

CITY OF CRESCENT CITY

Mayor Blake Inscore
Council Member Alex Fallman
Council Member Isaiah Wright

Mayor Pro Tem Heidi Kime
Council Member Jason Greenough

AGENDA
REGULAR CITY COUNCIL MEETING
FLYNN CENTER
981 H STREET
CRESCENT CITY, CA 95531

MONDAY

JANUARY 7, 2019

6:00 P.M.

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the City Clerk's office at (707)464-7483 ext. 223. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II] For TTYDD use for speech and hearing impaired, please dial 711. A full agenda packet may be reviewed at City Hall, 377 J Street, Crescent City, CA or on our website: www.crescentcity.org

NOTE: THE CLOSED SESSION BEGINS AT 5:00 p.m. FOLLOWED BY THE OPEN SESSION MEETING AT 6:00 p.m.

CLOSED SESSION

Call to order
Roll call

ANNOUNCEMENT OF CLOSED SESSION ITEMS

- **Conference with Legal Counsel: Existing Litigation (Govt. Code § 54956.9(d)) 4 cases)**
Crescent City v. Dalton Harrington, et al. Del Norte County Superior Court Case No. CVUJ-18-1022; Crescent City v. Kap Soo Jeong, et al. Del Norte County Superior Court Case No. CVUJ-18-1020, Stephen Wakefield v. City of Crescent City and Golden State Risk Management Authority, WCAB Case No. ADJ11260796, Patrick M. Barry, Trustee of the Patrick M Barry Trust Dated October 2, 2009 v. City of Crescent City, inclusive Del Norte County Superior Court Case No. CVUJ-18-1287 and Martin v. City of Crescent City, Del Norte County Superior Court Case No. CVUJ-18-1219
- **Conference with Legal Counsel: Pending Litigation (Govt. Code § 54956.9(d)(4)) (3 cases)**

OPEN SESSION

Call to order
Roll call

Pledge of Allegiance

REPORT OUT OF CLOSED SESSION

PUBLIC COMMENT PERIOD

Any member of the audience is invited to address the City Council on any matter that is within the jurisdiction of the City of Crescent City. Comments of public interest or on matters appearing on the agenda are accepted. Note, however, that the Council is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. All comments shall be directed toward the entire Council. Any comments that are not at the microphone are out of order and will not be a part of the public record. After receiving recognition from the Mayor, please state your name and city or county residency for the record. Public comment is limited to three (3) minutes. The public is additionally allotted three minutes each in which to speak on any item on the agenda prior to any action taken by the Council.

CEREMONIAL ITEMS - None

REPORTS AND PRESENTATIONS - None

CONSENT CALENDAR

1. Regular Council Meeting Minutes

- *Recommendation: Approve the December 17, 2018 regular meeting minutes of the City Council. (City Clerk/Administrative Analyst)*

2. Warrant Claims List

- *Recommendation: Receive and file the warrant claims list for the period December 8, 2018 through December 28, 2018 (Finance Director)*

3. Payroll Report

- *Recommendation: Receive and file the biweekly payroll report for the period ending December 22, 2018, paid December 28, 2018. (Finance Director)*

4. Professional Services Agreement with ThinkPlace West, Inc., for Public Outreach Program and Staff Training

- *Recommendation: Approve professional services agreement between the City of Crescent City and ThinkPlace West, Inc. to provide a public outreach program and staff training related to the 10-year Pool Master Plan and authorize the City Manager to sign the agreement. (Finance Director)*

5. Border Coast Regional Airport Authority Board of Commissioners Appointment

- *Recommendation: Approve Resolution No. 2019-01, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPOINTING ONE MEMBER AND ONE ALTERNATE MEMBER TO THE BORDER COAST REGIONAL AIRPORT AUTHORITY BOARD OF COMMISSIONERS. (City Clerk/Administrative Analyst)*

Take public comment on consent calendar items before adoption.

PUBLIC HEARINGS - None

NOTE: If you challenge the decision of the City Council in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing. (Gov't Code § 65009)

CONTINUING BUSINESS - None

NEW BUSINESS

6. Smoke-Free Multi Housing Presentation by Angela Glore

- *Recommendation: Hear presentation*
- *Take public comment*
- *Consider a request from Coalition for a Smoke-Free Del Norte and TUPP to direct staff to work with the Coalition to develop an ordinance to ban smoking in multi-housing and to bring back options for implementation of a Tobacco Retail License; take action as necessary and appropriate.*

7. Request to Waive Fees for the Rental of the Cultural Center in Support of our Sister City Relationship

- *Recommendation: Hear staff report*
- *Take public comment*
- *Consider a request from the Del Norte High School Japan Club and other Delegates to waive the fees to rent the Cultural Center for January 7-10, 2019 to use when the students and Delegation from Rikuzentakata, Japan arrive. Staff has drafted the following motion if the City Council decides to grant the request: (City Manager)*

Motion to waive the fees for the use of the Cultural Center for January 7 - 10, 2019 to use when the students and Delegation from Rikuzentakata, Japan are in town, based on the finding that the waiver of fees is not a gift of public funds because the use of the facility is supporting the education of the youth in our community as well as our Sister City relationship.

8. Council Member Travel to Sacramento for New Mayors and Council Members Academy

- *Recommendation: Hear staff report*
- *Take public comment*
- *Consider and approve the travel for Mayor Pro Tem Kime and Council Member Wright to attend the New Mayors and Council Members Academy in Sacramento from January 16 – 18, 2019; take action as necessary and appropriate. (City Manager)*

CITY COUNCIL ITEMS

- **Legislative Matters** – Consider miscellaneous legislative matters pertinent to the City of Crescent City. Authorize the Mayor to sign the appropriate letters and/or positions with respect to such matters.
- **City Manager Report and City Council Directives** - Pursuant to Crescent City Municipal Code § 2.08.200, the City Council may instruct the city manager on matters of importance to the administrative services of the City and provide direction with respect to subordinates of the City Manager. (Directives from individual Council Members that are not objected to by any member present shall be considered an order of the City Council.)

- GSRMA Committee Members

- **Reports, Concerns, Referrals, Council travel and training reports** – In accordance with Gov't Code § 54954.2(a), City Council Members may make brief announcements or brief reports on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

ADJOURNMENT

*****Adjourn to the next special meeting of the City Council of the City of Crescent City scheduled for Tuesday, January 22, 2019 at 5:00 p.m. at the Flynn Center, 981 H Street, Crescent City, CA 95531.**

POSTED:

January 4, 2019

/s/ Robin Patch

City Clerk/Administrative Analyst

Vision:

The City of Crescent City will continue to stand the test of time and promote quality of life and community pride for our residents, businesses and visitors through leadership, diversity, and teamwork.

Mission:

The purpose of our city is to promote a high quality of life, leadership and services to the residents, businesses, and visitors we serve. The City is dedicated to providing the most efficient, innovative and economically sound municipal services building on our diverse history, culture and unique natural resources.

Values:

Accountability
Honesty & Integrity
Excellent Customer Service
Effective & Active Communication
Teamwork
Fiscally Responsible



CITY OF CRESCENT CITY

Mayor Blake Inscore
Council Member Alex Fallman
Council Member Isaiah Wright

Mayor Pro Tem Heidi Kime
Council Member Jason Greenough

MINUTES
REGULAR CITY COUNCIL MEETING
FLYNN CENTER
981 H STREET
CRESCENT CITY, CA 95531

MONDAY

DECEMBER 17, 2018

6:00 P.M.

CLOSED SESSION

Call to order Mayor Inscore called the closed session to order at 5:02 p.m.

Roll call Council Members present: Mayor Blake Inscore, Mayor Pro Tem Heidi Kime, Council Member Alex Fallman, Council Member Jason Greenough, and Council Member Isaiah Wright
Staff present: City Attorney Martha Rice
Staff absent: City Manager Eric Wier

ANNOUNCEMENT OF CLOSED SESSION ITEMS

- **Conference with Legal Counsel: Existing Litigation** (Govt. Code § 54956.9(d)) 4 cases) Crescent City v. Dalton Harrington, et al. Del Norte County Superior Court Case No. CVUJ-18-1022; Crescent City v. Kap Soo Jeong, et al. Del Norte County Superior Court Case No. CVUJ-18-1020, Stephen Wakefield v. City of Crescent City and Golden State Risk Management Authority, Workers' Compensation Appeals Board of the State of California Case No. ADJ11260796 and Patrick M. Barry, Trustee of the Patrick M Barry Trust Dated October 2, 2009 v. City of Crescent City and Does 1 through 10, inclusive Del Norte County Superior Court Case No. CVW-18-1287
- **Conference with Legal Counsel: Pending Litigation** (Govt. Code § 54956.9(d)(4)) (3 cases)
- **Conference with Legal Counsel: Potential Litigation** (Govt. Code § 54956.9) Tort Claim from Roger Haynie

The closed session adjourned at 5:56 p.m.

OPEN SESSION

Call to order Mayor Inscore called the open session to order at 6:01 p.m.

Roll call Council Members present: Mayor Inscore, Mayor Pro Tem Kime, Council Member Fallman, Council Member Greenough, and Council Member Wright

Staff members present: Finance Director Linda Leaver, City Clerk/Administrative Analyst Robin Patch, City Attorney Martha Rice, Public Works Director Jon Olson, Pool Manager Matt Hildebrandt, Housing Authority Executive Director Megan Miller, and Interim Fire Chief Bill Gillespie
Staff member absent: City Manager Eric Wier

Pledge of Allegiance led by Mayor Inscore

REPORT OUT OF CLOSED SESSION

City Attorney Rice reported no final actions were taken on closed session items.

PUBLIC COMMENT PERIOD

The following citizens addressed the Council:

Helena Long, Crescent City: expressed her thankfulness for the Mayor and City Council for their work for the City. Spoke on a special experience she had with Mayor Inscore and felt her voice was being heard.

Jim Hamilton, Crescent City: owns the Thai House and said Engine 101 Smokehouse is now located there; asked if the retail sales of cannabis would be lifted; *Mayor Inscore stated the Council is waiting on the direction the County is doing with theirs. Would be coming back to the first of the year to the Council;* Mr. Hamilton has someone that is interested in renting one of his buildings for this purpose.

CEREMONIAL ITEMS

1. Mayor's Commendation for Eagle Scout Morgan Perry

Mayor Inscore read aloud and presented the Mayor's Commendation for Eagle Scout Morgan Perry. Eagle Scout Perry addressed the Council and stated that the purpose of Scouts is to give boys something to do in the community.

REPORTS AND PRESENTATIONS - None

CONSENT CALENDAR

2. Regular Council Meeting Minutes

- *Recommendation: Approve the November 19, 2018 regular meeting minutes and the December 3, 2018 regular meeting minutes of the City Council. (City Clerk/Administrative Analyst)*

3. Warrant Claims List

- *Recommendation: Receive and file the warrant claims list for the period November 24, 2018 through December 7, 2018 (Finance Director)*

4. Payroll Report

- *Recommendation: Receive and file the biweekly payroll report for the period ending December 8, 2018, paid December 14, 2018. (Finance Director)*

5. Budget-to-Actual Financial Report for November 2018

- *Recommendation: Receive and file monthly budget-to-actual financial report of the City's major operating funds for the month of November 2018. (Finance Director)*
- 6. Stover Engineering Contract Amendment for the Sunset Circle Multi-use Trail Project**
- *Authorize the City Manager to sign Contract Amendment #001 with Stover Engineering in the amount of \$41,480 to complete the Plans, Specifications and Estimate for the extra work associated with the change in trail alignment for the Sunset Circle Multi-Use Trail Project*
 - *Approve Resolution No. 2018-74, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY, CALIFORNIA AMENDING THE FISCAL YEAR 2018-19 BUDGET OF THE CITY OF CRESCENT CITY (Public Works Director)*
- 7. USDA Radio Grant**
- *Recommendation: Authorize the City Manager to accept USDA grant funding in the amount of \$64,500 for the procurement of new handheld and portable radios for emergency operations. (Community Development Director)*
 - *Adopt Resolution 2018-73, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FISCAL YEAR 18-19 BUDGET OF THE CITY OF CRESCENT CITY*
- 8. CDBG Subrecipient Agreement with North Coast Rape Crisis Team**
- *Recommendation: Approve subrecipient agreement between the City of Crescent City and the North Coast Rape Crisis Team for sexual assault and battered/abused spouses services under the 17-CDBG-12092 Community Development Block Grant and authorize City Manager to sign the agreement. (Finance Director)*
- 9. Amendment to CDBG Subrecipient Agreement with Family Resource Center of the Redwoods**
- *Recommendation: Approve Amendment No. 1 to CDBG subrecipient agreement between the City of Crescent City and Family Resource Center of the Redwoods for food bank services under the 16-CDBG-11136 Community Development Block Grant, and authorize City Manager to sign the amendment (Finance Director)*
- 10. Wastewater Treatment Facility Operator Retention & Agreement for Contract Operators to Fill Short Positional Vacancies if Needed**
- *Recommendation: Adopt Resolution No. 2018-72, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPROVING A RETENTION INCENTIVE PROGRAM FOR WWTP OPERATORS*
 - *Approve and authorize the City Manager to sign a Professional Service Contract with AQUALITY Water Management, Inc. in the not-to-exceed amount of \$50,000 for on-call-as-needed wastewater treatment operations. (City Manager)*

There were no public comments on the consent calendar.

On a motion by Council Member Fallman, seconded by Mayor Pro Tem Kime and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City adopted the consent calendar consisting of items 2-10 as presented.

PUBLIC HEARINGS - None

HOUSING AUTHORITY

No meeting due to lack of agenda items

CRESCENT CITY SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY

(Minutes will be in the next meeting agenda of the Successor Agency)

Mayor Inscore reconvened the City Council meeting at 6:22 p.m.; all Council Members were still present.

CONTINUING BUSINESS

14. Professional Services Agreement with Councilman-Hunsaker to Create 10-Year Master Plan for Municipal Swimming Pool

- *Recommendation: Hear staff report*
- *Take public comment*
- *Approve professional services agreement between the City of Crescent City and Councilman-Hunsaker to create a 10-year Master Plan for the Fred Endert Municipal Swimming Pool and authorize City Manager to sign the agreement. (Finance Director)*

Finance Director Leaver reported to the Council that the City would like to look at how to make the pool the most efficient and utilities, programs, schedules, etc. will be reviewed. The community will have input to see what would best serve them. Councilman-Hunsaker will have 3 public meetings, 2 for public input, 1 for the Council (in April 2019), this will lay out how the City will be giving the best service to the community in the most efficient way. Director Leaver stated that there is a correction to the staff report – the public outreach portion by ThinkPlace mentioned has been pulled due to not being ready at the time of agenda posting. Mayor Inscore is looking forward to community engagement and how the ideas can be implemented. Mayor Pro Tem Kime stated that she spoke to the main pool users this weekend and the importance of the pool was the center of the conversation.

On a motion by Mayor Pro Tem Kime, seconded by Council Member Fallman, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City approved a professional services agreement between the City of Crescent City and Councilman-Hunsaker to create a 10-year Master Plan for the Fred Endert Municipal Swimming Pool and authorized the City Manager to sign the agreement.

There were no public comments.

NEW BUSINESS

15. Budget-to-Actual Report for Fiscal Year 2017-18 (Unaudited)

- *Recommendation: Hear staff report*
- *Take public comment*
- *Receive and file budget-to-actual financial report of the City's major operating funds for the Fiscal Year 2017-18 (unaudited) (Finance Director)*

Finance Director Leaver gave a detailed PowerPoint Presentation that gave an overview of the 17-18 Fiscal Year. The presentation outlined the operating activities for the major operating funds of the City, which are: General Fund, Housing Authority Fund, RV Park Fund, Sewer Fund and the Water Fund. It is anticipated to have the annual audit ready for the next Council meeting. Regarding the Housing Authority, they were under budget for both revenues and expenditures. The Housing Authority utilizes the funds they receive to ensure the most amount of families can receive assistance. In the General Fund, both revenues and expenditures were under budget

as the City uses a conservative approach to budgeting. Director Leaver explained that if the FY 2018-10 results match the budget, the projected fund balance as of June 30, 2019 would be \$1,782,782 which is \$281,023 over the required reserve. If the one-time projects are completed for the next fiscal year, the deficit will be closer to \$250,000. Director Leaver reported that Shoreline RV Park is doing very well, occupancy is much higher than before the renovation. It is anticipated that the fund will fully repay the renovation loan to the General Fund this coming fiscal year. There are plans to invest working capital in further improvements. The Sewer Fund had higher revenues than expected as there was a large connection fee paid for by a mobile home park. The vacancies of the Public Works Director and Engineering Project Manager effected the Sewer Fund and showed it under budget as a result as well as the WWTP Supervisor (fewer hours), two Operators (budgeted Grade 3, hired OIT), and CSA maintenance. The projects deferred to FY 9 are: Site Drain Improvements, Gravity Thickener, and Digester Cleaning. CIP Grant funding is being sought to help with the several projects that the City will need to have completed. Mayor Inscore said that having several hundred thousand dollars of CIP that does not get completed to be reviewed at mid-year budget. Director Leaver reported that the Water Fund saw more connections than anticipated, therefore it was a better year than expected. The unused flex benefits and vacancies were the result of the under-budget portion. Mayor Inscore asked what the current debt service of the Water Fund; Director Leaver answered that the amount is \$1.9 million, paying \$350k a year. Regarding CalPERS and OPEB (Other Post Employment Benefits) new estimates are given annually from CalPERS and in 2031 the amounts will be decreasing. OPEB liability decreased due to prefunding – there is no legal requirement to set money aside for this, however, we have been funding this since 2012 and that helps. The audit is expected to be finalized next week.

There were no public comments.

16. Fire Service Related Duty Officer Stipend Increase and Budget Amendment

- *Hear staff report*
- *Take public comment*
- *Consider and adopt Resolution No. 2018-62, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY, CALIFORNIA AMENDING THE FISCAL YEAR 2018-19 BUDGET OF THE CITY OF CRESCENT CITY. (Interim Fire Chief)*
- *Consider and Adopt Resolution 2018-63, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY ESTABLISHING STIPENDS FOR CRESCENT FIRE AND RESCUE VOLUNTEER FIREFIGHTERS.*

Interim Fire Chief Gillespie explained that the duty officer coverage was predominately covered previously by Fire Chief Wakefield. After his departure from the fire department, the coverage has been spread amongst the department. At the December 10, 2018 Fire District Board meeting, the board approved the stipend increase and budget amendment which means \$200 for 24 coverage for a duty officer and \$100 for a 12-hour shift. The Council was in consensus that this was long overdue and a worthwhile expense for our firefighters.

On a motion by Council Member Greenough, seconded by Mayor Pro Tem Kime, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City adopted Resolution No. 2018-62, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY, CALIFORNIA AMENDING THE FISCAL YEAR 2018-19 BUDGET OF THE CITY OF CRESCENT CITY.

On a motion by Council Member Fallman, seconded by Mayor Pro Tem Kime, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City adopted Resolution 2018-63, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY

ESTABLISHING STIPENDS FOR CRESCENT FIRE AND RESCUE VOLUNTEER FIREFIGHTERS.

There were no public comments.

Mayor Inscore said this is testament to the City's support of our Fire Department, thanked Interim Fire Chief Gillespie for his dedication to this endeavor.

17. Consolidation of Water Systems at the Butte Court and West Park Mobile Home Parks into the Crescent City Public Water System

- *Recommendation: Hear staff report*
- *Take public comment*
- *Adopt Resolution No. 2018-69, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AUTHORIZING THE CITY MANAGER TO EXECUTE A FINANCIAL ASSISTANCE APPLICATION FOR STATE GRANT FUNDING TO CONNECT BUTTE COURT MOBILE HOME PARK TO THE CRESCENT CITY PUBLIC WATER SYSTEM*
- *Adopt Resolution No. 2018-70, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AUTHORIZING THE CITY MANAGER TO EXECUTE A FINANCIAL ASSISTANCE APPLICATION FOR STATE GRANT FUNDING TO CONNECT WEST PARK MOBILE HOME PARK TO THE CRESCENT CITY PUBLIC WATER SYSTEM (Public Works Director)*

Public Works Director Olson reported to the Council that Butte Court Mobile Home Park and West Park Properties had issues of water quality and therefore desired to be connected to the City water system. The City is seeking to submit a grant application for these connections which will be used for the construction and new connections. Mayor Inscore asked if the only cost is staff time because it is not billable for the grant; Public Works Director Olson stated in the affirmative and that it will only utilize approximately 40 hours of staff time. Council Member Greenough asked if there was a timeline; Director Olson said it would be typical turnaround for this grant funding, approximately 3- 6 months.

On a motion by Council Member Greenough, seconded by Council Member Fallman and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City adopted Resolution No. 2018-69, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AUTHORIZING THE CITY MANAGER TO EXECUTE A FINANCIAL ASSISTANCE APPLICATION FOR STATE GRANT FUNDING TO CONNECT BUTTE COURT MOBILE HOME PARK TO THE CRESCENT CITY PUBLIC WATER SYSTEM.

On a motion by Council Member Fallman, seconded by Council Member Greenough and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City adopted Resolution No. 2018-70, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AUTHORIZING THE CITY MANAGER TO EXECUTE A FINANCIAL ASSISTANCE APPLICATION FOR STATE GRANT FUNDING TO CONNECT WEST PARK MOBILE HOME PARK TO THE CRESCENT CITY PUBLIC WATER SYSTEM.

There were no public comments.

18. Formation of a Sister City Committee

- *Recommendation: Hear staff report*
- *Take public comment*
- *Approve the creation of a two-by-two joint committee with Del Norte County to maintain the Sister City relationship with Rikuzentakata, Japan*

- *Appoint two Council members to the Committee (City Manager)*

Finance Director Leaver gave the history of the Sister City relationship. As people become involved in this project and then involved in other things, consistency is needed to keep it moving forward. The creation of this committee would mean that those in the 2x2 would make recommendations and that information would be relayed to the Council. Board of Supervisors Chairman Chris Howard stated the importance of the relationship the County and City share with Rikuzentakata. Our relationship has become a "message of hope" for all of the sister cities. Over time, relationships like this can wane if there is no government support and encouraged the City to take the same step the BOS has taken by creating this 2x2. Council Member Greenough asked if the School Board had been approached to be a part of this; Chairman Howard stated this is an opportune time to reach out to them to expand it. The Council spoke in consensus of the importance of this committee to continue fostering the relationship between the two cities. Mayor Inscore asked if this can be left open for a 2x2x2 if the Council approves the 2x2; City Attorney Rice stated that it could, this action just establishes a 2x2.

On a motion by Council Member Fallman, seconded by Council Member Greenough, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City approved the creation of a two-by-two joint committee with Del Norte County to maintain the Sister City relationship with Rikuzentakata, Japan.

The Council was in consensus for the Mayor's appointment of Mayor Pro Tem Kime and Mayor Inscore to serve on the Sister City Committee.

There were no public comments

19. Council Meeting 2019 Calendar

- *Recommendation: Approve proposed Council meeting calendar for 2019 (City Clerk/Administrative Analyst)*

Mayor Pro Tem Kime said that the July 1st meeting could present a challenge; Director Leaver stated that the calendar can be approved tonight and amended as necessary.

The Council was in consensus to approve the Council meeting calendar for 2019 as presented.

CITY COUNCIL ITEMS

➤ **Legislative Matters – None**

➤ **City Manager Report and City Council Directives -**

- **Confirm Mayoral 2019 appointments to Boards, Commissions, and Committees**

Director Leaver announced a correction was needed on the appointment list for the Oversight Board. The meeting dates are now twice a year, one in January and one in July, held at the WWTP. Mayor Inscore had a correction as well, the HELP Committee no longer exists, it is now the Coalition to End Homelessness in Del Norte County. Additionally, the No Place Like Home Committee was not on the schedule and appointments will need to be made for the City to represented. Mayor Inscore appointed himself and Council Member Fallman.

The Council was in consensus to confirm the Mayor's appointments to Boards, Commissions, and Committees for 2019.

➤ **Reports, Concerns, Referrals, Council travel and training reports –**

Mayor Pro Tem Kime – attended the Border Coast Regional Airport Authority meeting.

Council Member Greenough – attended the Local Area Formation Commission meeting.

Council Member Fallman – attended the Local Transportation Commission meeting and took part in the Light Parade with the City and spoke at the Hmong New Year celebration.

Council Member Wright – walked in the Light Parade with his son with the City crew.

Mayor Inscore – attended the following meetings: Local Area Formation Commission, Pelican Bay State Prison Citizens Advisory Commission, Del Norte Coalition to End Homelessness, met with local recruiter, and attended the grand reopening of Johnston's Cabinetry.

ADJOURNMENT

There being no further business to come before the Council, Mayor Inscore adjourned the meeting at 7:38 p.m. to the next regular meeting of the City Council of the City of Crescent City scheduled for Monday, January 7, 2019 at 5:00 p.m. at the Flynn Center, 981 H Street, Crescent City, CA 95531.

ATTEST:

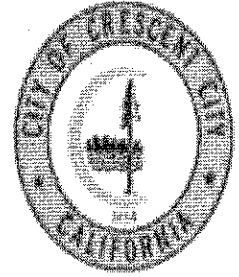
Robin Patch
City Clerk/Administrative Analyst

Accounts Payable

Checks by Date - Summary by Check Number

User: crawlings
 Printed: 1/2/2019 10:27 AM

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Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
ACH	EDDTAX	State of California EDD TAX Auto Pay	12/17/2018	0.00	4,822.88
ACH	FITTAX	FIT Payroll Taxes Auto Pay	12/17/2018	0.00	20,578.75
ACH	PERS2	Public Emp Retirement Sys	12/17/2018	0.00	25,727.70
ACH	FITTAX	FIT Payroll Taxes Auto Pay	12/17/2018	0.00	8.86
432770	ATTCLets	A T & T	12/14/2018	0.00	103.28
432771	SPRING	Accela, Inc.	12/14/2018	0.00	1,531.80
432772	ADAMSASE	Adams Ashby Group	12/14/2018	0.00	860.00
432773	SUPERI	Advanced Superior Alarm Systems	12/14/2018	0.00	76.50
432774	ASHBRKRS	Alfa Laval Inc.	12/14/2018	0.00	305.76
432775	BLUEST	Blue Star Gas	12/14/2018	0.00	8,383.15
432776	BOOKCTR	BookingCenter.com LLC	12/14/2018	0.00	150.00
432777	CRENNE	C Renner Petroleum Inc	12/14/2018	0.00	1,368.25
432778	CALPUB	California Public Utilities Commission	12/14/2018	0.00	75.00
432779	CAMPTO	Campton Electric Inc	12/14/2018	0.00	423.12
432780	CHARTEC	Charter Communication Inc	12/14/2018	0.00	240.62
432781	CLAGWOLF	Claggett Wolfe Associates, Inc.	12/14/2018	0.00	11,809.00
432782	CPI	CPI International	12/14/2018	0.00	605.01
432783	CRESUNIF	Crescent Uniforms/Supply	12/14/2018	0.00	327.34
432784	CURRYE	Curry Equipment	12/14/2018	0.00	71.51
432785	DNCOSH	D N Co Sheriffs Office	12/14/2018	0.00	23,708.00
432786	DAYWIR	Day Wireless Systems Inc	12/14/2018	0.00	520.00
432787	DNCBOS	Del Norte County	12/14/2018	0.00	90.00
432788	DNCO	Del Norte County	12/14/2018	0.00	4,868.66
432789	DNOFFI	Del Norte Office Supply	12/14/2018	0.00	553.05
432790	MISSVS	Virginia Delatorre	12/14/2018	0.00	1,540.00
432791	DISPLAYS	Display Sales	12/14/2018	0.00	148.70
432792	ENGLUN	Englund Marine Supply Co.	12/14/2018	0.00	25.52
432793	EUREKAO	Eureka Oxygen Co.	12/14/2018	0.00	456.00
432794	VERIZO2	Frontier	12/14/2018	0.00	943.96
432795	GEORGE	George's Auto & Diesel	12/14/2018	0.00	266.60
432796	GRAING	Grainger	12/14/2018	0.00	980.34
432797	HAMWSG	Hambro/WSG	12/14/2018	0.00	8,866.63
432798	HAPPY	Happy Software Inc	12/14/2018	0.00	8,580.00
432799	INDEPE	Independent Business Forms, In	12/14/2018	0.00	957.60
432800	INDUSTST	Industrial Steel & Supply	12/14/2018	0.00	185.76
432801	INFOSEND	Infosend, Inc.	12/14/2018	0.00	1,573.69
432802	BESTSTOR	Brian Iorg	12/14/2018	0.00	130.00
432803	RECALL	Iron Mountain	12/14/2018	0.00	69.30
432804	TOWN&COI	Jacobson and Miller PC	12/14/2018	0.00	120.00
432805	LESSCH	Les Schwab Tire Co	12/14/2018	0.00	332.53
432806	LINCOL	Lincoln Equipment Inc	12/14/2018	0.00	177.73
432807	MENDES	Mendes Supply Company	12/14/2018	0.00	398.57
432808	MISSIO	Mission Uniform & Linen	12/14/2018	0.00	207.65
432809	MORJON	Mor-Jon Inc	12/14/2018	0.00	255.28
432810	MORRISON	Morrison and Company Consulting, Inc.	12/14/2018	0.00	546.75
432811	101	National Auto Parts Warehouse	12/14/2018	0.00	261.72
432812	OREILLY	Ozark Automotive Dis. Inc.	12/14/2018	0.00	695.11

2

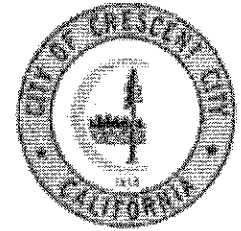
Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
432813	PAPEMAC2	Pape Machinery Inc.	12/14/2018	0.00	50.16
432814	PARKWA	Parkway Feed	12/14/2018	0.00	257.67
432815	REDWWS	Redwood Welding Service	12/14/2018	0.00	44.45
432816	RKI	RKI Instruments, Inc.	12/14/2018	0.00	142.51
432817	ZCAWTR1	St Wtr Resource Cntrl Brd	12/14/2018	0.00	50.00
432818	ZCAHEAL3	State of California	12/14/2018	0.00	175,000.00
432819	THRIFT	Thrifty Supply	12/14/2018	0.00	11.88
432820	TIDEWA	Tidewater Contractors Inc	12/14/2018	0.00	344.00
432821	UNITEDRO	United Rotary Brush Corp	12/14/2018	0.00	149.74
432822	CALCARDS	US Bank Corporate Pmt Systems	12/14/2018	0.00	8,721.08
432823	UTILITYS	Utility Services Associates	12/14/2018	0.00	4,176.00
432824	WOODJESS	Jesse Wood	12/14/2018	0.00	200.00
432825	GARYBUCH	Gary R. Buchholz	12/17/2018	0.00	2,548.02
432826	CASTATE	CA State Disbursement Unit	12/17/2018	0.00	160.30
432827	WAMUTU	Crescent City Employees Association	12/17/2018	0.00	90.00
432828	CCPOLI	Crescent City Police Officer's Association	12/17/2018	0.00	350.00
432829	ICMARE	Icma Retirement Trust-457	12/17/2018	0.00	5,213.80
432830	IRS	Department of the Treasury Internal Reven	12/17/2018	0.00	73.50
432831	NCHEAL	Northcoast Health Screen.	12/17/2018	0.00	80.00
432832	PARS	PARS, Public Agency Retirement	12/17/2018	0.00	300.00
432833	CAPLIVE	Secure Screening Solutions, Inc	12/17/2018	0.00	66.00
432834	ZCAJUSTA	ST CA Dept Of Justice	12/17/2018	0.00	160.00
432835	ADAMSASF	Adams Ashby Group	12/21/2018	0.00	1,040.00
432836	ASHBRKRS	Alfa Laval Inc.	12/21/2018	0.00	105.97
432837	ALTMANR	Ray Altman	12/21/2018	0.00	150.00
432838	AMARANTE	Daniel Amarante	12/21/2018	0.00	39.96
432839	ROBERTBL	Black & Rice, LLP	12/21/2018	0.00	9,147.00
432840	BLUEST	Blue Star Gas	12/21/2018	0.00	142.10
432841	BCRAA	Border Coast Regional Airport Authority	12/21/2018	0.00	20,000.00
432842	CRENNE	C Renner Petroleum Inc	12/21/2018	0.00	1,395.22
432843	CALAUT	California Auto Image	12/21/2018	0.00	65.00
432844	CHARTEC	Charter Communication Inc	12/21/2018	0.00	294.96
432845	CCHAY&FE	Crescent City Hay & Feed	12/21/2018	0.00	116.10
432846	CUMMIN	Cummins Pacific LLC	12/21/2018	0.00	2,230.02
432847	DNCOC2	D N Co Dept Inform Tech	12/21/2018	0.00	110.72
432848	DNORFF	Del Norte Office Supply	12/21/2018	0.00	341.60
432849	DNSOLI	Del Norte Solid Waste	12/21/2018	0.00	217.62
432850	DISPLAYS	Display Sales	12/21/2018	0.00	471.90
432851	ENGLUN	Englund Marine Supply Co.	12/21/2018	0.00	38.37
432852	FASTENAL	Fastenal Company	12/21/2018	0.00	437.89
432853	FERGUS	Ferguson Enterprises, Inc #3011	12/21/2018	0.00	4,726.35
432854	FRESWATE	Freshwater Environmental Services	12/21/2018	0.00	3,780.00
432855	VERIZO2	Frontier	12/21/2018	0.00	1,996.35
432856	GCBAUTO	GCB Automation and Marine	12/21/2018	0.00	870.00
432857	GRAING	Grainger	12/21/2018	0.00	249.37
432858	GREENEHO	Holly Greene	12/21/2018	0.00	150.00
432859	HDFOWLER	H. D. Fowler	12/21/2018	0.00	1,359.31
432860	EFFDEL	Ernie & Cheri Hardaway	12/21/2018	0.00	30.00
432861	HARPER	Harper Motors	12/21/2018	0.00	250.00
432862	HITECHSE	Hi-Tech Security	12/21/2018	0.00	185.94
432863	INDUSTE	Industrial Electric Arcata Inc	12/21/2018	0.00	361.15
432864	J&LLEAS	J & L Leasing	12/21/2018	0.00	1,648.00
432865	KIMEB	Brad Kime	12/21/2018	0.00	150.00
432866	LEXISNEX	Lexis Nexis Risk Solutions	12/21/2018	0.00	58.00
432867	MENDES	Mendes Supply Company	12/21/2018	0.00	1,027.92
432868	MISSIO	Mission Uniform & Linen	12/21/2018	0.00	249.75
432869	MULDOON1	Mike Muldoon	12/21/2018	0.00	150.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
432870	OREILLY	Ozark Automotive Dis. Inc.	12/21/2018	0.00	126.46
432871	SILVER&W	Silver & Wright LLP	12/21/2018	0.00	1,713.18
432872	UB*04696	EDWARD STEPHENS	12/21/2018	0.00	24.00
432873	STOVER	Stover Engineering	12/21/2018	0.00	300.50
432874	ZCAWTR2	SWRCB	12/21/2018	0.00	37,564.00
432875	UB*04697	DEBORAH THOMPSON	12/21/2018	0.00	147.23
432876	UB*04695	TU TO	12/21/2018	0.00	108.21
432877	FURNERJ	Jeremy Turner	12/21/2018	0.00	650.00
432878	CALCARDS	US Bank Corporate Pmt Systems	12/21/2018	0.00	187.78
432879	UB*04698	LISA VAN VLIET	12/21/2018	0.00	250.00
432880	WECOIND	WECO Industries, LLC	12/21/2018	0.00	533.62
432881	DAILYT	Western Communications, Inc.	12/21/2018	0.00	196.01
432882	WILLJOHN	John Williams	12/21/2018	0.00	150.00
432883	ZEESER	Zee Medical Company	12/21/2018	0.00	229.04
432884	BLARAE	Rae Blasingame	12/28/2018	0.00	1,500.00
432885	BLUEST	Blue Star Gas	12/28/2018	0.00	158.07
432886	UB*04710	SEAN BRANCATO	12/28/2018	0.00	76.36
432887	CENTROPR	Centro Print Solutions	12/28/2018	0.00	172.02
432888	DNCOC2	D N Co Dept Inform Tech	12/28/2018	0.00	46.62
432889	DNOFFI	Del Norte Office Supply	12/28/2018	0.00	99.85
432890	FAMILYRE	Family Resource Center of the Redwoods	12/28/2018	0.00	11,473.00
432891	FEDEX	Fedex	12/28/2018	0.00	29.11
432892	VERIZO2	Frontier	12/28/2018	0.00	713.57
432893	UB*04700	AMBER GONSALVES	12/28/2018	0.00	88.66
432894	GOVFIN	Government Finance	12/28/2018	0.00	170.00
432895	UB*04709	MICHAEL HAWKINS	12/28/2018	0.00	473.29
432896	UB*04706	THOMAS HILL	12/28/2018	0.00	55.31
432897	HDLASSOC	Hinderliter deLlamas & Associates	12/28/2018	0.00	1,068.72
432898	INFOSEND	Infosend, Inc.	12/28/2018	0.00	1,197.80
432899	UB*04704	BEVERLY JAMES	12/28/2018	0.00	20.71
432900	LESSCH	Les Schwab Tire Co	12/28/2018	0.00	38.81
432901	UB*04701	YEE LOR	12/28/2018	0.00	61.07
432902	UB*04707	JORDAN MARROQUIN	12/28/2018	0.00	105.29
432903	UB*04703	DONNA MC JUNKIN	12/28/2018	0.00	250.00
432904	MENDES	Mendes Supply Company	12/28/2018	0.00	599.47
432905	MISSIO	Mission Uniform & Linen	12/28/2018	0.00	105.28
432906	NAHRO	Nahro	12/28/2018	0.00	898.80
432907	OTIS E	Otis Elevator Company Inc	12/28/2018	0.00	336.54
432908	OREILLY	Ozark Automotive Dis. Inc.	12/28/2018	0.00	690.98
432909	UB*04705	ANDREW PEREZ	12/28/2018	0.00	149.90
432910	QUILLC	Quill Corporation	12/28/2018	0.00	221.37
432911	UB*04708	ROBINSON BROTHERS CONSTRUCTIO	12/28/2018	0.00	723.15
432912	SPRINTAQ	Rothhammer International, Inc.	12/28/2018	0.00	309.83
432913	SILVER&W	Silver & Wright LLP	12/28/2018	0.00	170.10
432914	UB*04702	CAROL STANDER	12/28/2018	0.00	59.24
432915	UB*04699	SWP CONTRACTING & PAVING	12/28/2018	0.00	800.00
432916	THRIFT	Thrifty Supply	12/28/2018	0.00	66.39
432917	TIDEWA	Tidewater Contractors Inc	12/28/2018	0.00	516.00
432918	TWOGUY	Two Guys	12/28/2018	0.00	45.15
432919	VERIZO3	Verizon Wireless	12/28/2018	0.00	1,845.70
432920	DAILYT	Western Communications, Inc.	12/28/2018	0.00	422.13
432921	WRIGHTJA	James Wright	12/28/2018	0.00	163.30

Report Total (156 checks): 0.00 454,499.48

Accounts Payable

12-8-18 to 12-28-18 Council



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User: crawlings

Printed: 01/02/2019 - 10:25 AM

Check Num	Check Da	Account	Description	Amount	Selected for Vo
0	12/17/2018	610-000-2185-0000	PR Batch 00001.12.2018 State Income Tax	4,801.21	no
0	12/17/2018	610-000-2189-0000	PR Batch 00001.12.2018 Federal Income Tax	15,187.04	no
0	12/17/2018	610-000-2188-0000	PR Batch 00001.12.2018 Medicare Employee Portion	2,364.52	no
0	12/17/2018	610-000-2188-0000	PR Batch 00001.12.2018 Medicare Employer Portion	2,364.52	no
0	12/17/2018	610-000-2187-0000	PR Batch 00001.12.2018 EE Contribution	11,246.28	no
0	12/17/2018	610-000-2187-0000	PR Batch 00001.12.2018 ER Contribution	14,010.47	no
0	12/17/2018	610-000-2187-0000	PR Batch 00001.12.2018 Service Credit Purchase	414.18	no
0	12/17/2018	610-000-2187-0000	PR Batch 00001.12.2018 Survivor Benefit	56.77	no
0	12/17/2018	610-000-2185-0000	PR Batch 00911.12.2018 State Income Tax	21.67	no
0	12/17/2018	610-000-2189-0000	PR Batch 00911.12.2018 Federal Income Tax	354.45	no
0	12/17/2018	610-000-2188-0000	PR Batch 00911.12.2018 Medicare Employee Portion	154.11	no
0	12/17/2018	610-000-2188-0000	PR Batch 00911.12.2018 Medicare Employer Portion	154.11	no
0	12/17/2018	610-000-2188-0000	PR Batch 00111.12.2018 Medicare Employee Portion	4.43	no
0	12/17/2018	610-000-2188-0000	PR Batch 00111.12.2018 Medicare Employer Portion	4.43	no
432770	12/14/2018	001-240-4230-0000	DOJ/CLETS line FY19: NOV 2018	103.28	no
432771	12/14/2018	413-120-4415-0000	UB web pmt fees: NOV 2018	765.90	no
432771	12/14/2018	419-120-4415-0000	UB web pmt fees: NOV 2018	765.90	no
432772	12/14/2018	151-485-4409-1621	CDBG General Admin services for 16 CDBG: NOV 2018	860.00	no
432773	12/14/2018	001-480-4450-0000	Quarterly Monitoring: 12/01/18-02/28/19	76.50	no
432774	12/14/2018	413-357-4390-0000	Belt press switch ASO 18565	305.76	no
432775	12/14/2018	001-480-4220-0000	Propane: 10/15/18-11/15/18 (ACCT: 02-0065442)	8,227.67	no
432775	12/14/2018	413-351-4220-0000	Propane (ACCT: 02-1010727)	144.48	no
432775	12/14/2018	001-471-4220-0000	Propane: 10/15/18-11/15/18 (ACCT: 02-0065468)	11.00	no
432776	12/14/2018	412-100-4450-0000	Website booking engine: NOV 2018	150.00	no
432777	12/14/2018	001-230-4330-0000	Fuel	38.49	no
432777	12/14/2018	001-240-4330-0000	Fuel for patrol cars	1,329.76	no
432778	12/14/2018	001-000-2230-0000	CC Deposit Refund: Event Date 10/30/18	75.00	no
432779	12/14/2018	913-352-4799-3521	spring nuts, channel	168.86	no
432779	12/14/2018	001-364-4350-1002	con block, tap conn	208.72	no
432779	12/14/2018	506-506-4390-0000	LEF 4ft 15Wt	45.54	no
432780	12/14/2018	412-100-4230-0000	Internet Service -12/01/18-12/31/18	134.98	no
432780	12/14/2018	001-230-4230-0000	Cable & Internet Service-11/20/18-12/19/18	105.64	no
432781	12/14/2018	151-485-4796-1620	Professional services for Business Loan Program Study: NOV 2018	3,744.00	no
432781	12/14/2018	151-485-4796-1620	Professional services for Business Loan Program Study: OCT 2018	8,065.00	no
432782	12/14/2018	413-351-4390-0000	Microbiology supplies	605.01	no
432783	12/14/2018	001-230-4395-0000	Uniform & supplies	327.34	no
432784	12/14/2018	001-470-4390-0000	grass deflector	19.33	no
432784	12/14/2018	001-470-4390-0000	blower parts/maint	52.18	no
432785	12/14/2018	001-240-4475-0000	Dispatch services in FY19: OCT-DEC 2018	23,708.00	no
432786	12/14/2018	001-230-4391-0000	Program radio for new fire pickup	520.00	no
432787	12/14/2018	001-113-4450-0000	County Chamber rental for City Council meetings	70.00	no
432787	12/14/2018	001-113-4450-0000	County Chamber rental for Planning Meeting	20.00	no
432788	12/14/2018	115-364-4785-0000	FY19 gas tax revenue sharing per agreement: OCT 2018	1,224.79	no
432788	12/14/2018	115-364-4787-0000	FY19 gas tax revenue sharing per agreement: OCT 2018	1,645.93	no
432788	12/14/2018	115-364-4787-0000	FY19 gas tax revenue sharing per agreement: AUG 2018 OVERPMT	-20.00	no

Check Num	Check Da	Account	Description	Amount	Selected for Vo
432788	12/14/2018	117-364-4789-0000	FY19 gas tax revenue sharing per agreement: OCT 2018	2,017.94	no
432789	12/14/2018	001-113-4310-0000	Black toner	134.99	no
432789	12/14/2018	001-480-4310-0000	thermal paper, binders, indexes	31.22	no
432789	12/14/2018	001-480-4310-0000	star stickers	12.16	no
432789	12/14/2018	001-120-4310-0000	payroll "received" stamp	15.61	no
432789	12/14/2018	413-120-4310-0000	expanding file pockets	31.01	no
432789	12/14/2018	413-352-4390-0000	clipboard for safety committee	3.43	no
432789	12/14/2018	413-353-4390-0000	report covers	6.45	no
432789	12/14/2018	413-352-4390-0000	black toner cartridge	22.42	no
432789	12/14/2018	419-371-4390-0000	clipboard for safety committee	3.43	no
432789	12/14/2018	419-120-4310-0000	expanding file pockets	31.00	no
432789	12/14/2018	413-120-4310-0000	payroll "received" stamp	15.61	no
432789	12/14/2018	419-371-4390-0000	black toner cartridge	22.43	no
432789	12/14/2018	506-506-4390-0000	clipboard for safety committee	3.44	no
432789	12/14/2018	419-120-4310-0000	payroll "received" stamp	15.62	no
432789	12/14/2018	419-371-4310-0000	stapler	26.86	no
432789	12/14/2018	419-120-4310-0000	calendars	30.69	no
432789	12/14/2018	506-506-4390-0000	black toner cartridge	22.43	no
432789	12/14/2018	413-120-4310-0000	calendars	30.70	no
432789	12/14/2018	001-120-4310-0000	calendars	31.18	no
432789	12/14/2018	413-120-4310-0000	calendars	31.18	no
432789	12/14/2018	419-120-4310-0000	calendars	31.19	no
432790	12/14/2018	001-470-4450-0000	Cleaning service: 7 days/wk for parks restrooms 11/4/18-12/1/18	1,540.00	no
432791	12/14/2018	506-506-4390-0000	6- US flags	74.35	no
432791	12/14/2018	001-470-4390-0000	6- US flags	74.35	no
432792	12/14/2018	419-371-4390-0000	cotton rags	25.52	no
432793	12/14/2018	001-230-4450-0000	SCBA bottle testing	456.00	no
432794	12/14/2018	413-353-4230-0000	Lift Station Phone PL0-0009 -11/25/18-12/24/18	59.58	no
432794	12/14/2018	001-350-4230-0000	707-464-9506 monthly phone- 11/30/18-12/29/18	134.26	no
432794	12/14/2018	413-120-4230-0000	707-465-6208 monthly phone- 11/30/18-12/29/18	31.48	no
432794	12/14/2018	419-120-4230-0000	707-465-6208 monthly phone- 11/30/18-12/29/18	31.47	no
432794	12/14/2018	508-508-4230-0000	707-464-9565 monthly phone- 11/30/18-12/29/18	108.65	no
432794	12/14/2018	413-352-4230-0000	707-464-7023 monthly phone- 11/30/18-12/29/18	62.95	no
432794	12/14/2018	001-471-4230-0000	707-465-3914 monthly phone- 11/30/18-12/29/18	68.11	no
432794	12/14/2018	001-480-4230-0000	707-464-6940 monthly phone- 11/30/18-12/29/18	57.43	no
432794	12/14/2018	413-120-4230-0000	707-464-6517 monthly phone- 11/30/18-12/29/18	15.91	no
432794	12/14/2018	419-120-4230-0000	707-464-6517 monthly phone- 11/30/18-12/29/18	15.91	no
432794	12/14/2018	001-240-4230-0000	707-464-2133 monthly phone- 11/30/18-12/29/18	159.87	no
432794	12/14/2018	001-350-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	7.52	no
432794	12/14/2018	001-251-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	1.06	no
432794	12/14/2018	420-115-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	2.16	no
432794	12/14/2018	413-120-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	2.16	no
432794	12/14/2018	419-120-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	2.17	no
432794	12/14/2018	001-111-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	2.16	no
432794	12/14/2018	001-113-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	2.16	no
432794	12/14/2018	001-114-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	2.16	no
432794	12/14/2018	001-120-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	8.55	no
432794	12/14/2018	001-313-4230-0000	707 465-4405 downstairs fax- 11/30/18-12/29/18	2.16	no
432794	12/14/2018	001-120-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	8.43	no
432794	12/14/2018	001-111-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	2.13	no
432794	12/14/2018	001-313-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	2.14	no
432794	12/14/2018	001-113-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	2.13	no
432794	12/14/2018	001-114-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	2.13	no
432794	12/14/2018	001-251-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	1.05	no
432794	12/14/2018	001-350-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	7.41	no

Check Num	Check Da	Account	Description	Amount	Selected for Vo
432794	12/14/2018	413-120-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	2.14	no
432794	12/14/2018	419-120-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	2.13	no
432794	12/14/2018	420-115-4230-0000	707 465-1719 upstairs fax- 11/30/18-12/29/18	2.13	no
432795	12/14/2018	419-371-4390-0000	hydrant adapter	156.66	no
432795	12/14/2018	508-508-4390-0000	hydrolic hose, adapters, filters	109.94	no
432796	12/14/2018	413-352-4390-0000	WWTP Office storage cabinets (INVOICE # 9017304941 & 9011521490	916.21	no
432796	12/14/2018	508-508-4390-0000	viewport	37.23	no
432796	12/14/2018	508-508-4390-0000	continuous hinge	26.90	no
432797	12/14/2018	413-352-4225-0000	Sludge disposal FY19	1,500.26	no
432797	12/14/2018	413-352-4225-0000	Sludge disposal FY19	1,454.53	no
432797	12/14/2018	413-352-4225-0000	Sludge disposal FY19	180.21	no
432797	12/14/2018	413-352-4225-0000	Sludge disposal FY19	1,196.25	no
432797	12/14/2018	413-352-4225-0000	Sludge disposal FY19	1,526.21	no
432797	12/14/2018	413-352-4225-0000	Sludge disposal FY19	1,579.35	no
432797	12/14/2018	413-352-4225-0000	Sludge disposal FY19	1,429.82	no
432799	12/14/2018	413-120-4310-0000	#10 window envelopes	478.80	no
432799	12/14/2018	419-120-4310-0000	#10 window envelopes	478.80	no
432800	12/14/2018	001-112-4392-0000	steel bars for holiday lights	39.56	no
432800	12/14/2018	001-112-4392-0000	metal bars for holiday lights	98.90	no
432800	12/14/2018	001-112-4392-0000	metal bars for holiday lights	47.30	no
432801	12/14/2018	413-120-4240-0000	UB mailing service: OCT 2018	786.84	no
432801	12/14/2018	419-120-4240-0000	UB mailing service: OCT 2018	786.85	no
432802	12/14/2018	001-113-4450-0000	Physical document storage: DEC 2018	130.00	no
432803	12/14/2018	001-113-4450-0000	Document shredding service: 10/24/18-11/27/18	69.30	no
432804	12/14/2018	001-240-4380-0000	Medical care as needed for K9: Kai	120.00	no
432805	12/14/2018	001-240-4391-0000	Alignment #60	79.95	no
432805	12/14/2018	508-508-4390-0000	2 new tires for 15	252.58	no
432806	12/14/2018	001-480-4390-0000	element kit	177.73	no
432807	12/14/2018	001-470-4370-0000	Janitorial Supplies- City-Wide	74.29	no
432807	12/14/2018	001-230-4370-0000	Janitorial Supplies- City-Wide	6.60	no
432807	12/14/2018	001-240-4370-0000	Janitorial Supplies- City-Wide	6.60	no
432807	12/14/2018	001-471-4370-0000	Janitorial Supplies- City-Wide	6.61	no
432807	12/14/2018	001-480-4370-0000	Janitorial Supplies- City-Wide	16.50	no
432807	12/14/2018	412-100-4370-0000	Janitorial Supplies- City-Wide	6.60	no
432807	12/14/2018	413-352-4370-0000	Janitorial Supplies- City-Wide	6.60	no
432807	12/14/2018	508-508-4370-0000	Janitorial Supplies- City-Wide	8.26	no
432807	12/14/2018	001-350-4370-0000	Janitorial Supplies- City-Wide	18.82	no
432807	12/14/2018	001-111-4370-0000	Janitorial Supplies- City-Wide	0.66	no
432807	12/14/2018	001-113-4370-0000	Janitorial Supplies- City-Wide	0.66	no
432807	12/14/2018	001-114-4370-0000	Janitorial Supplies- City-Wide	0.66	no
432807	12/14/2018	001-120-4370-0000	Janitorial Supplies- City-Wide	2.64	no
432807	12/14/2018	001-251-4370-0000	Janitorial Supplies- City-Wide	0.33	no
432807	12/14/2018	001-313-4370-0000	Janitorial Supplies- City-Wide	0.66	no
432807	12/14/2018	413-120-4370-0000	Janitorial Supplies- City-Wide	0.66	no
432807	12/14/2018	419-120-4370-0000	Janitorial Supplies- City-Wide	0.66	no
432807	12/14/2018	420-115-4370-0000	Janitorial Supplies- City-Wide	0.66	no
432807	12/14/2018	001-470-4370-0000	Janitorial Supplies- City-Wide	105.07	no
432807	12/14/2018	001-230-4370-0000	Janitorial Supplies- City-Wide	9.34	no
432807	12/14/2018	001-240-4370-0000	Janitorial Supplies- City-Wide	9.34	no
432807	12/14/2018	001-471-4370-0000	Janitorial Supplies- City-Wide	9.34	no
432807	12/14/2018	001-480-4370-0000	Janitorial Supplies- City-Wide	23.35	no
432807	12/14/2018	412-100-4370-0000	Janitorial Supplies- City-Wide	9.34	no
432807	12/14/2018	413-352-4370-0000	Janitorial Supplies- City-Wide	9.34	no
432807	12/14/2018	508-508-4370-0000	Janitorial Supplies- City-Wide	11.67	no
432807	12/14/2018	001-350-4370-0000	Janitorial Supplies- City-Wide	26.62	no

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432807	12/14/2018	001-111-4370-0000	Janitorial Supplies- City-Wide	0.93	no
432807	12/14/2018	001-113-4370-0000	Janitorial Supplies- City-Wide	0.94	no
432807	12/14/2018	001-114-4370-0000	Janitorial Supplies- City-Wide	0.93	no
432807	12/14/2018	001-120-4370-0000	Janitorial Supplies- City-Wide	3.74	no
432807	12/14/2018	001-251-4370-0000	Janitorial Supplies- City-Wide	0.46	no
432807	12/14/2018	001-313-4370-0000	Janitorial Supplies- City-Wide	0.94	no
432807	12/14/2018	413-120-4370-0000	Janitorial Supplies- City-Wide	0.93	no
432807	12/14/2018	419-120-4370-0000	Janitorial Supplies- City-Wide	0.94	no
432807	12/14/2018	420-115-4370-0000	Janitorial Supplies- City-Wide	0.93	no
432808	12/14/2018	413-357-4320-0000	uniforms	12.12	no
432808	12/14/2018	508-508-4320-0000	uniforms	14.13	no
432808	12/14/2018	508-508-4320-0000	uniforms	14.13	no
432808	12/14/2018	413-351-4320-0000	uniforms	16.07	no
432808	12/14/2018	001-120-4370-0000	janitorial supplies/services	9.25	no
432808	12/14/2018	413-352-4320-0000	uniforms	43.25	no
432808	12/14/2018	413-351-4390-0000	gloves	70.95	no
432808	12/14/2018	001-120-4370-0000	janitorial supplies/services	9.25	no
432808	12/14/2018	001-120-4370-0000	janitorial supplies/services	9.25	no
432808	12/14/2018	001-120-4370-0000	janitorial supplies/services	9.25	no
432809	12/14/2018	001-470-4390-0000	flat washer	6.77	no
432809	12/14/2018	508-508-4390-0000	aluminum mig & tig	28.06	no
432809	12/14/2018	508-508-4390-0000	155 argon nonflammable	61.95	no
432809	12/14/2018	001-112-4392-0000	flat bar	20.43	no
432809	12/14/2018	508-508-4390-0000	flange #32	21.76	no
432809	12/14/2018	508-508-4390-0000	nylon tubing #32	4.35	no
432809	12/14/2018	413-356-4390-35022	V-belt (Napa)	78.34	no
432809	12/14/2018	508-508-4390-0000	fuel filter (Napa)	33.62	no
432810	12/14/2018	151-485-4796-16180	Microenterprise Technical Assistance services: NOV 2018	546.75	no
432811	12/14/2018	508-508-4390-0000	parts for #15	255.40	no
432811	12/14/2018	001-112-4392-0000	parts for holiday lights	6.32	no
432812	12/14/2018	001-230-4391-0000	blue def exhaust fluid #5111	17.19	no
432812	12/14/2018	508-508-4390-0000	heater valve #15	19.31	no
432812	12/14/2018	001-240-4391-0000	12 oz R-134A #70	68.66	no
432812	12/14/2018	508-508-4390-0000	1 gal. antifreeze	55.86	no
432812	12/14/2018	508-508-4390-0000	oil filter #42	10.87	no
432812	12/14/2018	508-508-4390-0000	ign wire set, coil, spark plug #11	126.62	no
432812	12/14/2018	001-240-4391-0000	AC condenser #70	107.38	no
432812	12/14/2018	001-240-4391-0000	AC condenser #70	105.04	no
432812	12/14/2018	001-240-4391-0000	core returns	-223.14	no
432812	12/14/2018	508-508-4390-0000	sending unit #19	78.22	no
432812	12/14/2018	001-240-4391-0000	thermostat, antifreeze #70	39.18	no
432812	12/14/2018	001-240-4391-0000	oil/parts #66	56.71	no
432812	12/14/2018	508-508-4390-0000	shop tools	115.00	no
432812	12/14/2018	508-508-4390-0000	mobile power	85.99	no
432812	12/14/2018	001-240-4391-0000	touch up paint #63	21.48	no
432812	12/14/2018	001-240-4391-0000	touch up paint #63	10.74	no
432813	12/14/2018	508-508-4390-0000	travel warning #28	50.16	no
432814	12/14/2018	001-240-4380-0000	Dog food for K9's	85.89	no
432814	12/14/2018	001-240-4380-0000	Dog food for K9's	85.89	no
432814	12/14/2018	001-240-4380-0000	Dog food for K9's	85.89	no
432815	12/14/2018	413-352-4390-0000	barrel lifting device	44.45	no
432816	12/14/2018	413-352-4390-0000	oxygen sensor	142.51	no
432817	12/14/2018	413-351-4530-0000	Water DI Operator Exam: registration, C. Fuoco	50.00	no
432818	12/14/2018	419-000-2770-0000	FY 18-19 Safe Drinking Water Loan Payment	175,000.00	no
432819	12/14/2018	001-470-4390-0000	hose bibb for dog park	11.88	no

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432820	12/14/2018	419-371-4390-0000	Asphalt to pave sections of excavated streets	258.00	no
432820	12/14/2018	001-364-4390-1002	Asphalt to pave sections of excavated streets	86.00	no
432821	12/14/2018	508-508-4390-0000	blue steel plastic back gb std	149.74	no
432822	12/14/2018	001-230-4391-0000	Travel to get canopy put on new duty truck 10/24/18: gas, J.Weil	78.86	no
432822	12/14/2018	001-120-4550-0000	membership dues - Leaver	36.67	no
432822	12/14/2018	001-230-4510-0000	SAFEWAY: Scene support	482.82	no
432822	12/14/2018	001-000-1350-0000	APPLE: Computer Loan Program: A. Lopez	630.29	no
432822	12/14/2018	413-357-4390-0000	EQUIPCO: Repair and recalibrate YSI ORP/DO portable instrument	1,031.38	no
432822	12/14/2018	413-357-4390-0000	TPI 9080 Smart Vibration Meter advanced software	247.50	no
432822	12/14/2018	001-480-4390-0000	SANTABARBARACONROLS: repair of chemtrol for Pool	495.54	no
432822	12/14/2018	413-353-4390-0000	Annual RACO fee for Harbor Lift alarm system	360.00	no
432822	12/14/2018	001-230-4391-0000	TOTALLYTRUCKS: canopy for fire truck	3,050.31	no
432822	12/14/2018	001-470-4390-0000	AMAZON: honda lever, shield safety	85.59	no
432822	12/14/2018	419-371-4390-0000	TPI 9080 Smart Vibration Meter advanced software	247.50	no
432822	12/14/2018	413-120-4550-0000	membership dues - Leaver	36.67	no
432822	12/14/2018	001-230-4390-0000	ORICK MARKET: batteries	9.69	no
432822	12/14/2018	001-230-4330-0000	CAL ORE FLIGHT: fuel	58.90	no
432822	12/14/2018	001-470-4390-0000	TRACTOR SUPPLY: rubber boots	139.72	no
432822	12/14/2018	001-480-4240-0000	MAIL ROOM: part shipped to Santa Barbara Control Systems	27.70	no
432822	12/14/2018	419-120-4550-0000	membership dues - Leaver	36.66	no
432822	12/14/2018	001-480-4390-0000	HOME DEPOT: ridgid wet nozzle	27.89	no
432822	12/14/2018	506-506-4390-0000	GREENTEK ENERGY: LED replacement bulbs for T-8s	225.43	no
432822	12/14/2018	001-000-2122-0000	(TAX) AMAZON: honda lever, shield safety	-5.41	no
432822	12/14/2018	506-000-2122-0000	(TAX) GREENTEK ENERGY: LED replacement bulbs for T-8s	-15.73	no
432822	12/14/2018	001-251-4390-0000	AMAZON: dual cell phone case pouch	10.74	no
432822	12/14/2018	001-480-4370-0000	WALMART: towels	23.56	no
432822	12/14/2018	419-371-4390-0000	EMS SAFETY: First aid kits	144.98	no
432822	12/14/2018	001-480-4390-0000	SUSTAINABLESUPPLY.COM: armature w/ grommet	50.14	no
432822	12/14/2018	001-470-4390-0000	AMAZON: dual cell phone case pouch	10.75	no
432822	12/14/2018	506-506-4390-0000	EMS SAFETY: CPR/1st Aid Training Kits	74.04	no
432822	12/14/2018	001-480-4378-0000	SMARTFOODSERVICE: store snacks	87.51	no
432822	12/14/2018	001-000-2122-0000	(TAX) AMAZON: dual cell phone case pouch	-1.50	no
432822	12/14/2018	413-357-4530-0000	360 TRAINING: D. Borges, online training- Motor Starters & Troub	20.00	no
432822	12/14/2018	001-111-4409-0000	SAFEWAY: fruit/veggies for juicing	76.40	no
432822	12/14/2018	001-230-4390-0000	AMAZON: V-kits raspberry Pi-3 Model B+	62.00	no
432822	12/14/2018	001-480-4370-0000	WALMART: clorox wipes/cleaners	20.53	no
432822	12/14/2018	420-115-4450-0000	SPAMHERO: monthly service	10.00	no
432822	12/14/2018	419-371-4530-0000	360 TRAINING: D. Borges, online training- Motor Starters & Troub	20.00	no
432822	12/14/2018	413-357-4530-0000	360 TRAINING: J. Blue online training- Circuit Breakers & Intro	20.00	no
432822	12/14/2018	001-480-4390-0000	WALMART: bag charge	0.10	no
432822	12/14/2018	420-115-4312-0000	PHANTOMPDF: your perfect pdf mate	10.99	no
432822	12/14/2018	419-371-4530-0000	360 TRAINING: J. Blue online training- Circuit Breakers & Intro	20.00	no
432822	12/14/2018	001-480-4376-0000	SAFEWAY ETC: taxable food for pool store	91.06	no
432822	12/14/2018	420-115-4390-0000	AMAZON: zip ties, cable ties, mini keyboard	35.07	no
432822	12/14/2018	001-480-4378-0000	SAFEWAY ETC: nontaxable food for pool store	416.54	no
432822	12/14/2018	420-115-4312-0000	AMAZON: iPad case with keyboard	75.20	no
432822	12/14/2018	001-480-4379-0000	SAFEWAY ETC: sales tax paid on items for pool store	6.83	no
432822	12/14/2018	420-000-2122-0000	(TAX) AMAZON: iPad case with keyboard	-5.25	no
432822	12/14/2018	001-350-4310-0000	APPLE: note master app	3.99	no
432822	12/14/2018	001-350-4310-0000	AMAZON: phone case/clip	43.75	no
432822	12/14/2018	001-000-2122-0000	(TAX) AMAZON: phone case/clip	-3.05	no
432822	12/14/2018	420-115-4450-0000	FUTUREQUEST: monthly service	33.95	no
432822	12/14/2018	001-350-4310-0000	AMAZON: soundbar & webcam	48.13	no
432822	12/14/2018	001-111-4310-0000	AMAZON: soundbar & webcam	26.64	no
432823	12/14/2018	419-371-4450-0000	3 days of leak detection on City's water system	4,176.00	no

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432824	12/14/2018	413-352-4320-0000	Protective Footwear Reimbursement FY19	200.00	no
432825	12/17/2018	001-240-4407-0000	Backround investigation services	2,548.02	no
432826	12/17/2018	610-000-2170-0000	PR Batch 00911.12.2018 Child Support-CA %	77.05	no
432826	12/17/2018	610-000-2170-0000	PR Batch 00911.12.2018 Child Support-CA %	83.25	no
432827	12/17/2018	610-000-2184-0000	PR Batch 00001.12.2018 Misc EE Association Fund	90.00	no
432828	12/17/2018	610-000-2181-0000	PR Batch 00001.12.2018 CCPOA Dues	350.00	no
432829	12/17/2018	610-000-2178-0000	Plan#300878	2,108.77	no
432829	12/17/2018	610-000-2178-0000	Plan#300878	415.33	no
432829	12/17/2018	610-000-2186-0000	Plan#306752	147.15	no
432829	12/17/2018	610-000-2186-0000	Plan#306752	701.80	no
432829	12/17/2018	610-000-2178-0000	Plan#300878	1,034.34	no
432829	12/17/2018	610-000-2186-0000	Plan#306752	135.84	no
432829	12/17/2018	610-000-2186-0000	Plan#306752	647.66	no
432829	12/17/2018	610-000-2186-0000	Plan#306752	3.97	no
432829	12/17/2018	610-000-2186-0000	Plan#306752	18.94	no
432830	12/17/2018	610-000-2170-0000	PR Batch 00001.12.2018 IRS Levy	73.50	no
432831	12/17/2018	412-100-4409-0000	Pre-employment screening	40.00	no
432832	12/17/2018	630-111-4409-0000	Oct 18 Admin Fees	300.00	no
432833	12/17/2018	001-240-4411-0000	Taxi Livescan Fee-L Gray	22.00	no
432833	12/17/2018	001-240-4411-0000	Taxi Livescan Fee-R Pereida	22.00	no
432833	12/17/2018	412-100-4409-0000	Pre-employmenti Livescan Fee	22.00	no
432833	12/17/2018	001-240-4411-0000	Taxi Livescan Fee-D Miller	-22.00	no
432834	12/17/2018	001-230-4407-0000	Pre-employment fingerprinting	32.00	no
432834	12/17/2018	412-100-4409-0000	Pre-employment fingerprinting	32.00	no
432834	12/17/2018	001-240-4411-0000	Taxi fingerprinting-R Pereida	32.00	no
432834	12/17/2018	001-240-4411-0000	Taxi fingerprinting-L Gray	32.00	no
432835	12/21/2018	919-371-4799-3710	Labor compliance services for Elevated Tank project	320.00	no
432835	12/21/2018	919-371-4799-3710	Labor compliance services for Elevated Tank project	320.00	no
432835	12/21/2018	919-371-4799-3710	Labor compliance services for Elevated Tank project- payroll rev	400.00	no
432836	12/21/2018	413-357-4390-0000	spring, valve	105.97	no
432837	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: OCT-DEC 2018	75.00	no
432837	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: JUL-SEP 2018	75.00	no
432838	12/21/2018	413-353-4530-0000	CWEA test: mileage, travel date 12/7/18 (TOTAL AMOUNT)	39.96	no
432839	12/21/2018	001-130-4410-0000	LEGAL SERVICES: AGENDA/CITY COUNCIL/STAFF MEETINGS-	553.50	no
432839	12/21/2018	413-130-4410-0000	LEGAL SERVICES: AGENDA/CITY COUNCIL/STAFF MEETINGS-	553.50	no
432839	12/21/2018	419-130-4410-0000	LEGAL SERVICES: AGENDA/CITY COUNCIL/STAFF MEETINGS-	553.50	no
432839	12/21/2018	001-251-4410-0034	LEGAL SERVICES: 340 6TH ST CODE ENF- NOV 2018	78.00	no
432839	12/21/2018	001-130-4410-0000	LEGAL SERVICES: GENERAL- NOV 2018	6,132.00	no
432839	12/21/2018	001-130-4310-0000	LEGAL SERVICES: REIMB COPIES- NOV 2018	26.00	no
432839	12/21/2018	413-130-4410-0000	LEGAL SERVICES: SEWER- NOV 2018	1,209.50	no
432839	12/21/2018	001-130-4410-0000	LEGAL SERVICES: SUCCESSOR AGENCY- NOV 2018	41.00	no
432840	12/21/2018	413-351-4220-0000	Propane (ACCT# 02-1010727)	142.10	no
432841	12/21/2018	001-112-4431-0000	Annual Contribution - RSA Project	20,000.00	no
432842	12/21/2018	001-240-4330-0000	Fuel for patrol cars	1,395.22	no
432843	12/21/2018	001-240-4391-0000	Tow #64	65.00	no
432844	12/21/2018	001-111-4230-0000	Internet Service -11/27/18-12/26/18	13.73	no
432844	12/21/2018	001-113-4230-0000	Internet Service -11/27/18-12/26/18	13.74	no
432844	12/21/2018	001-114-4230-0000	Internet Service -11/27/18-12/26/18	13.73	no
432844	12/21/2018	001-120-4230-0000	Internet Service -11/27/18-12/26/18	54.32	no
432844	12/21/2018	001-251-4230-0000	Internet Service -11/27/18-12/26/18	6.77	no
432844	12/21/2018	001-313-4230-0000	Internet Service -11/27/18-12/26/18	13.73	no
432844	12/21/2018	001-350-4230-0000	Internet Service -11/27/18-12/26/18	47.76	no
432844	12/21/2018	413-120-4230-0000	Internet Service -11/27/18-12/26/18	13.73	no
432844	12/21/2018	419-120-4230-0000	Internet Service -11/27/18-12/26/18	13.74	no
432844	12/21/2018	420-115-4230-0000	Internet Service -11/27/18-12/26/18	13.73	no

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432844	12/21/2018	413-352-4230-0000	broadband for security- 12/08/18-01/07/19	89.98	no
432845	12/21/2018	001-364-4390-1002	straw	116.10	no
432846	12/21/2018	413-356-4390-3502	New radiator for BOV generator	2,230.02	no
432847	12/21/2018	001-113-4450-0000	IT services for Council meetings	46.62	no
432847	12/21/2018	001-113-4450-0000	IT services for Council meetings	64.10	no
432848	12/21/2018	001-240-4310-0000	evidence labels	69.86	no
432848	12/21/2018	419-371-4390-0000	safety binders	25.35	no
432848	12/21/2018	413-352-4310-0000	pencils, highlighters, misc office products	49.20	no
432848	12/21/2018	413-352-4390-0000	safety binders	25.35	no
432848	12/21/2018	001-350-4310-0000	toner cartridge- magenta	48.82	no
432848	12/21/2018	506-506-4390-0000	safety binders	25.36	no
432848	12/21/2018	413-352-4310-0000	toner cartridge- magenta	48.83	no
432848	12/21/2018	419-371-4310-0000	toner cartridge- magenta	48.83	no
432849	12/21/2018	001-470-4225-0000	Refuse Disposal- NOV 2018	202.97	no
432849	12/21/2018	419-371-4225-0000	Refuse Disposal- NOV 2018	1.59	no
432849	12/21/2018	001-364-4225-1002	Refuse Disposal- NOV 2018	13.06	no
432850	12/21/2018	506-506-4390-0000	6- City custom flags	235.95	no
432850	12/21/2018	001-470-4390-0000	6- City custom flags	235.95	no
432851	12/21/2018	001-364-4390-1002	ss std cap screw	2.84	no
432851	12/21/2018	413-356-4390-3502	bolt clamp & misc parts	35.53	no
432852	12/21/2018	508-508-4390-0000	Safety supplies	65.68	no
432852	12/21/2018	001-470-4390-0000	Safety supplies	175.16	no
432852	12/21/2018	413-353-4390-0000	Safety supplies	109.47	no
432852	12/21/2018	419-371-4390-0000	Safety supplies	87.58	no
432853	12/21/2018	419-371-4390-0000	Poly pipe crimper to do water service repairs	495.43	no
432853	12/21/2018	419-371-4390-0000	48 - 3/4" water meters to replace inventory	3,059.88	no
432853	12/21/2018	419-371-4390-0000	6 water meter boxes and lids	990.08	no
432853	12/21/2018	419-000-2122-0000	(TAX) Poly pipe crimper to do water service repairs	-31.43	no
432853	12/21/2018	419-371-4390-0000	dochlr tablets 140 pk	212.39	no
432854	12/21/2018	413-352-4409-0000	Turnover of pretreat prog syst, training	3,780.00	no
432855	12/21/2018	001-480-4230-0000	Pool Phone 465-5761 -11/30/18-12/29/18	120.31	no
432855	12/21/2018	412-100-4230-0000	Monthly Phone Bill-11/30/18-12/29/18	118.45	no
432855	12/21/2018	413-352-4230-0000	WWTP phone-11/30/18-12/29/18	261.03	no
432855	12/21/2018	413-351-4230-0000	Lab phone 464-5416-11/30/18-12/29/18	109.69	no
432855	12/21/2018	001-111-4230-0000	City Hall Shared Phone --11/30/18-12/29/18	44.34	no
432855	12/21/2018	001-113-4230-0000	City Hall Shared Phone --11/30/18-12/29/18	44.34	no
432855	12/21/2018	001-120-4230-0000	City Hall Shared Phone --11/30/18-12/29/18	175.38	no
432855	12/21/2018	413-120-4230-0000	City Hall Shared Phone--11/30/18-12/29/18	44.34	no
432855	12/21/2018	001-114-4230-0000	City Hall Shared Phone --11/30/18-12/29/18	44.34	no
432855	12/21/2018	001-313-4230-0000	City Hall Shared Phone--11/30/18-12/29/18	44.34	no
432855	12/21/2018	419-120-4230-0000	City Hall Shared Phone--11/30/18-12/29/18	44.34	no
432855	12/21/2018	420-115-4230-0000	City Hall Shared Phone--11/30/18-12/29/18	44.34	no
432855	12/21/2018	001-251-4230-0000	City Hall Shared Phone--11/30/18-12/29/18	21.84	no
432855	12/21/2018	001-350-4230-0000	City Hall Shared Phone--11/30/18-12/29/18	154.20	no
432855	12/21/2018	413-352-4230-0000	Trt Plt phone line-11/30/18-12/29/18	175.19	no
432855	12/21/2018	001-471-4230-0000	Cult Cntr Elev Alrm 707-464-4582-11/30/18-12/29/18	59.75	no
432855	12/21/2018	413-352-4230-0000	Treatment Plant Phone: 465-3054-11/30/18-12/29/18	421.56	no
432855	12/21/2018	413-353-4230-0000	707-465-4191Lift Station Phone- 12/01/18-12/31/18	37.61	no
432855	12/21/2018	001-230-4230-0000	707-464-9113 monthly phone-11/30/18-12/29/18	30.96	no
432856	12/21/2018	913-352-4799-3521	SCADA and instrumentation support	870.00	no
432857	12/21/2018	413-352-4390-0000	warning/danger signs	249.37	no
432858	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: JUL-SEPT 2018	75.00	no
432858	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: OCT-DEC 2018	75.00	no
432859	12/21/2018	419-371-4390-0000	4 - branch Y fittings	717.97	no
432859	12/21/2018	419-371-4390-0000	20 - 3/4" x 3/4" couplings	641.34	no

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432860	12/21/2018	413-352-4470-0000	Sample delivery to North Coast Labs	30.00	no
432861	12/21/2018	001-240-4391-0000	Black out lighting on #57	125.00	no
432861	12/21/2018	001-240-4391-0000	Black out lighting on #60	125.00	no
432862	12/21/2018	001-240-4450-0000	Quarterly Monitoring: JAN-MAR 2019	92.97	no
432862	12/21/2018	001-240-4450-0000	Quarterly Monitoring: OCT-DEC 2018	92.97	no
432863	12/21/2018	413-356-4390-3502	Starters for Pebble Beach LS upgrade	361.15	no
432864	12/21/2018	001-230-4390-0000	24 Zoll Stat Pad II - Adult, 8 - children	1,648.00	no
432865	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: JUL-SEP 2018	75.00	no
432865	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: OCT-DEC 2018	75.00	no
432866	12/21/2018	001-240-4409-0000	FY19 monthly service fee: NOV 2018	50.00	no
432867	12/21/2018	419-111-4310-0000	Copy paper	22.26	no
432867	12/21/2018	001-111-4310-0000	Copy paper	22.25	no
432867	12/21/2018	413-111-4310-0000	Copy paper	22.14	no
432867	12/21/2018	001-470-4370-0000	Janitorial Supplies- City-Wide	146.33	no
432867	12/21/2018	001-114-4310-0000	Copy paper	22.25	no
432867	12/21/2018	001-230-4370-0000	Janitorial Supplies- City-Wide	13.00	no
432867	12/21/2018	001-240-4370-0000	Janitorial Supplies- City-Wide	13.01	no
432867	12/21/2018	001-120-4310-0000	Copy paper	44.62	no
432867	12/21/2018	001-230-4310-0000	Copy paper	27.41	no
432867	12/21/2018	001-471-4370-0000	Janitorial Supplies- City-Wide	13.01	no
432867	12/21/2018	001-240-4310-0000	Copy paper	137.74	no
432867	12/21/2018	001-480-4370-0000	Janitorial Supplies- City-Wide	32.51	no
432867	12/21/2018	001-313-4310-0000	Copy paper	44.62	no
432867	12/21/2018	412-100-4370-0000	Janitorial Supplies- City-Wide	13.01	no
432867	12/21/2018	001-350-4310-0000	Copy paper	77.65	no
432867	12/21/2018	413-352-4370-0000	Janitorial Supplies- City-Wide	13.00	no
432867	12/21/2018	508-508-4370-0000	Janitorial Supplies- City-Wide	16.26	no
432867	12/21/2018	413-120-4310-0000	Copy paper	44.62	no
432867	12/21/2018	001-350-4370-0000	Janitorial Supplies- City-Wide	37.07	no
432867	12/21/2018	413-351-4310-0000	Copy paper	15.11	no
432867	12/21/2018	001-111-4370-0000	Janitorial Supplies- City-Wide	1.30	no
432867	12/21/2018	413-352-4310-0000	Copy paper	40.06	no
432867	12/21/2018	419-120-4310-0000	Copy paper	44.28	no
432867	12/21/2018	001-113-4370-0000	Janitorial Supplies- City-Wide	1.30	no
432867	12/21/2018	001-114-4370-0000	Janitorial Supplies- City-Wide	1.30	no
432867	12/21/2018	001-120-4370-0000	Janitorial Supplies- City-Wide	5.21	no
432867	12/21/2018	001-251-4370-0000	Janitorial Supplies- City-Wide	0.65	no
432867	12/21/2018	001-313-4370-0000	Janitorial Supplies- City-Wide	1.30	no
432867	12/21/2018	413-120-4370-0000	Janitorial Supplies- City-Wide	1.30	no
432867	12/21/2018	419-120-4370-0000	Janitorial Supplies- City-Wide	1.30	no
432867	12/21/2018	420-115-4370-0000	Janitorial Supplies- City-Wide	1.30	no
432868	12/21/2018	413-357-4320-0000	uniforms	12.12	no
432868	12/21/2018	413-357-4320-0000	uniforms	12.12	no
432868	12/21/2018	508-508-4320-0000	uniforms	14.13	no
432868	12/21/2018	413-351-4320-0000	uniforms	18.93	no
432868	12/21/2018	413-351-4320-0000	uniforms	18.93	no
432868	12/21/2018	413-351-4320-0000	uniforms	16.07	no
432868	12/21/2018	413-352-4320-0000	uniforms	43.25	no
432868	12/21/2018	413-352-4320-0000	uniforms	43.25	no
432868	12/21/2018	413-351-4390-0000	GLOVES	70.95	no
432869	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: JUL-SEP 2018	75.00	no
432869	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: OCT-DEC 2018	75.00	no
432870	12/21/2018	001-240-4391-0000	new cv shaft #60	126.46	no
432871	12/21/2018	001-251-4410-0444	LEGAL SERVICES: OCT 2018	56.70	no
432871	12/21/2018	001-251-4410-0444	LEGAL EXPENSES: AUG 2018	99.00	no

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432871	12/21/2018	001-251-4410-0000	LEGAL SERVICES: GENERAL- OCT 2018	151.20	no
432871	12/21/2018	001-251-4410-0012	LEGAL SERVICES: OCT 2018	1,379.70	no
432871	12/21/2018	001-251-4410-0012	LEGAL EXPENSES: OCT 2018	26.58	no
432872	12/21/2018	419-000-2110-0000	Refund Check	24.00	no
432873	12/21/2018	901-364-4799-00111	Plans, specs, estimate, & right of way aquisition for Multi-Use	300.50	no
432874	12/21/2018	413-352-4685-0000	Annual Permit Fees: 7/1/18 - 6/30/19	34,728.00	no
432874	12/21/2018	413-353-4685-0000	Annual Permit Fees: 7/1/18 - 6/30/19	2,286.00	no
432874	12/21/2018	419-371-4685-0000	Annual Permit Fees: 7/1/18 - 6/30/19	550.00	no
432875	12/21/2018	419-000-2110-0000	Refund Check	147.23	no
432876	12/21/2018	419-000-2110-0000	Refund Check	108.21	no
432877	12/21/2018	001-364-4390-1002	Cut down hazardous tree limbs on 9th bet C and D	650.00	no
432878	12/21/2018	413-356-4390-3502	PLCHARDWARE: restocking fee for Programmable logic controllers	187.78	no
432879	12/21/2018	419-000-2110-0000	Refund Check	250.00	no
432880	12/21/2018	413-353-4390-0000	Nozzles for sewer cleaner	533.62	no
432881	12/21/2018	001-240-4407-0000	Job Posting: Police Officer (10/2-10/4 ad 71192456)	40.50	no
432881	12/21/2018	001-113-4430-0000	Notice of Public Hearing: Taxicabs (10/4 ad 71193850)	50.38	no
432881	12/21/2018	001-113-4430-0000	Notice of Public Hearing Cancelled: Taxicab (10/11 ad 71194253)	49.88	no
432881	12/21/2018	001-120-4430-0000	Notice of Public Hearing: Fee Schedule (10/25 ad 71195252)	55.25	no
432882	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: JUL-SEP 2018	75.00	no
432882	12/21/2018	001-313-4560-0000	Planning Commissioner Stipend: OCT-DEC 2018	75.00	no
432883	12/21/2018	419-371-4390-0000	first aid supplies	76.34	no
432883	12/21/2018	413-353-4390-0000	first aid supplies	76.35	no
432883	12/21/2018	001-470-4390-0000	first aid supplies	76.35	no
432884	12/28/2018	412-100-4450-0000	RV Park Host services: DEC 2018	1,500.00	no
432885	12/28/2018	413-351-4220-0000	Propane (ACCT # 02-1010727)	158.07	no
432886	12/28/2018	419-000-2110-0000	Refund Check	76.36	no
432887	12/28/2018	001-120-4310-0000	2018 W-2 forms & envelopes	38.80	no
432887	12/28/2018	413-120-4310-0000	2018 W-2 forms & envelopes	38.80	no
432887	12/28/2018	419-120-4310-0000	2018 W-2 forms & envelopes	38.81	no
432887	12/28/2018	001-120-4310-0000	1099/1098 2018 Tax Forms	16.68	no
432887	12/28/2018	412-120-4310-0000	1099/1098 2018 Tax Forms	2.79	no
432887	12/28/2018	413-120-4310-0000	1099/1098 2018 Tax Forms	16.68	no
432887	12/28/2018	419-120-4310-0000	1099/1098 2018 Tax Forms	16.68	no
432888	12/28/2018	001-113-4450-0000	IT services for Council meetings	46.62	no
432889	12/28/2018	001-113-4310-0000	toner cartridge- black	99.85	no
432890	12/28/2018	151-485-4796-1605	16-CDBG-11136: Food Bank Services: NOV 2018	11,473.00	no
432891	12/28/2018	151-485-4240-1621	CDBG Funds Request	29.11	no
432892	12/28/2018	419-371-4230-0000	Water System Phone 464-2826 --12/13/18-01/12/19	61.89	no
432892	12/28/2018	419-371-4230-0000	Water System Phone 707-0083 --12/13/18-01/12/19	28.19	no
432892	12/28/2018	419-371-4230-0000	Water System Ph Bills --12/13/18-01/12/19	29.50	no
432892	12/28/2018	419-371-4230-0000	Water System phone 707-1014 --12/10/18-01/09/19	29.50	no
432892	12/28/2018	419-371-4230-0000	Water System Phone 707-1015-12/13/18-01/12/19	29.50	no
432892	12/28/2018	419-371-4230-0000	Water Syst Phone 707-1016 --12/13/18-01/12/19	29.50	no
432892	12/28/2018	419-371-4230-0000	Water Syst Phone 707-1017-12/13/18-01/12/19	29.50	no
432892	12/28/2018	419-371-4230-0000	Water System Phone - 0249-12/13/18-01/12/19	72.77	no
432892	12/28/2018	413-353-4230-0000	Lift Station Phone PLO-0001 --12/13/18-01/12/19	38.53	no
432892	12/28/2018	001-240-4230-0000	Radio to Sherriff --12/13/18-01/12/19	30.85	no
432892	12/28/2018	419-371-4230-0000	Water System Phone Bill 707-1006 --12/13/18-01/12/19	29.50	no
432892	12/28/2018	419-371-4230-0000	Water System Ph. Bill 707-1007 --12/13/18-01/12/19	72.77	no
432892	12/28/2018	419-371-4230-0000	Water Syst Ph Bills --12/13/18-01/12/19	72.77	no
432892	12/28/2018	419-371-4230-0000	Water System Phone Bills --12/13/18-01/12/19	29.50	no
432892	12/28/2018	419-371-4230-0000	707-1013 chlor bdg-12/13/18-01/12/19	99.80	no
432892	12/28/2018	419-371-4230-0000	Water System Ph Bills --12/13/18-01/12/19	29.50	no
432893	12/28/2018	419-000-2110-0000	Refund Check	88.66	no
432894	12/28/2018	001-120-4550-0000	membership dues - Leaver	56.67	no

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432894	12/28/2018	413-120-4550-0000	membership dues - Leaver	56.67	no
432894	12/28/2018	419-120-4550-0000	membership dues - Leaver	56.66	no
432895	12/28/2018	419-000-2110-0000	Refund Check	175.79	no
432896	12/28/2018	419-000-2110-0000	Refund Check	55.31	no
432897	12/28/2018	001-120-4409-0000	Sales tax reporting and auditing: Sales Qtr 2 2018	1,068.72	no
432898	12/28/2018	413-120-4240-0000	UB mailing service: NOV 2018	598.90	no
432898	12/28/2018	419-120-4240-0000	UB mailing service: NOV 2018	598.90	no
432899	12/28/2018	419-000-2110-0000	Refund Check	20.71	no
432900	12/28/2018	001-470-4390-0000	tire tube #39	38.81	no
432901	12/28/2018	419-000-2110-0000	Refund Check	61.07	no
432902	12/28/2018	419-000-2110-0000	Refund Check	105.29	no
432903	12/28/2018	419-000-2110-0000	Refund Check	250.00	no
432904	12/28/2018	419-111-4310-0000	Copy paper	9.70	no
432904	12/28/2018	001-111-4310-0000	Copy paper	9.70	no
432904	12/28/2018	413-111-4310-0000	Copy paper	9.65	no
432904	12/28/2018	001-114-4310-0000	Copy paper	9.70	no
432904	12/28/2018	001-120-4310-0000	Copy paper	19.46	no
432904	12/28/2018	001-230-4310-0000	Copy paper	11.95	no
432904	12/28/2018	001-240-4310-0000	Copy paper	60.05	no
432904	12/28/2018	001-313-4310-0000	Copy paper	19.46	no
432904	12/28/2018	001-350-4310-0000	Copy paper	33.85	no
432904	12/28/2018	413-120-4310-0000	Copy paper	19.46	no
432904	12/28/2018	413-351-4310-0000	Copy paper	6.59	no
432904	12/28/2018	413-352-4310-0000	Copy paper	17.46	no
432904	12/28/2018	419-120-4310-0000	Copy paper	19.30	no
432904	12/28/2018	001-470-4370-0000	Janitorial Supplies- City-Wide	131.89	no
432904	12/28/2018	001-230-4370-0000	Janitorial Supplies- City-Wide	11.72	no
432904	12/28/2018	001-240-4370-0000	Janitorial Supplies- City-Wide	11.73	no
432904	12/28/2018	001-471-4370-0000	Janitorial Supplies- City-Wide	11.72	no
432904	12/28/2018	001-480-4370-0000	Janitorial Supplies- City-Wide	29.31	no
432904	12/28/2018	412-100-4370-0000	Janitorial Supplies- City-Wide	11.73	no
432904	12/28/2018	413-352-4370-0000	Janitorial Supplies- City-Wide	11.72	no
432904	12/28/2018	508-508-4370-0000	Janitorial Supplies- City-Wide	14.66	no
432904	12/28/2018	001-350-4370-0000	Janitorial Supplies- City-Wide	33.41	no
432904	12/28/2018	001-111-4370-0000	Janitorial Supplies- City-Wide	1.17	no
432904	12/28/2018	001-113-4370-0000	Janitorial Supplies- City-Wide	1.17	no
432904	12/28/2018	001-114-4370-0000	Janitorial Supplies- City-Wide	1.17	no
432904	12/28/2018	001-120-4370-0000	Janitorial Supplies- City-Wide	4.69	no
432904	12/28/2018	001-251-4370-0000	Janitorial Supplies- City-Wide	0.59	no
432904	12/28/2018	001-313-4370-0000	Janitorial Supplies- City-Wide	1.17	no
432904	12/28/2018	413-120-4370-0000	Janitorial Supplies- City-Wide	1.18	no
432904	12/28/2018	419-120-4370-0000	Janitorial Supplies- City-Wide	1.17	no
432904	12/28/2018	420-115-4370-0000	Janitorial Supplies- City-Wide	1.17	no
432905	12/28/2018	413-357-4320-0000	uniforms	12.12	no
432905	12/28/2018	508-508-4320-0000	uniforms	14.13	no
432905	12/28/2018	413-351-4320-0000	uniforms	18.93	no
432905	12/28/2018	001-120-4370-0000	janitorial supplies/services	9.25	no
432905	12/28/2018	413-352-4320-0000	uniforms	41.60	no
432905	12/28/2018	001-120-4370-0000	janitorial supplies/services	9.25	no
432907	12/28/2018	001-471-4450-0000	Monthly elevator service: JAN 2019	336.54	no
432908	12/28/2018	001-240-4391-0000	pwr stg pump #66	174.05	no
432908	12/28/2018	508-508-4390-0000	thermostat, gasket #71	8.04	no
432908	12/28/2018	508-508-4390-0000	spark plug #71	32.19	no
432908	12/28/2018	508-508-4390-0000	sealed beam #1	14.17	no
432908	12/28/2018	508-508-4390-0000	rocker switch #13	5.15	no

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432908	12/28/2018	508-508-4390-0000	CREDIT: sending unit #19	-78.22	no
432908	12/28/2018	508-508-4390-0000	ex repr. pipe, elbow	13.00	no
432908	12/28/2018	508-508-4390-0000	holddown kit #19	5.90	no
432908	12/28/2018	508-508-4390-0000	antifreeze- shop supplies	167.57	no
432908	12/28/2018	508-508-4390-0000	adapter, bulbs, LEDs	35.27	no
432908	12/28/2018	508-508-4390-0000	thermostat #4	24.24	no
432908	12/28/2018	419-371-4390-0000	32oz clear dsl	128.91	no
432908	12/28/2018	508-508-4390-0000	gsk material #50	6.15	no
432908	12/28/2018	508-508-4390-0000	hood support #10	44.72	no
432908	12/28/2018	508-508-4390-0000	htr hse asm for #13	109.84	no
432909	12/28/2018	419-000-2110-0000	Refund Check	149.90	no
432910	12/28/2018	001-350-4310-0000	batteries for office	16.11	no
432910	12/28/2018	413-352-4310-0000	batteries for office	16.12	no
432910	12/28/2018	419-371-4310-0000	batteries for office	16.12	no
432910	12/28/2018	001-350-4310-0000	wite-out tape, business cards, tape disp	46.93	no
432910	12/28/2018	001-350-4310-0000	thermal lam pouches	10.74	no
432910	12/28/2018	413-352-4310-0000	thermal lam pouches	10.74	no
432910	12/28/2018	413-352-4310-0000	wite-out tape, business cards, tape disp	46.93	no
432910	12/28/2018	419-371-4310-0000	wite-out tape, business cards, tape disp	46.93	no
432910	12/28/2018	419-371-4310-0000	thermal lam pouches	10.75	no
432911	12/28/2018	419-000-2110-0000	Refund Check	723.15	no
432912	12/28/2018	001-480-4379-0000	Products for pool store- tax paid	20.05	no
432912	12/28/2018	001-480-4377-0000	Products for pool store	289.78	no
432913	12/28/2018	001-251-4410-0000	GENERAL CODE ENF LEGAL SERVICES: NOV 2018	170.10	no
432914	12/28/2018	419-000-2110-0000	Refund Check	59.24	no
432915	12/28/2018	419-000-2110-0000	Refund Check	800.00	no
432916	12/28/2018	413-357-4390-0000	pvc cement & primer	9.97	no
432916	12/28/2018	413-357-4390-0000	pvc parts	56.42	no
432917	12/28/2018	001-364-4390-1002	Asphalt to pave sections of excavated streets	516.00	no
432918	12/28/2018	508-508-4390-0000	muffler	45.15	no
432919	12/28/2018	001-110-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-286.25	no
432919	12/28/2018	001-111-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-19.06	no
432919	12/28/2018	001-113-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-57.25	no
432919	12/28/2018	001-114-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-57.25	no
432919	12/28/2018	001-120-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-19.06	no
432919	12/28/2018	001-230-4230-0000	Cell Phone Use: 10/13/18-11/12/18	62.94	no
432919	12/28/2018	001-240-4230-0000	Cell Phone Use: 10/13/18-11/12/18	513.18	no
432919	12/28/2018	001-251-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-18.63	no
432919	12/28/2018	001-313-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-19.06	no
432919	12/28/2018	001-350-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-83.10	no
432919	12/28/2018	001-364-4230-0000	Cell Phone Use: 10/13/18-11/12/18	1.60	no
432919	12/28/2018	001-470-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-15.59	no
432919	12/28/2018	001-480-4230-0000	Cell Phone Use: 10/13/18-11/12/18	3.16	no
432919	12/28/2018	412-100-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-19.13	no
432919	12/28/2018	413-111-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-19.06	no
432919	12/28/2018	413-120-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-19.06	no
432919	12/28/2018	413-351-4230-0000	Cell Phone Use: 10/13/18-11/12/18	10.24	no
432919	12/28/2018	413-352-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-73.13	no
432919	12/28/2018	413-353-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-93.55	no
432919	12/28/2018	419-111-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-19.13	no
432919	12/28/2018	419-120-4230-0000	Cell Phone Use: 10/13/18-11/12/18	55.77	no
432919	12/28/2018	419-371-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-81.08	no
432919	12/28/2018	420-115-4230-0000	Cell Phone Use: 10/13/18-11/12/18	42.75	no
432919	12/28/2018	506-506-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-36.21	no
432919	12/28/2018	508-508-4230-0000	Cell Phone Use: 10/13/18-11/12/18	-57.25	no

Check Num	Check Da	Account	Description	Amount	Selected for Vo
432919	12/28/2018	001-110-4230-0000	Cell Phone Use: 11/13/18-12/12/18	213.79	no
432919	12/28/2018	001-111-4230-0000	Cell Phone Use: 11/13/18-12/12/18	14.24	no
432919	12/28/2018	001-113-4230-0000	Cell Phone Use: 11/13/18-12/12/18	42.75	no
432919	12/28/2018	001-114-4230-0000	Cell Phone Use: 11/13/18-12/12/18	42.75	no
432919	12/28/2018	001-120-4230-0000	Cell Phone Use: 11/13/18-12/12/18	14.24	no
432919	12/28/2018	001-230-4230-0000	Cell Phone Use: 11/13/18-12/12/18	166.52	no
432919	12/28/2018	001-240-4230-0000	Cell Phone Use: 11/13/18-12/12/18	513.18	no
432919	12/28/2018	001-251-4230-0000	Cell Phone Use: 11/13/18-12/12/18	14.24	no
432919	12/28/2018	001-313-4230-0000	Cell Phone Use: 11/13/18-12/12/18	14.24	no
432919	12/28/2018	001-350-4230-0000	Cell Phone Use: 11/13/18-12/12/18	139.09	no
432919	12/28/2018	001-364-4230-0000	Cell Phone Use: 11/13/18-12/12/18	2.19	no
432919	12/28/2018	001-470-4230-0000	Cell Phone Use: 11/13/18-12/12/18	16.94	no
432919	12/28/2018	001-480-4230-0000	Cell Phone Use: 11/13/18-12/12/18	0.43	no
432919	12/28/2018	412-100-4230-0000	Cell Phone Use: 11/13/18-12/12/18	14.27	no
432919	12/28/2018	413-111-4230-0000	Cell Phone Use: 11/13/18-12/12/18	14.24	no
432919	12/28/2018	413-120-4230-0000	Cell Phone Use: 11/13/18-12/12/18	14.24	no
432919	12/28/2018	413-351-4230-0000	Cell Phone Use: 11/13/18-12/12/18	10.18	no
432919	12/28/2018	413-352-4230-0000	Cell Phone Use: 11/13/18-12/12/18	326.41	no
432919	12/28/2018	413-353-4230-0000	Cell Phone Use: 11/13/18-12/12/18	129.39	no
432919	12/28/2018	419-111-4230-0000	Cell Phone Use: 11/13/18-12/12/18	14.27	no
432919	12/28/2018	419-120-4230-0000	Cell Phone Use: 11/13/18-12/12/18	87.40	no
432919	12/28/2018	419-371-4230-0000	Cell Phone Use: 11/13/18-12/12/18	242.11	no
432919	12/28/2018	420-115-4230-0000	Cell Phone Use: 11/13/18-12/12/18	42.75	no
432919	12/28/2018	506-506-4230-0000	Cell Phone Use: 11/13/18-12/12/18	30.33	no
432919	12/28/2018	508-508-4230-0000	Cell Phone Use: 11/13/18-12/12/18	42.75	no
432920	12/28/2018	001-120-4430-0000	Notice of Public Hearing: Fee Schedule (11/1 ad 7119252)	53.75	no
432920	12/28/2018	151-485-4430-1621	Notice of Intent to Adopt: CDBG Stormdrain (11/13 ad 71196761)	307.88	no
432921	12/28/2018	001-240-4530-0000	Radar Training: meals, 11/26-28/18 (REMAINDER)	120.75	no
432921	12/28/2018	001-240-4530-0000	Street Survival Seminar: meals, 12/2-5/18 (REMAINDER)	42.55	no

444,504.70

Accounts Payable
12.8-18 to 12-28-18 Housing



CR

User: crawlings
Printed: 01/02/2019 - 10:26 AM

Check Num	Check Da	Account	Description	Amount	Selected for Voi
432794	12/14/2018	110-490-4230-00000	707-464-9216 montly phone- 11/30/18-12/29/18	134.26	no
432798	12/14/2018	110-490-4480-00000	Happy Software update and renewal	8,580.00	no
432807	12/14/2018	110-490-4370-00000	Janitorial Supplies- City-Wide	6.61	no
432807	12/14/2018	110-490-4370-00000	Janitorial Supplies- City-Wide	9.34	no
432831	12/17/2018	110-490-4407-00000	Pre-employment screening	40.00	no
432833	12/17/2018	110-490-4407-00000	Pre-employmenti Livescan Fee	22.00	no
432834	12/17/2018	110-490-4407-00000	Pre-employment fingerprinting	32.00	no
432867	12/21/2018	110-490-4310-00000	Copy paper	137.74	no
432867	12/21/2018	110-490-4370-00000	Janitorial Supplies- City-Wide	13.01	no
432887	12/28/2018	110-120-4310-00000	1099/1098 2018 Tax Forms	2.78	no
432904	12/28/2018	110-490-4310-00000	Copy paper	60.05	no
432904	12/28/2018	110-490-4370-00000	Janitorial Supplies- City-Wide	11.72	no
432906	12/28/2018	110-490-4550-00000	Membership renewal: 1/1/19-12/31/19	898.80	no
432919	12/28/2018	110-490-4230-00000	Cell Phone Use: 10/13/18-11/12/18	-56.82	no
432919	12/28/2018	110-490-4230-00000	Cell Phone Use: 11/13/18-12/12/18	42.79	no
432920	12/28/2018	110-490-4407-00000	Job Posting: Tenant Services Tech (10/2-10/6 ad 71193679RB)	60.50	no
				9,994.78	

CITY OF CRESCENT CITY
 BI-WEEKLY PAYROLL REPORT

PAYROLL END DATE
 PAYROLL PAID DATE
 CHECK NUMBERS

December 22, 2018
 December 28, 2018
 CKS # 109611-109624

	Regular Pay	Overtime	Gross Pay	# Empl	Notes
Dept #110 City Council	1,433.34		1,433.34	5	
Dept #111 Admin/City Manager	10,692.54	180.79	10,873.33	2 + 1 part-time	
Dept #114 Human Resources	2,026.22		2,026.22	1	
Dept #120 Finance/Utility Billing	16,515.47		16,515.47	6	
Dept #230 Fire Department	6,811.12		6,811.12	3 + 2 part-time	
Dept #240 Police Department	36,130.10	9,125.27	45,255.37	13	
Dept #313 Planning			3,629.72	2	
Dept #350 Public Works-All Depts	64,366.84	3,956.06	68,322.90	28+ 2 Part-time	
Dept #360 Bldg Maint & Equipment					Merged with Dept 350
Dept #480 Swimming Pool Fund	10,240.76		10,240.76	2+18 Part-time	
Dept #490 Housing Authority	7,779.42		7,779.42	3 + 1 Part-time	
TOTALS	155,995.81	13,262.12	172,887.65	65 + 24 Part-time	

The payroll summarized above is listed where assigned. The actual costs of each employee are allocated each pay period to the department and/or fund where the actual work was performed.



CITY COUNCIL AGENDA REPORT

TO: MAYOR INSCORE AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

BY: LINDA LEAVER, DIRECTOR OF FINANCE *LL*

DATE: JANUARY 7, 2019

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH THINKPLACE WEST, INC. FOR PUBLIC OUTREACH PROGRAM AND STAFF TRAINING

RECOMMENDATION

- Approve professional services agreement between the City of Crescent City and ThinkPlace West, Inc. to provide a public outreach program and staff training related to the 10-year Pool Master Plan, and authorize City Manager to sign the agreement

BACKGROUND

The Fred Endert Municipal Swimming Pool is a highly-valued public resource providing swimming lessons, recreational swimming, exercise programs, and pool rentals to the community. As is common with municipal swimming pools, Crescent City's pool operates at a deficit which is funded through General Fund revenues. Increasing rates to match expenses would likely mean that most members of the community would be unable to afford to use the pool. However, staff seeks to ensure the pool is operated in the most efficient and cost-effective manner possible, while providing the types of health and recreation services the community desires. Therefore, the City is working toward a 10-year Master Plan for the pool; a consultant agreement for that master plan was approved at the December 18, 2018 Council meeting.

Recognizing the importance of public input to this process, the City's aquatic consultant will be conducting traditional community outreach, in the form of public meetings/workshops. However, the City further wishes to ensure that all stakeholders are included in this process and decided to seek additional methods of public outreach. In particular, the City desires to engage community members who do not currently use the pool, and who are unlikely to attend public meetings or respond to surveys. In support of this goal, Building Healthy Communities has granted the City \$10,000 to develop a broader, non-traditional public outreach program for this project and to train City staff on additional methods of public outreach that can be utilized for future projects.

ITEM ANALYSIS

City staff requested quotes from four consultant firms who specialize in public outreach, asking for an outreach campaign that would (1) address the City's concerns about reaching people in the community who do not typically attend public meetings, and (2) train City staff in public outreach methods that could be used in future projects. The City received two quotes: one quote from Left Brain Concepts and one from ThinkPlace. Left Brain Concepts proposed a survey campaign, and Think Place proposed an empathy-based interview campaign. After reviewing the two responses, a panel of City staff agreed that the survey-based approach would not fit our needs. The panel then interviewed ThinkPlace and voted unanimously to recommend this contract.

Staff arranged a meeting with George Deines of Councilman-Hunsaker, who will be completing the 10-year Master Plan, Leslie Tergas and Amy Harris of ThinkPlace, and City staff involved in the project. The purpose of the meeting was to discuss how the traditional public outreach to be performed by Councilman-Hunsaker might be coordinated with the interview approach of ThinkPlace, and how the results of the interviews could be incorporated into the Master Plan. Both consultants and City staff agreed that the two approaches could blend very well to provide a more comprehensive view of the entire community's needs and priorities related to the pool.

ThinkPlace has performed empathy-based interviews in Del Norte County on several projects over the last four years, including assisting with the development of the "3 by 23" child literacy campaign. For this type of research, a team made up of ThinkPlace staff and agency staff work together to develop lines of inquiry, identify community members to be interviewed, train agency staff to perform interviews, perform a set of interviews together, and analyze the results. The results may reveal additional community members to be interviewed, new lines of questions to be asked, and insights into the community that are not often brought up during public meetings or surveys. Following the initial round of interviews, agency staff are sent out to do additional interviews and then debrief with ThinkPlace for further training and mentoring. The end result is an in-depth view into the community's thoughts about the project as well as a trained team of staff who can implement these concepts for future City projects.

FISCAL ANALYSIS

This agreement has a not-to-exceed amount of \$9,953. The City was awarded a grant of \$10,000 through Building Healthy Communities, which was approved by Council on November 5, 2018. No additional funding is requested at this time.

STRATEGIC PLAN ASSESSMENT

This action supports the following Strategic Plan goals:

- Goal 1: Support quality services, community safety, and health to enhance the quality of life and experience of our residents and visitors
- Goal 2(F): Expand on the success of grant funding by maximizing utilization of opportunities with corresponding community needs

ATTACHMENT

1. Professional Services Agreement between City of Crescent City and ThinkPlace West, Inc.
2. ThinkPlace Public Outreach Campaign Proposal

Staff review:



CM



Legal

**CITY OF CRESCENT CITY
AGREEMENT FOR PROFESSIONAL SERVICES**

This agreement for professional services ("Agreement") is hereby entered into this 17th day of December 2018, by and between the City of Crescent City, a California municipal corporation ("CITY") and ThinkPlace West, Inc., a Delaware corporation registered to do business in California.

RECITALS

WHEREAS, CITY has determined it is necessary and desirable to secure certain technical and professional services; and

WHEREAS, CONSULTANT is qualified and willing to provide such services pursuant to the terms and conditions of this Agreement;

NOW, THEREFORE, IT IS AGREED by and between CITY and CONSULTANT as follows:

AGREEMENT

1. INCORPORATION OF RECITALS. The recitals set forth above, and all defined terms set forth in such recitals and in the introductory paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth herein in full.

2. SCOPE OF SERVICES.

2.1. SERVICES TO BE PERFORMED. Subject to policy direction and approvals as CITY through its staff may determine from time to time, CONSULTANT will perform the services set forth in Exhibit "A" (the "Project") attached hereto and incorporated herein by reference.

2.2. SCHEDULE FOR PERFORMANCE. CONSULTANT must perform the services identified in Exhibit A as expeditiously as is consistent with generally accepted standards of professional skill and care and the orderly progress of work. A draft schedule for the completion dates for key tasks is as follows:

DATE	TASK
January-February 2019	Develop public outreach program with City staff in coordination with City's aquatic consultant
2/12-15/2019	Train City staff, conduct outreach interviews, review data, insight mining
2/16-23/2019	Support City staff in additional interviews and insight mining
February-March 2019	Assist City staff in preparation of results

**This is a draft schedule and may require adjustment to accommodate the schedules of all involved parties. Revised dates will be as agreed to by the parties.*

2.3. STANDARD OF QUALITY. All work performed by CONSULTANT under this Agreement must be in accordance with all applicable legal requirements and must

meet the standard of quality ordinarily to be expected of competent professionals in CONSULTANT'S field of expertise.

2.4. COMPLIANCE WITH LAWS. CONSULTANT must comply with all applicable federal, state, and local laws, codes, ordinances, regulations, orders, and decrees. CONSULTANT represents and warrants to CITY that CONSULTANT will, at its own cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits, insurance and approvals that are legally required for CONSULTANT to practice its profession or are necessary and incident to the lawful prosecution of the services it performs under this Agreement.

2.5. PERSONNEL. CONSULTANT agrees to assign only competent personnel according to the reasonable and customary standards of training and experience in the relevant field to perform services pursuant to this Agreement. Failure to assign such competent personnel will constitute grounds for termination of this Agreement by CITY.

2.6. CRESCENT CITY. Crescent City will maintain responsibility for the active and constructive participation of the aquatic consultant in the process described here.

3. COMPENSATION.

3.1. SCHEDULE OF PAYMENT. The compensation to be paid by CITY to CONSULTANT for the services rendered hereunder will be based on the Not-to-Exceed amount of Nine thousand nine hundred fifty-three Dollars (\$9,953.00) as specified in Exhibit "B" attached hereto and incorporated herein by this reference.

3.2. ADDITIONAL SERVICES. CITY will make no payment to CONSULTANT for any extra, further, or additional services unless such services and payment have been mutually agreed to and this Agreement has been formally amended in accordance with Section 7.

3.3. INVOICING AND PAYMENT. CONSULTANT must submit monthly invoices based on work completed. CITY will pay CONSULTANT within 30 days of receipt of CONSULTANT's invoice. If there is a dispute as to one or more line items on the invoice, CITY will pay the undisputed portion within 30 days of receipt. The parties will exercise good faith and diligence in the resolution of any disputed invoice amounts and CITY will pay promptly upon resolution of the dispute.

4. WORK PRODUCT REVIEW. CONSULTANT must make its work product available to CITY for review. If additional review and/or revision is required by CITY, CITY will conduct reviews in a timely manner.

5. TERM OF AGREEMENT. This Agreement is effective as of the date first above written and will remain in effect until completed, amended pursuant to Section 7, or terminated pursuant to Section 6.

6. EARLY TERMINATION.

- 6.1 WRITTEN NOTICE.** CITY has the right to terminate this Agreement for any reason, at any time, by serving upon CONSULTANT ten (10) calendar days advance written notice of termination. The notice is to be delivered and addressed to CONSULTANT as set forth in Section 11 of this Agreement.
- 6.2 DELIVERY OF WRITINGS.** If CITY issues a notice of termination, CONSULTANT must deliver to CITY copies of all writings, whether or not completed, which were prepared by CONSULTANT, its employees, or its subcontractors, if any, pursuant to this Agreement. The term "writings" includes, but is not limited to, handwriting, typewriting, computer files and records, drawings, blueprints, printing, photostating, photographs, and every other means of recording upon any tangible thing, any form of communication or representation, including letters, words, pictures, sounds, symbols, or combinations thereof.
- 6.3 PAYMENT FOR SERVICES RENDERED.** If CITY issues a notice of termination, CONSULTANT will be entitled to receive compensation for all services rendered prior to the effective date of termination.
- 7. AMENDMENTS.** Modifications or amendments to the terms of this Agreement must be in writing and executed by both parties to be valid and enforceable.
- 8. NONDISCLOSURE OF CONFIDENTIAL INFORMATION.** Except as required by law, CONSULTANT must not, either during or after the term of this Agreement, disclose to any third party any confidential information relative to the work of CITY without the prior written consent of CITY.
- 9. DISCLOSURE.** CONSULTANT must provide CITY with full disclosure of any other clients that it is currently serving in Del Norte County, including a brief description of the nature of the work being performed. If CONSULTANT initiates service to new clients within Del Norte County during the term of this agreement, CONSULTANT must disclose such service to CITY.
- 10. INDEPENDENT CONTRACTOR.** In the performance of the services in this Agreement, CONSULTANT is an independent contractor and is not an agent or employee of CITY. CONSULTANT, its officers, employees, agents, and subcontractors, if any, have no power to bind or commit CITY to any decision or course of action, and must not represent to any person or business that they have such power. CONSULTANT has the right to exercise full control of the supervision of the services and over the employment, direction, compensation, and discharge of all persons assisting CONSULTANT in the performance of said service hereunder. CONSULTANT is solely responsible for all matters relating to the payment of its employees, including compliance with social security and income tax withholding, workers' compensation insurance, and all other regulations governing such matters.
- 11. NOTICE.**
- 11.1 DELIVERY.** Any notices or other communications to be given to either party under this Agreement must be in writing, delivered to the addresses set forth below, and will be effective, as follows:

- (a) by personal delivery, effective upon receipt by the addressee;
- (b) by facsimile, effective upon receipt by the addressee, so long as a copy is provided by certified U.S. mail, return receipt requested, postmarked the same day as the facsimile;
- (c) by certified U.S. mail, return receipt requested, effective 72 hours after deposit in the mail.

IF TO CITY:	IF TO CONSULTANT:
City of Crescent City Attn: City Manager 377 J Street Crescent City, CA 95531 Phone: (707) 464-7483 FAX: (707) 465-1719	ThinkPlace West, Inc. Attn: Raef Porter 1215 K Street Esquire Plaza, 17 th Floor Sacramento, CA 95814 Phone: (916) 503-1423 Email: raef.porter@thinkplaceglobal.com

11.2 CHANGE OF ADDRESS. Either party may change its address for notices by complying with the notice procedures in this Section.

12. OWNERSHIP OF MATERIALS. Except for CONSULTANT's pre-existing property, CITY is the owner of all records and information created, produced, or generated as part of the services performed under this Agreement. At any time during the term of this Agreement, at the request of CITY, CONSULTANT must deliver to CITY all writings, records, and information created or maintained pursuant to this Agreement. The term "writings" in this Section has the same definition as provided in Section 6.2. Reuse of work products by CITY for any purpose other than that intended under this agreement will be at CITY's sole risk.

13. BINDING AGREEMENT. This Agreement binds the successors of CITY and CONSULTANT in the same manner as if they were expressly named herein.

14. WAIVER. Waiver by either party of any default, breach, or condition precedent may not be construed as a waiver of any other default, breach, or condition precedent or any other right under this Agreement. The failure of either party at any time to require performance by the other party of any provision hereof will not affect in any way the right to require such performance at a later time.

15. NONDISCRIMINATION.

15.1 COMPLIANCE. CONSULTANT must comply with all federal and state anti-discrimination and civil rights laws. CONSULTANT must not discriminate in the conduct of the work under this Agreement against any employee, applicant for employment, or volunteer because of race, color, creed, religion, national origin, ancestry, sex, gender (including pregnancy, childbirth, breastfeeding or related medical conditions, gender identity, gender expression, age (40 and above), marital

status, sexual orientation, denial of family and medical care leave, medical condition, genetic information, physical or mental disability (including HIV and AIDS), military or veteran status, denial of pregnancy disability leave or reasonable accommodation.

15.2 POSTING. CONSULTANT must post in conspicuous places, available to all employees and applicants for employment, notices that CONSULTANT will provide an atmosphere for employees, clients, and volunteers that is free from harassment or discrimination on the bases set forth above.

16. INSURANCE.

16.1 REQUIRED COVERAGE. CONSULTANT, at its sole cost and expense, must obtain and maintain in full force and effect throughout the entire term of this Agreement the following described insurance coverage with insurers authorized to conduct business in the State of California and with a current A.M. Best's rating of no less than A:VII, unless otherwise approved by CITY.

	POLICY TYPE	MINIMUM COVERAGE LIMITS
(a)	Workers' Compensation	Per California Law
(b)	Employer's Liability	\$1,000,000 per accident for BI/Disease
(c)	Automobile Liability ISO Form # CA 0001	\$1,000,000 per accident for BI/PD, for all owned, non-owned and hired vehicles
(d)	Commercial General Liability ISO Form # CG 00 01	\$1,000,000 per occurrence for BI/PD, products and completed operations, personal and advertising injury; \$2,000,000 aggregate
(e)	Professional Liability (E&O)	\$1,000,000 per occurrence or claim; \$2,000,000 aggregate

16.2 ADDITIONAL INSURED STATUS. CITY, its elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of CONSULTANT including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT'S insurance.

16.3 PRIMARY COVERAGE. For any claims related to this Project, the CONSULTANT'S insurance coverage will be primary insurance as respects CITY, its elected and appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by CITY, its elected and appointed officials, employees, agents or volunteers will be in excess of the CONSULTANT'S insurance and will not contribute with it.

16.4 NOTICE OF CANCELLATION. Each insurance policy required by this Agreement must be endorsed to state that coverage may not be cancelled except after giving CITY prior written notice to CITY.

16.5 WAIVER OF SUBROGATION. CONSULTANT hereby grants CITY a waiver of any right to subrogation which any insurer of said CONSULTANT may acquire against CITY by virtue of the payment of any loss under such insurance. CONSULTANT agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not CITY has received a waiver of subrogation endorsement from the insurer.

16.6 SELF-INSURED RETENTIONS. Self-insured retentions must be declared to and approved by CITY. CITY may require CONSULTANT to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language must provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or CITY.

16.7 CLAIMS-MADE POLICIES. If any of the required policies provide coverage on a claims-made basis, then: (a) the retroactive date must be shown and must be before the commencement of work; (b) insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the work; and (c) if coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the commencement of work, then CONSULTANT must purchase "extended reporting" coverage for a minimum of five (5) years after completion of the work.

16.8 VERIFICATION OF COVERAGE. CONSULTANT must provide with Certificates of Insurance for all required coverages as well as Declarations and applicable Endorsement Pages prior to commencement of work. However, failure to obtain the required documents prior to the commencement of work will not operate to waive CONSULTANT's obligation to provide them at any time thereafter when requested. CITY reserves the right to demand complete, certified copies of all required insurance policies, including endorsements, required by the specifications, at any time.

16.9 SUBCONTRACTORS. CONSULTANT must require and verify that all subcontractors, if any, maintain insurance meeting all of the requirements stated herein. CONSULTANT must ensure that CITY, its elected and appointed officials, employees, agents and volunteers are additional insureds on all policies as required herein.

16.10 LACK OF COVERAGE. In the event that any required policy is canceled prior to the completion of the Project and CONSULTANT does not furnish a new Certificate of Insurance prior to cancellation, CITY may obtain the required insurance and deduct the premium(s) from contract monies due to CONSULTANT.

17. WORKERS' COMPENSATION.

17.1 COVENANT TO PROVIDE. CONSULTANT warrants that it is aware of the provisions of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code. CONSULTANT further agrees that it will comply with such provisions before commencing the performance of the work under this Agreement.

17.2 WAIVER OF SUBROGATION. CONSULTANT and CONSULTANT'S insurance company agree to waive all rights of subrogation against CITY, its elected or appointed officials, agents, and employees for losses paid under CONSULTANT'S workers' compensation insurance policy which arise from the work performed by CONSULTANT for CITY.

18. GENERAL PROVISIONS.

18.1 INDEMNIFICATION. CONSULTANT agrees to indemnify, defend and save harmless CITY, its elected and appointed officers, agents, employees, and volunteers from any and all claims and losses, whatsoever, accruing or resulting to any person or other legal entity who may be injured or damaged resulting from any wrongful acts, errors and omissions, or negligence of CONSULTANT, its agents and employees, pertaining to the performance of this Agreement. CONSULTANT'S liability arising out of the performance of its obligations hereunder will be limited to the fees paid by CITY to CONSULTANT for services contemplated by this Agreement. This liability limitation does not apply to claims made by any third party, nor does it apply in the event of the willful misconduct or gross negligence of CONSULTANT, its principals, employees or agents.

18.2 CONFLICT OF INTEREST. CONSULTANT must exercise reasonable care and diligence to prevent any actions or conditions which could result in a conflict with CITY's interest. CONSULTANT must immediately notify CITY of any and all violations of this Section upon becoming aware of such violation.

18.3 TIME OF THE ESSENCE. CONSULTANT understands and agrees that time is of the essence in the completion of the work and services described herein.

18.4 SEVERABILITY. If a court of competent jurisdiction or subsequent preemptive legislation holds or renders any of the provisions of this Agreement unenforceable or invalid, the validity and enforceability of the remaining provisions, or portions thereof, will not be affected.

18.5 GOVERNING LAW AND CHOICE OF FORUM. This Agreement must be administered and interpreted under California law as written by both parties. Any litigation arising from this Agreement must be brought in the Superior Court of California, in and for Del Norte County.

18.6 COSTS AND ATTORNEYS' FEES. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action will be entitled to recover its reasonable litigation

expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

18.7 NO ASSIGNMENT. This Agreement and any amendments hereto are not assignable by CONSULTANT either voluntarily or by operation of law without the prior written consent of CITY. Any attempt to assign this Agreement will be legally void.

18.8 INTEGRATION. This Agreement constitutes the entire agreement of the parties and supersedes and prior negotiations, agreements, understandings, representations or statements.

18.9 AUTHORIZATION TO EXECUTE. The signatories to this Agreement hereby represent and warrant that they have been duly authorized to legally bind and execute this Agreement on behalf of their respective parties.

Executed by CITY and CONSULTANT on this 20th day of December, 2013.

CITY OF CRESCENT CITY

CONSULTANT

By: Eric Wier, City Manager

By: Jim Scully, President
Its:

ATTEST:

Robin Patch, City Clerk

By:
Its:

APPROVED AS TO FORM:

Martha D. Rice
Martha D. Rice, City Attorney

EXHIBITS

The following exhibits are attached hereto and incorporated herein by reference:

Exhibit A- Scope of Services

Exhibit B- Compensation

EXHIBIT A

SCOPE OF WORK

1. Develop a public outreach campaign based on Empathy Research in coordination with City staff and City's aquatic consultant.
2. Train approximately 4-6 City staff in Empathy Research methodology.
3. Complete at least 4-6 in-depth interviews and 8-10 intercept interviews in coordination with City staff and City's aquatic consultant, including reviewing data, insight mining, and additional staff coaching.
4. Support City staff during second round of interviews, data gathering, and insight mining.
5. Assist City staff by reviewing staff-generated reports.
6. Coordinate sharing of data and insights with City staff and City aquatic consultant.

EXHIBIT B

COMPENSATION

Performance of work scope detailed in Exhibit A is for a Not to Exceed Limit of \$9,953. Rates are listed below:

Fees for service	\$9,303
Travel expenses	\$650

Community Engagement Crescent City Pool Master Plan

Situation

As you prepare a City of Crescent City Pool Master Plan, you are interested in deep community engagement that will enable you to:

- Have a deep understanding of the role that the pool plays in the community
- Understand why people that don't visit the pool don't do so
- Discover unarticulated needs of pool users and non-users
- Understand how different communities within Crescent City view and feel about the pool, and how the current facilities meet, or don't meet their needs
- Understand how you might increase the relevance of this valuable community asset

You will use these insights to drive opportunities and decisions for designing your pool services and overall pool plan for the future.

Recommended approach

Our recommended approach is grounded in the application of human-centred design for radical collaboration and empowerment within a community. It is about building and harnessing energy towards positive and relevant change.

At the center of this approach is Empathy Research—a deep and respectful understanding of the lived experiences of the people in a community—those who live in it, those who provide services for it, those who govern it, those that are integrated into it, and those that feel disconnected from it. We start with the reality of what is, move to imagining and describing the reality we want, and identifying the interventions needed to get there.

This approach is relevant to you because:

- It is a deep process of engagement that yields meaningful insights
- It will enable you to build a plan with your community at the center
- It is a process with a strong equity focus, as it brings into focus the authentic lived experiences of the people who feel the most disconnected, and empowers them by giving them a voice
- It will enable you to build community engagement capability that can be applied to other projects
- It is a process that not only generates insight but builds strong community connections along the way

Process

The best way to leverage your budget is to focus on training and modelling the community engagement approach. We will work with your team (up to 4 people) to embed the approach through an initial round of research. Following this first round, your team will have the tools to conduct additional research as required.

We agree that the pool consultants will have to be involved, and we will work together to decide the best time for this to happen. We will also connect your team with members of service organisations in your community that have successfully applied the empathy approach, creating a community of practice that you can connect into, to both benefit from, and contribute to, growing community capability in this approach.

The steps in this process are:

- Step 01 Empathy Research Training, with live application of tools and techniques (you begin to gather data from community members right away)
- Step 02 Plan your first round of research, which will consist of 4 to 6 in-depth interviews, and possibly 8 to 10 intercept interviews
- Step 03 Review data and generate a first round of insights, with the dual purpose of training in insight mining from qualitative data
- Step 04 Prepare your second round of insight—your team is working independently with our support
- Step 05 Your team conducts research independently, applying the capability they have developed
- Step 06 Final insight development, with support and including collaboration with pool consultants

Fees and Expenses

These are based on the following assumptions:

- That your core team will be available for a reasonable and consistent amount of time in order to build their knowledge and experience
- That you will use your community knowledge and relationships to recruit research participants; we will support the recruitment process by providing guidance based on experience in Crescent City
- Your team will be responsible for writing any reports that might be required
- We will schedule the work at a time that coincides with other ThinkPlace work activities in Crescent City, as your budget is limited, and we are not including travel expenses
- You are being provided an expert team that will leverage a close understanding of your community

Activity	Partner Days	Design Lead Days
Empathy Research Training	0.5	1
Research Plan		0.5
Recruitment process support		0.25
Round 1 of research	0.5	1
Round 1 of insight mining		0.5
Planning for additional rounds of research		0.5
Remote coaching of research team		0.5
Total Days	1	4.25
	Fees	\$9,302.75
	Expenses --accommodation and per-diem	\$650.00
	Total	\$9,952.75



CITY COUNCIL AGENDA REPORT

TO: MAYOR INSCORE AND MEMBERS OF THE CITY COUNCIL
FROM: ERIC WIER, CITY MANAGER
BY: ROBIN PATCH, CITY CLERK/ADMINISTRATIVE ANALYST
DATE: JANUARY 7, 2019
SUBJECT: BORDER COAST REGIONAL AIRPORT AUTHORITY APPOINTMENT

RECOMMENDATION

- Adopt Resolution No. 2019-01 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPOINTING ONE MEMBER AND ONE ALTERNATE MEMBER TO THE BORDER COAST REGIONAL AIRPORT AUTHORITY BOARD OF COMMISSIONERS

BACKGROUND

The Third Amended Joint Powers Agreement of the Border Coast Regional Airport Authority (BCRAA) provides that the City of Crescent City is entitled to appoint one Commissioner and one Alternate Commissioner to the BCRAA Board of Commissioners. This appointment must be made by resolution of the City Council. At the December 17, 2018 regular meeting of the City Council the Mayor made the following appointments to BCRAA.

- Heidi Kime, Member
- Blake Inscore, Alternate

Adoption of the resolution confirms these appointments by resolution as required of the BCRAA JPA.

ATTACHMENTS

1. Resolution No. 2019-01


CM

RESOLUTION NO. 2019-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPOINTING ONE MEMBER AND ONE ALTERNATE MEMBER TO THE BORDER COAST REGIONAL AIRPORT AUTHORITY BOARD OF COMMISSIONERS

WHEREAS, the Border Coast Regional Airport Authority (the Authority) is a public entity established under Government Code sections 6500, et. Seq, the "JPA Law"; and

WHEREAS, the Third Amended Joint Powers Agreement of the Authority provides that the City of Crescent City is entitled to appoint one Commissioner and one Alternate Commissioner, which appointments must be made by resolution of the City Council; and

WHEREAS, the Authority appointments run in four year terms, regardless of terms identified by member agencies; and

WHEREAS, the current term for the City appointee ends on October 3, 2018, with the new term lasting until October 3, 2021, thereby creating a need to provide an updated resolution; and

WHEREAS, the internal practice of the City Council is to review appointments to external bodies annually, with the Mayor making appointments that are subject to the power of the Council to override those appointments; and

WHEREAS, the current appointees are Heidi Kime (Member) and Blake Inscore (Alternate), and current City terms will last until December of 2019.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the city of Crescent City hereby reaffirms its approval of the Mayor's appointments of the following individuals to serve on the Border Coast Regional Airport Authority Board of Commissioners:

- **Heidi Kime, Member**
- **Blake Inscore, Alternate**

PASSED AND ADOPTED and made effective the same day by the City Council of the City of Crescent City on this 7th day of January, 2019, by the following polled vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Blake Inscore, Mayor

ATTEST:

Robin Patch, City Clerk



CITY COUNCIL AGENDA REPORT

TO: MAYOR INSCORE AND MEMBERS OF THE CITY COUNCIL
BY: ERIC WIER, CITY MANAGER EW
DATE: JANUARY 7, 2019
SUBJECT: SMOKE-FREE MULTI HOUSING PRESENTATION BY ANGELA GLORE

RECOMMENDATION

- Hear presentation
- Take public comment
- Consider a request from Coalition for a Smoke-Free Del Norte and TUPP to direct staff to work with the Coalition to develop an ordinance to ban smoking in multi-housing and to bring back options for implementation of a Tobacco Retail License; take action as necessary and appropriate.

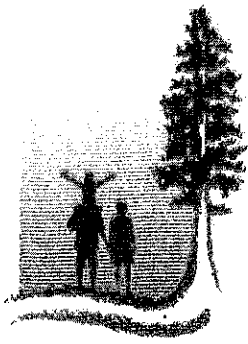
BACKGROUND/ANALYSIS

See attached letter and background information provided by the Coalition for a Tobacco-Free Del Norte.

FISCAL IMPACT

No fiscal impact at this time, direction to staff only.

6



Tobaccofree Del Norte

Members:

Bicoastal Media
Cole Chiropractic
Community members
Del Norte Child Care Council
Del Norte County Sheriff's Dept.
DNUSD - TUPE
DNUSD - Kids First
DHHS - Snap Ed
DHHS- TUPP
Family Resource Center
First 5 Del Norte
Open Door Community Clinic
UIHS
NCIDC
Tobacco Free Humboldt

Coalition for a Tobacco Free Del Norte

www.TobaccoFreeDelNorte.org

Phone: (707) 951-2914

E-mail: info@tobaccofreedelnorte.org

Dear Crescent City Council Members,

The risks of smoking are well-known. Every year, 480,000 Americans die from smoking-related diseases.¹ More people die from smoking than from car accidents, HIV, illegal drugs, alcohol, and suicide combined.¹ The Coalition for a Tobacco Free Del Norte has identified two actions the City of Crescent City can take to minimize the harm tobacco poses to youth and families.

The first is to pass an ordinance to protect children, families, seniors, and residents from secondhand smoke exposure while in their homes. Families living in multi-unit housing (MUH) can be exposed to second hand smoke when a neighbor smokes anywhere in the building. Smoke travels through shared vents, stairways, walls, and open windows exposing nonsmokers. Secondhand smoke exposure kills 41,000 nonsmoking adults¹ and more than 400 infants a year.² Smoking is also the leading cause of house-fire fatalities and creates significant cleaning and refurbishing costs to landlords.³

The second is to implement a Tobacco Retail License. Children and youth are exposed to tobacco products when they enter retail settings and are increasingly targeted with flavored tobacco products, with flavors like Captain Peanut Butter Crunch and Unicorn Poop. A Tobacco Retail Licensing program would do two things to limit tobacco marketing to children: prohibit sale of flavored tobacco products including menthol and restrict license eligibility near schools or in pharmacies.

We are asking the City Council to direct staff to develop ordinances for Smoke-Free MUH and a Tobacco Retail Licensing program. If Council approves this request, please know that the local Tobacco Use Prevention Program (T.U.P.P.) can provide free technical assistance with each ordinance. They can provide staff with model ordinances and checklists upon request, as well as provide public education and workshops to support implementation. To inquire about this staff can contact Amber Wier, Health Education Coordinator for TUPP at 464-3191 ext. 2831 or email at Amber.Wier@dnco.org.

Please feel free to contact the coalition with any concerns at 951-2914. We are excited to work with you and create a healthier and happier Del Norte.

Sincerely,

Angela Glore
Chair of Tobacco Free Del Norte
Executive Director First 5 Del Norte

¹ "Smoking & Tobacco Use." *Centers for Disease Control and Prevention*, Centers for Disease Control and Prevention, 15 May 2017, www.cdc.gov/tobacco/data_statistics/fact_sheets/health_effects/tobacco_related_mortality/index.htm.

² "Children and Secondhand Smoke Exposure." *Center for Disease Control*, 2007, www.cdc.gov/tobacco/data_statistics/sgr/2006/pdfs/childrens-excerpt.pdf.

³ *NFPA Reports - Fires in the United States*, www.nfpa.org/Public-Education/By-topic/Top-causes-of-fire/Smoking.



Tobaccofree
Del Norte

Policies to Protect our Youth Why and How



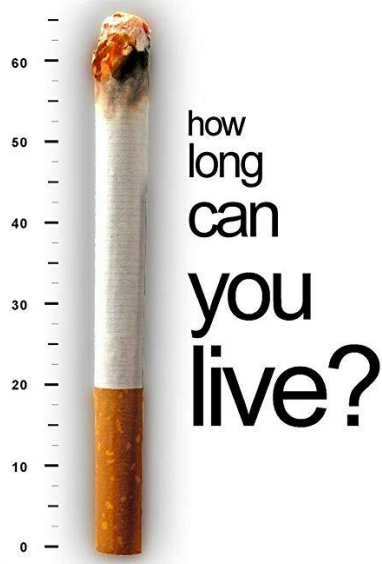
Coalition for a Tobacco-Free Del Norte

Coalition for a Tobacco-Free Del Norte

The Coalition for a Tobacco-Free Del Norte is a community coalition made up of concerned citizens and organization representatives.

We encourage a tobacco-free Del Norte by educating the community and empowering youth to create healthy change.

Smoking Kills



The dangers of smoking are well-known. 480,000 Americans die from smoking-related disease every year.* That's more people than die from car accidents, HIV, illegal drugs, alcohol, and suicide combined.

*Centers for Disease Control: [Smoking and Tobacco Use Fast Facts](#)

Secondhand Smoke Kills, Too



Fewer people are aware of the dangers of secondhand smoke. Exposure to secondhand smoke kills 41,000 non-smoking adults* and more than 400 infants every year.**

*Centers for Disease Control: [Smoking and Tobacco Use Fast Facts](#)

**Centers for Disease Control: [Smoking and Tobacco Use: Secondhand Smoke](#)

Third-hand Smoke Lingers



Third-hand smoke refers to toxic residues left by cigarette smoke on walls, carpets, curtains, furniture, and clothing. They pose a danger to anyone coming into contact with them.

Smoke in Multi-Unit Housing

TOBACCO USE AND SECONDHAND SMOKE EXPOSURE IS HIGH IN MULTIUNIT HOUSING



- About **80 million (1 in 4) people in the US live in multiunit housing**, such as apartments.



- Many who live in public housing are especially affected by secondhand smoke, **including children, the elderly, and people with disabilities.**



- About **8 in 10 multiunit housing residents** choose to make their own homes **smoke-free.**

- About **20 percent of adults in multiunit housing use combustible tobacco products**, which are a source of secondhand smoke exposure.



Among multiunit housing residents with smoke-free home rules, **34 percent** report that secondhand smoke involuntarily enters their homes from somewhere else in or around the building.



There is **no safe level** of **secondhand smoke exposure**



Secondhand smoke can **travel within multiunit housing** and common areas through **doorways, cracks in walls, electrical lines, ventilation systems and plumbing.**



Opening windows and using fans **does not completely remove secondhand smoke.**



Heating, air conditioning and ventilation systems **cannot eliminate exposure to secondhand smoke.**

HUD Went Smoke-Free in 2017

THE FACTS ABOUT #SMOKEFREE PUBLIC HOUSING

HUD's smoke-free public housing proposed rule would yield an annual cost savings of \$153 million, including:



\$94 million in secondhand smoke related health care



\$43 million in renovation of units with smoking damage



\$16 million in smoke-attributable fire losses



www.hud.gov
@HUDgov



GOING SMOKEFREE MATTERS

MULTIUNIT HOUSING

There is no safe amount of secondhand smoke exposure. The home is the main place many children and adults breathe in secondhand smoke.^{1,2}



- About **80 million (1 in 4) people** in the US live in multiunit housing, such as apartments, including about **7 million** living in government-subsidized housing.^{3,4}



What is government-subsidized housing?
When the government helps people pay their rent. Public housing is one type of subsidized housing.

- Each year, an estimated **28 million** multiunit housing residents are **exposed to secondhand smoke in their home or apartment** that came from somewhere else in their building like a nearby apartment.^{3,5}
- **Every person** living in multiunit housing **deserves to breathe smokefree air.**

Smokefree



Approximately **1 in 3** multiunit housing residents are covered by smokefree building policies.⁶



About **8 in 10** multiunit housing residents have chosen to make their own homes smokefree.⁷



A majority of multiunit housing residents want smoke-free building policies.⁸



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention

www.cdc.gov/tobacco



Many Smokers

Coalition for a Tobacco-Free Del Norte

Millions
are exposed
to secondhand smoke

and some can't do
anything
about it.



Even if you don't smoke, you can still be exposed to secondhand smoke in your home through vents, doors, and windows.
Talk to your landlord about making your building entirely smoke-free.

© 2011 California Department of Public Health

TobaccoFreeCA.com

More than one in five Del Norte residents smokes.



Smoke-free MUH is Good for Everyone

Even smokers benefit from a ban on smoking in multi-unit housing:

Smokers reported smoking less after smoke-free policies were passed in their apartment buildings.*



Solution: Smoke Free Multi Unit Housing Ordinance




Many counties and municipalities in California and around the nation have enacted ordinances that:

- Ban smoking in multi-unit housing, including balconies
- Require landlords of multi-unit housing properties to include a no-smoking policy in all leases and allow them to evict tenants for smoking
- Include tobacco, cannabis, and e-cigarettes in the ban
- Give MUH properties one year to phase in the new regulations

Youth Addiction is on the Rise

Centers for Disease Control and Prevention
MMWR

YOUTH E-CIGARETTE USE IS RISING

E-CIGARETTES TYPICALLY DELIVER NICOTINE	E-CIGARETTE USE SURGED DURING 2017-2018	HELP PREVENT YOUTH E-CIGARETTE USE
<p>YOUTH NICOTINE EXPOSURE CAN:</p>  <ul style="list-style-type: none"> • CAUSE ADDICTION • HARM THE DEVELOPING BRAIN 	<p>IN 2018:</p>  <p>1 IN 5 HIGH SCHOOL KIDS 1 IN 20 MIDDLE SCHOOL KIDS CURRENTLY USE E-CIGARETTES</p>	<ul style="list-style-type: none"> • KNOW THE RISKS OF E-CIGARETTES • TALK TO YOUTH ABOUT THESE DANGERS • BE TOBACCO FREE 

National Youth Tobacco Survey as reported in Cullen et al., MMWR 2018
<http://bit.ly/CDCVA18>

www.cdc.gov

81% OF KIDS WHO EVER USED TOBACCO PRODUCTS STARTED WITH A FLAVORED PRODUCT, INCLUDING



**81% OF KIDS WHO
EVER TRIED
E-CIGARETTES**



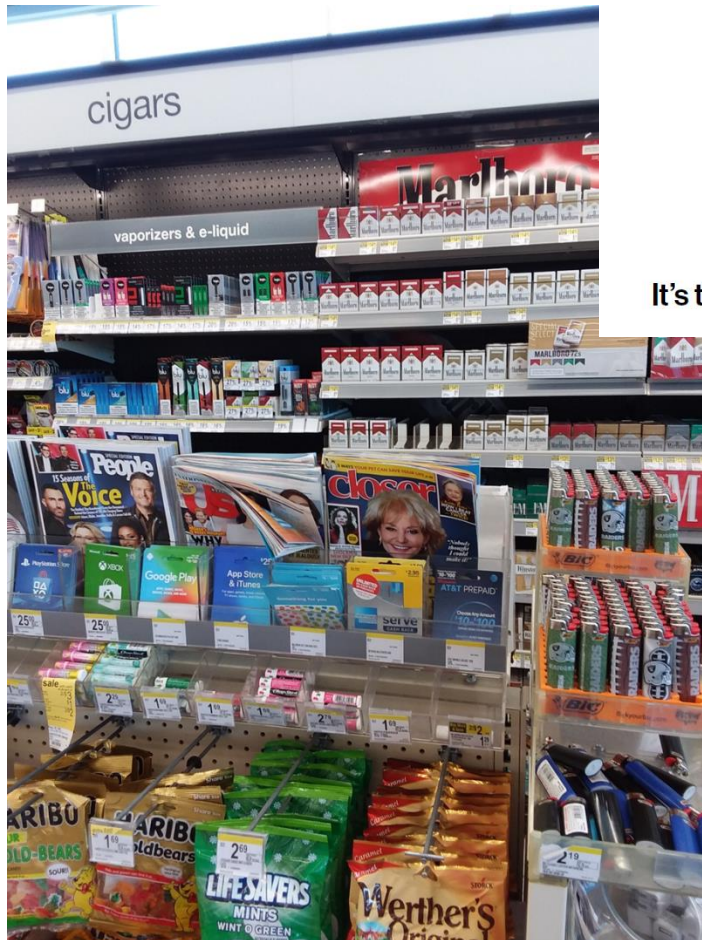
**65% OF KIDS WHO
EVER TRIED
CIGARS**

Source: Journal of the American Medical Association

Kids are getting mixed messages

Coalition for a Tobacco-Free Del Norte

No Doctor Would Prescribe Tobacco,
So Why Do Pharmacies Sell It?



It's time to end this practice.



Lend your support at tobaccofreedelnorte.org



This is tobacco marketing.

It's a fact:
Kids who see it are
64% more likely
to start smoking.

Source: Heriksen, Schlicher, Feighery and Fattmann. Pediatrics: The Official Journal of the American Academy of Pediatrics, July 19, 2010. DOI: 10.1542/peds.2009.3021

Our kids have seen enough.

Take action to protect them at
tobaccofreedelnorte.org



Tobacco Retail License

Rural support for Tobacco Retailer Licensing Ordinances

- 71% believe restricting the sale of flavored tobacco can reduce youth smoking
- 87% support a store owner who repeatedly sells cigarettes to minors should have their license to sell tobacco products suspended
- 73% support requiring store owners to get a license to sell cigarettes and other tobacco products

What we want in a TRL

- Who must obtain a license
- Eligibility for a license
- Enforcement and violations
- Requirements and prohibitions for licenses



Tobaccofree
Del Norte

Coalition for a Tobacco-Free Del Norte



Del Norte County

Crescent City
Del Norte County
Unincorporated

Overall Tobacco Control Grade	D	F
TOTAL POINTS	3	1
Smokefree Outdoor Air	B	D
Dining	n/a	0
Entryways	4	4
Public Events	4	0
Recreation Areas	4	0
Service Areas	0	0
Sidewalks	0	0
Worksites	0	0
TOTAL POINTS	12	4
Smokefree Housing	F	F
Nonsmoking Apartments	0	0
Nonsmoking Condominiums	0	0
Nonsmoking Common Areas	0	0
TOTAL POINTS	0	0
Reducing Sales of Tobacco Products	F	F
Tobacco Retailer Licensing	0	0
TOTAL POINTS	0	0
Emerging Issues Bonus Points		
Emerging Products Definition - <i>Secondhand Smoke</i>	1	0
Emerging Products Definition - <i>Licensing</i>	1	0
Retailer Location Restrictions	1	0
Sale of Tobacco Products in Pharmacies	0	0
Flavored Tobacco Products	0	0
Minimum Pack Size of Cigars	0	0
TOTAL POINTS	3	0

Total Number of Tobacco Control Policies Over Five Years

Smokefree Outdoor Air	2018	2017	2016	2015	2014	2013
Dining	153	144	135	129	119	110
Entryways	151	142	125	117	109	105
Public Events	145	138	129	118	113	109
Recreation Areas	384	365	358	348	328	315
Service Areas	148	141	129	121	109	105
Sidewalks	67	60	54	48	45	37
Worksites	54	52	47	45	42	37
Smokefree Housing	2018	2017	2016	2015	2014	2013
Apartments	65	57	48	39	34	28
Condos	56	51	43	35		
Common Areas	141	133	127	117	114	109
Reducing Sales of Tobacco Products	2018	2017	2016	2015	2014	2013
Tobacco Retailer Licencing	172	164	155	148	141	137
Emerging Issues	2018	2017	2016	2015	2014	2013
SHS Definition	196	155	155	118		
Licensing Definition	135	107	108	92		
Retailer Location Restriction	70	66	53	43	31	28
Sales in Pharmacies	14	9	8	6	3	3
Flavored Tobacco	16	7	6	2		
Minimum Pack Size	11	8	6	4		





Coalition for a Tobacco-Free Del Norte

Thank you for your time.

Questions?

CITY COUNCIL AGENDA REPORT



TO: MAYOR INSCORE AND MEMBERS OF THE CITY COUNCIL

BY: ERIC WIER, CITY MANAGER *EW*

DATE: JANUARY 7, 2019

SUBJECT: REQUEST TO WAIVE FEES FOR THE RENTAL OF THE CULTURAL CENTER IN SUPPORT OF OUR SISTER CITY RELATIONSHIP

RECOMMENDATION

- Recommendation: Hear staff report
- Take public comment
- Consider a request from the Del Norte High School Japan Club and other Delegates to waive the fees to rent the Cultural Center for January 7-10, 2019 to use when the students and Delegation from Rikuzentakata, Japan arrive. Staff has drafted the following motion if the City Council decides to grant the request:

Motion to waive the fees for the use of the Cultural Center for January 7 - 10, 2019 to use when the students and Delegation from Rikuzentakata, Japan are in town, based on the finding that the waiver of fees is not a gift of public funds because the use of the facility is supporting the education of the youth in our community as well as our Sister City relationship.

BACKGROUND/ANALYSIS

Oral report from the City Manager.

FISCAL IMPACT

We do not anticipate this waiver of fee would result in loss of revenue as there were no scheduled events for these dates. However, according to our Fee Schedule, the rental fee associated with this request would have been \$600.00.

7



CITY COUNCIL AGENDA REPORT

TO: MAYOR INSCORE AND MEMBERS OF THE CITY COUNCIL
BY: ERIC WIER, CITY MANAGER *EW*
DATE: JANUARY 7, 2019
SUBJECT: COUNCIL MEMBER TRAVEL TO SACRAMENTO FOR NEW MAYORS
AND COUNCIL MEMBERS ACADEMY

RECOMMENDATION

- Hear staff report
- Take public comment
- Consider and approve the travel for Mayor Pro Tem Kime and Council Member Wright to attend the New Mayors and Council Members Academy in Sacramento from January 16 – 18, 2019.

BACKGROUND/ANALYSIS

The New Mayors and Council Members Academy in Sacramento will have critical training on important, fundamental topics for local government taught by subject matter experts and seasoned elected officials. Please see attached Academy agenda.

FISCAL IMPACT

There is \$9,133.22 remaining in the Council travel budget for FY 18/19 with 50% of the year remaining. This travel request will cost approximately \$1,300.00 each leaving \$6,533.22 of the original \$12,000.00 in the Council travel budget.

ATTACHMENTS

- Academy agenda


Finance



WEDNESDAY

Sexual Harassment Prevention Training (AB 1661)

8:00 – 10:00 a.m.

Sign-in begins at 7:30 a.m., and you must be present for the full two hours to receive the certification of attendance at 10:00 a.m. (Planned with the Institute for Local Government).

Local agency officials must receive two hours of sexual harassment prevention training and education within the first six months of taking office and every two years thereafter if the agency provides any type of compensation, salary, or stipend to those officials. This training will teach officials and staff how to identify, prevent and respond to workplace harassment, discrimination and retaliation. This training will fulfill training requirements for AB 1661/1825/2053.

WEDNESDAY

Registration Open

7:30 a.m.

Opening Session

City of Dysfunction Junction — How to Conduct an Effective and Respectful Council Meeting

10:30 a.m. – 12:15 p.m.

Enjoy a popular and hilarious skit, contrasting the wrong and the right ways to conduct your city council meetings.

Luncheon

Effective Advocacy & Key City Issues

12:30 – 2:00 p.m.

Meet the League of California Cities' legislative team, and learn about the legislative goals, legislative calendar, and trending issues in the legislature. Lobbyists will also share ideas for establishing practical skills to develop persuasive arguments and testimony that will serve your city's interests.

Your Legal Powers and Obligations

2:15 – 3:15 p.m.

You were elected to make things happen in your city. Learn the breadth, as well as the limitations of your powers as a city official. Acquire a basic understanding of the legal authorities and restrictions under which cities and city officials operate, with a focus on the Brown Act.

Part 1: Financial Responsibilities, City Revenues Workshop

3:30 – 4:45 p.m.

Part one in this two-part workshop covering your responsibilities as elected officials in exercising fiduciary accountability and transparency in open government. Discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and identify the four stages of fiscal meltdown. The importance of structurally balanced budget tips for setting city council goals, and the need for financial policies will be stressed. Learn to avoid micromanagement and complacency management.

Networking Reception *(Sacramento Only)*

5:30 – 6:30 p.m.

Take this opportunity to network with your peers from throughout the state after a full day of educational sessions. Assembly Members and Senators from throughout the state are invited to attend.

For speaker information, go to
www.cacities.org/mayorscouncil

****Sessions are subject to change****



THURSDAY

Registration Open

7:00 a.m.

Networking Breakfast

7:30 – 8:30 a.m.

Part 2: Financial Responsibilities, City Revenues Workshop

8:30 – 9:45 a.m.

Part two in this two-part workshop covering your responsibilities as elected officials in exercising fiduciary accountability and transparency in open government. Discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and identify the four stages of fiscal meltdown. The importance of structurally balanced budget tips for setting city council goals, and the need for financial policies will be stressed. Learn to avoid micromangement and complacency management.

THURSDAY

Policy Role in Land Use Planning

10:00 – 11:00 a.m.

Land use planning is one of the most important aspects of a city official's responsibilities because of the long-term impacts it can have on a community's environment, economic vitality and the physical health of its residents. Learn about tools and processes in land use planning such as the general plan, zoning, and the California Environmental Quality Act (CEQA), as well as the role of regional agencies and the state. This knowledge will help you foster a solid working relationship with your city's planning commission and planning staff.

Your League and How To Use It

11:15 – 11:45 a.m.

As a city official, you are the League. Its success, along with your own, depends on your involvement and leadership. Receive an introduction to the services of the League of California Cities, how you can access them, and how you can become involved.

Luncheon

Inquiring Minds Want to Know

12:00 – 1:15 p.m.

Have a question that you are afraid to ask in a public meeting, or feel that you should already know the answer to? Join us in a safe and friendly environment to receive answers to your most pondered questions, and hear questions from your colleagues.

Relationship between City Council and City Management

1:30 – 3:00 p.m.

As an elected official, there will be various competing values and priorities that drive you and your colleagues within your city. Your success on the council requires an effective relationship with your city manager, city attorney and staff, where everyone's values are respected and represented. Learn how to work together while cultivating each of your diverse roles.

Communications and Civic Engagement

3:15 – 4:45 p.m.

With constant advancements in social media over the last several years, it can be hard to keep up with the "do's and don'ts" of every platform. There is a wide variety of almost immediate online informational sources, and elected officials need to be quick on their feet with the necessary skills to proactively manage public perceptions about local governmental affairs. Discover what cities should be doing to communicate with their constituents in the 21st century, and the rules that elected officials need to follow.

Networking Reception

(Irvine Only)

5:30 – 6:30 p.m.

Take this opportunity to network with your peers from throughout the state after a full day of educational sessions. Assembly Members and Senators from throughout the state are invited to attend.

FRIDAY

Registration Open

7:30 a.m.

Networking Breakfast & Late Breaking Session

8:00 – 9:15 a.m.

Watch for details to be released prior to the conference.

How to Build and Maintain the Public's Trust: Practical Ethics and the Law (AB 1234)

9:45 – 11:45 a.m.

Sign-in begins at 9:15 a.m., and you must be present for the full two hours to receive the certification of attendance at 11:45 a.m. (Planned with the Institute for Local Government).

State law requires elected and appointed officials to receive training in specified ethics laws and principles every two years.

Newly elected and appointed officials must receive this training within one year of becoming a public servant. This lively, example-laden, two hours will make this mandatory training more tolerable – if not outright enjoyable.

For speaker information, go to
www.cacities.org/mayorscouncil

****Sessions are subject to change****

Save The Dates:



MAYORS & COUNCIL MEMBERS EXECUTIVE FORUM

June 19–20, 2019 | Newport Beach Marriott

MAYORS & COUNCIL MEMBERS ADVANCED LEADERSHIP WORKSHOPS

June 21, 2019 | Newport Beach Marriott

GENERAL INFORMATION

REGISTRATION AND HOUSING DEADLINE:

Sacramento: Friday, January 4, 2019

Irvine: Tuesday, January 8, 2019

STEP 1: REGISTER FOR THE CONFERENCE

Registration is not complete until full payment is received. The League is unable to accept purchase orders.

- For online registration, go to www.cacities.org/events and select “New Mayors and Council Members Academy”.
- To request a mail-in registration form, contact mdunn@cacities.org.

Registration must be received by the registration & housing deadline. After this date, please register onsite if space is still available.

COSTS/FEES

Full registration includes electronic access to all program materials, admission to all sessions, two breakfasts, two lunches, and the evening networking reception.

Full Conference

Elected Officials and City Staff	\$575
Non-Member City Elected Officials and City Staff	\$1575
Spouse Registration (Networking Reception only)	\$35

The spouse fee is restricted to persons who are not city or public officials, are not related to any League Partner or sponsor, and would have no professional reason to attend the conference. It includes admission to the networking reception only. There is no refund for the cancellation of a spouse registration. It is not advisable to use city funds to register a spouse.

CANCELLATIONS

Refunds of rate paid, minus \$75 processing charge, will be made for cancellations submitted in writing to mdunn@cacities.org and received by the **registration & housing deadline**. There are no refunds for cancellations after this date. Substitutions can be made onsite.



If you require special accommodations related to facility access, transportation, communication and/or dietary requests, please contact our Conference Registrar at mdunn@cacities.org by the Registration & Housing Deadline.

STEP 2: RESERVE A HOTEL ROOM

Hotel Information & Reservations

A limited number of hotel rooms are available for conference attendees. All attendees must register for the conference prior to reserving a hotel room. Once registration is complete, you will be directed to the housing reservations page. Hotel reservation changes, date modifications, early check-out, or cancellations made prior to the **registration & housing deadline** must be done through the online reservation link you received when registering for the conference. Use your confirmation/acknowledgement number to access your reservation to make changes. Once the registration & housing deadline has passed, please contact the hotel directly with any changes or cancellations. Please note that any hotel cancellations after the housing deadline has passed may incur a financial penalty or a minimum one-night room charge or attrition fees.

January 16 – 18, 2019, Sacramento

Hyatt Regency Sacramento

1209 L Street, Sacramento, CA 95814

Hotel Rate (per night): \$186 – Single/Double Occupancy (plus tax and fees)

Valet parking: \$29 per day / Self-parking: \$20 per day (subject to change without notice)

January 30 – February 1, 2019, Irvine

Irvine Marriott

18000 Von Karman Avenue, Irvine, CA 92612

Hotel Rate (per night): \$184 – Single/Double Occupancy (plus tax and fees)

Valet parking: \$36 per day / Self-parking: \$12 per day (subject to change without notice)

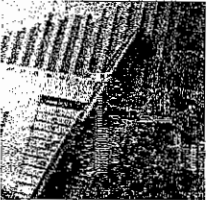
PLEASE NOTE: The information you provide to the League when registering for a League conference or meeting may be shared with the conference or meeting hotel(s). The hotel(s) will also share with the League the information you provide to the hotel(s) when you make your hotel reservation for the conference or meeting. The information shared between the League and the hotel(s) will be limited to your first name, last name and dates/length of stay in the hotel.



1400 K Street, Ste. 400
Sacramento, CA 95814
www.cacities.org

Join us for the 2019 New Mayors and Council Members Academy

For speaker information, go to www.cacities.org/mayorscouncil



CITY COUNCIL AGENDA REPORT

TO: MAYOR INSCORE AND MEMBERS OF THE CITY COUNCIL
FROM: ERIC WIER, CITY MANAGER
BY: SUNNY VALERO, HUMAN RESOURCES ADMINISTRATOR
DATE: JANUARY 7, 2019
SUBJECT: GSRMA COMMITTEE MEMBERS

RECOMMENDATION

- Appoint two Council Members to the GSRMA Committee

BACKGROUND

Golden State Risk Management Authority allows for their members to apply for the annual Risk Management Accreditation Program (RMAP). Every year the City of Crescent City applies for the program, as there is a possibility to have up to 10% of the City's contribution to GSRMA refunded (up to \$50,000) and be awarded accreditation status. Last year, the City received over \$35,000 back for completing the RMAP application.

The RMAP endeavor is a worthwhile pursuit fiscally for the City of Crescent City, as well as the health and safety of our leadership, administration and employees.

Having two members of the Council appointed to the GSRMA Committee is now a requirement. The RMAP requires the committee to participate in a Loss Experience meeting to take place sometime between November 1, 2018 and at the end of February, 2019. The meetings occur once per year, will take place via WebEx, and are about 30 minutes long. Meeting times and dates can be flexible to accommodate schedules. During the meeting, staff that are directly involved with handling GSRMA claims and two selected Council members will review with GSRMA the claim and injury data related to the City's loss history.


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