

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

Location:	City Hall VIA ZOOM	Date:	September 21, 2022
		Time:	<b>6:00 pm</b>
		Posted:	September 21, 2022

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor’s Emergency Declaration related to COVID-19, and the Governor’s Executive Order N-29-20 issued on March 17, 2020 that allows attendance by members of the City Council, City staff, and the public by teleconference, videoconference, or both.

We are strongly recommending that public comments for this meeting be submitted prior to the meeting. Public comments should be submitted to [cityclerk@ci.ferndale.ca.us](mailto:cityclerk@ci.ferndale.ca.us) by 4:00pm on Wednesday, September 21, 2022, please be sure to put “Closed Session Public Comment “in the subject line. All public comments received by 4pm will be read into the record (limit to 5 minutes) during the regular meeting.

To provide public comment during the meeting, you will need to join the Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/82421837965?pwd=VE9yalRqS3dRdnBjMHpJZ1pIVEdzQT09>

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

Meeting ID: 824 2183 7965

Passcode: 685009

You may also dial in using your telephone by using either number: **(Use \*6 to mute and unmute and use \*9 to raise and lower hand to comment and ask questions during the meeting)**

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 824 2183 7965

Passcode: 685009

**MICROPHONES AND VIDEO WILL AUTOMATICALLY BE MUTED WHEN YOU JOIN THE MEETING. PUBLIC WILL BE PLACED IN THE WAITING ROOM DURING CLOSED SESSION DISCUSSIONS. ONCE CLOSED SESSION IS ADJOURNED YOU WILL BE ALLOWED BACK IN THE REGULAR MEETING STARTING AT 7:00PM.**

1. CALL CLOSED SESSION TO ORDER – Mayor
2. PUBLIC COMMENT ON CLOSED SESSION ITEMS
3. ADJOURN TO CLOSED SESSION
  - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION,  
City Manager
4. ADJOURN TO REGULAR MEETING AT 7:00PM

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

Location:	City Hall	Date:	September 21, 2022
	<b>VIA ZOOM</b>	Time:	<b>7:00 PM</b>
		Posted:	September 21, 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.

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Meeting ID: 824 2183 7965

Passcode: 685009

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 – A Closed Session was held tonight at 6:00pm. Any action the Council took will be reported out on at this time.
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>rds</sup> of the Council that the item came up after the agenda was posted and is of an urgent nature requiring immediate action. This portion of the meeting will be approximately 30 minutes’ total for all speakers, with each speaker given no more than five minutes.)

9. CONSENT CALENDAR. (All matters listed under this category are considered to be routine by the City Council and will be enacted by one motion. Unless a specific request is made by a Council Member, staff or the public, the Consent Calendar will not be read. There will be no separate discussion of these items. However, if discussion is required, that item will be removed from the Consent Calendar and considered separately under "Call Items.")	
<i>a.</i> Approval of Minutes of the August 17, 2022 Regular City Council Meeting.....	Page 6
<i>b.</i> Acceptance of Checkbook Register for August 1-31, 2022 .....	Page 9
<i>c.</i> Acceptance of Financial Statements for August 1-31, 2022.....	Page 13
10. CALL ITEMS REMOVED FROM CONSENT CALENDAR	
11. PRESENTATION	
<i>a.</i> Ferndale Chamber of Commerce Budget & Update.....	Page 36
12. PUBLIC HEARING	
13. BUSINESS	
<i>a.</i> Resolution 2022-19 Authorizing Application for Regional Early Action Planning Grants Program (REAP) .....	Page 59
<i>b.</i> Land Use and SB 2 Update and Resolution 2022-21 Authorizing an Amendment to the SB 2 Planning Grant Program Application .....	Page 61
<i>c.</i> Resolution 2022-20 Accepting a Donation for Russ Park .....	Page 69
<i>d.</i> Review & Approve Musical Instrument Project.....	Page 71
<i>e.</i> Review & Approve City Manager Contract Amendment.....	Page 73
<i>f.</i> COVID-19 Update and Discussion.....	Page 76
<i>i.</i> Reconfirm Existence of Local Emergency	
<i>ii.</i> Reconfirm findings from Resolution 2021-21 to continue the use of Virtual Meetings <b>OR</b> Adopt Resolution 2022-12 Resuming In-Person Meetings.	
14. CORRESPONDENCE .....	Page 89
15. COMMENTS FROM THE COUNCIL	
16. REPORTS	
<i>a.</i> City Manager Report .....	Page 93
<i>b.</i> Commission and Committee Reports	
<i>c.</i> Minutes from Joint Power Authorities (JPAs) and Reports	
<i>i.</i> Humboldt County Association of Governments (August 2022) .....	Page 104
<i>ii.</i> Humboldt Waste Management Authority (July 2022) .....	Page 108
<i>iii.</i> Redwood Coast Energy Authority (July 2022) .....	Page 114
17. ADJOURN	

**This notice is posted in compliance with Government Code §54954.2.  
The next Regular Meeting of the Ferndale City Council will be held on  
October 19, 2022 at 7:00 pm.**

**Section 1**

**CALL MEETING TO ORDER**

**Section 2**

**PLEDGE ALLEGIANCE**

**Section 3**

**ROLL CALL**

**Section 4**

**CLOSED SESSION REPORT OUT**

**Section 5**

**CEREMONIAL**

**Section 6**

**MODIFICATIONS TO THE AGENDA**

**Section 7**

**STUDY SESSIONS**

## **Section 8**

### **PUBLIC COMMENT**

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

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

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

## **Section 9**

### **CONSENT CALENDAR**

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

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

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

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

Report out of Closed Session: Mayor Hindley reported that the Council had a Closed Session regarding litigation from California River Watch and California Regional Water Board. Hindley explained that the settlement agreement to California River Watch was in the amount of \$25,000 and the city manager was directed to sign the agreement. Hindley added that the Stipulated Administrative Civil Liability Order from California Water Quality Board ordered the city to pay up to \$18,000 that can be paid or can be submitted in the form of an improvement project.

Ceremonial: None

Modifications to the Agenda: None

Report out of Study Session: None

Public Comment: Cleo DeOrio, new artistic director of the Ferndale Repertory Theater was present and explained she was looking for a letter of support for the new SB116 which is a fund that will pay small non-profit theater payroll for up to three years. Cleo added that she had already been in contact with the City Manager and City Clerk regarding this and the City Manager had already agreed to write a letter of support.

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/Ostler) Unanimous**

Call Items Removed from Consent Calendar: None

Presentation: None

Public Hearing: None

Business:

Resolution 2022-18 Reconfirming the Russ Park Committee and Updating Guidelines: Mayor Hindley asked for any comments from the public or council regarding the Committee Guidelines. There were no comments or questions. Mayor Hindley then explained the council needed to appoint members to the Russ Pak Committee. Hindley explained there was four applicants and three openings but one of the applicants was not really wanting to go to meetings but would rather just work on the committee helping with specific projects. Hindley also explained that the appointed members would also need to be appointed to specific terms of either 2-,3-, or 4-year terms to allow staggered terms. City Manager Parrish explained that also after the initial terms were completed, the next appointment would all be for 4-year terms. The council determined

existing members Jim Stretch and Emily Silver be appointed for 2-yr terms. The council discussed and determined Sammantha Melton and Patt Sweeney be appointed to a 4-yr term and John Miller be appointed to the 3-yr term. Councilman Lund thanked the applicants for their involvement. The council agreed with Lund and thanked them all for their time.

**MOTION:** to approve Resolution 2022-18 Reconfirming the Russ Park Committee and Guidelines **(Ostler/Lund) Unanimous**

**MOTION:** to appoint members to the Russ Park Committee as follows: Jim Stretch and Emily Silver to a 2yr term; John Miller to a 3yr term; and Patt Sweeney and Sammantha Melton to a 4yr term. **(Lund/Ostler) Unanimous**

Tri Counties Bank Loan: Mayor Hindley explained that the city had received a grant for over 2 million dollars to repair the creek. Hindley added that the city's share of this cost was \$250,000 and a loan was taken out for this amount. Hindley stated that this item was just an informational item to let the council know that this loan had been satisfied in full.

COVID 19 Update and Discussion: City Manager Parrish stated that it seems Covid had diminished a little, however, people are still getting COVID. Parrish added that it had been 2 ½ years now and people are ready to move on. Councilman Smith stated his continued concern on the virus. Smith stated that the virus is still out there and the predictions on fall and winter deaths from the virus are not good. Smith added that people are forgetting about the virus and becoming more relaxed. Smith stated the importance of continuing to wear masks and social distance. Smith also stated the importance of the vaccines, boosters, and new medications that can be taken when diagnosed early.

**MOTION:** to reconfirm the existence of the local emergency **(Ostler/Lund) Unanimous**

The Council discussed the issue of returning to in-person meetings. Smith stated there was too much missing information and we need more data before jumping back into normal. Smith added that Zoom was working great and no reason to jump into regular meetings. Councilman Lund and Ostler agreed, and stated zoom is working well and can be easily reevaluated at next month's meeting.

**MOTION:** reconfirm the findings of Resolution 2021-21 to continue the use of virtual meetings. **(Ostler/Smith) 3-1 (Hindley)**

Correspondence: No Comments

Council Comments: Councilman Ostler asked public speaker Cleo DeOrio to repeat what she had stated during Public Comment.

Reports:

City Managers Report: Councilman Lund stated the City Staff reports are very thorough. Councilman Smith stated that the City Managers reports have become fuller and more detailed and informative and thanked Parrish for that.

Other Reports: None

Mayor Hindley Adjourned the Meeting at 7:34 pm

Respectfully submitted

Kristene Hall  
City Clerk

DRAFT



**City of Mendocino**  
**Bank Account Register**

General Checking  
August 1, 2022 - August 31, 2022

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			1,258,700.99
08/01/22		JAY PARRISH	JAY PARRISH	400.00		1,258,300.99
08/01/22		USDAR	USDA RURAL DEVELOPMENT	147,176.87		1,111,124.12
08/01/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	791.66		1,110,332.46
08/01/22	56058	CITFO	CITY OF FORTUNA	3,216.66		1,107,115.80
08/01/22	56059	MIRRE	MIRANDA'S RESCUE	450.00		1,106,665.80
08/01/22	56060	VANESSA	VANESSA HUERTA	200.00		1,106,465.80
08/01/22	56065	ARNKE	ARNOLD C. KEMP	1,971.20		1,104,494.60
08/01/22	56066	CBSCO	CA BUILDING STANDARDS COMM.	18.00		1,104,476.60
08/01/22	56067	MENSU	MENDES SUPPLY CO.	422.04		1,104,054.56
08/01/22	56068	NORCO	NORTH COAST LABORATORIES LTD.	545.00		1,103,509.56
08/01/22	56069	PACGA	PACIFIC GAS & ELECTRIC	6,231.35		1,097,278.21
08/01/22	56070	R HILL	RICHARD E. HILL	1,100.00		1,096,178.21
08/01/22	56071	SUDDEN	SUDDENLINK	985.23		1,095,192.98
08/01/22	56072	UNDSE	UNDERGROUND SERVICE ALERT	300.00		1,094,892.98
08/01/22	56073	USBANK	US BANK	721.94		1,094,171.04
08/01/22	56074	VERZN	VERIZON WIRELESS	124.58		1,094,046.46
08/01/22	56075	PACGA	PACIFIC GAS & ELECTRIC	1,164.88		1,092,881.58
08/01/22	56076	VERZN	VERIZON WIRELESS	82.18		1,092,799.40
08/01/22	56077	DELOR	DEL ORO WATER CO., FDLE. DIST.	607.51		1,092,191.89
08/01/22	56078	FERNTECH	DEMETRIUS DISTEFANO	216.00		1,091,975.89
08/02/22		USTREASURY	UNITED STATES TREASURY	7,248.32		1,084,727.57
08/02/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,347.30		1,083,380.27
08/08/22			080822STCAL		4,479.16	1,087,859.43
08/08/22	56079	ALAN MEN	ALAN MENDES	57.48		1,087,801.95
08/08/22	56080	EDGMON	AYCOCK & EDGMON	575.00		1,087,226.95
08/08/22	56081	COPWARE	COPWARE, INC	85.00		1,087,141.95
08/08/22	56082	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	19.00		1,087,122.95
08/08/22	56083	EEL TRANS	EEL RIVER TRANSPORTATION & SALVAGE	92.23		1,087,030.72
08/08/22	56084	LCACT	LC ACTION POLICE SUPPLY	242.44		1,086,788.28
08/08/22	56085	MERFR	MERCER FRASER COMPANY	88.23		1,086,700.05
08/08/22	56086	NILCO	NILSEN COMPANY	409.21		1,086,290.84
08/08/22	56087	NORCO	NORTH COAST LABORATORIES LTD.	70.00		1,086,220.84
08/08/22	56088	PLANWEST	PLANWEST PARTNERS, INC.	5,489.75		1,080,731.09
08/08/22	56089	EELRI	RECOLOGY HUMBOLDT COUNTY	379.75		1,080,351.34
08/08/22	56090	SHREDAWARE	SHRED AWARE	76.22		1,080,275.12
08/08/22	56091	FARSH	THE FARM SHOP	151.39		1,080,123.73
08/08/22	56093	TIPMO	TIPPLE MOTORS, INC.	1,292.49		1,078,831.24
08/08/22	56095	VALLU	VALLEY LUMBER	768.95		1,078,062.29
08/08/22	56096	VAPAC PETRO	VALLEY PACIFIC PETROLEUM SERVICES, INC.	1,713.76		1,076,348.53
08/08/22	56097	WHITCHURCH	WHITCHURCH ENGINEERING, INC.	540.00		1,075,808.53
08/08/22	56098	WYCKO	WYCKOFF'S	62.90		1,075,745.63
08/09/22	56101	BRIMC	BRIAN MC NEILL	180.00		1,075,565.63
08/09/22	56102	COPPL	COPIERS PLUS	296.53		1,075,269.10
08/09/22	56103	FDAC	FDAC EBA	9,130.24		1,066,138.86
08/09/22	56104	FEPEA	FEPEA	57.50		1,066,081.36
08/09/22	56105	HORBU	HORIZON BUSINESS SERVICES	29.15		1,066,052.21
08/09/22	56106	HUMTE	HUMBOLDT TERMITE & PEST	49.00		1,066,003.21
08/09/22	56107	MENSU	MENDES SUPPLY CO.	88.57		1,065,914.64
08/09/22	56108	MITCHELL	THE MITCHELL LAW FIRM, LLP	2,507.50		1,063,407.14
08/09/22	56109	TRICOUNTIES	TRI COUNTIES BANK	1,130.48		1,062,276.66
08/11/22		EXPERTPAY	EXPERTPAY.COM	138.46		1,062,138.20
08/11/22	1001		PARRISH, JAY D	2,709.01		1,059,429.19
08/11/22	1002		HALL, KRISTENE M	1,724.38		1,057,704.81
08/11/22	1003		BOOP, LAUREN	1,277.80		1,056,427.01
08/11/22	1004		SLIGH, RONALD B	2,023.23		1,054,403.78

## Bank Account Register

General Checking

August 1, 2022 - August 31, 2022

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
08/11/22	1005		FIELDER, CHARLES COSMAS	175.02		1,054,228.76
08/11/22	1006		MENDES, ALAN SCOTT	821.98		1,053,406.78
08/11/22	1007		STEPHEN, MICHAEL C	200.75		1,053,206.03
08/11/22	1008		GARDNER, TANNER W	1,281.15		1,051,924.88
08/11/22	1009		MCNEILL, LOGAN D	1,332.38		1,050,592.50
08/11/22	1010		COPPINI, STEVE L	2,621.60		1,047,970.90
08/11/22	1011		GARDNER, SHAWN C	1,960.89		1,046,010.01
08/11/22	1012		LIU, CARSON B	1,029.79		1,044,980.22
08/11/22	1013		HOPPIS, JOHNNY F	1,832.26		1,043,147.96
08/11/22	1014		SUTTON, DANIEL V	363.27		1,042,784.69
08/11/22	1015		GARDNER, HUNTER C	127.75		1,042,656.94
08/11/22	1016		RICHARDSON, DIANNA L	127.75		1,042,529.19
08/11/22	56099		CERVANTES, CESAR E	1,250.84		1,041,278.35
08/11/22	56100		FRANCESCHI, DAVID A	1,309.44		1,039,968.91
08/16/22		USTREASURY	UNITED STATES TREASURY	6,929.54		1,033,039.37
08/16/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,255.45		1,031,783.92
08/16/22	56110	CA RURAL	CALIFORNIA RURAL WATER ASSOCIATION	675.00		1,031,108.92
08/16/22	56111	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	19.00		1,031,089.92
08/16/22	56112	FERNTECH	DEMETRIUS DISTEFANO	30.00		1,031,059.92
08/16/22	56113	WINDY	JOSE CARLOS ALEJANDRE RODRIGUEZ	6,200.00		1,024,859.92
08/16/22	56114	MENSU	MENDES SUPPLY CO.	72.30		1,024,787.62
08/16/22	56115	PLANWEST	PLANWEST PARTNERS, INC.	3,440.00		1,021,347.62
08/16/22	56116	SDRMA	SPECIAL DISTRICT RISK MGMT AUTHORITY	563.67		1,020,783.95
08/17/22	56117	HWMA/IWMF	HUMBOLDT WASTE MGMT AUTHORITY	3,000.00		1,017,783.95
08/17/22	56118	REDER	REDWOOD EMPIRE ROOFING	230.37		1,017,553.58
08/22/22			082222USBANK		78.41	1,017,631.99
08/22/22			082222STCAL		2,328.63	1,019,960.62
08/23/22	56119	CAMEL	CAMPTON ELECTRIC SUPPLY, INC.	339.55		1,019,621.07
08/23/22	56120	CORRE	COLLEGE OF THE REDWOODS	850.00		1,018,771.07
08/23/22	56121	DOWNEYBRAND	DOWNEY BRAND	2,320.00		1,016,451.07
08/23/22	56122	FRONT	FRONTIER	548.68		1,015,902.39
08/23/22	56123	HUMAS	HUMBOLDT COUNTY ASSESSOR	72.60		1,015,829.79
08/23/22	56124	KRISHALL	KRISTENE HALL	126.90		1,015,702.89
08/23/22	56125	NORCO	NORTH COAST LABORATORIES LTD.	90.00		1,015,612.89
08/23/22	56126	PACGA	PACIFIC GAS & ELECTRIC	6,780.67		1,008,832.22
08/23/22	56127	PERFORMA	PERFORMA LABS	125.00		1,008,707.22
08/23/22	56128	SEQGA	SEQUOIA GAS COMPANY	300.59		1,008,406.63
08/23/22	56130	SPORT	SPORT & CYCLE	55.31		1,008,351.32
08/23/22	56131	WELF(\$106)	WELLS FARGO FINANCIAL LEASING	106.46		1,008,244.86
08/23/22	56132	WELLS(\$206)	WELLS FARGO VENDOR FIN SERV	206.67		1,008,038.19
08/23/22	56133	DELOR	DEL ORO WATER CO., FDLE. DIST.	887.59		1,007,150.60
08/24/22			082422DEPOSIT		52,246.67	1,059,397.27
08/25/22		EXPERTPAY	EXPERTPAY.COM	138.46		1,059,258.81
08/25/22	1001		PARRISH, JAY D	2,709.02		1,056,549.79
08/25/22	1002		HALL, KRISTENE M	1,744.47		1,054,805.32
08/25/22	1003		BOOP, LAUREN	1,277.78		1,053,527.54
08/25/22	1004		ALAMEDA, RENAE MARY	255.50		1,053,272.04
08/25/22	1005		SLIGH, RONALD B	2,023.23		1,051,248.81
08/25/22	1006		LINDGREN, ROBERT C	784.89		1,050,463.92
08/25/22	1007		FIELDER, CHARLES COSMAS	462.78		1,050,001.14
08/25/22	1008		MENDES, ALAN SCOTT	1,010.07		1,048,991.07
08/25/22	1009		STEPHEN, MICHAEL C	120.46		1,048,870.61
08/25/22	1010		GARDNER, TANNER W	1,737.58		1,047,133.03
08/25/22	1011		MCNEILL, LOGAN D	1,705.55		1,045,427.48
08/25/22	1012		NEWTON, TROY D	324.57		1,045,102.91
08/25/22	1013		COPPINI, STEVE L	2,621.60		1,042,481.31
08/25/22	1014		GARDNER, SHAWN C	1,515.24		1,040,966.07

## Bank Account Register

General Checking

August 1, 2022 - August 31, 2022

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
08/25/22	1015		LIU, CARSON B	1,029.79		1,039,936.28
08/25/22	1016		HOPPIS, JOHNNY F	1,832.27		1,038,104.01
08/25/22	1017		GARDNER, HUNTER C	127.75		1,037,976.26
08/25/22	1018		RICHARDSON, DIANNA L	127.75		1,037,848.51
08/25/22	56134		AZIZSOLTANI, FARAZ	302.73		1,037,545.78
08/25/22	56135		CERVANTES, CESAR E	1,250.84		1,036,294.94
08/25/22	56136		FRANCESCHI, DAVID A	1,309.43		1,034,985.51
08/25/22	56137	FEPEA	FEPEA	72.50		1,034,913.01
08/25/22	56138	FRATB	FRANCHISE TAX BOARD	505.08		1,034,407.93
08/26/22			082622STCAL		12,149.39	1,046,557.32
08/30/22		EDD	EMPLOYMENT DEVELOPMENT DEPT	1,410.22		1,045,147.10
08/30/22		USTREASURY	UNITED STATES TREASURY	7,703.57		1,037,443.53
08/30/22	56149	ALAN MEN	ALAN MENDES	450.00		1,036,993.53
08/30/22	56150	CORRE	COLLEGE OF THE REDWOODS	100.00		1,036,893.53
08/30/22	56151	CRYST	CRYSTAL SPRINGS BOTTLED WATER CO.	9.00		1,036,884.53
08/30/22	56152	MISLI	MISSION LINEN & UNIFORM SERVICE	21.58		1,036,862.95
08/30/22	56153	NORCO	NORTH COAST LABORATORIES LTD.	475.00		1,036,387.95
08/30/22	56154	OPTIMIM	OPTIMUM	985.23		1,035,402.72
08/30/22	56155	SILKE	SILKE COMMUNICATIONS	172.12		1,035,230.60
08/30/22	56156	STAPE	STAPLES CREDIT PLAN	140.31		1,035,090.29
08/30/22	56157	USBANK	US BANK	1,661.56		1,033,428.73
<b>Totals</b>				<u>296,554.52</u>	<u>71,282.26</u>	<u>1,033,428.73</u>

Transaction count = 133

<b>AUGUST 2022 Deposit Recap</b>	<b>8.8.22</b>	<b>8.22.22</b>	<b>8.24.22</b>	<b>8.26.22</b>	<b>TOTAL</b>
RETAIL TAX				12,149.39	12,149.39
HIGHWAY USER TAX/VEHICLE LICENSE FEES	4,479.16				4,479.16
ROAD MAINTENANCE AND REHAB ACCT		2,328.63			
BUSINESS LIC			1,665.00		1,665.00
ANIMAL LIC			505.00		505.00
BUILDING RENTS			850.00		850.00
PERMITS			1,837.00		1,837.00
TOT			23,364.98		23,364.98
HEALTH INSPECTIONS			1,353.68		1,353.68
HCAOG - RSTP					-
RECYCLING GRANT					-
PARSAC - GRANT / OTHER					-
COUNTY OF HUMBOLDT-STREETS & ROADS					-
SEPTIC DUMPS / SEWER REVENUE					-
FRANCHSE FEES			7,659.73		7,659.73
HUMBOLDT CTY - COPS					-
STCAL - POST			3,595.34		
DONATIONS					-
POLICE SERVICES			323.74		323.74
SMALL MISC			550.61		550.61
DRAINAGE FEES			10,620.00		10,620.00
COUNTY OF HUMBOLDT-PROPERTY TAXES					-
COUNTY OF HUMBOLDT-SEWER					-
COUNTY OF HUMBOLDT-INTEREST INCOME					-
STATE - CAL TRANS - STREET SWEEP					-
RCEA - reimb CAP expenses					-
AMERICAN RESCUE PLAN ACT					-
	4,479.16	2,328.63	52,325.08	12,149.39	<b>71,282.26</b>

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

Assets

Current Assets	
Cash	\$ 678,059.86
Restricted Cash	15,150.00
Accounts Receivable	<u>14,060.06</u>
 Total Current Assets	 <u>707,269.92</u>
 Total Assets	 <u>\$ 707,269.92</u>

Liabilities and Fund Balance

Current Liabilities	
Accounts Payable	\$ 25,402.48
Accrued Liabilities	2,819.73
Other Current Liabilities	<u>304,040.77</u>
 Total Current Liabilities	 <u>332,262.98</u>
 Total Liabilities	 <u>332,262.98</u>
Fund Balance	
Retained Earnings	<u>375,006.94</u>
 Total Fund Balance	 <u>375,006.94</u>
 Total Liabilities and Fund Balance	 <u>\$ 707,269.92</u>

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

Assets

Current Assets	
Cash	\$ <u>(13,338.58)</u>
Total Current Assets	<u>(13,338.58)</u>
Total Assets	<u>\$ <u>(13,338.58)</u></u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Retained Earnings	<u>(13,338.58)</u>
Total Fund Balance	<u>(13,338.58)</u>
Total Liabilities and Fund Balance	<u>\$ <u>(13,338.58)</u></u>

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

Assets

Current Assets	
Cash	\$ <u>8,260.82</u>
Total Current Assets	<u>8,260.82</u>
Total Assets	<u><u>\$ 8,260.82</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>8,260.82</u>
Total Fund Balance	<u>8,260.82</u>
Total Liabilities and Fund Balance	<u><u>\$ 8,260.82</u></u>

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

Assets

Current Assets	
Cash	\$ <u>204,355.20</u>
Total Current Assets	<u>204,355.20</u>
Total Non Current Assets	<u>                    </u>
Total Assets	<u><u>\$ 204,355.20</u></u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Fund Balance	
Retained Earnings	<u>204,355.20</u>
Total Fund Balance	<u>204,355.20</u>
Total Liabilities and Fund Balance	<u><u>\$ 204,355.20</u></u>



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

Assets

Current Assets	
Cash	\$ <u>(14,535.43)</u>
Total Current Assets	<u>(14,535.43)</u>
Total Assets	<u>\$ <u>(14,535.43)</u></u>

Liabilities and Fund Balance

Current Liabilities	
Total Current Liabilities	\$ <u>0.00</u>
Total Liabilities	<u>0.00</u>
Fund Balance	
Retained Earnings	<u>(14,535.43)</u>
Total Fund Balance	<u>(14,535.43)</u>
Total Liabilities and Fund Balance	<u>\$ <u>(14,535.43)</u></u>

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

Assets

Current Assets	
Cash	\$ <u>50,008.30</u>
Total Current Assets	<u>50,008.30</u>
Total Assets	<u>\$ 50,008.30</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>50,008.30</u>
Total Fund Balance	<u>50,008.30</u>
Total Liabilities and Fund Balance	<u>\$ 50,008.30</u>

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

Assets

Current Assets	
Cash	\$ 764,051.02
<b>Total Current Assets</b>	<b><u>764,051.02</u></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><u>10,202,091.07</u></b>
<b>Total Assets</b>	<b><u>\$ 10,966,142.09</u></b>

Liabilities and Fund Balance

Current Liabilities	
Interest Payable	\$ 40,147.40
Other Current Liabilities	<u>163,375.00</u>
<b>Total Current Liabilities</b>	<b><u>203,522.40</u></b>
Long-Term Liabilities	
Notes Payable USDA	<u>4,057,000.00</u>
<b>Total Long-Term Liabilities</b>	<b><u>4,057,000.00</u></b>
<b>Total Liabilities</b>	<b><u>4,260,522.40</u></b>
Fund Balance	
Other Equity	6,649,092.60
Retained Earnings	<u>56,527.09</u>
<b>Total Fund Balance</b>	<b><u>6,705,619.69</u></b>
<b>Total Liabilities and Fund Balance</b>	<b><u>\$ 10,966,142.09</u></b>

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

Assets

Property and Equipment	
Buildings and improvements	\$ 479,444.72
Vehicles	176,365.86
Equipment	190,460.12
Roadways	10,782,034.50
Sidewalks	173,300.00
Streetlights	31,684.18
Land	131,000.00
Less Accumulated Depreciation	<u>(10,165,670.23)</u>
Net Property and Equipment	<u>1,798,619.15</u>
Total Assets	<u>\$ 1,798,619.15</u>

Liabilities and Fund Balance

Long-Term Liabilities	
Accrued Vacation/Sick pay	\$ 59,093.00
Notes payable-current	2,249.16
Capital leases payable	<u>7,405.82</u>
Total Long-Term Liabilities	<u>68,747.98</u>
Fund Balance	
Other Equity	1,718,440.75
Retained Earnings	<u>11,430.42</u>
Total Fund Balance	<u>1,729,871.17</u>
Total Liabilities and Fund Balance	<u>\$ 1,798,619.15</u>

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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY 2022/2023 Budget	Over/(Under) Budget
<b>REVENUES</b>				
<b>Revenues - Taxes</b>				
10014102 Property tax-secured	\$ 0.00	\$ 0.00	\$ 156,259.61	\$ (156,259.61)
10014104 Property tax-unsecured	0.00	0.00	9,011.52	(9,011.52)
10014106 Property tax-prior	0.00	0.00	52.00	(52.00)
10014107 Supplemental role	0.00	0.00	320.00	(320.00)
10014110 Sales and use tax	0.00	0.00	165,000.00	(165,000.00)
10014111 Trash franchise	0.00	0.00	7,000.00	(7,000.00)
10014112 PG&E franchise	0.00	0.00	14,000.00	(14,000.00)
10014114 Cable franchise	0.00	0.00	12,000.00	(12,000.00)
10014116 Business license tax	1,665.00	4,170.00	11,457.72	(7,287.72)
10014118 Real Property Transfer tax	0.00	0.00	8,732.97	(8,732.97)
10014120 Transient lodging tax	0.00	20,788.40	154,584.32	(133,795.92)
10014121 TOT Humboldt Lodging Authority	0.00	2,296.08	24,850.80	(22,554.72)
<b>Total Revenue - Taxes</b>	<b>\$ 1,665.00</b>	<b>\$ 27,254.48</b>	<b>\$ 563,268.94</b>	<b>\$ (536,014.46)</b>
<b>Revenues - Licenses and Permits</b>				
10024132 Construction permits	\$ 1,787.60	\$ 4,519.68	\$ 0.00	\$ 4,519.68
10024164 Health protection	900.00	1,353.68	3,200.00	(1,846.32)
10024166 Encroachment permits	50.00	250.00	350.00	(100.00)
10024278 Animal license fees	505.00	635.00	1,400.00	(765.00)
<b>Total Revenue - Licenses and Permits</b>	<b>\$ 3,242.60</b>	<b>\$ 6,758.36</b>	<b>\$ 4,950.00</b>	<b>\$ 1,808.36</b>
<b>Revenues - Use of Money and Property</b>				
10044182 Interest	\$ 0.00	\$ 0.00	\$ 16,650.00	\$ (16,650.00)
10044285 Bocce ball revenue	0.00	50.00	0.00	50.00
10044297 Town Hall Rent	500.00	500.00	1,500.00	(1,000.00)
10044297.1 Community Center rents	50.00	400.00	600.00	(200.00)
<b>Total Revenue -Use of Money and Property</b>	<b>\$ 550.00</b>	<b>\$ 950.00</b>	<b>\$ 18,750.00</b>	<b>\$ (17,800.00)</b>
<b>Revenues - Fines</b>				
10034283 Court fines	\$ 0.00	\$ 0.00	\$ 3,114.71	\$ (3,114.71)
<b>Total Revenue - Fines</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 3,114.71</b>	<b>\$ (3,114.71)</b>
<b>Revenues - Intergovernmental</b>				
10054204 Motor vehicle in-lieu tax	\$ 0.00	\$ 0.00	\$ 95,555.11	\$ (95,555.11)
10054222 Home owners prop. tax relief	0.00	0.00	1,069.05	(1,069.05)
10054286 Street sweeping	0.00	9,367.68	19,364.00	(9,996.32)
10054289 RMRA	0.00	0.00	22,525.68	(22,525.68)
10054290 Peace off. stds. & trng.	0.00	3,595.34	0.00	3,595.34
10054300 Public safety 1/2 cent	0.00	0.00	3,903.42	(3,903.42)
10054310 COPs Program	0.00	0.00	185,000.00	(185,000.00)
<b>Total Revenue - Intergovernmental</b>	<b>\$ 0.00</b>	<b>\$ 12,963.02</b>	<b>\$ 327,417.26</b>	<b>\$ (314,454.24)</b>

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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY 2022/2023 Budget	Over/(Under) Budget
<b>Revenues - Fees for Service</b>				
10084271 Parking fees	\$ 48.74	\$ 48.74	\$ 0.00	\$ 48.74
10084287.3 Reimbursed Fees Planning	0.00	0.00	1,500.00	(1,500.00)
10084291 Special police services	275.00	295.00	4,000.00	(3,705.00)
10084298 Fair racing revenue	51.40	161.47	2,140.50	(1,979.03)
<b>Total Revenue - Fees for Service</b>	<b>\$ 375.14</b>	<b>\$ 505.21</b>	<b>\$ 7,640.50</b>	<b>\$ (7,135.29)</b>
<b>Revenues - Other Revenue</b>				
10094284 Donations - Library	\$ 0.00	\$ 0.00	\$ 19,300.72	\$ (19,300.72)
10094284.1 Donations - City	0.00	15,000.00	5,000.00	10,000.00
10094307 Miscellaneous	771.60	771.60	5,271.94	(4,500.34)
10094311 Utilities - Little League park	0.00	200.00	200.00	0.00
<b>Total Revenue - Other Revenue</b>	<b>\$ 771.60</b>	<b>\$ 15,971.60</b>	<b>\$ 29,772.66</b>	<b>\$ (13,801.06)</b>
<b>TOTAL REVENUES</b>	<b>\$ 6,604.34</b>	<b>\$ 64,402.67</b>	<b>\$ 954,914.07</b>	<b>\$ (890,511.40)</b>

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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY 2022/2023 Budget	Over/(Under) Budget
<b>EXPENDITURES</b>				
<b>Expenditures - City Council</b>				
10115012 Office expense	\$ 0.00	\$ 0.00	\$ 200.00	\$ (200.00)
10115013 Advertising	0.00	0.00	1,800.00	(1,800.00)
10115044 Meetings and dues	0.00	0.00	1,350.00	(1,350.00)
10115045 LAFCO fees	<u>0.00</u>	<u>0.00</u>	<u>675.00</u>	<u>(675.00)</u>
<b>Total Expenditures - City Council</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 4,025.00</u>	<u>\$ (4,025.00)</u>
<b>Expenditures City Manager</b>				
10105002 Salary - permanent	\$ 2,665.46	\$ 15,132.52	\$ 34,651.00	\$ (19,518.48)
10105006 Payroll taxes	203.33	1,156.47	2,798.32	(1,641.85)
10105007 Medical/Dental/Vision insurance	699.23	1,398.46	8,703.02	(7,304.56)
10105009 Workers comp. insurance	0.00	2,331.95	2,147.06	184.89
10105010 Deferred retirement	0.00	0.00	2,546.31	(2,546.31)
10105061 Liability Insurance	<u>0.00</u>	<u>0.00</u>	<u>2,425.02</u>	<u>(2,425.02)</u>
<b>Total expenditures -City Manager</b>	<u>\$ 3,568.02</u>	<u>\$ 20,019.40</u>	<u>\$ 53,270.73</u>	<u>\$ (33,251.33)</u>
<b>Expenditures - City Clerk</b>				
10125002 Salary - permanent	\$ 6,308.58	\$ 12,636.20	\$ 89,346.24	\$ (76,710.04)
10125006 Payroll taxes	498.74	1,000.49	8,269.96	(7,269.47)
10125007 Medical/Dental/Vision insurance	1,100.63	2,201.26	13,766.96	(11,565.70)
10125009 Workers comp. insurance	0.00	5,605.20	5,160.77	444.43
10125010 Deferred retirement	0.00	0.00	6,468.95	(6,468.95)
10125012 Office expense	76.22	276.57	5,000.00	(4,723.43)
10125022 IT support	141.00	282.00	5,000.00	(4,718.00)
10125044 Meetings and dues	126.90	126.90	1,200.00	(1,073.10)
10125061 Liability Insurance	0.00	0.00	5,000.00	(5,000.00)
10125099 Miscellaneous	<u>13,284.89</u>	<u>13,284.89</u>	<u>0.00</u>	<u>13,284.89</u>
<b>Total Expenditures -City Clerk</b>	<u>\$ 21,536.96</u>	<u>\$ 35,413.51</u>	<u>\$ 139,212.88</u>	<u>\$ (103,799.37)</u>

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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY 2022/2023 Budget	Over/(Under) Budget
<b>Expenditures - City Attorney</b>				
10145052 Professional services	\$ 345.00	\$ 5,172.50	\$ 10,000.00	\$ (4,827.50)
<b>Total Expenditures - City Attorney</b>	<b>\$ 345.00</b>	<b>\$ 5,172.50</b>	<b>\$ 10,000.00</b>	<b>\$ (4,827.50)</b>
<b>Expenditures - Government Buildings</b>				
10155002 Salary - permanent	\$ 280.00	\$ 528.00	\$ 2,995.36	\$ (2,467.36)
10155006 Payroll taxes	36.82	69.44	456.35	(386.91)
10155009 Workers comp. insurance	0.00	224.56	200.00	24.56
10155012 Office expense	0.00	0.00	1,000.00	(1,000.00)
10155020 Building and ground maint.	1,218.91	7,891.07	13,000.00	(5,108.93)
10155030 Trash service	37.35	74.70	450.00	(375.30)
10155031 Gas	0.00	397.91	9,500.00	(9,102.09)
10155032 Utilities	218.45	428.21	2,000.00	(1,571.79)
10155033 Water	48.69	95.87	4,635.00	(4,539.13)
10155034 Telephone/internet	745.10	869.68	5,000.00	(4,130.32)
10155061 Liability Insurance	0.00	0.00	200.00	(200.00)
10155063 Building and Property Insurance	0.00	0.00	3,400.00	(3,400.00)
<b>Total Expenditures - Government Buildings</b>	<b>\$ 2,585.32</b>	<b>\$ 10,579.44</b>	<b>\$ 42,836.71</b>	<b>\$ (32,257.27)</b>
<b>Expenditures - Non departmental</b>				
10165015 Property tax admin. fees	\$ 0.00	\$ 0.00	\$ 2,649.37	\$ (2,649.37)
10165054 Audit and accounting	0.00	0.00	20,500.00	(20,500.00)
10165054.1 Accounting services	0.00	575.00	13,090.00	(12,515.00)
10165055 Contractual services	0.00	0.00	720.00	(720.00)
10165061 Liability Insurance	0.00	0.00	1,000.00	(1,000.00)
10165078 Copy machine expense	317.59	680.58	4,680.00	(3,999.42)
10165099 Miscellaneous	0.00	0.00	2,500.00	(2,500.00)
10165200 Car allowance	400.00	800.00	4,800.00	(4,000.00)
<b>Total Expenditures - Nondepartmental</b>	<b>\$ 717.59</b>	<b>\$ 2,055.58</b>	<b>\$ 49,939.37</b>	<b>\$ (47,883.79)</b>
<b>Expenditures - Community Promotion</b>				
10175020 Building and ground maint.	\$ 0.00	\$ 0.00	\$ 500.00	\$ (500.00)
10175028 Public restroom	193.24	636.86	2,100.00	(1,463.14)
10175032 Utilities	57.75	106.20	435.92	(329.72)
10175033 Water	576.21	636.61	1,533.50	(896.89)
10175072 Chamber of commerce	0.00	7,766.17	31,064.70	(23,298.53)
10175072.1 Donation - Visitors & Conv.	0.00	0.00	1,500.00	(1,500.00)
10175072.3 TOT 2% HLA QTRLY	0.00	0.00	28,012.58	(28,012.58)
<b>Total Expenditures - Community Promotion</b>	<b>\$ 827.20</b>	<b>\$ 9,145.84</b>	<b>\$ 65,146.70</b>	<b>\$ (56,000.86)</b>



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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY 2022/2023 Budget	Over/(Under) Budget
<b>Expenditures - Police</b>				
10215002 Salary - permanent	\$ 17,557.14	\$ 34,748.72	\$ 256,648.44	\$ (221,899.72)
10215004 Salary - reserve	3,231.83	5,245.73	28,471.03	(23,225.30)
10215005 Salary - overtime	532.25	1,483.83	14,607.52	(13,123.69)
10215006 Payroll taxes	1,741.84	3,350.11	27,567.11	(24,217.00)
10215007 Medical/Dental/Vision insurance	3,065.38	6,130.76	27,115.55	(20,984.79)
10215009 Workers comp. insurance	0.00	20,287.16	37,212.61	(16,925.45)
10215010 Deferred retirement	0.00	0.00	12,471.48	(12,471.48)
10215012 Office expense	353.68	395.30	2,000.00	(1,604.70)
10215014 Vehicle expense	943.49	2,946.88	8,500.00	(5,553.12)
10215016 Fuel	1,442.83	2,351.12	20,858.81	(18,507.69)
10215020 Building and ground maint.	274.65	534.61	5,000.00	(4,465.39)
10215022 IT support	30.00	785.00	6,000.00	(5,215.00)
10215024 Special department supply	77.48	3,503.34	10,000.00	(6,496.66)
10215026 Uniform expense	0.00	0.00	1,000.00	(1,000.00)
10215026.1 Uniform allowance	0.00	3,000.00	3,000.00	0.00
10215029 Water/sewer	71.52	141.19	1,857.24	(1,716.05)
10215032 Utilities	10.51	20.04	1,695.01	(1,674.97)
10215034 Telephone/internet	827.95	910.13	5,555.75	(4,645.62)
10215035 Dispatch service	3,216.66	6,433.32	38,600.00	(32,166.68)
10215044 Meetings and dues	0.00	15.00	1,000.00	(985.00)
10215048 Training	0.00	0.00	2,500.00	(2,500.00)
10215051 Physical exams	0.00	0.00	900.00	(900.00)
10215052 Professional services	70.00	70.00	1,000.00	(930.00)
10215061 Liability Insurance	0.00	0.00	21,096.05	(21,096.05)
10215063 Building and Property Insurance	0.00	0.00	1,100.00	(1,100.00)
10215078 Copy machine expense	106.46	212.92	1,500.00	(1,287.08)
10215088 Equipment repair other	0.00	0.00	1,000.00	(1,000.00)
10215098 Background expense	0.00	0.00	1,000.00	(1,000.00)
10215201 Lexipol services	0.00	0.00	2,500.00	(2,500.00)
<b>Total Expenditures - Police</b>	<b>\$ 33,553.67</b>	<b>\$ 92,565.16</b>	<b>\$ 541,756.60</b>	<b>\$ (449,191.44)</b>
<b>Expenditures - Animal Control</b>				
10225096 Animal control	\$ 450.00	\$ 996.00	\$ 5,500.00	\$ (4,504.00)
<b>Total Expenditures - Animal Control</b>	<b>\$ 450.00</b>	<b>\$ 996.00</b>	<b>\$ 5,500.00</b>	<b>\$ (4,504.00)</b>
<b>Expenditures - Health</b>				
10245052 Professional services	\$ 200.00	\$ 400.00	\$ 2,400.00	\$ (2,000.00)
<b>Total Expenditures - Health</b>	<b>\$ 200.00</b>	<b>\$ 400.00</b>	<b>\$ 2,400.00</b>	<b>\$ (2,000.00)</b>

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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY 2022/2023 Budget	Over/(Under) Budget
<b>Expenditures - Streets and Roads</b>				
10315002 Salary - permanent	\$ 1,546.24	\$ 3,133.28	\$ 24,647.90	\$ (21,514.62)
10315006 Payroll taxes	114.83	232.78	2,101.88	(1,869.10)
10315007 Medical/Dental/Vision insurance	425.52	851.04	5,263.65	(4,412.61)
10315009 Workers comp. insurance	0.00	1,302.35	1,200.00	102.35
10315010 Deferred retirement	0.00	0.00	1,523.88	(1,523.88)
10315011 Bldg/property insurance	0.00	0.00	589.57	(589.57)
10315014 Vehicle expense	348.44	1,298.89	12,566.00	(11,267.11)
10315020 Building and ground maint.	0.00	0.00	3,000.00	(3,000.00)
10315021 Street maintenance	0.00	0.00	8,500.00	(8,500.00)
10315024 Special department supply	0.00	679.76	1,000.00	(320.24)
10315026.1 Uniform allowance	0.00	0.00	300.00	(300.00)
10315034 Telephone/internet	163.46	163.46	930.00	(766.54)
10315055 Contractual services	0.00	0.00	550.00	(550.00)
10315061 Liability Insurance	0.00	0.00	1,354.32	(1,354.32)
10315088 Equipment repair other	0.00	0.00	500.00	(500.00)
<b>Total Expenditures - Streets and Roads</b>	<b>\$ 2,598.49</b>	<b>\$ 7,661.56</b>	<b>\$ 64,027.20</b>	<b>\$ (56,365.64)</b>
<b>Expenditures - Planning</b>				
10415052 Professional services	\$ 0.00	\$ 0.00	\$ 27,104.74	\$ (27,104.74)
10415053 Reimbursable Fees	292.50	292.50	4,859.75	(4,567.25)
10415055 Contractual services	0.00	0.00	15,191.00	(15,191.00)
10415059 Special Planning Projects	0.00	0.00	9,752.50	(9,752.50)
10415620 LRSP PROJECTS	0.00	0.00	332.50	(332.50)
10415630 CLIMATE ACTION PLAN	0.00	0.00	1,516.25	(1,516.25)
<b>Total Expenditures - Planning</b>	<b>\$ 292.50</b>	<b>\$ 292.50</b>	<b>\$ 58,756.74</b>	<b>\$ (58,464.24)</b>
<b>Expenditures - City engineer</b>				
10425052 Professional services	\$ 1,007.50	\$ 1,547.50	\$ 0.00	\$ 1,547.50
<b>Total Expenditures - City engineer</b>	<b>\$ 0.00</b>	<b>\$ 1,547.50</b>	<b>\$ 0.00</b>	<b>\$ 1,547.50</b>
<b>Expenditures - Building Regulation</b>				
10435052 Professional services	\$ 1,223.96	\$ 3,195.16	\$ 0.00	\$ 3,195.16
<b>Total Expenditures - Building Regulation</b>	<b>\$ 1,223.96</b>	<b>\$ 3,195.16</b>	<b>\$ 0.00</b>	<b>\$ 3,195.16</b>

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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY 2022/2023 Budget	Over/(Under) Budget
<b>Expenditures - Library</b>				
10615002 Salary - permanent	\$ 280.00	\$ 490.00	\$ 3,301.46	\$ (2,811.46)
10615006 Payroll taxes	36.82	64.44	457.25	(392.81)
10615009 Workers comp. insurance	0.00	374.84	351.82	23.02
10615020 Building and ground maint.	339.55	339.55	600.00	(260.45)
10615024 Special department supply	0.00	0.00	2,000.00	(2,000.00)
10615031 Gas	0.00	0.00	5,082.62	(5,082.62)
10615032 Utilities	160.09	299.12	1,625.23	(1,326.11)
10615033 Water	44.78	91.81	544.46	(452.65)
10615034 Telephone/internet	292.44	292.44	1,638.63	(1,346.19)
10615061 Liability Insurance	0.00	0.00	389.80	(389.80)
10615063 Building and Property Insurance	0.00	0.00	1,573.43	(1,573.43)
<b>Total Expenditures - Library</b>	<b>\$ 1,153.68</b>	<b>\$ 1,952.20</b>	<b>\$ 17,564.70</b>	<b>\$ (15,612.50)</b>
<b>Expenditures - Parks</b>				
10625002 Salary - permanent	\$ 515.40	\$ 1,069.88	\$ 6,752.75	\$ (5,682.87)
10625006 Payroll taxes	54.80	114.53	769.56	(655.03)
10625007 Medical/Dental/Vision insurance	63.75	127.50	792.15	(664.65)
10625009 Workers comp. insurance	0.00	465.99	429.04	36.95
10625010 Deferred retirement	0.00	0.00	238.57	(238.57)
10625020 Building and ground maint.	712.76	1,415.20	4,500.00	(3,084.80)
10625024 Special department supply	0.00	0.00	400.00	(400.00)
10625032 Utilities	152.33	224.19	942.33	(718.14)
10625033 Water	0.00	230.55	2,730.47	(2,499.92)
10625061 Liability Insurance	0.00	0.00	484.59	(484.59)
10625065 Russ Park expenditures	0.00	0.00	1,500.00	(1,500.00)
<b>Total Expenditures - Parks</b>	<b>\$ 1,499.04</b>	<b>\$ 3,647.84</b>	<b>\$ 19,539.46</b>	<b>\$ (15,891.62)</b>
<b>Expenditures -Community Center</b>				
10635020 Building and ground maint.	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ (1,500.00)
10635063 Building and Property Insurance	0.00	0.00	3,162.92	(3,162.92)
<b>Total Expenditures -Community center</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 4,662.92</b>	<b>\$ (4,662.92)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 70,551.43</b>	<b>\$ 194,644.19</b>	<b>\$ 1,078,639.01</b>	<b>\$ (883,994.82)</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (63,947.09)</b>	<b>\$ (130,241.52)</b>	<b>\$ (123,724.94)</b>	<b>\$ (6,516.58)</b>

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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY2022/2023 Budget	Over/(Under) Budget
<b>Revenues</b>				
22314210.1 Gas tax (2105)	\$ 0.00	\$ 655.14	\$ 8,057.69	\$ (7,402.55)
22314210.2 Gas tax (2106)	0.00	856.35	10,329.87	(9,473.52)
22314210.3 Gas tax (2107)	0.00	895.27	10,248.50	(9,353.23)
22314210.4 Gas tax (2107.5)	0.00	1,000.00	1,030.00	(30.00)
22314210.5 Gas Tax (2103)	0.00	1,072.40	10,969.50	(9,897.10)
<b>Total Revenue</b>	<u>0.00</u>	<u>4,479.16</u>	<u>40,635.56</u>	<u>(36,156.40)</u>
<b>EXPENDITURES</b>				
22315002 Salary - permanent	1,989.18	4,021.20	22,106.80	(18,085.60)
22315006 Payroll taxes	152.24	307.70	1,899.24	(1,591.54)
22315007 Medical/Dental/Vision insurance	446.94	893.88	5,445.83	(4,551.95)
22315009 Workers comp. insurance	0.00	1,463.94	1,347.86	116.08
22315010 Deferred retirement	0.00	0.00	1,600.20	(1,600.20)
22315057 Street signs	0.00	0.00	500.00	(500.00)
22315058 Street lighting	1,212.17	2,417.42	13,787.00	(11,369.58)
22315061 Liability Insurance	0.00	0.00	1,522.36	(1,522.36)
<b>TOTAL EXPENDITURES</b>	<u>3,800.53</u>	<u>9,104.14</u>	<u>48,209.29</u>	<u>(39,105.15)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (3,800.53)</u>	<u>\$ (4,624.98)</u>	<u>\$ (7,573.73)</u>	<u>\$ 2,948.75</u>

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

	1 Month Ended August 31, 2022 <u>Actual</u>	2 Months Ended August 31, 2022 <u>Actual</u>	FY2022/2023  <u>Budget</u>	Over/(Under)  <u>Budget</u>
<b>Revenues</b>				
23314211 RSTP Revenue	\$ 0.00	\$ 0.00	\$ 10,500.00	\$ (10,500.00)
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>10,500.00</u>	<u>(10,500.00)</u>
<b>EXPENDITURES</b>				
23315002 Salary - permanent	436.00	878.12	6,161.12	(5,283.00)
23315006 Payroll taxes	33.44	67.29	512.87	(445.58)
23315007 Medical/Dental/Vision insurance	117.31	234.62	4,123.60	(3,888.98)
23315009 Workers comp. insurance	0.00	412.43	379.71	32.72
23315061 Liability Insurance	<u>0.00</u>	<u>0.00</u>	<u>428.89</u>	<u>(428.89)</u>
<b>TOTAL EXPENDITURES</b>	<u>586.75</u>	<u>1,592.46</u>	<u>11,606.19</u>	<u>(10,013.73)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (586.75)</u>	<u>\$ (1,592.46)</u>	<u>\$ (1,106.19)</u>	<u>\$ (486.27)</u>

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

	1 Month Ended August 31, 2022 <u>Actual</u>	2 Months Ended August 31, 2022 <u>Actual</u>	FY2022/2023 <u>Budget</u>	Over/(Under) <u>Budget</u>
<b>Revenues</b>				
24314231 Transportation devel. act	\$ 0.00	\$ 0.00	\$ 65,847.00	\$ (65,847.00)
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>65,847.00</u>	<u>(65,847.00)</u>
<b>EXPENDITURES</b>				
24315002 Salary - permanent	1,216.90	2,458.28	21,502.01	(19,043.73)
24315006 Payroll taxes	93.44	188.58	1,836.71	(1,648.13)
24315007 Medical/Dental/Vision insurance	426.83	853.66	5,182.24	(4,328.58)
24315009 Workers comp. insurance	0.00	1,482.59	1,411.51	71.08
24315010 Deferred retirement	0.00	0.00	1,692.62	(1,692.62)
24315014 Vehicle expense	0.00	0.00	250.00	(250.00)
24315016 Fuel	952.82	1,552.64	12,351.15	(10,798.51)
24315020 Building and ground maint.	0.00	0.00	500.00	(500.00)
24315021 Street maintenance	0.00	0.00	750.00	(750.00)
24315024 Special department supply	0.00	454.08	561.24	(107.16)
24315032 Utilities	262.20	515.06	3,153.51	(2,638.45)
24315033 Water	65.96	137.48	879.90	(742.42)
24315034 Telephone/internet	163.43	163.43	1,015.84	(852.41)
24315061 Liability Insurance	0.00	0.00	1,541.75	(1,541.75)
<b>TOTAL EXPENDITURES</b>	<u>3,181.58</u>	<u>7,805.80</u>	<u>52,628.48</u>	<u>(44,822.68)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (3,181.58)</u>	<u>\$ (7,805.80)</u>	<u>\$ 13,218.52</u>	<u>\$ (21,024.32)</u>

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

FY2022/2023	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY2022/2023 Budget	Over/(Under) Budget
<b>Revenues</b>				
26314230 Drainage fund	\$ 0.00	\$ 0.00	\$ 4,500.00	\$ (4,500.00)
26314240 Drainage district fees	<u>0.00</u>	<u>0.00</u>	<u>20,761.81</u>	<u>(20,761.81)</u>
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>25,261.81</u>	<u>(25,261.81)</u>
<b>EXPENDITURES</b>				
26315002 Salary - permanent	664.50	1,343.28	9,571.55	(8,228.27)
26315006 Payroll taxes	50.94	102.91	812.45	(709.54)
26315007 Medical/Dental/Vision insurance	181.25	362.50	2,452.83	(2,090.33)
26315009 Workers comp. insurance	0.00	1,253.41	1,154.03	99.38
26315010 Deferred retirement	0.00	0.00	688.65	(688.65)
26315019 Creek maintenance	0.00	0.00	1,500.00	(1,500.00)
26315024 Special department supply	0.00	0.00	396.84	(396.84)
26315052 Professional services	0.00	0.00	2,484.36	(2,484.36)
26315061 Liability Insurance	0.00	0.00	1,303.45	(1,303.45)
26315194 Interest expense	<u>1,130.48</u>	<u>2,260.06</u>	<u>2,260.00</u>	<u>0.06</u>
<b>TOTAL EXPENDITURES</b>	<u>2,027.17</u>	<u>5,322.16</u>	<u>22,624.16</u>	<u>(17,302.00)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (2,027.17)</u>	<u>\$ (5,322.16)</u>	<u>\$ 2,637.65</u>	<u>\$ (7,959.81)</u>

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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY2022/2023 Budget	Over/(Under) Budget
<b>Revenues</b>				
25314288 Tipping fee (int. waste mgt.)	\$ 0.00	\$ 0.00	\$ 4,200.00	\$ (4,200.00)
25314600 Recycling grant	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>(5,000.00)</u>
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>9,200.00</u>	<u>(9,200.00)</u>
<b>EXPENDITURES</b>				
25315002 Salary - permanent	403.86	807.72	5,424.60	(4,616.88)
25315006 Payroll taxes	30.80	61.60	428.95	(367.35)
25315007 Medical/Dental/Vision insurance	105.94	211.88	1,285.44	(1,073.56)
25315009 Workers comp. insurance	0.00	353.33	325.32	28.01
25315010 Deferred retirement	0.00	0.00	640.29	(640.29)
25315055 Contractual services	3,000.00	3,000.00	0.00	3,000.00
25315061 Liability Insurance	0.00	0.00	367.44	(367.44)
25315600 Recycling grant expenditures	<u>0.00</u>	<u>18.31</u>	<u>69.22</u>	<u>(50.91)</u>
<b>TOTAL EXPENDITURES</b>	<u>3,540.60</u>	<u>4,452.84</u>	<u>8,541.26</u>	<u>(4,088.42)</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (3,540.60)</u>	<u>\$ (4,452.84)</u>	<u>\$ 658.74</u>	<u>\$ (5,111.58)</u>



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

	1 Month Ended August 31, 2022 Actual	2 Months Ended August 31, 2022 Actual	FY2022/2023 Budget	Over/(Under) Budget
<b>Revenues</b>				
30514274 Sewer service charge	\$ 0.00	\$ 0.00	\$ 911,876.08	\$ (911,876.08)
30514275 Sewer connection fees	0.00	0.00	20,797.84	(20,797.84)
30514303 Septic discharge	0.00	10,620.00	107,845.33	(97,225.33)
<b>Total Revenue</b>	<u>0.00</u>	<u>10,620.00</u>	<u>1,040,519.25</u>	<u>(1,029,899.25)</u>
<b>EXPENSES</b>				
30515002 Salary - permanent	21,180.80	42,355.98	278,403.14	(236,047.16)
30515005 Salary - overtime	386.60	927.84	7,932.11	(7,004.27)
30515006 Payroll taxes	1,712.45	3,415.04	24,400.72	(20,985.68)
30515007 Medical/Dental/Vision insurance	4,089.68	8,179.36	49,347.67	(41,168.31)
30515009 Workers comp. insurance	0.00	16,671.25	15,349.48	1,321.77
30515010 Deferred retirement	0.00	0.00	17,948.59	(17,948.59)
30515012 Office expense	0.00	140.31	1,236.00	(1,095.69)
30515014 Vehicle expense	0.00	0.00	618.00	(618.00)
30515016 Fuel	326.67	532.32	4,243.32	(3,711.00)
30515024 Special department supply	4.85	568.58	1,030.00	(461.42)
30515030 Trash service	315.54	629.08	7,000.00	(6,370.92)
30515032 Utilities	5,874.80	11,334.29	79,411.24	(68,076.95)
30515033 Water	80.43	161.59	2,432.33	(2,270.74)
30515034 Telephone/internet	548.68	1,098.11	6,496.30	(5,398.19)
30515044 Meetings and dues	675.00	675.00	670.00	5.00
30515048 Training	0.00	0.00	300.00	(300.00)
30515050 IT Support	50.00	100.00	2,000.00	(1,900.00)
30515052 Professional services	0.00	0.00	960.00	(960.00)
30515055 Contractual services	0.00	0.00	8,100.00	(8,100.00)
30515063 Building and Property Insurance	0.00	0.00	1,910.00	(1,910.00)
30515092 Permits	0.00	0.00	13,500.00	(13,500.00)
30515099 Miscellaneous	0.00	0.00	2,500.00	(2,500.00)
30515121 Sewer plant maintenance	1,868.92	2,075.11	50,000.00	(47,924.89)
30515122 Sewer line maintenance	0.00	0.00	59,000.00	(59,000.00)
30515124 Sewer outflow repair	266.03	266.03	0.00	266.03
30515130 Ultra Violet Lights	0.00	0.00	1,000.00	(1,000.00)
30515157 Testing and monitoring	565.00	1,270.00	16,149.37	(14,879.37)
30515160 Postage & Shipping	0.00	0.00	600.00	(600.00)
30515162 Insurance	0.00	0.00	17,336.66	(17,336.66)
30515190 USDA loan	147,176.87	147,176.87	194,000.00	(46,823.13)
<b>TOTAL EXPENSES</b>	<u>185,122.32</u>	<u>237,576.76</u>	<u>863,874.93</u>	<u>(626,298.17)</u>
<b>NET INCOME (LOSS)</b>	<u>\$ (185,122.32)</u>	<u>\$ (226,956.76)</u>	<u>\$ 176,644.32</u>	<u>\$ (403,601.08)</u>

City of Ferndale  
Cash Balances

As of August 31, 2022

Cash Balances

Current Assets	
General Fund	\$ 678,059.86
Restricted Cash	15,150.00
Gas Tax	(13,338.58)
RSTF	8,260.82
TDA	204,355.20
IWM	50,008.30
Drainage	(14,535.43)
Sewer	<u>764,051.02</u>
Total	<u>\$ 1,692,011.19</u>
Checking	\$ 1,033,538.73
LAIF	658,322.46
Petty cash	<u>150.00</u>
Total	<u>\$ 1,692,011.19</u>

**Section 10**

**CALL ITEMS**

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

**Section 11**

**PRESENTATION**

*a. Ferndale Chamber Budget & Update*

**Section 12**

**PUBLIC HEARING**

**Section 13**

**BUSINESS**



Ferndale Chamber of Commerce Budget overview 2022/2023  
September 2022

Dear Honorable Mayor and Councilmembers,

With this letter we present for review the Ferndale Chamber of Commerce's 2022-2023 fiscal year budget. As you will see we are planning for a full-on post-pandemic year full of activities and promotions. What are not yet back to normal are our TOT revenues from the City. These are still being drastically affected by 2020's pandemic low bed tax quarters. As you know, the Chamber is funded from the City by a formula that averages the past two calendar years. 2020 was a big down year for TOT revenue to the city. Thus, one bad year of TOT affects the Chamber's revenue for the two following two fiscal years. Fortunately, the Chamber was in a healthy financial position entering the pandemic with a small safety net reserve for just such an emergency. Couple that with reduced expenses in 2020 and the chamber can "afford" to operate for this fiscal year at a deficit of roughly \$10k.

Looking ahead to the 2022-2023 fiscal year the formula will use calendar years 2021 and 2022 (which we expect to be a banner year for TOT revenues to the city) and the Chamber's budget will be back in balance. Beyond that, we are making plans on how to pay back our emergency fund so that Chamber leadership in the decades to come might be as well prepared for the next emergency.

Two things reflected in the budget that are offset by new revenue streams and through partnering with the Ferndale Lodging Alliance are \$10k towards expanding our photography library for our website, media requests and social media, as well as a \$13k KEET sponsorship which is our underwriting for "Live From The Old Steeple" season 2. We are making these moves now so that for the next several years Ferndale will be in the perfect position to be shared with the nation and the world as a must see and the best place to stay while visiting the Redwoods.

Sincerely,

Paul Beatie – Ferndale Chamber of Commerce Treasurer



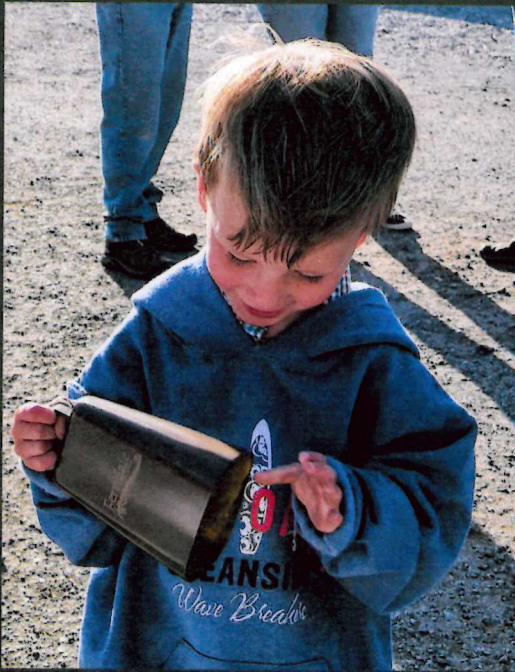
# Ferndale Chamber of Commerce

**Ferndale City Council  
Annual Update  
Wednesday, September 21, 2022**

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

100% Volunteer Organization

# Ferndale Chamber Annual Update September 21, 2022



New Ribbon Cutting Cow Bell & Tiny Farmer

Promote

Nurture

Maintain & Enhance

# Thank you!

Ferndale  
Police  
Department

Ferndale Fire  
Department

Mayor

Council

City Staff

Eel River  
Valley  
Organizations

Community  
Volunteers

Businesses



Lodging





# 2022 Events & Activities



Patches' Pastries RC

Kinetics Grand Championship

4th of July Parade  
Foggy Bottoms Boys Mixer  
Ferndale Arts RC  
Prep for Membership Drive



Christmas Tree Pickup

Prep for Spring Activities



Museum RC & Cookbook Signing Event



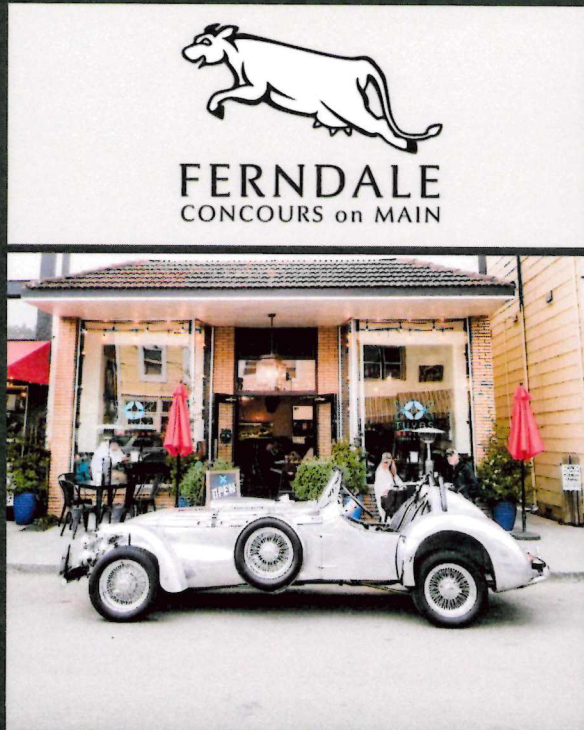
Stitch RC  
Ferndale Arts RC  
Boardroom RC  
Farm Stand Co RC  
Easter Egg Hunt

Pet Parade  
WDH Gardens RC  
Photography  
Sparkle Squad

Sparkle Squad  
Humboldt Hometown Store RC  
Clock Celebration with Museum  
Fair Curve Farm Mixer  
Humboldt County Fair  
Christmas Tree Requests

FCC promotes Ferndale events at <https://www.visitferndale.com/events-list>

Organizations, groups, etc. can submit their events at <https://www.visitferndale.com/submit-an-event>



CHAMBER UPDATE  
TO FERNDALE CITY  
COUNCIL  
Wednesday,  
September 21  
7:00 p.m.



September



```
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Then vs Now

# Chamber Funding

## Membership

\$100  
Business

\$50  
Individuals

examples of  
other local  
member fees

Members pledge  
additional funds  
toward marketing  
& Main Street  
décor

## ToT Funds

Grant  
requests  
awarded from  
Humboldt  
Lodging  
Alliance

Grant request  
must  
demonstrate the  
initiative results  
in ToT (heads in  
beds)

Chamber  
Bar at  
The Old  
Steeple

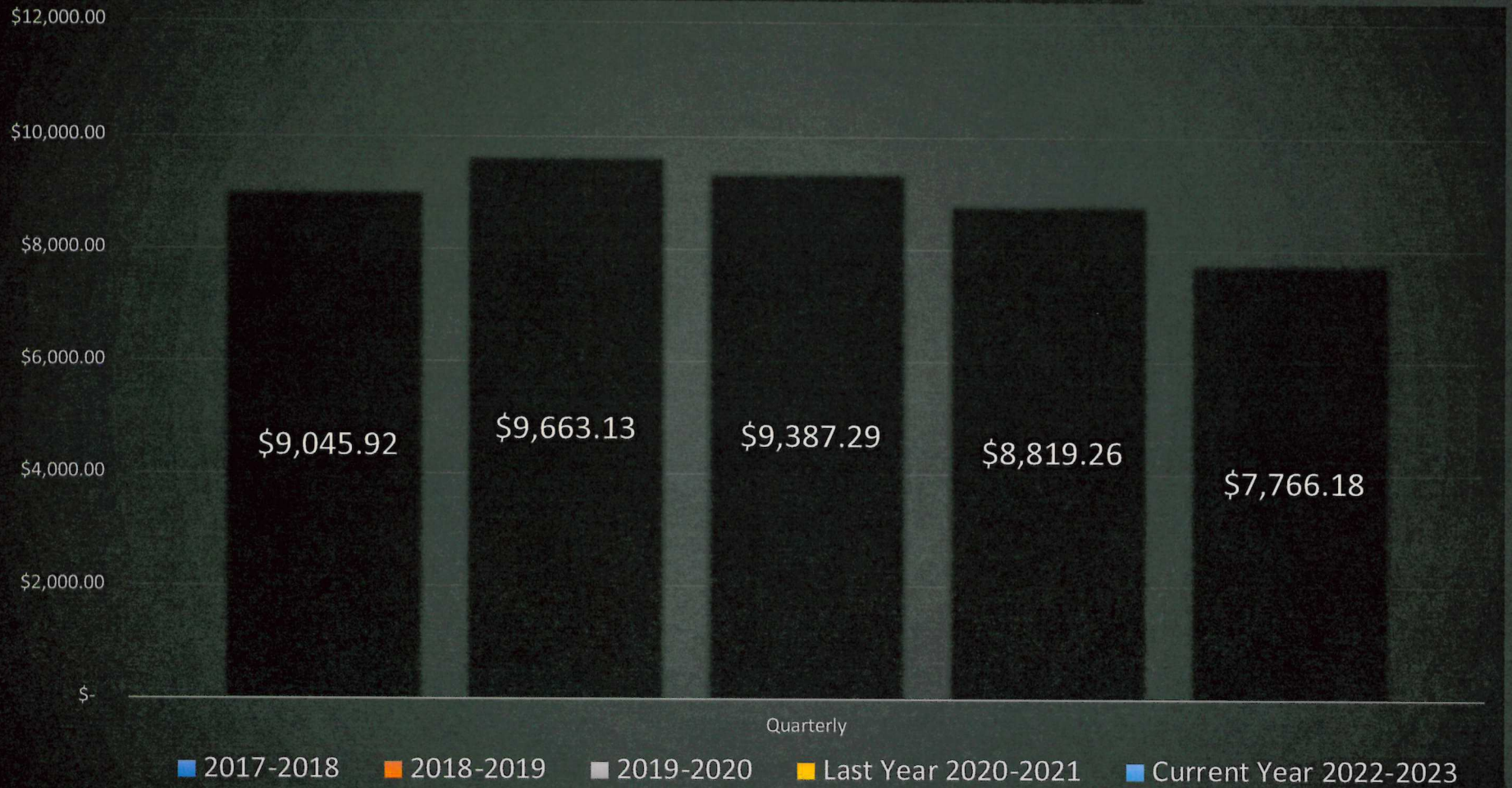
Temporary

Other, Penny  
Machine,  
Raffles, Etc.

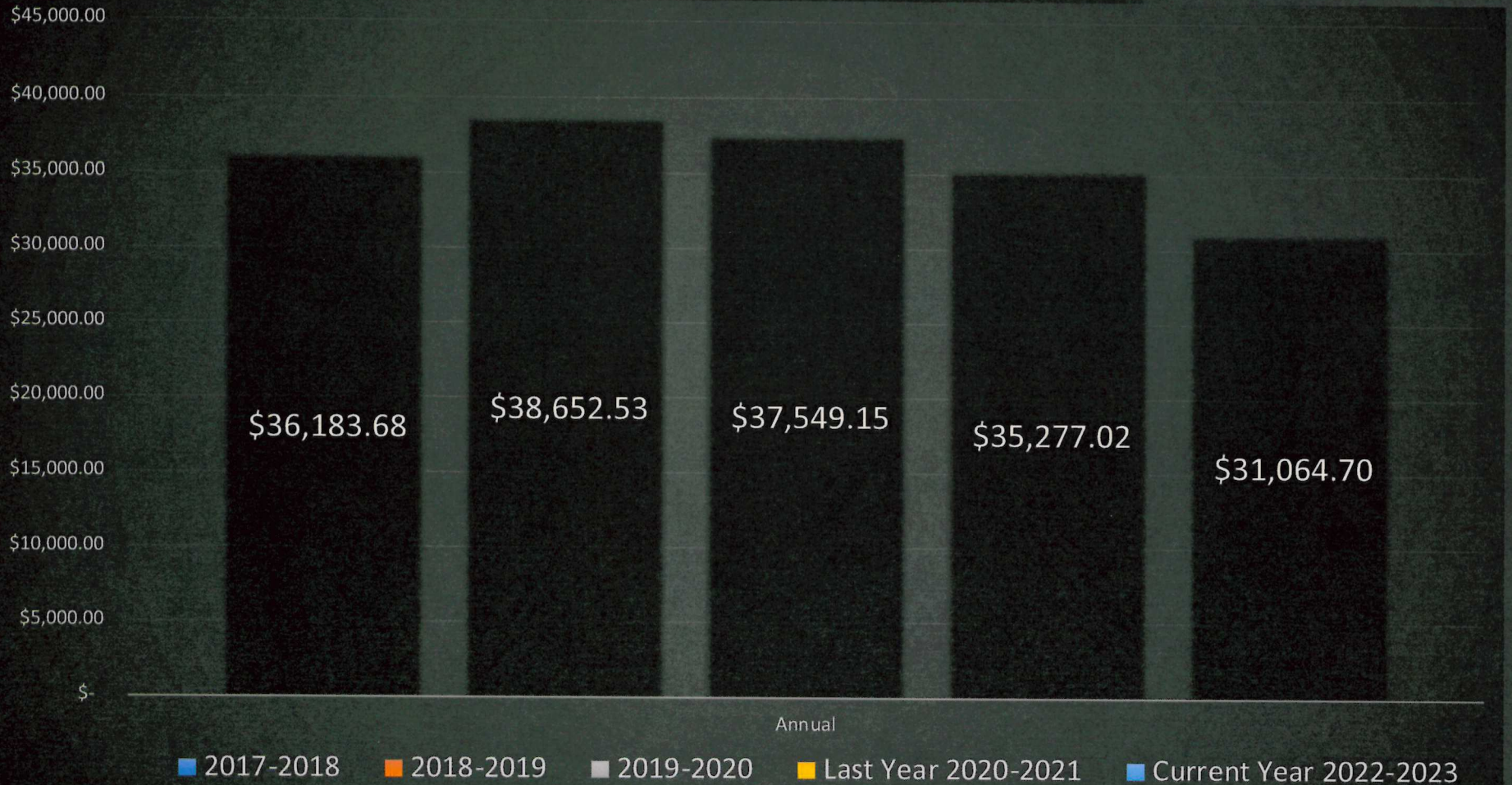
## Transient Occupancy Tax Funding Formula

- In July
- Multiply the gross reported ToT by .08 (8%) for each quarter for the past two years
- Add up those values and then divide by 8 to get an average for the 8 quarters
- Multiply that average by 4 (quarters)
- Subtract 35,000
- Multiply that number by .3 (30%)
- Add 7,500 to that number
- Resulting in the annual funding for the chamber from ToT

# ToT Quarterly Funding



# ToT Annual Funding




Ad Revenue	\$ 34,565
Member Revenue	\$ 11,250
Other Revenue	\$ 64365

Local Ad.	\$ 20144
Traveler Ad.	\$ 33953
Events	\$ 43960
Ops	\$ 7722
Sponsorships	\$ 15398

Income  
Expense  
Overview  
July 2022





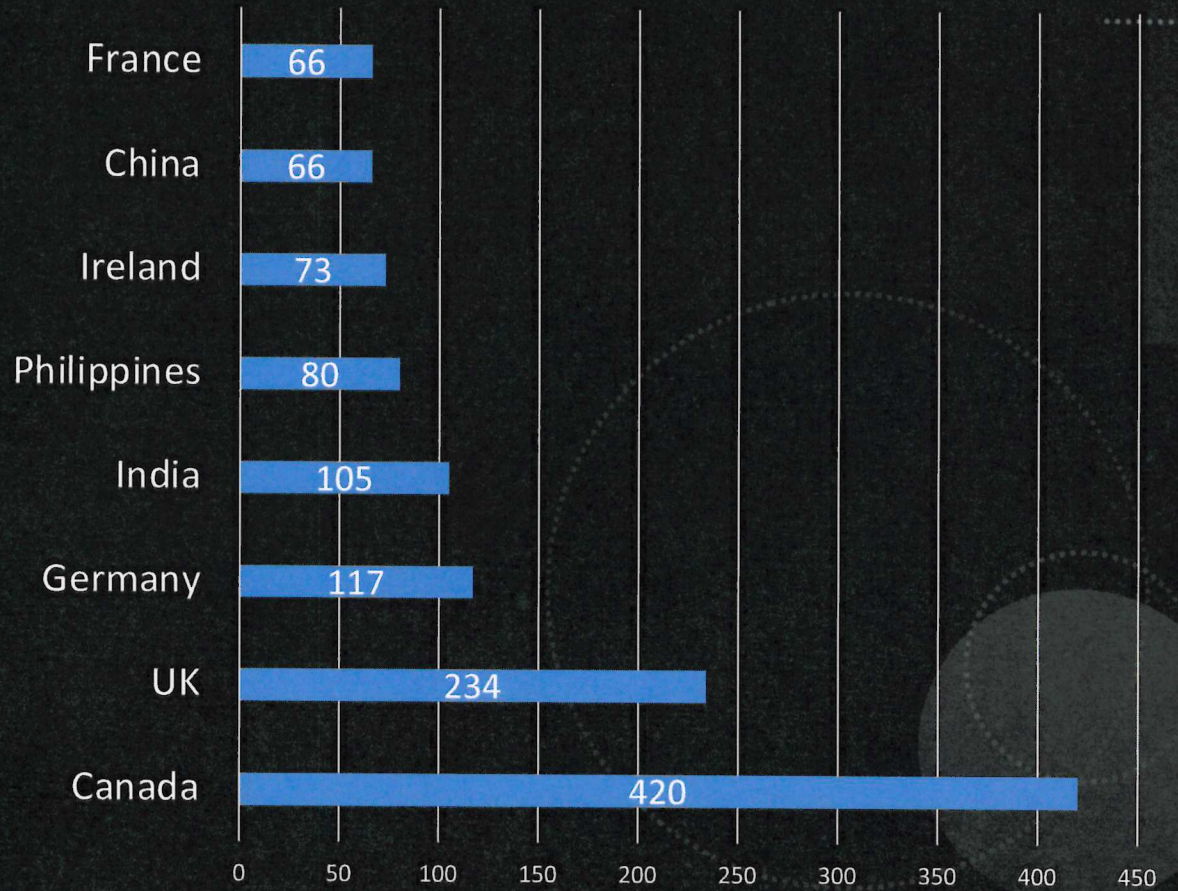
Promote  
Nurture  
Maintain & Enhance

visitferndale.com

Geography

Outside the US

Number of Visits

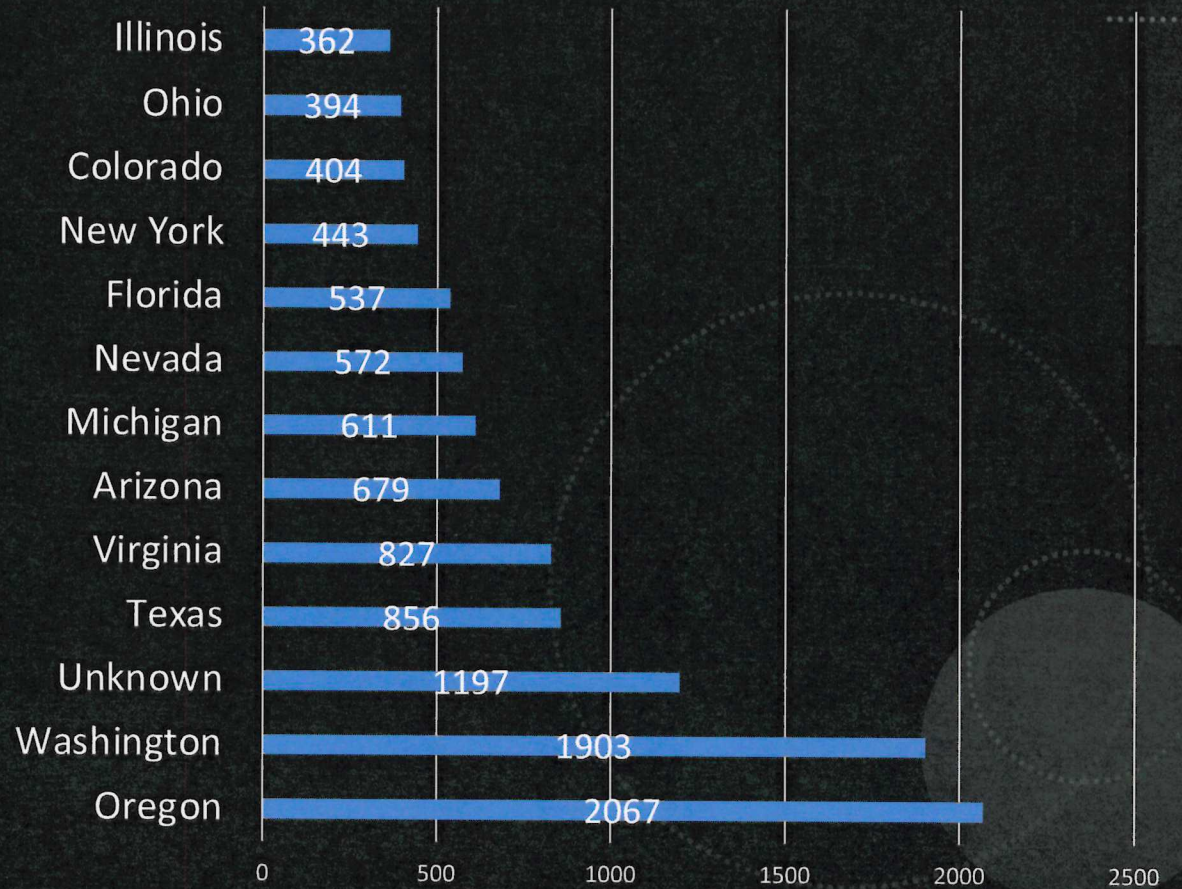


[visitferndale.com](http://visitferndale.com)

Geography

Outside CA

Number of  
Visits

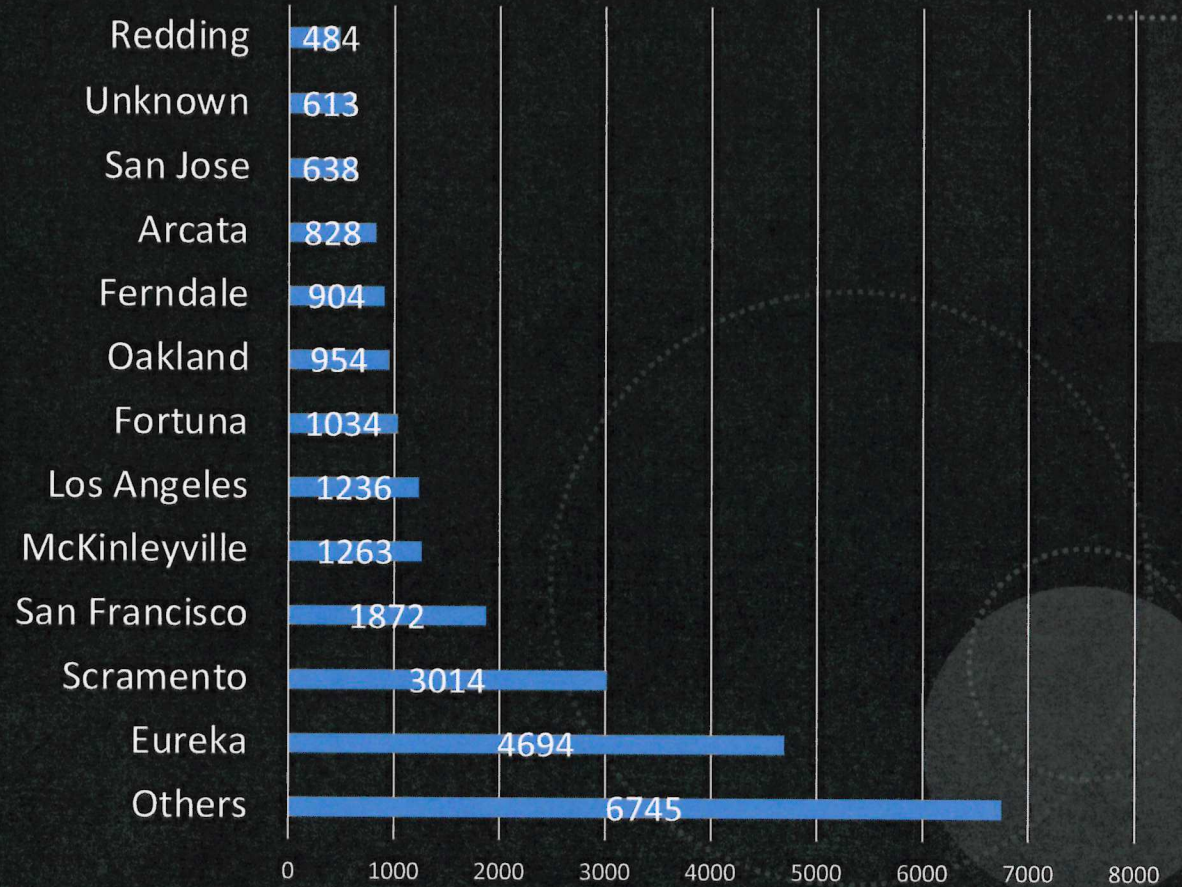


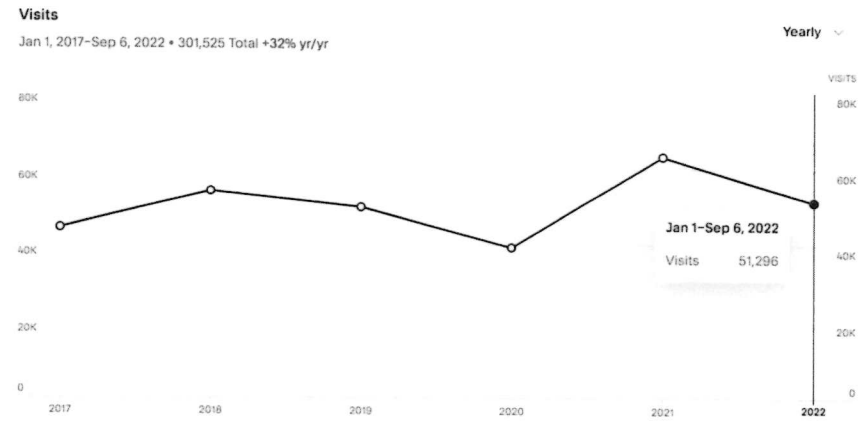
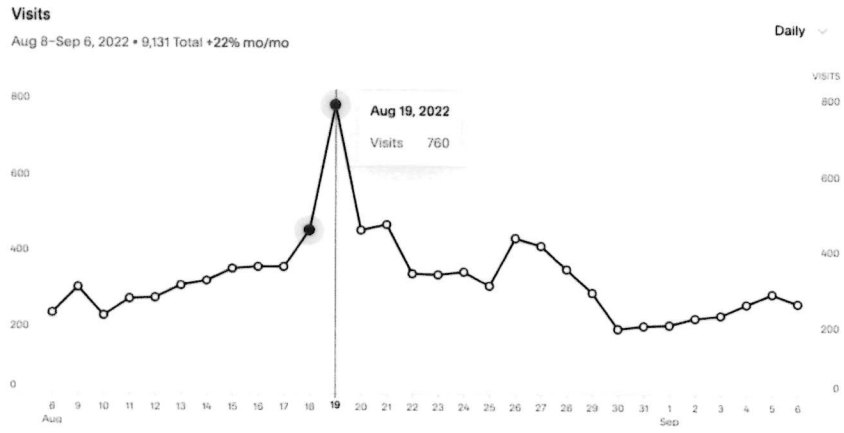
visitferndale.com

# Geography

CA

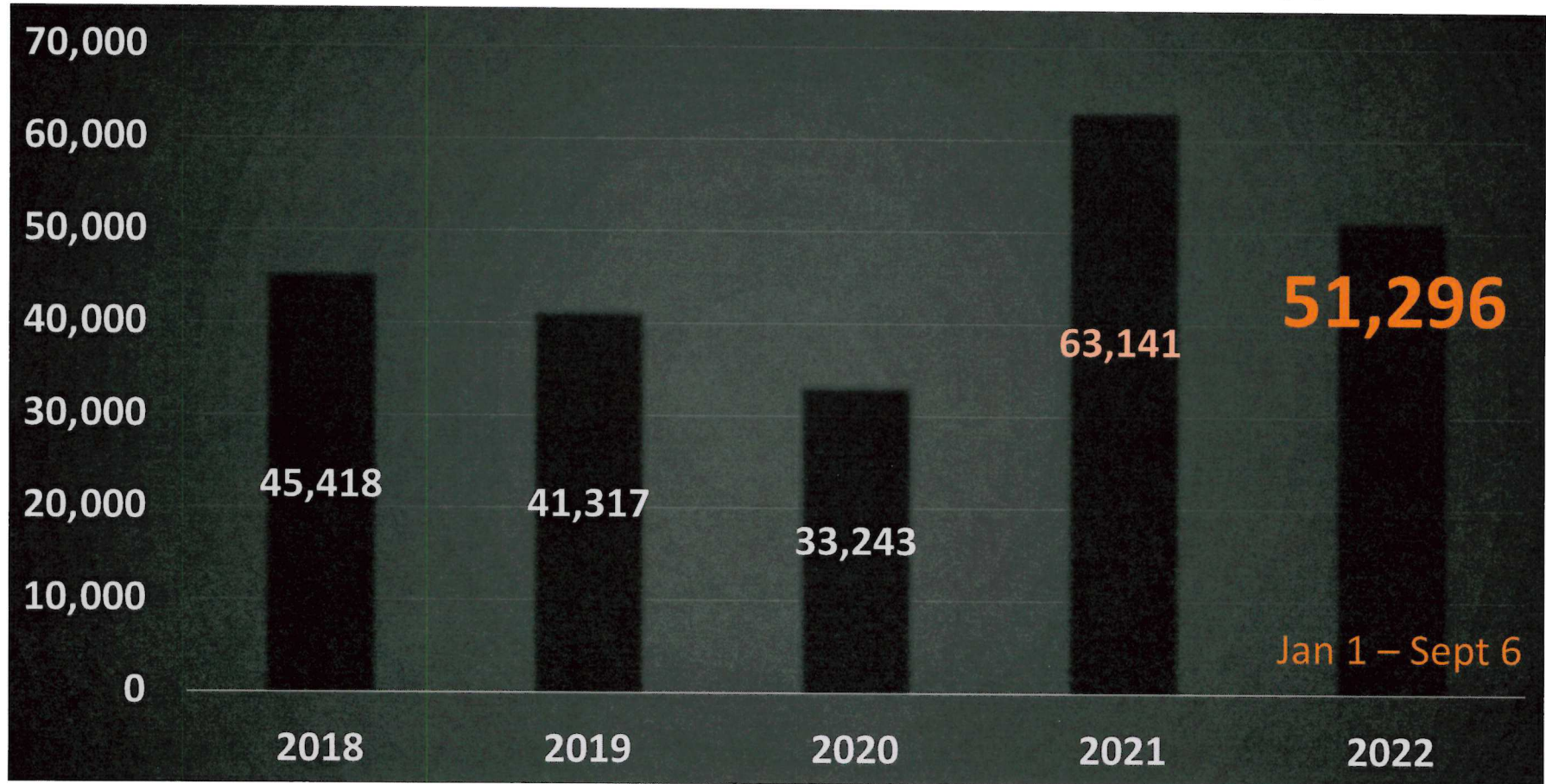
# Number of Visits





visitferndale.com visits

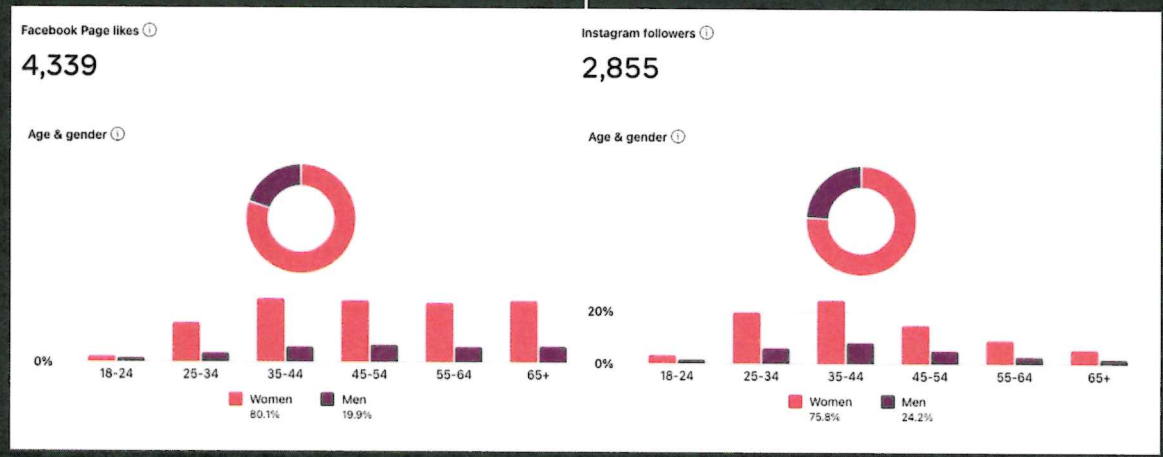
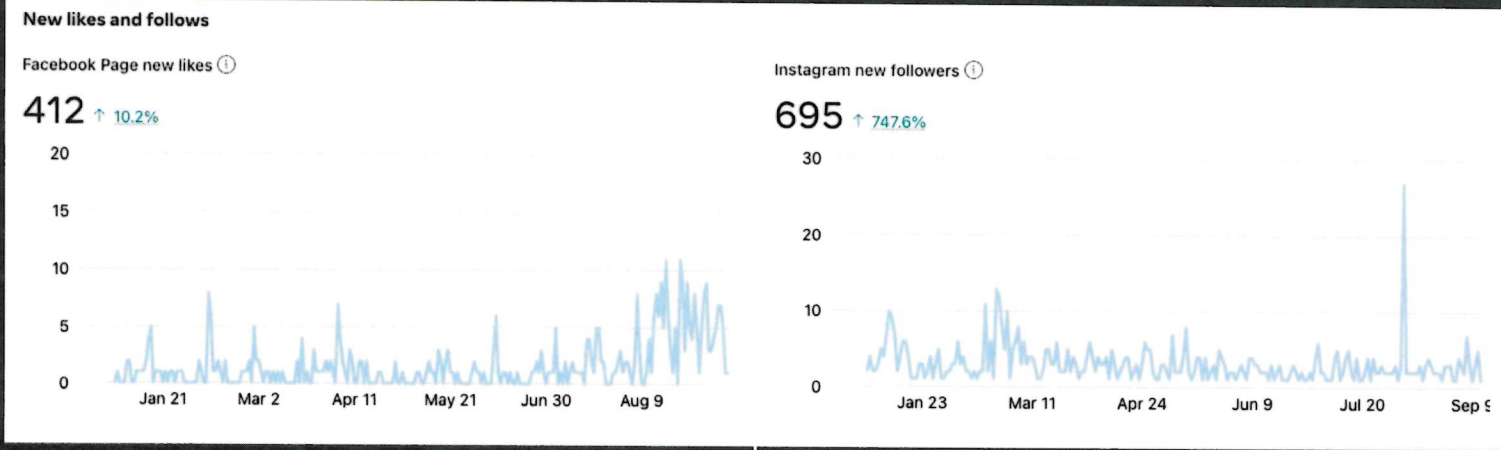
# Annual Website Visits visitferndale.com



visitferndale.com

### visitferndale.com Page Views 12 months vs 8 months

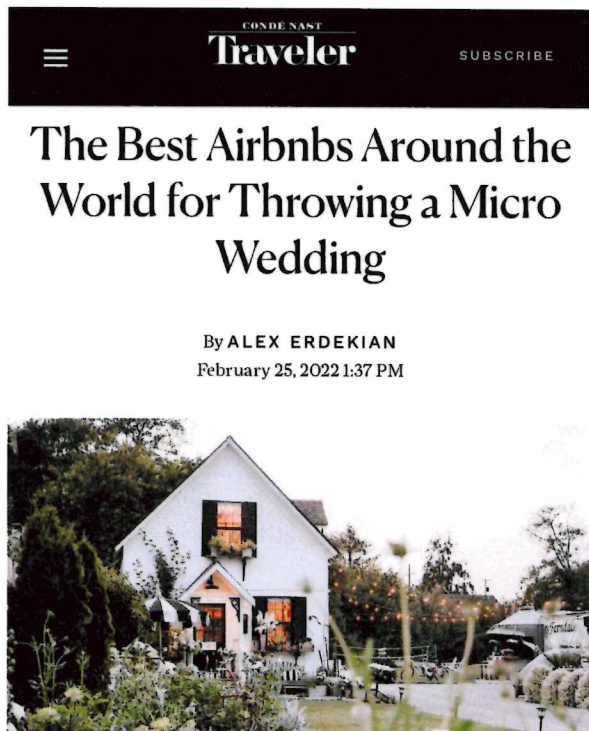




# Visit Ferndale - Facebook & Instagram



# Ferndale in Print



## Ferndale, California

This chic converted barn is high on charm and short on excess, with upcycled furnishings and a thriving atrium garden in the back. Situated steps away from hiking trails and a burbling creek, it's our pick for nature-loving couples. Petite wedding packages are available online, and the all-inclusive offerings cover services such as event planning, atrium rental, flowers, a custom cake, a three-course menu of seasonal locally-sourced food, photography, and more. Plus, the town of Ferndale, where this unique space is situated, is the perfect backdrop for a wedding weekend: Think live music, down-home coffee shops, horse-racing at the Humboldt County Fair, and a wetland wildlife refuge.

## American Lifestyle



Many more



Thank you



Meeting Date:	September 21, 2022	Agenda Item Number	13.a
Agenda Item Title	Adopt Resolution No. 2022-19 and provide staff direction to submit an application to the Humboldt County Association of Governments (HCAOG) for the Regional Early Action Planning (REAP) Grants Program		
Presented By:	City Planner		
Type of Item:	X	Action	Discussion Information
Action Required:		No Action	Voice Vote X Roll Call Vote

**STAFF RECOMMENDATION:**

Review and adopt Resolution No. 2022-19: Authorizing Application to the Humboldt County Association of Governments (HCAOG) for, and receipt of, Regional Early Action Planning Grants Program (REAP) technical assistance funds.

**BACKGROUND:**

As part of the 2019-2020 Budget Act, the Governor allocated funds to all regions, cities and counties for planning activities that accelerate housing production. The Department of Housing and Community Development (HCD) established the Regional Early Action Planning Grants Program (REAP) to provide one-time grant funding to regional governments for planning activities that will accelerate housing production and facilitate implementation of the City's Housing Element. Humboldt County Association of Governments (HCAOG) is responsible for administering REAP. A portion of the HCAOG's REAP funding is allocated for technical assistance (TA) purposes. Eligible uses for TA funds are limited to paying for extra staff time or hiring consultant. TA allocations are noncompetitive and the maximum allocation for Ferndale is \$15,000.

**Stormwater Planning for Housing Development:**

Localized flooding is identified as a constraint to housing development in the City's 2019-2027 Housing Element. Ferndale received \$40,000 in SB 2 funding to amend and update a portion of the 2004 Drainage Master Plan. The 2022 Drainage Master Plan Update (DMPU) prepared by the City Engineer involved a comprehensive updated that included field surveys, computer modeling, and identifies areas experiencing drainage issues, recommends engineering solutions, and provides costs estimates for implementing those solutions.

As part of the Drainage Committee's June 2022 meeting, the Committee reviewed the 2022 Drainage Master Plan Update (DMPU) and provided comments. Staff anticipates the City Council will take action on the adoption of the 2022 DMPU as part of their regular October 19, 2022, meeting. The cost for the City Engineer to complete the report, and Planning staff to prepare of the report for adoption by the City Council exceeds the SB 2 \$40,000 allocation.

Ferndale's planner consulted with HCAOG and was advised Ferndale may utilize REAP TA funds to reimburse City Engineer costs incurred for preparation of the 2022 DMPU that exceed the \$40,000 SB 2 allocation. City Council approval of Resolution 2022-19 will enable the City Planner to apply for Ferndale's non-competitive allocation of REAP technical assistance funding in an amount not to exceed \$15,000.

**ATTACHMENT:**

- Resolution No. 2022-19 Authorizing Application to the Humboldt County Association of Governments (HCAOG) for, and receipt of, Regional Early Action Planning (REAP) funds.

**RESOLUTION NO. 2022-19****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE AUTHORIZING APPLICATION FOR REGIONAL EARLY ACTION PLANNING GRANT PROGRAM**

**WHEREAS**, the Humboldt County Association of Governments (HCAOG) is administering the Regional Early Action Planning (REAP) Grant Program; and

**WHEREAS**, the City may apply for grant funds and technical assistance to support planning efforts that will stimulate housing production; and

**WHEREAS**, the City's efforts on the stormwater infrastructure planning for new housing development meet the objectives of the REAP Program; and

**WHEREAS**, the Drainage Plan update is a planning study that is exempt from the California Environmental Quality Act per section 15262;

**NOW, THEREFORE, BE IT RESOLVED, ORDERED AND FOUND** that the City Council of the City of Ferndale hereby:

1. The foregoing recitals are true and correct.
2. Directs staff to submit an application for a REAP Grant in the amount of up to \$15,000 for the stormwater infrastructure planning for new housing development; and
3. Authorizes the City Manager, of the City of Ferndale, to accept the award of grant funding and to execute and submit all documents including, but not limited to, applications, agreements, payment requests, and so on, which may be necessary.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale, State of California this 21st day of September, 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Don Hindley. Mayor

Attest:

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Kristene Hall, City Clerk

Meeting Date: September 21, 2022		Agenda Item Number: 13. b			
Agenda Item Title: Land Use Element and SB2 Projects Update					
Presented By: City Planner					
Type of Item:	X	Action		Discussion	Information
Action Required:		No Action		Voice Vote	X Roll Call Vote

**STAFF RECOMMENDATION:**

That the City Council:

1. Receive City Planner report on SB 2 projects,
2. Provide staff direction as necessary,
3. Adopt Resolution 2022-21 that authorizes the City Manager to submit the proposed amendment to the City of Ferndale’s SB 2 grant application as described, allow reallocation of funds, and authorize an extension of the City’s SB 2 Planning Grant contract with the California Department of Housing and Community Development, and
4. Authorize and direct the City Manager to sign the SB 2 amendment application, contract extension, and act on the City’s behalf in all matters pertaining to the application.

**BACKGROUND:**

The City received SB2 Planning Grant Program funding from the California Department of Housing and Community Development (HCD) to accelerate housing production by streamlining planning and permitting processes, updating ordinances, and creating guidelines/standards. Table 1 below summarizes the City’s SB 2 grant activities and the corresponding funding allocations:

<b>Activity</b>	<b>Grant Allocations by Task</b>
1. Land Use Element Update	\$30,000.00
2. Zoning Code Amendments	\$40,000.00
3. ADU Preapproved Plans & PR	\$10,000.00
4. CEQA Compliance	\$40,000.00
5. Environmental Site Analysis	\$40,000.00

In December 2021, Ferndale submitted its first request for reimbursement (RFR) in the amount of \$42,125 to HCD. In May 2022, the City received the entire amount of funds requested in the December 2021 RFR. City staff will be filing the second RFR in late September 2022 or early October 2022. The second RFR will request reimbursement for approximately \$27,740 in costs incurred since the filing of the December 2021 RFR.

**SB 2 PLANNING GRANT DISCUSSION:**

The below discussion of the SB 2 planning grant is arranged into two sections. Section 1 contains a discussion of the ADU Preapproved Plans and PR activity, and a recommendation to amend this activity. Section 1 also makes recommendations concerning a contract extension and reallocating a portion of SB 2 funds to reimburse the City for administration of the grant. Section 2 provides the Council an update on the status of the Land Use Element Update, Zone Code Amendments, CEQA Compliance, and Environmental Site Analysis activities, but staff does not recommend formal action on these activities. A resolution is attached should the Council agree with the recommended amendments to the City's SB 2 grant application discussed in Section 1.

**SECTION 1*****Contract Extension***

SB 2's original expenditure period required activities to be completed by June 2022, with final reimbursements requests submitted to HCD a few months prior. The initial deadline was extended due to COVID-19. The City's contract deadline is December 31, 2022. As part of the 2022 Budget Act, the Governor extended SB 2's expenditure deadline to December 31, 2023, although jurisdictions will need to submit their final reimbursement requests no later than September 30, 2023. In early August 2022, HCD contacted City staff to inquire if Ferndale was interested in contract deadline extension. City staff responded that the City was interested in a contract extension because it is still working on its SB 2 activities (see below discussion). Staff recommends the City Council adopt the attached Resolution that authorizes the City Manager to sign a SB 2 contract extension. A contract extension will enable the City to complete its SB 2 activities and to be reimbursed for the work necessary to complete the activities and associated deliverables.

***Accessory Dwelling Unit (ADU) Templates and PR Campaign***

This activity has two major components: 1) development of preapproved ADU plans; and 2) creation and dissemination of public relations ADU materials. The overall budget for this activity is \$10,000, of which \$8,000 is allocated to the preapproved plans and \$2,000 allocated to creation and distribution of ADU PR materials. Only about 3 percent of the SB 2 funds allocated to this activity have been expended. However, it has come to the attention of the City Planner that the following aspects associated with the development of preapproved ADU plans may warrant modifying this activity:

- The utility of using preapproved plans on properties with the Design Control (-D) combining zone and properties located in the City's designated historic district. The overarching objectives of these land use regulations are to maintain consistency with the surrounding and existing development while also avoiding uniformity which may defeat using preapproved plans. Further, use of preapproved plans on these properties may create a false impression of assured approval when implementation of the regulations necessitates evaluating development on a case-by-case basis. Of Ferndale's approximately 775 parcels, there are approximately 250 parcels that may be eligible for ADU development but are subject to the -D combining zone requirements (parcels that are in the Historic District are included in this count). This means preapproved plans are likely to have low utility for approximately 33 percent of the City's land base because the land use regulations require case-by-case review of development.
- Costs for procuring preapproved ADU plan are anticipated to exceed the budget allocation of \$8,000. For example, the County of Humboldt allocated a portion of its SB 2 funds for preapproved duplex plans, with a budget of \$18,000. In 2021, the County of Humboldt circulated a request for qualifications and received only two responses. One responder could provide plans within the budget for metal shipping containers converted into a duplex. The other response was for duplex plans using traditional construction, the price point of the plan set was \$26,000, however.

- Numerous California jurisdictions have developed and published preapproved plans or are developing preapproved plans. In response to State law initiatives and funding encouraging ADUs, jurisdictions have developed preapproved plans. Ferndale can make these plans available to interested property owners by hosting links on its website. The below nine jurisdictions have published preapproved ADU plans:
  - City of Clovis
  - City of Del Mar
  - City of Stockton
  - City of Encinitas
  - Siskiyou County
  - Humboldt County
  - San Diego County
  - City of San Jose
  - City of Seaside

Source: [https://www.aducalifornia.org/best-practices/#elementor-toc\\_heading-anchor-2](https://www.aducalifornia.org/best-practices/#elementor-toc_heading-anchor-2), accessed September 13, 2022

Staff recommends the City amend its SB 2 application to remove the “development of preapproved ADU plans” activity and deliverable given the availability of plans from other California jurisdictions, the likelihood of the costs exceeding available funds, and that a significant percentage of property owners may not be able to use the preapproved plans.

The activity to create and distribute ADU PR materials will not be affected should the Council elect to remove the “development of preapproved ADU plans” activity. As part of preparing and disseminating materials about ADUs and the City review/approval process, the City can setup a dedicated ADU webpage on the City’s website that can act as Ferndale’s ADU hub. Links to the preapproved ADU plans and resources of other jurisdictions can be hosted on the City’s ADU hub. Staff believes focusing on the creation of ADU PR materials specific to Ferndale, developing a ADU webpage, and sharing the availability of this information with residents and builders will meet the goals to encourage ADU development, make it easier for homeowners to plan, design, obtain permits, and ultimately build an ADU.

### ***General Administration***

Many state and federal government grants allow a small amount of grant funds to be used to administer grants. Jurisdictions and entities incur costs administering awarded grants. Administrative costs include coordinating and monitoring progress on completing activities, tracking costs, preparing requests for reimbursement, etc. Using a grant’s funds to reimburse staff costs for administration reduces the charges to a jurisdiction’s general funds. The SB 2 program allows jurisdictions to allocate up to five percent (5%) of their total award to administer their grants. For Ferndale, the City may allocate up to \$8,000 of its \$160,000 SB 2 award to general administration. When Ferndale’s SB 2 application was prepared, staff inadvertently did not include a general administration budget line. (It is noted this same mistake was made by other jurisdictions because the SB 2 Program Guidelines did not clearly identify General administration as an eligible use of funds.) Given the above discussion and recommendation to remove the ADU preapproved plans activity and deliverable, staff recommends that activity’s \$8,000 SB 2 budget be reallocated to General Administration of the City’s SB 2 grant.

## **SECTION 2**

### ***Land Use Element Update***

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

accelerate housing production, and streamline development approval consistent with updated elements/codes.

Planwest has been working with the community and the Planning Commission on preparing a comprehensive update to the Land Use Element. To date, the following actions have taken place:

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

Based on previous Planning Commission meetings, City Council meetings, and public surveys, preliminary draft goals and policy language has been developed. The goals and policies are generally distributed under the following topics: overall community form and character, business and tourism, and natural resources and the environment. The policies focus on increasing housing diversity, providing flexibility for a wide range of businesses, and preserving existing resources and open space. Based on the outreach and informational sessions conducted so far, Planwest has a working draft of the Land Use Element that is close to being ready for Planning Commission and public review. In mid-2022 staffing changes took place that have delayed further progress on the Land Use Element. However, the next phase of public outreach will take place over the next several months. This will include landowner notices and community input on Land Use/ Zoning map options. Next steps include:

- Draft Land Use map alternatives and community input (Oct 2022-Jan. 2023)
- Planning Commission review of draft Land Use maps (Oct 2022-Jan. 2023)
- Draft Land Use Element public/ Planning Commission/ Council review (Feb.-March 2023)
- California Environmental Quality Act (CEQA) compliance (Jan-June 2023)
- Final review and adoption by Planning Commission and City Council (July-Aug 2023)

### ***Zoning Amendments***

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

### ***CEQA Documentation***

Approving General Plan Elements requires CEQA review. The CEQA analysis assesses the physical effects land use changes and supporting infrastructure development. CEQA review will cover the Land Use Element (in progress) and Safety Element (approved for environmental review by Planning Commission January 5, 2022). The Land Use Element CEQA review will, depend on the level of densification or reclassification of lands to implement the Housing Element. The CEQA document will include program level analysis of future housing production and assist developers by streamlining the environmental review and permitting process for future individual projects.



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

### ***Drainage Master Plan Update***

Localized flooding is identified as a constraint to housing development in the City's 2019-2027 Housing Element. The City of Ferndale has recognized that continued growth in flood prone areas is contingent on a solution to storm water management. The City applied for and was awarded SB 2 funding to update the 2004 Drainage Master Plan. One purpose of the update is to reduce the permit processing time and cost to develop housing in areas that are planned for residential development that are prone to flooding. The 2022 Drainage Master Plan Update is intended to facilitate housing production in targeted areas by reducing the individual costs of studies, providing for public discussion of solutions, and ensuring a regional approach that applies to all projects is employed.

Beginning in 2020 the City Engineer performed field surveys and computer modeling to update the 2004 plan. The 2022 Drainage Master Plan Update (DMPU) identifies areas experiencing drainage issues, recommends engineering solutions, and provides costs estimates for implementing those solutions. The City Engineer released the public review draft earlier this year. As part of the Drainage Committee's June 2, 2022, meeting, the Committee reviewed the draft and provided comments. The Committee's October 6, 2022, agenda will include an item for the Committee to recommend that the City Council adopt the 2022 DMPU. Staff expects the City Council will take action on the adoption of the 2022 DMPU as part of their regular October 19, 2022, meeting. Upon adoption by the City Council, this SB 2 task will be complete.

### **CONCLUSION**

In August 2022, the City Planner consulted HCD about the possibility of amending the City's SB 2 application. The City's HCD representative said that it was possible amend the application. Table 2 below summarizes of the allocations by activity, costs incurred that have been reimbursed, and the approximate amount of funds remaining *prior* to adoption of the amendments and HCD approval of the City's amendments. Table 3 summarizes the amendments to the SB 2 application as discussed in this report:

**Table 2**

<b>Activity</b>	<b>Grant Allocations by Activity</b>	<b>Costs Incurred that State has Reimbursed</b>	<b>Approx. Amt. of Funds Remaining</b>
1. Land Use Element Update	\$30,000	\$23,974.00	\$2,199
2. Zoning Code Amendments	\$40,000	\$555.00	\$39,445
3. ADU Preapproved Plans and PR	\$10,000	\$230.75	\$9,769
4. CEQA Compliance	\$40,000	\$3,905.00	\$36,095
5. Environmental Site Analysis	\$40,000	\$13,460.50	\$2,681
<b>Total</b>	<b>\$160,000.00</b>	<b>\$42,125.25*</b>	<b>\$90,189.00*</b>

\* Approximately \$27,740 in costs have been incurred since receiving the \$42,125.25 reimbursement. The City will file a RFR for the \$27,240 in late September 2022 or early October 2022.

**Table 3**

<b>Activity</b>	<b>Grant Allocations by Activity</b>	<b>Costs Incurred that State has Reimbursed</b>	<b>Approx. Amt. of Funds Remaining</b>
1. Land Use Element Update	\$30,000	\$23,974.00	\$2,199
2. Zoning Code Amendments	\$40,000	\$555.00	\$39,445
3. ADU PR	\$2,000	\$230.75	\$1,769
4. CEQA Compliance	\$40,000	\$3,905.00	\$36,095
5. Environmental Site Analysis	\$40,000	\$13,460.50	\$2,681
General Administration	\$8,000	\$0	\$8,000
<b>Total</b>	<b>\$160,000.00</b>	<b>\$42,125.25*</b>	<b>\$90,189.00*</b>

\* Approximately \$27,740 in costs have been incurred since receiving the \$42,125.25 reimbursement. The City will file a RFR for the \$27,240 in late September 2022 or early October 2022.

The attached resolution amends City Council Resolution 2019-12, and authorizes the City Manager to file with HCD an amendment application for the City's SB 2 grant to:

1. Authorize the City Manager to sign a SB 2 contract extension; and
2. Remove the development of preapproved ADU plans as an activity and deliverable from "3) ADU Pre-approved Plans and PR Campaign (PPA)" from the City of Ferndale's SB 2 Planning Grants Program Application; and
3. Reallocate the \$8,000 budgeted to the "3) ADU Pre-approved Plans and PR Campaign (PPA)" designated for the development of preapproved ADU to General Administration of the City's SB 2 grant.

**ATTACHMENT:**

- Resolution 2022-21

**RESOLUTION No. 2022- 21****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE  
AUTHORIZING FILING AN AMENDMENT TO THE CITY OF FERNDALE'S  
SB 2 PLANNING GRANT PROGRAM APPLICATION**

**WHEREAS**, on March 28, 2019, the California Department of Housing and Community Development (“Department”) issued a Notice of Funding Availability and Application as part of the SB 2 Planning Grants Program pursuant to Health and Safety Code 50470 et seq., hereinafter referred to as the SB 2 Planning Grants Program or “SB 2”; and

**WHEREAS**, on June 19, 2019, the City Council of the City of Ferndale (“City Council”) adopted Resolution No. 2019-12 which authorized the City Manager to apply for, accept SB 2 funding, sign contracts and agreements to carry out grant activities; and

**WHEREAS**, on October 30, 2019, the City of Ferndale (“City”) was awarded One Hundred Thousand Sixty Dollars and No Cents (\$160,000.00) in SB 2 funding; and

**WHEREAS**, on or about February 5, 2020, the City and the Department fully executed Standard Agreement Number 19-PGP-13381 (“Agreement); and

**WHEREAS**, the City’s SB 2 application included an activity for the development of preapproved accessory dwelling unit (ADU) plans and allocated Eight Thousand Dollars and No Cents (\$8,000.00) of SB 2 funds to this activity; and

**WHEREAS**, when the City filed its SB 2 application with the Department, the City was not aware that use of preapproved ADU plans would be of low utility for approximately thirty-three percent of the properties within the City of Ferndale due to existing land use regulations to ensure design consistency while avoiding a uniform visual appearance of residential development; that other jurisdictions in the State of California have prepared and published preapproved plans; and the costs to procure preapproved ADU plans will exceed the \$8,000.00 budget allocation.

**WHEREAS**, the City Council of the City of Ferndale desires to submit a SB 2 application amendment on the forms provided by the Department, for:

1. From the ADU Pre-approved Plans and PR Campaign (PPA) activity, remove the development of preapproved ADU plans as an activity and deliverable; and
2. Reallocating the Eight Thousand Dollars and No Cents (\$8,000.00) from the ADU Pre-approved Plans and PR Campaign (PPA) activity to General Administration to enable the City of Ferndale to be reimbursed for administration of the City’s SB 2 grant in accordance with Section D, Exhibit B, of the executed Agreement.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the City Council of the City of Ferndale in the County of Humboldt as follows:

1. The foregoing recitals are true and correct.

2. The City Council has reviewed and hereby approves an application amendment be submitted to the Department for City of Ferndale's SB 2 grant application for the activity described herein and hereby incorporated by reference, and that Eight Thousand and No Cents (\$8,000.00) of Ferndale's SB 2 funding be reallocated for General Administration as described herein; and
3. The City Council hereby authorizes and directs the City Manager, or designee thereof, to sign the application amendment, an extension of the City's Agreement with the Department, and act on the City's behalf in all matters pertaining to the application; and
4. Except as modified herein, Resolution 2019-12, as adopted by the City Council of the City of Ferndale on June 19, 2019, shall remain in full force and effect.

**PASSED AND ADOPTED** by the City Council of the City of Ferndale, State of California this 21st day of September, 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Don Hindley, Mayor

Attest:

---

Kristene Hall, City Clerk

Meeting Date:	September 21, 2022	Agenda Item Number	13.c
Agenda Item Title	Adopt Resolution No. 2022-20 Accepting a Donation for Russ Park		
Presented By:	City Manager		
Type of Item:	X	Action	Discussion Information
Action Required:		No Action	Voice Vote X Roll Call Vote

**STAFF RECOMMENDATION:**

Review and adopt Resolution No. 2022-20: Accepting a \$100,000 donation for Russ Park

**DISCUSSION:**

The city recently received a check from an anonymous donor in the amount of \$100,000 labeled for Russ Park Endowment Fund. Per Resolution 2021-12 (attachment B) a cash donation may be accepted by the City Manager or his/her designee. Given the amount and no specific project or designated purpose, other than Russ Park, staff has determined it would be in the best interest of the City to ask the City Council to accept the donation by approval of a Resolution. By approving a resolution, staff can work with the Russ Park Committee to ensure the expenditures of funds are used in accordance with all city policies and procedures, and the use of these funds are consistent with City goals and objectives providing goods or services to the public and are in the best interest of the City of Ferndale.

**ATTACHMENTS:**

- Resolution 2022-20 Accepting the Donation to Russ Park

**RESOLUTION 2022-20****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERNDALE  
ACCEPTING A DONATION FOR RUSS PARK**

**WHEREAS**, Government Code Section 37354 provides that the City Council may accept any gift, bequest, or devise made to or for the City, or to or for its officers in their official capacity or in trust for any public purpose; and

**WHEREAS**, Resolution 2021-12 provides for the acceptance of donations of value greater than \$5,000 by City Council Resolution; and

**WHEREAS**, a donor, whom wishes to remain anonymous, has offered a donation of \$100,000 for use in Russ Park; and

**WHEREAS**, the City Council desires to accept the offered donation subject to the condition that such funds be expended for Russ Park.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FERNDALE HEREBY  
RESOLVES AS FOLLOWS:**

**Section 1. Acceptance of Donation.** The Ferndale City Council accepts the donation of \$100,000 from the anonymous donor, subject to the condition that such funds be expended only for uses in Russ Park. Furthermore, all expenditures of donation shall be subject to, and used in conjunction with, all city policies and procedures, including, but not limited to, the Ferndale Purchasing Policy and Russ Park Ordinance, and be consistent with City goals and objectives that are in the best interest of the public and the City of Ferndale.

**Section 2. Other Actions Authorized.** The Ferndale City Council hereby authorizes the City Manager or designee to take other actions necessary to implement this decision.

**PASSED, APPROVED, AND ADOPTED**, on the 21<sup>st</sup> day of September, 2022 by the following vote:

Ayes;

Noes:

Abstain:

Absent:

---

Don Hindley, Mayor

Attest:

---

Kristene Hall, City Clerk

Meeting Date:	September 21, 2022	Agenda Item Number	13.d
Agenda Item Title	Approval of Musical Instrument Project Location		
Presented By:	City Manager		
Type of Item:	X	Action	Discussion
Action Required:		No Action	Voice Vote
			X
			Roll Call Vote

**STAFF RECOMMENDATION:**

Review and Discuss the Use of City Property for a Musical Instrument Trail Project

**DISCUSSION:**

An anonymous group is wishing to donate a set of musical structures to the northwest end of Firemen's Park in the area of the children's playground, adjacent to the Picnic tables, and northwest of the children's playground. The group is hoping to get donations from a number of non-profit local groups to completely fund the project. They are asking the City Council to reserve the area requested for the placement of the trail and installation of the musical structures. They are planning to cover the cost of the whole project, and then to turn the completed structures to the city for on-going maintenance and care.

**ATTACHMENTS:**

Placement Area

Google Maps

9/14/22, 10:10 AM



Imagery ©2022 Google, Imagery ©2022 Maxar Technologies, Map data ©2022 50 ft

- PLACEMENT OF TRAIL  
X PLACEMENT OF MUSICAL INSTRUMENTS



Meeting Date:	September 21, 2022	Agenda Item Number	13.e
Agenda Item Title	City Manager Contract Amendment		
Presented By:	Mayor Hindley		
Type of Item:	X	Action	Discussion
Action Required:		No Action	Voice Vote
			X
			Roll Call Vote

**RECOMMENDATION:**

Approve Amendment to City Manager Contract

**BACKGROUND:**

The City Council met in closed session (pursuant to GC 54954.5) to complete the Public Employee Performance Evaluation of the City Manager. The City Manager's contract requires an annual performance review by the Council. This amendment is requesting the contract be extended for two (2) years, making the expiration date of the contract June 30, 2025.

**FISCAL IMPACT:**

Unknown

**ATTACHMENT:**

1. City Manager Contract Amendment

**SECOND AMENDMENT TO EMPLOYMENT AGREEMENT****Between****JAY PARRISH****And the****CITY OF FERNDALE**

**THIS SECOND AMENDMENT TO EMPLOYMENT AGREEMENT** (this “Amendment”) is made effective as of \_\_\_\_\_, 2022, by and between the CITY OF FERNDALE, a California municipal corporation (“City”), and JAY PARRISH, the City’s employed City Manager (“City Manager”). The City and the City Manager may be referred individually as a “Party” or collectively as the “Parties”.

**RECITALS**

This Amendment is made and entered into with reference to the following material facts:

- A. By way of that written Employment Agreement dated November 17, 2016, as amended on November 20, 2019 (collectively the “Agreement”), City Manager is employed by the City as its City Manager.
- B. Pursuant to Section 2(A) of the Agreement, the term of the Agreement is scheduled to expire on June 30, 2023.
- C. By way of this Amendment, the Parties desire to extend the term of the Agreement for a period of two years, commencing on July 1, 2023, and expiring on June 30, 2025, as more particularly set forth below.

NOW, THEREFORE, for adequate consideration (the receipt and sufficiency of which are acknowledged), the Parties agree as follows:

1. **Extension of the Term.** Section 2(A) of the Agreement is hereby amended and restated, in full, as follows:

**TERM**

- A. City in consideration of the terms herein agrees to employ, and the City Manager hereby accepts employment, as the City Manager of the City of Ferndale for a term commencing July 1, 2017, through and including June 30, 2025, unless sooner terminated in accordance with the Agreement.
2. **Continuation of the Agreement as Amended.** Except as expressly amended by this Amendment, the Agreement (inclusive of its terms and conditions) shall remain effective through the extended expiration date.

***SIGNATURE PAGE FOLLOWS THIS PAGE***

IN WITNESS, HERETO, the Parties agree to this Amendment as of the date first written above.

CITY COUNCIL  
CITY OF FERNDALE

By: \_\_\_\_\_  
Don Hindley, Mayor

Date: \_\_\_\_\_

CITY MANAGER

By: \_\_\_\_\_  
Jay Parrish, City Manager

Date: \_\_\_\_\_

Meeting Date:	September 21, 2022	Agenda Item Number	13.f
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 2022-22 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 2022-22 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 as well as social distancing guidelines, although it is still recommended that individuals mask and social distance 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 August 17, 2022 Council Meeting, there has been 1067 new cases and 3 deaths reported between August 17, 2022 and September 14, 2022. Health officials remain confident that vaccination and booster shots can lessen the impacts of Covid19 and its variants, including hospitalizations and deaths. A total of 91,494 individuals, or approximately 67% of the county’s total population, have been fully vaccinated as of Tuesday, September 13, 2022.

The new Moderna and Pfizer bivalent boosters are available for the general public. Both the Moderna (18 and older) version of the booster and Pfizer (12 and older) booster are single-dose and include components of the original virus strain and the Omicron subvariants BA.4 and BA.5, which are now the dominant COVID-19 viruses in the U.S.

To be eligible, individuals must have completed their primary series dose(s) at least two months prior to receiving an updated booster. According to the California Department of Public Health, people should wait three months following a COVID-19 infection to receive a bivalent booster. Appointments at Public Health clinics are not available at this time and boosters are provided on a walk-in basis. However, currently appointments for boosters can be made through local pharmacies.

People can receive the updated booster regardless of previous booster doses received. The updated bivalent boosters replace the previous monovalent booster vaccines for individuals 12 years of age and older. Children ages 5 to 11 can still boost their immunity with the monovalent boosters.

Vaccines remain readily available throughout Humboldt County and vaccination and testing services are free of charge. Walk-ins are welcome at all Public Health clinics and some pharmacy vaccination sites. However, vaccines for young children ages 6 months to 5 years old require preregistration. Appointments can be made at MyTurn.ca.gov. Questions about clinic services can be directed to Public Health at 707-445-6201.

OptumServe offers rapid antigen testing and PCR testing services at the Wharfinger Building seven days a week. Walk-ins 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 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.

### **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 2022-22 – 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 2022-22 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 2022-22, 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 October 19, 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 October 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 2022-22

**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 2022-22****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 21<sup>st</sup> Day of September, 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.***





DEPARTMENT OF PARKS AND RECREATION  
P.O. Box 942896 • Sacramento, CA 94296-0001  
(916) 653-7423

Armando Quintero, Director

August 18, 2022

Jay Parrish  
City Manager  
City of Ferndale  
P.O. Box 1095  
Ferndale, CA 95536

Re: Dog Park and RV Campground at County Fairgrounds

Dear Jay Parrish:

Thank you for your interest in the Rural Recreation and Tourism Program (RRT). The Department of Parks and Recreation's Office of Grants and Local Services (OGALS) has completed its multi-level review process of the RPP applications. Unfortunately, the grant application listed was not selected for funding.

This RRT grant program was highly competitive. A total of \$182.3 million was requested. The amount requested greatly exceeded the \$23 million available.

Programs such as the Rural Recreation and Tourism Program help advance the "[Outdoor Access for All](#)" initiative championed by Governor Gavin Newsom and First Partner Jennifer Siebel Newsom. This effort expands outdoor access to park poor and disadvantaged communities throughout California.

The Department encourages your agency to consider other upcoming programs. To learn more, please visit [www.parks.ca.gov/grants](http://www.parks.ca.gov/grants) and click on "grant programs."

If you have any questions about this project or upcoming funding opportunities, please contact Competitive Review Project Officer Megan Harrison at [Megan.Harrison@parks.ca.gov](mailto:Megan.Harrison@parks.ca.gov).

Thank you again for your application and interest in the RRT program.

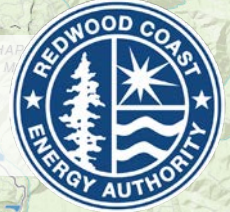
Sincerely,

A handwritten signature in blue ink, appearing to read "Armando Quintero".

Armando Quintero, Director  
California State Parks

cc: Project file

# August 2022 News and Updates from the Redwood Coast Energy Authority



## Public Safety Power Shutoff (PSPS):

The 2022 Public Safety Power Shutoff (PSPS) season is already upon us, with wildfires threatening communities in northeastern Humboldt County. RCEA staff have readied themselves through participation in meetings and trainings on the PSPS topic hosted by PG&E. This year PG&E's wildfire readiness strategy actually includes three separate responses, each with its own web information portal that RCEA staff have access to: PSPS information, Electric Powerline Safety Shutoff (EPSS) information, and microgrid information.

PSPS events, already familiar to California power users, are pre-planned events where PG&E advises affected customers and partners such as RCEA ahead of time of when power is expected to be cut off, anticipated duration of the outage, and which customers will be affected. EPSS in contrast uses technology that cuts off power to a specific circuit in a fraction of a second in response to events such as tree branches touching a power line. Due to the nature of EPSS events, advance warning to customers and partners is not feasible. PG&E's new microgrid portal was created in response to a CPUC order requiring utilities to help implement the State Emergency Plan. It will provide information on microgrids being deployed by PG&E in high fire threat districts as another strategy to respond to mitigate wildfire risks.

PG&E's ability to "island" most of its Humboldt County circuits using the Humboldt Bay Generating Station as its main power source for the area has allowed for a great reduction in the expected number of PSPS events, as many of these events in the past were actually due to fire threats outside of Humboldt County but nonetheless impacted the power transmission lines connecting us to the rest of the state. In addition, PG&E has been working on "hardening" its transmission lines through vegetation management and other changes, which is also expected to help minimize PSPS events.

In order to help our customers access important safety announcements, RCEA has updated our website and the home page now has an Electricity Grid Alerts window that links to PG&E's PSPS information as well as the Humboldt County Office of Emergency Services and the California Independent System Operator's Flex Alerts page.

## Sandrini Solar Project:

EDPR began preliminary construction activities on Sandrini Sol 1 by issuing limited notices to proceed to their engineering, procurement, and construction contractors in July.

**WE  
ARE  
HIRING!**

### Current Employment Opportunities at RCEA

- Infrastructure Programs Manager
- Human Resources & Workforce Development Manager
- Account Services Associate

See  
our website  
for details

### Rebate totals to date

### 2022 totals

**EV Charging Equipment**  
RCEA REBATE

12 approved

**Electric Vehicles**  
RCEA REBATE

30 approved

**Heat Pumps**  
RCEA REBATE

52 approved   
9 reserved

**Equipment & Appliance**  
RCEA REBATE

5 approved  
5 in progress

**Residential Services ASSESSMENTS**

65 consultations   
41 res kits

**Non-Res Services ASSESSMENTS**

97 Completed





## Agency Projects - ongoing

- Arcata School District** - CalSHAPE HVAC project and CO2 monitors project progressing
- Area One Agency on Aging** - lighting project completed
- Burnt Ranch Elementary School** - installing roof-mounted solar array project
- City of Arcata** - outlining an energy efficiency project at Arcata Community Center
- City of Blue Lake** - assisting with how to best utilize OES funding and a possible solar project
- City of Eureka** - installed lighting upgrades at the Water Treatment Plant
- City of Ferndale** - solar and lighting project completed
- City of Rio Dell** - solar and storage installed, generator installation in progress
- City of Trinidad** - solar and storage installed, battery installation in progress
- Coastal Grove Charter School** - CalSHAPE HVAC and CO2 monitors projects in progress
- Eureka City Schools** - solar, storage, and EV bus charger installation project progressing
- Loleta Union Elementary School** - assisting with CalSHAPE program application
- McKinleyville Union School District** - kick-off meeting scheduled for school district benchmarking
- Redway Community Services District** - revisiting possible solar project
- Redwood Coast Montessori School** - CalSHAPE plumbing application submitted
- Yurok Tribe** - benchmarking and making connections for multiple project locations

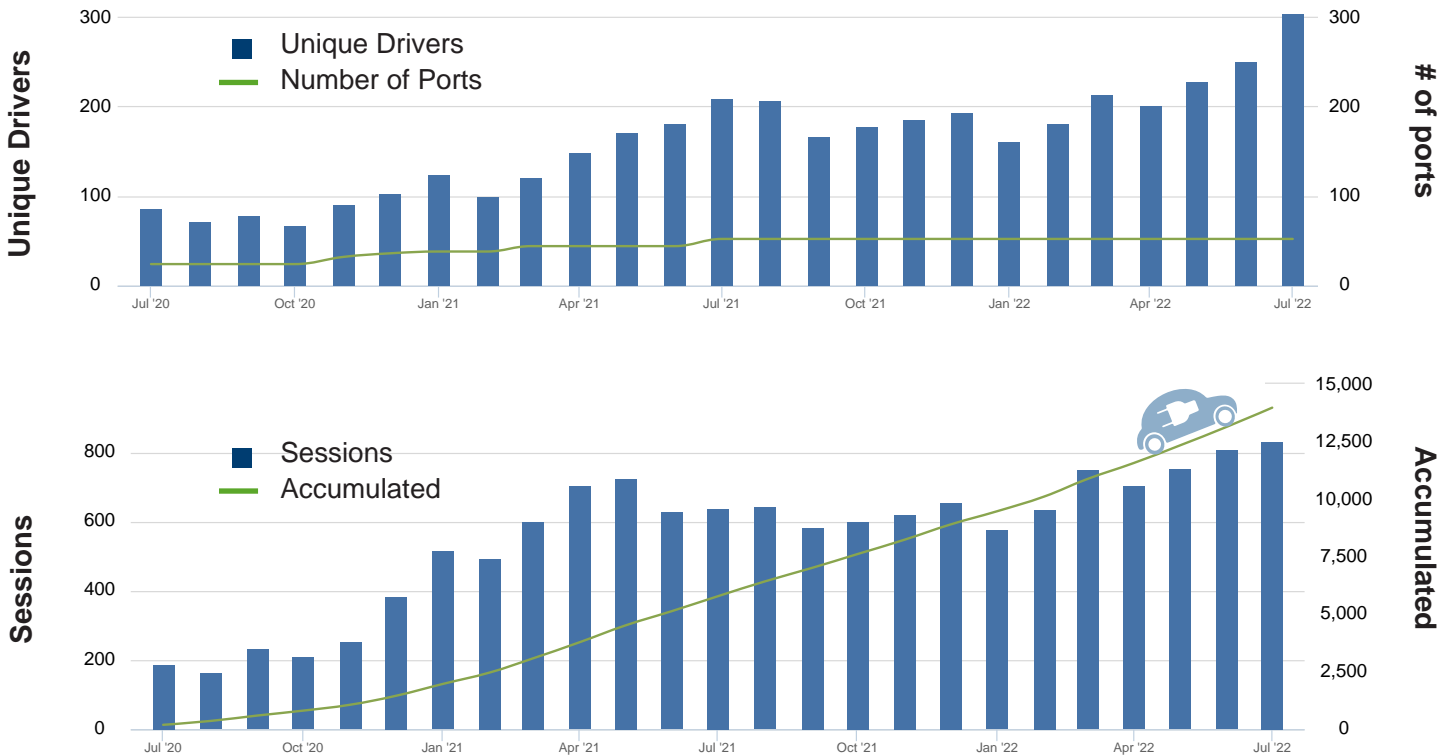
**Rural REN** - We are going through the CPUC regulatory process and are aiming for 2024 launch

**TECH Quick Start Grant** - We working with customers and contractors to install heat pumps and heat pump water heaters for non-regulated fuel users

**Mobile Home Solar** - We are moving towards a memo of understanding (MOU) with Bear River Rancheria to grant funds for them to implement two to three projects

**Transportation** - We have observed steady growth in the use of our EV charging network over the last five years, despite fluxuations during the pandemic. Gas prices this summer helped to drive up EV charging demand, and despite a tight EV supply market and chip shortages, we expect them to be even more popular in the near future as EVs gain in popularity and availability.

July 2020 - July 2022



**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 September, 2022 City Council Meeting

**CITY MANAGER (Reporting August 12, 2022 – September 15, 2022)**

- Emergency Covid-19:
  - 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.

**Key milestones and information to date:**

- Prop 68: Fairground's campground (RV Grant) We received a letter from state notifying us that we were not chosen to be awarded a grant for the RV improvements at the Fairgrounds. That Letter is in correspondence.
- Public Works Supervisor: Staff is still trying to get grant to raise lagoon and Brett of GHD is still hopeful that we may have funding to accomplish that in fall. The Chief Wastewater Operator and I have had several meetings to discuss raising the lagoon by a couple feet to further increase the ability of our lagoon's capacity and reduce the chance of overflow during severe rain events. Although the last few years we have not had serious rain events and seem to be in a drought cycle, we are aware that at some point we will get back to weather as usual and that the raising of the dikes could give us a day or two more protection from possible overflowing our lagoon. We have had a number of conversations and discussions with RWQCB representatives that have already approved a project to accomplish this strategy and so are hopeful that they will see the benefit.
  - We have had numerous conversations with a non-profit Technical Assistance committee that we received a grant to help us tweak our Prop 1 grant so that we can hopefully be successful in capturing our stormwater flow in the Arlington and County Fairgrounds area.
  - We 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 were successful in that and have agreed to including our \$18,000 infraction into the California Street sewer collection replacement project 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 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. That is normal for a wastewater facility in our area considering the weather and rainfall, or lack of it. We were also successful in settling with River Watch and splitting the settle amount into a two-year plan to pay total amount instead of one lump sum. We will have closed session to have council impact.

- 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 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 month 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. Mercer -Frasier won the bid award and they have signed the bid for that. Paul and I will go over that September 14<sup>th</sup> and then I will sign and we will be ready for Mercer-Frasier to get started. We are estimating that they will complete the construction task in approximately a week or so.
- 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. The last meeting council picked the individual per capita projects in Russ Park and Firemen's Park while trying to stay under the approved \$177,000 limit. Some items were 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 as to the number of visitors. Staff will continue to search for grants to help us accomplish the ecotourism aspects of the backside of Russ Park. We recently received a possible donation that might help us increase improvements to Russ Park that may not have the restrictions that the Per Capita grant requires that excluded us from having as part of that project.

- 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. We are utilizing the solar array at the police station and the solar array and tesla battery at Wastewater Facility and should be seeing reductions in energy usage. We are still waiting on PG&E for selling back to them any extra production of excess production.
- **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. Because of inflation expectations we are asking for more funds and we have recently requested more funding to consider that project.

- 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.
- Meetings and discussions with Linda Wise from Recology about our solid waste franchise agreement. We will probably have another request of the council to extend our current agreement one more year. We will most likely have her give a presentation next month and ask for action on that item.
- 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, and we are happy to announce that Mercer Fraser was the low bid and will start that work soon.
- 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 August, 2022**

### **CITY CLERK ACTIVITY**

#### **Meetings**

- Meetings with City Manager regarding work activities and council agenda.
- Attended:
  - City Council Regular Meeting 08/17/2022
  - Planning Commission Meeting 08/03/2022
- Wrote agenda items and compiled packets for:
  - Regular City Council Meeting 08/17/2022
  - Drainage Committee Meeting 09/01/2022
  - Began agenda compilation for City Council Meeting 09/21/2022
- 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. Sent Final Numbers to the County for Collection of Assessments.
- Continued issuing Nomination Packets, Assisted Candidates, and had signatures validated at the Humboldt County Office of Elections.
- Continued working with City Attorney on Tax Measure. Turned in all necessary documents to the Humboldt County Office of Elections
- 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.
- Sent out quarterly reports

## **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 mail correspondence
- Reviewed ERMA and HR bulletins
- Set up all employees in ERMA Database
- 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
- Created and will continually update a Grant List and Study sheet
- Updated notes in Finance Clerk Duties Manual on all new tasks and duties learned
- Reconstructed Excel Spreadsheets for grant reporting
- Attended a 4-day Grant Writing and Management Program
- Attended and recorded minutes for the Drainage Committee Meeting

## **CITY PLANNER ACTIVITY**

### **General Planning Services**

#### **Task 1 Response to Public Information Request**

- Responded to question about 2nd vacation rental.

#### **Task 2 CEQA Compliance - No actions.**

#### **Task 3 Community Planning – Reporting, 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 – attended 8/3/22 meeting.
- City Council – Prepared monthly City Planner staff report.
- City Manager & City Clerk – meetings, calls, emails, research.
- Drainage Committee – Coordinated with City Engineer on presentation of Drainage Master Plan Update for Committee’s regular August meeting.
- HCAOG Technical Advisory Committee (TAC) – attended 8/4 meeting and coordinated pavement management plan responses with City staff and consultants.
- HCAOG REAP - Attended 8/10/22 meeting

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

#### **Task 6 Grant Writing/Funding Coordination**

- Email to HCAOG regarding City’s REAP non-competitive allocation
- emails re 9/21 CC mtg; also drafted email re SB 2 invoicing
- Coordination meetings on various city grants and activities
- SB 2 Gen Admin: emailed HCD about SB 2 deadline; coordination on SB 2 activities and HCD deadline; emails with City re requesting an extension per HCD's 8/8/22 email. Formally requested SB 2 extension from HCD via email.
- SB 2 Gen Admin: coordination for mtg w/ City Manager & City Clerk for 9/21 SB 2 agenda item

- SB 2 Gen Admin: emails with HCD whether about SB 2 application amendment; email to City Engineer for invoicing for SB 2 RFR#2; email to City Manager re 9/21 SB 2 agenda item and meeting request.

### **Planning Applications and Pre-Application Consultations**

- Richardson Lot Line Adjustment – reviewed comment letter, preliminary title report, LLA site plan, forwarded letter to agent and City Engineer; phone call w/ City Engineer and reviewed City Engineer's email that replies to comment letter; prepared supplemental for PC; prepared PowerPoint for 8/3 PC hearing; attended 8/3 PC hearing and advised City Engineer of hearing outcomes and discussion. Reviewed zoning and subdivision regulations, referral history, Google street view, phone call w/ agent; drafted email to City Engineer; phone call with City Engineer on status, 8/3 public hearing, and conditions of approval.
- SD-1826: Raymond/Avis (formerly Cream City and Budwig PM) -- Research about tentative map expiration date; replying to email with various questions from new property owner.

### **General Plan Review/ Transportation Reporting**

- Local Streets and Roads Reporting -- PMP emails to city on status of reply to HCAOG consultant's request for PMP; emails and internal consultation regarding RSTP funding; PMP activity thru HCAOG; prepared draft response to HCAOG consultant's 8/10 request.

### **SB 2 Grant Projects**

- Drainage Master Plan – Coordinated document review with City Engineer. Reviewed and commented on staff report for Drainage Committee on fee comparison; prepared draft staff report for Drainage Committee to advance DMPU to CC; emails w/ City Clerk re whether a resolution was needed for Committee; revisions to Committee staff report, coordination for 9/1 Committee mtg on 2022 DMPU, and minor edits to DMPU 2022 committee SR & emailed to City Clerk.

### **Per Capita Park Projects**

- Reviewed proposed Russ Park and Firemen's Park improvements for California Environmental Quality Act compliance and drafted Notice of Exemptions.

## **CITY ENGINEER ACTIVITY**

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

- Phone calls / emails with the City Manager and staff regarding various City items.
- Attend Drainage Committee Meeting
- Review California Street Sewer Project
- Perform Road Survey to look at condition of Ferndale Roads

### **Reimbursable Project Services:**

- Nunes Grading Permit – Grant Street
  - No Update
- Adams Minor Subdivision – Fifth Street
  - Project ready for construction
- Richardson LLA – Arlington Ave.
  - Discuss with Staff / Review Staff Report
  - Discuss with Applicant

## **WASTEWATER OPERATIONS**

- Monthly samples prepared and sent to North Coast Labs
- Operators perform lab tests daily to measure efficiency of plant
- Begin mussel study of Francis Creek/Salt River for NPDES permit
- Lateral inspection 330 Ocean Ave
- Update SSMP (Sewer System Management Plan)
- Monthly eSMR (electronic State Monthly Report) prepared and submitted

- VFD on pump 3 failed, pull pumps and order parts to repair
- Clear backup on Washington St.
- Monthly no spill verification report completed on CIWQS website
- Backup in manhole at Dr. office cleared
- Front gate chain oiled each Monday
- Preventative cleaning of collection system around town
- Inspect manholes throughout town weekly
- Assist fairgrounds with backed up pump behind commercial building
- Weekly maintenance performed on UV banks
- Backup at Jim Stretch house cleared
- Dewater for total of 10 hours. Sludge dried at old site
- Maintenance on filters, clean nozzles
- Weed eat around plant and old site
- Operators cleaned walls and catwalk
- Removal of duck weed from clarifiers on weekly basis
- Billed Rotorooter, Steve's Septic and Wyckoff a total of \$10,620 for the month of July. 47 total dumps for total of 59,000 gallons.
- Total flow through the plant in August was 4.1 MGD. Of that, .11 MGD was pumped to retention pond. Average irrigation to Sousa ranch was .128 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.
- Spoke with town and country about bids for replacing Library furnace.
- Participated in the annual Francis Creek vegetation removal.
- Ordered light bulbs for Library.
- Placed trash and recycle can at Hadley Park.
- Went to Mende's janitorial supply for new soap dispensers.
- Removed the brick flower beds at Police Station.
- Painted light poles at City parking lot.
- Made phone calls to tree service companies for estimated to remove tree on the corner of Washington and Main.
- Went to Fortuna and got load of cold patch to restock supply.
- Continue with weekly safety meetings with Public Works Supervisor.
- Met with tree service companies for the removal of tree on Main st.
- Pick up trash around town and City parking lot.
- Met with City Manager discussed trash pick ups and number of receptacles.
- Put up USA flags for the Labor Day Holiday.

### **POLICE DEPARTMENT**

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

**Humboldt County Fair 2022:** The Fair saw good sized crowds and increased calls for service as is expected with the increased number of people in town. Pre-Fair planning with the Fair Manager, Ferndale Fire and Pacific Coast Security made for a smooth working relationship. The police department provided extra-staffing on each day of the Fair, mostly covered by our reserve

officers. Bike Patrol Officers were used extensively and were well received by Fair attendees and vendors.

An operations plan was made for the two weekends of horse racing and all available Ferndale Officers were on-duty. A mutual-aid request was made to the Sheriff's Office and Fortuna PD. The Sheriff's Office advised they only could respond to an emergency and that due to low staffing they couldn't assist with foot patrol during the horse racing event. Fortuna PD provided two officers on the first Friday and one officer on the other weekend days.

At the first weekend of horse racing the department had an hour period where all ten officers were on-duty. It was the first-time all the officers had been on-duty at the same time and perhaps the most Ferndale Officers that Ferndale has ever had on-duty.

The most common public safety issue was public intoxication (5) and medical aid calls (3).

**Medical Aid:** Ferry at Grizzle Bluff. We assisted Ferndale Fire and City Ambulance on the Eel River Bar by transporting the ambulance crew in the Humvee to the scene of the call.

CERT: Trailer being set up, no meeting.

### Police Statistics – August 2022

SERIOUS CRIMES	Number	Cleared
Homicide	0	
Rape (Attempted)	1	0
Robbery	0	
Larceny	2	
Assault	2	
Burglary	0	
Vehicle Theft	0	
TOTAL	5	
SECONDARY CRIMES	27	
Calls for Service	373	
Reports Written	32	
Traffic Citations	10	
Other Citations	0	
Parking Citations	0	
Warnings	31	
ARRESTS	16	
AGENCY ASSISTS	23	
TRAFFIC COLLISIONS	2	





**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)

August 18, 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
Supervisor Mike Wilson	County of Humboldt
Mayor Adelene Jones	City of Blue Lake
Mayor Stacy Atkins-Salazar	City of Arcata
Councilmember Jack West	City of Trinidad
Councilmember Gordon Johnson	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

**1. Call to Order/Roll Call**

Chair Mike Johnson called the meeting of August 18, 2022 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**

- a. Caltrans Project Manager Jeff Pimentel provided an update on the Highway 101 Eureka Arcata Corridor Project and Indianola Undercrossing. Jeff reported that the repackaging of the project had been released on August 15<sup>th</sup> and will run through Oct 4<sup>th</sup>. Jeff will return to the October Board meeting with an update on the bids received.

In response to Councilmember Gordon Johnson's questions Jeff provided the following: The project construction is scheduled for three seasons and the project cost estimate is made up of three components which include bid items; supplemental work; and state furnished materials.



Mayor Jones asked when the S.R. 299 overpass bridge project was scheduled to be completed. Tatiana Ahlstrand responded informing the Board that the project was scheduled to begin in the summer of 2023.

**b. Fiscal Year 2020-21 Transportation Development Act (TDA) Fiscal and Compliance Audits**

**Motion was made** (Wilson/G.Johnson) to receive and file the FY 2020-21 TDA Fiscal and Compliance Audits as presented.

**Motion carried unanimously.**

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

Latanya Jacobs

**5. Consent Calendar**

**Motion was made** (Arroyo/Jones) 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 June 16, 2022
- c. Adopt Resolution 22-20 approving the City of Fortuna FY 2022-23 LTF Claim (\$616,670).
- d. Adopt Resolution 22-21 approving the City of Rio Dell FY 22-23 LTF Claim (\$142,049).
- e. Approve HCAOG Executive Director to enter into a contract with LSC Transportation Engineers to conduct the Five-Year Transportation Development Plan Update.
- f. Approve HCAOG Executive Director to enter into a contract with LSC Transportation Engineers to conduct the Triennial Performance Audits for fiscal years ending 2020, 2021, and 2022.

**Motion carried unanimously.**

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

None

**7. Action Items**

None

**8. Informational Items**

None

**9. Reconvening of the HCAOG Board**

**Motion was made** (G. Johnson/Wilson) to reconvene as the HCAOG Board and approve the PAC recommendations.

**Motion carried unanimously.**

**10. HCAOG Staff and PAC Member Reports**

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

Executive Director Burks reported on the following:

- The Humboldt Transit Authority was awarded a grant in the amount of 38.7 million dollars from the California State Transportation Agency's Transit and Intercity Rail Capital Program (TIRCP). The grant will be used to launch HTA's transition to a zero-emission fleet and a hydrogen fueling station for northern California. The grant will also construct a new intermodal transit center in downtown Eureka. The center will be integrated with workforce and student housing and commercial space which will be known as the EaRTH Center (Eureka Regional Transit and Housing Center). The intermodal center will be the hub for all the local routes and will look at new express services to Cal-Poly Humboldt. An express service from Eureka to Ukiah that will link up the smart train and getting people south.

- HCAOG's role will include promoting and tracking ridership and grant administration assistance.
- SAFE – HCAOG has hired a consultant to get through the ADA designs and will soon be turning in an encroachment permit that will allow construction for the ADA upgrades. Staff has attended meetings with Hoopa Valley and Karuk tribes regarding locations for new call boxes on 96 and coordinated with the Bridgeville Community Center for locations on highway 36.
  - HCAOG staff continues to support the Greater Eureka Traffic Safety Task Force. Public service announcements will be taking place regarding the Go Slow Watch the Road campaign. Any Board member interested in participating in the public service announcements can contact Beth.

## **b. Caltrans Report**

Tatiana Ahlstrand reported on the following:

- **US 101/SR 299 Offramp Project Update**  
Construction on the westbound SR 299 to northbound US 101 entrance ramp begins in 2023. Project met 90% design on July 1<sup>st</sup>.
- **Last Chance Grade Update**
  - The project remains on budget and on schedule.
  - A quarterly report was published to the project website if there is interest.
  - A virtual town hall meeting was held on July 12<sup>th</sup> and was hosted by Senator McGuire, Assemblymember Wood, and Congressman Huffman.
  - A mitigation workshop is being planned for some time in October and will include people from all working groups. Attendees will be able to tour the site of the proposed northern portal of the tunnel where there are large redwood trees.
- **Clean California**
  - Dump Days
    - Very successful Dump Day in Blue Lake in July. 1100 cubic yards of debris was collected
    - There will be a Fortuna Neighborhood Cleanup in September; a pilot to target an underserved community with high volumes of yard trash
    - More scheduled dump days later in the year: Willow Creek, Redway, Scotia/Rio Dell
    - Caltrans is working with Hoopa Valley Tribe on a state-wide pilot
  - Beautification Projects
    - Samoa Bridge Murals – done
    - Manila Vance Parklet – done
    - Hoopa Downtown Beautification – out to bid very soon
    - Berry Summit Restroom, picnic, and art – Public Engagement will be starting soon
    - Orleans Downtown Enhancement – Public Engagement after Berry Summit
    - Eureka Utility Cabinet Art – partnering with the City of Eureka, work to happen ideally before the winter holidays, certainly by late spring.

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○ **Sustainable Transportation Planning Grants**

- The 2023-24 Sustainable Transportation Planning grant program will be announced soon. Want to put it on everyone's radar as early as possible because there will be a one-time opportunity for Climate Change and Adaptation Planning funding in the amount of \$50M. Eligible applicants include RTPAs, cities, counties, and there will be a \$5M set aside for Tribes with no local match requirement. Draft grant guide should be released next week.

Supervisor Wilson thanked Caltrans for the clean up efforts taking place in the Arcata area.

**c. PAC Member Reports**

PAC member Natalie Arroyo reported on the following:

- HTA is pleased with having been awarded the TRCIP grant and the project being innovative and forward looking in it's combination of housing and transit. HTA was able to meet with Congressman Huffman and celebrate the grant.
- HTA's \$50 monthly pass continues to be available. The transit agency is in the process of working on a tap on tap off card to help encourage ridership and make it easier so people can ride the bus and pay their fare without too much complexity.

**Adjournment**

The meeting adjourned at 4:58 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  
 Frank Wilson, City of Rio Dell  
 Steve Madrone, County of Humboldt

**Minutes****Thursday, July 14, 2022 at 5:30 PM****Zoom Video Conference Meeting**

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

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

**Chairperson Castellano** called the meeting to order at 5:32 PM. A quorum was present and acting.

**2. Consent Calendar**

- a. Approve Minutes from the June 9, 2022, HWMA Board of Directors Meeting
- b. Approve Resolution 2022-08 "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 May 2022 Financial Reports.

Director Matthews requested item A be pulled for discussion

**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 except for Item A.

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

**Ayes:** Unanimous

**Noes:** None

**Absent:** **Elaine Hogan**

**2a. Approve Minutes from the June 9, 2022, HWMA Board of Directors Meeting**

Director Matthews noted that the June 9<sup>th</sup> minutes incorrectly noted that they were absent.

**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 Madrone** seconded the motion to accept the June 9<sup>th</sup> minutes with the change that Director Matthews was present.

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

**Ayes:** Unanimous

**Noes:** None

**Absent:** **Elaine Hogan**

### 3. Oral and Written Communications

**Chairperson Castellano** opened the floor to public comment regarding items not on the agenda. Sarah Sanders from the Local Enforcement Agency introduced herself to the board and informed the board about an upcoming technical expert opening on the LEA independent hearing panel. Chairperson Castellano closed the floor to public comment.

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

### 4. New Item: Account Clerk II - Confidential Designation.

Executive Director Fuller summarized the rationale for recommending this change, as described in the staff report. Executive Director Fuller answered questions from the board regarding training and recruiting for the position.

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

<b>Motion:</b>	<b>Director Madrone</b> moved and <b>Director Matthews</b> seconded the motion to proceed with staff recommendations.
<b>Action:</b>	Approve the Motion as made by <b>Director Madrone</b> and seconded by <b>Director Matthews</b>
<b>Ayes:</b>	Unanimous
<b>Noes:</b>	None
<b>Absent:</b>	<b>Elaine Hogan</b>

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

Eric Keller-Heckman gave a brief update on progress with planned CRV and Recycling activities. The board discussed pros and cons of relocating the recycling center as opposed to finding a new site for organics processing. Robin Praszker from the City of Eureka spoke to the board about the importance of timeliness for SB 1383 compliance efforts to avoid sanctions. The board requested a special meeting be scheduled in August to further discuss this topic.

### 6. Standing Item: SB 1383 Update

**Executive Director Fuller** presented the Food Waste Compost Gant Chart to the board. The board discussed timelines and franchise agreements.

**Chairperson Castellano** opened the floor to public comment. Robin Praszker asked how much time would be added to the timeline by starting with a site that is not yet permitted. Evan Edgar from Edgar and Associates discussed estimated timelines and compliance requirements.

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

### 7. Standing Item: Board Member Reports

No board members had items to report.

### 8. Standing Item: Executive Director's Report

**Executive Director Fuller** had no additional report for the board.

### 9. Closed Session: It is the intention of the Board of Directors to meet in closed section for one item: Public Employee Performance Evaluation pursuant to Government Code §54957. Employee: Executive Director.

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

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

**Chairperson Castellano** adjourned the meeting to closed session at 6:35 p.m.

#### **10. Adjourn**

**Chairperson Castellano** adjourned the meeting at 7:05pm following closed session.



## 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  
 Frank Wilson, City of Rio Dell  
 Steve Madrone, County of Humboldt

## Minutes

**Monday, July 18, 2022 at 5:00 PM**

### **Zoom Video Conference Meeting**

Present: Meredith Matthews, Elaine Hogan, Frank Wilson, Leslie Castellano,  
 Robin Smith, Steve Madrone  
 Absent: None  
 Staff: Peter Fuller, Eric Keller-Heckman, Loral Uber, Tony Heacock

#### **1. Call to Order and Roll Call at 5:00 PM**

**Chairperson Castellano** called the meeting to order at 5:00 PM. A quorum was present and acting.

#### **2. Oral and Written Communications**

**Chairperson Castellano** opened the floor to public comment regarding items not on the agenda. Director Fuller indicated no written comments were received prior to the meeting. No comment was received.

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

#### **3. Recycling and SB 1383.** Take action on whether to close the Eureka Recycling Center to accommodate organics waste processing as mandated by SB 1383 based on options presented by staff for timing of closure, including indefinite postponement.

Executive Director Fuller presented to the board on pros and cons of options for relocating Eureka Recycling Center and/or planned organics operations, as well as options for available properties for lease or purchase. The presentation also covered financing options and grant requirements. Evan Edgar and Robin Praszker spoke to the board about compliance requirements and consequences of failure to comply.

Eric Keller-Heckman and Evan Edgar answered questions from the Board about implementation of organics collection, including commercial and residential programs, and impacts on staff. The board discussed potential impacts to the community and long-term planning for keeping organics waste in-county.

Director Madrone and Director Hogan expressed their desire for staff to reach out to XXX regarding the property across the street and get a firm answer regarding possible relocation of current tenants.

Chairperson Castellano opened the floor to public comment. Linda Wise from Recology spoke in support of staff recommendations to temporarily relocate recycling and start commercial organics collection as soon as feasible. Robin Praszker from City of Eureka commented that this option will allow time for outreach and education to improve efficiency of organics collection programs. Chairperson Castellano closed the floor to public comment.

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**Motion:** **Director Madrone** moved and **Director Matthews** seconded the motion to continue with current plans to close the Eureka Recycling Center on August 1<sup>st</sup>, 2022.

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

**Ayes:** Unanimous

**Noes:** None

**Absent:** None

#### 4. Adjourn

**Chairperson Castellano** adjourned the meeting at 6:35 PM.



**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  
Frank Wilson, City of Rio Dell  
Steve Madrone, County of Humboldt

**Special Meeting Minutes****Thursday, August 11, 2022 at 5:00 PM****Zoom Video Conference Meeting**

Present: Meredith Matthews, Elaine Hogan, Frank Wilson, Leslie Castellano,  
Robin Smith, Steve Madrone  
Absent: None  
Staff: Peter Fuller,  
Legal Counsel: Nancy Diamond

**1. Call to Order and Roll Call at 5:00 PM**

**Chairperson Castellano** called the meeting to order at 5:00 PM. A quorum was present and acting.

**2. 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.

**3. Closed Session.** It is the intention of the Board of Directors to meet in closed session for one item: a. Evaluation of Executive Director pursuant to Government Code 54957

**Chairperson Castellano** opened the floor to public comment regarding the agenda item. No comment was received. **Chairperson Castellano** closed the floor to public comment and adjourned the Board to closed session.

**4. Report Out of Closed Session:** No report.

Board adjourned the meeting at 7:08pm.



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

**July 28, 2022 - Thursday, 3:30 p.m.**

Notice of this meeting was posted on July 22, 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, Rex Bohn, Sarah Schaefer, Jack Tuttle, Frank Wilson, Sheri Woo. ABSENT: Scott Bauer, Vice Chair Chris Curran, Mike Losey. STAFF AND OTHERS PRESENT: Business Planning and Finance Director Lori Biondini; Power Resources Director Richard Engel; Power Resources Specialist Colin Mateer; Senior Power Resources Manager Jocelyn Gwynn; The Energy Authority Client Services Manager Jaclyn Harr; Administration Specialist Meredith Matthews; Clerk of the Board Lori Taketa; Deputy Executive Director Eileen Verbeck.

### **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 June 23, 2022, Board Meeting.
- 3.2 Approve Disbursements Report.
- 3.3 Accept Financial Reports.
- 3.4 Accept Legislative Quarterly Report.
- 3.5 Extend Resolution No. 2022-6 Ratifying Governor Newsom's March 4, 2020, State of Emergency Proclamation and Authorizing Remote Teleconference Meetings of RCEA's Legislative Bodies, for the period July 28, 2022, through August 26, 2022, pursuant to Brown Act revisions of AB 361.
- 3.6 Approve Amendment No. 3 Extending the Term of the Current Professional Services Agreement with Frontier Energy Inc. for Reporting and Technical Services in Support of the RCEA-Administered CPUC Energy Programs through December 2023 and Authorize the Executive Director to Execute All Applicable Documents.

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

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

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

## **OLD CCE BUSINESS**

### **5.1 Energy Risk Management Quarterly Report**

Power Resources Director Engel stated that the updated Hedging Strategy which was previously kept confidential to protect RCEA's negotiating ability on behalf of its customers, was now publicly available. Increased CPUC procurement scrutiny led staff and The Energy Authority (TEA) to publish the revised strategy which allows more short-term energy procurement decision-making flexibility while still preventing speculative practices.

TEA Client Services Manager Jaclyn Harr reported on forecasted power costs, market conditions and RCEA's anticipated revenues and financial outlook.

RCEA is still projected to enjoy positive net revenues this year and in future years and the agency should be on track for building reserves. The projected net revenues are slightly lower than were forecast earlier due to lower projected electricity loads. The Sandrini Solar Project with amended energy prices will benefit the agency's financial position when it goes online in summer 2023. The project will generate most of its power and accrue most of its revenues during summer months. Completed 2022 renewable and carbon free procurement requirements will help RCEA lock in prices in a volatile market. Energy prices in the next two years are forecast to be significantly higher due to global natural gas price increases.

The directors discussed the utility practice of building six months of agency operating expenses to be held in reserve, the possibility of increasing RCEA customer savings and models other CCAs use to set rates. The six-month reserve, \$35 million for RCEA, is achievable by 2023 according to current forecasts. Reaching this reserve goal would enable RCEA to obtain a credit rating, eliminating the need to encumber millions of dollars of agency funds in buyer's deposits for major projects. RCEA customers would also benefit from lowered TEA energy market services costs and rate stability during volatile energy markets. The directors were reminded of last year's volatile energy markets, when RCEA depleted reserves and borrowed funds to continue operations. Board discussion of investment policies may take place once the reserve target is reached. RCEA currently has minimal reserves.

Ms. Harr described the 2022 Summer Assessment, a standard utility practice to prepare for peak season. Recent weather data was used to see if all the power that can be obtained from all available sources will be adequate to meet peak demand at 8 p.m. on the hottest September day with a 15% buffer. There are adequate resources for this projected day in 2022. Planning and preparing for these scenarios is the purpose of statewide resource adequacy procurement requirements and Integrated Resource Plan preparation by load serving entities like RCEA. Meeting peak demand days will be more challenging in the future as heatwaves become more frequent and the state's rapid transition to electric vehicles outstrips progress in energy conservation. Humboldt County is threatened with being cut off from the statewide grid when energy supply does not meet demand. This increases the importance of developing local energy sources.

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

**M/S: Schaefer, Woo: Accept Energy Risk Management Quarterly Report.**

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

## **OLD BUSINESS**

### **7.1. CC Power Firm Clean Resources Agreements**

Power Resources Director Engel described the CPUC's mandate to procure resources to help develop future grid reliability statewide, and how RCEA is fulfilling this obligation by participating in a joint procurement with other CCAs through the CC Power JPA. Of the proposed projects that fulfilled this mandated purchase's specific requirements, geothermal projects in the Nevada desert were the best prospects. The CCAs would procure energy and renewable energy certificates and will need import capability to be able to receive resource adequacy credit for these purchases. The Board's ad hoc Firm Clean Energy Resources Solicitation Subcommittee unanimously recommends Board approval for participating in this joint procurement. The procurement also helps RCEA comply with Senate Bill 350's long term renewable procurement mandate.

The directors discussed how attempts to stop the Diablo Canyon plant's closure requires a lengthy process of federal and state government approvals, therefore the CPUC is still asking load-serving entities to procure resources in anticipation of the plant's retirement.

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

**M/S: Schaefer, Woo: Delegate authority to Executive Director to execute necessary Project Participation Share Agreements and Buyer's Liability Pass Through Agreements with California Community Power and Participating Members for two new Geothermal Projects:**

- **Ormat Nevada Inc. Portfolio of Geothermal Projects**
  - **Expected Participation Share: 3.20% or 4.00 MW with quantity not to exceed 5.00 MW**
  - **Delivery term: 20 years starting on or about June 1, 2024**
- **Open Mountain Energy LLC., Fish Lake Geothermal**
  - **Expected Participation Share: 2.80% or 0.36 MW with quantity not to exceed 0.45 MW**
  - **Delivery term: 20 years starting on or about April 1, 2024..**

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

### **7.2. Power Purchase Agreement for Renewable America Foster A Clean Power**

Power Resources Director Engel reported that staff and Renewable America were close to agreement on, but have not yet finalized, a proposed power purchase agreement. Due to supply chain issues, the developer is reconsidering the project's battery supplier and cannot make the operation date originally offered in alignment with the CPUC's mid-term reliability

compliance timeline. Staff requested more time to work with the developer on this power purchase agreement.

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

**M/S: Schaefer, Tuttle: Table consideration of a Power Purchase Agreement with Foster Clean Power A LLC until the next Board meeting.**

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

## **STAFF REPORTS**

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

Deputy Executive Director Verbeck reported that the Offshore Wind Subcommittee met and that developments will be presented at the August Board meeting. RCEA's Transportation team's Rural Electric Vehicle Charging Grant application scored the second highest in the state. The CEC sent a notice of proposed \$700,000 award which will be brought to the Board for acceptance after more information is gathered. Deputy Executive Director Verbeck commended staff for their work on this grant. Director Bohn reported that eight electric vehicle charging stations were being connected to power in the County on the previous night.

## **FUTURE AGENDA ITEMS**

Director Schaefer informed the Board that the Offshore Wind Subcommittee had lost two members due to member agency director changes and requested discussion of this group's membership at the August Board meeting.

Chair Avis inquired about the procedure for Board directors or members of the public to request agenda items. Clerk Taketa was asked to distribute that section of the Board Operating Guidelines to the directors after the meeting.

## **CLOSED SESSION**

There was no new information to share nor actionable items regarding closed session item:

**11.1** Conference with real property negotiators pursuant to Government Code § 54956.8 in re: APNs 001-141-005 and 001-141-006; RCEA negotiator: Executive Director; Owner's negotiating party: Wells Commercial; Under negotiation: price and terms.

The directors declined adjourning to closed session. Chair Avis adjourned the meeting at 4:57 p.m.

Lori Taketa  
Clerk of the Board

**Section 17**

**ADJOURN**