

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

Location:	City Hall VIA ZOOM	Date:	November 1, 2022
		Time:	<b>10:00am</b>
		Posted:	October 27, 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 Monday, October 31, 2022, please be sure to put “Public Comment” in the subject line. All public comments received by 4pm will be read into the record (limit to 5 minutes) during the meeting.

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

Join Zoom Meeting

<https://us02web.zoom.us/j/81548703170?pwd=TUNkRnBPelhFdzlWMHVHuzAwRWI1UT09>

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

Meeting ID: 815 4870 3170

Passcode: 323693

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)

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Meeting ID: 815 4870 3170

Passcode: 323693

**MICROPHONES AND VIDEO WILL AUTOMATICALLY BE MUTED WHEN YOU JOIN THE MEETING. PUBLIC MEMBERS MUST KEEP MICROPHONES MUTED UNTIL SPEAKING TO AVOID ANY BACKGROUND NOISE.**

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. MODIFICATIONS TO THE AGENDA
5. BUSINESS
  - a. Reconsider Vault Toilet for Per Capita Grant..... Page 3
  - b. Discuss Expenditures List for Russ Park Donation..... Page 7
6. ADJOURN

**Section 1**

**CALL MEETING TO ORDER**

**Section 2**

**PLEDGE ALLEGIANCE**

**Section 3**

**ROLL CALL**

**Section 4**

**MODIFICATIONS TO THE AGENDA**

**Section 5**

**BUSINESS**

Meeting Date:	November 2, 2022	Agenda Item Number	5.a
Agenda Item Title	Reconsider Adding Vault Toilet to Per Capita Grant		
Presented By:	City Manager		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input checked="" type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Staff does not recommend that the Per Capita Grant application be changed by adding a Vault Toilet.

**BACKGROUND:**

We have spent considerable time on this item and do not think that added time is prudent as it may require a reassessment of the rest of the grant. Although staff does not support the privy idea to be included at this late date in the Per Capita Grant due to its associated CEQA analysis and timelines, and state approvals, staff does support a process that would allow the City to do its due diligence for this project in Russ Park by using funds from the recent donation to the Russ Park fund.

**FISCAL IMPACT:** To be determined depending on the council choice.

**RUSS PARK COMMITTEE**  
**CITY OF FERNDALE, CA. 95536**  
Prepared October 7, 2022 for the  
October 19, 2022 City Council agenda

TO: Mayor and Ferndale City Council  
FROM: Russ Park Committee  
SUBJECT: Vault Toilet at Russ Park as Priority for Per Capita Grant Funding

**IT IS RESPECTFULLY RECOMMENDED THAT THE FERNDALE CITY COUNCIL:**

1. Direct staff to schedule a special meeting of the City Council as the earliest possible opportunity to conduct a priority review of the current Per Capita grant project list to determine if a vault toilet at Russ Park has a higher funding priority than other projects, or whether there are projects that can be shaved collectively to generate \$44,000 for a Russ Park vault toilet; or
2. If the City Council elects not to adopt recommendation 1 above, it is recommended that it direct that all unallocated funds as of this date and any savings or contingencies that may result from approved projects on the list be collected and designated to fund, as much as possible, the Russ Park vault toilet project at the Bluff Street entrance; and
3. If Recommendation 2 above is adopted, direct staff to make the necessary adjustments to the City's Proposition 68 Per Capita project list and application as may be required.

**BACKGROUND**

This recommendation of the Russ Park Committee is made as directed by Resolution 2022-18, adopted September 14, 2022, which reads in part that the Committee will identify for Russ Park uses beneficial to the community and prepare improvement plans and policies related to the park for City Council consideration.

As the City Council may recall, during the selection process for capital improvement projects to be funded with the Proposition 68 Per Capita Grant award of \$177,952, a vault toilet for Russ Park was voted on by the public at the March 5, 2022 Open House Forum as the top priority project. The City Planner then recommended it to the City Council for grant

funding at the March 16, 2022 meeting. After a lengthy discussion, the Council decided not approve the vault project for two main reasons:

- ✓ On-going maintenance cost the city would have to assume, mainly the periodic pumping of the holding tank, and
- ✓ Ferndale Rotary had offered to pick up the \$200/month rental cost for a portable toilet for an unspecified term.

As hoped, the rental toilet has worked well and is greatly appreciated by thousands of park visitors per year. It is conveniently located on site, litter in the park is now minimal and vandalism of the unit has not occurred as some expected. So, why is this matter back before the Council at this late date? Circumstances and options have just significantly changed, warranting the prioritization review of projects on the current list of Per Capita Grant projects.

As the Council is aware, also on this agenda is an item for the acceptance of an anonymous donation of \$100,000 to be used solely for Russ Park—a most generous gift from a Ferndale resident. That amount gets fairly close to early estimates for the cost of improvements and equipment discussed initially for Per Capita Grant projects, but later determined to be either ineligible as the result of a clarification of grant guidelines or the assumption of ongoing maintenance cost not covered by the grant. One of those items dropped was a permanent vault toilet at the Russ Park Bluff Street entrance/parking lot, estimated at \$65,000, plus CEQA costs.

The anonymous donation to Russ Park is a game changer since it could fund the cost of ongoing maintenance and supplies for a vault toilet. To be clear, the anonymous donation agenda item mentioned above concerns the acceptance of the donation this evening, leaving the decision for allocating the donation for Russ Park by the City Council at a later date.

The second reason; the Ferndale Rotary stepped up and assumed the monthly cost of approximately \$200 for the portable unit. It helped to have 2 City Council Members as Rotary members. But that could change any month as members and club priorities change over time. It is unrealistic to expect Rotary to carry the cost of a portable restroom unit forever.

When that happens, the City will have an immediate health and safety issue to deal with as well as the unanticipated budget impact for a rental unit. The solution for all of this is to fund the capital cost of the vault toilet now with Per Capita Grant funds, as originally

recommended, made possible by the anonymous donation to carry ancillary costs. However, the vault toilet was deleted from the list.

The estimated cost for a vault toilet, like those utilized at BLM sites, is \$44,000, the amount the Russ Park Committee hopes that the City Council can cull in whole or part from the current project list.

The Council is requested to review the current Per Capita grant project list at a special meeting as soon as possible to determine if the vault toilet has a higher funding priority than other projects, or whether there are projects that can be shaved, if you will, to generate sufficient funds for the Russ Park vault project.

Any amount of Per Capita Grant funds made available for the toilet will necessarily allow the anonymous donation to go further for other Russ Park needs, such as a machine to transport equipment and maintenance materials up and over the trail system.

The Russ Park Committee considered and approved this recommendation unanimously at our October 12, 2022 meeting. We believe that we have done our duty as directed by the Council, realizing that some may disagree with the recommendation or even take issue with a priority review of the Per Capita projects list at this late date.

No one could anticipate our good fortune at the same time that pairing possibilities with the Proposition 68 Per Capita Grant might be possible. The Committee's recommendation is a reaction to the potential of new and better improvement possibilities for Russ Park than heretofore could have been possible or imagined.

A priority review of the Proposition 68 Per Capita Grant project list is recommended to occur at a special meeting of the City Council at the earliest opportunity.

As usual, we will make ourselves available to the Council for any questions or clarifications concerning this report.

Respectfully submitted,

Jim Stretch, Russ Park Committee Member

Meeting Date:	November 2, 2022	Agenda Item Number	5.b
Agenda Item Title	Review & Discuss Expenditures List Submitted by Russ Park Committee		
Presented By:	City Manager		
Type of Item:	<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input checked="" type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Review List and Possible Action at the November 16, 2022 Council Meeting

**DISCUSSION:**

The Russ Park Committee has provided a list of possible items and projects they would like to be considered for use of the generous donation accepted at the October 19, 2022 City Council Meeting. The list is being presented at this time to the council and will provide more time for the council and staff to review these items and make a recommendation at the next regular Council Meeting on November 16, 2022.

**FISCAL IMPACT:**

None

**RUSS PARK COMMITTEE  
CITY OF FERNDALE, CA. 95536**

October 22, 2022

TO: Honorable Mayor and Ferndale City Council  
FROM: Russ Park Committee  
SUBJECT: Proposed projects and expenditures for Russ Park Donation

IT IS RESPECTFULLY RECOMMENDED THAT THE FERNDALE CITY COUNCIL:

1. Approve the attached list of projects and estimated expenditures for funding from the \$100,000 anonymous donation for Russ Park, and
2. Direct staff to establish the appropriate revenue and expenditure line-items in the Russ Park Fund in the amount of \$89,250, with a contingency of \$10,750.

BACKGROUND

As the City Council may recall, on October 18, 2022 the Russ Park Committee approved a list of projects and expenditures (attached) to be funded by the pending \$100,000 donation to Russ Park. The following evening your Council adopted Resolution 2022-20 accepting the donation, setting this special meeting to receive the Committee's recommendation as an action item.

There are 23 items on the list with 21 recommended at this time, totally an estimated \$89,250. The balance of the gift, \$10,750, is recommended to constitute a contingency within the Russ Park Special Fund.

The vast majority of the items were considered for Proposition 69 Per Capita Grant funding, but were determined to be ineligible under the grant guidelines because they were either not on Russ Park property (storage shed & directional signs), were considered maintenance items (rubber track carrier and tools) or required on-going expenditures that the City Council determined it could not afford (vault restroom). Those items are on this list and comprise 97% of the recommended expenditures, which we understand is what the anonymous donor specifically had in mind for their donation.

As usual, Members of the Committee are available to answer any question that the City Council or member of the public may wish to ask.

Respectfully submitted,

Jim Stretch, Chair, Russ Park Committee

Attachments: 1. Proposed projects and expenditures to be funded by Russ Park Anonymous Donation  
2. Hand tools and expendables noted as item #7 on anonymous donation expenditure list

CC: Russ Park Committee



## RUSS PARK COMMITTEE

### INVENTORY OF PROPOSED PROJECTS AND EXPENDITURES FOR RUSS PARK DONATION FUND CONSIDERATION

Approved by Russ Park  
Committee October 18, 2022

	<u>Estimated cost</u>
1. Motorized rubber track carrier for trail maintenance	\$8,000
2. Trailer for rubber track carrier	900
3. Storage shed (\$6,200) at corp. yard or PD for tools/equipment with electricity	7,000
4. Chain saw-20" bar (major brand) extra chain & safety gear	700
5. Weed trimmer-rechargeable (2) extra battery & charger	900
6. Hedge trimmer-rechargeable & battery	400
7. Hand tools to replace volunteer's (attached)	5,000
8. Circular saw, drill & hammer drill set-all rechargeable, extra batteries & charger	700
9. 10 cubic yards of dirt for trail repair	250
10. 10 cubic yards of trail rock for trails (muddy areas)	975
11. Small tractor rental to load dirt and trail rock into carrier-\$310/day + tax	675
12. Downtown directional signs to Russ Park	250
13. Eugene St. directional signs to Russ Park	250
14. Safety related signs on Bluff Street for motorists approaching parking lot from Bluff St. south.	500
15. Vault restroom similar to BLM's-1,000-gallon tank, including installation, with hand sanitizer dispenser, timed lock system, rain vent cap & supplies.	44,000
16. CEQA cost for vault toilet	5,000
17. Toilet pumping for 1,000 gallons -\$450 plus \$00.18/gallon for treatment plant fees, 2 times/year for 10 years	12,600*
18. Security camera storage shed in corp. yard.	250
19. Retractable bollards in concrete with chain across Bluff St. parking lot entrance to bar entrance after closure-70'wide. (\$5,000)	_____
20. Improve access from Eugene St. to south entrance to allow maintenance vehicles into park, including gate and fencing improvements and tractor work to clear staging area.	_____
21. Bike rack for south entrance on concrete pad-self installed	450
22. Bluff St. Trail, 3 more benches for limited ability hikers (\$150/bench materials).	450
23. Delineation/survey of all property lines close to trails and location of all trails on the ground.	_____
SUB TOTAL	\$89,250
CONTINGENCY FUND	\$10,750
TOTAL RUSS PARK DONATION FUND	\$100,000

## Notes

\*Ferndale Rotary currently funds the portable toilet at Russ Park at the cost of approximately \$220/month. If they would graciously continue to fund this public service for the vault restroom, their monthly cost would be reduced by 52% to \$105/month. And, if the City of Ferndale did not charge itself for treatment plant fees, the cost to Rotary would drop to \$75/month.

Labor cost to service vault 2-times/week for 15 min ea. at loaded rate of \$28-\$35/hr. (\$.47-\$0.58/minute) would cost \$672-\$835/yr. total. Could be added to donor budget for reimbursement to City.

LIST OF TOOLS & EXPENDIBLES USED BY  
VOLUNTEERS TO MAINTAIN RUSS PARK

October 22, 2022

1. Face and ear protection-chain saw
2. 50:1 oil mix
3. Bar oil
4. Fuel can
5. Cutting pants
6. Wedges (2)
7. 4lb hammer
8. 10lb sledge hammer
9. Hand axe
10. Tape measure 12', 25' & 100'
11. 20lb breaker bar
12. Shovels (3)
13. Shovel, small (2)
14. Maddox (2)
15. Pruning saw (2)
16. Pulaski (2)
17. Macleod (2)
18. Steel rake
19. Trail Rake
20. Circular saw-rechargeable & extra blade & extra battery
21. Hand drill-rechargeable & drill bits
22. Hammer drill-rechargeable
23. Pipe wrenches, small & medium
24. Backpack
25. Pruner shears (2)
26. Sharpening stone
27. Hedge trimmer—rechargeable
28. Weed eater-rechargeable & extra battery
29. Hand stapler and staples

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**30.Screwdriver set**

- 31.Pole saw, extended
- 32.Loppers (2)
- 33.Wheelbarrow
- 34.Post hole digger
- 35.First aid kit
- 36.Hammer (2)
- 37.Organizing bench in shed
- 38.Lubricated oil and oil can
- 39.Flagging tape
- 40.Contractor's bags
- 41.Trach bags
- 42.Levels, 2' & magnetized 8"
- 43.Clip board & note pad
- 44.Wood stakes (2') 12
- 45.Marking pen-black
- 46.Flashlight, rechargeable
- 47.Litter stick
- 48.Needle nose plyers
- 49.Slip joint plyers

**Section 6**

**ADJOURN**