

We May Disagree, But We Will Be Respectful of One Another
All Comments Will Be Directed to the Issue at Hand, and Addressed to the City Council
Personal Attacks are Unacceptable

The City Council May Take Action on any Item on this Agenda.

I. CALL TO ORDER / FLAG SALUTE / ROLL CALL

6:00 PM

<u>Council</u>	<u>Staff</u>
Council Member Dean Glaser	City Manager Merritt Perry
Council Member Mike Johnson	City Clerk Siana L. Emmons
Council Member Jeremy Stanfield	
Mayor Pro Tem Tami Trent	
Mayor Sue Long	

II. PRESENTATIONS / PROCLAMATIONS

- Recognition of 15-year Parks and Recreation Employee, Ted Silva
- National Bike Month Proclamation
- 50th Anniversary of Municipal Clerks Week Proclamation

III. ORAL COMMENTS FROM THE PUBLIC

Members of the Public may be heard at this time on any item within the subject matter jurisdiction of the City that is not on the Public Meeting Agenda. It is the practice of this Council to hold public comment for every item of business on the agenda at the time that item is heard. If a speaker cannot stay for a particular item of business, they may be heard during this time. Comments concerning the Consent Calendar may also be heard at this time. Speakers addressing the Council will be limited to 3 minutes per speaker. Be advised that, by law, the City Council can only deliberate or take action on items that are included on the agenda.

IV. CONSENT CALENDAR

These matters are routine in nature and are usually approved by a single vote. Any member of the Council may pull a particular item for further discussion.

1. City Council Minutes – April 15, 2019 Special Meeting, April 15, 2019 Regular Meeting
2. Report of Disbursements for April 16, 2019, April 24, 2019, & May 1, 2019
3. Request for Approval to Purchase Replacement Heater for Public Works Administration Building at the Waste Water Treatment Plant

V. CITY COUNCIL BUSINESS

- A. Public Hearing: Consider Adopting Revised Sewer Ordinance –Introduction and First Reading of *Ordinance 2019-735*
- B. Authorization to Award Construction Contract for the Hillside and Rohner Creeks Minor Flood Control Improvements
- C. Authorize the Addition of a Deputy City Engineer and New Salary Classification and Step F62 on the Current Full-time Pay Rate Schedule.

VI. CITY MANAGER'S REPORT

VII. FUTURE AGENDA ITEMS

At this time, members of the Council may consider or request items to be placed on a future agenda through a consensus of the majority.

VIII. CITY COUNCIL REPORTS AND COMMENTS

<ul style="list-style-type: none">• Council Member Dean Glaser	Redwood Coast Energy Authority
<ul style="list-style-type: none">• Council Member Mike Johnson	Humboldt County Association of Governments, Historical Commission
<ul style="list-style-type: none">• Council Member Jeremy Stanfield	Fortuna Business Improvement District, Parks & Recreation Commission
<ul style="list-style-type: none">• Mayor Pro Tem Tami Trent	Humboldt Transit Authority, Indian Gaming Commission, League of California Cities Public Safety Commission
<ul style="list-style-type: none">• Mayor Sue Long	Redwood Region Economic Development Corporation, Local Agency Formation Commission, League of California Cities Legislative Committee, Housing, Community and Economic Development Committee, Humboldt County Redevelopment Oversight Board

IX. ADJOURN TO CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS, City Negotiator: City Manager Merritt Perry, Employee Organizations: Fortuna Police Employees Association, Fortuna Employees Association, and the Unrepresented/Management group in accordance with Section 54957.6 of the Government Code.

X. REPORT OUT AND ADJOURN

Pursuant to Government Code Section 54957.5, any non-confidential documents or writings that the City distributes, less than 72 hours before a regular meeting, to all or a majority of the legislative body's members must be made available to members of the public at the same time as the distribution. Documents and information related to the agenda topics are available for review at City Hall, 621 11th Street, between the hours of 8:00 AM to 5:00 PM. Members of the public are invited to come to the meeting and comment. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 725-7600. Notification prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Siana L. Emmons
City Clerk

Certificate of Recognition

The seal of the City of Fortuna, California, is a circular emblem with a gold border. Inside the border, the words "CITY OF FORTUNA" are written in a circular path at the top, and "CALIFORNIA" is written at the bottom. The center of the seal depicts a scenic landscape with a large tree on the left, a body of water in the middle, and a small town with red-roofed buildings on the right.

The City Council of the City of Fortuna awards this certificate to

Ted Silva

The City would like to express our sincere thanks and gratitude for your 15 years of dedicated service. Your contribution to the City of Fortuna will be remembered for many years to come. We wish you good health, happiness, and continued success in your retirement.

Signed this 6th day of May, 2019 in witness thereof, the seal of Fortuna.

Mayor Sue Long, City of Fortuna



City of Fortuna *Proclamation*

In Recognition of *National Bike Month* *May 2019*

WHEREAS, bicycle travel is an effective means to improve air quality, reduce traffic congestion and noise, increase physical activity, and improve public health; and

WHEREAS, bicycling is part of the solution for addressing transportation needs, limiting impacts to infrastructure, as well as conserving energy; and

WHEREAS, bicycle commuting benefits both employees and employers through better employee health and fitness; reduced commuting, parking, and health care costs; lower employee absenteeism and turnover; and increased employee productivity and there is a strong relationship between the City of Fortuna and the Fortuna Elementary School District around Safe Routes to Schools; and

WHEREAS, a youth bike park has been built and opened within the City of Fortuna; and

WHEREAS, the City of Fortuna is involved in planning and building the John Campbell Memorial Greenway which would increase bicycle commuting and recreation opportunities for Fortuna residents; and

WHEREAS, the City of Fortuna has applied for and been granted funds to complete a Safe Routes to School Project around South School Elementary which will improve safety and increase bicycle commuting to school; and

WHEREAS, the month of May is “National Bike Month” which promotes the bicycle as a means of transportation and recreation and May is also “Clean Air Month” which promotes air quality; and

WHEREAS, Bike Month Humboldt features a number of events for riders of all ages to enjoy throughout the month at various locations; and

NOW THEREFORE, I, Sue Long, Mayor of the City of Fortuna do hereby proclaim May 2019 as National Bike Month throughout Fortuna and urge all citizens to support and participate in activities that contribute to the health of the community and the environment.

SIGNED this 6th day of May 2019 at the City of Fortuna, in the State of California, and in witness thereof, the seal of Fortuna.

*Sue Long,
Mayor, City of Fortuna*



City of Fortuna *Proclamation*

In Recognition of

50th Annual Municipal Clerks Week *May 5th – 11th, 2019*

WHEREAS, the Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, the Office of the Municipal Clerk is the oldest among public servants; and

WHEREAS, the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, I, Sue Long, Mayor of the City of Fortuna, do hereby proclaim the week of May 5th through May 11th, 2019, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerks, Siana Emmons and Buffy Gray, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

SIGNED this 6th day of May 2019 at the City of Fortuna, in the State of California, and in witness thereof, the seal of Fortuna.

*Sue Long,
Mayor, City of Fortuna*

*We May Disagree, but We Will Be Respectful of One Another
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I. CALL TO ORDER

Mayor Long called the Public Session to order at 4:30 p.m.

FLAG SALUTE

Mayor Long led the flag salute.

ROLL CALL

Council	Staff
Council Member Dean Glaser	City Manager Merritt Perry
Council Member Mike Johnson <i>Absent</i>	Deputy City Clerk Buffy Gray
Council Member Jeremy Stanfield	
Mayor Pro Tem Tami Trent	
Mayor Sue Long	

II. ORAL COMMENTS FROM THE PUBLIC

There being no public comments, Mayor Long closed this public comment section.

III. ADJOURN TO CLOSED SESSION

PUBLIC COMMENT:

There being no public comments, Mayor Long closed this public comment section.

Mayor Pro Tem Trent moved, seconded by Council Member Stanfield to adjourn to closed session at 4:32 p.m. Motion carried 4/0.

1. CONFERENCE WITH LABOR NEGOTIATORS, City Negotiator: City Manager Merritt Perry, Employee Organizations: Fortuna Police Employees Association, Fortuna Employees Association, and the Unrepresented/Management group in accordance with Section 54957.6 of the Government Code.

CITY COUNCIL ACTION: No reportable action

2. CONFERENCE WITH REAL PROPERTY NEGOTIATOR in Accordance with Section 54957.8 of the Government Code; Property: 280 12th Street; Negotiating Parties: City Manager Merritt Perry for the City: Price and Terms

CITY COUNCIL ACTION: No reportable action

IV. REPORT OUT AND ADJOURN

Mayor Pro Tem Trent moved, seconded by Council Member Glaser to adjourn the meeting at 5:50 p.m. and reconvene the Closed Session after the regularly scheduled Council meeting. Motion carried 4/0.

Closed Session reconvened at 7:34 p.m.

Mayor Pro Tem Trent moved, seconded by Council Member Stanfield to adjourn the meeting at 9:50 p.m. Motion carried 4/0.

Respectfully Submitted by,
Buffy Gray
Deputy City Clerk

Draft REGULAR MEETING MINUTES
Fortuna City Council
April 15, 2019 at 6:00 P.M.
621 11th Street at Fortuna City Hall

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6:00 PM

<u>Council</u>	<u>Staff</u>
Council Member Dean Glaser	City Manager Merritt Perry
Council Member Mike Johnson <i>Absent</i>	City Clerk Siana L. Emmons
Council Member Jeremy Stanfield	Director of Parks & Recreation Cameron Mull
Mayor Pro Tem Tami Trent	Director of Finance Aaron Felmlee
Mayor Sue Long	Deputy Director of Community Development Liz Shorey

II. PRESENTATIONS / PROCLAMATIONS

Mayor Long presented a Proclamation to the Fortuna Dispatchers for National Public Safety Telecommunications Week. Sergeant Charles Ellebrecht received the Proclamation on behalf of the Fortuna Dispatchers.

Chief of Police Bill Dobberstein provided an update on the Fortuna Police Department.

Fire Chief Lon Winburn provided an update on the Fortuna Fire Protection District.

Brett Vivyan, Project Manager with GHD, Inc. provided a presentation on the Hillside Creek Flood Control Project.

III. ORAL COMMENTS FROM THE PUBLIC

Dottie Riffenburg, Fortuna Resident, 418 10th Street, spoke on behalf of dedicating one of the soccer fields at Newburg park to Lazlo Lesku.

Danny Kelly, spoke in support of the Council's deliberation on the needle and syringe exchange program.

Shawn Swanson, Riverlife Foundation – talked about moving the ribbon cutting for the Dennis Wendt Memorial Trail at the Earth Day Celebration to an earlier time in the day to avoid a timing conflict with the “push in” celebration for the Fortuna Fire Protection District's new fire engine.

There being no other public comments, Mayor Long closed this public comment section.

REPORT OUT OF CLOSED SESSION:

Continued the closed session item to after the regular meeting

IV. CONSENT CALENDAR

These matters are routine in nature and are usually approved by a single vote. Any member of the Council may pull a particular item for further discussion.

1. City Council Minutes – April 1, 2019 Special Meeting, April 1, 2019 Regular Meeting

2. Administrative Department Monthly Report for March 2019
3. Community Development Department Monthly Report for March 2019
4. Finance Department Monthly Report for March 2019
5. Parks & Recreation Monthly Report for March 2019
6. Police Department Monthly Report for March 2019
7. Public Works Monthly Report for March 2019
8. River Lodge Monthly Report for March 2019
9. Report of Disbursements for April 3, 2019 & April 11, 2019
10. Authorization for the Mayor to request staff draft and submit letters in response to Action Alerts received from the League of California Cities (LOCC) for current legislation.
11. Authorization to Award the Contract for the Wastewater Treatment Plant Percolation Pond Rehabilitation Project 2019
12. Authorize the City Manager to execute a Contract Change Order with R.J. Ricciardi, Inc., CPA for Professional Auditing Services in the amount of \$4,000
13. Use of Greenway Partner's Services for Proposition 68 Statewide Parks Development and Community Revitalization Program Grant
14. Consider Approving a Memorandum of Understanding (MOU) between the County of Humboldt and the Cities of Arcata, Blue Lake, Eureka, Ferndale and Rio Dell to Prepare and Adopt a Multi-jurisdictional Climate Action Plan

Items pulled from the Consent Agenda

Mayor Pro Tem Trent pulled Item 4 to ensure that finance staff included the Code Compliance Officer under Measure E funded positions on future monthly reports.

Council Member Stanfield pulled Item 7 to question staff about the PG&E underground utilities project and whether the project would be re-noticed due to the length of time since the first round of noticing was sent. Deputy Director of Public Works, Kevin Carter informed the Council that an updated notification would be mailed to the residents affected by the project.

Mayor Long pulled Item 11 to recuse herself to avoid any conflict of interest.

Council Member Glaser pulled Item 12 due to concerns with the increase to the contract for R.J. Ricciardi, Inc., and he pulled Item 14 so staff could verify whether the Climate Action Plan Memorandum of Understanding would have to be renewed on an annual basis and staff informed the Council that the MOU would run through 2050 and there would not be a need to renew the project list.

PUBLIC COMMENT:

There being no public comments, Mayor Long closed this public comment section.

CITY COUNCIL ACTION:

Mayor Pro Tem Trent moved, seconded by Council Member Glaser to approve the Consent Calendar Items 1-10, 13 and 14.

AYES: Council Members Glaser, Johnson, Stanfield, Mayor Pro Tem Trent, Mayor Long

NOES: None

ABSENT: Council Member Johnson

ABSTAIN: None

Motion Carried: 4/0

CITY COUNCIL ACTION:

Council Member Stanfield moved, seconded by Mayor Pro Tem Trent to approve the Consent Calendar Item 11.

AYES: Council Members Glaser, Johnson, Stanfield, Mayor Pro Tem Trent

NOES: None

ABSENT: Council Member Johnson

ABSTAIN: Mayor Long

Motion Carried: 3/0

CITY COUNCIL ACTION:

Council Member Stanfield moved, seconded by Mayor Pro Tem Trent to approve the Consent Calendar Item 12.

AYES: Council Members Glaser, Johnson, Stanfield, Mayor Pro Tem Trent

NOES: Mayor Long

ABSENT: Council Member Johnson

ABSTAIN: None

Motion Carried: 3/1

V. DISCUSSION ITEM

A. Wendt/Harwood Memorial

Director of Parks and Recreation, Cameron Mull led a discussion regarding potential dates for the upcoming Dennis Wendt and Roger Harwood Memorial. By Council consensus, the memorial ceremony will take place on Monday, June 24, 2019 at 5:30 p.m. at Newburg Park.

PUBLIC COMMENT:

There being no public comments, Mayor Long closed this public comment section.

VI. CITY COUNCIL BUSINESS

A. Public Hearing: Consider Adopting Amendments to Title 17-Section 17.03.023 and Section 17.02.030 Freeway Commercial Zoning District- Second Reading, *Ordinance 2019-734*

Mayor Long recused herself from this item to avoid a conflict of interest. Mayor Long exited the Council Chambers and Mayor Pro Tem Trent ran the meeting.

STAFF RECOMMENDATION:

Receive staff report and accept public comments on amendments of Title 17- Section 17.03.023—Freeway Commercial Zoning District and Section 17.02.030—Fortuna Zoning Map; and hold the second reading adopting *Ordinance 2019-734*.

STAFF REPORT:

Deputy Director of Community Development Liz Shorey gave an oral report on amendments to the Freeway Commercial Zoning District.

PUBLIC COMMENT:

There being no public comments, Mayor Pro Tem Trent closed this public comment section.

CITY COUNCIL ACTION:

Council Member Stanfield moved, seconded by Council Member Glaser to hold the second reading of *Ordinance 2019-734, An Ordinance amending Title 17 of the municipal code of the city of Fortuna,*

Section 17.03.023—Freeway Commercial Zoning District, adding general retail as a principal use, and amendment of Section 17.02.030—Fortuna Zoning Map, changing the Zoning District of apn#200-362-016 from Freeway Commercial (F-C) to Commercial Thoroughfare (C-T). Roll call vote.

AYES: Council Members Glaser, Stanfield, Mayor Pro Tem Trent

NOES: None

ABSENT: Council Members Johnson

ABSTAIN: Mayor Long

Motion Carried: 3/0

B. Receive and File the City of Fortuna’s Comprehensive Annual Financial Report Fiscal Year 17/18

STAFF RECOMMENDATION:

Receive and file the City of Fortuna’s Comprehensive Annual Financial Report for the year ended June 30, 2018.

STAFF REPORT:

Finance Director Aaron Felmlee provided an oral report on the Comprehensive Annual Financial Report for the year ended June 30, 2018.

PUBLIC COMMENT:

There being no public comments, Mayor Long closed this public comment section.

CITY COUNCIL ACTION:

Council Member Glaser moved, seconded by Mayor Pro Tem Trent to receive and file the City of Fortuna’s Comprehensive Annual Financial Report for the year ended June 30, 2018. Voice vote.

AYES: Council Members Glaser, Stanfield, Mayor Pro Tem Trent

NOES: None

ABSENT: Council Member Johnson

ABSTAIN: None

Motion Carried: 4/0

C. Consider Designating Projects to be funded by the Road Maintenance and Rehabilitation Account (RMRA) during Fiscal Year (FY) 2019/20, *Resolution 2019-06*

STAFF RECOMMENDATION:

Consider adopting a Resolution of the City Council of the City of Fortuna designating projects to be funded by the Road Maintenance and Rehabilitation Account (RMRA) during Fiscal Year (FY) 2019/20.

STAFF REPORT:

Finance Director Aaron Felmlee provided an oral report on the Road Maintenance and Rehabilitation Account Project.

PUBLIC COMMENT:

There being no public comments, Mayor Long closed this public comment section.

CITY COUNCIL ACTION:

Mayor Pro Tem Trent moved, seconded by Council Member Stanfield to adopt *Resolution 2019-06 A Resolution of The City Council of The City of Fortuna Designating Projects to be funded by the Road Maintenance and Rehabilitation Account during Fiscal Year 2019/20*. Voice vote.

AYES: Council Members Glaser, Stanfield, Mayor Pro Tem Trent, Mayor Long

NOES: None

ABSENT: Council Member Johnson

ABSTAIN: None

Motion Carried: 4/0

D. Authorize the City Clerk to accept Two County Owned Parcels to the City for Storm Drain Maintenance

STAFF RECOMMENDATION:

Authorize the City Clerk to accept two County-owned parcels with APNs 201-011-006 & 201-021-003 for the purpose of flood control.

STAFF REPORT:

Deputy Director of Community Development Liz Shorey gave an oral report on acceptance of the two County-owned parcels on Rohner Creek.

PUBLIC COMMENT:

There being no public comments, Mayor Long closed this public comment section.

CITY COUNCIL ACTION:

Council Member Glaser moved, seconded by Mayor Pro Tem Trent to authorize the City Clerk to execute a Certificate of Acceptance for two county-owned parcels with APNs 201-011-006 & 201-021-003. Roll call vote.

AYES: Council Members Glaser, Stanfield, Mayor Pro Tem Trent, Mayor Long

NOES: None

ABSENT: Council Member Johnson

ABSTAIN: None

Motion Carried: 4/0

E. Consider Authorizing the City Manager to Purchase Specialty Culvert Prior to the Hillside Creek Flood Control Project Construction Contract, *Resolution 2019-07*

Council Member Stanfield abstained to avoid any conflict of interest. He exited the Council Chambers for the discussion and vote.

STAFF RECOMMENDATION:

Consider adopting *Resolution 2019-07*, authorizing the City Manager to negotiate and purchase specialty aluminum structural plate culvert pipe for the Hillside and Rohner Creeks Minor Flood Control Improvements Project prior to the Construction Contract in order to have the materials on site in time to complete the construction within the project schedule. The material is included in the overall project estimate and is not to exceed \$250,000.

STAFF REPORT:

Deputy Director of Public Works Kevin Carter gave an oral report on the authorizing the City Manager to negotiate and purchase Specialty Culvert for Hillside and Rohner Creeks Minor Flood Control Improvements Project.

PUBLIC COMMENT:

There being no public comments, Mayor Long closed this public comment section.

CITY COUNCIL ACTION:

Mayor Pro Tem Trent moved, seconded by Council Member Glaser to adopt *Resolution 2019-07; A Resolution Of The City Council Of The City Of Fortuna authorizing the City Manager to procure materials for the Hillside and Rohner Creeks Minor Flood Control Improvement Project without formal competitive bidding..* Voice vote.

AYES: Council Members Glaser, Mayor Pro Tem Trent, Mayor Long

NOES: None

ABSENT: Council Member Johnson

ABSTAIN: Council Member Stanfield

Motion Carried: 3/0

Council Member Stanfield returned to the Council Chambers.

F. Consider the Addition of a new Part-Time Recreation Coordinator Position for the Parks and Recreation Department

STAFF RECOMMENDATION:

Consider creating four new Recreation Coordinator positions and eliminating four existing Recreation Leader positions.

STAFF REPORT:

Director of Parks & Recreation Cameron Mull gave an oral report on the creation of Recreation Coordinator position and adjustment to the Parks organizational structure.

PUBLIC COMMENT:

Oroville – Clarified that the number of new positions would total four and staff confirmed.

Walt Wilson – Fortuna Resident, spoke in support of the Parks and Recreation Director's recommendations.

There being no other public comments, Mayor Long closed this public comment section.

CITY COUNCIL ACTION:

Council Member Stanfield moved, seconded by Council Member Glaser to approve the addition of four Recreation Coordinators and eliminate four Recreation Leaders. Voice vote.

AYES: Council Members Glaser, Stanfield, Mayor Pro Tem Trent, Mayor Long

NOES: None

ABSENT: Council Member Johnson

ABSTAIN: None

Motion Carried: 4/0

VI. CITY MANAGER'S REPORT

VII. FUTURE AGENDA ITEMS

VIII. CITY COUNCIL REPORTS AND COMMENTS

• Council Member Dean Glaser	Redwood Coast Energy Authority
• Council Member Mike Johnson	Humboldt County Association of Governments, Historical Commission

<ul style="list-style-type: none"> • Council Member Jeremy Stanfield 	Fortuna Business Improvement District, Parks & Recreation Commission
<ul style="list-style-type: none"> • Mayor Pro Tem Tami Trent 	Humboldt Transit Authority, Indian Gaming Commission, League of California Cities Public Safety Commission
<ul style="list-style-type: none"> • Mayor Sue Long 	Redwood Region Economic Development Corporation, Local Agency Formation Commission, League of California Cities Legislative Committee, Housing, Community and Economic Development Committee, Humboldt County Redevelopment Oversight Board

IX. ADJOURN TO CLOSED SESSION (continued from Special meeting at 4:30)

PUBLIC COMMENT:

There being no public comments, Mayor Long closed this public comment section.

Mayor Pro Tem Trent moved, seconded by Council Member Stanfield to adjourn to closed session at 7:34 p.m. Motion carried 5/0.

CONFERENCE WITH LABOR NEGOTIATORS, City Negotiator: City Manager Merritt Perry, Employee Organizations: Fortuna Police Employees Association, Fortuna Employees Association, and the Unrepresented/Management group in accordance with Section 54957.6 of the Government Code.

CITY COUNCIL ACTION: No reportable action.

X. REPORT OUT AND ADJOURN

Mayor Pro Tem Trent moved, seconded by Council Member Stanfield to adjourn the meeting at 9:50 p.m. Motion carried 5/0.

Respectfully Submitted by,
Siana L. Emmons
City Clerk

STAFF REPORT

City Council Consent Calendar Agenda Item

DATE: May 6, 2019

TO: Honorable Mayor and City Council Members

FROM: Merritt Perry, City Manager

SUBJECT: Report of Disbursements for April 16, 2019 and April 24, 2019

STAFF RECOMMENDATION:

Receive staff report of disbursements that were processed for the City of Fortuna and the Successor Agency (Fortuna Redevelopment Agency) if applicable, as an informational item only.

REPORT OF DISBURSEMENTS:

Disbursement was processed as follows:

• April 16, 2019	\$ 61,709.32
• April 24, 2019	\$ 41,304.86
• May 1, 2019	\$ 68,629.75

RECOMMENDED COUNCIL ACTION:

Informational Item. Receive report by Consent Agenda vote.

ATTACHMENTS:

- Disbursements Detail Report for April 16, 2019
- Disbursements Detail Report for April 24, 2019
- Disbursements Detail Report for May 1, 2019

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
064804	04/16/19	VOID	VOIDED CHECK					
064805	04/16/19	10102	101 AUTO PARTS	291.93	.00	291.93	316193	EQUIPMENT MAINTENANCE - U
				118.52	.00	118.52	316223	EQUIPMENT MAINTENANCE - U
			Check Total.....:	410.45	.00	410.45		
064806	04/16/19	ACC02	ACCESS HUMBOLDT	90.30	.00	90.30	1398	TELEVISED PLANNING FY 18/
064807	04/16/19	AGU05	FRANCISCO AGUIRRE	500.00	.00	500.00	040819	PARK DEPOSIT REFUND
064808	04/16/19	ANG06	ANGEL ARMOR	1372.01	.00	1372.01	41172	VEST - PD
064809	04/16/19	ATT01	AT&T	33.03	.00	33.03	03190893	23484108935031
064810	04/16/19	ATT13	AT&T	164.68	.00	164.68	12864604	9391061226
				164.68	.00	164.68	12864605	9391061228
				301.31	.00	301.31	12874293	9391064205
			Check Total.....:	630.67	.00	630.67		
064811	04/16/19	CAL66	CALIF BUILDING STANDARDS	302.00	.00	302.00	33119	1ST QTR 2019 SB1473
064812	04/16/19	CLY01	CLYDE'S TOWING, INC	85.00	.00	85.00	17188	VEHICLE TOW - BLDG
064813	04/16/19	DEP01	DEPT OF CONSERVATION	1819.80	.00	1819.80	33119	1ST QTR 2019 SEISMIC
064814	04/16/19	DEP10	DEPT OF MOTOR VEHICLES	76.52	.00	76.52	3307215	VEHICLE CODE BOOKS - PD
064815	04/16/19	DEP14	DEPARTMENT OF JUSTICE	175.00	.00	175.00	369728	BAC ANALYSIS
064816	04/16/19	DIV02	DIVISION OF THE STATE ARC	13.20	.00	13.20	33119	1ST QTR SB1186
064817	04/16/19	ECO02	ECO MEDICAL	29.75	.00	29.75	2601	MEDICAL WASTE DISPOSAL
064818	04/16/19	ELL01	ELLIS ART & ENGINEERING	410.52	.00	410.52	19868	MEASURING WHEEL
064819	04/16/19	FAS01	FASTENAL COMPANY	268.07	.00	268.07	EUR97609	SUPPLIES - WWTP
064820	04/16/19	FOR06	FORTUNA CHAMBER	500.00	.00	500.00	041019	ADVERTISING - RIVER LODGE
064821	04/16/19	FOR22	FORTUNA BUSINESS	1158.02	.00	1158.02	33119	FBID REVENUES/CITY MATCH
064822	04/16/19	FOR55	FORTUNA ACE HARDWARE AND	8.66	.00	8.66	94978	JANITORIAL SUPPLIES - PAR

REPORT.: Apr 16 19 Tuesday
 RUN....: Apr 16 19 Time: 15:56
 Run By.: Racheal Henry

City of Fortuna
 Cash Disbursement Detail Report
 Check Listing for 04-19 Bank Account.: 1020

PAGE: 002
 ID #: PY-DP
 CTL.: FOR

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
064822	04/16/19	FOR55	FORTUNA ACE HARDWARE AND	11.44	.00	11.44	294846	EQUIPMENT MAINTENANCE - W
				56.37	.00	56.37	294878	EQUIPMENT MAINTENANCE - W
				21.37	.00	21.37	294909	EQUIPMENT MAINTENANCE - W
				16.25	.00	16.25	294911	SUPPLIES - WWTP
				14.09	.00	14.09	294952	EQUIPMENT MAINTENANCE - P
				26.66	.00	26.66	294973	BLDG MAINTENANCE - PD
				39.04	.00	39.04	295171	SUPPLIES - UTILITIES
				39.83	.00	39.83	K95150	NEWBURG PARK MAINTENANCE/
				-1.65	.00	-1.65	K95155C	CREDIT RETURN - PARKS
			Check Total.....:	232.06	.00	232.06		
064823	04/16/19	FOR56	FORTUNA AUTO & TRUCK PART	89.83	.00	89.83	910044	VEHICLE REPAIR/EQUIP MAIN
064824	04/16/19	GHD01	GHD INC	3249.00	.00	3249.00	106918	GRANT APPLICATION
064825	04/16/19	GIA01	DEAN GIACOMINI	419.59	.00	419.59	041519	TRAVEL REIMBURSEMENT - CA
064826	04/16/19	GRO01	GROCERY OUTLET	15.10	.00	15.10	724212231	SUPPLIES - PARKS PROGRAM
064827	04/16/19	GUT01	GUTIERREZ LAND SURVEYING	105.00	.00	105.00	938	COOK PARCEL MAP REVIEW
064828	04/16/19	HAM03	NATHANIEL HAMILTON	200.00	.00	200.00	040819	TRAVEL EXPENSE 4/22-5/3
064829	04/16/19	HDL01	HDL, COREN & CONE	1400.00	.00	1400.00	26421IN	RDA BOND CONTINUING DISCL
				2800.00	.00	2800.00	26422IN	WATER/WASTEWATER BOND CON
			Check Total.....:	4200.00	.00	4200.00		
064830	04/16/19	HOR01	HORIZON BUSINESS PRODUCTS	140.62	.00	140.62	201781	SUPPLIES - PUBLIC WORKS/C
064831	04/16/19	HUM03	HUMBOLDT PETROLEUM	8.00	.00	8.00	88211	CAR WASH SERVICE - PD
064832	04/16/19	HUM12	HUMMEL TIRE & WHEEL	682.92	.00	682.92	241087	TIRES - WASTEWATER
064833	04/16/19	HUM69	HUMBOLDT BAY COFFEE CO	47.75	.00	47.75	16584	COFFEE DELIVERY - PD
064834	04/16/19	KAD01	JASON KADLE	200.00	.00	200.00	040819	TRAVEL EXPENSE 4/22-5/3
064835	04/16/19	MEN01	FRANK MENDES SUPPLY INC	89.36	.00	89.36	M167466	JANITORIAL SUPPLIES - PAR
				149.95	.00	149.95	M167666	JANITORIAL SUPPLIES - RIV
			Check Total.....:	239.31	.00	239.31		
064836	04/16/19	MIR02	MIRANDA'S RESCUE	500.00	.00	500.00	APR19	ANIMAL CARE SERVICES FY 1

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
064837	04/16/19	MIS01	MISSION LINEN INDUS SERV	132.83	.00	132.83	509595553	CORP YARD LINEN SERVICE
				85.21	.00	85.21	509595554	WASTEWATER LINEN SERVICE
				52.43	.00	52.43	509595560	PARKS/RINK LINEN SERVICE
				55.20	.00	55.20	509613325	MAT CLEANING - PD FY 18/1
			Check Total.....:	325.67	.00	325.67		
064838	04/16/19	NOR16	NORMANS CLEANERS	290.66	.00	290.66	50432	RIVER LODGE LINEN SERVICE
				20.00	.00	20.00	50482	RIVER LODGE LINEN SERVICE
			Check Total.....:	310.66	.00	310.66		
064839	04/16/19	NOR33	NORTH COAST JOURNAL	50.00	.00	50.00	201957533	PUBLIC WORKS DIRECTOR REC
				122.00	.00	122.00	201957537	PUBLIC WORKS DIRECTOR REC
				108.00	.00	108.00	201957709	POLICE OFFICER RECRUITMEN
				108.00	.00	108.00	201957731	STREET MAINTENANCE RECRUI
			Check Total.....:	388.00	.00	388.00		
064840	04/16/19	ORE05	O'REILLY AUTOMOTIVE STORE	-16.39	.00	-16.39	299409C	CREDIT RETURN - PD
				277.03	.00	277.03	304693	VEHICLE REPAIR - PARKS
				30.04	.00	30.04	304877	VEHICLE REPAIR - PARKS
				21.69	.00	21.69	304941	EQUIPMENT MAINTENANCE - U
				72.00	.00	72.00	304948	VEHICLE REPAIR - PD
				182.83	.00	182.83	305148	VEHICLE REPAIR - WWTP
				165.18	.00	165.18	305536	VEHICLE REPAIR - WWTP
				6.02	.00	6.02	305609	EQUIPMENT MAINTENANCE - P
				22.79	.00	22.79	305643	VEHICLE REPAIR - UTILITIE
				98.87	.00	98.87	305646	VEHICLE REPAIR - PD
				343.99	.00	343.99	305771	VEHICLE REPAIR - PD/GEN S
			Check Total.....:	1204.05	.00	1204.05		
064841	04/16/19	PAC03	PACIFIC GAS & ELECTRIC CO	102.46	.00	102.46	03190729	95900010729
				38.93	.00	38.93	03190906	78346610906
				78.04	.00	78.04	03191200	81934311200
				12.95	.00	12.95	03191965	88771941965
				297.71	.00	297.71	03192034	98154202034
				129.95	.00	129.95	03192501	10129392501
				1.75	.00	1.75	03192716	23664592716
				9.53	.00	9.53	03192728	48364062728
				39.05	.00	39.05	03192970	93570722970
				132.48	.00	132.48	03193045	45859733045

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City of Fortuna
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							Invoice #	Description
064841	04/16/19	PAC03	PACIFIC GAS & ELECTRIC CO	1328.39	.00	1328.39	03193881	58771943881
				35.31	.00	35.31	03193994	28883393994
				434.97	.00	434.97	03194050	33381924050
				20.93	.00	20.93	03194082	45966674082
				62.44	.00	62.44	03195020	63983385020
				54.75	.00	54.75	03195127	43154195127
				369.46	.00	369.46	03195729	75033105729
				329.04	.00	329.04	03196230	40689526230
				16016.14	.00	16016.14	03196357	27889626357
				22.00	.00	22.00	03196485	44193066485
				60.66	.00	60.66	03197872	67125257872
				242.90	.00	242.90	03198379	51382078379
				15.18	.00	15.18	03199363	48780729363
				12.39	.00	12.39	03199457	99509569457
				480.82	.00	480.82	03199507	47733469507
				86.95	.00	86.95	03199662	43566719662
				130.69	.00	130.69	03199729	17524449729
			Check Total.....:	20545.87	.00	20545.87		
064842	04/16/19	PAL02	DALTON PALMER	200.00	.00	200.00	040819	TRAVEL EXPENSE 4/22-5/3
064843	04/16/19	PLA02	PLACEWORKS	7205.00	.00	7205.00	68281	HOUSING ELEMENT SERVICES
064844	04/16/19	PRI06	JUSTIN PRIMIFORE	760.00	.00	760.00	040819	TRAVEL EXPENSE 4/22-5/3
064845	04/16/19	RAY01	RAY'S FOOD PLACE	43.07	.00	43.07	1729094	SUPPLIES - PD
				134.44	.00	134.44	1729095	SUPPLIES - PD
				13.56	.00	13.56	1729258	SUPPLIES - PARKS PROGRAM
			Check Total.....:	191.07	.00	191.07		
064846	04/16/19	REC01	RECOLOGY EEL RIVER FORTUN	42.54	.00	42.54	309629	DEBRIS DISPOSAL
064847	04/16/19	RED14	REDWOOD GLASS & WINDOWS	50.17	.00	50.17	1757	BLDG MAINTENANCE - PARKS
064848	04/16/19	REX01	KATHY REXFORD	220.00	.00	220.00	031219	TRAVEL EXPENSE 4/22-4/29
064849	04/16/19	RIV02	RIVERWALK VETERINARY HOSP	34.60	.00	34.60	124084	VET EXPENSES
				275.00	.00	275.00	124086	SPAY/NEUTER SERVICES
				15.00	.00	15.00	124283	RABIES VACCINE
				15.58	.00	15.58	124421	VET EXPENSES
				48.00	.00	48.00	124627	VET EXPENSES

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
064849	04/16/19	RIV02	RIVERWALK VETERINARY HOSP	295.00	.00	295.00	124651	SPAY/NEUTER SERVICES
				15.00	.00	15.00	124827	RABIES VACCINE
				335.00	.00	335.00	125031	SPAY/NEUTER SERVICES
				310.00	.00	310.00	125359	SPAY/NEUTER SERVICES
				47.70	.00	47.70	125403	VET SERVICES
				65.80	.00	65.80	125789	VET SERVICES
			Check Total.....:	1456.68	.00	1456.68		
064850	04/16/19	ROG02	ROGERS MACHINERY	58.59	.00	58.59	1169238	EQUIPMENT MAINTENANCE - W
064851	04/16/19	SEQ02	SEQUOIA GAS STATION	30.70	.00	30.70	623773	EQUIPMENT FUEL
				19.14	.00	19.14	623882	PROPANE - WWTP
				8.51	.00	8.51	623890	EQUIPMENT FUEL
			Check Total.....:	58.35	.00	58.35		
064852	04/16/19	SON04	SONOMA COUNTY JUNIOR COLL	144.00	.00	144.00	AR1901761	ACO COURSE - J. JACKSON
064853	04/16/19	SSD02	SSDTTF	902.00	.00	902.00	040819	SWAT SCHOOL TUITION - J.
064854	04/16/19	STA09	STATE BD OF EQUALIZATION	283.00	.00	283.00	33119	1ST QTR SALES TAX
064855	04/16/19	THA03	THATCHER COMPANY INC	7780.51	.00	7780.51	263056	CHEMICALS
064856	04/16/19	TOW01	TOWN & COUNTRY REFRIGERAT	111.46	.00	111.46	40231	FRIDGE REPAIR - RIVER LOD
				209.35	.00	209.35	40331	FRIDGE REPAIR - RIVER LOD
			Check Total.....:	320.81	.00	320.81		
064857	04/16/19	TOW04	KELEA TOWN	220.00	.00	220.00	031219	TRAVEL EXPENSE 4/22-4/29
064858	04/16/19	TRA02	TRACTOR SUPPLY CREDIT PLA	37.96	.00	37.96	382498	KENNEL SUPPLIES
064859	04/16/19	TYL01	TYLER TECHNOLOGIES INC	375.00	.00	375.00	255305	SOFTWARE CONVERSION 18/19
064860	04/16/19	WAL06	JORDAN WALSTROM	187.20	.00	187.20	041619	TRAVEL EXPENSE 4/23-4/24
064861	04/16/19	WIL02	WILDWOOD SAW	238.67	.00	238.67	29527	SUPPLIES - STREETS
			Cash Account.Total.....:	61709.32	.00	61709.32		
			Total Disbursements.....:	61709.32	.00	61709.32		
				=====	=====	=====		

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064861	04/24/19	VOID	VOIDED CHECK					
064862	04/24/19	AFL01	AFLAC PREMIUM HOLDING	3429.64	.00	3429.64	041119	APRIL AFLAC
064863	04/24/19	ASA02	ASAP LOCK & KEY	57.00	.00	57.00	18279	BLDG MAINTENANCE - PARKS
064864	04/24/19	ATT04	AT&T	96.15	.00	96.15	04194440	154684440
064865	04/24/19	CIT04	CITY OF FERNDALE	27.62	.00	27.62	033119	MARCH PARKING FEES
064866	04/24/19	COR01	CORBIN WILLITS SYSTEMS	981.47	.00	981.47	B90415	ANNUAL SOFTWARE MAINT FY
064867	04/24/19	COU01	COUNTY OF HUMBOLDT	175.00 250.00	.00 .00	175.00 250.00	033119 041519	MARCH PARKING FEES PARK DEPOSIT REFUND
			Check Total.....:	425.00	.00	425.00		
064868	04/24/19	COU13	COUNTY OF HUMBOLDT/LAND U	300.58	.00	300.58	041819	NOTICE OF INT CLASSIFIED
064869	04/24/19	CRA05	CRAFCO INC	138.88	.00	138.88	36003787	EQUIPMENT MAINTENANCE - G
064870	04/24/19	CRY01	CRYSTAL SPRINGS BOTTLED W	16.00	.00	16.00	15622	WATER DELIVERY - CORP YAR
064871	04/24/19	DAS01	DASH MEDICAL GLOVES	254.20	.00	254.20	1148210	GLOVES - PARKS
064872	04/24/19	DEP14	DEPARTMENT OF JUSTICE	1924.00	.00	1924.00	365931	LIVESCAN SERVICES
064873	04/24/19	EEL14	EEL RIVER TRANSPORTATION	225.00	.00	225.00	7459	TOWING SERVICE - PD
064874	04/24/19	EUR03	EUREKA RUBBER STAMP	59.11	.00	59.11	A28404	NAME PLATES - PLANNING CO
064875	04/24/19	FIS03	FISCH DRILLING	3407.42	.00	3407.42	P1131	ANALYZER PUMP REPLACEMENT
064876	04/24/19	FOR55	FORTUNA ACE HARDWARE AND	15.60 59.84 76.46 24.25 21.24 41.20 42.27 15.17 20.60 56.13	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00	15.60 59.84 76.46 24.25 21.24 41.20 42.27 15.17 20.60 56.13	295175 295206 295259 295295 295383 295425 295430 295437 295458 295507	SUPPLIES - UTILITIES SUPPLIES - WWTP TOOLS - STREETS BLDG MAINTENANCE - RIVER SUPPLIES - RIVER LODGE TOOLS/BLDG MAINTENANCE - JANITORIAL SUPPLIES - RIV BLDG MAINTENANCE - PARKS TOOLS - STREETS SUPPLIES - PARKS

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
			Check Total.....:	372.76	.00	372.76		
064877	04/24/19	FOR56	FORTUNA AUTO & TRUCK PART	18.53	.00	18.53	910455	EQUIPMENT MAINTENANCE - P
				17.18	.00	17.18	910547	VEHICLE REPAIR - UTILITIE
				283.01	.00	283.01	910592	EQUIPMENT/VEHICLE - PARKS
				-15.00	.00	-15.00	910593C	CREDIT RETURN - UTILITIES
				59.85	.00	59.85	910809	EQUIPMENT MAINTENANCE - P
				122.59	.00	122.59	910920	TOOLS - WWTP
			Check Total.....:	486.16	.00	486.16		
064878	04/24/19	GOL06	GOLDEN GATE POLYGRAPH SER	175.00	.00	175.00	0022019	PRE-EMPLOYMENT SERVICES
064879	04/24/19	GRO01	GROCERY OUTLET	66.23	.00	66.23	823622234	CATERING - RIVER LODGE
064880	04/24/19	HOR01	HORIZON BUSINESS PRODUCTS	40.09	.00	40.09	202843	SUPPLIES - BLDG
				-14.66	.00	-14.66	C202843C	CREDIT RETURN - BLDG
			Check Total.....:	25.43	.00	25.43		
064881	04/24/19	HUM04	HUMBOLDT TOWING	310.00	.00	310.00	154698	TOWING SERVICE - PD
064882	04/24/19	HUM12	HUMMEL TIRE & WHEEL	94.88	.00	94.88	241132	FLAT REPAIR - UTILITIES
				14.50	.00	14.50	241134	FLAT REPAIR - WWTP
				702.96	.00	702.96	241192	TIRES - PD
				1360.00	.00	1360.00	241315	TIRES - HIGH ROCK
			Check Total.....:	2172.34	.00	2172.34		
064883	04/24/19	HUM59	HUMBOLDT COUNTY ASSESSOR	10.80	.00	10.80	041819	PARCEL MAP UPDATES
064884	04/24/19	IDE01	IDEXX DISTRIBUTION, INC	31.84	.00	31.84	45705206	LAB SUPPLIES
064885	04/24/19	INT07	INTERWEST CONSULTING GROU	300.00	.00	300.00	48680	PLAN REVIEW - SR RESOURCE
064886	04/24/19	LES03	LES SCHWAB TIRE CENTER	89.99	.00	89.99	500410450	ALIGNMENT SERVICE - WWTP
064887	04/24/19	MEN01	FRANK MENDES SUPPLY INC	457.56	.00	457.56	M168372	JANITORIAL SUPPLIES - PAR
064888	04/24/19	MIS01	MISSION LINEN INDUS SERV	99.34	.00	99.34	509642695	CORP YARD LINEN SERVICE
				86.06	.00	86.06	509642696	WASTEWATER LINEN SERVICE
				48.80	.00	48.80	509642704	PARKS/RINK LINEN SERVICE

REPORT.: Apr 24 19 Wednesday
 RUN....: Apr 24 19 Time: 10:04
 Run By.: Racheal Henry

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Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
			Check Total.....:	234.20	.00	234.20		
064889	04/24/19	MOF01	DANIELLE MOFFITT	100.00	.00	100.00	041619	SPRING BREAK PROGRAM REFU
064890	04/24/19	MUR07	MARY MURPHY	250.00	.00	250.00	041519	PARK DEPOSIT REFUND
064891	04/24/19	NIL01	NILSEN FEED & GRAIN CO	36.84	.00	36.84	1166322	SUPPLIES - STREETS
064892	04/24/19	NOR03	NCL OF WISCONSIN INC	304.85	.00	304.85	422140	LAB SUPPLIES
064893	04/24/19	NOR16	NORMANS CLEANERS	167.94	.00	167.94	50558	RIVER LODGE LINEN SERVICE
				40.75	.00	40.75	50615	RIVER LODGE LINEN SERVICE
			Check Total.....:	208.69	.00	208.69		
064894	04/24/19	NOR33	NORTH COAST JOURNAL	50.00	.00	50.00	201957534	PUBLIC WORKS DIRECTOR REC
				122.00	.00	122.00	201957538	PUBLIC WORKS DIRECTOR REC
				108.00	.00	108.00	201957710	POLICE OFFICE RECRUITMENT
				108.00	.00	108.00	201958097	STREET MAINTENANCE RECRUI
				855.00	.00	855.00	2019CI189	NOTICE INVITING BIDS - HI
				810.00	.00	810.00	2019CI191	NOTICE INVITING BIDS - PD
			Check Total.....:	2053.00	.00	2053.00		
064895	04/24/19	NOR59	NO CALIFORNIA GLOVES	140.51	.00	140.51	516291	GLOVES - WWTP
064896	04/24/19	NYL01	NYLEX.NET	475.99	.00	475.99	6482	EMAIL SERVER SSL CERTIFIC
				330.00	.00	330.00	6494	COOK SHACK CONNECTION RES
			Check Total.....:	805.99	.00	805.99		
064897	04/24/19	OCC01	OCCU-MED, LTD	6.91	.00	6.91	319903FFD	EMPLOYMENT SERVICES
064898	04/24/19	ORE05	O'REILLY AUTOMOTIVE STORE	-223.73	.00	-223.73	305786C	CREDIT RETURN - PD/PARK/W
				72.00	.00	72.00	305916	VEHICLE REPAIR - PD
				15.53	.00	15.53	305970	VEHICLE REPAIR - PD
				74.53	.00	74.53	306123	VEHICLE REPAIR - PD
				218.03	.00	218.03	306153	VEHICLE/EQUIPMENT REPAIR
				120.79	.00	120.79	306171	VEHICLE REPAIR - UTILITIE
				37.96	.00	37.96	307015	VEHICLE REPAIR - PARKS
			Check Total.....:	315.11	.00	315.11		
064899	04/24/19	PAP06	PAPE MACHINERY	127.04	.00	127.04	11405468	EQUIPMENT MAINTENANCE - U

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 RUN...: Apr 24 19 Time: 10:04
 Run By.: Racheal Henry

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Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
064900	04/24/19	RAY01	RAY'S FOOD PLACE	192.68	.00	192.68	1729106	CATERING - RIVER LODGE
				18.12	.00	18.12	1729109	CATERING - RIVER LODGE
			Check Total.....:	210.80	.00	210.80		
064901	04/24/19	REC01	RECOLOGY EEL RIVER FORTUN	74.61	.00	74.61	329052	DEBRIS DISPOSAL - WWTP
064902	04/24/19	REC02	RECOLOGY EEL RIVER	25.00	.00	25.00	041901397	RIVER LODGE CARDBOARD FY
				19.67	.00	19.67	041905140	CH/PD GBGE/RECYCLE FY 18/
				25.00	.00	25.00	041908145	CORP YARD CARDBOARD FY 18
				175.35	.00	175.35	041908843	CY GBGE/RECYCLE FY 18/19
				6.64	.00	6.64	041911176	MONDAY CLUB GARBAGE FY 18
				13.28	.00	13.28	041912043	RL GBGE/RECYCLE FY 18/19
				25.00	.00	25.00	041943551	PARKS CARDBOARD FY 18/19
				100.00	.00	100.00	041943562	CH/PD CARDBOARD FY 18/19
				6.64	.00	6.64	041960483	LIBRARY RECYCLE FY 18/19
			Check Total.....:	396.58	.00	396.58		
064903	04/24/19	RED19	REDWOOD COAST REGIONAL CE	250.00	.00	250.00	041519	PARK DEPOSIT REFUND
064904	04/24/19	RJR01	R.J. RICCIARDI, INC CPAs	6300.25	.00	6300.25	11100	ANNUAL AUDIT FEES
064905	04/24/19	SCO02	SCOTTY'S CUTTERS EDGE	98.01	.00	98.01	118375	EQUIPMENT MAINTENANCE - P
064906	04/24/19	SEQ02	SEQUOIA GAS STATION	29.70	.00	29.70	623675	EQUIPMENT FUEL
				32.27	.00	32.27	623676	EQUIPMENT FUEL
				37.12	.00	37.12	623677	EQUIPMENT FUEL
				25.16	.00	25.16	623678	EQUIPMENT FUEL
			Check Total.....:	124.25	.00	124.25		
064907	04/24/19	SPR01	SPRINGVILLE SAFETY & SUPP	35.75	.00	35.75	39332	SUPPLIES - PARKS
064908	04/24/19	STA02	STAPLES CREDIT PLAN	42.20	.00	42.20	84322176	SUPPLIES - UTILITIES
				9.18	.00	9.18	798750006	SUPPLIES - FINANCE
			Check Total.....:	51.38	.00	51.38		
064909	04/24/19	STA07	STATE CONTROLLER'S OFFICE	1696.52	.00	1696.52	00001713	ANNUAL STREET REPORT SERV
064910	04/24/19	STA09	STATE BD OF EQUALIZATION	2088.00	.00	2088.00	033119	1ST QTR USE TAX
064911	04/24/19	STR05	STREHL'S FAMILY SHOES	199.61	.00	199.61	791	SILVA BOOT/CLOTHING ALLOW

REPORT.: Apr 24 19 Wednesday
RUN....: Apr 24 19 Time: 10:04
Run By.: Racheal Henry

City of Fortuna
Cash Disbursement Detail Report
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CTL.: FOR

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
064912	04/24/19	SUD01	SUDDENLINK	1449.95	.00	1449.95	100093062	OPTICAL INTERNET SRVC FY
064913	04/24/19	SWR02	SWRCB	484.00	.00	484.00	SW0171932	STEWART ST ANNUAL PERMIT
064914	04/24/19	SYS02	SYSCO SACRAMENTO	535.66	.00	535.66	231237273	CATERING/SUPPLIES - RIVER
064915	04/24/19	THA03	THATCHER COMPANY INC	652.09	.00	652.09	506353	FREIGHT - INV #5045964
064916	04/24/19	THR01	THRIFTY SUPPLY CO	67.70	.00	67.70	1456700	BLDG MAINTENANCE - RIVER
064917	04/24/19	TRA02	TRACTOR SUPPLY CREDIT PLA	42.69	.00	42.69	228472	KENNEL SUPPLIES
064918	04/24/19	WAT02	WATCHGUARD VIDEO	5790.00	.00	5790.00	INV003208	BODY CAMERA MAINTENANCE/W
064919	04/24/19	WIL02	WILDWOOD SAW	32.54	.00	32.54	29524	SUPPLIES - STREETS
064920	04/24/19	ZUM01	ZUMAR INDUSTRIES INC	301.15	.00	301.15	82970	SUPPLIES - STREETS
Cash Account Total.....:				41304.86	.00	41304.86		
Total Disbursements.....:				41304.86	.00	41304.86		
				=====	=====	=====		
Cash Account Total.....:				.00	.00	.00		

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
064920	05/01/19	VOID	VOIDED CHECK					
064921	05/01/19	ACC01	ACCURATE DRUG TESTING SER	90.00	.00	90.00	3842	EMPLOYEE DMV PHYSICAL
064922	05/01/19	ADV01	ADVANCED SECURITY SYSTEM	255.00	.00	255.00	471161	SECURITY SYSTEM - RIVER L
064923	05/01/19	ASA02	ASAP LOCK & KEY	41.76	.00	41.76	18284	KEY COPIES - PUBLIC WORKS
064924	05/01/19	ASB01	ASBURY ENVIRONMENTAL SERV	65.00	.00	65.00	433126	OIL DISPOSAL
064925	05/01/19	BOD01	BODYWORKS	500.00	.00	500.00	050119	MAY GYM MEMBERSHIP
064926	05/01/19	CLE03	MARK CLEMENTI, Ph.D.	685.00	.00	685.00	041619	PRE-EMPLOYMENT SERVICE
064927	05/01/19	COU06	COUNTY OF HUMBOLDT	2664.85	.00	2664.85	110618	ELECTION COSTS NOVEMBER 2
064928	05/01/19	ECO03	ECOLAB	111.58	.00	111.58	3267190	DISH MACHINE RENTAL FY 18
064929	05/01/19	EMM01	SIANA L. EMMONS	147.96	.00	147.96	042419	EXPENSE REIMBURSEMENT 2/1
064930	05/01/19	EUR02	EUREKA OXYGEN CO	162.75	.00	162.75	453560	FIRE EXTINGUISHER - PARKS
064931	05/01/19	EUR26	EUREKA POLICE DEPARTMENT	200.00	.00	200.00	042619	CHASING CELL PHONES - RIC
064932	05/01/19	FED01	FEDEX	46.44	.00	46.44	651296315	SHIPPING SERVICES - DOBBE
064933	05/01/19	FOR55	FORTUNA ACE HARDWARE AND	35.79	.00	35.79	295572	SUPPLIES - GENERAL SERVIC
				17.35	.00	17.35	295581	SUPPLIES - TRANSIT
				5.83	.00	5.83	295582	SUPPLIES - RIVER LODGE
				16.81	.00	16.81	295584	SUPPLIES - WWTP
				65.07	.00	65.07	295587	SUPPLIES - GENERAL SERVIC
				26.02	.00	26.02	295708	SUPPLIES - RIVER LODGE
				-13.01	.00	-13.01	295709C	CREDIT RETURN - RIVER LOD
			Check Total.....:	153.86	.00	153.86		
064934	05/01/19	FOR56	FORTUNA AUTO & TRUCK PART	68.94	.00	68.94	911155	VEHICLE/EQUIPMENT REPAIR
064935	05/01/19	GAM01	GAME TIME	1215.33	.00	1215.33	110336	PLAYGROUND EQUIPMENT/SUPP
064936	05/01/19	GHD01	GHD INC	10826.75	.00	10826.75	118239	WWTP CHANGE ORDER #3/CHAN
				20436.25	.00	20436.25	118281	JAMESON CREEK DESIGN
			Check Total.....:	31263.00	.00	31263.00		
064937	05/01/19	GRO01	GROCERY OUTLET	24.80	.00	24.80	623112239	WEED ABATEMENT SUPPLIES

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
064938	05/01/19	HIL01	HILFIKER PIPE COMPANY	1608.31	.00	1608.31	66715	STORM DRAIN PIPE W/BOX
				285.42	.00	285.42	66734	PIPE - VANCIL RESERVOIR R
			Check Total.....:	1893.73	.00	1893.73		
064939	05/01/19	HOR01	HORIZON BUSINESS PRODUCTS	35.44	.00	35.44	202854	SUPPLIES - BUILDING
				14.36	.00	14.36	202949	SHIPPING SERVICES - PD
				6.51	.00	6.51	203066	SUPPLIES - RIVER LODGE
			Check Total.....:	56.31	.00	56.31		
064940	05/01/19	HUM12	HUMMEL TIRE & WHEEL	16.00	.00	16.00	88246	CAR WASH SERVICE - PD
064941	05/01/19	HUM69	HUMBOLDT BAY COFFEE CO	65.25	.00	65.25	16748	COFFEE/FILTERS - PD
064942	05/01/19	JOE01	JOE'S AUTO GLASS	285.00	.00	285.00	46893	VEHICLE REPAIR - WWTP
				45.00	.00	45.00	46931	VEHICLE REPAIR - GENERAL
			Check Total.....:	330.00	.00	330.00		
064943	05/01/19	MER01	MERCER FRASER COMPANY	108.96	.00	108.96	60506	ASPHALT
064944	05/01/19	MIS01	MISSION LINEN INDUS SERV	45.57	.00	45.57	509687239	WASTEWATER LINEN SERVICE
				95.33	.00	95.33	509694397	CORP YARD LINEN SERVICE
				75.99	.00	75.99	509694398	WASTEWATER LINEN SERVICE
				52.43	.00	52.43	509694404	PARKS/RINK LINEN SERVICE
				55.20	.00	55.20	509708305	MAT CLEANING - PD FY 18/1
			Check Total.....:	324.52	.00	324.52		
064945	05/01/19	MIT05	MITCHELL 1	258.07	.00	258.07	22880479	WEB TEAMWORK SOFTWARE FY
064946	05/01/19	NOR01	NORTH COAST LABORATORIES	81.00	.00	81.00	145968	LAB TESTS
				108.00	.00	108.00	145973	LAB TESTS
				81.00	.00	81.00	146000	LAB TESTS
			Check Total.....:	270.00	.00	270.00		
064947	05/01/19	NOR33	NORTH COAST JOURNAL	50.00	.00	50.00	201957535	PUBLIC WORKS DIRECTOR REC
				122.00	.00	122.00	201957539	PUBLIC WORKS DIRECTOR REC
				108.00	.00	108.00	201957711	POLICE OFFICER RECRUITMEN
				101.00	.00	101.00	201958137	TPO RECRUITMENT ADVERTISI
			Check Total.....:	381.00	.00	381.00		
064948	05/01/19	NYL01	NYLEX.NET	4333.00	.00	4333.00	6532	IT SERVICES FY 18/19

REPORT.: May 01 19 Wednesday
RUN....: May 01 19 Time: 06:42
Run By.: Racheal Henry

City of Fortuna
Cash Disbursement Detail Report
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Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
064948	05/01/19	NYL01	NYLEX.NET	2244.78	.00	2244.78	6546	BATTERY BACKUPS
				353.14	.00	353.14	6559	BODY CAM HARD DRIVE UPGRA
			Check Total.....:	6930.92	.00	6930.92		
064949	05/01/19	ORE05	O'REILLY AUTOMOTIVE STORE	247.72	.00	247.72	307034	VEHICLE REPAIR - PD/GENER
				10.83	.00	10.83	307739	SUPPLIES - PARKS
				3.79	.00	3.79	308411	VEHICLE REPAIR - PD
				19.50	.00	19.50	308454	SUPPLIES - PARKS
				21.69	.00	21.69	308464	VEHICLE REPAIR - GENERAL
			Check Total.....:	303.53	.00	303.53		
064950	05/01/19	PAC03	PACIFIC GAS & ELECTRIC CO	9.86	.00	9.86	04195425	14914105425
				2722.21	.00	2722.21	04196726	44469516726
				69.37	.00	69.37	04198180	51174998180
			Check Total.....:	2801.44	.00	2801.44		
064951	05/01/19	POW04	POWERSCREEN OF NO CALIFOR	127.41	.00	127.41	11219D	SUPPLIES - WWTP
064952	05/01/19	RAB01	BRANDON RABE	78.00	.00	78.00	042519	CLASS B LICENSE REIMBURSE
064953	05/01/19	RAY05	RAY MORGAN COMPANY INC	1772.85	.00	1772.85	2495326	PRINT/COPIER MAINTENANCE
064954	05/01/19	RED09	REDI RENTS, INC	50.37	.00	50.37	48113	FLOOR BUFFER RENTAL
064955	05/01/19	REM02	REMOTE SATELLITE SYSTEMS	54.00	.00	54.00	100011	SATELLITE PHONE - PD FY 1
064956	05/01/19	RIC10	RYAN RICHARDSON	20.00	.00	20.00	40819	TRAVEL EXPENSE 5/3/19
				20.00	.00	20.00	040819	TRAVEL EXPENSE 5/2
			Check Total.....:	40.00	.00	40.00		
064957	05/01/19	RON02	RON DUPRATT FORD	456.53	.00	456.53	52916	VEHICLE REPAIR - PD
				83.62	.00	83.62	53036	VEHICLE REPAIR - PD
				30.86	.00	30.86	54086	VEHICLE REPAIR - WWTP
			Check Total.....:	571.01	.00	571.01		
064958	05/01/19	SEQ02	SEQUOIA GAS STATION	31.19	.00	31.19	24886	EQUIPMENT FUEL
				19.75	.00	19.75	24964	EQUIPMENT FUEL
				25.93	.00	25.93	25071	EQUIPMENT FUEL

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
064958	05/01/19	SEQ02	SEQUOIA GAS STATION	10.58	.00	10.58	25111	EQUIPMENT FUEL
				30.08	.00	30.08	25135	EQUIPMENT FUEL
				16.09	.00	16.09	25179	EQUIPMENT FUEL
			Check Total.....:	133.62	.00	133.62		
064959	05/01/19	SON05	SONOMA STATE UNIVERSITY	337.50	.00	337.50	26149	ARCHAEOLOGICAL RECORD SEA
064960	05/01/19	SPE01	SPENCER ELECTRIC	1997.04	.00	1997.04	1766	SERVER ROOM POWER
064961	05/01/19	SPO01	SPORT & CYCLE	194.76	.00	194.76	216270	SCHMIDT BOOT/CLOTHING ALL
064962	05/01/19	SPR01	SPRINGVILLE SAFETY & SUPP	23.82	.00	23.82	39328	SAFETY VEST - BUILDING
064963	05/01/19	STA02	STAPLES CREDIT PLAN	268.02	.00	268.02	798869633	SUPPLIES - PD
				127.32	.00	127.32	799049455	SUPPLIES - FINANCE
			Check Total.....:	395.34	.00	395.34		
064964	05/01/19	SUD01	SUDDENLINK	97.45	.00	97.45	42519	RIVER LODGE INTERNET FY 1
				232.45	.00	232.45	042519	INTERNET SERVICES FY 18/1
			Check Total.....:	329.90	.00	329.90		
064965	05/01/19	TAY11	BRIAN TAYLOR	20.00	.00	20.00	40819	TRAVEL EXPENSE 5/3/19
				20.00	.00	20.00	040819	TRAVEL EXPENSE 5/2/19
			Check Total.....:	40.00	.00	40.00		
064966	05/01/19	TER01	TERMINIX PROCESSING CTR	106.00	.00	106.00	385282555	RIVER LODGE PEST SRVC FY
064967	05/01/19	THA03	THATCHER COMPANY INC	12088.18	.00	12088.18	263397	CHEMICALS
				-3475.00	.00	-3475.00	263398C	CHEMICAL DEPOSIT REFUND
				1344.03	.00	1344.03	5047495	CHEMICALS
			Check Total.....:	9957.21	.00	9957.21		
064968	05/01/19	TRA02	TRACTOR SUPPLY CREDIT PLA	7.03	.00	7.03	229586	KENNELS SUPPLIES
064969	05/01/19	UGC01	U.G. CASH & CARRY	71.48	.00	71.48	21033408	KITCHEN SUPPLIES - RIVER
064970	05/01/19	USB09	US BANK EQUIPMENT FINANCE	325.32	.00	325.32	383674231	MFP LEASE FY 18/19
				581.09	.00	581.09	383674728	COPIER LEASE FY 18/19
			Check Total.....:	906.41	.00	906.41		
			Cash Account Total.....:	68629.75	.00	68629.75		
			Total Disbursements.....:	68629.75	.00	68629.75		
			=====	=====	=====	=====		

STAFF REPORT

City Council Consent Agenda Item

DATE: May 6, 2019

TO: Honorable Mayor and Council Members

FROM: Bob Natt, General Services Superintendent

THRU: Merritt Perry, City Manager

SUBJECT: **Approve Purchase of Replacement Heaters for Public Works Administration Building at the Waste Water Treatment Facility**

STAFF RECOMMENDATION:

Approve purchase of heaters for Administration Building at the Waste Water Treatment Facility.

EXECUTIVE SUMMARY:

On January 22, 2019, one of two heaters in the Administration Building quit operating. This has resulted in the loss of a heat source for that building and a less than suitable work environment. Staff has managed to keep the office warm temporarily with small portable heaters. This solution is temporary and not a long term viable option.

The Administration Building was built in 1996, and the heating system is now over 20 years old. Staff attempted to repair defective parts identified in the system but have not been able to successfully repair the system. Staff conducted testing with the assistance of a local heating company to attempt to determine the problem with the heater.

Staff is recommending replacing the heating system in its entirety as it will ultimately cost less than making several repairs over time. City of Fortuna Municipal Code Section 2.50.00 requires that all equipment or supply purchases over \$10,000 be by competitive bid and be approved by Council. In this case, there are a limited number of vendors in the area qualified to furnish and install the heating system, that can also be available to maintain the system in the future if needed.

Staff felt that obtaining quotes locally from a company that can provide continued service will best serve the City into the future. Fortuna Municipal Code section 2.50.070 allows for an exception to competitive bidding “when the city council finds that negotiations best serve the city due to the nature of the supplies, equipment, or contractual service”.

Staff requested quotes from three vendors for the installation of a new heating system for the building in an effort to find the lowest cost local vendor that can economically provide continued service of the heating system. Two quotes were received from three vendors. The third vendor opted out of participating in the quote process due to the technical nature of the heating system. One quote was for \$41,704.22 from Evans Mechanical and the other quote received was from

O&M Industries for \$18,600. Staff would like to proceed with negotiating with O&M industries for the purchase and installation of the heating system.

FINANCIAL IMPACT

The total cost to the City will be \$18,600.00. The cost for the heating system will be split evenly between funds 500 and 550.

RECOMMENDED CITY COUNCIL ACTION:

Approve the purchase and installation of heaters by O&M Industries for the Administration Building at the Waste Water Treatment Facility. Consent Agenda vote.

ATTACHMENTS:

- Quotes from Evans Mechanical and O&M Industries



Evans Mechanical
2930 Broadway St.
Eureka, CA 95501

Lic.# 714688

Phone: (707) 445-1435
Fax: (707) 445-2850
rachelwarze@evansmechanical.com
<https://evansmechanical.com/>

Bill To
City of Fortuna
City of Fortuna
P.O. Box 545
Fortuna CA 95540

Ship To
Dinsmore
180 Dinsmore Dr
Fortuna Ca 95540

Phone Number: (707) 672-6476

Email Address: rkern@ci.fortuna.ca.us

Our Guaranties to do Whatever it takes!

TEST DRIVE: If you are unhappy for any reason we will do whatever it takes to make it right or we will replace equipment or refund 100% of your investment in the first 365 days!

PROPOSED INVESTMENT: We guarantee not to change the price for below specified work even if we find additional work needed to provide promised results.

WORKMANSHIP: We guarantee if we cause any damage due to our workmanship we will repair professionally at no cost to you.

RIGHT SIZE: We guarantee the equipment to be properly sized and installed to adequately provide the promised results; if it is found not to be correct, we will replace the equipment with the correct size at no cost to the customer.

Item	Description	Amount
Evans Install System	To remove and recycle the existing Reznor duct furnaces in the attic for the office and lab and install new Reznor duct furnaces in the attic for the office and lab including new remote consoles, sheet metal transitions, gas connections, and electrical connections.	\$39,604.54

Subtotal: \$39,604.54

Tax: \$2,099.68

Total: \$41,704.22

Quote Q89

Transaction Date: 3/18/2019

Quote Expiration Date: 4/17/2019

Payment to be made as follows:

Financing options are through third party financing companies and must be approved prior to scheduling the project.

All of the above work is to be completed in a substantial and workmanlike manner according to standard practices for the sum of (see above for cost breakdown). The entire amount of the contract is to be paid upon completion unless otherwise written in the contract.

Insurance Information:

We take out Worker's Compensation and General Liability Insurance on the above work through Matsen Insurance Brokers Inc., Airport Business Park, 3101 Concorde Drive, Suite B, McKinleyville, CA. 95519, 707-444-9292



Evans Mechanical
2930 Broadway St.
Eureka, CA 95501

Lic.# 714688

Phone: (707) 445-1435
Fax: (707) 445-2850
rachelwarze@evansmechanical.com
<https://evansmechanical.com/>

Exclusions:

Evans Mechanical isn't responsible for existing gas leaks or incorrect electrical.



Evans Mechanical
2930 Broadway St.
Eureka, CA 95501

Phone: (707) 445-1435
Fax: (707) 445-2850
rachelwarze@evansmechanical.com
<https://evansmechanical.com/>

Lic.# 714688

Attachments

1. [control For Both Systems.jpg](#)
2. [Both Units.jpg](#)



PROPOSAL

License #284930

5901 Ericson Way, Arcata, CA. 95521 • 707-822-8800 Fax: 707-822-8995

To: City of Fortuna
PO Box 545
Fortuna, CA
Attn: Rick

Phone: 707-725-6125
Location: 180 Dinsmore Dr.
Fortuna, CA

Date: April 4th, 2019
Estimate Sheet: #S1991

O&M Industries is pleased to provide you with the following proposal for your consideration.

Replace the two existing Reznor duct heaters with a Reznor model #RY X-100, 100,000 BTU and a model #RY X175, 175000 BTU unit heaters. Both units to have modulating gas control valves and stainless steel heat exchangers.

Price: \$18600.00

Price includes: removal and recycling of the existing equipment, connection to the existing gas, electrical, flue, ducting, and installation of two new programmable thermostats.

Price excludes: fees for the required City of Fortuna Building Permit.

Note: O&M Industries has been in business since 1946 and backs up our work with a one year labor warranty.

Note: Purchase orders resulting from this proposal, whether signed or not, are subject to O&M Industries normal terms and conditions

Acceptance of Proposal – The above prices, specifications and conditions on the attached sheet are satisfactory and are hereby accepted. You are authorized to do the work as specified. Should Buyer default in making of any payment required hereunder and if Seller institutes legal proceedings for the collection of any sum due hereunder, Buyer agrees to pay all costs of collection including reasonable attorney's fees therein.

Accepted by _____ Date: _____
X _____
Subject to terms, conditions and provisions set forth on reverse side.

PAYMENT TO BE MADE AS FOLLOWS:

CASH – PAST DUE ACCOUNTS OVER 30 DAYS WILL BE CHARGED
1 ½% INTEREST PER MONTH ON UNPAID BALANCE.
Michael Landreneaux

Authorized *Michael Landreneaux*
Signature: _____

Note: This proposal may be withdrawn by us if not accepted within 10 days.

STAFF REPORT

City Council Business Agenda Item

DATE: May 6, 2019

TO: Honorable Mayor and Council Members

FROM: Doug Culbert, Chief Treatment Plant Operator

THRU: Merritt Perry, City Manager

SUBJECT: **Amendment to Chapter 13 of the Fortuna Municipal Code Relating to Public Facilities; *Ordinance 2019-735*, First Reading**

STAFF RECOMMENDATION:

Receive first reading, accept public comments on amendments of Chapter 13 of the Fortuna Municipal Code Relating to Public Utilities, in accordance with the City's current National Pollution Discharge Elimination (NPDES) Permit Requirements, and consider Adopting *Ordinance 2019-735* following a second Reading to be held on May 20, 2019.

EXECUTIVE SUMMARY:

A draft of this ordinance was reviewed with the City Council on November 19, 2018. Concerns were expressed at this meeting regarding inclusion of provisions requiring sewer laterals to be tested, and repaired by homeowners. This revised ordinance does not include any provisions related to testing and repair of laterals. It only includes language necessary for the City to comply with NPDES permit conditions related to source control to prevent toxic materials from entering the City's collection system.

Section VI.C.5.b.i.(a) of the City's current NPDES permit requires that the discharger (City of Fortuna) "*Implement the necessary legal authorities to monitor and enforce source control standards, restrict discharges of toxic materials to the collection system and inspect facilities connected to the system.*" Our current sewer ordinance 76-360 does not have language in it that gives this legal authority. In order to have this authority the City of Fortuna will need to make these changes to its sewer use ordinance, which requires updates in reference to these enforcement standards, and will become consistent with the language in the EPA Model Pretreatment Ordinance, the model used by facilities regulated by the EPA so that they are all consistent.

Only the portions of the ordinance needing to be changed are included and these changes are shown in Attachment A. A brief summary of the changes include:

- Updated definitions;
- Update to discharge prohibitions to better protect the environment, equipment and personnel;
- Update to requirements for dischargers of Fats Oils and Greases including a new section regarding time of compliance;
- Updating sections regarding discharge permits and permitting process;

- Update of reporting requirements for dischargers; and
- Update of section regarding Administration and Enforcement of wastewater rules.

It is necessary that the City update the ordinance to include the language addressing source control of toxics so changes to the ordinance as a whole be made so that the City is in compliance with our NPDES permit and visit the idea of expanding on Section 410 at a later date to include more comprehensive language that addresses the triggers for testing sewer laterals. This will also allow more time for the City to address our own issues with the collection system as it relates to I&I before putting the burden on the individual property owners.

FINANCIAL IMPACT:

No fiscal impact other than the staff time necessary for enforcement of the new requirements.

RECOMMENDED COUNCIL ACTION:

1. Receive staff presentation and review Council questions with staff
2. Open Public Comment
3. Close Public Comment
4. Motion to hold the first reading of *Ordinance 2019-735* read by title only, and continue the Public Hearing to Monday, May 20, 2019. Roll call vote.

ATTACHMENTS:

- ATTACHMENT A: *Ordinance 2019-735; An Ordinance of the City Council of the City of Fortuna Amending Chapter 13 of the Fortuna Municipal Code Relating to Public Utilities*

ATTACHMENT A

ORDINANCE NO. 2019-735

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FORTUNA
AMENDING CHAPTER 13 OF THE FORTUNA MUNICIPAL CODE RELATING TO
PUBLIC UTILITIES**

The City Council of the City of Fortuna, State of California, does ordain as follows:

SECTION 1. Findings and Purpose. The City Council does hereby find and declare as follows:

1. Section VI.C.5.b.i.(a) of the City’s current National Pollutant Discharge Elimination System (NPDES) permit requires that the discharger (City of Fortuna) “Implement the necessary legal authorities to monitor and enforce source control standards, restrict discharges of toxic materials to the collection system and inspect facilities connected to the system.”
2. This Ordinance is intended to strengthen and improve the City’s obligation and duty to monitor and enforce source control standards, restrict discharges of toxic materials to the collection system and inspect facilities connected to the system.
3. The Ordinance is consistent with the language in the EPA Model Pretreatment Ordinance, which is the model used by facilities regulated by the EPA.

SECTION 2. Code Amendment. Chapter 13 of the Fortuna Municipal Code is hereby amended as set forth in Exhibit 1 to this Ordinance with all additions to the Code set forth in underlined text and all deletions as strikethroughs.

SECTION 3. Severability. If any subsection, sentence, clause or phrase of this article is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance, and each and every subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional, without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 4. Conflicts. All ordinances and parts of ordinances or resolutions, in conflict herewith, are hereby repealed to the extent of such conflicts and no further.

SECTION 5. Effective Date. The effective date of this ordinance is thirty (30) days after its adoption by the City Council.

INTRODUCED AND FIRST READING PERFORMED on the 6TH day of May, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sue Long, Mayor

ATTEST:

SECOND READING PERFORMED AND ADOPTED on the _____ day of May, 2019 by
the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Sue Long, Mayor

ATTEST:

Exhibit 1

FORTUNA MUNICIPAL CODE CHAPTER 13 UTILITIES

13.24	Definitions
13.28.180	Backflow Prevention Device
13.32.020	Prohibited Discharges – Industrial Wastewater
13.32.040	Prohibited Discharges – Wastes Enumerated
13.32.070	Interceptors – Required
13.32.080	Interceptors - Maintenance
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13.36.020	Permit – Application
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13.36.050	Permit – Revocation
13.36.070	Prohibited industrial waste discharges.
13.36.080	Pretreatment of Industrial Wastewaters
13.36.100	Industrial wastewater sampling, analysis and flow measurements.
13.36.120	Pretreatment Facilities
13.36.130	Accidental discharge/slug control plans
13.36.140	Tenant Responsibility
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13.36.160	Federal Categorical Pretreatment Standards
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13.36.240	Periodic compliance reports.
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- 13.60.170 Affirmative defenses to discharge violations.
13.60.180 Penalty.

13.24 DEFINITIONS.

For the purpose of this chapter, the following terms have the meanings given below.

13.24.220 “Sewage” shall mean human excrement and gray water (household showers, dishwashing operations, and the like. “Sewage” means a combination of water-carried wastes from residences, business buildings, institutions, and industrial establishments.

12.24.310 “Act or the Act” shall mean The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 USC 1251 et seq.

12.24.320 “Authorized Representative of The Industrial User”

- a. If the industrial user is a corporation, AUTHORIZED REPRESENTATIVE shall mean:
 - i. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation.
 - ii. The manager of one or more manufacturing, production, or operation facilities provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual wastewater discharge permit or general permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
- b. If the industrial user is a partnership, or sole proprietorship, an AUTHORIZED REPRESENTATIVE shall mean a general partner or proprietor, respectively.
- c. If the industrial user is a federal, state or local governmental facility, an AUTHORIZED REPRESENTATIVE shall mean a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility.
- d. The individuals described in subsections (a) through (c) of this definition may designate another AUTHORIZED REPRESENTATIVE if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the city.

13.24.330 “Backflow Prevention Device” shall mean a device that allows water and materials that back up to escape from the cleanout rather than flowing into the home.

13.24.340 “Best Management Practices (BMPs)” shall mean schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Chapterssections 13.32.020 through 13.32.160. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spills or leaks, sludge or waste disposal, or drainage from raw materials storage.

13.24.350 “Biochemical Oxygen Demand (BOD)” shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure, five-day 20° centigrade expressed in terms of mass and concentration in milligrams per liter (mg/l).

13.24.360 “Building Sewer or Lateral” shall mean a sewer conveying wastewater from the premises of a user to the POTW.

13.24.370 “Categorical Pretreatment Standard Or Categorical Standard” shall mean any regulation containing pollutant discharge limits promulgated by the U.S. EPA in accordance with Sections 307 (b) and (c) of the Act (33 USC 1317) which apply to a specific category of industrial users and which appear in 40 CFR Chapter I, Subchapter N, Parts 405-471

13.24.380 “City” shall mean The City of Fortuna, California or the City Council of Fortuna.

13.24.390 “Color” shall mean the optical density at the visual wave length of maximum absorption, relative to distilled water. One hundred percent transmittance is equivalent to zero (0.0) optical density.

13.24.400 “County” shall mean the County of Humboldt, California

13.24.410 “Council” shall mean the Fortuna City Council

13.24.420 “Director of Public Works” shall mean the person appointed by the Council to administer enforce the rules and regulations of the City

“City Engineer” shall mean the Engineer appointed by and acting for the Council and shall be a Registered Civil Engineer

“City Inspector” shall mean the inspector acting for and appointed by the City

13.24.430 “City Manager or Manager” shall mean the person designated by the city to manage the operation of the publicly owned treatment works (POTW), and who is charged with certain duties and responsibilities by this chapter or his duly authorized representative

13.24.440 “Composite Sample” shall mean the sample resulting from the combination of individual wastewater samples taken at selected intervals based on an increment of either flow or time

13.24.450 “Environmental Protection Agency (EPA)” shall mean the U.S. Environmental Protection Agency or, where appropriate, the term may also be used as a designation for the Regional Water Quality Control Board or other duly authorized official of said agency.

13.24.460 “Existing Source” shall mean any source of discharge, the construction or operation of which commenced prior to the publication of proposed categorical pretreatment standards which will be applicable to such source if the standard is thereafter promulgated in accordance with Section 307 of the Act.

13.24.470 “Grab Sample” shall mean a sample which is taken from a waste stream on a one-time basis without regard to the flow in the waste stream and without consideration of time.

13.24.480 “Grease Hauler” shall mean a person, firm or business that collects the contents of a grease interceptor and transports it.

13.24.490 “Grease Interceptor” shall mean a plumbing appurtenance or appliance that intercepts fats, oil and grease from a wastewater discharge.

13.24.500 “Indirect Discharge” or “Discharge” shall mean the introduction of pollutants into the POTW from any nondomestic source.

13.24.510 “Industrial User” or “User” shall mean any person who discharges or causes or permits the discharge of nondomestic wastewater into the POTW.

13.24.520 “Instantaneous Maximum Allowable Discharge Limit” shall mean the maximum concentration (or loading) of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composited sample collected, independent of the industrial flow rate and the duration of the sampling event.

13.24.530 “Interference” shall mean a discharge which alone or in conjunction with a discharge or discharges from other sources: inhibits or disrupts the POTW, its treatment processes, or operations or its sludge processes, use, or disposal; and therefore is a cause of a violation of the city’s NPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder (or more stringent state or local regulations): Section 405 of the Clean Water Act; the Solid Waste Disposal Act (SWDA), including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any state regulations contained in any state sludge management plan prepared pursuant to Subtitle D of the SWDA; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research and Sanctuaries Act.

13.24.540 “Medical Waste” shall mean isolation wastes, infectious agents, human blood and blood byproducts, pathological wastes, sharps, body parts, fomites, etiologic agents, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes and dialysis wastes.

13.24.550 NEW SOURCE shall mean:

- e. Any building, structure, facility, or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under section 307(e)I of the Act that will be applicable to such source if such Standards are thereafter promulgated in accordance with that section, provided that:
 - i. The building, structure, facility, or installation is constructed at a site at which no other source is located; or
 - ii. The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or
 - iii. The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an

Existing Source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the Existing Source, should be considered.

- f. Construction on a site at which an Existing Source is located results in a modification rather than a New Source if the construction does not create a new building, structure, facility, or installation meeting the criteria of Section (1)(b) or (c) above but otherwise alters, replaces, or adds to existing process or production equipment.
- g. Construction of a New Source as defined under this paragraph has commenced if the owner or operator has:
 - i. Begun, or caused to begin, as part of a continuous onsite construction program (i) any placement, assembly, or installation of facilities or equipment; or (ii) significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or
 - ii. Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.

13.24.560 “Pass Through” shall mean [INSERT DEFINITION].

13.24.570 “Person” shall mean any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity, or their legal representatives, agents or assigns. This definition includes all federal, state, or local governmental entities.

13.24.580 “POTW” shall mean [INSERT DEFINITION].

13.24.590 “Significant Industrial User” shall apply to industrial users subject to categorical pretreatment standards; any other industrial user that discharges an average of 25,000 gallons per day (gpd) or more of process wastewater, contributes a process waste stream which makes up 5% or more of the average dry weather hydraulic or organic capacity of the treatment plant or, is designated as significant by the city on the basis that the industrial user has a reasonable potential for adversely affecting the POTW’s operation or for violating any pretreatment standard or requirement.

13.24.600 “Slug Load” shall mean any discharge at a flow rate or concentration which could cause a violation of the prohibited discharge standards in ~~Chapters~~sections 13.32.020 through 13.32.150 or any discharge of a non-routine, episodic nature, including but not limited to, an accidental spill or a non-customary batch discharge.

13.24.610 “Standard Industrial Classification (Sic) Code” shall mean a classification pursuant to the “Standard Industrial Classification Manual” issued by the U.S. Office of Management and Budget.

13.24.620 “Stormwater” shall mean any flow occurring during or following any form of natural precipitation including snowmelt.

13.24.630 “Suspended Solids” shall mean the total suspended matter that floats on the surface of, or is suspended in water, wastewater, or other liquid, and which is removable by laboratory filtering.

13.24.640 “Toxic Pollutant” shall mean one of 126 pollutants, or combination by the EPA under the provision of Section 307 (33 USC 1317) of this Act.

13.24.650 “Treatment Plant Effluent” shall mean any discharge of treated wastewater from the POTW into waters of the state.

13.24.660 “Wastewater” shall mean liquid and water-carried industrial wastes, and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.

13.24.670 “Wastewater Treatment Plant” or “Treatment Plant”. The portion of the POTW designed to provide treatment of sewage and industrial waste.

13.28.180 BACKFLOW PREVENTION DEVICE

All new building laterals including lateral replacements shall be equipped with a cleanout riser. All new building laterals shall be also fitted with a backflow prevention device of type and materials as approved by the City. In addition, existing buildings in which the elevation of the lowest floor is less than twelve (12) inches above the rim elevation of the nearest upstream manhole or junction structure in the reach of a City Main Sewer into which a building sewer, through a lateral, connects shall be prevented from backflow of sewage by installing a backflow prevention device of a type and in the manner prescribed by the City. Any such backflow prevention device shall be installed by the owner of the property on which the building is constructed, and shall be located on the building sewer between the building and the property line, preferably at the location of the cleanout. The backflow prevention device, if below grade, shall be enclosed in a suitable concrete utility box with removable cover and shall be readily accessible for inspection and maintenance. The installation of any such backflow prevention device shall be at the sole cost and expense of the property owner. The maintenance of the backflow prevention device shall be the sole obligation of the owner or the owner’s successor in interest. The City shall be under no obligation to ascertain that the backflow prevention device continues in operating condition. ~~This section will become effective 90 days after City Council approval.~~

13.32.020 PROHIBITED DISCHARGES – INDUSTRIAL WASTEWATER

No industrial wastewaters shall be discharged to a trunk sewer or to a sewer discharging directly or indirectly to a trunk sewer until a Permit for Industrial Wastewater Discharge has been approved by the City.

A. No User shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes Pass Through or Interference. These general prohibitions apply to all users of the POTW whether or not they are subject to categorical pretreatment standards or any other national, state, or local pretreatment standards or requirements.

- B. No person shall discharge any substances directly into a manhole or other opening in a community sewer other than through an approved building sewer unless, upon a written application by the user and the payment of the applicable user charges and fees, the city issues a permit for such direct discharges.

13.32.040 PROHIBITED DISCHARGES – WASTES ENUMERATED

No person shall discharge or cause to be discharged to a public sewer, which directly or indirectly connects to the city's sewerage systems, any of the following wastes:

1. Pollutants which create a fire or explosive hazard in the municipal wastewater collection and POTW, including, but not limited to, waste streams with a closed-cup flashpoint of less than 140° F (60° C) using the test methods specified in 40 CFR 261.21;
2. Any wastewater having a pH less than 5.5 or more than 12.5, or otherwise causing corrosive structural damage to the POTW or equipment, or endangering city personnel;
3. Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in interference, but in no case solids greater than one-inch or 25.4 millimeters in any dimension;
4. Any wastewater containing pollutants, including oxygen demanding pollutants (BOD, and the like), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause interference with either the POTW, or any wastewater treatment or sludge process; or which will constitute a hazard to humans or animals;
5. Any wastewater having a temperature greater than 150° F (65.5° C), or which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104° F (40° C);
6. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause interference or pass through;
7. Any pollutants which result in the presence of toxic gases, vapors or fumes within the POTW in a quantity that may cause worker health and safety problems;
8. Any trucked or hauled pollutants, except at discharge points designated by the city in accordance with [Chaptersection 13.36.150](#);
9. Any noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance, a hazard to life, or to prevent entry into the sewers for maintenance and repair;
10. Any wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent thereby violating the city's NPDES permit. Color (in combination with turbidity) shall not cause the treatment plant effluent to reduce the depth of the compensation point for photosynthetic activity by more than 10% from the seasonably established norm for aquatic life;
11. Any wastewater containing any radioactive wastes or isotopes, except as specifically approved in writing by the City Manager, in compliance with applicable state or federal regulations;
12. Stormwater, surface water, groundwater, artisan well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, noncontact cooling water, and unpolluted industrial wastewater, unless specifically authorized in writing by the City Manager;
13. Any sludges, screenings, or other residues from the pretreatment of industrial wastes;
14. Any medical wastes, except as specifically authorized in writing by the City Manager in a wastewater discharge permit;
15. Any wastewater causing the treatment plant's effluent to fail a toxicity test;

16. Any wastes containing detergents, surface active agents, or other substances which may cause excessive foaming in the POTW;
17. Any discharge of fats, oils, or greases of animal or vegetable origin that result in interference;
18. Any discharge of petroleum/mineral oil products that will cause interference or pass through;
19. Non-biodegradable cutting oils, commonly called soluble oil, which form persistent water emulsions;
20. Non-biodegradable oil, petroleum oil, or refined petroleum products;
21. Dispersed biodegradable oils and fats, such as lard, tallow, or vegetable oil in excessive concentrations that would tend to cause adverse effects on the sewerage system;
22. Waste with an excessively high concentration of cyanide;
23. Unreasonably large amounts of undissolved or dissolved solids;
24. Wastes requiring an excessive quantity of chlorine or other chemical compound used for disinfection purposes;
25. Excessive amounts of chlorinated hydrocarbon or organic phosphorus-type compounds;
26. Excessive amounts of deionized water, steam condensate or distilled water;
27. Wastes containing substances that may precipitate, solidify, or become viscous at temperatures between 50 and 100 degrees Fahrenheit;
28. Garbage or wastes that are not ground sufficiently to pass through a three-eighths-inch screen;
29. Wastes containing excessive quantities of iron, boron, chromium, phenol, plastic resins, copper, nickel, zinc, lead, mercury, cadmium, selenium, arsenic or any other objectionable materials toxic to humans, animals, the local environment or to biological or other wastewater treatment processes;
30. Blow-down or bleed water from cooling towers or other evaporative coolers exceeding one-third of the makeup water; and
31. Septic tank wastes. Wastes prohibited by this section shall not be processed or stored in such a manner that they could be discharged to the POTW. All floor drains located in process or materials storage areas must discharge to the industrial user's pretreatment facility before connecting with the POTW.

~~No person shall discharge or cause to be discharged to a public sewer, which directly or indirectly connects to the city's sewerage systems, any of the following wastes:~~

- ~~1. Gasoline, benzene, naphtha, solvent, fuel oil or any liquid, solid or gas that would cause or tend to cause flammable or explosive conditions to result in the sewerage system;~~
- ~~2. Waste containing toxic or poisonous solids, liquids or gases in such quantities that, alone or in combination with other waste substances, may create a hazard for humans, animals or the local environment, interfere detrimentally with wastewater treatment processes, cause a public nuisance, or cause any hazardous condition to occur in the sewerage system;~~
- ~~3. Waste having a pH lower than 5.5 or having any corrosive or detrimental characteristic that may cause injury to wastewater treatment or maintenance personnel or may cause damage to structures, equipment or other physical facilities of the sewerage system;~~
- ~~4. Solids or viscous substances of such size or in such quantity that they may cause obstruction to flow in the sewer or be detrimental to proper wastewater treatment plant operations. These objectionable substances include, but are not limited to, asphalt, dead animals, offal, ashes, sand, mud, straw, industrial process shavings, metal, glass, rags, feathers, tar, plastics, wood, whole blood, paunch manure, bones, hair and fleshings, entrails, paper dishes, paper cups, milk containers, or other similar paper products, either whole or ground;~~

- ~~5. Rainwater, stormwater, groundwater, street drainage, subsurface drainage, roof drainage, yard drainage, water from yard fountains, ponds, or lawn sprays or any other uncontaminated water;~~
- ~~6. Water added for the purpose of diluting wastes which would otherwise exceed applicable maximum concentration limitations;~~
- ~~7. Nonbiodegradable cutting oils, commonly called soluble oil, which form persistent water emulsions;~~
- ~~8. Nonbiodegradable oil, petroleum oil, or refined petroleum products;~~
- ~~9. Dispersed biodegradable oils and fats, such as lard, tallow, or vegetable oil in excessive concentrations that would tend to cause adverse effects on the sewerage system;~~
- ~~10. Waste with an excessively high concentration of cyanide;~~
- ~~11. Unreasonably large amounts of undissolved or dissolved solids;~~
- ~~12. Wastes with excessively high BOD, COD or decomposable organic content;~~
- ~~13. Strongly odorous wastes or wastes tending to create odors;~~
- ~~14. Wastes containing over 0.1 milligram per liter of dissolved sulfides;~~
- ~~15. Wastes with a pH in excess of 9.0 or high enough to cause alkaline incrustations on sewer walls;~~
- ~~16. Substances promoting or causing the promotion of toxic gases;~~
- ~~17. Wastes having a temperature of 120 degrees Fahrenheit or higher;~~
- ~~18. Wastes requiring an excessive quantity of chlorine or other chemical compound used for disinfection purposes;~~
- ~~19. Excessive amounts of chlorinated hydrocarbon or organic phosphorus type compounds;~~
- ~~20. Excessive amounts of deionized water, steam condensate or distilled water;~~
- ~~21. Wastes containing substances that may precipitate, solidify, or become viscous at temperatures between 50 and 100 degrees Fahrenheit;~~
- ~~22. Wastes producing excessive discoloration of wastewater or treatment plant effluent;~~
- ~~23. Garbage or wastes that are not ground sufficiently to pass through a three-eighths inch screen;~~
- ~~24. Wastes containing excessive quantities of iron, boron, chromium, phenol, plastic resins, copper, nickel, zinc, lead, mercury, cadmium, selenium, arsenic or any other objectionable materials toxic to humans, animals, the local environment or to biological or other wastewater treatment processes;~~
- ~~25. Blow-down or bleedwater from cooling towers or other evaporative coolers exceeding one-third of the makeup water;~~
- ~~26. Single pass cooling water;~~

~~27. Excessive quantities of radioactive material wastes;~~

~~28. Recognizable portions of the human anatomy;~~

~~29. Septic tank wastes. (Ord. 76-360 § 603).~~

13.32.070 INTERCEPTORS – REQUIRED.

Grease, oil and sand interceptors shall be provided when, in the opinion of the Public Works Director or the City Engineer, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors shall not be required for residential users. All interception units shall be of type and capacity approved by the Public Works Director or City Engineer and shall be so located to be easily accessible for cleaning and inspection. All interception units shall be installed in accordance with the provisions of this chapter. Such interceptors shall be inspected, cleaned, and repaired regularly, as needed, by the owner at their sole expense. New and existing users that are determined by the Public Works Director or City Engineer to have a reasonable potential to adversely impact the POTW shall install a grease interceptor.

- A. Users that are required to have a grease interceptor may be required to connect fixtures or drains that have a reasonable potential to allow fats, oils, and grease to be discharged to the POTW to an appropriately sized grease interceptor.
- B. Users with garbage grinders shall discharge the garbage grinder to a grease interceptor with a minimum capacity of 1,000 gallons or remove the garbage grinder.
- C. Users with dishwashers shall discharge the dishwasher directly to the POTW or to a grease interceptor with a minimum capacity of 750 gallons.
- D. Accumulated grease and sediment shall be removed as required. At a minimum gravity grease interceptors and grease traps shall be cleaned when the combined depth of sediment and grease, equals or exceeds 25% of the total depth of the sediment, water, and grease. For multiple chambered interceptors the measurements of sediment and grease is to be performed in the final interceptor chamber prior to discharge. All other grease interceptors shall be maintained in accordance with the manufacturer's specifications.
- E. Grease interceptors shall be kept free of non-food waste including, but not limited to grit, rocks, gravel, sand, eating utensils, cigarettes, trash, towels, and rags.
- F. The addition of chemicals, enzymes, emulsifiers, live bacteria or other grease cutters or additives used for purposes of grease reduction to a grease interceptor is specifically prohibited.
- G. If the Public Works Director or City Engineer determines that a grease interceptor is not being adequately cleaned or maintained, a correction notice may be issued requiring the deficiency be corrected within seven working days. Maintenance programs including BMP's and defined cleaning frequencies may be mandated. Users that fail to adhere to a maintenance program may be required to install additional pretreatment devices.
- H. The City will develop and implement a Fats, Oils, and Grease Policy.

~~Grease, oil and sand interceptors shall be provided when in the opinion of the director of public works they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand and other harmful ingredients; except that such interceptors shall not be required for buildings used for residential purposes. All interceptors shall be of a type and capacity approved by the director of public works and shall be so located as to be readily and easily accessible for cleaning and inspection. (Ord. 76-360 § 604).~~

13.32.080 INTERCEPTORS – MAINTENANCE

All grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times.

1. Accumulated grease and sediment shall be removed as required. At a minimum gravity grease interceptors and grease traps shall be cleaned when the combined depth of sediment and grease, equals or exceeds 25% of the total depth of the sediment, water, and grease. For multiple chambered interceptors the measurements of sediment and grease is to be performed in the final interceptor chamber prior to discharge. All other grease interceptors shall be maintained in accordance with the manufacturer's specifications.
2. Grease interceptors shall be kept free of non-food waste including, but not limited to grit, rocks, gravel, sand, eating utensils, cigarettes, trash, towels, and rags.
3. The addition of chemicals, enzymes, emulsifiers, live bacteria or other grease cutters or additives used for purposes of grease reduction to a grease interceptor is specifically prohibited.
4. If the Public Works Director or City Engineer determines that a grease interceptor is not being adequately cleaned or maintained, a correction notice may be issued requiring the deficiency be corrected within seven working days. Maintenance programs including BMP's and defined cleaning frequencies may be mandated. Users that fail to adhere to a maintenance program may be required to install additional pretreatment devices.

The City will develop and implement a Fats, Oils, and Grease Policy. All grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times. (Ord. 76-360 § 605).

13.32.140 SWIMMING POOLS

It shall be unlawful for any person to discharge the contents of a swimming pool into a sanitary sewer without prior approval of the City Manager. (Ord. 76-360 § 611).

13.32.150 DILUTION.

No industrial user or wastewater hauler shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation, unless expressly authorized by an applicable pretreatment standard or requirement. The City Manager may impose mass limitations on industrial users which are using dilution to meet applicable pretreatment standards or requirements, or in other cases when the imposition of mass limitations is appropriate.

13.32.160 CITY'S RIGHT OF REVISION.

The City's reserves the right to enter into special written agreements with industrial users setting out special terms under which they may discharge to the POTW. In no case will a special agreement waive compliance with a pretreatment standard or requirement. However, the industrial user may request a net gross adjustment to a categorical standard in accordance with 40 CFR 403.15. They may also request a variance from the categorical pretreatment standard from EPA. Such a request will be approved only if the industrial user can prove that factors relating to its discharge are fundamentally different from the factors considered by EPA when establishing that pretreatment standard. An industrial user requesting a fundamentally different factor variance must comply with the procedural and substantive provisions in 40 CFR 403.13.

1. Users with garbage grinders shall discharge the garbage grinder to a grease interceptor with a minimum capacity of 1,000 gallons or remove the garbage grinder.
2. Users with dishwashers shall discharge the dishwasher directly to the POTW or to a grease interceptor with a minimum capacity of 750 gallons.

13.32.170 TIME OF COMPLIANCE.

All commercial facilities and food establishments that are required to have a sand and/or grease interceptor or grease trap according to Section 13.32.070 608 shall be required to install a sand and/or grease interceptor or grease trap within the sixty (60) day period after the first occurrence of any of the following events:

- a) Transfer of any ownership or interest in the commercial facility;
- b) The issuance of any building permit for the construction, reconstruction or related work to be performed on the premises costing more than \$5,000;
- c) The backup or discharge of raw sewage on or from the premises due to grease build up in their service lateral; or
- d) Ninety (90) days after receiving written notice from the City Manager of the necessity for installation of such facilities.

13.36.020 PERMIT – APPLICATION

A. Contents. All industrial users required to have a wastewater discharge permit must submit a completed wastewater discharge permit application. The City Manager shall approve a form to be used as a permit application. Incomplete or inaccurate applications will not be processed and will be returned to the industrial user for revision.

B. Application signatories and certification. All wastewater discharge permit applications and industrial user reports must contain the following certification statement and be signed by an authorized representative of the industrial user:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. Misleading, incomplete or false information. Any application submitted with information that is at any time determined to be materially misleading, incomplete or false may result in termination of the permit, disconnection of service, penalties under this chapter, as well as any other remedies provided by law.~~A. Applicants for a permit for industrial wastewater discharge shall complete a city application form available at the office of the city clerk. The city may require additional information on the characteristics of the wastewater discharge beyond that required on the application form.~~

~~B. Upon receipt of all required information, the application shall be processed and, upon approval, be signed by the director of public works, and one copy returned to the applicant. When properly signed, the application form shall constitute a valid permit for industrial wastewater discharge.~~

~~C. The application shall be approved if the applicant has complied with all applicable requirements of this division and has furnished to the city all requested information and if the city engineer determines that there is adequate capacity in the city's facilities to convey, treat, and dispose of the wastewaters. (Ord. 76-360 § 702).~~

13.36.030 PERMIT CHANGES AND RESTRICTIONS

The city may change the restrictions or conditions of a permit for industrial wastewater discharge from time to time as circumstances may require. The city shall allow an industrial discharger a reasonable period of time to comply with any changes in the industrial wastewater permit required by the city. ~~(Ord. 76-360 § 703).~~

- A. The City Manager may modify the wastewater discharge permit with good cause including, but not limited to, the following:
1. To incorporate any new or revised federal, state, or local pretreatment standards or requirements;
 2. To address significant alterations or additions to the industrial user's operation, processes, or wastewater volume or character since the time of wastewater discharge permit issuance;
 3. To address changes in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge;
 4. To address information indicating that permitted discharge poses a threat to the city's POTW, city personnel, or the receiving waters;
 5. For a violation of any terms or conditions of the wastewater discharge permit;
 6. For misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required reporting;
 7. To address revision of or a grant of variance from categorical pretreatment standards pursuant to 40 CFR 403.13; and
 8. To correct typographical or other errors in the wastewater discharge permit;
- B. The filing of a request by the permittee for a wastewater discharge permit modification does not stay any wastewater discharge permit condition.

13.36.050 PERMIT – REVOCATION

- A. Wastewater discharge permits may be revoked for the following reasons:
1. Failure to notify the city of significant changes to the wastewater prior to the changed discharge;
 2. Failure to provide notification to the city of changed condition pursuant to Section ~~13.36.250~~ 726 of this chapter;
 3. Misrepresentation or failure to fully disclose all relevant facts in the wastewater discharge permit application;
 4. Falsifying self-monitoring reports;
 5. Tampering with monitoring equipment;
 6. Refusing to allow the city timely access to the facility premises and records;
 7. Failure to meet effluent limitations;
 8. Failure to pay fines;
 9. Failure to pay sewer charges;
 10. Failure to meet compliance schedules;
 11. Failure to complete a wastewater survey or the wastewater discharge permit application; and
 12. Violation of any pretreatment standard or requirement, or any terms of the wastewater discharge permit or the ordinance.
- B. Wastewater discharge permits shall be voidable upon nonuse, cessation of operations, or transfer of business ownership. All wastewater discharge permits are void upon the issuance of a new wastewater discharge permit.

~~A. The city may revoke a permit for industrial wastewater discharge upon a finding that the discharger has violated any provision of this division.~~

~~B. Any discharger whose industrial wastewater permit has been revoked shall immediately stop all discharge of any liquid-carried wastes covered by the permit to any public sewer.~~

~~C. The director of public works may disconnect or permanently block from such public sewer the industrial connection sewer of any discharger whose permit has been revoked if such action is necessary to ensure compliance with the order of revocation. (Ord. 76-360 § 705).~~

13.36.070 PROHIBITED INDUSTRIAL WASTE DISCHARGES.

A. Requirement.

1. It shall be unlawful for any significant industrial user to discharge wastewater into the city's POTW without first obtaining a wastewater discharge permit from the City Manager. Any violation of the terms and conditions of a wastewater discharge permit shall be deemed a violation of this chapter and subjects the wastewater discharge permittee to the enforcement actions set out in this chapter. Obtaining a wastewater discharge permit does not relieve a permittee of their obligation to comply with all federal and state pretreatment standards or requirements or with any other requirements of federal, state, and local law.
2. The City Manager may require other industrial users, including liquid waste haulers, to obtain wastewater discharge permits as necessary to carry out the purposes of this chapter.

B. Existing connections. Any significant industrial user which discharges industrial waste into the POTW prior to the effective date of this chapter and who wishes to continue such discharges in the future, shall, within 45 days after said date, apply to the city for a wastewater discharge permit in accordance with Chaptersection 13.36.020, and shall not cause or allow discharges to the POTW to continue after 90 days of the effective date of this chapter except in accordance with a wastewater discharge permit issued by the city.

C. New connections. Any significant industrial user proposing to begin or recommence discharging industrial wastes into the POTW must obtain a wastewater discharge permit prior to discharging. An application for this wastewater discharge permit must be filed at least 45 days prior to the date upon which any discharge will begin.

D. Extra jurisdictional industrial users. The City may enter into an agreement with the neighboring jurisdiction in which the significant industrial user is located to provide for the implementation and enforcement of pretreatment program requirements against said industrial user.

E. Zero Discharge Permit may be issued to industrial users generating process wastewaters who would normally be subject to either Chaptersection 13.36.180 or subject to Categorical Pretreatment Standards under 40 CFR Section 403.6 and 40 CFR Chapter I, Subpart N but are not discharging said waste stream(s) to the system. Zero Discharge Permit holders are subject to all applicable regulations under federal, state, local, or laws. Pursuant to this ordinance, a statement of zero discharge must be submitted to the City annually.

~~All discharges prohibited by Chapter 13.32 FMC are included in this chapter as prohibited industrial waste discharges. (Ord. 76-360 § 706).~~

13.36.080 PRETREATMENT OF INDUSTRIAL WASTEWATERS

A. Whenever deemed necessary, the City Manager may require industrial users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage waste streams from industrial waste streams, and such other conditions as may be necessary to protect the POTW and determine the industrial user's compliance with the requirements of this chapter.

~~A. An industrial wastewater pretreatment system or device may be required by the city engineer to treat industrial flows prior to discharge to the sewer when it is necessary to restrict or prevent the discharge to the sewer of certain waste constituents, to distribute more equally over a longer time period any peak discharges of industrial wastewaters, or to accomplish any pretreatment result required by the city engineer.~~

B. All pretreatment systems or devices shall be approved by the city engineer but such approval shall not absolve the industrial discharger of the responsibility of meeting any industrial effluent limitation required by the city. All pretreatment systems judged by the

city engineer to require engineering design shall have plans prepared and signed by an engineer of suitable discipline licensed in the state.

- C. Normally, a gravity separation interceptor, equalizing tank, neutralization chamber and control manhole will be required, respectively, to remove prohibited settleable and clottable solids, to equalize wastewater streams varying greatly in quantity and/or quality, to neutralize low or high pH flows, and to facilitate inspection, flow measurement and sampling.
- D. Floor drains from commercial or manufacturing buildings, warehouses or multi-use structures shall not discharge directly to the sewer, but shall first discharge to a gravity separation interceptor. ~~(Ord. 76-360 § 708).~~
- E. Each user discharging into the POTW greater than 100,000 gallons per day shall install and maintain, on his property and at his expense, a suitable storage and flow control facility to insure equalization of flow over a 24-hour period.
- F. Industrial users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.
- E.G. At no time shall any reading on a properly calibrated combustible gas detector at the point of discharge into the POTW, or at any point in the POTW, be more than 20% of the lower explosive limit (LEL) of the meter.

13.36.100 INDUSTRIAL WASTEWATER SAMPLING, ANALYSIS AND FLOW MEASUREMENTS

- A. Periodic measurements of flow rates, flow volumes, COD, and suspended solids for use in determining the annual industrial wastewater treatment charge and such measurements of other constituents believed necessary by the city engineer shall be made by all industrial wastewater dischargers unless specifically relieved of such obligation by the city engineer.
- B. All wastewater analyses shall be conducted in accordance with the appropriate procedure contained in "Standard Methods." If no appropriate procedure is contained therein, the standard procedure of the industry or a procedure judged satisfactory by the city engineer shall be used to measure wastewater constituents. ~~(Ord. 76-360 § 710).~~
- C. Within either 180 days after the effective date of a categorical pretreatment standard, or the final administrative decision on a category determined under 40 CFR 403.6(a)(4), whichever is later, existing significant industrial users subject to such categorical pretreatment standards, and currently discharging to or scheduled to discharge to the POTW, shall be required to submit to the city a report which contains the information listed in division (B) of this section. At least 90 days prior to commencement of their discharge, new sources, and sources that become industrial users subsequent to the promulgation of an applicable categorical standard, shall be required to submit to the city a report which contains the information listed in division (B) of this section. A new source shall also be required to report the method of pretreatment it intends to use to meet applicable pretreatment standards. A new source shall also give estimates of its anticipated flow and quantity of pollutants discharged.
- D. The industrial user shall submit the information required by this section including:
 - 1. Identifying information. The name and address of the facility including the name of the operator and owners.
 - 2. Wastewater discharge permits. A list of any environmental control wastewater discharge permits held by or for the facility.
 - 3. Description of operations. A brief description of the nature, average rate of production, and standard industrial classifications of the operation(s) carried out by such industrial user. This description should include a schematic process diagram which indicates points of discharge to the POTW from the regulated processes.

4. Flow measurement. Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined waste stream formula set out in 40 CFR 403.6(e).
 5. Measurement of pollutants.
 - a. Identify the categorical pretreatment standards applicable to each regulated process.
 - b. Submit the results of sampling and analysis identifying the nature and concentration (and/or mass, where required by the standard or by the city) of regulated pollutants in the discharge from each regulated process. Instantaneous, daily maximum and long-term average concentrations (or mass, where required) shall be reported. The sample shall be representative of daily operation and shall be analyzed in accordance with procedures set out in [Chaptersection 13.36.300](#).
 - c. Sampling must be performed in accordance with procedures set out in [Chaptersection 13.36.100](#).
 6. Certification. A statement reviewed by the industrial user's authorized representative and certified by a qualified professional, indicating whether pretreatment standards are being met on a consistent basis and, if not, whether additional operation and maintenance (O&M) and/or additional pretreatment is required to meet the pretreatment standards and requirements.
 7. Compliance schedule. If additional pretreatment and/or O&M will be required to meet the pretreatment standards; the shortest schedule by which the industrial user will provide such additional pretreatment and/or O&M. The completion date in this schedule shall not be later than the compliance date established for the applicable pretreatment standard. A compliance schedule pursuant to this section must meet the requirements set out in [Chaptersection 13.36.200](#), and signed by an authorized representative as defined by Article I.
 8. Signature and certification. All baseline monitoring reports must be signed and certified in accordance with this chapter
- E. Sample collection.
1. Except as indicated in subsection (2) and (3) of this division (D), the industrial user must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the City Manager. Where time-proportional composite sampling or grab sampling is authorized by the City, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides the samples may be composited in the laboratory or in the field; for volatile organics and oil and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by the City, as appropriate. In addition, grab samples may be required to show compliance with Instantaneous Limits.
 2. Samples for oil and grease, temperature, pH, cyanide, phenols, toxicity, sulfides, and volatile organic chemicals must be obtained using grab collection techniques.
 3. For sampling required in support of baseline monitoring and 90-day compliance reports required in [Chaptersections 13.36.220](#), and [13.36.230](#) a minimum of four (4) grab samples must be collected for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the City Manager may authorize a lower minimum. For the reports required by

Chaptersection 13.36.240 the Industrial User is required to collect the number of grab samples necessary to assess and assure compliance with applicable Pretreatment Standards and Requirements.

F. Determination of noncompliance. The City Manager may use grab samples to determine noncompliance with pretreatment standards.

13.36.120 PRETREATMENT FACILITIES

Industrial users shall provide necessary wastewater treatment as required to comply with this chapter and shall achieve compliance with all categorical pretreatment standards, local limits and the prohibitions set out in this chapter within the time limitations specified by the EPA, the state, or the City Manager, whichever is more stringent. Any facilities required to pretreat wastewater to a level acceptable to the city shall be provided, operated, and maintained at the industrial user's expense. Detailed plans showing the pretreatment facilities and operating procedure shall be submitted to the city for review, and must be approved by the city before construction of the facility. The review of such plans and operating procedures will in no way relieve the industrial user from the responsibility of modifying the facility as necessary to produce an acceptable discharge to the city under the provisions of this chapter.

13.36.130 ACCIDENTAL DISCHARGE/SLUG CONTROL PLANS

The City Manager may require any industrial user to develop and implement an accidental discharge/slug control plan. At least once every two years the City Manager shall evaluate whether each significant industrial user needs such a plan. Any industrial user required to develop and implement an accidental discharge/slug control plan shall submit a plan which provides, at a minimum, the following:

- A. Description of discharge practices including non-routine batch discharges.
- B. Description of stored chemicals.
- C. Procedures for immediately notifying the POTW of any accidental or slug discharge. Such notification must also be given for any discharge which would violate any of the prohibited discharges in Chaptersection 13.32.020 through 13.32.150 of this chapter.
- D. Procedures to prevent adverse impact from any accidental or slug discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site run-off, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents), and/or measures and equipment for emergency response.
- E. Procedures for immediately notifying the POTW of any changes affecting the potential for a slug discharge.

13.36.140 TENANT RESPONSIBILITY.

Where an owner of property lets premises to any other person as a tenant, if either the owner or the tenant is a commercial or industrial user, either or both may be held responsible for compliance with the provisions of this chapter. This provision is enforceable against the owner, the tenant or both, without regard to any contractual arrangements as between the owner and tenant.

13.36.150 HAULED WASTEWATER.

- A. Septic tank waste of residential origin may be accepted into the POTW at a designated receiving structure within the treatment plant area, and at such times as are established by the City Manager, provided such wastes do not violate the provisions of this chapter or any other requirements established or adopted by the city. Wastewater discharge permits for individual vehicles to use such facilities shall be issued by and at the discretion of, the City Manager, based on the interests and purposes to be served under

this chapter.

- B. The discharge of hauled industrial wastes is prohibited without prior approval and a wastewater discharge permit from the city.
- C. Fees for dumping septage will be established as part of the industrial user fee system as authorized in this chapter.

13.36.160 FEDERAL CATEGORICAL PRETREATMENT STANDARDS.

The National Categorical Pretreatment Standards found in 40 CFR Chapter I, Subchapter N, Parts 405-471 are hereby incorporated by reference.

13.36.170 WASTE SURVEY.

When requested by the City Manager, all industrial users must submit information on the nature and characteristics of their wastewater by completing a wastewater survey prior to commencing their discharge. The City Manager is authorized to prepare a form for this purpose and may periodically require industrial users to update the survey. Failure to complete this survey shall be reasonable grounds for terminating service to the industrial user and shall be considered a violation of this chapter, or for imposing penalties as set out in [section 13.60.180](#)~~section Article X~~.

13.36.180 WASTEWATER DISCHARGE PERMIT DECISIONS.

The City Manager will evaluate the data furnished by the industrial user and may require additional information. Within 45 days of receipt of a completed wastewater discharge permit application, the City Manager will determine whether or not to issue a wastewater discharge permit and will notify the industrial user.

13.36.190 DURATION OF PERMIT; REISSUANCE.

- A. Wastewater discharge permits shall be issued for a specified time period, not to exceed five years, at the discretion of the City Manager. Each wastewater discharge permit will indicate a specific date upon which it will expire.
- B. A significant industrial user shall apply for wastewater discharge permit reissuance by submitting a complete wastewater discharge permit application in accordance with this chapter a minimum of 45 days prior to the expiration of the industrial user's existing wastewater discharge permit.

13.36.200 PERMIT CONTENTS.

Wastewater discharge permits shall include such conditions as are reasonably deemed necessary by the City Manager to prevent pass through or interference, protect the quality of the water body receiving the treatment plant's effluent, protect worker health and safety, facilitate sludge management and disposal, protect ambient air quality, and protect against damage to the POTW.

- A. Wastewater discharge permits shall contain the following conditions:
 - 1. A statement that indicates wastewater discharge permit duration, which in no event shall exceed five years.
 - 2. A statement that the wastewater discharge permit is nontransferable.
 - 3. Effluent limits applicable to the user based on applicable standards in federal, state, and local law.
 - 4. Self-monitoring, sampling, reporting, notification, and recordkeeping requirements. These requirements shall include an identification of pollutants to be monitored, sampling location, sampling frequency, and sample type based on federal, state, or local law.
 - 5. Statement of applicable civil, criminal, and administrative penalties for violation of pretreatment standards and requirements, and any applicable compliance schedule.

Such schedule may not extend the time for compliance beyond that required by applicable federal, state, or local law.

6. Requirements to control slug discharges, if determined by the POTW to be necessary.
7. Wastewater discharge permits may contain, but need not be limited to the following:
8. Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization.
9. Limits on instantaneous, daily and monthly average and/or maximum concentration, mass, or other measure of identified wastewater pollutants or properties.
10. Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the treatment works.
11. Development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or routine discharges.
12. Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW.
13. The unit charge or schedule of industrial user charges and fees for the management of the wastewater discharged to the POTW.
14. Requirements for installation and maintenance of inspection and sampling facilities and equipment.
15. A statement that compliance with the wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable federal and state pretreatment standards, including those which become effective during the term of the wastewater discharge permit.
16. Other conditions as deemed appropriate by the City Manager to ensure compliance with this chapter, and state and federal laws, rules, and regulations.

13.36.210 APPEALS.

Any person, including the industrial user, may petition the city to reconsider the terms of a wastewater discharge permit within ten days of its issuance.

- A. Failure to submit a timely petition for review shall be deemed to be a waiver of the administrative appeal.
- B. In its petition, the appealing party must indicate the wastewater discharge permit provisions objected to, the reason for the objection, and the alternative condition, if any, it seeks to place in the wastewater discharge permit.
- C. The effectiveness of the wastewater discharge permit shall not be stayed pending the appeal process.
- D. The City shall inform the discharger of their decision within 30 days of a request for reconsideration.
- E. If the ruling made by the City Manager is unsatisfactory to the person requesting reconsideration, they may, within ten days after notification of such city action, file a written appeal to the Council. The written appeal shall be heard by the Council within 30 days after the date of filing. The Council shall make a final ruling on the appeal within ten days after the close of the meeting.

13.36.220 COMPLIANCE SCHEDULE PROGRESS REPORT.

The following conditions shall apply to the schedule required by chapter 13.36.100. The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable pretreatment standards (such events include hiring an engineer, completing preliminary and final plans, executing contracts for major components,

commencing and completing construction, beginning and conducting routine operation). No increment referred to above shall exceed nine months. The industrial user shall submit a progress report to the City Manager no later than 14 days following each date in the schedule and the final date of compliance. The report shall include at a minimum, whether or not it complied with the increment of progress, the reason for any delay, (and, if appropriate) the steps being taken by the industrial user to return to the established schedule. In no event shall more than nine months elapse between such progress reports to the City Manager.

13.36.230 REPORT ON COMPLIANCE WITH CATEGORICAL PRETREATMENT STANDARD DEADLINE.

Within 90 days following the date for final compliance with applicable categorical pretreatment standards, or in the case of a new source following commencement of the introduction of wastewater into the POTW, any industrial user subject to such pretreatment standards and requirements shall submit to the city a report containing the information described in ChapterSection 13.36.110 D.4-5. For industrial users subject to equivalent mass or concentration limits established in accordance with the procedures in 40 CFR 403.6(c), this report shall contain a reasonable measure of the industrial user's long-term production rate. For all other industrial users subject to categorical pretreatment standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the industrial user's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with ChapterSection 13.36.110 D.

13.36.240 PERIODIC COMPLIANCE REPORTS.

- A. Any significant industrial user subject to a pretreatment standard shall, at a frequency determined by the City Manager, but in no case less than twice per year (in June and December), submit a report indicating the nature and concentration of pollutants in the discharge which are limited by such pretreatment standards and the measured or estimated average and maximum daily flows for the reporting period. All periodic compliance reports must be signed and certified in accordance with Chaptersection 13.36.020 B
- B. All wastewater samples must be representative of the industrial user's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of an industrial user to keep its monitoring facility in good working order shall not be grounds for the industrial user to claim that sample results are unrepresentative of its discharge.
- C. If an industrial user subject to the reporting requirement in and of this section monitors any pollutant more frequently than required by the POTW, using the procedure prescribed in Chaptersection 13.36.100.E, the results of this monitoring shall be included in the report.

13.36.250 REPORTS OF CHANGED CONDITIONS.

Each industrial user is required to notify the City Manager of any planned significant changes to the industrial user's operations or system which might alter the nature, quality or volume of its wastewater at least 45 days before the change.

- A. The City Manager may require the industrial user to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application.
- B. No industrial user shall implement the planned changed conditions until and unless the City Manager has responded to the industrial user's notice.
- C. For purposes of this requirement, flow increases of 10% or greater, and the discharge of any previously unreported pollutants, shall be deemed significant.

13.36.260 REPORTS OF POTENTIAL PROBLEMS.

- A. In the case of any discharge including, but not limited to, accidental discharge of non-routine, episodic nature, a non-customary batch discharge, or a slug load which may cause potential problems for the POTW (including a violation of the prohibited discharge standards of this chapter), it is the responsibility of the industrial user to immediately telephone and notify the city of the incident. This notification shall include the location of discharge, type of waste, concentration and volume, if known, and corrective action taken by the industrial user.
- B. Within five days following such discharge, the industrial user shall, unless waived by the City Manager, submit a detailed written report describing the causes of the discharge and the measures to be taken by the industrial user to prevent similar future occurrences. Such notification shall not relieve the industrial user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the industrial user of any fines, civil penalties, or other liability which may be imposed by this chapter.
- C. Failure to notify the city of potential problem discharges shall be deemed a separate violation of this chapter.
- D. A notice shall be permanently posted on the industrial user's bulletin board or other prominent place advising employees who to call in the event of a discharge described in division (A) of this section. Employers shall ensure that all employees, who may cause or suffer such a discharge to occur, are advised of the emergency notification procedure.

13.36.270 REPORTS FROM NONSIGNIFICANT INDUSTRIAL USERS.

All industrial users not subject to categorical pretreatment standards and not required to obtain a wastewater discharge permit shall provide appropriate reports to the city as the City Manager may require.

13.36.280 NOTICE OF VIOLATION - REPEAT SAMPLING AND REPORTING.

If sampling performed by an industrial user indicates a violation, the industrial user must notify the city within 24 hours of becoming aware of the violation. The industrial user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the city within 30 days after becoming aware of the violation. The industrial user is not required to resample if the POTW performs monitoring at the industrial user's facility at least once a month, or if the POTW performs sampling between the industrial user's initial sampling and when the industrial user receives the results of the sampling.

13.36.290 NOTIFICATION OF THE DISCHARGE OF HAZARDOUS WASTE.

- G. Any industrial user who commences the discharge of hazardous waste shall notify the POTW, the EPA Regional Waste Management Division Director, and State hazardous waste authorities in writing of any discharge into the POTW of a substance which, if otherwise disposed of, would be a hazardous waste under 40 CFR Part 261. Such notification must include the names of the hazardous waste as set forth in 40 CFR Part 261, the EPA hazardous waste number, and the type of discharge (continuous, batch, or other). If the industrial user discharges more than ten kilograms of such waste per calendar month to the POTW, the notification shall also contain the following information to the extent information is known and readily available to the industrial users; an identification of the hazardous constituents contained in the wastes, an estimation of the mass of constituents in the waste stream expected to be discharged during the following 12 months. All notifications must take place no later than 30 days after the discharge commences. Any notification under this division (A) need be

submitted only once for each hazardous waste discharged. However, notifications of changed discharges must be submitted under ~~chapter~~section 13.36.250. The notification requirement in this section does not apply to pollutants already reported under the self-monitoring requirements of ~~Chapters~~sections 13.36.220, 13.36.230, and 13.36.240.

- H. In the case of any new regulations under Section 3001 of ~~RCRA~~the federal Resource Conservation and Recovery Act identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous waste, the industrial user must notify the POTW, the EPA Regional Waste Management Waste Division Director, and State hazardous waste authorities of the discharge of such substance within 90 days of the effective date of such regulations.
- I. In the case of any notification made under this section, the industrial user shall certify that it has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically practical.
- J. This provision does not create a right to discharge any substance not otherwise permitted to be discharged by this ordinance, a permit issued thereunder, or any applicable Federal or State Law.

13.36.300 ANALYTICAL REQUIREMENTS.

All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136, unless otherwise specified in an applicable categorical pretreatment standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, sampling and analyses must be performed in accordance with procedures approved by the EPA.

13.36.310 RECORD KEEPING.

Industrial users shall retain, and make available for inspection and copying, all records and information required to be retained under this chapter. These records shall remain available for a period of at least three years. This period shall be automatically extended for the duration of any litigation concerning compliance with this chapter, or where the industrial user has been specifically notified of a longer retention period by the City Manager.

13.40.150 PRETREATMENT CHARGES AND FEES.

The City Council may adopt reasonable charges and fees ~~by resolution~~ for reimbursement of costs of setting up and operating the City's pretreatment program which may include:

- A. Fees for wastewater discharge permit applications including the cost of processing such applications.
- B. Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing an industrial user's discharge, and reviewing monitoring reports submitted by the users.
- C. Fees for reviewing and responding to accidental discharge procedures and construction.
- D. Fees for filing appeals.
- ~~A-E.~~ Other fees as the City may deem necessary to carry out the requirements contained in this section. These fees relate solely to the matters covered by this chapter and are separate from all other fees, fines, and penalties chargeable by the City.

13.60.100 DUTIES OF CITY MANAGER.

Except as otherwise provided in this chapter, the City Manager shall administer, implement and enforce the provisions of this chapter. Any powers granted to or duties imposed upon the City Manager may be delegated by the City Manager to other city personnel.

13.60.110 COMPLIANCE MONITORING.

A. Inspection and sampling. The City Manager shall have the right to enter the facilities of any industrial user to ascertain whether the purpose of this chapter, and any permit or order issued hereunder, is being met and whether the industrial user is complying with all requirements thereof. Industrial users shall allow the City Manager or his representatives' ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

1. Where an industrial user has security measures in force which require proper identification and clearance before entry into its premises, the industrial user shall make necessary arrangement with its security guards so that, upon presentation of suitable identification, personnel for the city, state, and EPA shall be permitted to enter without delay, for the purposes of performing their specific responsibilities.
2. The city, state, and EPA shall have the right to set up on the industrial user's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the user's operations.
3. The city may require the industrial user to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the industrial user at its own expense. The monitoring equipment should normally be situated on the user's premises, but the city may, when such a location would be impractical or cause undue hardship on the user, allow the facility to be constructed in the public street or sidewalk area and located so that the facility will not be obstructed by landscaping or parked vehicles. All devices used to measure wastewater flow and quality shall be calibrated yearly to ensure their accuracy.
4. Any temporary or permanent obstruction to safe and easy access to the industrial facility to be inspected and/or sampled shall be promptly removed by the industrial user at the written or verbal request of the City Manager and shall not be replaced. The costs of clearing such access shall be borne by the industrial user.
5. Unreasonable delays in allowing city personnel access to the industrial user's premises shall be a violation of this chapter.
6. Whether constructed on public or private property, the sampling and monitoring facilities shall be provided in accordance with the city's requirements and all applicable local agency construction standards and specifications. Construction shall be completed within 90 days following written notification by the city, unless a time extension is otherwise granted by the city.

B. Search warrants. If the City Manager has been refused access to a building, structure, or property or any part thereof, and if the City Manager has demonstrated probable cause to believe that there may be a violation of this chapter or that there is a need to inspect as part of a routine inspection program of the city designed to verify compliance with this chapter or any permit or order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the City Attorney may apply to the appropriate court for a search, inspection and/or seizure warrant describing therein the specific location subject to the warrant. The warrant shall specify what, if anything, may be searched and/or seized on the property described. In the event of an emergency affecting public health and safety, inspections shall be made without the issuance of a warrant in accordance with law.

13.60.120 PUBLICATION OF INDUSTRIAL USERS IN SIGNIFICANT NONCOMPLIANCE.

The city shall publish annually, in the largest daily newspaper published in the municipality where the POTW is located, a list of the significant industrial users and categorical industrial users which, during the previous 12 months, were in significant noncompliance with applicable

pretreatment standards and requirements. The term significant noncompliance shall mean:

- A. Chronic violations of wastewater discharge limits, defined here as those in which 66 percent or more of all of the measurements taken for the same pollutant parameter during a 6-month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including instantaneous limits, as defined by 40 CFR 403.3(l);
- B. Technical Review Criteria (TRC) violations, defined here as those in which 33 percent or more of all of the measurements taken for the same pollutant parameter during a 6-month period equal or exceed the product of the numeric Pretreatment Standard or Requirement including instantaneous limits, as defined by 40 CFR 403.3(l) multiplied by the applicable TRC (TRC=1.4 for BOD, TSS, fats, oil, and grease, and 1.2 for all other pollutants except pH);
- C. Any other violation of a Pretreatment Standard or Requirement as defined by 40 CFR 403.3(l) (daily maximum, long-term average, instantaneous limit, or narrative Standard) that the POTW determines has caused, alone or in combination with other Discharges, Interference or Pass Through (including endangering the health of POTW personnel or the general public);
- D. Any discharge of pollutants that have caused imminent endangerment to the public or to the environment or has resulted in the city's exercise of its emergency authority to halt or prevent such a discharge;
- E. Failure to meet, within 90 days of the scheduled date, a compliance schedule milestone contained in a wastewater discharge permit or enforcement order for starting construction, completing construction, or attaining final compliance;
- F. Failure to provide within 30 days after the due date, any required reports, including baseline monitoring reports, 90-day compliance reports, periodic self-monitoring reports, and reports on compliance with compliance schedules;
- G. Failure to accurately report noncompliance; and
- H. Any other violation which the city determines will adversely affect the operation or implementation of the local pretreatment program.

13.60.130 ADMINISTRATIVE ENFORCEMENT REMEDIES.

- A. Notification of violation. Whenever the City Manager finds that any person has violated or is violating this chapter, a wastewater discharge permit or order issued hereunder, or any other pretreatment requirement, the City Manager or his agent may serve upon said person a written notice of violation. Within seven days of the receipt of this notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the person to the City Manager. Submission of this plan in no way relieves the person of liability for any violations occurring before or after receipt of the notice of violation. Nothing in this section shall limit the authority of the city to take any action, including emergency actions or any other enforcement action, without first issuing a notice of violation. A Warning NOV is a verbal or written communication between the City Manager and the industrial user regarding possible enforcement action for potential or actual noncompliance by the industrial user. The City Manager must document the warning in writing and place a copy of the documentation in the user's file.
- B. Consent Orders. The City Manager may enter into Consent Orders, assurances of compliance, or other similar documents establishing an agreement with any Person responsible for noncompliance. Such documents shall include specific action to be taken by the Person to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to sections D & E of this chapter and shall be judicially enforceable.
- C. Show Cause Hearing. The City Manager may order a Person which has violated, or

continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, to appear before the City Manager and show cause why the proposed enforcement action should not be taken. Notice shall be served on the Person specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action, and a request that the Person show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least seven (7) days prior to the hearing. Such notice may be served on any Authorized Representative of the Person as defined in Chaptersection 13.36.240 and required by Chaptersection 13.36.020 B. A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the Person.

D. Compliance Orders. When the city finds that a person has violated or continues to violate this chapter, wastewater discharge permits or order issued hereunder, or any other pretreatment standard or requirement, the city may issue an order to the person responsible for the discharge directing that the person come into compliance within 30 days. If the person does not come into compliance within 30 days, sewer service shall be discontinued unless adequate treatment facilities, devices, or other related appurtenances are installed and properly operated. Compliance orders may not extend the deadline for compliance established for a federal pretreatment standard or requirement, nor does a compliance order release the person of liability for any violation, including any continuing violation. Issuance of a compliance order shall not be a prerequisite to taking any other action against the person.

E. Cease and desist orders.

1. When the City Manager finds that a person is violating this chapter, the person's wastewater discharge permit, any order issued hereunder, or any other pretreatment standard or requirement, or that the person's past violations are likely to recur, the City Manager may issue an order to the person directing the person to cease and desist all such violations and directing the person to:
 - a. Immediately comply with all requirements; and
 - b. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge.
2. Issuance of a cease and desist order shall not be a prerequisite to taking any other action against the person.

F. Administrative fine.

1. Notwithstanding any other section of this chapter, any person that is found to have violated any provision of this chapter, its wastewater discharge permit, and orders issued hereunder, or any other pretreatment standard or requirement may be fined in an amount not to exceed \$1,000. Such fines shall be assessed on a per violation, per day basis. In the case of monthly or other long-term average discharge limits, fines may be assessed for each day during the period of violation.
2. Assessments may be added to the person's next scheduled sewer service charge and the City Manager shall have such other collection remedies as may be available for other service charges and fees.
3. Unpaid charges, fines, and penalties shall, after 60 calendar days, be assessed an additional penalty of 10% of the unpaid balance and interest shall accrue thereafter at a rate of 0.5% per month. A lien against the individual person's property will be sought for unpaid charges, fines, and penalties.
4. Persons desiring to dispute such fines must file a written request for the City Manager to reconsider the fine along with full payment of the fine amount within 30 days of being notified of the fine. Where a request has merit, the City Manager shall

convene a hearing on the matter within 30 days of receiving the request from the industrial person. In the event the person's appeal is successful, the payment together with any interest accruing thereto shall be returned to the industrial person. The city may add the costs of preparing administrative enforcement actions such as notices and orders to the fine.

5. Issuance of an administrative fine shall not be a prerequisite for taking any other action against the person.

G. Emergency suspensions.

1. The City Manager may immediately suspend a person's discharge (after informal notice to the person) whenever such suspension is necessary in order to stop an actual or threatened discharge which reasonably appears to present or cause an imminent or substantial endangerment to the health or welfare of persons. The City Manager may also immediately suspend a person's discharge (after notice and opportunity to respond) that threatens to interfere with the operation of the POTW, or which presents or may present an endangerment to the environment.
 - a. Any person notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a person's failure to immediately comply voluntarily with the suspension order, the City Manager shall take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The City Manager shall allow the person to recommence their discharge when the person has demonstrated to the satisfaction of the city that the period of endangerment has passed, unless the termination proceedings set forth in this chapter are initiated against the person.
 - b. A person that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement describing the causes of the harmful contribution and the measures taken to prevent any future occurrence to the City Manager, prior to the date of any show cause or termination hearing as set forth in this chapter.
2. Nothing in this division (E) shall be interpreted as requiring a hearing prior to any emergency suspension under this section.

H. Termination of discharge.

1. In addition to those provisions in [Chaptersection 13.36.050](#), any person that violates the following conditions of this chapter, wastewater discharge permits, or orders issued hereunder, is subject to discharge termination.
 - a. Violation of wastewater discharge permit conditions;
 - b. Failure to accurately report the wastewater constituents and characteristics of its discharge;
 - c. Failure to report significant changes in operations or wastewater volume, constituents and characteristics prior to discharge;
 - d. Refusal of reasonable access to the person's premises for the purpose of inspection, monitoring, or sampling;
 - e. Violation of the pretreatment standards in [Chaptersections 13.32.020 through Chapter 13.32.150](#).
2. Such person will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under division (C) of this section why the proposed action should not be taken.

13.60.140 JUDICIAL ENFORCEMENT REMEDIES.

- A. Injunctive relief. Whenever the person has violated a pretreatment standard or requirement or continues to violate the provisions of this chapter, wastewater discharge permits or orders issued hereunder, or any other pretreatment requirement, the city may

petition the Superior Court for the issuance of a temporary or permanent injunction, as may be appropriate in restraining the continuance of such violation. In any such action, the City shall be entitled to recover, in addition to other costs and damages, an amount for reimbursement of its reasonable attorneys' fees.

B. Civil penalties.

1. Any person which has violated or continues to violate this chapter, any order, or wastewater discharge permit hereunder, or any other pretreatment standard or requirement shall be liable to the city for a maximum civil penalty of \$6,000 per violation per day. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.
2. The city may recover reasonable attorney's fees, court costs, and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the city.
3. When a discharge of wastes causes an obstruction, damage, or other impairment to the POTW, the city may assess a charge against the person for the cost of the work required to clean or repair the POTW and add such charge to the person's service charge.
4. Filing a suit for civil penalties shall not be a prerequisite for taking any other action against a person.

13.60.150 SUPPLEMENTAL ENFORCEMENT ACTION.

- A. Water supply severance. Whenever a person has violated or continues to violate the provisions of this chapter, orders, or wastewater discharge permits issued in this chapter, water service to the person may be severed. Service will only recommence, at the person's expense, after it has satisfactorily demonstrated its ability to comply.
- B. Public nuisances. Any violation of this chapter, wastewater discharge permits, or orders issued hereunder, is hereby declared a public nuisance and shall be corrected or abated as directed by the City Manager or his designee. Any person(s) creating a public nuisance shall be subject to the provisions of applicable state and city codes, ordinances, rules and/or regulations governing such nuisances, including recoupment by the city of any costs incurred in removing, abating or remedying said nuisance.

13.60.160 REMEDIES NON-EXCLUSIVE.

The provisions in Chaptersection 13.60.120 through Chaptersection 13.60.150 are not exclusive remedies. The City reserves the right to take any, all or any combination of these actions against a noncompliant user. Enforcement of pretreatment violations will generally be in accordance with the City's enforcement response plan. However, the City reserves the right to take other action against any user when the circumstances warrant. Further, the City is empowered to take more than one enforcement action against any non-compliant user. These actions may be taken concurrently.

13.60.170 AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS.

A. Upset.

1. For the purposes of this section, UPSET means an exceptional incident in which there is unintentional and temporary noncompliance with categorical pretreatment standards because of factors beyond the reasonable control of the industrial user. An upset does not include non-compliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.
2. An upset shall constitute an affirmative defense to an action brought for noncompliance with categorical pretreatment standards if the requirements of subsection (3) of this division (A) are met.

3. An industrial user who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - a. An upset occurred and the industrial user can identify the cause(s) of the upset;
 - b. The facility was at the time being operated in a prudent and workmanlike manner and in compliance with applicable operation and maintenance procedures;
 - c. The industrial user has submitted the following information to the POTW and treatment plant operator within 24 hours of becoming aware of the upset (if this information is provided orally, a written submission must be provided within five days):
 2. A description of the indirect discharge and cause of noncompliance.
 3. The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue.
 4. Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
 5. In any enforcement proceeding, the industrial user seeking to establish the occurrence of an upset shall have the burden of proof.
 6. Industrial users will have the opportunity for a judicial determination on any claim of upset only in an enforcement action brought for noncompliance with categorical pretreatment standards.
 7. The industrial user shall control production of all discharges to the extent necessary to maintain compliance with categorical pretreatment standards upon reduction, loss, or failure of its treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost, or fails.
- B. Bypass.
1. For the purposes of this section,
 - a. BYPASS shall mean the intentional diversion of waste streams from any portion of an industrial user's treatment facility.
 - b. SEVERE PROPERTY DAMAGE shall mean substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.
 2. An industrial user may allow any bypass to occur which does not cause pretreatment standards or requirements to be violated, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provision of subsections (3) and (4) of this division (B).
 3. Bypass notification
 - a. If an industrial user knows in advance of the need for a bypass, it shall submit prior notice to the POTW, at least ten days before the date of the bypass if possible.
 - b. An industrial user shall submit oral notice of an unanticipated bypass that exceeds applicable pretreatment standards to the POTW within 24 hours from the time it becomes aware of the bypass. A written submission shall also be provided within five days of the time the industrial user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent recurrence of the bypass. The POTW may waive the written report on a case-by-case basis if the oral

report has been received within 24 hours.

4. Bypass

5. Bypass is prohibited, and the POTW may take enforcement action against an industrial user for a bypass, unless:

6. Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

7. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and;

8. The industrial user submitted notices as required under subsection (3) of this division (B).

a. The POTW may approve an anticipated bypass, after considering its adverse effects, if the POTW determines that it will meet the three conditions listed in subsection (4)(a) of division (B).

13.60.180 PENALTY.

A. Any person that willfully or negligently violates any provision of this chapter, any orders, or wastewater discharge permits issued hereunder, or any other pretreatment requirement shall, upon conviction, be guilty of a misdemeanor, punishable by a fine of not more than \$500 per violation per day or imprisonment for not more than one year or both.

B. Any person that willfully or negligently introduces any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a misdemeanor and be subject to a penalty of at least \$500 per violation per day or imprisonment for not more than one year. This penalty shall be in addition to any other cause of action for personal injury or property damage available under state law.

C. Any person that knowingly makes any false statements, representations, or certifications in any application, record, report, plan or other documentation filed, or required to be maintained, pursuant to this chapter, wastewater discharge permit or order, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this chapter shall, upon conviction, be punished by a fine of not more than \$500 per violation per day or imprisonment for not more than one year or both.

D. In the event of a second conviction, a person shall be punished by a fine of not more than \$2,000 per violation per day or imprisonment for not more than two years or both.

STAFF REPORT

City Council Business Agenda Item

DATE: May 6, 2019

TO: Honorable Mayor and Council Members

FROM: Kevin Carter, Deputy Director of Public Works

THRU: Merritt Perry, City Manager

SUBJECT: **Authorization to Award Construction Contract for the Hillside and Rohner Creeks Minor Flood Control Improvements Project to Glissman Excavating Inc.**

STAFF RECOMMENDATION:

Authorize the City Manager to award the Hillside and Rohner Creeks Minor Flood Control Improvements Project (CIP 9983) to Glissman Excavating Inc., approve a supplemental budget request in the amount of \$67,384.07, and enter into a construction contract in the amount of \$1,753,580.80 and establish maximum contract amount including 5% contingency of \$1,841,259.84

EXECUTIVE SUMMARY:

The Hillside and Rohner Creeks Minor Flood Control Improvements Project bid package was released and publically advertised on March 21, 2019, followed by a mandatory bid walk on March 27, 2019, at which, 16 contractors attended. The bid period ended and the bids were opened on April 16, 2019 and five bids were received as follows.

Company/Affiliation	Base Bid	Alternate 1	Alternate 2	Total
Mercer Fraser	\$1,854,944	\$18,000	\$23,500	\$1,896,444
McCullough Construction Inc	\$1,863,414.53	\$10,000	\$21,000	\$1,841,259.84
GR Sundberg	\$1,799,865	\$19,000	\$26,000	\$1,844,865
Glissman Excavating	\$1,709,462.80	\$23,981	\$20,137	\$1,753,580.80
William Gray Construction – Bid Withdrawn	\$1,632,500	\$18,000	\$40,000	\$1,690,500

The Engineer's Estimate for this project was \$1,750,000. The lowest bid received for the project was from William Gray Construction and was approximately \$60K less than the Engineer's

Estimate. However, William Gray Construction could not provide the bonds necessary and requested to withdraw their bid. Staff has approved the withdrawal of the bid by William Gray Construction and will not retain their bid security, as there will be no delays to the project as a result of them withdrawing their bid prior to award.

Therefore, the next lowest bidder was Glissman Excavating Inc. and their bid was \$1,753,580.00 and was approximately \$3,500 over the engineers' estimate for the project. Glissman Excavating Inc. successfully completed the construction of the South Fortuna Boulevard Fish Passage Improvement Project for the City in 2018 and performed well on that project.

GHD has confirmed on the Contractors State License Board website that Glissman Excavating Inc. and their subcontractor's licenses are current and active. We have also checked the State Department of Industrial Relations Division of Labor Standards Enforcement website and determined Glissman Excavating Inc. is not currently debarred from public bidding. City Staff has been in communication with Glissman Excavating Inc. regarding their bid and were assured that they made no mistakes and they intend to honor their bid.

FINANCIAL IMPACT:

The City had a total budget for this final phase of this project of \$2,497,829. This includes \$1,873,372 from a grant by CalOES through the Hazard Mitigation Grant Program, and \$625,000 from allocations from multiple years from the City's Measure E funds.

A breakdown of the total budget is shown on the table below:

Phase	Total
Project Design, Grant Administration, other support services from GHD	\$190,850
Construction Services (GHD)	\$267,700
Construction Contract Budget with Contingency	\$1,841,259.84
City Purchased Culvert	\$227,660.85
Relocate Business During Construction	\$30,000 (estimated)
Plant Propagation	\$7,742.38
Total Budget from Grant & City Funds	\$2,497,829
Total Additional Funds Requested	\$67,384.07

The bid received for this phase were very competitive and close to the Engineer's Estimate. The total amount for the construction contract and contingency is \$67,384.07 over the total approved project budget. If no contingency funds are used the project will come in \$20,294.97, under budget.

Staff will prepare a supplemental budget request and the additional funds if necessary for the contingency will come from General Fund Reserves.

RECOMMENDED COUNCIL ACTION:

1. Receive staff presentation and review Council questions with staff
2. Open Public Comment
3. Close Public Comment
4. Motion to authorize the City Manager to award the Hillside and Rohner Creeks Minor Flood Control Improvements Project to Glissman Excavating Inc. in the amount of \$1,753,580.80 and establish a maximum contract amount (including 5% contingency) of \$1,841,259.84, approve a supplemental budget request in the amount of \$67,384.07, and authorize the City Manager or his designee to execute the contract and other related documents. Voice vote.

Attachments:

- Attachment A – Draft Notice of Potential Award

Attachment A

Sent via _____
May 7, 2019
Timothy Glissman, President
Glissman Excavating Inc.
PO Box 210
Loomis, CA 95650
trantang@glissmanexcavating.com

Re: **NOTICE OF POTENTIAL AWARD**
Hillside and Rohner Creeks Minor Flood Control Improvements Project

Dear Mr. Glissman:

I am pleased to inform you of the intent to recommend that the City Council or its authorized designee award the Contract for the above-referenced Project ("Project") to Glissman Excavating Inc. ("Contractor") for the Contract Price of \$1,753,580.00, based on Contractor's Bid Proposal submitted on April 16, 2019.

A copy of the Contract accompanies this Notice. Contractor must execute 2 copies of the enclosed Contract and return the wet-inked copies to my attention, accompanied by the required Payment Bond, Performance Bond, and insurance certificates and endorsements, no later than ten days from the date of this Notice of Potential Award, above.

Failure to execute and return the enclosed Contract and required bonds and insurance documentation within the specified time could result in forfeiture of Contractor's bid security. This Notice of Potential Award does not bind the City to award the Contract. The City, acting through its City Council or authorized designee, reserves the right to reject any or all bids, and the right to decline to award the Contract, notwithstanding any staff recommendation.

Please acknowledge receipt of this Notice of Potential Award by signing the attached Acknowledgement of Notice of Potential Award, as indicated, and transmitting the Acknowledgement to my office via email at mperry@ci.fortuna.ca.us. Do not hesitate to contact me if you have any questions in this regard.

Sincerely,
Merritt Perry
City Manager

Enclosure

Acknowledgement of Notice of Potential Award

On behalf of < _____ > ("Contractor"), I acknowledge receipt of the Notice of Potential Award for the Hillside and Rohner Creeks Minor Flood Control Improvements Project:

s/ _____

Name: _____

Title: _____

Date: _____

STAFF REPORT

City Council Business Agenda Item

DATE: May 6, 2019

TO: Honorable Mayor and Council Members

FROM: Siana L. Emmons, Human Resources Manager

THRU: Merritt Perry, City Manager

SUBJECT: **Authorize the Addition of a Deputy City Engineer Position to the Organizational Chart and place the Deputy City Engineer at Salary Classification Step F62 in Lieu of an Ongoing Recruitment for a Public Works Director/City Engineer**

STAFF RECOMMENDATION:

Authorize the City Manager to direct Human Resources to add to the Organizational Chart and add a new Salary Classification and Step F62 to the FY 2018-19 Full-time Pay Rate Schedule.

EXECUTIVE SUMMARY:

On November 29, 2019, by unanimous vote, Council approved the ratification of an employment agreement with Merritt Perry for the position of City Manager. At that time, human resource staff began the recruitment process to seek a new Public Works Director/City Engineer, the previous position held by Mr. Perry.

The first recruitment for Public Works Director/City Engineer ran from December 24, 2018 through January 18, 2019. The City received one application from a candidate who possessed the minimum qualifications, however, following the interview process it was determined the candidate did not meet the desired qualifications for the department. The second recruitment ran March 28, 2019 through April 26, 2019. The City received one application from a candidate who possessed the minimum qualifications.

Due to the lack of a qualified candidate pool, and the immediate need to alleviate the engineering project oversight workload from the City Manager, staff has determined that restructuring the Public Works Department at this time will not only allow for a potential cost saving benefit to the City, but allow for an alternate recruitment for an individual specialized in engineering and waste water collection systems.

Staff is recommending reorganizing the department by freezing the Public Works/City Engineer position at this time and adding a new Deputy City Engineer position. This would include adding a new Classification and Step F62 to the current Full-time Pay Rate Schedule which is included here as "Attachment A".

If the Council agrees to this addition, the change in the Organizational Chart will be included for Council review in conjunction with the draft Fiscal Year 2019-20 Budget review.

FINANCIAL IMPACT:

The current salary range for Public Works Director/City Engineer is \$89,312.37 - \$108,662.15. The proposed range for the new Deputy City Engineer is \$69,200.85 – 84,193.41. The decrease in salary presents the City with a potential average annual savings of \$24,471.74.

RECOMMENDED COUNCIL ACTION:

Motion to authorize the City Manager to direct Human Resources to create a new Deputy City Engineer position, add a new Classification at Step No. F62 to the Full-time Pay Rate Schedule, add the Deputy City Engineer to the Organizational Chart and place a hiring freeze on the Public Works Director/City Engineer position.

ATTACHMENTS:

- Exhibit A – FY 2018-19 Full-time Pay Rate Schedule including the proposed Deputy City Engineer

FY 2018-19 Full-time Pay Rate Schedule

City of Fortuna

Effective 05/06/2019

P / R Code	Classification	Step No.		Base Step 0	4% Step 1	4% Step 2	4% Step 3	4% Step 4	4% Step 5
		F10	Yr:	\$ 24,960.00	\$ 25,958.40	\$ 26,996.74	\$ 28,076.61	\$ 29,199.67	\$ 30,367.66
			Hr:	12.0000	12.4800	12.9792	13.4984	14.0384	14.5999
27	Bus Driver II (1)	F12	Yr:	25,958.40	26,996.74	28,076.61	29,199.67	30,367.66	31,582.36
27	Conference Center Coordinator (1)		Hr:	12.4800	12.9792	13.4984	14.0384	14.5999	15.1839
28	Account Clerk II (1)	F15	Yr:	27,536.67	28,638.14	29,783.66	30,975.01	32,214.01	33,502.57
28	Recreation Program Supervisor (1)		Hr:	13.2388	13.7684	14.3191	14.8919	15.4876	16.1071
45	Facility Custodian (1)	F19	Yr:	29,783.66	30,975.01	32,214.01	33,502.57	34,842.67	36,236.38
			Hr:	14.3191	14.8919	15.4876	16.1071	16.7513	17.4214
46	Park Maintenance Worker II (1)	F20	Yr:	30,367.66	31,582.36	32,845.66	34,159.48	35,525.86	36,946.90
46	Street Maintenance Worker II (1)		Hr:	14.5999	15.1839	15.7912	16.4229	17.0798	17.7630
46	Parks / Street Maintenance Worker II (1)								
46	Utility Worker II (1)								
31	Recreation/Transit Administrative Supervisor (4)	F23	Yr:	32,214.01	33,502.57	34,842.67	36,236.38	37,685.84	39,193.27
31	Conference Center Supervisor (1)		Hr:	15.4876	16.1071	16.7513	17.4214	18.1182	18.8430
31	Records Clerk (2)								
31	Administrative Assistant II (1)								
67	City Carpenter II (1)	F24	Yr:	32,845.66	34,159.48	35,525.86	36,946.90	38,424.77	39,961.76
			Hr:	15.7912	16.4229	17.0798	17.7630	18.4735	19.2124
30	Account Clerk III (1)	F25	Yr:	33,502.57	34,842.67	36,236.38	37,685.84	39,193.27	40,761.00
			Hr:	16.1071	16.7513	17.4214	18.1182	18.8430	19.5967
35	Community Services Officer II (2)	F26	Yr:	34,159.48	35,525.86	36,946.90	38,424.77	39,961.76	41,560.23
35	Police Officer Trainee (2)		Hr:	16.4229	17.0798	17.7630	18.4735	19.2124	19.9809
58	Park Maintenance Worker III (1)								
58	Street Maintenance Worker III (1)								
58	Utility Worker III (1)								

FY 2018-19 Full-time Pay Rate Schedule

City of Fortuna

Effective 05/06/2019

P / R Code	Classification	Step No.		Base Step 0	4% Step 1	4% Step 2	4% Step 3	4% Step 4	4% Step 5
66	Treatment Plant Operator I/OIT (1)	F27	Yr:	34,842.67	36,236.38	37,685.84	39,193.27	40,761.00	42,391.44
			Hr:	16.7513	17.4214	18.1182	18.8430	19.5967	20.3805
62	Treatment Plant Operator II (1)	F30	Yr:	36,946.90	38,424.77	39,961.76	41,560.23	43,222.64	44,951.55
			Hr:	17.7630	18.4735	19.2124	19.9809	20.7802	21.6114
70	Conference Center Manager (4)	F31	Yr:	37,685.84	39,193.27	40,761.00	42,391.44	44,087.10	45,850.58
68	City Carpenter III (1)		Hr:	18.1182	18.8430	19.5967	20.3805	21.1958	22.0436
72	Lead Street Maintenance Worker (1)	F32	Yr:	38,424.77	39,961.76	41,560.23	43,222.64	44,951.55	46,749.61
72	Lead Utility Worker (1)		Hr:	18.4735	19.2124	19.9809	20.7802	21.6114	22.4758
72	Vehicle & Equip Mechanic (1)								
72	Treatment Plant Mechanic (1)								
72	Lead Park Maintenance Worker (1)								
80	Senior Administrative Assistant (1, 3)	F35	Yr:	40,761.00	42,391.44	44,087.10	45,850.58	47,684.60	49,591.99
80	Executive Assistant (3)		Hr:	19.5967	20.3805	21.1958	22.0436	22.9253	23.8424
80	Police Dispatcher II (2)								
82	Building Inspector (1)	F36	Yr:	41,560.23	43,222.64	44,951.55	46,749.61	48,619.60	50,564.38
			Hr:	19.9809	20.7802	21.6114	22.4758	23.3749	24.3098
79	Police Officer (2)	F39	Yr:	44,087.10	45,850.58	47,684.60	49,591.99	51,575.67	53,638.69
95	Treatment Plant Operator III/Shift Supervisor (1)		Hr:	21.1958	22.0436	22.9253	23.8424	24.7960	25.7879
95	Laboratory Director (1)								
76	Senior Account Clerk (3)	F43	Yr:	47,684.60	49,591.99	51,575.67	53,638.69	55,784.24	58,015.61
76	Payroll/Benefits Administrator (3)		Hr:	22.9253	23.8424	24.7960	25.7879	26.8194	27.8922
86	Office Supervisor - Police (4)								
125	Police Sergeant (2)	F47	Yr:	51,575.67	53,638.69	55,784.24	58,015.61	60,336.24	62,749.69
			Hr:	24.7960	25.7879	26.8194	27.8922	29.0079	30.1682
98	Assistant City Engineer II (4)	F50	Yr:	54,690.43	56,878.05	59,153.17	61,519.30	63,980.07	66,539.27
			Hr:	26.2935	27.3453	28.4391	29.5766	30.7597	31.9901

FY 2018-19 Full-time Pay Rate Schedule

City of Fortuna

Effective 05/06/2019

P / R Code	Classification	Step No.		Base Step 0	4% Step 1	4% Step 2	4% Step 3	4% Step 4	4% Step 5
81	Building Official (4)	F52	Yr:	56,878.05	59,153.17	61,519.30	63,980.07	66,539.27	69,200.85
			Hr:	27.3453	28.4391	29.5766	30.7597	31.9901	33.2697
87	General Services Superintendent (4)	F54	Yr:	59,153.17	61,519.30	63,980.07	66,539.27	69,200.85	71,968.88
87	Deputy Director of Public Works (4)		Hr:	28.4391	29.5766	30.7597	31.9901	33.2697	34.6005
90	Deputy Community Development Director (5)								
88	Utility Superintendent (4)								
88	Chief Treatment Plant Operator (4)								
83	City Clerk/Human Resource Manager (5)								
88	Parks and Recreation Director (5)								
126	Lieutenant (5)	F61	Yr:	67,870.06	70,584.86	73,408.26	76,344.59	79,398.37	82,574.31
			Hr:	32.6299	33.9351	35.2925	36.7042	38.1723	39.6992
	Deputy City Engineer (4)	F62	Yr:	69,200.85	71,968.88	74,847.63	77,841.54	80,955.20	84,193.41
			Hr:	33.2697	34.6005	35.9845	37.4239	38.9208	40.4777
129	Finance Director (5)(Contract)	F72	Yr:	84,193.41	87,561.15	91,063.59	94,706.14	98,494.38	102,434.16
			Hr:	40.4777	42.0968	43.7806	45.5318	47.3531	49.2472
164	Public Works Director/City Engineer (5)	F75	Yr:	89,312.37	92,884.86	96,600.26	100,464.27	104,482.84	108,662.15
			Hr:	42.9387	44.6562	46.4425	48.3002	50.2322	52.2415
171	Police Chief (5)(Contract)	F97	Yr:						96,352.76
			Hr:						46.3235
178	City Manager (Contract)	F99	Yr:						126,000.00
			Hr:						60.5769

KEY:

(1) Represented; Fortuna Employees Association

(2) Represented; Fortuna Police Employees Association

(3) Unrepresented; Confidential

(4) Unrepresented; Mid-Management

(5) Unrepresented; Senior-Management

* NOTE: The Payroll Department will be paying based on the Hourly Pay as shown in this schedule. Yearly pay is shown for informational purposes only and may, due to rounding, differ slightly from Hourly Pay.

STAFF REPORT

City Manager's Report

DATE: May 6, 2019

TO: Honorable Mayor and City Councilmembers

FROM: Merritt Perry, City Manager

1. Upcoming Council Meeting Dates

*Special Meeting/Workshop

*Tuesday, May 14, 2019 8:30 a.m.	Special Budget Workshop Council Chambers at City Hall
Monday, May 20, 2019 6:00 p.m.	Regular City Council Meeting Council Chambers at City Hall
Monday, June 3, 2019 6:00 p.m.	Regular City Council Meeting Council Chambers at City Hall

2. Upcoming Planning Commission Meeting Dates

Tuesday, May 14, 2019 6:00 p.m.	Regular Planning Commission Meeting Council Chambers at City Hall
Tuesday, May 28, 2019 6:00 p.m.	Regular Planning Commission Meeting Council Chambers at City Hall

3. Upcoming Measure E Meeting Dates

Tuesday, June 18, 2019 5:30 p.m.	Regular Measure E Meeting Council Chambers at City Hall
Tuesday, September 17, 2019 5:30 p.m.	Regular Measure E Meeting Council Chambers at City Hall

4. Upcoming Rohner Community Recreation and Park District (RCRPD) Meeting Dates

Wednesday, June 5, 2019 2:30 p.m.	Regular RCRPD Meeting Council Chambers at City Hall
Wednesday, July 3, 2019 2:30 p.m.	Regular RCRPD Meeting Council Chambers at City Hall

5. Ongoing Activities and Accomplishments

- Assisted with public meeting for Rohner Community Recreation and Park District Public Meeting for Feasibility Study
- Received notification that the city's River Parkway Grant was awarded to the City in the amount of \$620,194 with no city match required.

- Finalized updated dispatch contract with the City of Ferndale and still working on updated contracts with FVFPD and the City of Rio Dell.
- Continuing to lead negotiations with bargaining units
- Continue to fulfill the role of City Engineer/Public Works Director in addition to City Manager

6. Verbal Report