

**CITY OF ARCATA
CITY COUNCIL MEETING**

COUNCIL CHAMBER
736 F Street, Arcata

NOVEMBER 01, 2023
Wednesday, 6:00 PM

AGENDA

Special accommodations for the disabled who attend City meetings can be made in advance by contacting the City Clerk at 822-5953. Assistive listening devices are available.

Pursuant to Government Code section 54957.5, all writings or documents relating to any item on this agenda which have been provided to a majority of the City Council, including those received less than 72 hours prior to the City Council meeting, will be made available for public inspection in the agenda binder located on the counter in the lobby at Arcata City Hall, 736 F Street, during normal business hours, and on the City's website at www.cityofarcata.org.

PLEASE NOTE: Speakers wishing to distribute materials to the City Council at the meeting are requested to provide 10 copies to the City Clerk.

How to Observe and Participate in the Meeting:

Observe:

Members of the public can attend the meeting in person or observe the meeting on Zoom (see below), on Access Humboldt Channel 10, online by visiting www.cityofarcata.org and clicking on the See Live Meetings, Agendas, and Archives button on the home page, or on the City's YouTube channel at <https://www.youtube.com/c/CityofArcataCA>

Public Comment Participation in Person and on Zoom:

Members of the public may attend the meeting in person and give public comment. Or, they may access the meeting via Zoom to provide public comment.

1. Join from a PC, Mac, iPad, iPhone or Android device: Please use this URL:
<https://us06web.zoom.us/j/89508688655>
2. If you want to comment during the public comment portion of any item, click on **raise your hand** on the right-hand side of your screen. When it is time for public comment on the item on which you wish to speak, the Clerk will unmute you. You will have 3 minutes to comment (2 minutes for Early Oral Communications), subject to the Mayor's discretion.

Or join by phone:

1. *67 1-669-900-6833

2. Enter Meeting ID: 895 0868 8655
3. If you are accessing the meeting via telephone and want to comment during the public comment portion of any item, press **star (*) 9** on your phone. This will raise your hand. When it is time for public comment on the item on which you wish to speak, the Clerk will unmute your phone. You will hear a prompt that will indicate your phone is unmuted. You will have 3 minutes to comment (2 minutes for Early Oral Communications), subject to the Mayor's discretion.

I. LAND ACKNOWLEDGMENT

II. FLAG SALUTE

III. ROLL CALL

IV. CEREMONIAL MATTERS

- A. **Proclamation Recognizing November 15, 2023, as *Zero Waste Day*.**
- B. **Proclamation in Recognition of the *Great American Smokeout*, November 16, 2023.**
- C. **Proclamation in Recognition of *California Retired Teachers Week*, November 5–11, 2023.**

V. REPORT BY COMMISSION/COMMITTEE

VI. EARLY ORAL COMMUNICATIONS

The City Council values your comments. This 15-minute time period allows people to address the Council on matters not on the agenda. Please know that, pursuant to the Brown Act, the Council cannot discuss or take action on items that are not listed on the posted agenda. At the end of all oral communications the Council may respond to statements. Supported requests that require Council action will be set for a future agenda or referred to staff. Speakers may be limited to two minutes. There will also be time for the public to comment specifically on each agenda item and again at the end of the meeting under item number XII (12).

VII. N/A

VIII. CONSENT CALENDAR

All matters on the Consent Calendar are considered to be routine by the City Council and are enacted in one motion. There is no separate discussion of any of these items. If discussion is required, that item is removed from the Consent Calendar and

considered separately. At the end of the reading of the Consent Calendar, Council members or members of the public can request that an item be removed for separate discussion.

- A. **Approve the Minutes of the City Council Meeting of October 18, 2023.**
- B. **Bi-Weekly Report on Disbursements.**
- C. **Amend the Contract with Miracle Recreation—PlayPower, Inc. for Redwood Park Playground Equipment and Surfacing Purchase and Installation in the Amount of \$27,953.21, Including Tax, and Authorize the City Manager to Execute All Applicable Documents.**

IX. ITEMS REMOVED FROM CONSENT CALENDAR

Items removed from the Consent Calendar will be heard under this section.

X. OLD BUSINESS

XI. NEW BUSINESS

- A. **Adopt Resolution No. 234-18 Declaring a Shelter Crisis in the City of Arcata.**

Like many other places in California, and the United States generally, the City of Arcata (“City”) is facing a housing crisis, and a resultant increase in the unhoused population of the City. Since 2022, one step the City has taken to combat this crisis is funding Arcata House Partnership through American Rescue Plan Act Funds to run a “safe parking program” for Arcata residents currently living out of their cars. The program is open to the “literally homeless” with operational vehicles that are registered and insured. The residents can safely park their cars at the site and receive services at an onsite building. The program provides charging stations, bathrooms, and meals, as well as access to case management services and other community resources.

The City and Humboldt County (“County”) believe that the safe parking program has been a success as evident by over a 50% success rate at finding more permanent housing solutions for those who have initiated services through the program, but the expense is unsustainable for the City’s budget. The County has identified a funding source to continue to operate the safe parking program for an additional year, but would require the City to first pass a “declaration of shelter crisis” subject to Gov. Code § 8698 et seq.

RECOMMENDATION:

It is recommended that the Council adopt Resolution No. 234-18, a Resolution of the City Council of the City of Arcata Declaring a Shelter Crisis in the City of Arcata.

B. Consider Funding Support for Extreme Weather Shelter Services between November 15, 2023 and March 15, 2024.

Arcata continues to experience more nights of extreme weather between November 15 and March 15 annually. Last year's winter season, the community through Arcata House Partnership (AHP) operated night shelter for extreme weather for 47 nights, more than double most previous years. In the 2023/24 fiscal year budget, the City Council set aside \$30,000 to support local extreme weather shelter options. The Homelessness Services Working Group has worked to identify options for this upcoming season through the leadership of AHP. AHP will be present at the meeting to share the local planning efforts and need for operational funding.

RECOMMENDATION:

It is recommended that the Council consider approval of an agreement with Arcata House Partnership allocating the \$30,000 that was budgeted in the 2023/24 Fiscal Year Budget for Extreme Weather Shelter. Arcata House Partnership is partnering with the County, local non-profits and faith-based organizations to provide shelter and stabilizing support services during extreme weather days and nights.

C. Adopt Resolution No. 234-16 to Authorize a \$150,000 Loan to Arcata House Partnership for Predevelopment Studies for Acquisition and Development of Affordable Housing at 3605 Heindon Road.

The City adopted a Permanent Local Housing Allocation (Housing Allocation) 5-Year Plan ("Plan") on October 19, 2022. Within the adopted Plan, the City recognized the need for a funding source for predevelopment financing. Most funding sources require a complete plan and site control as eligibility threshold criteria. Predevelopment funding can signal early partnership between the City and affordable housing developers, facilitate vetting a project, and reduce the risk for our housing partners exploring projects. This action would authorize a loan that includes direct financial assistance for predevelopment studies, planning, design, and engineering, as well as permits to annex and plan the development of an affordable housing project at 3605 Heindon Road.

RECOMMENDATION:

Staff recommends the Council consider adopting Resolution No. 234-16 to authorize a \$150,000 loan to Arcata House Partnership for predevelopment studies for acquisition and development of affordable housing at 3605 Heindon Road.

D. Adopt Resolution No. 234-17 to Authorize a \$150,000 Loan to Danco Communities for Predevelopment Studies for Development of Affordable Housing at 1622 Old Arcata Road.

The City adopted a Permanent Local Housing Allocation (Housing Allocation) 5-Year Plan ("Plan") on October 19, 2022. Within the adopted Plan, the City recognized the need for a funding source for predevelopment financing. Most funding sources require a complete plan and site control as eligibility threshold criteria. Predevelopment funding can signal early partnership between the City and affordable housing developers, facilitate vetting a project, and reduce the risk for our housing partners exploring

projects. This action would authorize a loan that includes direct financial assistance for predevelopment studies, planning, design, and engineering, as well as permits to plan the development of an affordable housing mixed-use project at 1622 Old Arcata Road, also known as Roger's Garage.

RECOMMENDATION:

Staff recommends the Council consider adopting Resolution No. 234-17 to authorize a \$150,000 loan to Danco Communities for predevelopment studies for development of affordable housing at 1622 Old Arcata Road.

E. Public Hearing for Closeout of Arcata's Community Development Block Grant (CDBG) 22-CDBG-PI-00006 Project and Review of Accomplishments.

The purpose of this hearing is to receive public input on accomplishments of the 22-CDBG-PI-00006 Project, and to direct staff to submit the grant closeout package to the State. The City is closing out the CDBG West Village Studios Project, which was partially funded by CDBG Program Income.

RECOMMENDATION:

It is recommended that the Council:

1. Open a public hearing to consider closeout of the 22-CDBG-PI-00006 Project, including a review of accomplishments; and
2. Direct staff to authorize the City Manager to sign the closeout certification and submit final reports and closeout package to California Housing and Community Development, CDBG Division.

XII. ORAL AND WRITTEN COMMUNICATIONS

The City appreciates public input. This time is provided for people to address the Council or submit written communications on matters not on the agenda. Please know that, pursuant to the Brown Act, the Council cannot discuss or take action on items that are not listed on the posted agenda. At the end of all oral & written communications, the Council may respond to statements. Supported requests that require Council action will be set for a future agenda or referred to staff. Speakers addressing the Council may be limited to 3 minutes, with a maximum of 5 minutes, and a time limit on the length of oral communications may be imposed.

XIII. COUNCIL AND STAFF REPORTS

All reports shall be specifically limited to City business and shall not request or lead to action by the Council at this meeting.

XIV. DATES OF FUTURE MEETINGS

XV. CLOSED SESSION

XVI. CLOSED SESSION REPORTS

XVII. ADJOURNMENT

Other than items continued or tabled to a date certain, the Council may, by majority vote, continue all matters not completed by 10:30 p.m. to the following Thursday at 6:00 p.m. in the Council Chamber. Should the Council vote to continue the meeting past 10:30 p.m., discussion on an item on the agenda that either requires or allows for public input may not begin without a unanimous vote of the City Council members present. (Closed Session items may begin later.) (Reference: Resolution No. 223-07)



Recognizing November 15, 2023, as
ZERO WASTE DAY

WHEREAS, the quantity and variety of single-use products and packaging continues to increase in Arcata's waste stream; and

WHEREAS, the City of Arcata does not have adequate manufacturing infrastructure to support recycling and the majority of the materials recovered for recycling and composting must be transported long distances to re-enter a manufacturing process; and

WHEREAS, the Zero Waste philosophy is comprehensive, first emphasizing upstream waste prevention strategies, and including materials reuse, recycling-based manufacturing, recycling, composting and food waste digestion; and

WHEREAS, Zero Waste Humboldt continues to help The City of Arcata with outreach to local restaurants regarding the Single-Use Disposable (SUD) Foodware Ordinance; and

WHEREAS, great strides have been made by Zero Waste Humboldt to open a local Reuse Center to help divert from the waste stream; and

WHEREAS, Zero Waste Humboldt reduced waste at this year's Oyster Festival. ZWH organized, coordinated, and with the help of many wonderful volunteers and The Local Worm Guy collected and diverted 1 yard of recycling and 10 cubic yards of compost from landfill; and

WHEREAS, the City of Arcata joined Zero Waste Humboldt's Refill Not Landfill Network and has recorded that the City's water bottle refill station awarded from Zero Waste Humboldt has been used to refill an estimated 18,565 bottles to reduce single-use plastic bottles in our waste stream so far.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of Arcata hereby recognizes November 15, 2023, as **ZERO WASTE DAY** and calls upon all Arcata residents to adopt or renew their commitment to "Choose to Reuse". This can be done by reusing refillable cups, water bottles, food take-out containers, and shopping bags. The Council commits to learning innovative waste prevention approaches and asks Arcatans to make a special effort to reduce waste and be mindful of purchases all year round.

Dated: November 1, 2023

Sarah Schaefer
 Mayor



in Recognition of
THE GREAT AMERICAN SMOKEOUT
November 16, 2023

WHEREAS, the American Cancer Society encourages all tobacco users to join the Great American Smokeout and quit smoking for at least one day; and

WHEREAS, each year, nearly 34,000 California adults die from smoking and over 20,000 kids become new daily smokers; and

WHEREAS, vaping electronic cigarettes has made smoking more attractive to youth and harder to quit; and

WHEREAS, electronic cigarettes create hazardous waste in the form of plastics, semi-conductors, heavy metals and lithium-ion batteries for which there is no established disposal or recovery procedure; and

WHEREAS, 25-percent of 11th graders in Arcata used electronic cigarettes in the past 30-days and 47% of tobacco retailers in Arcata sold tobacco to an underage young adult during undercover purchase surveys.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of Arcata hereby recognizes and supports the American Cancer Society's **GREAT AMERICAN SMOKEOUT**, on Thursday, November 16, 2023, and encourages all residents who use tobacco products to consider that they do not have to stop smoking in one day. Just start with day one.

Dated: November 1, 2023

Sarah Schaefer
 Mayor



in Recognition of
CALIFORNIA RETIRED TEACHERS WEEK
November 5–11, 2023

WHEREAS, the California Retired Teachers Association was formed by Laura E. Settle in 1929 at the start of the Great Depression with the goal of relieving the economic hardships suffered by retired teachers and for 94 years, has been a leading advocate for providing teachers with sufficient retirement income; and

WHEREAS, the California Retired Teachers Association also provides continuing support to active and future teachers—providing grants, scholarships and donations totaling more than \$750,000 a year; and

WHEREAS, Retiree spending from pensions generated \$76.1 billion in economic benefits to California; and

WHEREAS, the annual dollar value of more than a million volunteer hours donated by retired teachers throughout the state reached nearly \$39 million during the most recent reporting period; and

WHEREAS, last year our North Coast division donated \$12,500 in local grants and scholarships and \$250 each to our local museums and the Sequoia Park Education fund.; and additionally, they volunteered their time in schools, museums, hospitals, the Little Red Schoolhouse, the food bank and other community organizations.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of Arcata hereby recognizes **November 5–11, 2023**, as **CALIFORNIA RETIRED TEACHERS WEEK** in Arcata and encourages residents to honor all teachers and acknowledge the vital role that retired teachers fulfill in every community in California.

Dated: November 1, 2023

Sarah Schaefer
 Mayor

**CITY OF ARCATA
CITY COUNCIL MEETING**

COUNCIL CHAMBER

OCTOBER 18, 2023

A regular meeting of the City Council of the City of Arcata was held on the above date at 6:00 p.m. as a hybrid meeting, via teleconference utilizing Zoom Video Communications and in person, with Mayor Schaefer presiding. Notice of this meeting was posted on October 13, 2023. PRESENT: Schaefer, Matthews, Atkins-Salazar, Stillman. ABSENT: White. STAFF PRESENT: City Manager Diemer, City Engineer Khatri, Director of Community Development Loya.

LAND ACKNOWLEDGMENT

Mayor Schaefer read a statement acknowledging that Arcata (Goudi'ni) sat on ancestral Wiyot land.

FLAG SALUTE

Mayor Schaefer led the Pledge of Allegiance.

EARLY ORAL COMMUNICATIONS

Mayor Schaefer invited public comment.

Ana Guterrez, Humboldt Association of Tennis, explained the objectives of the organization and told the Council it valued the tennis facilities at Larson Park. She offered assistance in enhancing facilities.

Rabbi Eliyahu Cowen, from the Chabad Jewish Center in Arcata, spoke about the importance of being kind to each other during this time of war in Israel.

Joanne McGarry encouraged earthquake preparedness and preparation of a go bag.

Mayor Schaefer closed Early Oral Communications.

CONSENT CALENDAR

Councilmember Stillman removed item B from the Consent Calendar for further discussion.

Mayor Schaefer invited public comment. No one came forward to speak. Mayor Schaefer closed the public comment period.

ON MOTION BY MATTHEWS, SECONDED BY STILLMAN, AND WITH A FOUR-TO-ZERO VOICE VOTE WITH ONE ABSENCE, THE COUNCIL ADOPTED THE CONSENT CALENDAR FOR OCTOBER 18, 2023, WITH THE EXCEPTION OF ITEM B. BI-WEEKLY REPORT ON DISBURSEMENTS. AYES: SCHAEFER, MATTHEWS, ATKINS-SALAZAR, STILLMAN. NOES: NONE. ABSENT: WHITE. ABSTENTIONS: NONE.

Councilmember Atkins-Salazar read the Proclamation in Recognition of Dia de los Muertos.

- A. Approve the Minutes of the City Council Meeting of October 4, 2023.**
- B. Item VIII-B was moved to Items Removed from Consent Calendar.**

October 18, 2023

- C. **Adopt Resolution No. 234-15 , A Resolution of the City Council of the City of Arcata Approving the Zero-Emission Bus Rollout Plan for the Arcata & Mad River Transit System (A&MRTS).**
- D. **Adopt Resolution No. 234-12 Authorizing the Destruction of Certain City Records Maintained by the City Relating to the Departments of City Manager (City Manager, Contracts and Special Projects, Personnel, City Clerk), Environmental Services, Community Development and Finance as Permitted under Section 34090 of the California Government Code and the Secretary of State's Local Government Records Program.**
- E. **Approve Proclamation in Recognition of Día de los Muertos, November 1 & 2, 2023.**

ITEMS REMOVED FROM CONSENT CALENDAR

B. Bi-Weekly Report on Disbursements.

Councilmember Stillman recused herself from the discussion and vote on this item because she received a monthly check from the City through the Tenant Based Rental Assistance Program.

ON MOTION BY ATKINS-SALAZAR, SECONDED BY MATTHEWS, AND WITH A THREE-TO-ZERO VOICE VOTE WITH TWO ABSENCES, THE COUNCIL ACCEPTED THE BI-WEEKLY REPORT ON DISBURSEMENTS. AYES: SCHAEFER, MATTHEWS, ATKINS-SALAZAR. NOES: NONE. ABSENT: WHITE, STILLMAN (RECUSED). ABSTENTIONS: NONE.

NEW BUSINESS

A. Conduct a Public Hearing to Receive Input Regarding Unmet Transit Needs and Direct Staff to Forward All Comments to the Humboldt County Association of Governments.

City Engineer Khatri noted that this was the annual public hearing to receive input on unmet transit needs. He introduced Stephen Luther from the Humboldt County Association of Governments who was present to give a presentation on the state of regional transit.

Stephen Luther gave a presentation on regional transit touching on funding, trends, performance metrics, branding, tap-to-pay discounts, micro-transit, new services, Redwood Coast Express, and a review of previous transit needs.

Mayor Schaefer invited public comment.

Joanne McGarry noted that some people did not have a smart phone and wouldn't be able to use the tap-and-pay service.

Gregory Daggett asked if anything was being done about safety after dark at bus stops.

Mayor Schaefer closed the public hearing.

Minutes Acceptance: Minutes of Oct 18, 2023 6:00 PM (CONSENT CALENDAR)

October 18, 2023

B. Consider Opposing the Humboldt Cannabis Reform Initiative.

Director of Community Development Loya said this item was brought to his attention by the Humboldt Cannabis Growers Alliance, but the staff report reflected his independent research. He said that the Humboldt Cannabis Reform Initiative, that had qualified for the June 2024 ballot, called for many changes to the cannabis regulatory framework within the County of Humboldt that would have secondary effects on the City's manufacturing sector. He said this was the primary reason staff was recommending the Council oppose the measure.

Mayor Schaefer invited public comment.

Ross Gordon, Policy Director, Humboldt County Growers Alliance, voiced the Alliance's opposition to the initiative and gave its reasons why.

Ken Hamick, operating partner of the Ganjery in McKinleyville, voiced his opposition to Measure A which he termed as "unfortunate."

Barron Lutz, S & B Water, spoke of the negative effect the initiative would have on his business.

Michael Bettencourt, Pacific Paraphernalia, requested the Council's support in opposing Measure A.

Paul Hagen, environmental and land use attorney, spoke in opposition to Measure A.

Natalynne DeLapp, Humboldt County Growers Alliance, spoke in opposition to Measure A.

Craig Johnson, Alpenglow Farms, spoke in opposition to Measure A and asked the Council to take a stance against it.

Tanasa Daniel, a resident of Arcata, urged the Council's opposition of the measure.

Mark Thurmond, a co-sponsor of the initiative, asked the Council to delay its vote until it had had a chance to meet with the sponsors and have questions about the initiative answered.

Mayor Schaefer closed the public comment period.

ON MOTION BY STILLMAN, SECONDED BY MATTHEWS, AND WITH A FOUR-TO-ZERO VOICE VOTE WITH ONE ABSENCE, THE COUNCIL OPPOSED THE HUMBOLDT CANNABIS REFORM INITIATIVE. AYES: SCHAEFER, MATTHEWS, ATKINS-SALAZAR, STILLMAN. NOES: NONE. ABSENT: WHITE. ABSTENTIONS: NONE.

C. Adopt Resolution No. 234-13 Amending Resolution No. 167-36, A Resolution of the City Council of the City of Arcata Establishing School Zone Speed Limits on City Streets and Roads.

City Engineer Khatri explained that it was time to update the City's resolution establishing school zone speed limits. He noted that legislation had recently removed the requirement of completing a

October 18, 2023

traffic study before reducing speed limits, so a traffic study was not done. He said adoption of this resolution would lower speed limits in the school zones listed to 15 miles per hour.

Mayor Schaefer invited public comment.

Gregory Daggett said there was no traffic law enforcement in the City of Arcata and that he had been telling the Council this for two years.

Joanne McGarry said while riding in a car she noticed how fast people drove. She said drivers in cars did not notice how fast they were going. She recommended more public education.

Jim Becker voiced his support of lowering the speed limit to 15 miles per hour in school zones. He also recommended reducing parking to allow more visibility at corners.

Patricia Cambianica voiced her support of lowering the speed limit to 15 miles per hour in front of Redwood Coast Montessori on K Street and around other schools in Arcata. She also asked for more crosswalk visibility near schools.

ON MOTION BY STILLMAN, SECONDED BY ATKINS-SALAZAR, AND WITH A FOUR-TO-ZERO VOICE VOTE WITH ONE ABSENCE, THE COUNCIL ADOPTED RESOLUTION NO. 234-13, AMENDING RESOLUTION NO. 167-36, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA ESTABLISHING SCHOOL ZONE SPEED LIMITS ON CITY STREETS AND ROADS. AYES: SCHAEFER, MATTHEWS, ATKINS-SALAZAR, STILLMAN. NOES: NONE. ABSENT: WHITE. ABSTENTIONS: NONE.

ORAL AND WRITTEN COMMUNICATIONS

Mayor Schaefer invited public comment.

Gregory Daggett said the Co-Op was losing 20 parking spaces because of changes to Eighth and Ninth Streets and its effect on the entrances/exits to the Co-Op's parking lot. He challenged the Council members to ride a bicycle or walk the area to see what was happening.

Joanne McGarry expressed her dismay that she had not been able to say goodbye to Chief Ahearn before he left the City. She said she would be talking to the Councilmembers individually about a serious concern she had. She asked for a quarterly accounting of the American Rescue Plan Act funds.

Mayor Schaefer closed Oral and Written Communications.

Mayor Schaefer responded to Mr. Daggett saying she had met with the General Manager of the Co-Op and Assistant City Engineer Caisse.

Minutes Acceptance: Minutes of Oct 18, 2023 6:00 PM (CONSENT CALENDAR)

October 18, 2023

COUNCIL AND STAFF REPORTS

City Manager Diemer reminded everyone to participate in the Great American Shakeout drill at 10:19 a.m. on Thursday, October 19, 2023.

Councilmember Stillman commented on the number of cars being driven with only one headlight. She reported on Building Official Bishop's presentation on current building codes.

Mayor Schaefer reported on her and Councilmember Atkins-Salazar's attendance at a meeting of the Arcata/Cal Poly Humboldt Liaison committee.

Councilmember Matthews reported on her attendance at a meeting of the Board of Directors of Humboldt Waste Management Authority. She expressed her appreciation for Rabbi Eliyahu Cowen's comments earlier in the meeting. She thanked Detective Sergeant Ortega for coming to Chabad often to make sure everyone was safe.

Councilmember Atkins-Salazar announced Halloween Trick or Treating on the Plaza from 3-6 p.m. on October 31. She asked for an agenda item to update the Council on Arcata House Partnership's plans for winter sheltering.

DATES OF FUTURE MEETINGS

- A. **Confirm a Study Session with the Planning Commission on Tuesday, October 24, 2023, at 6:00 p.m., in the Council Chamber.**

BY GENERAL CONSENSUS, THE COUNCIL CONFIRMED IT WOULD HOLD A STUDY SESSION WITH THE PLANNING COMMISSION ON TUESDAY, OCTOBER 24, 2023, AT 6:00 P.M., IN THE COUNCIL CHAMBER.

ADJOURNMENT

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Bridget Dory
City Clerk

Minutes Acceptance: Minutes of Oct 18, 2023 6:00 PM (CONSENT CALENDAR)



STAFF REPORT – CITY COUNCIL MEETING

November 01, 2023

TO: Honorable Mayor and City Council Members

FROM: Tabatha Miller, Finance Director

PREPARER: Matthew Morgan, Finance Office Manager

DATE: October 24, 2023

TITLE: **Bi-Weekly Report on Disbursements.**

RECOMMENDATION:

It is recommended that the Council approve the disbursements listing for the period October 7, 2023 through October 20, 2023.

INTRODUCTION:

Pursuant to Section 37208 of the California Government Code, checks drawn in payment of demands certified by the City Finance Director as conforming to the authorized expenditures set forth in the City Council adopted budget need not be audited by the City Council prior to payment, but may be presented to the City Council at the first meeting after delivery.

DISCUSSION:

The attached Disbursements Listing lists the checks and electronic payments that have been paid for the period identified above. The Finance Director certifies that the disbursements were drawn in payment of demands conforming to the adopted budget and that these demands are being presented to the City Council at its first meeting after the delivery of the checks and electronic payments.

BUDGET/FISCAL IMPACT:

The disbursements presented were drawn in payment of demands included within the adopted budget.

ATTACHMENTS:

Cash Disbursements 10.23.23(PDF)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
251944	Chandler Asset Management	101-00-00-44100	\$ 2,226.01	10/13/2023	CITY OF ARCATA/ARCATA PIP 2003; PERIOD 9/1/23-9/30/23
251944	Chandler Asset Management	245-00-00-44100	\$ 295.75	10/13/2023	CITY OF ARCATA/ARCATA PIP 2003; PERIOD 9/1/23-9/30/23
251945	Division of the State Architect	550-00-00-24100	\$ 593.20	10/13/2023	DSA QUARTERLY PAYMENT; FQE 6/30/23
251946	Division of the State Architect	550-00-00-24100	\$ 218.40	10/13/2023	DSA QUARTERLY PAYMENT; FQE 9/30/23
251947	Pacific Gas & Electric Co	101-50-81-51100	\$ 51.41	10/13/2023	COST OF OWNERSHIP @ARCATA SPORTS COMPLEX
251947	Pacific Gas & Electric Co	662-60-67-51100	\$ 5.81	10/13/2023	ACCT: 3863988117-6; OCT23
251948	USA Blue Book	662-60-67-55300	\$ 135.94	10/13/2023	EQUIPMENT MAINTENANCE PARTS
251948	USA Blue Book	662-60-67-55300	\$ 261.97	10/13/2023	EQUIPMENT MAINTENANCE PARTS
251949	US Bank	775-10-71-54200	\$ 26.50	10/13/2023	
251949	US Bank	662-60-67-57601	\$ 325.50	10/13/2023	
251949	US Bank	101-40-21-51500	\$ 384.00	10/13/2023	
251949	US Bank	101-40-21-51200	\$ 69.95	10/13/2023	
251949	US Bank	775-10-71-51210	\$ 60.00	10/13/2023	
251949	US Bank	101-50-81-54200	\$ 85.92	10/13/2023	
251949	US Bank	101-30-31-57800	\$ 448.47	10/13/2023	
251949	US Bank	771-50-57-54700	\$ 63.46	10/13/2023	
251949	US Bank	101-50-81-51500	\$ 412.76	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 21.68	10/13/2023	
251949	US Bank	255-30-14-58300	\$ 5.00	10/13/2023	
251949	US Bank	101-10-03-51770	\$ 100.00	10/13/2023	
251949	US Bank	101-50-61-55400	\$ 51.87	10/13/2023	
251949	US Bank	661-60-64-54200	\$ 34.95	10/13/2023	
251949	US Bank	212-30-11-55400	\$ (27.48)	10/13/2023	
251949	US Bank	207-50-45-54200	\$ 11.91	10/13/2023	
251949	US Bank	101-50-81-54200	\$ 9.99	10/13/2023	
251949	US Bank	662-50-65-54200	\$ 701.29	10/13/2023	
251949	US Bank	101-50-61-55400	\$ 173.58	10/13/2023	
251949	US Bank	661-60-64-51500	\$ 503.74	10/13/2023	
251949	US Bank	661-60-64-55300	\$ 30.34	10/13/2023	
251949	US Bank	662-60-67-53100	\$ 7.23	10/13/2023	
251949	US Bank	101-60-89-54200	\$ 32.54	10/13/2023	
251949	US Bank	662-60-67-51600	\$ 98.00	10/13/2023	
251949	US Bank	661-50-63-54300	\$ 154.93	10/13/2023	
251949	US Bank	101-50-81-51500	\$ 140.93	10/13/2023	
251949	US Bank	662-60-67-57601	\$ 129.91	10/13/2023	
251949	US Bank	775-10-71-54200	\$ 53.13	10/13/2023	
251949	US Bank	101-60-89-54200	\$ 2,157.32	10/13/2023	
251949	US Bank	101-40-21-51500	\$ 581.95	10/13/2023	
251949	US Bank	224-40-21-54200	\$ 86.71	10/13/2023	
251949	US Bank	101-30-11-54200	\$ 412.29	10/13/2023	
251949	US Bank	101-10-15-54200	\$ 116.11	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 48.25	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 53.53	10/13/2023	
251949	US Bank	661-60-64-54200	\$ 21.68	10/13/2023	
251949	US Bank	662-60-67-57800	\$ 195.14	10/13/2023	
251949	US Bank	101-50-61-57300	\$ 69.44	10/13/2023	
251949	US Bank	775-10-71-55300	\$ 26.03	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 47.09	10/13/2023	
251949	US Bank	661-60-64-53300	\$ 34.16	10/13/2023	
251949	US Bank	101-40-21-51200	\$ 53.02	10/13/2023	
251949	US Bank	101-10-05-51400	\$ 40.11	10/13/2023	
251949	US Bank	207-50-45-54200	\$ 16.90	10/13/2023	
251949	US Bank	101-30-11-51400	\$ 378.36	10/13/2023	
251949	US Bank	101-10-15-51430	\$ 291.58	10/13/2023	
251949	US Bank	661-60-64-53500	\$ 156.21	10/13/2023	
251949	US Bank	662-60-67-57601	\$ 219.09	10/13/2023	
251949	US Bank	101-50-61-57300	\$ 1,753.65	10/13/2023	
251949	US Bank	661-50-63-54200	\$ 0.99	10/13/2023	
251949	US Bank	666-60-51-57601	\$ 500.00	10/13/2023	
251949	US Bank	101-10-03-51770	\$ 120.00	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 62.47	10/13/2023	
251949	US Bank	101-50-41-54200	\$ 69.39	10/13/2023	

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
251949	US Bank	205-60-87-54200	\$ 14.75	10/13/2023	
251949	US Bank	101-40-21-53100	\$ 56.62	10/13/2023	
251949	US Bank	775-10-71-51770	\$ 391.25	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 108.50	10/13/2023	
251949	US Bank	662-60-67-54300	\$ 116.28	10/13/2023	
251949	US Bank	212-30-11-55400	\$ 60.00	10/13/2023	
251949	US Bank	661-60-64-51770	\$ 100.00	10/13/2023	
251949	US Bank	101-40-21-51200	\$ 10.19	10/13/2023	
251949	US Bank	661-60-64-51500	\$ 133.03	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 112.49	10/13/2023	
251949	US Bank	101-30-31-55800	\$ 0.99	10/13/2023	
251949	US Bank	661-60-64-54300	\$ 464.60	10/13/2023	
251949	US Bank	101-50-81-55400	\$ 265.26	10/13/2023	
251949	US Bank	224-40-21-54200	\$ 30.69	10/13/2023	
251949	US Bank	662-60-67-54300	\$ 71.01	10/13/2023	
251949	US Bank	224-40-21-54200	\$ 68.96	10/13/2023	
251949	US Bank	207-50-45-51770	\$ 280.00	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 6.58	10/13/2023	
251949	US Bank	661-60-64-54200	\$ 74.38	10/13/2023	
251949	US Bank	666-60-51-57601	\$ 134.59	10/13/2023	
251949	US Bank	662-60-67-55400	\$ 24.94	10/13/2023	
251949	US Bank	207-50-45-51500	\$ 41.78	10/13/2023	
251949	US Bank	662-60-67-55400	\$ 155.80	10/13/2023	
251949	US Bank	771-50-57-57800	\$ 1,412.93	10/13/2023	
251949	US Bank	775-10-71-55300	\$ 442.99	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 32.43	10/13/2023	
251949	US Bank	101-40-21-51200	\$ 57.45	10/13/2023	
251949	US Bank	662-60-67-55300	\$ 99.60	10/13/2023	
251949	US Bank	205-60-87-51771	\$ 37.96	10/13/2023	
251949	US Bank	207-50-45-51500	\$ 30.18	10/13/2023	
251949	US Bank	101-50-81-57600	\$ 120.35	10/13/2023	
251949	US Bank	101-40-21-51200	\$ 30.36	10/13/2023	
251949	US Bank	661-50-63-54300	\$ 628.74	10/13/2023	
251949	US Bank	207-50-45-54300	\$ 62.93	10/13/2023	
251949	US Bank	662-60-67-57601	\$ 509.40	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 36.67	10/13/2023	
251949	US Bank	205-60-87-54200	\$ 20.60	10/13/2023	
251949	US Bank	101-60-89-53300	\$ 13.71	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 29.83	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 39.05	10/13/2023	
251949	US Bank	101-40-21-54400	\$ 355.88	10/13/2023	
251949	US Bank	662-60-67-53500	\$ 34.69	10/13/2023	
251949	US Bank	661-60-64-54300	\$ 67.85	10/13/2023	
251949	US Bank	662-60-67-53300	\$ 106.85	10/13/2023	
251949	US Bank	771-50-57-57800	\$ 627.95	10/13/2023	
251949	US Bank	101-50-81-55400	\$ 216.85	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 10.83	10/13/2023	
251949	US Bank	207-50-45-54300	\$ 76.10	10/13/2023	
251949	US Bank	204-40-21-51420	\$ 575.00	10/13/2023	
251949	US Bank	101-20-07-53300	\$ (16.25)	10/13/2023	
251949	US Bank	662-50-65-54200	\$ 55.67	10/13/2023	
251949	US Bank	101-50-85-55400	\$ 238.43	10/13/2023	
251949	US Bank	775-10-71-55300	\$ 34.92	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 885.23	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 23.98	10/13/2023	
251949	US Bank	101-50-81-53300	\$ 76.61	10/13/2023	
251949	US Bank	101-10-03-53300	\$ 250.00	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 37.70	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 178.33	10/13/2023	
251949	US Bank	662-50-65-51600	\$ 221.00	10/13/2023	
251949	US Bank	662-60-67-51400	\$ 160.13	10/13/2023	
251949	US Bank	662-60-67-51770	\$ 100.00	10/13/2023	
251949	US Bank	662-60-67-53300	\$ 17.54	10/13/2023	
251949	US Bank	662-60-67-57800	\$ 34.71	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 43.90	10/13/2023	
251949	US Bank	101-20-07-54200	\$ 19.99	10/13/2023	
251949	US Bank	662-60-67-55400	\$ 76.39	10/13/2023	

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
251949	US Bank	205-60-87-54200	\$ 97.00	10/13/2023	
251949	US Bank	661-60-64-55300	\$ 119.38	10/13/2023	
251949	US Bank	662-60-67-57601	\$ 86.76	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 119.78	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 12.90	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 64.64	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 6.58	10/13/2023	
251949	US Bank	101-30-31-51400	\$ 448.48	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 63.45	10/13/2023	
251949	US Bank	662-60-67-53300	\$ 10.02	10/13/2023	
251949	US Bank	662-60-67-51770	\$ 180.00	10/13/2023	
251949	US Bank	662-60-67-51400	\$ 229.99	10/13/2023	
251949	US Bank	101-50-81-54200	\$ 195.20	10/13/2023	
251949	US Bank	661-60-64-55300	\$ 16.24	10/13/2023	
251949	US Bank	101-30-11-51400	\$ 490.00	10/13/2023	
251949	US Bank	775-10-71-55300	\$ 108.49	10/13/2023	
251949	US Bank	662-60-67-53300	\$ 26.17	10/13/2023	
251949	US Bank	775-10-71-55300	\$ 291.87	10/13/2023	
251949	US Bank	662-60-67-57601	\$ 291.64	10/13/2023	
251949	US Bank	101-20-07-53300	\$ 16.25	10/13/2023	
251949	US Bank	101-50-41-54200	\$ 202.35	10/13/2023	
251949	US Bank	234-30-13-58252	\$ 25.00	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 9.81	10/13/2023	
251949	US Bank	224-60-81-55400	\$ 498.11	10/13/2023	
251949	US Bank	101-50-81-54200	\$ 97.22	10/13/2023	
251949	US Bank	101-60-79-55300	\$ 120.00	10/13/2023	
251949	US Bank	662-60-67-53500	\$ 486.08	10/13/2023	
251949	US Bank	101-10-01-51400	\$ 494.09	10/13/2023	
251949	US Bank	207-50-45-51500	\$ 206.32	10/13/2023	
251949	US Bank	207-50-45-54700	\$ 24.42	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 492.16	10/13/2023	
251949	US Bank	662-50-65-54200	\$ 33.62	10/13/2023	
251949	US Bank	662-60-67-51720	\$ 657.00	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 12.92	10/13/2023	
251949	US Bank	662-60-67-57800	\$ 378.00	10/13/2023	
251949	US Bank	661-60-64-55300	\$ 452.45	10/13/2023	
251949	US Bank	101-50-81-53500	\$ 576.74	10/13/2023	
251949	US Bank	661-60-64-54200	\$ 44.43	10/13/2023	
251949	US Bank	662-60-67-51500	\$ 50.34	10/13/2023	
251949	US Bank	207-50-45-54200	\$ 52.04	10/13/2023	
251949	US Bank	662-60-67-53300	\$ 24.10	10/13/2023	
251949	US Bank	207-50-45-51770	\$ 86.00	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 492.20	10/13/2023	
251949	US Bank	212-30-11-55400	\$ 177.19	10/13/2023	
251949	US Bank	205-60-87-54200	\$ 75.78	10/13/2023	
251949	US Bank	775-10-71-55300	\$ 34.18	10/13/2023	
251949	US Bank	662-50-65-54300	\$ 541.42	10/13/2023	
251949	US Bank	101-10-03-51770	\$ 60.00	10/13/2023	
251949	US Bank	662-60-67-53300	\$ 20.04	10/13/2023	
251949	US Bank	101-40-21-51200	\$ 522.39	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 56.41	10/13/2023	
251949	US Bank	662-60-67-53300	\$ 3.68	10/13/2023	
251949	US Bank	662-60-67-55400	\$ 34.68	10/13/2023	
251949	US Bank	771-50-57-57800	\$ 719.12	10/13/2023	
251949	US Bank	101-20-07-53300	\$ 16.25	10/13/2023	
251949	US Bank	775-10-71-51200	\$ 68.51	10/13/2023	
251949	US Bank	661-60-64-54200	\$ 9.05	10/13/2023	
251949	US Bank	666-60-51-57601	\$ 26.67	10/13/2023	
251949	US Bank	775-10-71-55300	\$ 32.54	10/13/2023	
251949	US Bank	775-10-71-55300	\$ 29.94	10/13/2023	
251949	US Bank	209-50-55-54200	\$ 12.24	10/13/2023	
251949	US Bank	209-50-55-54300	\$ 27.75	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 151.01	10/13/2023	
251949	US Bank	662-60-67-53500	\$ 10.84	10/13/2023	
251949	US Bank	666-50-52-54200	\$ 61.96	10/13/2023	
251949	US Bank	661-60-64-55300	\$ 62.86	10/13/2023	
251949	US Bank	662-60-67-51500	\$ 23.85	10/13/2023	

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
251949	US Bank	662-60-67-55400	\$ 220.16	10/13/2023	
251949	US Bank	101-40-21-54400	\$ 130.18	10/13/2023	
251949	US Bank	205-60-87-55300	\$ 6.05	10/13/2023	
251949	US Bank	662-60-67-53500	\$ 373.81	10/13/2023	
251949	US Bank	101-10-03-51770	\$ 100.00	10/13/2023	
251949	US Bank	101-40-21-54200	\$ 0.99	10/13/2023	
251949	US Bank	662-60-67-53500	\$ 67.33	10/13/2023	
251949	US Bank	101-60-89-51400	\$ 44.00	10/13/2023	
251949	US Bank	662-50-65-54200	\$ 79.68	10/13/2023	
251949	US Bank	207-50-45-54200	\$ 21.69	10/13/2023	
251949	US Bank	101-50-41-54300	\$ 182.02	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 30.23	10/13/2023	
251949	US Bank	771-50-57-54400	\$ 51.74	10/13/2023	
251949	US Bank	101-20-07-53110	\$ 30.03	10/13/2023	
251949	US Bank	101-50-81-54200	\$ 313.38	10/13/2023	
251949	US Bank	771-50-57-54300	\$ 260.00	10/13/2023	
251949	US Bank	662-50-65-51600	\$ 98.00	10/13/2023	
251949	US Bank	101-30-31-57800	\$ 91.96	10/13/2023	
251949	US Bank	207-50-45-53300	\$ 68.39	10/13/2023	
251949	US Bank	224-40-21-54200	\$ 64.86	10/13/2023	
251949	US Bank	662-60-67-55300	\$ 412.92	10/13/2023	
251949	US Bank	666-50-52-54200	\$ 129.27	10/13/2023	
251949	US Bank	662-60-67-53300	\$ 20.04	10/13/2023	
251949	US Bank	662-60-67-53500	\$ 23.31	10/13/2023	
251949	US Bank	661-60-64-55300	\$ 244.10	10/13/2023	
251949	US Bank	101-50-85-51500	\$ 412.75	10/13/2023	
251949	US Bank	101-60-89-51600	\$ 435.00	10/13/2023	
251949	US Bank	771-50-57-55100	\$ 60.00	10/13/2023	
251950	Brown Taron	101-40-21-51400	\$ 353.00	10/13/2023	PERDIEM. SOUTH LAKE TAHOE. RIMS USER CONFERENCE
251951	Business Card	204-40-21-51420	\$ 458.17	10/13/2023	
251951	Business Card	204-40-21-51420	\$ 1,742.30	10/13/2023	
251951	Business Card	204-40-21-51420	\$ 3,466.14	10/13/2023	
251952	GHD Inc.	210-50-45-51770	\$ 11,787.63	10/13/2023	Old Arcata Rd Improvements Project - Engineering Services
251952	GHD Inc.	210-50-45-51770	\$ 592.49	10/13/2023	Old Arcata Rd Improvements Project - Engineering Services
251954	Ellis Hopper	661-00-00-21000	\$ 84.19	10/20/2023	Refund Check 033625-000 580 5th St
251955	Evan's Mechanical	661-00-00-21000	\$ 9.20	10/20/2023	Refund Check 033022-000 1181 Hallen Dr Apt A
251956	Mars Sadie	661-00-00-21000	\$ 100.00	10/20/2023	Refund Check 029911-000 748 Patrick Ct
251957	McHatton Wayne	661-00-00-21000	\$ 3.09	10/20/2023	Refund Check 028458-000 3659 Spear Ave
251958	Sotirios Chimonas Nicholas	661-00-00-21000	\$ 85.59	10/20/2023	Refund Check 034082-000 748 Patrick Ct
251959	Thonson Alexis	661-00-00-21000	\$ 46.64	10/20/2023	Refund Check 033239-000 1262 Bayview St
251960	Almquist Lumber Company	101-00-00-21090	\$ (1.84)	10/20/2023	BUILDINGS OPO FY 23/24
251960	Almquist Lumber Company	101-50-85-55400	\$ 375.81	10/20/2023	BUILDINGS OPO FY 23/24
251960	Almquist Lumber Company	101-50-85-55400	\$ 1.84	10/20/2023	BUILDINGS OPO FY 23/24
251960	Almquist Lumber Company	101-50-85-55400	\$ 0.23	10/20/2023	BUILDINGS OPO FY 23/24
251960	Almquist Lumber Company	101-50-85-55400	\$ 34.01	10/20/2023	BUILDINGS OPO FY 23/24
251960	Almquist Lumber Company	101-00-00-21090	\$ (0.95)	10/20/2023	BUILDINGS OPO FY 23/24
251960	Almquist Lumber Company	101-50-81-54300	\$ 136.14	10/20/2023	Parks OPO FY 23/24
251960	Almquist Lumber Company	101-50-61-57300	\$ 91.78	10/20/2023	Corp Yard Cabinet Materials
251960	Almquist Lumber Company	101-50-81-54300	\$ 0.95	10/20/2023	Parks OPO FY 23/24
251960	Almquist Lumber Company	101-00-00-21090	\$ (0.23)	10/20/2023	BUILDINGS OPO FY 23/24
251960	Almquist Lumber Company	101-50-61-57300	\$ 0.63	10/20/2023	Corp Yard Cabinet Materials
251960	Almquist Lumber Company	101-00-00-21090	\$ (0.63)	10/20/2023	Corp Yard Cabinet Materials
251961	Alves Inc.	666-60-51-57601	\$ 57.55	10/20/2023	Aldergrove Marsh trail improvements - Recycled Base 2023
251961	Alves Inc.	101-50-81-57613	\$ 1,457.33	10/20/2023	Carlson Park Trail Materials 2023 - ADA
251962	Amschl-Meirir Melissa Ann	101-10-03-51770	\$ 1,050.00	10/20/2023	consulting/meeting facilitation for equity arcata

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
251963	An Electrician	666-60-51-55400	\$ 570.00	10/20/2023	Electric Panel Work - Barn - May 2023
251964	Arcata Animal Hospital Inc	101-40-21-51770	\$ 250.00	10/20/2023	EMERGENCY VET SERVICES
251965	Arcata House Partnership	224-30-13-51770	\$ 12,573.00	10/20/2023	Operation of Safe Parking Pilot Program per proposal
251965	Arcata House Partnership	211-30-13-58216	\$ 31,954.23	10/20/2023	Homeless Services Program
251966	Arcata Used Tire & Wheel	771-50-57-54600	\$ 40.00	10/20/2023	open po for tire
251966	Arcata Used Tire & Wheel	771-50-57-51770	\$ 25.00	10/20/2023	open po for tire disposal
251966	Arcata Used Tire & Wheel	771-50-57-51770	\$ 60.00	10/20/2023	open po for tire disposal
251967	AT&T	101-40-21-52522	\$ 338.53	10/20/2023	CLETS LINE
251968	Kauffmann Michael	662-60-67-51720	\$ 437.82	10/20/2023	Backcountry Press Books + Sales Tax Charge
251969	Beacon Athletics LLC	101-50-81-55400	\$ 642.88	10/20/2023	Custom Netting for Parks - Missed in FY 22-23
251970	Bobcat of Chico	771-50-57-54400	\$ 42.91	10/20/2023	open po for parts
251971	BPR Consulting Group LLC	101-30-31-51722	\$ 1,256.25	10/20/2023	FY 23/24 Plan Review Services
251972	Brown Taron	101-40-21-51400	\$ 176.00	10/20/2023	MILEAGE REIMBURSEMENT FOR TRAVEL 10.9
251973	Buddy's Auto Center	101-40-23-51762	\$ 60.00	10/20/2023	TOWING SERVICES
251973	Buddy's Auto Center	101-40-23-51762	\$ 350.00	10/20/2023	TOWING SERVICES
251973	Buddy's Auto Center	101-40-23-51762	\$ 55.00	10/20/2023	TOWING SERVICES
251973	Buddy's Auto Center	101-40-23-51762	\$ 350.00	10/20/2023	TOWING SERVICES
251973	Buddy's Auto Center	101-40-23-51762	\$ 350.00	10/20/2023	TOWING SERVICES
251973	Buddy's Auto Center	101-40-23-51762	\$ 350.00	10/20/2023	TOWING SERVICES
251973	Buddy's Auto Center	101-40-23-51762	\$ 350.00	10/20/2023	TOWING SERVICES
251973	Buddy's Auto Center	101-40-23-51762	\$ 350.00	10/20/2023	TOWING SERVICES
251974	Bug Press	101-60-79-53300	\$ 50.00	10/20/2023	ES Envelope Order - Fall 2023
251974	Bug Press	664-60-73-53300	\$ 200.00	10/20/2023	ES Envelope Order - Fall 2023
251974	Bug Press	101-60-89-53300	\$ 125.00	10/20/2023	Envelope Order - Fall 2023
251974	Bug Press	101-60-70-53300	\$ 50.00	10/20/2023	ES Envelope Order - Fall 2023
251974	Bug Press	205-60-87-51771	\$ 69.76	10/20/2023	ES Envelope Order - Fall 2023
251974	Bug Press	231-50-81-57600	\$ 640.15	10/20/2023	Arcata Arts Project Brochure - Hydrants
251975	California Climate Action Registry	205-60-87-51910	\$ 500.00	10/20/2023	CAR - Account Maintenance Fee
251976	CA Dep Of Justice	101-40-21-52524	\$ 1,108.00	10/20/2023	FINGERPRINTING SERVICES
251976	CA Dep Of Justice	101-10-15-52524	\$ 147.00	10/20/2023	CA Department of Justice Fingerprinting Services
251976	CA Dep Of Justice	101-40-21-51770	\$ 175.00	10/20/2023	DRUG TESTING
251977	Carollo Engineers Inc.	662-60-67-57601	\$ 61,270.68	10/20/2023	Engineering Services for Ph1 of WWTF Improvements Project. Contr
251978	CDWG	101-40-21-52522	\$ 3,503.75	10/20/2023	NET MOTION
251979	Redwoods Community College Dist	204-40-21-51420	\$ 3,144.00	10/20/2023	POST COURSES
251980	Dazey's Inc	666-60-51-57603	\$ 186.30	10/20/2023	Dazey's Invoice - Beith Bridge Project
251980	Dazey's Inc	101-00-00-21090	\$ (1.30)	10/20/2023	Dazey's Invoice - Beith Bridge Project
251980	Dazey's Inc	666-60-51-57603	\$ 1.30	10/20/2023	Dazey's Invoice - Beith Bridge Project
251980	Dazey's Inc	666-60-51-57603	\$ 0.28	10/20/2023	Dazey's Invoice - Beith Bridge Project
251980	Dazey's Inc	101-00-00-21090	\$ (0.28)	10/20/2023	Dazey's Invoice - Beith Bridge Project
251980	Dazey's Inc	666-60-51-57603	\$ 40.44	10/20/2023	Dazey's Invoice - Beith Bridge Project
251981	Eel River Transportation & Sal	101-40-23-51762	\$ 3,692.55	10/20/2023	AV TOW/DISPOSAL
251982	SeSequential Environmental Services LLC	101-50-85-51770	\$ 850.00	10/20/2023	ACC & Annex Grease Trap Service
251982	SeSequential Environmental Services LLC	101-50-85-51770	\$ 850.00	10/20/2023	ACC & Annex Grease Trap Service
251983	Eureka Glass Company	101-50-61-57300	\$ 482.01	10/20/2023	Corp Yard Glass Replacement
251984	Eureka Rubber Stamp	101-40-21-51500	\$ 44.33	10/20/2023	NAME TAGS/MISC
251985	Eureka Ready Mix Concrete Co Inc	202-50-81-57611	\$ 638.29	10/20/2023	2.5 CY of Material for Bloomfield Park
251985	Eureka Ready Mix Concrete Co Inc	202-50-81-57611	\$ 4.44	10/20/2023	2.5 CY of Material for Bloomfield Park
251985	Eureka Ready Mix Concrete Co Inc	101-00-00-21090	\$ (4.44)	10/20/2023	2.5 CY of Material for Bloomfield Park
251985	Eureka Ready Mix Concrete Co Inc	661-50-63-53800	\$ 578.78	10/20/2023	open po for aggregate
251985	Eureka Ready Mix Concrete Co Inc	661-50-63-53800	\$ 191.65	10/20/2023	open po for aggregate

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
251986	Fedex	662-60-67-53100	\$ 212.18	10/20/2023	
251986	Fedex	662-60-67-53100	\$ 197.05	10/20/2023	
251987	Franchise Tax Board	101-00-00-22109	\$ 409.43	10/20/2023	PR Batch 00014.10.2023 Franchise Tax Board
251988	Franchise Tax Board	101-00-00-22109	\$ 50.76	10/20/2023	PR Batch 00014.10.2023 Franchise Tax Board
251989	Franchise Tax Board	101-00-00-22109	\$ 199.26	10/20/2023	PR Batch 00014.10.2023 Franchise Tax Board
251990	Gelinas James Inc.	101-10-15-51430	\$ 10,000.00	10/20/2023	Bay Cities Leadership Academy 2023-24
251991	Geveko Markings Inc	209-50-55-54200	\$ 2,098.12	10/20/2023	open po for traffic supply
251992	GHD Inc.	210-50-48-51770	\$ 18,183.86	10/20/2023	A&M Trail Project Contract - CIP Tag 48-07
251992	GHD Inc.	662-60-67-57601	\$ 16,576.93	10/20/2023	Env. Permit Compliance & Monitoring services - AWTF Phase 1
251993	Griswold Industries	661-60-64-55300	\$ 759.50	10/20/2023	Altitude Repair kits
251994	GVP Ventures Inc.	101-40-21-50100	\$ 11,959.39	10/20/2023	Chief of Police Recruitment
251995	Harper Ford Country	771-50-57-54400	\$ 186.35	10/20/2023	open po for parts
251995	Harper Ford Country	771-50-57-54400	\$ 204.99	10/20/2023	open po for parts
251995	Harper Ford Country	771-50-57-54400	\$ 270.94	10/20/2023	open po for parts
251996	Hensels Hardware	212-30-11-55400	\$ 27.09	10/20/2023	Hardware & Supplies for Foodworks
251996	Hensels Hardware	212-30-11-55400	\$ 102.13	10/20/2023	Hardware & Supplies for Foodworks
251996	Hensels Hardware	212-30-11-55400	\$ 112.80	10/20/2023	Hardware & Supplies for Foodworks
251996	Hensels Hardware	212-30-11-55400	\$ 66.79	10/20/2023	Hardware & Supplies for Foodworks
251997	Hensell Materials Inc	662-50-65-53800	\$ 699.94	10/20/2023	open po for cement
251997	Hensell Materials Inc	662-50-65-53800	\$ 589.95	10/20/2023	open po for cement
251997	Hensell Materials Inc	662-50-65-53800	\$ 655.50	10/20/2023	open po for cement
251998	Hilfiker Pipe Company	666-50-52-53900	\$ 647.64	10/20/2023	open po for drainage supply
251999	Humboldt Bay Municipal Water District	661-60-64-54000	\$ 129,022.14	10/20/2023	FY 23/24 OPO Water Purchases
252000	Humboldt County Sheriff	101-40-25-52528	\$ 4,726.00	10/20/2023	ANIMAL SHELTER CONTRACT
252001	Humboldt Superior Court	101-40-21-51200	\$ 1,087.66	10/20/2023	ECOURTS LICENSE RENEWAL
252002	Humboldt Termite & Pest Control	101-50-85-51770	\$ 124.00	10/20/2023	BUILDINGS OPO FY 23/24 - transit
252002	Humboldt Termite & Pest Control	212-30-11-55400	\$ 153.00	10/20/2023	Pest Control for Foodworks
252003	Humboldt Waste Management Authority	662-60-67-51754	\$ 7,803.76	10/20/2023	OPO FY 23/24 Greenwaste Franchise
252003	Humboldt Waste Management Authority	664-60-73-51754	\$ 7,803.77	10/20/2023	OPO FY23/24 Greenwaste Franchise
252004	Infosend Inc	662-60-67-53100	\$ 84.97	10/20/2023	23/24 FY OPO Infosend Postage
252004	Infosend Inc	662-60-67-51770	\$ 39.04	10/20/2023	23/24 FY OPO Infosend Printing
252004	Infosend Inc	661-60-64-53100	\$ 84.97	10/20/2023	23/24 FY OPO Infosend Postage
252004	Infosend Inc	662-60-67-51770	\$ 477.62	10/20/2023	23/24 FY OPO Infosend Printing
252004	Infosend Inc	662-60-67-53100	\$ 1,314.22	10/20/2023	23/24 FY OPO Infosend Postage
252004	Infosend Inc	661-60-64-53100	\$ 1,314.22	10/20/2023	23/24 FY OPO Infosend Postage
252004	Infosend Inc	661-60-64-51770	\$ 39.03	10/20/2023	23/24 FY OPO Infosend Printing
252004	Infosend Inc	661-60-64-51770	\$ 477.61	10/20/2023	23/24 FY OPO Infosend Printing
252005	Keenan Supply	662-60-67-57800	\$ 120.74	10/20/2023	OPO Bldg/Furniture
252006	Kernen Construction	666-60-51-57603	\$ 1.23	10/20/2023	Kernen Invoices - 26041/25888/25946
252006	Kernen Construction	101-00-00-21090	\$ (1.23)	10/20/2023	Kernen Invoices - 26041/25888/25946
252006	Kernen Construction	666-60-51-57603	\$ 177.10	10/20/2023	Kernen Invoices - 26041/25888/25946
252006	Kernen Construction	101-00-00-21090	\$ (2.48)	10/20/2023	Kernen Invoices - 26041/25888/25946
252006	Kernen Construction	666-60-51-57603	\$ 356.11	10/20/2023	Kernen Invoices - 26041/25888/25946
252006	Kernen Construction	666-60-51-57603	\$ 2.48	10/20/2023	Kernen Invoices - 26041/25888/25946
252006	Kernen Construction	101-00-00-21090	\$ (0.15)	10/20/2023	Ridge Trail Rock Purchases - Fall 2023
252006	Kernen Construction	202-60-87-57600	\$ 30.00	10/20/2023	Ridge Trail Rock Purchases - Fall 2023
252006	Kernen Construction	202-60-87-57600	\$ 0.15	10/20/2023	Ridge Trail Rock Purchases - Fall 2023
252006	Kernen Construction	666-60-51-57603	\$ 0.94	10/20/2023	Kernen Invoices - 26041/25888/25946
252006	Kernen Construction	101-00-00-21090	\$ (0.94)	10/20/2023	Kernen Invoices - 26041/25888/25946

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
252006	Kernen Construction	666-60-51-57603	\$ 134.69	10/20/2023	Kernen Invoices - 26041/25888/25946
252006	Kernen Construction	202-60-87-57600	\$ 1.07	10/20/2023	Ridge Trail Rock Purchases - Fall 2023
252006	Kernen Construction	101-00-00-21090	\$ (1.07)	10/20/2023	Ridge Trail Rock Purchases - Fall 2023
252006	Kernen Construction	202-60-87-57600	\$ 153.65	10/20/2023	Ridge Trail Rock Purchases - Fall 2023
252007	LACO Associates	661-60-64-51770	\$ 1,682.50	10/20/2023	Geo Tech Work for Tank 1C
252008	LexisNexis Risk Data Management Inc	101-40-21-55300	\$ 50.00	10/20/2023	
252008	LexisNexis Risk Data Management Inc	101-40-21-52522	\$ 750.00	10/20/2023	ONLINE REPORTING
252009	Lost Coast Communications Inc.	101-10-15-51300	\$ 180.00	10/20/2023	Lost Coast Outpost Advertising
252010	American Hospital Management	101-40-21-51770	\$ 105.00	10/20/2023	BLOOD DRAWS AND TASER REMOVAL
252011	Mad River Union	101-10-15-51300	\$ 85.00	10/20/2023	Mad River Union Advertising
252011	Mad River Union	101-30-11-51780	\$ 210.00	10/20/2023	Notices in MRU for Passthrough Projects
252012	Baker Tilly US LLP	101-10-15-51770	\$ 150.00	10/20/2023	Expert Assistance Updating City's Personnel Rules & Regulations
252013	McKinleyville Community Servic	661-60-64-54000	\$ 1,295.36	10/20/2023	FY 23/24 Water Purchases
252014	McMaster-Carr	662-60-67-55300	\$ 218.68	10/20/2023	OPO Equipment Maint
252014	McMaster-Carr	662-60-67-55300	\$ 69.18	10/20/2023	OPO Equipment Maint
252014	McMaster-Carr	662-60-67-55300	\$ 459.44	10/20/2023	OPO Equipment Maint
252015	Mendes Supply Co	101-50-85-55300	\$ 330.00	10/20/2023	BUILDINGS OPO FY 23/24 - Janitorial/Household
252015	Mendes Supply Co	212-30-11-55400	\$ 206.92	10/20/2023	Cleaning Supplies and Services
252016	Mercer Fraser Company	661-50-63-53800	\$ 5,158.53	10/20/2023	open po for asphalt
252017	Miller Farms Nursery Inc	101-00-00-21090	\$ (2.36)	10/20/2023	Bloomfield Park Materials - Weedmat
252017	Miller Farms Nursery Inc	202-50-81-57611	\$ 2.36	10/20/2023	Bloomfield Park Materials - Weedmat
252017	Miller Farms Nursery Inc	101-00-00-21090	\$ (1.38)	10/20/2023	Bloomfield Park Materials - Weedmat
252017	Miller Farms Nursery Inc	202-50-81-57611	\$ 1.38	10/20/2023	Bloomfield Park Materials - Weedmat
252017	Miller Farms Nursery Inc	202-50-81-57611	\$ 338.44	10/20/2023	Bloomfield Park Materials - Weedmat
252017	Miller Farms Nursery Inc	202-50-81-57611	\$ 198.80	10/20/2023	Bloomfield Park Materials - Weedmat
252018	The Mill Yard	666-60-51-57603	\$ 361.25	10/20/2023	Beith Bridge Invoice # 413511
252018	The Mill Yard	202-50-81-57611	\$ 106.55	10/20/2023	Bloomfield Park Project Mill Yard Invoices
252018	The Mill Yard	202-50-81-57611	\$ 398.86	10/20/2023	Bloomfield Park Project Mill Yard Invoices
252018	The Mill Yard	202-50-81-57611	\$ 164.94	10/20/2023	Bloomfield Park Project Mill Yard Invoices
252018	The Mill Yard	202-50-81-57611	\$ (91.98)	10/20/2023	Bloomfield Park Project Mill Yard Invoices
252019	Mission Linen Ind.Inc.	207-50-45-51770	\$ 10.85	10/20/2023	open po for first aid cabinet
252019	Mission Linen Ind.Inc.	212-30-11-55400	\$ 90.56	10/20/2023	Mop/Rag Service
252019	Mission Linen Ind.Inc.	662-60-67-54200	\$ 10.85	10/20/2023	OPO 1st Aid Service
252019	Mission Linen Ind.Inc.	771-50-57-51500	\$ 84.13	10/20/2023	open po for linens
252019	Mission Linen Ind.Inc.	212-30-11-55400	\$ 90.56	10/20/2023	Mop/Rag Service
252019	Mission Linen Ind.Inc.	661-50-63-51770	\$ 10.85	10/20/2023	open po for first aid cabinet
252019	Mission Linen Ind.Inc.	662-60-67-53600	\$ 86.80	10/20/2023	OPO Janitorial Supplies
252019	Mission Linen Ind.Inc.	662-60-67-51500	\$ 126.55	10/20/2023	OPO Linen Service
252019	Mission Linen Ind.Inc.	212-30-11-55400	\$ 90.56	10/20/2023	Mop/Rag Service
252019	Mission Linen Ind.Inc.	661-60-64-51500	\$ 126.55	10/20/2023	OPO Linen services
252019	Mission Linen Ind.Inc.	662-60-67-54200	\$ 10.85	10/20/2023	OPO 1st Aid Service
252019	Mission Linen Ind.Inc.	771-50-57-51500	\$ 84.13	10/20/2023	open po for linens
252020	Motorola Solutions Inc	101-40-21-55300	\$ 2,712.50	10/20/2023	BWC Upgrade and First Year Maintenance
252021	Munimatrix Inc	101-10-05-51770	\$ 119.97	10/20/2023	ImageSilo
252022	Musco Lighting	101-50-81-51770	\$ 10,220.72	10/20/2023	Sports Complex Lighting Project 2023
252023	NAPA Auto Parts	771-50-57-54400	\$ 28.60	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 2.99	10/20/2023	open po for parts

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
252023	NAPA Auto Parts	771-50-57-54400	\$ 25.28	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 29.28	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 145.49	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 50.77	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 31.16	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 35.63	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 18.53	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 21.47	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 87.49	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 9.39	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 172.67	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 55.96	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 27.33	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 355.97	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ (32.54)	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 4.10	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ (2.99)	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ (29.28)	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 0.95	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 22.90	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 68.32	10/20/2023	open po for parts
252023	NAPA Auto Parts	771-50-57-54400	\$ 155.51	10/20/2023	open po for parts
252024	Badger Meter Inc	661-60-64-57500	\$ 1,499.67	10/20/2023	OPO - Meters
252025	Norman's Dry Cleaners	101-40-21-51500	\$ 229.25	10/20/2023	UNIFORM CLEANING
252025	Norman's Dry Cleaners	101-40-21-51500	\$ 35.20	10/20/2023	UNIFORM CLEANING
252025	Norman's Dry Cleaners	101-40-21-51500	\$ 44.00	10/20/2023	UNIFORM CLEANING
252025	Norman's Dry Cleaners	101-40-21-51500	\$ 102.50	10/20/2023	UNIFORM CLEANING
252025	Norman's Dry Cleaners	101-40-21-51500	\$ 85.75	10/20/2023	UNIFORM CLEANING
252025	Norman's Dry Cleaners	101-40-21-51500	\$ 49.50	10/20/2023	UNIFORM CLEANING
252025	Norman's Dry Cleaners	101-40-21-51500	\$ 102.50	10/20/2023	UNIFORM CLEANING
252025	Norman's Dry Cleaners	101-40-21-51500	\$ 53.75	10/20/2023	UNIFORM CLEANING
252025	Norman's Dry Cleaners	101-40-21-51500	\$ 192.15	10/20/2023	UNIFORM CLEANING
252026	Northcoast Laboratories Inc	662-60-67-51742	\$ 300.00	10/20/2023	OPO Lab Testing & Analysis
252026	Northcoast Laboratories Inc	662-60-67-51742	\$ 162.00	10/20/2023	OPO Lab Testing & Analysis
252026	Northcoast Laboratories Inc	661-60-64-51742	\$ 140.00	10/20/2023	OPO Lab Testing & Analysis
252027	American Hospital Management	101-10-15-51702	\$ 143.00	10/20/2023	Occupational Health-Physicals
252027	American Hospital Management	101-10-15-51702	\$ 38.00	10/20/2023	Occupational Health-Physicals
252027	American Hospital Management	101-10-15-51702	\$ 160.50	10/20/2023	Occupational Health-Physicals
252027	American Hospital Management	101-10-15-51702	\$ 160.50	10/20/2023	Occupational Health-Physicals
252028	Pace Supply Corp	661-50-63-53900	\$ 3,052.11	10/20/2023	open po for water supply
252028	Pace Supply Corp	661-50-63-53900	\$ (491.23)	10/20/2023	open po for water supply
252029	PERS Long Term Care	101-00-00-22202	\$ 84.38	10/20/2023	PR Batch 00014.10.2023 PERS Long Term Care
252030	Planwest Partners Inc	101-30-11-51782	\$ 3,656.50	10/20/2023	Long-range planning services for SIRP (GP-LUC)
252030	Planwest Partners Inc	213-30-13-58002	\$ 371.25	10/20/2023	Long-range planning services for SIRP (SALC)
252031	Playhouse Arts	224-60-81-51770	\$ 17,670.39	10/20/2023	MOU for work by CUNA in Valley West
252031	Playhouse Arts	224-60-81-55400	\$ 3,125.00	10/20/2023	Call for Art - 2023
252032	Ross Recreation Equipment Comp	101-50-81-55400	\$ 70.55	10/20/2023	Greenview Park ZipKrooz Trolley Part
252033	Sequoia LP Gas Corp.	207-50-45-54700	\$ 77.98	10/20/2023	open po for propane
252034	SHN Consulting Engineers & Geo	662-60-67-57601	\$ 1,485.00	10/20/2023	Wastewater Treatment Facility Levee Expansion Project Phase One
252035	Shred Aware LLC.	101-40-21-51770	\$ 80.62	10/20/2023	SHREDDING SERVICE
252036	Springbrook Holding Company LLC	661-60-64-53400	\$ 13.00	10/20/2023	23/24 OPO CivicPay Transaction Fees
252036	Springbrook Holding Company LLC	662-60-67-53400	\$ 13.00	10/20/2023	23/24 OPO CivicPay Transaction Fees
252037	Tehama Tire	771-50-57-54600	\$ 840.89	10/20/2023	open po for tire repair
252038	WN Tetrault & Co Inc	771-50-57-51770	\$ 108.00	10/20/2023	PD Car Wash
252039	Thatcher Company of California Inc	662-60-67-53500	\$ 12,243.64	10/20/2023	OPO Cl2 and So2
252039	Thatcher Company of California Inc	662-60-67-53500	\$ (3,000.00)	10/20/2023	OPO Cl2 and So2
252039	Thatcher Company of California Inc	662-60-67-53500	\$ 19,423.26	10/20/2023	OPO Cl2 and So2
252039	Thatcher Company of California Inc	662-60-67-53500	\$ (7,500.00)	10/20/2023	OPO Cl2 and So2
252040	Thrifty Supply Company	661-60-64-55300	\$ 333.04	10/20/2023	OPO W Equip Maint.

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City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
252041	Two Brothers Cathodic Services Inc	661-60-64-55400	\$ 29,989.38	10/20/2023	Tank Repair Work
252041	Two Brothers Cathodic Services Inc	661-60-64-55400	\$ 255.00	10/20/2023	Tank Repair Work
252041	Two Brothers Cathodic Services Inc	101-00-00-21090	\$ (255.00)	10/20/2023	Tank Repair Work
252042	United Rentals Inc	207-50-45-54200	\$ 644.49	10/20/2023	straw for dump site
252042	United Rentals Inc	662-50-65-54200	\$ 644.49	10/20/2023	straw for dump site
252042	United Rentals Inc	662-50-65-54200	\$ 15.59	10/20/2023	straw for dump site
252042	United Rentals Inc	207-50-45-54200	\$ 15.60	10/20/2023	straw for dump site
252043	USA Blue Book	662-60-67-53500	\$ (63.21)	10/20/2023	OPO Lab Chemicals & Supplies
252043	USA Blue Book	662-60-67-51728	\$ 100.26	10/20/2023	OPO AMRI Lab Supplies
252043	USA Blue Book	662-60-67-53500	\$ 201.03	10/20/2023	OPO Lab Chemicals & Supplies
252043	USA Blue Book	662-60-67-51728	\$ 94.86	10/20/2023	OPO AMRI Lab Supplies
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 195.04	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 1,669.26	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 1,003.29	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 1,589.31	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 726.28	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 1,330.00	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ (117.75)	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 1,221.39	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 484.29	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ (493.70)	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 175.09	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ 404.77	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ (164.82)	10/20/2023	open po for fuel
252044	Valley Pacific Petroleum Services Inc	771-50-57-54700	\$ (202.21)	10/20/2023	open po for fuel
252045	Whitchurch Engineering	101-50-85-57300	\$ 12,606.00	10/20/2023	Library Improvement Project 2023
252046	Xylem Water Solutions USA Inc	662-60-67-51770	\$ 3,035.70	10/20/2023	Xylem Pump annual maintenance
252047	American Rail Engineers Coporation	662-60-67-57601	\$ 1,000.00	10/20/2023	GRTA ENCROACHMENT & REVIEW OF WWTP PLANS
252048	AmWINS Group Benefits Inc./REMIF	101-00-00-22203	\$ 1,416.00	10/20/2023	AMWINS PLAN PREMIUM STATEMENT; MONTH OF 11/1/23
252049	A. T. & T.	775-10-71-51200	\$ 34.26	10/20/2023	STANDARD PHONE CHARGES; OCT23
252050	Barker Cole	662-60-67-51500	\$ 211.21	10/20/2023	VOLCOM COMPOSITE TOE WORK SHOE; SK8-HI PRO BLACK GUM
252051	Barry Abby	101-00-00-46365	\$ 27.00	10/20/2023	REIMBURSEMENT; FEES PAID BY UIHS
252051	Barry Abby	101-00-00-46302	\$ 162.00	10/20/2023	REIMBURSEMENT; FEES PAID BY UIHS
252052	Boys & Girls Club of the Redwoods	101-40-21-51770	\$ 695.00	10/20/2023	TITLE II GRANT REIMBURSEMENT
252053	California Building Standards Commission	101-00-00-42300	\$ (35.40)	10/20/2023	BSASRF FEES; FQE 9/30/23
252053	California Building Standards Commission	550-00-00-24150	\$ 354.00	10/20/2023	BSASRF FEES; FQE 9/30/23
252054	Cairns Barbara	550-00-00-24130	\$ 85.92	10/20/2023	REFUND TO CORRECT DATABASE MANAGEMENT FEE
252055	California Building Officials	101-30-31-51400	\$ 580.00	10/20/2023	TRAINING SEMINARS
252056	Cypress Grove Chevre	101-00-00-23070	\$ 50.00	10/20/2023	REFUND DEPOSIT: BATHROOM KEY DEPOSIT FOR REDWOOD PARK
252057	Davidson Bros Lock & Safe	661-60-64-51770	\$ 187.40	10/20/2023	SERVICE CALL AND NEW LOCK CORE FOR WATER LAB
252058	Department of Conservation Div. of Admin. Service	550-00-00-24050	\$ 1,467.19	10/20/2023	SMIP FEES; FQE 9/30/23
252058	Department of Conservation Div. of Admin. Service	101-00-00-42300	\$ (73.36)	10/20/2023	SMIP FEES; FQE 9/30/23
252059	Euan-Estrada Jose	771-50-57-55100	\$ 15.00	10/20/2023	MEAL ALLOWANCE: 12 HR SHIFT SHUTTLLING VACTOR TO VACTOR DEALER
252059	Euan-Estrada Jose	666-50-52-54200	\$ 15.00	10/20/2023	MEAL ALLOWANCE FOR 12+ HOURS OF WORK ON 10/7/23
252060	Falkenstine Kent	101-00-00-14010	\$ 7,388.00	10/20/2023	REIMBURSE: EQUIPMENT LOAN PURCHASE-LLUL-21 NIGHT VISION GOGGLES
252061	Judy's Stuff	101-40-21-51500	\$ 90.00	10/20/2023	PATCHES AND ALTERATIONS
252062	Lackey Scott	666-50-52-54200	\$ 15.00	10/20/2023	WORKED 12 HR SHIFT ON 10/7/23
252063	Language Line Services Inc	101-20-07-51770	\$ 21.49	10/20/2023	LANGUAGE TRANSLATION SERVICES
252064	League of CA Cities- Redwood Empire Division	101-10-01-51400	\$ 70.00	10/20/2023	9/20/23 REDWOOD EMPIRE DIVISION MEETING LUNCH ATTENDANCE
252065	The Lincoln National Life Insurance Company	661-60-64-50990	\$ (8.75)	10/20/2023	LIFE INSURANCE PREMIUMS; NOV23

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
252065	The Lincoln National Life Insurance Company	661-50-63-50990	\$ (8.75)	10/20/2023	LIFE INSURANCE PREMIUMS; NOV23
252065	The Lincoln National Life Insurance Company	207-50-45-50990	\$ (8.75)	10/20/2023	LIFE INSURANCE PREMIUMS; NOV23
252065	The Lincoln National Life Insurance Company	101-00-00-22206	\$ 1,051.75	10/20/2023	LIFE INSURANCE PREMIUMS; NOV23
252065	The Lincoln National Life Insurance Company	255-30-14-50990	\$ (8.75)	10/20/2023	LIFE INSURANCE PREMIUMS; NOV23
252066	Matulis Claire	101-00-00-46302	\$ 39.00	10/20/2023	CANCELLATION OF GYMNASTICS CLASSES
252066	Matulis Claire	101-00-00-46365	\$ 5.75	10/20/2023	CANCELLATION OF GYMNASTICS CLASSES
252067	McMaster-Carr	662-60-67-55400	\$ 352.39	10/20/2023	HEATER INSTALLATION PARTS
252067	McMaster-Carr	662-60-67-55400	\$ 350.84	10/20/2023	HEATER INSTALLATION PARTS
252067	McMaster-Carr	662-60-67-55400	\$ 153.27	10/20/2023	HEATER INSTALLATION PARTS
252068	Miller Farms Nursery Inc	662-60-67-55300	\$ 22.62	10/20/2023	ARCHER 10" SHREDDER BLADE
252069	Pacific Gas & Electric Co	101-50-41-51100	\$ 37.10	10/20/2023	ACCT: 7561752578-9; OCT23
252069	Pacific Gas & Electric Co	101-50-41-51100	\$ 46.36	10/20/2023	ACCT: 8191325790-3; OCT23
252069	Pacific Gas & Electric Co	101-50-81-51100	\$ 125.22	10/20/2023	ACCT: 6236826977-5; OCT23
252070	Police Officers Research Association of California	101-40-21-51200	\$ 2,350.00	10/20/2023	AUGUST RECRUITMENT AD
252070	Police Officers Research Association of California	101-40-21-51200	\$ 2,350.00	10/20/2023	SEPTEMBER RECRUITMENT AD
252071	Purcell Nick	771-50-57-55100	\$ 15.00	10/20/2023	MEAL ALLOWANCE: WORKED 12HR SHIFT SHUTTLING VACTOR-VACTOR DEALER
252072	R.E.M.I.F.	101-00-00-22206	\$ 372.04	10/20/2023	EAP INSURANCE PREMIUMS; NOV23
252073	Rhodes Jennifer	101-00-00-23070	\$ 300.00	10/20/2023	REFUND DEPOSIT: REDWOOD LOUNGE RENTAL
252074	Ruiz Dinorah	101-00-00-23070	\$ 300.00	10/20/2023	REFUND DEPOSIT:CANCELLATION OF D ST RENTAL(REISSUE: NEW ADDRESS)
252075	Shelton Heather	101-00-00-23070	\$ 50.00	10/20/2023	REFUND DEPOSIT & FEES: CANCELLATION OF LARSON PARK RENTAL
252075	Shelton Heather	101-00-00-49102	\$ 29.75	10/20/2023	REFUND DEPOSIT & FEES: CANCELLATION OF LARSON PARK RENTAL
252075	Shelton Heather	101-00-00-44210	\$ 44.50	10/20/2023	REFUND DEPOSIT & FEES: CANCELLATION OF LARSON PARK RENTAL
252076	SWRCB	662-60-67-51600	\$ 95.00	10/20/2023	WASTEWATER CERTIFICATE FEES: MARCELA RODRIGUEZ
252077	Tax and Fee Administration California Department of	101-00-00-21090	\$ 652.00	10/20/2023	QUARTERLY SALES & USE TAX FQE 9/30/23
252078	Optimum	775-10-71-51210	\$ 32.51	10/20/2023	CITY HALL/PD INTERNET; OCT23
252079	True North Organizing Network	101-00-00-23070	\$ 500.00	10/20/2023	REFUND DEPOSIT: D ST NEIGHBORHOOD CENTER RENTAL
252080	USA Blue Book	661-60-64-51770	\$ 199.53	10/20/2023	METER SCOPE 24"
252081	US Bank Equipment Finance	101-40-21-53300	\$ 230.97	10/20/2023	COPIER FINANCE; OCT23; PD TRANSIT PLANT
252082	Villarreal Kiya	101-00-00-23075	\$ 97.68	10/20/2023	REFUND FROM HOLDING: OVERPAYMENT FOR SUMMER CAMP
252083	Yarbrough Ted	666-50-52-54200	\$ 15.00	10/20/2023	WORKED 12 HOUR SHIFT 10/7/23
311108	Payroll	Misc	\$ 1,465.70	10/20/2023	
311109	Payroll	Misc	\$ 245.80	10/20/2023	
311110	Payroll	Misc	\$ 668.77	10/20/2023	
311111	Payroll	Misc	\$ 691.65	10/20/2023	
311112	Payroll	Misc	\$ 385.97	10/20/2023	
311113	Payroll	Misc	\$ 1,671.83	10/20/2023	
311114	Payroll	Misc	\$ 777.30	10/20/2023	
311115	Payroll	Misc	\$ 6,012.00	10/20/2023	
311116	Payroll	Misc	\$ 1,939.52	10/20/2023	
311117	Payroll	Misc	\$ 480.74	10/20/2023	
311118	Payroll	Misc	\$ 179.27	10/20/2023	
311119	Payroll	Misc	\$ 706.98	10/20/2023	
311120	Payroll	Misc	\$ 1,105.52	10/20/2023	

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Distributions 10/7/2023-10/20/2023

Check #	Vendor Name	GL Account	Amount	Date	Description
311121	Payroll	Misc	\$ 428.59	10/20/2023	
311122	Payroll	Misc	\$ 89.58	10/20/2023	
311123	Payroll	Misc	\$ 325.76	10/20/2023	
311124	Payroll	Misc	\$ 168.77	10/20/2023	
311125	Payroll	Misc	\$ 505.46	10/20/2023	
311126	Payroll	Misc	\$ 467.62	10/20/2023	
311127	Payroll	Misc	\$ 269.75	10/20/2023	
ACH	PERS	Misc	\$ 71,731.22	10/20/2023	
ACH	Payroll Deductions ACH	Misc	\$ 122,196.58	10/20/2023	
ACH	Payroll	Misc	\$ 254,117.81	10/20/2023	
Total			\$ 1,040,214.11		

Attachment: Cash Disbursements 10.23.23 (4291 : Disbursements Listing)



STAFF REPORT – CITY COUNCIL MEETING

November 01, 2023

TO: Honorable Mayor and City Council Members

FROM: Emily Sinkhorn, Director of Environmental Services

PREPARER: Emily Sinkhorn, Director of Environmental Services

DATE: October 25, 2023

TITLE: **Amend the Contract with Miracle Recreation—PlayPower, Inc. for Redwood Park Playground Equipment and Surfacing Purchase and Installation in the Amount of \$27,953.21, Including Tax, and Authorize the City Manager to Execute All Applicable Documents.**

RECOMMENDATION:

It is recommended that the Council

- 1) Amend the contract with Miracle Recreation—PlayPower, Inc. for Redwood Park playground equipment and surfacing purchase and installation in the amount of \$27,953.21, including tax; and
- 2) Authorize the City Manager to execute all applicable documents.

INTRODUCTION:

The Redwood Park Improvement Project is part of the City’s Capital Improvements Program (CIP) and is a priority project for this fiscal year. This phase of the project includes improvements to the existing playground area and a new bicycle pump track. This contract amendment is proposed due to changes needed to ensure the playground equipment and surfacing installation will fit with the prepared site.

BACKGROUND/DISCUSSION:

This project includes various improvements within Redwood Park informed by the Redwood Park Master Plan effort in 2019-2020. The improvements for this phase are primarily located at the southern side of the park near the existing playground area. In March, the Council awarded a construction bid to Mobley Construction DBA MCI for the site preparation, grading and concrete installation for the playground area and construction of the bicycle pump track. On April 19, the Council awarded a contract to Miracle for the purchase and installation of playground equipment and surfacing to be installed following site preparation by MCI.

As was noted in the April 19 staff report, a community survey in summer 2022, which garnered 1,032 responses, informed the design of the Redwood Park playground improvements with a redwood tree fort nature theme. Environmental Services staff sought conceptual playground designs

from three playground manufacturers with cooperative purchasing contracts through Sourcewell, and the Parks & Recreation Committee reviewed these conceptual proposals. The Committee had a focus on the accessibility of new playground features, and staff also consulted with a Cal Poly Humboldt professor specializing in universal design for recreational and play features.

Playground features include separate play areas for ages 2-5 years and 5-12 years, nature and animal-themed play features, swings, climbers, spinners, slides, and multi-sensory play elements. The surfacing that will be installed is a pour-in-place material that is permeable, accessible, and includes a river design on the surface. Similar surfacing has recently been installed at Shay Park and Greenview Park.

Playground installation commenced on October 19 when it was noted by City staff and Miracle that adjustments would need to be made in order for the equipment to fit with the prepared site. Miracle and the City negotiated sharing some of the resulting increased costs. The attached change order quote details the additional labor and materials needed to complete the project above the current contract amount of \$799,999.24.

The bicycle pump track is mostly complete with additional signage, seeding of slopes and fencing to be completed this fall. Redwood Coast Mountain Bike Association volunteers and MCI provided the work on the ground to build the pump track.

It is recommended the Council approve the contract amendment with Miracle for additional installation work and surfacing material needed to complete the Redwood Park playground improvements. Playground installation is currently in progress and is anticipated to be completed by the end of November.

ENVIRONMENTAL REVIEW (CEQA):

The California Environmental Quality Act (CEQA) determination for the Redwood Park Improvements portion of the project is a categorical exemption pursuant to CEQA Guidelines Section 15303,15304 and 15332. A Notice of Exemption was recorded in January 2021.

BUDGET/FISCAL IMPACT:

The Redwood Park Improvement Project is supported through an Infill & Infrastructure Grant (IIG), a State Parks Per Capita Grant, Open Space, Parks & Trails Special Tax, Parkland-In-Lieu Fees and Recreation Fees for New Construction.

The proposed contract amendment is within the budget allocation for the 2023/2024 Fiscal Year and is budgeted as follows:

Account Number/Agency Responsible	Amount	Account Name
202-50-81-57600	\$27,953.21	Open Space, Parks & Trails Special Tax

The Council approved \$16,000 in contingency funds on April 19, 2023, which can still be utilized if any additional changes are required to complete the playground this fall.

ATTACHMENTS:

- A. Quote-23-3090-Redwood Park CO#2 - Option 1 (PDF)
- B. Redwood Park Playground Layout (PDF)

Job Number: 23-3090
Job: Redwood Park CO #2
Quote Name: Quote-23-3090-Redwood Park CO#2- Option 1- Drain Rock
Quote Number: Q-06310

Prepared by:
 ShanaFriesen
 shana@miracleplaygroup.com



Terms: Net 30
Remit to: Miracle Playsystems, Inc.
 1276 S Main St., Salinas, CA 93901

Sub Total: \$45,361.95
Freight: \$0.00
Estimated Tax: \$768.26
Total: \$46,130.21

Installation Services Includes Prevailing Wages

Product Code	Description	Qty	Rate	Total	Estimated Tax (if applicable)
B24	Installation of Sonotube and Other Forming Materials Needed for all Footings Due to Drain Rock NOTE: This cost includes estimated labor in addition to original SOW. BREAKDOWN: Labor for 3 installers to perform an additional average time of 20 min per footing at 107 footings.	107	\$253.13	\$21,667.50	\$0.00
B24	Additional Labor to Operate Crane to Place UPC Structures After Delivery Due to Grade Issues	1	\$2,708.50	\$2,708.50	\$0.00
B24	Standby Time Due to Elevation/Site Issues	1	\$10,834.50	\$5,417.25	\$0.00

Other Equipment

Product Code	Description	Qty	Rate	Total	Estimated Tax (if applicable)
EQUIP20	Furnish Sonotube and Other Forming Materials for all Footings Due to Drain Rock	1	\$6,504.30	\$6,504.30	\$552.86
EQUIP20	Crane Rental to Place UPC Structures After Delivery Due to Grade Issues	1	\$2,534.00	\$2,534.00	\$215.40

COLOR SELCTION AND SF TOTAL

Redwood Park CO #2
 MIRACLE PLAYSYSTEMS, INC. – PO BOX 263, ALAMO, CA 94507 – (800) 879-7730 – (510) 893-2163 (FAX)
 CSL: 981433 (Exp Date 03/23) – DIR: 1000015853

Flexground Rubber Surfacing

50% Black & 50% Blue- 855 sf-CHANGE 870 (+15 SF)
 50% Black & 50% Green- 4,400 sf- CHANGE 4,366 (-34 SF)
 15% Blue & 85% Light Grey- 18 sf- CHANGE 20 (+2 SF)
 15% Blue & 85% Cream Color- 30 sf- CHANGE 26 (-4 SF)
 50% Black & 50% Beige Color- 5,508 sf- CHANGE 5769 (+261)

Product Code	Description	Qty	Rate	Total	Estimated Tax (if applicable)
C12	ENDURAFLEX- 4' CFH Quote includes 2,467 SF Of EnduraFlex With A Color Mix Listed Below With AROMATIC Urethane Binder.- CHANGE TO 2,573 SF (+106 SF) Quote Includes A 2.0" System Comprised Of A 1.5" Cushion Layer And A 0.5" Wear Layer Accounting For Up To A 4' Fall Height. ENDURAFLEX- 8' CFH Quote Includes 5,542 SF Of EnduraFlex With A Color Mix Listed Below With AROMATIC Urethane Binder.-CHANGE TO 5,686 SF (+144 SF) Quote Includes A 3.5" System Comprised Of A 3.0" Cushion Layer And A 0.5" Wear Layer Accounting For Up To A 8' Fall Height. ENDURAFLEX- 10' CFH Quote includes 2,802 OF EnduraFlex With A Color Mix Listed Below With AROMATIC Urethane Binder.-CHANGE TO 2,792 SF (-10 SF) Quote Includes A 4.5" System Comprised Of A 4.0" Cushion Layer And A 0.5" Wear Layer Accounting For Up To a 10' Fall Height.	240.00	\$27.21	\$6,530.40	\$0.00

Sub Total: \$45,361.95
Total Freight: \$0.00
Total Estimated Tax: \$768.26
Total: \$46,130.21
(UPC Slide Credit-\$18,177)
Grand Total: \$27,953.21

Company: _____

Signature: _____

Name: _____

Date: _____

Please confirm or edit order information below.

End User Company:

City of Arcata

End User Contact:

End User Email:

Delivery Contact:

Delivery Email:

Delivery Phone:

Delivery Address:

Site Address:

Park Dr

Arcata

Bill To Email:

mrice@cityofarcata.org

hschmidt@cityofarcata.org

Bill To:

City of Arcata,

736 F Street,

Arcata, CA,

95521

Customer Reference #:

INDEMNITY

Client/Owner shall defend, indemnify and hold harmless Miracle PlaySystems, Inc., its officers, directors, board of trustees, agents, or employees and each of them, from any and all claims, demands, causes of action in law or in equity, damages, penalties, costs, expenses, reasonable attorneys' fees, reasonable experts' fees, reasonable consultants' fees, judgments, losses or liabilities, of every kind and nature whatsoever arising out of or in any way connected with or incidental to, the performance of the services under this Agreement or any of the obligations contained in this Agreement ("Claims"). Without limitation, "damages" include personal injury, including, but not limited to bodily injury, emotional injury, sickness or disease, or death to persons, including, but not limited to, any employees or agents of Miracle PlaySystems, Inc., or any other person; or other damages of any kind to anyone including, without limitation, economic loss, property damage and loss of use thereof. It is expressly acknowledged and agreed that each of the foregoing indemnities is independent, that each shall be given effect, and that each shall apply despite any acts or omissions, misconduct or negligent conduct, whether active or passive, on the part of, or other contractor(s); provided, however, Miracle PlaySystems, Inc. duty to indemnify shall be limited to the percentage or the degree Miracle PlaySystems, Inc. comparative negligence caused any damages.

STANDARD NOTES

- Price quotation is good for 30 days. Accurate color selections must be made in writing prior to equipment going into production. Colors to be confirmed with your local sales representative.
- PLEASE MAKE PURCHASE ORDER TO MIRACLE PLAYSYSTEMS, INC at PO Box 263 Alamo, CA 94507
- PLEASE REMIT CHECKS TO: MIRACLE PLAYSYSTEMS INC., 1276 S MAIN ST, SALINAS, CA 93901
- Please email/fax quotation with your signature to accept this quote and place order. Fax 510-893-2163 or email Info@MiraclePlayGroup.com
- Unless otherwise specified, Miracle PlaySystems, Inc **DOES NOT** include the following in this proposal:
 - Engineered drawings
 - Installation of equipment or other site amenities
 - Specialty trades, equipment, power supply required to install equipment
- Any insurance requiring in excess of \$1M/\$2M per occurrence, special insurance coverage or wording, Prevailing/Certified wage rates, local permitting, bid/performance bonds, temp fencing, geo tech surveys, playground safety inspection, equipment offload, and testing services.
- Inspect equipment upon delivery. Color discrepancy must be reported at time of delivery. Installation constitutes acceptance of colors.
- Warranty does not cover labor for reinstallation.

TERMS & CONDITIONS

- Purchase contract terms & conditions of sale: The client/customer's acceptance and understanding of these terms & conditions and all other supporting documentation provided as part of this package is evidenced by signing of this estimate/quote.
- Payment terms: Standard terms (on approved credit), unless otherwise noted are 50% with order and balance to ship equipment (no retention). Should any changes be required to the products after order is placed, modifications or changes will be at client/customers expense. Miracle PlaySystems, Inc maintains a no return policy and asks

Redwood Park CO #2

MIRACLE PLAYSYSTEMS, INC. – PO BOX 263, ALAMO, CA 94507 – (800) 879-7730 – (510) 893-2163 (FAX)

CSL: 981433 (Exp Date 03/23) – DIR: 1000015853

Page 3 of 4

all clients to determine feature, layout and color selection prior to ordering. Should any order be cancelled after production has started a 30% restocking fee will be charged to client. Credit card convenience fee is 3.5% which will be added to all credit card charges

- Lead times: Estimated lead times for the time the order is released into production until it is delivered will vary.
- **Lead times may currently be extended due to reasons such as supply chain issues, shipping delays, raw material shortages, and other COVID-19 related impacts.**
- Custom play feature lead times are determined on a case by case basis.

CONSTRUCTION SERVICES (if applicable)

Unless otherwise noted, we exclude responsibility for material delivery & offloading equipment, removal & disposal of packaging accumulated by equipment packaging, project security, landscape & hardscape repair based on access route to site, delays or returns due to layout conflicts or delay of other trades, removal of spoils from job site, locating underground: utilities, pipes, obstructions in work area, conditions unforeseen and/or not disclosed at time of estimate, permits, engineering, material testing, soil samples, CPSI. Conditions: Grades; stable, compacted & workable with 95% compaction and less than 1% grade, adequate access to site for labor, materials, tools and equipment. Estimate good for 90 days from quote or Dec. 31 of current calendar year, whichever comes first. Terms: Upon completion.

GENERAL TERMS

- THIS QUOTE IS LIMITED TO AND GOVERNED BY THE TERMS CONTAINED HEREIN: Miracle Playsystems, Inc. objects to any other terms proposed by client, in writing or otherwise, as material alterations, and all such proposed terms shall be void. Client authorizes Miracle Playsystems, Inc. to ship equipment and agrees to pay the total specified. Shipping terms are FOB the place of shipment via common carrier.
- Client and owner/operator agree to indemnify and hold Miracle Playsystems, Inc. harmless from and against all liabilities, losses, penalties, damages and expenses, including costs and attorney fees, resulting from any and all claims, liens, damages, actions, suits, judgments or settlements, injuries arising or alleged to arise out of their failure, or failure of architect, contractors, subcontractors, installers, employees, agents and assigns to assemble, install, inspect and/or maintain the play equipment and impact absorbing surfacing in full compliance with each manufacturers installation instructions and safety requirements and their misuse and/or alteration of the play equipment.

Company: _____

Signature: _____

Name: _____

Date: _____



REDWOOD PARK

ARCATA, CA

Prepared for: City of Arcata



Creating Fun Play Environments to Enrich Communities

Attachment: B. Redwood Park Playground Layout (4293 : Amend Miracle Redwood Park Playground Equipment and Surfacing Contract)



Attachment: B. Redwood Park Playground Layout (4293 : Amend Miracle Redwood Park Playground Equipment and Surfacing Contract)

Redwood Park

Arcata, CA

LINEAR FEET:	AS SHOWN	SITE AREA:	As Shown
CRITICAL FALL HEIGHT:	10'-0" CFH	SCALE:	1/16"=1'-0"
22_1108_Redwod Park_002		DATE:	3/27/2023
		DRAWN BY:	CG



ALL DRAWINGS ARE SUBJECT TO CHANGE AND SHOULD BE REVIEWED BEFORE FINAL SALE. ALL SITE DIMENSIONS WILL NEED TO BE VERIFIED PRIOR.



2-5 Play Yard

*Colors shown in rendering are for illustrative purposes only. Actual color and pattern may vary slightly.

Colors Used In Rendering:



3/27/2023
22_1108_RedwoodPark_002

Creating Fun Play Environments to Enrich Communities





2-5 Play Yard

*Colors shown in rendering are for illustrative purposes only. Actual color and pattern may vary slightly.



2-5 Play Yard

*Colors shown in rendering are for illustrative purposes only. Actual color and pattern may vary slightly.



2-5 Play Yard

*Colors shown in rendering are for illustrative purposes only. Actual color and pattern may vary slightly.



2-5 Play Yard

*Colors shown in rendering are for illustrative purposes only. Actual color and pattern may vary slightly.



5-12 Play Yard

Colors Used In Rendering:



*Colors shown in rendering are for illustrative purposes only. Actual color and pattern may vary slightly.



5-12 Play Yard

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5-12 Play Yard

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5-12 Play Yard

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5-12 Play Yard

*Colors shown in rendering are for illustrative purposes only. Actual color and pattern may vary slightly.



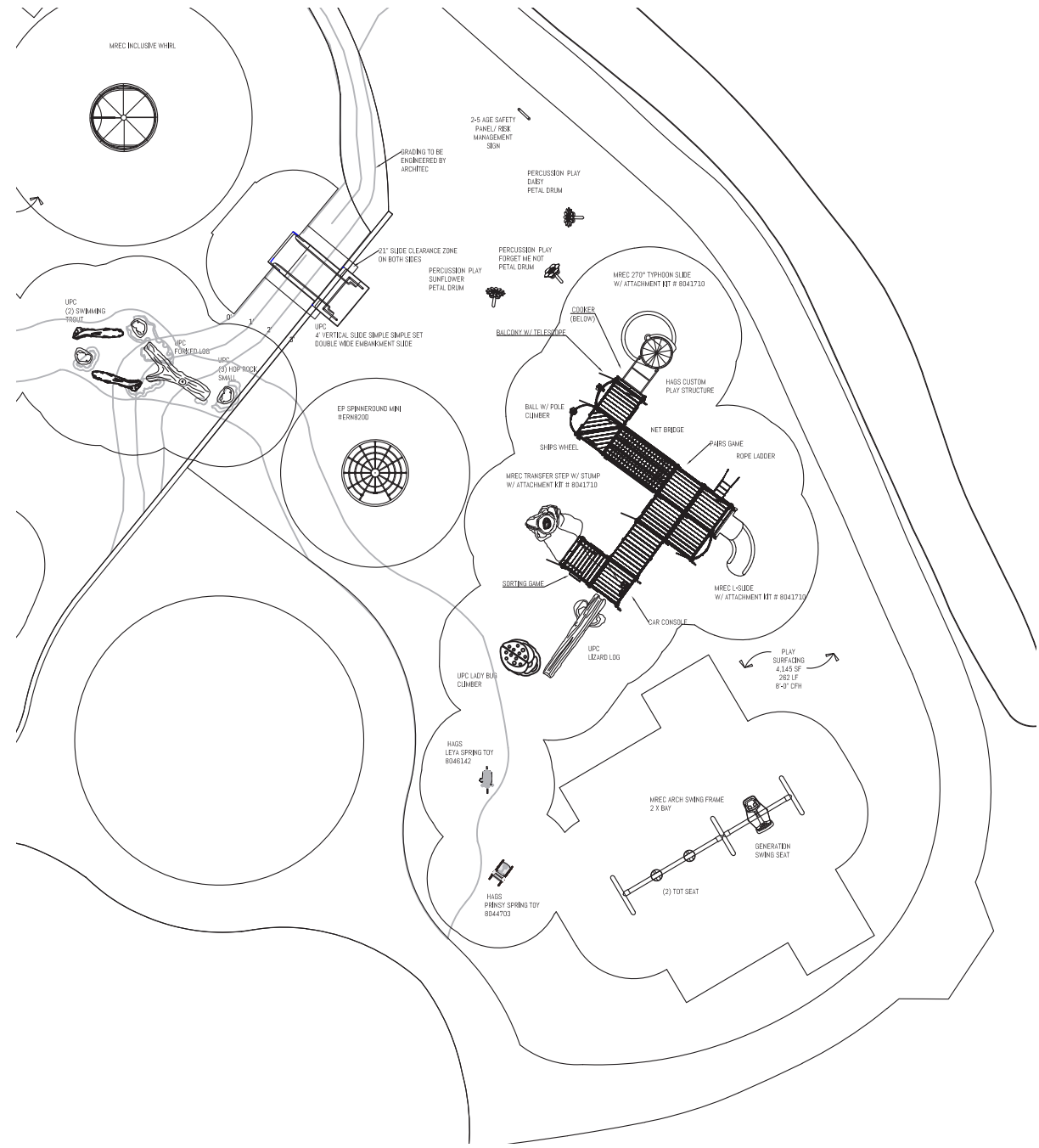
5-12 Play Yard

*Colors shown in rendering are for illustrative purposes only. Actual color and pattern may vary slightly.

ADA COMPONENTS COUNTS

PLAY AREA - AGE APPROPRIATE 2-5 YEARS:	CAPACITY: 64-74 CHILDREN	
ELEVATED PLAY ACTIVITIES (TOTAL)	10	
- Telescope	- Ships Wheel	
- Net Bridge	- Pairs Game	
- Rope Ladder	- Car Console	
- 270° Typhoon Slide	- L Slide	
- Lizzard Log	- Ball Post Climber	
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER:	10	REQ'D: 5
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP:	0	REQ'D: 0
GROUND LEVEL ACTIVITY TYPE:	8	REQ'D: 3
- Manipulative		
- Imaginative		
- Balancing		
- Swinging		
- Music		
- Spinning		
- Climbing		
- Sliding		
GROUND LEVEL ACTIVITY QUANTITY:	19	REQ'D 3
- Sorting Game	- Prinsy Spring Toy	
- Leya Spring Toy	- Generation Swing	
- 360° Tot Swing (2)	- Sunflower Petal Drum	
- Forget-Me-Not Petal Drum	- Daisy Petal Drum	
- Spinneround Mini	- Ladybug	
- Small Hop Rock (3)	- Cooker	
- Forked Log	- 4' Tall Embankment Slide	
- Swimming Trout (2)		

Compliance Review



- ADA NOTES:
1. TRANSFER STEPS TO BE STRIPED PER 11B-5044.12.
 2. USE ZONES FINISH SURFACE OF PLAYGROUND COMPLIES WITH ASTM F1292-99.3.
 3. GROUND SURFACING COMPLIES WITH ASTM 1951-99.4.
 4. PLAYGROUND EQUIPMENT SHALL COMPLY WITH ASTM F1487-98.5.
 5. THIS PLAY AREA MEETS CBC SECTION 11B-1008.



Attachment: B. Redwood Park Playground Layout (4293 : Amend Miracle Redwood Park Playground Equipment and Surfacing Contract)

1 Multi-Sensory Play Elements

- Vestibular (movement and balance)
- Proprioceptive (body position)
- Tactile (touch)
- Auditory (hearing)
- Visual
- Olfactory

2 All Children Encouraged to Play

- Providing a graduated range of challenge
- Grouping similar equipment together
- Offering equipment for multiple age groups
- Providing real choices of play for each child

3 Accessibility

- Protective, shock-absorbing unitary surfacing
- Wide movement routes
- Smooth, even transitions on and off equipment

4 Opportunity for Calm

- Offering cozy, quiet spaces
- Establishing perimeter paths and fences
- Providing a wayfinding system that includes an orientation path

5 Social Environments

- S** Solitary play - Children play alone
- O** Onlooker play - Children watch others play but do not engage in play
- P** Parallel play - Children play next to each other but are engaged in their own activities
- A** Associative play - Children are still playing independently but often do the same thing as others
- C** Cooperative play - Children interact together for the purpose of play

Elements of Play



Attachment: B. Redwood Park Playground Layout (4293 : Amend Miracle Redwood Park Playground Equipment and Surfacing Contract)

ADA COMPONENTS COUNTS

PLAY AREA - AGE APPROPRIATE 5-12 YEARS: CAPACITY: 85-98 CHILDREN

ELEVATED PLAY ACTIVITIES (TOTAL)	19		
- Net Tunnel			
- Rope Ladder (2)			
- Spiderwalk Clmber			
- Triple Rail			
- Four In A Row			
- Climbing Wall (4)			
- 30" Funnel Tunnel Slide			
- Needle Point Rock			
- Periscope			
- Picture Puzzle			
- Ships Wheel			
- Telescope			
- Single Rail			
- Groove II Slide			
- Snaky			
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER:	19	REQ'D:	10
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP:	0	REQ'D:	0
GROUND LEVEL ACTIVITY TYPE:	4	REQ'D:	3
- Climbing			
- Balancing			
- Spinning			
- Swinging			
GROUND LEVEL ACTIVITY QUANTITY:	15	REQ'D	6
- Triangular Net			
- Amble Ladder (2)			
- Rope Ladder			
- Inclusive Whirl			
- Small Hop Rock (4)			
- Sequoia Net 2-With Ropes			
- Slashproof Belt Seat (2)			
- Therapeutic Swing			
- Accelerator Birds Nest Swing			
- Angle Log			

Compliance Review



- ADA NOTES:
1. TRANSFER STEPS TO BE STRIPED PER 11B-5044.12.
 2. USE ZONES FINISH SURFACE OF PLAYGROUND COMPLIES WITH ASTM F1292-99.3.
 3. GROUND SURFACING COMPLIES WITH ASTM 1951-99.4.
 4. PLAYGROUND EQUIPMENT SHALL COMPLY WITH ASTM F1487-98.5.
 5. THIS PLAY AREA MEETS CBC SECTION 11B-1008.



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Presented by your Miracle Team

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Thank you for your consideration!





STAFF REPORT – CITY COUNCIL MEETING

November 01, 2023

TO: Honorable Mayor and City Council Members

FROM: Doug White,

PREPARER: Karen T. Diemer, City Manager

DATE: October 25, 2023

TITLE: **Adopt Resolution No. 234-18 Declaring a Shelter Crisis in the City of Arcata.**

RECOMMENDATION:

It is recommended that the Council adopt Resolution No. 234-18, a Resolution of the City Council of the City of Arcata Declaring a Shelter Crisis in the City of Arcata.

INTRODUCTION:

Like many other places in California, and the United States generally, the City of Arcata (“City”) is facing a housing crisis, and a resultant increase in the unhoused population of the City. Since 2022, one step the City has taken to combat this crisis is funding Arcata House Partnership through American Rescue Plan Act Funds to run a “safe parking program” for Arcata residents currently living out of their cars. The program is open to the “literally homeless” with operational vehicles that are registered and insured. The residents can safely park their cars at the site and receive services at an onsite building. The program provides charging stations, bathrooms, and meals, as well as access to case management services and other community resources.

The City and Humboldt County (“County”) believe that the safe parking program has been a success as evident by over a 50% success rate at finding more permanent housing solutions for those who have initiated services through the program, but the expense is unsustainable for the City’s budget. The County has identified a funding source to continue to operate the safe parking program for an additional year, but would require the City to first pass a “declaration of shelter crisis” subject to Gov. Code § 8698 et seq.

BACKGROUND/DISCUSSION:

Under California Government Code section 8698 et seq., a city council may make a “declaration of shelter crisis,” which entails finding the “existence of a situation in which a significant number of persons are without the ability to obtain shelter, resulting in a threat to their health and

safety.”¹

A declaration of shelter crisis allows for a streamlining of regulations in order to more efficiently provide shelter to an unhoused population. Under a declaration of shelter crisis, cities are immune from liability for ordinary negligence resulting directly from the provision of emergency housing;² state and local statutes, regulations, and ordinances concerning housing, health, and safety are suspended “to the extent that strict compliance would in any way prevent, hinder, or delay” the opening of new public facilities to combat the crisis;³ and unhoused people are permitted to occupy designated public facilities.⁴

The shelter crisis provisions of the Government Code also provide several avenues for cities and counties to pass ordinances enabling relaxed regulation for the building and maintenance of homeless shelters.⁵ In addition, laws and regulations providing causes of action for habitability can be suspended for public homeless shelters “provided that the city has adopted health and safety standards for homeless shelters and those standards are complied with,”⁶ and requirements for new public shelters to comply with local land use plans are suspended.⁷ A declaration of shelter crisis also entirely exempts new public homeless shelters from multiple state health and safety laws and regulations.⁸

As well as removing regulatory barriers to publicly funded homeless shelter construction and maintenance, a declaration of shelter crisis also opens doors for possible state funding. While there is no current funding predicated on the implementation of a shelter crisis declaration, there has been in the past, under the HEAP block grant program.⁹ This suggests there is at least a possibility that the legislature would require a crisis declaration for funding in the future. Additionally, the most recent round of block grant funding for the housing crisis, the fourth round of the HHAP program, required counties to show evidence of regional coordination in combatting homelessness.¹⁰ If the State were to create another block grant program, the City having already both declared a shelter crisis and worked with the County to fund the safe parking program can only help with any application for funding.

Under the Government Code, cities that declare a shelter crisis are required to make certain reports to the State. According to Gov. Code § 8698.4, any city that has declared a shelter crisis must report a series of statistics on the unhoused population and the city’s plans for shelters and supportive housing to the Senate Committee on Housing and the Assembly Committee on Housing and Community Development.¹¹ These reporting requirements are not particularly onerous but require annual record keeping work.

Resolution No. 234-18, as drafted by Staff, states that the declaration of shelter crisis will expire one year after implementation, on November 1, 2024. However, if the City chooses to adopt the Resolution, the declaration of shelter crisis may be extended to any date and repealed at any time. The Government Code section that loosens the applicability of State laws to public

¹ Gov. Code § 8698.

² Gov. Code § 8698.1(a).

³ Gov. Code § 8698.1(b).

⁴ Gov. Code § 8698.2(b).

⁵ Gov. Code § 8698.4(a)(2).

⁶ Ibid.

⁷ Ibid.

⁸ Gov. Code § 8698.4(a)(3), (a)(4).

⁹ HSC § 50210 et seq.

¹⁰ HSC § 50216 et seq.

¹¹ Gov. Code § 8698.4(a)(6).

homeless shelters and enables ordinances to relax cities' regulation of shelters, Gov. Code § 8698.4, expires by its own provisions on January 1, 2026, so it may be advisable to reconsider any shelter crisis declaration that is still in place at that time.

BUDGET/FISCAL IMPACT:

None from the declaration itself. Resultant impacts include the County funding the Arcata House safe parking program, and the possibility of funding for other projects to address the housing crisis from either the County or the State.

ATTACHMENTS:

Resolution No. 234-18 Declaring a Shelter Crisis (CW133652-3xDCB25) (DOCX)

RESOLUTION NO. 234-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA DECLARING A SHELTER CRISIS IN THE CITY OF ARCATA

WHEREAS, There is a housing crisis evident throughout California and the United States, which drives population growth in the City of Arcata and the continuing housing shortage; and

WHEREAS, According to the Humboldt County 2022 Point-in-Time Report, there were over 350 unhoused individuals living in and around the City of Arcata in 2022; and

WHEREAS, A large number of persons continue to reside in the City of Arcata without the means to seek shelter; and

WHEREAS, These individuals lack adequate sanitary facilities and are at risk from theft, crime, and extreme weather conditions; and

WHEREAS, These conditions threaten the physical and mental health and safety of those individuals without shelter; and

WHEREAS, These conditions also result in a threat to the public health and well-being of the community; and

WHEREAS, The County of Humboldt requires that the City of Arcata declare a statutory “shelter crisis” as a condition of receiving funds to continue the Safe Parking Program, which is part of the City of Arcata’s strategy to assist its unhoused population; and

WHEREAS, California Government Code Section 8698, et seq., allows the governing body of a city to declare a shelter crisis when a significant number of persons are without the ability to obtain shelter, resulting in a threat to their health and safety; and

WHEREAS, This declaration will assist the City of Arcata’s efforts to provide alternative housing for the City of Arcata’s unhoused population;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ARCATA AS FOLLOWS:

1. The City Council of the City of Arcata finds and determines the foregoing recitals to be true and correct and hereby makes them a part of this Resolution; and
2. The City Council finds that a significant number of persons in Arcata are without the ability to obtain shelter, and that this situation has resulted in a threat to the health and safety of these persons, for the reasons set forth above; and
3. The City Council therefore hereby declares a shelter crisis in the City of Arcata under the authority set forth in Government Code Section 8698, et seq.; and
4. The City Council declares that the effective period of the Shelter Crisis shall begin on November 1, 2023, and shall not end until either the City Council repeals this Resolution or the authorizing statute expires on November 1, 2024, whichever is first in time; and
5. The City Manager is directed to pursue action to assist the City in providing shelter to the unhoused community, including application of the Government Code section 8698 et seq.



STAFF REPORT – CITY COUNCIL MEETING

November 01, 2023

TO: Honorable Mayor and City Council Members

FROM: Karen T. Diemer, City Manager

PREPARER: Karen T. Diemer, City Manager

DATE: October 25, 2023

TITLE: **Consider Funding Support for Extreme Weather Shelter Services between November 15, 2023 and March 15, 2024.**

RECOMMENDATION:

It is recommended that the Council consider approval of an agreement with Arcata House Partnership allocating the \$30,000 that was budgeted in the 2023/24 Fiscal Year Budget for Extreme Weather Shelter. Arcata House Partnership is partnering with the County, local non-profits and faith-based organizations to provide shelter and stabilizing support services during extreme weather days and nights.

INTRODUCTION:

Arcata continues to experience more nights of extreme weather between November 15 and March 15 annually. Last year's winter season, the community through Arcata House Partnership (AHP) operated night shelter for extreme weather for 47 nights, more than double most previous years. In the 2023/24 fiscal year budget, the City Council set aside \$30,000 to support local extreme weather shelter options. The Homelessness Services Working Group has worked to identify options for this upcoming season through the leadership of AHP. AHP will be present at the meeting to share the local planning efforts and need for operational funding.

BACKGROUND/DISCUSSION:

The Extreme Weather Shelter Program provides additional shelter capacity during inclement weather days/nights. This summer members of the Homelessness Services Working Group have been meeting with local non-profits and faith-based organizations to identify any options to support those most vulnerable to extreme weather in our community. The current progress has identified both a day center/meal center program and a night shelter. Coordination for sites included in this program (which may rotate through the season) will be managed by Arcata House Partnership (AHP).

Humboldt County has established a county wide coordination team to better share knowledge and resources to serve those most vulnerable during extreme weather days/night. This team will coordinate on review of weather conditions, outreach, and shared resources.

Below is some basic info on the outlines of this year's program from Arcata House Partnership.

AHP and partners are planning to offer the Extreme Weather Shelter from November 15, 2023, to March 15, 2024, as funding allows. On days that the Extreme Weather Shelter is called the following will occur:

- AHP ANNEX - The AHP Annex (501 9th ST) will be open from 9 a.m.-1:00 p.m. for intake. Anyone who wants to be served in the day warming center or the overnight accommodations may check in there. There will be minimal restrictions for admittance. Screening will only occur for issues of safety. They will have access to AHP staff, referral services, showers and clean clothes, and a place to store their belongings.
- DAY WARMING CENTER - We are working with multiple partners to provide expanded services like a warming center. We are planning to trial a location open from 11:00 a.m.-6:00 p.m. where people can get food and a place to spend the day. Interested individuals will still check in at the AHP Annex site. The Site will not accept walk in's, this is to ensure safety of the people in the center and to minimize the impact on the neighborhood where the warming center will be. People will be able to leave at any time. There will be one AHP staff member available each day this service is offered. AHP staff and volunteers will prepare food at another location to be heated and served throughout the day at this location.
- OVERNIGHT SHELTER - From 4:00 p.m. through the morning of the following day, the overnight shelter is open. We are not announcing the location. There will be no walk-in services. People will be admitted and served through the Annex check-in. People will be able to leave at any time. If they leave, they will not be allowed to re-enter that night. Everyone will be expected to leave the overnight shelter location each day - even if it will be called again the next evening. This will allow staff to clean the area, change bedding, restock supplies, etc.
- TRANSPORTATION- AHP will provide transportation as available from McKinleyville, Arcata, Samoa, Manilla and between the Annex, the day warming center and the overnight location on days the Extreme Weather Shelter is called.

BUDGET/FISCAL IMPACT:

Funds in the amount of \$30,000 were budgeted in the 2023/24 Fiscal Year to support local Extreme Weather Shelter options.



STAFF REPORT – CITY COUNCIL MEETING

November 01, 2023

TO: Honorable Mayor and City Council Members

FROM: David Loya, Director of Community Development

PREPARER: David Loya, Director of Community Development

DATE: October 25, 2023

TITLE: **Adopt Resolution No. 234-16 to Authorize a \$150,000 Loan to Arcata House Partnership for Predevelopment Studies for Acquisition and Development of Affordable Housing at 3605 Heindon Road.**

RECOMMENDATION:

Staff recommends the Council consider adopting Resolution No. 234-16 to authorize a \$150,000 loan to Arcata House Partnership for predevelopment studies for acquisition and development of affordable housing at 3605 Heindon Road.

INTRODUCTION:

The City adopted a Permanent Local Housing Allocation (Housing Allocation) 5-Year Plan (“Plan”) on October 19, 2022. Within the adopted Plan, the City recognized the need for a funding source for predevelopment financing. Most funding sources require a complete plan and site control as eligibility threshold criteria. Predevelopment funding can signal early partnership between the City and affordable housing developers, facilitate vetting a project, and reduce the risk for our housing partners exploring projects. This action would authorize a loan that includes direct financial assistance for predevelopment studies, planning, design, and engineering, as well as permits to annex and plan the development of an affordable housing project at 3605 Heindon Road.

DISCUSSION:

The City of Arcata explored several projects with affordable housing partners to identify projects that aligned with the Plan goals, would help meet the City’s affordable housing needs, and were viable from a project readiness and capacity perspective. The Heindon Road. project meets the criteria. Arcata House Partnership has a willing seller, the site at 1.6 acres could be developed at 40 units under proposed zoning standards without a density bonus and can be shovel ready within approximately a year.

While the Loan Terms are fully described in the terms sheet (Attachment A), there are several key terms. Key terms include repayment to begin accruing interest when the project receives a certificate of occupancy. This will allow the borrower to not be financially burdened while developing other funding sources to acquire and build the project. The loan payments will be structured as residual

receipts, which means that payments are due only after covering all other operational expenses. This ensures the financial stability of the project by not overburdening it with debt service. Arcata House will need to have site control through an option to purchase. Another key term will be reserving units for income restricted rents to households earning less than 80% Area Median Income.

The property is outside of the City limits and will require annexation. The property is not in the Urban Services Boundary nor is it in the City's Sphere of Influence. It is currently developed at a density that would meet the Residential Very Low standard and is surrounded by small-scale agricultural lands and a few low-density residential uses. The property is immediately adjacent to the City boundary and would not trigger annexation of additional lands.

The property itself is not used for agricultural purposes, but the property is in a map unit that includes prime agricultural soils (Storie Index 100). The General Plan Policy GM-3c, which applies to undeveloped properties, requires lands with Storie Index over 60 to be rezoned Agricultural Exclusive. Policy GM-3d, which would apply to this property since it is developed with urban uses, does not have this requirement. Despite this, the Council should clearly understand that this property encroaches into lands that would receive the protection of GM-3c.

The annexation timing requires action on the part of the City and the Local Agency Formation Commission. That process may take up to a year. During this time, Arcata House and the City will seek funds to complete the project. Likely sources include the Infill Infrastructure Grant, Community Development Block Grant, HOME Partnership Program, as well as others. The income mix will be dependent in part on the grant source for project financing, but the project would be restricted to families and seniors earning 80% Area Median Income or less.

POLICY IMPLICATIONS:

This project will help the City meet its housing objectives for lower income households. The project will also likely have a senior housing component.

COMMITTEE/COMMISSION REVIEW:

None required.

ENVIRONMENTAL REVIEW (CEQA):

The loan will not have direct impacts on the environment. Because the nature of the project is unknown at this time, it is speculative to suggest that there may be indirect impacts on the environment. Therefore, this action qualifies for the common sense exemption because it can be seen with certainty that the action will not have an impact on the environment. Any actions taken as a result of the loan will be evaluated for compliance with CEQA. This action is exempt pursuant to CEQA Guidelines Sec. 15061(b)(3).

BUDGET/FISCAL IMPACT:

The loan will use up to \$150,000 of the City's PLHA funds. The loan will be repaid over time and the funds will be used as Program Income to fund other affordable housing projects.

ATTACHMENTS:

A. Reso. No. 234-16 PLHA AHP (PDF)

RESOLUTION 234-16

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA
AUTHORIZING A PREDEVELOPMENT LOAN TO ARCATA HOUSE PARTNERSHIP**

WHEREAS, in 2017, Governor Brown signed a 15-bill housing package aimed at addressing the state’s housing shortage and high housing costs, which included the Building Homes and Jobs Act (SB 2), which established a \$75 recording fee on real estate documents to increase the supply of affordable homes in California; and

WHEREAS, SB 2 directs the California Department of Housing and Community Development (State HCD) to use seventy percent (70%) of the annual revenue collected for locally administered affordable housing programs beginning in calendar year 2019, which establishes the Permanent Local Housing Allocation program (PLHA); and

WHEREAS, on September 24, 2022, the City adopted its PLHA Guidelines; and

WHEREAS, the Arcata House Partnership 3605 Heindon Rd project satisfies the PLHA guideline requirements;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Arcata as follows:

1. The City Council authorizes a loan in the amount of \$150,000 to Arcata House Partnership for predevelopment costs associated with developing 3605 Heindon Rd according to the Terms Sheet (Exhibit 1).
2. The City Council acknowledges compliance with state and federal public participation requirements in the approval of the PLHA allocation and Contract Agreement.
3. Pursuant to the authorizing resolution and the PLHA Guidelines, this allocation of funds to Arcata House Partnership avoids conflicts of interest and is accessible to the public.
4. The City Council authorizes the City Attorney to draft and the City Manager to execute documents necessary to implement this loan.
5. The loan is subject to the common sense CEQA exemption pursuant to CEQA Guidelines Sec. 16301(b)(3).

DATED: November 1, 2023

ATTEST:

APPROVED:

City Clerk, City of Arcata

Mayor, City of Arcata

Attachment: A. Reso. No. 234-16 PLHA AHP [Revision 2] (4294 : PLHA AHP Predevelopment)

Clerk's Certificate

I hereby certify that the foregoing is a true and correct copy of Resolution No. 234-16, passed and adopted at a regular meeting of the City Council of the City of Arcata, Humboldt County, California held on the _____ day of November 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

City Clerk, City of Arcata

Attachment: A. Reso. No. 234-16 PLHA AHP [Revision 2] (4294 : PLHA AHP Predevelopment)

Exhibit 1

City of Arcata

Loan Terms Sheet

PROJECT NAME: Arcata House Partnership Heindon Rd Affordable Housing Project

PROJECT LOCATION: 3605 Heindon Rd.

PURPOSE: Predevelopment loan for environmental, engineering, and planning to develop affordable housing

FUNDING SOURCES: Permanent Local Housing Allocation

BORROWER: Arcata House Partnership
1005 11th Street, Arcata, CA 95521

LOAN AMOUNT: \$150,000

TERM: 55 years

RATE: 1.5% Simple Interest

REPAYMENT: Annual payments of 75% of residual receipts (“soft” loan repayment) documented in the annual audit. Remaining 25% shall be retained by developer.

KEY CONDITIONS:

- 1) Loan must comply with all PLHA requirements.
- 2) Unsecured note shall be secured through refinancing upon purchase of property.
- 3) An executed Promissory Note, Deed of Trust, Loan Agreement, and Regulatory Agreement establishing low income (less than or equal to 80% Area Median Income) affordability restrictions pursuant to the Affordable Housing Plan for restricted units for 55 years.
- 4) Total number of restricted units shall be proportional to PLHA financing, but no less than one.
- 5) Community Development Director to approve Affordable Housing Plan.
- 6) Payments deferred and zero interest accrues until project receives a certificate of occupancy from the City of Arcata Building Division.
- 7) City will process a permit for annexation.
- 8) The City Manager is authorized to advance funds into an escrow or similar holding account to fund invoices anticipated to be received within six months of loan execution.
- 9) Borrower shall demonstrate site control prior to loan execution.
- 10) Borrower shall complete all predevelopment work within 18 months of loan execution. Up to two six-month extensions may be granted by the City Manager if progress delays are beyond borrower’s control.
- 11) If the project is not constructed, borrower shall either repay the loan with a 50 year amortization, or commit new units in another project with residual receipts.
- 12) The loan may be assigned to a limited or general partner or an llc established to hold the property and fulfill the obligations of the Regulatory Agreement.



STAFF REPORT – CITY COUNCIL MEETING

November 01, 2023

TO: Honorable Mayor and City Council Members

FROM: David Loya, Director of Community Development

PREPARER: David Loya, Director of Community Development

DATE: October 25, 2023

TITLE: **Adopt Resolution No. 234-17 to Authorize a \$150,000 Loan to Danco Communities for Predevelopment Studies for Development of Affordable Housing at 1622 Old Arcata Road.**

RECOMMENDATION:

Staff recommends the Council consider adopting Resolution No. 234-17 to authorize a \$150,000 loan to Danco Communities for predevelopment studies for development of affordable housing at 1622 Old Arcata Road.

INTRODUCTION:

The City adopted a Permanent Local Housing Allocation (Housing Allocation) 5-Year Plan (“Plan”) on October 19, 2022. Within the adopted Plan, the City recognized the need for a funding source for predevelopment financing. Most funding sources require a complete plan and site control as eligibility threshold criteria. Predevelopment funding can signal early partnership between the City and affordable housing developers, facilitate vetting a project, and reduce the risk for our housing partners exploring projects. This action would authorize a loan that includes direct financial assistance for predevelopment studies, planning, design, and engineering, as well as permits to plan the development of an affordable housing mixed-use project at 1622 Old Arcata Road, also known as Roger’s Garage.

DISCUSSION:

The City of Arcata explored several projects with affordable housing partners to identify projects that aligned with the Plan goals, would help meet the City’s affordable housing needs, and were viable from a project readiness and capacity perspective. The Roger’s Garage project meets the criteria. Danco Communities owns the Roger’s Garage parcel and will work with Danco Communities to develop a mixed-use project with affordable housing. Danco Communities will operate and manage the project long-term.

While the Loan Terms are fully described in the terms sheet (Attachment A), there are several key terms. Key terms include repayment to begin accruing interest when the project receives a certificate of occupancy. This will allow the borrower to not be financially burdened while developing other

funding sources to acquire and build the project. The loan payments will be structured as residual receipts, which means that payments are due only after covering all other operational expenses. This ensures the financial stability of the project by not overburdening it with debt service. Another key term will be reserving units for income restricted rents to households earning less than 80% Area Median Income.

The property has previously been identified as a brownfield site. While there is a closure letter on the project, the City will work with the North Coast Regional Water Quality Control Board (Board) and/or the Humboldt County Department of Public Health (Public Health) to ensure the site conditions are suitable for residential development. This may include characterization and removal of contamination on the site.

Danco Communities or Danco Communities and the City will seek funds to complete the project. Likely sources include the Infill Infrastructure Grant, Community Development Block Grant, HOME Partnership Program, as well as others. The income mix will be dependent in part on the grant source for project financing, but the project would be restricted to families and seniors earning 80% Area Median Income or less.

POLICY IMPLICATIONS:

The project will help the City meet its housing goals.

COMMITTEE/COMMISSION REVIEW:

None required.

ENVIRONMENTAL REVIEW (CEQA):

The loan will not have direct impacts on the environment. Because the nature of the project is unknown at this time, it is speculative to suggest that there may be indirect impacts on the environment. Therefore, this action qualifies for the common sense exemption because it can be seen with certainty that the action will not have an impact on the environment. Any actions taken as a result of the loan will be evaluated for compliance with CEQA. This action is exempt pursuant to CEQA Guidelines Sec. 15061(b)(3).

BUDGET/FISCAL IMPACT:

The loan will use up to \$150,000 of the City's PLHA funds. The loan will be repaid over time and the funds will be used as Program Income to fund other affordable housing projects.

ATTACHMENTS:

- A. Reso. No. 234-17 Danco PLHA (PDF)

RESOLUTION 234-17

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA
AUTHORIZING A PREDEVELOPMENT LOAN TO DANCO COMMUNITIES**

WHEREAS, in 2017, Governor Brown signed a 15-bill housing package aimed at addressing the state’s housing shortage and high housing costs, which included the Building Homes and Jobs Act (SB 2), which established a \$75 recording fee on real estate documents to increase the supply of affordable homes in California; and

WHEREAS, SB 2 directs the California Department of Housing and Community Development (State HCD) to use seventy percent (70%) of the annual revenue collected for locally administered affordable housing programs beginning in calendar year 2019, which establishes the Permanent Local Housing Allocation program (PLHA); and

WHEREAS, on September 24, 2022, the City adopted its PLHA Guidelines; and

WHEREAS, the Danco Communities Old Arcata Rd project satisfies the PLHA guideline requirements;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Arcata as follows:

1. The City Council authorizes a loan in the amount of \$150,000 to Danco Communities for predevelopment costs associated with developing 1622 Old Arcata Rd according to the Terms Sheet (Exhibit 1).
2. The City Council acknowledges compliance with state and federal public participation requirements in the approval of the PLHA allocation and Contract Agreement.
3. Pursuant to the authorizing resolution and the PLHA Guidelines, this allocation of funds to Danco Communities avoids conflicts of interest and is accessible to the public.
4. The City Council authorizes the City Attorney to draft and the City Manager to execute documents necessary to implement this loan.
5. The loan is subject to the common sense CEQA exemption pursuant to CEQA Guidelines Sec. 16301(b)(3).

DATED: November 1, 2023

ATTEST:

APPROVED:

City Clerk, City of Arcata

Mayor, City of Arcata

Attachment: A. Reso. No. 234-17 Danco PLHA (4295 : PLHA Danco Predevelopment)

Clerk's Certificate

I hereby certify that the foregoing is a true and correct copy of Resolution No. 234-17, passed and adopted at a regular meeting of the City Council of the City of Arcata, Humboldt County, California held on the ____ day of November, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

City Clerk, City of Arcata

Attachment: A. Reso. No. 234-17 Danco PLHA (4295 : PLHA Danco Predevelopment)

Exhibit 1

City of Arcata

Loan Terms Sheet

PROJECT NAME: Roger's Garage Affordable Housing Project

PROJECT LOCATION: 1622 Old Arcata Rd.

PURPOSE: Predevelopment loan for environmental, engineering, and planning to develop affordable housing.

FUNDING SOURCES: Permanent Local Housing Allocation

BORROWER: Danco Communities
5251 Ericson Way, Arcata, CA 95521

LOAN AMOUNT: \$150,000

TERM: 55 years

RATE: 1.5% Simple Interest

REPAYMENT: Annual payments of 75% of residual receipts ("soft" loan repayment) documented in the annual audit. Remaining 25% shall be retained by developer.

KEY CONDITIONS:

- 1) Loan must comply with all PLHA requirements.
- 2) Danco Communities shall work with Danco Communities through project development.
- 3) An executed Promissory Note, Deed of Trust, Loan Agreement, and Regulatory Agreement establishing low income (less than or equal to 80% Area Median Income) affordability restrictions pursuant to the Affordable Housing Plan for restricted units for 55 years.
- 4) Total number of restricted units shall be proportional to PLHA financing, but no less than one.
- 5) Community Development Director to approve Affordable Housing Plan.
- 6) Payments deferred and zero interest accrues until project receives a certificate of occupancy from the City of Arcata Building Division.
- 7) The City Manager is authorized to advance funds into an escrow or similar holding account to fund invoices anticipated to be received within six months of loan execution.
- 8) Borrower shall complete all predevelopment work within 18 months of loan execution. Up to two six-month extensions may be granted by the City Manager if progress delays are beyond borrower's control.
- 9) If the project is not constructed, borrower shall either repay the loan with a 50 year amortization, or commit new units in another project with residual receipts.
- 10) The loan may be assigned to a limited or general partner or an llc established to hold the property and fulfill the obligations of the Regulatory Agreement.



STAFF REPORT – CITY COUNCIL MEETING

November 01, 2023

TO: Honorable Mayor and City Council Members

FROM: David Loya, Director of Community Development

PREPARER: Susan Diehl McCarthy, Community Development Specialist

DATE: September 21, 2023

TITLE: **Public Hearing for Closeout of Arcata’s Community Development Block Grant (CDBG) 22-CDBG-PI-00006 Project and Review of Accomplishments.**

RECOMMENDATION:

It is recommended that the Council:

1. Open a public hearing to consider closeout of the 22-CDBG-PI-00006 Project, including a review of accomplishments; and
2. Direct staff to authorize the City Manager to sign the closeout certification and submit final reports and closeout package to California Housing and Community Development, CDBG Division.

INTRODUCTION:

The purpose of this hearing is to receive public input on accomplishments of the 22-CDBG-PI-00006 Project, and to direct staff to submit the grant closeout package to the State. The City is closing out the CDBG West Village Studios Project, which was partially funded by CDBG Program Income.

DISCUSSION:

The City applied for up to \$2M of Program Income to provide support funding for the West Village Studios Homekey project at 4975 Valley West Boulevard. \$700,000 was allocated to the purchase of the former Red Roof Inn property and structured as a loan to the owner with CDBG and Homekey restrictive affordable housing covenants. West Village Studios is now operating and fully occupied.

While West Village Studios was primarily funded by the State Homekey program, this CDBG support was part of the property acquisition, and an important part of the overall funding structure. The project itself is an exceptional example of supportive housing for people most in need, serving low-income income people who are experiencing homelessness, those who are chronically homeless, and youth at risk of homelessness.

ACCOMPLISHMENTS:

The developer and CDBG loan recipient rehabilitated a 79-unit older motel (the Red Roof Inn) into 78 fully furnished and accessible studio apartments with a manager unit. In addition to a property manager and part-time maintenance staff, a desk clerk is on site 24/7 to assist residents, screen guests, and manage any incidents or lease violations.

The renovated apartment building has several amenities: Secure points of entry, several common areas, including a lounge-style room and exercise room, exterior areas for gardening, a basketball half-court and other exterior exercise equipment, and bike storage.

Tenants are routed to West Village Studios through the Continuum of Care system and the apartments are managed by the developer's property management affiliate. Resident supportive services are provided by Redwood Community Action Agency (RCAA), which also provides referrals for additional services and opportunities. RCAA works out of dedicated office and meeting spaces within the facility, and case management services are provided at no cost to the tenant or West Village Studios.

A certificate of occupancy was issued June 1, 2023, and West Village Studios opened with full occupancy and a waiting list. Three tenants spoke at a ribbon cutting ceremony, each with a different story of how stable housing almost immediately improved their quality of life and opened possibilities for their future.

CDBG CLOSEOUT REQUIREMENTS:

The City is required to hold a public hearing to discuss grant accomplishments and approve submission of a closeout certification to the State. Program Income public information relevant to the closeout report is available for review prior to the hearing at the Community Development Department office at City Hall.

BUDGET/FISCAL IMPACT:

A total of \$749,750 in Program Income was expended on this project which includes \$35,750 in activity delivery and \$14,000 in general administration related to City staff time incurred on this project. The loan amount of \$700,000 is subject to repayment under a residual receipts Note executed June 13, 2023, and a Regulatory Agreement recorded June 14, 2023.