

Arcata Community Center
Permit Application for Use of Facilities
2024/2025

Name of Applicant: Humboldt Senior Resource Center
Facility Requested for Use: Arcata Community Center, including the following rooms:
 Gymnasium/Multi-Purpose Sr. Dining Arts & Crafts Teen Room Kitchen

Facility Use Dates & Times: Every Monday through Friday, 8:00 a.m. to 3:30 p.m., from July 1, 2024, to June 30, 2025.

Purpose for which facilities will be used: Humboldt Senior Resource Center – Nutrition Program – Arcata Dining Site.

Will admission fees be collected, or contributions solicited?
Anonymous contributions for the meals will be suggested.

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1. Applicant agrees that at all times the Arcata Community Center facilities remain under the control of the agents of the City of Arcata.
 2. Applicant agrees that it will be responsible for any damages sustained to the Arcata Community Center building, furniture or equipment, accruing through the occupancy or use of said facilities by the applicant.
 3. If it is necessary to remove or displace any equipment, Applicant agrees to replace it to its original location immediately following use.
 4. Smoking is not permitted in the building or within 20 feet of the buildings exterior wall.
 5. The possession or consumption of alcoholic beverages on the premises is prohibited.
 6. Applicant agrees to abide by the hours stipulated in the application and will be expected to have all individuals participating in the activity out of the building at the expiration of the time authorized in this permit.
 7. Applicant agrees that, in the event that this arrangement is unsatisfactory to the City of Arcata, this agreement will be terminated with sixty (60) days' notice.
 8. Applicant will have the following person or persons present to supervise the activity:
Dining Center Coordinator and/or Food Service Aide.
 9. Applicant will provide an estimated monthly calendar of room use. The calendar will be updated monthly to reflect changes.

10. Applicant will provide the necessary daily cleaning of the kitchen (appliances, counters, cabinets and floors) and set-up services to facilitate daily activities and programs (approximately 2-3 hours/day).
11. Except as otherwise prohibited by law or in the event an exemption is obtained from the City Manager as set out below, Applicant shall, as a condition precedent to the effectiveness of the permit, procure and maintain in full force and effect during the term of the permit a policy of insurance from an insurance company meeting the requirements of the City's insurance pool and authorized to do business in the state as follows:
 - A. A Certificate of Insurance evidencing a policy for general liability coverage with limits no less than \$2,000,000 per occurrence.
 - i. An Endorsement naming the "City of Arcata, its officers, officials, employees, agents and volunteers" as additional insureds on the policy.
 - ii. An endorsement stating that the Applicant's insurance will be provided on a primary and non-contributory basis.
 - iii. The insurance policy will provide that coverage shall not be cancelled, except with prior written notice to the City of Arcata.
 - B. Proof of insurance shall be submitted to the City prior to issuance of the permit.
12. If the City Manager reasonably determines that a particular use, event or activity does not present a substantial or significant public liability or property damage exposure for the City or its officers, council members, employees, agents and volunteers, the City Manager may give a written exemption of the insurance requirements for a permit.
13. Any claim for an exemption or alternate treatment of the insurance requirement shall be made in writing at the same time as an application for a permit.

(Agreement and Signatures on following page.)

AGREEMENT:

The undersigned agrees to defend, protect, indemnify and hold the City, its officers, officials, employees, agents and volunteers free and harmless from and against any and all claims, damages, expenses, loss or liability of any kind or nature whatsoever arising out of, or resulting from, the alleged acts or omissions of permit Applicant, its officers, officials, agents, employees or volunteers in connection with the permitted use of facility, event, or activity; and Applicant shall, at the Applicant's own cost, risk and expense, defend any and all claims or legal actions that may be commenced or filed against the City, its officers, officials, employees, agents and/or volunteers, and that Applicant shall pay any settlement entered into and shall satisfy any judgment that may be rendered against the City, its officers, officials, employees, agents or volunteers as a result of the alleged acts or omissions of permittee or permittee's officers, agents, employees or volunteers in connection with the uses, events or activities under the permit.

A permit is not valid unless the permit Applicant has signed the above statement of indemnification.

By: _____

Applicant Representative
Tasha Romo
Director of Nutrition & Activities
Humboldt Senior Resource Center

Date: _____

Approved by: _____

City of Arcata Representative
Karen Diemer
City Manager

Date: _____