event-related noise, HCFA is now proposing: 1. creation of two (2) sound barriers during racing events, fashioned by temporarily placing tractor trailers or strawbales (or some combination thereof) adjacent to motorcycle acceleration zones; and 2. acoustic treatment of the internal wall of the

grandstands using special materials designed to decrease reverberation. Under the approved permit, each "event" occurs within the course of a single day, and concerts cannot last longer than 2 consecutive days. An additional day of racing can be allowed if all the racing on that day is by electrical motorcycles, but in no case can the total amount of motorcycle racing exceed 4 days per year. Other types of motorsports events are prohibited, including (but not limited to): Tractor Pulls, 4x4 Trucks, Go Carts, and Monster Trucks.

During review and consideration of the two appeals the Humboldt County Board of Supervisors will also consider adopting a Supplemental Mitigated Negative Declaration (SCH# 2022040045) which has prepared in concert with the modification request. The Board previously adopted the original Mitigated Negative Declaration (SCH# 2020070478) at their meeting on November 10, 2020, during consideration of a prior appeal and approval of the original project. Specific questions regarding the proposed project may be directed to Steven Lazar, Senior Planner, at (707) 268-3741 or [slazar@co.humboldt.ca.us](mailto:slazar@co.humboldt.ca.us)

**Consistent with instructions for public comment noted above, any person may appear and present testimony in regard to this matter at or before the hearing. If you challenge the nature of the proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Board of Supervisors, at, or prior to, the public hearing.**

Documentation to be filed on this matter for the official record is to be submitted to the Clerk of the Board of Supervisors, by noon on **July 6, 2022** for the documents to be placed in the Board's hearing packets. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.

Humboldt County Board of Supervisors  
Kathy Hayes, Clerk of the Board  
July 5, 2022

**NOTICE OF MUNICIPAL ELECTION**  
**AND MEASURE TO BE VOTED UPON**

Notice is hereby given that a general municipal election will be held in the City of Ferndale on Tuesday, the 8th day of November, 2022, for the following officers:

Ferndale City Council  
 Number to be elected: Two (2)  
 Length of Term: Full Term for Four (4) years

Mayor, City of Ferndale  
 Number to be elected: One (1)  
 Length of Term: Full Term for Two (2) years

Notice is further given that the following measure is to be voted on at the general municipal election to be held in the City of Ferndale, on Tuesday, the 8<sup>th</sup> day of November, 2022.

<b>Ferndale Police and Essential Services Tax Measure</b>	
To maintain and improve essential public safety services, including police services and nuisance abatement, shall the City of Ferndale measure to levy a three quarter-cent sales tax, raising approximately \$104,000 annually, until March 31, 2031, with independent annual audits and all funds remaining in Ferndale, be adopted?	Yes
	No

The polls will be open between the hours of 7:00 a.m. and 8:00 p.m.

Dated: July 11, 2022

\_\_\_\_\_  
 Kristene Hall  
 City Clerk and Elections Official  
 City of Ferndale

**NOTICE OF DATE FIXED FOR SUBMISSION TO THE CITY CLERK OF ARGUMENTS FOR OR AGAINST A CITY OF FERNDALE MEASURE**

**NOTICE IS HEREBY GIVEN** that a General Municipal election shall be held on November 8, 2022, at which there will be submitted to the voters of the City the following measure:

<b>Ferndale Police and Essential Services Tax Measure</b>	
To maintain and improve essential public safety services, including police services and nuisance abatement, shall the City of Ferndale measure to levy a three quarter-cent sales tax, raising approximately \$104,000 annually, until March 31, 2031, with independent annual audits and all funds remaining in Ferndale, be adopted?	Yes
	No

**NOTICE IS FURTHER GIVEN** that pursuant to Article 4, Chapter 3, Division 9 of the Elections Code of the State of California, the legislative body of the City, or any member or members thereof authorized by the body, or any individual voter who is eligible to vote on the measure, or bona fide association of citizens, or any combination of voters and associations, may file a written argument, not to exceed 300 words in length, accompanied by the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument, for or against the City measure.

**NOTICE IS FURTHER GIVEN** that, based upon the time reasonably necessary to prepare and print the arguments and sample ballots for the election, the City Clerk has fixed **Thursday, August 11, 2022, at 4:00 p.m.** as the date after which no arguments for or against the City measure may be submitted to the clerk for printing and distribution to the voters as provided in Article 4. Arguments shall be submitted to the City Clerk, accompanied by the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument, in the City Clerk’s Office, located at 834 Main Street, Ferndale, CA 95536.

**NOTICE IS FURTHER GIVEN** that rebuttal arguments, not to exceed 250 words in length, may be filed in the City Clerk’s Office, accompanied by the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument, no later than **Monday, August 22, 2022 at 4:00 p.m.** The signers may be different persons than the persons who signed the primary arguments.

Primary arguments and rebuttal arguments shall be signed by not more than five persons.

**NOTICE IS FURTHER GIVEN** that the measure, arguments, and impartial analysis will be available for public examination in the City Clerk’s office for not less than 10-calendar days from the deadline for the filing of the arguments and analysis.

Dated: July 11, 2022

\_\_\_\_\_  
 Kristene Hall  
 City Clerk and Elections Official  
 City of Ferndale

**FORM OF STATEMENT TO BE FILED BY AUTHOR(S) OF ARGUMENT**

All arguments concerning measures filed pursuant to Division 9, Chapter 3 (beginning with Section 9200) of the Elections Code shall be accompanied by the following form statement, to be signed by each proponent and by each author, if different, of the argument:

The undersigned proponent(s) or author(s) of the \_\_\_\_\_ (primary/rebuttal) argument \_\_\_\_\_ (in favor/against) ballot measure \_\_\_\_\_ at the General Municipal election for the City of Ferndale to be held on November 8, 2022, hereby state that this argument is true and correct to the best of \_\_\_\_\_ (his/her/their) knowledge and belief.

Print Name _____ Title _____ (If applicable): Submitted on behalf of: _____ Name of Organization Signature _____ Date _____
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Print Name _____ Title _____ (If applicable): Submitted on behalf of: _____ Name of Organization Signature _____ Date _____
---

Print Name _____ Title _____ (If applicable): Submitted on behalf of: _____ Name of Organization Signature _____ Date _____
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Print Name _____ Title _____ (If applicable): Submitted on behalf of: _____ Name of Organization Signature _____ Date _____
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Print Name _____ Title _____ (If applicable): Submitted on behalf of: _____ Name of Organization Signature _____ Date _____
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**Section 15**  
***COMMENTS FROM THE COUNCIL***

**Section 16**  
***REPORTS***

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

## **City Managers Report** for July, 2022 City Council Meeting

### **CITY MANAGER (Reporting June 10th, 2022-July 13th, 2022)**

- Emergency Covid-19: CMSR- Council Meeting 7-14-22
  - Although we are still seeing high positive Covid-19 numbers, we seem to be experiencing less severity of the symptoms, with hospital needs and far less people needing long stays, we have also seen a significant decline in the death rate. It may be that we will most likely be seeing the ending of this pandemic. Keep in mind that it may mutate into something that may once again cause it to become life altering as it affects our lives at work, home and how we entertain and interact socially. We are still in a recovery type situation, but chances are that we will continue to be on a downward trend, however we continue to be at the mercy of variants springing up that can reemerge us once again in a health crisis that controls localities if not the world. The latest variant that is vying for the top pest in the omicron world seems to be the BA.5 variant which seem to be reinfecting people that are vaccinated as well as those that aren't. Part of the Omicron family and the latest coronavirus to cause widespread waves of infection globally. In the latest tests from the end of June it was behind 52 % of cases sequenced in June, which was 37% higher in just one week. So, the possibility that this pandemic can surge beyond our ability to control has been demonstrated numerous times and we have also seen that we only have a variety of slightly effective ways to reduce the spread, the severity, and the ability to give health care to increased numbers of the infected while still dealing with the other normal run of the mill health needs. Let us hope that we continue to see a downward trend to the severity and we continue to see improvements in the local and worldwide health and economy.

### **Key milestones and information to date:**

Prop 68: Fairground's campground: We are waiting for the state grant to let us know who will receive the grant. Met with Prop 68 representative to answer questions regarding RV project on June 7<sup>th</sup>. We will be working on a MOU with the County and the County will work with Fair Association to come up with a long-term plan. One of the items we will try to come to grips with is the increase in cost estimates due to inflationary realities. The Fair Association, County, City, and Chamber all still see the benefit to be positive and important for the future of our community and worthy of our continued interaction. We are all in great hopes of getting the grant even though we know that this is a very competitive grant with many more organizations with large funding requests and a relatively inadequate funding resource.

The Fairgrounds RV Park has many 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 the following: a new gravel road and parking surfacing; modern utility hookup pedestals and cement landings; landscaping and lighting; 5 new larger Deluxe RV sites; 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. Ten tent campsites would also 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. We will need to wait for two or more months to hear whether we were successful or not. Keeping our fingers crossed and thank all of those people who helped us. This is a collaborative effort that has included the County, Fair Association, the Chamber and the City. We all believe that this grant could benefit all of us if we are successful in getting the grant. On June 6<sup>th</sup> we met with State representative and answered questions they had on grant and we had representatives from the key organizations the County, Fair Association and City to show our willingness to collaborate and show solidarity and enthusiasm for the project as well as belief that this could be a key component in the future sustainability of the Fairgrounds and therefore supports the City's and County's and Ferndale business's economic health.  
Prop 1 stormwater grant: TA update

- 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. Still working on completing our application.
  - We met with Regional Water quality control Board on April to negotiate fines related to infractions over the last 5 years. Those fines seem to be mostly related to an atmospheric River that hit us in February 25<sup>th</sup> and 27<sup>th</sup> 2019, and caused our collection system to back up and spill out of Howard Street manhole. We are still working on that and a possible lawsuit with River Watch over a similar timeframe. The Chief Wastewater Operator and I met with Regional Water Quality Control Board to go over a request to support us in raising our berm at our lagoon and to let us incorporate our California Street sewer collection replacement project to include into a compliance aspect to let the infractions RWQCB has assessed the city with for the last 5 years, which is the regular amount of they look at. That is normal for a wastewater facility in our area considering the weather and rainfall, or lack of it. The negotiations went well and we feel like we will come up with a project they can support to include some fine and some inclusion in a project.

Public Works. We have received the Master Drainage Plan that we have been working on for the last few years. Most of this MDP was paid through the SB2 grant from the state. Our City Engineer and Planwest did a lot of work on this and will help us prioritize drainage projects that will be supported by an updated MDP for grant applications that may materialize in the future if there is funding put into improving infrastructure by the federal and state government. The Drainage Committee has had a couple of meetings to go over the Master Drainage Plan and at some point, in the near future, we would like to have a study session with the council so that we can develop prioritized projects to

- improve our drainage throughout the city.
- The State Water Board is trying to find our Technical Assistance committee more money to continue the Prop 1 project or the drainage project on Arlington and 5<sup>th</sup> Street project, which will take four or five months they predict. Each State Board TA Program (wastewater, stormwater, drinking water, etc.) are working from a set budget that was allocated when the TA was awarded. Too bad the budget deficiency wasn't identified earlier, or maybe it was and they've been trying (unsuccessfully) to get more money. Brett may know more since he is on the wastewater TA team. The administrative side of this has been challenging. I'm crossing my fingers that the city gets money for at least one of the projects, which would make all the planning and administrative side of this well worth it. By this statement I mean the Prop 1 grants. One of those grants I have been talking about for about a year and 1/2. Darla has been mostly on the Arlington and 5<sup>th</sup> Street to Van Ness to county overflow parking area with a detention pond before it goes across fields into county and the historical route to the north-west. The second grant opportunity the TA was helping us with is the potential raising of the WWTF lagoon pond. Both of these grant applications are for around 1.6 million dollars and would greatly improve the city's utility system. One would help the WWTF and the other would greatly improve the drainage of storm water through the city into the county and benefit the quality of that water to improve sustainability of the Salt River. I will look into other grant funds to maybe take over the shortfall of revenue needed to complete WWTF application to complete the raising of the berm.
  - The Chief Wastewater Operator and I met with Regional Water Quality Control Board to go over a request to support us in raising our berm at our lagoon and to let us incorporate our California Street sewer collection replacement project to include into a compliance aspect to let the infractions RWQCB has assessed the city with for the last 5 years, which is the regular timeline they look at. That is normal for a wastewater facility in our area considering the weather and rainfall, or lack of it. The negotiations went well and we feel like we will come up with a project they can support to include some fine and some inclusion in a project. Last week RWQCB sent us a letter saying that we could use the California Street sewer replacement project to comply for any violations going back to 2016. Remember that we have been working on this project and just finished the engineering and design and have gone out to bid
  - 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.
  - Submitted a Per Capita Grant December 31<sup>st</sup>. We have had a number of meetings on this and a study session. 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. 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. This next meeting council will pick the individual per capita projects in Russ Park and Firemen's Park while trying to stay under the approved \$177,000 limit. Some items will need to be replaced due to non-coverage with the present funding. This was originally a pretty straight forward grant with a list from staff of a pretty stable number of improvements that was developed from previous administrations that combined many long-standing projects that former councils have been working on for many years. Back in 2006 the City had been working with

the Silva family to try and find an agreeable MOU that would continue access to the back side of Russ Park through and across the Silva's property by using their private road for about a quarter mile and going up an identified draw up to a location where the city had a Kiosk and a trail that connected to the Russ Park Trail System. Although the City had the legal right to traverse across Silva property, it was not an ideal situation for either party. We spent years trying to find a better agreement to manage the maintenance of the trail, and that was agreeable with the property owner, who had animals and various ranching responsibilities he needed to consider in order to ensure the health and safety of his animals, as well as the hikers that may be present at any time. Both of us had insurance and risk management needs, and an unusual government and legal issues to navigate. Russ Park is 100% in the city limits; the Silva property is 100% in the county. Our risk Management situation covers properties outside the City if we own the said property and does not normally cover property that is not owned that is outside the city limits. We have come up with a number of solutions to this situation and have come close to inking a deal when this Per Capita grant came up and complimented the desire of former councilmembers to develop the backside of Russ Park to connect our downtown with Firemen's Park, then to go up Eugene to Russ Park. At this point it does not look like the present council wants to use the Per Capita grant to work on that connection between the two Parks. Staff still feels like the future of Russ Park would be a safer place to promote an entrance with a parking lot that did not have the blind corners and uneven ground that was limited in the number of visitors. Staff will continue to search for grants to help us accomplish the ecotourism aspects of the backside of Russ Park.

- 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. New Covid -19
- I have put most of my free time to working on grants of one thing or another. Mostly they are concerned with drainage and our sewer collection system. 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 our organization that needs to communicate with these other organizations and agencies to improve our chances to get grants. Collaboration and cooperation with regional agencies can be the difference between getting a grant or not. Many of these efforts have great potential to solve or improve our long-term infrastructure problems with drainage and our aging and deferred sewer collection system. We are hoping to see some of these identified problems addressed with actual construction projects in the near future with low match and high impact.
- 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.
- **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. We are still in this situation although I have made headway in locations for transformers and easements for them. I once again have confirmation from PG&E that our project is still active and we are not in danger of them stopping it, but they did say that because of the fires they are moving projects back a year.
- **Solar array construction;** Both the Police and Wastewater solar arrays have been finished and should be turned on and functioning and hopefully reducing the amount of our energy bill
- **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 5<sup>th</sup> 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.
- Going back a few years the we received a grant for about \$500,000 to do a study of our Energy consumption, which benefited the WWTF by also getting a construction improvement that included improvements on how we run our plant, a solar array agreement that RCEA helped us with, and a battery agreement with Tesla, that is supposed to save costs to the city. There was a composting element that may reduce the amount of slug we produce

through our plant, and one of the big results from the study was success in collection system improvements around town from a grant that we recently received what should be one of last steps of approval on for that grant. This is a 5.6 million grant that mainly replaces some of our oldest collection system pipes which is mainly vitrified clay pipes. It also will be rerouting the Shaw Street sewer collection system to gravity flow to the west, instead of flowing under Francis Creek will flow toward and down 5<sup>th</sup> Street to our WWTF.

- Finance: Lauren proving to be a quick learner and that catches on fast. 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. This CERT team contains some of the towns proven leaders and will be a great help during natural disasters and other emergencies we experience in the future.
- 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 oldest pipe that may be leaking storm water into our wastewater system. This might be a significant improvement. We are excited to see how much we have improved our I&I by replacing this remainder of the California collection system as it is some of our oldest pipe. We went out to bid on California street project on July 5<sup>th</sup> and the bid opening will be August 5<sup>th</sup> at 3:00 pm.
- We have reviewed our wastewater treatment facility budget and do not believe that we will need to raise rates as part of our responsibility to be in compliance with that part of the rate study and grant. This item will probably have a study session or an agenda item to go over this with council and community.
- CAP (Climate Action Plan): As of June 7<sup>th</sup>, all the city councils and county have given clearance to begin drafting the EIR. Similarly, the BOS wants us to refine the CAP and use the EIR to address the following.
  1. Cap needs to address complexities of Rural Living and not preclude development or maintenance of property.
  2. Evaluate benefit of Carbon Credits and Carbon Offsets.
  3. EIR needs to evaluate inclusion of Industrial Point Sources Emissions. There needs to be a strong explanation of why they should or should not be included.
  4. Need to address the inadequacies of the P&GE electrical grid, with contingencies if the grid cannot be improved.
  5. Need to coordinate CAP with other regional plans to the maximum extent feasible need to incentivize exceeding expectations.

## **Staff Reporting June, 2022**

### **CITY CLERK ACTIVITY**

#### **Meetings**

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
  - City Council Regular Meeting 06/15/2022
- Wrote agenda items and compiled packets for:
  - Regular City Council Meeting 06/15/2022
  - Design Review Meeting 7/7/2022
  - Began agenda compilation for City Council Meeting 07/20/2022
- 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.
- Sent out Yearly Renewals for Business and Dog Licenses
- Continued Collecting Information for Sewer Assessments
- Continued Reviewing Elections Calendar and Gathering Information; Started Nomination Packets
- Continued working with City Attorney on Tax Measure.
- Calculated and collected fees for building permits and sent applications to Arnie to be checked
- Numerous call Building Inspector to review plans and finals on projects
- Sent and received emails daily.
- Pick up and distribute City correspondence.
- Organized and filed paperwork.
- Filed approved Minutes
- Inventoried and ordered office supplies
- Processed checks, created revenue spreadsheet and deposit checks into the bank.
- Responded to Public Records Act requests.
- Maintained minute, resolution, ordinance and agenda binders.
- Contacted Mayor re: upcoming agenda
- Read weekly ERMA bulletins
- Sent Building Permit reports to Assessor's office and Construction Industry Research Board.

### **FINANCE OFFICER ACTIVITY**

#### **Tasks:**

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



- Processed Accounts Payable
- Processed Accounts Receivable
- Reconciled Monthly Debits and Credits in accounting software
- Delivered and received all mail correspondence
- Reviewed ERMA and HR bulletins
- Provided necessary documents to Kris for City Council Meeting
- Provided necessary documents to Stacey for month end
- Assisted the City Manager in the application and reporting for various grants
- Assisted the City Manager in CIRA compliance procedures
- Created and will continually update a Grant List and Study sheet
- Completed FY 22/23 Budget
- Conducted meetings with City Manager and Finance Committee regarding the FY 22/23 Budget
- Set up Zoom conference, attended, and took minutes on monthly Drainage Committee Meeting
- Prepared documents for various reporting requirements
- Updated notes in Finance Clerk Duties Manual on all new tasks and duties learned
- Created all necessary filing for FY 22/23
- Attended 3 trainings from ICMA on Government Budgeting
- Updated To Do List to reflect current duties

## **CITY PLANNER ACTIVITY**

### **General Planning Services**

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

- Reviewed applicable zoning code for commercial zones, ADUs, and minor subdivisions. Coordinated and conducted pre-application meetings with land owners for four different parcels.

#### **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.

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

- Planning Commission – None.
- City Council – Prepared monthly City Planner staff report and attended June 15<sup>th</sup> Council meeting.
- City Manager & City Clerk – meetings, calls, emails, research.
- Drainage Committee – Coordinated with City Engineer on presentation of Drainage Master Plan Update.
- HCAOG Technical Advisory Committee (TAC) – Attended June 2<sup>nd</sup> regular meeting.
- Humboldt County Climate Action Plan – None.

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

**Task 6 Grant Writing/Funding Coordination** – Coordinated with City Manager and grant manager on submitted applications. Reviewed CEQA requirements for RRT application. Revised RRT application forms and submitted additional information via web portal.

**Planning Applications**

- Farley (Pre-App) – drafted pre-application memo regarding applicable land use and zoning regulations.
- Richardson LLA – drafted and sent out application referral.

**General Plan Review**

- No actions.

**SB 2 Grant Projects**

- Drainage Master Plan – Coordinated document review with City Engineer.

**Per Capita Park Projects**

- Prepared staff report for and attended June 15<sup>th</sup> council meeting.

**CITY ENGINEER ACTIVITY****General City Engineering Services:**

- Phone calls / emails with the City Manager and staff regarding various City items.
- Attend Drainage Committee meeting
- Discuss Local Streets and Funding Program with Planwest

**Reimbursable Project Services:**

- Nunes Grading Permit – Grant Street
  - No Update
- Adams Minor Subdivision – Fifth Street
  - Discuss project with contractor
  - Project ready for construction
- Richardson LLA – Arlington Ave.
  - Review comments from Del Oro
  - Revise Conditions of Approval

**WASTEWATER OPERATIONS**

- Monthly samples prepared and sent to North Coast Labs
- Operators perform lab tests daily to measure efficiency of plant
- Met with RCD about assistance cleaning ditch around sedimentation basin
- Monthly eSMR (electronic State Monthly Report) prepared and submitted
- Remove willows from old site
- Monthly no spill verification report completed on CIWQS website
- Replaced battery charger on generator
- Front gate chain oiled each Monday
- Dig up end of line on Craig St. to repair possible INI issue
- Inspect manholes throughout town weekly
- Remove weeds from retention pond with backhoe
- Weekly maintenance performed on UV banks
- Burn pile at old site
- Dewater for total of 14 hours. Sludge dried at old site
- Fix backflow leak on city water check valve at plant
- Maintenance on filters, clean nozzles
- Clear backup on Van Ness Ave.
- Weed eat around plant and old site

- Replaced lamps on UV bank B
- Operators cleaned walls and catwalk
- Service ph sensor and lines
- New pump installed on jetter
- Removal of duck weed from clarifiers on weekly basis
- Billed RotoRooter, Steve’s Septic and Wyckoff a total of \$8,280 for the month of May. 31 total dumps for total of 46,000 gallons.
- Total flow through the plant in June was 6 MGD. Of that, .65 MGD was pumped to retention pond. Average irrigation to Sousa ranch was .175 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.
- Put up Portuguese Flags for Portuguese Festival.
- Removed down tree limb at City Parking lot.
- Repaired rear stabilizer on back hoe.
- Removed dead crane on Van Ness.
- Painted red curbs on the business district of Main St.
- Performed yearly creek walk of Francis Creek.
- Picked up debris piles around town.
- Installed flag pole globe at City Hall.
- Cut weed along roadside of Market St.
- Continue with weekly safety meeting with Public Works Supervisor.
- Put up USA flags for the 4<sup>th</sup> of July.
- Did some minor repairs on lawn mower.
- Spoke with County Public Works about them mowing Bluff St for the City.
- Put Public Works budgetary request together and turned it in to City Hall.
- Patched pot holes around town.

**POLICE DEPARTMENT**

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

Chief Sligh completed the second week of the 80-hour POST Executive Development Course in Folsom. Five officers attended POST Perishable Skill Training at College of the Redwoods.

CERT: The CERT Trailer arrived and parts have been ordered to get it set-up with power and exterior lighting. The Coast Central Credit Union grant will be used to pay for the set-up.

The department received a \$15,000 grant from the Guy Fieri Foundation. The department will be using the money to purchase equipment, such as portable radios. During Guy’s visit to the department last year, he suggested we apply for the grant to purchase and replace aging equipment.

**Police Statistics – June 2022**

SERIOUS CRIMES	Number	Cleared
Homicide	0	

Rape (Attempted)	0	
Robbery	0	
Larceny	2	
Assault	1	
Burglary	0	
Vehicle Theft	0	
TOTAL	3	
SECONDARY CRIMES	7	
Calls for Service	266	
Reports Written	13	
Traffic Citations	14	
Other Citations	0	
Parking Citations	0	
Warnings	24	
ARRESTS	3	
AGENCY ASSISTS	22	
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**

**Hybrid Meeting**

(Pursuant to Assembly Bill No. 361 and Resolution 21-24)

May 19, 2022, 4:00 p.m.

Eureka City Hall, Council Chambers  
 531 K Street, Eureka CA 95501

**Present:**

Councilmember Mike Johnson (Chair)	City of Fortuna
Mayor Susan Seaman (Vice Chair)	City of Eureka
Mayor Adelene Jones	City of Blue Lake
Mayor Stacy Atkins-Salazar	City of Arcata
Councilmember Jack West	City of Trinidad
Councilmember Julie Woodall (Alternate)	City of Rio Dell
Councilmember Stephen Avis	City of Ferndale

**Policy Advisory Committee Member:**

Tatiana Ahlstrand	Caltrans District 1
Natalie Arroyo	Humboldt Transit Authority

**Staff:**

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

**Absent:**

Supervisor Mike Wilson	County of Humboldt
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**1. Call to Order/Roll Call**

Chair Mike Johnson called the meeting to order at 4:00 p.m.

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

The PAC convened to include representation from Caltrans and the Humboldt Transit Authority.

**3. Presentation**

Humboldt County Aviation Director Cody Ragatz shared a PowerPoint presentation on the airport happenings and improvements throughout Humboldt County. Approximately \$40 million in improvements is planned over the next 2 years including but not limited to: pavement analysis; hangar rehabilitation/reconstruction; additional staffing; new equipment; ACV Runway/Electrical project; parking lot improvements.

#### 4. Public Participation on Non-Agenda Items

#### 5. Consent Calendar

**Motion was made** (Avis/Seaman) to approve the following consent items:

- a. Assembly Bill 361 Findings to allow remote meetings for the HCAOG Board and Advisory Committees.
- b. Approval of Meeting Record April 21, 2022
- c. Adopt Resolution 22-18 approving the Federal Fiscal Year 2022 Federal Transit Administration (FTA) Section 5311(f)
- d. Adopt Resolution 22-19 approving the FY 2022-23 Overall Work Program & Budget

**Motion carried unanimously.**

#### 6. Items Removed from the Consent Calendar

None

#### 7. Action Items

##### a. Highway 101 Eureka Arcata Corridor Project Request for Increased Funds

Executive Director Burks informed the Board that because Caltrans had not yet received an approved cost estimate on the Eureka Arcata Corridor Indianola undercrossing there was no longer a request for action on this item.

Caltrans Project Manager Jeff Pimentel provided an update on the project noting that the cost estimate for the project was expected to be significantly higher from when the project was first advertised. Caltrans' and HCAOG's goal of having 100% of the cost increase being funded with ITIP needs to be approved by the CTC. Jeff noted that the CTC typically requires that the cost share agreement be withheld. Once the cost estimate is compiled Jeff will return with the estimate with a breakdown of the increases.

#### 8. Reconvening of the HCAOG Board

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

**Motion carried unanimously.**

#### 9. HCAOG Staff and PAC Member Reports

##### a. HCAOG Executive Director's Report

Executive Director Burks reported on the following:

- Staff is has released the following four requests for proposals: 1) Fiscal and Compliance Audits (FYs 2022-2025), 3) Triennial Performance Audits (FYE 2020, 2021, 2022), 3) 5-Year Transit Development Plan Update, 4) Legal Counsel to represent HCAOG.
- May is Bike Month. There is a bike celebration at Jefferson Community Center May 21 from 11:00 – 2:00.
- Executive Director Burks shared a video produced by the Karuk Tribe on transportation and climate adaptation in Karuk Country.

##### b. Caltrans Report

Tatiana Ahlstrand informed the Board that Senator McGuire's Last Chance Grade town hall meeting has been rescheduled for July 12.

Caltrans' new climate change website: [www.northcoastclimateaction.org](http://www.northcoastclimateaction.org)

Caltrans is preparing a presentation on Sea Level Rise to be shared with the Board at a future meeting.

Caltrans will be scheduling pop-up demonstrations along the Broadway portion of 101 in Eureka sometime in June/July.

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**c. PAC Member Reports**

Chair Johnson extended an invitation to Fortuna's Bike Rodeo event being hosted by the Fortuna Kiwanis Club at the Walker Elementary School on May 27<sup>th</sup>.

Mayor Jones suggested a letter be sent to the Surface Transportation Board noting the regional support of the Great Redwood Trail. Mayor Seaman noted that the City of Eureka was preparing a similar letter. Executive Director Burks will coordinate with the City of Eureka on preparing the letter which will be brought back to the June meeting.

PAC member Natalie Arroyo informed the Board that the Climate Action Plan is out and circulating and encouraged members to provide their comments during the public comment period. Ms. Arroyo also noted that from an HTA perspective she would like to see improvement in the metrics around increasing use of buses.

**10. Adjournment**

The meeting adjourned at 5:40 p.m.

Respectfully submitted,  
Debbie Egger  
Fiscal Administrative Officer



+

**BOARD OF DIRECTORS**

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

**Meeting Minutes****Thursday, June 9, 2022 at 5:30 PM****Zoom Conference Meeting**

Present: Steve Madrone, Leslie Castellano, Frank Wilson, Elaine Hogan  
 Absent: Meredith Matthews, Robin Smith  
 Staff: Eric Keller-Heckman, Peter Fuller, Tony Heacock, Nancy Diamond, Cynthia Evans

1. **Chairperson Castellano** called the meeting to Order at 5:30 PM

2. **Consent Calendar**

- a. Approve Minutes from the May 12, 2022 HWMA Board of Directors Meeting
- b. Approve Resolution 2022-07 “A Resolution Of The Humboldt Waste Management Authority Authorizing Remote Teleconference Meetings Of The Legislative Bodies Of Humboldt Waste Management Authority Pursuant To Brown Act Provisions Due To A State Of Emergency”
- c. Receive April 2022 Financial Reports.
- d. Approve and Authorize Executive Director to sign Amendment to Agreement between Mad River Hardwoods and HWMA for Green Waste Drop Off and Processing Services.
- e. Authorize Executive Director to Negotiate to Acquire Real Property located at 3749 West End Road, Arcata, CA. 95521, APN 5047-081-036, for Relocation of Eureka Recycling Center. Price and terms to be discussed in close session per Government Code 54956.5.

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

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

**Motion:** **Director Matthews** moved and **Director Wilson** seconded the motion to approve the Consent Calendar.  
**Action:** Approve the Motion made by **Director Matthews** and seconded by **Director Wilson**  
**Ayes:** Director Wilson, Director Hogan, Director Matthews, Director Smith, Chairperson Castellano  
**Noes:** None  
**Absent:** Director Madrone

3. **Oral and Written Communications**

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

4. **HWMA Restructure:** Create and Accounting Manager position, eliminate the Director of Finance and Administrative Services position and approve new organizational chart



**Chairperson Castellano** opened the floor to public comment regarding the Restructure. Director Matthews spoke possible concerns of creating two (2) positions, one of account and one of HR, asking if internal hiring was possible. Director Fuller assured that was a possibility.

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

**Motion:** **Director Matthews** moved and **Director Hogan** seconded the motion to receive the Draft Budget and forward to member agencies without change.

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

**Ayes:** Director Hogan, Director Smith, Director Wilson, Director Matthews and Chairperson Castellano

**Noes:** None

**Absent:** Director Madrone

**5. Standing Item: CRV & Recycling Update**

**Allison Poklemba with 4 R Planet** presented a summary of recycling activities that are taking place within the school system, the importance of the program along with the impact the Pandemic has on Recycling

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

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

**6. Standing Item: SB 1383 Update**

**Director Keller-Heckman** spoke in regard to HWMA facility being on track with the process of having the Food Waste Project begin in August 2022. Omar with Edgar and Associates spoke thanking and congratulating HWMA for all the effort that has been made to get this project started.

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

None

**8. Standing Item: Executive Directors Report**

Spoke in closed session

**9. Chairperson Castellano** adjourned the meeting at 7:39 PM.



Redwood Coast Energy Authority

633 3<sup>rd</sup> Street, Eureka, CA 95501

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

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

**May 26, 2022 - Thursday, 3:30 p.m.**

Notice of this meeting was posted on May 20, 2022. Chair Stephen Avis 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 Avis stated that the posted agenda contained public teleconference meeting participation instructions.

PRESENT: Chair Stephen Avis, Scott Bauer (arrived 3:48 p.m.), Rex Bohn (left 5:45 p.m.), Vice Chair Chris Curran, Mike Losey (arrived 3:34 p.m.), Sarah Schaefer, Jack Tuttle, Frank Wilson, Sheri Woo. ABSENT: None. STAFF AND OTHERS PRESENT: Business Development and Finance Director Lori Biondini, Regulatory and Legislative Policy Manager Aisha Cissna, Power Resources Director Richard Engel, Senior Power Resources Manager Jocelyn Gwynn, Demand Side Management Director Stephen Kullmann, Community Strategies Manager Nancy Stephenson; Clerk of the Board Lori Taketa, Deputy Executive Director Eileen Verbeck, The Energy Authority Senior Portfolio Analyst Chris Weber.

New Trinidad Director Jack Tuttle introduced himself to the Board. He was hired by a South Humboldt solar company in 2006 and has worked in the solar industry for the last 16 years.

### **ORAL COMMUNICATIONS**

There were no public comments on items not on the agenda. Chair Avis closed the oral communications portion of the meeting.

### **CONSENT CALENDAR**

- 3.1 Approve Minutes of April 28, 2022, Board Meeting.
- 3.2 Approve Disbursements Report.
- 3.3 Accept Financial Reports.

No member of the Board or public requested items to be removed from the consent calendar.

**M/S: Losey, Woo: Approve the consent calendar items.**

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

Chair Avis confirmed there was a quorum to conduct Community Choice Energy business.

### **OLD CCE BUSINESS**

## 5.1 Power Procurement Update – Information only

Power Resources Director Richard Engel described current supply chain disruptions, inflation, rising oil and shipping costs and the U.S. Department of Commerce's tariff circumvention investigation's effects on RCEA's state-mandated and Board-directed power procurement. The Sandrini solar project's completion is delayed, and its developers have requested a price increase. Anticipated tariff increases resulting from the federal investigation could threaten the viability of this and other solar development projects nationwide. Should the Sandrini solar project fail, RCEA would need to replace a substantial portion of its Long-Term Renewable Portfolio Standard procurement with other resources, possibly PG&E's Voluntary Allocation Market Offer product or less-desirable unbundled renewable energy certificates. Other solar projects short-listed to help RCEA meet mid-term reliability procurement mandates as well as local feed-in tariff projects could also be affected by supply shortages and pandemic-related delays. Staff is renegotiating the Sandrini project contract and recommends doing a short-term procurement solicitation this year to make up for the potential mandated procurement shortfall. The Energy Authority's Senior Portfolio Analyst Chris Weber explained how RCEA's financial modeling reflected the Sandrini project's delayed completion and that RCEA's financial outlook remains positive despite the project's delay and potential price increase.

The directors discussed the possibility of finding resources to replace the Sandrini project, how RCEA may be able to negotiate the amount and timing of cash deposits for the Sandrini project, and how green energy projects are being built because of Humboldt County customer investment.

There were no responses from the public to Chair Avis' invitation for comment. Chair Avis closed the public comment period.

## **NEW CCE BUSINESS**

### **6.1. North Coast Renewables**

Senior Power Resources Manager Jocelyn Gwynn reported on a proposed agreement between RCEA and Sonoma Clean Power to collaborate on shared renewable energy development interests such as state regulatory advocacy, funding pursuit and sharing of non-confidential public-private partnership agreement language and best practices. Both agencies are developing significant renewable power sources. SCP's geothermal project could provide 500 MW or more to the electrical grid. While RCEA's initial offshore wind project would produce 100-150 MW, full wind energy development off Humboldt County's coast would produce more energy than the current infrastructure can transmit. One proposed improved transmission corridor runs from Humboldt County through Mendocino and Lake Counties and could service both RCEA's and SCP's renewable energy projects.

The directors discussed the potential transmission corridors and the importance of avoiding duplication of efforts between the agencies.

Chair Avis invited public comment. There were no comments from the public. Chair Avis closed the public comment period.

**M/S: Bauer, Schaefer: Authorize the Executive Director to enter into the Memorandum of Understanding Between Redwood Coast Energy Authority and Sonoma Clean**

**Power Authority to Collaborate on Enabling Transformative Renewable Energy Development Along the Northern California Coast.**

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

**OLD BUSINESS**

**7.1. Board and Community Advisory Committee Meeting Method Options**

Deputy Executive Director Verbeck described the current Humboldt County COVID transmission levels, Humboldt Bay Municipal Water District Board Room attendance limitations due to social distancing requirements, and staff's research of 18 meeting spaces between McKinleyville and Fortuna.

The directors expressed support for hybrid in-person and virtual meetings in centrally-located Eureka to address fluid COVID conditions and encourage public engagement. Relative merits of the Eureka Veterans Memorial Hall and Jefferson Community Center auditorium were discussed.

There were no responses from the public to Chair Avis' invitation for comment. Chair Avis closed the public comment period.

**M/S: Losey, Schaefer: Extend Resolution No. 2022-4 Ratifying Governor Newsom's March 4, 2020, State of Emergency Proclamation and Authorizing Remote Teleconference Meetings of RCEA's Legislative Bodies, for the period May 28, 2022, through June 26, 2022, pursuant to Brown Act revisions of AB 361, and direct staff to make arrangements for hybrid, socially-distanced, in-person public meetings beginning July 2022.**

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

**7.2. Net Energy Metering Successor Tariff Proceeding Update**

Regulatory and Legislative Manager Cissna reviewed the history of CPUC net energy metering (NEM) tariffs and current proposed changes. CCA advocacy efforts and comment deadlines were outlined. The Board previously formed an ad hoc NEM Successor Tariff Subcommittee to study proposed NEM tariff changes from the perspective of RCEA customers and report back to the Board. The Board discussed the necessity of this subcommittee in light of the technical nature of the proposed changes and the Board's adoption of a policy platform, which delegates regulatory advocacy to staff. The directors agreed to disband the ad hoc subcommittee. Staff will develop a comment letter for submission by the June 10 deadline and report back to the Board at the June meeting.

Paul Woodworth of Rise Energy submitted written comment asking RCEA to submit comments to the CPUC in defense of a viable NEM incentive program. Chair Avis closed the public comment period.

**NEW BUSINESS**

## 8.1. Proposed Agency Position Additions and Revisions

Deputy Executive Director Verbeck described three proposed, additional full-time RCEA staff positions necessitated by expanding agency work. The Community Choice Energy program is responding to an increasingly volatile energy market, negotiating agreements to fulfill rapidly developing energy procurement mandates and beginning to implement debt collection on unpaid customer bills. Staff are also needed to pursue substantial federal and state grant funds that have been set aside for transportation emissions reduction and resilience programs for building microgrids. Staff also requests creating a full-time, permanent position to match community members to a growing array of program offerings. This work is currently performed by temporary staff, and frequent turnover results in knowledge loss and recurring training costs. The cost for adding these positions would be \$260,000 with a portion of the cost being funded by grants. Staff propose that these positions be funded as long-term positions and they have been included in the proposed budget. The directors discussed the importance of planning for future needs.

There were no public comments on this item. Chair Avis closed the public comment period.

**M/S: Losey, Woo: Conditionally approve positions upon passage of budget next month with these positions included:**

- 1) **Creation of an Infrastructure Programs Manager position,**
- 2) **Addition of a DSM Intake Coordinator position,**
- 3) **Addition of a Power Resources Specialist position,**
- 4) **Update to the RCEA Organization Chart, and**
- 5) **Revising the Assistant/Coordinator/Associate position to clarify the distinction between limited-term and permanent positions.**

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

## 8.2. FY 2022-2023 Preliminary Draft Budget

Deputy Executive Director Verbeck introduced the draft fiscal year 2022-2023 budget, based on conservative modeling by The Energy Authority. Both revenues and power procurement costs are forecast to be much higher than this year, and delinquent utility bills are expected to decrease. The budget includes the Blue Lake Rancheria loan repayment and payment for power supply to MCE. Cash from these entities made it possible for RCEA to weather a large cash shortfall this fiscal year from extreme energy cost increases and pandemic-era bill non-payments. Three additional full-time positions and higher insurance costs increased the personnel budget. The draft budget does not include revenue sources that have not yet been confirmed, such as an electric vehicle charging stations grant and CPUC funding for the proposed Rural Regional Energy Network. If awarded, these funds will help offset personnel costs. Staff conservatively estimate \$8 million in net revenue next year and strongly recommend replenishing the agency's cash reserves to survive periods of reserve depletion such as the one that was averted this fiscal year.

There was support for replenishing agency reserves and staff was thanked for developing a budget despite the volatile energy market. The directors discussed the agency's goal of

returning revenues to the community through providing cheaper power and funding customer programs.

## **STAFF REPORTS**

### **9.1. Deputy Executive Director's Report**

Deputy Executive Director Verbeck reported that the Humboldt wind lease area sale notice was published in the Federal Register on May 31, opening a 60-day public comment period. The Redwood Coast Airport Microgrid opening ceremony will be on June 22 at 10:30 a.m.

The meeting was adjourned at 6:16 p.m.

Lori Taketa  
Clerk of the Board

DRAFT

**Section 17**

**ADJOURN**