

**CITY OF ARCATA  
CITY COUNCIL MEETING**

COUNCIL CHAMBER  
736 F Street, Arcata

SEPTEMBER 07, 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](http://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  
is now open to the public.**

**COVID-19 Notice**

The City Council has returned to in-person hybrid meetings. The City Council asks that when attending City meetings, persons socially distance as best they can and be courteous to those who continue to choose to wear a mask.

**How to Observe and Participate in the Meeting:**

Observe:

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

Public Comment Participation in Person and on Zoom:

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

1. Join from a PC, Mac, iPad, iPhone or Android device: Please use this URL:  
<https://us06web.zoom.us/j/86542937795>

2. If you want to comment during the public comment portion of any item, click on **raise your hand** on the right-hand side of your screen. When it is time for public comment on the item on which you wish to speak, the Clerk will unmute you. You will have 3 minutes to comment (2 minutes for Early Oral Communications), subject to the Mayor's discretion.

Or join by phone:

1. \*67 1-669-900-6833
2. Enter Meeting ID: 865 4293 7795
3. If you are accessing the meeting via telephone and want to comment during the public comment portion of any item, press **star (\*) 9** on your phone. This will raise your hand. When it is time for public comment on the item on which you wish to speak, the Clerk will unmute your phone. You will hear a prompt that will indicate your phone is unmuted. You will have 3 minutes to comment (2 minutes for Early Oral Communications), subject to the Mayor's discretion.

### **SPECIAL MEETING**

**5:30 p.m.**

- I. **ROLL CALL**
- II. **PUBLIC COMMENT**
- III. **CLOSED SESSION**
  - A. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Assessor's Parcel Nos. 507-251-039 and -040. Agency Negotiator: Karen Diemer. Negotiating Party: Rob McBeth. Under Negotiation: Price and Terms.**
- IV. **CLOSED SESSION REPORTS**
  - A. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Assessor's Parcel Nos. 507-251-039 and -040. Agency Negotiator: Karen Diemer. Negotiating Party: Rob McBeth. Under Negotiation: Price and Terms.**
- V. **ADJOURNMENT**

### **REGULAR MEETING**

**6:00 p.m.**

- I. **LAND ACKNOWLEDGMENT**

**II. FLAG SALUTE**

**III. ROLL CALL**

**IV. CEREMONIAL MATTERS**

**A. Proclamation Recognizing September 21, 2022, as *International Day of Peace*.**

**B. Proclamation in Recognition of *Coastal Cleanup Month, September 2022*.**

**V. REPORT BY COMMISSION/COMMITTEE**

**A. Annual Report from the Public Safety Committee.**

**VI. EARLY ORAL COMMUNICATIONS**

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

**VII. N/A**

**VIII. CONSENT CALENDAR**

All matters on the Consent Calendar are considered to be routine by the City Council and are enacted in one motion. There is no separate discussion of any of these items. If discussion is required, that item is removed from the Consent Calendar and considered separately. At the end of the reading of the Consent Calendar, Council members or members of the public can request that an item be removed for separate discussion.

**A. Approve the Minutes of the City Council Meeting of August 3, 2022.**

**B. Approve the Minutes of the City Council Meeting of August 17, 2022.**

**C. Bi-Weekly Report on Disbursements.**

**D. Declare a Continuation of the Local Emergency Related to the Coronavirus Pandemic.**

**E. Adopt Resolution No. 223-17, A Resolution of the City Council of the City of Arcata Amending the Class and Pay Resolution—International Union of Operating Engineers Local No. 3 [to Reflect New Transit Bus Driver Position and Adjustment to Maintenance Worker Salary Ranges].**

- F. Award a Contract in the Amount of \$714,975.16 to GHD, Inc., to Provide Preliminary Engineering and Environmental Services Necessary for the Sunset Avenue and L. K. Wood Boulevard Improvements Project; and Authorize the City Manager to Execute all Applicable Documents.**
- G. Approve the Purchase of One 2023 Ford Police Interceptor and One 2023 Ford F-150 Lightning Truck for Parks, and Award Contract to National Auto Fleet Group in the Amount of \$111,854.64, Including Tax; Allocate an Additional \$4,649.17 from 771 Central Garage Fund to Cover Purchase Costs; and Authorize the City Manager to Execute All Applicable Documents.**
- H. Approve an Increase to the Contract Price for the City's Purchase Agreement with Golden Harvest, Inc., for Fabricated Slide Gates and Actuators in the Amount of \$10,339, to Account for Changes to the Slide Gates' Specifications, Per the Design Engineer's Recommendation.**

**IX. ITEMS REMOVED FROM CONSENT CALENDAR**

**X. OLD BUSINESS**

- A. Review and Make a Determination on the Request from Arcane Artists Inc. to Continue to Extend the Ending Time Past 10:00 P.M. for The 2022 Arcane Summer Fundraiser Series.**

The City of Arcata provides an opportunity for community members and organizations to propose and permit special events on public property or in the public right-of-way. Arcane Artists Inc. has submitted a special event permit for a multi-date, outdoor music event series located on N Street between 8<sup>th</sup> and 9<sup>th</sup> Streets in the Creamery District. The City Council approved, on a monitored basis, the event to conclude amplified sound and alcohol sales at midnight with an option for silent disco until 1:00 a.m. The event organizer has since held two additional events; the first ending amplified sound at 11:30 p.m. and the second at 12:00 midnight. The event organizer is requesting the Council continue with this approval for five additional events, which are scheduled for September 10 and 24, and October 8, 15, and 29.

**RECOMMENDATION:**

It is recommended that the Council review its previous determination to allow Arcane Artists Inc. to extend the ending of amplified sound past 10:00 p.m. for their 2022 Arcane Summer Fundraiser Series.

**XI. NEW BUSINESS**

**A. Introduce Ordinance No. 1558, Amending Conflict of Interest Code, Title II (Administration), Chapter 8 (Conflict of Interest), Article 2 (City Employees), Sections 2915(a).**

State law requires the City Council to review its Conflict of Interest Code every two years and make revisions as appropriate. If amendments are required, state law requires that the Code amendment process be completed by December 31 of the review year. Government Code §87306.5.

**RECOMMENDATION:**

It is recommended that the Council introduce Ordinance No. 1558, Title II, Amending the City's Conflict of Interest Code (*Administration*), Chapter 8 (*Conflict of Interest*), Article 2 (*City Employees*), Section and 2915(a); waive reading of the text and consent to read by title alone.

**XII. ORAL AND WRITTEN COMMUNICATIONS**

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

**XIII. COUNCIL AND STAFF REPORTS**

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

**XIV. DATES OF FUTURE MEETINGS**

**XV. CLOSED SESSION**

**XVI. CLOSED SESSION REPORTS**

**XVII. ADJOURNMENT**

Other than items continued or tabled to a date certain, the Council may, by majority vote, continue all matters not completed by 10:30 p.m. to the following Thursday at 6:00 p.m. in the Council Chamber. Should the Council vote to continue the meeting past 10:30 p.m., discussion on an item on the agenda that either requires or allows for public input may not begin without a unanimous vote of the City Council members present. (Closed Session items may begin later.) (Reference: Resolution No. 101-69)



*Recognizing September 21, 2022, as the*  
**INTERNATIONAL DAY OF PEACE**

**WHEREAS**, the International Day of Peace was established by the United Nations in 1981 as an annual observance in September and in 2001 the UN General Assembly set September 21 as an annual day of non-violence and cease fire. The theme for 2022 is “End Racism. Build Peace”; and

**WHEREAS**, the United Nations recognizes that lasting peace requires protection of the human rights of all people, social justice and development, economic justice, equality and equity in health care and health services, environmental justice and climate action and that all are critical parts of the peace process; and

**WHEREAS**, we recognize that real peace requires elimination of racism in all its forms, that racism has created and reinforced inequities between nations and between peoples within nations, and that those inequities and the resulting conflicts exacerbate the ongoing and increasing effects of global warming and the COVID pandemic on human societies. This International Day of Peace will be dedicated to learning about racism, collecting and sharing ideas for repairing the damage and making better connections, and putting them into action. The world is invited to unite on ending racism and changing our planet for the better in all aspects; and

**WHEREAS**, worldwide, nationally, and locally, groups and individuals are working to learn about, recognize, and eliminate racism in all its forms, and to create a peaceful and more inclusive human society; and

**WHEREAS**, the United Nations invites all governments, nations and communities to renounce racism and end conflicts and instead promote peace and harmony by commemorating the day through education and raising public awareness on ending racism and supporting human rights for all people. There is hope of strengthening the culture of peaceful living by seeking to understand ourselves and others; accepting people of different cultures, countries, and religions; and celebrating our differences to make the world an interconnected, peaceful, and healthy place which history has shown can be done.

**NOW, THEREFORE, BE IT PROCLAIMED** that the City Council of the City of Arcata hereby recognizes September 21, 2022, as the **INTERNATIONAL DAY OF PEACE**, and encourages the community to work together to end racism and create lasting peace for all people—locally and globally.

*Dated: September 7, 2022*

---

*Stacy Atkins-Salazar*  
 Mayor



*in Recognition of*  
**COASTAL CLEANUP MONTH**  
*September 2022*

**WHEREAS**, the State of California has a varied coastline of sandy beaches, rocky shores, productive estuaries, marshes, tidal flats, urban areas and harbors; and

**WHEREAS**, the marine environment is one of the most valuable resources for recreation, tourism, fishing and other coastal activities. Coastal protection is a responsibility shared by residents, the business community, and public institutions; and

**WHEREAS**, the Northcoast Environmental Center is the Humboldt County organizer for 2022 Coastal Cleanup Month taking place every weekend in September, during which an anticipated 1,000 people will clean beaches, rivers and estuaries along the entire Humboldt coastline; and

**WHEREAS**, the Northcoast Environmental Center's Beach Beautification Program, now Adopt-A-Beach, began in Humboldt County over 40 years ago and is now celebrated throughout California and around the world. Last year, Humboldt County volunteers picked up over 5,000 pieces of trash from our shoreline and coast; and

**WHEREAS**, residents can be proud that year after year Humboldt County continues to be among the state's leaders in the number of volunteers who help keep our ocean, rivers and coastline clean.

**NOW, THEREFORE, BE IT PROCLAIMED** that the City Council of the City of Arcata recognizes the month of September as **COASTAL CLEAN-UP MONTH**, and encourages individuals, businesses, service groups and public institutions to safely "hit the beach" to jointly promote a healthy and productive coastal environment.

*Dated: September 7, 2022*

---

*Stacy Atkins-Salazar*  
 Mayor

## **Public Safety Committee Annual Report**

September 7, 2022

To: Honorable Mayor and City Council Members

From: Public Safety Committee

Preparers: Anjali Brown, Andrew Campbell, Justin Fox, Fred Johansen, Lettie Harris, and Mellissa Lazon

Re: Annual Report to the Council

### **Committee Members:**

Fred Johansen (Chairperson), Anjali Brown, Andrew Campbell (Vice-chairperson), Justin Fox, Lettie Harris, Mellissa Lazon, and Laura Montegna

### **Staff Liaisons:**

Brian Ahearn, Chief of Police, Arcata Police Department

Lieutenant Todd Dokweiler, Arcata Police Department

The Public Safety Committee's primary focus is to provide a public forum for the City of Arcata, the Arcata Police Department, and community members to share their public safety concerns and identify potential solutions. Committee members research, evaluate crime trends, and identify the highest risks to public safety.

Committee members also make recommendations to the City Council, City Commissions, and City Staff regarding threats to public safety and crime reduction and prevention strategies, based on their research and community outreach. The Public Safety Committee meets on the fourth Wednesday of every month at 6:00 p.m.



## **Introduction**

Our committee was formed in 2018, in response to an attempted rape of a 12 yr. old girl in Cahill Park. Meetings were organized by the city and a committee was created to develop solutions to improve the safety of school children to get to and from school at Arcata Elementary. As a result of the findings of that committee our Public Safety Committee was created by Municipal Code.

Since our committee was created we've undertaken tasks for the Council in the wake of George Floyd's death and the creation of Black Lives Matter. We recommended what has now become our MIST Program and have overseen the implementation in our Police Department and California's state mandated Police Reform. We've witnessed that every officer is trained in De-escalation Tactics and seen the reform of our Use of Force rules. Part of this was of course due to the death of Josiah Lawson, and the recommended reforms suggested by the National Police Reforms report.

More recently, there are many problems that our police have had to deal with. During the past two years, the Covid pandemic brought many challenges. It was interesting for us to see which types of crimes increased and which of those decreased. We had a flurry of Smash and Grab robberies throughout the city. Those have abated but what question was always asked? Do you have a camera? We had and continue to see the theft of catalytic converters from automobiles and the increase of auto theft. The last, and to me, the most heinous are the recent hate crimes. We will continue to be responsive to the needs of our Public Safety Officers and our city.

This year has been full of change. Notably, we are just coming out of Covid, and Humboldt State University has become Cal Poly Humboldt and started a process of growth. The economy has changed, and staffing has become difficult. Property values have skyrocketed, and neighborhood housing is increasingly becoming owner occupied. Some neighborhoods are becoming gentrified.

Our committee has two new members, Justin Fox and Laura Montegna. They both have incredible backgrounds, and we are grateful to have them on our Committee.

Our committee members have been active in our community this year. Several of us have participated in Ride-alongs with Arcata police officers. We visited Carlson Park with CUNA to meet with the homeless there. Five of our members took part in the PIT count, and I would encourage members of the City Council to participate in the next count when it takes place next year.

## **Recommendations**

### **Safe Corridor Plan**

Because the Northtown footbridge and Craftsmans' Mall projects are intended to make our streets and walking paths safer, we would like to become involved with our city's new commitment to the implementation with the Complete Streets Policy of the City of Arcata. The Policy directs the city to direct the design, construction, reconstruction, repair, and maintenance efforts on the cities roadways, bridges, pathways, and sidewalks, to create and integrated transportation network that is safe, accessible, comfortable, accommodating, and welcoming to all users.

### **Northtown Bridge Project**

#### **Melissa Lazon**

The Northtown footbridge has long been a safety challenge for students and our community as a whole. As far back as 2006, a city funded report stated that students referred to the footbridge as "The Gauntlet". At the formation of the Public Safety Taskforce (precursor of the Public Safety Committee), the footbridge was at the center of our Safe Corridor Plan. The idea being, that safely connected communities are thriving communities.

In 2018, the Public Safety Committee requested a CPTED Report (Crime Prevention Through Environmental Design) from APD. This report revealed a long-standing need for landscaping to provide adequate line of sight for pedestrians as well as additional lighting, repair to the pavement and concrete along the bridge, and unfortunately the presence of human feces. Since the initial report, there was pick-up in momentum that resulted in the formation of a team consisting of artists from the Playhouse and HSU, Arcata Main Street, City Staff, and HSU administration. In the Spring/Summer of 2022, momentum and attendance saw a drop due to facility turnover at Cal Poly Humboldt and the need for some of the team to temporarily shift focus. At that time, the Public Safety Committee reached out to Cal Poly Humboldt administration to determine next steps, with an updated CPTED report and a proposal for a collaborative mural project. At this time, Cal Poly Humboldt administration is in discussion with the City of Arcata to determine how and what cooperation and shared resources are available for the project to move forward.

The Public Safety Committee strongly recommends that the City Council commit to making this project a priority. This includes staff time and funding to work with Cal Poly Humboldt to build a proposal for CalTrans that includes not only the needed safety improvements, but additional safety infrastructure such as a call box and/or camera(s). The Public Safety Committee also recommends that the City Council consider how a collaborative mural involving university students and local artists fits within the existing Arcata Strategic Arts Plan. Improvements to the Northtown footbridge would also dovetail nicely with the already approved project to improve the G & H Street corridor to the Plaza. Any future advancement on this project will require the full support of the City Council, adequate funding from the City and the University, and dedicated staff time to produce the proposal.

See attached documents.

### **Craftsman's Mall Project**

#### **Fred Johansen**

Two of our subcommittees were combined this year to improve access for Cal Poly Humboldt (CPH). The new committee was renamed the Safe Corridors

Committee. The purpose of this was to work with CPH to plan for modal improvements on the Northtown footbridge, traffic between the proposed Craftsman's Mall Dorms, and along the G and H Street corridors.

We met with the Vice President of Facilities Management, CPH Police Chief Morgan, and now acting head of CPH Police Kress. I also provided a letter to the meeting held by Cal Poly concerning the new dorms and the Craftsman's Mall site. I also attended meetings of our Planning Commission and Traffic Safety Committee. We also met with City Manager Karen Diemer numerous times to discuss these issues.

Our concern is the safety of students who will be traveling to and from the Craftsman's Mall dorms. There are two entrances planned for the facility. The northern entrance is Saint Louis Road, which enters the western end of the new dorm facility. The 2017 Arcata Central Traffic Study notes that this route is unsafe for pedestrians and bicycles. There are no sidewalks, and the normal truck traffic to Mad River Lumber Company is over 30 semi-trucks per day.

The second proposed entrance, on the south end of the development, is out EYE Street and then to the street circle at the intersection of Foster and Sunset Avenues, via Jay Street. The two subsequent intersections en route to Cal Poly Humboldt were considered to be heavily impacted by traffic by the Arcata Traffic Study. An added source of foot and bicycle traffic is the Rails to Trails route that enters Foster Avenue near the street circle mentioned above, just west of the intersections. People living in this area (my neighborhood) have noted many close calls for pedestrians crossing through these intersections.

Our recommendation for Craftsman's Mall Dorm Project is to conduct a Traffic Study to implement modifications to the existing roads, bike, and pedestrian paths with the support and cooperation of Cal Poly Humboldt before the dorms are completed. Once the safety modifications are identified, we recommend that they be implemented as a high priority as soon as needed funding can be found.

**Support Additional Homeless Services  
Support the creation of a Day Use Center, Alternative Shelter and/or  
Navigation Center to provide immediate housing solutions and  
services**

**Anjali Browning, Ph.D.,** Manager of Client Services

Homelessness has been a public safety priority since the inception of the Public Safety Task Force and the subsequent Public Safety Committee (PSC). The PSC has previously recommended both long-term housing solutions as well as short-term assistance to meet the immediate needs of Arcata's unsheltered community members. With the expansion of federal and state funding available for homeless services in response to the pandemic, the City of Arcata seized the opportunity to make significant commitments to homeless solutions over the past year.

The PSC commends the City of Arcata for its sponsorship of two Homekey 2.0 projects — the only Homekey 2.0 projects awarded in Humboldt County — that will together add 138 new supportive housing units for people who are experiencing homelessness to Arcata's housing stock within the next six months. The PSC views this new housing as an essential piece of an overall solution to homelessness in Humboldt County but the PSC encourages the City to continue to sponsor additional supportive housing development as the City's homeless population continues to expand and housing becomes increasingly scarce and out of reach.

The PSC also commends the City of Arcata for its recent allocation of CDBG funds to expand homeless services by shoring up Arcata House Partnership's walk-up and street outreach programs as well as Cooperation Humboldt's street outreach program. This funding is providing much needed support to address the day-to-day needs of people experiencing housing and food insecurity. Nevertheless, the PSC considers the development of a day use center and navigation center as critical to the successful engagement of those in most need of services and essential for alleviating the impact of homelessness on the business and residential communities. For this reason, day-use and navigation services remain one of the top priorities for the PSC in the coming year.

Of particular note, the PSC applauds the City of Arcata for its groundbreaking launch of Humboldt County's first Safe Parking Program in collaboration with Arcata House Partnership earlier this year. Despite experiencing early safety issues associated with unpermitted campers

outside the Safe Parking Program, this project has stabilized and now appears to be operating with almost no negative impact to the community. Although a one year pilot program, the PSC views this program as filling a crucial gap in short-term services by effectively increasing immediate sheltering options for people living in their vehicles. The PSC strongly urges the City of Arcata to seek funding to continue and expand upon this program beyond the first year as the numbers of people living in vehicles and alternative shelters appears to be increasing almost exponentially. This program, in conjunction with support for other forms of short- and long-term shelter, are essential for providing immediate relief from the negative impacts of homelessness while assisting individuals in stabilizing and obtaining permanent housing.

Although the City of Arcata has made many important steps toward increasing services to individuals experiencing homelessness, homelessness remains at the forefront of community-wide concerns, sufficient affordable housing remains elusive throughout the county, and the numbers of individuals facing unstable housing continues to rise. It is the opinion of the PSC that the City of Arcata must keep homeless solutions as a top priority for future planning and homelessness retains its place as the top priority of the Public Safety Committee in the coming year.

Our committee has recommended that the MIST program be instituted in Arcata. It has evolved over time to now independently working without an officer present unless needed. We also continue to advocate for more MIST clinicians and we support their cooperation with the Arcata House Partnership. Additionally we support the addition of the 988 service to our community and look to it as an additional tool for our Ambassadors and Public Service Officers to use.

### **Future Goals**

As we look to the future there are many opportunities for our committee to serve our community. Our first task will be to review what we have accomplished. We need to have our members involved and aware of the problems and changes that are happening in our community.

We want to work with and partner with other city committees such as Transportation and Planning. Cal Poly Humboldt has a Public Safety Committee and has invited us to attend their meetings.

Our homeless population is a priority for our community and we appreciate all the effort that this council has expended to create two new housing facilities with social services into being. The relocation of the homeless community in Carlson Park to new housing and the creation of a new park is creates our cities first river park. The creation of the new Car Park is already providing much needed help for those who have been living in their vehicles. The new Ambassador Program with the assistance of Arcata House is our first effort to improve public safety without armed officers. We are excited to see these efforts develop and mature.

We have an opportunity to recognize other community organizations and individuals who are also helping to make our city safer. In the past these organizations and individuals have provided cold weather shelters, and they continue to house the homeless and feed the hungry. They provide counseling, gardens, meals, clothing, and a helping hand. Integrating them into the system will give us more options for solving the problems our community faces.

Our committee has been focused on our city's provided services. In our city we can be served by many community agencies if we call 911. Besides the Arcata Police Department, we see every day that the County Sherriff's Dept., Cal Poly Police, and California Highway Patrol can and do help police our community. As Cal Poly Humboldt expands in our city, we will see them patrolling university owned properties. If we need a first responder it will most likely be a member of the Arcata Fire Department headquartered in McKinleyville. We will need to monitor how and to whom they are responding.

Our committee's future goals include focusing on public safety in our business areas and neighborhoods. We will continue work in the Northtown and Valley West. We will continue with our efforts concerning nuisance abatement, problems with parties, and graffiti. The committee continues to monitor police reform, policy review, and attention to our neighborhood's public safety concerns.

**CITY OF ARCATA  
CITY COUNCIL MEETING**

COUNCIL CHAMBER

AUGUST 03, 2022

**SPECIAL MEETING**

A special meeting of the City Council of the City of Arcata was held on the above date at 5:30 p.m. as a hybrid meeting, via teleconference utilizing Zoom Video Communications and in person, with Mayor Atkins-Salazar presiding. Notice of this meeting was posted on July 29, 2022. PRESENT: Atkins-Salazar, Schaefer, Matthews, Stillman, Watson. ABSENT: None. STAFF PRESENT: City Manager Diemer, Director of Community Development Loya, Deputy Director of Environmental Services—Community Services Benvie, IT Manager Savage, City Clerk Dory.

**PUBLIC COMMENT**

No public comment was received.

**COMMITTEE INTERVIEWS**

- A. Interview One Candidate for a Vacancy on the Parks & Recreation Committee for a Term Expiring March 31, 2023 or 2024; and Two Candidates for a Vacancy on the Historic Landmarks Committee for a Term Expiring September 30, 2025.**

The City Council interviewed Jolly Earle for an open seat on the Parks and Recreation Committee; and Jeanette Cooper and Dan Duncan for an open seat on the Historic Landmarks Committee.

**ADJOURNMENT**

The meeting was adjourned at 5:56 p.m.

**REGULAR MEETING**

A regular meeting of the City Council of the City of Arcata was held on the above date at 6:02 p.m. as a hybrid meeting, via teleconference utilizing Zoom Video Communications and in person, with Mayor Atkins-Salazar presiding. Notice of this meeting was posted on July 29, 2022. PRESENT: Atkins-Salazar, Schaefer, Matthews, Stillman, Watson. ABSENT: None. STAFF PRESENT: City Manager Diemer, City Attorney Diamond, Chief of Police Ahearn, Director of Community Development Loya, City Engineer Khatri, Finance Director Starzhevskiy, Deputy Director of Environmental Services—Community Services Benvie, Building Official Bishop, Assistant City Engineer Caisse, IT Manager Savage, City Clerk Dory.

**LAND ACKNOWLEDGMENT**

Mayor Atkins-Salazar read the Land Acknowledgment acknowledging that Arcata (Goudi'ni) sits on ancestral Wiyot land.

**FLAG SALUTE**

Mayor Atkins-Salazar led the Pledge of Allegiance.

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)



August 3, 2022

**EARLY ORAL COMMUNICATIONS**

Mayor Atkins-Salazar invited public comment.

Joanne McGarry asked the Council to re-declare a climate emergency as it was the most important thing the community should have been working on.

Fred Weis informed the Council that the Transportation Safety Committee, in its review of the Gateway Plan, recommended the L Street pathway be a linear park and not a road. He presented the Council with a written communication on the subject of the term "Time Certain Review" and its use in the document "Strategic Infill Redevelopment Program Review Process."

Greg Daggett said he was shocked at Cal Poly Humboldt's offer for the Creekside parcel, and outraged that Arcata had lost this planned senior community.

Mayor Atkins-Salazar closed Early Oral Communications.

**CONSENT CALENDAR**

Councilmember Stillman removed item M for further discussion

Councilmember Watson removed items A, B, D, and G through L for further discussion.

**ON MOTION BY STILLMAN, SECONDED BY MATTHEWS, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL ADOPTED THE FOLLOWING CONSENT CALENDAR ITEMS FOR AUGUST 3, 2022: C. APPROVE THE MINUTES OF THE CITY COUNCIL MEETING OF JULY 20, 2022; E. DECLARE A CONTINUATION OF THE LOCAL EMERGENCY RELATED TO THE CORONAVIRUS PANDEMIC; AND F. ADOPT ORDINANCE NO. 1556, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCATA ADDING CHAPTER 7—MILITARY EQUIPMENT USE POLICY TO TITLE III—PUBLIC SAFETY, OF THE ARCATA MUNICIPAL CODE; WAIVED READING OF THE TEXT AND CONSENTED TO READ THE ORDINANCE BY TITLE ONLY. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

- A. Item VII-A was moved to Items Removed from Consent Calendar.**
- B. Item VII-B was moved to Items Removed from Consent Calendar.**
- C. Approve the Minutes of the City Council Meeting of July 20, 2022.**
- D. Item VII-D was moved to Items Removed from Consent Calendar.**
- E. Declare a Continuation of the Local Emergency Related to the Coronavirus Pandemic.**

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)

August 3, 2022

- F. **Adopt Ordinance No. 1556, An Ordinance of the City Council of the City of Arcata Adding Chapter 7—Military Equipment Use Policy to Title III—Public Safety, of the Arcata Municipal Code; Waive Reading of the Text and Consent to Read by Title Only.**
- G. **Item VII-G was moved to Items Removed from Consent Calendar.**
- H. **Item VII-H was moved to Items Removed from Consent Calendar.**
- I. **Item VII-I was moved to Items Removed from Consent Calendar.**
- J. **Item VII-J was moved to Items Removed from Consent Calendar.**
- K. **Item VII-K was moved to Items Removed from Consent Calendar.**
- L. **Item VII-L was moved to Items Removed from Consent Calendar.**
- M. **Item VII-M was moved to Items Removed from Consent Calendar.**

**ITEMS REMOVED FROM CONSENT CALENDAR**

**A. Approve the Minutes of the City Council Meeting of June 22, 2022.**

Councilmember Watson expressed his concern that the update on the wastewater and water infrastructure planning was not on this agenda as was noted in the Minutes of June 22, 2022.

**STILLMAN MOVED AND SCHAEFER SECONDED TO APPROVE THE MINUTES OF JUNE 22, 2022.**

Mayor Atkins-Salazar invited public comment on this item and items C, E, and F. None was received. Mayor Atkins-Salazar closed the public comment period for items C, E, and F.

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**B. Approve the Minutes of the City Council Meeting of July 11, 2022.**

Councilmember Watson asked if a motion at a closed session was a legal action.

City Attorney Diamond explained that the City Council held all privileges of attorney-client privilege, and that the Council took action to have all communications about the subject litigation go through the City Attorney's office because confidentiality had been breached. The action taken said the Council members may not respond to opposing counsel in a lawsuit.

**STILLMAN MOVED AND SCHAEFER SECONDED TO APPROVE THE MINUTES OF JULY 11, 2022.**

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)

August 3, 2022

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

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYE: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**D. Bi-Weekly Report on Disbursements.**

On inquiry by Councilmember Watson, Finance Director Starzhevskiy answered several questions regarding checks issued and what the payments were for.

**WATSON MOVED AND SCHAEFER SECONDED TO ACCEPT THE BI-WEEKLY REPORT ON DISBURSEMENTS.**

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

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

- G. 1) Adopt Resolution No. 223-09, A Resolution of the City Council of the City of Arcata Amending the Class and Pay Resolution—International Union of Operating Engineers Local No. 3 [to Reflect Reclassification of Natural Resources Technician to Natural Resources Specialist]; 2) Adopt Resolution No. 223-10, A Resolution of the City Council of the City of Arcata Amending the Class and Pay Resolution—Management, Mid-Management, Confidential & Appointed Employees [to Reflect New Position—Wastewater Operations and Compliance Manager; New Position—Information Technology and Digital Media Technician; and Reclassification of Information Technology Manager to Deputy Director Information Technology]; 3) Adopt Resolution No. 223-11, A Resolution of the City Council of the City of Arcata Amending the Resolution Establishing and Authorizing Supplemental Compensation and Benefits for Management and Confidential Employees [to Reflect Title Changes].**

Assistant City Manager/Personnel Director Demello said these amendments to the class and pay resolutions were a result of the 2022/2023 budget which included position changes in Environmental Services and Information Technology. She said this action made title and salary assignment changes. She then described the reason for the reclassifications to Natural Resources Specialist and Wastewater Operations and Compliance Manager.

**STILLMAN MOVED AND MATTHEWS SECONDED TO ADOPT RESOLUTION NO. 223-09, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA AMENDING THE CLASS AND PAY RESOLUTION—INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL NO. 3 [TO REFLECT RECLASSIFICATION OF NATURAL RESOURCES TECHNICIAN TO NATURAL RESOURCES SPECIALIST]; ADOPT RESOLUTION NO. 223-10, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA AMENDING THE CLASS AND PAY RESOLUTION—**

August 3, 2022

**MANAGEMENT, MID-MANAGEMENT, CONFIDENTIAL & APPOINTED EMPLOYEES [TO REFLECT NEW POSITION—WASTEWATER OPERATIONS AND COMPLIANCE MANAGER; NEW POSITION—INFORMATION TECHNOLOGY AND DIGITAL MEDIA TECHNICIAN; AND RECLASSIFICATION OF INFORMATION TECHNOLOGY MANAGER TO DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY]; AND ADOPT RESOLUTION NO. 223-11, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA AMENDING THE RESOLUTION ESTABLISHING AND AUTHORIZING SUPPLEMENTAL COMPENSATION AND BENEFITS FOR MANAGEMENT AND CONFIDENTIAL EMPLOYEES [TO REFLECT TITLE CHANGES].**

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

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**H. Award a Construction Contract for the Arcata Storage Tank-1C Project to Mercer-Fraser Company in the Amount of \$3,390,975.00; Authorize the City Engineer to Increase the Contract Amount by up to \$339,097.50 (10 Percent, for a Total of \$3,730,072.50) to Allow for Any Unforeseen Contingencies and Additional Work as Necessary; and Authorize the City Manager to Execute All Applicable Documents.**

Assistant City Engineer Caisse said this item was for the purchase of a new one million gallon water storage tank and piping. He noted that the City had a \$1 million grant to go towards this purchase.

**WATSON MOVED AND MATTHEWS SECONDED TO AWARD A CONSTRUCTION CONTRACT FOR THE ARCATA STORAGE TANK-1C PROJECT TO MERCER-FRASER COMPANY IN THE AMOUNT OF \$3,390,975.00; AUTHORIZE THE CITY ENGINEER TO INCREASE THE CONTRACT AMOUNT BY UP TO \$339,097.50 (10 PERCENT FOR A TOTAL OF \$3,730,072.50) TO ALLOW FOR ANY UNFORESEEN CONTINGENCIES AND ADDITIONAL WORK AS NECESSARY; AND AUTHORIZE THE CITY MANAGER TO EXECUTE ALL APPLICABLE DOCUMENTS.**

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

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**I. Approve a Purchase Contract with Owen Equipment for One Vactor iMPACT Combination Machine in the Amount of \$367,505.78, including Tax and Freight; Authorize a Cost Increase for Up to 10 Percent (\$36,750.58) for Contingency, for a Total Potential Cost of \$404,256.36; and Authorize the City Manager to Execute All Applicable Documents.**

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)

August 3, 2022

Deputy Director of Environmental Services—Community Services Benvie said this agenda item was to approve the purchase of a Vactor iMPACT Combination Machine sewer cleaner to replace the City's current Vactor truck which was out of compliance with state regulations for air quality.

**WATSON MOVED AND STILLMAN SECONDED TO APPROVE A PURCHASE CONTRACT WITH OWEN EQUIPMENT FOR ONE VACTOR IMPACT COMBINATION MACHINE IN THE AMOUNT OF \$367,505.78, INCLUDING TAX AND FREIGHT; AUTHORIZE A COST INCREASE FOR UP TO 10 PERCENT (\$36,750.58) FOR CONTINGENCY, FOR A TOTAL POTENTIAL COST OF \$404,256.36; AND AUTHORIZE THE CITY MANAGER TO EXECUTE ALL APPLICABLE DOCUMENTS.**

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

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**J. Approve a Purchase Contract with Jack Doheny Company for One Sewer Camera Van with Wincan Software in the Amount of \$299,929.89, Including Taxes and Freight; and Authorize the City Manager to Execute All Applicable Documents.**

Deputy Director of Environmental Services—Community Services Benvie recommended the Council approve the purchase of a new sewer camera truck to maintain the wastewater collection system.

**WATSON MOVED AND STILLMAN SECONDED TO APPROVE A PURCHASE CONTRACT WITH JACK DOHENY COMPANY FOR ONE SEWER CAMERA VAN WITH WINCAN SOFTWARE IN THE AMOUNT OF \$299,929.89, INCLUDING TAXES AND FREIGHT, AND AUTHORIZE THE CITY MANAGER TO EXECUTE ALL APPLICABLE DOCUMENTS.**

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

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**K. Direct the City Manager to Execute the Three-Year Cal Poly Humboldt Ridership Agreement and Future Amendments with the City of Arcata.**

City Engineer Khatri recommended the Council authorize the City Manager to execute a three-year contract with Cal Poly Humboldt for the JackPass program allowing students, faculty and staff to ride the Arcata and Mad River Transit System.

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)

August 3, 2022

**STILLMAN MOVED AND MATTHEWS SECONDED TO DIRECT THE CITY MANAGER TO EXECUTE THE THREE-YEAR CAL POLY HUMBOLDT RIDERSHIP AGREEMENT AND FUTURE AMENDMENTS WITH THE CITY OF ARCATA.**

**STILLMAN AND SCHAEFER CALLED FOR THE QUESTION.**

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

Mayor Atkins-Salazar invited public comment.

Joanne McGarry said she hoped that in the future transit would be accessible to everyone, and subsidized, incentivized, and promoted.

Mayor Atkins-Salazar closed the public comment period.

**L. Adopt Resolution No. 223-08 Accepting a Fee Title Interest in Assessor's Parcel No. (APN) 505-251-011 and a Public Access Easement over a Portion of APN 505-251-013 from Humboldt State University Real Estate Holdings, or Successor in Interest.**

Deputy Director of Environmental Services—Community Services Benvie said the City had been working since 2019 to acquire this parcel and a public access easement adjacent to the Arcata Marsh and Wildlife Sanctuary, and with adoption of the resolution to accept the property, escrow would close in September 2022.

**STILLMAN MOVED AND SCHAEFER SECONDED TO ADOPT RESOLUTION NO. 223-08 ACCEPTING A FEE TITLE INTEREST IN ASSESSOR'S PARCEL NO. 505-251-011 AND A PUBLIC ACCESS EASEMENT OVER A PORTION OF ASSESSOR'S PARCEL NO. 505-251-013 FROM HUMBOLDT STATE UNIVERSITY REAL ESTATE HOLDINGS, OR SUCCESSOR IN INTEREST.**

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

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**M. Adopt Resolution No. 223-12, A Resolution of the City Council of the City of Arcata Responding to the Humboldt County Civil Grand Jury Report, "The Sea Also Rises."**

Councilmember Stillman pointed out errors in the response to the Grand Jury's report. She noted that in Recommendation 1, the first sentence said " . . . both Arcata and Arcata . . .," and it should say, " . . . both Arcata and Eureka . . . ." Also, in Recommendation 2, the first sentence said, " . . . officials from Arcata, Arcata . . .," and it should say, " . . . officials from Arcata, Eureka . . . ."

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)

August 3, 2022

**STILLMAN MOVED AND SCHAEFER SECONDED TO ADOPT RESOLUTION NO. 223-12, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA RESPONDING TO THE HUMBOLDT COUNTY CIVIL GRAND JURY REPORT, "THE SEA ALSO RISES" CORRECTED AS FOLLOWS: IN THE FIRST SENTENCE OF RECOMMENDATION NO. 1, CHANGE "... BOTH ARCATA AND ARCATA ...," TO "... BOTH ARCATA AND EUREKA ..."; IN RECOMMENDATION NO. 2, CHANGE "... OFFICIALS FROM ARCATA, ARCATA ...," TO "... OFFICIALS FROM ARCATA, EUREKA ...."**

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

**THE MOTION PASSED ON A FOUR-TO-ONE VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN. NOES: WATSON. ABSENT: NONE. ABSTENTIONS: NONE.**

### **OLD BUSINESS**

**A. Introduce Ordinance No. 1552 Adding Chapter 5—Residential Rental Inspection Program (RRIP), to Title VIII—Building Regulations of the Arcata Municipal Code.**

City Engineer Khatri said the City Council directed staff to gather additional feedback from the public regarding the Residential Rental Inspection Program. He said a working group of nine members was formed, and as a result the program was improved. He said staff was ready for the Council to introduce the ordinance. He noted that the program could be amended over time if the Council desired.

Building Official Bishop gave a presentation on the program saying its goal was to address problems in substandard housing in a proactive manner rather than through complaints. He noted that transient occupancy units and any unit inspected by another governmental agency, as well as mobile home parks, would not be part of the program. He stated that newly constructed units would be under a five-year grace period.

In regard to costs, Building Official Bishop said the cost to the property owner would be \$20 a year per parcel (not unit) for administration. He noted that the goal was to have all units eligible for the self-certification program. He explained how the inspection program would flow, the self-certification portion of the program, and how the Department would implement the program. He stated the program would be improved upon as the learning process moved along.

Mayor Atkins-Salazar invited public comment.

Greg Daggett asked how the City would handle those landlords who did not get building permits. He said this was creating a program for another fee for those who were in compliance, and the tenants' rents would be raised.

David Hockman said the fees would not pay for the program. He said this program was a radical departure from what was spelled out in the General Plan.

August 3, 2022

Fred Weis asked that section 8504(b) in the ordinance be clarified. He said it would be good for the tenants to receive a handout on the program. He asked how frequently a tenant could request an inspection.

Building Official Bishop noted that the inspections would be looking for violations of life safety requirements. He clarified that he was willing to work with landlords to bring the units up to code.

**STILLMAN MOVED AND MATTHEWS SECONDED TO DIRECT STAFF TO GATHER ADDITIONAL INFORMATION, SEND THIS BACK TO THE WORKING GROUP, AND PUT IT ON THE AGENDA FOR SEPTEMBER 21.**

Mayor Atkins-Salazar said she heard a request to review the budget for the program, concern about the fees being passed on to renters, and research how this program did or did not fit into the General Plan. She also said she didn't feel the item needed to go back to the working group and that the concerns/questions could be addressed by staff.

**MAYOR ATKINS-SALAZAR AMENDED THE MOTION TO HAVE STAFF ANSWER THE THREE QUESTIONS AND BRING THE ITEM BACK IN, HOPEFULLY, ONE MONTH TO INTRODUCE THE ORDINANCE.**

**THE MOTION, AS AMENDED, PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**RECESS:** The Council recessed from 8:01 to 8:06 p.m.

**NEW BUSINESS**

- A. Appoint One New Member to the Parks & Recreation Committee for a Term Expiring March 31, 2023 or 2024, and One New Member to the Historic Landmarks Committee for a Term Expiring September 30, 2025.**

**MATTHEWS MOVED AND SCHAEFER SECONDED TO APPOINT JOLLY EARLE TO THE PARKS AND RECREATION COMMITTEE FOR A TERM EXPIRING MARCH 31, 2024; AND DR. JEANETTE COOPER TO THE HISTORIC LANDMARKS COMMITTEE FOR A TERM EXPIRING SEPTEMBER 30, 2025.**

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

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)



August 3, 2022

**B. Review and Make a Determination on the Request from Arcane Artists Inc. to Extend the Ending Time past 10:00 p.m. for Their 2022 Arcane Summer Fundraiser Series.**

City Manager Diemer said this request was for an amplified sound event with an extended end time after 10:00 p.m. The request was to hold a series of eight events between July and October 2022 to benefit artists. The event location was on N Street between Eighth and Ninth Streets with an expected attendance of 400 per event. She stated the request was for events beginning at 8:30 p.m. and ending at 1:30 a.m. She noted that the event would be staffed and have security between 8 and 12 p.m. depending on the event. Alcohol sales would be permitted in a fenced area. She explained that she approved two events ending at 10:00 p.m. and understood the events ran smoothly and shut down precisely at 10:00 p.m. She confirmed there was one complaint to the Police Department at 10:45 p.m. about arguing in the street. City Manager Diemer suggested the Council consider approving two more events ending at 11:00 p.m. as a trial and continue to receive community feedback.

Joe Ostini, event promoter, said his staff canvassed the community beyond a two-block radius and two residents were concerned about amplified sound, so they turned the speakers away from those residences. He said they also gave residents a free hotel stay if that was necessary. He said his organization was asking for a later ending time so that people who worked late would still have a chance to attend the event. He also suggested they could trial holding a "silent disco" until 1:30 a.m.

Mayor Atkins-Salazar invited public comment.

Joanne McGarry, a resident of the Creamery District, recommended fewer cars at the event, perhaps by providing shuttle service, and said her concern was mostly with post-event issues.

Jonah reported that most of the attendees walked or biked to the event and when the event was over, people were escorted out in order to mitigate the residents' concerns.

The following persons spoke in favor of granting the request, and spoke highly of the organization and planning of the events, and how smoothly they ran: Christian, Bella, Kayla, Travis McDougall, Dani, Ashley, Nolan Schaefer, Sequoia, Bella Awan, Lillian, Keisha, an unidentified speaker, and Ashley.

Greg Daggett cautioned the Council that, for future events, it needed to consider that the Gateway Area Plan would put more housing in that area.

Patricia said she supported pushing out the end time and seeing how it went.

Jim recommended testing an 11 p.m. end time and going from there.

Shoshanna said she thought an incremental ending time was a good place to start, such as making the start time a little later and working up to a later ending time. She noted that 1,000 people leaving at 1:30 a.m. would feel a lot different than 400 people leaving at 10:00 p.m.

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)

August 3, 2022

Chris Richards said he supported taking it slowly as going too fast may not sit well with the community.

Written communication was received from Winnie Trump, a resident near the D Street Neighborhood Center, wherein she spoke of her concerns with late-night events incorporating amplified sound.

Mayor Atkins-Salazar closed the public comment period.

**STILLMAN MOVED AND MATTHEWS SECONDED TO CONTINUE THE MUSIC UNTIL MIDNIGHT AND AFTERWARD A SILENT DISCO UNTIL 1:00 A.M., MAKE THE STAGE FACE SOUTHWEST, HOLD LAST CALL AT MIDNIGHT, AND TRIAL THIS FOR THE NEXT TWO EVENTS.**

**ATKINS-SALAZAR AMENDED THE MOTION TO AUTHORIZE THE CITY MANAGER TO CARRY ON AFTER THE NEXT TWO EVENTS IF SHE WAS COMFORTABLE WITH THEM. STILLMAN AND MATTHEWS ACCEPTED THE AMENDMENT TO THE MOTION.**

**THE MOTION, AS AMENDED, PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

### **ORAL AND WRITTEN COMMUNICATIONS**

Councilmember Watson left the Council Chamber at 9:08 p.m.

Mayor Atkins-Salazar invited public comment.

David Hockman said it was important to clarify the mandate for the Residential Rental Inspection Program and noted it was in conflict with the General Plan.

Jim asked what the acceptable decibel level would be for the Arcane Artists event in the Creamery District.

Councilmember Watson returned to the Council Chamber at 9:11 p.m.

Mayor Atkins-Salazar closed Oral and Written Communications.

### **COUNCIL AND STAFF REPORTS**

#### **A. Receive an Update from Netra Khatri, City Engineer, on Transit.**

City Engineer Khatri updated the Council on public transit saying that ridership was up this year, the free bus service in June and July had more riders this year, two electric buses were acquired, and lights purchased for 8 of the 17 bus shelters were awaiting installation. He announced that A&MRTS was currently in need of additional bus drivers.

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)

August 3, 2022

**B. Other Council and Staff Reports.**

Mayor Atkins-Salazar announced that Arcata Main Street was hiring a new Executive Director, and announced that the annual Lantern Ceremony would take place on Saturday, August 6.

Councilmember Matthews announced that the Arcata Chamber of Commerce was still looking to hire an Executive Director.

Councilmember Schaefer announced the Arcata/Camoapa Sister City I Block party would take place on Labor Day from 12 to 6 p.m.

Councilmember Stillman reported on the mural at the basketball court in Valley West. She announced that L. K. Wood Boulevard, from Sunset Avenue to Granite Avenue, was being repaved and there would be delays from August 8 to 10.

Councilmember Watson said he felt the Council needed to take comments during reports. He said he received complaints that some committee meetings were overlapping which prevented some people from attending all of them. He proposed an agenda item to discuss a five-year plan of sharing forest revenue with the Wiyot Tribe starting at 10 percent and increasing to 50 percent. He asked if the City was talking with Cal Poly Humboldt about the properties it was purchasing because residents were concerned. He said he was celebrating his 10-month sobriety.

**DATES OF FUTURE MEETINGS**

- A. Confirm the City Council Will Hold a Joint Study Session with the Planning Commission on Tuesday, August 23, 2022, at 6:00 p.m., in the Council Chamber.**

**BY GENERAL CONSENSUS, THE COUNCIL CONFIRMED IT WOULD HOLD A JOINT STUDY SESSION WITH THE PLANNING COMMISSION ON TUESDAY, AUGUST 23, 2022, AT 6:00 P.M. TO DISCUSS THE DRAFT GATEWAY AREA PLAN.**

**ADJOURNMENT**

The meeting was adjourned at 9:29 p.m.

Respectfully submitted,

Bridget Dory  
City Clerk

Minutes Acceptance: Minutes of Aug 3, 2022 6:00 PM (CONSENT CALENDAR)

**CITY OF ARCATA  
CITY COUNCIL MEETING**

COUNCIL CHAMBER

AUGUST 17, 2022

A regular meeting of the City Council of the City of Arcata was held on the above date at 6:01 p.m. as a hybrid meeting via teleconference utilizing Zoom Video Communications, and in person, with Mayor Atkins-Salazar presiding. Notice of this meeting was posted on August 12, 2022.

PRESENT: Atkins-Salazar, Schaefer, Matthews, Stillman, Watson. ABSENT: None. STAFF PRESENT: City Manager Diemer, City Attorney Diamond, Assistance City Manager/Personnel Director Demello, Director of Environmental Services Sinkhorn, City Engineer Khatri, Deputy Director of Community Development Dart, Chief of Police Ahearn, Finance Director Starzhevskiy, Deputy Director of Environmental Services—Community Services Benvie, Deputy Director of IT Savage, City Clerk Dory.

**LAND ACKNOWLEDGMENT**

Mayor Atkins-Salazar read a Land Acknowledgment acknowledging that Arcata (Goudi'ni) sat on ancestral Wiyot land.

**FLAG SALUTE**

Mayor Atkins-Salazar led the Pledge of Allegiance.

**CEREMONIAL MATTERS**

**A. Recognition of Steven Martin for 22 Years of Service on the Parks and Recreation Committee.**

Councilmember Matthews read the Certificate of Appreciation for Steven Martin thanking him for his long-term work on the Parks and Recreation Committee.

**B. Proclamation Recognizing September 4-10, 2022, as Suicide Prevention Week.**

Councilmember Watson read the proclamation and presented it to Heather Freitas who announced the "Out of the Darkness Walk" on Saturday, September 11, 2022.

**REPORT BY COMMISSION/COMMITTEE**

**A. Annual Report from the Energy Committee.**

Energy Committee members Carisse Geronimo and Jim Zoellick gave an oral version of the Committee's annual report.

Mayor Atkins-Salazar invited public comment.

Gregory Daggett asked if the proposed all-electric requirement would be for new construction only.

Jane Woodward asked if the committee's comments would be included in the Gateway Area Plan.

Mayor Atkins-Salazar closed the public comment period.

Deputy Director of Environmental Services—Community Services Benvie responded that the proposed all-electric ordinance would focus on new construction only at this time.

Minutes Acceptance: Minutes of Aug 17, 2022 6:00 PM (CONSENT CALENDAR)

August 17, 2022

**EARLY ORAL COMMUNICATIONS**

Mayor Atkins-Salazar invited public comment.

Fred Weis said he would like to see a 3-D rendering of what a build-out of 1,000+ apartments in the Gateway Area would look like. He suggested the Barrel District have a Native American name instead.

Gregory Daggett said the wastewater treatment plant needed to be addressed in relation to sea level rise. He said the Grand Jury Report said it there shouldn't be tall buildings in the sea level rise area, and the Gateway Plan advocated for tall buildings. He also stated that the building or raising of levees was not a good direction to take.

Dan Barton asked Councilmember Watson to resign or, at the very least, to not seek re-election.

Joanne McGarry asked the Council to get specific about what it is going to do about the climate emergency. She asked Arcata to lead the way.

Jane Woodward commended the City for the Ben Noble presentation on the Gateway Area Plan and said she hoped to have a talk about the issues at the study session with the Planning Commission on August 23.

Mary spoke regarding the Gateway Area Plan saying she lived in Sorrell Place and that living with 400 people in a four-story apartment building had left her concerned and dissatisfied. She expressed her fear that building eight-story structures would cause social unrest by both the residents and nearby neighbors.

Jim Becker spoke in favor of a linear park on L Street.

Mayor Atkins-Salazar closed the public comment period.

**CONSENT CALENDAR**

Councilmember Watson removed item F from the Consent Calendar for further discussion.

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

**ON MOTION BY MATTHEWS, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL ADOPTED THE CONSENT CALENDAR FOR AUGUST 17, 2022, WITH THE EXCEPTION OF ITEM F. AMEND THE EXISTING BIKE SHARE PROGRAM WITH TANDEM MOBILITY LLC TO ADD FOUR ADDITIONAL STATIONS IN THE CITY LIMITS FOR THE CONTRACT AMOUNT NOT TO EXCEED \$36,000 PER PROGRAM YEAR; AUTHORIZE THE CITY ENGINEER TO INCREASE THE AMOUNT BY UP TO \$9,000 (FOR A TOTAL OF \$45,000) TO ALLOW FOR INSTALLATION OF AN ADDITIONAL BIKE STATION IF FUNDING BECOMES AVAILABLE; AND AUTHORIZE THE CITY MANAGER TO EXECUTE ALL**

Minutes Acceptance: Minutes of Aug 17, 2022 6:00 PM (CONSENT CALENDAR)

August 17, 2022

**APPLICABLE DOCUMENTS. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

- A. Bi-Weekly Report on Disbursements.**
- B. Adopt Resolution No. 223-15 Accepting a Conservation Easement on a Portion of Assessor's Parcel No. 503-271-028, Adjacent to the Arcata Community Forest.**
- C. Adopt Resolution No. 223-16 Accepting a Fee Title Interest in a Portion of Assessor's Parcel No. (APN) 507-131-091 from Eureka Ready Mix Concrete Company, Inc.**
- D. Adopt Resolution No. 223-05, a Resolution of the City Council of the City of Arcata Authorizing Application for a California Coastal Commission Planning Grant.**
- E. Approve a Purchase Contract with Western Global for Two Aboveground, Stationary Fuel Storage Tanks and Two Standard-Duty Pump Kits for a Total Contract Price of \$67,691.44 (Including Tax and Freight); and Authorize the City Manager to Execute All Applicable Documents.**
- F. Item VIII-F was moved to Items Removed from Consent Calendar.**
- G. Adopt Resolution No. 223-13, Stating the City's Intent to Reimburse Expenditures by the State Water Resources Control Board Made in Support of the City's Infiltration and Inflow Reduction Project; and Resolution No. 223-14, Authorizing the City Manager to File a Financial Assistance Application with the State Water Resources Control Board for the City's Infiltration and Inflow Reduction Project.**

**ITEMS REMOVED FROM CONSENT CALENDAR**

- F. Amend the Existing Bike Share Program with Tandem Mobility LLC, to Add Four Additional Stations in the City Limits for the Contract Amount Not to Exceed \$36,000 Per Program Year; Authorize the City Engineer to Increase the Amount by up to \$9,000 (for a Total of \$45,000) to Allow for Installation of an Additional Bike Station if Funding Becomes Available; and Authorize the City Manager to Execute All Applicable Documents.**

On inquiry by Councilmember Matthews, City Engineer Khatri explained that this program was fully funded by a grant. He noted there were two bicycle stations on the Plaza and two at Cal Poly Humboldt, and this action would add four more stations.

**WATSON MOVED AND MATTHEWS SECONDED TO AMEND THE EXISTING BIKE SHARE PROGRAM WITH TANDEM MOBILITY LLC, TO ADD FOUR ADDITIONAL STATIONS IN THE CITY LIMITS FOR THE CONTRACT AMOUNT NOT TO EXCEED \$36,000 PER PROGRAM YEAR; AUTHORIZE THE CITY ENGINEER TO INCREASE THE AMOUNT BY UP TO \$9,000 (FOR A TOTAL OF \$45,000) TO ALLOW FOR INSTALLATION OF AN ADDITIONAL BIKE STATION IF FUNDING BECOMES AVAILABLE; AND AUTHORIZE THE CITY MANAGER TO EXECUTE ALL APPLICABLE DOCUMENTS.**

Mayor Atkins-Salazar invited public comment.

Minutes Acceptance: Minutes of Aug 17, 2022 6:00 PM (CONSENT CALENDAR)

August 17, 2022

Joanne McGarry advocated for allowing bicycles to park in automobile parking spaces.

Greg King supported covered bicycle lockers or parking garages.

Anthony said a solution to encourage more bicycle riding was to mix residential units with grocery stores in neighborhoods.

Dan Close said, in order to reduce bicycle accidents, the City should make roads more curvy and reduce the number of lanes in order to force people to drive slower.

Mayor Atkins-Salazar closed the public comment period.

**THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. AYES: ATKINS-SALAZAR, SCHAEFER, MATTHEWS, STILLMAN, WATSON. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

### **OLD BUSINESS**

#### **A. Receive an Update on the City of Arcata's Wastewater and Water Infrastructure Planning.**

Director of Environmental Services Sinkhorn gave a presentation on water wastewater infrastructure planning. She highlighted the 10 water and wastewater projects currently included in the City's Capital Improvement Program.

She said that Phase I of the wastewater treatment plant upgrade was currently out to bid. The rehabilitation of the facility focused on the existing plant and retention of the natural system, along with installation of a parallel mechanical system in Phase II. The rehabilitation would replace aging infrastructure and upgrade the disinfection from chlorine to ultraviolet. She noted that the upgrade included a new outfall location. The project would begin in the Fall of 2022 and last 30 months. She said planning for sea level rise would not require additional levee augmentation for the Phase I improvements' 30-year life span. However, incremental levee augmentation of the core treatment plant area was being pursued. She said the upgrades would accommodate a 20 percent growth factor. She went through the details of the flow parameters and the plant's capacity to handle the flow levels.

Director Sinkhorn said that the Phase II project would be a parallel mechanical system within the treatment facility so that if the plant was not meeting its goals, an oxidation ditch could be phased in. Also, there was the ability to add a secondary clarifier. She said the State Water Resources Control Board had put the Phase II project on hold and was funding a third-party feasibility study for long-range planning.

Director Sinkhorn described the City's sewer lateral replacement program and said it was decreasing the influent to the plant by decreasing inflow and infiltration during wet weather.

Regarding the drinking water supply planning, Director Sinkhorn said that in 2020, the City used 52 percent of its right to 1,186 million gallons of water annually. He told the Council that the City had

August 17, 2022

an auxiliary groundwater well at Heindon Road that had been offline for several years, but the City was in the process of getting it up and running again. She stated the City had 16 storage tanks with a total capacity of 4.8 million gallons, and the current project to add a tank (Tank 1C) would increase that by one million gallons, thereby increasing the City's storage capacity by 20 percent. She said staff was working on a waterline replacement project. Further, in the Jacoby Creek Water District, the California Office of Emergency Services was making improvements to the booster station and waterlines.

Mayor Atkins-Salazar invited public comment.

Chris Richards, speaking to the population growth factor and the treatment plant's capacity, said the City should connect with Cal Poly Humboldt.

Gregory Daggett said another factor to consider for the treatment plant was the prediction of large storms coming in from Hawaii. He asked where the treatment plant would be located in the future when the current plant was under water due to sea level rise.

Jane Woodward asked how much additional capacity would have to be put into the core area and how much of the plant would have to be moved. She asked about plans during construction to limit inflow and how much capacity could be diverted to the oxidation ponds if necessary.

Dan Close said it was not necessary to add chlorine to the drinking water. He stated that the cost of re-lining of the sewer pipes fell on the poor people, and people were being pushed out by the cost of water, wastewater and garbage.

Joanne McGarry said the City's treatment of water and wastewater needed to be revolutionary. She recommended considering retreat for the wastewater plant due to sea level rise.

Greg King said he didn't feel Arcata was taking ecological changes and demographic changes seriously and the Council needed to think differently.

Lisa Pelletier said a lot of the area south of Samoa Boulevard would be under water in five years and asked if the City had a plan to relocate the wastewater treatment plant and critical infrastructure. She recommended an advisory board of experts be formed to advise the City on the integrity of its system.

Mayor Atkins-Salazar closed the public comment period.

**RECESS:** The Council recessed from 8:10 to 8:17 p.m.

### **NEW BUSINESS**

#### **A. Review and Consider the Information Presented from Responsible Growth Arcata.**

Mayor Atkins-Salazar recused herself from the discussion and decision on this item because she owned property and a business near the Gateway Area. She left the Council Chamber at 8:18 p.m. Vice-Mayor Schaefer proceeded to preside over the meeting.



August 17, 2022

Scott McBain requested the City form an advisory committee to advise the Council on the Gateway Area Plan. He said the proponents of an advisory committee hoped to: 1) implement a more balanced community engagement strategy celebrating the public to find solutions; 2) build community trust and support for the plan; 3) address and recommend solutions to priority issues to date; and 4) recommend solutions for the final Gateway Area Plan on an updated timeline. He said they also recommended separating the Gateway Area Plan from the General Plan 2045 process. He proposed an advisory committee of seven to nine members with one Planning Commissioner and said the role of the committee would be to lead the process with the assistance of City staff. He explained that the proponents envisioned the advisory committee creating topic working groups and interacting with staff, the Planning Commission, City committees, consultants and the public.

Vice-Mayor Schaefer invited public comment.

The following people spoke in favor of the City Council forming a Gateway Area Plan advisory committee: Joanne McGarry, James Becker, Patricia Cambianica, Chris Richards, Scott McBain, Fred Weis, Jane Woodward, Anthony, Sherri, and Greg King.

Gregory Daggett said the question of whether it was safe to build in the Gateway Area needed to be answered by experts.

Dan Close said development in Arcata was displacing disadvantaged people.

Matt Simmons, Redwood Coalition for Climate and Environmental Responsibility, said the Plan was urgent and the Housing Element called for this upzoning. He noted the second draft of the Plan would be different than the first as a lot of changes had been put forth. He declared that dense housing allowed people to burn less fossil fuels.

Colin Fiske, Coalition for Responsible Transportation Priorities, said the Coalition did not support a new advisory committee for this purpose stating it was hard to see how it would add anything to the process. He said a scientific survey was a clunky tool for land use planning.

Vice-Mayor Schaefer closed the public comment period.

Mayor Atkins-Salazar returned to the Council Chamber at 9:50 p.m. and returned to presiding over the meeting.

### **ORAL AND WRITTEN COMMUNICATIONS**

Mayor Atkins-Salazar invited public comment.

Chris Richards said he felt the Fair Political Practices Commission's (FPPC) guidelines were clear and that Councilmember Stillman should recuse herself from participating in discussions on the Gateway Area Plan until she received a determination from the FPPC.

Dan Close spoke about gentrification and advocated for rent control in Arcata.

August 17, 2022

Gregory Daggett spoke regarding the Gateway Area Plan stating that the Council didn't really know what the public thought and a mass mailing should be done in order to find out.

Joanne McGarry said it would be nice to know periodically during the meeting how many people were attending the Council meetings online.

Fred Weis voiced his disappointment that letters written to the Planning Commission were not being posted to the website in a timely manner. He submitted a written comment on this subject.

Anthony said a Gateway Area Plan advisory committee would create cohesion between community awareness and the decision makers.

Mayor Atkins-Salazar closed Oral and Written Communications.

**COUNCIL AND STAFF REPORTS**

Councilmember Schaefer reminded everyone that the Arcata/Camoapa Sister City Project would hold the I Block Party on Monday, September 5, on I Street.

Mayor Atkins-Salazar reported on the status of the Community Ambassador Program and the Safe Parking Program. She announced that Arcata Main Street was looking for a new Executive Director.

Councilmember Watson thanked Mayor Atkins-Salazar for her letter regarding the sprucing up of the G and H Street corridor.

Councilmember Stillman reported on her attendance at a meeting of the Board of Directors of the Humboldt Transit Authority.

**DATES OF FUTURE MEETINGS**

- A. **Confirm the City Council Will Hold a Joint Study Session with the Planning Commission on Tuesday, August 23, 2022, at 6:00 p.m., in the Council Chamber.**

**BY GENERAL CONSENSUS, THE COUNCIL CONFIRMED IT WOULD HOLD A JOINT STUDY SESSION WITH THE PLANNING COMMISSION ON TUESDAY, AUGUST 23, 2022, AT 6:00 P.M., IN THE COUNCIL CHAMBER TO DISCUSS THE DRAFT GATEWAY AREA PLAN.**

**ADJOURNMENT**

The meeting was adjourned at 10:11 p.m.

Respectfully submitted,

Bridget Dory  
City Clerk

Minutes Acceptance: Minutes of Aug 17, 2022 6:00 PM (CONSENT CALENDAR)



# STAFF REPORT – CITY COUNCIL MEETING

September 07, 2022

**TO:** Honorable Mayor and City Council Members

**FROM:** Ondrea Starzhevskiy, Finance Director

**PREPARER:** Ondrea Starzhevskiy, Finance Director

**DATE:** August 31, 2022

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

## RECOMMENDATION:

It is recommended that the Council approve the disbursements listing for the period August 6, 2022, to August 26, 2022.

## INTRODUCTION:

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

## DISCUSSION:

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

## BUDGET/FISCAL IMPACT:

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

## ATTACHMENTS:

A. Cash Disbursements Report 080622-082622 (PDF)

## City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
310409	PAYROLL	Payroll	MISC	315.26	8/6/2022
310410	PAYROLL	Payroll	MISC	6,746.00	8/6/2022
	ACH PERS010	PERS	101-20-07-51770	2,100.00	8/12/2022
	ACH PERS010	PERS	101-00-00-22202	63,010.59	8/12/2022
	ACH PAYR010	Payroll Deductions ACH	MISC	125,935.58	8/12/2022
	ACH CADIS010	CA State Disbursement Unit	101-00-00-22109	91.09	8/12/2022
	ACH PAYROLL	Payroll Direct Deposit	MISC	244,176.94	8/12/2022
310411	PAYROLL	Payroll	MISC	569.94	8/12/2022
310412	PAYROLL	Payroll	MISC	141.61	8/12/2022
310413	PAYROLL	Payroll	MISC	623.47	8/12/2022
310414	PAYROLL	Payroll	MISC	277.95	8/12/2022
310415	PAYROLL	Payroll	MISC	578.55	8/12/2022
310416	PAYROLL	Payroll	MISC	740.76	8/12/2022
310417	PAYROLL	Payroll	MISC	1,730.10	8/12/2022
310418	PAYROLL	Payroll	MISC	665.23	8/12/2022
310419	PAYROLL	Payroll	MISC	1,036.33	8/12/2022
310420	PAYROLL	Payroll	MISC	1,047.09	8/12/2022
310421	PAYROLL	Payroll	MISC	1,495.68	8/12/2022
310422	PAYROLL	Payroll	MISC	726.87	8/12/2022
310423	PAYROLL	Payroll	MISC	894.31	8/12/2022
310424	PAYROLL	Payroll	MISC	66.99	8/12/2022
310425	PAYROLL	Payroll	MISC	47.29	8/12/2022
310426	PAYROLL	Payroll	MISC	717.51	8/12/2022
310427	PAYROLL	Payroll	MISC	823.96	8/12/2022
310428	PAYROLL	Payroll	MISC	357.82	8/12/2022
310429	PAYROLL	Payroll	MISC	726.56	8/12/2022
310430	PAYROLL	Payroll	MISC	1,077.74	8/12/2022
310431	PAYROLL	Payroll	MISC	1,304.18	8/12/2022
310432	PAYROLL	Payroll	MISC	1,189.73	8/12/2022
310433	PAYROLL	Payroll	MISC	76.18	8/12/2022
310434	PAYROLL	Payroll	MISC	988.80	8/12/2022
247314	UB*05415	Altemueller Trinity	661-00-00-21000	19.96	8/12/2022
247315	UB*05416	Alvarez-Nunes Duncan	661-00-00-21000	52.84	8/12/2022
247316	UB*05422	Campos Jacqueline	661-00-00-21000	44.24	8/12/2022
247317	UB*05419	Fawn Creek Apartments	661-00-00-21000	37.15	8/12/2022
247318	UB*05421	Lonergan Connor	661-00-00-21000	40.17	8/12/2022
247319	UB*05417	Post J B	666-00-00-21000	11.75	8/12/2022
247320	UB*05418	Sarikakis Kyriako	661-00-00-21000	24.24	8/12/2022
247321	UB*05420	Szyper Nathan	661-00-00-21000	24.10	8/12/2022
247322	UB*05423	Wahlund Construction Inc	661-00-00-21000	1,884.95	8/12/2022
247323	ARCA7999	Arcata 7th Street LP	259-30-14-58300	451.00	8/12/2022
247324	BUSIN005	Business Card	204-40-21-51420	(0.48)	8/12/2022
247324	BUSIN005	Business Card	204-40-21-51420	2,610.12	8/12/2022
247325	FRANC011	Franchise Tax Board	101-00-00-22109	25.00	8/12/2022
247326	GROSZ010	Groszmann Heidi	204-40-21-51420	881.00	8/12/2022
247327	KANGBRIA	Kang Brian	666-60-51-51400	353.16	8/12/2022
247327	KANGBRIA	Kang Brian	101-60-79-51400	248.00	8/12/2022
247328	LODUC010	Loduca Frank P	232-50-45-57600	71,587.25	8/12/2022
247329	MILLE020	Miller Farms Nursery Inc	232-50-45-57600	112.05	8/12/2022
247329	MILLE020	Miller Farms Nursery Inc	232-50-45-57600	29,725.34	8/12/2022
247329	MILLE020	Miller Farms Nursery Inc	101-00-00-21090	(112.05)	8/12/2022
247330	OPERA010	Operating Engineers No 3	101-00-00-22113	1,798.00	8/12/2022
247331	PERSLONG	PERS Long Term Care	101-00-00-22202	67.51	8/12/2022
247332	STATE020	Tax and Fee Administration California Department of	101-00-00-22109	191.59	8/12/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

## City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247333	USBAN005	US Bank	212-30-11-55400	52.72	8/12/2022
247333	USBAN005	US Bank	662-60-67-54200	21.69	8/12/2022
247333	USBAN005	US Bank	771-50-57-53500	34.90	8/12/2022
247333	USBAN005	US Bank	666-50-52-54200	277.93	8/12/2022
247333	USBAN005	US Bank	101-50-85-55400	207.99	8/12/2022
247333	USBAN005	US Bank	664-60-73-54200	401.96	8/12/2022
247333	USBAN005	US Bank	662-60-67-54200	32.60	8/12/2022
247333	USBAN005	US Bank	101-10-03-54200	86.78	8/12/2022
247333	USBAN005	US Bank	666-50-52-54200	312.93	8/12/2022
247333	USBAN005	US Bank	662-60-67-51500	43.38	8/12/2022
247333	USBAN005	US Bank	101-20-07-54200	265.10	8/12/2022
247333	USBAN005	US Bank	666-60-51-54200	43.38	8/12/2022
247333	USBAN005	US Bank	101-10-15-51430	115.20	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	895.77	8/12/2022
247333	USBAN005	US Bank	101-50-41-57800	210.49	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	105.60	8/12/2022
247333	USBAN005	US Bank	101-10-15-51430	176.42	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	58.56	8/12/2022
247333	USBAN005	US Bank	661-50-63-54200	25.97	8/12/2022
247333	USBAN005	US Bank	209-50-55-54200	32.85	8/12/2022
247333	USBAN005	US Bank	207-50-45-54200	38.76	8/12/2022
247333	USBAN005	US Bank	207-50-45-51500	20.89	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	57.91	8/12/2022
247333	USBAN005	US Bank	775-10-71-55300	139.97	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	215.16	8/12/2022
247333	USBAN005	US Bank	101-10-01-54200	23.75	8/12/2022
247333	USBAN005	US Bank	101-40-21-51400	261.04	8/12/2022
247333	USBAN005	US Bank	205-60-87-54200	2.17	8/12/2022
247333	USBAN005	US Bank	101-50-85-55400	250.00	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	37.94	8/12/2022
247333	USBAN005	US Bank	771-50-57-53500	202.59	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	65.05	8/12/2022
247333	USBAN005	US Bank	771-50-57-53300	254.66	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	28.20	8/12/2022
247333	USBAN005	US Bank	224-40-21-51500	249.73	8/12/2022
247333	USBAN005	US Bank	101-40-21-51770	45.00	8/12/2022
247333	USBAN005	US Bank	662-60-67-57800	285.00	8/12/2022
247333	USBAN005	US Bank	662-60-67-51500	27.10	8/12/2022
247333	USBAN005	US Bank	771-50-57-55100	405.65	8/12/2022
247333	USBAN005	US Bank	775-10-71-51210	60.00	8/12/2022
247333	USBAN005	US Bank	101-40-21-51400	775.00	8/12/2022
247333	USBAN005	US Bank	207-50-45-54300	73.88	8/12/2022
247333	USBAN005	US Bank	101-50-61-55400	21.58	8/12/2022
247333	USBAN005	US Bank	209-50-55-54200	427.22	8/12/2022
247333	USBAN005	US Bank	101-10-15-51430	148.61	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	88.97	8/12/2022
247333	USBAN005	US Bank	209-50-55-54200	12.55	8/12/2022
247333	USBAN005	US Bank	101-40-21-51400	119.88	8/12/2022
247333	USBAN005	US Bank	101-30-31-51500	1,680.39	8/12/2022
247333	USBAN005	US Bank	207-50-45-53300	8.95	8/12/2022
247333	USBAN005	US Bank	207-50-45-54300	38.13	8/12/2022
247333	USBAN005	US Bank	207-50-45-54200	29.28	8/12/2022
247333	USBAN005	US Bank	662-60-67-54200	16.24	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	195.29	8/12/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

## City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247333	USBAN005	US Bank	552-00-00-24022	460.00	8/12/2022
247333	USBAN005	US Bank	771-50-57-57800	637.77	8/12/2022
247333	USBAN005	US Bank	207-50-45-54300	96.96	8/12/2022
247333	USBAN005	US Bank	661-60-64-54200	149.00	8/12/2022
247333	USBAN005	US Bank	661-60-64-54200	11.87	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	603.69	8/12/2022
247333	USBAN005	US Bank	771-50-57-55100	348.84	8/12/2022
247333	USBAN005	US Bank	209-50-55-54200	11.83	8/12/2022
247333	USBAN005	US Bank	101-50-81-55400	975.42	8/12/2022
247333	USBAN005	US Bank	101-50-85-55400	97.64	8/12/2022
247333	USBAN005	US Bank	205-60-87-54200	8.70	8/12/2022
247333	USBAN005	US Bank	101-40-21-54200	379.50	8/12/2022
247333	USBAN005	US Bank	771-50-57-54700	112.30	8/12/2022
247333	USBAN005	US Bank	775-10-71-51400	668.71	8/12/2022
247333	USBAN005	US Bank	101-10-15-54200	13.05	8/12/2022
247333	USBAN005	US Bank	224-40-21-54200	15.00	8/12/2022
247333	USBAN005	US Bank	771-50-57-53300	21.13	8/12/2022
247333	USBAN005	US Bank	207-50-45-51500	121.30	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	610.43	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	870.66	8/12/2022
247333	USBAN005	US Bank	101-50-85-55400	(97.64)	8/12/2022
247333	USBAN005	US Bank	224-40-21-54200	10.00	8/12/2022
247333	USBAN005	US Bank	101-10-03-54200	97.35	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	78.26	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	170.67	8/12/2022
247333	USBAN005	US Bank	552-00-00-24022	46.00	8/12/2022
247333	USBAN005	US Bank	662-60-67-51500	30.36	8/12/2022
247333	USBAN005	US Bank	224-40-21-54200	10.00	8/12/2022
247333	USBAN005	US Bank	771-50-57-51770	110.00	8/12/2022
247333	USBAN005	US Bank	662-60-67-53300	83.55	8/12/2022
247333	USBAN005	US Bank	661-60-64-54200	138.34	8/12/2022
247333	USBAN005	US Bank	662-60-67-51500	0.99	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	54.20	8/12/2022
247333	USBAN005	US Bank	771-50-57-57800	365.23	8/12/2022
247333	USBAN005	US Bank	771-50-57-53300	26.77	8/12/2022
247333	USBAN005	US Bank	775-10-71-51200	0.99	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	262.09	8/12/2022
247333	USBAN005	US Bank	207-50-45-51600	202.00	8/12/2022
247333	USBAN005	US Bank	661-60-64-54300	355.32	8/12/2022
247333	USBAN005	US Bank	662-50-65-54300	71.20	8/12/2022
247333	USBAN005	US Bank	771-50-57-55100	264.80	8/12/2022
247333	USBAN005	US Bank	662-60-67-54200	143.29	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	108.48	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	14.09	8/12/2022
247333	USBAN005	US Bank	552-00-00-24022	230.00	8/12/2022
247333	USBAN005	US Bank	207-50-45-53600	356.79	8/12/2022
247333	USBAN005	US Bank	662-60-67-54200	53.19	8/12/2022
247333	USBAN005	US Bank	101-10-15-51300	40.00	8/12/2022
247333	USBAN005	US Bank	101-10-03-54200	34.70	8/12/2022
247333	USBAN005	US Bank	661-60-64-55300	497.70	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	35.75	8/12/2022
247333	USBAN005	US Bank	771-50-57-54700	58.90	8/12/2022
247333	USBAN005	US Bank	661-50-63-54300	71.52	8/12/2022
247333	USBAN005	US Bank	101-10-15-54200	93.88	8/12/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247333	USBAN005	US Bank	207-50-45-54200	222.38	8/12/2022
247333	USBAN005	US Bank	771-50-57-53500	99.72	8/12/2022
247333	USBAN005	US Bank	662-50-65-54200	41.01	8/12/2022
247333	USBAN005	US Bank	207-50-45-51500	83.56	8/12/2022
247333	USBAN005	US Bank	771-50-57-53500	350.81	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	433.96	8/12/2022
247333	USBAN005	US Bank	662-60-67-54200	30.43	8/12/2022
247333	USBAN005	US Bank	101-40-21-54200	14.93	8/12/2022
247333	USBAN005	US Bank	101-40-21-51500	29.90	8/12/2022
247333	USBAN005	US Bank	662-60-67-51500	36.86	8/12/2022
247333	USBAN005	US Bank	209-50-55-54200	53.12	8/12/2022
247333	USBAN005	US Bank	101-10-01-52105	5.39	8/12/2022
247333	USBAN005	US Bank	101-10-03-54200	44.25	8/12/2022
247333	USBAN005	US Bank	224-40-21-54200	188.10	8/12/2022
247333	USBAN005	US Bank	661-50-63-53300	0.99	8/12/2022
247333	USBAN005	US Bank	662-60-67-51600	91.00	8/12/2022
247333	USBAN005	US Bank	661-60-64-55300	39.07	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	108.48	8/12/2022
247333	USBAN005	US Bank	661-60-64-51500	33.80	8/12/2022
247333	USBAN005	US Bank	204-40-21-51420	1,225.00	8/12/2022
247333	USBAN005	US Bank	101-40-21-54200	192.33	8/12/2022
247333	USBAN005	US Bank	101-50-81-51500	182.56	8/12/2022
247333	USBAN005	US Bank	101-40-21-51400	119.88	8/12/2022
247333	USBAN005	US Bank	101-60-79-51400	552.01	8/12/2022
247333	USBAN005	US Bank	101-20-07-54200	20.06	8/12/2022
247333	USBAN005	US Bank	224-40-21-51500	235.96	8/12/2022
247333	USBAN005	US Bank	101-50-81-51500	699.08	8/12/2022
247333	USBAN005	US Bank	101-40-21-53100	5.85	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	790.97	8/12/2022
247333	USBAN005	US Bank	101-50-61-55400	72.38	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	111.33	8/12/2022
247333	USBAN005	US Bank	209-50-55-54200	129.73	8/12/2022
247333	USBAN005	US Bank	101-50-61-55400	538.46	8/12/2022
247333	USBAN005	US Bank	101-20-07-54200	6.00	8/12/2022
247333	USBAN005	US Bank	661-60-64-51300	20.00	8/12/2022
247333	USBAN005	US Bank	101-50-81-55400	16.63	8/12/2022
247333	USBAN005	US Bank	101-50-85-55400	115.56	8/12/2022
247333	USBAN005	US Bank	775-10-71-55300	79.18	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	28.76	8/12/2022
247333	USBAN005	US Bank	224-50-81-57600	86.00	8/12/2022
247333	USBAN005	US Bank	207-50-45-53300	32.52	8/12/2022
247333	USBAN005	US Bank	661-50-63-54300	40.12	8/12/2022
247333	USBAN005	US Bank	661-60-64-51400	25.00	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	209.34	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	173.46	8/12/2022
247333	USBAN005	US Bank	101-50-45-57601	376.00	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	14.38	8/12/2022
247333	USBAN005	US Bank	771-50-57-53300	14.32	8/12/2022
247333	USBAN005	US Bank	662-60-67-54200	124.44	8/12/2022
247333	USBAN005	US Bank	101-50-81-55400	1,455.00	8/12/2022
247333	USBAN005	US Bank	101-30-31-51500	1,680.39	8/12/2022
247333	USBAN005	US Bank	101-50-81-55400	(250.00)	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	299.93	8/12/2022
247333	USBAN005	US Bank	661-60-64-51500	216.70	8/12/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247333	USBAN005	US Bank	662-60-67-53500	54.32	8/12/2022
247333	USBAN005	US Bank	552-00-00-24022	1,170.37	8/12/2022
247333	USBAN005	US Bank	661-60-64-53500	125.00	8/12/2022
247333	USBAN005	US Bank	661-50-63-54300	33.80	8/12/2022
247333	USBAN005	US Bank	661-50-63-53300	258.20	8/12/2022
247333	USBAN005	US Bank	662-60-67-54200	21.66	8/12/2022
247333	USBAN005	US Bank	101-40-21-54200	8.66	8/12/2022
247333	USBAN005	US Bank	101-40-21-51400	882.16	8/12/2022
247333	USBAN005	US Bank	207-50-45-53300	28.84	8/12/2022
247333	USBAN005	US Bank	207-50-45-53300	9.22	8/12/2022
247333	USBAN005	US Bank	205-60-87-54200	32.53	8/12/2022
247333	USBAN005	US Bank	101-40-21-51770	108.75	8/12/2022
247333	USBAN005	US Bank	662-60-67-55400	244.13	8/12/2022
247333	USBAN005	US Bank	101-10-03-51600	400.00	8/12/2022
247333	USBAN005	US Bank	212-30-11-55400	50.00	8/12/2022
247333	USBAN005	US Bank	661-50-63-54300	130.18	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	271.22	8/12/2022
247333	USBAN005	US Bank	661-50-63-54300	139.38	8/12/2022
247333	USBAN005	US Bank	209-50-55-54200	18.63	8/12/2022
247333	USBAN005	US Bank	775-10-71-57800	520.38	8/12/2022
247333	USBAN005	US Bank	209-50-55-54200	67.55	8/12/2022
247333	USBAN005	US Bank	101-50-41-57800	173.59	8/12/2022
247333	USBAN005	US Bank	101-40-21-54200	43.38	8/12/2022
247333	USBAN005	US Bank	101-40-21-51500	94.50	8/12/2022
247333	USBAN005	US Bank	207-50-45-54300	23.63	8/12/2022
247333	USBAN005	US Bank	224-40-21-54200	10.00	8/12/2022
247333	USBAN005	US Bank	775-10-71-55300	302.72	8/12/2022
247333	USBAN005	US Bank	101-40-21-51400	91.05	8/12/2022
247333	USBAN005	US Bank	771-50-57-54700	347.36	8/12/2022
247333	USBAN005	US Bank	101-30-11-51780	152.00	8/12/2022
247333	USBAN005	US Bank	101-40-21-53300	49.35	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	7.04	8/12/2022
247333	USBAN005	US Bank	207-50-45-51600	110.00	8/12/2022
247333	USBAN005	US Bank	101-40-21-51400	107.16	8/12/2022
247333	USBAN005	US Bank	661-60-64-53500	5.99	8/12/2022
247333	USBAN005	US Bank	775-10-71-51200	147.56	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	139.90	8/12/2022
247333	USBAN005	US Bank	661-60-64-57600	368.00	8/12/2022
247333	USBAN005	US Bank	771-50-57-54400	11.84	8/12/2022
247333	USBAN005	US Bank	224-40-21-54200	10.00	8/12/2022
247333	USBAN005	US Bank	661-50-63-54300	60.73	8/12/2022
247333	USBAN005	US Bank	101-50-41-51770	35.00	8/12/2022
247333	USBAN005	US Bank	661-60-64-53500	38.44	8/12/2022
247333	USBAN005	US Bank	101-60-89-54200	60.17	8/12/2022
247333	USBAN005	US Bank	661-50-63-54300	153.49	8/12/2022
247333	USBAN005	US Bank	101-50-85-53600	4.33	8/12/2022
247333	USBAN005	US Bank	224-40-21-54200	200.00	8/12/2022
247333	USBAN005	US Bank	662-60-67-55400	30.37	8/12/2022
247334	UB*05424	Sandoval Stephanie	661-00-00-21000	35.68	8/19/2022
247335	UB*05425	Tierney Jonathan	661-00-00-21000	85.71	8/19/2022
247336	UB*05426	DeJoe Zachary	661-00-00-21000	8.52	8/19/2022
247337	ARCAT340	Arcata House Partnership	224-30-13-51770	25,938.03	8/19/2022
247338	B&BPO010	B & B Portable Toilets	101-60-89-54200	538.84	8/19/2022
247338	B&BPO010	B & B Portable Toilets	101-50-81-54200	137.10	8/19/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)



City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247339	CSGCO010	CSG Consultants Inc	664-60-73-51770	2,300.00	8/19/2022
247340	EMPLO020	Employment Development Department	101-10-17-52060	798.00	8/19/2022
247341	GAMAN010	Gaman Thomas H	101-50-81-54200	1,650.00	8/19/2022
247342	GRISW010	Griswold Industries	661-60-64-51770	2,969.67	8/19/2022
247342	GRISW010	Griswold Industries	661-60-64-51770	2,417.02	8/19/2022
247342	GRISW010	Griswold Industries	661-60-64-51770	7,510.17	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	32.06	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	27.97	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	(975.25)	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	139.52	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	93.41	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	666.22	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	642.96	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	19.10	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	105.19	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	(454.48)	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	22.87	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	322.79	8/19/2022
247343	HARPE010	Harper Ford Country	771-50-57-54400	326.99	8/19/2022
247344	HUMBO240	Humboldt Waste Management Authority	664-60-73-51770	3,000.00	8/19/2022
247345	INFIN010	Infinite Consulting Services Inc.	775-10-71-51790	150.00	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	185.50	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	18.75	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	185.50	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	89.00	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	51.10	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	198.68	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	149.25	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	26.50	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	40.50	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	38.50	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	105.75	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	47.75	8/19/2022
247346	NORMA010	Norman's Dry Cleaners	101-40-21-51500	24.60	8/19/2022
247347	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	138.00	8/19/2022
247347	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	255.00	8/19/2022
247347	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	150.00	8/19/2022
247348	PACMA010	Pac Machine Company Inc.	101-50-85-57800	64,664.78	8/19/2022
247348	PACMA010	Pac Machine Company Inc.	101-50-61-57800	16,610.46	8/19/2022
247349	PLANW010	Planwest Partners Inc	213-30-13-58002	33,964.90	8/19/2022
247350	RAVEO010	Raveon Technologies Corporation	101-00-00-21090	(3.61)	8/19/2022
247350	RAVEO010	Raveon Technologies Corporation	661-60-64-57600	587.64	8/19/2022
247350	RAVEO010	Raveon Technologies Corporation	661-60-64-57600	4,290.00	8/19/2022
247350	RAVEO010	Raveon Technologies Corporation	661-60-64-57600	470.88	8/19/2022
247350	RAVEO010	Raveon Technologies Corporation	661-60-64-57600	120.00	8/19/2022
247351	SHN010	SHN Consulting Engineers & Geo	207-50-48-51770	1,662.50	8/19/2022
247351	SHN010	SHN Consulting Engineers & Geo	101-50-61-57300	843.75	8/19/2022
247351	SHN010	SHN Consulting Engineers & Geo	211-30-13-58211	1,062.50	8/19/2022
247351	SHN010	SHN Consulting Engineers & Geo	211-30-13-58211	2,026.25	8/19/2022
247352	THEIN010	The Ink People	101-10-01-52109	300.00	8/19/2022
247353	THOMA005	Thomas & Associates	662-60-67-55300	13,732.45	8/19/2022
247354	ALMQU010	Almquist Lumber Company	101-50-85-55400	275.87	8/19/2022
247355	AMWIN010	AmWINS Group Benefits Inc./REMIF	101-00-00-22203	1,326.00	8/19/2022
247356	AQUAT020	Aquatic Informatics Inc	662-60-67-51770	5,662.04	8/19/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

## City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247357	ARCAT720	City Of Arcata-Greyhound	663-00-00-11120	1,166.00	8/19/2022
247358	ATLAS030	Atlas Business Solutions Inc	101-40-21-54200	1,260.00	8/19/2022
247359	B&BPO010	B & B Portable Toilets	101-50-81-55600	(8,263.08)	8/19/2022
247359	B&BPO010	B & B Portable Toilets	101-50-81-55600	8,676.58	8/19/2022
247360	BLR00010	Simplify Compliance LLC	662-60-67-51400	1,595.00	8/19/2022
247361	BRITT997	Britton Russell	570-00-00-24157	20.00	8/19/2022
247362	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	8/19/2022
247362	BUDDY010	Buddy's Auto Center	101-40-23-51762	300.00	8/19/2022
247362	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	8/19/2022
247362	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	8/19/2022
247362	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	8/19/2022
247362	BUDDY010	Buddy's Auto Center	101-40-23-51762	55.00	8/19/2022
247363	BUGPR010	Bug Press	101-40-21-53300	476.32	8/19/2022
247364	CALTE010	Caltest Analytical Lab	662-60-67-51742	741.80	8/19/2022
247365	CDWG0010	CDWG	101-40-21-52522	3,241.75	8/19/2022
247365	CDWG0010	CDWG	775-10-71-57800	884.03	8/19/2022
247366	CELLE010	Cellebrite Inc.	101-40-21-51600	4,665.50	8/19/2022
247367	COLLE010	Redwoods Community College Dist	204-40-21-51420	458.00	8/19/2022
247368	CONTI010	CIC	212-30-11-55400	42.50	8/19/2022
247369	DIAMO010	Diamond Nancy	101-10-09-54200	7.50	8/19/2022
247369	DIAMO010	Diamond Nancy	101-10-09-51771	365.50	8/19/2022
247369	DIAMO010	Diamond Nancy	101-10-09-51771	15,624.10	8/19/2022
247370	DONO999	Donohue Kerry	101-00-00-46335	67.20	8/19/2022
247371	E&MEL010	E & M Electric & Machinery Inc	661-60-64-54200	620.00	8/19/2022
247372	ENVIR070	Environmental Resource Associates	662-60-67-53500	1,413.39	8/19/2022
247373	EUREK130	Eureka Ready Mix Concrete Co Inc	661-50-63-53800	196.65	8/19/2022
247373	EUREK130	Eureka Ready Mix Concrete Co Inc	661-50-63-53800	193.65	8/19/2022
247373	EUREK130	Eureka Ready Mix Concrete Co Inc	661-50-63-53800	205.15	8/19/2022
247373	EUREK130	Eureka Ready Mix Concrete Co Inc	661-50-63-53800	335.42	8/19/2022
247373	EUREK130	Eureka Ready Mix Concrete Co Inc	661-50-63-53800	451.23	8/19/2022
247374	EUREK996	Eureka Broadcasting Co.	101-40-21-51300	130.00	8/19/2022
247374	EUREK996	Eureka Broadcasting Co.	101-40-21-51300	130.00	8/19/2022
247374	EUREK996	Eureka Broadcasting Co.	101-40-21-51300	135.00	8/19/2022
247375	FEDER010	Fedex	662-60-67-53100	416.79	8/19/2022
247376	FERNA998	Fernanda Alfaro Maria	101-00-00-46335	192.00	8/19/2022
247377	GARCI993	Garcia Nancy	101-00-00-23070	500.00	8/19/2022
247378	GHDIN010	GHD Inc.	210-50-48-51770	873.46	8/19/2022
247378	GHDIN010	GHD Inc.	210-50-45-51770	7,666.61	8/19/2022
247379	GOLDE030	Golden Harvest Inc	662-60-67-57601	2,478.00	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-81-55400	44.99	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55400	108.47	8/19/2022
247380	HENSE010	Hensels Hardware	101-40-21-54200	54.23	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55400	4.33	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-81-55400	9.32	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-81-55400	41.78	8/19/2022
247380	HENSE010	Hensels Hardware	662-60-67-55400	39.04	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55300	15.39	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-81-54200	39.04	8/19/2022
247380	HENSE010	Hensels Hardware	101-40-21-54200	86.69	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55300	15.17	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55400	70.50	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-81-54200	124.75	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-81-54200	80.26	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55400	13.01	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55300	73.71	8/19/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

## City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247380	HENSE010	Hensels Hardware	101-50-81-55400	23.85	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55400	5.41	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-81-55400	438.65	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55400	1.07	8/19/2022
247380	HENSE010	Hensels Hardware	101-50-85-55400	23.39	8/19/2022
247380	HENSE010	Hensels Hardware	101-60-89-54200	31.45	8/19/2022
247381	HORNE010	Horne LLP dba CA LIHWAP	101-00-00-49900	622.41	8/19/2022
247381	HORNE010	Horne LLP dba CA LIHWAP	101-00-00-49900	488.45	8/19/2022
247382	HUMBO010	Humboldt Bay Municipal Water District	661-60-64-54000	119,428.75	8/19/2022
247383	HUMBO025	Humboldt County Clerk Recorder	101-50-41-54200	22.00	8/19/2022
247384	HUMBO107	Humboldt County Sheriff	101-40-25-52528	4,388.00	8/19/2022
247384	HUMBO107	Humboldt County Sheriff	101-40-25-52528	4,388.00	8/19/2022
247385	HUMBO200	Humboldt Termite & Pest Control	212-30-11-55400	150.00	8/19/2022
247386	IBSOF010	IBS Of The Redwoods	771-50-57-54400	149.51	8/19/2022
247386	IBSOF010	IBS Of The Redwoods	771-50-57-54400	280.57	8/19/2022
247387	IDEXX010	Idexx Distribution Corp	661-60-64-53500	1,323.04	8/19/2022
247388	INDUS020	Industrial Electric Arcata Inc	662-60-67-55300	79.55	8/19/2022
247389	INFOS010	Infosend Inc	661-60-64-51770	314.12	8/19/2022
247389	INFOS010	Infosend Inc	662-60-67-53100	946.11	8/19/2022
247389	INFOS010	Infosend Inc	661-60-64-53100	946.11	8/19/2022
247389	INFOS010	Infosend Inc	662-60-67-51770	314.11	8/19/2022
247390	JABEB010	Abbott Kevin and Mary	662-60-67-51720	330.50	8/19/2022
247391	JMBOD010	J & M Body Shop/Towing	101-40-23-51762	130.00	8/19/2022
247391	JMBOD010	J & M Body Shop/Towing	101-40-23-51762	130.00	8/19/2022
247392	KERNE010	Kernen Construction	662-50-65-53800	478.46	8/19/2022
247393	LEXIS020	LexisNexis Risk Data Management Inc	101-40-21-52522	750.00	8/19/2022
247393	LEXIS020	LexisNexis Risk Data Management Inc	101-40-21-55300	50.00	8/19/2022
247394	LINCO010	The Lincoln National Life Insurance Company	101-00-00-22206	980.00	8/19/2022
247394	LINCO010	The Lincoln National Life Insurance Company	101-00-00-22206	1,015.00	8/19/2022
247395	MADRI060	Mad River Union	101-30-11-51780	200.00	8/19/2022
247395	MADRI060	Mad River Union	101-10-05-51300	72.00	8/19/2022
247396	MAPLE010	Maple Service Inc.	101-50-85-51770	452.94	8/19/2022
247396	MAPLE010	Maple Service Inc.	101-50-85-51770	466.88	8/19/2022
247397	MATTYERI	Matty Eric	101-50-81-51500	250.00	8/19/2022
247397	MATTYERI	Matty Eric	101-00-00-21090	(1.84)	8/19/2022
247398	MISSI010	Mission Linen Ind.Inc.	662-60-67-51500	109.93	8/19/2022
247398	MISSI010	Mission Linen Ind.Inc.	662-60-67-51500	111.17	8/19/2022
247398	MISSI010	Mission Linen Ind.Inc.	771-50-57-51500	73.12	8/19/2022
247398	MISSI010	Mission Linen Ind.Inc.	771-50-57-51500	73.12	8/19/2022
247398	MISSI010	Mission Linen Ind.Inc.	661-60-64-51500	111.17	8/19/2022
247399	MUNIM010	Munimetrix Inc	101-10-05-51770	79.98	8/19/2022
247399	MUNIM010	Munimetrix Inc	101-10-05-51770	79.98	8/19/2022
247400	NORMA010	Norman's Dry Cleaners	101-40-21-51500	84.00	8/19/2022
247400	NORMA010	Norman's Dry Cleaners	101-40-21-51500	127.50	8/19/2022
247400	NORMA010	Norman's Dry Cleaners	101-40-21-51500	105.00	8/19/2022
247400	NORMA010	Norman's Dry Cleaners	101-40-21-51500	18.75	8/19/2022
247400	NORMA010	Norman's Dry Cleaners	101-40-21-51500	178.72	8/19/2022
247400	NORMA010	Norman's Dry Cleaners	101-40-21-51500	18.75	8/19/2022
247400	NORMA010	Norman's Dry Cleaners	101-40-21-51500	91.25	8/19/2022
247400	NORMA010	Norman's Dry Cleaners	101-40-21-51500	20.05	8/19/2022
247400	NORMA010	Norman's Dry Cleaners	101-40-21-51500	134.75	8/19/2022
247401	NORTH140	North Coast Journal Inc	101-10-15-51300	50.00	8/19/2022
247401	NORTH140	North Coast Journal Inc	101-10-15-51300	100.10	8/19/2022
247402	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	485.00	8/19/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

## City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247402	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	505.00	8/19/2022
247402	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	255.00	8/19/2022
247402	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	135.00	8/19/2022
247402	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	1,025.00	8/19/2022
247402	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	92.00	8/19/2022
247402	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	255.00	8/19/2022
247402	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	385.00	8/19/2022
247402	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	255.00	8/19/2022
247402	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	138.00	8/19/2022
247403	OLSON010	Olson Matthew	101-60-89-51710	473.40	8/19/2022
247404	OSTINIJO	Ostini Joe	101-10-05-52501	813.00	8/19/2022
247405	PACES010	Pace Supply Corp	661-50-63-53900	1,211.08	8/19/2022
247405	PACES010	Pace Supply Corp	661-50-63-53900	1,181.84	8/19/2022
247405	PACES010	Pace Supply Corp	661-50-63-53900	4,519.37	8/19/2022
247406	PACIF020	Pacific Gas & Electric Co	101-50-81-51100	51.41	8/19/2022
247406	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	40.72	8/19/2022
247406	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	16.01	8/19/2022
247406	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	35.36	8/19/2022
247406	PACIF020	Pacific Gas & Electric Co	101-50-41-51100	33.74	8/19/2022
247407	PAPE010	The Pape Group Inc	771-50-57-54400	143.37	8/19/2022
247407	PAPE010	The Pape Group Inc	771-50-57-54400	122.02	8/19/2022
247407	PAPE010	The Pape Group Inc	771-50-57-54400	34.67	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-00-00-22203	4.55	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-00-00-22203	35.80	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-30-31-50990	34.08	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-00-00-22203	146,531.50	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-50-41-50990	238.53	8/19/2022
247408	REMIF010	R.E.M.I.F.	662-50-65-50990	34.08	8/19/2022
247408	REMIF010	R.E.M.I.F.	662-50-65-50990	(13.96)	8/19/2022
247408	REMIF010	R.E.M.I.F.	661-50-63-50990	136.30	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-00-00-22203	4.55	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-00-00-22204	2,047.50	8/19/2022
247408	REMIF010	R.E.M.I.F.	207-50-45-50990	5.46	8/19/2022
247408	REMIF010	R.E.M.I.F.	207-50-48-50990	34.08	8/19/2022
247408	REMIF010	R.E.M.I.F.	559-00-00-24059	15,447.90	8/19/2022
247408	REMIF010	R.E.M.I.F.	661-50-63-50990	(13.96)	8/19/2022
247408	REMIF010	R.E.M.I.F.	662-50-65-50990	2.84	8/19/2022
247408	REMIF010	R.E.M.I.F.	207-50-48-50990	0.91	8/19/2022
247408	REMIF010	R.E.M.I.F.	207-50-48-50990	2.84	8/19/2022
247408	REMIF010	R.E.M.I.F.	207-50-45-50990	17.05	8/19/2022
247408	REMIF010	R.E.M.I.F.	559-00-00-24059	846.78	8/19/2022
247408	REMIF010	R.E.M.I.F.	559-00-00-24059	192.19	8/19/2022
247408	REMIF010	R.E.M.I.F.	662-50-65-50990	0.91	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-30-31-50990	0.91	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-50-41-50990	19.90	8/19/2022
247408	REMIF010	R.E.M.I.F.	661-50-63-50990	11.37	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-00-00-22205	11,267.68	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-00-00-22203	35.80	8/19/2022
247408	REMIF010	R.E.M.I.F.	661-50-63-50990	3.64	8/19/2022
247408	REMIF010	R.E.M.I.F.	207-50-45-50990	204.43	8/19/2022
247408	REMIF010	R.E.M.I.F.	661-60-64-50990	(36.52)	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-00-00-22203	7,614.10	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-00-00-22204	572.21	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-30-31-50990	2.84	8/19/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

## City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247408	REMIF010	R.E.M.I.F.	101-00-00-22205	3,216.42	8/19/2022
247408	REMIF010	R.E.M.I.F.	662-60-67-50990	(42.96)	8/19/2022
247408	REMIF010	R.E.M.I.F.	101-50-41-50990	6.37	8/19/2022
247409	ROSSELLI	Rosselli Logan	101-10-15-52524	45.00	8/19/2022
247410	SAMAN999	Samaniego Adrienne	101-00-00-46335	50.00	8/19/2022
247411	SANDO996	Sandoval Ana	101-00-00-46335	408.00	8/19/2022
247412	SECUR010	Low Voltage Security Inc	212-30-11-55400	185.03	8/19/2022
247413	SHRED020	Shred Aware LLC.	101-40-21-51770	117.42	8/19/2022
247414	SPRIN030	Springbrook Holding Company LLC	661-60-64-53400	109.00	8/19/2022
247414	SPRIN030	Springbrook Holding Company LLC	662-60-67-53400	109.00	8/19/2022
247415	STJOS010	St Joseph Hospital	101-40-21-51770	1,127.00	8/19/2022
247416	TATRO999	Tatro Kristina	101-00-00-46310	20.00	8/19/2022
247417	TERRY998	Terry Patricia	101-00-00-46365	12.00	8/19/2022
247417	TERRY998	Terry Patricia	101-00-00-46335	40.00	8/19/2022
247418	TETRA010	WN Tetrault & Co Inc	771-50-57-51770	160.00	8/19/2022
247419	THATC010	Thatcher Company of California Inc	662-60-67-53500	6,307.80	8/19/2022
247419	THATC010	Thatcher Company of California Inc	662-60-67-53500	(1,085.00)	8/19/2022
247419	THATC010	Thatcher Company of California Inc	662-60-67-53500	10,116.23	8/19/2022
247419	THATC010	Thatcher Company of California Inc	662-60-67-53500	(3,255.00)	8/19/2022
247420	USABL010	USA Blue Book	662-60-67-53500	232.79	8/19/2022
247420	USABL010	USA Blue Book	662-60-67-51728	187.24	8/19/2022
247420	USABL010	USA Blue Book	662-60-67-53500	73.47	8/19/2022
247420	USABL010	USA Blue Book	662-60-67-51728	102.58	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	779.01	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,656.85	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,137.37	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	526.74	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	459.82	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	50.62	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	689.42	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,403.30	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	485.05	8/19/2022
247421	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,288.82	8/19/2022
247422	VEGAA999	Vega Alma	212-30-11-55400	527.20	8/19/2022
247423	ZUMAR010	Zumar Industries Inc	209-50-55-54200	2,915.56	8/19/2022
	ACH PERS010	PERS	101-00-00-22202	63,226.63	8/26/2022
	ACH PERS020	CalPERS	101-00-00-22202	174,389.09	8/26/2022
	ACH PAYR010	Payroll Deductions ACH	MISC	119,907.35	8/26/2022
	ACH CADIS010	CA State Disbursement Unit	101-00-00-22109	91.09	8/26/2022
	ACH PAYROLL	Payroll Direct Deposit	MISC	252,040.51	8/26/2022
310435	PAYROLL	Payroll	MISC	514.06	8/26/2022
310436	PAYROLL	Payroll	MISC	482.87	8/26/2022
310437	PAYROLL	Payroll	MISC	148.62	8/26/2022
310438	PAYROLL	Payroll	MISC	139.62	8/26/2022
310439	PAYROLL	Payroll	MISC	565.83	8/26/2022
310440	PAYROLL	Payroll	MISC	834.83	8/26/2022
310441	PAYROLL	Payroll	MISC	1,853.23	8/26/2022
310442	PAYROLL	Payroll	MISC	665.23	8/26/2022
310443	PAYROLL	Payroll	MISC	1,004.16	8/26/2022
310444	PAYROLL	Payroll	MISC	983.64	8/26/2022
310445	PAYROLL	Payroll	MISC	1,553.68	8/26/2022
310446	PAYROLL	Payroll	MISC	787.01	8/26/2022
310447	PAYROLL	Payroll	MISC	956.01	8/26/2022
310448	PAYROLL	Payroll	MISC	173.40	8/26/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

## City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
310449	PAYROLL	Payroll	MISC	313.54	8/26/2022
310450	PAYROLL	Payroll	MISC	769.56	8/26/2022
310451	PAYROLL	Payroll	MISC	84.58	8/26/2022
310452	PAYROLL	Payroll	MISC	1,072.28	8/26/2022
310453	PAYROLL	Payroll	MISC	87.73	8/26/2022
310454	PAYROLL	Payroll	MISC	713.86	8/26/2022
310455	PAYROLL	Payroll	MISC	1,341.03	8/26/2022
310456	PAYROLL	Payroll	MISC	1,046.12	8/26/2022
310457	PAYROLL	Payroll	MISC	942.96	8/26/2022
310458	PAYROLL	Payroll	MISC	622.32	8/26/2022
310459	PAYROLL	Payroll	MISC	1,092.93	8/26/2022
247424	UB*05432	Bindel Inc. DBA IMS	661-00-00-21000	85.13	8/26/2022
247425	UB*05429	Daleal Ajairus	661-00-00-21000	269.66	8/26/2022
247426	UB*05430	Garcia Sierra	661-00-00-21000	87.14	8/26/2022
247427	UB*05433	Golden State Bridge Inc	661-00-00-21000	1,483.66	8/26/2022
247428	UB*05431	Ruiz Natalia	661-00-00-21000	10.78	8/26/2022
247429	UB*05427	Simpson Garrett	661-00-00-21000	38.54	8/26/2022
247430	UB*05428	Willis Garrett	661-00-00-21000	7.89	8/26/2022
247431	ARCA7999	Arcata 7th Street LP	259-30-14-58300	716.00	8/26/2022
247432	BLASC999	Blasch Shirley	259-30-14-58300	50.58	8/26/2022
247433	BURNSCHA	Burns Charles	259-30-14-58300	80.50	8/26/2022
247434	CRAIG998	Craig Bernada	259-30-14-58300	13.47	8/26/2022
247435	FIHNS999	Fihn Susan	259-30-14-58300	88.59	8/26/2022
247436	RURAL010	Rural Community Housing Development Corporation	259-30-14-58300	565.08	8/26/2022
247437	RURAL010	Rural Community Housing Development Corporation	259-30-14-58300	338.14	8/26/2022
247438	RURAL010	Rural Community Housing Development Corporation	259-30-14-58300	438.45	8/26/2022
247439	RURAL010	Rural Community Housing Development Corporation	259-30-14-58300	276.47	8/26/2022
247440	SMITH898	Smith Tracee	259-30-14-58300	92.58	8/26/2022
247441	STROM999	Strombeck Properties	259-30-14-58300	510.83	8/26/2022
247442	SUNCO010	Sun Communities Inc	259-30-14-58300	487.34	8/26/2022
247443	SUNCO010	Sun Communities Inc	259-30-14-58300	466.67	8/26/2022
247444	SUNCO010	Sun Communities Inc	259-30-14-58300	487.73	8/26/2022
247445	SUNCO010	Sun Communities Inc	259-30-14-58300	144.27	8/26/2022
247446	SUNCO010	Sun Communities Inc	259-30-14-58300	466.67	8/26/2022
247447	SUNCO010	Sun Communities Inc	259-30-14-58300	383.07	8/26/2022
247448	SUNCO010	Sun Communities Inc	259-30-14-58300	466.67	8/26/2022
247449	SUNCO010	Sun Communities Inc	259-30-14-58300	350.37	8/26/2022
247450	SUNCO010	Sun Communities Inc	259-30-14-58300	490.24	8/26/2022
247451	SUNCO010	Sun Communities Inc	259-30-14-58300	364.57	8/26/2022
247452	SUNCO010	Sun Communities Inc	259-30-14-58300	450.49	8/26/2022
247453	SUNCO010	Sun Communities Inc	259-30-14-58300	306.57	8/26/2022
247454	SUNCO010	Sun Communities Inc	259-30-14-58300	360.49	8/26/2022
247455	SUNCO010	Sun Communities Inc	259-30-14-58300	306.61	8/26/2022
247456	SUNCO010	Sun Communities Inc	259-30-14-58300	412.99	8/26/2022
247457	SUNCO010	Sun Communities Inc	259-30-14-58300	506.14	8/26/2022
247458	SUNCO010	Sun Communities Inc	259-30-14-58300	304.02	8/26/2022
247459	SUNCO010	Sun Communities Inc	259-30-14-58300	550.91	8/26/2022
247460	SUNCO010	Sun Communities Inc	259-30-14-58300	478.70	8/26/2022
247461	SUNCO010	Sun Communities Inc	259-30-14-58300	461.60	8/26/2022
247462	SUNCO010	Sun Communities Inc	259-30-14-58300	550.25	8/26/2022
247463	SUNCO010	Sun Communities Inc	259-30-14-58300	306.52	8/26/2022
247464	TOWNC020	Town & Country Mobile Villa	259-30-14-58300	399.97	8/26/2022
247465	ACORN999	Acorn Raelyn	101-00-00-23070	50.00	8/26/2022
247466	AFLAC010	Aflac	101-00-00-22110	1,124.54	8/26/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247467	AFLAC015	AFLAC Group Insurance	101-00-00-22110	144.06	8/26/2022
247468	ALTIZERK	Altizer Keith	204-40-21-51420	260.00	8/26/2022
247469	att030	A. T. & T.	775-10-71-51200	37.04	8/26/2022
247470	BARTO997	Barto Burnett	101-00-00-46335	96.00	8/26/2022
247470	BARTO997	Barto Burnett	101-00-00-46365	9.60	8/26/2022
247471	BISHOPJO	Bishop Joe	101-30-31-51400	239.00	8/26/2022
247471	BISHOPJO	Bishop Joe	101-30-31-51400	239.00	8/26/2022
247472	BRUHY999	Bruhy Jimenez Lacey	101-00-00-23075	5.00	8/26/2022
247473	CABRE999	Cabrera-Mendez Rigoberto	101-00-00-23070	300.00	8/26/2022
247474	COOLE999	Cooley Carolyn	101-00-00-46335	100.00	8/26/2022
247474	COOLE999	Cooley Carolyn	101-00-00-46365	12.00	8/26/2022
247475	FRANC011	Franchise Tax Board	101-00-00-22109	303.70	8/26/2022
247476	JAYYA999	Jay Yaj	101-00-00-46335	96.00	8/26/2022
247477	JEFFE999	Jefferson Neil	101-00-00-23070	500.00	8/26/2022
247478	JOHAD999	Oliver-Johnson Adam	101-00-00-46335	192.00	8/26/2022
247478	JOHAD999	Oliver-Johnson Adam	101-00-00-46365	19.20	8/26/2022
247479	MARTC999	Martin Calvin	101-00-00-23070	50.00	8/26/2022
247480	MCKIN996	McKinleyville Family Resource Center	101-00-00-23070	300.00	8/26/2022
247481	MCLEA998	McLaren Michael	101-00-00-46335	192.00	8/26/2022
247482	MURANAEL	Murana Ellen	101-60-89-54200	73.86	8/26/2022
247483	ORTEN998	Ortenburger Carolyn	101-00-00-23070	90.00	8/26/2022
247484	OSTRO999	Ostroff Casey	101-60-89-54200	24.62	8/26/2022
247485	PACIF020	Pacific Gas & Electric Co	101-50-81-51100	66.37	8/26/2022
247486	PERSLONG	PERS Long Term Care	101-00-00-22202	67.51	8/26/2022
247487	POWEL997	Powell Alex	101-00-00-23070	50.00	8/26/2022
247488	STATE015	SWRCB	662-60-67-51600	95.00	8/26/2022
247489	STATE020	Tax and Fee Administration California Department of	101-00-00-22109	191.59	8/26/2022
247490	STROM995	Stromme Kathy	101-00-00-23075	10.00	8/26/2022
247491	SUDDE010	Suddenlink	775-10-71-51210	321.93	8/26/2022
247491	SUDDE010	Suddenlink	775-10-71-51210	129.45	8/26/2022
247491	SUDDE010	Suddenlink	775-10-71-51210	30.88	8/26/2022
247491	SUDDE010	Suddenlink	775-10-71-51210	116.48	8/26/2022
247492	SUDDE020	Suddenlink	775-10-71-51210	685.00	8/26/2022
247492	SUDDE020	Suddenlink	101-40-21-51200	415.00	8/26/2022
247492	SUDDE020	Suddenlink	775-10-71-51200	964.50	8/26/2022
247493	TMOBIO10	T-Mobile USA Inc.	775-10-71-51200	2,236.42	8/26/2022
247493	TMOBIO10	T-Mobile USA Inc.	101-40-21-51200	1,086.04	8/26/2022
247494	TORRE993	Torres Moss	101-00-00-23070	50.00	8/26/2022
247495	USBAN003	US Bank Equipment Finance	101-40-21-53300	230.97	8/26/2022
247495	USBAN003	US Bank Equipment Finance	775-10-71-53300	215.92	8/26/2022
247495	USBAN003	US Bank Equipment Finance	775-10-71-53300	126.44	8/26/2022
247495	USBAN003	US Bank Equipment Finance	775-10-71-53300	192.30	8/26/2022
247496	WHITE995	Whiteman Jennifer	101-00-00-23070	50.00	8/26/2022
247497	WINKLO10	Winkel & Floyd	224-30-13-55700	6,500.00	8/26/2022
247498	ADVANO10	Advanced Security Systems	212-30-11-55400	95.00	8/26/2022
247499	ARCAT320	Recology Arcata	212-30-11-55400	54.90	8/26/2022
247500	ARCAT580	Arcata Stationers	101-10-05-52501	248.03	8/26/2022
247500	ARCAT580	Arcata Stationers	101-50-81-53300	24.89	8/26/2022
247500	ARCAT580	Arcata Stationers	101-40-21-53300	443.26	8/26/2022
247500	ARCAT580	Arcata Stationers	101-10-03-53300	(62.57)	8/26/2022
247500	ARCAT580	Arcata Stationers	101-10-03-53300	410.17	8/26/2022
247501	BRANTO10	Brant Electric	101-50-81-51770	668.76	8/26/2022
247502	ENCORO10	SeQuential Environmental Services LLC	212-30-11-55400	1,225.00	8/26/2022
247503	FRONTO10	Frontier Analytical Laboratory	662-60-67-51742	900.00	8/26/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)

## City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247504	GCSENO10	GCS Environmental Equip	771-50-57-54400	763.93	8/26/2022
247505	HENSE010	Hensels Hardware	212-30-11-55400	48.36	8/26/2022
247505	HENSE010	Hensels Hardware	212-30-11-55400	59.20	8/26/2022
247505	HENSE010	Hensels Hardware	212-30-11-55400	18.43	8/26/2022
247506	HUMBO116	Humboldt Fasteners	771-50-57-57800	210.03	8/26/2022
247507	HUMBO200	Humboldt Termite & Pest Control	101-50-85-51770	59.00	8/26/2022
247508	MANAG010	Management Partners Inc	101-10-03-51770	315.00	8/26/2022
247509	MENDE010	Mendes Supply Co	212-30-11-55400	411.19	8/26/2022
247509	MENDE010	Mendes Supply Co	101-50-85-53600	144.72	8/26/2022
247510	MILLE020	Miller Farms Nursery Inc	101-00-00-21090	(0.74)	8/26/2022
247510	MILLE020	Miller Farms Nursery Inc	101-50-81-53500	0.74	8/26/2022
247510	MILLE020	Miller Farms Nursery Inc	101-50-81-53500	105.44	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	75.57	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	75.08	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	75.57	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	77.43	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	661-60-64-51500	111.17	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	771-50-57-51500	73.12	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	77.43	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	771-50-57-51500	73.12	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	100.63	8/26/2022
247511	MISSIO10	Mission Linen Ind.Inc.	212-30-11-55400	77.43	8/26/2022
247512	NORTH140	North Coast Journal Inc	101-10-15-51300	25.00	8/26/2022
247512	NORTH140	North Coast Journal Inc	101-10-15-51300	103.70	8/26/2022
247512	NORTH140	North Coast Journal Inc	101-10-15-51300	42.50	8/26/2022
247513	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	485.00	8/26/2022
247513	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	255.00	8/26/2022
247513	NORTH150	Northcoast Laboratories Inc	661-60-64-51742	65.00	8/26/2022
247513	NORTH150	Northcoast Laboratories Inc	662-60-67-51742	300.00	8/26/2022
247514	OCCUP020	American Hospital Management	101-10-15-51702	227.50	8/26/2022
247515	PACES010	Pace Supply Corp	661-50-63-53900	2,806.57	8/26/2022
247516	PHENO010	Phenova Inc.	662-60-67-53500	359.83	8/26/2022
247516	PHENO010	Phenova Inc.	101-00-00-21090	(4.38)	8/26/2022
247516	PHENO010	Phenova Inc.	661-60-64-53500	342.83	8/26/2022
247516	PHENO010	Phenova Inc.	662-60-67-53500	4.38	8/26/2022
247517	REDWO040	Redwood Teen Challenge	664-60-73-54455	500.00	8/26/2022
247517	REDWO040	Redwood Teen Challenge	664-60-73-54455	500.00	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	22.44	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	5.09	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	35.19	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	139.29	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	53.13	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	142.34	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	41.84	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	239.08	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	337.77	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	18.58	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	6.81	8/26/2022
247518	SCHIR010	NAPA Auto Parts of Arcata	771-50-57-54400	35.16	8/26/2022
247519	SEQUO020	Sequoia LP Gas Corp.	207-50-45-54700	80.91	8/26/2022
247520	TEHAM010	Tehama Tire	771-50-57-54600	66.44	8/26/2022
247521	USABL010	USA Blue Book	661-60-64-53500	563.12	8/26/2022
247522	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	453.44	8/26/2022
247522	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	444.82	8/26/2022

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)



City of Arcata Bi-Weekly Report on Cash Disbursements 08/06/2022-08/26/2022

<u>Check No.</u>	<u>Vendor No.</u>	<u>Vendor Name</u>	<u>GL Account</u>	<u>Amount</u>	<u>Date</u>
247522	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	33.90	8/26/2022
247522	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	613.65	8/26/2022
247522	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	946.35	8/26/2022
247522	VALLE030	Valley Pacific Petroleum Services Inc	771-50-57-54700	1,712.63	8/26/2022
247523	ZUMAR010	Zumar Industries Inc	209-50-55-54200	1,164.84	8/26/2022
247524	ARPLA999	Arcata Playhouse Arts	101-10-01-52105	600.00	8/26/2022
247525	COOPH010	Cooperation Humboldt	224-60-81-51770	5,578.55	8/26/2022
247525	COOPH010	Cooperation Humboldt	101-10-01-52105	2,789.98	8/26/2022
247526	GHDIN010	GHD Inc.	219-50-45-57600	14,048.56	8/26/2022
247526	GHDIN010	GHD Inc.	210-50-45-51770	10,702.69	8/26/2022
247527	GLIDD020	PPG Paints	661-60-64-57300	6,104.57	8/26/2022
247527	GLIDD020	PPG Paints	661-60-64-57300	2,569.30	8/26/2022
247528	OCCUP020	American Hospital Management	101-10-15-51702	253.75	8/26/2022
				<u>1,948,329.85</u>	

Attachment: A. Cash Disbursements Report 080622-082622 (3986 : Disbursements Listing)



# STAFF REPORT – CITY COUNCIL MEETING

September 07, 2022

**TO:** Honorable Mayor and City Council Members

**FROM:** Danette Demello, Assistant City Manager

**PREPARER:** Karen T. Diemer, City Manager

**DATE:** September 01, 2022

**TITLE:** **Declare a Continuation of the Local Emergency Related to the Coronavirus Pandemic.**

## RECOMMENDATION:

It is recommended that the Council:

- 1) Continue the Local Emergency related to the Coronavirus (COVID-19) pandemic and provide direction to staff as necessary on steps to respond to the public health and safety emergency; and
- 2) Find that the COVID-19 state of emergency could continue to directly impact the ability of the Council and public to meet safely in person, and state or local officials continue to impose or recommend measures to promote social distancing.

## INTRODUCTION:

California Government Code section 8630 and Title II, Chapter 6—Emergency Operations and Functions, of the City of Arcata Municipal Code set forth the procedures to proclaim the existence or threatened existence of a local emergency when circumstances described therein exist. On April 1, 2020, the City Council adopted a resolution confirming the existence of a local emergency caused by the Coronavirus (COVID-19). The Arcata Municipal Code Title II, Chapter 6, requires the City Council to review and affirm the continuation of the Emergency proclamation every 40 days after the initial declaration.

## BACKGROUND/DISCUSSION:

The Humboldt County Health Officer's and the California Governor's Emergency Declaration are still in place.

The Federal Government and California are calling on people to exercise caution about COVID-19, emphasizing the importance of getting booster shots for those who are eligible and wearing masks indoors. The current warning stems from the increased transmissibility of the BA.4 and BA.5 variants, which are offshoots of the omicron strain that has been responsible for nearly all of the virus spread in the U.S. this summer.

Although Humboldt is not currently in a high-risk category 30 counties in California are in moderate to high-risk transmission rates and encouraged to mask again for many indoor activities. Health officials remain confident that vaccination and booster shots can lessen the impacts of highly transmissible Omicron variant, including hospitalizations and deaths. Sixty-seven percent (67%), of Humboldt County residents are vaccinated.

The City continues to need and seek additional assistance, and a formal declaration of emergency allows additional resources to flow to the City in a timely fashion. The declaration of emergency also allows needed flexibility in staffing decisions and steps needed to continue to deliver essential services and to protect the City's residents. The declaration enables the City to more effectively respond to the outbreak, and potentially obtain reimbursement for the response.

### **Council, Commission and Committee Meetings:**

**COVID Modification:** Meetings may be accessed by the public via Zoom or in person. Current public health orders do not require attendees to be masked unless they are unvaccinated. Social distancing is strongly encouraged.

**City Council:** The City will endeavor to allow access to meetings both online and in person. The City may return to Zoom platform meetings based on virus conditions in the community as needed. On September 19, 2021, Governor Newsom signed AB 361, amending the Brown Act effective through January 1, 2024.

AB 361 authorizes local agencies to continue meeting remotely without following the Brown Act's standard teleconferencing provisions, including the requirement that meetings be conducted in physical locations, if the meeting is held during a state of emergency proclaimed by the Governor and either of the following applies: (1) state or local officials have imposed or recommended measures to promote social distancing; or (2) the legislative body has already determined or is determining whether—as a result of the emergency—meeting in person would present imminent risks to the health or safety of attendees. In order to continue to conduct remote meetings without complying with the standard teleconference requirements, every 30 days the Council must make the following findings by majority vote: (1) the Council has reconsidered the circumstances of the state of emergency; and, (2) any of the following exist: (a) the state of emergency continues to directly impact the ability of the Council members to meet safely in person, or (b) state or local officials continue to impose or recommend measures to promote social distancing.

AB 361 adds new procedures and clarifies the requirements for conducting remote meetings, including the following:

- **Public Comment Opportunities in Real Time:** A legislative body that meets remotely pursuant to AB 361 must allow members of the public to access the meeting via a call-in option or an internet-based service option, and the agenda for the remote meeting must provide an opportunity for members of the public to directly address the body in real time. A legislative body cannot require public comments to be submitted in advance of the meeting.
- **No Action During Disruptions:** In the event of a disruption that prevents the local agency from broadcasting the remote meeting, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, AB 361 prohibits the

legislative body from taking any further action on items appearing on the meeting agenda until public access to the meeting via the call-in or internet-based options is restored.

- **Periodic Findings:** To continue meeting remotely pursuant to AB 361, a legislative body must make periodic findings concerning the declared emergency and its effects. AB 361 will sunset on January 1, 2024. The continuation of this Declared Emergency locally is intended to satisfy this requirement for periodic findings.

**Planning Commission:** The Planning Commission has returned to in person /hybrid meetings operated similar to the Council meetings.

**Committees:** Meetings are currently scheduled to continue in teleconference/Zoom platform. As no true hybrid option is available this will be evaluated each month which the option is available. No hybrid option planned.

### **POLICY IMPLICATIONS:**

The action of extending the emergency proclamation is consistent with Arcata Municipal Code Title II, Chapter 6.

### **BUDGET/FISCAL IMPACT:**

While there will be costs associated with City's emergency response to COVID-19, continuation of the proclamation of a Local Emergency by the City Council has no direct cost impact. However, it may enable potential external sources for reimbursement to costs associated with the City's emergency response.



# STAFF REPORT – CITY COUNCIL MEETING

September 07, 2022

**TO:** Honorable Mayor and City Council Members

**FROM:** Danette Demello, Assistant City Manager

**PREPARER:** Danette Demello, Assistant City Manager

**DATE:** August 30, 2022

**TITLE:** **Adopt Resolution No. 223-17, A Resolution of the City Council of the City of Arcata Amending the Class and Pay Resolution—International Union of Operating Engineers Local No. 3 [to Reflect New Transit Bus Driver Position and Adjustment to Maintenance Worker Salary Ranges].**

## RECOMMENDATION:

It is recommended that the Council: Adopt Resolution No. 223-17, A Resolution of the City Council of the City of Arcata Amending the Class and Pay Resolution—International Union of Operating Engineers Local No. 3 [to Reflect New Transit Bus Driver Position and Adjustment to Maintenance Worker Salary Ranges].

## INTRODUCTION:

While the City’s Personnel Rules and Regulations (PR&Rs) grant authority to the City Manager to adopt changes to the City’s Classification Plan (i.e., job descriptions); Chapter IV, Section 2, of the PR&Rs require amendments or revisions to the Compensation Plan be adopted by resolution of the City Council.

## BACKGROUND/DISCUSSION:

### New Transit Bus Driver position:

Council’s adoption of the 2022/2023 Fiscal Year Budget included the allocation of a 0.75% full-time equivalent (.75 FTE) driver position in the Transit Division. The City’s Transit system continues to be challenged to recruit and retain bus drivers. The City has operated the Arcata Mad River Transit System (AMRTS) exclusively with part-time drivers for many years in an effort to keep operating costs low. Transit funds have allowed the City to shift the funding of two part-time positions into one benefitted and union represented .75 FTE position in an effort to bring stability to staffing in the Transit Division.

This position is distinguished from the part-time driver Bus Driver positions in that in addition to performing primary duties associated with driving a bus or other passenger vehicle through set routes while adhering to a set schedule, the new position may also be assigned to assist in the administration and support functions of the Transit Division.

The title of the new position will be Transit Bus Driver. Upon review of the position as to the internal relation to the City's current Classification and Compensation Plan, it is recommended the salary range for the position be G171(\$1,779.41-\$2,271.03 biweekly). Bi-weekly salary rate prorated for the .75 FTE position will be \$1,334.56-\$1,703.27.

Operating Engineers has received information regarding these changes and has had the opportunity to discuss and present any questions or concerns.

Reclassification of Maintenance Worker classifications:

The City has several "flex class" positions. Examples include Maintenance Worker/Senior Maintenance Worker, Construction Specialist/Senior Construction Specialist, Collection System Operator I/Collection System Operator II, etc. Flex classes are structured where most employees start at the first level and once they have gained a certain amount of experience specific to the City's operations and obtained certain certificates and/or licenses, they are promoted to the next level.

This means the City could have the positions filled at either level at any given time (i.e. all at the first level, all at the second level or a combination of both depending on the tenure of the employees and progress in meeting the promotional requirements).

Most of the City's flex class salary ranges have a spread of 5-10% between the first and second levels, most being around 10%. Each of the Maintenance Worker flex classes have a spread of 15%-16%. Additionally, the first level of the Maintenance Worker flex classes are lowest salary ranges on the Operating Engineers (OE3) salary schedule, and with the mandatory minimum wage increases over the last 5 years for the City's part-time salary schedule has created more compaction between the part-time salary schedule and these lower OE3 salary ranges.

To address some of this compaction and to establish more parity in the spread between the first and second levels as the City's other flex class positions, it is recommended that the salary ranges for the first level of each of the Maintenance Worker classifications be reclassified as follows:

- Maintenance Worker (Parks/Facilities) – move from salary grade G130 to new range G140. This creates a spread of 10.0855% between this level and Senior Maintenance Worker (Parks/Facilities), rather than the current spread of 16.1403%.
- Maintenance Worker (Natural Resources) – move from salary grade G132 to new range G141. This creates a spread of 10.0623% between this level and the Senior Maintenance Worker (Natural Resources), rather than the current spread of 15.5651%.
- Maintenance Worker (Streets/Utilities) – move from salary grade G132 to new range G142. This creates a spread of 10.0879% between this level and the Senior Maintenance Worker (Streets/Utilities), rather than the current spread of 16.143%.

**BUDGET/FISCAL IMPACT:**

The allocation of the Transit Bus Driver position was included in the approved 2022/2023 Budget. The reclassification of the Maintenance Worker first level flex classifications is estimated to cost an additional \$14,000 for the remainder of the 2022/2023 fiscal year. The additional costs are offset by vacancy salary and benefit savings.

**ATTACHMENTS:**

- A: Resolution 223-17 (PDF)
- B: Transit Bus Driver Job Description (PDF)

**RESOLUTION NO. 223-17  
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA  
AMENDING THE CLASS AND PAY RESOLUTION**

*INTERNATIONAL UNION OF OPERATING ENGINEERS  
LOCAL NO. 3, AFL-CIO*

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. 223-09

**Section 1.**

**Effective 09/04/2022**

*Reflecting the 4% negotiated salary increase effective the pay period that includes 7/1/22*

*Based on 26 bi-weekly pay periods*

**As of 06/26/2022**

Classification	Salary Grade		Salary Steps					
			1	2	3	4	5	5A
Maintenance Worker (Parks/Facilities)	G130	Annual	\$ 36,257.64	\$ 38,070.51	\$ 39,974.04	\$ 41,972.76	\$ 44,071.38	\$ 45,173.17
		Bi-Weekly	\$ 1,394.52	\$ 1,464.25	\$ 1,537.46	\$ 1,614.34	\$ 1,695.05	\$ 1,737.43
		Hourly	\$ 17.43	\$ 18.30	\$ 19.22	\$ 20.18	\$ 21.19	\$ 21.72
Maintenance Worker (Parks/Facilities)	G140	Annual	\$ 38,251.68	\$ 40,164.26	\$ 42,172.48	\$ 44,281.10	\$ 46,495.16	\$ 47,657.54
		Bi-Weekly	\$ 1,471.22	\$ 1,544.78	\$ 1,622.02	\$ 1,703.12	\$ 1,788.28	\$ 1,832.98
		Hourly	\$ 18.39	\$ 19.31	\$ 20.28	\$ 21.29	\$ 22.35	\$ 22.91
Maintenance Worker (Streets/Utilities or Natural Resources)	G132	Annual	\$ 36,620.22	\$ 38,451.22	\$ 40,373.78	\$ 42,392.47	\$ 44,512.09	\$ 45,624.89
		Bi-Weekly	\$ 1,408.47	\$ 1,478.89	\$ 1,552.84	\$ 1,630.48	\$ 1,712.00	\$ 1,754.80
		Hourly	\$ 17.61	\$ 18.49	\$ 19.41	\$ 20.38	\$ 21.40	\$ 21.94
Maintenance Worker (Natural Resources)	G141	Annual	\$ 38,451.23	\$ 40,373.79	\$ 42,392.48	\$ 44,512.11	\$ 46,737.71	\$ 47,906.15
		Bi-Weekly	\$ 1,478.89	\$ 1,552.84	\$ 1,630.48	\$ 1,712.00	\$ 1,797.60	\$ 1,842.54
		Hourly	\$ 18.49	\$ 19.41	\$ 20.38	\$ 21.40	\$ 22.47	\$ 23.03
Maintenance Worker (Streets/Utilities)	G142	Annual	\$ 38,634.33	\$ 40,566.05	\$ 42,594.35	\$ 44,724.07	\$ 46,960.27	\$ 48,134.28
		Bi-Weekly	\$ 1,485.94	\$ 1,560.23	\$ 1,638.24	\$ 1,720.16	\$ 1,806.16	\$ 1,851.32
		Hourly	\$ 18.57	\$ 19.50	\$ 20.48	\$ 21.50	\$ 22.58	\$ 23.14
Water Meter Technician	G150	Annual	\$ 40,062.16	\$ 42,065.26	\$ 44,168.52	\$ 46,376.95	\$ 48,695.80	\$ 49,913.20
		Bi-Weekly	\$ 1,540.85	\$ 1,617.89	\$ 1,698.79	\$ 1,783.73	\$ 1,872.92	\$ 1,919.74
		Hourly	\$ 19.26	\$ 20.22	\$ 21.23	\$ 22.30	\$ 23.41	\$ 24.00
Water/Wastewater Operator-In-Training (OIT)	G150	Annual	\$ 40,062.16	\$ 42,065.26	\$ 44,168.52	\$ 46,376.95	\$ 48,695.80	\$ 49,913.20
		Bi-Weekly	\$ 1,540.85	\$ 1,617.89	\$ 1,698.79	\$ 1,783.73	\$ 1,872.92	\$ 1,919.74
		Hourly	\$ 19.26	\$ 20.22	\$ 21.23	\$ 22.30	\$ 23.41	\$ 24.00
Energy Program Specialist	G160	Annual	\$ 42,109.59	\$ 44,215.07	\$ 46,425.81	\$ 48,747.10	\$ 51,184.46	\$ 52,464.08
		Bi-Weekly	\$ 1,619.98	\$ 1,708.96	\$ 1,796.99	\$ 1,893.80	\$ 1,999.77	\$ 2,073.50
		Hourly	\$ 20.25	\$ 21.36	\$ 22.46	\$ 23.67	\$ 24.99	\$ 26.17

Attachment: A: Resolution 223-17 (3983 : Adopt Reso 223-17 OE3 Class & Pay (Transit Bus Driver) and

Classification		Salary Grade	1	2	3	4	5	2.8.E.a
Facilities Maintenance Technician (Foodworks)		Bi-Weekly	\$ 1,619.60	\$ 1,700.58	\$ 1,785.61	\$ 1,874.89	\$ 1,968.63	\$ 2,017.85
Senior Maintenance Worker (Parks/Facilities)		Hourly	\$ 20.24	\$ 21.26	\$ 22.32	\$ 23.44	\$ 24.61	\$ 25.22
Water/Wastewater Mechanic I								
Senior Maintenance Worker (Natural Resources)	G161	Annual	\$ 42,320.12	\$ 44,436.12	\$ 46,657.95	\$ 48,990.83	\$ 51,440.37	\$ 52,726.38
		Bi-Weekly	\$ 1,627.70	\$ 1,709.08	\$ 1,794.54	\$ 1,884.26	\$ 1,978.48	\$ 2,027.94
		Hourly	\$ 20.35	\$ 21.36	\$ 22.43	\$ 23.55	\$ 24.73	\$ 25.35
Collection System Operator I	G162	Annual	\$ 42,531.73	\$ 44,658.31	\$ 46,891.23	\$ 49,235.78	\$ 51,697.57	\$ 52,990.01
Senior Maintenance Worker (Streets/Utilities)		Bi-Weekly	\$ 1,635.84	\$ 1,717.63	\$ 1,803.51	\$ 1,893.68	\$ 1,988.37	\$ 2,038.08
Senior Maintenance Worker (grandfathered-Natural Resources Class A license)		Hourly	\$ 20.45	\$ 21.47	\$ 22.54	\$ 23.67	\$ 24.85	\$ 25.48
Environmental Compliance Technician	G165	Annual	\$ 43,179.14	\$ 45,338.08	\$ 47,604.99	\$ 49,985.24	\$ 52,484.52	\$ 53,796.63
Recreation Coordinator		Bi-Weekly	\$ 1,660.74	\$ 1,743.77	\$ 1,830.96	\$ 1,922.51	\$ 2,018.64	\$ 2,069.10
		Hourly	\$ 20.76	\$ 21.80	\$ 22.89	\$ 24.03	\$ 25.23	\$ 25.86
Administrative Assistant	G170	Annual	\$ 44,263.96	\$ 46,477.14	\$ 48,801.02	\$ 51,241.06	\$ 53,803.11	\$ 55,148.19
Community Development Specialist I		Bi-Weekly	\$ 1,702.46	\$ 1,787.58	\$ 1,876.96	\$ 1,970.81	\$ 2,069.35	\$ 2,121.08
Construction Specialist (Community Services Division)		Hourly	\$ 21.28	\$ 22.34	\$ 23.46	\$ 24.64	\$ 25.87	\$ 26.51
Construction Specialist (Streets/Utilities)								
Finance Specialist								
Planner I								
Water/Wastewater Mechanic II								
<b>Transit Bus Driver</b>	G171	Annual	\$ 44,485.25	\$ 46,709.53	\$ 49,045.01	\$ 51,497.24	\$ 54,072.12	\$ 55,423.92
Transit Operations Assistant		Bi-Weekly	\$ 1,710.97	\$ 1,796.52	\$ 1,886.35	\$ 1,980.66	\$ 2,079.70	\$ 2,131.69
		Hourly	\$ 21.39	\$ 22.46	\$ 23.58	\$ 24.76	\$ 26.00	\$ 26.65
Collection System Operator II	G172	Annual	\$ 44,707.70	\$ 46,943.07	\$ 49,290.24	\$ 51,754.74	\$ 54,342.49	\$ 55,701.05
Equipment Operator		Bi-Weekly	\$ 1,719.53	\$ 1,805.50	\$ 1,895.78	\$ 1,990.57	\$ 2,090.10	\$ 2,142.35
Mechanic		Hourly	\$ 21.49	\$ 22.57	\$ 23.70	\$ 24.88	\$ 26.13	\$ 26.78
Traffic Control Technician								
Water/Wastewater Plant Operator I	G179	Annual	\$ 46,296.10	\$ 48,610.90	\$ 51,041.44	\$ 53,593.52	\$ 56,273.20	\$ 57,680.03
		Bi-Weekly	\$ 1,780.62	\$ 1,869.65	\$ 1,963.13	\$ 2,061.29	\$ 2,164.35	\$ 2,218.46
		Hourly	\$ 22.26	\$ 23.37	\$ 24.54	\$ 25.77	\$ 27.05	\$ 27.73
Administrative Specialist	G185	Annual	\$ 47,701.77	\$ 50,086.88	\$ 52,591.21	\$ 55,220.78	\$ 57,981.82	\$ 59,431.36
		Bi-Weekly	\$ 1,834.68	\$ 1,926.42	\$ 2,022.74	\$ 2,123.88	\$ 2,230.00	\$ 2,290.00

Attachment: A: Resolution 223-17 (3983 : Adopt Reso 223-17 OE3 Class & Pay (Transit Bus Driver) and



Classification		Salary Grade	1	2	3	4	5	2.8.E.a
	Hourly		\$ 22.93	\$ 24.08	\$ 25.28	\$ 26.55	\$ 27.88	\$ 28.57
Community Development Specialist II		G189	Annual \$ 48,664.37	\$ 51,097.59	\$ 53,652.48	\$ 56,335.09	\$ 59,151.85	\$ 60,630.65
Maintenance Crew Leader (Parks/Facilities)	Bi-Weekly		\$ 1,871.71	\$ 1,965.29	\$ 2,063.56	\$ 2,166.73	\$ 2,275.07	\$ 2,331.95
Planner II	Hourly		\$ 23.40	\$ 24.57	\$ 25.79	\$ 27.08	\$ 28.44	\$ 29.15
Recreation Supervisor								
Water/Wastewater Operator II								
Maintenance Crew Leader (Natural Resources)		G190	Annual \$ 48,907.70	\$ 51,353.09	\$ 53,920.72	\$ 56,616.77	\$ 59,447.61	\$ 60,933.80
	Bi-Weekly		\$ 1,881.07	\$ 1,975.12	\$ 2,073.87	\$ 2,177.57	\$ 2,286.45	\$ 2,343.61
	Hourly		\$ 23.51	\$ 24.69	\$ 25.92	\$ 27.22	\$ 28.58	\$ 29.30
Lead Collection System Operator		G191	Annual \$ 49,152.23	\$ 51,609.82	\$ 54,190.31	\$ 56,899.82	\$ 59,744.83	\$ 61,238.46
Lead Mechanic	Bi-Weekly		\$ 1,890.47	\$ 1,984.99	\$ 2,084.24	\$ 2,188.45	\$ 2,297.88	\$ 2,355.33
Lead Water/Wastewater Mechanic	Hourly		\$ 23.63	\$ 24.81	\$ 26.05	\$ 27.36	\$ 28.72	\$ 29.44
Maintenance Crew Leader (Streets/Utilities)								
Maintenance Crew Leader (grandfathered-Natural Resources Class A license)								
Building Inspector I		G199	Annual \$ 51,154.89	\$ 53,712.64	\$ 56,398.28	\$ 59,218.19	\$ 62,179.09	\$ 63,733.58
Engineering Technician I	Bi-Weekly		\$ 1,967.50	\$ 2,065.87	\$ 2,169.16	\$ 2,277.62	\$ 2,391.50	\$ 2,451.29
Environmental Compliance Officer	Hourly		\$ 24.59	\$ 25.82	\$ 27.11	\$ 28.47	\$ 29.89	\$ 30.64
Senior Construction Specialist (Community Services Division)								
Senior Construction Specialist (Streets/Utilities Division)								
Code Compliance/Permit Technician		G209	Annual \$ 53,712.63	\$ 56,398.26	\$ 59,218.17	\$ 62,179.08	\$ 65,288.04	\$ 66,920.26
	Bi-Weekly		\$ 2,065.87	\$ 2,169.16	\$ 2,277.62	\$ 2,391.50	\$ 2,511.08	\$ 2,573.86
	Hourly		\$ 25.82	\$ 27.11	\$ 28.47	\$ 29.89	\$ 31.39	\$ 32.17
Building Inspector II		G223	Annual \$ 57,293.48	\$ 60,158.13	\$ 63,166.06	\$ 66,324.35	\$ 69,640.56	\$ 71,381.60
Engineering Technician II	Bi-Weekly		\$ 2,203.60	\$ 2,313.77	\$ 2,429.46	\$ 2,550.94	\$ 2,678.48	\$ 2,745.45
GIS Coordinator	Hourly		\$ 27.54	\$ 28.92	\$ 30.37	\$ 31.89	\$ 33.48	\$ 34.32
Natural Resources Specialist								
Parks/Facilities/Natural Resources Supervisor		G233	Annual \$ 60,158.14	\$ 63,166.06	\$ 66,324.36	\$ 69,640.56	\$ 73,122.61	\$ 74,950.68
Plant Operations Supervisor	Bi-Weekly		\$ 2,313.77	\$ 2,429.46	\$ 2,550.94	\$ 2,678.48	\$ 2,812.41	\$ 2,882.72
Streets/Fleet Supervisor	Hourly		\$ 28.92	\$ 30.37	\$ 31.89	\$ 33.48	\$ 35.16	\$ 36.03
Utilities Supervisor								

Attachment: A: Resolution 223-17 (3983 : Adopt Reso 223-17 OE3 Class & Pay (Transit Bus Driver) and

**CalPERS Program:**

MISCELLANEOUS EMPLOYEES: 2.7% @ 55, for "Classic Members", currently employee pay 9% (8% member rate and 1% of employer rate); 2% @ 55, for "Classic Members", currently employees pay 8% (7% member rate and 1% of employer rate); 2% @ 62, for "New Members", currently employees pay 6.75% (6.75% member rate [subject to CalPERS actuary change annually]).

<b>Classification</b>
-----------------------

<b>Salary Grade</b>
---------------------

<b>1</b>
----------

<b>2</b>
----------

<b>3</b>
----------

<b>4</b>
----------

<b>5</b>
----------

<b>2.8.E.a</b>
----------------

*Effective the pay period that includes July 1, 2018, the City shall implment a Step 5A that is 2.5% higher than Step 5 for each represented classification.*

**Section 2.**

**Effective 06/25/2023**

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

Based on 26 bi-weekly pay periods

As of 06/25/2023

Classification	Salary Grade		Salary Steps						
			1	2	3	4	5	5A	6
Maintenance Worker (Parks/Facilities)	G130	Annual	\$ 37,707.95	\$ 39,593.33	\$ 41,573.00	\$ 43,651.67	\$ 45,834.24	\$ 46,980.10	\$ 48,125.95
		Bi-Weekly	\$ 1,450.31	\$ 1,522.82	\$ 1,598.96	\$ 1,678.91	\$ 1,762.86	\$ 1,806.93	\$ 1,851.00
		Hourly	\$ 18.13	\$ 19.04	\$ 19.99	\$ 20.99	\$ 22.04	\$ 22.59	\$ 23.14
Maintenance Worker (Parks/Facilities)	G140	Annual	\$ 39,781.75	\$ 41,770.83	\$ 43,859.38	\$ 46,052.34	\$ 48,354.97	\$ 49,563.84	\$ 50,772.72
		Bi-Weekly	\$ 1,530.07	\$ 1,606.57	\$ 1,686.90	\$ 1,771.24	\$ 1,859.81	\$ 1,906.30	\$ 1,953.96
		Hourly	\$ 19.13	\$ 20.08	\$ 21.09	\$ 22.14	\$ 23.25	\$ 23.83	\$ 24.42
Maintenance Worker (Streets/Utilities or Natural Resources)	G132	Annual	\$ 38,085.03	\$ 39,989.27	\$ 41,988.73	\$ 44,088.17	\$ 46,292.57	\$ 47,449.89	\$ 48,607.20
		Bi-Weekly	\$ 1,464.81	\$ 1,538.05	\$ 1,614.95	\$ 1,695.70	\$ 1,780.48	\$ 1,825.00	\$ 1,869.51
		Hourly	\$ 18.31	\$ 19.23	\$ 20.19	\$ 21.20	\$ 22.26	\$ 22.81	\$ 23.37
Maintenance Worker (Natural Resources)	G141	Annual	\$ 39,989.28	\$ 41,988.74	\$ 44,088.18	\$ 46,292.59	\$ 48,607.22	\$ 49,822.40	\$ 51,037.58
		Bi-Weekly	\$ 1,538.05	\$ 1,614.95	\$ 1,695.70	\$ 1,780.48	\$ 1,869.51	\$ 1,916.25	\$ 1,962.98
		Hourly	\$ 19.23	\$ 20.19	\$ 21.20	\$ 22.26	\$ 23.37	\$ 23.95	\$ 24.54
Maintenance Worker (Streets/Utilities)	G142	Annual	\$ 40,179.70	\$ 42,188.69	\$ 44,298.12	\$ 46,513.03	\$ 48,838.68	\$ 50,059.65	\$ 51,280.61
		Bi-Weekly	\$ 1,545.37	\$ 1,622.64	\$ 1,703.77	\$ 1,788.96	\$ 1,878.41	\$ 1,925.37	\$ 1,972.33
		Hourly	\$ 19.32	\$ 20.28	\$ 21.30	\$ 22.36	\$ 23.48	\$ 24.07	\$ 24.65
Water Meter Technician Water/Wastewater Operator-In-Training (OIT)	G150	Annual	\$ 41,664.65	\$ 43,747.87	\$ 45,935.26	\$ 48,232.03	\$ 50,643.63	\$ 51,909.73	\$ 53,175.81
		Bi-Weekly	\$ 1,602.49	\$ 1,682.61	\$ 1,766.74	\$ 1,855.08	\$ 1,947.83	\$ 1,996.53	\$ 2,045.22
		Hourly	\$ 20.03	\$ 21.03	\$ 22.08	\$ 23.19	\$ 24.35	\$ 24.96	\$ 25.57
Energy Program Specialist Facilities Maintenance Technician (Foodworks) Senior Maintenance Worker (Parks/Facilities) Water/Wastewater Mechanic I	G160	Annual	\$ 43,793.97	\$ 45,983.67	\$ 48,282.84	\$ 50,696.98	\$ 53,231.84	\$ 54,562.64	\$ 55,893.43
		Bi-Weekly	\$ 1,684.38	\$ 1,768.60	\$ 1,857.03	\$ 1,949.88	\$ 2,047.38	\$ 2,098.56	\$ 2,149.75
		Hourly	\$ 21.05	\$ 22.11	\$ 23.21	\$ 24.37	\$ 25.59	\$ 26.23	\$ 26.87
Senior Maintenance Worker (Natural Resources)	G161	Annual	\$ 44,012.92	\$ 46,213.56	\$ 48,524.27	\$ 50,950.46	\$ 53,497.98	\$ 54,835.44	\$ 56,172.88
		Bi-Weekly	\$ 1,692.80	\$ 1,777.44	\$ 1,866.32	\$ 1,959.63	\$ 2,057.61	\$ 2,109.06	\$ 2,160.50
		Hourly	\$ 21.16	\$ 22.22	\$ 23.33	\$ 24.50	\$ 25.72	\$ 26.36	\$ 27.01
Collection System Operator I Senior Maintenance Worker (Streets/Utilities) Senior Maintenance Worker (grandfathered-Natural Resources Class A license)	G162	Annual	\$ 44,233.00	\$ 46,444.64	\$ 48,766.88	\$ 51,205.21	\$ 53,765.47	\$ 55,109.61	\$ 56,453.74
		Bi-Weekly	\$ 1,701.27	\$ 1,786.33	\$ 1,875.65	\$ 1,969.43	\$ 2,067.90	\$ 2,119.60	\$ 2,171.30
		Hourly	\$ 21.27	\$ 22.33	\$ 23.45	\$ 24.62	\$ 25.85	\$ 26.50	\$ 27.14
Environmental Compliance Technician Recreation Coordinator	G165	Annual	\$ 44,906.31	\$ 47,151.60	\$ 49,509.19	\$ 51,984.65	\$ 54,583.90	\$ 55,948.50	\$ 57,313.10
		Bi-Weekly	\$ 1,727.17	\$ 1,813.52	\$ 1,904.20	\$ 1,999.41	\$ 2,099.38	\$ 2,151.87	\$ 2,204.35
		Hourly	\$ 21.59	\$ 22.67	\$ 23.80	\$ 24.99	\$ 26.24	\$ 26.90	\$ 27.55

Classification	Salary Grade		1	2	3	4	5	5A	6
Administrative Assistant	G170	Annual	\$ 46,034.52	\$48,336.23	\$ 50,753.06	\$ 53,290.70	\$55,955.23	\$ 57,354.12	\$ 58,752.99
Community Development Specialist I		Bi-Weekly	\$ 1,770.56	\$ 1,859.09	\$ 1,952.04	\$ 2,049.64	\$ 2,152.12	\$ 2,205.93	\$ 2,259.73
Construction Specialist (Community Services Division)		Hourly	\$ 22.13	\$ 23.24	\$ 24.40	\$ 25.62	\$ 26.90	\$ 27.57	\$ 28.25
Construction Specialist (Streets/Utilities)									
Finance Specialist									
Planner I									
Water/Wastewater Mechanic II									
<b>Transit Bus Driver</b>	G171	Annual	\$ 46,264.66	\$48,577.91	\$ 51,006.81	\$ 53,557.13	\$56,235.00	\$ 57,640.88	\$ 59,046.75
Transit Operations Assistant		Bi-Weekly	\$ 1,779.41	\$ 1,868.38	\$ 1,961.80	\$ 2,059.89	\$ 2,162.88	\$ 2,216.96	\$ 2,271.03
		Hourly	\$ 22.24	\$ 23.35	\$ 24.52	\$ 25.75	\$ 27.04	\$ 27.71	\$ 28.39
Collection System Operator II	G172	Annual	\$ 46,496.01	\$48,820.79	\$ 51,261.85	\$ 53,824.93	\$56,516.19	\$ 57,929.09	\$ 59,342.00
Equipment Operator		Bi-Weekly	\$ 1,788.31	\$ 1,877.72	\$ 1,971.61	\$ 2,070.19	\$ 2,173.70	\$ 2,228.04	\$ 2,282.38
Mechanic		Hourly	\$ 22.35	\$ 23.47	\$ 24.65	\$ 25.88	\$ 27.17	\$ 27.85	\$ 28.53
Traffic Control Technician									
Water/Wastewater Plant Operator I	G179	Annual	\$ 48,147.94	\$50,555.34	\$ 53,083.10	\$ 55,737.26	\$58,524.13	\$ 59,987.23	\$ 61,450.34
		Bi-Weekly	\$ 1,851.84	\$ 1,944.44	\$ 2,041.66	\$ 2,143.74	\$ 2,250.93	\$ 2,307.20	\$ 2,363.47
		Hourly	\$ 23.15	\$ 24.31	\$ 25.52	\$ 26.80	\$ 28.14	\$ 28.84	\$ 29.54
Administrative Specialist	G185	Annual	\$ 49,609.84	\$52,090.36	\$ 54,694.86	\$ 57,429.61	\$60,301.09	\$ 61,808.61	\$ 63,316.14
		Bi-Weekly	\$ 1,908.07	\$ 2,003.48	\$ 2,103.65	\$ 2,208.83	\$ 2,319.27	\$ 2,377.25	\$ 2,435.24
		Hourly	\$ 23.85	\$ 25.04	\$ 26.30	\$ 27.61	\$ 28.99	\$ 29.72	\$ 30.44
Community Development Specialist II	G189	Annual	\$ 50,610.94	\$53,141.49	\$ 55,798.58	\$ 58,588.49	\$61,517.92	\$ 63,055.88	\$ 64,593.88
Maintenance Crew Leader (Parks/Facilities)		Bi-Weekly	\$ 1,946.57	\$ 2,043.90	\$ 2,146.10	\$ 2,253.40	\$ 2,366.07	\$ 2,425.23	\$ 2,484.38
Planner II		Hourly	\$ 24.33	\$ 25.55	\$ 26.83	\$ 28.17	\$ 29.58	\$ 30.32	\$ 31.05
Recreation Supervisor									
Water/Wastewater Operator II									
Maintenance Crew Leader (Natural Resources)	G190	Annual	\$ 50,864.01	\$53,407.21	\$ 56,077.55	\$ 58,881.44	\$61,825.51	\$ 63,371.15	\$ 64,916.79
		Bi-Weekly	\$ 1,956.31	\$ 2,054.12	\$ 2,156.83	\$ 2,264.67	\$ 2,377.90	\$ 2,437.35	\$ 2,496.80
		Hourly	\$ 24.45	\$ 25.68	\$ 26.96	\$ 28.31	\$ 29.72	\$ 30.47	\$ 31.21
Lead Collection System Operator	G191	Annual	\$ 51,118.32	\$53,674.21	\$ 56,357.92	\$ 59,175.81	\$62,134.62	\$ 63,688.00	\$ 65,241.35
Lead Mechanic		Bi-Weekly	\$ 1,966.09	\$ 2,064.39	\$ 2,167.61	\$ 2,275.99	\$ 2,389.79	\$ 2,449.54	\$ 2,509.28
Lead Water/Wastewater Mechanic		Hourly	\$ 24.58	\$ 25.80	\$ 27.10	\$ 28.45	\$ 29.87	\$ 30.62	\$ 31.37
Maintenance Crew Leader (Streets/Utilities)									
Maintenance Crew Leader (grandfathered-Natural Resources Class A license)									
Building Inspector I	G199	Annual	\$ 53,201.09	\$55,861.15	\$ 58,654.21	\$ 61,586.92	\$64,666.25	\$ 66,282.92	\$ 67,899.56
Engineering Technician I		Bi-Weekly	\$ 2,046.20	\$ 2,148.51	\$ 2,255.93	\$ 2,368.73	\$ 2,487.16	\$ 2,549.34	\$ 2,611.52
Environmental Compliance Officer		Hourly	\$ 25.58	\$ 26.86	\$ 28.20	\$ 29.61	\$ 31.09	\$ 31.87	\$ 32.64
Senior Construction Specialist (Community Services Division)									
Senior Construction Specialist (Streets/Utilities Division)									

Classification	Salary Grade		1	2	3	4	5	5A	6
Code Compliance/Permit Technician	G209	Annual	\$ 55,861.14	\$ 58,654.19	\$ 61,586.90	\$ 64,666.24	\$ 67,899.56	\$ 69,597.07	\$ 71,294.54
		Bi-Weekly	\$ 2,148.51	\$ 2,255.93	\$ 2,368.73	\$ 2,487.16	\$ 2,611.52	\$ 2,676.81	\$ 2,742.10
		Hourly	\$ 26.86	\$ 28.20	\$ 29.61	\$ 31.09	\$ 32.64	\$ 33.46	\$ 34.28
Building Inspector II Engineering Technician II GIS Coordinator Natural Resources Specialist	G223	Annual	\$ 59,585.22	\$ 62,564.46	\$ 65,692.70	\$ 68,977.32	\$ 72,426.18	\$ 74,236.86	\$ 76,047.49
		Bi-Weekly	\$ 2,291.74	\$ 2,406.33	\$ 2,526.64	\$ 2,652.97	\$ 2,785.62	\$ 2,855.26	\$ 2,924.90
		Hourly	\$ 28.65	\$ 30.08	\$ 31.58	\$ 33.16	\$ 34.82	\$ 35.69	\$ 36.56
Parks/Facilities/Natural Resources Supervisor Plant Operations Supervisor Streets/Fleet Supervisor Utilities Supervisor	G233	Annual	\$ 62,564.47	\$ 65,692.70	\$ 68,977.33	\$ 72,426.18	\$ 76,047.51	\$ 77,948.71	\$ 79,849.89
		Bi-Weekly	\$ 2,406.33	\$ 2,526.64	\$ 2,652.97	\$ 2,785.62	\$ 2,924.90	\$ 2,998.03	\$ 3,071.15
		Hourly	\$ 30.08	\$ 31.58	\$ 33.16	\$ 34.82	\$ 36.56	\$ 37.48	\$ 38.39

*CalPERS Program:*  
*MISCELLANEOUS EMPLOYEES: 2.7% @ 55, for "Classic Members", currently employee pay 9% (8% member rate and 1% of employer rate); 2% @ 55, for "Classic Members", currently employees pay 8% (7% member rate and 1% of employer rate); 2% @ 62, for "New Members", currently employees pay 6.75% (6.75% member rate [subject to CalPERS actuary change annually]).*  
*Effective the pay period that includes July 1, 2018, 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: September 7, 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. 223-17 passed and adopted at a regular meeting of the City Council of the City of Arcata, Humboldt County, California, on the 7th day of September, 2022, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
CITY CLERK, CITY OF ARCATA

## TRANSIT BUS DRIVER

### DEFINITION

Under the general supervision of higher level staff, drives a bus or other passenger vehicle through set routes while following an established timetable; assists in the administrative and support functions for the day-to-day operations of a public transportation system; may assist in the training, scheduling and related recordkeeping of bus drivers; and performs other related duties as assigned.

### CLASS CHARACTERISTICS

This class is distinguished by the primary duty of driving a bus or other passenger vehicle through set routes while adhering to a set schedule. This class is distinguished from the Hourly Bus Driver in that the Transit Bus Driver may also be assigned to assist in the administration and support functions of the Transit Division. Duties are performed under the supervision and direction of higher level staff, but performance of duties requires the use of independence, initiative, and discretion within established guidelines.

### EXAMPLES OF ESSENTIAL DUTIES – duties may include, but are not limited to the following:

- Inspects vehicle and performs safety check at the beginning of each driving shift, including completing and maintain required information on appropriate inspection reports.
- Drives City public transit bus in a safe, courteous and reliable manner along a designated route within a defined time schedule; drives other City owned passenger vehicles as assigned.
- Collects fares, sells tickets, issues transfers and dispenses accurate schedule information.
- Assists passengers in boarding and offloading the bus.
- Operates wheelchair lift, loads and secures wheelchairs and other assistive devices on bus; ensures proper securement of the wheelchair.
- Advises passengers of rules and regulations when necessary.
- Notifies dispatch of deviations, collisions, passenger incidents and bus mechanical or electrical trouble; follows dispatch direction in resolving incidents, issues and trouble on the vehicle.
- Assists in performing a variety of administrative and support functions in support of the daily operations of a public transportation system, including heavy interaction with the public in person and on the telephone, cashiering duties, recordkeeping, and other computer related duties.
- May assist in the training, scheduling and related recordkeeping of bus drivers as assigned.
- Performs other related duties as assigned.

### REQUIREMENTS

Knowledge of: Applicable Federal, State and local laws and regulations, with an emphasis on requirements of the Federal Department of Transportation (DOT), State Transportation Department (Caltrans), Department of Motor Vehicles (DMV) California Highway Patrol (CHP), California Air Resources Board (CARB), and the Americans with Disabilities Act (ADA), as they apply to public transit; related policies and procedures of public transportation operations, including collecting fares and issuing tickets; basic City layout and its transportation routes;

operation of and safety requirements for public transportation vehicles; standard office practices and procedures, including cashiering, recordkeeping, filing and computers; basic business arithmetic; techniques for dealing effectively with those contacted in the course of work, in person, on the telephone, and via two-way radio.

Ability to: Safely operate public transportation vehicles; read, interpret, apply and explain rules, policies, codes and procedures; accurately and quickly learn local street and road systems; read, interpret, and follow established routes and timetables; operate a two-way radio; handle and accurately record payment and ticket transactions; operate standard office equipment, including a computer and electronic cash register; train and schedule bus drivers to adequately cover established routes; perform basic arithmetic quickly and accurately; effectively communicate and work with a high level of public contact and diverse customer base; establish and maintain effective working relationships with those contacted in the course of work.

### **OTHER REQUIREMENTS**

- Possess a valid California Class C Driver's license and a good driving record (*no more than 2 moving violations within the past 3 years*). Possession of a California Commercial Driver's license is preferred.
- *NOTE: The following components will be provided by the City and will be performed on work time:*
  - Obtain a California Class B Commercial Driver's license within six (6) months of employment; including obtaining a DOT medical certification and participating in a Federally mandated drug and alcohol testing program, including both pre-employment and random testing as a condition of employment. [It should be noted that while medical and adult use marijuana are legal in the state of California, both uses are considered a prohibited and illegal substance under DOT federal regulations.]
  - Obtain a Verification of Transit Training (VTT) certification within six (6) months of employment.
  - May be required to obtain Bus Operator Training Instructor Certification from the Department of Transportation Safety Institute.
- Other certificates or licenses specific to functional area of assignment may be required.
- A commitment to understand and support diversity and inclusion in the workplace.
- When on standby, must be ready to report to work, fit for duty, within thirty (30) minutes of notification.
- Must be willing and available to work extended and/or varying hours as necessary, including nights, weekends, on-call, overtime, and responding to emergency calls as needed.

### **PHYSICAL REQUIREMENTS**

Work is generally performed in an office environment. Must be able to perform the physical aspects of the job, including operating a motor/passenger vehicle, sitting for a sustained period of time; operate standard office equipment, including a computer; hearing and speech to communicate in person, over the telephone and via two-way radio; lift, push, pull, and carry up to 50 pounds; work outside in inclement weather and among pollen/dust, interacting with a diverse range of people.

**EXPERIENCE AND TRAINING**

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from high school and at least two (2) years driving experience with a Class A or Class B vehicle.

08/22





# STAFF REPORT – CITY COUNCIL MEETING

September 07, 2022

**TO:** Honorable Mayor and City Council Members

**FROM:** Netra Khatri, City Engineer

**PREPARER:** Netra Khatri, City Engineer

**DATE:** May 25, 2022

**TITLE:** **Award a Contract in the Amount of \$714,975.16 to GHD, Inc., to Provide Preliminary Engineering and Environmental Services Necessary for the Sunset Avenue and L. K. Wood Boulevard Improvements Project; and Authorize the City Manager to Execute all Applicable Documents.**

## RECOMMENDATION:

It is recommended that the Council:

- 1) Award a Contract in the Amount of \$714,975.16 to GHD, Inc., to provide preliminary engineering and environmental services necessary for the Sunset Avenue and L. K. Wood Boulevard Improvements Project; and
- 2) Authorize the City Manager to execute all applicable documents.

## INTRODUCTION:

The scope of work includes completion of the Project Approval & Environmental Documentation (PA&ED) phase for the intersections of Sunset Avenue and L. K. Wood Boulevard ,and Sunset Avenue and G & H Streets.

The PA&ED phase of the Project includes preliminary engineering (30-50% design) and technical studies necessary to complete the environmental analysis. PA&ED will result in completion of environmental documents necessary for compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA).

## BACKGROUND:

The City of Arcata is bisected by US 101, which separates portions of Arcata and Cal Poly Humboldt from the majority of the City. The existing intersection controls, roadway geometry, and high volumes of local and regional traffic on Sunset Avenue and L K Wood Boulevard result in poor traffic operations at and near the interchange.

Improvements to the Sunset Avenue-US 101 interchange has been a priority project for many years and the City has completed few improvements to the interchange intersections over the years. In 2017, the City completed Central Arcata Areawide Traffic Study, that included these intersections. The traffic study identified a roundabout as a potential solution for the Sunset Avenue/LK Wood

Boulevard Intersection, as it has the additional benefits of improving safety for all users (motorized and non-motorized), accommodating complete streets concepts, and creating an entry to Arcata and Cal Poly Humboldt.

The overarching goal of the project is to transform the interchange intersections into one that supports all modes of travel, including pedestrians and cyclists, all while minimizing impacts to the adjacent properties, existing structures, and sensitive environmental areas.

**DISCUSSION:**

In March 2022, the City solicited a Request for Proposals (RFP) from qualified consulting firms to provide preliminary engineering, public engagement and technical evaluations necessary to complete the environmental analysis for the project.

The City received only one proposal in response to the RFP: from GHD, Inc. The proposal was reviewed by City staff and was deemed to be technically sound and meet the funding source and City requirements for completion of the work. A detailed Scope of Services for the proposed task is attached as Exhibit 1.

**ENVIRONMENTAL REVIEW (CEQA):**

The initial phase will result in completion of environmental documents necessary for compliance with the California Environmental Quality Act (CEQA).

**BUDGET/FISCAL IMPACT:**

The contract cost proposal amount is within the budget allocation for the 2022-2023 Fiscal Year. This project is budgeted as follows:

Sunset and L. K. Wood Improvements (CIP # 45-10): \$725,000; 101-50-45-51770 & 210-50-45-51770.

**ATTACHMENTS:**

- A. Sunset Interchange PA&ED Scope of Services 8.30.22 (PDF)

**Scope of Services  
for  
Environmental and Engineering Services**

**Sunset Avenue and LK Wood Boulevard Improvements Project  
City of Arcata**

**August 30, 2022**

## PROJECT UNDERSTANDING

The following Scope of Services outlines Tasks necessary to complete the Project Approval and Environmental Documents (PA&ED) phase of the Sunset Avenue and LK Wood Boulevard Improvements Project. Our Scope of Services has been developed based upon the Request for Proposal (RFP), visits to the project site, our expertise in roundabout design, and our experience on similar interchange projects.

The project includes improvements to the US101 interchange at Sunset Avenue in Arcata, CA. Proposed project components include the following:

- A five-leg roundabout at the intersection of Sunset Avenue, with LK Wood Boulevard, and the northbound US 101 ramps.
- A four-leg roundabout at the intersection of Sunset Avenue, with H Street, and the southbound US 101 ramps, and
- Improved bicycle and pedestrian facilities on the highway bridge overcrossing.

The project is located within Caltrans, the City of Arcata, and Cal Poly Humboldt right of ways. It is assumed that Caltrans approval will come in the form of a Design Engineering Evaluation Report (DEER) during the Plans, Specifications and Estimates (PS&E) phase of the project.

GHD understands that the City of Arcata (City) will implement the project in four distinct phases of work:

Phase 1: Project Approval and Environmental Documents (PA&ED) – Survey and mapping, engineering studies, preliminary design, environmental studies, public outreach materials, environmental studies, and California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation.

Phase 2: Plans, Specifications and Estimates (PS&E) – Final design studies, geotechnical investigation, construction documentation, constructability reviews, and DEER.

Phase 3: Right of Way Engineering (ROW) – Support of right of way, including the preparation of access agreements and encroachment permit applications, environmental permit applications, and assistance with the preparation of the Right of Way Certification.

Phase 4: Construction Management (CON) – Bidding and construction period services, including construction management, inspections, and closeout support.

The following scope of services describes the tasks associated with Phase 1 - PA&ED only. Our understanding is that the scope and fee for the subsequent PS&E, ROW and CON phases of the project would be negotiated at a future time.

## SCOPE OF SERVICES

Based on our understanding of the project as described above, GHD has developed the following scope of services for the project.

### Task 1 - Project Management, Meetings, and Coordination

#### Task 1.1 Project Management

GHD will serve as overall Project Manager during the entire duration of the PA&ED Phase. The general project management responsibilities include:

- Develop Project Team and direct the team's activities.
- Prepare and keep master Project Schedule, updating as necessary.
- Coordinate project status meetings.
- Prepare progress reports for inclusion in City's reporting to Caltrans.
- Manage subconsultants.
- Effectively manage budget.
- Implement Quality Assurance and Quality Control Measures.

#### Task 1.2 Project Development Team (PDT) Meetings

GHD will provide meeting coordination and oversight. At the outset of this project, an initiation meeting will be scheduled to establish the project team; review the scope of work and the project schedule; and establish lines of communications. GHD has budgeted for up to 12 meetings (in person or video conference). GHD will prepare agendas and meeting minutes highlighting decisions made and action items.

#### Task 1.3 Agency Coordination

GHD will coordinate with the City, University, and Caltrans toward delivery of the PA&ED. The coordination will include emails, phone calls, and regular teleconferences.

In addition, GHD will assist the City with the facilitation of the required cooperative agreement with Caltrans for the PA&ED phase. The scope assumes that Caltrans will provide Independent Quality Assurance (IQA), Risk Register, Traffic Management Plan (TMP) (if required during PA&ED phase), pavement structural section recommendations and adequate staffing for IQA, reviews and approvals.

GHD will prepare the formal request for Caltrans to prepare the pavement structural section recommendations and TMP (if required).

#### Task 1.4 Public Workshop/Meeting

GHD will provide exhibits and participate in one (1) public workshop meeting with the general public, specific stakeholders, and/or property owners adjacent to the project area identified by the City. This meeting can occur at any point during the PA&ED phase of work.

We assume that the City will be responsible for identifying and notifying specific stakeholders or the general public about the meetings, and leading the meeting.

#### Task 1 Products/Deliverables

- Meeting agendas, minutes, and documentation.
- Caltrans information requests.
- Public meeting exhibits.

## Task 2 – Survey and Mapping

### Task 2.1 Survey and Base Mapping

GHD will perform the surveys and base mapping to support the design for the project. Surveying and mapping will include establishment of vertical and horizontal control, aerial photography, conventional topographic surveys, and boundary surveying.

Mapping product will be a digital base map with surface, boundary lines, and include a supplemental digital rectified orthophotograph, all tied to the project datums. Project control and mapping will meet the Caltrans Orders of Survey Accuracy at a mapping scale of 1" = 50' and a one-foot contour interval. All work under this phase will be performed under the direction of a California Licensed Land Surveyor.

A survey control base for the project will be determined. The horizontal control survey will be based on the North American Datum of 1983 using the California Coordinate System of 1983 (CCS83). The Vertical Datum will be the North American Vertical Datum of 1988 (NAVD88). A Project Control diagram will be prepared and provided upon completion of the project control phase.

Aerial control will be established using Global Positioning System (GPS) methods. Additional ground verification survey data points will be acquired using Total Station or GPS equipment along hardscape at approximately 400-foot intervals and in vegetated areas as needed to model the ground. Aerial photography and mapping of the project will be obtained from AEROTECH (DBE), subcontractor to GHD. The results being a survey grade mapping product and a scalable digital orthophoto of the project, georeferenced to the project datum.

Aerial mapping data shall be supplemented with ground based topographic surveys at the hardscape conforms and at critical structures. This survey will include the following:

- Supplemental survey of walls, walks, curbs, pavement and ramps.
- Surface evidence of storm drain system (ditches, culverts, catch basins, drop inlets with flow line elevations) and other utilities.

Record data will be compiled to create a land net base map of the project. Boundary control monuments will be located and positioned sufficient to provide a resolution of all rights of way and adjoining parcels. The boundary survey will be referenced to recorded boundary maps and documents and mapped on the project's horizontal datum. Boundary corner monuments will not be set, but a record of survey will be filed to memorialize the found monuments as required by state law.

In addition to the above surveying Tasks, GHD will request utility mapping, as built plans, Geographic Information Systems (GIS) data, and right of way monumentation and up to six (6) preliminary title reports.

Terrestrial surveys will be combined with the aerial mapping and data collection to form a complete mapping product. Computer files will be prepared to include field control points, topographic surveys, utility data, property surveys, and preparation of the Digital Terrain Model (DTM) used for three-dimensional calculations, (i.e., earthwork, cross sections, and profiles).

### Task 2.1 Products/Deliverables

AutoCAD Civil 3D file of the survey control base, aerial imagery, topographic mapping, supplemental field surveys, boundary survey, and surface.

## Task 3 – Engineering Studies & Preliminary Design

### Task 3.1. Traffic Forecasts

For this Task GHD will utilize available traffic data provided by the City and prepare a baseline and design year operations analysis for the intersection alternatives. GHD anticipates utilizing the 2017 traffic volumes collected for the Central Arcata Areawide Traffic Study as a starting point and adjusting using an agreed growth rate (e.g. Arcata General Plan Growth Rate) to reflect baseline conditions (e.g. 2025) and the 20-year design year (e.g. 2045).

### Task 3.1 Products/Deliverables

- Draft and Final Traffic Forecast Memorandum.

### Task 3.2 Traffic Operations Analysis Report (TOAR) and Intersection Control Evaluation (ICE)

GHD will develop the Traffic Operations Analysis Report (TOAR) for the US 101/Sunset Avenue interchange.

An ICE Step 2 will be prepared and included in the body and appendices of the TOAR. The TOAR and ICE will consider one (1) build alternative and will include supporting capacity calculations, modeling and appendices. A draft TOAR will be prepared and submitted to the City and Caltrans for review and comment. Upon receipt of the comments, a final TOAR/ ICE will be submitted.

Note: Caltrans is currently updating their ICE policy and the scope assumes the updated policy will not be more time-intensive than the current policy.

### Task 3.2 Products/Deliverables

- Draft and Final Traffic Operations and Analysis Report and Intersection Control Evaluation for one (1) build alternative.

### Task 3.3 Geometric Review Drawings (GRD)

GHD will evaluate and prepare the following exhibits for the roundabout geometrics in order to document design in accordance to the National Cooperative Highway Research Program Report 672: Roundabouts: An Information Guide (NCHRP Report 672) and the Caltrans Highway Design Manual (May 2022 updates):

- Fast Path Analysis.
- Intersection Site Distance.
- Vehicle and Pedestrian Stopping Site Distance.
- View Angles.
- Bus/Truck Turns.

In addition, GHD will prepare a Design Basis Memorandum for the roundabouts to document which design standards were used and summarize the findings shown on the Design Check Exhibits.

Following City and Caltrans concurrence of the roundabout geometrics, GHD will prepare preliminary engineering designs (~30% Design) for one (1) build alternative. All designs will be prepared with the intention of forming the foundation for the future design, right of way and construction phases.

The 30% Design is anticipated to include (note that this list is only a portion of the plans that will be required for future phases of work):

- Title Sheet.
- Typical Cross Sections.
- Layouts.
- Profiles and Superelevations.
- Drainage Plans.
- Pavement Delineation Plans.

The 30% plans will be submitted to the City and Caltrans for review. The scope assumes up to two (2) draft submittals before approval by Caltrans. The plans prepared under this Task will be used to support other Tasks, environmental studies, and cost estimates.

Task 3.3 Products/Deliverables

- Design Check Figures and Design Basis Memo.
- 30% Plans.

Task 3.4 Preliminary Drainage Study

GHD will prepare a preliminary drainage study that will include pre- and post- project watershed mapping, runoff calculations, and potential locations of inlets, piping, and other drainage facilities.

The preliminary study will be submitted to the City and Caltrans for review and comment. Upon receipt of comments, a final preliminary report will be prepared and submitted. The results of the drainage report will be used to support environmental studies, preliminary designs and cost estimates.

Task 3.4 Products/Deliverables

- Draft and Final Preliminary Drainage Study.

Task 3.5 Identify Non-Standard Design Features

GHD will prepare a Design Information Bulletin (DIB) 78 checklist for review and approval by Caltrans. This scope assumes there will be both underlined and bold- faced design exceptions, all of which are supported by Caltrans. The scope also assumes that the acceleration and deceleration areas of the merging and diverging ramps will not be modified by the project (e.g. ramp extension is beyond the scope of the project). It is assumed that any required design standard decision documents (DSDD's) would be prepared in the PS&E phase of the project.

Task 3.5 Products/Deliverables

- DIB 78 Checklist.

Task 3.6: Preliminary Utility Coordination

GHD will prepare Utility "A" letters to request mapping from utility companies. Mapping received from utility companies will be drafted into the design plan base maps.

GHD will identify potential utility impacts associated with one (1) build alternative. Utility potholing is not included in the scope of work.

Task 3.6 Products/Deliverables

- Utility 'A' letters.
- Identification of preliminary utility conflicts.

Task 3.7: Cost Estimate

GHD will prepare a construction cost estimate for one (1) alternative. The scope assumes the draft estimates will be interactively developed through up to two (2) reviews by City and Caltrans staff.

Task 3.7 Products/Deliverables

- Construction cost estimate.

**Task 4 - Environmental Mapping and Studies**Task 4.1: Preliminary Environmental Study (PES)

GHD will prepare and submit the Preliminary Environmental Study (PES) form for the City to review in accordance with the Local Assistance Procedures Manual (Exhibit 6-A) for federally-funded projects. GHD will respond to City comments on the PES and prepare the final PES for submittal to the City and Caltrans.

The PES form will include the following sections:

- Initial Project Description: The initial project description will be based on the approved Project Study Report (PSR).

- Preliminary Design Information: Preliminary design information will be used as a starting point for the PES and Area of Potential Effect (APE) map.
- PES Form: Each of the 36 questions included in this section cover the range of resource topics covered by NEPA. For “No” responses, how the mandate of federal law has been met will be explained in the separate “Notes to Support the Conclusions of the PES Form”. For “Yes” responses, a technical study or technical memorandum may be required.
- For purposes of this scope, it is assumed that no additional technical studies will be required beyond those scope items identified in this scope of services.
- Draft APE Map: The draft APE map prepared by GHD will be submitted with the PES form to Caltrans for review/concurrence. The APE map will identify the horizontal and vertical limits of project disturbance, including staging areas, and consideration of potential impacts. The APE will be the basis for the Historic Property Survey Report (HPSR) and Archaeological Survey Report (ASR).

#### Task 4.1 Products/Deliverables

- Draft and Final PES form and attachments.

#### Task 4.2: Wetland Delineation

GHD will delineate wetlands using a three-parameter approach (USACE Wetlands Delineation Manual [USACE 1987], and Regional Supplement to the USACE Wetland Delineation Manual: Western Mountains, Valleys and Coast Region [USACE 2010]). As the project is not located within the coastal zone boundary, 1-parameter coastal wetlands will not need to be delineated or considered.

Utilizing GPS capability on a high accuracy Trimble handheld Global Navigation Satellite System device, the GHD wetlands team will investigate the project area to map wetland boundaries that meet the definition of USACE.

Vegetation and soil data will be collected at transects across the presumed wetland boundaries with two plots (upland/wetland) per transect (intermediate plots may be placed without collection of data as appropriate).

Soil pits will be dug to approximately 18 inches. Data on soil color, texture and redoximorphic features will be collected. Data on hydrologic conditions will be collected if observed.

Vegetation data collection will consist of listing the five dominant species at each plot. The species will then be classified as to whether or not they are wetlands indicators, using the most current standard reference for plant wetlands indicators: National Wetland Plant List: Western Mountains, Valleys, and Coast 2012 Final Regional Wetland Plant List (Lichvar 2012). The list classifies plants based on the probability that they would be found in wetlands, ranging from Obligate (almost always in wetlands), Facultative/wet (67% to 99% in wetlands), Facultative (34% to 66% in wetlands), Facultative/up (1% to 33% in wetlands) to Non-indicator (less than 1% in wetlands). Plants not listed are included in the uplands category. If 50% or greater of the dominant plant species at each plot are classified as either Obligate (OBL), Facultative/wet (FACW), or Facultative (FAC), the vegetative mix is determined to be hydrophytic (wetland plants).

A determination of the wetland boundary will be made based on soil, hydrology (if present), and vegetative parameters. Once wetland and upland characteristics are determined for each transect data points will be collected on the wetland boundary. A draft and final wetlands delineation report will be submitted to the City.

#### Task 4.2 Products/Deliverables

- Draft and Final Wetland Mapping and Report.

#### Task 4.3: Botanical and Sensitive Natural Communities Surveys

Our understanding is that the City of Arcata completed the botanical and sensitive natural communities survey field work in May and June of 2022. GHD will utilize the survey information provided by the City and prepare a written report and vegetation map showing the locations of any



special status plants or sensitive natural communities within the project footprint. This task does not include any field surveys by GHD.

#### Task 4.3 Products/Deliverables

- Draft and Final Botanical Surveys and Report.

#### Task 4.4: Natural Environment Study (NES)

The most recent version of the California Natural Diversity Database (CNDDDB) will be reviewed to determine the location of documented federally-listed and other special-status plant and wildlife species relative to the project site. Additionally, a species list will be obtained from the US Fish and Wildlife Service (USFWS) information for Planning and Consultation (IPaC) and the National Marine Fisheries Service (NMFS). Readily available aerial photography of the project area, soils maps, and hydrology data will also be reviewed.

A biologist will visit the project site to identify and characterize the habitat types present on and bordering the project site. Results of the wetland delineation and Botanical and Sensitive Natural Community Survey will be incorporated into the NES. The potential occurrence of special-status plant and wildlife species will be evaluated based on an analysis of onsite habitats, known home ranges and/or distribution of target species, and other biological characteristics. The habitat types present on and bordering the project site will be noted and any wildlife species observed will be recorded. Field work related to any potential jurisdictional wetlands that is completed in other task would be incorporated by reference into the NES with summary level discussion.

Following the site visit, communication with the project team (City, Caltrans, and GHD) will be conducted to discuss findings prior to document preparation and determine whether a NES or NES-MI is the appropriate level of documentation. An NES MI is ordinarily used for projects with minimal required mitigation and “no effect” or “may affect, not likely to adversely affect” determinations for ESA-listed species. The database review above and the field visit will be used to verify the finding.

Based on the outcome of the above an NES-MI or NES will be prepared. The document will be prepared using the current Caltrans template. The report will include supporting GIS-based figures and representative photographs of the site.

Up to two (2) rounds of comments from the City and Caltrans will be responded to in order to develop a final NES. All appropriate revisions will be made, and a final version of the document will be submitted to the City for their submittal to Caltrans.

#### Task 4.4 Products/Deliverables

- Two Review Draft NES and one Final NES

#### Task 4.5: Visual Resources Technical Memorandum

GHD will prepare a Visual Resources Technical Memorandum. The memorandum will focus on potential impacts of any above-ground improvements associated with the project to the aesthetic environment, including a review of consistency with applicable City policies from the General Plan 2030.

The technical memorandum will not include a visual simulation of the proposed project. The assessment will also inform the CEQA IS/Proposed MND Appendix G Checklist Section 1, Aesthetics.

The preparation of a Visual Impact Assessment (VIA) or visual simulations is not included in this scope of services.

#### Task 4.5 Products/Deliverables

- Draft and Final Visual Resources Technical Memorandum

#### Task 4.6: Initial Site Assessment (ISA)

An Initial Site Assessment (ISA) will be performed to assess whether it is likely that any hazardous materials or impacted soil or groundwater will be encountered during the construction of the proposed project. The ISA will be consistent with Chapter 10 of Caltrans SER and follow the most recent American Society of Testing Materials E1527 13 standards with one exception. Full compliance with these

standards would be cost prohibitive since meeting the United States Environmental Protection Agency's (USEPA) "all appropriate inquiry" (AAI) rule requires interviewing each property owner, past and present, in addition to tenants and business managers of properties within and adjacent to the proposed study area. These interviews are typically necessary as part of due diligence for property transactions. Since the focus of this ISA is for suitability for project implementation, and not due diligence associated with liability of property acquisition, adherence to the "all appropriate inquiry" rule and associated interviews is not part of the proposed scope of services.

GHD will query the Humboldt County Environmental Health Division, the North Coast Regional Water Quality Control Board (NCRWQCB), and the California Department of Toxic Substances Control (DTSC) for knowledge of previous activities that may have resulted in potential contamination of parcels or rights-of-way located within the study area.

GHD will examine available historical topographic maps and aerial photographs of the parcels and adjacent areas, and obtain an Environmental Data Resources, Inc. (EDR) report, which provides access to over 1,200 federal, state, local, tribal, and proprietary environmental databases. The EDR report complies with the standard environmental record sources search, with a minimum search distance of 200 feet beyond the study area. GHD will then produce a preliminary hazardous materials constraints map template. The map template, data from the County records, and EDR data will be used by the field team to conduct reconnaissance throughout the study area.

A draft ISA report will be submitted for City review. Impacts to construction within the proposed study area will be described and general locations with documented and potential soil and/or groundwater contamination that may impact the project will be discussed. Based on the data available, each of the potentially contaminated sites that could impact the project will be assigned a Hazard Rank. The ISA will inform the CEQA and NEPA documents.

#### Task 4.6 Products/Deliverables

- Draft and Final Initial Site Assessment Report

#### Task 4.7: Historic Property Survey Report/ Archaeological Resources Survey (HPSR/ASR)

Roscoe and Associates will prepare the Archaeological Survey Report (ASR) and the Historic Property Survey Report (HPSR) for the project. The objective of the cultural resources investigation is to identify known or unknown cultural resources located within the project's APE. This will be accomplished by conducting background historic research, correspondence with knowledgeable individuals and tribes, an intensive pedestrian field survey, and preparation of an HPSR and ASR per professional reporting standards.

This project is subject to regulatory compliance with the CEQA and funding from the Federal Highways Administration also qualifies the project as a federal undertaking subject to compliance with Section 106 of the National Historic Preservation Act (NHPA).

The cultural resources survey is designed to satisfy these environmental requirements by identifying and recording cultural resources within the project APE and offering a preliminary significance evaluation of the identified cultural resources. If needed, recommendations will be designed to protect resources integrity.

Pre-field research will include conducting background and archival research at local libraries, historical societies, and any other repositories that might contain information about the project area. A formal records check of the APE with a 1/2 mile radius will be conducted by Roscoe and Associates at the Northwest Information Center (NWIC), the regional office of the California Historical Resources Information System located in Rohnert Park, CA. All relevant documents will be reviewed and information pertinent to the project area will be included in the report. Roscoe and Associates will conduct consultations with the Native American Heritage Commission and local Native American tribes throughout the duration of the investigation.

The field survey will consist of an intensive pedestrian reconnaissance (10 meter transects) of the APE. Where thick ground cover is present, a trowel or shovel will be used to scrape down to mineral soils to allow for adequate survey. All previously recorded and newly identified historic period or prehistoric cultural resources will be documented on DPR 523 series archaeological site records to a standard consistent with the Department of the Interior guidelines for recording historic resources.

This is a Phase I – cultural resources investigation; no collecting and no ground disturbance exceeding 10 centimeters below ground surface will be conducted.

An ASR detailing the regional prehistory, ethnographic/ historic background, Native American consultation, study methods, findings and recommendations will be prepared. Maps will be provided showing the cultural resources survey area, any archaeological site locations, and historic imagery. The final report will be supplied to the County and the NWIC.

Task 4.7 Products/Deliverables

- Draft and Final HPSR and ASR.

**Task 5 - CEQA and NEPA Environmental Documentation**

GHD will provide environmental services related to California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance. The team will work closely with City on the CEQA document, anticipated to be Categorical Exemption (CE).

The team will also work with the City and Caltrans to support preparation of an anticipated NEPA Categorical Exclusion (CE). GHD assumes the federal lead agency, Caltrans, will prepare the NEPA CE document and supporting attachments.

Task 5.1: Project Description and Graphics

GHD will prepare a project description per CEQA Guidelines to describe all project elements and activities. The Project description will be provided to the City for review and approval to use with the CEQA and NEPA documents. GHD will also complete GIS generated graphics to accompany the project description.

Task 5.1 Products/Deliverables

- Draft and Final Project Description.

Task 5.2: CEQA Categorical Exemption

It is understood that since the project is a modification of existing facilities that the project will likely be categorically exempt from CEQA (Section 15301- Existing Facility 15302- Replacement or Reconstruction, Section 15304 - Minor Alterations to Land) GHD will complete a Notice of Exemption (NOE) for CEQA. The City will file the NOE with the Office of Planning and Research and/or Humboldt County Recorder.

GHD would need to negotiate alternate scope and fee if the City, as the lead agency, determines that a CEQA document different than a CE is required.

Task 5.2 Products/Deliverables

- Draft and Final CEQA CE.

Task 5.3: NEPA Categorical Exclusion

It is assumed that this project will qualify for a Categorical Exclusion (CE), under NEPA pursuant to 23 CFR 771.117 and that GHD will provide support to the City and Caltrans for preparation of the Categorical Exemption/Categorical Exclusion Determination Form (from Caltrans’ SER Manual). GHD assumes Caltrans will prepare the NEPA CE document and supporting attachments.

Task 5.3 Products/Deliverables

Provide technical support to the City and Caltrans.

**GENERAL EXCLUSIONS AND ASSUMPTIONS**

This scope of services is based on the tasks described above which are anticipated for the project. The City may need additional services during the process of the project due to increased regulatory issues, unusual public interest, and additional issues identified during the project. This proposal is based on the following assumptions:

- The scope does not include anything not specifically described above.
- Although the project does not currently include federal funding, it will be treated as federal aid project to allow for the use of federal funds in the future.
- Caltrans will be the NEPA lead agency for the project.
- Caltrans will provide Independent Quality Assurance (IQA), Traffic Management Plan (TMP) (if required during PA&ED phase), Risk Register, pavement structural section recommendations (including pavement life-cycle analysis if required), and adequate staffing for IQA, reviews and approvals.
- A storm water data report, right of way data sheets, utility data sheets, and complete streets decision documentation will not be required during the PA&ED phase.
- The scope does not include the development of landscaping/landscape architecture concepts/designs, or street light designs/plans.
- The scope assumes the ramp work extends no more than 400 feet from the centerline of Sunset Avenue.
- The scope does not include structural engineering or the preparation of a Structure Advance Planning Study and related studies.
- The scope assumes that Caltrans approval will come in the form of a Design Engineering Evaluation Report (DEER) during the PS&E phase, and that formal Caltrans approval during the PA&ED phase is not required. The scope does not include updating or prepare a Project Study Report or a Project Report.



# STAFF REPORT – CITY COUNCIL MEETING

September 07, 2022

**TO:** Honorable Mayor and City Council Members

**FROM:** Emily Sinkhorn, Director of Environmental Services

**PREPARER:** Emily Sinkhorn, Director of Environmental Services

**DATE:** August 22, 2022

**TITLE:** **Approve the Purchase of One 2023 Ford Police Interceptor and One 2023 Ford F-150 Lightning Truck for Parks, and Award Contract to National Auto Fleet Group in the Amount of \$111,854.64, Including Tax; Allocate an Additional \$4,649.17 from 771 Central Garage Fund to Cover Purchase Costs; and Authorize the City Manager to Execute All Applicable Documents.**

## RECOMMENDATION:

It is recommended that the Council:

- 1) Approve the purchase of one 2023 Ford Police Interceptor and one 2023 Ford F-150 Lightning Pickup Truck, in the amount of \$111,854.64, including tax, and award contract to National Auto Fleet Group;
- 2) Allocate additional budget of \$4,649.17 from 771 Central Garage Fund to fund the purchase of the electric F-150 Lightning and;
- 3) Authorize the City Manager to execute all applicable documents.

## INTRODUCTION:

The FY 2022/2023 budget included the purchase of one police Interceptor and one pickup truck for Parks. Staff researched appropriate vehicles while also exploring hybrid and full electric options for fuel economy. Staff recommends the Council consider purchase of one police Ford Interceptor and one Ford F-150 Lightning electric pickup truck for Parks, per the City's green fleet policy. An additional small budget allocation would be necessary to fund the electric F-150 Lightning versus a new gas-powered F-150 truck.

## BACKGROUND/DISCUSSION:

The City used Sourcewell cooperative purchasing contract no. 091521-NAF and secured two quotes from National Auto Fleet Group for a base quote of \$57,705.47 for the 2023 Ford Police Interceptor (included as Attachment A) and a base quote of \$54,149.17 for the 2023 Ford F-150 Lightning pickup truck (included as Attachment B). If approved for purchase in September, the vendor anticipates the trucks being available by the end of the fiscal year. The City also reached out to a local Ford vendor inquiring for quotes but the dealer is unable to provide a quote due to the length of the waitlist for the electric F-150 Lightning.

City Council approved the purchase of two Ford Mavericks during last fiscal year, one for Parks and one for Engineering. The Park's Ford Maverick is too small to respond efficiently to work orders for the Parks staff, such as solid waste clean-up. The new electric F-150 will be for Parks and the existing Parks Maverick will shift to Engineering.

These vehicle purchase costs were budgeted within the Vehicle Maintenance activity (#57). Activity #57 does not currently have sufficient funds to cover the full cost of the F-150 Lightning truck purchase. Staff recommends an additional budget allocation from the 771 Central Garage Fund to cover the additional \$4,649.17 for the purchase of an electric fleet truck.

In this fiscal year budget, the purchase of an F-150 was budgeted for \$49,500. Central Garage identified the 2023 Ford F-150 Lightning as a viable option for City operations and fuel savings. The Lightning has comparable capacity and performance as the gas-powered F-150 and has a battery range of 240 miles. While the electric pickup will require a small additional budget allocation, the purchase of more fuel-efficient and alternative fuel fleet vehicles has been prioritized when feasible in the City's green fleet purchasing policy (Resolution No. 056-46). Conversion to an emission free fleet was highlighted as Council Priority 8e for FY 2022-23. Central Garage anticipates \$1,500 additional set-up costs for the Lightning for which the department has already budgeted.

The Interceptor was budgeted in 2022/23 for \$60,000. Additional set-up costs for the Ford Interceptor (e.g. radio installation, warning beacons, etc.) will be approximately \$15,000, and staff have identified that the Police Department budget can cover these additional vehicle set-up costs.

#### **BUDGET/FISCAL IMPACT:**

The total cost for the Ford Interceptor and F-150 Lightning is \$111,854.64. Budget for these purchases would be available from the Vehicle Capital account 771-50-57-57900 New/Used Vehicles with an additional budget allocation of \$4,649.17 from the 771 Central Garage Fund for the electric F-150, and following budget adjustments to make the funds identified for the necessary set-up costs available in that account.

#### **ATTACHMENTS:**

- A: Interceptor Sourcewell Quote Updated (PDF)
- B: F150 Lightning Sourcewell Quote (PDF)



# National Auto Fleet Group

A Division of Chevrolet of Watsonville  
 490 Auto Center Drive, Watsonville, CA 95076  
 (855) 289-6572 • (831) 480-8497 Fax  
 Fleet@NationalAutoFleetGroup.com

8/22/2022  
 8/25/2022 Re-Configured

Quote ID: **21064 R2**

Order Cut Off Date: **TBA**

Mr Nick Purcell  
 City of Arcata  
 736 F st  
 Arcata, California, 95521

Dear Nick Purcell,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

**One (1) New/Unused (2023 Ford Police Interceptor Utility (K8A) AWD, P41 )** and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Est. Lease Per Unit To Own	Total Savings
Contract Price	\$55,065.00	\$53,176.70	3.429 %	36 Months	\$1,611.25
P41	\$0.00	\$0.00			
Tax (8.5000 %)		\$4,520.02		48 Months	\$1,228.38
Tire fee		\$8.75		60 Months	\$1,005.04
Total		\$57,705.47			

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF to purchase or Sourcewell contract 032615-NCL to lease to own.** Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Office Dpt  
 Account Manager  
 Email: Office@nationalautofleetgroup.com  
 Office: (855) 289-6572  
 Fax: (831) 480-8497



GMC

DynamicPDF

Attachment: A: Interceptor Sourcewell Quote Updated (3981 : New Vehicle Purchase: Interceptor & Electric Truck)

## Purchase Order Instructions & Resources

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: [Fleet@NationalAutoFleetGroup.com](mailto:Fleet@NationalAutoFleetGroup.com)

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076



We will send a courtesy confirmation for your order and a W-9 if needed.

### Additional Resources

Learn how to track your vehicle:

[www.NAFGETA.com](http://www.NAFGETA.com)

Use the upfitter of your choice:

[www.NAFGpartner.com](http://www.NAFGpartner.com)

Vehicle Status:

[ETA@NationalAutoFleetGroup.com](mailto:ETA@NationalAutoFleetGroup.com)

General Inquiries:

[Fleet@NationalAutoFleetGroup.com](mailto:Fleet@NationalAutoFleetGroup.com)

For general questions or assistance please contact our main office at:

**1-855-289-6572**

---

**For information regarding the leasing options, please contact:**

**Chris Canavati**  
**National Cooperative Leasing**  
**[chris@lscfinancial.com](mailto:chris@lscfinancial.com)**  
**320-763-7600**

**NJPA contract number 032615-NCL**







*DynamicPDF*

## Vehicle Configuration Options

ENGINE	
Code	Description
99W	ENGINE: 3.3L V6 DIRECT-INJECTION HYBRID SYSTEM, -inc: (136-MPH top speed) (STD)
TRANSMISSION	
Code	Description
44B	TRANSMISSION: 10-SPEED AUTOMATIC, (STD)
PRIMARY PAINT	
Code	Description
YZ	OXFORD WHITE
PAINT SCHEME	
Code	Description
__	STANDARD PAINT
SEAT TYPE	
Code	Description
96	CHARCOAL BLACK, UNIQUE HD CLOTH FRONT BUCKET SEATS W/VINYL REAR, -inc: reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft, w/manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks
AXLE RATIO	
Code	Description
__	3.73 AXLE RATIO, (STD)
ADDITIONAL EQUIPMENT	
Code	Description
67H	READY FOR THE ROAD PACKAGE, -inc: Whelen Cencom light controller head w/dimmable back light, Whelen Cencom relay center/siren/amp w/traffic advisor control (mounted behind 2nd row seat), light controller/relay Cencom wiring (wiring harness) w/additional input/output pigtailed, high current pigtail, Whelen specific WECAN cable (console to cargo area) connects Cencom to control head and grille linear LED lights (red/blue) harness, Front Headlamp Lighting Solution, LED low beam/high beam headlamp, wig-wag function and (2) red/blue/white LED side warning lights in each headlamp (factory configured: driver's side white/red/passenger side white/blue), Wiring and LED lights included (in headlamps only; grille lights not included), Controller not included, Grille LED Lights, Siren & Speaker Pre-Wiring, 100 Watt Siren/Speaker w/Bracket & Pigtail, Tail Lamp Lighting Solution, LED lights plus (2) rear integrated hemispheric lighthouse white LED side warning lights in taillamps, LED lights only, Wiring and controller not included, Rear Lighting Solution, (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) mounted to inside liftgate glass and (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open), LED lights only, Wiring and controller not included, Hidden Door-Lock Plunger, rear-door controls inoperable (locks, handles and windows), Note: Can manually remove window or door disable plate w/special tool, Note: Locks/windows operable from driver's door switches, Rear Console Plate, Contours through 2nd row; channel for wiring
47A	POLICE ENGINE IDLE FEATURE, -inc: This feature allows you to leave the engine running and prevents your vehicle from unauthorized use when outside of your vehicle, Allows the key to be removed from ignition while vehicle remains idling
19K	H8 AGM BATTERY (850 CCA/92-AMP)
549	HEATED SIDEVIEW MIRRORS
51S	DUAL (DRIVER & PASSENGER) LED SPOT LAMPS (UNITY)
66A	FRONT HEADLAMP LIGHTING SOLUTION, -inc: LED low beam/high beam headlamp, wig-wag function and (2) red/blue/white LED side warning lights in each headlamp (factory configured: driver's side white/red/passenger side white/blue), Wiring and LED lights included (in headlamps only; grille lights not included), Controller not included, Grille LED Lights, Siren & Speaker Pre-Wiring
66B	TAIL LAMP LIGHTING SOLUTION, -inc: LED lights plus (2) rear integrated hemispheric lighthouse white LED side warning lights in taillamps, LED lights only, Wiring and controller not included
	REAR LIGHTING SOLUTION, -inc: (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue)

66C	mounted to inside liftgate glass and (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open), LED lights only, Wiring and controller not included
21L	FRONT WARNING AUXILIARY LED LIGHTS, -inc: driver side - red/passenger side - blue
43A	REAR AUXILIARY LIFTGATE LIGHTS, -inc: Red/blue LED lights, Located beneath liftgate glass in applique panel, LED lights only, Wiring and controller not included
18X	100 WATT SIREN/SPEAKER W/BRACKET & PIGTAIL
59B	KEYED ALIKE - 1284X
52P	HIDDEN DOOR-LOCK PLUNGER, -inc: rear-door controls inoperable (locks, handles and windows), Note: Can manually remove window or door disable plate w/special tool, Note: Locks/windows operable from driver's door switches
18D	GLOBAL LOCK/UNLOCK FEATURE, -inc: Door-panel switches will lock/unlock all doors and rear liftgate, Eliminates overhead console liftgate unlock switch and 45-second timer, Also eliminates the blue liftgate release button if ordered w/remote keyless entry
19V	REAR CAMERA ON-DEMAND, -inc: Allows driver to enable rear camera on-demand
43D	DARK CAR FEATURE, -inc: Courtesy lamps disabled when any door is opened
17T	SWITCHABLE RED/WHITE LIGHTING IN CARGO AREA, -inc: Deletes 3rd row overhead map light
76R	REVERSE SENSING SYSTEM
67V	FRONT & REAR POLICE WIRE HARNESS CONNECTOR KIT, -inc: For connectivity to Ford PI Package solutions includes front (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller connectivity, (1) 8-pin sealed connector, (1) 14-pin IP connector, rear (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller connectivity, (1) 8-pin sealed connector and (1) 14-pin IP connector
60A	GRILLE LED LIGHTS, SIREN & SPEAKER PRE-WIRING
85R	REAR CONSOLE PLATE, -inc: Contours through 2nd row; channel for wiring
<b>OPTION PACKAGE</b>	
<b>Code</b>	<b>Description</b>
500A	ORDER CODE 500A

DynamicPDF

## 2023 Fleet/Non-Retail Ford Police Interceptor Utility AWD

### WINDOW STICKER

2023 Ford Police Interceptor Utility AWD		
CODE	MODEL	MSRP
K8A	2023 Ford Police Interceptor Utility AWD	\$47,165.00
<b>OPTIONS</b>		
99W	ENGINE: 3.3L V6 DIRECT-INJECTION HYBRID SYSTEM, -inc: (136-MPH top speed) (STD)	\$0.00
44B	TRANSMISSION: 10-SPEED AUTOMATIC, (STD)	\$0.00
YZ	OXFORD WHITE	\$0.00
—	STANDARD PAINT	\$0.00
96	CHARCOAL BLACK, UNIQUE HD CLOTH FRONT BUCKET SEATS W/VINYL REAR, -inc: reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft, w/manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks	\$0.00
—	3.73 AXLE RATIO, (STD)	\$0.00
67H	READY FOR THE ROAD PACKAGE, -inc: Whelen Cencom light controller head w/dimmable back light, Whelen Cencom relay center/siren/amp w/traffic advisor control (mounted behind 2nd row seat), light controller/relay Cencom wiring (wiring harness) w/additional input/output pigtailed, high current pigtail, Whelen specific WECAN cable (console to cargo area) connects Cencom to control head and grille linear LED lights (red/blue) harness, Front Headlamp Lighting Solution, LED low beam/high beam headlamp, wig-wag function and (2) red/blue/white LED side warning lights in each headlamp (factory configured: driver's side white/red/passenger side white/blue), Wiring and LED lights included (in headlamps only; grille lights not included), Controller not included, Grille LED Lights, Siren & Speaker Pre-Wiring, 100 Watt Siren/Speaker w/Bracket & Pigtail, Tail Lamp Lighting Solution, LED lights plus (2) rear integrated hemispheric lighthouse white LED side warning lights in taillamps, LED lights only, Wiring and controller not included, Rear Lighting Solution, (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) mounted to inside liftgate glass and (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open), LED lights only, Wiring and controller not included, Hidden Door-Lock Plunger, rear-door controls inoperable (locks, handles and windows), Note: Can manually remove window or door disable plate w/special tool, Note: Locks/windows operable from driver's door switches, Rear Console Plate, Contours through 2nd row; channel for wiring	\$3,595.00
47A	POLICE ENGINE IDLE FEATURE, -inc: This feature allows you to leave the engine running and prevents your vehicle from unauthorized use when outside of your vehicle, Allows the key to be removed from ignition while vehicle remains idling	\$260.00
19K	H8 AGM BATTERY (850 CCA/92-AMP)	\$110.00
549	HEATED SIDEVIEW MIRRORS	\$60.00
51S	DUAL (DRIVER & PASSENGER) LED SPOT LAMPS (UNITY)	\$620.00
66A	FRONT HEADLAMP LIGHTING SOLUTION, -inc: LED low beam/high beam headlamp, wig-wag function and (2) red/blue/white LED side warning lights in each headlamp (factory configured: driver's side white/red/passenger side white/blue), Wiring and LED lights included (in headlamps only; grille lights not included), Controller not included, Grille LED Lights, Siren & Speaker Pre-Wiring	INC
66B	TAIL LAMP LIGHTING SOLUTION, -inc: LED lights plus (2) rear integrated hemispheric lighthouse white LED side warning lights in taillamps, LED lights only, Wiring and controller not included	INC
66C	REAR LIGHTING SOLUTION, -inc: (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) mounted to inside liftgate glass and (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open), LED lights only, Wiring and controller not included	INC
21L	FRONT WARNING AUXILIARY LED LIGHTS, -inc: driver side - red/passenger side - blue	\$550.00
43A	REAR AUXILIARY LIFTGATE LIGHTS, -inc: Red/blue LED lights, Located beneath liftgate glass in applique panel, LED lights only, Wiring and controller not included	\$395.00
18X	100 WATT SIREN/SPEAKER W/BRACKET & PIGTAIL	INC
59B	KEYED ALIKE - 1284X	\$50.00
52P	HIDDEN DOOR-LOCK PLUNGER, -inc: rear-door controls inoperable (locks, handles and windows), Note: Can manually remove window or door disable plate w/special tool, Note: Locks/windows operable from driver's door switches	INC
18D	GLOBAL LOCK/UNLOCK FEATURE, -inc: Door-panel switches will lock/unlock all doors and rear liftgate, Eliminates overhead console liftgate unlock switch and 45-second timer, Also eliminates the blue liftgate release button if ordered w/remote keyless entry	\$0.00
19V	REAR CAMERA ON-DEMAND, -inc: Allows driver to enable rear camera on-demand	\$230.00
43D	DARK CAR FEATURE, -inc: Courtesy lamps disabled when any door is opened	\$25.00
17T	SWITCHABLE RED/WHITE LIGHTING IN CARGO AREA, -inc: Deletes 3rd row overhead map light	\$50.00
76R	REVERSE SENSING SYSTEM	\$275.00
67V	FRONT & REAR POLICE WIRE HARNESS CONNECTOR KIT, -inc: For connectivity to Ford PI Package solutions includes front (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller connectivity, (1) 8-pin sealed connector, (1) 14-pin IP connector, rear (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller	\$185.00

Attachment: A: Interceptor Sourcewell Quote Updated (3981 : New Vehicle Purchase: Interceptor &amp; Electric Truck)

	connectivity, (1) 8-pin sealed connector and (1) 14-pin IP connector	
60A	GRILLE LED LIGHTS, SIREN & SPEAKER PRE-WIRING	INC
85R	REAR CONSOLE PLATE, -inc: Contours through 2nd row; channel for wiring	INC
500A	ORDER CODE 500A	\$0.00

Please note selected options override standard equipment

<b>SUBTOTAL</b>		<b>\$53,570.00</b>
Advert/ Adjustments		\$0.00
Manufacturer Destination Charge		\$1,495.00
<b>TOTAL PRICE</b>		<b>\$55,065.00</b>

Est City: MPG  
 Est Highway: MPG  
 Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.



DynamicPDF

Attachment: A: Interceptor Sourcewell Quote Updated (3981 : New Vehicle Purchase: Interceptor & Electric Truck)

**Standard Equipment****MECHANICAL**

Engine: 3.3L V6 Direct-Injection Hybrid System -inc: (136-MPH top speed)
Transmission: 10-Speed Automatic
3.73 Axle Ratio
GVWR: 6,840 lbs (3,103 kgs)
50 State Emission System Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.
Transmission w/Oil Cooler
Automatic Full-Time All-Wheel
Engine Oil Cooler
80-Amp/Hr 800CCA Maintenance-Free Battery
Hybrid Electric Motor 220 Amp Alternator
Class III Towing Equipment -inc: Hitch
Trailer Wiring Harness
Police/Fire
1670# Maximum Payload
Gas-Pressurized Shock Absorbers
Front And Rear Anti-Roll Bars
Electric Power-Assist Steering
19 Gal. Fuel Tank
Dual Stainless Steel Exhaust
Permanent Locking Hubs
Strut Front Suspension w/Coil Springs
Multi-Link Rear Suspension w/Coil Springs
Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
Lithium Ion Traction Battery

**EXTERIOR**

Wheels: 18" x 8" 5-Spoke Painted Black Steel -inc: polished stainless steel hub cover and center caps
Tires: 255/60R18 AS BSW
Steel Spare Wheel
Spare Tire Mounted Inside Under Cargo
Clearcoat Paint
Body-Colored Front Bumper w/Black Rub Strip/Fascia Accent and 1 Tow Hook
Body-Colored Rear Bumper w/Black Rub Strip/Fascia Accent
Body-Colored Bodyside Cladding and Black Wheel Well Trim
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window w/Fixed Interval Wiper, Heated Wiper Park and Defroster
Deep Tinted Glass
Speed Sensitive Variable Intermittent Wipers
Galvanized Steel/Aluminum Panels
Lip Spoiler
Black Grille
Liftgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Auto On/Off Projector Beam Led Low/High Beam Headlamps

LED Brakelights

**ENTERTAINMENT**

Radio: AM/FM/MP3 Capable -inc: clock, 4-speakers, Bluetooth interface w/hands-free voice command support (compatible w/most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display

Radio w/Seek-Scan, Speed Compensated Volume Control and Steering Wheel Controls

Integrated Roof Antenna

1 LCD Monitor In The Front

**INTERIOR**

8-Way Driver Seat

Passenger Seat

35-30-35 Folding Split-Bench Front Facing Fold Forward Seatback Rear Seat

Manual Tilt/Telescoping Steering Column

Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Engine Hour Meter, Traction Battery Level, Trip Odometer and Trip Computer

Power Rear Windows and Fixed 3rd Row Windows

Fleet Telematics Modem Selective Service Internet Access

Remote Releases -Inc: Power Cargo Access

Cruise Control w/Steering Wheel Controls

Dual Zone Front Automatic Air Conditioning

HVAC -inc: Underseat Ducts

Locking Glove Box

Driver Foot Rest

Unique HD Cloth Front Bucket Seats w/Vinyl Rear -inc: reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft, w/manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks

Interior Trim -inc: Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert and Metal-Look Interior Accents

Full Cloth Headliner

Urethane Gear Shifter Material

Day-Night Rearview Mirror

Driver And Passenger Visor Vanity Mirrors

Mini Overhead Console w/Storage and 2 12V DC Power Outlets

Front And Rear Map Lights

Fade-To-Off Interior Lighting

Full Vinyl/Rubber Floor Covering

Carpet Floor Trim

Cargo Features -inc: Cargo Tray/Organizer

Cargo Space Lights

Dashboard Storage, Driver And Passenger Door Bins

Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down

Delayed Accessory Power

Power Door Locks

Systems Monitor

Redundant Digital Speedometer

Trip Computer

Analog Appearance

Seats w/Vinyl Back Material

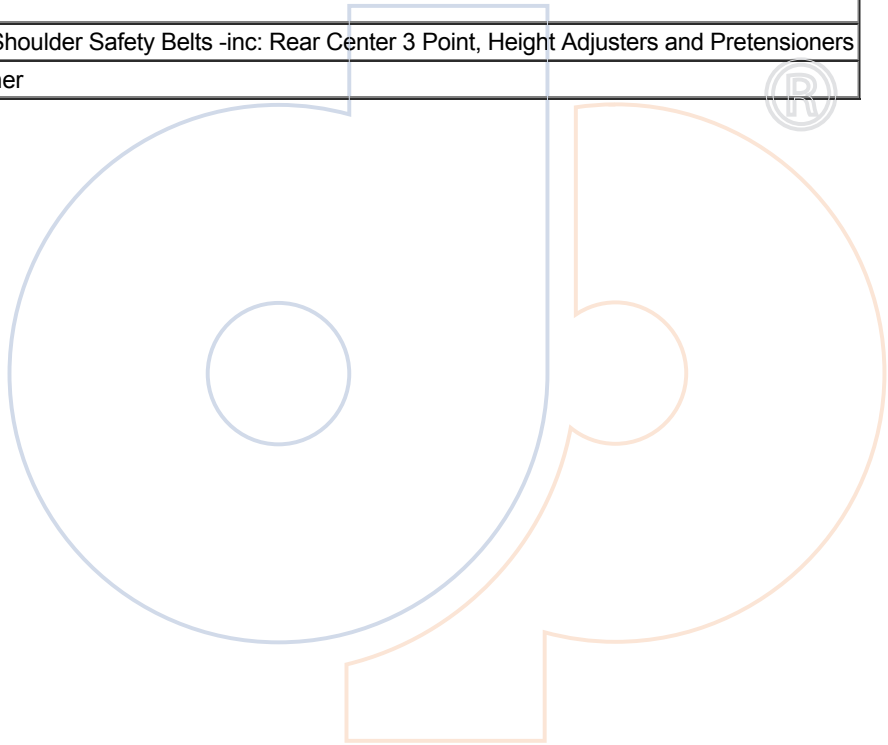
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints

2 12V DC Power Outlets

Air Filtration

**SAFETY**

Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Curtain 1st And 2nd Row Airbags
Airbag Occupancy Sensor
Passenger Knee Airbag
Rear Child Safety Locks
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
Back-Up Camera w/Washer



DynamicPDF

Attachment: A: Interceptor Sourcewell Quote Updated (3981 : New Vehicle Purchase: Interceptor & Electric Truck)





# National Auto Fleet Group

A Division of Chevrolet of Watsonville  
 490 Auto Center Drive, Watsonville, CA 95076  
 (855) 289-6572 • (831) 480-8497 Fax  
 Fleet@NationalAutoFleetGroup.com

8/22/2022  
 8/22/2022 Re-Configured

Quote ID: **32356 R1**

Order Cut Off Date: **9/2/2022**

Nick Purcell  
 City of Arcata  
 Central Garage  
 736 F Street  
 Arcata, California, 95521

Dear Nick Purcell,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

**One (1) New/Unused (2023 Ford F-150 Lightning (W1E) Pro 4WD SuperCrew 5.5' Box 145" WB, )** and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Total Savings
Contract Price	\$50,899.00	\$49,899.00	1.965 %	\$1,000.00
Tax (8.5000 %)		\$4,241.42		
Tire fee		\$8.75		
Total		\$54,149.17		

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper  
 Account Manager  
 Email: Fleet@NationalAutoFleetGroup.com  
 Office: (855) 289-6572  
 Fax: (831) 480-8497



DynamicPDF

Attachment: B: F150 Lightning Sourcewell Quote (3981 : New Vehicle Purchase: Interceptor & Electric Truck)

## Purchase Order Instructions & Resources

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: [Fleet@NationalAutoFleetGroup.com](mailto:Fleet@NationalAutoFleetGroup.com)

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076



We will send a courtesy confirmation for your order and a W-9 if needed.

### Additional Resources

Learn how to track your vehicle:

[www.NAFGETA.com](http://www.NAFGETA.com)

Use the upfitter of your choice:

[www.NAFGpartner.com](http://www.NAFGpartner.com)

Vehicle Status:

[ETA@NationalAutoFleetGroup.com](mailto:ETA@NationalAutoFleetGroup.com)

General Inquiries:

[Fleet@NationalAutoFleetGroup.com](mailto:Fleet@NationalAutoFleetGroup.com)

For general questions or assistance please contact our main office at:

**1-855-289-6572**

DynamicPDF

## Vehicle Configuration Options

ENGINE	
Code	Description
99L	ENGINE: DUAL EMOTOR - STANDARD BATTERY, -inc: 98 kWh usable capacity standard range high-voltage battery (STD)
TRANSMISSION	
Code	Description
44L	TRANSMISSION: SINGLE-SPEED, (STD)
PRIMARY PAINT	
Code	Description
YZ	OXFORD WHITE
PAINT SCHEME	
Code	Description
__	STANDARD PAINT
SEAT TYPE	
Code	Description
VS	MEDIUM DARK SLATE, VINYL BUCKET HEATED FRONT SEATS, -inc: 2-way manual driver/passenger w/flow-through console and floor shifter
OPTION PACKAGE	
Code	Description
110A	EQUIPMENT GROUP 110A STANDARD
ADDITIONAL EQUIPMENT	
Code	Description
63T	TAILGATE STEP W/TAILGATE WORK SURFACE
153	FRONT LICENSE PLATE BRACKET, -inc: Standard in states where required by law, optional to all others
66A	MOBILE POWER CORD (120/240V)
479	PRO POWER ONBOARD - 9.6 KW

DynamicPDF

# 2023 Fleet/Non-Retail Ford F-150 Lightning Pro 4WD SuperCrew 5.5' Box 145" WB

## WINDOW STICKER

2023 Ford F-150 Lightning Pro 4WD SuperCrew 5.5' Box 145" WB		
CODE	MODEL	MSRP
W1E	2023 Ford F-150 Lightning Pro 4WD SuperCrew 5.5' Box 145" WB	\$46,974.00
<b>OPTIONS</b>		
99L	ENGINE: DUAL EMOTOR - STANDARD BATTERY, -inc: 98 kWh usable capacity standard range high-voltage battery (STD)	\$0.00
44L	TRANSMISSION: SINGLE-SPEED, (STD)	\$0.00
YZ	OXFORD WHITE	\$0.00
—	STANDARD PAINT	\$0.00
VS	MEDIUM DARK SLATE, VINYL BUCKET HEATED FRONT SEATS, -inc: 2-way manual driver/passenger w/flow-through console and floor shifter	\$0.00
110A	EQUIPMENT GROUP 110A STANDARD	\$0.00
63T	TAILGATE STEP W/TAILGATE WORK SURFACE	\$430.00
153	FRONT LICENSE PLATE BRACKET, -inc: Standard in states where required by law, optional to all others	\$0.00
66A	MOBILE POWER CORD (120/240V)	\$500.00
479	PRO POWER ONBOARD - 9.6 KW	\$1,200.00
Please note selected options override standard equipment		
<b>SUBTOTAL</b>		<b>\$49,104.00</b>
Advert/ Adjustments		\$0.00
Manufacturer Destination Charge		\$1,795.00
<b>TOTAL PRICE</b>		<b>\$50,899.00</b>
Est City: N/A MPG Est Highway: N/A MPG Est Highway Cruising Range: N/A mi		

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.



Attachment: B: F150 Lightning Sourcewell Quote (3981 : New Vehicle Purchase: Interceptor & Electric Truck)

**Standard Equipment****MECHANICAL**

Engine: Dual eMotor - Standard Battery -inc: 98 kWh usable capacity standard range high-voltage battery
Transmission: Single-Speed
GVWR: 8,250 lbs
Transmission w/Driver Selectable Mode
Full-Time All-Wheel
Driver Selectable Rear Locking Differential
Battery w/Run Down Protection
Class IV Towing Equipment -inc: Hitch and Trailer Sway Control
Trailer Wiring Harness
2235# Maximum Payload
HD Front Shock Absorbers and Gas-Pressurized Rear Shock Absorbers
Front And Rear Anti-Roll Bars
Electric Power-Assist Speed-Sensing Steering
Permanent Locking Hubs
Double Wishbone Front Suspension w/Coil Springs
Trailing Arm Rear Suspension w/Coil Springs
Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist, Hill Hold Control and Electric Parking Brake
Lithium Ion Traction Battery w/10.5 kW Onboard Charger and 14 Hrs Charge Time @ 220/240V

**EXTERIOR**

Wheels: 18" Machined w/Black High Gloss Pockets
Tires: 275/65R18 A/T
Regular Box Style
Aluminum Spare Wheel
Full-Size Spare Tire Stored Underbody w/Crankdown
Clearcoat Paint
Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Rear Step Bumper
Black Side Windows Trim
Black Door Handles
Black Manual Side Mirrors w/Manual Folding
Fixed Rear Window
Deep Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Black Grille
Tailgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Ford Co-Pilot360 - Autolamp Auto On/Off Projector Beam Led Low/High Beam Directionally Adaptive Auto High-Beam Daytime Running Lights Preference Setting Headlamps w/Delay-Off
Cargo Lamp w/High Mount Stop Light
LED Brakelights
Headlights-Automatic Highbeams

**ENTERTAINMENT**

Radio: FM Stereo w/6 Speakers
-------------------------------

Radio w/Seek-Scan, Clock, Speed Compensated Volume Control and Radio Data System
Fixed Antenna

**INTERIOR**

Vinyl Bucket Heated Front Seats -inc: 2-way manual driver/passenger w/flow-through console and floor shifter
Driver Seat
Passenger Seat
60-40 Folding Split-Bench Front Facing Fold-Up Cushion Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Traction Battery Level, Power/Regen, Traction Battery Temperature and Trip Odometer
Power Rear Windows
FordPass Connect 4G Mobile Hotspot Internet Access
Front Cupholder
Rear Cupholder
3 12V DC Power Outlets
Compass
Remote Keyless Entry w/Integrated Key Transmitter and Panic Button
Cruise Control w/Steering Wheel Controls
Dual Zone Front Automatic Air Conditioning
HVAC -inc: Underseat Ducts and Console Ducts
Locking Glove Box
Driver Foot Rest
Interior Trim -inc: Cabback Insulator, Metal-Look Door Panel Insert and Metal-Look Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
Day-Night Auto-Dimming Rearview Mirror
Driver And Passenger Visor Vanity Mirrors
Full Floor Console w/Locking Storage, Mini Overhead Console w/Storage, 3 12V DC Power Outlets and 7 120V AC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Plastic Floor Trim
Cargo Area Concealed Storage
Pickup Cargo Box And Cargo Space Lights
Smart Device Remote Engine Start
Integrated Navigation System w/Voice Activation
SYNC 4 w/Enhanced Voice Recognition -inc: 12" LCD capacitive touchscreen w/swipe capability, information on demand panel, wireless phone connection, cloud connected, AppLink w/App catalog, 911 Assist, wireless Apple CarPlay and Android Auto compatibility, digital owners manual, conversational voice command recognition and connected built-in navigation, Note: Navigation services require SYNC4 and FordPass Connect (optional on select vehicles), complimentary connect service and the FordPass app (see FordPass Terms for details), Eligible vehicles receive a complimentary 3-year trial of navigation services that begins on the new vehicle warranty start date, Customers must unlock the navigation service trial by activating the eligible vehicle w/a FordPass member account, If not subscribed by the end of the complimentary period, the connected navigation service will terminate, and the system will revert to embedded offline navigation, Connected service and features depend on compatible AT&T network availability, Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features, FordPass App, compatible w/select smartphone platforms, is available via a download, Message and data rates may apply
Instrument Panel Bin, Dashboard Storage, Interior Concealed Storage, Driver / Passenger And Rear Door Bins
Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power
Power Door Locks w/Autolock Feature
Outside Temp Gauge
Digital Appearance

Seats w/Vinyl Back Material
Driver And Passenger Heated-Cushion, Driver And Passenger Heated-Seatback
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Perimeter Alarm
3 12V DC Power Outlets and 7 120V AC Power Outlets

**SAFETY**

AdvanceTrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Reverse Sensing System Rear Parking Sensors
Ford Co-Pilot360 - BLIS (Blind Spot Information System) Blind Spot
Ford Co-Pilot360 - Pre-Collision Assist with Automatic Emergency Braking (AEB)
Lane Keeping Alert Lane Keeping Assist
Lane Keeping Alert Lane Departure Warning
Collision Mitigation-Front
Driver Monitoring-Alert
Collision Mitigation-Rear
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Safety Canopy System Curtain 1st And 2nd Row Airbags
Airbag Occupancy Sensor
Mykey System -inc: Top Speed Limiter, Audio Volume Limiter, Early Low Fuel Warning, Programmable Sound Chimes and Beltminder w/Audio Mute
Rear Child Safety Locks
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
Ford Co-Pilot360 - Reverse Camera Back-Up Camera



Attachment: B: F150 Lightning Sourcewell Quote (3981 : New Vehicle Purchase: Interceptor & Electric Truck)



# STAFF REPORT – CITY COUNCIL MEETING

September 07, 2022

**TO:** Honorable Mayor and City Council Members

**FROM:** Emily Sinkhorn, Director of Environmental Services

**PREPARER:** Danielle Allred, Contracts and Special Projects Manager

**DATE:** August 11, 2022

**TITLE:** **Approve an Increase to the Contract Price for the City's Purchase Agreement with Golden Harvest, Inc., for Fabricated Slide Gates and Actuators in the Amount of \$10,339, to Account for Changes to the Slide Gates' Specifications, Per the Design Engineer's Recommendation.**

## RECOMMENDATION:

It is recommended that the Council: approve an increase to the contract price for the City's purchase agreement with Golden Harvest, Inc. for fabricated slide gates and actuators in the amount of \$10,339, to account for changes to the slide gates' specifications, per the Design Engineer's recommendation.

## INTRODUCTION:

On July 20, 2022, the Council authorized a Purchase Contract with Golden Harvest, Inc. for procuring fabricated slide gates and actuators to be installed by a general contractor in the UV disinfection process area within the greater Arcata Wastewater Treatment Facility Improvements Project (Phase I). The City opted to pre-purchase these equipments in advance of contractor selection to offset some schedule impacts from supply chain delays.

**DISCUSSION:** Upon contract award, the equipment supplier began working with the City's design engineers on the necessary shop drawing submittals. As this work progressed, it became apparent that changes to the design specifications were necessary, including a height increase for several of the slide gates, with other associated minor modifications. This change order, recommended by the City's design engineers, has resulted in an approximate 10% increase in the supplier's equipment costs for the slide gates. Staff recommends the Council authorize an increase to the Golden Harvest, Inc. contract price in the amount of \$10,339.

**BUDGET/FISCAL IMPACT:** Funds for this change order are available in Wastewater Treatment Activity #67: Capital account (662-60-67-57601).

## ATTACHMENTS:

Change Order Request\_GoldenHarvest\_UV-Slide gates (PDF)



**From:** [Kevin Buchanan](#)  
**To:** [Danielle Allred](#)  
**Cc:** [Doug Wing](#)  
**Subject:** City of Arcata CA UV - Slide gates  
**Date:** Wednesday, August 10, 2022 3:01:45 PM

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Danielle,

Please find below a detailed list of changes required to the original design which resulted in an increase to the original quoted price.

16 – GAT 101 & 201

Increase in slide height.

Increase in horizontal stiffener quantity.

Stem OK

Increase in frame height (stick up) to allow for adequate slide travel.

Additional labor.

16 – GAT 103

Increase in slide height.

Increase in horizontal stiffener quantity.

Stem OK.

Increase in frame height (stick up.)

Additional labor.

16 – GAT 301 & 203

Increase in slide height.

Increase in stem diameter.

Additional horizontal stiffeners.

Increase in frame height (stick up)

Additional Labor.

17 – GAT 201

No Change to cost.

Slide shorter, but offset by requirement of a top seal member.

Total additional charges. \$10,339.00

Thanks

Kevin Buchanan  
Golden Harvest, Inc.  
11944 Westar Lane  
Burlington, WA 98233

Phone: (360) 757-4334

Fax: (360) 757-1135

Email: [kevinb@goldenharvestinc.com](mailto:kevinb@goldenharvestinc.com)

Web: [www.goldenharvestinc.com](http://www.goldenharvestinc.com)



# STAFF REPORT – CITY COUNCIL MEETING

September 07, 2022

**TO:** Honorable Mayor and City Council Members

**FROM:** Karen T. Diemer, City Manager

**PREPARER:** Karen T. Diemer, City Manager

**DATE:** September 01, 2022

**TITLE:** **Review and Make a Determination on the Request from Arcane Artists Inc. to Continue to Extend the Ending Time Past 10:00 P.M. for The 2022 Arcane Summer Fundraiser Series.**

## RECOMMENDATION:

It is recommended that the Council review its previous determination to allow Arcane Artists Inc. to extend the ending of amplified sound past 10:00 p.m. for their 2022 Arcane Summer Fundraiser Series.

## INTRODUCTION:

The City of Arcata provides an opportunity for community members and organizations to propose and permit special events on public property or in the public right-of-way. Arcane Artists Inc. has submitted a special event permit for a multi-date, outdoor music event series located on N Street between 8<sup>th</sup> and 9<sup>th</sup> Streets in the Creamery District. The City Council approved, on a monitored basis, the event to conclude amplified sound and alcohol sales at midnight with an option for silent disco until 1:00 a.m. The event organizer has since held two additional events; the first ending amplified sound at 11:30 p.m. and the second at 12:00 midnight. The event organizer is requesting the Council continue with this approval for five additional events, which are scheduled for September 10 and 24, and October 8, 15, and 29.

## DISCUSSION:

In June, Arcane Artists Inc. submitted a completed Special Event Application, along with site map, event overview, lighting examples, dance permits and documents detailing outreach to and input from the surrounding neighborhood. The City Manager approved the first event on July 23 with an end date of 10:00 p.m. as a trial event to see how the event structure works for the neighborhood. The City Council then approved on a monitored basis an extended end time that allowed amplified sound and alcohol sales until 12:00 midnight and the option for silent disco until 1:00 a.m.

## Update:

The promoter has held two events. Below are details from each of events.

August 6<sup>th</sup>: This event included amplified sound and alcohol sales until 11:30 p.m. The Police Department received two noise related complaint calls related to the event. This evening there was a second outdoor private amplified music event just a block away that added to the neighborhood noise level until about 10:40.

August 27<sup>th</sup>: This event included amplified sound and alcohol sales until 12:00 midnight. There were no other outdoor amplified sound events in the neighborhood this evening. The Police Department received eight noise complaint calls that came in between 10:20pm and 11:43pm.

### **Previous Background:**

While this special event will be occurring within a public street, for comparison, approved amplified music for indoor City facilities is to end at 10:00 p.m. for the D Street Neighborhood Center and midnight for the Arcata Community Center. Also, Chapter 3 of the Arcata Municipal Code details requirements for noise levels in the downtown area, particularly that after 10:00 p.m. ambient noise levels should be less than 55 dBA (i.e., typical conversation noise level).

The applicant is anticipating 400 people in attendance with a maximum of 300 at any one time. The events would start at 8:30 p.m. and the applicant is requesting an end time of 1:30 a.m., if approved by City Council. The applicant will provide 8-12 STC certified security per event. All security would have walkie-talkies and be positioned throughout the event and at the entrance to keep guests and property safe. All guests would pass through a metal detector wand and bag search.

The permit is for a summer fundraising event series benefiting the development and promotion of local artists (music producers and dancers). The event will consist of live singers, bands, instrumentalists, DJs, dancers, live artist and local food and beverages. Types of music will include Country, Pop, Jazz, Folk, Melodic and House ranging from the 80s until present.

Set up for each event would start after 8:00 a.m. the morning of each event and an event layout is attached. The proposed site of the special event series is N Street between 8<sup>th</sup> and 9<sup>th</sup> Streets. The full road closure would take place around 12:00 p.m. the day of event and be lifted around 6:00 a.m. after the event. Rideshare and carpool drop offs would happen near the event at the end of 8<sup>th</sup> Street.

The applicant notes that the road closure has the potential to affect three business (Jimenez Glass Studios, Visual Concepts and Institute of Combat). All businesses are closed on Sundays. Institute of Combat is the only business open on Saturdays, though it closes at 12:00 p.m. The applicant notes Institute of Combat would not be affected by this event.

The applicant conducted outreach in the neighborhood proposed for the event series. They contacted over 40 residences/businesses and provided event information, invited input and proposed solutions to concerns. The applicant reports all contacts were in approval of the event with the exception of two unresponsive contacts and one concerned resident to whom the applicant presented potential solutions.

The application continues to address the following: safety, vendors, facilities, parking, bar, cleanup/trash removal, permits and insurance. The application also addresses noise mitigation by stating that they will position the stage and PA sound facing south on N Street and keep the decibels below disruptive levels at nearest residences. After testing the sound through a noise meter during setup, additional prevention measures including bales of hay behind the PA system will be added if needed, but they are confident that is unlikely based on property location and direction of sound.

The Council can choose to consider a potential time extension past 10:00 p.m. or retain the current approved end time of 10:00 p.m. consistent with other music-oriented special events outside on City property.

**July 23<sup>rd</sup> Event Review:**

Reports from the July 23<sup>rd</sup> opening event have been positive. The music and food/beverage/merchandise sales all ended promptly at 10:00p.m. The Police Department received one call at 10:50p.m. about a verbal altercation that the caller thought might escalate 2 blocks from the event site. It is not clear if the individuals had attended the event, but the proximity was close.

The event had several “light attributes” including a laser and light show and fire dancers. The promoter has shared that these events required dark conditions to be enjoyed fully by the attendees.

Overall noise level was heard within a 2-5 block vicinity depending on direction but did not resonate loudly even 1 block from the event.

Staff recommends a second trial event that is allowed to operate until 11:00p.m. and to continue to monitor neighborhood support and concerns.

**ATTACHMENTS:**

Arcane Fundraiser Concert Permit\_Redacted(PDF)

# City of Arcata Major Special Event Permit Application

Request Use of:

PLAZA     REDWOOD PARK/ACF     BALL PARK     CITY STREET     MARSH

(Must be submitted at least 30-days prior date requested)

(For events over 1,000 participants: Must be submitted at least 60-days prior date requested)

DATE SUBMITTED \_\_\_\_\_

DATE RETURN REQUESTED \_\_\_\_\_

### EVENT INFORMATION

Name of Event/Activity: Arcane Summer Fundraiser series (Recurring Event)

Parade, Run, Walk, March, Race. (Attach a complete route map.)

Fair or Celebration with Booths. (Attach a map detailing booth layout with vendor name and location.)

Other (describe) \_\_\_\_\_

Date(s) of Event/Activity: July 23 (Saturday); Aug 6, 27; Sept. 10, 24; Oct 8, 15, 29

Time of Event/Activity: From: 8:30 a.m./(p.m.) to 1:30 a.m./p.m.

Time Set-up Begins: 8:30 a.m./p.m. Clean-up Completed: 8:00 (Sunday) a.m./p.m.

Location of Event/Activity: 820 N St

Total Number of Persons Expected: 400

Maximum Number of Persons Expected at Any One Time: 300

Number of Monitors/Security Provided by Organization: 12

### ORGANIZATION INFORMATION

Name of Applicant/Sponsoring Organization: Arcane Artists Inc.

Non-Profit Tax Id # (if sponsored by an organization) 86-3309080 Attach proof of non-profit status.

Representative of Organization (if applicable): Joe Costini

Address of Applicant/Organization: \_\_\_\_\_

Telephone Numbers: Applicant/Organization: Day \_\_\_\_\_ Evening Same

Applicant/Representative: Day \_\_\_\_\_ Evening Same

E-Mail Address: Applicant/Organization: info@arcaneartistes.com

Name(s) of representatives Who Will Be Present at Event and Responsible for Event Activities:

Name	_____	Day-time Phone	<u>Same</u>	Cell Phone	_____
Name	_____	Day-time Phone	<u>Same</u>	Cell Phone	_____
Name	_____	Day-time Phone	<u>Same</u>	Cell Phone	_____

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)

Check your Request	<b>SPECIAL EVENT REQUESTS CHECK LIST</b>
<input checked="" type="checkbox"/>	<b>Street or Lane Closure:</b> Date: <u>7/10/22</u> from <u>8:30</u> a.m./p.m. to <u>6:00</u> a.m./p.m. <b>Streets to be closed:</b> <u>N St Between 8th &amp; 9th</u> (Applicant must attach a map designating which streets are to be closed for the event. City will determine barricade/sign placement. City maps can be obtained from the Public Works Department.)
<input type="checkbox"/>	<b>Organization to set-up barricades/directional signs \$275.75 fee for weekday drop-off.</b> (Applicant will Pick-up and return City barricades to drop-off location behind Fire Department)
<input checked="" type="checkbox"/>	<b>Traffic Control Plan Approval Fee \$91.50</b> (Engineering Department)
<input type="checkbox"/>	<b>Tow-Vehicles:</b> Time: _____ Streets: _____ (Applicant must coordinate towing vehicles with Police Dept. indicate Tow Away Zones on street map)
<input type="checkbox"/>	<b>Serving Food for Public Consumption</b> (Attach copy of County Health Permit)
<input checked="" type="checkbox"/>	<b>Dispensing of Alcoholic Beverages: Either Served or Sold</b> <u>will submit after in</u> Type: <u>37</u> (Attach copy of Alcohol Beverage Control (ABC) License) <u>appr</u>
<input checked="" type="checkbox"/>	<b>Consumption of Alcohol Beverages</b> (Suspension of AMC Sec. 4170)
<input checked="" type="checkbox"/>	<b>Sale of Merchandise</b> by Sponsoring Organization/Other Companies/Groups/Individuals (Request Event Business License Form. Include map with name, location, & type of merchandise.)
<input checked="" type="checkbox"/>	<b>Amplified or Acoustic Sound or Music.</b> (Suspension of AMC Sec. 4335(a)(b) & 4340 and Requesting Variance AMC Sec. 4360) <input checked="" type="checkbox"/> Amplified <input type="checkbox"/> Not Amplified
<input type="checkbox"/>	<b>Construction or Set-up of Stage or Bleachers.</b> (Building Department approval required)
<input type="checkbox"/>	<b>Police Services.</b> Meet with Police Department to determine. (Cost fully burdened rate)
<input checked="" type="checkbox"/>	<b>Garbage Cans: Number Requested</b> <u>4</u> ~ we have <u>10</u> Organizer must pick-up and return garbage cans to Southeast corner of City Hall.
<input type="checkbox"/>	<b>Recycling Requirements &amp; Receptacles: Number requested:</b> _____ (Events attracting 2,000 or more people are <u>required</u> to submit a Recycling & Waste Diversion Plan with application <u>and</u> complete the Recycling & Waste Diversion Tracking Form. These processes are also recommended for smaller events. See attached pages for forms and more information.)
<input type="checkbox"/>	<b>Access to Electricity.</b> Electricity is available for events on the Plaza, Larson Park Gazebo, and Redwood Park Picnic area. (Electrical service fee is \$27.00)
<input checked="" type="checkbox"/>	<b>Event Insurance- Please check one</b> Event Holder will provide a Certificate of Insurance of \$2,000,000 liability coverage naming the City of Arcata as an additional insured, with this insurance being primary, and a signed ISO Form. (Request copies of City required forms).  <input type="checkbox"/> Insurance provided by Agreement for Use of City Premises by Humboldt State University.
<input type="checkbox"/>	<b>Suspension of Parking restrictions.</b> (Suspension of AMC Sec. 3542-3555) Date _____ from _____ am/pm to _____ am/pm Streets concerned: _____
<input type="checkbox"/>	<b>Enforcement of No Parking Between 3 a.m. &amp; 5 a.m. on Plaza.</b> Date: _____ (AMC Sec 3545)
<input type="checkbox"/>	<b>Use of BBQ's or Open Flame for Cooking Devices</b> (Suspension of Muni Code Title X, Chapter 1, Section 10007) (Requires Arcata Fire Protection District (AFPD) approved 5 lb fire extinguisher at each booth Request Street Booth Inspection Form and inspection prior to opening to general public)
<input type="checkbox"/>	<b>Use of Glass Containers on the Plaza</b> (Suspension of AMC Sec. 10830)
<input type="checkbox"/>	<b>Petting Zoo or Pony/Horse Rides</b> (Suspension of AMC Sec. 10008 & 5210a)
<input checked="" type="checkbox"/>	<b>Adequate Bicycle Parking Provided and Identified on Site Map</b>

Signature of Applicant: [Signature]

Date: 6/17/22

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



- 10. All booths in which food is prepared are to be equipped with a portable fire extinguisher of type ABC minimum 5-pound size, with a current State Fire Marshal tag. Corner of 9th and "G" Streets will not be blocked in order that the Arcata Fire Station will have an egress route westerly from the station. A 10-foot clearance must be maintained around each fire hydrant.
- 11. Building plans for stages, bleachers and similar structures must be approved by the City Building Inspector prior to construction.
- 12. Emergency call-out of City personnel will be billed at the actual rate.
- 13. Additional bicycle parking and/or lock-up space must be provided for all events.

**SALES -FOOD or MERCHANDISE**

- 1. Any person or organization, including a non-profit organization, who is selling food or merchandise at a special event, must have a one-day booth permit. This permit needs to be displayed during the event. Information only booths do not need a booth permit. A one-day booth permit is \$20.00. Non-profit organizations that provide a copy of their exemption letter are not required to pay the fee. Businesses located in the City of Arcata are required to have an annual business license. This annual license needs to be in the booth during the event.
- 2. **The permittee is responsible for:** 1) Having the vendors complete the application form; 2) Collecting the fees; 3) Turning in the applications and fees to the Finance Department at City Hall two weeks prior to the event; 4) Picking-up the permits from the Finance Department before the event; and 5) Distributing the permits to the vendors.

**WASTE DIVERSION-RECYCLING**

- 1. Large events, drawing more than 2000 people, are required to provide written documentation to the City outlining waste reduction, reuse and recycling strategies. State law also requires that you provide the City with the type and weight of materials recycled, reused or diverted as well as the weight of the trash disposed of from the event. State Law AB 2176.
- 2. Event deposit will be held until Waste Diversion Tracking Forms are submitted.
- 3. Events drawing less than 2000 people are encouraged to use the same waste diversion methods and forms as larger events.

**ADDITIONAL SPECIAL POLICIES PERTAINING TO USE OF THE PLAZA**

- 1. Booths may be placed face-to face or back to back on the four streets surrounding the Plaza.
- 2. Sidewalks next to storefronts are to be clear and "merchant friendly" so as not to block pedestrian traffic flow from the event to store fronts.
- 3. In the rows of booths, which back against the storefronts, at least two (2) openings per block shall be established to allow access to the stores.
- 4. A fire lane of at least twenty (20) feet wide must be maintained on City streets at all times during the special event.
- 5. The back of the booths shall be kept tidy.

**Copies of an approved permit must be in possession of person in charge of event at all times.**

**All laws and ordinances of the State of California and City of Arcata shall be observed during the event.**

**Any permit for use of City facilities may be revoked without previous notice where conflicting dates have resulted or where need of property for City purposes has subsequently developed.**

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

A permit is not valid unless the permit holder has signed the following statement of indemnification:

Signature of Applicant/Representative

Date

6/17/22

FOR CITY USE ONLY


**SPECIAL ACTIVITY / EVENT FEES**

Fees set by Council per Resolution No. 090-02

SERVICE PROVIDED:	FEES	AMT PAID	DATE PAID
✓ Processing Special Event Application (accompanies application)	<b>\$173.00**</b>	(G3) \$173	
<b>The following when applicable:</b>			
Police Services ____ :Officers x ____ /hour x ____ hours = \$ ____			
Community Park Use Fee (For all events)			
Up to 500 people     \$270.00 x ____ days =			
501 to 1000 people     \$380.00 x ____ days =			
1001 & over     \$487.00 x ____ days =			
Ball Park Use Fee (Sports events receive priority scheduling)			
Up to 500 people     \$270.00 x ____ days =			
501 to 1000 people     \$380.00 x ____ days =			
1001 & over     \$487.00 x ____ days =			
Concert Rate     \$5,310.00 x ____ days =			
Permanent Restroom (Loo)	<b>\$108.00</b>		
→ Traffic Control Plan Approval fee (Engineering Dept.)	<b>\$91.50</b>	\$91.50	
Barricade Fee (Event Holder Set-up)	<b>\$275.75</b>		
→ Garbage Can Use (Event Holder Set-up)	<b>No Charge</b>		
) Recycling Container Use (Event Holder Set-up)	<b>No Charge</b>		
Electrical Service Fee	<b>\$27.00</b>	(G4)	
Clean-up / Damage Deposit: <i>Varies \$500 - \$1000</i> (refundable)	<b>Varies</b>	(N6) \$500	
Key Deposit (refundable)	<b>\$25.00</b>	(N6)	
Water Quick Coupler for Plaza Events (refundable)	<b>\$108.25</b>		
<b>TOTAL TO BE PAID TO CITY PRIOR TO EVENT</b>		<b>\$ 764.50</b>	

\*\*NOTE: Processing fee is non-refundable. Other fees are refundable if the activity is cancelled and the City has not expended funds in preparation for the activity.

I/We agree to meet the conditions for event as described in the application and agree to pay the total amount due prior to the event.

  
 Signature of Applicant/Representative

6/17/22  
 Date

Authorization to hold the special event identified in this application is approved pursuant to the application information, city policies, and conditions.

Karen T. Diemer, City Manager

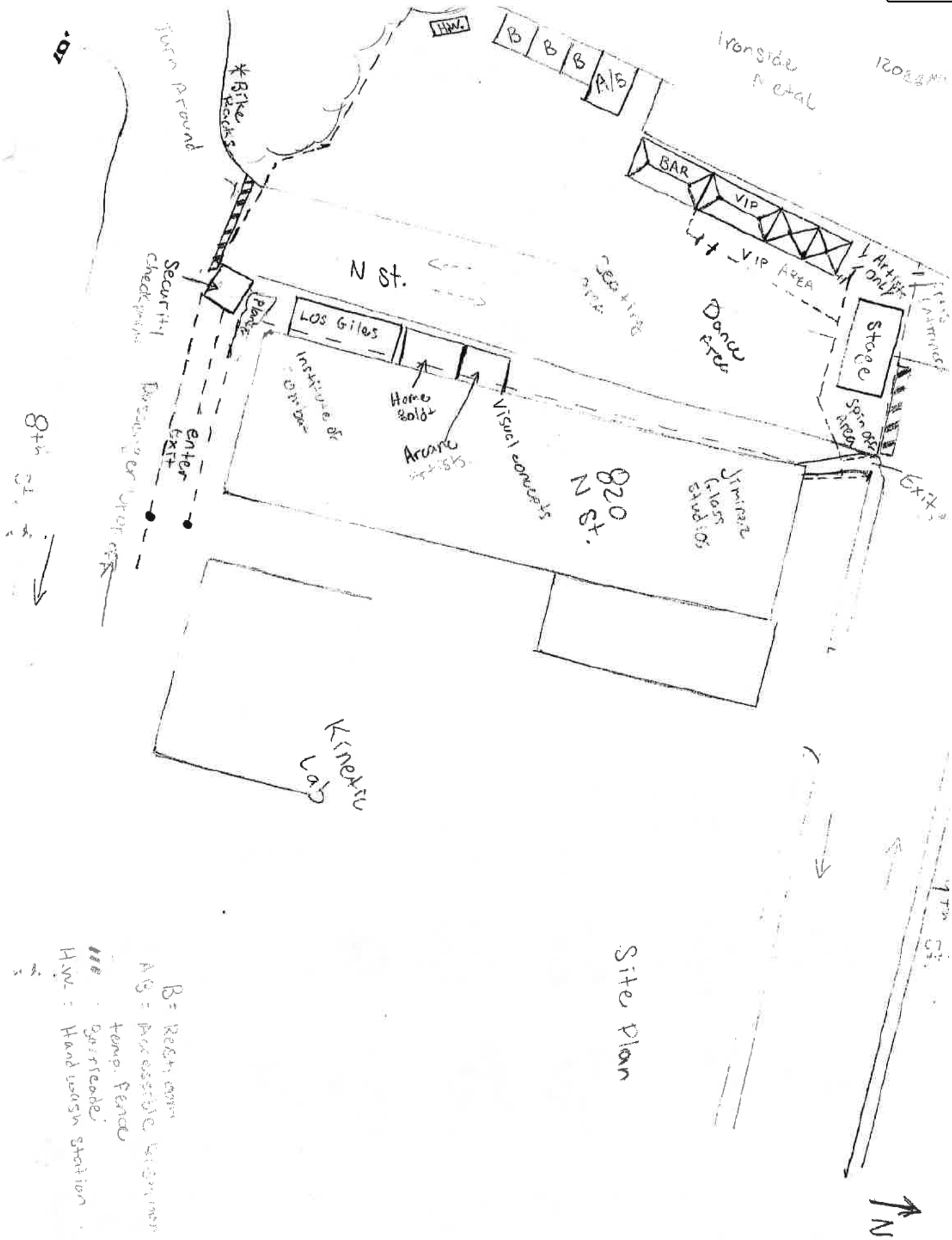
\_\_\_\_\_  
 Date

This completed application includes the following attachments:

- 1) Conditions from:
- Administration
  - Finance
  - Parks
  - Streets
  - Building
  - Police
  - Arc Fire Dept
  - AMRTS
  - E/S-Waste Diversion

- 2) Signed:
- Policies for Special Activity/Event Agreement
  - Copy of Insurance Policy & Endorsement
  - Fees and Conditions Agreement
  - Authorization from City Manager

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)

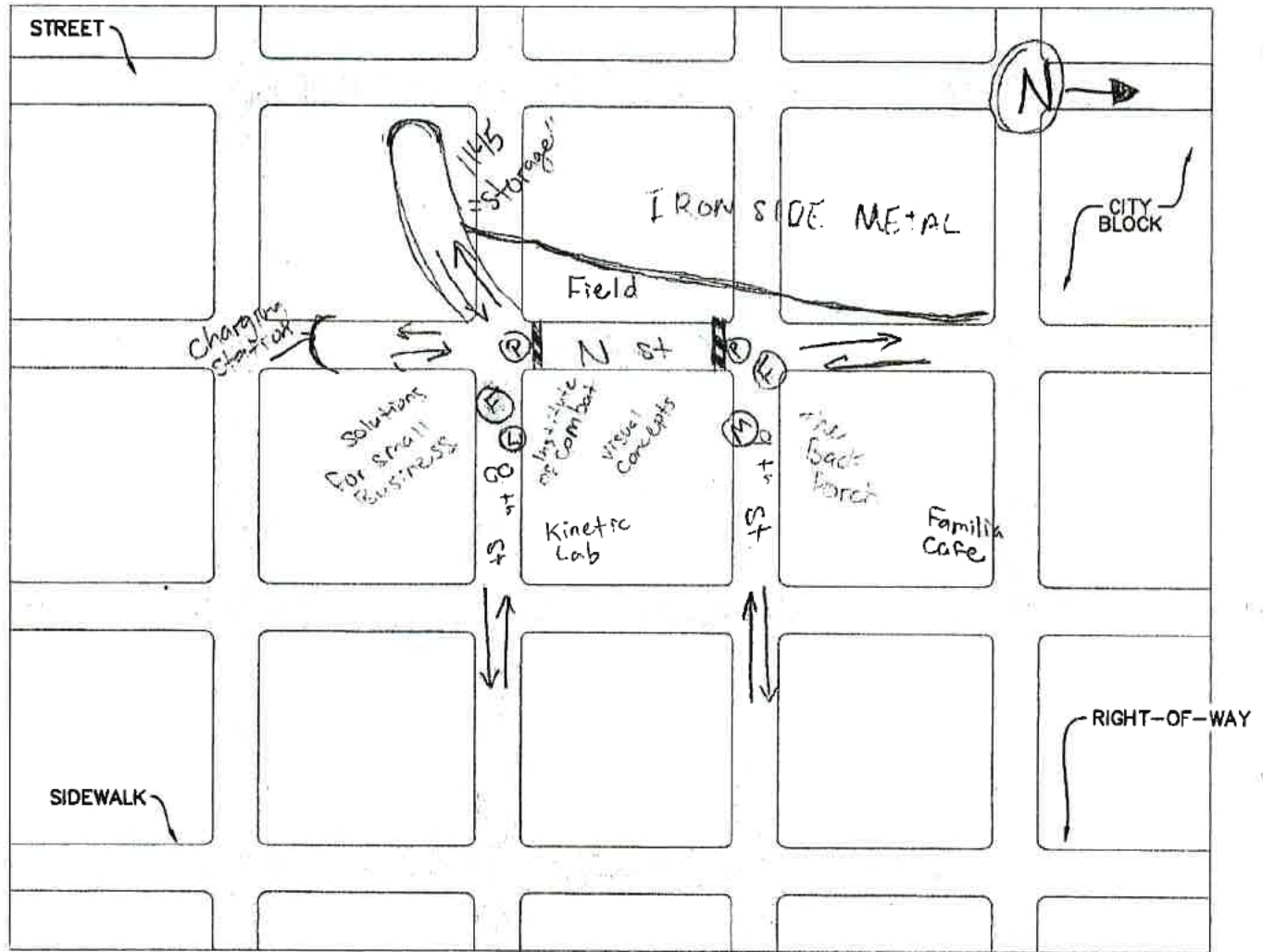


Site Plan

B = Restroom  
 A/B = Accessible Restroom  
 temp. Fence  
 Guestcode  
 H.W. = Hand wash station

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)

### TRAFFIC CONTROL PLAN (TCP)- PART 2 (FOR ENCROACHMENT PERMIT)



#### COMMON SIGNS AND SYMBOLS USED FOR TRAFFIC CONTROL

WORK SPACE	BARRICADE	FLAGGER
CHANNELIZING DEVICE (CONES, BARRELS, ETC.)	SIGN (SHOWN FACING LEFT)	

NOTE: OTHER SYMBOLS CAN BE FOUND IN TABLE 6H-2 OF THE CA MUTCD OR CAN BE CUSTOM DRAWN AND LABELED.

W20-1 (A)	W20-4 (B)	W20-4 (C)	W21-5 (D)	W20-2 (E)	C9A(CA) (F)	G20-2 (G)
W74(CA) (L/R) (H)	W4-3 (I)	W4-2 (J)	W1-4 (L/R) (K)	R3-1 (L)	R3-2 (M)	
R11-4 (O)	R11-2 (P)	R9-11a (L/R) (Q)	R9-9 (R)	M4-10 (L/R) (N)	W1-6 (L/R) (S)	

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)

# Dashboard (Order #2265382)

Contents

COMPANY PROFILE

ORDER TIMELINE & STATUS

COMPANY ALERTS

EIN QUESTIONNAIRE

COMPLETED

Order ID  
#2265382



Date of Formation  
4/16/2021



EIN (Federal Tax ID)  
86-3309080



## Business Profile

Business Name	Arcane Artists Inc
Business Type	Nonprofit
Formation State	Delaware
Biz Category	Entertainment

1

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)

### SUMMER FUNDRAISER SERIES OVERVIEW & OPERATIONS

Thank you for your time and consideration for the Arcane Artists Inc. summer fundraising event series. As I mentioned we are interested in special event permits including one road closure on a couple dates each month this summer for our Summer Fundraiser Series benefiting local artist development and promotion (music producers and dancers). The fundraiser series usually runs June-sept weather permitting. We would be looking to load in the morning of each event. The event would utilize the N st. between 8th St. & 9th st. We are open to other locations, if there is one that is better suited to our needs. Events would consist of live singers, bands, instrumentalists, djs, dancers, live artists, and food and drink service by local licensed vendors (Los Giles & Fresh Mountain Eats). Each event and property would be insured (\$2,000,000 is current policy) and your company/property/owners/city of arcata would be listed as additionally insured on our policy. Types of music performed at the events include Country, Pop, Jazz, Folk, melodic, and House ranging from the 80s until present. We like to put on feel good music! Events typically start at 8:30 pm and go until 1:30 am at the latest.

#### Set Up:

The set up would start after 8 am the morning of each event (as agreeable to property owner) and include a portable stage (including speakers), small seating area, 4 tables, 4 propane heaters, perimeter around seating and stage, 2 event tents (20'x10') 3 EZ ups (10x10), 3 standard b&b units, 1 accessible b&b unit, 2 handwashing stations, and 12 trash and recycling receptacles. The layout would depend upon the space being utilized. But for this street layout a site map has been included.

#### Road Closure:

The proposed site of the special event series is N st. between 8th St. & 9th st. The full road closure would take place around noon on the day of the event and be lifted around 6 am after the event. Cleaning would continue until around 8am. Rideshare and carpool drop offs would happen near the event at the end of 8th street. Bike parking is available on sidewalks and will be available outside the perimeter of the event. This road closure has the potential to affect 3 businesses: [Jimenez Glass Studlos (820 N st.) closed Saturdays and Sundays] [Visual Concepts (820 N st.) closed Saturdays and Sundays] [Institute of Combat (820 N st.) Closed Sundays, Saturdays close at 12PM. This business would be unaffected during normal business hours as closure would not happen until after the close of business and vehicles could leave up until 6PM when the perimeter fence is finished.

#### Security:

8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security has communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Guests all pass through a metal detector wand and bag search to prevent admittance of outside drinks, weapons, explosives, fireworks, drugs, etc. (not that we have ever had any problems, but we take safety very seriously).

#### Safety:

Security, crossing guard/ parking monitoring to ensure safety of any guests on the roadway, signage: specifying parking, crossing, special event, etc. battery powered road markers to illuminate walkway for any guests who wish to cross the road. Licensed lifesaving and first aid certified staff member is positioned at the bar tent.

**Vendors:**

We have our events catered or provide food options through licensed vendors. Currently partnered with Los Giles and Fresh Mountain Eats, which would utilize a food cart and could be parked anywhere on the property. (A copy of all vendors insurance can be procured if needed)

**Facilities:**

We provide our own facilities for guests which currently include 3 standard B&B units, 1 accessible unit, and 1 handwash station for guests to use during the events. We position them at a place agreeable to the property owner and have them serviced biweekly or weekly depending on need.

**Parking:**

With permission of neighboring businesses we will direct guests where to park, as to not utilize spaces that business need during their hours of operation.

**Bar :**

We provide a selection of beer, wines, and cocktails available to guests through event ABC license. All bartenders have completed CA bartenders certification, LEAD training, and newly required ABC server course. All bartenders are familiar with our last call procedures, ID checking techniques and over serving prevention.

**Clean up / Trash Removal:**

Clean up and breakdown commences directly after the event with litter clean up to the property and neighboring roadways and properties, trash removal, spill clean up if need be through (mild) pressure washer (we request access to a faucet for this).

Prior to the event the parking area would be swept and cleaned to facilitate the desired aesthetic.

\*\*Trash and recycling are taken separately to the county dump directly after event. No waste is left onsite after event is finished.\*\*

**Noise Mitigation:**

To prevent unwanted noise to the surrounding area we position the stage and PA sound facing south on N st. and keep the decibels below disruptive levels at nearest residences. After testing the sound through a noise meter during setup, additional prevention measures including bails of hay behind the PA system will be added if needed (unlikely this will be needed ed on property location and direction of sound).

**Good Neighbor Policy:**

We are firm believers in the City of Arcata's Good Neighbor Policy to maintain good relations with the property we are using and the neighboring properties. We discuss events prior to their being scheduled with neighboring businesses and residences individually to address any concerns they may have about the events.

**Permits Required:**

For our events the city requires a *Dance Permit or Special Event Permit* and ABC day license. Both of which we obtain for any outdoor fundraiser we have.

**Insurance:**

Carrier: Lloyd's of London  
Policy : EH-771321-L2210157  
Amount: 2,000,000 per occurrence  
Host Liquor Liability Included  
Additionally insured will include Property Owner & City Of Arcata

**Dates Requested:**

- ~~July 23~~
- July 23 (possibly)
- Aug 6
- Aug 27
- Sept 10
- Sept 24
- Oct 8
- Oct 15 ~~PK~~
- Oct 29

Thank you again for your time and consideration. Let me know if you have any questions, concerns, or thoughts on any of the above.

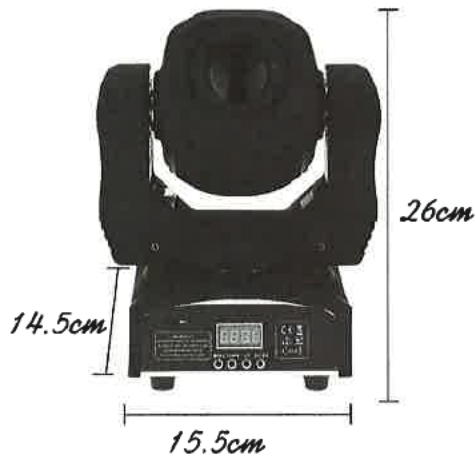
Cheers,  
Joe Ostini



Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



[https://www.amazon.com/dp/B06XSMKFFM?psc=1&ref=ppx\\_yo2ov\\_dt\\_b\\_product\\_details](https://www.amazon.com/dp/B06XSMKFFM?psc=1&ref=ppx_yo2ov_dt_b_product_details)



Moving Head Stage Light Top Mounted  
90W

• - Key

[https://www.amazon.com/gp/product/B08P5XF3J1/ref=ppx\\_yo\\_dt\\_b\\_asin\\_image\\_o03\\_s06?ie=UTF8&psc=1](https://www.amazon.com/gp/product/B08P5XF3J1/ref=ppx_yo_dt_b_asin_image_o03_s06?ie=UTF8&psc=1)

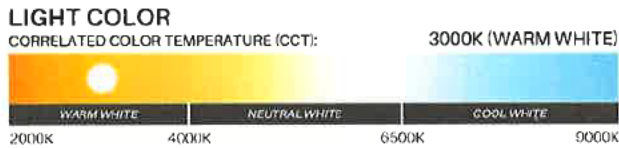
### Lighting Fixture Specs



String Lights  
165 L  
11W / Bulb

..... - Key

[https://www.amazon.com/gp/product/B07HF31BNW/ref=ppx\\_yo\\_dt\\_b\\_asin\\_image\\_o03\\_s00?ie=UTF8&th=1](https://www.amazon.com/gp/product/B07HF31BNW/ref=ppx_yo_dt_b_asin_image_o03_s00?ie=UTF8&th=1)



Puck Lights  
50L

● - Key



[https://www.amazon.com/STAR-SPANGLED-Battery-Powered-Anywhere-Adhesive/dp/B07SD3T8M1/ref=sr\\_1\\_11?crd=67E6AAGCE2IN&keywords=wall%2Blights%2Bbattery%2Boperated&qid=1656616700&sprefix=wall%2Blights%2Caps%2C160&sr=8-11&th=1](https://www.amazon.com/STAR-SPANGLED-Battery-Powered-Anywhere-Adhesive/dp/B07SD3T8M1/ref=sr_1_11?crd=67E6AAGCE2IN&keywords=wall%2Blights%2Bbattery%2Boperated&qid=1656616700&sprefix=wall%2Blights%2Caps%2C160&sr=8-11&th=1)

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



Camping Light  
Battery operated  
150 L

 - Key

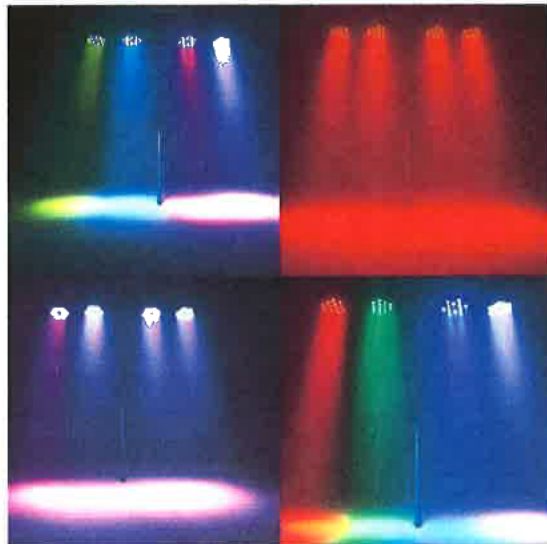
[https://www.amazon.com/FLY2SKY-Hurricane-Emergency-Equipment-Backpacking/dp/B09M68SFL9/ref=sr\\_1\\_46?crd=3OS6P2SUR2YP&keywords=lanterns&qid=1656617358&srefix=lanterns%2Caps%2C171&sr=8-46&th=1](https://www.amazon.com/FLY2SKY-Hurricane-Emergency-Equipment-Backpacking/dp/B09M68SFL9/ref=sr_1_46?crd=3OS6P2SUR2YP&keywords=lanterns&qid=1656617358&srefix=lanterns%2Caps%2C171&sr=8-46&th=1)



Flameless Torch  
Solar Powered  
35L

X - Key

[https://www.amazon.com/FAISHILAN-Flickering-Waterproof-Dancing-Outdoor/dp/B07T2PV1F5/ref=sr\\_1\\_10?crd=NA20C2I0T7S9&keywords=tiki%2Btorch%2Bflameless&qid=1656618036&srefix=tiki%2Btorch%2Bfla%2Caps%2C159&sr=8-10&th=1](https://www.amazon.com/FAISHILAN-Flickering-Waterproof-Dancing-Outdoor/dp/B07T2PV1F5/ref=sr_1_10?crd=NA20C2I0T7S9&keywords=tiki%2Btorch%2Bflameless&qid=1656618036&srefix=tiki%2Btorch%2Bfla%2Caps%2C159&sr=8-10&th=1)



LED Stage light Down Facing, top mounted

 - Key

# Lighting PLAN

9th St



## Site Plan Lighting Key

- = Existing street/building lighting
- = String light, bulbs 3' apart each bulb: 11W, incandescent, 165L
- = LED Puck Light, battery opp. 50L
- = Camping Light w/ Japanese lantern cover. Battery opp. 150L
- X = Flameless solar torch, solar powered, 35L
- = overhead stage light, down beam colored LED, 36W
- = Moving head stage light, LED, 90W
- = Projector, 2500L

B = Restroom  
 # = Accessible Restroom  
 # = temp. fence  
 # = Gate/lede  
 H.W. = Hand wash station

## Alternatives to Proposed Event in Order of Preference:

A) Silent Disco Option:

At 10:00 PA system is turned off and event issued headphones are used to stream the music from the event until the event's proposed end time of 1:30AM.

B) Early End Time:

The event is concluded at 10:00PM or other time specified with hopes of a later end time at the future events listed on the permit, depending on outcome of first event.

### Precedence for Events in The Area:

- Over the past months there have been late night outdoor events in the creamery district (Pub area specifically). The pub location has more nearby residences. Although the use of city owned property (N st roadway) has more regulation than events on private property, it is my hope that we can create a vibrant community event at the desired location, if even for a "probationary" or "conditional" approval of the dates selected without having to search for a new location.

- Revised

**Dear community member,**

We would like to make you aware of a proposed series of fundraising events planned through Arcane Artists Inc. this summer on the block of N st between 8th st and 9th st. The Summer Fundraiser Series benefits local artist development and promotion (music producers and dancers). The fundraiser series usually runs June-October weather permitting. This year the first one is proposed July 23rd. Load in is proposed to start 8am the morning of each event. The events are proposed to run from 8:30pm-1:30am The event would utilize N st. between 8th St. & 9th st. Events consist of live singers, bands, instrumentalists, djs, dancers, live artists, local merchant vendors, and food and drink service by local licensed vendors (Los Giles & Fresh Mountain Eats etc).

**Road Closure:**

The proposed site of the special event series is N st. between 8th St. & 9th st. The full road closure would take place around noon on the day of the event and be lifted around 6 am after the event. Cleaning would continue until around 8am. Rideshare and carpool drop offs would happen near the event at the end of 8th street. Bike parking is available on sidewalks and will be available outside the perimeter of the event.

**Security:**

8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security has communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Additionally two security will be roaming the neighboring roadways to ensure that groups of people are not loitering or being disruptive outside the event.

**Safety:**

Security, crossing guard/ parking monitoring to ensure safety of any guests on the roadway, signage: specifying parking, crossing, special event, etc. battery powered road markers to illuminate walkway for any guests who wish to cross the road.

**Clean up / Trash Removal:**

Clean up and breakdown commences directly after the event with litter clean up to the property and neighboring roadways and properties, trash removal, spill clean up if need be through (mild) pressure washer.

**Noise Mitigation:**

To prevent excessive noise to the surrounding area we position the stage and PA sound facing south on N st. and keep the decibels below disruptive levels at nearest residences. After testing the sound through a noise decibel meter during setup, additional prevention measures including bails of hay behind the PA system will be added if needed as well as trailer positioning to avoid excess back noise on N st North of the event.

- Revised

**Insurance:**

Each event is fully insured and on file through the permitting process with the City of Arcata.

**Contact Person:**

If you have any questions, concerns, please feel free to reach out to Joe Ostini directly on his personal line [REDACTED] He will be onsite during set up, tear down, and during the event.

**Neighbor Benefits:**

As a Neighboring property, we would like to offer you complimentary free VIP tickets to all the summer fundraisers. Up to 5 will be automatically added through your first and last name. To redeem a simple text to Joe the week of the event will ensure you are added to the guest list.

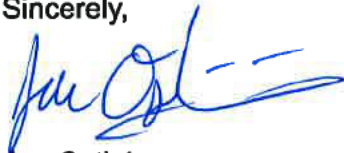
**Proposed Dates:**

July 23, Aug 6, Aug 27, Sept 10, Sept 24, Oct 8, Oct 15, Oct 29

All events are weather permitting.

Thank you for your time. Please feel free to contact Joe with any questions, concerns, wanting to be involved, etc.

Sincerely,



Joe Ostini

Arcane Artists Inc.

[info@arcaneartistes.com](mailto:info@arcaneartistes.com)

[REDACTED]

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)

Address	Name if Business Direct Contact	Phone Contact	No Response	Flyer left	Approval	Disapproval	Indifferent	Concerns	Suggested Solutions
820 N st	The Back Porch	x		x	x				
820 N st	Carn Appleton			x	x				
820 N st	Jiminez Glass	x		x	x				
820 N st	Visual Concepts	x		x	x				
821 N st	Institute of Comba	x		x	x				
822 N st	Hot Knots	x		x	x				
1445 8th St		x		x	x				
8th St	Kinetic Lab	x		x	x				
824 8th St	Phoenix Ceramic	x		x	x				
1350 9th St	La familia Cafe	x		x	x				
1300 9th St	Holly Yashi	x		x	x				
1251 9th St	Arcata Play House	x		x	x				
824 L st	The Pub	x		x	x				
824 L st	Bang Bang Vintage	x		x	x				
824 L st	Seapod Studio & Ex	x		x	x				
1266 9th St	North Coast Childr	x		x	x				
1288 9th St		x		x	x				
1222 9th St		x		x	x				
1335 10th St		x		x	x				
1345 10th St		x		x	x				
1391 10th St		x		x	x				
1352 10th st A		x		x	x				
1353 10th st B		x		x	x				
1354 10th st C		x		x	x				
1355 10th st D		x		x	x				
1356 10th st E		x		x	x				
1386 10th st		x		x	x				
1445 10th st	Ironside Metal	x		x	x				
1422 10th st		x		x	x				
1498 10th st		x		x	x				
1499 10th St	Monumental Settir	x		x	x				
1512 10th St		x		x	x				
1505 10th st		x		x	x				
1525 10th st		x		x	x				
1545 10th st		x		x	x				
1534 10th st		x		x	x				
908 O st	Lifed Arcata	x		x	x				
916 O st		x		x	x				

*824 L st . Navajo Tape*



Name: *iv Basin. Direct cont. phone cont. No respon. Flyer later Approval Disapproval multiferent concerns suggested solutions*

924 O st *Apt*  
928 O st *Apt*  
932 O st *Apt*  
901 O st

Hirsh Hubcaps *X*

*X*  
*X*  
*X*  
*X*

**Concerns:**

- A Air bnb in unit
- L People loitering
- N Noise late night
- P People Parking in front of unit
- W Waste generation through single use cups

**Solutions Offered:**

- H Offer hotel room for resident, for night of events
- B buyout Air B&B unit night of events
- S Security to patrol nearby streets to keep people from loitering
- C Provide cones to resident to put out in front of unit the morning of each event
- R We will not offer single use beer, wine, or cocktail *CUPS* people may bring their own cups or purchase an event cup



● = Approval/go concerns @ this time  
● = concerned  
● = no response

2.10.A.a

## Summer Fundraiser Series Additional Concerns

### High Volume Contingency Plan:

In the event that more people show up than expected, facilities are set up to accommodate a crowd of 800-1000 guests, with 12 trained and STP certified security (3 additional on standby) throughout event as well as at the gates and roaming 8th and 9th streets as to ensure no loitering at nearby businesses. Space is adequate to accommodate a large crowd although we do not envision events becoming large. Adequate lighting will be provided through 820 N st building flood lights, as well as booths and bathrooms on opposite side of the event. Stage lighting will provide lighting on the N st roadway. Admittance will be capped at 1000 or an agreeable amount otherwise.

### Neighbors:

All neighbors including: property owners, business owners, and residences have been consulted about the events and have presented no opposition. All have direct contact to Joe Ostini through personal phone number in the event that they feel uncomfortable in anyway and are encouraged to contact him. Furthermore all nearby residences have received free entries to all events held in the space. This is in addition to noise mitigation on (South facing speakers with sound dampening hay/ vehicle placement behind the stage) and Light pollution reduction through south facing stage lighting, trailer parking blockade behind stage area as well as privacy dancing on both ends of the N st block.



# CITY OF ARCATA DANCE PERMIT

Applicant to complete the following information:

Issued to (Title of Organization): Arcane Artists Inc.  
 Person in Charge of Event: Joe Ostini  
 Address: [REDACTED] Email: info@arcaneartists.com  
 Phone Number(s): Work: [REDACTED] Cell: [REDACTED] Home: [REDACTED]  
 Location of Dance: N St. between 8<sup>th</sup> St. & 9<sup>th</sup> St., Arcata  
 Name of Band, DJ or Orchestra: DIGGIN DIRT, OBJECT HEAVY  
 Date & Time of Dance: 07/23/22 8:30PM Time Music will End: 1:30 AM  
 Estimated Number of Attendance: 300 Type of Dance: Fundraiser / show

Please be advised that for a larger event, with over 500 estimated number of attendance, a diagram of the facility and event set up will be required for Fire Marshall review and approval.

Will alcoholic beverages be served / sold? YES  NO

If YES, what security measures will be taken to enforce alcohol beverage control?

All bartenders have completed CA bartenders certification, LEAD training, and newly required ABC server course. All bartenders are familiar with our last call procedures, ID checking techniques and over serving prevention. Wrist bands are issued when guests check in (which includes ID check and scan) and they will not be served without one. 8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security and staff have communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Security prevents any outside alcohol from entering the premises and any alcohol served from leaving the premises. Security is also trained in how to identify an intoxicated person as to ensure they do not overconsume at the event.

I hereby agree to comply with all City and State laws.

Signature: [Signature]  
Title: Director Date: 6/22/22

## FINAL APPROVAL IS TO BE OBTAINED FROM THE POLICE DEPARTMENT

Fire Department to complete the following:

Diagram Received: YES  NO

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Fire Marshall or designee Signature: [Signature] Date: June 23, 2022

Building Division to complete the following (unless event is held at Arcata Community Center):

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Building Official or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Police Department to complete the following:

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Chief of Police or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved amplified music hours for City facilities:  
Music at the Arcata Community Center must end by MIDNIGHT.

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



# CITY OF ARCATA DANCE PERMIT

Applicant to complete the following information:

Issued to (Title of Organization): Arcane Artists Inc.  
 Person in Charge of Event: Joe Ostini  
 Address: [Redacted] Email: info@arcaneartists.com  
 Phone Number(s): Work: [Redacted] Cell: [Redacted] Home: [Redacted]  
 Location of Dance: N St. between 8<sup>th</sup> St. & 9<sup>th</sup> St., Arcata  
 Name of Band, DJ or Orchestra: RON REESER ? DANNY FATHOM  
 Date & Time of Dance: 08/06/22 8:30PM Time Music will End: 1:30 AM  
 Estimated Number of Attendance: 300 Type of Dance: Fundraiser / show

Please be advised that for a larger event, with over 500 estimated number of attendance, a diagram of the facility and event set up will be required for Fire Marshall review and approval.

Will alcoholic beverages be served / sold? YES  NO

If YES, what security measures will be taken to enforce alcohol beverage control?

All bartenders have completed CA bartenders certification, LEAD training, and newly required ABC server course. All bartenders are familiar with our last call procedures, ID checking techniques and over serving prevention. Wrist bands are issued when guests check in (which includes ID check and scan) and they will not be served without one. 8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security and staff have communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Security prevents any outside alcohol from entering the premises and any alcohol served from leaving the premises. Security is also trained in how to identify an intoxicated person as to ensure they do not overconsume at the event.

I hereby agree to comply with all City and State laws.

Signature: [Signature]  
Title: Director Date: 6/22/22

## FINAL APPROVAL IS TO BE OBTAINED FROM THE POLICE DEPARTMENT

### Fire Department to complete the following:

Diagram Received: YES  NO   
Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Fire Marshall or designee Signature: [Signature] Date: June 23, 2022

### Building Division to complete the following (unless event is held at Arcata Community Center):

Comments: \_\_\_\_\_  
Recommendation: (Please check one) Approved  Not Approved   
Building Official or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Police Department to complete the following:

Comments: \_\_\_\_\_  
Recommendation: (Please check one) Approved  Not Approved   
Chief of Police or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved amplified music hours for City facilities:  
Music at the Arcata Community Center must end by MIDNIGHT.

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



# CITY OF ARCATA DANCE PERMIT

Applicant to complete the following information:

Issued to (Title of Organization): Arcane Artists Inc.  
 Person in Charge of Event: Joe Ostini  
 Address: [REDACTED] Email: info@arcaneartists.com  
 Phone Number(s): Work: [REDACTED] Cell: [REDACTED] Home: [REDACTED]  
 Location of Dance: N St. between 8<sup>th</sup> St. & 9<sup>th</sup> St., Arcata  
 Name of Band, DJ or Orchestra: JIMMY HITS, ARTIKAL SOUND SYSTEM  
 Date & Time of Dance: 08/27/22 8:30PM Time Music will End: 1:30 AM  
 Estimated Number of Attendance: 300 Type of Dance: Fundraiser / show

Please be advised that for a larger event, with over 500 estimated number of attendance, a diagram of the facility and event set up will be required for Fire Marshall review and approval.

Will alcoholic beverages be served / sold? YES X NO

If YES, what security measures will be taken to enforce alcohol beverage control?

All bartenders have completed CA bartenders certification, LEAD training, and newly required ABC server course. All bartenders are familiar with our last call procedures, ID checking techniques and over serving prevention. Wrist bands are issued when guests check in (which includes ID check and scan) and they will not be served without one. 8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security and staff have communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Security prevents any outside alcohol from entering the premises and any alcohol served from leaving the premises. Security is also trained in how to identify an intoxicated person as to ensure they do not overconsume at the event.

I hereby agree to comply with all City and State laws.

Signature: [Signature]  
 Title: Director Date: 6/22/22

## FINAL APPROVAL IS TO BE OBTAINED FROM THE POLICE DEPARTMENT

### Fire Department to complete the following:

Diagram Received: YES  NO   
 Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
 Fire Marshall or designee Signature: [Signature] Date: June 23, 2022

### Building Division to complete the following (unless event is held at Arcata Community Center):

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
 Building Official or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Police Department to complete the following:

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
 Chief of Police or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved amplified music hours for City facilities:  
Music at the Arcata Community Center must end by MIDNIGHT.

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



# CITY OF ARCATA DANCE PERMIT

Applicant to complete the following information:

Issued to (Title of Organization): Arcane Artists Inc.  
 Person in Charge of Event: Joe Ostini  
 Address: [Redacted] Email: info@arcaneartists.com  
 Phone Number(s): Work: [Redacted] Cell: [Redacted] Home: [Redacted]  
 Location of Dance: N St. between 8<sup>th</sup> St. & 9<sup>th</sup> St., Arcata  
 Name of Band, DJ or Orchestra: DIVA DANIELLE, CALIFORNIA POPPIES  
 Date & Time of Dance: 9/10/22 8:30PM Time Music will End: 1:30 AM  
 Estimated Number of Attendance: 300 Type of Dance: Fundraiser / show

Please be advised that for a larger event, with over 500 estimated number of attendance, a diagram of the facility and event set up will be required for Fire Marshall review and approval.

Will alcoholic beverages be served / sold? YES  NO

If YES, what security measures will be taken to enforce alcohol beverage control?

All bartenders have completed CA bartenders certification, LEAD training, and newly required ABC server course. All bartenders are familiar with our last call procedures, ID checking techniques and over serving prevention. Wrist bands are issued when guests check in (which includes ID check and scan) and they will not be served without one. 8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security and staff have communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Security prevents any outside alcohol from entering the premises and any alcohol served from leaving the premises. Security is also trained in how to identify an intoxicated person as to ensure they do not overconsume at the event.

I hereby agree to comply with all City and State laws.

Signature: [Signature]  
Title: Director Date: 6/22/22

## FINAL APPROVAL IS TO BE OBTAINED FROM THE POLICE DEPARTMENT

### Fire Department to complete the following:

Diagram Received: YES  NO   
Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Fire Marshall or designee Signature: [Signature] Date: June 23, 2022

### Building Division to complete the following (unless event is held at Arcata Community Center):

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Building Official or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Police Department to complete the following:

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Chief of Police or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved amplified music hours for City facilities:  
Music at the Arcata Community Center must end by MIDNIGHT.

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



# CITY OF ARCATA DANCE PERMIT

Applicant to complete the following information:

Issued to (Title of Organization): Arcane Artists Inc.  
 Person in Charge of Event: Joe Ostini  
 Address: [Redacted] Email: info@arcaneartists.com  
 Phone Number(s): Work: [Redacted] Cell: [Redacted] Home: [Redacted]  
 Location of Dance: N St. between 8<sup>th</sup> St. & 9<sup>th</sup> St., Arcata  
 Name of Band, DJ or Orchestra: TOKI MONSTA, ELUID  
 Date & Time of Dance: 9/24/22 8:30PM Time Music will End: 1:30 AM  
 Estimated Number of Attendance: 300 Type of Dance: Fundraiser / show

Please be advised that for a larger event, with over 500 estimated number of attendance, a diagram of the facility and event set up will be required for Fire Marshall review and approval.

Will alcoholic beverages be served / sold? YES X NO

If YES, what security measures will be taken to enforce alcohol beverage control?

All bartenders have completed CA bartenders certification, LEAD training, and newly required ABC server course. All bartenders are familiar with our last call procedures, ID checking techniques and over serving prevention. Wrist bands are issued when guests check in (which includes ID check and scan) and they will not be served without one. 8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security and staff have communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Security prevents any outside alcohol from entering the premises and any alcohol served from leaving the premises. Security is also trained in how to identify an intoxicated person as to ensure they do not overconsume at the event.

I hereby agree to comply with all City and State laws.

Signature: [Signature]  
Title: Director Date: 6/22/22

## FINAL APPROVAL IS TO BE OBTAINED FROM THE POLICE DEPARTMENT

Fire Department to complete the following:

Diagram Received: YES  NO

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Fire Marshall or designee Signature: [Signature] Date: June 23, 2022

Building Division to complete the following (unless event is held at Arcata Community Center):

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Building Official or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Police Department to complete the following:

Comments: \_\_\_\_\_

Recommendation: (Please check one) Approved  Not Approved   
Chief of Police or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved amplified music hours for City facilities:  
Music at the Arcata Community Center must end by MIDNIGHT.

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)





# CITY OF ARCATA DANCE PERMIT

Applicant to complete the following information:

Issued to (Title of Organization): Arcane Artists Inc.  
 Person in Charge of Event: Joe Ostini  
 Address: [Redacted] Email: info@arcaneartists.com  
 Phone Number(s): Work: [Redacted] Cell: [Redacted] Home: [Redacted]  
 Location of Dance: N St. between 8<sup>th</sup> St. & 9<sup>th</sup> St., Arcata  
 Name of Band, DJ or Orchestra: HENRY FONG  
 Date & Time of Dance: 10/08/22 8:30PM Time Music will End: 1:30 AM  
 Estimated Number of Attendance: 300 Type of Dance: Fundraiser / show

Please be advised that for a larger event, with over 500 estimated number of attendance, a diagram of the facility and event set up will be required for Fire Marshall review and approval.

Will alcoholic beverages be served / sold? YES  NO

If YES, what security measures will be taken to enforce alcohol beverage control?

All bartenders have completed CA bartenders certification, LEAD training, and newly required ABC server course. All bartenders are familiar with our last call procedures, ID checking techniques and over serving prevention. Wrist bands are issued when guests check in (which includes ID check and scan) and they will not be served without one. 8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security and staff have communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Security prevents any outside alcohol from entering the premises and any alcohol served from leaving the premises. Security is also trained in how to identify an intoxicated person as to ensure they do not overconsume at the event.

I hereby agree to comply with all City and State laws.

Signature: [Signature]  
Title: Director Date: 6/22/22

## FINAL APPROVAL IS TO BE OBTAINED FROM THE POLICE DEPARTMENT

### Fire Department to complete the following:

Diagram Received: YES  NO   
 Comments: \_\_\_\_\_  
 Recommendation: (Please check one) Approved  Not Approved   
 Fire Marshall or designee Signature: [Signature] Date: June 23, 2022

### Building Division to complete the following (unless event is held at Arcata Community Center):

Comments: \_\_\_\_\_  
 Recommendation: (Please check one) Approved  Not Approved   
 Building Official or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Police Department to complete the following:

Comments: \_\_\_\_\_  
 Recommendation: (Please check one) Approved  Not Approved   
 Chief of Police or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved amplified music hours for City facilities:  
Music at the Arcata Community Center must end by MIDNIGHT.

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



# CITY OF ARCATA DANCE PERMIT

Applicant to complete the following information:

Issued to (Title of Organization): Arcane Artists Inc.  
 Person in Charge of Event: Joe Ostini  
 Address: [Redacted] Email: info@arcaneartists.com  
 Phone Number(s): Work: [Redacted] Cell: [Redacted] Home: [Redacted]  
 Location of Dance: N St. between 8<sup>th</sup> St. & 9<sup>th</sup> St. , Arcata  
 Name of Band, DJ or Orchestra: Undercovers, Zac Sax  
 Date & Time of Dance: 10/15/22 8:30PM Time Music will End: 1:30 AM  
 Estimated Number of Attendance: 300 Type of Dance: Fundraiser / show

Please be advised that for a larger event, with over 500 estimated number of attendance, a diagram of the facility and event set up will be required for Fire Marshall review and approval.

Will alcoholic beverages be served / sold? YES  NO

If YES, what security measures will be taken to enforce alcohol beverage control?

All bartenders have completed CA bartenders certification, LEAD training, and newly required ABC server course. All bartenders are familiar with our last call procedures, ID checking techniques and over serving prevention. Wrist bands are issued when guests check in (which includes ID check and scan) and they will not be served without one. 8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security and staff have communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Security prevents any outside alcohol from entering the premises and any alcohol served from leaving the premises. Security is also trained in how to identify an intoxicated person as to ensure they do not overconsume at the event.

I hereby agree to comply with all City and State laws.

Signature: [Signature]  
Title: Director Date: 6/22/22

## FINAL APPROVAL IS TO BE OBTAINED FROM THE POLICE DEPARTMENT

Fire Department to complete the following:

Diagram Received: YES  NO

Comments: \_\_\_\_\_

Recommendation: (Please check one)

Approved

Not Approved

Fire Marshall or designee Signature: [Signature] Date: June 23, 2022

Building Division to complete the following (unless event is held at Arcata Community Center):

Comments: \_\_\_\_\_

Recommendation: (Please check one)

Approved

Not Approved

Building Official or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Police Department to complete the following:

Comments: \_\_\_\_\_

Recommendation: (Please check one)

Approved

Not Approved

Chief of Police or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved amplified music hours for City facilities:  
Music at the Arcata Community Center must end by MIDNIGHT.

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



# CITY OF ARCATA DANCE PERMIT

Applicant to complete the following information:

Issued to (Title of Organization): Arcane Artists Inc.  
 Person in Charge of Event: Joe Ostini  
 Address: [REDACTED] Email: info@arcaneartistes.com  
 Phone Number(s): Work: [REDACTED] Cell: [REDACTED] Home: [REDACTED]  
 Location of Dance: N St. between 8<sup>th</sup> St. & 9<sup>th</sup> St., Arcata  
 Name of Band, DJ or Orchestra: slow magic  
 Date & Time of Dance: 10/29/22 8:30PM Time Music will End: 1:30 AM  
 Estimated Number of Attendance: 300 Type of Dance: Fundraiser / show

Please be advised that for a larger event, with over 500 estimated number of attendance, a diagram of the facility and event set up will be required for Fire Marshall review and approval.

Will alcoholic beverages be served / sold? YES  NO

If YES, what security measures will be taken to enforce alcohol beverage control?

All bartenders have completed CA bartenders certification, LEAD training, and newly required ABC server course. All bartenders are familiar with our last call procedures, ID checking techniques and over serving prevention. Wrist bands are issued when guests check in (which includes ID check and scan) and they will not be served without one. 8-12 STC certified security per event. Contracted through Arcane Artists Inc. All security and staff have communication system (walky talkys) and are positioned throughout the event and at the entrance to keep guests and property safe. Security prevents any outside alcohol from entering the premises and any alcohol served from leaving the premises. Security is also trained in how to identify an intoxicated person as to ensure they do not overconsume at the event.

I hereby agree to comply with all City and State laws.

Signature: [Signature]  
Title: Director Date: 6/22/22

## FINAL APPROVAL IS TO BE OBTAINED FROM THE POLICE DEPARTMENT

### Fire Department to complete the following:

Diagram Received: YES  NO   
 Comments: \_\_\_\_\_  
 Recommendation: (Please check one) Approved  Not Approved   
 Fire Marshall or designee Signature: [Signature] Date: June 23, 2022

### Building Division to complete the following (unless event is held at Arcata Community Center):

Comments: \_\_\_\_\_  
 Recommendation: (Please check one) Approved  Not Approved   
 Building Official or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Police Department to complete the following:

Comments: \_\_\_\_\_  
 Recommendation: (Please check one) Approved  Not Approved   
 Chief of Police or designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved amplified music hours for City facilities:  
Music at the Arcata Community Center must end by **MIDNIGHT**.

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)

# City of Arcata Major Special Event Permit Application

Request Use of:

PLAZA    REDWOOD PARK/ACF    BALL PARK    CITY STREET    MARSH

(Must be submitted at least 30-days prior date requested)

(For events over 1,000 participants: Must be submitted at least 60-days prior date requested)

DATE SUBMITTED \_\_\_\_\_

DATE RETURN REQUESTED \_\_\_\_\_

### EVENT INFORMATION

Name of Event/Activity: Arcane Summer fundraiser series (Recurring Event)

Parade, Run, Walk, March, Race. (Attach a complete route map.)

Fair or Celebration with Booths. (Attach a map detailing booth layout with vendor name and location.)

Other (describe) \_\_\_\_\_

Date(s) of Event/Activity: July 23 (Saturday), ~~Aug 6, 27, Sept 10, 24, Oct 8, 17, 29~~

Time of Event/Activity: From: 10:00 AM a.m./p.m. to 10:00 PM a.m./p.m.

Time Set-up Begins: ~~8:00~~ 6:00 a.m./p.m. Clean-up Completed: 8:00 (Sunday) a.m./p.m.

Location of Event/Activity: 820 N St

Total Number of Persons Expected: 400

Maximum Number of Persons Expected at Any One Time: 300

Number of Monitors/Security Provided by Organization: 12

### ORGANIZATION INFORMATION

Name of Applicant/Sponsoring Organization: Arcane Artists Inc.

Non-Profit Tax Id # (if sponsored by an organization) 86-3309080 Attach proof of non-profit status.

Representative of Organization (if applicable): Joe Costini

Address of Applicant/Organization: \_\_\_\_\_

Telephone Numbers: Applicant/Organization: Day \_\_\_\_\_ Evening Same

Applicant/Representative: Day \_\_\_\_\_ Evening Same

E-Mail Address: Applicant/Organization: info@arcaneartists.com

Name(s) of representatives Who Will Be Present at Event and Responsible for Event Activities:

Name	_____	Day-time Phone	<u>Same</u>	Cell Phone	_____
Name	_____	Day-time Phone	<u>same</u>	Cell Phone	_____
Name	_____	Day-time Phone	<u>same</u>	Cell Phone	_____

Attachment: Arcane Fundraiser Concert Permit\_Redacted (3988 : Arcane Artist Event Ending Time Determination 10:30PM or 1:30AM)



# STAFF REPORT – CITY COUNCIL MEETING

September 07, 2022

**TO:** Honorable Mayor and City Council Members

**FROM:** Nancy Diamond, City Attorney

**PREPARER:** Nancy Diamond, City Attorney

**DATE:** August 31, 2022

**TITLE:** **Introduce Ordinance No. 1558, Amending Conflict of Interest Code, Title II (Administration), Chapter 8 (Conflict of Interest), Article 2 (City Employees), Sections 2915(a).**

## RECOMMENDATION:

It is recommended that the Council introduce Ordinance No. 1558, Title II, Amending the City's Conflict of Interest Code (*Administration*), Chapter 8 (*Conflict of Interest*), Article 2 (*City Employees*), Section and 2915(a); waive reading of the text and consent to read by title alone.

## INTRODUCTION:

State law requires the City Council to review its Conflict of Interest Code every two years and make revisions as appropriate. If amendments are required, state law requires that the Code amendment process be completed by December 31 of the review year. Government Code §87306.5.

## DISCUSSION:

Fair Political Practices Commission (FPPC) regulations require the designation of employee positions which make or participate in the making of governmental decisions (2 Cal. Code Regs 18750(a)(1)(C)). These "Designated Employees" are required to file annual financial disclosure statements. On review this year, staff recommends removing the designated position Information Technology (IT) Manager and adding the Deputy Director of Information Technology. This is consistent with the City Council's recent reclassification of the IT Manager to the Deputy Director level.

If introduced, the Conflict of Interest Code amendments will be brought to the Council for adoption on September 21, 2022.

## COMMITTEE/COMMISSION REVIEW:

None

**ENVIRONMENTAL REVIEW (CEQA):**

Introduction of this ordinance is not a project pursuant to CEQA and is therefore not subject to CEQA. The definition of Project does not include “continued administrative...activities” or “organizational or administrative activities of governments that will not result in direct or indirect physical changes” (CEQA Guidelines Sec. 15378(b)(2) & (5)).

**BUDGET/FISCAL IMPACT:**

None

**ATTACHMENTS:**

A. Ordinance 1558, Conflict of Interest Code proposed amendment, 2022 (PDF)

**ORDINANCE NO. 1558****AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCATA  
AMENDING THE ARCATA MUNICIPAL CODE, CONFLICT OF INTEREST CODE****TITLE: II Administration  
CHAPTER 8: Conflict of Interest Code  
ARTICLE 2: City Employees**

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

Section 1: Title II, (Administration), Chapter 8 (Conflict of Interest), Article 2, (City Employees), Sections 2912(E) and 2915(A) of the Arcata Municipal Code are amended as follows by the deletion of language as shown by strike through and addition of language as shown by underscored bold; omitted and unchanged text is shown by asterisks:

**SEC. 2912. Disqualification.**

Designated employees must disqualify themselves from making, participating in the making or using their official positions to influence the making of any governmental decision which will foreseeably have a material financial effect, distinguishable from its effect on the public generally, the official or a member of his or her immediate family on:

- A. Any business entity in which the designated employee has a direct or indirect investment worth two thousand dollars (\$2,000) or more;
- B. Any real property in which the designated employee has a direct or indirect interest worth two thousand dollars (\$2,000) or more;
- C. Any source of income, other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating five hundred dollars (\$500) or more in value received by or promised to the designated employee within twelve months prior to the time when the decision is made; or
- D. Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or
- E. Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating five hundred dollars (\$500) or more in value, provided to, received by, or promised to the designated employee within twelve (12) months prior to the time when the decision is made.
- F. No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that a designated employee's vote is needed to break a tie does not make his or her participation legally required for purposes of this section.

**SEC. 2915. Designated Employees.**

The following positions are designated pursuant to Government Code Section 87302 and are required to disclose financial interests as specified by the listed disclosure category, which is described in Section 2916. In addition, such positions as are designated herein are subject to disqualification pursuant to Section 2912.

A. Employees:

<u>Position:</u>	<u>Disclosure Category:</u>
City Engineer	1, 2
Director of Community Development	1, 2
Director of Environmental Services	1, 2
Deputy Director of Community Development	1, 2
Deputy Director Environmental Services- Community Services	1, 2
Deputy Director Environmental Services- Streets/Utilities	1, 2
<b><u>Deputy Director of Information Technology</u></b>	<b>1, 2</b>
Police Chief	1, 2
Assistant City Manager/Personnel Director	1, 2
<del>Information Technology Manager</del>	<del>1, 2</del>
Assistant City Engineer	2, 3, 4
Building Official	2, 3, 4

\* \* \*

Section 3: 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 4: This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines.

Section 5: This ordinance will take effect thirty (30) days after the date of its adoption.

DATE: \_\_\_\_\_, 2022

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. 1558, 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: A. Ordinance 1558, Conflict of Interest Code proposed amendment, 2022 (3987 : Ord 1558, Conflict of Interest Code update)