

**CITY OF ARCATA
CITY COUNCIL MEETING**

COUNCIL CHAMBER
736 F Street, Arcata

JANUARY 19, 2022
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.

**Public Advisory: The Council Chamber in City Hall Remains
Closed to the Public.**

COVID-19 Notice

Consistent with Assembly Bill 361 and California Government Code section 54953(e)(1)(A), the City Council's continued Proclamation of a Local Emergency, and the Humboldt County Public Health Officer's Order of August 6, 2021, the City Council meeting location will not be open to the public. Members of the public may participate in the meeting via teleconferencing utilizing Zoom Video Communications.

How to Observe and Participate in the Meeting:

Observe:

Members of the public can observe the meeting on television 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:

Members of the public may access the Zoom meeting directly to provide Public Comment.

1. Join from a PC, Mac, iPad, iPhone or Android device: Please use this URL:
<https://us06web.zoom.us/j/88562942931>

2. If you do not wish for your name to appear on the screen, then use the drop down menu and click on “rename” to rename yourself to be anonymous.
3. 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, subject to the Mayor’s discretion.

Or join by phone:

1. *67 1-669-900-6833
2. Enter Meeting ID: 885 6294 2931
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, subject to the Mayor’s discretion.
4. NOTE: Your phone number will appear on the screen unless you first dial star (*) 67 before dialing the numbers as shown above.

I. FLAG SALUTE

II. ROLL CALL

III. CEREMONIAL MATTERS

A. Proclamation Recognizing January 2022 as *National Mentoring Month*.

IV. REPORT BY COMMISSION/COMMITTEE

A. Annual Report from the Planning Commission.

V. EARLY ORAL COMMUNICATIONS

This 15-minute time period is provided for people to address the Council on matters not on the agenda. At the conclusion of all oral communications the Council may respond to statements. Any request that requires Council action will be set by the Council for a future agenda or referred to staff. Speakers addressing the Council at this time may be limited to two minutes. All other Oral and Written Communications will be heard at this meeting under Agenda Item XI.

VI. N/A

VII. 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 December 15, 2021.**
- B. Approve the Minutes of the City Council Meeting of January 5, 2022.**
- C. Bi-Weekly Report on General Warrants.**
- D. Adopt Ordinance No. 1555, An Ordinance of the City Council of the City of Arcata Amending the Arcata Municipal Code, Title II, Chapter 10, to Make Biennial Consumer Price Index Adjustments to Campaign Contribution Limitations; Waive Reading of the Text and Consent to Read by Title Only.**
- E. Approve Amendment No. 1 to the Arcata Scout Hut Lease between the Arcata Kiwanis Club and the City of Arcata.**
- F. Adopt Resolution No. 212-39, A Resolution of the City Council of the City of Arcata Amending the Class and Pay Resolution for Arcata Police Association [Title Change Only—Dispatch/Records Supervisor].**
- G. Adopt Resolution No. 212-37, A Resolution of the Governing Body of the City of Arcata Authorizing Joint Application to and Participation in the Homekey Program and Rescinding Resolution No. 212-33; and Adopt Resolution No. 212-38, A Resolution of the City Council of the City of Arcata Amending Resolution No. 212-34.**

VIII. ITEMS REMOVED FROM CONSENT CALENDAR

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

IX. OLD BUSINESS

- A. Award of Contract for Operations of Safe Parking Program.**

In response to a noticed, formal Request for Proposals (RFP) process, the City received one proposal for operating a Safe Parking Program in Arcata. Arcata House Partnership submitted a responsive and complete proposal that fits within the Council-authorized budget for the program.

RECOMMENDATION:

It is recommended that the Council award a contract in the amount of \$600,000 to Arcata House Partnership to operate a Safe Parking Program.

X. NEW BUSINESS

A. Presentation by Chant'e Catt-Nesser and Sue Armitage Regarding the Humboldt Tenant Landlord Collaboration (HTLC).

B. Appoint Two Councilmembers with Ceremonial Authority to Select a Recipient for the 2022 City of Arcata Business of the Year Award and to Present the Award at the Arcata Chamber of Commerce's Annual Business Leadership Awards Dinner.

Each year, the City of Arcata recognizes a business or non-profit with its Business of the Year Award at the Arcata Chamber's Annual Business Leadership Awards dinner. This year the Arcata Chamber of Commerce's dinner will be held in the Sapphire Palace at the Blue Lake Casino Hotel on February 19th. The award is presented to a business or non-profit that exemplifies collaboration, resilience, resourcefulness, diversity, and racial equity and inclusion, and has practices that protect the environment and support the community. Nominations for Business of the Year are currently being accepted.

RECOMMENDATION:

It is recommended that the Council appoint two Councilmembers with ceremonial authority to select a recipient for the 2022 City of Arcata Business of the Year Award and to present the award at the Arcata Chamber of Commerce's Annual Business Leadership Awards dinner.

XI. ORAL AND WRITTEN COMMUNICATIONS

This time is provided for people to address the Council or submit written communications on matters not on the agenda. At the conclusion of all oral and written communications, the Council may respond to statements. Any request that requires Council action will be set by the Council for a future agenda or referred to staff. Speakers addressing the Council may be limited to three minutes, with a maximum of five minutes, and a time limit on the overall length of oral communications may be imposed.

XII. 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.

XIII. DATES OF FUTURE MEETINGS

XIV. CLOSED SESSION

XV. CLOSED SESSION REPORTS

XVI. 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. 101-69)



Recognizing January 2022 as
NATIONAL MENTORING MONTH

WHEREAS, this year Big Brothers Big Sisters of the North Coast, CASA of Humboldt, and Boys and Girls Club of the Redwoods, celebrate the 137 combined years of service provided to the youth in Humboldt County; together it is recognized that the future of Humboldt County rests on the success of its youth; and

WHEREAS, a mentor is a caring, consistent presence who devotes time to help a young person develop personal strength and achieve their potential through a structured and trusting relationship. Quality mentoring encourages positive choices, promotes self-esteem, supports academic achievement and introduces young people to new ideas; and

WHEREAS, research shows that young people matched with a caring adult through a quality mentoring program are 55 percent more likely to be enrolled in college, 81 percent more likely to report participating regularly in extracurricular activities and sports, 78 percent more likely to volunteer and twice as likely to say they held a leadership position than those who did not have a mentor; and

WHEREAS, youth development experts agree that mentoring is critical to the social, emotional and cognitive development of youth, helping them navigate the path to adulthood more successfully; and

WHEREAS, our community has a number of community volunteers, teachers, advocates and many others who support the mentoring movement and work selflessly to improve our children's odds for success.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of Arcata hereby recognizes **January 2022** as **NATIONAL MENTORING MONTH** and thanks all of our local heroes who participate in quality mentoring programs to equip our youth with the tools to lead healthy and productive lives. The City Council also calls on residents to help close the gap between the availability of mentors and the number of children facing challenging circumstances who would love to spend time with a Big Brother, Big Sister, CASA Advocate, or Boys and Girls Club of the Redwoods Mentor.

Dated: January 19, 2022

 Stacy Atkins-Salazar
 Mayor

Planning Commission Annual Report for 2021

January 12, 2021

This is the Annual Report of the Planning Commission to the City Council. The Council adopted the format and content of the report by resolution in 2012 (Resolution No. 123-07). The Planning Commission approved this report on January 12, 2022, and directed staff to submit the report to Council.

1. Progress on the Planning Commission's Goals from 2021

- a. **Finalize the Local Coastal Program (LCP) update.** This has been an ongoing goal of the Commission for a number of years. The City currently has a Coastal Commission grant to complete the LCP. The Commission reviewed the Land Use Plan of the LCP at five meetings at the end of 2020 and one in January of 2021. The Commission provided staff with direction regarding land use and zoning in June, as well as the broader policy associated with the Land Use Plan. Staff has been working on updates to the Implementation Plan and Coastal Zoning. The Commission is expecting to see the Zoning in early 2022. The Grant deadline is April 2022. The Commission is looking forward to approval hearings on the LCP in early 2022.
- b. **Review of the Land Use Code and General Plan.** The Commission has an ongoing goal to review long-range planning documents and the zoning code. The Commission focused on updates related to the Gateway in 2021. The Commission reviewed and approved the General Plan Annual Performance Report in March of 2021. The Commission made several consistency determinations, including several property acquisitions and the annual Capital Improvement Program determination. The Commission also received a presentation by the Local Area Formation Commission on annexation procedures. Finally, the Commission provided a recommendation to the Council on the City's Formula Restaurant Ordinance.
- c. **Strategic Infill Redevelopment Program.** The Commission continues to look forward to working on the various components of the Strategic Infill Redevelopment Plan. The contract for planning services to work on the Gateway Area Plan and the General Plan updates associated with the SIRP. The General Plan amendments associated with the Infill Plan are important and necessary since the planning horizon for the current General Plan planning horizon was originally conceived through 2020. To date, the Commission recommended the Housing Element that was adopted by Council in 2019, and has held study sessions and received business items on the Infill Plan. The City adopted the Infill Market Study in early 2021. The Commission is looking forward to considering the Gateway Area Plan and General Plan updates over 2022. This work is ongoing.
- d. **Streamline Permitting Appropriately.** The Commission has an ongoing goal to ensure the public's resources are best used to achieve appropriate planning efficiently. Planning Commission will continue to work towards improving the process, making necessary code amendments, and reviewing policy to ensure it aligns with community goals and vision. The Commission has addressed this through several discussions on long-range plans, as guided through experiences on individual project reviews. The Commission will continue to focus on these efforts in 2022.
- e. **Regional Planning.** Staff is working with regional planners on a Climate Action Plan (CAP). The Commission anticipates reviewing and providing input on the CAP in early 2022. In addition, staff is working with regional planning staff and the Humboldt County Association of Governments on a regional Vehicle Miles Traveled model. This work was delayed and may come to the Commission for review in mid- to late-2022.
- f. **Training.** Staff notifies Commissioners of training opportunities as they arise. All Commissioners are up-to-date on their required ethics training. The Commission has taken two in-service training days to develop

process and rapport. Staff has invited the Commission to attend several workshops and trainings on a range of topics. The Commission continues to prioritize training and makes the appeal to the Council that they fund training for Commissioners in the Budget for Fiscal Year 2022/23.

- g. **Historic Preservation and Plaza Historic Designation.** Staff are still working with the Historic Landmarks Committee to complete an historic survey and to designate the Plaza. This should be a continuing goal to streamline permitting and elevate the historic nature of the Plaza, respectively.
- h. **Targeted Redevelopment.** The Staff and the Commission focused primarily on the Strategic Infill Redevelopment Program in 2021 rather than specific sites for redevelopment.
- i. **Projects.** The Commission reviewed and made recommendations on or approved several projects in 2021. Notably, the Planning Commission considered the Old Arcata Road and Arcata Ridge Trail City projects. There were fewer current planning projects reviewed by the Commission in 2021 than is typical.
- j. **Cancelations.** The Commission had a higher than average number of cancellations this year due to COVID and the lack of business items. The Commission cancelled 11 meetings in 2021.

2. Planning Commission Goals for 2022

- a. **Finalize the Local Coastal Program.** The Commission would like to see the update to the LCP completed in 2022. The Commission will make special meetings as necessary to ensure staff has the resources needed to complete the public engagement and obtain the necessary approvals to finish this longstanding update.
- b. **Strategic Infill Redevelopment Program.** The Strategic Infill Redevelopment Program is well underway. The Housing Element and Infill Market Study have been adopted. Public engagement around updates to the General Plan and targeted rezoning, including the Arcata Gateway Area Plan, are well underway. The General Plan will provide the policy guidance on which the targeted rezoning will be based. The Commission looks forward to working on the various components of the Strategic Infill Redevelopment Program in 2022. This work will provide the next 20 year planning period.
- c. **Streamline Permitting Appropriately.** The Commission has an ongoing goal to ensure the public's resources are best used to achieve appropriate planning efficiently. Planning Commission will continue to work towards improving the process, making necessary code amendments, and reviewing policy to ensure it aligns with community goals and vision.
- d. **Regional Planning.** Complete the Climate Action Plan. Initiate transportation model planning with the HCAoG.
- e. **Targeted Redevelopment.** The Commission will continue to work with staff to appropriately plan for redevelopment of vacant, underutilized, and otherwise inappropriately resourced sites.
- f. **Historic Preservation and Plaza Historic Designation.** Planning Commission will continue to collaborate with Arcata Mainstreet and the historic landmarks committee on preparing a successful nomination of the plaza onto the national register of historic places.
- g. **Training.** The Commission would like more formal training to better understand the role and responsibilities, as well as technical capacity, for the decisions it makes. Training and subscription services, electronic or otherwise, will need to be budgeted to accomplish this goal. The Planning Commission would like the Council to consider a regional collaboration for high impact training for Planning Commissioners.

**CITY OF ARCATA
CITY COUNCIL MEETING**

COUNCIL CHAMBER

DECEMBER 15, 2021

SPECIAL MEETING

A special meeting of the City Council of the City of Arcata was held on the above date at 5:03 p.m. with Mayor Atkins-Salazar presiding. Notice of this meeting was posted on December 10, 2021. PRESENT: Atkins-Salazar, Goldstein, Matthews, Schaefer, Watson. ABSENT: None. STAFF PRESENT: City Attorney Diamond, Assistant City Manager/Personnel Director Demello.

PUBLIC COMMENT

There was no public comment.

CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION Pursuant to Government Code Section 54956.9, Pacific Seafood Claim Received May 11, 2021.

The Council met in closed session in the City Manager's Conference Room.

B. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION pursuant to Government Code Section 54956.9(d). One Case.

The Council met in closed session in the City Manager's Conference Room.

CLOSED SESSION REPORTS

A. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION Pursuant to Government Code Section 54956.9, Pacific Seafood Claim Received May 11, 2021.

Mayor Atkins-Salazar stated there was nothing to report out for this closed session.

B. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION pursuant to Government Code Section 54956.9(d). One Case.

Mayor Atkins-Salazar stated there was nothing to report out for this closed session item.

ADJOURNMENT

The meeting was adjourned at 6:03 p.m.

REGULAR MEETING

A regular meeting of the City Council of the City of Arcata was held on the above date at 6:03 p.m. as a hybrid meeting, via teleconference utilizing Zoom Video Communications and in person, with Mayor Atkins-Salazar presiding. PRESENT: Atkins-Salazar, Goldstein, Matthews, Schaefer, Watson. ABSENT: None. STAFF PRESENT: City Manager Diemer, City Attorney Diamond, Assistant City Manager/Personnel Director Demello, Finance Director Starzhevskiy, Director of Community Development Loya, Director of Environmental Services Sinkhorn, City

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Engineer Khatri, Deputy Director of Environmental Services Benvie, Community Development Specialist Diehl-McCarthy, IT Manager Savage, City Clerk Dory.

FLAG SALUTE

Mayor Atkins-Salazar led the Pledge of Allegiance.

CEREMONIAL MATTERS

A. Proclamation Recognizing November 2021 as National Alzheimer's Disease Awareness Month and National Family Caregivers Month.

Mayor Atkins-Salazar read the proclamation.

EARLY ORAL COMMUNICATIONS

There were no Early Oral Communications.

CONSENT CALENDAR

Councilmember Watson requested item E be removed from the Consent Calendar for further discussion.

Mayor Atkins-Salazar invited public comment. There was none. Mayor Atkins-Salazar closed the public comment period.

ON MOTION BY WATSON, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL ADOPTED THE CONSENT CALENDAR FOR DECEMBER 15, 2021, WITH THE EXCEPTION OF ITEM E. APPROVE THE PURCHASE OF FIVE GENERATORS FROM PAC MACHINE COMPANY FOR A TOTAL OF \$219,510.61 AND AUTHORIZE THE CITY MANAGER TO EXECUTE ALL APPLICABLE DOCUMENTS. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

- A. Bi-Weekly Report on General Warrants.**
- B. Declare a Continuation of the Local Emergency Related to the Coronavirus Pandemic.**
- C. Adopt Ordinance No. 1553, an Ordinance of the City Council of the City of Arcata Amending the Arcata Municipal Code Relating to Purchasing Procedures, Title II (Administration), Chapter 4 (Fiscal Administration); Waive Reading of the Text and Consent to Read by Title Only.**
- D. Approve an Amended Mariculture Lease Extension through December 31, 2024, with Scott Sterner, dba North Bay Shellfish, for a Portion of Tide and Submerged Land in Arcata Bay.**
- E. Item VII-E was moved to Items Removed from Consent Calendar.**

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December 15, 2021

- F. (1) Adopt Resolution No. 212-32, A Resolution of the City Council of the City of Arcata Amending the Class and Pay Resolution—Compensation & Benefits for Hourly Rated Part-Time, Temporary, and Seasonal Personnel (to Reflect 1/1/22 Change in State Minimum Wage); and (2) Approve a One-time Payment for American Rescue Plan Act (ARPA) Premium Pay for Eligible Hourly Employees of \$1.00 per Hour for the Period Covering 2/23/20 through 6/13/21.**
- G. Approve an Amendment to the Agreement with Humboldt Waste Management Authority for Receiving and Processing Green Waste, and Authorize the City Manager to Execute All Applicable Documents.**

ITEMS REMOVED FROM CONSENT CALENDAR

- E. Approve the Purchase of Five Generators from Pac Machine Company for a Total of \$219,510.61 and Authorize the City Manager to Execute All Applicable Documents.**

On inquiry by Councilmember Watson, Director of Environmental Services Sinkhorn responded that two of the generators would be located at the D Street Neighborhood Center and the Arcata Community Center, and others were portable ones for use at essential water, wastewater, and lift and booster station sites throughout the City.

ON MOTION BY WATSON, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL APPROVED THE PURCHASE OF FIVE GENERATORS FROM PAC MACHINE COMPANY FOR A TOTAL OF \$219,510.61 AND AUTHORIZED THE CITY MANAGER TO EXECUTE ALL APPLICABLE DOCUMENTS. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

OLD BUSINESS

- A. Receive an Update on the Regional Climate Action Plan.**

Deputy Director of Environmental Services—Community Services Benvie gave the Council an update on the regional Climate Action Plan which addressed the project goals, timeline, and milestones.

Mayor Atkins-Salazar invited public comment.

Joanne McGarry said she hoped the City was taking the Climate Action Plan seriously and would report on the status of it at every Council meeting.

Colin Fiske, Coalition for Responsible Transportation Priorities, said he looked forward to the Climate Action Plan being implemented as soon as possible.

Mayor Atkins-Salazar closed the public comment period.

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B. Receive Update and Early Public Input on the Arcata Gateway Area Plan.

Director of Community Development Loya and Rob Holmlund from PlanWest Partners, gave a presentation on the status of the Arcata Gateway Area Plan covering public outreach, timeline, and frequently asked questions.

Mr. Holmlund spoke about the contents of the Plan saying it was moderately high in balancing parking, building height, and length of permitting processes. He noted the Plan had seven principles: housing, equity, form-based development standards, mixed uses, circulation improvements, expansion of the arts, and sustainability.

RECESS: The Council recessed from 8:05 to 8:11 p.m.

Mayor Atkins-Salazar invited public comment.

The following persons spoke in support of the Plan: Matt Simmons, Redwood Coalition for Climate and Environmental Responsibility; Colin Fiske, Coalition for Responsible Transportation Priorities; Elizabeth Conner; Greg King, Siskiyou Land Conservancy; Patt Car; James Becker; Lucy; Lulu Mickelson; Jennifer Kalt; Ken Miller; and Keenan Hilton.

The following persons either spoke against the Plan or expressed concerns about the Plan: Sean Mitchell, Vice President of the Timber Heritage Association; Daniel Bixler; Aaron DeBruyn; Patricia Cambianica; Joanne McGarry; Lindsay; Melinda Myers; Chris Richards; Sherri; Patrick Swartz; and Catherine Cox. Concerns included building height, sea level rise/flooding, parking, availability of car charging stations, railroad tracks, public outreach, capacity of wastewater treatment plant and water system, impacts to the environment, and affordability of housing.

Councilmember Watson left the Council Chamber at 9:02 p.m. returning at 9:03 p.m.

The following persons submitted written comment in support of the Plan: Carolyn Lehman, Cathy Chandler-Klein, Jennifer Pace, Julie Fulkerson, Kathrin Tetrault, Lulu Mickelson, Marilyn Andrews, Patty Harvey, Coalition for Responsible Transportation Planning, and Aristeia Saulsbury.

The following persons submitted written comment expressing concerns about the Plan: Daniel Bixler and Uri Driscoll.

Mayor Atkins-Salazar closed the public comment period.

NEW BUSINESS**A. Consider Introducing Ordinance No. 1554 Amending the Housing for Homeless Combining Zone Allowing Permanent Supportive Housing at Two Locations in the Valley West Neighborhood.**

Director Loya said this item was an amendment to the Land Use Code and to specifically introduce Ordinance No. 1554. He said the reason for this change in the combining zone was to

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allow for the placement of permanent supportive housing at Red Roof Inn and Days Inn properties in Valley West. He noted that the combining zone allowed various properties to be used for emergency shelters, transitional shelters, and permanent supportive housing. These specific properties could only be used for permanent supportive housing. He said the Planning Commission, the night before, made a recommendation to not approve the project at this time, and requested continuing the hearing to January 11, 2022. He said the Council could reject the Planning Commission's recommendation to continue the item and introduce the ordinance at that time, or the Council could accept the Planning Commission's recommendation and introduce the ordinance at its January 19, 2022, meeting, although that would produce a tight timeline to apply for grant funds.

Mayor Atkins-Salazar invited public comment.

The following persons spoke in support of the ordinance and the project: Lindsay, Catherine Cox, Melissa Lazon, Crystal Miller, Phil Fraser, Martin, and Sherri.

The following persons spoke in opposition to the ordinance and the project, or expressed concerns: An unidentified member of the audience, Carol Graham, and Barbara. Concerns expressed included success of the program management, housing being taken by non-Arcata residents, loss of transient occupancy tax revenue, possible increase in crime, and possible negative impacts on the Valley West neighborhood.

Written comments in support of the ordinance and the project were received from Aristeia Saulsbury, Cali Dorsche, Hillary Beyer, Jan Bramlett, and Robin Baker.

Written comments in opposition to the ordinance and project were received from Barbara Josephine.

Mayor Atkins-Salazar closed the public comment period.

Darlene Spoor, Arcata House Partnership, said this was a rare opportunity to fund and quickly acquire affordable housing in Arcata. She said that through Project Homekey, Arcata House Partnership planned to offer 63 units at the Days Inn property with 24-hour onsite support and case management. She shared Arcata House Partnership's plan for the program. She said it was expected that the community would see fewer homeless individuals in the community because they would be housed. Also, there would be less crime because people would be part of the community. She asked the Council for its support.

Chris Dart, Danco, spoke about the Red Roof Inn project saying the building currently had 78 large studio units and a three-bedroom house on site for the manager. He said the entire property would be fenced with 24-hour desk services, case managers, maintenance staff, etc. He said this project, along with the Days Inn project, would make a significant impact on Arcata's housing needs.

WATSON MOVED TO GO WITH OPTION TWO AND HOLD A SPECIAL MEETING.

December 15, 2021

THE MOTION DIED FOR LACK OF A SECOND.

ON MOTION BY GOLDSTEIN, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL INTRODUCED ORDINANCE NO. 1554, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCATA AMENDING THE HOUSING FOR HOMELESS COMBINING ZONE, WAIVED READING OF THE TEXT AND CONSENTED TO READ BY TITLE ONLY; AND DIRECTED STAFF TO PLACE THE ORDINANCE FOR ADOPTION ON THE JANUARY 5, 2022, CITY COUNCIL AGENDA. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

B. Adopt Resolution No. 212-23 Authorizing Application to the Homekey Program and Resolution No. 212-35 Approving a Loan to Arcata House Partnership for the Days Inn Homekey Project.

Director of Community Development Loya explained that adoption of Resolution No. 212-23 would authorize a grant application to the Homekey Program jointly with Arcata House Partnership for the Day's Inn, and Resolution No. 212-35 would approve a forgivable loan to Arcata House Partnership that would allow the City to enter into a regulatory agreement to insure the facilities were managed according to the Homekey requirements for 55 years.

Mayor Atkins-Salazar invited public comment. There was none. Mayor Atkins-Salazar closed the public comment period.

ON MOTION BY WATSON, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS VOICE VOTE THE COUNCIL ADOPTED RESOLUTION NO. 212-23 AUTHORIZING A JOINT APPLICATION TO THE HOMEKEY PROGRAM AND RESOLUTION NO. 212-35 APPROVING A FORGIVABLE LOAN TO ARCATA HOUSE PARTNERSHIP FOR THE DAYS INN HOMEKEY PROJECT. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

C. Adopt Resolution No. 212-33 Authorizing Application to the Homekey Program and Resolution No. 212-34 Authorizing Application for Program Income and Approving Two Loans to Danco Communities for the Red Roof Inn Homekey Project.

Director of Community Development Loya said adoption of these resolutions would start to implement the Red Roof Inn project. He said staff anticipated Community Development Block Grant (CDBG) program income of approximately \$700,000. In addition, staff was working with CDBG staff to see if the City could structure a loan to put future program income into that fund. He said staff was asking for the ability to make a loan of up to \$2 million from CDBG program income. Further, if the project earned revenue, the loan would be paid back over time.

Mayor Atkins-Salazar invited public comment. There was none. Mayor Atkins-Salazar closed the public comment period.

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ON MOTION BY WATSON, SECONDED BY MATTHEWS, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL ADOPTED RESOLUTION NO. 212-33 AUTHORIZING A JOINT APPLICATION TO THE HOMEKEY PROGRAM AND RESOLUTION NO. 212-34 AUTHORIZING APPLICATION FOR PROGRAM INCOME AND APPROVING LOANS TO DANCO COMMUNITIES FOR THE RED ROOF INN HOMEKEY PROJECT. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

D. Approve an Application for an Encampment Resolution Funding Program.

City Manager Diemer reported that Cooperation Humboldt had given the Council a presentation on a potential micro-house village with 15 detached bedrooms and community areas. It would include supportive services and self-governance. She said that Cooperation Humboldt had identified a grant source for which only cities and continuum of care agencies could apply and it would allow the build-out of a village pilot project. She said this would provide housing for those living in encampments. The City would be the lead applicant and would need to provide a site. She said Cooperation Humboldt's proposal was to potentially use one of two sites in the Aldergrove Industrial Park. She noted the grant application was due December 31, 2021.

Sabrina Miller from Cooperation Humboldt gave a history of her outreach work with the individuals in Carlson Park. She said they wanted to create a community with cohesiveness and wanted to explore the community-housing style. She said this was a good opportunity for Arcata.

Sequoyah Faulk said the grant targeted a community in Valley West along the Mad River and it would fund creative solutions to transfer those individuals into permanent housing in the same neighborhood. He declared the micro-village community style to be creative and appealing.

Mayor Atkins-Salazar invited public comment. There was none. Mayor Atkins-Salazar closed the public comment period.

ON MOTION BY MATTHEWS, SECONDED BY GOLDSTEIN, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL AUTHORIZED THE CITY MANAGER TO SUBMIT AN ENCAMPMENT RESOLUTION GRANT APPLICATION TO THE STATE OF CALIFORNIA AS RELEASED BY THE CALIFORNIA HOMELESS COORDINATING AND FINANCING COUNCIL TO SUPPORT A MICRO-HOUSE TYPE SHELTER FACILITY IN ARCATA FOR INDIVIDUALS CURRENTLY LIVING IN LOCAL ENCAMPMENTS, AND APPROVED THE USE OF ONE OF THE ALDERGROVE PARCELS FOR THE PROGRAM IF A MORE SUITABLE SITE WAS NOT IDENTIFIED. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

E. Consider Annual Council Member Assignments to Regional Boards, Commissions, Committees, and as Liaisons.

City Manager Diemer told the Council it was time for the Council to make its annual appointments of Council members to regional committees, commissions, boards, and as liaisons.

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Mayor Atkins-Salazar invited public comment. None was received. Mayor Atkins-Salazar closed the public comment period.

ON MOTION BY GOLDSTEIN, SECONDED BY MATTHEWS, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL MADE THE FOLLOWING APPOINTMENTS TO REGIONAL COMMITTEES, COMMISSIONS, BOARDS, AND AS LIAISONS FOR 2022:

HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS (HCAOG): PRIMARY—ATKINS-SALAZAR, ALTERNATE—SCHAEFER
HUMBOLDT TRANSIT AUTHORITY (HTA): PRIMARY—GOLDSTEIN, ALTERNATE—MATTHEWS
HUMBOLDT WASTE MANAGEMENT AUTHORITY: PRIMARY—MATTHEWS, ALTERNATE—GOLDSTEIN
REDWOOD COAST ENERGY AUTHORITY (RCEA): PRIMARY—SCHAEFER, ALTERNATE—ATKINS-SALAZAR
REDWOOD REGION ECONOMIC DEVELOPMENT COMMISSION (RREDC): PRIMARY—WATSON, ALTERNATE—GOLDSTEIN
HUMBOLDT BAY MUNICIPAL WATER DISTRICT, WATER QUALITY TASK FORCE: PRIMARY—MATTHEWS, ALTERNATE—WATSON
HUMBOLDT-DEL NORTE HAZARDOUS MATERIALS RESPONSE JOINT POWERS AUTHORITY: PRIMARY—GOLDSTEIN, ALTERNATE—WATSON
HUMBOLDT COUNTY INDIAN GAMING LOCAL COMMUNITY BENEFIT COMMITTEE: PRIMARY—WATSON, ALTERNATE—ATKINS-SALAZAR
LEAGUE OF CALIFORNIA CITIES, REDWOOD EMPIRE DIVISION: PRIMARY—ATKINS-SALAZAR, ALTERNATE—SCHAEFER
ARCATA CHAMBER OF COMMERCE: PRIMARY—MATTHEWS, ALTERNATE—ATKINS-SALAZAR
ARCATA DOWNTOWN BUSINESS COMMUNITY—ARCATA MAIN STREET: PRIMARY—ATKINS-SALAZAR, ALTERNATE—MATTHEWS
ARCATA HOUSE PARTNERSHIP: PRIMARY—SCHAEFER, ALTERNATE—GOLDSTEIN
ARCATA/CAMOAPA SISTER CITY COMMITTEE: PRIMARY—SCHAEFER, ALTERNATE—GOLDSTEIN
COOPERATION HUMBOLDT: BOARD REPORT MEETINGS (AN CUNA): PRIMARY—MATTHEWS, ALTERNATE—GOLDSTEIN
COVID-19 ECONOMIC RECOVERY COLLABORATIVE: PRIMARY—WATSON, ALTERNATE—SCHAEFER
EQUITY ARCATA ADVISORY TEAM: PRIMARY—MATTHEWS, ALTERNATE—GOLDSTEIN
HOMELESSNESS AND HOUSING WORKING GROUP: PRIMARY—GOLDSTEIN, ALTERNATE—ATKINS-SALAZAR
HSU/CITY LIAISON: PRIMARY—ATKINS-SALAZAR (MAYOR), ALTERNATE—GOLDSTEIN (VICE MAYOR)

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**AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON.
NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

ORAL AND WRITTEN COMMUNICATIONS

Mayor Atkins-Salazar invited public comment.

James asked when the Planning Commission would be continuing its discussion on the Gateway Plan.

Mayor Atkins-Salazar closed the public comment period.

City Manager Diemer said she would find out and get that information to him.

COUNCIL AND STAFF REPORTS

A. Update on the Status of the Safe Parking Program.

City Manager Diemer said the City received a copy of a draft lease for property on Samoa Boulevard and staff hoped to bring that draft lease to the Council at its next meeting.

B. Other Council and Staff Reports.

Councilmember Watson reported on a recent ride-along with the Arcata Police Department.

DATES OF FUTURE MEETINGS

A. Consider Adoption of a City Council Regular Meeting Calendar for 2022.

Mayor Atkins-Salazar reminded the Council members to note those dates on their calendars.

ADJOURNMENT

The meeting was adjourned at 10:50 p.m.

Respectfully submitted,

Bridget Dory
City Clerk

Minutes Acceptance: Minutes of Dec 15, 2021 6:00 PM (CONSENT CALENDAR)

**CITY OF ARCATA
CITY COUNCIL MEETING**

COUNCIL CHAMBER

JANUARY 05, 2022

A regular meeting of the City Council of the City of Arcata was held on the above date, via teleconference utilizing Zoom Video Communications, at 6:00 p.m., with Mayor Atkins-Salazar presiding. Notice of this meeting was posted on December 30, 2021. PRESENT: Atkins-Salazar, Goldstein, Matthews, Schaefer, Watson. ABSENT: None. STAFF PRESENT: City Manager Diemer, City Attorney Diamond, Assistant City Manager/Personnel Director Demello, Finance Director Starzhevskiy, Chief of Police Ahearn, Director of Community Development Loya, Director of Environmental Services Sinkhorn, City Engineer Khatri, Community Development Specialist Diehl-McCarthy, Media Production Specialist Carillo, City Clerk Dory.

FLAG SALUTE

Mayor Atkins-Salazar recited the Pledge of Allegiance.

EARLY ORAL COMMUNICATIONS

Mayor Atkins-Salazar invited public comment.

Jean asked if there was any way to provide housing for homeless persons between then and when the permanent supportive housing in Valley West came online.

Mayor Atkins-Salazar closed the public comment period.

CONSENT CALENDAR

Mayor Atkins-Salazar removed item H from the Consent Calendar for further discussion.

Mayor Atkins-Salazar invited public comment.

Jim Becker posed a question about the City's destruction of records in October 2021.

Carol Graham asked that item F be removed from the Consent Calendar for further discussion.

Mayor Atkins-Salazar closed the public comment period.

ON MOTION BY MATTHEWS, SECONDED BY WATSON, AND WITH A UNANIMOUS ROLL CALL VOTE, THE COUNCIL ADOPTED THE CONSENT CALENDAR FOR JANUARY 5, 2022, WITH THE EXCEPTION OF THE FOLLOWING ITEMS: F. ADOPT RESOLUTION NO. 212-24 APPROVING AN APPLICATION FOR GRANT FUNDS FROM THE CALIFORNIA STATE PARKS RURAL RECREATION AND TOURISM GRANT PROGRAM FOR CARLSON PARK IMPROVEMENTS, ASSESSOR'S PARCEL NOS. 507-531-012 AND 507-141-050; AND H. ADOPT ORDINANCE NO. 1554, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCATA AMENDING THE HOUSING FOR HOMELESS COMBINING ZONE, WAIVE READING OF THE TEXT, AND CONSENT TO READ BY TITLE ONLY. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

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- A. Approve the Minutes of the City Council Meeting of October 28, 2021.
- B. Approve the Minutes of the City Council Meeting of November 17, 2021.
- C. Approve the Minutes of the City Council Meeting of December 1, 2021.
- D. Bi-Weekly Report on General Warrants.
- E. Declare a Continuation of the Local Emergency Related to the Coronavirus Pandemic.
- F. Item VII-F was moved to Items Removed from Consent Calendar.
- G. Adopt Resolution No. 212-36, A Resolution of the City Council of the City of Arcata Providing for Workers' Compensation Coverage for Certain City Volunteers Pursuant to 3363.5 of the California Labor Code.
- H. Item VII-H was moved to Items Removed from Consent Calendar.

ITEMS REMOVED FROM CONSENT CALENDAR

- F. Adopt Resolution No. 212-24 Approving an Application for Grant Funds from the California State Parks Rural Recreation and Tourism Grant Program for Carlson Park Improvements, Assessor's Parcel Nos. 507-531-012 & 507-141-050.

Mayor Atkins-Salazar invited public comment.

Carol Graham asked why no one had reached out to her regarding this project being that she lived right next to Carlson Park, albeit in the County.

Mayor Atkins-Salazar closed the public comment period.

At the request of Councilmember Watson, Mayor Atkins-Salazar said a discussion on public noticing policies and practices may be put on a future City Council agenda.

ON MOTION BY WATSON, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS ROLL CALL VOTE, THE COUNCIL ADOPTED RESOLUTION NO. 212-24 APPROVING AN APPLICATION FOR GRANT FUNDS FROM THE CALIFORNIA STATE PARKS RURAL RECREATION AND TOURISM GRANT PROGRAM FOR CARLSON PARK IMPROVEMENTS, ASSESSOR'S PARCEL NOS. 507-531-012 AND 507-141-050. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

- H. Adopt Ordinance No. 1554, an Ordinance of the City Council of the City of Arcata Amending the Housing for Homeless Combining Zone, Waive Reading of the Text, and Consent to Read by Title Only.

Mayor Atkins-Salazar invited public comment.

Jean asked if there was anything set up right now to get people indoors. She said, regarding the proposed housing for the homeless in Valley West, the City should not create a ghetto. She said she most often heard from the homeless persons that what they wanted was land to live on.

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Judith Longshore thanked the Council for its considered support, compassion, and understanding of the houseless disaster. She said she supported the :HH combining zone being applied to the two properties in Valley West.

Sherri Starr said concerns brought up by the Planning Commission should have been given adequate consideration. She said she supported the project.

Jim Becker asked for confirmation that 10 percent of the units would be available for lower-income residents. He also asked if the 55-year requirement for affordable housing would apply to the entire project or just the 10 percent.

Kimberley White said this decision would affect Valley West for 55 years and concentrating this much homeless population in one area was segregation. She said that tiny homes would not affect Valley West so substantially. She asked the Council to allow more time for consideration before approving this project.

Patricia Cambianica said there should be an extra effort put forth to get community involvement in the projects.

Mayor Atkins-Salazar closed the public comment period.

ON MOTION BY SCHAEFER, SECONDED BY GOLDSTEIN, AND WITH A FOUR-TO-ONE ROLL CALL VOTE, THE COUNCIL ADOPTED ORDINANCE NO. 1554, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCATA AMENDING THE HOUSING FOR HOMELESS COMBINING ZONE, WAIVED READING OF THE TEXT, AND CONSENTED TO READ BY TITLE ONLY. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER. NOES: WATSON. ABSENT: NONE. ABSTENTIONS: NONE.

NEW BUSINESS

A. Presentation by CORE Hub Regarding Its Work Around Decarbonization and Resilience, and How It May Align with City Goals and Priorities.

Jana Ganion, from the Blue Lake Rancheria, and Amy Jester, from the Humboldt Area Foundation and the Wild Rivers Community Foundation, appeared before the Council and gave a presentation on CORE Hub's work on decarbonization and resilience and how it may align with the City's climate goals and priorities.

Mayor Atkins-Salazar invited public comment. There was none given. Mayor Atkins-Salazar closed the public comment period.

B. Authorize the City Manager to Execute a Month-to-Month Industrial Lease for the Purposes of Providing a Safe Parking Program on the Property Located at 1680 Samoa Boulevard.

City Manager Diemer said this agenda item covered one step in the process of creating a safe parking program utilizing American Rescue Plan Act (ARPA) funds allocated to the project. She

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said City-owned and private property sites were considered and the recommendation was to enter into a month-to-month lease for property at 1680 Samoa Boulevard at a cost of \$6,500 per month. She stated that the program would be designed for 30-40 vehicles to be parked inside the structure on the property. Additionally, staff would work to have the mobile showers brought in, as well as the mobile medical facility. She announced there was a Request for Proposals issued for operation of the safe parking area.

Mayor Atkins-Salazar invited public comment.

Kimberley White thanked the Council for this project. She spoke of the problems in Valley West with the 18-20 recreational vehicles parked on the street every day leaving no space for large trucks to park. She asked if those RVs would be accommodated at this property.

Judith Longshore asked if the current residents of the property were living in their vehicles, and if there would be accommodations for people who were not living in their vehicles.

Jean said this site, as well as the Community Center and Clam Beach, would be useful for people living in tents or their cars.

Patricia Cambianica asked if there would be showers available for people to use. She suggested letting people camping in tents be indoor and people camping in vehicles be outdoors.

ON MOTION BY MATTHEWS, SECONDED BY GOLDSTEIN, AND WITH A UNANIMOUS ROLL CALL VOTE, THE COUNCIL AUTHORIZED THE CITY MANAGER TO EXECUTE A MONTH-TO-MONTH INDUSTRIAL LEASE FOR THE PURPOSES OF PROVIDING A SAFE PARKING PROGRAM ON THE PROPERTY LOCATED AT 1680 SAMOA BOULEVARD. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

C. Ordinance No. 1555, for Introduction, Amending the Arcata Municipal Code Title II, Chapter 10, to Make Biennial Consumer Price Index Adjustments to Campaign Contribution Limitations.

City Attorney Diamond said this update to the Municipal Code came every two years when there was an election for City Council. She said that a campaign contribution limitation was established by an initiative measure in the 1990's and the ordinance allowed the limit to be adjusted every two years by the Consumer Price Index. She stated the current limit was \$210, and this next increase would bring the limit up to \$220.

Mayor Atkins-Salazar invited public comment. There was none. Mayor Atkins-Salazar closed the public comment period.

ON MOTION BY SCHAEFER, SECONDED BY MATTHEWS, AND WITH A UNANIMOUS ROLL CALL VOTE, THE COUNCIL INTRODUCED ORDINANCE NO. 1555 AMENDING THE ARCATA MUNICIPAL CODE, TITLE II, CHAPTER 10, TO

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MAKE BIENNIAL CONSUMER PRICE INDEX ADJUSTMENTS TO CAMPAIGN CONTRIBUTION LIMITATIONS; WAIVED READING OF THE TEXT AND CONSENTED TO READ BY TITLE ONLY. AYES: ATKINS-SALAZAR, GOLDSTEIN, MATTHEWS, SCHAEFER, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

ORAL AND WRITTEN COMMUNICATIONS

Mayor Atkins-Salazar invited public comment.

Jean asked if there were funds available for immediately helping homeless people until the permanent supportive housing units were available.

Kimberley White reminded the Council that the City of Fortuna had made camping illegal and said it would be sending campers to Arcata and Eureka. She said she was concerned that people would be coming from out of the area to the permanent supportive housing and the safe parking area.

Jim Becker asked about the status of the improvements to the sewage treatment plant and said he hoped the Gateway Project was being considered in those upgrades.

Mayor Atkins-Salazar closed Oral and Written Communications.

COUNCIL AND STAFF REPORTS

A. Receive an Update from Ondrea Starzhevskiy, Finance Director, on the Financial Forecast of the Adopted Budget for Fiscal Year 2021/22.

Finance Director Starzhevskiy gave the Council an overview of the status of the City's budget to date. In her concerns, she listed the lower levels of water and wastewater consumption which had not yet returned to pre-pandemic levels. She also expressed concern about the supply chain disruption, noting that delays for supplies affected the Transactions and Use Tax and Sales Tax revenues. She said the City was continuing to see Transactions and Use Tax, Sales Tax, and Transient Occupancy Taxes come in above projected levels for 2021/2022. She said she suspected the upwardly revised Transactions and Use Tax and Sales Tax receipts were due to increases in restaurant and gasoline sales. Overall, she said the City was on track with its revenue and expenditures.

B. Presentation by Joe Mateer, Senior Planner, Regarding Senate Bill 9, a New State Law that Establishes Housing and Subdivision Regulations within Single-Family Residential Zones.

Senior Planner Mateer gave the Council a presentation on Senate Bill 9 (SB9) which established housing and subdivision regulations within single-family residential zones. He said the new law required jurisdictions to allow no more than two dwelling units on a residential-zoned parcel. Additionally, the law allowed a parcel map subdivision whereby two residential parcels could be created from one residential parcel.

Director of Community Development Loya gave further information on the regulations created by SB9, as well as showing some examples of how the regulations could affect single-family parcels.

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C. Other Council and Staff Reports.

Councilmember Goldstein announced a Chamber Mixer on January 6, 2021, at Redwood Raks. She also said the Chamber's Awards Dinner would be held February 19, 2022.

Councilmember Watson requested two future agenda items: Public noticing policies and practices, and a discussion of tasking the Economic Development Committee to develop an Economic Development Strategic Plan.

ADJOURNMENT

The meeting was adjourned at 8:58 p.m.

Respectfully submitted,

Bridget Dory
City Clerk

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STAFF REPORT – CITY COUNCIL MEETING

January 19, 2022

TO: Honorable Mayor and City Council Members

FROM: Ondrea Starzhevskiy, Finance Director

PREPARER: Darcey Quinn, Finance Manager

DATE: January 11, 2022

TITLE: **Bi-Weekly Report on General Warrants.**

RECOMMENDATION:

It is recommended that the Council approve the warrant listing for the period December 25, 2021, to January 7, 2022.

INTRODUCTION:

Pursuant to Section 37208 of the California Government Code, warrants 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 Warrant Listing lists the warrants that have been paid for the period identified above. The Finance Director certifies that the listed warrants 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 warrants.

BUDGET/FISCAL IMPACT:

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

ATTACHMENTS:

A. Warrant 122521-010722 (PDF)

City of Arcata Warrant Listing 12/25/2021-01/07/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Distribution</u>	<u>Amount</u>	<u>Date</u>
310099	PAYROLL	Payroll	MISC	388.86	12/30/2021
310100	PAYROLL	Payroll	MISC	1,068.39	12/30/2021
310101	PAYROLL	Payroll	MISC	834.61	12/30/2021
310102	PAYROLL	Payroll	MISC	780.44	12/30/2021
310103	PAYROLL	Payroll	MISC	559.83	12/30/2021
310104	PAYROLL	Payroll	MISC	54.63	12/30/2021
310105	PAYROLL	Payroll	MISC	1,448.03	12/30/2021
310106	PAYROLL	Payroll	MISC	532.45	12/30/2021
310107	PAYROLL	Payroll	MISC	637.25	12/30/2021
310108	PAYROLL	Payroll	MISC	1,502.70	12/30/2021
310109	PAYROLL	Payroll	MISC	2,455.78	12/30/2021
310110	PAYROLL	Payroll	MISC	680.84	12/30/2021
310111	PAYROLL	Payroll	MISC	54.49	12/30/2021
310112	PAYROLL	Payroll	MISC	259.90	12/30/2021
310113	PAYROLL	Payroll	MISC	217.27	12/30/2021
	ACH PAYROLL	Payroll Direct Deposit	MISC	230,291.05	12/30/2021
245229	UB*05323	Lewis Taelen	661-00-00-21000	10.95	1/7/2022
245230	UB*05322	Nelson Natalia	661-00-00-21000	26.82	1/7/2022
245231	UB*05321	Shaffer Janessa	661-00-00-21000	33.90	1/7/2022
245232	FRANC011	Franchise Tax Board	101-00-00-22109	25.00	1/7/2022
	ACH PERS010	PERS	101-00-00-22202	58,886.28	1/7/2022
	ACH PITNE010	Pitney Bowes Postage By	101-20-07-56505	145.95	1/7/2022
	ACH PAYR010	Payroll Deductions ACH	MISC	115,547.29	1/7/2022
245233	PERSLONG	PERS Long Term Care	101-00-00-22202	67.51	1/7/2022
245234	AFLAC010	Aflac	101-00-00-22110	1,024.88	1/7/2022
245235	AFLAC015	AFLAC Group Insurance	101-00-00-22110	144.06	1/7/2022
245236	ALLEN991	Allen Susan	101-00-00-41410	365.21	1/7/2022
245237	ALLMI010	All Mighty Cleaners	212-30-11-55400	225.75	1/7/2022
245238	AMWIN010	AmWINS Group Benefits Inc./REMIF	101-00-00-22203	1,326.00	1/7/2022
245239	ANDER994	Anderson Linnea	101-00-00-46318	93.00	1/7/2022
245239	ANDER994	Anderson Linnea	101-00-00-46365	7.00	1/7/2022
245240	ARCAT320	Recology Arcata	212-30-11-55400	298.58	1/7/2022
245241	ARCAT720	City Of Arcata-Greyhound	663-00-00-11120	3,074.00	1/7/2022
245242	ATKIN996	Atkinson Naomi	101-00-00-46318	93.00	1/7/2022
245243	ATTCALNE	AT&T	101-40-21-51200	91.03	1/7/2022
245243	ATTCALNE	AT&T	775-10-71-51200	647.47	1/7/2022
245244	BARRJ998	Barr Jennifer	101-00-00-46318	93.00	1/7/2022
245245	BRIDG999	Bridgwater Katherine	101-00-00-23070	300.00	1/7/2022
245246	BRINT998	Brinton Stephen	244-00-00-49900	393.78	1/7/2022
245247	CARAVESA	Caraves Azael	101-50-81-51500	250.00	1/7/2022
245248	CDWG0010	CDWG	775-10-71-57800	7,830.42	1/7/2022
245249	CHAND010	Chandler Asset Management	245-00-00-44100	321.45	1/7/2022
245249	CHAND010	Chandler Asset Management	101-00-00-44100	1,467.27	1/7/2022
245250	CHAND010	Chandler Asset Management	245-00-00-44100	322.20	1/7/2022
245250	CHAND010	Chandler Asset Management	101-00-00-44100	1,471.47	1/7/2022
245251	CHRIS994	Chrisney Sylvia	255-30-14-58300	3,093.80	1/7/2022
245252	COLAT010	Colantuono Highsmith & Whatley PC	101-10-09-51773	74.01	1/7/2022
245253	CONNE998	Conney Derina	662-00-00-46830	2,053.00	1/7/2022
245254	CPRS010	CPRS	101-50-81-51600	165.00	1/7/2022
245255	DAVISJEN	Davis Jennifer	101-20-07-54200	37.38	1/7/2022
245256	DIEHLMCC	Diehl McCarthy Susan	255-30-14-58300	45.62	1/7/2022
245256	DIEHLMCC	Diehl McCarthy Susan	101-30-11-51400	60.00	1/7/2022
245257	DIVIS010	Division of the State Architect	550-00-00-24100	67.20	1/7/2022
245258	ECOCO010	Eco-Compteur INC.	207-50-48-57600	1,660.00	1/7/2022
245259	FRIED997	Friedman Chet	101-00-00-46318	62.00	1/7/2022
245260	GADBE998	Gadberry Rebecca	101-00-00-23070	50.00	1/7/2022
245261	GROSSMAN	Grossman Mark	207-50-45-51500	2.58	1/7/2022

Attachment: A. Warrant 122521-010722 (3798 : Warrant Listing)

City of Arcata Warrant Listing 12/25/2021-01/07/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Distribution</u>	<u>Amount</u>	<u>Date</u>
245261	GROSSMAN	Grossman Mark	101-00-00-21090	(2.58)	1/7/2022
245261	GROSSMAN	Grossman Mark	207-50-45-51500	247.42	1/7/2022
245262	HARTL999	Hartline Anne	101-10-03-51770	460.00	1/7/2022
245263	HERNANDE	Hernandez Rachel	662-60-67-53300	944.73	1/7/2022
245264	HUMB970	Humboldt County Office of Education	101-10-03-51770	86.20	1/7/2022
245265	HUMBO025	Humboldt County Clerk Recorder	662-60-67-51900	36.00	1/7/2022
245265	HUMBO025	Humboldt County Clerk Recorder	101-50-81-54200	4.00	1/7/2022
245265	HUMBO025	Humboldt County Clerk Recorder	205-60-87-51770	40.00	1/7/2022
245266	HUMBO210	Humboldt Transit Authority	663-50-91-55300	22,500.00	1/7/2022
245267	HUMBO210	Humboldt Transit Authority	663-50-91-55300	5,470.80	1/7/2022
245268	JACOB020	Jacoby Creek Water Dist	661-00-00-46711	2,011.63	1/7/2022
245269	JEFF999	Jefferson Neil	101-00-00-23070	500.00	1/7/2022
245270	KSIS999	Ksiksi Taoufik	101-00-00-44210	135.00	1/7/2022
245270	KSIS999	Ksiksi Taoufik	101-00-00-23070	300.00	1/7/2022
245271	MADRI060	Mad River Union	255-30-14-51770	192.00	1/7/2022
245271	MADRI060	Mad River Union	255-30-14-51770	152.00	1/7/2022
245271	MADRI060	Mad River Union	255-30-14-51770	152.00	1/7/2022
245271	MADRI060	Mad River Union	101-10-03-54200	84.00	1/7/2022
245271	MADRI060	Mad River Union	101-10-03-54200	48.00	1/7/2022
245272	MISSI999	Missimer Rhiannon	570-00-00-24157	88.00	1/7/2022
245273	MYERS994	Myers Callie	101-00-00-46365	9.60	1/7/2022
245273	MYERS994	Myers Callie	101-00-00-46318	124.00	1/7/2022
245274	NFP010	Alerity Group	662-50-65-50990	(0.97)	1/7/2022
245274	NFP010	Alerity Group	661-60-64-50990	(3.90)	1/7/2022
245274	NFP010	Alerity Group	101-00-00-22206	1,121.25	1/7/2022
245274	NFP010	Alerity Group	662-60-67-50990	(3.90)	1/7/2022
245274	NFP010	Alerity Group	661-50-63-50990	(0.98)	1/7/2022
245275	NORTH899	North Pacific Cardiology	101-10-15-51702	45.00	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-81-51100	51.00	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	11.18	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	63.17	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	44.53	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	666-60-51-51100	26.32	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	6,713.73	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	12.87	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-81-51100	14.12	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	10.16	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	27.31	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	14.08	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	11.90	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	661-60-64-51100	4,408.75	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-85-51100	8,430.33	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	663-50-91-51100	39.81	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	662-60-67-51100	22,079.09	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-81-51100	1,293.57	1/7/2022
245276	PACIF020	Pacific Gas & Electric Co	101-50-81-51100	25.77	1/7/2022
245277	PAIKN999	Paik-Nicely Marylyn	101-10-03-51770	375.79	1/7/2022
245278	REMIF010	R.E.M.I.F.	662-50-65-50990	(5.68)	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22203	35.80	1/7/2022
245278	REMIF010	R.E.M.I.F.	662-60-67-50990	14.56	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22203	35.80	1/7/2022
245278	REMIF010	R.E.M.I.F.	559-00-00-24059	1,101.75	1/7/2022
245278	REMIF010	R.E.M.I.F.	661-60-64-50990	(22.74)	1/7/2022
245278	REMIF010	R.E.M.I.F.	662-60-67-50990	(334.80)	1/7/2022
245278	REMIF010	R.E.M.I.F.	662-50-65-50990	(1.82)	1/7/2022
245278	REMIF010	R.E.M.I.F.	661-50-63-50990	(5.68)	1/7/2022
245278	REMIF010	R.E.M.I.F.	661-60-64-50990	(334.80)	1/7/2022

Attachment: A. Warrant 122521-010722 (3798 : Warrant Listing)

City of Arcata Warrant Listing 12/25/2021-01/07/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Distribution</u>	<u>Amount</u>	<u>Date</u>
245278	REMIF010	R.E.M.I.F.	101-00-00-22203	142,885.00	1/7/2022
245278	REMIF010	R.E.M.I.F.	661-50-63-50990	(1.82)	1/7/2022
245278	REMIF010	R.E.M.I.F.	661-50-63-50990	3.64	1/7/2022
245278	REMIF010	R.E.M.I.F.	662-60-67-50990	(7.28)	1/7/2022
245278	REMIF010	R.E.M.I.F.	662-50-65-50990	3.64	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22203	8,084.29	1/7/2022
245278	REMIF010	R.E.M.I.F.	559-00-00-24059	19,194.71	1/7/2022
245278	REMIF010	R.E.M.I.F.	661-60-64-50990	(7.28)	1/7/2022
245278	REMIF010	R.E.M.I.F.	559-00-00-24059	222.95	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22205	3,057.65	1/7/2022
245278	REMIF010	R.E.M.I.F.	661-50-63-50990	(83.70)	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22204	1,974.70	1/7/2022
245278	REMIF010	R.E.M.I.F.	661-60-64-50990	14.56	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22203	4.55	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22204	577.85	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22203	35.80	1/7/2022
245278	REMIF010	R.E.M.I.F.	662-50-65-50990	(83.70)	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22205	10,810.76	1/7/2022
245278	REMIF010	R.E.M.I.F.	101-00-00-22203	4.55	1/7/2022
245278	REMIF010	R.E.M.I.F.	662-60-67-50990	(22.74)	1/7/2022
245279	ROBERTSK	Roberts Keala	101-00-00-46318	186.00	1/7/2022
245279	ROBERTSK	Roberts Keala	101-00-00-46365	14.00	1/7/2022
245280	RUSSE994	Russell Taylor	101-00-00-46318	155.00	1/7/2022
245281	SECRE999	California Secretary of State	101-10-05-51400	40.00	1/7/2022
245282	SEHIC999	Sehic Andy	101-00-00-46318	63.10	1/7/2022
245283	STATE020	Tax and Fee Administration California Department of	101-00-00-21090	7,797.00	1/7/2022
245284	STATE998	State Water Resources Control Board Attn: SCP Program	211-30-13-58211	1,106.19	1/7/2022
245285	SUDDE010	Suddenlink	775-10-71-51210	317.70	1/7/2022
245286	SUDDE020	Suddenlink	775-10-71-51210	685.00	1/7/2022
245286	SUDDE020	Suddenlink	775-10-71-51200	956.99	1/7/2022
245286	SUDDE020	Suddenlink	101-40-21-51200	415.00	1/7/2022
245287	TIMES999	Eureka Times-Standard	255-30-14-51770	721.26	1/7/2022
245288	TMOBI010	T-Mobile USA Inc.	101-40-21-51200	1,057.19	1/7/2022
245288	TMOBI010	T-Mobile USA Inc.	775-10-71-51200	2,182.71	1/7/2022
245289	UNIQU010	Adams Elizabeth	552-00-00-24022	2,842.27	1/7/2022
245290	USBAN003	US Bank Equipment Finance	775-10-71-53300	126.45	1/7/2022
245291	USBANKTR	US Bank Trust N.A.	881-00-00-12020	(0.50)	1/7/2022
245291	USBANKTR	US Bank Trust N.A.	881-30-12-56110	71,652.00	1/7/2022
245291	USBANKTR	US Bank Trust N.A.	881-30-12-56210	73,579.63	1/7/2022
245292	WHITE994	White Kimberly	101-00-00-46318	93.00	1/7/2022
245292	WHITE994	White Kimberly	101-00-00-46365	7.00	1/7/2022
245293	ZARZH999	Zarzhevsky Natalia	101-00-00-46365	36.00	1/7/2022
245293	ZARZH999	Zarzhevsky Natalia	101-00-00-46318	465.00	1/7/2022
245294	4LEAF010	4Leaf Inc.	101-30-31-51722	745.95	1/7/2022
245295	ADVAN010	Advanced Security Systems	101-50-85-51770	1,123.50	1/7/2022
245295	ADVAN010	Advanced Security Systems	212-30-11-55400	127.50	1/7/2022
245296	ALLEN070	Allen's Commercial Appliance	101-50-85-51770	545.10	1/7/2022
245297	ALMQU010	Almquist Lumber Company	101-50-85-55400	12.87	1/7/2022
245298	ALVES010	Alves Inc.	666-60-51-54200	107.58	1/7/2022
245298	ALVES010	Alves Inc.	207-50-45-53800	112.62	1/7/2022
245299	AQUAF010	Aquafix Inc	662-60-67-54200	863.97	1/7/2022
245300	ARCAT580	Arcata Stationers	101-20-07-53300	18.65	1/7/2022
245300	ARCAT580	Arcata Stationers	101-30-11-54200	83.68	1/7/2022
245300	ARCAT580	Arcata Stationers	101-50-41-53300	109.43	1/7/2022
245300	ARCAT580	Arcata Stationers	101-60-70-53300	45.04	1/7/2022
245300	ARCAT580	Arcata Stationers	101-50-41-53300	325.63	1/7/2022
245300	ARCAT580	Arcata Stationers	101-50-41-53300	35.97	1/7/2022

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<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Distribution</u>	<u>Amount</u>	<u>Date</u>
245300	ARCAT580	Arcata Stationers	101-50-41-53300	17.01	1/7/2022
245300	ARCAT580	Arcata Stationers	662-60-67-53300	17.44	1/7/2022
245300	ARCAT580	Arcata Stationers	101-40-21-53300	436.42	1/7/2022
245300	ARCAT580	Arcata Stationers	212-30-11-55400	56.10	1/7/2022
245301	ARCAT620	Arcata Used Tire & Wheel	771-50-57-54600	291.25	1/7/2022
245301	ARCAT620	Arcata Used Tire & Wheel	771-50-57-54600	339.46	1/7/2022
245301	ARCAT620	Arcata Used Tire & Wheel	771-50-57-54600	20.00	1/7/2022
245301	ARCAT620	Arcata Used Tire & Wheel	771-50-57-51770	5.00	1/7/2022
245301	ARCAT620	Arcata Used Tire & Wheel	771-50-57-54600	20.00	1/7/2022
245301	ARCAT620	Arcata Used Tire & Wheel	771-50-57-54600	20.00	1/7/2022
245301	ARCAT620	Arcata Used Tire & Wheel	771-50-57-51770	5.00	1/7/2022
245301	ARCAT620	Arcata Used Tire & Wheel	771-50-57-54600	20.00	1/7/2022
245302	ATTCALNE	AT&T	101-40-21-52522	358.59	1/7/2022
245303	B&BPO010	B & B Portable Toilets	101-50-81-55600	364.13	1/7/2022
245303	B&BPO010	B & B Portable Toilets	101-50-81-55600	356.88	1/7/2022
245303	B&BPO010	B & B Portable Toilets	662-60-67-55400	106.70	1/7/2022
245303	B&BPO010	B & B Portable Toilets	101-50-81-55600	210.90	1/7/2022
245303	B&BPO010	B & B Portable Toilets	662-60-67-55400	343.13	1/7/2022
245303	B&BPO010	B & B Portable Toilets	662-60-67-55400	157.12	1/7/2022
245304	BAKER010	Baker Jonathan David	233-50-48-51770	145.00	1/7/2022
245304	BAKER010	Baker Jonathan David	662-60-67-51770	683.75	1/7/2022
245305	BROES010	Broese's Uniforms	101-40-21-51500	631.66	1/7/2022
245306	BUDDY010	Buddy's Auto Center	101-40-23-51762	125.00	1/7/2022
245306	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	1/7/2022
245306	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	1/7/2022
245306	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	1/7/2022
245306	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	1/7/2022
245306	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	1/7/2022
245307	CADEP040	CA Dep Of Justice	101-10-15-52524	128.00	1/7/2022
245308	CALTE010	Caltest Analytical Lab	662-60-67-51742	336.30	1/7/2022
245308	CALTE010	Caltest Analytical Lab	662-60-67-51742	336.30	1/7/2022
245309	CLEMENTI	Clementi Phd Mark A	101-40-21-51770	1,548.00	1/7/2022
245310	CODEP010	Code Publishing Company	101-10-05-51770	297.25	1/7/2022
245311	DAYWI010	Day Management Corporation	101-40-21-55300	150.00	1/7/2022
245311	DAYWI010	Day Management Corporation	101-40-21-55300	150.00	1/7/2022
245312	DPTRA010	DP Trading	101-10-15-54200	300.92	1/7/2022
245312	DPTRA010	DP Trading	101-00-00-21090	(16.92)	1/7/2022
245313	EUREK120	Eureka Rubber Stamp	101-40-21-51500	45.00	1/7/2022
245313	EUREK120	Eureka Rubber Stamp	101-40-21-51500	27.44	1/7/2022
245314	EUREK130	Eureka Ready Mix Concrete Co Inc	661-50-63-53800	196.86	1/7/2022
245314	EUREK130	Eureka Ready Mix Concrete Co Inc	661-50-63-53800	138.79	1/7/2022
245315	FEDER010	Fedex	662-60-67-53100	507.38	1/7/2022
245316	GCSEN010	GCS Environmental Equip	771-50-57-54400	133.44	1/7/2022
245317	GEARH010	Gearheart Robert A	662-60-67-51728	2,450.00	1/7/2022
245318	GRANI020	Granicus Inc.	101-10-05-51770	713.76	1/7/2022
245318	GRANI020	Granicus Inc.	101-10-77-51792	596.01	1/7/2022
245319	HARPE010	Harper Ford Country	771-50-57-54400	222.98	1/7/2022
245319	HARPE010	Harper Ford Country	771-50-57-54400	222.98	1/7/2022
245319	HARPE010	Harper Ford Country	771-50-57-54400	12.26	1/7/2022
245319	HARPE010	Harper Ford Country	771-50-57-54400	181.16	1/7/2022
245319	HARPE010	Harper Ford Country	771-50-57-54400	6.22	1/7/2022
245319	HARPE010	Harper Ford Country	771-50-57-54400	416.58	1/7/2022
245319	HARPE010	Harper Ford Country	771-50-57-54400	(109.25)	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-55400	47.71	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-85-55400	14.09	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-55300	3,255.00	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-55400	10.84	1/7/2022

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<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Distribution</u>	<u>Amount</u>	<u>Date</u>
245320	HENSE010	Hensels Hardware	101-50-85-55400	1.09	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-53600	3.24	1/7/2022
245320	HENSE010	Hensels Hardware	101-30-31-57800	1.91	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-85-55400	30.37	1/7/2022
245320	HENSE010	Hensels Hardware	101-30-31-57800	58.37	1/7/2022
245320	HENSE010	Hensels Hardware	101-30-31-57800	53.95	1/7/2022
245320	HENSE010	Hensels Hardware	101-30-31-57800	86.79	1/7/2022
245320	HENSE010	Hensels Hardware	101-30-31-57800	21.65	1/7/2022
245320	HENSE010	Hensels Hardware	101-30-31-57800	(13.39)	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-85-53600	20.59	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-55400	18.35	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-85-53600	4.33	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-54200	7.71	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-85-53600	75.00	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-55400	206.14	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-55400	204.60	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-55400	29.28	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-81-55400	13.00	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-85-55400	6.50	1/7/2022
245320	HENSE010	Hensels Hardware	101-50-85-55400	50.96	1/7/2022
245321	HENSE010	Hensels Hardware	212-30-11-55400	297.31	1/7/2022
245322	HSUSP010	Sponsored Programs Foundation	662-60-67-51728	1,138.42	1/7/2022
245323	HUMBO010	Humboldt Bay Municipal Water District	661-60-64-54000	118,698.43	1/7/2022
245324	HUMBO116	Humboldt Fasteners	771-50-57-57800	32.06	1/7/2022
245325	HUMBO200	Humboldt Termite & Pest Control	212-30-11-55400	150.00	1/7/2022
245325	HUMBO200	Humboldt Termite & Pest Control	212-30-11-55400	150.00	1/7/2022
245326	HUMBO240	Humboldt Waste Management Authority	664-60-73-51754	4,971.21	1/7/2022
245326	HUMBO240	Humboldt Waste Management Authority	662-60-67-51754	4,971.21	1/7/2022
245327	INDUS020	Industrial Electric Arcata Inc	661-60-64-55300	66.50	1/7/2022
245328	INFOS010	Infosend Inc	661-60-64-53100	1,439.27	1/7/2022
245328	INFOS010	Infosend Inc	662-60-67-53100	1,439.27	1/7/2022
245328	INFOS010	Infosend Inc	662-60-67-51770	12.48	1/7/2022
245328	INFOS010	Infosend Inc	661-60-64-51770	518.74	1/7/2022
245328	INFOS010	Infosend Inc	662-60-67-51770	518.73	1/7/2022
245328	INFOS010	Infosend Inc	661-60-64-51770	12.49	1/7/2022
245329	JABEB010	Abbott Kevin and Mary	662-60-67-54200	358.00	1/7/2022
245330	JMBOD010	J & M Body Shop/Towing	101-40-23-51762	130.00	1/7/2022
245331	JOHNS030	C&K Johnson Industries	205-60-87-54200	1,822.80	1/7/2022
245332	KEENA010	Keenan Supply	661-50-63-53900	106.01	1/7/2022
245332	KEENA010	Keenan Supply	661-50-63-53900	277.89	1/7/2022
245333	KERNE010	Kernen Construction	205-60-87-54200	1.00	1/7/2022
245333	KERNE010	Kernen Construction	205-60-87-54200	144.13	1/7/2022
245333	KERNE010	Kernen Construction	101-00-00-21090	(1.00)	1/7/2022
245334	LIEBE010	Liebert Cassidy Whitmore	101-10-09-51773	2,242.00	1/7/2022
245334	LIEBE010	Liebert Cassidy Whitmore	101-10-09-51773	1,140.00	1/7/2022
245335	LOSTC010	Lost Coast Communications Inc.	101-10-15-51300	300.00	1/7/2022
245336	MADRI060	Mad River Union	101-10-15-51300	144.00	1/7/2022
245336	MADRI060	Mad River Union	101-10-05-51300	64.00	1/7/2022
245336	MADRI060	Mad River Union	101-10-05-51300	72.00	1/7/2022
245337	MAPLE010	Maple Service Inc.	212-30-11-55400	547.75	1/7/2022
245338	MCKIN040	McKinleyville Community Servic	661-60-64-54000	1,518.94	1/7/2022
245339	MCMAS010	McMaster-Carr	662-60-67-55300	186.29	1/7/2022
245340	MENDE010	Mendes Supply Co	101-50-81-54200	2,366.29	1/7/2022
245340	MENDE010	Mendes Supply Co	101-50-85-53600	3,160.51	1/7/2022
245340	MENDE010	Mendes Supply Co	212-30-11-55400	82.40	1/7/2022
245340	MENDE010	Mendes Supply Co	212-30-11-55400	181.19	1/7/2022
245340	MENDE010	Mendes Supply Co	662-60-67-53600	270.02	1/7/2022

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<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Distribution</u>	<u>Amount</u>	<u>Date</u>
245340	MENDE010	Mendes Supply Co	101-50-85-53600	274.33	1/7/2022
245340	MENDE010	Mendes Supply Co	212-30-11-55400	160.44	1/7/2022
245340	MENDE010	Mendes Supply Co	212-30-11-55400	1.70	1/7/2022
245341	MENDE010	Mendes Supply Co	212-30-11-55400	113.89	1/7/2022
245342	MILLE020	Miller Farms Nursery Inc	101-50-81-55300	284.30	1/7/2022
245343	MILLY010	The Mill Yard	205-60-87-54200	14.17	1/7/2022
245343	MILLY010	The Mill Yard	205-60-87-54200	56.40	1/7/2022
245343	MILLY010	The Mill Yard	662-60-67-55400	24.14	1/7/2022
245343	MILLY010	The Mill Yard	101-50-81-55400	44.46	1/7/2022
245343	MILLY010	The Mill Yard	101-50-81-55400	24.45	1/7/2022
245343	MILLY010	The Mill Yard	101-30-31-57800	162.51	1/7/2022
245343	MILLY010	The Mill Yard	101-50-81-54300	59.10	1/7/2022
245344	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	74.53	1/7/2022
245344	MISSIO10	Mission Linen Ind.Inc.	662-60-67-51500	107.42	1/7/2022
245344	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	73.36	1/7/2022
245344	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	60.60	1/7/2022
245344	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	74.53	1/7/2022
245344	MISSIO10	Mission Linen Ind.Inc.	771-50-57-51500	70.23	1/7/2022
245344	MISSIO10	Mission Linen Ind.Inc.	662-60-67-51500	107.42	1/7/2022
245345	MORRIO50	Jim Morris Environmental T-Shi	662-60-67-54200	1,222.65	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	87.81	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	28.13	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	16.28	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	5.21	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	43.39	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	17.65	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	621.90	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	15.15	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	23.27	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	94.38	1/7/2022
245346	NAPAA010	NAPA Auto Parts	771-50-57-54400	13.37	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	26.04	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	79.80	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	142.28	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	24.91	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	93.57	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	97.55	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	59.08	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	194.92	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	11.24	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	2.82	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	143.75	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	50.04	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	155.17	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	53.00	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	23.05	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	(311.57)	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	(214.52)	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	(14.40)	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	29.69	1/7/2022
245347	NAPAA010	NAPA Auto Parts	771-50-57-54400	228.91	1/7/2022
245348	NOBLE020	Noble Benjamin K	211-30-13-58213	675.00	1/7/2022
245349	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	55.00	1/7/2022
245349	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	300.00	1/7/2022
245349	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	275.00	1/7/2022
245349	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	135.00	1/7/2022
245349	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	230.00	1/7/2022

Attachment: A. Warrant 122521-010722 (3798 : Warrant Listing)

City of Arcata Warrant Listing 12/25/2021-01/07/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Distribution</u>	<u>Amount</u>	<u>Date</u>
245349	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	130.00	1/7/2022
245349	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	300.00	1/7/2022
245349	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	275.00	1/7/2022
245349	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	225.00	1/7/2022
245350	OCCUP020	American Hospital Management	101-10-15-51702	567.29	1/7/2022
245350	OCCUP020	American Hospital Management	101-10-15-51702	617.75	1/7/2022
245350	OCCUP020	American Hospital Management	101-10-15-51702	52.50	1/7/2022
245350	OCCUP020	American Hospital Management	101-10-15-51702	297.50	1/7/2022
245351	PACIF080	Pacific EcoRisk Inc.	662-60-67-51742	2,007.84	1/7/2022
245352	PARAD010	Paradise Cay Publications Inc.	662-60-67-54200	345.91	1/7/2022
245353	PETER030	Peterson Collision Repair	771-50-57-55100	1,960.89	1/7/2022
245354	PHOEN010	Phoenix Group Information Systems	101-40-23-54200	250.00	1/7/2022
245355	PLANW010	Planwest Partners Inc	213-30-13-58001	13,051.25	1/7/2022
245355	PLANW010	Planwest Partners Inc	213-30-13-58004	3,825.00	1/7/2022
245355	PLANW010	Planwest Partners Inc	213-30-13-58002	20,136.25	1/7/2022
245355	PLANW010	Planwest Partners Inc	213-30-13-58004	14,015.00	1/7/2022
245355	PLANW010	Planwest Partners Inc	213-30-13-58002	27,542.50	1/7/2022
245356	PLAYH010	Playhouse Arts	211-30-13-58217	5,417.97	1/7/2022
245357	RECLAMAT	Reclamation District #768	662-60-67-51900	983.74	1/7/2022
245357	RECLAMAT	Reclamation District #768	666-60-51-51900	983.75	1/7/2022
245358	REDWO015	Redwood Coast Fuels	662-60-67-54700	648.70	1/7/2022
245359	REESE010	Reese And Associates Inc.	101-30-11-51790	380.00	1/7/2022
245360	ROCKW020	Rockwell Solutions Inc.	662-60-67-57300	8,183.62	1/7/2022
245360	ROCKW020	Rockwell Solutions Inc.	662-60-67-57300	439.56	1/7/2022
245360	ROCKW020	Rockwell Solutions Inc.	662-60-67-57300	2,000.51	1/7/2022
245360	ROCKW020	Rockwell Solutions Inc.	662-60-67-57300	3,070.47	1/7/2022
245360	ROCKW020	Rockwell Solutions Inc.	662-60-67-57300	3,071.47	1/7/2022
245361	ROTOR010	Roto-Rooter	212-30-11-55400	349.00	1/7/2022
245362	S&HAU020	S & H Auto Glass Inc	771-50-57-55100	483.21	1/7/2022
245363	SAFETO20	safetybygeorge LLC	207-50-45-51400	577.00	1/7/2022
245363	SAFETO20	safetybygeorge LLC	662-60-67-51400	577.00	1/7/2022
245363	SAFETO20	safetybygeorge LLC	661-60-64-51400	576.00	1/7/2022
245363	SAFETO20	safetybygeorge LLC	207-50-45-51400	510.00	1/7/2022
245363	SAFETO20	safetybygeorge LLC	661-60-64-51400	510.00	1/7/2022
245363	SAFETO20	safetybygeorge LLC	662-60-67-51400	510.00	1/7/2022
245364	SCOTTCHA	Scott Chad	662-60-67-51400	131.00	1/7/2022
245365	SECUR010	Low Voltage Security Inc	212-30-11-55400	10.93	1/7/2022
245365	SECUR010	Low Voltage Security Inc	212-30-11-55400	2.73	1/7/2022
245366	SHRED020	Shred Aware LLC.	101-40-21-51770	114.00	1/7/2022
245367	SPENC010	Spencer Electric	101-50-41-55310	8,810.06	1/7/2022
245368	SPRIN030	Springbrook Holding Company LLC	662-60-67-53400	65.50	1/7/2022
245368	SPRIN030	Springbrook Holding Company LLC	661-60-64-53400	65.50	1/7/2022
245369	STATE010	Statewide Traffic Safety & Signs Inc.	232-50-45-57600	2,393.44	1/7/2022
245369	STATE010	Statewide Traffic Safety & Signs Inc.	232-50-45-57600	2,601.56	1/7/2022
245369	STATE010	Statewide Traffic Safety & Signs Inc.	232-50-45-57600	(800.00)	1/7/2022
245370	STATE110	SWRCB	661-60-64-51900	3,326.00	1/7/2022
245371	STERIO10	Stericycle Inc.	662-60-67-51770	48.96	1/7/2022
245372	TEHAM010	Tehama Tire	771-50-57-54600	1,817.81	1/7/2022
245373	THRIF010	Thrifty Supply Company	101-50-85-53600	155.37	1/7/2022
245374	TPTIRO10	T.P. Tire Service	771-50-57-54600	243.78	1/7/2022
245374	TPTIRO10	T.P. Tire Service	771-50-57-54600	773.79	1/7/2022
245375	ULINE010	ULINE INC.	661-60-64-51500	549.82	1/7/2022
245375	ULINE010	ULINE INC.	661-60-64-51500	549.96	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,148.09	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	474.03	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	870.77	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	301.86	1/7/2022

Attachment: A. Warrant 122521-010722 (3798 : Warrant Listing)

City of Arcata Warrant Listing 12/25/2021-01/07/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Distribution</u>	<u>Amount</u>	<u>Date</u>
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	66.09	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	119.59	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	81.94	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,133.51	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,041.78	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	57.30	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	336.03	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	407.10	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	821.44	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	295.83	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,298.09	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	395.77	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,016.08	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	405.90	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,727.00	1/7/2022
245376	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,059.62	1/7/2022
245377	ZEESE010	Zee Medical Company	662-60-67-54200	124.09	1/7/2022
				<u>1,201,190.88</u>	

Attachment: A. Warrant 122521-010722 (3798 : Warrant Listing)



STAFF REPORT – CITY COUNCIL MEETING

January 19, 2022

TO: Honorable Mayor and City Council Members

FROM: Nancy Diamond, City Attorney

PREPARER: Nancy Diamond, City Attorney

DATE: January 12, 2022

TITLE: **Adopt Ordinance No. 1555, An Ordinance of the City Council of the City of Arcata Amending the Arcata Municipal Code, Title II, Chapter 10, to Make Biennial Consumer Price Index Adjustments to Campaign Contribution Limitations; Waive Reading of the Text and Consent to Read by Title Only.**

RECOMMENDATION:

It is recommended that the Council adopt Ordinance No. 1555, An Ordinance of the City Council of the City of Arcata Amending the Arcata Municipal Code, Title II, Chapter 10, to Make Biennial Consumer Price Index Adjustments to Campaign Contribution Limitations; waive reading of the text and consent to read by title only.

INTRODUCTION:

In 1992, the Arcata voters adopted a ballot measure that established campaign contribution limitations (codified in the Arcata Municipal Code at §§ 3011-3018, Title II, Chapter 10). This ballot measure set local office candidate campaign contribution limitations and requirements for disclosure of independent expenditures at \$100 per election cycle, to be adjusted every even-numbered year by the consumer price index (CPI). Ordinance No. 1555, introduced by the City Council on January 5, 2022, makes this adjustment for 2022.

DISCUSSION:

CPI adjustments to the contribution limitation and independent expenditure disclosure requirement made since adoption of the campaign finance ballot measure raised the \$100 threshold to \$210 in 2020. Ordinance No. 1555 presented for adoption would raise the campaign contribution limits and disclosure thresholds for the 2022 election cycle to \$220 based on a CPI adjustment calculation made by the Finance Director.

General Legal Issues. The law surrounding campaign finance, including campaign contribution limitations and independent expenditure disclosure, is complex and subject to change by federal and state court interpretation. State laws are found in the California Political Reform Act (PRA, Government Code §§ 84100-91014) and are regulated by the FPPC. The following sets out an analysis of the legal framework for campaign contribution limitations, independent campaign

expenditure disclosure requirements, and expenditure limitations on ballot measures, initiatives and referenda.

Campaign Contribution Limitations. Campaign contribution limitations infringe on First Amendment freedoms by restricting the contributor's ability to engage in free communication and association. (*Citizens United v. Federal Election Commission* (2010) 130 S.Ct. 876; *Buckley v. Valeo* (1976) 424 U.S. 1; *SpeechNow.org v. Federal Election Commission* (2010) 599 F.3d 686.) As a result, restrictions on contributions are permissible only if necessary to advance a legitimate state interest and are "closely drawn" to avoid unnecessary abridgment of associational (First Amendment) freedoms. To date, courts have identified the elimination of corruption or its appearance as the only governmental interest that will support limitations on direct campaign contributions. (E.g., *Federal Election Comm'n v. Nat'l Conservation Political Action Committee* (1985) 470 U.S. 480, 496-497.) Importantly, the goal of equalizing political opportunities between candidates and parties has been expressly **rejected** as a legitimate justification for the adoption of campaign contribution limitations. (*Buckley*, 424 U.S. at 48). Additionally, courts have determined that, as a matter of law, anti-corruption is not a legitimate interest in regard to independent groups, and no justification for limiting campaign contributions to independent organizations simply because it is a corporation therefore exists. (*Citizens United, supra, SpeechNow, supra.*)

A number of statewide initiative measures establishing contribution limitations have been adopted over the last 20 years and have been largely declared as unconstitutional by reviewing courts. For example, limitations established by initiative measure adopted in 1994 imposing *inter alia* a \$100 campaign contribution limitation on local elections in small jurisdictions were found largely unconstitutional in 1996. (*California Profile Council PAC v. Scully* (ED Cal 1998) 989 F. Supp. 1282, Aff'd (9th Cir. 1999) 164 F.3d. 1189.) However, that Court also indicated that local campaign contribution limitation ordinances *could* potentially pass constitutional muster if challenged through a case-by-case analysis of facts pertinent to the local jurisdiction such as size, available news media coverage, and cost of media, printing and support staff. (*Id.* 989 F. Supp. 1189 at 1299.)

At present, local campaign limitations made directly to candidates are authorized by the California Elections Code § 10202 ("A city may, by ordinance or resolution, limit campaign contributions in municipal elections"), provided such limitations are in compliance with the Political Reform Act (Government Code § 81013 et seq.). If challenged in court as violating First Amendment rights, local limits would be evaluated case-by-case to determine whether they are locally justified. The specific dollar amount imposed as a contribution limit must not "burden substantially more speech than is necessary to further the government's legitimate interest." (*Ward v. Rock Against Racism* (1989) 491 US 781, 799.)

Arcata's campaign contribution limitation ordinance has never been challenged as violating First Amendment Laws, and its need in protecting against political corruption has never been tested. Additionally, I am not aware that formal analysis has been made as to whether the amount of the limitation permits adequate campaigning within the City. As a result, it is impossible to state with certainty whether the proposed \$220 limitation under the Arcata Municipal Code § 3012(A)(1) is locally justified.

Expenditure Disclosure Limitations. In contrast to the narrow purposes for which a local government may impose direct campaign contribution limitations, courts have found that a legitimate governmental interest exists in the public's knowledge of the sources of political contributions because they educate the voters about interests a candidate is likely to respond and become beholden to. (*Buckly v. Valeo* (1976) 424. U.S. 1, 68). Under Government Code § 82031, independent expenditures of \$1,000 or more made in support or opposition to a candidate or measure must be

reported to the FPPC. There appears to be no prohibition against requiring disclosure of smaller contributions such as the proposed \$220 disclosure threshold under AMC § 3012(D).

Limitations on Ballot Measures, Initiatives and Referenda Contributions. Although Arcata’s campaign contribution limitations ordinance does not limit contributions made to support or defeat ballot measures, initiatives and referenda; the following discussion is included to provide a broader understanding for campaign finance regulation. Courts have determined that the elimination of corruption and associated “political debt” is not a valid justification for limiting contributions made to support or defeat ballot measures, initiatives and referenda. One court has stated:

“Whatever the justification for prohibiting contributions that are prone to create political debts, it largely evaporates when the object of prohibition is not contributions to a candidate or party, but contributions to a public referendum. The specter of a political debt created by a contribution to a referendum campaign is too distant to warrant this further encroachment on First Amendment rights.”
(PG&E v. City of Berkeley (1976) 60 Cal.App3d 123, 128-129, quoting Schwartz v. Romnes (2d. Cir. 1974) 495 F. 2d 844, 852-853.)

This decision arose from a ban prohibiting corporate contributions to support or defeat local measures, as opposed to an across-the-board limitation equally applicable to individuals and corporations. Nonetheless, the principal stated is important: valid justifications for burdening First Amendment speech in the context of candidate contribution limitations may not be valid in the context of ballot measures.

COMMITTEE/COMMISSION REVIEW:

None

ENVIRONMENTAL REVIEW (CEQA):

This ordinance is exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15061(b)(3) of the CEQA Guidelines.

BUDGET/FISCAL IMPACT:

Not applicable

ATTACHMENTS:

Ord 1555 Campaign Contribution Limitations updated, 2022 (DOCX)

ORDINANCE NO. 1555

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCATA
AMENDING THE ARCATA MUNICIPAL CODE TITLE II, CHAPTER 10, TO MAKE
BIENNIAL CONSUMER PRICE INDEX ADJUSTMENTS TO
CAMPAIGN CONTRIBUTION LIMITATIONS**

The City Council of the City of Arcata does ordain as follows:

Section 1: Title II (*Administration*) Chapter 10 (*Contribution Limitations*) Sections 3012(A)(1) and 3012(D) of the Arcata Municipal Code, are hereby amended by the following strike through and bold double underscore to read as follows:

SEC. 3011. Definitions.

The definitions and procedural requirements set forth in California Government Code Sections 81000, *et seq.* shall govern the interpretation of this Chapter unless otherwise defined as follows:

A. "Agency" means an agency as defined in California Government Code Section 82003 but also including all officials who are directly elected by the voters with the exception of the Courts or an Agency of the judicial branch.

B. "Election Cycle" means for each candidate or any controlled committee the four (4) year period immediately preceding the City election in which the candidate stands for election.

SEC. 3012. Contribution limitations.

A. Limitations on Contributions from Persons:

1. No person other than a candidate shall make, and no campaign treasurer shall solicit or accept, any contribution which will cause the total amount contributed by such person during an election cycle in support or opposition to such candidate for city office, including contributions to all committees supporting or opposing such candidate, to become an amount exceeding the base amount of one hundred dollars (\$100.00) for the election cycle, adjusted every two (2) years pursuant to Section 3015, to ~~two hundred ten~~ **two hundred twenty** dollars (~~\$210.00~~**220.00**) in 2020**2022**.

2. The terms in this subsection are applicable to any contributions made to a candidate or committee hereunder, whether used by such candidate or committee to finance a current campaign, to pay deficits incurred in other campaigns or for any other use.

B. Family Contributions:

1. Contributions by a husband and a wife shall be treated as separate contributions and shall not be aggregated.

2. Contributions by children under the age of eighteen (18) years of age shall be treated as contributions by their parents and attributed proportionately to each parent [one-half (1/2) to each parent or the total amount to a single custodial parent].

C. Loans:

1. Every loan to a candidate or the candidate's controlled committee shall be by written agreement, a copy of which shall be filed with the candidate's or committee's campaign statement on which the loan is first reported.

2. The proceeds of a loan made to a candidate by a commercial lending institution in the regular course of business on the same terms available to members of the public and which is secured or guaranteed shall not be subject to the contribution limitations of this Chapter.

3. Extensions of credit [other than loans pursuant to subsection (C)(2)] for a period of more than thirty (30) days are subject to the contribution limitations of this Chapter.

D. Notice of Independent Expenditures

Any person who makes independent expenditures of more than ~~two hundred ten~~ two hundred twenty dollars (~~\$210.00~~220.00), in support of or in opposition to any candidate shall notify the local filing officer and all candidates running for the same seat by telegram within five (5) days each time the ~~two hundred ten~~ two hundred twenty dollar (~~\$210.00~~220.00) threshold is exceeded.

E. Organizational Contributions

1. No officer, employee, agent or attorney or other representative of a person covered by this Chapter shall aid, abet, advise or participate in a violation of this subsection.

2. No person shall knowingly accept a payment or contribution made in violation of this subsection.

3. This Chapter shall not prohibit a controlled committee of a candidate from conveying to that candidate any monies received by said committee as contributions within the limitations of this Chapter.

F. Duties of Campaign Treasurer

If a campaign treasurer is offered a contribution which would be in excess of the contribution limitations of this Chapter, the treasurer must refuse the contribution. If, however, a contribution is deposited in the campaign committee's account, which is in violation of this

section, he or she shall report in writing within five (5) days to the City Clerk the facts surrounding such payment or contribution. Any such contribution so deposited shall be paid promptly, from available campaign funds, if any, to the City Treasurer for deposit in the General Fund of the City.

SEC. 3013. Enforcement.

A. Violations and Penalties, Generally

1. Any person who violates any provision of this Chapter is guilty of a misdemeanor. Any person who causes any other person to violate any provision of this Chapter, or who aids and abets any other person in violation of any provision of this Chapter, shall be liable under the provisions of this section. Prosecution of any provisions of this section, or prosecution of any provision of this Chapter shall be commenced within four (4) years after the date on which the violation occurred.

2. If, after election, a candidate is convicted of a violation of any provision of this Chapter, the election of office of such candidate shall be void and such office shall immediately become vacant. In such event the vacancy shall be filled in accordance with the procedures set forth in the California Government Code. If a candidate is convicted of a violation of this Chapter prior to election, his or her candidacy shall be terminated immediately and he or she shall no longer be eligible for election.

3. No person convicted of a misdemeanor under this Chapter shall be qualified or be a candidate for a period of four (4) years following the date of conviction unless the court at the time of sentencing specifically determines that in the interest of justice this provision shall not be applicable.

4. A plea of nolo contendere shall be deemed a conviction for purposes of this Section.

5. If any candidate is found guilty of violating the terms of this Chapter, an amount equal to or less than three (3) times the amount of the unlawful contribution or expenditure shall be paid by the candidate or committee treasurer who received such funds to the City Treasurer for deposit in the General Fund of the City.

B. Civil Actions

1. Any person who intentionally or negligently violates any provision of this Chapter shall be liable in a civil action brought by the City Attorney or by a person residing within the City of Arcata for an amount not more than three (3) times the amount of the unlawful contribution or expenditure.

2. Any person, before filing a civil action pursuant to this subsection, shall first file with the City Attorney a written request for the City Attorney to commence action. The request shall contain a statement of the grounds for believing a cause of

action exists. The City Attorney shall respond within forty (40) days after receipt of the request indicating whether he or she intends to file a civil action. If the City Attorney indicates in the affirmative and files a suit within forty (40) calendar days thereafter, no action may be brought unless the action brought by the City Attorney is dismissed without prejudice.

3. In determining the amount of liability, the court may take into account the seriousness of the violation and the degree of culpability of the defendant. If a judgment is entered against the defendant or defendants in an action, the plaintiff shall receive fifty percent (50%) of the amount recovered and the remaining fifty percent (50%) shall be deposited in the City's general fund. In an action brought by the City Attorney the entire amount shall be paid to the General Fund of the City.

4. No civil action alleging a violation of any provision of this Chapter shall be filed more than four (4) years after the date the violation occurred.

C. Injunctive Relief

1. Any person residing in the City of Arcata may sue to enjoin violations or to compel compliance with the provisions of this Chapter.

SEC. 3014. Rules of construction.

This Chapter shall be construed liberally in order to effectuate its purposes. No error, irregularity, informality, neglect or omission of any officer in any procedure taken under this Chapter which does not directly affect the jurisdiction of the City to control campaign contributions and expenditures shall void the effect of this Chapter.

SEC. 3015. Recodification or amendment.

A. Nothing shall prevent the City Council of the City of Arcata from recodifying the substantive provisions of this Chapter from time to time to incorporate the provisions of this Chapter into the City Code in the most appropriate locations.

B. The City Council shall, by ordinance, adjust the contribution limitations specified in this Chapter in January of every even-numbered year to reflect any changes in the Consumer Price Index. Such adjustments shall be rounded off to the nearest ten dollars (\$10).

SEC. 3016. Severability.

If any provision of this Chapter, or the application thereof, to any person or circumstance is found to be invalid, the validity of the remainder of the Chapter and the applicability of such provisions to other persons and circumstances shall not be affected thereby.

SEC. 3017. Other remedies unimpaired.

Remedies under this Chapter shall be cumulative and shall be in addition to any and all other remedies, civil or criminal, provided for under any other provision of federal, state or local law.

SEC. 3018. Preservation of existing rights, obligations and penalties.

Nothing in this Chapter shall alter or diminish any legal obligation otherwise required in common law or by statute or regulation, and nothing in this Chapter shall create or enlarge any defense in any action to enforce such legal obligation. Penalties and sanctions imposed under this Chapter shall be in addition to any penalties or sanctions otherwise prescribed by law.

Section 2: Severability. If any section, subsection, sentence, clause or phrase of this chapter is for any reason held to be invalid or unconstitutional, the decision shall not affect the validity of the remaining portions of the Chapter. The City Council hereby declares that it would have passed this Chapter, and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid under law.

Section 3: This ordinance is exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15061(b)(3) of the CEQA Guidelines.

Section 4: This ordinance will take effect immediately upon adoption pursuant to Government Code section 36937(a).

Dated: _____

ATTEST:

APPROVED:

City Clerk, City of Arcata

Mayor, City of Arcata

CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Ordinance No. 1555, passed and adopted at a regular meeting of the City Council of the City of Arcata, Humboldt County, California, on the ___ day of _____, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

City Clerk, City of Arcata

Attachment: Ord 1555 Campaign Contribution Limitations updated, 2022 (3799 : Ord 1555, Campaign Contribution Limitation, Adoption)



STAFF REPORT – CITY COUNCIL MEETING

January 19, 2022

TO: Honorable Mayor and City Council Members

FROM: Nancy Diamond, City Attorney

PREPARER: Nancy Diamond, City Attorney

DATE: June 30, 2021

TITLE: **Approve Amendment No. 1 to the Arcata Scout Hut Lease between the Arcata Kiwanis Club and the City of Arcata.**

RECOMMENDATION:

It is recommended that the Council: Approve Amendment No. 1 to the Arcata Scout Hut Lease between the Arcata Kiwanis Club and the City of Arcata.

INTRODUCTION:

On April 23, 1976, the City entered into a Lease Agreement with the Arcata Kiwanis Club concerning use of the building in Redwood Park known as the Arcata Scout Hut, which was previously constructed by the Kiwanis Club. Pursuant to the Lease, the Kiwanis Club has been allowed to use the Scout Hut for weekly scout troop meetings and other pre-approved activities in exchange for maintaining the structure. Amendment No. 1 makes updating revisions to the Lease.

DISCUSSION:

Under the current Lease, the Kiwanis Club has exclusive use of the Scout Hut for scouting activities, and may not sublet the Scout Hut without pre-approval from the City. Recent interest by other groups in using the Scout Hut for similar purposes caused City staff to re-evaluate current practices in regard to the Scout Hut with a desire to make the Scout Hut available to any entity that wishes to engage in scouting activities, provided they carry insurance consistent with City requirements. Lease Amendment No. 1 would allow the Kiwanis to sublet the Scout Hut to non-affiliated entities provided the entity carries insurance consistent with City requirements. Amendment No. 1 would also allow the City to use the Scout Hut, for example in its recreation programs, at times coordinated with the Kiwanis Club to avoid scheduling conflicts.

While reviewing the Lease for use concerns, we identified other provisions that need to be updated. Amendment No. 1 makes the following additional updating revisions to the Lease:

1. Revising the 1976 Lease term from 99 years to 55 years. State law allows the City to lease public property for 99 years only if the City initially issues the lease through a competitive bid process, holds a noticed public hearing, periodically reviews the lease under current

market conditions, and has adopted an ordinance authorizing the lease. Without following these measures, the longest period the City may lease public property is for 55 years or less.

2. Confirming that the Kiwanis Club will make safety improvements to the Scout Hut if needed, and expressly allowing the City to make those improvements if not made.
3. Updating insurance provisions to be consistent with City requirements in effect at the time of annual insurance renewal. The Kiwanis Club maintains insurance consistent with the City's requirements, however the Lease insurance provisions are outdated.
4. Updating Indemnity provisions to be consistent with the City's current standards.
5. Confirming Kiwanis Club's obligation to pay proprietary interest tax if the leasehold interest is assessed by the County.

POLICY IMPLICATIONS:

The Scout Hut provides scouting activities for community youth groups.

COMMITTEE/COMMISSION REVIEW:

None

ENVIRONMENTAL REVIEW (CEQA):

Not Applicable

BUDGET/FISCAL IMPACT:

Managing the Lease is already built into staff activities and has no direct budgetary impact.

ATTACHMENTS:

- Arcata Scout Hut Lease - Amendment 1, 7-7-21 (PDF)
- Kiwanis Scout Hut Lease (PDF)

**AMENDMENT No. 1 TO
LEASE AGREEMENT BY AND BETWEEN
THE ARCATA KIWANIS CLUB AND THE CITY OF ARCATA
(ARCATA SCOUT HUT)**

This is an amendment (“Amendment”) to that certain lease agreement entered into by and between the City of Arcata (“CITY”) and the Arcata Kiwanis Club, a California non-profit corporation (“CLUB”), dated April 23, 1976 (“Lease Agreement”). The start date of the lease Agreement, April 23, 1976, is hereinafter referred to as the “Lease Start Date”. This Amendment is effective on the date of the last party signing below.

RECITALS

WHEREAS, the CITY and CLUB wish to amend the Agreement to approve subletting of the Arcata Scout Hut and to update other provisions consistent with current law.

NOW THEREFORE, for and in consideration of the mutual covenants, conditions and terms recited herein and made a material part hereof, the parties hereto agree as follows:

1. Use of Premises. Article III, Use of Premises, is hereby amended by the addition of the following language shown in bold underscore:

“The Arcata Scout Hut is primarily used for weekly scout troop meetings and other scouting activities although premises may be used for other activities subject to prior mutual approval of CLUB and CITY. **The CITY reserves the right to use the Arcata Scout Hut at any time for any purpose. CITY use shall be scheduled in coordination with the CLUB and shall not interfere with CLUB activities authorized under this Agreement.** Scouting activities are determined to benefit a public purpose by promoting patriotism, courage, self-reliance and kindred values and the granting of substantially exclusive use of these premises for such purposes does not therefore constitute a gift of public property within the meaning of California law.

2. Subletting. Pursuant to Article IV, Assignment, Transfer, or Subletting, the CITY hereby approves of the subletting of the Arcata Scout Hut by the CLUB to non-affiliated entities for uses consistent with the public benefit purposes promoted by this Agreement, and, therefore, without payment of rent. Further, subletting shall be allowed without discrimination. CLUB shall require all sublessees to carry insurance that satisfies the requirements of Article VI of this Agreement, as amended, and to indemnify the CITY to the standards required by Article VII of this Agreement, as amended.
3. Premises Maintenance. Article V, Maintenance of Property, is hereby amended by the addition of the following language shown in bold underscore:

“CLUB will be entirely responsible for maintenance of the premises described elsewhere in this agreement and shall hold CITY entirely free from any such responsibility. **CLUB shall make periodic improvements to the Arcata Scout Hut as the CITY’s Building Official determines are necessary for public health and**

safety or to comply with any applicable law. Improvements shall be made in compliance with directions of Building Official, including use of appropriately licensed contractors. If such improvements are not made, the City reserves the right to prohibit occupation and use of the Arcata Scout Hut, or to limit use to specified restrictions, until improvements are completed.

The removal of or substantial alteration of existing structures, erection of new structures or alteration of or use of the premises in any manner not heretofore stated shall not be undertaken by CLUB without the prior written permission of the CITY first had and obtained.

The CITY shall not at any time be required to make any improvements or repairs whatsoever except that the CITY may at its sole discretion, and to the extent no unreasonable interference results to the CLUB's use of the premises, carry out any act of repair or maintenance in order to protect the CITY land or adjoining premises."

4. Insurance. Article VI, Insurance, is hereby amended as shown by the following strike through for deleted language and bold underscore for new language:

"CLUB shall satisfy the CITY's insurance requirements in effect at the time of insurance certificate renewal and shall use certificates of insurance forms required by the CITY at the time of the CLUB's annual insurance renewal
~~furnish evidence of bodily injury and property damage insurance on premises in the amount of \$300,000 combined single limit. Said certificate of insurance shall name the CITY as an additionally insured party. CITY shall bear no responsibility for premium payment or reporting of claims."~~

5. Indemnity. Article VII, Indemnity, is hereby replaced by the following:

"The CLUB agrees to protect, defend, indemnify and hold the CITY, its officers, employees and agents free and harmless from and against any and all losses of every kind and character arising out of or relating to any action of every kind and character in connection with or arising directly or indirectly out of this agreement and or the performance hereof. The CLUB further agrees to investigate, handle, respond to provide defense for and defend any such claims at its sole expense and agrees to bear all other costs and expenses related thereto."

6. Term. Article X, Term of Lease, is hereby amended as shown by the following strike through for deleted language and bold underscore for new language:

"This agreement shall become effective on the date mentioned above and shall remain in effect for a period of ~~99~~ **55** years, **ending on April 22, 2031**. The agreement may be terminated by either party upon 90 days written notice to the other party provided that in the case of termination by the CLUB, future use or disposition of premises shall be determined by the CITY. In the case of termination by the CITY, said

termination shall not be made without just cause and only subsequent to a due process procedure which will provide for discussion and appeal by CLUB.”

- 7. Proprietary Interest Tax. Article XI, Taxes, Assessments and Other Charges, is hereby added as follows:

“Article XI. Taxes, Assessments and Other Charges

The CLUB shall fully and promptly pay for all water, sewer, gas, heat, light, power, telephone service and other public utilities of every kind furnished to the Arcata Scout Hut throughout the term hereof, if any, and all other costs and expenses of every kind whatsoever of or in connection with the use, operation, and maintenance of the premises and all activities conducted thereon, including, but not limited to, taxes, assessments and fees. City shall have no responsibility for such taxes, assessments and other charges. Pursuant to California Revenue and Taxation Code section 107.6, this Lease conveys to the CLUB a possessory interest that may be subject to property taxes and the CLUB may be subject to the payment of such taxes. The CLUB shall pay when due any and all taxes, fees and charges that may be levied against the CLUB’s leasehold interest.”

- 8. Ratification of Agreement. The terms and conditions of the Lease Agreement, including all exhibits and attachments, are ratified in their entirety except to the extent inconsistent with the terms and provisions of this Amendment. In the event of such inconsistency, this Amendment shall control.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 1 effective on the date of the last party signing.

CITY OF ARCATA:

By: _____
Stacy Atkins-Salazar, Mayor

Date: _____

ARCATA KIWANIS CLUB:

By: _____
President

Date: _____

Attachment: Arcata Scout Hut Lease - Amendment 1, 7-7-21 (2670 : Scout Hut Lease Amndt #1)

C I T Y O F A R C A T A
 LEASE AGREEMENT
 ARCATA SCOUT HUT

THIS AGREEMENT, dated as of the 23 day of April, 1976, by and between the ARCATA KIWANIS CLUB, a non-profit organization (hereinafter referred to as "CLUB"), and the CITY OF ARCATA, California, a municipal corporation (hereinafter referred to as "CITY");

WITNESSETH:

WHEREAS, CLUB has constructed and maintains as a community service project, that facility known as the Arcata Scout Hut; and

WHEREAS, such facility is located within Arcata Redwood Park on property owned by CITY: and

WHEREAS, this agreement is primarily entered into for the purpose of clarifying the relationship of the CLUB and the CITY with regard to the subject premises;

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, the parties hereto agree as follows:

ARTICLE I

Definition of Structure

The subject of this lease shall be that structure known as the Arcata Scout Hut located on assessor's parcel number 20-011-02 and further depicted on Exhibit "A" attached hereto and incorporated herein by reference and made a part hereof.

ARTICLE II

Ownership of Premises

The Arcata Scout Hut and the property upon which it is located

are within the ownership of CITY. All contents of the structure other than those appurtenances essential to service of the structure are the property of the CLUB.

ARTICLE III

Use of Premises

The Arcata Scout Hut is primarily used for weekly scout troop meetings and other scouting activities although premises may be used for other activities subject to prior mutual approval of CLUB and CITY. Scouting activities are determined to benefit a public purpose by promoting patriotism, courage, self-reliance and kindred values and the granting of substantially exclusive use of these premises for such purposes does not therefore constitute a gift of public property within the meaning of California law.

This lease is subject to existing contracts, leases, licenses, easements, encumbrances, and claims which may affect the City land, and this lease is made without warranty by the CITY of title, quiet enjoyment, condition or fitness of the CITY land for the intended use, or any other warranty whatsoever, except that if CLUB faithfully keeps all of the terms, provisions and conditions of this lease which constitute the CLUB's part to be performed, the CITY agrees not to interfere with the CLUB's possession of the CITY land, except as herein may otherwise be provided.

ARTICLE IV

Assignment, Transfer, or Subletting

CLUB shall not transfer nor assign this agreement and shall not sublet the CITY land without the prior written consent of the CITY first had and obtained.

ARTICLE VMaintenance of Premises

CLUB will be entirely responsible for maintenance of the premises described elsewhere in this agreement and shall hold CITY entirely free of any such responsibility.

The removal of or substantial alteration of existing structures, erection of new structures or alteration of or use of the premises in any manner not heretofore stated shall not be undertaken by CLUB without the prior written permission of the CITY first had and obtained.

The CITY shall not at any time be required to make any improvements or repairs whatsoever except that the CITY may at its sole discretion, and to the extent no unreasonable interference results to the CLUB's use of the premises, carry out any act of repair or maintenance in order to protect the CITY land or adjoining premises.

ARTICLE VIInsurance

CLUB shall furnish evidence of bodily injury and property damage insurance on premises in the amount of \$300,000 combined single limit. Said certificate of insurance shall name the CITY as an additionally insured party. CITY shall bear no responsibility for premium payment or reporting of claims.

ARTICLE VIIIndemnity

The CLUB shall be liable for and agrees to indemnify, hold harmless and defend the CITY, its officers, agents and employees against any loss, damage, claim, demand or

action, caused by, arising out of or connected with the use, operation, or maintenance of the leased premises by leaseholder or its agents or employees, caused by any source whatsoever.

This provision shall not apply or be in force and effect when the leased premises are being used by a CITY sponsored organization or activity.

ARTICLE VIII

Inspection

The CITY, through its authorized agents, shall have the right at all reasonable times to go upon the CITY land and premises for the purpose of inspecting the same.

ARTICLE IX

Rental Payment

CLUB shall have substantially exclusive use of premises as set forth in Article III and no rental payment shall be due CITY for such use.

ARTICLE X

Term of Lease

This agreement shall become effective on the date mentioned above and shall remain in effect for a period of 99 years. The agreement may be terminated by either party upon 90 days written notice to the other party provided that in the case of termination by the CLUB, future use or disposition of premises shall be determined by the CITY. In the case of termination by the CITY, said termination shall not be made without just cause and only subsequent to a due process procedure which will provide for discussion and appeal by CLUB.

IN WITNESS WHEREOF, the said parties hereto have subscribed
this lease the day and year first hereinabove written.

CITY OF ARCATA, a Municipal
Corporation

ARCATA KIWANIS CLUB, a non-profit
organization

BY Roger A. Storey
City Manager

BY [Signature]
President

ATTEST:

ATTEST:

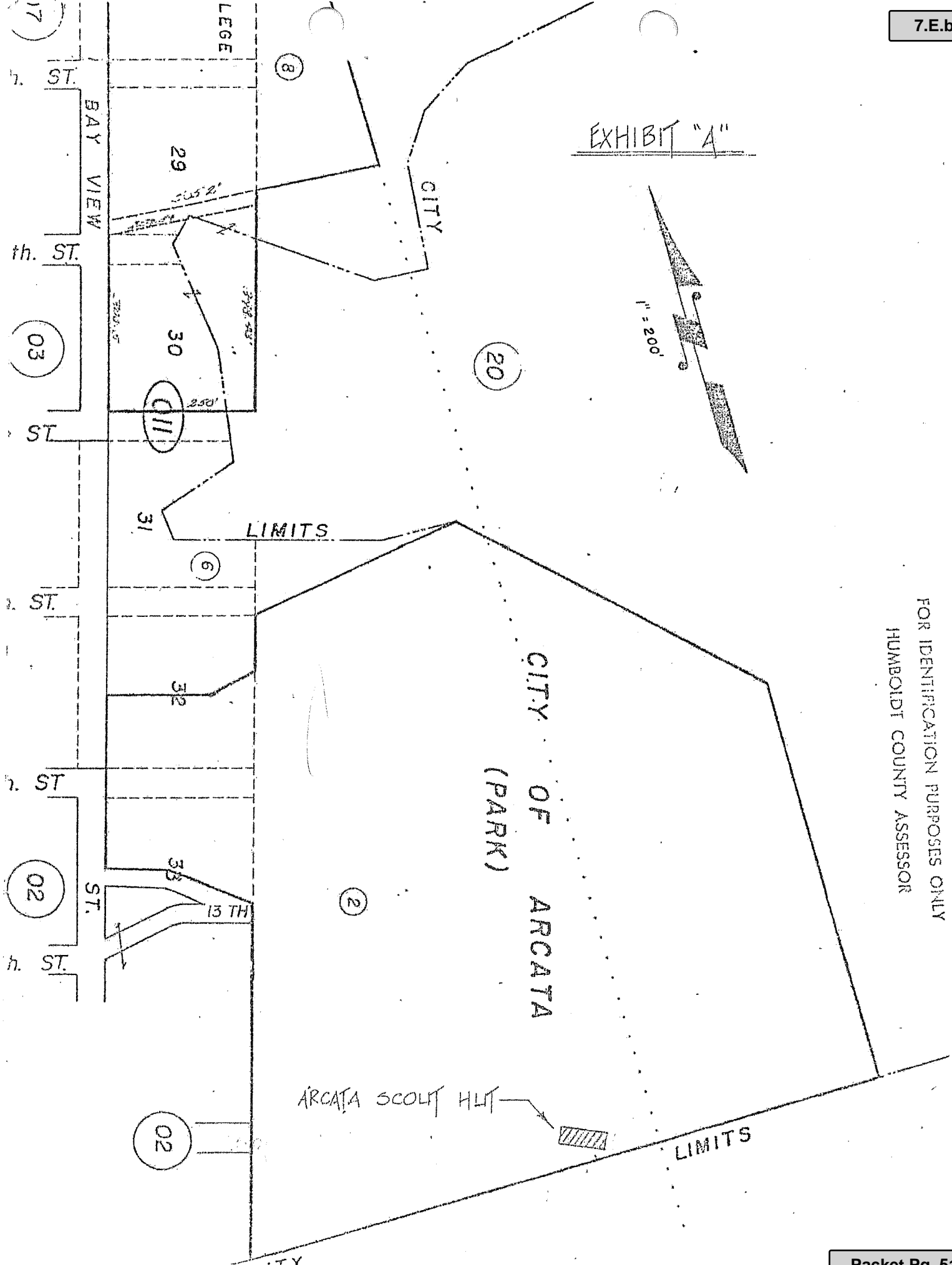
BY John D. Dale
City Clerk

BY [Signature]
Secretary

APPROVED AS TO FORM:

BY David E. Harberg
City Attorney

Attachment: Kiwanis Scout Hut Lease (2670 : Scout Hut Lease Amndt #1)



FOR IDENTIFICATION PURPOSES ONLY
 HUMBOLDT COUNTY ASSESSOR

Attachment: Kiwanis Scout Hut Lease (2670 : Scout Hut Lease Amndt #1)



STAFF REPORT – CITY COUNCIL MEETING

January 19, 2022

TO: Honorable Mayor and City Council Members

FROM: Danette Demello, Assistant City Manager

PREPARER: Danette Demello, Assistant City Manager

DATE: January 12, 2022

TITLE: **Adopt Resolution No. 212-39, A Resolution of the City Council of the City of Arcata Amending the Class and Pay Resolution for Arcata Police Association [Title Change Only—Dispatch/Records Supervisor].**

RECOMMENDATION:

It is recommended that the Council adopt Resolution No. 212-39, A Resolution of the City Council of the City of Arcata Amending the Class and Pay Resolution for Arcata Police Association [Title Change Only—Dispatch/Records Supervisor].

INTRODUCTION:

Chapter IV, Section 2, of the City’s Personnel Rules & Regulations require amendments or revisions to the Compensation Plan be adopted by resolution of the City Council. The Resolution currently before the Council would revise the Class & Pay for the Arcata Police Association to reflect a title change only from Dispatch Supervisor to Dispatch/Records Supervisor.

BACKGROUND/DISCUSSION:

With the recent vacancy in the Dispatcher Supervisor position, the City has taken the opportunity to review the job description to determine if there are any applicable changes or updates to make.

Following that analysis, some updates and a title change from Dispatch Supervisor to Dispatch/Records Supervisor have been made.

This revision is before the Council because, for public employees who are members of CalPERS, the Public Employees’ Retirement Law (PERL) requires that in order to qualify as compensation earnable and reportable to CalPERS, the corresponding pay rate and job title must be represented on a pay schedule that has been publically approved and adopted by the employer’s governing body.

This amended Resolution serves a compliance purpose to update the classification title only. The update accurately reflects a publicly approved and adopted pay schedule with the job title and corresponding pay rate paid to the incumbent in the position and reported to CalPERS.

BUDGET/FISCAL IMPACT:

None with this action.

ATTACHMENTS:

Resolution 212-39 (PDF)

RESOLUTION NO. 212-39
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA
AMENDING THE CLASS AND PAY RESOLUTION

ARCATA POLICE ASSOCIATION

BE IT RESOLVED by the City Council of the City of Arcata that appointive officers and employees shall be compensated as follows.
 This resolution supercedes Resolution No. 212-20

Section 1.

Effective 06/27/21

Reflecting the 4% negotiated salary increase effective the pay period that includes 7/1/21

Based on 26 bi-weekly pay periods

Classification	Salary Grade	As of 06/27/2021					
		Salary Steps					
		1	2	3	4	5	
Lead Parking Officer	PN110	Annual	\$42,739.60	\$44,876.58	\$47,120.40	\$49,476.42	\$ 51,950.24
		Bi-Weekly	\$ 1,643.83	\$ 1,726.02	\$ 1,812.32	\$ 1,902.94	\$ 1,998.09
		Hourly	\$ 20.55	\$ 21.58	\$ 22.65	\$ 23.79	\$ 24.98
Police Services Assistant	PN115	Annual	\$43,808.08	\$45,998.48	\$48,298.40	\$50,713.33	\$ 53,249.00
		Bi-Weekly	\$ 1,684.93	\$ 1,769.17	\$ 1,857.63	\$ 1,950.51	\$ 2,048.04
		Hourly	\$ 21.06	\$ 22.11	\$ 23.22	\$ 24.38	\$ 25.60
Police Service Officer	PN120	Annual	\$44,929.80	\$47,176.28	\$49,535.11	\$52,011.86	\$ 54,612.46
		Bi-Weekly	\$ 1,728.07	\$ 1,814.47	\$ 1,905.20	\$ 2,000.46	\$ 2,100.48
		Hourly	\$ 21.60	\$ 22.68	\$ 23.81	\$ 25.01	\$ 26.26
Dispatcher Police Evidence & Property Technician I	PN121	Annual	\$45,142.74	\$47,399.87	\$49,769.87	\$52,258.35	\$ 54,871.27
		Bi-Weekly	\$ 1,736.26	\$ 1,823.07	\$ 1,914.23	\$ 2,009.94	\$ 2,110.43
		Hourly	\$ 21.70	\$ 22.79	\$ 23.93	\$ 25.12	\$ 26.38
Senior Dispatcher Police Evidence & Property Technician II	PN131	Annual	\$47,454.64	\$49,827.36	\$52,318.74	\$54,934.66	\$ 57,681.41
		Bi-Weekly	\$ 1,825.18	\$ 1,916.44	\$ 2,012.26	\$ 2,112.87	\$ 2,218.52
		Hourly	\$ 22.81	\$ 23.96	\$ 25.15	\$ 26.41	\$ 27.73
Dispatch/Records Supervisor	PN171	Annual	\$56,851.57	\$59,694.16	\$62,678.87	\$65,812.80	\$ 69,103.46
		Bi-Weekly	\$ 2,186.60	\$ 2,295.93	\$ 2,410.73	\$ 2,531.26	\$ 2,657.83
		Hourly	\$ 27.33	\$ 28.70	\$ 30.13	\$ 31.64	\$ 33.22
Police Officer	PS151	Annual	\$57,919.00	\$60,814.96	\$63,855.70	\$67,048.48	\$ 70,400.92
		Bi-Weekly	\$ 2,227.65	\$ 2,339.04	\$ 2,455.99	\$ 2,578.79	\$ 2,707.73
		Hourly	\$ 27.85	\$ 29.24	\$ 30.70	\$ 32.23	\$ 33.85
Police Sergeant	PS181	Annual	\$67,257.82	\$70,620.71	\$74,151.74	\$77,859.33	\$ 81,752.30
		Bi-Weekly	\$ 2,586.84	\$ 2,716.18	\$ 2,851.99	\$ 2,994.59	\$ 3,144.32
		Hourly	\$ 32.34	\$ 33.95	\$ 35.65	\$ 37.43	\$ 39.30

CalPERS Program:

MISCELLANEOUS EMPLOYEES: 2.7% @ 55, for "Classic Members", currently employee pay 11% (8% member rate and 3% of employer rate); 2% @ 55, for "Classic Members", currently employees pay 10% (7% member rate and 3% of employer rate); 2% @ 62, for "New Members", currently employees pay 9.75% (6.75% member rate [subject to CalPERS actuary change annually] and 3% of employer rate).

SAFETY EMPLOYEES: 3% @ 50 AND 3% @ 55, for "Classic Members", currently employees pay 12% (9% member rate and 3% of employer rate); 2.7% @ 57, for "New Members", currently employees pay 14.5% (13% member rate [subject to CalPERS actuary change annually] and 1.5% of employer rate).

Attachment: Resolution 212-39 (3800 : Adopt Resolution No. 212-39 Amending the Class & Pay -APA)

Section 2.**Effective 06/26/2022**

Reflecting the 4% negotiated salary increase effective the pay period that includes 7/1/21 and additional Step 5A* effective the pay period that includes 7/1/22

Based on 26 bi-weekly pay periods

Classification	Salary Grade		As of 06/26/2022					
			Salary Steps					
			1	2	3	4	5	5A
Lead Parking Officer	PN110	Annual	\$44,449.18	\$46,671.64	\$49,005.22	\$51,455.48	\$54,028.25	\$55,378.96
		Bi-Weekly	\$1,709.58	\$1,795.06	\$1,884.82	\$1,979.06	\$2,078.01	\$2,129.96
		Hourly	\$21.37	\$22.44	\$23.56	\$24.74	\$25.98	\$26.62
Police Services Assistant	PN115	Annual	\$45,560.40	\$47,838.42	\$50,230.34	\$52,741.86	\$55,378.96	\$56,763.43
		Bi-Weekly	\$1,752.32	\$1,839.94	\$1,931.94	\$2,028.53	\$2,129.96	\$2,183.21
		Hourly	\$21.90	\$23.00	\$24.15	\$25.36	\$26.62	\$27.29
Police Service Officer	PN120	Annual	\$46,726.99	\$49,063.33	\$51,516.51	\$54,092.33	\$56,796.96	\$58,216.88
		Bi-Weekly	\$1,797.19	\$1,887.05	\$1,981.40	\$2,080.47	\$2,184.50	\$2,239.11
		Hourly	\$22.46	\$23.59	\$24.77	\$26.01	\$27.31	\$27.99
Dispatcher Police Evidence & Property Technician I	PN121	Annual	\$46,948.45	\$49,295.86	\$51,760.66	\$54,348.68	\$57,066.12	\$58,492.77
		Bi-Weekly	\$1,805.71	\$1,895.99	\$1,990.79	\$2,090.33	\$2,194.85	\$2,249.72
		Hourly	\$22.57	\$23.70	\$24.88	\$26.13	\$27.44	\$28.12
Senior Dispatcher Police Evidence & Property Technician II	PN131	Annual	\$49,352.83	\$51,820.45	\$54,411.49	\$57,132.05	\$59,988.67	\$61,488.39
		Bi-Weekly	\$1,898.19	\$1,993.09	\$2,092.75	\$2,197.39	\$2,307.26	\$2,364.94
		Hourly	\$23.73	\$24.91	\$26.16	\$27.47	\$28.84	\$29.56
Dispatch/Records Supervisor	PN171	Annual	\$59,125.63	\$62,081.93	\$65,186.02	\$68,445.31	\$71,867.60	\$73,664.29
		Bi-Weekly	\$2,274.06	\$2,387.77	\$2,507.15	\$2,632.51	\$2,764.14	\$2,833.24
		Hourly	\$28.43	\$29.85	\$31.34	\$32.91	\$34.55	\$35.42
Police Officer	PS151	Annual	\$60,235.76	\$63,247.56	\$66,409.93	\$69,730.42	\$73,216.96	\$75,047.38
		Bi-Weekly	\$2,316.76	\$2,432.60	\$2,554.23	\$2,681.94	\$2,816.04	\$2,886.44
		Hourly	\$28.96	\$30.41	\$31.93	\$33.52	\$35.20	\$36.08
Police Sergeant	PS181	Annual	\$69,648.13	\$73,445.54	\$77,117.81	\$80,973.70	\$85,022.39	\$87,147.95
		Bi-Weekly	\$2,678.77	\$2,824.83	\$2,966.07	\$3,114.37	\$3,270.09	\$3,351.84
		Hourly	\$33.48	\$35.31	\$37.08	\$38.93	\$40.88	\$41.90

CalPERS Program:

MISCELLANEOUS EMPLOYEES: 2.7% @ 55, for "Classic Members", currently employee pay 11% (8% member rate and 3% of employer rate); 2% @ 55, for "Classic Members", currently employees pay 10% (7% member rate and 3% of employer rate); 2% @ 62, for "New Members", currently employees pay 9.75% (6.75% member rate [subject to CalPERS actuary change annually] and 3% of employer rate).

SAFETY EMPLOYEES: 3% @ 50 AND 3% @ 55, for "Classic Members", currently employees pay 12% (9% member rate and 3% of employer rate); 2.7% @ 57, for "New Members", currently employees pay 14.5% (13% member rate [subject to CalPERS actuary change annually] and 1.5% of employer rate).

*Effective the pay period that includes July 1, 2022, the City shall implement a Step 5A that is 2.5% higher than Step 5 for each represented classification.

Attachment: Resolution 212-39 (3800 : Adopt Resolution No. 212-39 Amending the Class & Pay -APA)

Section 3.

Effective 06/25/2023

Reflecting the 4% negotiated salary increase effective the pay period that includes 7/1/23 and additional Step 6* effective the pay period that includes 7/1/23

Based on 26 bi-weekly pay periods

Classification	Salary Grade	As of 06/25/2023							
		Salary Steps							
		1	2	3	4	5	5A	6	
Lead Parking Officer	PN110	Annual	\$ 46,227.15	\$ 48,538.51	\$ 50,965.43	\$ 53,513.70	\$ 56,189.38	\$ 57,594.12	\$ 58,998.85
		Bi-Weekly	\$ 1,777.97	\$ 1,866.87	\$ 1,960.21	\$ 2,058.22	\$ 2,161.13	\$ 2,215.16	\$ 2,269.19
		Hourly	\$ 22.22	\$ 23.34	\$ 24.50	\$ 25.73	\$ 27.01	\$ 27.69	\$ 28.36
Police Services Assistant	PN115	Annual	\$ 47,382.82	\$ 49,751.96	\$ 52,239.55	\$ 54,851.53	\$ 57,594.12	\$ 59,033.97	\$ 60,473.83
		Bi-Weekly	\$ 1,822.42	\$ 1,913.54	\$ 2,009.21	\$ 2,109.67	\$ 2,215.16	\$ 2,270.54	\$ 2,325.92
		Hourly	\$ 22.78	\$ 23.92	\$ 25.12	\$ 26.37	\$ 27.69	\$ 28.38	\$ 29.07
Police Service Officer	PN120	Annual	\$ 48,596.07	\$ 51,025.86	\$ 53,577.17	\$ 56,256.02	\$ 59,068.84	\$ 60,545.56	\$ 62,022.28
		Bi-Weekly	\$ 1,869.08	\$ 1,962.53	\$ 2,060.66	\$ 2,163.69	\$ 2,271.88	\$ 2,328.68	\$ 2,385.47
		Hourly	\$ 23.36	\$ 24.53	\$ 25.76	\$ 27.05	\$ 28.40	\$ 29.11	\$ 29.82
Dispatcher Police Evidence & Property Technician I	PN121	Annual	\$ 48,826.39	\$ 51,267.69	\$ 53,831.09	\$ 56,522.63	\$ 59,348.76	\$ 60,832.48	\$ 62,316.20
		Bi-Weekly	\$ 1,877.94	\$ 1,971.83	\$ 2,070.43	\$ 2,173.95	\$ 2,282.64	\$ 2,339.71	\$ 2,396.78
		Hourly	\$ 23.47	\$ 24.65	\$ 25.88	\$ 27.17	\$ 28.53	\$ 29.25	\$ 29.96
Senior Dispatcher Police Evidence & Property Technician II	PN131	Annual	\$ 51,326.94	\$ 53,893.27	\$ 56,587.95	\$ 59,417.33	\$ 62,388.22	\$ 63,947.93	\$ 65,507.63
		Bi-Weekly	\$ 1,974.11	\$ 2,072.82	\$ 2,176.46	\$ 2,285.28	\$ 2,399.55	\$ 2,459.54	\$ 2,519.52
		Hourly	\$ 24.68	\$ 25.91	\$ 27.21	\$ 28.57	\$ 29.99	\$ 30.74	\$ 31.49
Dispatch/Records Supervisor	PN171	Annual	\$ 61,490.66	\$ 64,565.21	\$ 67,793.46	\$ 71,183.12	\$ 74,742.30	\$ 76,610.86	\$ 78,479.42
		Bi-Weekly	\$ 2,365.03	\$ 2,483.28	\$ 2,607.44	\$ 2,737.81	\$ 2,874.70	\$ 2,946.57	\$ 3,018.44
		Hourly	\$ 29.56	\$ 31.04	\$ 32.59	\$ 34.22	\$ 35.93	\$ 36.83	\$ 37.73
Police Officer	PS151	Annual	\$ 62,645.19	\$ 65,777.46	\$ 69,066.33	\$ 72,519.64	\$ 76,145.64	\$ 78,049.28	\$ 79,952.92
		Bi-Weekly	\$ 2,409.43	\$ 2,529.90	\$ 2,656.40	\$ 2,789.22	\$ 2,928.68	\$ 3,001.90	\$ 3,075.11
		Hourly	\$ 30.12	\$ 31.62	\$ 33.20	\$ 34.87	\$ 36.61	\$ 37.52	\$ 38.44
Police Sergeant	PS181	Annual	\$ 72,746.06	\$ 76,383.36	\$ 80,202.52	\$ 84,212.65	\$ 88,423.29	\$ 90,633.87	\$ 92,844.45
		Bi-Weekly	\$ 2,797.93	\$ 2,937.82	\$ 3,084.71	\$ 3,238.95	\$ 3,400.90	\$ 3,485.92	\$ 3,570.94
		Hourly	\$ 34.97	\$ 36.72	\$ 38.56	\$ 40.49	\$ 42.51	\$ 43.57	\$ 44.64

CalPERS Program:

MISCELLANEOUS EMPLOYEES: 2.7% @ 55, for "Classic Members", currently employee pay 11% (8% member rate and 3% of employer rate); 2% @ 55, for "Classic Members", currently employees pay 10% (7% member rate and 3% of employer rate); 2% @ 62, for "New Members", currently employees pay 9.75% (6.75% member rate [subject to CalPERS actuary change annually] and 3% of employer rate).

SAFETY EMPLOYEES: 3% @ 50 AND 3% @ 55, for "Classic Members", currently employees pay 12% (9% member rate and 3% of employer rate); 2.7% @ 57, for "New Members", currently employees pay 14.5% (13% member rate [subject to CalPERS actuary change annually] and 1.5% of employer rate).

Effective the pay period that includes July 1, 2022, the City shall implement a Step 5A that is 2.5% higher than Step 5 for each represented classification.

*Effective the pay period that includes July 1, 2023, the City shall implement a Step 6 salary step, that is five percent (5%) higher than Step 5 for each represented classification.

Section 3. Effective Date

This resolution shall be effective upon initial adoption by the City Council of the City of Arcata and additionally on the subsequent effective dates stated within.

APPROVED:

DATED: January 19, 2022

MAYOR, CITY OF ARCATA

ATTEST:

CITY CLERK, CITY OF ARCATA

CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 212-39 passed and adopted at a regular meeting of the City Council of the City of Arcata, Humboldt County, California, on the 19th day of January, 2022, by the following vote:

AYES:

NOES:

ABSENT:

CITY CLERK, CITY OF ARCATA

Attachment: Resolution 212-39 (3800 : Adopt Resolution No. 212-39 Amending the Class & Pay -APA)



STAFF REPORT – CITY COUNCIL MEETING

January 19, 2022

TO: Honorable Mayor and City Council Members

FROM: David Loya, Director of Community Development

PREPARER: Susan Diehl McCarthy, Community Development Specialist

DATE: January 12, 2022

TITLE: **Adopt Resolution No. 212-37, A Resolution of the Governing Body of the City of Arcata Authorizing Joint Application to and Participation in the Homekey Program and Rescinding Resolution No. 212-33; and Adopt Resolution No. 212-38, A Resolution of the City Council of the City of Arcata Amending Resolution No. 212-34.**

RECOMMENDATION:

Staff recommends the Council Adopt Resolution No. 212-37, A Resolution of the Governing Body of the City of Arcata Authorizing Joint Application to and Participation in the Homekey Program and Rescinding Resolution No. 212-33; and Adopt Resolution No. 212-38, A Resolution of the City Council of the City of Arcata Amending Resolution No. 212-34.

INTRODUCTION:

Redwood Community Action Agency (RCAA) proposes to provide rental assistance and case management to the Red Roof Inn Homekey Project. The addition of RCAA, a non-profit organization, provides operational support and strength to the Homekey application. City Council approval to add RCAA as a co-applicant is required.

BACKGROUND:

Danco Communities just secured a partnership with Redwood Community Action Agency as a non-profit co-applicant to provide stronger, local support to their Project Homekey Project.

DISCUSSION:

The inclusion of RCAA provides additional operational strength to the project:

1. RCAA has background and bench strength in providing supportive services and case management. They currently provide service to the County of Humboldt, and have staffing available to provide permanent supportive services at the Red Roof Homekey Project.
2. RCAA has current funding through their Parents and Children in Transition (PACT) program to provide rental assistance through 2026. RCAA has received these funds for the last five

rounds of funding, and they expect that they will be able to renew funding for at least 15 years.

RCAA offers additional strength by enhancing the operational component of the Homekey application, making the grant award more likely. It also provides actual operational support with rental assistance funding. The community will also benefit as supportive services jobs remain local.

In addition to adding RCAA as a co-applicant, proposed changes to the Loan Terms Sheet are as follows:

- a. Existing items 3 and 5 change the number of units from 79 to 78.
- b. New item 8 ensures that RCAA's role and responsibilities are documented in the Regulatory Agreement.
- c. New item 9 is an addition to ensure the Council's request for resident and neighborhood outreach and input for Homekey projects is realized.

ATTACHMENTS:

- A. Resolution 212-37 (PDF)
- B. Resolution 212-38 (PDF)

AUTHORIZING RESOLUTION

RESOLUTION NO. 212-37

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF ARCATA AUTHORIZING JOINT APPLICATION TO AND PARTICIPATION IN THE HOMEKEY PROGRAM AND RESCINDING RESOLUTION NO. 212-33

WHEREAS:

- A. The Department of Housing and Community Development (“**Department**”) has issued a Notice of Funding Availability, dated September 9, 2021 (“**NOFA**”), for the Homekey Program (“**Homekey**” or “**Program**”). The Department has issued the NOFA for Homekey grant funds pursuant to Health and Safety Code section 50675.1.3 (Assem. Bill No. 140 (2021-2022 Reg. Sess.), § 20.).
- B. **THE CITY OF ARCATA** (“**Co-Applicant**”) desires to jointly apply for Homekey grant funds with **DANCO COMMUNITIES** (“**Corporation**”) and **REDWOOD COMMUNITY ACTION AGENCY** (“**Corporation**”). Therefore, Co-Applicant is joining Corporation in the submittal of an application for Homekey funds (“**Application**”) to the Department for review and consideration.
- C. The Department is authorized to administer Homekey pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code). Homekey funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement (“**Standard Agreement**”), and all other legal requirements of the Homekey Program.

THEREFORE, IT IS RESOLVED THAT:

1. Co-Applicant is hereby authorized and directed to submit a joint Application to the Department in response to the NOFA, and to jointly apply for Homekey grant funds in a total amount not to exceed **\$15,640,000**.
2. If the Application is approved, Co-Applicant is hereby authorized and directed to enter into, execute, and deliver a Standard Agreement in a total amount not to exceed **\$15,640,000**, any and all other documents required or deemed necessary or appropriate to secure the Homekey funds from the Department and to participate in the Homekey Program, and all amendments thereto (collectively, the “**Homekey Documents**”).
3. Co-Applicant acknowledges and agrees that it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in the Standard Agreement by reference and made a part thereof. Any and all activities, expenditures, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.

- 4. **The City Manager**, or his or her designee, is authorized to execute the Application and the Homekey Documents on behalf of Co-Applicant for participation in the Homekey Program.

PASSED AND ADOPTED this ____ day of _____, 202_, by the following vote:

AYES: [] NAYES: [] ABSTAIN: [] ABSENT: []

The undersigned, **BRIDGET DORY, CITY CERK** of Co-Applicant, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

SIGNATURE: _____

DATE: _____

NAME: Bridget Dory

TITLE: City Clerk

Attachment: A. Resolution 212-37 [Revision 1] (3801 : Red Roof Homekey Resolution Amendments)

RESOLUTION 212-38

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA AMENDING
RESOLUTION 212-34**

WHEREAS, The City County of the City of Arcata approved Resolution No. 212-34 on December 15, 2021 authorizing a loan of up to \$15.64M Homekey grant funds and authorizing application for and a loan of up to \$2M Program Income funds to the Red Roof Inn Homekey Project; and

WHEREAS, the City approved a joint application with Danco Communities and Redwood Community Action Agency, which brings operating and rental assistance to the project, for Homekey grant funding by Resolution 212-37;

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

- 1. The following amendments are made to Key Conditions of Exhibit 1, Loan Terms Sheet:
 - a. Items 3 and 5: The number of units is changed to 78.
 - b. Item 8 shall be added as follows: “The responsibilities of Redwood Community Action Agency shall be part of the Regulatory Agreement.”
 - c. Item 9 shall be added as follows: “The Affordable Housing Plan shall include a plan for ongoing outreach to and input from neighbors and residents.”

DATED: January 19, 2022

ATTEST:

APPROVED:

City Clerk, City of Arcata

Mayor, City of Arcata

Attachment: B. Resolution 212-38 (3801 : Red Roof Homekey Resolution Amendments)



STAFF REPORT – CITY COUNCIL MEETING

January 19, 2022

TO: Honorable Mayor and City Council Members

FROM: Karen T. Diemer, City Manager

PREPARER: Karen T. Diemer, City Manager

DATE: January 13, 2022

TITLE: **Award of Contract For Operations of Safe Parking Program.**

RECOMMENDATION:

It is recommended that the Council award a contract in the amount of \$600,000 to Arcata House Partnership to operate a Safe Parking Program.

INTRODUCTION:

In response to a noticed, formal Request for Proposals (RFP) process, the City received one proposal for operating a Safe Parking Program in Arcata. Arcata House Partnership submitted a responsive and complete proposal that fits within the Council-authorized budget for the program.

BACKGROUND/ DISCUSSION:

The City of Arcata is facing a growing population of people who are sheltering in vehicles on local roads and parking lots. On any given night, an estimated 300 households could be counted as having no safe place to sleep in Arcata. In response, Arcata's City Council has prioritized the establishment of a Safe Parking Program that can serve up to 30 households at a time who are currently sleeping in vehicles throughout the city.

The goals of the Program are to:

1. Provide a fully staffed and safe location for 24-hour parking for people sleeping in their cars;
2. Provide basic necessities and service referrals to all participants;
3. Work with willing participants to address their current crisis of homelessness and to obtain financial and housing stability;
4. Reduce the negative impacts of car camping on Arcata neighborhoods and on people sleeping in their cars;
5. Provide a safe and low-impact place for police, city employees, and community members to refer people who are parking illegally elsewhere;
6. Provide participants access to Humboldt's Coordinated Entry System registration.

POLICY IMPLICATIONS:

This program is designed to assist in fulfilling the City Council’s 2021/2022 Fiscal Year Goal of

1. Develop a 2-3 year Homelessness Reduction Strategy framework identifying initial priority benchmarks to provide for or continue to shelter those who are or may become homeless.
a. Identify an ongoing funding stream (i.e. sales tax, property tax), and prepare a ballot initiative for voters to consider in 2022.
b. Identify locations and operational funding for a day center.
c. Support/Collaborate on strategies to create safe spaces for those without shelter, including a safe parking program.
d. Obtain site control of a property to provide transitional and/or long-term shelter housing in partnership with Humboldt County and Arcata House Partnership.
e. Continue support for Arcata House Partnership.
f. Long term: Develop a cooperative housing model that includes onsite services and peer to peer mentoring support, creating holistic support for individuals.

COMMITTEE/COMMISSION REVIEW:

This program has been reviewed and is supported by the City’s Homelessness Services Working Group.

ENVIRONMENTAL REVIEW (CEQA):

N/A

BUDGET/FISCAL IMPACT:

This program is being funded as a pilot project through one-time America Rescue Plan Act funds. The impacts from COVID-19 on the unhoused community have been significant. One of the allowable uses of ARPA funding is:

- Emergency housing assistance: rental assistance, mortgage assistance, utility assistance, assistance paying delinquent property taxes, counseling and legal aid to prevent eviction and homelessness & emergency programs or services for homeless individuals, including temporary residences for people experiencing homelessness

The City Council authorized \$685,000 to support 12 or more months of a pilot program. The recommendation is to provide \$600,000 initially to Arcata House Partnership and to hold \$85,000 for the City to secure the property lease and electrical service for the site.

ATTACHMENTS:

Safe Parking Proposal (PDF)



Karen Diemer, City Manager
 City of Arcata
citymgr@cityofarcata.org

January 12, 2022

Ms. Diemer;

Arcata House Partnership (AHP) is pleased to submit an application for consideration to manage the Safe Parking Program for the City of Arcata. With 30 years of experience managing programs to serve people who are homeless, AHP is perfectly positioned to quickly implement a successful safe parking program.

AHP's experience includes successfully operating Street Outreach, Shelter, and Housing programs for people experiencing homelessness. The shelter programs have included night-by-night, long-term, extreme weather, emergency tent lot, project Roomkey and other short and long term emergency shelter programs.

The proposed approach to manage a Safe Parking Program for the City of Arcata is detailed in the attached document. This program in partnership with other programs that AHP currently offers will expand the opportunities for our homeless citizens to obtain services necessary for their safety and transition to permanent housing as available and necessary.

AHP has adequate insurance coverage to meet the requirements and has no known licensure or non-discrimination claims or judgements currently or within the last 5 years. Business References are attached.

The undersigned, an authorized agent of his/her company, hereby certifies:
 Darlene Spoor has a familiarization with all terms, conditions, and specifications herein stated, Arcata House Partnership is qualified to perform work and services as proposed, and that the proposal submitted is valid until March 1 2022.

Signed,

Darlene Spoor, Ed.D.
 Executive Director
 1005 Eleventh St
 Arcata, CA 95521
dspoor@arcatahouse.org
 501(c)3
 Website: Arcatahouse.org

Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)



The City of Arcata is facing a growing population of people who are sleeping on the streets or in vehicles. On any given night, an estimated 300 households could be counted as having no safe place to sleep. Increasingly, families and individuals are parking their vehicles, which have become their only home, on sidewalks, in driveways and pull-outs all over town. Besides being cut off from toilet facilities and other infrastructure, these sleeping arrangements are often vulnerable to wandering ne'er-do-wells, and often their proximity to the road presents a certain potential for injury. Some cul-de-sacs host a mini-neighborhood of vehicle/homes. Many housed residents feel threatened by the resulting trash and disruption of normal routine that accompany these vehicles. Removal of trash, and sometimes abandoned cars, pose an economic burden as well as a public safety hazard. In response, Arcata's City Council has prioritized the establishment of a Safe Parking program that can serve up to 30 households at a time who are currently sleeping in vehicles throughout the city. Arcata House Partnership (AHP) presents this proposal for consideration to manage this pilot program.

Goals:

1. Provide a fully-staffed and safe location for 24-hour parking for people sleeping in their cars
2. Provide basic necessities and service referrals to all participants
3. Provide supportive services to participants to address their current crisis of homelessness and to obtain financial and housing stability
4. Reduce the negative impacts of car camping on Arcata neighborhoods and on people sleeping in their cars
5. Provide a safe and low-impact place for police, city employees, and community members to refer people who are parking illegally elsewhere
6. Provide participants access to Humboldt Coordinated Entry System registration

Statement of Qualifications:

Arcata House Partnership has 30 years of local history providing outreach and supportive services to people experiencing homelessness. Arcata House was founded by a small group of concerned community members in 1991 with the aim of increasing housing access to the growing number of people who were living on the streets in Arcata. A merger with the Humboldt All-Faith Partnership in 2012 resulted in an even stronger organization that brought together efforts to feed, shelter, house, and help people experiencing homelessness connect with resources they need to move from the margins of society to establish connections within our community. Today, Arcata House Partnership manages an annual operating budget of \$3.4M that includes 25-30 paid employees and a fluctuating number of interns and volunteers

who help serve families and individuals experiencing homelessness. AHP does this through outreach and intensive case management, using a Housing First approach.

AHP distributes supplies and food, as well as provides referrals for services, through its One-Stop program at 501 9th Street in Arcata. AHP operates several adult and family shelters within the city limits. Some shelters are staffed with 24-hour on-site housing stabilization specialists and case managers who work with individuals to develop plans and assist them in everything from establishing their legal identities to job and housing searches. Through permanent supportive housing and rapid rehousing programs, AHP provides rent subsidies to support housing families and individuals who have moved from homelessness to independent or supportive housing. AHP works closely with people in various states of homelessness, as well as landlords and tenants to support transitioning from homelessness to shelter to permanent housing—which is the ultimate goal of all the work. In 2020, during the COVID-19 pandemic, Arcata House provided over 14,000 shelter nights and provided ongoing case management, even with the reduced capacity for safe distancing and contact requirements.

Demonstrated Success:

From March to through July 2020, AHP and the City of Arcata launched a temporary Emergency Tent Shelter program following Governor Newsom’s Shelter-in-Place Order, offering two parking lots with maximum occupancy of 20 tent spaces on each lot, offering 24-hour staffing, three meals each day, portable restrooms and showers, phone-charging stations, and laundry vouchers. In 2021, AHP provided 23,420 hours of case management to support people’s transition and adjustment while moving from homelessness to being housed. AHP deployed an intensive level of organization, staff attention and a constant level of monitoring and modification to meet the needs of emerging circumstances in safely sheltering homeless people during the pandemic. AHP provided 3,576 nights of emergency tent shelter in those four months. The tent shelter project had never before been attempted in our city and AHP succeeded in developing and managing an emergency housing response situation. AHP is well-positioned to apply this expertise to the Safe Parking program.

AHP has a long history of collaborating with all types of social and medical service providers in Humboldt County and in particular the City of Arcata. AHP manages emergency shelters, affordable housing projects and rental properties. AHP has qualified staff who reach out to people living on the street and in their cars. Staff receive ongoing monthly professional in-service training in addition to their initial on-boarding preparation. AHP’s long-established relationships in the community enable staff to partner with agencies and organizations that will help people establish themselves after life on the street. The continued funding from state and federal agencies is evidence that the agency knows how to do this well.

A former client, who has maintained permanent housing, expressed it this way: “HUD hands you the keys, then you go in there, and the guys like me would get high and destroy the apartment, and then they would get kicked out and we’ll be right back on the street. If it wasn’t for Arcata House having a complete program...they’re always there, they take you shopping

when you need to go shopping and all that, and to doctor's appointments...they make you become part of a bigger family.”

Qualifications and Experience of Supervisory Personnel:

Darlene Spoor, Ed.D., MA/Executive Director – Since 1980, Dr. Spoor has been committed to and involved in providing service to people in need. She began her professional life as a case manager working with people who were dual diagnosed with learning disabilities and mental illness. She has provided liaison expertise between human service providers and property developers and managers to ensure that agencies had safe buildings to provide their services in. As Executive Director of Arcata House Partnership since 2016, Dr. Spoor has led the agency to enhance services to the community— particularly those people who are or were homeless or hungry.

Anjali Browning, Ph.D./Manager of Client Services – Dr. Browning has worked with people presenting with a variety of needs. Her extensive experience ranges from working with families and individuals who are low income, have substance abuse, mental health, domestic violence, and homeless issues. Her experience providing services and evaluating and managing programs provides AHP with an integrative and continuous improvement model of service. Her commitment to social justice includes working as a researcher, mentor, trainer, and supervisor of client services for Arcata House Partnership.

Staffing:

One staff person will be on the lot at all times, for safety and assistance. The Outreach Staff job description is attached. They will be supervised by management staff and work closely with other staff who will provide case management, food support or other services as needed for each participant in the program.

Proposed Approach:

Arcata House Partnership (AHP) is committed to a Housing First approach and to the provision of Progressive Engagement. AHP practices are designed to identify persons experiencing homelessness, and to provide the services necessary to help those persons quickly regain stability in temporary and permanent housing. While participation in case management services is voluntary, participants understand that the primary goals of the project will be to:

- a. To quickly provide an accommodation that is safe, respectful and responsive to individual needs; and
- b. to support people to prepare for and acquire permanent housing.

Participants who are in imminent danger, who are homeless on the streets of Arcata, or who are actively engaging in related assistance to overcome immediate and direct barriers to maintaining housing will be prioritized for initial space assignment and subsequent renewal of service. Participant assessment will focus on:

- a. immediate health and safety needs,
- b. city of Arcata residence, and
- b. a desire to obtain housing.

Participants will have access to assistance to create and update individualized housing plans designed to stabilize participants as quickly as possible. Participants will be provided or connected to support services to address their immediate health and safety needs. Staff will be available to assist with the development of housing plan goals. Participation in the program will be provided without preconditions, such as employment or sobriety.

Staff are aware of and know how to access other community resources that can help participants achieve their housing stabilization goals. This includes mental health and medical services, if the participants need and desire them.

Arcata House Partnership (AHP) will market this program to eligible households, regardless of race, color, national origin, religion, sex, age, familial status or handicap.

Program Participation:

The Safe Parking program will have rules similar to those of AHP's successfully run tent shelter program, piloted in 2020. The Safe Parking program will be run as a temporary low-barrier emergency shelter solution. All vehicles must arrive under their own power and remain operable, as well as be registered and insured. All participants will be required to review and agree to the program rules prior to entry. Continued participation will be contingent upon compliance with the program rules.

Location and Site Requirements:

AHP recommends a site that is in proximity to services, where participants can be within easy walking distance to bus services, AHP's walk-up services at the One-Stop, grocery stores, banks, medical services, and the like. The site should be able to accommodate 30 vehicles with a six-foot space between vehicles. The site should have infrastructure for electrical service if possible, and safe vehicle access. A charging station for small electrical accessories (phones, laptops, tablets, etc.) will be provided. A water connection on site would be preferred.

AHP would provide lighting on the site that would be appropriate for safe operations and a restful environment at night, as available.

The location should be easily accessible, with a perimeter fence and gated access. AHP will provide port-a-potties for restroom needs, including hand-wash stations. Dumpsters or trash cans will be placed in each area as available (monthly family, monthly adult, and night-by-night) and trash pickup will be arranged. A building structure with a roof coverage would benefit the program, as well as a dog-walk area.

Partial List of Potential Subcontractors: AHP expects to use the following agencies/companies to basic provide services for the residents of the program:

- B&B Toilets and hand washing, Blue Lake
- Recology
- PG&E
- City of Arcata Environmental Services (water)
- AHHA's Care-A-Van (portable shower facilities)

Eligibility:

To be eligible, participants must be experiencing homelessness in Humboldt County,* possess a registered, insured, and operable vehicle, and those that agree to the terms of stay and program rules. Initially, 10 households will be selected to participate. As the program stabilizes, additional households will be admitted, up to a maximum of 30 households at any given time. People can return to the program after they were exited for behavior or breaking the rules, depending upon the circumstances and space availability.

Households with the most urgent and severe needs and the longest time on the waitlist will be prioritized for entry. No person will be screened out from entry due to perceived barriers to housing or services, including, but not limited to, little or no income, active or history of substance abuse, the type or extent of disability-related services or supports that are needed, criminal record, history of evictions or poor credit, or lack of documentation. Eligibility and prioritization will be based on:

- Literally Homeless
- Possession of a registered, insured, and operable vehicle
- Severity of Need (Vulnerability)
- Urgency of Need (Immediate Danger, Young Children, Over the age of 65, Incapacity)
- Length of Time on Waiting List
- Resident of Humboldt County

*Priority will be given to residents of the City of Arcata, but will not be restricted to residents of Arcata only. This program will only serve persons experiencing homelessness in Humboldt County.

Intake Guidelines, Including Selection and Notification:

AHP will utilize flyers, websites, and partner agencies to inform the community about the program and how to apply. People may be referred by AHP staff, city staff, police, other partner agencies, community members or self-referred. AHP staff will conduct screenings with all potential participants prior to intake to ensure willingness to comply with program rules.

All applicants for the program will complete the Program Agreement form (and if applicable, the Pet Agreement form), demonstrating that they understand and will comply with program rules. The HMIS Intake form will be used if someone wishes to be put on the Coordinated Entry System list for consideration for subsidized housing. If there is space available and the

participant qualifies for the program, they will be informed at that time and admitted to the Safe Parking site. When demand for space exceeds available spaces, eligible persons will be placed on a waitlist.

Proposed Participant Composition:

AHP expects to serve up to 30 households in the Safe Parking program at any given time. AHP's recommended participant composition includes both monthly households (weekly renewal) and night-by-night households. The makeup might look like this:

- 10 parking spaces for monthly families with children
- 10 parking spaces for monthly adults without children
- 10 parking spaces for night-by-night utilization with no guarantee of renewal

As space is available, households will be admitted on a monthly or night-by-night basis. Continued participation will be reviewed and renewed weekly, based on compliance with program rules and need.

Each participant group will be clustered and if possible, have its own hygiene area (porta-potty and handwashing station) and trash disposal. Family space will be separate from the adult space.

All participants in the program will be provided with a safe parking space, drinking water, blankets and hygiene supplies. AHP will provide a portable shower facility to participants if available. Charging stations and trash removal will be provided on-site.

Pets will be accommodated. Participants will be responsible to ensure their pets have been vaccinated, have behaviors that do not interfere with the quiet enjoyment of the program, and that are not aggressive.

Conditions for Stay/Renewals:

Only approved household members will be allowed to occupy vehicles. Visitors will not be allowed on site. The program rules will detail the number of people that can stay in a vehicle at one time.

Participants will be encouraged to secure employment and go to work, to apply for entitlement benefits, to get medical care including vaccination for the COVID-19 virus, and, for families with school-aged children, to ensure they attend school. Participants will be allowed to stay on the lot or leave with or without their vehicles. Pets cannot be left unattended.

Participants who are working with staff to move from homelessness to being housed and who are complying with program rules may be allowed to stay without a specified termination date, as long as the property remains available for use and their weekly review for program compliance is approved. Participants who are in the program and complying with the rules, but who are not working toward housing, will be allowed to stay a maximum of 28 days.

Participant Guidelines and Site Usage:

There will be 24-hour on-site staff support for the program—one staff member on the lot at all times for safety and assistance. This staffing represents 4.2 FTEs. Participants will have access to case management services that will be provided through a separate grant.

The property perimeter will be fully fenced and gated, with a surveillance camera system for enhanced safety.

- Staff will assign parking permits and spaces as they are available for night-by-night or monthly (adults or family) sections.
- Participants must be on the lot by 10:00 pm, at which time the gate will be locked. Admission after hours will be allowed only with prior staff approval.
- Night-by-night entries will be required to exit by 10:00 am the following morning and may re-apply for additional nights if available.
- Monthly participants will be admitted for one week and continued participation will be reviewed weekly for renewal.
- AHP will determine who will participate in the program through a fair and low-barrier process, as described above. Upon entry, each vehicle will be assigned a space and given a parking permit.
- Each day, AHP will provide all participants with a continental breakfast and dinner. Snacks or lunch will be available at AHP's One-Stop walk-up window service.
- AHP staff will be available to work with each participant in the program, according to their needs and desire for services. Staff will focus on providing service referrals, developing a housing stabilization plan, and will help participants access medical care and other basic needs.
- AHP will partner with agencies who will be available to assist participants as necessary. Partners may include but are not limited to: Open Door, AHHA, DHHS Behavioral Health, Arcata Police Department, Adult Protective Services, Child Welfare Services, K-12 schools, In-Home Supportive Services, Cooperation Humboldt, and other local service providers.

Program Entry Rules:

- Vehicles must remain operable, registered, and insured.
- No open flames on site.
- Cooking permitted inside approved vehicles only—such as RVs—that are equipped with safe and appropriate cooking appliances.
- Practice COVID-19 precautions at all times (masks, 6-foot distancing, handwashing and sanitizing).
- No illegal drug use or sale on site or on the perimeter of the site.
- Smoking (tobacco only) in designated smoking areas only.
- No weapons on site.
- No visitors.
- Treat others with respect.
- No violence, aggression, or intimidation of any kind.

- All belongings stored in participants' vehicles only.
- Parking space and surrounding area must be kept clean and free of debris.
- Pet owners must be responsible for their animals. There will be a strict pet procedure that must be adhered to. This procedure was developed to ensure maximum safety and comfort for all participants.
- No panhandling or solicitation in the City of Arcata while participating in the program.
- Additional program rules may be developed and implemented to ensure the safety of all participants and the community.

Value Provided to the City:

Although this is a pilot project that will offer safe parking to 30 cars, it will nonetheless be a step towards reducing the negative impact of people living in their vehicles in neighborhoods all over the city. It will provide a focal point for law enforcement efforts to direct people in need to an appropriate resource which can help them access more assistance and ultimately may get people on the road to permanent housing. It would be a major source of outreach for AHP staff to assess and address the needs of people who might otherwise not come to their attention. This is not only a service to those fortunate to have a vehicle to live in, but also to the community at large.

The Budget

Site Needs

Rent / electricity	85,000	
Fence/gate/dog-walk area	500	
Potable water	30,000	
Site/security lighting	5,000	
Total Site Needs		120,500

On-Site Needs

Dumpster	6,000	
Port-a-potties/hand-wash station x 3	12,000	
Portable showers	16,800	
Community space/canopy/picnic benches and tables	7,250	
Total On-Site Needs		42,050

Staff Needs

Computers, phones and service	7,050	
Camera (surveillance) service	36,500	
Signage	250	
Total Staff Needs		43,800

Pre-Planning Needs

Property insurance To Be Determined (city lease city insurance?)		
Program planning and implementation	5,000	
Total Pre Planning Needs		5,000

Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)

Staffing Needs

Manager/Supervisor	6,500	
24-hour single staff coverage	306,600	
Kitchen staff	32,600	
Maintenance	3,000	
Total Staffing Needs		348,700

Consumables

Consumables	30,700	
Laundry cards	13,670	
Agency vehicle expense (fuel)	300	
Client vehicle maintenance, registration, insurance	6,000	
Tow truck fees	2,000	
Pet license and veterinary fees	2,000	
Vehicle repair support	8,000	
Total Consumables		62,670

Admin

	10%	62,272
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Total		684,992
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Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)



References

Humboldt County
Department of Health and Human Services
Connie Beck
707-498-0840
cbeck@co.humboldt.ca.us

Department of Housing and Community Development
Emergency Solutions Grant Program
Division of Financial Assistance
Sam Lieu
(916) 263-2771
sam.lieu@hcd.ca.gov

HUD - Community Planning and Development Division
San Francisco Regional Office
Cornelia Kidney
(415) 489-6587
cornelia.kidney@hud.gov



ARCATA HOUSE PARTNERSHIP

1005 11th St
Arcata CA, 95521
T: 707 822-4528
F: 707 822-1225
Arcatahouse.org

9.A.a

TITLE: Street Outreach Team Member

POSITION DETAILS: Full-time (35+ hours / week with the ability to work early mornings; evenings, weekends and overtime as needed). Non-exempt.

Arcata House Partnership (AHP) is a fast-growing non-profit organization in Humboldt County that offers the full continuum of services in homeless services to individuals and families who are experiencing housing and/or food insecurity. We are a locally and federally funded agency that serves the homeless community with compassion, dignity, and empowerment using a Housing First philosophy. Under the supervision of the Manager of Client Services, members of the AHP Street Outreach Team will be responsible for direct, street-based outreach and engagement to individuals and families experiencing housing and food insecurity in the Arcata area as well as throughout Humboldt County as needed. Team members will actively work to get to know unsheltered people living in the community, locate encampments, and respond to community requests for assistance. The Street Outreach Team will serve as the first point of contact for many individuals and will act as their link to other programs and services. They will provide basic necessities as available, such as food, water, clothing, blankets, hygiene kits, and trash removal. As the key point of contact for many people who may not be able to advocate for themselves, team members will work to build long-term trusting relationships with clients in order to identify needs and barriers to housing as well as to connect them to immediate and long-term services including medical care, shelters, and housing.

ESSENTIAL JOB FUNCTIONS:

- Conduct street outreach activities on foot or utilizing AHP outreach vehicles in order to provide food, clothing, hygiene products, and other supplies to meet the basic needs of people living in locations not fit for human habitation;
- Respond to requests for service from AHP staff and the public (residents, businesses, churches, partner agencies, hospitals, and police);
- Maintain a calendar of outreach activities, including community events, workshops, appearances, and other communication;
- Maintain an extensive list of referral services and informational materials;
- Collect and report on client information and program data, such as daily service logs, case notes, progress notes, and database entries;
- Respond to and report on immediate crises;
- Conduct needs and barrier assessments;
- Connect and refer homeless and at-risk individuals to essential information and services as needed, which includes but is not limited to: emergency medical and mental health response; ongoing medical, dental, and mental health care; assistance with securing documentation, income, and benefits; securing shelter entry; and assisting with housing and job searches and placements;
- Schedule appointments for clients with other AHP staff or partner agencies as needed;
- Attend and possibly assist with special events throughout the community, such as community service provider fairs, community meetings and clean-up days, and law enforcement encampment sweeps that may fall outside of normal working hours;
- May be responsible for maintaining the lunch truck or other street outreach vehicles;
- May be responsible for maintaining inventory lists and stocking of outreach materials and supplies;

Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)





ARCATA HOUSE PARTNERSHIP

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- Must be able to respond to crises; and
- Performs other related duties and tasks as assigned.

MINIMUM QUALIFICATIONS:

- High school diploma (or equivalent);
- Ability to remain calm under pressure;
- Understand and maintain client confidentiality;
- Valid CA driver's license and acceptable driving record;
- Desire to be part of a close working team with common goals and have a positive attitude;
- Ability to follow written and oral instructions in English;
- Satisfactory criminal records check; and
- Must be eligible to work in the United States and provide work authorization.

REQUIRED SKILLS:

- Basic computer skills;
- Maintain accurate and systematic records;
- Current food handler certification completed at the time of hire if not before;
- Ability to prioritize and self-direct;
- Crisis management and de-escalation;
- Ability to work calmly and patiently with people who have mental illness, as well as physical and/or learning disabilities;
- Ability to adapt to new and challenging situations; and
- Maintain reliable and predictable attendance.

PREFERRED KNOWLEDGE AND ABILITIES:

- Knowledge of trauma informed care and harm reduction;
- Knowledge of and compliance with mandatory reporting laws;
- Experience working with the homeless;
- General knowledge of local service providers;
- General knowledge of social work practices and record-keeping; and
- Crisis management and de-escalation.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- The noise level is low to high and may have frequent interruptions;
- There may be activity from other employees and clients of a distracting nature; and
- Work may be performed in an outdoor environment with exposure to outdoor temperatures, dirt, or dust.

PHYSICAL REQUIREMENTS:

- Able to hear alarms, sirens, and disturbances;
- Able to operate a vehicle safely;
- Ability to recognize and respond to dangerous situations;
- Ability to read and comprehend a variety of materials; and





ARCATA HOUSE PARTNERSHIP

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- Able to stand; walk; twist; stoop; crouch; kneel; bend over at the waist; grasp; reach overhead; push, pull, move, lift and/or carry up to 50 pounds to waist height.

MODIFICATION OF DUTIES AND ESSENTIAL FUNCTIONS:

AHP retains the right to change and/or modify the duties and essential functions of this position at any time. This job description is not intended to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the employee.

EQUAL OPPORTUNITY EMPLOYER:

Arcata House Partnership is an equal opportunity/affirmative action employer committed to workforce diversity and compliance with the Americans with Disabilities. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, protected veteran status, or any other legally protected status.

ESSENTIAL SERVICE WORKERS:

All employees are considered essential service workers and are required to return to work (as ordered) in the event of an emergency.

Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)



Summary of Insurance

Prepared: 1/7/2022
Coverages as of: 12/20/2021

For: **Arcata House Partnership, Inc.** By: **Pauli-Shaw Insurance Agency**
1005 - 11th Street
Arcata,CA 95521

Coverage	Company	Policy Number	Eff date	Exp date	Premium
General Liability	Nonprofits Insurance Alliance Of California	2021-08081	2/15/2021	2/15/2022	\$31,000.00

Loc 1, Building 1
611 15th Street, Arcata, CA 95521

Loc 2, Building 1
3076 Janes Road, Arcata, CA 95521

Loc 3, Building 1
1005 11 Th Street, Arcata, CA 95521

Loc 4, Building 1
3076 #A Janes Road, Arcata, CA 95521

Loc 5, Building 1
5073 Boyd Rd., Arcata, CA 95521

Loc 6, Building 1
5095 Boyd Rd, Arcata, CA 95521

Loc 7, Building 1
501 9th Street, Arcata, CA 95521

Loc 8, Building 1
455 Union St. #154, 2, 47, 198, Arcata, CA 95521

Loc 9, Building 1
280 E. St., Arcata, CA 95521

Loc 10, Building 1
280 E. St Unit. 1G, 1L, 1M, 2C, Arcata, CA 95521

Loc 11, Building 1
975 8th St. Unit 2K, 2L, Arcata, CA 95521

Loc 12, Building 1
115 Samoa Blvd. #21, Arcata, CA 95521

Loc 13, Building 1
119 Samoa Blvd. #4E, 4J, Arcata, CA 95521

Loc 14, Building 1
1793 Stomberg Ave., Arcata, CA 95521

Loc 15, Building 1
1935 H St. #15A, Arcata, CA 95521

Loc 16, Building 1
2255 Alliance Road Unit 2 & 7, Arcata, CA 95521

Loc 17, Building 1
4565 Lewis Ave Unit I, B & F, Eureka, CA 95501

Loc 18, Building 1
828 G St. Unit #3, Eureka, CA 95501

Loc 19, Building 1
975 8The St. Unit 2F & 21, Arcata, CA 95521

Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)

- Loc 20, Building 1
4677 Valley West Blvd., Arcata, CA 95521
- Loc 21, Building 1
2745 Ca-96, Hoopa, CA 95546
- Loc 24, Building 1
1805 4Th Street, Eureka, CA 95518
- Loc 25, Building 1
1802 3Rd Street, Eureka, CA 95501

Claims Basis: Occurrence

General Aggregate applies per:

Coverage	Limits
General Aggregate	\$3,000,000
Products/Completed Operations Aggregate	\$3,000,000
Personal & Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Damage to Rented Premises (Each Occurrence)	\$500,000
Medical Expense (Any One Person)	\$20,000
Employee Benefits	

Hazard Schedule

Loc #	Hazard #	Classification	Class Code	Exposure	Premium Ba
1	1	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	1	Unit - Per Un
2	2	ClassCode 67017 - Mission, Settlement or Halfway Houses - not church or office buildings - includes products and/or completed operations	67017	1550	Area - Per 1,000/Sq Ft
3	3	ClassCode 47052 - Real Estate Property Managed - Residential - Includes products and/or completed operations	47052	194000	Gross Sales Per \$1,000/Sales
3	4	ClassCode 67017 - Mission, Settlement or Halfway Houses - not church or office buildings - includes products and/or completed operations	67017	2622	Area - Per 1,000/Sq Ft
3	5	ClassCode 61227 - Buildings or Premises - office - NFP	61227	100	Area - Per 1,000/Sq Ft
4	6	ClassCode 67017 - Mission, Settlement or Halfway Houses - not	67017	950	Area - Per 1,000/Sq Ft

Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)

		church or office buildings - includes products and/or completed operations			
5	7	ClassCode 67017 - Mission, Settlement or Halfway Houses - not church or office buildings - includes products and/or completed operations	67017	1800	Area - Per 1,000/Sq Ft
6	8	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	12	Unit - Per Un
7	9	ClassCode 61227 - Buildings or Premises - office - NFP	61227	2750	Area - Per 1,000/Sq Ft
8	10	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	10	Unit - Per Un
9	11	ClassCode 61227 - Buildings or Premises - office - NFP	61227	77	Area - Per 1,000/Sq Ft
10	12	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	7	Unit - Per Un
11	13	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	2	Unit - Per Un
12	14	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	1	Unit - Per Un
13	15	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	2	Unit - Per Un
14	16	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	1	Unit - Per Un
15	17	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	1	Unit - Per Un
16	18	ClassCode 60010 - Apartment Buildings - includes products and/or completed operations	60010	2	Unit - Per Un
17	19	ClassCode 60010 - Apartment Buildings -	60010	3	Unit - Per Un

Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)

18	20	includes products and/or completed operations ClassCode 60010 - Apartment Buildings -	60010	1	Unit - Per Ur
19	21	includes products and/or completed operations ClassCode 60010 - Apartment Buildings -	60010	2	Unit - Per Ur
20	22	includes products and/or completed operations ClassCode 61227 - Buildings or Premises - office - NFP	61227	2190	Area - Per 1,000/Sq Ft
21	23	ClassCode 67017 - Mission, Settlement or Halfway Houses - not church or office buildings - includes products and/or completed operations	67017	1966	Area - Per 1,000/Sq Ft
24	24	ClassCode 60010 - Apartment Buildings -	60010	10	Unit - Per Ur
25	25	includes products and/or completed operations ClassCode 60010 - Apartment Buildings -	60010	8	Unit - Per Ur

Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)

Summary of Insurance

Prepared: 1/7/2022

Coverages as of: 12/20/2021

For: Arcata House Partnership, Inc.
1005 - 11th Street
Arcata,CA 95521

By: Pauli-Shaw Insurance Agency

Coverage	Company	Policy Number	Eff Date	Exp Date	Premium
Business Auto	Nonprofits Insurance Alliance Of California	2021-08081	2/15/2021	2/15/2022	\$31,000.00

Policy Coverages

<u>Coverage</u>	<u>Symbol(s)</u>	<u>Limit/Deductible</u>	
Liability	1	\$1,000,000	CSL
Medical payments	2	\$5,000	Ea person
Uninsured motorist	2	\$60,000	CSL
Comprehensive/OTC	7 8	\$2,500	Deductible
Collision	7 8	\$2,500	Deductible
		No	Waiver of deductible
Towing	3		
Hired/borrowed liability		Yes	States: CA If any basis: No
Non-owned auto liability		Yes	States: CA Employees: 30 Volunteers: 20

COVERED AUTO SYMBOLS		
(1) ANY AUTO	(4) OWNED AUTOS OTHER THAN PRIVATE PASSENGER	(7) AUTOS SPECIFIED ON SCHEDULE
(2) ALL OWNED AUTOS	(5) ALL OWNED AUTOS WHICH REQUIRE NO-FAULT COVERAGE	(8) HIRED AUTOS
(3) OWNED PRIVATE PASSENGER AUTOS	(6) OWNED AUTOS SUBJECT TO COMPULSORY U.M. LAW	(9) NON-OWNED AUTOS

Attachment: Safe Parking Proposal (3802 : Award of Bid For Operations of Safe Parking Program)

Summary of Insurance

Prepared: 1/7/2022
Coverages as of: 12/20/2021

For: Arcata House Partnership, Inc.
1005 - 11th Street
Arcata, CA 95521

By: Pauli-Shaw Insurance Agency

Coverage	Company	Policy Number	Eff date	Exp date	Premium
Worker's Compensation	State Compensation Ins. Fund	1309316-2021	3/1/2021	3/1/2022	\$31,935.25

Locations

- 1 -1005 11th St. (Primary), Arcata, CA 95521
- 2 -3076 Janes Rd., Arcata, CA 95521
- 4 -5073 Boyd Rd., Arcata, CA 95521
- 5 -5095 Boyd Rd., Arcata, CA 95521
- 6 -501 9th St., Arcata, CA 95521
- 18 -280 E ST., Arcata, CA 95521
- 22 -1805 4th St., Eureka, CA 95501
- 23 -4677 Valley West Blvd, Arcata, CA 95521

Part 1 – States: CA

Employers Liability Coverage	Limits
Each accident	\$1,000,000
Disease – Policy limit	\$1,000,000
Disease – Each Employee	\$1,000,000

Payrolls

Location	Class Code	Categories/Duties/Classifications	Estimated Annual Remuneration/Payroll
1	8804-2	Social Rehab	\$129,684.00
2	8804-2	Social Rehab-include	\$40,664.00
4	8804-2	Social Rehab-include	\$176,363.00
5	8804-2	Social Rehab, Facility	\$33,926.00
6	8017-1	Stores-Retail, NOC	\$60,401.00
6	8804-2	Social Rehab	\$414,307.00
18	8804-2	Social Rehab Facilities	\$34,403.00
22	8804-2	Social Rehab Facility	\$72,664.00
23	8810-1	Clerical	\$173,534.00

Individuals Included/Excluded

State	Location	Name	Title	Ownership %	Inc/Exc
CA	1	Susan Riesel	President	0%	N
CA	1	Cassi Carter	Board member	0%	N
CA	1	Judy Longshore	Board Member	0%	N
CA	1	Cindy Woods	Sec	0%	N
CA	1	Gene Joyce	Tres		N
CA	1	Connie Thomas	VP		N



STAFF REPORT – CITY COUNCIL MEETING

January 19, 2022

TO: Honorable Mayor and City Council Members

FROM: David Loya, Director of Community Development
Jennifer Dart, Deputy Director of Community Development

PREPARER: Jennifer Dart, Deputy Director of Community Development

DATE: January 13, 2022

TITLE: **Appoint Two Councilmembers with Ceremonial Authority to Select a Recipient for the 2022 City of Arcata Business of the Year Award and to Present the Award at the Arcata Chamber of Commerce's Annual Business Leadership Awards Dinner.**

RECOMMENDATION:

It is recommended that the Council appoint two Councilmembers with ceremonial authority to select a recipient for the 2022 City of Arcata Business of the Year Award and to present the award at the Arcata Chamber of Commerce's Annual Business Leadership Awards dinner.

INTRODUCTION:

Each year, the City of Arcata recognizes a business or non-profit with its Business of the Year Award at the Arcata Chamber's Annual Business Leadership Awards dinner. This year the Arcata Chamber of Commerce's dinner will be held in the Sapphire Palace at the Blue Lake Casino Hotel on February 19th. The award is presented to a business or non-profit that exemplifies collaboration, resilience, resourcefulness, diversity, and racial equity and inclusion, and has practices that protect the environment and support the community. Nominations for Business of the Year are currently being accepted.

DISCUSSION:

The Economic Development Committee (EDC) reviews Business of the Year nominations, and forwards its recommendation to the two appointed City Council members. The two Council members select the City of Arcata Business of the Year Award outside of open session to allow the name of the selected business to remain confidential until the award at the awards dinner.

BUDGET/FISCAL IMPACT:

None