

**CITY OF UKIAH
CITY COUNCIL AGENDA
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
March 16, 2016
6:00 p.m.**

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

- a. Minutes of February 17, 2016, a Regular Meeting.
- b. Minutes of February 18, 2016, a Special Meeting.
- c. Minutes of March 2, 2016, a Regular Meeting.

6. RIGHT TO APPEAL DECISION

Persons who are dissatisfied with a decision of the City Council may have the right to a review of that decision by a court. The City has adopted Section 1094.6 of the California Code of Civil Procedure, which generally limits to ninety days (90) the time within which the decision of the City Boards and Agencies may be judicially challenged.

7. CONSENT CALENDAR

The following items listed are considered routine and will be enacted by a single motion and roll call vote by the City Council. Items may be removed from the Consent Calendar upon request of a Councilmember or a citizen in which event the item will be considered at the completion of all other items on the agenda. The motion by the City Council on the Consent Calendar will approve and make findings in accordance with Administrative Staff and/or Planning Commission recommendations.

- a. Report of Disbursements for the Month of February.
- b. Notification to City Council for the Purchase of a Sullivan-Palatek Portable Air Compressor to Paco of Sacramento, California for the Water and Sewer Operations Department in the Amount of \$21,582.65 as Approved in the Capital Budget.
- c. Approval of Purchase of a 12,000 USG Avgas Fuel System from Bryant Fuel Technologies in the Amount of \$149,694.
- d. Report Purchase of California Conservation Corps Services in an Amount of \$16,000 for Work Performed at Grace Hudson Project.
- e. Award of Bid for Purchase of Two Police Vehicles in the Amount of \$78,319.08 from Ukiah Ford, as Approved in the Capital Budget.

- f. Award Purchase of One New 2016 Ford F-350-XI Standard Cab with Custom Scelzi Service Body to Towne Ford Sales in Redwood City for the Water and Sewer Operations Department in the Total Amount of \$45,943.17 as Approved in the Capital Budget.

8. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The City Council welcomes input from the audience. If there is a matter of business on the agenda that you are interested in, you may address the Council when this matter is considered. If you wish to speak on a matter that is not on this agenda, you may do so at this time. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments in which the subject is not listed on the agenda.

9. COUNCIL REPORTS

10. CITY MANAGER/CITY CLERK REPORTS

11. PUBLIC HEARINGS (6:15 PM)

- a. Consideration of Resolution Amending City of Ukiah Community Development Block Grant (CDBG) Single-Family Housing Rehabilitation Guidelines, to Update Language Regarding Mobile and Manufactured Home Repairs and Replacements.

12. UNFINISHED BUSINESS

- a. Consideration and Discussion of Interest in Developing a Local Preference Purchasing Policy and Corresponding Ad Hoc Committee if Desired.
- b. Discussion and Direction Regarding Solicitation of a Feasibility Analysis for a Downtown Hotel.
- c. Approval of Amendment #2 to the Contract with Carollo Engineers for Design of Phase 3 of the Recycled Water System, Completion of a Water Balance Analysis to Determine the Feasibility of Achieving Zero Discharge, Authorize the City Manager to Execute Amendment #2 and Approval of a Budget Amendment in the Amount of \$697,629.00 from the City Sewer Capital Fund.

13. NEW BUSINESS

- a. Status of Utility Billing Software Project and Approval for Plan Moving Forward, Including Authorization for the City Manager to Negotiate and Execute an Agreement with TMG Consulting in an Amount not to Exceed \$15,000.
- b. Authorize the City Manager to Negotiate and Execute an Amendment to the Management Agreement for the Alex Rorabaugh Recreation Center with the Ukiah Valley Cultural and Recreation Center for a Month to Month Extension of the Agreement Until an Updated Management Agreement Can Be Negotiated and Brought Forward to Council.
- c. Award Purchase of an Electric Service Truck; 2016 Ford F-350-XI Super Cab and Chassis Only per Specification #E32805 with Scelzi Service Body to Towne Ford Sales, Redwood City for the Electric Utility Department (EUD) in the Total Amount of \$43,924.93 Including Tax and Delivery Charges and Approve Corresponding Budget Amendment in the Amount of \$3,924.93.

- d. Award Purchase of One New 2016 Ford F-450-XI Standard Cab with Custom Scelzi Service Body to Towne Ford Sales in Redwood City for the Fleet Maintenance Department in the Total Amount of \$113,974.91 and Approve Corresponding Budget Amendment in the Amount of \$13,974.91.
- e. Award Purchase of One New 2016 Ford F-350-XI Standard Cab with Custom Scelzi Service Body to Towne Ford Sales in Redwood City for the Water Treatment Plant in the Total Amount of \$45,943.17 and Approve Corresponding Budget Amendment in the Amount of \$943.17.

14. CLOSED SESSION – Closed Session may be held at any time during the meeting.

- a. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *City of Ukiah v. Questex, LTD, et al, Mendocino County Superior Court, Case No. SCUUK- CVPT-15-66036*
- b. **Conference with Legal Counsel – Existing Litigation**
(Government Code Section 54956.9(d)(1))
Name of case: *Ukiah Valley Sanitation District v. City of Ukiah, Mendocino County Superior Court, Case No. SCUUK-CVC-13-63024*
- c. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *County of Mendocino v. Solid Waste System, Inc. et al., Mendocino County Superior Court, Case No. SCUUK-CVG-11-59459*
- d. **Conference with Labor Negotiator**
(Government Code Section 54957.6)
Agency Representative: Sage Sangiacomo, City Manager
Employee Organizations: All Bargaining Units

15. ADJOURNMENT

Please be advised that the City needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California, not less than 72 hours prior to the meeting set forth on this agenda.

Dated this 11th day of March, 2016.
Kristine Lawler, City Clerk

CITY OF UKIAH
CITY COUNCIL MINUTES
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482

February 17, 2016
6:00 p.m.

1. **ROLL CALL**

Ukiah City Council met at a Regular Meeting on February 17, 2016, having been legally noticed on February 12, 2016. Mayor Scalmanini called the meeting to order at 6:01 p.m. Roll was taken with the following **Councilmembers Present:** Douglas Crane, Maureen Mulheren, Kevin Doble, Vice Mayor Brown, and Mayor Scalmanini. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Ashley Cocco, Deputy City Clerk.

MAYOR SCALMANINI PRESIDING.

2. **PLEDGE OF ALLEGIANCE**

3. **PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS**

4. **PETITIONS AND COMMUNICATIONS**

5. **APPROVAL OF MINUTES**

- a. Minutes of January 28, 2016, a Special Meeting
- b. Minutes of February 3, 2016, a Regular Meeting
- c. Minutes of February 8, 2016, a Special Meeting

Motion/Second: Brown/Mulheren to approve the minutes of January 28, 2016, a Special Meeting as submitted; February 3, 2016, a Regular Meeting, as submitted; and February 8, 2016, a Special meeting as submitted. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: None. ABSTAIN: None.

6. **RIGHT TO APPEAL DECISION**

7. **CONSENT CALENDAR**

- a. Report of Disbursements for the Month of January 2016.
- b. Approve Notice of Completion for Grace Hudson Museum Building Improvements Spec No. 15-08, Funded by Proposition 84 Nature Education Facilities Grant Program.
- c. Approval of Notice of Completion for the Low Gap to Despina 200/600 Amp Loop Project, Specification No. 15-04 and Approval of Final Payment of the 5% Retention to All Phase Excavating and Construction, Inc. (EUD).

- d. **Report Contractual Staffing Services with Accountemps in the Amount of \$19,499.55, and Approval for an Additional \$25,200, for a Final Estimated Contract Amount Not to Exceed \$44,699.55 for the Backfill of a Vacant Accounting Assistant Position.**

Motion/Second: Crane/Brown to approve Consent Calendar Item 7a-d, as submitted. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Doble, Brown and Scalmanini. NOES: None. ABSENT: None. ABSTAIN: None.

8. **AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

9. **COUNCIL REPORTS**

Presenter: Councilmember Mulheren.

10. **CITY MANAGER/CITY CLERK REPORTS**

Presenters: Sage Sangiacomo, City Manager and Sean White, Water and Sewer Director.

11. **PUBLIC HEARINGS – 6:15 P.M.**

- a. **Public Hearing to Review Draft General Plan Housing Element – *Planning and community Development.***

Presenter: Kevin Thompson, Principal Planner.

PUBLIC HEARING OPENED AT 6:48 P.M.

Public Comment: *No public comment was received.*

PUBLIC HEARING CLOSED AT 6:54 P.M.

Report was received.

12. **UNFINISHED BUSINESS**

- a. **Receive Water Rate Study Presentation, Approve the Final Draft Water Rate Study, Authorize City Manager to Mail Proposition 218 Notices and Schedule a Public Hearing on Proposed Water Utility Rate Changes – *Public Works.***

Presenters: Karen Scalabrini, Finance Director; Bob Reed, from the Reed Group, Inc., and Sean White, Water and Sewer Director.

Report was received.

Public Comment: Kari Hartmann, James Green, and Roger Vincent.

Motion/Second: Crane/Brown to receive update on Water Rate Study, authorize City Manager to mail Proposition 218 notices and schedule a public hearing on proposed water utility rate changes. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: None. ABSTAIN: None.

RECESS: 8:19 – 8:27 P.M.

b. Receive Update on Current and Future Municipal Solid Waste Solutions for Ukiah Curbside Solid Waste – Public Works.

Presenter: Tim Eriksen, Director of Public Works/City Engineer.

Report was received.

c. Approval of Engagement Letters with Moss-Adams, LLP for Financial Review of Ukiah Waste Solutions and Solid Waste Systems and Corresponding Budget Amendment in the Amount of \$30,000 – Public Works.

Presenter: Tim Eriksen, Director of Public Works/City Engineer.

Public Comment: Roger Vincent.

Motion/Second: Brown/Mulheren to approve Engagement Letters with Moss-Adams, LLP for financial review of the Statement of Operations of Ukiah Waste Solutions, Inc. and Solid Waste Systems, Inc. and corresponding budget amendment in the amount of \$30,000. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: None. ABSTAIN: None.

13. NEW BUSINESS

a. Award Contract to Infosend for Providing Data Processing Print and Mail Services for the Finance Department, Utility Billing Division – Finance.

Presenters: Jan Newell, Finance Controller and Mary Horger, Purchasing Supervisor.

Public Comment: Roger Vincent.

Motion/Second: Doble/Mulheren to award the unit price contract to InfoSend for providing data processing print and mail services for the Finance Department, Utility Billing Division. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: None. ABSTAIN: None.

14. CLOSED SESSION

a. Conference with Legal Counsel – Existing Litigation

(Cal. Gov't Code Section 54956.9(d)(1))

Name of case: *City of Ukiah v. Questex, LTD, et al*, Mendocino County Superior Court, Case No. SCUK- CVPT-15-66036

b. Conference with Legal Counsel – Existing Litigation

(Government Code Section 54956.9(d)(1))

Name of case: *Ukiah Valley Sanitation District v. City of Ukiah*, Mendocino County Superior Court, Case No. SCUK-CVC-13-63024

c. Conference with Legal Counsel – Existing Litigation

(Cal. Gov't Code Section 54956.9(d)(1))

Name of case: *County of Mendocino v. Solid Waste System, Inc. et al.*, Mendocino County Superior Court, Case No. SCUK-CVG-11-59459

d. Conference with Labor Negotiator

(Government Code Section 54957.6)

Agency Representative: Sage Sangiacomo, City Manager
Employee Organizations: All Bargaining Units

e. **Public Employee Performance Evaluation**

Government Code Section 5495

Title: City Manager

Government Code Section 5495

Title: City Manager

No action was taken on Closed Session items.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 9:59 p.m.a

Ashley Cocco, Deputy City Clerk

**CITY OF UKIAH
CITY COUNCIL MINUTES
Special Meeting
Ukiah Valley Conference Center
200 S. School Street
Ukiah, CA 95482**

**February 18, 2016
5:30 p.m.**

1. ROLL CALL

Ukiah City Council met at a Special Meeting on February 18, 2016, having been legally noticed on February 12, 2016. Mayor Scalmanini called the meeting to order at 5:32 p.m. Roll was taken with the following **Councilmembers Present:** Douglas F. Crane, Maureen Mulheren, Kevin Doble, Jim O. Brown, and Mayor Stephen G. Scalmanini.

Staff Present: Sage Sangiacomo, City Manager; David Rapport, City Attorney; Tim Eriksen, Public Works Director/City Engineer; Sean White, Water and Sewer Director; Jarod Thiele, Public Works Project Analyst; Andy Luke, Wastewater Treatment Plant Supervisor; Karen Scalabrini, Finance Director; Mel Grandi, Electric Utility Director; Kerry Randall, Facilities Administrator; Melody Harris, Human Resources Director; Charley Stump, Planning Director; and Ashley Cocco, Deputy City Clerk.

2. CLOSED SESSION

No Closed Session was held.

3. STRATEGIC PLANNING WORKSHOP (5:30 p.m.)

a. Overview and Discussion of the City of Ukiah's Waste Water

Presenters: Sean White, Water and Sewer Director; Tim Eriksen, Public Works Director/City Engineer; and Andy Luke, Wastewater Treatment Plant Supervisor.

Water and Sewer Director, Sean White showed a PowerPoint presentation (attached), which gave an overview of the Waste Water Treatment Plant and collection system, followed by system ratings of the Waste Water Treatment Plant, budget, rates, needs of the Waste Water Treatment Plant and the collection system, and opportunities like improving the relationship with Ukiah Valley Sanitation District and the recycled water project. In conclusion, Director White emphasized the priorities are to optimize strategies around discharge compliance, update the rate structure, improve governance, and investigate opportunities for power generation.

A discussion ensued addressing management of the collection system inflow of laterals to mains, lateral policy, to consider who is responsible for the connection, and where the boundary is in regard to the city street and property line.

Director White offered to present Council with a water balance analysis, once completed, in connection with the recycled water project. In response to questions posed regarding the installation of the purple pipe; City Manager Sangiacomo suggested a cost benefit analysis of the installation and the life of the city street.

The meeting concluded with Councilmember Doble expressing appreciation to the Public Works Department for providing an effective conversational structure that began with identifying the City's needs, addressing physical actions, then planning and making policy decisions to create stability.

4. **PUBLIC COMMENT**

5. **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:08 p.m.

Ashley Cocco, Deputy City Clerk

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**CITY OF UKIAH
CITY COUNCIL MINUTES
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482**

**March 2, 2016
6:00 p.m.**

1. ROLL CALL

Ukiah City Council met at a Regular Meeting on March 2, 2016, having been legally noticed on February 26, 2016. Vice Mayor Brown called the meeting to order at 6:00 p.m. Roll was taken with the following **Councilmembers Present:** Douglas F. Crane, Maureen Mulheren, Kevin Doble, Vice Mayor Jim O. Brown, and Mayor Stephen G. Scalmanini. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

VICE MAYOR BROWN PRESIDING (Mayor Scalmanini, due to a lost voice, sat as a regular Councilmember).

Shannon Riley, Senior Management Analyst, announced that the Public Hearing concerning the Community Development Block Grant (CDBG) Program that was noticed for this meeting would be agendized and continued to the City Council Meeting on March 16, 2016, at 6:15 p.m.

2. PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

- a. Proclamation of Women's History Month, 33rd Annual Women's History Gala Celebration – Administration.**

Presenter: Councilmember Mulheren.

Public Comment: Katarzyna Rolzinski.

- b. Presentation of Recognition to Three Recipients of the Miss Mendocino County Scholarship Program – Community Services.**

Presenter: Stephanie Young, Recreational Supervisor.

Public Comment: Verna Jacobs, Miss Mendocino County Scholarship Program Executive Director.

- c. Dispatch Service Contract with CalFire – Fire.**

Presenters: Chief Bartlett and Chris Rowney, CalFire Unit Chief.

- d. Receive and Discuss Presentation from the Staff of the Mendocino Council of Governments on "City Road Conditions and Funding for Corrective Maintenance" – Public Works.**

Presenters: Tim Eriksen, Public Works Director/City Engineer; Phil Dow, Mendocino Council of Governments (MCOG) Executive Director; and Nephele Barrett, MCOG Program Manager.

Public Comment: Tom Fletcher and Linda Sanders.

4. **PETITIONS AND COMMUNICATIONS**

5. **APPROVAL OF MINUTES**

6. **RIGHT TO APPEAL DECISION**

7. **CONSENT CALENDAR**

- a. Authorization to Execute a Restated and Amended License Agreement between the City of Ukiah and New Singular Wireless PCS, LLC (*COU No. 1415-193-A1*) for the Civic Center Cellular Tower and Supporting Structures – *Police*.
- b. Adoption of Resolution (*2016-13*) for User Fees at Ukiah Regional Airport – *Airport*.
- c. Award a Three-Year Agreement (*COU No. 1516-170*) for Electric Utility Line Tree Trimming at Various Locations in the City of Ukiah to Utility Tree Service, Inc. – *Electric*.

Motion/Second: Crane/Doble to approve Consent Calendar Item 7a-c, as submitted. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

8. **AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

9. **COUNCIL REPORTS**

Presenter: Mayor Scalmanini.

10. **CITY MANAGER/CITY CLERK REPORTS**

Presenters: Sage Sangiacomo, City Manager; Sean White, Water and Sewer Director; and Kristine Lawler, City Clerk.

11. **PUBLIC HEARINGS – 6:15 P.M.**

12. **UNFINISHED BUSINESS**

- a. **Review Response to Request for Proposals for the Development of the City Owned Parcel at Norton and Main Street Properties, and Provide Direction to Staff – *Planning*.**

Presenters: Kevin Thompson, Principal Planner.

Motion/Second: Crane/Doble to approve entering an exclusive negotiating agreement (*COU No. 1516-172*) with Guillon Construction to pursue the entitlement and construction of the market-rate project. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

- b. Adopt an Amended Resolution Authorizing the Exception to the 180-Day Wait Period and Authorizing the City's Retired Police Captain to Work on a Temporary Basis as an Extra Help Captain Pursuant to Government Code Sections 7522.56 and 21224 – Police.**

Presenter: Chris Dewey, Police Chief.

Motion/Second: Crane/Doble to adopt amended resolution (2016-14) authorizing the exception to the 180-day wait period and employ Trent Taylor as an extra help retired annuitant Captain for the Ukiah Police Department. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

- c. Approval of Amendment #1 to City of Ukiah Agreement 1415-166 with Rau and Associates and Corresponding Budget Amendment for Additional Scope of Work in Phase Two Engineering for the Site of the New Ukiah Courthouse, Not to Exceed \$11,959, and Authorize the City Manager to Execute Agreement – Administration.**

Presenter: Shannon Riley, Senior Management Analyst.

Public Comment: Linda Sanders.

Motion/Second: Crane/Doble to approve Amendment #1 (COU No. 1415-166-A1) to City of Ukiah Agreement 1415-166 with Rau and Associates for Phase Two Engineering at the new courthouse site in the amount of \$11,959 and corresponding budget amendment and authorize the City Manager to execute. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

13. NEW BUSINESS

- a. Discussion and Possible Approval of Request by Ukiah Main Street Program to Install Dedication Monument in Downtown Ukiah – Administration.**

Presenter: Shannon Riley, Senior Management Analyst.

Public Comment: Rick Hansen Mainstreet Program Executive Director.

Motion/Second: Crane/Mulheren to approve of request for placement of monument for Judy Pruden in Alex Thomas Plaza; and if approved, direct Ukiah Main Street Program to coordinate installation with the Parks Department. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

RECESS: 8:10 – 8:18 P.M.

- f. The City Council will Consider and Possibly Approve a Letter to the County of Mendocino to Negotiate an Agreement with the City on the Terms and Conditions for Including the City in an Ambulance EOA (Exclusive Operating Area) – Administration.**

Presenters: David Rapport, City Attorney; John Bartlett, Fire Chief; and Sage Sangiacomo, City Manager.

Motion/Second: Crane/Mulheren to approve letter to the Executive Office of Mendocino County and authorize and direct the Mayor to sign on behalf of the City Council. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

b. Award Bid for the Installation of Replacement Well 4 and New Water Well 9, Specification No. 16-01 to NorCal Pump and Well Drilling in the Amount of \$702,558 – Public Works.

Presenters: Sean White, Water and Sewer Director and Jarod Thiele, Public Works Project Analyst.

Motion/Second: Crane/Mulheren to award bid (COU No. 1516-173) for the installation of Replacement Well 4 and new Well 9, Specification No. 16-01 to NorCal Pump and Well Drilling in the amount of \$702,558. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

c. Approve Plans and Specifications for the Site Development for Well 4 and 9 and Authorize Staff to Issue Bids for Specification Number 16-02 – Public Works.

Presenter: Sean White, Water and Sewer Director.

Motion/Second: Crane/Doble to approve plans and specifications for the site development for Well 4 and 9 and authorize staff to issue bids for Specification Number 16-02. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

d. Review and Consider Providing Comments on the Mendocino Local Agency Formation Commission 2016-2017 Budget – Planning.

Presenter: Charley Stump, Director of Planning and Community Development.

Report was received.

e. Approval of Purchase of 2016 Toyota Prius in the Amount of \$26,073.17 for the Wastewater Treatment Plant and Amendment of the Fiscal Year 2015-2016 Capital Budget to Reflect the Change in Vehicle Type – Public Works.

Presenters: Sean White, Director of Water and Sewer and Jarod Thiele, Public Works Project Analyst.

Motion/Second: Crane/Mulheren to approve purchase of a 2016 Toyota Prius for the Wastewater Treatment Plant in the amount of \$26,073.17 and amendment of the Fiscal Year 2015-2016 Capital Budget to reflect the change in vehicle type. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

g. Discussion and Approval of Budget Amendment to Transfer Funds from Disposal Site Enterprise Funds to the Closure Maintenance Fund in Accordance with CalRecycle Financial Assurance Requirements for the Landfill Closure Project and Possible Adoption of a Resolution – Finance.

Presenters: Tim Eriksen, Public Works Director/City Engineer and Karen Scalabrini, Finance Director.

Motion/Second: Crane/Doble to approve of budget amendment to transfer funds from disposal site enterprise funds to the closure maintenance fund in accordance with CalRecycle financial assurance requirements for the landfill closure project and adoption of a resolution (2016-15) with the suggested modifications to the title and balance. Motion carried by the following roll call votes: AYES: Crane, Mulheren, Doble, Scalmanini, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

Doble – request for change to balance correction

Title of reso – last portion and authorize city manager, to 'obtain' a letter of credit...

h. Consideration and Discussion of Interest in Developing a Genetically Modified Organism (GMO) Ban and Corresponding Ad Hoc Committee if Desired – Administration.

Presenter: Steve Scalmanini, Mayor.

Council Consensus directs staff to work with Mayor Scalmanini to research the issue of a genetically modified organism (GMO) ban, and then bring back to Council depending on findings.

CITY COUNCIL ADJOURNED TO CLOSED SESSION AT 9:24 P.M.

14. CLOSED SESSION

a. Conference with Legal Counsel – Existing Litigation

(Cal. Gov't Code Section 54956.9(d)(1))

Name of case: *City of Ukiah v. Questex, LTD, et al, Mendocino County Superior Court, Case No. SCUK- CVPT-15-66036*

b. Conference with Legal Counsel – Existing Litigation

(Government Code Section 54956.9(d)(1))

Name of case: *Ukiah Valley Sanitation District v. City of Ukiah, Mendocino County Superior Court, Case No. SCUK-CVC-13-63024*

c. Conference with Legal Counsel – Existing Litigation

(Cal. Gov't Code Section 54956.9(d)(1))

Name of case: *County of Mendocino v. Solid Waste System, Inc. et al., Mendocino County Superior Court, Case No. SCUK-CVG-11-59459*

d. Conference with Labor Negotiator

(Government Code Section 54957.6)

Agency Representative: Sage Sangiacomo, City Manager

Employee Organizations: All Bargaining Units

No action was taken on Closed Session items.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 9:55 p.m.



ITEM NO.: 7a

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT**SUBJECT: REPORT OF DISBURSEMENTS FOR THE MONTH OF FEBRUARY****Summary:**

Payments made during the month of FEBRUARY 2016, are summarized on the attached Report of Disbursements. Further detail is supplied on the attached Schedule of Bills, representing the four (4) individual payment cycles within the month.

Background:

Accounts Payable check numbers: 3015399 – 3015478, 3015479 – 3015568,
3015569 – 3015676, 3015677 - 3015805

Accounts Payable Wire Transfer numbers: 9

Payroll Check numbers: 503555 – 503605, 503606 – 503655

Payroll Manual check numbers: 503606, 503607

Void check numbers: 3012318, 3014837, 3014947, 3015420, 3015607

Discussion: This report is submitted in accordance with Ukiah City Code Division 1, Chapter 7, Article 1.

FISCAL IMPACT:			
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required
See Attached	N/A	See Attached	Yes ☐ No ☒

Continued on Page 2

RECOMMENDED ACTION(S): Approve the Report of Disbursements for the month of FEBRUARY 2016**ALTERNATIVES:** N/A

Citizens advised: N/A
Requested by: City Manager
Prepared by: Administrative Analyst – Finance Department
Coordinated with: Finance Director and City Manager
Presenters:
Attachments: Report of Disbursements

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____**RECORDS APPROVED:** ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____*Note: Please write Agreement No. in upper right corner of agreement when drafted.*

Approved: 
Sage Sangiacomo, City Manager

Account Code Summary

10000000	General Fund	20526430	Electric Department - Meter Readers
10010000	City Council	20620231	Ukiah Dispatch
10011100	City Clerk	20620232	Ft Bragg Dispatch
10011300	Elections	20700000	Payroll Posting Fund
10012100	City Manager	20822500	Building Maintenance
10012200	Administrative Support	20824300	Corporation Yard
10012400	Miscellaneous General Government	20922900	IT Fund
10013400	Finance Department	22013300	FA Replace - Finance UB
10014000	City Attorney	22020200	FA Replace - Police Operations
10015100	Treasury Management	22021210	FA Replace - Fire Administration
10016100	Human Resources	22022900	FA Replace - Information Technology
10017100	Economic Development	22024100	FA Replace - Garage
10018000	Community Outreach	22024220	FA Replace - Streets
10020217	Animal Control	22024413	FA Replace - Water Distribution Cap
10022100	Parks	22024414	FA Replace - Water Distribution O&M
10022300	Aquatics	22024421	FA Replace - City Wastewater
10022800	Recreation	25024210	Engineering Reserve
10022810	Recreation Administration	25024300	Corporation Yard Reserve
10022821	Adult Basketball	25122900	CIP - IT
10022822	Adult Softball	25123100	CIP - Planning
10022824	Co-Ed Volleyball	25124210	CIP - Engineering
10022831	Youth Basketball	25124220	CIP - Streets
10022832	Youth Softball	25124410	CIP - Water
10022840	Day Camp	25124421	CIP - City Wastewater
10022850	Classes & Clinics	25126410	CIP - Electric
10022860	Special Activities	30022200	Park Development
10023100	Community Planning	30122210	Anton Stadium
10023320	Building Inspection	30222220	Observatory Park
10024210	Engineering	30522250	Riverside Park
10024214	Traffic Signals	30622260	Skate Park
10024220	Streets	30822280	Project Planning
10024224	Storm Drains	31022700	Museum Grant
10514000	Police - City Attorney	31122870	Alex Rorabaugh Recreation Center
10520210	Patrol	31217100	Downtown Business Improvement District
10520214	Police Reserves	50524210	Engineering - Signalization Fund
10520216	COPS Grant	50624210	Capital Engineering
10520218	Police - CSO	50824210	SB325 - Engineering
10520224	Police - Major Crimes Task Force	50824220	SB325 - Streets
10521210	Fire Administration	50924210	STP - Engineering
10521312	Fire Volunteer Station	50924220	STP - Streets
20112400	Worker's Compensation Fund	51024220	Trans - Traffic Slurry Seal
20212400	Liability Fund	510X9999	Trans -Traffic Project
20324100	Garage Fund	60217441	Grant - CDBG 602
20413500	Purchasing Fund	60317442	Grant - HOME 603
20513300	Billing and Collections	60417441	Grant - CDBG 604
20514000	Billing and Collections - City Attorney	60517442	Grant - HOME 605
20524412	Water Department - Meter Readers	60517461	First Time Homebuyer Program

Account Code Summary

60517462	FTHB Activity Delivery	80026130	Electric Substation
60517467	FTHB - PIR	80026140	Reimbursable Work for Others
60600000	CDBG Grant 10-EDEF-7261 Fund	80026200	Electric Metering
60617441	Grant - CDBG 606	80026300	Electric Generation
60617451	General Administration	80026312	Mendocino Hydro
60617452	AD ED Direct Financial Assistance	80026330	Hydro Electric
60617453	ED Direct Financial Assistance	80026400	Electric Administration
60717443	Grant Prop 84	80026410	Electric General Administration
60724413	Prop 84 Water Distribution Cap	80026430	Interdepartmental Charges
60900000	13-CDBG-8940	80326330	Hydro Plant
60917458	13-CDBG-8940	80526610	Street Lighting
63020210	Asset Seizure Expenditure	80626500	Public Benefit
63120210	Drug & Alcohol Education	82024410	Water
63320210	H&S Asset Seizure Expenditure	82024411	Water - Production O&M
63420250	Fed Asset Seizure Expenditure	82024413	Water - Distribution Capital
63520210	SLESF	82024414	Water - Distribution O&M
63820210	Asset Forfeiture 11470	82024415	Water - Production Capital
64020213	Parking Enforcement	82224413	Water - Distribution Capital
69122700	Museum	84024420	Wastewater
70024500	Landfill 700	84024421	Wastewater City - O&M
70224500	Landfill Closure	84024422	Wastewater City - Capital
70424500	Landfill Post closure	84024425	Wastewater Treatment - O&M
72022400	Golf	84124426	Wastewater Treatment - Capital
73022600	Conference Center	84224420	Wastewater
75017110	Visit Ukiah	84324422	Wastewater City - Capital
77725200	Airport Operations	84424421	Wastewater City Capital - O&M
77817411	FAA Grant	84424422	Wastewater City - Capital
80026100	Electric Administration	90000000	Special Deposit Trust Fund
80026110	Electric Overhead	91190100	Russian River Watershed Assoc
80026120	Electric Underground	96900000	Successor Agency

**CITY OF UKIAH
REPORT OF DISBURSEMENTS
REGISTER OF PAYROLL AND DEMAND PAYMENTS
FOR THE MONTH OF FEBRUARY**

FUNDS:

100	General Fund	\$150,511.26	700	Sanitary Disposal Site Fund	\$9,973.55
105	Measure S General Fund	\$150,039.48	701	Landfill Corrective Fund	
110	Special General Fund		702	Disposal Closure Reserve Fund	\$1,912.50
201	Worker's Comp Fund	\$432.48	704	Post Closure Fund - Solid Waste	\$0.00
202	Liability Fund		720	Golf Fund	\$1.20
203	Garage Fund	\$3,994.68	730	Conference Center Fund	\$9,643.21
204	Purchasing Fund	\$2,892.68	750	Visit Ukiah	\$0.00
205	Billing & Collections Fund	\$2,508.26	777	Airport Fund	\$20,658.25
206	Public Safety Dispatch Fund	\$6,632.22	778	Airport Capital Improvement Fund	
207	Payroll Posting Fund	\$227,218.79	779	Special Aviation Fund	
208	Building Maintenance/Corp Yard Fund	\$21,609.85	800	Electric Fund	\$629,357.05
209	IT Fund	\$84,639.17	801	Electric Capital Reserve Fund	\$4,456.00
220	Equipment Reserve Fund	\$56,250.86	803	Lake Mendocino Bond Reserve	
250	Special Revenue Fund	\$10,142.27	805	Street Lighting Fund	\$9,091.04
251	Special Projects Reserve Fund	\$27,178.00	806	Public Benefits Fund	\$105.78
300	Park Development Fund	\$38,275.34	820	Water Fund	\$47,957.91
301	Anton Stadium Fund	\$0.00	822	Water Capital Improvement Fund	\$254,008.58
302	Observatory Park Fund		840	City/District Sewer Fund	\$284,112.78
304	Swimming Pool Fund	\$0.00	841	Sewer Construction Fund	\$3,400,733.40
305	Riverside Park Fund	\$0.00	843	Sewer Capital Fund	
306	Skate Park Fund	\$0.00	900	Special Deposit Trust	\$26,773.21
310	Museum Grants	\$79,665.10	901	General Service (Accts Recv)	\$3,278.85
311	Alex Rorbaugh Recreation Center Fund	\$3,582.76	902	U.S.W. Billing & Collection	\$24,916.21
312	Downtown Business Improvement Fund		903	Public Safety - AB 109	\$0.00
500	2106 Gas Tax Fund		905	Federal Emergency Shelter Grant	
501	2107 Gas Tax Fund		905	Mendocino Emergency Service Authority	
503	2105 Gas Tax Fund		911	Russian River Watershed Association	\$25,463.75
505	Signalization Fund		940	Sanitation District Special Fund	
506	Bridge Fund		943	Sanitation District Capital Improvement Fund	
507	1998 STIP Augmentation Fund		952	REDIP Sewer Enterprise Fund	
508	SB325 Reimbursement Fund		960	Community Redevelopment Agency	
509	S.T.P. Fund		961	RDA Housing Pass-Through	
510	Trans-Traffic Congest Relief Fund		962	Redevelopment Housing Fund	
600	Community Development Block Grant		963	Housing Debt	
601	EDBG 94-333 Revolving Loan		964	RDA Capital Pass-Through	
602	Community Development Fund		965	Redevelopment Capital Improvement Fund	
603	08-HOME-4888		966	Redevelopment Debt Service	
604	CDBG Grant 09-STBG-6417		967	Housing Bond Proceeds	
605	11-HOME-7654 Fund	\$0.00	968	Non-Housing Bond Proceeds	
606	CDBG Grant 10-EDEF-7261		969	RDA Obligation Retirement Fund	\$2,891.19
607	Prop 84 Grant Fund		844/944	Sewer Capital Projects Fund	\$43,538.17
610	City RDA Projects Fund			Retainage Withheld	\$5,556.65
630	Asset Seizure Fund	\$11,084.54		Void check/Contract Correction	\$4,905.00
631	Asset Seizure Fund (Drug/Alcohol)			Wire Transfer Fund 820	\$91,006.35
633	H & S Education 11489(B)(2)(A1)				
634	Federal Asset Seizure Grants				
635	SUP Law Enforcement Service Fund	\$2,500.00			
637	Local Law Enforcement Block Grant				
638	Asset Forfeiture 11470.2 H & S				
639	Special Revenue - Police	\$0.00			
640	Parking District Fund	\$501.67			
691	Museum Fund	\$3,913.81			

PAYROLL CHECK NUMBERS: 503555 - 503605

DIRECT DEPOSIT NUMBERS: 75202 - 75205

PAYROLL PERIOD: 1/17/16 - 1/30/16

PAYROLL CHECK NUMBERS: 503606 - 503655

DIRECT DEPOSIT NUMBERS: 75206 - 75419

PAYROLL PERIOD: 1/31/16 - 2/13/16

PAYROLL CHECK NUMBERS:

DIRECT DEPOSIT NUMBERS:

PAYROLL PERIOD:

VOID CHECK NUMBERS:

3012318, 3014837, 3014947,

3015420, 3015607

MANUAL CHECK NUMBERS:

503606, 503607

WIRE TRANSFER NUMBERS:

TOTAL DEMAND PAYMENTS- A/P CHECKS \$5,754,103.85

TOTAL DEMAND PAYMENTS-WIRES* & EFT's \$48.00

TOTAL PAYROLL CHECKS & DIRECT DEPOSITS \$737,080.76

TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS) \$565,335.83

* vendor name(if applicable)

TOTAL PAYMENTS

\$7,056,566.44

CERTIFICATION OF CITY CLERK

This register of Payroll and Demand Payments was duly approved by the City Council on _____

City Clerk

APPROVAL OF CITY MANAGER

I have examined this Register and approve same.

City Manager

CERTIFICATION OF DIRECTOR OF FINANCE

I have audited this Register and approve for accuracy and available funds.

Director of Finance

List of Checks Presented for Approval on 2/5/2016

The following list of bills payable was reviewed and approved for payment.

 2-9-16
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail			
ADAMSON POLICE PRODUCTS	INV200106	EQUIPMENT MAINTENANCE & REPAIR	\$319.31	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.36)	
				10521210-56130	EXTERNAL SERVICES	\$0.36	
				10521210-56130	EXTERNAL SERVICES	\$319.31	
	INV2196614	EQUIPMENT MAINTENANCE & REPAIR	\$628.62	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.72)	
				10521210-56130	EXTERNAL SERVICES	\$0.72	
				10521210-56130	EXTERNAL SERVICES	\$628.62	
	Vendor Total:					\$947.93	
	AIMEE SHIELDS	FEB16	TRANSCRIPTION SERVICES	\$2,500.00	63520210-52100	CONTRACTED SERVICES	\$2,500.00
ALHAMBRA NATIONAL WATER	12926652012016	DRINKING WATER SERVICES, FYE 2	\$201.09	10520210-54100	SUPPLIES	\$100.55	
				20620231-54100	SUPPLIES	\$100.54	
				Vendor Total:			
ALPHA ANALYTICAL LABORATORIES INC	5111691-UKIAHLP	MISCELLANEOUS LAB WORK AS NEED	\$250.00	70024500-52100	CONTRACTED SERVICES	\$250.00	
	5111501-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00	
	5112164-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00	
	5121032-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00	

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALPHA ANALYTICAL LABORATORIES INC	5122096-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
					Vendor Total:	\$1,334.00
ALPINE AWARDS	5508520	YOUTH BASEBALL T-SHIRTS	\$147.03	10022831-54100	SUPPLIES	\$147.03
	5508442	YOUTH BASEBALL T-SHIRTS	\$6,383.20	10022831-54100	SUPPLIES	\$6,383.20
					Vendor Total:	\$6,530.23
APPLE INC	4372224221	COMPUTER HARDWARE AND PERIPHER	\$1,033.19	20822500-54100	SUPPLIES	\$1,033.19
					Vendor Total:	\$1,033.19
ASSOC OF BAY AREA GOVTS	dv 020116	ABAG ADMIN FEE	\$6,485.00	84124426-52500	TRUSTEE FEES	\$6,485.00
					Vendor Total:	\$6,485.00
AT&T	JAN 2316	911 SYSTEM	\$223.51	20620231-52100	CONTRACTED SERVICES	\$223.51
					Vendor Total:	\$223.51
AVIATION FUEL HANDLING TECHNOLOGY	993	BUILDING MAINTENANCE & REPAIR	\$977.02	77725200-56300	BUILDING MAINT. & REPAIR	\$977.02
					Vendor Total:	\$977.02
BEST BEST & KRIEGER LLP	762131	RDA LEGAL SERVICES AS NEEDED	\$343.20	96995669-52100	CONTRACTED SERVICES	\$343.20
	763585	RDA LEGAL SERVICES AS NEEDED	\$461.49	96995669-52100	CONTRACTED SERVICES	\$461.49
	762132	RDA LEGAL SERVICES AS NEEDED	\$1,593.30	96995669-52100	CONTRACTED SERVICES	\$1,593.30
					Vendor Total:	\$2,397.99
BLUEPRINTS & COPIES	51952	PAPER,DRAFTING SUPPLIES, COPIE	\$214.09	20413500-54100	SUPPLIES	\$214.09
					Vendor Total:	\$214.09

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CA RURAL WATER ASSOC	DV 092711	WATER DISTRIBUTION CERTIFICATION	\$750.00	82024414-57100	CONFERENCE & TRAINING	\$750.00
Vendor Total:						\$750.00
CHEM DRY OF MENDOCINO COUNTY	15309	CARPET CLEANING SERVICES (SEE	\$1,075.00	69122700-56300	BUILDING MAINT. & REPAIR	\$1,075.00
Vendor Total:						\$1,075.00
CITY CLERKS ASSOC	1143	MEMBERSHIP & SUBSCRIPTIONS	\$185.00	10011100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$185.00
Vendor Total:						\$185.00
CLARK PEST CONTROL	17943001	PEST CONTROL SVCS	\$95.00	80026400-52100	CONTRACTED SERVICES	\$95.00
Vendor Total:						\$95.00
COMCAST	JAN16	TELEPHONE	\$152.32	73022600-55100	TELEPHONE	\$152.32
Vendor Total:						\$152.32
COUNTY OF MENDOCINO	FEB16	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00
Vendor Total:						\$50.00
COUNTY OF SONOMA	720	Picnic Tables	\$12,364.09	30022200-54100	SUPPLIES	\$12,364.09
Vendor Total:						\$12,364.09
DEEP VALLEY SECURITY	289428	ALARM SERVICES AS REQUIRED, FY	\$65.00	82024411-52100	CONTRACTED SERVICES	\$65.00
	4973	ALARM SERVICES AS REQUIRED, FY	\$48.66	20824300-52180	SECURITY SERVICES	\$48.66
Vendor Total:						\$113.66
DEPT OF CONSUMER AFFAIRS	DV 020316	LICENSE RENEWAL	\$115.00	10024210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$115.00
Vendor Total:						\$115.00

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FEDERAL EXPRESS	5-288-53078	MAILING & SHIPPING SERVICES	\$344.04	10023320-54101	POSTAGE	\$35.86
				10023320-54101	POSTAGE	\$35.86
				10023320-54101	POSTAGE	\$35.86
				10023320-54101	POSTAGE	\$37.53
				10023320-54101	POSTAGE	\$39.03
				10023320-54101	POSTAGE	\$70.92
				10520210-54101	POSTAGE	\$16.00
				10520210-54101	POSTAGE	\$18.81
				10520210-54101	POSTAGE	\$31.18
				82024410-54101	POSTAGE	\$22.99
Vendor Total:					\$344.04	
FRC INC	GHM 1.25.16	SPEC 15-08 - GHM BUILDING IMPR	\$25,444.00	31022700-80230	INFRASTRUCTURE	\$25,444.00
	GHM 1.26.16	SPEC 15-08 - GHM BUILDING IMPR	\$58,414.00	31022700-80230	INFRASTRUCTURE	\$58,414.00
Vendor Total:					\$83,858.00	
GHD INC	58190	DESIGN OF WELL #9	\$4,033.00	82024410-52100	CONTRACTED SERVICES	\$4,033.00
Vendor Total:					\$4,033.00	
GINA GRECO	DV 020216	INSTRUCTOR	\$1,445.50	10022850-52100	CONTRACTED SERVICES	\$1,445.50
Vendor Total:					\$1,445.50	
GLENMOUNT GLOBAL SOLUTIONS INC	AIS40685EV003	TELECOMMUNICATION EQUIPMENT, A	\$4,500.00	82024411-52100	CONTRACTED SERVICES	\$4,500.00
Vendor Total:					\$4,500.00	
GRANICUS INC	70830	SOFTWARE & SERVICES AGREEMENT	\$201.66	20922900-54320	SOFTWARE	\$201.66

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GRANICUS INC	70790	SOFTWARE & SERVICES AGREEMENT	\$6,794.53	20922900-54320	SOFTWARE	\$6,794.53
					Vendor Total:	\$6,996.19
GRAPHIC ENTERPRISES INC	51961	BUSINESS CARDS	\$46.75	82024410-54100	SUPPLIES	\$23.38
				84024420-54100	SUPPLIES	\$23.37
					Vendor Total:	\$46.75
HACH COMPANY	9753207	BUILDING MAINT & REPAIR	\$45.18	82024411-56300	BUILDING MAINT. & REPAIR	\$45.18
					Vendor Total:	\$45.18
HANSEL TOYOTA/SCION	187237	PARTS	\$142.56	10022500-56130	EXTERNAL SERVICES	\$71.28
				10520210-56130	EXTERNAL SERVICES	\$71.28
					Vendor Total:	\$142.56
HOME DEPOT CREDIT SERVICES	5013637	MISCELLANEOUS SUPPLIES AS NEED	\$25.92	20822500-56300	BUILDING MAINT. & REPAIR	\$25.92
	7013925	MISCELLANEOUS SUPPLIES AS NEED	\$166.30	20822500-56300	BUILDING MAINT. & REPAIR	\$166.30
	5100531	MISCELLANEOUS SUPPLIES AS NEED	\$129.07	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$129.07
	1032636	MISCELLANEOUS SUPPLIES AS NEED	\$17.87	10022100-54100	SUPPLIES	\$17.87
	2021391	MISCELLANEOUS SUPPLIES AS NEED	\$172.74	10022100-54100	SUPPLIES	\$172.74
	4012952	MISCELLANEOUS SUPPLIES AS NEED	\$195.40	73022600-54100	SUPPLIES	\$195.40
	2174926	MISCELLANEOUS SUPPLIES AS NEED	\$44.92	80026330-54100	SUPPLIES	\$44.92
	9182658	MISCELLANEOUS SUPPLIES AS NEED	\$30.71	80026400-54100	SUPPLIES	\$30.71
					Vendor Total:	\$782.93

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INTEGRITY SHRED	55152	DOCUMENT SHREDDING SERVICES	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
				Vendor Total:		\$57.00
INTERCOUNTY MECHANICAL & ELECTRICAL INC	4992	EQUIPMENT MAINTENANCE & REPAIR	\$220.00	82024411-52100	CONTRACTED SERVICES	\$220.00
	5018	EQUIPMENT MAINTENANCE & REPAIR	\$330.00	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$330.00
	Vendor Total:		\$550.00			
INTERWEST CONSULTING GROUP INC	25297	GIS SERVICES - ON-CALL AND AS	\$1,942.50	25124210-54320	SOFTWARE	\$1,312.50
				25124410-54320	SOFTWARE	\$367.50
				25124421-54320	SOFTWARE	\$262.50
				Vendor Total:		\$1,942.50
JOHN CRANE INC	3169487	EQUIPMENT MAINTENANCE & REPAIR	\$899.66	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$899.66
				Vendor Total:		\$899.66
KIMBALL MIDWEST	4658555	SUPPLIES	\$27.57	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$27.57
	4658717	SUPPLIES	\$597.93	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$597.93
	4658557	SUPPLIES	\$269.23	20324100-54100	SUPPLIES	\$269.23
	Vendor Total:		\$894.73			
LACO ASSOCIATES	0036685	EVAL WATER RESOURCES @ UKIAH G	\$1,053.75	82224413-80230	INFRASTRUCTURE	\$1,053.75
				Vendor Total:		\$1,053.75
LEXISNEXIS RISK DATA MGMNT	80024475	2016 PENAL CODE BOOK	\$710.07	10520210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$710.07
Vendor Total:						\$710.07

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MARY WILLIAMSON	10/6 - 10/7/15	TRAVEL ADVANCE	\$20.00	80026400-57100	CONFERENCE & TRAINING	\$20.00
Vendor Total:						\$20.00
MCMaster-CARR SUPPLY CO	47908271	EQUIPMENT MAINTENANCE & REPAIRS	\$29.08	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$29.08
Vendor Total:						\$29.08
MCR TECHNOLOGIES	35306	EQUIPMENT MAINTENANCE & REPAIR	\$596.37	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$596.37
Vendor Total:						\$596.37
MENDOCINO COUNTY TAX COLLECTOR	156-240-0200	PROPERTY TAXES	\$95.54	10022100-59100	PROPERTY TAXES PAID	\$95.54
	156-240-1300	PROPERTY TAXES	\$577.50	10022100-59100	PROPERTY TAXES PAID	\$577.50
	178-210-01	PROPERTY TAXES	\$289.92	70024500-59100	PROPERTY TAXES PAID	\$289.92
	178-130-0100	PROPERTY TAXES	\$760.07	70024500-59100	PROPERTY TAXES PAID	\$760.07
	003-330-6800	PROPERTY TAXES	\$579.76	77725200-59100	PROPERTY TAXES PAID	\$579.76
	180-070-1900	PROPERTY TAXES	\$5,507.03	80026400-59100	PROPERTY TAXES PAID	\$5,507.03
	184-100-150	PROPERTY TAXES	\$830.01	84024425-59100	PROPERTY TAXES PAID	\$830.01
	184-090-0600	PROPERTY TAXES	\$2,028.17	84024425-59100	PROPERTY TAXES PAID	\$2,028.17
	184-150-0100	PROPERTY TAXES	\$2,172.75	84024425-59100	PROPERTY TAXES PAID	\$2,172.75
Vendor Total:						\$12,840.75
MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY	10251	HAZARDOUS WASTE DISPOSAL	\$60.00	84024425-59101	FEES	\$60.00
Vendor Total:						\$60.00

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MINE SAFETY APPLIANCES CO	98222273	SUPPLIES	\$458.72	84024425-54100	SUPPLIES	\$458.72
					Vendor Total:	\$458.72
MUNISERVICES LLC	IN-0000040273	CONTRACTED SERVICES	\$115.20	10013400-52100	CONTRACTED SERVICES	\$115.20
					Vendor Total:	\$115.20
NATIONAL METER & AUTOMATION	S1066869.002	WATER SUPPLY, GROUNDWATER, SEW	\$843.60	82000000-12104	INVENTORY - PURCHASES	\$843.60
	S1066869.001	WATER SUPPLY, GROUNDWATER, SEW	\$3,933.80	82000000-12104	INVENTORY - PURCHASES	\$3,933.80
					Vendor Total:	\$4,777.40
ONE TIME PAY VENDOR	DV 011916	FINAL RELEASE & SETTLEMENT	\$452.95	80026110-52100	CONTRACTED SERVICES	\$452.95
	DV071015	REFUND AIRPORT HANGAR DEPOSIT	\$100.00	77700000-21110	CUSTOMER DEPOSITS	\$100.00
					Vendor Total:	\$552.95
ONESOURCE DISTRIBUTORS LLC	S4987933.001	PARTS	\$191.71	80000000-12104	INVENTORY - PURCHASES	\$191.71
	S4955647.001	ELECTRICAL EQUIPMENT AND SUPPL	\$1,167.21	80000000-12104	INVENTORY - PURCHASES	\$1,167.21
					Vendor Total:	\$1,358.92
OPPERMAN & SON INC	1260250014	MISC. PARTS AS NEEDED, FYE 201	\$379.95	10022100-56130	EXTERNAL SERVICES	\$379.95
	1260200058	MISC. PARTS AS NEEDED, FYE 201	\$24.49	10520210-56130	EXTERNAL SERVICES	\$24.49
	1260120003	MISC. PARTS AS NEEDED, FYE 201	\$26.01	10520210-56130	EXTERNAL SERVICES	\$26.01
	1260210045	MISC. PARTS AS NEEDED, FYE 201	\$51.82	10521210-56130	EXTERNAL SERVICES	\$51.82
	1260120010	MISC. PARTS AS NEEDED, FYE 201	\$63.85	10521210-56130	EXTERNAL SERVICES	\$63.85
	1260180012	MISC. PARTS AS NEEDED, FYE 201	\$68.86	84024421-56130	EXTERNAL SERVICES	\$68.86

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OPPERMAN & SON INC	1260140015	MISC. PARTS AS NEEDED, FYE 201	\$114.17	84024421-56130	EXTERNAL SERVICES	\$114.17
					Vendor Total:	\$729.15
OTS WELDING INC	0692	PRODUCTION AND MANUFACTURING S	\$6,617.25	10024220-54120	PW - SPECIAL SUPPLIES	\$3,308.62
				10022100-54100	SUPPLIES	\$3,308.63
					Vendor Total:	\$6,617.25
PACE SUPPLY CORPORATION	0233141178	MISCELLANEOUS ITEMS AS NEEDED,	\$47.48	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.22)
				82000000-12104	INVENTORY - PURCHASES	\$0.22
				82000000-12104	INVENTORY - PURCHASES	\$47.48
	023019382	PLUMBING EQUIPMENT, FIXTURES,	\$2,221.17	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,221.17
					Vendor Total:	\$2,268.65
PAUL & HING CHAN FAMILY ENT LP	FEB16	RENTAL FACILITY	\$1,365.00	10022100-52600	RENT	\$1,365.00
					Vendor Total:	\$1,365.00
PETERSON CAT	PC060128539	MISC PARTS AS NEEDED, FYE 2016	\$194.75	10520210-56130	EXTERNAL SERVICES	\$194.75
					Vendor Total:	\$194.75
PHENOVA	119606	SUPPLIES	\$700.15	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.76)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.05)
				84024425-54100	SUPPLIES	\$0.76
				84024425-54100	SUPPLIES	\$3.05
				84024425-54100	SUPPLIES	\$700.15
					Vendor Total:	\$700.15
PHILLIPS SEABROOK ASSOCIATES	6015	STRUCT ENGNG/PLAN CHCK/SUBSTIT	\$1,305.00	10023320-52100	CONTRACTED SERVICES	\$1,305.00

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PHILLIPS SEABROOK ASSOCIATES	6040	STRUCT ENNG/PLAN CHCK/SUBSTIT	\$1,395.00	10023320-52100	CONTRACTED SERVICES	\$1,395.00
					Vendor Total:	\$2,700.00
PR BUSHBY SHARPENING INC	549496	EQUIPMENT MAINTENANCE & REPAIR	\$37.00	20822500-54102	SMALL TOOLS	\$37.00
	549806	EQUIPMENT MAINTENANCE & REPAIR	\$24.00	84024421-54100	SUPPLIES	\$24.00
					Vendor Total:	\$61.00
PRESTON ENTERPRISES LLC	122093	SUPPLIES	\$502.78	10520210-54100	SUPPLIES	\$502.78
					Vendor Total:	\$502.78
RAINBOW AGRICULTURAL SERVICES	5270120-00	PARTS & MISC SUPPLIES AS NEEDE	\$37.82	10520210-54100	SUPPLIES	\$37.82
	5261776-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5265328-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5267746-00	PARTS & MISC SUPPLIES AS NEEDE	\$48.63	10520210-54100	SUPPLIES	\$48.63
	5267028-00	PARTS & MISC SUPPLIES AS NEEDE	\$54.05	10520210-54100	SUPPLIES	\$54.05
	5269444-00	PARTS & MISC SUPPLIES AS NEEDE	\$135.13	20524412-54100	SUPPLIES	\$135.13
	5269158-00	PARTS & MISC SUPPLIES AS NEEDE	\$118.92	80026400-54100	SUPPLIES	\$118.92
	5269163-00	PARTS & MISC SUPPLIES AS NEEDE	\$97.83	82024411-54100	SUPPLIES	\$97.83
	5263116-00	PARTS & MISC SUPPLIES AS NEEDE	\$103.79	82024411-54100	SUPPLIES	\$103.79
					Vendor Total:	\$682.65
REDWOOD COAST FUELS	1763339	MISC. PARTS AS NEEDED, FYE 201	\$733.25	20324100-56210	FUEL & FLUIDS	\$733.25
					Vendor Total:	\$733.25

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	DV 020216	FEB 2016	\$199,692.50	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$396.00
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,296.00
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$8,169.00
				20700000-20520	P/R DEDUCT.- MEDICAL INS	\$172,242.00
				20700000-20510	REMIF DENTAL	\$14,131.00
				20700000-20511	REMIF VISION	\$2,458.50
				Vendor Total:		\$199,692.50
RICHARD THORNTON DBA TELECOM	0000007992	TELEPHONE PARTS AS NEEDED, FYE	\$157.50	69122700-52180	SECURITY SERVICES	\$157.50
				Vendor Total:		\$157.50
RINO PACIFIC	CL12896	EQUIPMENT MAINTENANCE & REPAIR	\$483.81	82024414-56210	FUEL & FLUIDS	\$261.26
				84024421-56210	FUEL & FLUIDS	\$222.55
				Vendor Total:		\$483.81
SHANNON RILEY	4/23/15	REIMBURSE TRAVEL EXPENSE	\$15.00	10017100-57100	CONFERENCE & TRAINING	\$15.00
				Vendor Total:		\$15.00
SIERRA CHEMICAL	SLS10009175	CHLORINE PRODUCTS AS PER CONTR	(\$1,000.00)	84024425-58202	WATER TREATMENT PLANT CHEMICAL	(\$1,000.00)
	SLS10030063	CHLORINE PRODUCTS AS PER CONTR	\$3,047.55	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$3,047.55
	Vendor Total:			\$2,047.55		
SOLAR WINDS	IN257552	DATA PROCESSING, COMPUTER, PRO	\$8,728.00	20922900-54320	SOFTWARE	\$8,728.00
				Vendor Total:		\$8,728.00

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
THE PEAVEY CORPORATION	312392	SUPPLIES	\$307.29	10520210-54201	PRISONER EXPENSE	\$307.29
Vendor Total:						\$307.29
TNEMEC COMPANY INC	21890045	SUPPLIES	\$721.05	80026330-54100	SUPPLIES	\$721.05
Vendor Total:						\$721.05
UKIAH PAPER SUPPLY	452064	JANITORIAL SUPPLIES, MISC AS N	\$42.39	10520210-54201	PRISONER EXPENSE	\$42.39
	1452043	JANITORIAL SUPPLIES, MISC AS N	\$181.12	31122870-54100	SUPPLIES	\$181.12
	452103	JANITORIAL SUPPLIES, MISC AS N	\$66.39	73022600-54100	SUPPLIES	\$66.39
	452321	JANITORIAL SUPPLIES, MISC AS N	\$184.27	73022600-54100	SUPPLIES	\$184.27
Vendor Total:						\$474.17
UKIAH WASTE SOLUTIONS INC	300950	BIOSOLID REMOVAL CONTRACT (SEE	\$5,400.00	84024425-52100	CONTRACTED SERVICES	\$5,400.00
	302707	BIOSOLID REMOVAL CONTRACT (SEE	\$7,987.68	84024425-52100	CONTRACTED SERVICES	\$7,987.68
	010116	CONTAMINATION FEE	\$34.36	77725200-54100	SUPPLIES	\$34.36
Vendor Total:						\$13,422.04
ULINE	73456936	SUPPLIES	\$57.42	10520210-54201	PRISONER EXPENSE	\$57.42
Vendor Total:						\$57.42
UNITED ROTARY BRUSH CORP	CI180447	MISC. SUPPLIES AS NEEDED, FYE	\$750.08	10024220-56130	EXTERNAL SERVICES	\$750.08
Vendor Total:						\$750.08
UNITED SITE SERVICES	114-3225207	PORTABLE TOILET RENTAL	\$151.73	90000000-23243	FAMILY FUN IN THE SUN	\$151.73
	114-2719614	PORTABLE TOILET RENTAL	\$142.79	90000000-23219	PUMPKINFEST	\$142.79

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UNITED SITE SERVICES	114-3086294	PORTABLE TOILET RENTAL	\$124.60	10022832-54100	SUPPLIES	\$124.60
					Vendor Total:	\$419.12
UPS	000E19R54-505	SHIPPING SERVICES	\$35.65	77725200-54101	POSTAGE	\$35.65
					Vendor Total:	\$35.65
VERIZON WIRELESS	9759137772	TELEPHONE	\$941.85	10023100-54100	SUPPLIES	\$38.01
				10024210-55100	TELEPHONE	\$63.35
				10024220-55100	TELEPHONE	\$25.21
				10520210-55100	TELEPHONE	\$76.02
				20922900-55100	TELEPHONE	\$308.48
				77725200-55100	TELEPHONE	\$38.01
				80026400-55100	TELEPHONE	\$152.04
				82024410-55100	TELEPHONE	\$25.34
				82024410-55100	TELEPHONE	\$38.01
				82024411-55100	TELEPHONE	\$38.01
				84024420-55100	TELEPHONE	\$25.34
				84024421-55100	TELEPHONE	\$114.03
					Vendor Total:	\$941.85
VWR INTERNATIONAL INC	8043660821	SUPPLIES	\$261.64	84024425-54100	SUPPLIES	\$261.64
					Vendor Total:	\$261.64
WAGEWORKS INC	125A10443740	ADMINISTRATION FEES	\$93.20	10016100-52151	AFLAC & PERS INSUR ADMIN FEES	\$93.20
					Vendor Total:	\$93.20

List of Checks Presented for Approval on 2/5/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WATTCO	44726	PARTS	\$239.01	10521210-56130	EXTERNAL SERVICES	\$239.01
Vendor Total:						\$239.01
WAXIE SANITARY SUPPLY	75686234	JANITORIAL SUPPLIES, GENERAL L	\$2,187.81	20822500-54100	SUPPLIES	\$2,187.81
Vendor Total:						\$2,187.81
WILLOW COUNTY WATER DIST	12/19-01/20/16	UTILITIES	\$20.00	31122870-55210	UTILITIES	\$20.00
	1219-012016	UTILITIES	\$129.52	84024425-58201	WATER PURCHASES	\$129.52
Vendor Total:						\$149.52
XYLEM WATER SOLUTIONS USA INC	3556878184	EQUIPMENT MAINTENANCE & REPAIR	\$445.15	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$445.15
Vendor Total:						\$445.15
INVOICE TOTAL:						\$415,039.36

List of Checks Presented for Approval on 2/12/2016

The following list of bills payable was reviewed and approved for payment.

 2-12-16
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AFLAC	547458	CANCER, LIFE, ACC INSURANCE	\$6,663.82	20700000-20527	SECTION 125 (CANCER & LIFE)	\$6,663.82
Vendor Total:						\$6,663.82
ALL-GUARD ALARM SYSTEMS INC	A53290	CONTRACTED SERVICES	\$74.00	84024425-52180	SECURITY SERVICES	\$74.00
Vendor Total:						\$74.00
ALPHA ANALYTICAL LABORATORIES INC	6013320-UKIAH	MISCELLANEOUS LAB WORK AS NEED	\$60.00	82024411-52100	CONTRACTED SERVICES	\$60.00
	5112865-UKIAH	MISCELLANEOUS LAB WORK AS NEED	\$110.00	82024411-52100	CONTRACTED SERVICES	\$110.00
	6913315-UKIAH	MISCELLANEOUS LAB WORK AS NEED	\$110.00	82024411-52100	CONTRACTED SERVICES	\$110.00
	2012708-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	5123335-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6012379-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
Vendor Total:						\$1,093.00
ALPINE AWARDS	5508693	CLOTHING: ATHLETIC, CASUAL, DR	\$880.61	10022840-54100	SUPPLIES	\$880.61
Vendor Total:						\$880.61
ALSCO-AMERICAN LINEN DIVISION	LSRO880698	LAUNDRY SERVICES	\$204.74	20324100-52100	CONTRACTED SERVICES	\$204.74

List of Checks Presented for Approval on 2/12/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALSCO-AMERICAN LINEN DIVISION	LSRO883576	LAUNDRY SERVICES	\$204.74	20324100-52100	CONTRACTED SERVICES	\$204.74
					Vendor Total:	\$409.48
ANDREW PHILLIPS	2/28 - 3/4/16	TRAVEL ADVANCE	\$743.57	10520210-57100	CONFERENCE & TRAINING	\$743.57
					Vendor Total:	\$743.57
ANTONIO MUNOZ	CFM012016	HEALTH RELATED SERVICES (FOR H	\$333.33	10521210-57100	CONFERENCE & TRAINING	\$333.33
					Vendor Total:	\$333.33
ASHLEY COCCO	DV20116	NOTARY TRAINING	\$38.00	10011100-57100	CONFERENCE & TRAINING	\$38.00
					Vendor Total:	\$38.00
ASSOC OF BAY AREA GOVTS	DV 020516	WATER BOND SERIES A	\$1,149.00	82224413-52500	TRUSTEE FEES	\$1,149.00
					Vendor Total:	\$1,149.00
BORGES & MAHONEY INC	137358	EQUIPMENT MAINTENANCE & REPAIR	\$264.99	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$264.99
					Vendor Total:	\$264.99
CA NARCOTICS OFFICERS ASSOC	19289	ANNUAL RENEWAL	\$100.00	10520210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$100.00
					Vendor Total:	\$100.00
CANTEEN SERVICE	8741	MISCELLANEOUS SUPPLIES AS NEED	\$74.00	10012200-54100	SUPPLIES	\$74.00
	8742	MISCELLANEOUS SUPPLIES AS NEED	\$243.77	10012200-54100	SUPPLIES	\$243.77
					Vendor Total:	\$317.77
CAROL GOLDBERG	dv20316	INSTUCTOR	\$189.00	10022850-52100	CONTRACTED SERVICES	\$189.00
					Vendor Total:	\$189.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail			
CLARK PEST CONTROL	17942939	PEST CONTROL SVCS	\$75.11	80026330-52100	CONTRACTED SERVICES		\$75.11
					Vendor Total:	-----	\$75.11
COMPUTER OPTIONS INC	BILL37901	IT SERVICES	\$337.50	20922900-52100	CONTRACTED SERVICES		\$337.50
					Vendor Total:	-----	\$337.50
CUMMINS PACIFIC LLC	025-14692	EQUIPMENT PARTS	\$292.75	80026400-56130	EXTERNAL SERVICES		\$292.75
					Vendor Total:	-----	\$292.75
DANIEL STEEL & MACHINE INC	011916-C	CONTRACTED SERVICES	\$685.00	84024425-52100	CONTRACTED SERVICES		\$685.00
					Vendor Total:	-----	\$685.00
DAVID MCQUEARY	2/21 - 2/25/16	TRAVEL ADVANCE	\$628.52	10520210-57100	CONFERENCE & TRAINING		\$628.52
					Vendor Total:	-----	\$628.52
DAVID RAPPORT	6362	LEGAL SERVCIES FOR FY 15/16	\$25,073.21	10014000-52100	CONTRACTED SERVICES		\$927.21
				84424422-52100	CONTRACTED SERVICES		\$344.73
				84424422-52100	CONTRACTED SERVICES		\$9,711.94
				10014000-52150	LEGAL SERVICES/EXPENSES		\$955.74
				10014000-52150	LEGAL SERVICES/EXPENSES		\$3,575.23
				10514000-52150	LEGAL SERVICES/EXPENSES		\$6,355.91
				20414000-52150	LEGAL SERVICES/EXPENSES		\$399.41
				80014000-52150	LEGAL SERVICES/EXPENSES		\$59.44
				82014000-52150	LEGAL SERVICES/EXPENSES		\$492.14
				84014000-52150	LEGAL SERVICES/EXPENSES		\$349.49
				90214000-52150	LEGAL SERVICES/EXPENSES		\$47.55

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DAVID RAPPORT	6362	LEGAL SERVCIES FOR FY 15/16	\$25,073.21	90214000-52150	LEGAL SERVICES/EXPENSES	\$1,036.57
				90214000-52140	LITIGATION EXPENSES	\$817.85
				Vendor Total:		\$25,073.21
DEEP VALLEY SECURITY	289480	ALARM SERVICES AS REQUIRED, FY	\$7.57	10022100-52180	SECURITY SERVICES	\$7.57
	290849	ALARM SERVICES AS REQUIRED, FY	\$8.65	10022100-54100	SUPPLIES	\$8.65
	Vendor Total:		\$16.22			
DELL MARKETING LP	XJW9JW9N3	COMPUTER HARDWARE AND PERIPHER	\$2,071.00	20922900-54100	SUPPLIES	\$2,071.00
						Vendor Total:
DEPT OF FORESTRY & FIRE PROT	131869	NON-BIDDABLE MISCELLANEOUS ITE	\$32,303.03	10521210-61700	DISPATCH	\$32,303.03
						Vendor Total:
DON BROWN	2/24 - 2/25/16	TRAVEL ADVANCE	\$30.00	82024414-57100	CONFERENCE & TRAINING	\$30.00
						Vendor Total:
DON WADDINGTON	2/24 - 2/25/16	TRAVEL ADVANCE	\$30.00	82024414-57100	CONFERENCE & TRAINING	\$30.00
	DV20116	BOOT REIMBURSEMENT	\$150.00	82024414-54100	SUPPLIES	\$75.00
				84024421-54100	SUPPLIES	\$75.00
	Vendor Total:		\$180.00			
DONNA KIELY	2/24 - 2/26/16	TRAVEL ADVANCE	\$707.24	20620231-57100	CONFERENCE & TRAINING	\$353.62
				20620232-57100	CONFERENCE & TRAINING	\$353.62
				Vendor Total:		\$707.24

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
EFAX CORPORATE C/O J2 GLOBAL COMMUNICATIONS	728254	EFAX SERVICES	\$130.30	10012200-55100	TELEPHONE	\$130.30
Vendor Total:						\$130.30
EMPLOYMENT DEVELOPMENT DEPT	L1322553024	SUI 4TH QTR 2015	\$235.00	20700000-20606	CITY CONTRIBUTION-UNEMP INS.	\$235.00
Vendor Total:						\$235.00
FRANK ROMANO	8844	SUPPLIES	\$140.00	10520210-54100	SUPPLIES	\$140.00
Vendor Total:						\$140.00
GCS ENVIRONMENTAL EQUIP SRVS	13004	PARTS & SUPPLIES AS NEEDED, FY	\$416.79	10024220-56130	EXTERNAL SERVICES	\$416.79
Vendor Total:						\$416.79
GRAINGER INC	9919996356	BUILDING MAINT. & REPAIR	\$81.91	82024411-56300	BUILDING MAINT. & REPAIR	\$81.91
Vendor Total:						\$81.91
INTERWEST CONSULTING GROUP INC	25298	GIS SERVICES - ON-CALL AND AS	\$2,835.00	80026400-52100	CONTRACTED SERVICES	\$2,835.00
Vendor Total:						\$2,835.00
JASON CHAPMAN	UA20116	UNIFORM ALLOWANCE	\$43.24	10520210-51270	UNIFORM ALLOWANCE	\$43.24
Vendor Total:						\$43.24
JAVIER F JACINTO	00496	AUTO REPAIR	\$795.00	10022100-56130	EXTERNAL SERVICES	\$795.00
Vendor Total:						\$795.00
JOHN AGUILAR	2/24 - 2/25/16	TRAVEL ADVANCE	\$30.00	82024414-57100	CONFERENCE & TRAINING	\$30.00
Vendor Total:						\$30.00
JOHN CORIPPO	UA11316	UNIFORM ALLOWANCE	\$170.73	10521210-51270	UNIFORM ALLOWANCE	\$170.73
Vendor Total:						\$170.73

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
JOHN HAMNER	dv20116	WATER DISTRIBUTION OPERATOR EXAM PREP	\$225.00	82024414-57100	CONFERENCE & TRAINING	\$225.00
					Vendor Total:	\$225.00
JOSHUA COOPER	UA12816	UNIFORM ALLOWANCE	\$541.55	10520210-51270	UNIFORM ALLOWANCE	\$541.55
					Vendor Total:	\$541.55
KEVIN PIERACHINI	DV20116	BOOT REIMBURSEMENT	\$150.00	82024414-54100	SUPPLIES	\$75.00
				84024421-54100	SUPPLIES	\$75.00
					Vendor Total:	\$150.00
LEXISNEXIS RISK DATA MGMNT	1410964- 20160131	LEXIS NEXIS LE PLUS SEARCHING	\$79.50	10520210-54202	MAJOR CRIME INVETIGATIONS	\$79.50
					Vendor Total:	\$79.50
LORELEI SCOTT	3291	SUPPLIES	\$111.30	69122700-54100	SUPPLIES	\$111.30
					Vendor Total:	\$111.30
LOUIS MALDONADO SR	310405	EDUCATIONAL/TRAINING SERVICES	\$2,250.00	63020210-57100	CONFERENCE & TRAINING	\$2,250.00
					Vendor Total:	\$2,250.00
MAPLE CAFE	DV 012616	MISCELLANEOUS SERVICES, NO. 1	\$2,162.00	90000000-23226	CONCERT SERIES	\$2,162.00
					Vendor Total:	\$2,162.00
MARK CLEMENTI PHD	1-15-16	PROFESSIONAL SERVICES	\$625.00	10520210-52100	CONTRACTED SERVICES	\$625.00
					Vendor Total:	\$625.00
MATHESON TRI-GAS INC	12767976	OXYGEN & MISC AS NEEDED, FYE 2	\$27.12	80026130-54100	SUPPLIES	\$27.12
	12733713	OXYGEN & MISC AS NEEDED, FYE 2	\$51.31	80026130-54100	SUPPLIES	\$51.31
					Vendor Total:	\$78.43

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENDOCINO COUNTY AUDITOR- CONTROLLER	1604	PROPERTY TAX REIMBURSEMENT	\$10,180.53	10012400-52301	PROPERTY TAX ADMIN FEE	\$10,180.53
					Vendor Total:	\$10,180.53
MENDOCINO COUNTY FARM SUPPLY	422157	MISC. SUPPLIES AS NEEDED, FYE	\$21.29	20824300-56210	FUEL & FLUIDS	\$21.29
					Vendor Total:	\$21.29
MOIRS	127582	MISC POOL SUPPLIES AS NEEDED,	\$232.58	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$232.58
	127478	MISC POOL SUPPLIES AS NEEDED,	\$271.34	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$271.34
	127656	MISC POOL SUPPLIES AS NEEDED,	\$288.87	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$288.87
	127794	MISC POOL SUPPLIES AS NEEDED,	\$348.87	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$348.87
	127593	MISC POOL SUPPLIES AS NEEDED,	\$467.63	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$467.63
					Vendor Total:	\$1,609.29
NORCAL ASA	DV052615	2015 ADULT SOFTBALL REG FEES	\$1,248.00	10022822-54100	SUPPLIES	\$1,248.00
					Vendor Total:	\$1,248.00
ONE TIME PAY VENDOR	PERMIT 9172	REFUND PERMIT #9172	\$52.17	10023300-42260	PERMIT REINSTATEMENT FEES	\$52.17
	DV20516	REFUND REC CLASS	\$50.00	10022831-44915	RECREATION PROGRAM INCOME	\$50.00
	114177-9	UTILITY REFUND	\$52.40	90100000-10421	UTILITY RECEIVABLES CLEARING	\$52.40
	113176-2	UTILITY REFUND	\$86.46	90100000-10421	UTILITY RECEIVABLES CLEARING	\$86.46
	114777-6	UTILITY REFUND	\$99.00	90100000-10421	UTILITY RECEIVABLES CLEARING	\$99.00
	114625-7	UTILITY REFUND	\$100.53	90100000-10421	UTILITY RECEIVABLES CLEARING	\$100.53

List of Checks Presented for Approval on 2/12/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	113893-2	UTILITY REFUND	\$126.17	90100000-10421	UTILITY RECEIVABLES CLEARING	\$126.17
Vendor Total:						\$566.73
OPERATING ENGINEER PUBLIC& MISC EMPLOYEES	86138 FEB 2016	HEALTH INSURANCE	\$3,256.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$3,256.00
Vendor Total:						\$3,256.00
PACE SUPPLY CORPORATION	023150947	MISCELLANEOUS ITEMS AS NEEDED,	\$17.62	82024411-56300	BUILDING MAINT. & REPAIR	\$0.09
				82024411-56300	BUILDING MAINT. & REPAIR	\$17.62
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.09)
	023147386	MISCELLANEOUS ITEMS AS NEEDED,	\$32.53	82024411-56300	BUILDING MAINT. & REPAIR	\$0.15
				82024411-56300	BUILDING MAINT. & REPAIR	\$32.53
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.15)
	023089858	MISCELLANEOUS ITEMS AS NEEDED,	\$106.56	82024411-56300	BUILDING MAINT. & REPAIR	\$0.50
				82024411-56300	BUILDING MAINT. & REPAIR	\$106.56
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.50)
	023143247	MISCELLANEOUS ITEMS AS NEEDED,	\$21.70	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.10)
				80026330-54100	SUPPLIES	\$0.10
				80026330-54100	SUPPLIES	\$21.70
	023144791	MISCELLANEOUS ITEMS AS NEEDED,	\$69.91	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.33)
				82000000-12104	INVENTORY - PURCHASES	\$0.33
				82000000-12104	INVENTORY - PURCHASES	\$69.91
	023080125	MISCELLANEOUS ITEMS AS NEEDED,	\$584.19	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.56)

List of Checks Presented for Approval on 2/12/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023080125	MISCELLANEOUS ITEMS AS NEEDED,	\$584.19	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2.56
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$584.19
	023137934	MISCELLANEOUS ITEMS AS NEEDED,	\$299.27	82000000-12104	INVENTORY - PURCHASES	\$299.27
	023071517-1	PLUMBING EQUIPMENT, FIXTURES,	\$88.17	82024414-54102	SMALL TOOLS	\$88.17
	023071517	PLUMBING EQUIPMENT, FIXTURES,	\$1,122.86	82024414-54102	SMALL TOOLS	\$1,122.86
	023087867	MISCELLANEOUS ITEMS AS NEEDED,	\$162.12	82024414-54100	SUPPLIES	\$162.12
Vendor Total:						\$2,504.93
PETERSON TRUCKS INC	253026P	PARTS	\$18.36	20324100-52100	CONTRACTED SERVICES	\$18.36
						Vendor Total:
PG&E CO	FEB16 7075	UTILITIES	\$59.00	10022100-55210	UTILITIES	\$59.00
	FEB16 0853	UTILITIES	\$2,901.68	31122870-55210	UTILITIES	\$2,901.68
	Vendor Total:					\$2,960.68
PHENOVA	119605	SUPPLIES	\$266.94	82024411-54100	SUPPLIES	\$266.94
						Vendor Total:
PHYSIO-CONTROL INC	415054983	DEFIBRILLATOR SERVICE SUPPORT	\$4,320.74	10521210-52111	MAINT. CONTRCTS - DEFIBRULATOR	\$4,320.74
						Vendor Total:
PORTOLA SYSTEMS INC	15042	COMPUTER HARDWARE AND PERIPHER	\$86,851.95	20922900-80100	MACHINERY & EQUIPMENT	\$42,667.95
				22022900-80100	MACHINERY & EQUIPMENT	\$44,184.00
				Vendor Total:		\$86,851.95
PR BUSHBY SHARPENING INC	549841	EQUIPMENT MAINTENANCE & REPAIR	\$28.80	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$28.80
						Vendor Total:

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PROFESSIONALCELLULAR & PAGING	A36895	QUARTERLY AIRTIME	\$126.18	20922900-52100	CONTRACTED SERVICES	\$126.18
					Vendor Total:	\$126.18
RAINFOREST FANTASY	5101	PEER GROUP SUPPORT	\$63.79	10520210-54100	SUPPLIES	\$63.79
					Vendor Total:	\$63.79
REDWOOD COAST FUELS	1761402	CARDLOCK FUEL PURCHASES, FYE 2	\$5,001.48	10022100-56210	FUEL & FLUIDS	\$439.89
				10024210-56210	FUEL & FLUIDS	\$23.45
				10024220-56210	FUEL & FLUIDS	\$1,038.52
				10520210-56210	FUEL & FLUIDS	\$13.10
				10520210-56210	FUEL & FLUIDS	\$72.16
				10520210-56210	FUEL & FLUIDS	\$1,636.49
				10520224-56210	FUEL & FLUIDS	\$176.34
				20324100-56210	FUEL & FLUIDS	\$94.63
				20524412-56210	FUEL & FLUIDS	\$18.64
				80026400-56210	FUEL & FLUIDS	\$653.44
				82024411-56210	FUEL & FLUIDS	\$189.04
				82024414-56210	FUEL & FLUIDS	\$86.19
				82024414-56210	FUEL & FLUIDS	\$194.12
				84024421-56210	FUEL & FLUIDS	\$73.42
				84024421-56210	FUEL & FLUIDS	\$165.38
				84024425-56210	FUEL & FLUIDS	\$126.67
	1763673	CARDLOCK FUEL PURCHASES, FYE 2	\$5,334.07	10022100-56210	FUEL & FLUIDS	\$393.94

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1763673	CARDLOCK FUEL PURCHASES, FYE 2	\$5,334.07	10024210-56210	FUEL & FLUIDS	\$83.21
				10024220-56210	FUEL & FLUIDS	\$837.84
				10520210-56210	FUEL & FLUIDS	\$27.76
				10520210-56210	FUEL & FLUIDS	\$69.06
				10520210-56210	FUEL & FLUIDS	\$1,658.23
				10520224-56210	FUEL & FLUIDS	\$129.13
				20324100-56210	FUEL & FLUIDS	\$35.34
				20524412-56210	FUEL & FLUIDS	\$18.85
				20822500-56210	FUEL & FLUIDS	\$89.09
				80026400-56210	FUEL & FLUIDS	\$89.97
				80026400-56210	FUEL & FLUIDS	\$865.28
				82024411-56210	FUEL & FLUIDS	\$317.28
				82024414-56210	FUEL & FLUIDS	\$37.51
				82024414-56210	FUEL & FLUIDS	\$216.57
				84024421-56210	FUEL & FLUIDS	\$31.95
				84024421-56210	FUEL & FLUIDS	\$184.49
				84024425-56210	FUEL & FLUIDS	\$248.57
Vendor Total:						\$10,335.55
REDWOOD EMPIRE AIKIKAI	dv20416	INSTRUCTOR	\$160.00	10022850-52100	CONTRACTED SERVICES	\$160.00
Vendor Total:						\$160.00
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	MAR - 16	LIFE, LTD, & EAP INSURANCE	\$3,143.51	20700000-20523	P/R DEDUCT-LTD	\$2,520.38

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	MAR - 16	LIFE, LTD, & EAP INSURANCE	\$3,143.51	20700000-20512	REMIF LIFE	\$190.65
				20112400-52525	WORKER'S COMP. EXPENSE	\$432.48
				Vendor Total:		\$3,143.51
REDWOOD TREE SERVICE STATIONS INC	STMT 013116	CAR WASHES & INTERIOR CLEANING	\$215.50	10520210-56130	EXTERNAL SERVICES	\$215.50
				Vendor Total:		\$215.50
SAFEWAY INC	436362	MISC SUPPLIES AS NEEDED, FYE 2	\$13.98	90000000-23226	CONCERT SERIES	\$13.98
	727056	MISC SUPPLIES AS NEEDED, FYE 2	\$59.12	10016100-54167	HR - EMPLOYEE DEVELOPMENT	\$59.12
	728864	MISC SUPPLIES AS NEEDED, FYE 2	\$15.13	73022600-54100	SUPPLIES	\$15.13
	727811	MISC SUPPLIES AS NEEDED, FYE 2	\$35.67	73022600-54100	SUPPLIES	\$35.67
	801743	MISC SUPPLIES AS NEEDED, FYE 2	\$51.66	73022600-54100	SUPPLIES	\$51.66
	434718	MISC SUPPLIES AS NEEDED, FYE 2	\$155.53	73022600-54100	SUPPLIES	\$155.53
			Vendor Total:		\$331.09	
SBOE SALES & USE TAX	DV 020916	SALES & USE TAX	\$608.00	77725200-58401	AVIATION FUEL	\$382.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	\$15.00
				90000000-23237	DISTRICT USE TAX-MEASURE S	\$19.00
				90000000-23013	STATE USE TAX LIABILITY	\$192.00
				Vendor Total:		\$608.00
SHAMROCK SCIENTIFIC SPECIALTY SYSTEMS INC	267960	EVIDENCE LABELS	\$132.68	10520210-54201	PRISONER EXPENSE	\$132.68
				Vendor Total:		\$132.68

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SMART GRID CONSUMER COLLABORATIVE	1539	NON-BIDDABLE MISCELLANEOUS ITE	\$2,500.00	80100000-52100	CONTRACTED SERVICES	\$2,500.00
					Vendor Total:	\$2,500.00
SOLID WASTES SYSTEMS INC	301041	MISC. DUMP FEES FOR FYE 2016	\$87.89	20822500-56300	BUILDING MAINT. & REPAIR	\$19.15
				10024220-54120	PW - SPECIAL SUPPLIES	\$18.70
				10024220-54120	PW - SPECIAL SUPPLIES	\$19.15
				10024220-54120	PW - SPECIAL SUPPLIES	\$30.89
					Vendor Total:	\$87.89
SONOMA MEDIA INVESTMENTS LLC	2729680	PRINT & WEB AD	\$1,162.20	10016100-54162	HR - ADVERTISING	\$1,162.20
					Vendor Total:	\$1,162.20
STACY ROWE	DV20416	INSTRUCTOR	\$160.00	10022850-52100	CONTRACTED SERVICES	\$64.00
				10022850-52100	CONTRACTED SERVICES	\$96.00
					Vendor Total:	\$160.00
STAPLES CARD	84417	OFFICE SUPPLIES, MISC AS NEEDE	\$12.98	10520210-54201	PRISONER EXPENSE	\$12.98
	18418	OFFICE SUPPLIES, MISC AS NEEDE	\$92.96	10520210-54100	SUPPLIES	\$92.96
	82208	OFFICE SUPPLIES, MISC AS NEEDE	\$6.49	20513300-54100	SUPPLIES	\$6.49
	66764	OFFICE SUPPLIES, MISC AS NEEDE	\$21.93	69122700-54100	SUPPLIES	\$21.93
	86264	OFFICE SUPPLIES, MISC AS NEEDE	\$100.26	69122700-54100	SUPPLIES	\$100.26
	44533	OFFICE SUPPLIES, MISC AS NEEDE	\$113.50	73022600-54100	SUPPLIES	\$113.50
	82536	OFFICE SUPPLIES, MISC AS NEEDE	\$24.85	80026400-54100	SUPPLIES	\$24.85
	19103	OFFICE SUPPLIES, MISC AS NEEDE	\$111.35	80026400-54100	SUPPLIES	\$111.35

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES CARD	79236	OFFICE SUPPLIES, MISC AS NEEDE	\$162.18	80026400-54100	SUPPLIES	\$162.18
	45010	OFFICE SUPPLIES, MISC AS NEEDE	\$166.49	80026400-54100	SUPPLIES	\$166.49
	84497	OFFICE SUPPLIES, MISC AS NEEDE	\$78.53	82024411-54100	SUPPLIES	\$78.53
	18788	OFFICE SUPPLIES, MISC AS NEEDE	\$170.82	82024411-54100	SUPPLIES	\$170.82
	79440	OFFICE SUPPLIES, MISC AS NEEDE	\$213.59	82024411-54100	SUPPLIES	\$213.59
	43199	OFFICE SUPPLIES, MISC AS NEEDE	\$132.20	84024421-54100	SUPPLIES	\$132.20
Vendor Total:						\$1,408.13
STERLING WATER TECHNOLOGIES LLC	4851	LIQUID POLYMER-ALKYLAMINE	\$3,552.51	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$3,552.51
	Vendor Total:					\$3,552.51
SYAR INDUSTRIES INC	590554	ASHPALT AS NEEDED, FYE 2016	\$1,628.48	84024421-54100	SUPPLIES	\$1,628.48
	Vendor Total:					\$1,628.48
THOMAS CORNING JR	2/22 - 2/26/16	TRAVEL ADVANCE	\$1,034.60	10520210-57100	CONFERENCE & TRAINING	\$1,034.60
	Vendor Total:					\$1,034.60
TRIPLE S CAMERA SHOP	104856	PHOTOGRAPHY SERVICES	\$151.21	10010000-54100	SUPPLIES	\$151.21
	Vendor Total:					\$151.21
TYLER SCHAPMIRE	2/28 - 3/4/16	TRAVEL ADVANCE	\$743.57	10520210-57100	CONFERENCE & TRAINING	\$743.57
	Vendor Total:					\$743.57
UKIAH AUTO DISMANTLERS	4781	TOWING SERVICES	\$65.00	10520210-52100	CONTRACTED SERVICES	\$65.00
	Vendor Total:					\$65.00
UKIAH CAR CENTER LLC	118169	PARTS & SERVICE REPAIRS AS NEE	\$16.61	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$16.61

List of Checks Presented for Approval on 2/12/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH CAR CENTER LLC	118168	PARTS & SERVICE REPAIRS AS NEE	\$17.30	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$17.30
	118184	PARTS & SERVICE REPAIRS AS NEE	\$19.08	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$19.08
	118162	PARTS & SERVICE REPAIRS AS NEE	\$17.26	10022100-56130	EXTERNAL SERVICES	\$17.26
	118438	PARTS & SERVICE REPAIRS AS NEE	\$107.32	10024210-56130	EXTERNAL SERVICES	\$107.32
	118742	PARTS & SERVICE REPAIRS AS NEE	\$20.27	10520210-56130	EXTERNAL SERVICES	\$20.27
	118606	PARTS & SERVICE REPAIRS AS NEE	\$21.59	10520210-56130	EXTERNAL SERVICES	\$21.59
	118329	PARTS & SERVICE REPAIRS AS NEE	\$52.54	10520210-56130	EXTERNAL SERVICES	\$52.54
	118307	PARTS & SERVICE REPAIRS AS NEE	\$72.35	10520210-56130	EXTERNAL SERVICES	\$72.35
	118396	PARTS & SERVICE REPAIRS AS NEE	\$21.59	80026400-56130	EXTERNAL SERVICES	\$21.59
	118713	PARTS & SERVICE REPAIRS AS NEE	\$22.47	80026400-56130	EXTERNAL SERVICES	\$22.47
	118342	PARTS & SERVICE REPAIRS AS NEE	\$33.74	80026400-56130	EXTERNAL SERVICES	\$33.74
	118302	PARTS & SERVICE REPAIRS AS NEE	\$37.52	80026400-56130	EXTERNAL SERVICES	\$37.52
	CM118728	PARTS & SERVICE REPAIRS AS NEE	(\$81.10)	82024411-56130	EXTERNAL SERVICES	(\$81.10)
	118728	PARTS & SERVICE REPAIRS AS NEE	\$408.93	82024411-56130	EXTERNAL SERVICES	\$408.93
	118136	PARTS & SERVICE REPAIRS AS NEE	\$132.61	20324100-58510	REIMBRASABLE JOBS	\$132.61
Vendor Total:						\$920.08
UNITED RENTALS (NORTH AMERICA) INC	129579130-006	Truck and Van Rental or Lease	\$1,958.98	10022100-56410	EQUIPMENT RENTAL - PRIVATE	\$685.65
				10024220-56410	EQUIPMENT RENTAL - PRIVATE	\$685.63
				82024414-56410	EQUIPMENT RENTAL - PRIVATE	\$195.90
				84024421-56410	EQUIPMENT RENTAL - PRIVATE	\$391.80

List of Checks Presented for Approval on 2/12/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UNITED RENTALS (NORTH AMERICA) INC	129579130-004	Truck and Van Rental or Lease	\$2,175.03	10022100-56410	EQUIPMENT RENTAL - PRIVATE	\$761.25
				10024220-56410	EQUIPMENT RENTAL - PRIVATE	\$761.27
				82024414-56410	EQUIPMENT RENTAL - PRIVATE	\$217.50
				84024421-56410	EQUIPMENT RENTAL - PRIVATE	\$435.01
	129579130-005	Truck and Van Rental or Lease	\$2,175.03	10022100-56410	EQUIPMENT RENTAL - PRIVATE	\$752.18
				10024220-56410	EQUIPMENT RENTAL - PRIVATE	\$752.19
				82024414-56410	EQUIPMENT RENTAL - PRIVATE	\$214.91
				84024421-56410	EQUIPMENT RENTAL - PRIVATE	\$455.75
Vendor Total:					\$6,309.04	
UNITED SITE SERVICES	114-3699402	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-3699403	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-3699404	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-3699405	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-3699401	PORTABLE TOILET RENTAL	\$249.19	10022100-52100	CONTRACTED SERVICES	\$249.19
	Vendor Total:					\$916.31
USA BLUEBOOK	839675	SUPPLIES	\$443.70	82024411-54100	SUPPLIES	\$443.70
						Vendor Total:
VINCENT MORSE	UA20216	UNIFORM ALLOWANCE	\$270.00	10520210-51270	UNIFORM ALLOWANCE	\$270.00
						Vendor Total:
WECO INDUSTRIES LLC	0035627-IN	PARTS	\$173.01	84024421-54100	SUPPLIES	\$173.01
						Vendor Total:

List of Checks Presented for Approval on 2/12/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WITTMAN ENTERPRISES LLC	15012044	AMBULANCE BILLING SERVICES	\$38.73	10521210-52110	AMBULANCE BILLING	\$38.73
Vendor Total:						\$38.73
INVOICE TOTAL:						\$236,271.90

List of Checks Presented for Approval on 2/19/2016

The following list of bills payable was reviewed and approved for payment.

 2-29-16
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCOUNTEMPS	44892592	TEMP SUPPORT - RICARDO CHAVARR	\$888.00	10013400-52100	CONTRACTED SERVICES	\$888.00
Vendor Total:						\$888.00
ACCURATE FORKLIFT INC	011036846	EQUIPMENT PARTS & REPAIRS	\$530.69	80026400-56130	EXTERNAL SERVICES	\$530.69
Vendor Total:						\$530.69
ALHAMBRA NATIONAL WATER	5109554 020616	DRINKING WATER SERVICES, FYE 2	\$68.33	69122700-54100	SUPPLIES	\$7.00
				77725200-54100	SUPPLIES	\$14.62
				84024425-54100	SUPPLIES	\$46.71
				Vendor Total:		\$68.33
ALPHA ANALYTICAL LABORATORIES INC	5112164- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	5121032	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6012707- UKIAHSTP	ENVIRONMENTAL AND ECOLOGICAL S	\$1,535.00	84024425-52100	CONTRACTED SERVICES	\$1,535.00
	5112223- UKIAHSTP	ENVIRONMENTAL AND ECOLOGICAL S	\$1,728.00	84024425-52100	CONTRACTED SERVICES	\$1,728.00
	6013563- UKIAHSTPSTP	ENVIRONMENTAL AND ECOLOGICAL S	\$1,728.00	84024425-52100	CONTRACTED SERVICES	\$1,728.00
	6020871- UKIAHSTP	ENVIRONMENTAL AND ECOLOGICAL S	\$2,712.00	84024425-52100	CONTRACTED SERVICES	\$2,712.00
Vendor Total:						\$8,245.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALTEC INDUSTRIES INC	10508686	PARTS & MAT'LS AS NEEDED, FYE	\$246.84	80026400-56130	EXTERNAL SERVICES	\$246.84
					Vendor Total:	\$246.84
AMERICAN RIVER COLLEGE	DV 020816	MADRIGAL & CHAPMAN REGISTRATION FEE	\$152.00	10520210-57100	CONFERENCE & TRAINING	\$152.00
					Vendor Total:	\$152.00
ANIXTER	3067535-00	ELECTRICAL EQUIPMENT AND SUPPL	\$1,545.84	80000000-12104	INVENTORY - PURCHASES	\$1,545.84
					Vendor Total:	\$1,545.84
ARAMARK UNIFORM SERVICES	702555719	MAT & TOWEL SERVICES (PLEASE S	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	702575781	MAT & TOWEL SERVICES (PLEASE S	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	702595737	MAT & TOWEL SERVICES (PLEASE S	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	702615886	MAT & TOWEL SERVICES (PLEASE S	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	702555718	MAT & TOWEL SERVICES (PLEASE S	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	702575780	MAT & TOWEL SERVICES (PLEASE S	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	702595736	MAT & TOWEL SERVICES (PLEASE S	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	702615885	MAT & TOWEL SERVICES (PLEASE S	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	702542898	MAT & TOWEL SERVICES (PLEASE S	\$60.52	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.52
	702562906	MAT & TOWEL SERVICES (PLEASE S	\$60.52	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.52
	702582933	MAT & TOWEL SERVICES (PLEASE S	\$60.52	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.52
	702602988	MAT & TOWEL SERVICES (PLEASE S	\$60.52	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.52
	702623119	MAT & TOWEL SERVICES (PLEASE S	\$60.52	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.52

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ARAMARK UNIFORM SERVICES	702592862	UNIFORM SVC - AIRPORT FYE 2016	\$61.11	77725200-54100	SUPPLIES	\$61.11
	702623137	UNIFORM SVC - AIRPORT FYE 2016	\$72.98	77725200-54100	SUPPLIES	\$72.98
	702552850	UNIFORM SVC - AIRPORT FYE 2016	\$78.51	77725200-54100	SUPPLIES	\$78.51
	702562924	UNIFORM SVC - AIRPORT FYE 2016	\$78.51	77725200-54100	SUPPLIES	\$78.51
	702572894	UNIFORM SVC - AIRPORT FYE 2016	\$78.51	77725200-54100	SUPPLIES	\$78.51
	702582951	UNIFORM SVC - AIRPORT FYE 2016	\$78.51	77725200-54100	SUPPLIES	\$78.51
	702603006	UNIFORM SVC - AIRPORT FYE 2016	\$78.51	77725200-54100	SUPPLIES	\$78.51
	702613041	UNIFORM SVC - AIRPORT FYE 2016	\$78.51	77725200-54100	SUPPLIES	\$78.51
Vendor Total:						\$1,577.75
ASHLEY COCCO	TR 2/3-2/5/16	TRAVEL REIMBURSEMENT	\$212.80	10011100-57100	CONFERENCE & TRAINING	\$212.80
Vendor Total:						\$212.80
AT&T MOBILITY	832118877X021 42016	DATA & VOICE	\$143.53	10022300-55100	TELEPHONE	\$49.51
				20620231-55100	TELEPHONE	\$12.54
				77725200-55100	TELEPHONE	\$18.38
				82024410-55100	TELEPHONE	\$12.54
				82024410-55100	TELEPHONE	\$25.08
				82024411-55100	TELEPHONE	\$12.74
				82024411-55100	TELEPHONE	\$12.74
				82024411-55100	TELEPHONE	\$12.74
	832056361X021 42016	POLICE MODEMS	\$499.00	10520210-55100	TELEPHONE	\$499.00
	8751085835X02 142016	VOICE & DATA	\$62.70	82024411-55100	TELEPHONE	\$25.08

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T MOBILITY	8751085835X02 142016	VOICE & DATA	\$62.70	84024421-55100	TELEPHONE	\$37.62
					Vendor Total:	\$705.23
BJ'S EMBROIDERY	12245	UNIFORM EXPENSE	\$513.27	10024220-54120	PW - SPECIAL SUPPLIES	\$513.27
					Vendor Total:	\$513.27
BSN SPORTS	97592692	SUPPLIES	\$194.60	10022821-54100	SUPPLIES	\$194.60
					Vendor Total:	\$194.60
CALPERS	1000000147012 15	UNFUNDED ACCRUED LIABILITY	\$42,934.00	10520210-51211	PERS UNFUNDED LIABILITY	\$42,934.00
	1000000147012 06	UNFUNDED ACCRUED LIABILITY	\$23,263.00	10521210-51211	PERS UNFUNDED LIABILITY	\$23,263.00
					Vendor Total:	\$66,197.00
CHRISTOPHER MC MAHAN	TA 02/28- 03/01/16	TRAVEL ADVANCE	\$170.00	10022100-57100	CONFERENCE & TRAINING	\$170.00
					Vendor Total:	\$170.00
CLARK PEST CONTROL	18063345	PEST CONTROL SVCS	\$190.00	80026400-52100	CONTRACTED SERVICES	\$190.00
					Vendor Total:	\$190.00
COMPUTER OPTIONS INC	BILL38004	IT SERVICES	\$2,700.00	20922900-52100	CONTRACTED SERVICES	\$2,700.00
					Vendor Total:	\$2,700.00
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-496260	MISC ELECTRICAL SUPPLIES AS NE	\$54.90	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.25)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.25
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$54.90
	8821-496278	MISC ELECTRICAL SUPPLIES AS NE	\$121.63	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.56)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-496278	MISC ELECTRICAL SUPPLIES AS NE	\$121.63	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.56
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$121.63
				Vendor Total:		\$176.53
CONTROL SYSTEMS WEST INC	4221-8175	DATA PROCESSING, COMPUTER, PRO	\$652.00	84024425-52100	CONTRACTED SERVICES	\$652.00
	4314-8175	DATA PROCESSING, COMPUTER, PRO	\$815.00	84024425-52100	CONTRACTED SERVICES	\$815.00
				Vendor Total:		\$1,467.00
DAVID MCQUEARY	TA 03/03/16	TRAVEL ADVANCE	\$15.00	10520210-57100	CONFERENCE & TRAINING	\$15.00
						Vendor Total: \$15.00
DAVID RAPPORT	6363	LEGAL SERVCIES FOR FY 15/16	\$66.00	82014000-52100	CONTRACTED SERVICES	\$66.00
						Vendor Total: \$66.00
DC CUSTOMS INC	182227	PARTS	\$789.90	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.80)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.80)
				82024414-56130	EXTERNAL SERVICES	\$1.80
				82024414-56130	EXTERNAL SERVICES	\$394.95
				84024421-56130	EXTERNAL SERVICES	\$1.80
				84024421-56130	EXTERNAL SERVICES	\$394.95
				Vendor Total:		\$789.90
DC ELECTRIC GROUP INC	25349	PUBLIC WORKS AND RELATED SERVI	\$4,775.00	10024210-52100	CONTRACTED SERVICES	\$4,775.00
						Vendor Total: \$4,775.00
DEEP VALLEY SECURITY	289998.1	SECURITY SYSTEM AT OBSERVATORY	\$39.95	10022100-52180	SECURITY SERVICES	\$39.95

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DEEP VALLEY SECURITY	289998	ALARM SERVICES AS REQUIRED, FY	\$481.35	10022100-52180	SECURITY SERVICES	\$56.90
				10022822-52180	SECURITY SERVICES	\$22.95
				20822500-52180	SECURITY SERVICES	\$42.95
				20824300-52180	SECURITY SERVICES	\$27.25
				69122700-52180	SECURITY SERVICES	\$85.90
				73022600-52180	SECURITY SERVICES	\$41.90
				73022600-52180	SECURITY SERVICES	\$74.90
				80026400-52180	SECURITY SERVICES	\$24.50
				82024411-52180	SECURITY SERVICES	\$44.95
				82024414-52180	SECURITY SERVICES	\$29.57
				84024421-52180	SECURITY SERVICES	\$29.58
	289449	EQUIPMENT MAINTENANCE AND REPA	\$1,573.13	20824300-52180	SECURITY SERVICES	\$1,573.13
	289469	EQUIPMENT MAINTENANCE AND REPA	\$2,513.79	20824300-52180	SECURITY SERVICES	\$2,513.79
Vendor Total:					\$4,608.22	
DEFATTE EQUIPMENT INC	11217	PARTS	\$696.33	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.24)
				80026400-56130	EXTERNAL SERVICES	\$3.24
				80026400-56130	EXTERNAL SERVICES	\$696.33
Vendor Total:					\$696.33	
DELL MARKETING LP	XJTK8PXF3	COMPUTER HARDWARE AND PERIPHER	\$2,058.67	10520210-54201	PRISONER EXPENSE	\$1,942.85
				10520210-54100	SUPPLIES	\$115.82
	XJTJ6X374	COMPUTER HARDWARE AND PERIPHER	\$65.08	10520210-54100	SUPPLIES	\$65.08

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DELL MARKETING LP	XJWC5C886	COMPUTER HARDWARE AND PERIPHER	\$3,515.93	20922900-54100	SUPPLIES	\$3,515.93
					Vendor Total:	\$5,639.68
DON WADDINGTON	TA 03/04/16	TRAVEL ADVANCE	\$15.00	82024414-57100	CONFERENCE & TRAINING	\$15.00
					Vendor Total:	\$15.00
DONNA KIELY	TA 03/03/16	TRAVEL ADVANCE	\$15.00	10520210-57100	CONFERENCE & TRAINING	\$15.00
					Vendor Total:	\$15.00
EBA ENGINEERING	28717.0	EXPERT WITNESS SERVICES	\$4,454.07	25024300-52100	CONTRACTED SERVICES	\$4,454.07
	28717	CORP YARD QTRLY REMEDIATION SY	\$5,334.68	25024300-52100	CONTRACTED SERVICES	\$5,334.68
	28846	ENGINEERING SERVICES, PROFESSI	\$7,627.00	70024500-52100	CONTRACTED SERVICES	\$7,627.00
					Vendor Total:	\$17,415.75
EPIC AVIATION LLC	6812148	FUEL	\$12,748.06	77725200-58401	AVIATION FUEL	\$12,748.06
					Vendor Total:	\$12,748.06
FASTENAL	CAUKA19307	PARTS	\$36.44	84024425-56210	FUEL & FLUIDS	\$36.44
					Vendor Total:	\$36.44
FLEETPRIDE	74921722	MISC PARTS & MAT'LS AS NEEDED,	\$5.85	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.03)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.03
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$5.85
					Vendor Total:	\$5.85
FLIGHT LIGHT INC	0053063-IN	PARTS	\$825.70	77725200-56300	BUILDING MAINT. & REPAIR	\$3.75
				77725200-56300	BUILDING MAINT. & REPAIR	\$825.70

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FLIGHT LIGHT INC	0053063-IN	PARTS	\$825.70	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.75)
	0052685-IN	PARTS	\$922.88	77725200-56300	BUILDING MAINT. & REPAIR	\$4.19
				77725200-56300	BUILDING MAINT. & REPAIR	\$922.88
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$4.19)
Vendor Total:						\$1,748.58
FRIEDMANS HOME IMPROVEMENT	35388537	MISC ITEMS AS NEEDED, FYE 2016	\$94.05	20822500-56300	BUILDING MAINT. & REPAIR	\$72.43
				20822500-54102	SMALL TOOLS	\$21.62
	35391037	MISC ITEMS AS NEEDED, FYE 2016	\$123.20	20822500-56300	BUILDING MAINT. & REPAIR	\$123.20
	35386748	MISC ITEMS AS NEEDED, FYE 2016	\$138.15	20822500-56300	BUILDING MAINT. & REPAIR	\$138.15
	35375430	MISC ITEMS AS NEEDED, FYE 2016	\$153.20	20822500-56300	BUILDING MAINT. & REPAIR	\$153.20
	33416584	MISC ITEMS AS NEEDED, FYE 2016	\$163.55	20822500-56300	BUILDING MAINT. & REPAIR	\$163.55
	35380501	MISC ITEMS AS NEEDED, FYE 2016	\$176.15	20822500-56300	BUILDING MAINT. & REPAIR	\$176.15
	35393998	MISC ITEMS AS NEEDED, FYE 2016	\$213.16	20822500-56300	BUILDING MAINT. & REPAIR	\$213.16
	35395184	MISC ITEMS AS NEEDED, FYE 2016	\$20.89	77725200-56300	BUILDING MAINT. & REPAIR	\$20.89
	35375807	MISC ITEMS AS NEEDED, FYE 2016	\$113.06	77725200-56300	BUILDING MAINT. & REPAIR	\$113.06
	35393987	MISC ITEMS AS NEEDED, FYE 2016	\$115.64	77725200-56300	BUILDING MAINT. & REPAIR	\$115.64
	35386031	MISC ITEMS AS NEEDED, FYE 2016	\$122.71	77725200-56300	BUILDING MAINT. & REPAIR	\$122.71
	35380990	MISC ITEMS AS NEEDED, FYE 2016	\$385.44	77725200-56300	BUILDING MAINT. & REPAIR	\$385.44
	35379735	MISC ITEMS AS NEEDED, FYE 2016	\$2.35	82024411-56300	BUILDING MAINT. & REPAIR	\$2.35
	35371118	MISC ITEMS AS NEEDED, FYE 2016	\$2.37	82024411-56300	BUILDING MAINT. & REPAIR	\$2.37

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35386794	MISC ITEMS AS NEEDED, FYE 2016	\$48.12	82024411-56300	BUILDING MAINT. & REPAIR	\$48.12
	35381727	MISC ITEMS AS NEEDED, FYE 2016	\$35.64	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$35.64
	35376733	MISC ITEMS AS NEEDED, FYE 2016	\$13.40	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$13.40
	35381905	MISC ITEMS AS NEEDED, FYE 2016	\$34.25	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$34.25
	35381655	MISC ITEMS AS NEEDED, FYE 2016	\$49.56	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$49.56
	35381895	MISC ITEMS AS NEEDED, FYE 2016	\$56.14	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$56.14
	35392394	MISC ITEMS AS NEEDED, FYE 2016	\$93.15	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$93.15
	35387754	MISC ITEMS AS NEEDED, FYE 2016	\$14.05	10024210-56130	EXTERNAL SERVICES	\$14.05
	35373490	MISC ITEMS AS NEEDED, FYE 2016	\$23.32	10520210-56130	EXTERNAL SERVICES	\$23.32
	35386662	MISC ITEMS AS NEEDED, FYE 2016	\$17.46	84024421-56130	EXTERNAL SERVICES	\$17.46
	35381486	MISC ITEMS AS NEEDED, FYE 2016	\$24.33	84024421-56130	EXTERNAL SERVICES	\$24.33
	35379577	MISC ITEMS AS NEEDED, FYE 2016	\$26.57	84024421-56130	EXTERNAL SERVICES	\$26.57
	35373595	MISC ITEMS AS NEEDED, FYE 2016	\$20.41	10022100-59400	OTHER EXPENSES	\$20.41
	35373531	MISC ITEMS AS NEEDED, FYE 2016	\$56.53	10022100-59400	OTHER EXPENSES	\$56.53
	35375742	MISC ITEMS AS NEEDED, FYE 2016	\$182.16	10024220-54120	PW - SPECIAL SUPPLIES	\$182.16
	35379220	MISC ITEMS AS NEEDED, FYE 2016	\$200.89	10024220-54120	PW - SPECIAL SUPPLIES	\$200.89
	35372744	MISC ITEMS AS NEEDED, FYE 2016	\$23.94	82024414-54102	SMALL TOOLS	\$23.94
	35393898	MISC ITEMS AS NEEDED, FYE 2016	\$27.44	84024421-54102	SMALL TOOLS	\$27.44
	35395143	MISC ITEMS AS NEEDED, FYE 2016	\$21.57	84024425-54102	SMALL TOOLS	\$21.57

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35375688	MISC ITEMS AS NEEDED, FYE 2016	\$87.21	84024425-54102	SMALL TOOLS	\$87.21
	35373556	MISC ITEMS AS NEEDED, FYE 2016	\$99.95	84024425-54102	SMALL TOOLS	\$99.95
	35374575	MISC ITEMS AS NEEDED, FYE 2016	\$14.39	10022100-54100	SUPPLIES	\$14.39
	35392105	MISC ITEMS AS NEEDED, FYE 2016	\$24.04	10022100-54100	SUPPLIES	\$24.04
	35373516	MISC ITEMS AS NEEDED, FYE 2016	\$42.40	10022100-54100	SUPPLIES	\$42.40
	35379613	MISC ITEMS AS NEEDED, FYE 2016	\$59.74	10022100-54100	SUPPLIES	\$59.74
	35372703	MISC ITEMS AS NEEDED, FYE 2016	\$39.63	10022822-54100	SUPPLIES	\$39.63
	35379873	MISC ITEMS AS NEEDED, FYE 2016	\$18.88	10022831-54100	SUPPLIES	\$18.88
	35396475	MISC ITEMS AS NEEDED, FYE 2016	\$5.41	10520210-54100	SUPPLIES	\$5.41
	35388237	MISC ITEMS AS NEEDED, FYE 2016	\$18.02	10520210-54100	SUPPLIES	\$18.02
	35392158	MISC ITEMS AS NEEDED, FYE 2016	\$23.25	10520210-54100	SUPPLIES	\$23.25
	35392317	MISC ITEMS AS NEEDED, FYE 2016	\$11.87	20824300-54100	SUPPLIES	\$11.87
	35392570	MISC ITEMS AS NEEDED, FYE 2016	\$35.62	20824300-54100	SUPPLIES	\$35.62
	35373500	MISC ITEMS AS NEEDED, FYE 2016	\$8.97	80026120-54100	SUPPLIES	\$8.97
	35374561	MISC ITEMS AS NEEDED, FYE 2016	\$4.54	80026200-54100	SUPPLIES	\$4.54
	35375305	MISC ITEMS AS NEEDED, FYE 2016	\$23.40	80026330-54100	SUPPLIES	\$23.40
	35378690	MISC ITEMS AS NEEDED, FYE 2016	\$52.70	80026330-54100	SUPPLIES	\$52.70
	35373763	MISC ITEMS AS NEEDED, FYE 2016	\$54.86	80026330-54100	SUPPLIES	\$54.86
	35379688	MISC ITEMS AS NEEDED, FYE 2016	\$61.58	80026330-54100	SUPPLIES	\$61.58

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35391971	MISC ITEMS AS NEEDED, FYE 2016	\$88.86	80026330-54100	SUPPLIES	\$88.86
	35392420	MISC ITEMS AS NEEDED, FYE 2016	\$146.76	80026330-54100	SUPPLIES	\$146.76
	35374991	MISC ITEMS AS NEEDED, FYE 2016	\$4.25	80026400-54100	SUPPLIES	\$4.25
	35391328	MISC ITEMS AS NEEDED, FYE 2016	\$135.16	80026400-54100	SUPPLIES	\$135.16
	35391923	MISC ITEMS AS NEEDED, FYE 2016	\$4.54	80526610-54100	SUPPLIES	\$4.54
	35376811	MISC ITEMS AS NEEDED, FYE 2016	\$189.20	82024410-54100	SUPPLIES	\$94.60
				84024420-54100	SUPPLIES	\$94.60
	35375806	MISC ITEMS AS NEEDED, FYE 2016	\$20.34	82024411-54100	SUPPLIES	\$20.34
	35381101	MISC ITEMS AS NEEDED, FYE 2016	\$140.54	82024411-54100	SUPPLIES	\$140.54
	35392076	MISC ITEMS AS NEEDED, FYE 2016	\$186.52	82024411-54100	SUPPLIES	\$186.52
	35379184	MISC ITEMS AS NEEDED, FYE 2016	\$4.52	82024414-54100	SUPPLIES	\$4.52
	35373232	MISC ITEMS AS NEEDED, FYE 2016	\$27.03	82024414-54100	SUPPLIES	\$27.03
	35373133	MISC ITEMS AS NEEDED, FYE 2016	\$27.51	82024414-54100	SUPPLIES	\$27.51
	35393856	MISC ITEMS AS NEEDED, FYE 2016	\$27.70	82024414-54100	SUPPLIES	\$27.70
	35374891	MISC ITEMS AS NEEDED, FYE 2016	\$64.33	82024414-54100	SUPPLIES	\$64.33
	35379594	MISC ITEMS AS NEEDED, FYE 2016	\$80.23	82024414-54100	SUPPLIES	\$80.23
	35374820	MISC ITEMS AS NEEDED, FYE 2016	(\$4.18)	84024421-54100	SUPPLIES	(\$4.18)
	35373963	MISC ITEMS AS NEEDED, FYE 2016	\$4.23	84024421-54100	SUPPLIES	\$4.23
	35380272	MISC ITEMS AS NEEDED, FYE 2016	\$38.02	84024421-54100	SUPPLIES	\$38.02

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35376310	MISC ITEMS AS NEEDED, FYE 2016	\$40.19	84024421-54100	SUPPLIES	\$40.19
	35394521	MISC ITEMS AS NEEDED, FYE 2016	\$45.41	84024421-54100	SUPPLIES	\$45.41
	35372666	MISC ITEMS AS NEEDED, FYE 2016	\$157.02	84024421-54100	SUPPLIES	\$157.02
Vendor Total:						\$4,907.49
GARLAND MFG COMPANY	0171016-IN	PARTS	\$201.52	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$201.52
					Vendor Total:	
GCR	851-31401	TIRES,TUBES,REPAIR & LABOR AS	\$149.42	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.15)
				10520210-56130	EXTERNAL SERVICES	\$0.15
				10520210-56130	EXTERNAL SERVICES	\$149.42
	851-31336	TIRES,TUBES,REPAIR & LABOR AS	\$169.05	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.17)
				10520210-56130	EXTERNAL SERVICES	\$0.17
				10520210-56130	EXTERNAL SERVICES	\$169.05
	851-31420	TIRES,TUBES,REPAIR & LABOR AS	\$422.56	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.28)
				10520210-56130	EXTERNAL SERVICES	\$0.28
				10520210-56130	EXTERNAL SERVICES	\$422.56
	851-31538	TIRES,TUBES,REPAIR & LABOR AS	\$676.25	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.55)
				10520210-56130	EXTERNAL SERVICES	\$0.55
				10520210-56130	EXTERNAL SERVICES	\$676.25
	851-31417	TIRES,TUBES,REPAIR & LABOR AS	\$234.16	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.94)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.93)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.93)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GCR	851-31417	TIRES,TUBES,REPAIR & LABOR AS	\$234.16	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.93)
				10024220-56130	EXTERNAL SERVICES	\$3.73
				10024220-56130	EXTERNAL SERVICES	\$234.16
	851-31539	TIRES,TUBES,REPAIR & LABOR AS	\$300.46	10520210-56130	EXTERNAL SERVICES	\$300.46
				Vendor Total:		\$1,951.90
GEARY, SHEA, O'DONNELL, GRATTAN, & MITCHELL	40526	TRIAL COUNSEL IN UVSD VS. COU	\$29,481.50	84424422-52100	CONTRACTED SERVICES	\$29,481.50
				Vendor Total:		\$29,481.50
GEOFF HEINECKEN	SF-D 15648	SUPPLIES	\$375.70	69122700-54100	SUPPLIES	\$375.70
				Vendor Total:		\$375.70
GOLDEN GATE BRIDGE TOLL	I691532458135	BRIDGE TOLL	\$7.25	20413500-57100	CONFERENCE & TRAINING	\$7.25
				Vendor Total:		\$7.25
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CI002517	PARTS	\$154.14	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.16)
				10521210-56130	EXTERNAL SERVICES	\$0.16
				10521210-56130	EXTERNAL SERVICES	\$154.14
				Vendor Total:		\$154.14
	9012772019	PARTS	\$117.36	70024500-54100	SUPPLIES	\$117.36
				Vendor Total:		\$117.36
GRANITE CONSTRUCTION COMPANY	854648	MISC ROCK & ROAD PATCH MTLs AS	\$260.80	10024220-54120	PW - SPECIAL SUPPLIES	\$260.80
	875591	MISC ROCK & ROAD PATCH MTLs AS	\$92.64	84024421-54100	SUPPLIES	\$92.64
	932263	MISC ROCK & ROAD PATCH MTLs AS	\$238.87	84024421-54100	SUPPLIES	\$238.87
			Vendor Total:		\$592.31	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GREG BLANCETT	TR 8/26-8/29/15	TRAVEL REIMBURSEMENT	\$4.98	84024425-57100	CONFERENCE & TRAINING	\$4.98
					Vendor Total:	\$4.98
HOMESAFE LP	08-0008.1-1	PALACE HOTEL INSPECTION	\$2,600.00	10014000-52150	LEGAL SERVICES/EXPENSES	\$2,600.00
					Vendor Total:	\$2,600.00
INTEGRITY SHRED	55548	DOCUMENT SHREDDING	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
					Vendor Total:	\$57.00
JENNIFER COURSEY	1027	DRUG ED COLUMN/PRFM RPT CARD	\$1,337.50	63020210-52100	CONTRACTED SERVICES	\$1,337.50
	1033	DRUG ED COLUMN/PRFM RPT CARD	\$1,662.50	63020210-52100	CONTRACTED SERVICES	\$1,662.50
	1075	DRUG ED COLUMN/PRFM RPT CARD	\$1,887.50	63020210-52100	CONTRACTED SERVICES	\$1,887.50
					Vendor Total:	\$4,887.50
JENSEN PRECAST CORP	NC65958	ELECTRICAL EQUIPMENT AND SUPPL	\$2,011.13	80026120-80230	INFRASTRUCTURE	\$1,946.25
				80026120-54100	SUPPLIES	\$64.88
	NC65959	ELECTRICAL EQUIPMENT AND SUPPL	\$10,256.74	80026120-80230	INFRASTRUCTURE	\$10,256.74
					Vendor Total:	\$12,267.87
JOBS AVAILABLE	1604059	EMPLOYMENT ADVERTISING	\$702.00	10016100-54162	HR - ADVERTISING	\$702.00
					Vendor Total:	\$702.00
JOHN AGUILAR	TA 03/04/16	TRAVEL ADVANCE	\$15.00	82024414-57100	CONFERENCE & TRAINING	\$15.00
					Vendor Total:	\$15.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
JOSIE CASTANON	TA 03/04/16	TRAVEL ADVANCE	\$15.00	10520210-57100	CONFERENCE & TRAINING	\$15.00
					Vendor Total:	\$15.00
KAREN POPLAWSKI	DV 021116	INSTRUCTOR	\$304.50	10022850-52100	CONTRACTED SERVICES	\$304.50
					Vendor Total:	\$304.50
KEOUGH'S LANDSCAPING INC	14949	LANDSCAPE MAINT.-ORCHARD SUBST	\$500.00	80026130-52100	CONTRACTED SERVICES	\$500.00
					Vendor Total:	\$500.00
KIMBALL MIDWEST	4681238	PARTS	\$601.33	20324100-52100	CONTRACTED SERVICES	\$601.33
					Vendor Total:	\$601.33
KRISTINE LAWLER	DV21116	REIMBURSE SUPPLIES	\$21.61	10011100-54100	SUPPLIES	\$21.61
					Vendor Total:	\$21.61
LLOYD WAKE	582103	ICE MACHINE REPAIR	\$131.19	73022600-56120	EQUIPMENT MAINTENANCE & REPAIR	\$131.19
					Vendor Total:	\$131.19
LORELEI SCOTT	3417	SIGNAGE	\$144.82	69122700-54100	SUPPLIES	\$144.82
					Vendor Total:	\$144.82
LOUIS MALDONADO SR	DV 010416	DEFENSIVE TACTICAL TRAINING FO	\$500.00	10520210-57100	CONFERENCE & TRAINING	\$500.00
					Vendor Total:	\$500.00
MARGARET AGNEW	DV 021116	INSTRUCTOR	\$203.00	10022850-52100	CONTRACTED SERVICES	\$203.00
					Vendor Total:	\$203.00
MEAUX PETRA	DV 020816	REIMBURSEMENT FOR REPLACEMENT SEWER LATERAL	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENDO MILL & LUMBER CO	K0994/1	HARDWARE AND RELATED ITEMS	\$2,228.84	30122210-54100	SUPPLIES	\$2,228.84
Vendor Total:						\$2,228.84
MENDOCINO COUNTY FARM SUPPLY	421447	MISC. SUPPLIES AS NEEDED, FYE	\$27.26	10024220-54120	PW - SPECIAL SUPPLIES	\$27.26
	421725	MISC. SUPPLIES AS NEEDED, FYE	\$9.72	70024500-54100	SUPPLIES	\$9.72
Vendor Total:						\$36.98
MICHAEL R PALLESEN	DV 020916	INSTRUCTOR	\$157.50	10022850-52100	CONTRACTED SERVICES	\$157.50
Vendor Total:						\$157.50
MUNIQUEP LLC	103343	PUMPING EQUIPMENT AND ACCESSOR	\$3,396.17	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,396.17
Vendor Total:						\$3,396.17
NAPA AUTO PARTS	921121	PARTS	\$39.57	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$39.57
	917703	PARTS	\$68.05	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$68.05
	918941	PARTS	\$30.13	10520210-56130	EXTERNAL SERVICES	\$30.13
	917807	PARTS	\$212.92	10520210-56130	EXTERNAL SERVICES	\$212.92
	921008	PARTS	\$128.51	77725200-56130	EXTERNAL SERVICES	\$128.51
	920976	PARTS	\$8.93	80026400-56130	EXTERNAL SERVICES	\$8.93
	920969	PARTS	\$42.68	80026400-56130	EXTERNAL SERVICES	\$42.68
	918691	PARTS	\$12.42	82024411-56130	EXTERNAL SERVICES	\$12.42
	919024	PARTS	\$49.69	82024414-56130	EXTERNAL SERVICES	\$49.69
	921032	PARTS	\$7.91	20324100-58510	REIMBRASABLE JOBS	\$7.91
	917766	PARTS	\$24.70	20324100-58510	REIMBRASABLE JOBS	\$24.70
	920994	PARTS	\$16.58	10022100-54100	SUPPLIES	\$16.58

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
NAPA AUTO PARTS	920948	PARTS	\$18.35	10022100-54100	SUPPLIES	\$18.35
	920977	PARTS	\$30.98	10022100-54100	SUPPLIES	\$30.98
	921372	PARTS	\$38.80	10022100-54100	SUPPLIES	\$38.80
	918149	PARTS	\$11.32	82024411-54100	SUPPLIES	\$11.32
	918485	PARTS	\$19.64	82024414-54100	SUPPLIES	\$19.64
					Vendor Total:	\$761.18
NCPA	FEB-16	NCPA FEB-16	\$585,265.00	80026300-58104	NCPA MANAGEMENT SERVICES	\$43,066.00
				80026300-58101	NCPA PLANT GENERATION	\$198,618.00
				80026300-58102	NCPA POWER PURCHASES	\$294,235.00
				80026300-58105	NCPA THIRD PARTY SALES	(\$46,453.00)
				80026300-58103	NCPA TRANSMISSION	\$95,799.00
					Vendor Total:	\$585,265.00
NICK KIRBY	TA 3/4/16	TRAVEL ADVANCE	\$15.00	82024414-57100	CONFERENCE & TRAINING	\$15.00
					Vendor Total:	\$15.00
NOBLE WAIDELICH	3/6 - 3/9/16	TRAVEL ADVANCE	\$662.60	10520224-57100	CONFERENCE & TRAINING	\$662.60
					Vendor Total:	\$662.60
ONE TIME PAY VENDOR	103731-6	UTILITY REFUND	\$26.17	90100000-10421	UTILITY RECEIVABLES CLEARING	\$26.17
	113476-6	UTILITY REFUND	\$45.93	90100000-10421	UTILITY RECEIVABLES CLEARING	\$45.93
	114679-4	UTILITY REFUND	\$47.29	90100000-10421	UTILITY RECEIVABLES CLEARING	\$47.29
	113805-6	UTILITY REFUND	\$103.42	90100000-10421	UTILITY RECEIVABLES CLEARING	\$103.42
	112016-1	UTILITY REFUND	\$150.00	90100000-10421	UTILITY RECEIVABLES CLEARING	\$150.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	103730-8	UTILITY REFUND	\$368.36	90100000-10421	UTILITY RECEIVABLES CLEARING	\$368.36
	70470-0	UTILITY REFUND	\$1,393.80	90100000-10421	UTILITY RECEIVABLES CLEARING	\$1,393.80
					Vendor Total:	\$2,134.97
ONESOURCE DISTRIBUTORS LLC	S5016077.001	PARTS	\$885.33	80000000-12104	INVENTORY - PURCHASES	\$885.33
	S4954773.002	ELECTRICAL EQUIPMENT AND SUPPL	\$6,892.71	80000000-12104	INVENTORY - PURCHASES	\$6,892.71
	S4970084.001	ELECTRICAL EQUIPMENT AND SUPPL	\$1,962.47	80026120-54100	SUPPLIES	\$1,962.47
					Vendor Total:	\$9,740.51
PACE SUPPLY CORPORATION	023146642	PLUMBING EQUIPMENT, FIXTURES,	\$2,165.38	82000000-12104	INVENTORY - PURCHASES	\$2,165.38
					Vendor Total:	\$2,165.38
PAYMENTUS GROUP INC	US15110049	TRANSACTION FEES NOV-15	\$1,054.88	20513300-52100	CONTRACTED SERVICES	\$1,054.88
					Vendor Total:	\$1,054.88
PENNY'S TROPHIES	1754	ENGRAVED PERPETUAL PLATES	\$5.41	10520210-54100	SUPPLIES	\$5.41
					Vendor Total:	\$5.41
PETERSON CAT	PC0601290145	MISC PARTS AS NEEDED, FYE 2016	\$239.38	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.11)
				20324100-58510	REIMBRSABLE JOBS	\$1.11
				20324100-58510	REIMBRSABLE JOBS	\$239.38
	PC060129000	MISC PARTS AS NEEDED, FYE 2016	\$120.25	10022100-56130	EXTERNAL SERVICES	\$120.25
	PC060128686	MISC PARTS AS NEEDED, FYE 2016	\$22.71	10022500-56130	EXTERNAL SERVICES	\$22.71
					Vendor Total:	\$382.34
PG&E CO	FEB 2016	GAS AND ELECTRIC SERVICES	\$9,262.86	10024220-56210	FUEL & FLUIDS	\$27.69

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PG&E CO	FEB 2016	GAS AND ELECTRIC SERVICES	\$9,262.86	84024425-55200	PG&E	\$2,306.00
				10022100-55210	UTILITIES	\$81.31
				10022300-55210	UTILITIES	\$7.84
				20822500-55210	UTILITIES	\$2,743.05
				69122700-55210	UTILITIES	\$129.13
				70024500-55210	UTILITIES	\$917.08
				73022600-55210	UTILITIES	\$283.14
				73022600-55210	UTILITIES	\$910.50
				77725200-55210	UTILITIES	\$54.57
				82024411-55210	UTILITIES	\$1,669.84
				84024421-55210	UTILITIES	\$132.71
				Vendor Total:		
PHILLIPS SEABROOK ASSOCIATES	6048	STRUCT ENGNG/PLAN CHCK/SUBSTIT	\$5,500.00	10023320-52100	CONTRACTED SERVICES	\$5,500.00
				Vendor Total: \$5,500.00		
PLEASANT VIEW DAIRY	100403259	PROVIDE MISC GOODS AS NEEDED,	\$15.62	73022600-54100	SUPPLIES	\$15.62
	100408334	PROVIDE MISC GOODS AS NEEDED,	\$15.62	73022600-54100	SUPPLIES	\$15.62
	680402604	PROVIDE MISC GOODS AS NEEDED,	\$31.24	73022600-54100	SUPPLIES	\$31.24
Vendor Total:					\$62.48	
PORTOLA SYSTEMS INC	33006	I.T. SERVICES AS NEEDED	\$160.00	20922900-52100	CONTRACTED SERVICES	\$160.00
Vendor Total:					\$160.00	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PUBLIC FINANCIAL MANAGEMENT	PFM-62544	FINANCIAL ADVISORY SERVICES	\$6,033.66	10015100-52100	CONTRACTED SERVICES	\$6,033.66
Vendor Total: -----						\$6,033.66
PUBLIC SERVICE DEPARTMENT	12716	UTILITIES	\$71,672.67	80626500-52133	MONTHLY DISCOUNT PROGRAM	\$105.78
				10012400-55210	UTILITIES	\$321.80
				10017100-55210	UTILITIES	\$156.92
				10022100-55210	UTILITIES	\$5,859.31
				10022300-55210	UTILITIES	\$2,691.56
				10024220-55210	UTILITIES	\$603.61
				10026630-55210	UTILITIES	\$505.22
				20620231-55210	UTILITIES	\$52.14
				20822500-55210	UTILITIES	\$4,771.62
				20824300-55210	UTILITIES	\$300.61
				20824300-55210	UTILITIES	\$1,577.72
				25024300-55210	UTILITIES	\$35.02
				64020213-55210	UTILITIES	\$462.23
				69122700-55210	UTILITIES	\$1,511.29
				73022600-55210	UTILITIES	\$1,801.85
				77725200-55210	UTILITIES	\$2,111.79
				80026400-55210	UTILITIES	\$2,032.32
				80526610-55210	UTILITIES	\$9,086.50
				82024411-55210	UTILITIES	\$13,828.96
				82024414-55210	UTILITIES	\$564.64

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PUBLIC SERVICE DEPARTMENT	12716	UTILITIES	\$71,672.67	84024421-55210	UTILITIES	\$104.75
				84024425-55210	UTILITIES	\$23,187.03
				Vendor Total:		\$71,672.67
R EMMETT JONES	STMT JAN-16	MANAGEMENT ADVISORY SERVICES F	\$1,912.50	70224500-52100	CONTRACTED SERVICES	\$1,912.50
				Vendor Total:		\$1,912.50
REDWOOD COAST FUELS	1765387	CARDLOCK FUEL PURCHASES, FYE 2	\$52.24	10521210-56130	EXTERNAL SERVICES	\$52.24
				Vendor Total:		\$52.24
REMY MOOSE MANLEY LLP	102404	RETAIN TO REP CITY IN LAWSUIT	\$9,634.00	90000000-21111	PLANNING PERMIT ESCROW	\$9,634.00
				Vendor Total:		\$9,634.00
REXEL INC	1564710	MISC ELECTRICAL SUPPLIES AS NE	\$44.35	84024421-56130	EXTERNAL SERVICES	\$44.35
	1555736	MISC ELECTRICAL SUPPLIES AS NE	\$31.88	80026330-54100	SUPPLIES	\$31.88
				Vendor Total:		\$76.23
RICHARD THORNTON DBA TELECOM	8039	MISCELLANEOUS SERVICES, NO. 2	\$12,066.86	22022900-80100	MACHINERY & EQUIPMENT	\$12,066.86
				Vendor Total:		\$12,066.86
SHAPE PRODUCTS	4002495	SUPPLIES	\$198.63	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$198.63
	4002280	SUPPLIES	\$198.93	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$198.93
				Vendor Total:		\$397.56
SHAPIRO, GALVIN, SHAPIRO & MORAN	DV 020516	LEGAL REPRESENTATION IN PERSON	\$2,722.05	10016100-52100	CONTRACTED SERVICES	\$2,722.05
				Vendor Total:		\$2,722.05

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SIRI GRADING & PAVING INC	G702 2/2/16	SPEC 15-18 - OAK MANOR PARK UP	\$27,275.00	30022200-80230	INFRASTRUCTURE	\$27,275.00
Vendor Total:						\$27,275.00
SOLID WASTES SYSTEMS INC	JAN-16	RESIDENTIAL GARBAGE FEES JAN-16	\$23,014.24	90200000-52170	UKIAH WASTE SOLUTIONS	\$23,014.24
Vendor Total:						\$23,014.24
STATE OF CALIFORNIA	146411	FINGERPRINTING/LIVESCAN FOR NEW EMPLOYEES	\$347.00	10016100-54165	HR - NEW EMPLOYEE FINGERPRINT	\$347.00
Vendor Total:						\$347.00
STEVEN BUTLER	123	GENERAL I.T. SERVICES ON AN AS	\$3,000.00	20922900-52100	CONTRACTED SERVICES	\$3,000.00
Vendor Total:						\$3,000.00
SYAR INDUSTRIES INC	591665	ASHPALT AS NEEDED, FYE 2016	\$1,941.21	10024220-54121	PW - ASPHALT CONCRETE	\$1,941.21
	1039704	ASHPALT AS NEEDED, FYE 2016	\$32.06	84024421-54100	SUPPLIES	\$32.06
	589561	ROAD AND HIGHWAY BUILDING MATE	\$2,137.27	84024421-54100	SUPPLIES	\$2,137.27
Vendor Total:						\$4,110.54
TELSTAR INSTRUMENTS INC	84106	DATA PROCESSING, COMPUTER, PRO	\$1,515.00	84024425-52100	CONTRACTED SERVICES	\$1,515.00
Vendor Total:						\$1,515.00
TRACEY PORTER	TA 03/03-03/04/16	TRAVEL ADVANCE	\$30.00	10520210-57100	CONFERENCE & TRAINING	\$30.00
Vendor Total:						\$30.00
TRACTOR SUPPLY CREDIT PLAN	141072	MISCELLANEOUS SUPPLIES AS NEED	\$90.79	20822500-56130	EXTERNAL SERVICES	\$90.79
	269950	MISCELLANEOUS SUPPLIES AS NEED	\$166.47	20822500-54102	SMALL TOOLS	\$166.47
	140357	MISCELLANEOUS SUPPLIES AS NEED	\$73.51	10022100-54100	SUPPLIES	\$73.51

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
TRACTOR SUPPLY CREDIT PLAN	269898	MISCELLANEOUS SUPPLIES AS NEED	\$69.17	84024421-54100	SUPPLIES	\$69.17
					Vendor Total:	\$399.94
TWO BROTHERS CATHODIC SERVICES INC	535	ANNUAL SERVICE ON WATER TANKS	\$700.00	82024411-52100	CONTRACTED SERVICES	\$700.00
					Vendor Total:	\$700.00
UKIAH DAILY JOURNAL	937445	NEWSPAPER PUBLICATION SERVICES	\$352.00	10011100-52150	LEGAL SERVICES/EXPENSES	\$200.00
				10023100-54100	SUPPLIES	\$138.89
				10520210-54100	SUPPLIES	\$13.11
	943905	NEWSPAPER PUBLICATION SERVICES	\$356.54	10011100-52150	LEGAL SERVICES/EXPENSES	\$42.04
				10011100-52150	LEGAL SERVICES/EXPENSES	\$87.50
				10011100-52150	LEGAL SERVICES/EXPENSES	\$105.56
				10011100-52150	LEGAL SERVICES/EXPENSES	\$108.33
				10520210-54100	SUPPLIES	\$13.11
					Vendor Total:	\$708.54
US CELLULAR	0121979557	CELL PHONE	\$162.04	80026400-55100	TELEPHONE	\$39.77
				80026400-55100	TELEPHONE	\$61.09
				82024410-55100	TELEPHONE	\$17.04
				84024421-55100	TELEPHONE	\$17.04
				84024425-55100	TELEPHONE	\$27.10
					Vendor Total:	\$162.04
US POST OFFICE	DV21916	RENEW POSTAL BOX	\$170.00	20513300-54101	POSTAGE	\$170.00
					Vendor Total:	\$170.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WELLS FARGO BANK CORP TRUST	DV021716	WTP BONDS PAYMENT	\$251,305.83	82224413-70102	BOND INTEREST PAYMENTS	\$251,306.25
				82200000-10260	CASH WITH FISCAL AGENT	(\$0.42)
	DV 021716	WWTP BONDS PAYMENT	\$3,394,248.40	84124426-70102	BOND INTEREST PAYMENTS	\$1,464,250.00
				84124426-70202	BOND PRINCIPAL PAYMENTS	\$1,930,000.00
				84100000-10260	CASH WITH FISCAL AGENT	(\$1.60)
Vendor Total:						\$3,645,554.23
WEST YOST ASSOCIATED	2029062	PREP OF 2015 URBAN WATER MGMT	\$2,499.00	82024410-52100	CONTRACTED SERVICES	\$2,499.00
	7	RRWA EXECUTIVE DIRECTOR SERVIC	\$25,463.75	91190100-52100	CONTRACTED SERVICES	\$5,459.50
				91190100-52100	CONTRACTED SERVICES	\$6,101.25
				91190100-52100	CONTRACTED SERVICES	\$13,903.00
					Vendor Total:	\$27,962.75
ZAB ENTERPRISES INC	CH238329	PROVIDE MISC. FOOD DISHES AS N	\$15.50	10012200-54100	SUPPLIES	\$15.50
	ch239344	PROVIDE MISC. FOOD DISHES AS N	\$19.90	10012200-54100	SUPPLIES	\$19.90
	CH244972	PROVIDE MISC. FOOD DISHES AS N	\$19.90	10012200-54100	SUPPLIES	\$19.90
	ch241728	PROVIDE MISC. FOOD DISHES AS N	\$21.52	10012200-54100	SUPPLIES	\$21.52
	CH242404	PROVIDE MISC. FOOD DISHES AS N	\$13.20	73022600-54100	SUPPLIES	\$13.20
	CH239137	PROVIDE MISC. FOOD DISHES AS N	\$60.50	73022600-54100	SUPPLIES	\$60.50
	CH242082	PROVIDE MISC. FOOD DISHES AS N	\$85.26	73022600-54100	SUPPLIES	\$85.26
	CH242081	PROVIDE MISC. FOOD DISHES AS N	\$94.55	73022600-54100	SUPPLIES	\$94.55
	CH239136	PROVIDE MISC. FOOD DISHES AS N	\$240.91	73022600-54100	SUPPLIES	\$240.91

List of Checks Presented for Approval on 2/19/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ZAB ENTERPRISES INC	CH242083	PROVIDE MISC. FOOD DISHES AS N	\$254.42	73022600-54100	SUPPLIES	\$254.42
	CH243203	PROVIDE MISC. FOOD DISHES AS N	\$612.39	73022600-54100	SUPPLIES	\$612.39
Vendor Total:						\$1,438.05
INVOICE TOTAL:						\$4,661,047.86

List of Checks Presented for Approval on 2/26/2016

The following list of bills payable was reviewed and approved for payment.

Signature

Signature

3-7-16

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCONTEMPS	44960293	TEMP SUPPORT - RICARDO CHAVARR	\$888.00	10013400-52100	CONTRACTED SERVICES	\$888.00
	44989338	TEMP SUPPORT - RICARDO CHAVARR	\$888.00	10013400-52100	CONTRACTED SERVICES	\$888.00
	45041902	TEMP SUPPORT - RICARDO CHAVARR	\$888.00	10013400-52100	CONTRACTED SERVICES	\$888.00
	Vendor Total:					\$2,664.00
ACME RIGGING & SUPPLY CO	275227	MISC RENTAL & SUPPLIES AS NEED	\$86.68	10024220-54120	PW - SPECIAL SUPPLIES	\$1.28
				10024220-54120	PW - SPECIAL SUPPLIES	\$85.40
	275763	MISC RENTAL & SUPPLIES AS NEED	\$318.96	80026120-54102	SMALL TOOLS	\$318.96
	Vendor Total:					\$405.64
ADAMSON POLICE PRODUCTS	INV	POLICE AND PRISON EQUIPMENT AN	\$404.46	10520210-56130	EXTERNAL SERVICES	\$404.46
	Vendor Total:					\$404.46
AFLAC	913706	CANCER/LIFE/ACC INS	\$6,663.82	20700000-20527	SECTION 125 (CANCER & LIFE)	\$6,663.82
	Vendor Total:					\$6,663.82
AFLAC GROUP INSURANCE	A063637300	FEB-16 AFLAC CRITICAL CARE INS	\$563.38	20700000-20528	MEDICAL & DEPENDANT REIMB.	\$563.38
	Vendor Total:					\$563.38
AL SMATSKY	22	DESIGN, ENGINEERNG & CONSULTAN	\$5,617.26	80026400-52100	CONTRACTED SERVICES	\$5,617.26
	Vendor Total:					\$5,617.26

List of Checks Presented for Approval on 2/26/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALL-GUARD ALARM SYSTEMS INC	A57936	MONTHLY FIRE & BURG MONITERING	\$74.00	84024425-52180	SECURITY SERVICES	\$74.00
					Vendor Total:	\$74.00
ALPHA ANALYTICAL LABORATORIES INC	5122096-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6011869-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6013472-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6012746-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$390.00	84024425-52100	CONTRACTED SERVICES	\$390.00
	6012961-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$874.00	84024425-52100	CONTRACTED SERVICES	\$874.00
	6013723-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$959.00	84024425-52100	CONTRACTED SERVICES	\$959.00
	6013563-UKIAHSTP	ENVIRONMENTAL AND ECOLOGICAL S	\$1,728.00	84024425-52100	CONTRACTED SERVICES	\$1,728.00
					Vendor Total:	\$4,764.00
ANTONIO MUNOZ	CFM022016	HEALTH RELATED SERVICES (FOR H	\$333.33	10521210-57100	CONFERENCE & TRAINING	\$333.33
					Vendor Total:	\$333.33
AQUALITEC CORP	20130508.01	BAR SCREEN SCREENTEC 316 STAIN	\$132,232.14	84024425-80100	MACHINERY & EQUIPMENT	\$132,232.14
					Vendor Total:	\$132,232.14
ARLENE L. MOOREHEAD	DV 020916	REIMBURSEMENT FOR REPLACEMENT OF SEWER LATERAL	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
ARROW FENCING	75478	TEMP FENCE PANELS	\$318.50	25024210-80230	INFRASTRUCTURE	\$318.50
					Vendor Total:	\$318.50

List of Checks Presented for Approval on 2/26/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AVIATION FUEL HANDLING TECHNOLOGY	1033	SUPPLIES	\$300.90	77725200-56300	BUILDING MAINT. & REPAIR	\$300.90
Vendor Total:						\$300.90
AVO TRAINING INSTITUTE, INC	SF-D 18697	CERTIFICATE RECERTIFICATION	\$400.00	80026330-57100	CONFERENCE & TRAINING	\$400.00
Vendor Total:						\$400.00
B & B INDUSTRIAL SUPPLY INC	175269	MISC MATERIALS AS NEEDED, FYE	\$18.34	82024411-56300	BUILDING MAINT. & REPAIR	\$18.34
	175090	MISC MATERIALS AS NEEDED, FYE	\$91.10	10022500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$91.10
	175136	MISC MATERIALS AS NEEDED, FYE	\$30.11	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$30.11
	175306	MISC MATERIALS AS NEEDED, FYE	\$31.18	84024421-54100	SUPPLIES	\$31.18
	175268	MISC MATERIALS AS NEEDED, FYE	\$50.13	84024421-54100	SUPPLIES	\$50.13
Vendor Total:						\$220.86
BEST BEST & KRIEGER LLP	765810	RDA LEGAL SERVICES AS NEEDED	\$93.60	96995669-52100	CONTRACTED SERVICES	\$93.60
	765811	RDA LEGAL SERVICES AS NEEDED	\$93.60	96995669-52100	CONTRACTED SERVICES	\$93.60
Vendor Total:						\$187.20
BLUEPRINTS & COPIES	51992	PAPER, DRAFTING SUPPLIES, COPIE	\$632.53	20413500-54100	SUPPLIES	\$632.53
Vendor Total:						\$632.53
BRIDGES RESTORATION LLC	4648286	BUILDING MAINT & REPAIR	\$1,000.00	73022600-56300	BUILDING MAINT. & REPAIR	\$1,000.00
Vendor Total:						\$1,000.00
BUSINESS CARD	SF-18805	PURCHASING CREDIT CARD, MISC P	\$15.05	10018000-52510	ADVERTISING & PROMOTION	\$15.05
	5531020	FINANCE CREDIT CARD, MISC PURC	\$12.71	10013400-57100	CONFERENCE & TRAINING	\$12.71

List of Checks Presented for Approval on 2/26/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	554807	FINANCE CREDIT CARD, MISC PURC	\$21.00	10013400-57100	CONFERENCE & TRAINING	\$21.00
	5548077	FINANCE CREDIT CARD, MISC PURC	\$21.88	10013400-57100	CONFERENCE & TRAINING	\$21.88
	55310206	FINANCE CREDIT CARD, MISC PURC	\$188.20	10013400-57100	CONFERENCE & TRAINING	\$188.20
	553102	FINANCE CREDIT CARD, MISC PURC	\$254.20	10013400-57100	CONFERENCE & TRAINING	\$254.20
	55480776	POLICE CREDIT CARD, MISC PURCH	\$16.00	10520210-57100	CONFERENCE & TRAINING	\$16.00
	3/12 - 3/17/16	POLICE CREDIT CARD, MISC PURCH	\$625.00	10520210-57100	CONFERENCE & TRAINING	\$625.00
	1/24 - 1/29/16.1	PURCHASING CREDIT CARD, MISC P	\$208.03	20413500-57100	CONFERENCE & TRAINING	\$208.03
	1/24 - 1/29/16	PURCHASING CREDIT CARD, MISC P	\$1,040.15	20413500-57100	CONFERENCE & TRAINING	\$1,040.15
	4/25 - 4/29/16	CITY MGR DEPARTMENT CREDIT CAR	\$89.27	82024410-57100	CONFERENCE & TRAINING	\$89.27
	4/25 - 4/29/16.2	CITY MGR DEPARTMENT CREDIT CAR	\$89.27	82024410-57100	CONFERENCE & TRAINING	\$89.27
	4/25 - 4/29/16.1	CITY MGR DEPARTMENT CREDIT CAR	\$89.27	82024411-57100	CONFERENCE & TRAINING	\$89.27
	SF-18693	PURCHASING CREDIT CARD, MISC P	\$26.90	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.04)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.14)
				90000000-23013	STATE USE TAX LIABILITY	(\$2.02)
				10022100-54100	SUPPLIES	\$2.20
				10022100-54100	SUPPLIES	\$26.90
	SF-18694	PURCHASING CREDIT CARD, MISC P	\$26.90	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.04)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.14)
				90000000-23013	STATE USE TAX LIABILITY	(\$2.02)
				10022100-54100	SUPPLIES	\$2.20
				10022100-54100	SUPPLIES	\$26.90

List of Checks Presented for Approval on 2/26/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	sf-18758.1	POLICE CREDIT CARD, MISC PURCH	\$37.98	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.05)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.19)
				90000000-23013	STATE USE TAX LIABILITY	(\$2.85)
				63020210-54100	SUPPLIES	\$3.09
				63020210-54100	SUPPLIES	\$37.98
	SF-18690	PURCHASING CREDIT CARD, MISC P	\$96.85	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.12)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.12
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$96.85
	SF-18691	PURCHASING CREDIT CARD, MISC P	\$96.85	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.12)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.12
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$96.85
	SF-18692	PURCHASING CREDIT CARD, MISC P	\$113.29	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.13)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.53)
				90000000-23013	STATE USE TAX LIABILITY	(\$7.83)
				73022600-54100	SUPPLIES	\$8.49
				73022600-54100	SUPPLIES	\$113.29
	SF-18762	PUBLIC SAFETY CARD, MISC PURCH	\$130.71	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.17)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.66)
				90000000-23013	STATE USE TAX LIABILITY	(\$9.81)
				10520210-54100	SUPPLIES	\$10.64
				10520210-54100	SUPPLIES	\$130.71

List of Checks Presented for Approval on 2/26/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-18760	POLICE CREDIT CARD, MISC PURCH	\$160.29	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.19)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.81)
				90000000-23013	STATE USE TAX LIABILITY	(\$12.03)
				63020210-54100	SUPPLIES	\$13.03
				63020210-54100	SUPPLIES	\$160.29
	INV2398020	LABORATORY EQUIPMENT, ACCESSOR	\$324.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.41)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.62)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$26.33
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$324.00
				90000000-23013	STATE USE TAX LIABILITY	(\$24.30)
	SF-18696	PURCHASING CREDIT CARD, MISC P	\$290.00	10024224-59101	FEES	\$290.00
	120632	POLICE CREDIT CARD, MISC PURCH	\$20.00	10520210-56210	FUEL & FLUIDS	\$20.00
	SF-15903	PURCHASING CREDIT CARD, MISC P	\$37.00	20822500-56210	FUEL & FLUIDS	\$37.00
	200001444	HR/RISK MGMT CREDIT CARD, MISC	\$20.00	10016100-54162	HR - ADVERTISING	\$20.00
	8545093	HR/RISK MGMT CREDIT CARD, MISC	\$75.00	10016100-54162	HR - ADVERTISING	\$75.00
	5634	HR/RISK MGMT CREDIT CARD, MISC	\$400.00	10016100-54162	HR - ADVERTISING	\$400.00
	08362J	HR/RISK MGMT CREDIT CARD, MISC	\$8.96	10016100-54163	HR - INTERVIEW SUPPLIES	\$8.96
	753063	HR/RISK MGMT CREDIT CARD, MISC	\$50.00	10016100-54163	HR - INTERVIEW SUPPLIES	\$50.00
	SF-18804	PURCHASING CREDIT CARD, MISC P	\$260.00	20413500-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$260.00
	20516.4	PUBLIC SAFETY CARD, MISC PURCH	\$3.09	10013400-54100	SUPPLIES	\$3.09

List of Checks Presented for Approval on 2/26/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	20516.3	CITY MGR DEPARTMENT CREDIT CAR	\$5.18	10013400-54100	SUPPLIES	\$5.18
	20516.5	HR/RISK MGMT CREDIT CARD, MISC	\$5.18	10013400-54100	SUPPLIES	\$5.18
	20516.2	FINANCE CREDIT CARD, MISC PURC	\$11.65	10013400-54100	SUPPLIES	\$11.65
	020516.1	POLICE CREDIT CARD, MISC PURCH	\$47.61	10013400-54100	SUPPLIES	\$47.61
	20516	PURCHASING CREDIT CARD, MISC P	\$129.12	10013400-54100	SUPPLIES	\$129.12
	SF-18281	PURCHASING CREDIT CARD, MISC P	\$57.26	10022822-54100	SUPPLIES	\$57.26
	SF-18763	POLICE CREDIT CARD, MISC PURCH	\$2,160.00	10520214-54100	SUPPLIES	\$2,160.00
	SF-18695	PURCHASING CREDIT CARD, MISC P	\$19.48	20513300-54100	SUPPLIES	\$19.48
	SF-18810	PURCHASING CREDIT CARD, MISC P	\$15.00	20922900-54100	SUPPLIES	\$15.00
	sf-18758	POLICE CREDIT CARD, MISC PURCH	\$532.65	63020210-54100	SUPPLIES	\$532.65
Vendor Total:						\$7,830.98
CA STATE DISBURSEMENT UNIT	DV 010816	INCOME WITHHOLDING ORDER	\$39.22	10000000-20150	AP CONTRACT RETAINAGE	\$39.22
	DV 0216161	INCOME WITHHOLDING ORDER	\$39.22	10000000-20150	AP CONTRACT RETAINAGE	\$11.53
				10000000-20150	AP CONTRACT RETAINAGE	\$27.69
Vendor Total:						\$78.44
CANON SOLUTIONS AMERICA INC	4018224611	LEASE AND USAGE	\$1,418.44	10012200-56120	EQUIPMENT MAINTENANCE & REPAIR	\$611.87
				10012200-54100	SUPPLIES	\$806.57
Vendor Total:						\$1,418.44
CHOUINARD & MYHRE INC	CM15082009	ARCHITECTURE & ENGINEERING SERVICES	(\$794.00)	20922900-52100	CONTRACTED SERVICES	(\$794.00)
	15122006	CONSULTING SERVICES	\$200.00	20922900-52100	CONTRACTED SERVICES	\$200.00

List of Checks Presented for Approval on 2/26/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CHOUINARD & MYHRE INC	16012004	CONSULTING SERVICES	\$600.00	20922900-52100	CONTRACTED SERVICES	\$600.00
	15082009.1	CONSULTING SERVICES	\$794.00	20922900-52100	CONTRACTED SERVICES	\$794.00
	Vendor Total:					\$800.00
CHRISTOPHER DEWEY	TA 03/12-03/17/16	TRAVEL ADVANCE	\$1,286.63	10520210-57100	CONFERENCE & TRAINING	\$1,286.63
					Vendor Total:	
CLARK PEST CONTROL	17820341	PEST CONTROL SVCS	\$140.00	84024425-52100	CONTRACTED SERVICES	\$140.00
	17942394	PEST CONTROL SVCS	\$140.00	84024425-52100	CONTRACTED SERVICES	\$140.00
	Vendor Total:					\$280.00
CODE PUBLISHING COMPANY	52087	CODIFICATION SERVICES AS PER A	\$350.00	10011100-52100	CONTRACTED SERVICES	\$350.00
					Vendor Total:	
COMCAST	1296-2/12/16	INTERNET SERVICE	\$147.25	31122870-52100	CONTRACTED SERVICES	\$147.25
	4635-2/10/16	INTERNET SERVICES	\$252.32	10011100-55100	TELEPHONE	\$2.40
				10012100-55100	TELEPHONE	\$9.61
				10012200-55100	TELEPHONE	\$7.21
				10013400-55100	TELEPHONE	\$10.81
				10016100-55100	TELEPHONE	\$4.81
				10017100-55100	TELEPHONE	\$2.40
				10022100-55100	TELEPHONE	\$1.20
				10022810-55100	TELEPHONE	\$7.21
				10023100-55100	TELEPHONE	\$9.61
				10023320-55100	TELEPHONE	\$2.40
				10024210-55100	TELEPHONE	\$9.61

List of Checks Presented for Approval on 2/26/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail					
COMCAST	4635-2/10/16	INTERNET SERVICES	\$252.32	10024220-55100	TELEPHONE	\$2.40			
				10520210-55100	TELEPHONE	\$0.02			
				10520210-55100	TELEPHONE	\$60.08			
				10521210-55100	TELEPHONE	\$26.43			
				20413500-55100	TELEPHONE	\$2.40			
				20513300-55100	TELEPHONE	\$22.83			
				20620231-55100	TELEPHONE	\$7.21			
				20922900-55100	TELEPHONE	\$9.61			
				64020213-55100	TELEPHONE	\$2.40			
				69122700-55100	TELEPHONE	\$7.21			
				70024500-55100	TELEPHONE	\$2.40			
				72022400-55100	TELEPHONE	\$1.20			
				73022600-55100	TELEPHONE	\$4.81			
				77725200-55100	TELEPHONE	\$4.81			
				80026400-55100	TELEPHONE	\$16.82			
				82024410-55100	TELEPHONE	\$7.21			
				82024411-55100	TELEPHONE	\$4.81			
				84024425-55100	TELEPHONE	\$2.40			
				Vendor Total:					\$399.57
				COMMERCIAL PUMP & MECHANICAL INC	15079-1	OPEN & INSPECT TWO FAIRBANKS-M	\$4,910.00	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR
15079-2	REPAIR OF FB MORSE PUMPS RCW-1	\$26,885.39	84024425-56120		EQUIPMENT MAINTENANCE & REPAIR	\$26,885.39			
Vendor Total:					\$31,795.39				

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COOPER COMPLIANCE CORPORATION	1354	COMPLIANCE RPT SVCS TO MEET FE	\$2,666.67	80026400-52100	CONTRACTED SERVICES	\$2,666.67
					Vendor Total:	\$2,666.67
COPWARE INC	83314	LEGAL SOURCEBOOK	\$540.00	10520210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$540.00
					Vendor Total:	\$540.00
COUNTY OF MENDOCINO	DV22216	FILING FEE	\$500.00	10023100-54100	SUPPLIES	\$500.00
					Vendor Total:	\$500.00
CRAWFORD & ASSOC INC	609	ENGINEERING SERVICES - HYDROELE	\$905.50	80026330-52100	CONTRACTED SERVICES	\$905.50
					Vendor Total:	\$905.50
CWEA	DV 021816	RENEW LAB ANALYST CERT	\$96.00	84024425-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$96.00
					Vendor Total:	\$96.00
DAN QUARLES	3/8 - 3/11/16	TRAVEL ADVANCE	\$1,203.70	80026400-57100	CONFERENCE & TRAINING	\$1,203.70
					Vendor Total:	\$1,203.70
DAVID WILLOUGHBY	DV 232062	OCT-15	\$79.93	10023320-56130	EXTERNAL SERVICES	\$79.93
	DV 237040	DEC-15	\$90.28	10023320-56130	EXTERNAL SERVICES	\$90.28
	DV 227871	AUG-15	\$107.53	10023320-56130	EXTERNAL SERVICES	\$107.53
	DV 235112	NOV-15	\$112.70	10023320-56130	EXTERNAL SERVICES	\$112.70
	DV 230235	SEP-15	\$127.65	10023320-56130	EXTERNAL SERVICES	\$127.65
	DV 225243	JUL-15	\$136.85	10023320-56130	EXTERNAL SERVICES	\$136.85
					Vendor Total:	\$654.94

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DEEP VALLEY SECURITY	289428	ALARM SERVICES AS REQUIRED, FY	\$65.00	82024411-52100	CONTRACTED SERVICES	\$65.00
					Vendor Total:	\$65.00
DELL MARKETING LP	XJW8M3WP6	COMPUTER HARDWARE AND PERIPHER	\$55.78	10013400-54100	SUPPLIES	\$55.78
	XJW2M1435	COMPUTER HARDWARE AND PERIPHER	\$2,135.29	10013400-54100	SUPPLIES	\$2,135.29
	XJWC4RFX3	COMPUTER HARDWARE AND PERIPHER	\$2,138.97	10013400-54100	SUPPLIES	\$2,138.97
	XJWC9WK59	COMPUTER HARDWARE AND PERIPHER	\$1,874.21	82024411-54100	SUPPLIES	\$1,874.21
					Vendor Total:	\$6,204.25
DEPT OF CONSUMER AFFAIRS	DV 022216	PROFESSIONAL LICENSE RENEWAL	\$115.00	10024210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$115.00
					Vendor Total:	\$115.00
DONALD KEITH HEWETT	41517	TOWING SERVICES	\$85.00	10520210-56130	EXTERNAL SERVICES	\$85.00
					Vendor Total:	\$85.00
ESRI	93092064	DATA PROCESSING, COMPUTER, PRO	\$25,000.00	20620231-54320	SOFTWARE	\$5,000.00
				25124210-54320	SOFTWARE	\$5,000.00
				25124410-54320	SOFTWARE	\$5,000.00
				25124421-54320	SOFTWARE	\$5,000.00
				25126410-54320	SOFTWARE	\$5,000.00
					Vendor Total:	\$25,000.00
FASTENAL	CAUKA19469	PARTS	\$432.50	82024414-54102	SMALL TOOLS	\$432.50
					Vendor Total:	\$432.50

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FBI-NAA CALIF-SACRAMENTO DIV	DV 02102016	REGISTRATION FEE FOR FBI EXECUTIVE DEVELOPMENT	\$1,350.00	63020210-57100	CONFERENCE & TRAINING	\$1,350.00
					Vendor Total:	\$1,350.00
FLOYD WILLIAMS	242016	FIRST AID TRAINING	\$700.00	84024425-57100	CONFERENCE & TRAINING	\$700.00
					Vendor Total:	\$700.00
FRANK ROMANO	8868	SUPPLIES	\$223.00	10520210-54100	SUPPLIES	\$223.00
					Vendor Total:	\$223.00
FRANK ROMANO	UPD01312016	ANNUAL K9 TRAINING	\$500.00	10520210-54100	SUPPLIES	\$500.00
	UPD02292016	ANNUAL K9 TRAINING	\$500.00	63020210-54100	SUPPLIES	\$500.00
					Vendor Total:	\$1,000.00
GRANITE CONSTRUCTION COMPANY	936379	MISC ROCK & ROAD PATCH MTLS AS	\$372.54	20824300-54100	SUPPLIES	\$372.54
					Vendor Total:	\$372.54
GRILL BROS PARTNERSHIP	204433-2	MISCELLANEOUS LAB WORK AS NEED	\$152.15	10022100-54100	SUPPLIES	\$152.15
					Vendor Total:	\$152.15
HARRY E SWANK	DV 021616	INSTRUCTOR	\$48.93	10022850-52100	CONTRACTED SERVICES	\$48.93
					Vendor Total:	\$48.93
HARTFORD RETIREE PREMIUM ACCT	DV 022316	MAR-16 RETIREE HEATLH INSURANCE	\$3,449.15	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$3,449.15
					Vendor Total:	\$3,449.15
HEATHER PAYNE	DV021916	SETTLEMENT	\$7,000.00	10013400-59400	OTHER EXPENSES	\$7,000.00
					Vendor Total:	\$7,000.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
HOPLAND FIRE PROTECTION DIST	0204201	SERVICES OF FIRE CHIEF JOHN BA	\$3,500.00	10521210-52100	CONTRACTED SERVICES	\$3,500.00
					Vendor Total:	\$3,500.00
IBEW, LOCAL 1245	DV 021916	FEB-16 ELECTRIC UNIT UNION DUES	\$1,524.29	20700000-20509	P/R DEDUCT.-UNION DUES	\$1,524.29
					Vendor Total:	\$1,524.29
INTEGRITY SHRED	56033	DOCUMENT SHREDDING	\$28.50	10016100-52100	CONTRACTED SERVICES	\$28.50
					Vendor Total:	\$28.50
INTERSTATE SALES	12030	PAINT, PROTECTIVE COATINGS, VA	\$2,542.25	10024220-54126	PW-PREMARKS	\$2,542.25
					Vendor Total:	\$2,542.25
J & M LOCK	32637	DUPLICATE KEYS,REPAIRS,&MISC.,	\$94.18	20822500-56300	BUILDING MAINT. & REPAIR	\$94.18
	32633	DUPLICATE KEYS,REPAIRS,&MISC.,	\$10.49	80026400-54100	SUPPLIES	\$10.49
					Vendor Total:	\$104.67
JAMES JEFFERS	TA 03/07-03/10/16	TRAVEL ADVANCE	\$719.94	80026400-57100	CONFERENCE & TRAINING	\$719.94
					Vendor Total:	\$719.94
JASON CHAPMAN	UA 021716	UNIFORM ALLOWANCE	\$120.00	10520210-51270	UNIFORM ALLOWANCE	\$120.00
					Vendor Total:	\$120.00
JEFF WALKER	14	REIMBURSE BOOT ALLOWANCE	\$150.00	20524412-54100	SUPPLIES	\$150.00
					Vendor Total:	\$150.00
JIM EDDIE	DV 021816	SHOE REIBURSEMENT	\$150.00	82024414-54100	SUPPLIES	\$75.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
JIM EDDIE	DV 021816	SHOE REIBURSEMENT	\$150.00	84024421-54100	SUPPLIES	\$75.00
					Vendor Total:	\$150.00
KATHRYN NACHTWEY	DV 021616	INSTRUCTOR	\$24.50	10022850-52100	CONTRACTED SERVICES	\$24.50
					Vendor Total:	\$24.50
LIEBERT CASSIDY WHITMORE	DV 021016	FIRE MANAGEMENT ACADEMY	\$250.00	10521210-57100	CONFERENCE & TRAINING	\$250.00
	DV021016	FIRE MANAGEMENT ACADEMY	\$250.00	10521210-57100	CONFERENCE & TRAINING	\$250.00
					Vendor Total:	\$500.00
LOUIS MALDONADO SR	310406	Instructor-led, Classroom Trai	\$2,000.00	10520210-57100	CONFERENCE & TRAINING	\$2,000.00
					Vendor Total:	\$2,000.00
MARTIN BRADLEY	DV 021116	ADVERTISEMENT REIMBURSEMENT	\$42.75	10018000-52510	ADVERTISING & PROMOTION	\$42.75
					Vendor Total:	\$42.75
MARY HORGER	TA 03/02-03/03/16	TRAVEL ADVANCE	\$60.00	20413500-57100	CONFERENCE & TRAINING	\$60.00
					Vendor Total:	\$60.00
MATHESON TRI-GAS INC	12854687	OXYGEN & MISC AS NEEDED, FYE 2	\$148.63	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.69)
				82024414-54100	SUPPLIES	\$0.69
				82024414-54100	SUPPLIES	\$148.63
					Vendor Total:	\$148.63
MCMASTER-CARR SUPPLY CO	18588	PARTS	\$207.34	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$207.34
					Vendor Total:	\$207.34

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENDOCINO COUNTY GENERAL SVCS	20161-4	RADIO MAINT SVC - SPANISH MOUN	\$385.00	20620231-52100	CONTRACTED SERVICES	\$385.00
					Vendor Total:	\$385.00
MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY	10269	HAZARDOUS WASTE DISPOSAL	\$36.76	20822500-56300	BUILDING MAINT. & REPAIR	\$36.76
	10280	HAZARDOUS WASTE DISPOSAL	\$42.75	80026400-54100	SUPPLIES	\$42.75
					Vendor Total:	\$79.51
MICHAEL TUFTS	2016-243(B)	POLYGRAPH & INVESTIGATION SERVICES	\$350.00	10520210-52100	CONTRACTED SERVICES	\$350.00
					Vendor Total:	\$350.00
MICHELLE JOHNSON	TA 03/10/16	TRAVEL ADVANCE	\$533.65	10023100-57100	CONFERENCE & TRAINING	\$533.65
					Vendor Total:	\$533.65
MJ DONOVAN ENT INC	105640	SUPPLIES	\$224.35	10520210-56130	EXTERNAL SERVICES	\$224.35
					Vendor Total:	\$224.35
MUNISERVICES LLC	0000040598	BUSINESS LICENSE PROCESSING	\$5,040.00	10013400-52100	CONTRACTED SERVICES	\$5,040.00
					Vendor Total:	\$5,040.00
NATHANIEL HAYES	DV021616	INSTRUCTOR	\$327.56	10000000-20150	AP CONTRACT RETAINAGE	(\$39.22)
				10000000-20150	AP CONTRACT RETAINAGE	(\$39.22)
				10022850-52100	CONTRACTED SERVICES	\$406.00
					Vendor Total:	\$327.56
OEM AIR COMPRESSOR CORPATION	17069	FUEL, OIL, GREASE AND LUBRICAN	\$1,597.74	84024425-56210	FUEL & FLUIDS	\$1,597.74
					Vendor Total:	\$1,597.74
OFFICE DEPOT	815551495001	OFFICE SUPPLIES & MISC. AS NEE	\$6.26	10016100-54160	HR - CITY LIABILITY & CONTRACT	\$6.26

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OFFICE DEPOT	815551272001	OFFICE SUPPLIES & MISC. AS NEE	\$30.23	10016100-54160	HR - CITY LIABILITY & CONTRACT	\$30.23
	816385063001	OFFICE SUPPLIES & MISC. AS NEE	\$31.30	10016100-54160	HR - CITY LIABILITY & CONTRACT	\$31.30
	818379566001	OFFICE SUPPLIES & MISC. AS NEE	\$31.45	10016100-54160	HR - CITY LIABILITY & CONTRACT	\$31.45
	817996975001	OFFICE SUPPLIES & MISC. AS NEE	\$1.83	10010000-54100	SUPPLIES	\$1.83
	817996710001	OFFICE SUPPLIES & MISC. AS NEE	\$40.56	10010000-54100	SUPPLIES	\$37.94
				10017100-54100	SUPPLIES	\$2.62
	817204975001	OFFICE SUPPLIES & MISC. AS NEE	\$17.34	10012200-54100	SUPPLIES	\$17.34
	817310992001	OFFICE SUPPLIES & MISC. AS NEE	\$41.06	10012200-54100	SUPPLIES	\$41.06
	817204793001	OFFICE SUPPLIES & MISC. AS NEE	\$103.54	10012200-54100	SUPPLIES	\$103.54
	818488000001	OFFICE SUPPLIES & MISC. AS NEE	\$42.36	10013400-54100	SUPPLIES	\$42.36
	817310697001	OFFICE SUPPLIES & MISC. AS NEE	\$18.15	10022810-54100	SUPPLIES	\$18.15
	819199387001	OFFICE SUPPLIES & MISC. AS NEE	\$57.31	10022832-54100	SUPPLIES	\$57.31
	815440783001	OFFICE SUPPLIES & MISC. AS NEE	\$370.14	10024220-54100	SUPPLIES	\$28.54
				20513300-54100	SUPPLIES	\$341.60
	815278378001	OFFICE SUPPLIES & MISC. AS NEE	\$18.91	10520210-54100	SUPPLIES	\$18.91
	815278379001	OFFICE SUPPLIES & MISC. AS NEE	\$37.56	10520210-54100	SUPPLIES	\$37.56
	817547794001	OFFICE SUPPLIES & MISC. AS NEE	\$81.43	10520210-54100	SUPPLIES	\$81.43
	821045846001	OFFICE SUPPLIES & MISC. AS NEE	\$128.06	10520210-54100	SUPPLIES	\$128.06
	815871256001	OFFICE SUPPLIES & MISC. AS NEE	\$183.16	10520210-54100	SUPPLIES	\$183.16

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OFFICE DEPOT	815278377001	OFFICE SUPPLIES & MISC. AS NEE	\$243.25	10520210-54100	SUPPLIES	\$243.25
	815766745001	OFFICE SUPPLIES & MISC. AS NEE	\$271.39	10520210-54100	SUPPLIES	\$271.39
	815277174001	OFFICE SUPPLIES & MISC. AS NEE	\$333.27	10520210-54100	SUPPLIES	\$333.27
	815762839001	OFFICE SUPPLIES & MISC. AS NEE	\$12.11	20413500-54100	SUPPLIES	\$12.11
	814802455001	OFFICE SUPPLIES & MISC. AS NEE	\$56.71	20413500-54100	SUPPLIES	\$56.71
	820105375001	OFFICE SUPPLIES & MISC. AS NEE	(\$38.05)	20513300-54100	SUPPLIES	(\$38.05)
	815764077001	OFFICE SUPPLIES & MISC. AS NEE	\$38.05	20513300-54100	SUPPLIES	\$38.05
	816298513002	OFFICE SUPPLIES & MISC. AS NEE	\$7.53	80026400-54100	SUPPLIES	\$7.53
	816298513001	OFFICE SUPPLIES & MISC. AS NEE	\$103.71	80026400-54100	SUPPLIES	\$103.71
Vendor Total:						\$2,268.62
ONE TIME PAY VENDOR	13138	CRAIGSLIST INVESTIGATIONS	\$375.00	10520210-57100	CONFERENCE & TRAINING	\$375.00
	DV 021716	FINAL RELEASE & SETTLEMENT OF CLAIM	\$244.73	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$244.73
	DV 021616	PUPPY CLASS REFUND	\$150.00	10022800-44915	RECREATION PROGRAM INCOME	\$150.00
	DV 021916	REIMBURSE JOB COST	\$98.68	90000000-23200	REFUNDABLE DEPOSITS TRUST	\$14,551.10
				10000000-44830	REIMBURSABLE JOBS	(\$1,000.00)
				80000000-44830	REIMBURSABLE JOBS	(\$9,250.13)
				80000000-44830	REIMBURSABLE JOBS	(\$3,579.74)
				80000000-44830	REIMBURSABLE JOBS	(\$622.55)
	DV 02316	REIMBURSEMENT JOB COST	\$2,949.16	10000000-44830	REIMBURSABLE JOBS	(\$1,000.00)
				10000000-44830	REIMBURSABLE JOBS	\$25,866.90

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023148939	PLUMBING EQUIPMENT, FIXTURES,	\$2,313.68	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10.27
				82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,313.68
				Vendor Total:		\$2,430.52
PARSON ENVIROMENTAL PRODUCTS INC	216110	SUPPLIES	\$460.30	84024421-54100	SUPPLIES	\$460.30
				84024421-54100	SUPPLIES	\$575.24
	216080	SUPPLIES	\$575.24	Vendor Total:		\$1,035.54
PATTERSON & DEWAR ENGINEERS INC	0036855	ENGINEERING SERVICES	\$516.00	80100000-80230	INFRASTRUCTURE	\$516.00
				80100000-80230	INFRASTRUCTURE	\$1,440.00
	0036550	ENGINEERING SERVICES	\$1,440.00	Vendor Total:		\$1,956.00
PETER HOYLE	DV022416	SPECIAL INVESTIGATION BUY FUND	\$2,000.00	10520210-54202	MAJOR CRIME INVETIGATIONS	\$2,000.00
				Vendor Total:		\$2,000.00
PETERSON CAT	PC060128931	MISC PARTS AS NEEDED, FYE 2016	\$248.51	20324100-58510	REIMBRABLE JOBS	\$248.51
				Vendor Total:		\$248.51
PITNEY BOWES INC	972272	POSTAGE MACHINE SUPPLIES	\$226.04	73022600-52100	CONTRACTED SERVICES	\$226.04
				Vendor Total:		\$226.04
PORTOLA SYSTEMS INC	33056	I.T. SERVICES AS NEEDED	\$9,935.00	20922900-52100	CONTRACTED SERVICES	\$9,935.00
				Vendor Total:		\$9,935.00
POWER INDUSTRIES INC	700962	PARTS	\$180.96	10024220-56130	EXTERNAL SERVICES	\$180.96
				Vendor Total:		\$180.96

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PRE-PAID LEGAL SERVICES INC	38297	FEB-16 PRE-PAID LEGAL	\$51.80	20700000-20526	PREPAID LEGAL - AFLAC	\$51.80
Vendor Total: -----						\$51.80
RAINBOW AGRICULTURAL SERVICES	5274691-00	PARTS & MISC SUPPLIES AS NEEDE	\$36.10	82024414-56130	EXTERNAL SERVICES	\$36.10
	5260165-01	PARTS & MISC SUPPLIES AS NEEDE	\$1.29	10024220-54120	PW - SPECIAL SUPPLIES	\$1.29
	5274630-00	PARTS & MISC SUPPLIES AS NEEDE	\$25.93	10024220-54120	PW - SPECIAL SUPPLIES	\$25.93
	5279969-01	PARTS & MISC SUPPLIES AS NEEDE	\$34.56	10022100-54100	SUPPLIES	\$34.56
	5268544-00	PARTS & MISC SUPPLIES AS NEEDE	\$54.04	10022100-54100	SUPPLIES	\$54.04
	5279969-00	PARTS & MISC SUPPLIES AS NEEDE	\$58.31	10022100-54100	SUPPLIES	\$58.31
	5276254-00	PARTS & MISC SUPPLIES AS NEEDE	\$73.82	10022100-54100	SUPPLIES	\$73.82
	5273731-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5274425-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5276314-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5277471-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5277747-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5274737-00	PARTS & MISC SUPPLIES AS NEEDE	\$60.53	10520210-54100	SUPPLIES	\$60.53
	5275904-00	PARTS & MISC SUPPLIES AS NEEDE	\$81.08	20524412-54100	SUPPLIES	\$81.08
	5280410-00	PARTS & MISC SUPPLIES AS NEEDE	\$118.92	80026400-54100	SUPPLIES	\$118.92
	5274831-00	PARTS & MISC SUPPLIES AS NEEDE	\$10.00	82024411-54100	SUPPLIES	\$10.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RAINBOW AGRICULTURAL SERVICES	5273898-00	PARTS & MISC SUPPLIES AS NEEDED	\$60.50	82024411-54100	SUPPLIES	\$60.50
Vendor Total:						\$831.28
RAU & ASSOCIATES INC	201500281	PHASE 2 ENG FOR RAILROAD CENTE	\$5,235.50	25124210-52100	CONTRACTED SERVICES	\$5,235.50
Vendor Total:						\$5,235.50
REBECCA SCHWENGER	UA 021616	UNIFORM ALLOWANCE	\$758.73	10521210-51270	UNIFORM ALLOWANCE	\$758.73
Vendor Total:						\$758.73
REDWOOD EMPIRE AIKIKAI	DV 021616	INSTRUCTOR	\$240.00	10022850-52100	CONTRACTED SERVICES	\$240.00
Vendor Total:						\$240.00
REDWOOD TOXICOLOGY LAB INC	00169820161	DRUG SCREENING TESTING	\$112.75	10520210-52100	CONTRACTED SERVICES	\$112.75
Vendor Total:						\$112.75
RICHARD THORNTON DBA TELECOM	0000008052	TELEPHONE PARTS AS NEEDED, FYE	\$105.00	20922900-52100	CONTRACTED SERVICES	\$105.00
	0000008063	TELEPHONE PARTS AS NEEDED, FYE	\$105.00	20922900-52100	CONTRACTED SERVICES	\$105.00
	0000008065	TELEPHONE PARTS AS NEEDED, FYE	\$288.86	20922900-52100	CONTRACTED SERVICES	\$288.86
Vendor Total:						\$498.86
RODS SHOES	1046	RAINBOOTS	\$151.38	20524412-54100	SUPPLIES	\$151.38
	1057	BOOT ALLOWANCE	\$129.75	82024411-54100	SUPPLIES	\$129.75
Vendor Total:						\$281.13
SALLIE PALMER	DV 021616	INSTRUCTOR	\$1,944.00	10022850-52100	CONTRACTED SERVICES	\$1,944.00
Vendor Total:						\$1,944.00
SANTA ROSA JUNIOR COLLEGE	DV 021816	SUPERVISOR TRAINING	\$148.00	10520210-57100	CONFERENCE & TRAINING	\$148.00
Vendor Total:						\$148.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SEAN WHITE	DV 021916	MEAL REIMBURSEMENT	\$30.00	84024420-57100	CONFERENCE & TRAINING	\$30.00
					Vendor Total:	\$30.00
SHORELINE ENVIRONMENTAL RESOURCES INC	1095	HAZ WASTE BIN RENTAL AND DISPO	\$360.00	80026400-52100	CONTRACTED SERVICES	\$360.00
	2011	HAZ WASTE BIN RENTAL AND DISPO	\$372.00	80026400-52100	CONTRACTED SERVICES	\$372.00
					Vendor Total:	\$732.00
SILVA SEPTIC INC	62312	PORTABLE RESTROOM SERVICES	\$173.00	10024220-52100	CONTRACTED SERVICES	\$173.00
					Vendor Total:	\$173.00
SILVERADO AVIONICS	8532	RADIO COMMUNICATION EQUIPMENT,	\$1,958.40	10521210-56130	EXTERNAL SERVICES	\$1,958.40
					Vendor Total:	\$1,958.40
SOFTMART INC	ARINV-666344	DATA PROCESSING, COMPUTER, PRO	\$2,737.50	20922900-54320	SOFTWARE	\$2,737.50
					Vendor Total:	\$2,737.50
SOLID WASTES SYSTEMS INC	302793	MISC. DUMP FEES FOR FYE 2016	\$25.72	77725200-56300	BUILDING MAINT. & REPAIR	\$10.40
				10024220-54120	PW - SPECIAL SUPPLIES	\$15.32
	304668	MISC. DUMP FEES FOR FYE 2016	\$9.30	20824300-52100	CONTRACTED SERVICES	\$9.30
	298854	MISC. DUMP FEES FOR FYE 2016	\$53.29	84024425-59101	FEES	\$13.00
				10024220-54120	PW - SPECIAL SUPPLIES	\$19.15
				84024421-54100	SUPPLIES	\$21.14
					Vendor Total:	\$88.31
STATE OF CALIFORNIA	146300	CHEM TEST/SUPPORT CRIMINAL INV	\$816.00	10020000-44420	FINGERPRINT FEES	\$816.00
					Vendor Total:	\$816.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STEWART DEGNER	6666	ANNUAL BALANCE CALIBRATION	\$500.00	84024425-52100	CONTRACTED SERVICES	\$500.00
					Vendor Total:	\$500.00
THANKSGIVING COFFEE COMPANY	0371216	MISC COFFEE SUPPLIES AS NEEDED	\$96.50	73022600-54100	SUPPLIES	\$96.50
					Vendor Total:	\$96.50
THE REED GROUP INC	1600	PERFORM WATER & WASTE WATER RA	\$3,445.00	82024410-52100	CONTRACTED SERVICES	\$3,445.00
					Vendor Total:	\$3,445.00
TIM POMA	DV 021816	EMPLOYEE REIMBURSEMENT	\$97.30	20524412-54100	SUPPLIES	\$97.30
					Vendor Total:	\$97.30
TOM LIDEN	1782	ADVERTISING SERVICES	\$600.00	75017110-52100	CONTRACTED SERVICES	\$600.00
					Vendor Total:	\$600.00
TRINIDAD ARTEAGA	345914	SUPPLIES	\$172.95	20324100-54102	SMALL TOOLS	\$172.95
	345915	SUPPLIES	\$184.14	20324100-54102	SMALL TOOLS	\$184.14
					Vendor Total:	\$357.09
UKIAH ROUND TREE GLASS	150410	BUILDING MAINTENANCE, INSTALLA	\$206.50	20822500-56300	BUILDING MAINT. & REPAIR	\$206.50
	150722	BUILDING MAINTENANCE, INSTALLA	\$2,322.46	20822500-56300	BUILDING MAINT. & REPAIR	\$373.71
				73022600-56300	BUILDING MAINT. & REPAIR	\$1,948.75
					Vendor Total:	\$2,528.96
UKIAH WASTE SOLUTIONS INC	304582	BIOSOLID REMOVAL	\$8,470.56	84024425-52100	CONTRACTED SERVICES	\$8,470.56
					Vendor Total:	\$8,470.56

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ULINE	73985976	WHEEL SERVICES	\$51.54	10520210-54100	SUPPLIES	\$51.54
Vendor Total:						\$51.54
UNION BANK OF CALIFORNIA	965002	TRUSTEE FEES	\$1,181.00	10015100-52100	CONTRACTED SERVICES	\$875.00
				96995601-52100	CONTRACTED SERVICES	\$153.00
				96995669-52100	CONTRACTED SERVICES	\$153.00
Vendor Total:						\$1,181.00
UNITED ROTARY BRUSH CORP	CI181071	MISC. SUPPLIES AS NEEDED, FYE	\$1,041.73	10024220-56130	EXTERNAL SERVICES	\$1,041.73
Vendor Total:						\$1,041.73
UNITED SITE SERVICES	114-3760360	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-3760364	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-3760366	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-3760371	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-3760356	PORTABLE TOILET RENTAL	\$249.19	10022100-52100	CONTRACTED SERVICES	\$249.19
	114-3760374	PORTABLE TOILET RENTAL	\$136.29	80026330-52100	CONTRACTED SERVICES	\$136.29
Vendor Total:						\$1,052.60
UNIVAR USA INC	SJ729397	SODIUM BISULFITE AS PER CONTRA	\$3,807.91	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$3,807.91
Vendor Total:						\$3,807.91
WAGeworks INC	40518	SEC 125 ADMIN FEES	\$93.20	10016100-52151	AFLAC & PERS INSUR ADMIN FEES	\$93.20
Vendor Total:						\$93.20
WAGNER & BONSIGNORE	02-16-2110.5	EUD WATER RIGHTS REPORTING AND	\$80.00	80026330-52100	CONTRACTED SERVICES	\$80.00

List of Checks Presented for Approval on 2/26/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WAGNER & BONSIGNORE	02-16-2110.0	ENG SVCS FOR WATER RIGHT PERMI	\$2,471.25	82024410-52100	CONTRACTED SERVICES	\$2,471.25
					Vendor Total:	\$2,551.25
WATER ENVIRONMENT FEDERATION	DV 021816	WEF MEMBER #01800071 RENEW	\$235.00	84024425-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$235.00
					Vendor Total:	\$235.00
WELLS FARGO BANK CORP TRUST	dv022316	WATER REVENUE REFUNDING BONDS	\$91,006.35	82024411-70102	BOND INTEREST PAYMENTS	\$18,808.35
				82024411-70202	BOND PRINCIPAL PAYMENTS	\$72,198.00
					Vendor Total:	\$91,006.35
WELLS FARGO BANK NA	1287385	REDEMPTIONI FEE	\$500.00	82224413-52500	TRUSTEE FEES	\$500.00
					Vendor Total:	\$500.00
WESCO DISTRIBUTION INC	626221	ELECTRICAL EQUIPMENT AND SUPPL	\$2,046.81	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,046.81
	546597	ELECTRICAL EQUIPMENT AND SUPPL	\$82.72	80000000-12104	INVENTORY - PURCHASES	\$82.72
	555964	ELECTRICAL EQUIPMENT AND SUPPL	\$109.96	80000000-12104	INVENTORY - PURCHASES	\$109.96
	555965	ELECTRICAL EQUIPMENT AND SUPPL	\$318.97	80000000-12104	INVENTORY - PURCHASES	\$318.97
					Vendor Total:	\$2,558.46
XEROX CORP	183268725	COPIER LEASE-SEE ADD'L DESCRIP	\$677.44	20822500-52100	CONTRACTED SERVICES	\$677.44
	083268740	COPIER LEASE-SEE ADD'L DESCRIP	\$882.68	20822500-52100	CONTRACTED SERVICES	\$882.68
	083268739	COPIER LEASE-SEE ADD'L DESCRIP	\$186.77	69122700-52100	CONTRACTED SERVICES	\$186.77
	083268738	COPIER LEASE-SEE ADD'L DESCRIP	\$313.27	73022600-52100	CONTRACTED SERVICES	\$313.27
	083268737	COPIER LEASE-SEE ADD'L DESCRIP	\$228.73	10520210-94500	LEASE PAYMENTS	\$125.80
				10521210-94500	LEASE PAYMENTS	\$80.06

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
XEROX CORP	083268737	COPIER LEASE-SEE ADD'L DESCRIP	\$228.73	20620231-94500	LEASE PAYMENTS	\$11.44
				64020213-94500	LEASE PAYMENTS	\$11.43
	083268736	COPIER LEASE-SEE ADD'L DESCRIP	\$512.08	10520210-94500	LEASE PAYMENTS	\$281.64
				10521210-94500	LEASE PAYMENTS	\$179.23
				20620231-94500	LEASE PAYMENTS	\$25.60
				64020213-94500	LEASE PAYMENTS	\$25.61
				Vendor Total:		
INVOICE TOTAL:					\$444,573.57	



ITEM NO.: 7b

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: NOTIFICATION TO CITY COUNCIL FOR THE PURCHASE OF A SULLIVAN-PALATEK PORTABLE AIR COMPRESSOR TO PACO OF SACRAMENTO, CALIFORNIA FOR THE WATER AND SEWER OPERATIONS DEPARTMENT IN THE AMOUNT OF \$21,582.65 AS APPROVED IN THE CAPITAL BUDGET

Summary: Council will receive a report on the purchase of a Sullivan-Palatek portable air compressor.

Background: Pursuant to the requirements of Section 1522 of the Municipal Code, Staff is reporting to City Council the expenditure for the purchase of a new Sullivan-Palatek Air Compressor in the amount of \$21,582.65.

Staff requested bids from two companies that are suppliers of the Sullivan-Palatek Compressors on the West Coast. Both companies responded as follows:

Paco - \$21,582.65 (includes tax and freight)
Air & Tool Engineering Co. - \$21,739.69 (includes tax and freight)

Discussion: This piece of equipment is used daily by the Water and Sewer Operations Department to operate various pieces of equipment, and mainly jack hammers. This purchase was budgeted in the Fiscal Year 2015-2016 Capital Budget in the amount of \$30,000 (Attachment #1).

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$15,000	Sewer Operations	84024421.80100.15056	Yes ☐ No ☒	N/A
\$15,000	Water Operations	82224413.80100.15056		

RECOMMENDED ACTION(S): Receive report on the purchase of a Sullivan-Palatek portable air compressor.

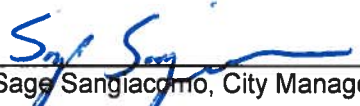
ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: Tim Eriksen, Director of Public Works/City Engineer.
Prepared by: Mary Williamson, Buyer and Jarod Thiele, Public Works Project Analyst.
Coordinated with: Don Brown, Water/Sewer Operations Lead Worker and Dave Kirch, Senior Equipment Mechanic.
Presenter: Tim Eriksen, Director of Public Works/City Engineer.
Attachments: 1) Capital Budget Page for Water and Wastewater

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted..

Approved: 
Sage Sangiacomo, City Manager

Air compressor



Estimated Project Costs For FY 2016	\$15,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water CIP Fund 822		\$15,000					\$15,000

Project Description: Purchase a new portable air compressor for the Water/Sewer Operations Division (50% Waste Water). Total Cost: \$30,000

FY 2015/2016



Air Compressor



Estimated Project Costs For FY 2016	\$15,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Operating Fund 840		\$15,000					\$15,000

Project Description: Purchase a new portable air compressor for the Water/Sewer Operations Division (50% Water) Total Project \$30,000

FY 2015/2016





ITEM NO.: 7c

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: APPROVAL OF PURCHASE OF A 12,000 USG AVGAS FUEL SYSTEM FROM BRYANT FUEL TECHNOLOGIES IN THE AMOUNT OF \$149,694

Summary: Council will consider approving the purchase of a 12,000 USG Avgas Fuel System from Bryant Fuel Technologies in the amount of \$149,694.

Background: Currently the airport has a single 20,000 USG bulk fuel storage tank. This tank is divided into two compartments holding 8,000 USG of Jet A and 12,000 USG of Avgas (100LL). The airport operates two refuel trucks. The first truck is a 5,000 USG Jet A truck. The second truck is a 750 USG Avgas truck. These trucks are driven to the aircraft when in need of fuel.

Council approved the Capital Improvement Plan for Fiscal Year 2015-2016 which included \$200,000 for the purchase of a 12,000 USG Avgas Fuel System (Attachment #1).

Discussion: Over the last few years the airport has seen an increase in demand for Jet A fuel due to wild-land fires in the area. These firefighting operations have a high demand for fuel with almost no notice. With the current storage capability (13,000 USG Jet A), Staff is unable at times to keep up with our customer's needs. Staff has determined that increasing fuel capacities will provide better service and increased revenue for the airport in the future.

Installation of a 12,000 USG Avgas (100LL) self-serve tank will allow the current bulk storage tank to be used to stock 20,000 USG of Jet A increasing the total storage availability to 25,000 USG of Jet A fuel. This will help the airport to keep up with the high demands of fuel sales during the fire season. This system will also make Avgas available 24 hours a day, 7 days a week, and will require less staff time to fuel aircraft throughout the day.

In February of this year, a Request for Bids was released for the purchase of a 12,000 USG Avgas fuel system. Please refer to Attachment 2 for a description of the system minimum requirements. This purchase is only for the tank, fuel skid, and card reading system. Once this purchase is approved, a bid will be released, based on the selected system, for site development and installation of the system.

Bids were received from seven suppliers. Please refer to Attachment 3 for a review of the responding bidders. Bryant Fuel Technologies was the lowest bidder. Bryant Fuel Technologies is based out of

RECOMMENDED ACTION(S): Approval of purchase of a 12,000 USG Avgas Fuel System from Bryant Fuel Technologies in the amount of \$149,694.

ALTERNATIVES: Do not approve purchase and provide direction to Staff.

Citizens advised: Airport Commission.
Requested by: Greg Owen, Airport Manager.
Prepared by: Mary Horger, Purchasing Supervisor and Greg Owen, Airport Manager.
Coordinated with: Sage Sangiacomo, City Manager.
Presenter: Greg Owen, Airport Manager.
Attachments: 1. Capital Budget Page
2. Equipment Description
3. Bid Tabulation

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: 
Sage Sangiacomo, City Manager

Bakersfield, California. Their customers are from both commercial and government, and they are a current Federal GSA listed contractor.

Submittals will be required prior to manufacturing, subject to City approval, including schematics and diagrams, and equipment shop drawings, to confirm that the system will meet the needs of airport operations, and to enable the correct site preparations in anticipation of its installation.

It is Staff's recommendation to purchase the Avgas Fuel System from Bryant Fuel Technologies in the amount of \$149,694, which includes both the purchase of the fuel system, and on-site acceptance testing.

The Airport Commission voted 4-0 on this recommended action.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
200,000	Airport	77900000.80100	Yes ☐ No ☒	N/A

Fuel Tank



Estimated Project Costs For FY 2016	\$200,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Airport Reserve (Fund 777)		\$200,000					\$200,000

Project Description: Over the past few years the airport had record numbers of fuel sales due to fires in the area. Although the amount of fuel sold was abnormally high, the airport was unable at times to keep up with the demands and needs of our customers for fuel. Increasing fuel capacities will provide better service and increased revenue for the airport in. With the installation of a 12,000 gallon 100LL (AVGAS) self-serve tank and the ability to store 25,000 gallons of jet A fuel, the airport will be able to keep up with the high demands of fuel sales during the fire season.

FY 2015/2016



CITY of UKIAH

Attachment 2

300 Seminary Avenue

Ukiah CA. 95482

Phone 707-463-6233, Fax 707-313-3621

REQUEST FOR BID

FAX OR EMAIL RESPONSE WILL BE ACCEPTED

RETURN THIS FORM

THIS IS NOT AN ORDER

DATE: 2/18/2016

REQ. NO. E28667

Submitted by:
(Company Name
& Address)

BIDS WILL BE RECEIVED UNTIL
1:30 p.m., March 3, 2016
AT THE OFFICE OF THE PURCHASING SUPERVISOR
300 SEMINARY AVE. CITY of UKIAH
BY: Mary Horger
Email: mhorger@cityofukiah.com

BIDS ARE REQUESTED FOR THE FOLLOWING ITEMS:

ALL BIDS SHALL BE F.O.B. UKIAH, CA.

QUANTITY	DESCRIPTION	
1 Each	12,000 USG AVGAS FUEL SYSTEM, AS PER ATTACHED EQUIPMENT SPECIFICATION E28667.	Lump Sum Price: \$ Tax (8.125%): Delivery: TOTAL:
1 Lot	Additional Price Option for Supplier to be on-site for acceptance testing.	Lump Sum Price: \$
	Fill information completely in box below.	

TERMS:

DEL. TO:

F.O.B. UKIAH

LEAD TIME ARO:

COMPANY NAME:

SIGNATURE:

PRINT NAME:

TITLE:

PHONE:

FAX:

DATE:

TERMS:

1. Right is reserved to reject any and all bids.
2. Right is reserved to accept separate items unless specifically denied by bidder.
3. Right is reserved to reject a bid from any bidder who has previously failed to perform adequately for the City of Ukiah.
4. In CASE OF DEFAULT, the City of Ukiah may procure the items quoted on from other sources and hold the original bidder liable for any increased costs.
5. The price, terms, delivery point, and delivery date may individually or collectively be the basis of the awarding of the bid.
6. ALL BIDS MUST BE SIGNED.
7. In submitting the bid, bidder agrees that the bid shall remain open and may not be revoked or withdrawn for 60 days from the bid due date, unless a different time period is specified in RFB.
8. Bidder agrees to perform according to its bid, if the City's acceptance is communicated to the bidder within the time specified in number 7 above.

delivery date may individually or collectively be the basis of the awarding of the bid. In submitting the bid, the bidder agrees that the bid shall remain open and may not be revoked or withdrawn for 60 days from the bid due date. Bidder agrees to perform according to its bid.

AVGAS SYSTEM

Tank to be completely assembled, prewired, pressure tested and finished painted white with all required labels and decals. Tank to have UL-2085 label. System to meet NFPA 407, 30, and NEC. All City site preparation to be done by others.

- 12,000 gallon
- Double wall UL-2085
- Internally epoxy lined tank
- Factory assembled
- Self-contained
- Prewired
- Pressure tested
- Painted white
- All required labels and decals
- Automatic high-level shut-off system at 95% tank capacity with pre-check
- Emergency fire vents
- Pressure/vacuum tank vent Avgas
- Stage I vapor recovery system
- Interstitial space visible monitor
- Tank shut-off valves and anti-siphon system
- External emergency valve
- Ground level reading tank gauge with high level alarm at 90% tank capacity
- *Aviation compliant* pump with explosion proof motor 230 volts 3-phase
- Explosion proof motor starter and start-stop switch
- Two (2) 24" man ways
- *Aviation compliant* Filter/Separator with
 - ACI water absorbing elements
 - Air eliminator
 - Pressure relief, differential pressure gauge with push to test feature, and manual drain valve
- Inlet strainer with
 - Stainless steel basket
 - Inlet adaptor with locking dust cover
- *Liquid Controls* meter with
 - Air eliminator
 - Strainer
 - 1/10 register
 - Pulsar for connection to self-service credit card terminal (specification provided below)
- One (1) Electric rewind hose reel with
 - Push button control
 - Hose guides



INSURANCE REQUIREMENTS FOR CONTRACTORS

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

I. Minimum Scope of Insurance

Coverage shall be at least as broad as:

- A. Insurance Services Office Commercial **General Liability coverage** (Form No. CG 20 10 10 01 and Commercial General Liability – Completed Operations Form No. CG 20 37 10 01).
- B. Insurance Services Office form number CA 0001 (Ed. 1/87) covering **Automobile Liability**, code 1 (any auto).
- C. **Worker's Compensation** insurance as required by the State of California and Employer's Liability Insurance.

II. Minimum Limits of Insurance

Contractor shall maintain limits no less than:

- A. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage **including operations, products and completed operations.** If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. Insurance must be written on an occurrence basis.
- B. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage. Insurance must be written on an occurrence basis.
- C. Worker's Compensation Employer's Liability: \$1,000,000 per accident for bodily injury or disease.

III. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the insurer to reduce or eliminate such deductibles or self-insured retentions with respect to the City, its officers, officials, employees and volunteers; or the Contractor to provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses; or to approve the deductible without a guarantee.

IV. REQUIRED Insurance Provisions

Proof of **general liability and automobile liability** policies are to contain, or **be endorsed** to contain, the following provisions:

A. The City, its officers, officials, employees, and volunteers are to be covered as **ADDITIONAL INSURED** with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment, furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance, or as a separate owner's policy.

B. **The workers' compensation policy is to be endorsed with a waiver of subrogation.** The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses paid under the terms of this policy which arises from the work performed by the named insured for the City. NOTE: You cannot be added as an additional insured on a workers' compensation policy.

C. For any claims related to this project, the Contractor's insurance coverage shall be **primary insurance** with respect to the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.

Attachment 3

BID RESULTS - AVGAS FUEL SYSTEM	BRYANT FUEL TECHNOLOGIES	Fuel Tech, Inc.	Mascott Equipment Co.	Northwest Pump and Equipment Co.	Memco/Envirosafe Inc.	Petroleum Marketing Equipment	Bassco Services
Bid due date: March 3, 2016							
12,000 USG AvGas Fuel System, as per Equipment Spec E28667.							
	\$ 133,543.00	\$ 128,843.92	\$ 148,955.84	\$ 148,381.00	\$ 162,007.23	\$ 180,215.45	\$ 186,341.18
Tax	\$ 10,850.37	\$ 10,468.57	\$ 12,102.66	\$ 12,055.96	\$ 13,163.09	\$ 14,642.51	\$ 15,140.22
Delivery	\$ 2,800.00	\$ 12,400.00		\$ 3,000.00	\$ 6,500.00	\$ 8,000.00	\$ 5,765.00
Total:	\$ 147,193.37	\$ 151,712.49	\$ 161,058.50	\$ 163,436.96	\$ 181,670.32	\$ 202,857.96	\$ 207,246.40
Lead time After Receipt of Order:	8-10 weeks	90 days	6-10 weeks		20 weeks	16 weeks	16 weeks
Add'l price option for on-site acceptance testing:	\$ 2,500.00	\$ 5,000.00	\$ 3,960.00	\$ 2,800.00		\$ 6,000.00	\$ 2,500.00



ITEM NO.: 7d

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: REPORT PURCHASE OF CALIFORNIA CONSERVATION CORPS SERVICES IN AN AMOUNT OF \$16,000 FOR WORK PERFORMED AT GRACE HUDSON PROJECT

Summary: Council will receive notification of purchase of the California Conservation Corps services in an amount of \$16,000 for work performed for the Grace Hudson Prop 84 Nature Education Facility project and the neighboring Habitat Conservation Fund Storm water project.

Background: The City is currently facilitating design and construction of the Grace Hudson Nature Education Facility Project funded through Proposition 84 grant, in tandem with the Ts'iwish Stormwater Garden area funded by the Habitat Conservation Fund grant and the Cleveland Lane Drainage Special Project Reserve Fund.

Discussion: In the fall of 2015, the City entered an agreement with the California Conservation Corps (CCC) to perform tasks at the Grace Hudson project. The CCC labor rates are very reasonable, thereby saving the project money. Additionally, the Nature Education Facility grant requires the City to provide educational opportunities during the project construction process. Staff met with the CCC and identified a work plan and timeline.

In December 2015, the CCC performed a number of tasks at the project site that included: conduct fine grading in stormwater garden, install plug plants in stormwater area, install seed, straw mulch to protect, perform weeding of Cleveland Lane Drainage Channel, construct small boulder weir structures in both parking lot swales with onsite smaller boulders, remove and stack pavers in courtyard, weed courtyard extensively, and install root barrier.

The work is funded by the Nature Education Facility grant and the Habitat Conservation Fund grant with a small portion funded by the City Creek Maintenance account for work performed to clear the existing Cleveland Lane drainage channel. Photos of the work are included as Attachment #1.

The CCC will be returning to the project area to perform similar grant project tasks in the coming months. They will likely continue as a partner during the future operations of the Grace Hudson Nature Education Facility to work, volunteer, and support ongoing maintenance. Those partnership discussions are underway.

RECOMMENDED ACTION(S): 1) Accept the report of purchase to California Conservation Corps in the amount of \$16,000 for work performed at the Grace Hudson project.

ALTERNATIVES: Remand to staff with other direction.

Citizens advised: N/A

Requested by: N/A

Prepared by: Katie Marsolan, Project Analyst.

Coordinated with: Mary Horger, Purchasing Supervisor and Maya Simerson, Community Services Supervisor.

Presenters: Katie Marsolan, Project Analyst and Sherrie Smith-Ferri, Museum Director.

Attachments: 1. CCC Project photos

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: _____

Sage Sangiacomo, City Manager

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$1,803,412	Museum Grant Infrastructure	31022700.80230	Yes ☐ No ☒	N/A
\$142,000	Cleveland Lane Drainage & Habitat Conservation Grant	25024210.80230	Yes ☐ No ☒	N/A
\$2,000	Creek Maintenance	10024220.52100	Yes ☐ No ☒	N/A



Grace Hudson Project: CCC Planting Support December 2015





Grace Hudson Project: CCC Paver work





ITEM NO.: 7e

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: AWARD OF BID FOR PURCHASE OF TWO POLICE VEHICLES IN THE AMOUNT OF \$78,319.08 FROM UKIAH FORD, AS APPROVED IN THE CAPITAL BUDGET

Summary: Ukiah Police request expenditure of funds for purchase of two police vehicles.

Background: Included in each fiscal year budget is the purchase of patrol vehicles (Attachments #1 and #2), or other vehicles, as required to maintain an operating fleet of 22 police specific vehicles. Patrol vehicles have an approximate 3 year/100,000 mile life span. Vehicles intended for other use, such as administration, Detectives, and Community Service Officers are utilized as long as possible. For the past 15 years, except during the recent fiscal crisis, the department has budgeted and replaced vehicles annually to maintain serviceable vehicles for police activities.

Discussion: In February, Staff submitted bids to Ford dealerships, including all local Ford dealers, for the purchase of two police vehicles according to State of California Specifications for Police Vehicles with preferred additional options desired by the Ukiah Police Department (Attachment 3). Three bids were received. Below is a recap of the responses:

BID RESULTS		
Vendor	Description	Price
Ukiah Ford	Ford Utility Interceptor	\$44,331.16
	Ford Sedan Interceptor	\$33,987.92
	TOTAL:	\$78,319.08
Zumwalt Ford	Ford Utility Interceptor	\$44,490.10
	Ford Sedan Interceptor	\$34,219.31
	TOTAL:	\$78,709.41
Downtown Ford Sales	Ford Utility Interceptor	\$48,193.41
	Ford Sedan Interceptor	\$34,735.09
	TOTAL:	\$82,928.50

Continued on Page 2

RECOMMENDED ACTION(S): Award the bid for two police vehicles to Ukiah Ford in the amount of \$78,319.08.

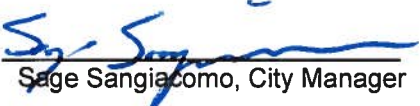
ALTERNATIVES: Provide Staff with alternate direction.

Citizens advised: N/A
Requested by: N/A
Prepared by: Captain Justin Wyatt.
Coordinated with: Mary Horgar, Purchasing Supervisor and Chris Dewey, Police Chief.
Presenter: Captain Justin Wyatt.
Attachments: 1. Capital Budget
2. Justification Worksheet
3. Equipment Specification Sheets

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: 
Sage Sangiacomo, City Manager

The bid supplied by Ukiah Ford meets the specifications at a cost of \$78,319.08, for the purchase of two police interceptor vehicles. It is Staff's recommendation to award the purchase to Ukiah Ford.

FISCAL IMPACT:					
Budgeted Amount in 15-16 FY	Source of Funds (Title & No.)	Account Number	Budget Amendment Required		Previous Contract or Purchase Order No.
41,030	Police Reserve	22000000.38201	Yes ☐	No ☒	N/A
78,970	Undesignated Reserve	22000000.30007	Yes ☐	No ☒	N/A

2 Patrol Vehicles \$60,000 Each



Estimated Project Costs For FY 2016	\$120,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$41,030					\$41,030
Equipment Reserve (Fund 220 interest)		<u>\$78,970</u>					\$78,970
Unfunded			<u>\$120,000</u>	<u>\$120,000</u>	<u>\$120,000</u>	<u>\$120,000</u>	<u>\$480,000</u>
		\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$600,000

Project Description: Replace two fully equipped police vehicles annually which currently cost \$60,000 each. This cost includes light bars and Fiberglass back seats.

FY 2015/2016



City of Ukiah

Fleet Vehicle Justification

Proposed Vehicle: Police Patrol Car

Department: Police

Area of use: Patrol

Prepared by: Justin Wyatt

1 VEHICLE PURPOSE

Need for vehicle within Department fleet

The Ukiah Police Department maintains a fleet of 7 shared & marked Police vehicles, 3 shared CSO vehicles, 4 marked K9 patrol vehicles, 5 detective vehicles, and 3 administrative vehicles, for a total of 22 police specific vehicles.

These vehicles are equipped with safety equipment, radios, lights and sirens, provide transportation for police services and are authorized for emergency response and pursuit activities.

The department currently deploys as many as 5 uniformed officers a shift and 7 shared vehicles are currently within the fleet, to allow for scheduled maintenance activities, unanticipated mechanical failures, and emergencies which may require the deployment of additional personnel.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

Vehicle #4101 is a 1998 Ford Crown Victoria Police Interceptor. The vehicle has 95,654 miles, and has been in service with the department's fleet as an unmarked police vehicle and administrative vehicle. The blue book trade-in value of this vehicle is estimated to be less than \$800.00.

Vehicle #4195 is a 2007 Ford Crown Victoria Police Interceptor. The vehicle has 70,662 miles and has been in service with the department's fleet as a marked patrol vehicle. This vehicle is intended to be repurposed as an unmarked patrol vehicle for use by the department's Special Enforcement Team for code enforcement duties.

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition:

The 1998 vehicle has 95,654 miles of high demand police activities. During the last scheduled maintenance period, the department's mechanic determined there were numerous components of the suspension, frame, and chassis requiring replacement and repair, the cost of which exceeds the vehicle's value and expected life expectancy.

The 2007 vehicle has 70,662 miles of high demand police activities. The department's mechanic has determined the vehicle's mechanical condition is stable and suitable for re-purposement.

Maintenance Costs: *Vehicle maintenance records indicate the department has spent \$10,064.99 in parts and labor maintaining vehicle #4101 over the life of the vehicle.*

Vehicle maintenance records indicate the department has spent \$8,951.25 in parts and labor maintaining vehicle #4195 thus far.

Out of Service Time:

Vehicle #4101 was out of service a total of 470.5 hours, and vehicle #4195 was out of service a total of 893 hours.

Parts Availability:

Most parts are still available for this model year. This type of vehicle – Crown Victoria Police Interceptor – is no longer in production.

Associated Safety Issues:

If sold at auction, potential buys should be made aware of the age and mileage.

Shared Resources

Police Pursuit Interceptors are specific purpose vehicles, with legislated specifications for emergency driving applications. A review of the City fleet was conducted and no other vehicle exists for this purpose.

The department desires to re-purpose vehicle #4195 as unmarked police vehicle for use in the department's Special Enforcement Team for code enforcement activities. In this capacity, the department plans to remove exterior emergency lighting and markings while retaining the safety, emergency, and prisoner transportation accessories.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

Police pursuit rated vehicles are tested and certified in California at the Riverside Sheriff's Office proving grounds, and at the Michigan State Police proving grounds. Certified emergency response vehicles include a number of additional safety measures to protect occupants in emergency response situations.

The Ford Police Interceptor leads the market in these safety design features. It is the only vehicle available that has been tested to withstand a 75mph rear crash, uses a Kevlar lined fuel tank, an automatic fire suppression system, bullet proof doors, and hardened windows to protect its occupants.

See Specification Sheets

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

Staff continues to research the feasibility of deploying alternative fuel marked patrol vehicles. While many alternative fuel vehicles are now available, their deployment as an emergency response vehicle is not yet practical.

Ford has developed this vehicle for use with E85 Bio-Fuel, which if offered in our area, may serve as an alternative in the future.

4.2 CARB STANDARDS

CARB STANDARDS

CARB regulations do not apply to this purchase

**CITY OF UKIAH
EQUIPMENT SPECIFICATION E29901
NEW 2016 UTILITY & SEDAN POLICE INTERCEPTORS**

The City of Ukiah invites bids for furnishing one (1) new 2016 Utility Police Interceptor AND one (1) new 2016 Sedan Police Interceptor.

The following specifications shall be considered minimum. All deviations from these specifications shall be described in the bid response. There will be no trade-ins involved in this bid.

Bidder shall, as indicated on the Request for Bid form, state the total price for the new vehicle as specified (including any options and accessories), as well as sales tax, destination charges and any other applicable fees or charges, FOB the City of Ukiah Corporation Yard, 1320 Airport Road, Ukiah.

Only bids from licensed dealers (new) will be considered. The City reserves the right to select and purchase a vehicle directly from the State of California Department of General Services contract.

Please contact Mary Horger at (707) 463-6233 or at mhorger@cityofukiah.com if you have any questions regarding these specifications.

GENERAL INSTRUCTIONS TO BIDDERS

Each bidder is asked to attach to their bid response a complete detailed description of the unit they propose to furnish. All equipment catalogued as standard shall be furnished and included in the purchase price of the unit. **Dealer shall process registration and title transfer for exempt license plates to the Department of Motor Vehicles on behalf of the City of Ukiah.**

The total price shall include all equipment, accessories and optional items. In making its selection, the City will consider all factors relating to the vehicle including operating performance, operator comfort, safety, and availability as well as cost.

The vehicle furnished under these specifications is to carry the standard warranty offered to the general public.

The City reserves the right to reject any or all bids, and to determine which bid, in its opinion, will best serve the needs and requirements of the City.

The successful bidder shall supply the vehicle fully equipped and ready for service at the time of delivery.

Complete service manuals must be delivered with the vehicle.

2016 FORD UTILITY POLICE INTERCEPTOR – AWD

3.7 TI-VCT V6 FFV
6-Speed Automatic
Rear recovery hooks
Independent front/rear suspension
Engine Oil Cooler
18.6 gallon fuel tank
Engine Hour Meter
220 Amp Alternator
78 Amp Hour Battery
Lower black body side cladding
Dual Exhaust
Black spoiler
Electric Power Assist Steering
Acoustic laminated windshield
18" Tires and Wheels
Fixed glass lift gate
Full Size Spare
AM/FM/CD
Roll curtain airbag
Safety Canopy w/Roll Over Sensor
Anti-Lock Brakes with advanced trac and traction control
LED tail lamps
2nd/3rd row privacy glass
My Ford police cluster
Black Grill
Headlamps-LED Low Beam, Halogen High Beam
Lift Gate Release Switch – 45 Second Time Out
Rearview Camera with washer
All-Wheel Drive
Manual folding power mirror
Fold flat 60/40 rear vinyl bench
Single Zone Manual Climate Control
Power Windows – 1 Touch Up/Down
Power Locks
Cruise Control/Tilt Wheel
Calibrated Speedometer
Column Shift
Work Task Light red/white
Simple fleet key
Power adjustable pedals
Two-way Radio Pre-wire
Particulate air filter
Power Pig tail
Locking Glove Box

Standard Warranty:

Basic: 3 Years/36,000 Miles

Drivetrain: 5 Years/100,000 Miles

Corrosion: 5 Years/Unlimited Miles

Emissions: 8 Years/80,000 Miles

Roadside Assistance: 5 Years/60,000 Miles

99T – 3.5L V-6 Ecoboost Engine (131 MPH top speed)

43D – Dark car feature (courtesy lights inop)

17T – Dome lamp red/white cargo area

51V – Spot Light Dual LED Bulbs – Whelen

21L – Front Auxiliary Light Red/Blue – requires option 60A

21W – Forward Indicator – Red/Blue Pocket Warning Light – requires options 60A

60A – Pre-wiring grill lamp, siren, speaker

63B – Side Marker LED – Red/Blue – Requires 60A

63L – Rear Quarter Glass Side Marker Lights – Red/Blue

92R– Glass-Solar Tint 2nd Row Only, Privacy Glass on Rear quarter and Liftgate Window

87R– Rear View Camera – Includes Electrochromic Rear View Mirror (replaces standard camera in center stack area)

53M – Sync Basic – includes USB port and aux input jack

18W – Rear window power delete

90E – Ballistic Door Panels – Driver & Passenger Front

55B – BLIS Blind spot monitoring (requires 54Z)

76R – Reverse Sensing

Keyed Alike – Code #1284X

55D – Scuff Guards

60R – Noise Suppression Bonds (Ground Straps)

52B – Enhanced PTU Cooler – requires EcoBoost Engine

Over Ride Switch

67H– Ready for the Road Package. All-in Complete Package – Includes Police Interceptor Packages 66A, 66B, 66C plus:

- Whelen Cencom light controller
- Whelen Cencom relay center/siren amp with traffic advisor
- Light controller/relay Cencom wiring
- Grille LED Lights
- 100 Watt Siren/Speaker
- (9) I/O digital Serial Cable (console to cargo)
- Hidden door lock plunger & rear door handles inop
- Rear console mounting plate

91A - Tow-Tone Vinyl Wrap – Package #1 – Roof & Right/left, front/rear doors vinyl – white only

COMPLETE SERVICE MANUALS

2016 FORD SEDAN POLICE INTERCEPTOR – AWD

3.7l V6 TI-VCT AWD FFV1
6-Speed Automatic
Alternator – 220 AMP
Auxiliary Transmission Oil Cooler
750 CCA Battery
Anti-Lock Brakes
Dual Exhaust – True
Electric Power Assist Steering
Engine Hour Meter
Engine Oil Cooler
Fuel Tank – 19 Gallons
Front and Rear Stabilizer Bars
Deck Lid Cylinder Lock
Front-Door-Lock Cylinders
18" Tires & Wheels
Hub Caps
Full Size Spare
Underbody Deflector Plates
Solar Tinted Glass
Black Grille
Headlights-Projector Halogen
Lower Grille
Power Remote Control Mirrors
Nameplate Badging
Roof Mount Antenna
Halogen Tail/Deck Lid Lamps
Climate Control
Console Mounting Plate
Power Windows
Power Locks
Heavy Duty Thermoplastic Floor
Locking Glove Box
Grab Handles
Task Lights w/Sunglass Holder
Dome Lamp
Power Adjustable Pedals
Powerpoints
Scuff Plates – Front and Rear
1st Row Heavy Duty Cloth Bucket Seats
6-Way Power Driver (Manual Recline, Manual Lumbar) with 2-way Manual Passenger
(Manual Recline, No Lumbar)
-Cruise Control/Tilt Wheel

Standard Warranty:

Basic: 3 Years/36,000 Miles
Drivetrain: 5 Years/100,000 Miles
Corrosion: 5 Years/Unlimited Miles
Emissions: 8 Years/80,000 Miles
Roadside Assistance: 5 Years/60,000 Miles

- 99T** – 3.5L V6 EcoBoost AWD Only – (148mph Top Speed) N/A with Special Service Package)
- 55D** – Auto Headlamps
- 642** – 18" Painted Aluminum Wheel
- 51G** – Pre-wiring grille LED, siren, speaker
- 96P** – 100 Watt siren/speaker
- 20P** – Noise Suppression Bonds
- 65C** – Ballistic Door-Panels – Driver and Passenger Doors
- 77B** – Rear view camera – Displays in rearview mirror
- 549** – Mirrors – Heated Sideview
- 53M** – SYNC – includes single USB and aux (Requires reverse sensing 76R)
- 76R** – Reverse Sensing
- 47J** – Remappable (4) switches
- 98K** – Lockable gas cap for East Fuel Capless Fuel-Filler
- 55B** – BLIS Blind spot monitoring with Cross-traffic Alert
- 59B** – Perimeter Anti-Theft Alarm – requires key fob 60P
- 19T** – Trunk storage vault (includes lockable door)
- 61P** – Power Passenger Seat (6-way) w/Manual Recline and Lumbar
- 62D** – Electronics tray (without fan)
- 97T** – Trunk circulation fan (stand-alone feature does not include wire harness)
- 59E** – Scuff Guards – Protective wrap on front edge of both rear-doors
- 60P** – Remote keyless entry n/a with keyed alike
- Privacy Glass – 2nd row and back window**
- 77E** – Police Wire Harness Connector Kit – Front, for connectivity to FORD PI package solutions. Includes:
- (2) Male 4-pin connectors for siren
 - (5) Female 4-pin connectors for lighting/siren/speaker
 - (1) 4-pin IP connector for speakers
 - (1) 4-pin IP connector for siren controller connectivity
 - (1) 8-pin sealed connector
 - (1) 14-pin IP connector
- 51J** – Police Wire Harness Connector Kit – Rear, for connectivity to Ford PI Package solutions includes:
- (1) 2-pin connector for rear lighting
 - (1) 2-pin connector for trunk circulation fan
 - (6) Female 4-pin connectors
 - (6) Male 4-pin connectors
 - (1) 10-pin connector
- 12P** – Police Interior Upgrade Package – Includes: cloth rear seats, front & rear floor mats, 1st row & 2nd row carpet floor covering, full floor console with unique police finish panels, rear grab handles
- 661** – Front Headlamp Lighting Solution – Includes: (2) front integrated LED lights for Wig-Wag simulation (does not include controller) Wiring, LED lights included, Requires Pre-wiring Grill Lamps
- 662** – Tail Lamp Lighting Solution – Includes: (2) rear integrated LED lights (in tail lamps; does not include wiring controller)
- 663** – Rear Lighting Solution – Includes: (2) backlit flashing LED lights (window mounted on each side of chimes stop light), (2) decklid inner flashing LED lights

Exterior Color – Sterling Gray Metallic
COMPLETE SERVICE MANUALS



ITEM NO.: 7f

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: AWARD PURCHASE OF ONE NEW 2016 FORD F-350-XL STANDARD CAB WITH CUSTOM SCELZI SERVICE BODY TO TOWNE FORD SALES IN REDWOOD CITY FOR THE WATER AND SEWER OPERATIONS DEPARTMENT IN THE TOTAL AMOUNT OF \$45,943.17 AS APPROVED IN THE CAPITAL BUDGET

Summary: Council will consider awarding the purchase of a new service truck with custom service body for the Water and Sewer Department.

Background: During the course of the budget adoption process for Fiscal Year 2015-2016, Council approved the inclusion of funds for the purchase of a new Service Truck in the amount of \$60,000.00 to the Water and Sewer Funds 822 and 840 in the Capital Budget as shown on Attachment 1.

Staff requested bids from twenty-five companies and received 2 responses as shown below:

Towne Ford Sales	\$45,943.17
Ukiah Ford	\$47,240.80

Discussion: Submitted for the City Council's consideration and action is Staff's recommendation to award the purchase of a new 2016 Ford F-350 Standard Cab truck with a Custom Scelzi Service Body for the Water and Sewer Operations Service Truck in the amount of \$45,943.17 to Towne Ford Sales in Redwood City, California.

This truck used daily as well as for the on-call Water and Sewer Service Attendant. Further justification is provided in Attachment 2.

The purchase for this truck needs to be made before March 21, 2016, in order to purchase a 2016 model year. If this purchase is not made by then, the price will increase as the truck will be a 2017 model year.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$30,000		82224413.80100.15059	Yes ☐ No ☐	
\$30,000		84024421.80100.15059		

RECOMMENDED ACTION(S): Award purchase of one new 2016 Ford F-350 service truck with Scelzi custom service body to Towne Ford sales for the Water and Sewer Operations department in the total amount of \$45,943.17 as approved in the Capital Budget.

ALTERNATIVES: Do not award purchase and provide direction to staff

Citizens advised: N/A
Requested by: Tim Eriksen, Director of Public Works/City Engineer
Prepared by: Mary Williamson, Buyer; Jarod Thiele, Public Works Project Analyst
Coordinated with: Don Brown, Water/Sewer Operations Leadworker; Dave Kirch, Senior Equipment Mechanic, Mary Horgar, Purchasing Supervisor
Presenters: Jarod Thiele, Public Works Project Analyst; Dave Kirch, Senior Equipment Mechanic
Attachments: 1) Capital Budget
2) Vehicle Justification Sheet

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted..

Approved: Sage Sangiromo
Sage Sangiromo, City Manager



Attachment 2

Water & Sewer Service Truck Justification

Proposed Vehicle: One new 2015 Ford F-350, 1 ton, 2WD pickup with Scelzi Service bed or equal

Department: Public Works

Area of use: Water and Sewer Operations Division

Prepared by: Jarod Thiele, PW Project Analyst & Dave Kirch, Senior Equipment Mechanic

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for all operations of the Water and Sewer Operations Division.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

This truck will be an addition to the fleet and is needed for all operations of the Water and Sewer Division as well as serve to as the on-call truck.

Funding: Sewer Capital (fund 844) = \$30,000;

Equipment Reserve (fund 220) = \$30,000

Estimated Value: N/A

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition: N/A

Maintenance Costs: N/A

Out of Service Time: N/A

Parts Availability: N/A

Associated Safety Issues: N/A

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

N/A

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

One new 2015 Ford F-350, 1 ton, 2WD pickup with Scelzi service bed, or equal.
COST - \$60,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

An alternative fueled vehicle is not recommended.

4.2 CARB STANDARDS

CARB STANDARDS

This vehicle is exempt from CARB standards.

Portion of Service Truck W/S Operations (50% Water)



Estimated Project Costs For FY 2016	\$30,000
Status	

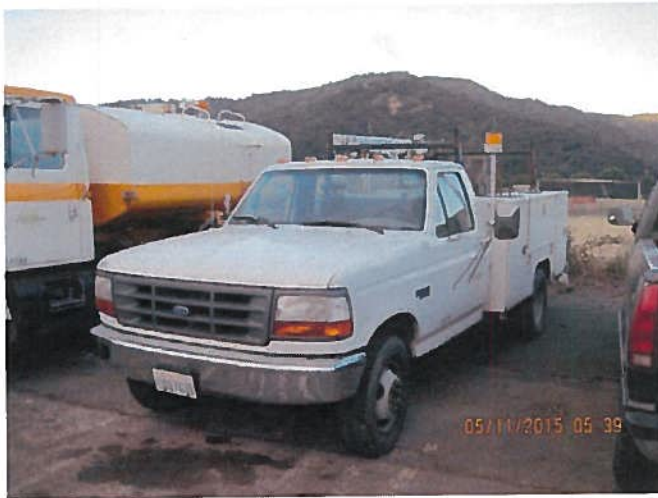
Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Operating Fund 840		\$30,000					\$30,000

Project Description: Purchase new service truck for the Water/Sewer Operations Division (50% Water) Total cost \$60,000

FY 2015/2016



Portion of service truck (50% Waste Water Fund)



Estimated Project Costs For FY 2016	\$30,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve Fund 220 Water Reserve		\$30,000					\$30,000

Project Description: Purchase new service truck for the Water/Sewer Operations Division (50% Waste Water) Total Cost \$60,000

FY 2015/2016





ITEM NO.: 11a

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: CONSIDERATION OF RESOLUTION AMENDING CITY OF UKIAH COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SINGLE-FAMILY HOUSING REHABILITATION GUIDELINES, TO UPDATE LANGUAGE REGARDING MOBILE AND MANUFACTURED HOME REPAIRS AND REPLACEMENTS

Summary: The City Council will hold a public hearing and consider a resolution amending the City of Ukiah Community Development Block Grant (CDBG) Single-Family Housing Rehabilitation Guidelines to update language regarding mobile and manufactured home repairs and replacements. This item was continued from the March 2, 2016, meeting due to the fact that it was publicly noticed but not agendized.

Background: CDBG Grant #13-CDBG-8940 was awarded to the City of Ukiah in 2013. Part of the grant was for the rehabilitation of multi-family housing and the other part was for rehabilitation of single-family housing. The multi-family housing project is currently underway, consisting of significant improvements at Creekside Village Apartments, a housing development for low-income seniors owned by Rural Communities Housing Development Corporation.

Original plans for the remainder of the grant, reserved for single-family housing rehabilitation primarily consisted of a sewer lateral repair and replacement program. Staff has determined that a different course of action would be more expedient and less likely to negatively impact the General Fund.

Per CDBG guidelines, the City is required to hold a public hearing to receive public input and approve the revised Single-Family Housing Rehabilitation Guidelines. Accordingly, the meeting was noticed in the Ukiah Daily Journal on February 19, 2016.

Discussion: Part of each CDBG Grant provides for reimbursement for administration of the grant. However, this administration is both costly and time consuming; therefore, it is important to evaluate whether the cost of administering the program will exceed the allowable reimbursements from the State. The original plan to focus on sewer lateral replacements, while valuable to the community, would have resulted in a disproportionate share of overhead compared to the actual benefit to the recipients.

Continued on Page 2

RECOMMENDED ACTION(S): Adopt resolution amending the City of Ukiah Community Development Block Grant (CDBG) Single-Family Housing Rehabilitation Guidelines to update language regarding mobile and manufactured home repairs and replacements

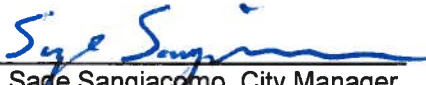
ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: Shannon Riley, Senior Management Analyst.
Prepared by: Shannon Riley, Senior Management Analyst.
Coordinated with: Craig Schlatter, Community Development Commission.
Presenter: Shannon Riley, Senior Management Analyst.
Attachments: 1. Redlined CDBG Single-Family Housing Rehabilitation Guidelines
2. Resolution amending the City of Ukiah Community Development Block Grant (CDBG) Single-Family Housing Rehabilitation Guidelines

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: 
Sage Sangiacomo, City Manager

Another factor is eligibility of participants. CDBG programs have strict income and other eligibility requirements; it is likely that most of the people interested in participating in the sewer lateral improvements program would not be eligible.

Therefore, Staff is recommending amending the CDBG Single-Family Housing Rehabilitation Guidelines to help fund the repair and replacement of mobile and manufactured homes. This program could have a significant impact on a number of Ukiah homes, can easily be targeted to eligible participants, and will more likely have administration costs that are completely reimbursable, thereby not negatively impacting the General Fund.

The redlined Guidelines are provided in Attachment 1. The amendment allows for participation in the program by Ukiah residents who own their mobile/manufactured home but not the land that it is on. The State requires that these guidelines are modified by resolution (Attachment 2).

If Council adopts the resolution in support of this modification to the program, Staff will immediately begin processing the necessary documents and marketing the program.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
n/a	n/a	60917458.GR891	Yes ☐ No ☒	N/A

CITY OF UKIAH

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)



SINGLE-FAMILY HOUSING REHABILITATION PROGRAM GUIDELINES

~~April 2, 2014~~

~~Revised October 23, 2014~~

Last Revised: February 18, 2016

Formatted: Centered

I. APPLICANT ELIGIBILITY

A. Conflict of Interest

No member of the Ukiah City Council, the Home Improvement Loan Committee, or employee of the City of Ukiah during their tenure or for one year thereafter shall have any interest, direct or indirect in any Home Improvement Program loan contract or the proceeds thereof.

B. Income

1. Owner-Occupant

The maximum household income allowable to qualify for a Home Improvement Program loan is eighty percent of the median income (targeted income) for Mendocino County, as established by the California Department of Housing and Community Development. Eligible applicants will not have an annual gross income exceeding the levels established for "low- and moderate-income (LMI)" households adjusted by family size. The owner will be required to provide income documentation.

Single-family housing rehabilitation program operator or City staff will determine whether applicants satisfy the income eligibility criteria.

Income limits will be updated within 30 days of receipt from the California Department of Housing and Community Development.

All applicant information obtained by staff will be kept confidential.

C. PROPERTY

To be eligible for program financing, properties must comply with the following criteria:

1. Location

Units to be rehabilitated under the Program must be located in the incorporated areas of City of Ukiah excluding portions subject to flooding. The City reserves the option of completing the “eight step” process for areas subject to flooding, converting to exempt status, and including these areas at the discretion of the Certifying Officer.

2. Occupancy

Although there is no minimum length of ownership requirement under the program, an owner-occupant must reside in the unit prior to the processing of a loan application, and the unit must be the resident's primary residence. However, if in the opinion of the City Building Services Official, the unit as it exists is uninhabitable, this requirement may be waived.

3. ~~Title~~ Residential Property Eligibility

The property must contain a legal residential structure intended for continued residential occupancy. Housing units eligible for rehabilitation include: single-family homes, multi-family units with no more than four units, and manufactured or modular homes.
~~Property owners shall hold land in fee title.~~

Rehabilitation or replacement of a manufactured home not on a permanent foundation is eligible. Rehabilitation of a manufactured home may include the replacement of the unit with a used manufactured home and the cost to repair it, as long as the unit has been occupied and not used as a demonstration model. Should the unit meet the criteria for reconstruction a new manufactured home can be used for replacement and all costs associated with the purchase and transportation can be added to the loan.

4. Condition

To qualify, the level of disrepair must include at least one major system failure, such as roof, foundation, structural, plumbing, heating, electrical or an accumulation of deficiencies that constitute a threat to health and safety. All repair work will meet Uniform Building Code standards. The priority will be the elimination of health and safety hazards.

All property improvements must be physically attached to the property and permanent in nature. General property improvements should be limited to 15% of the rehabilitation loan amount. Luxury items are not permitted.

Rehabilitation financing will be available to eligible property owners only when a reasonable expenditure of funds will enable a residential unit to be brought up to HUD Section 8 Housing Quality Standards and Uniform Building Code standards.

5. Life Estate

Applicants meeting all other eligibility criteria who hold a Life Estate on the property and reside on the property are eligible for a rehabilitation loan. Income eligibility will be determined by the income of the occupant/holder of the Life Estate. The holder of the Fee Simple Estate will be required to sign all loan documents. The loan conditions will provide that the loan is due and payable upon sale or transfer of the property and upon termination of the Life Estate of the current occupant. (In making loans to Life Estate holders City or program operator staff will regularly monitor such loans to verify the status of the occupant).

7. Mobile/Manufactured Homes

CDBG funds may be used for the rehabilitation of a mobile home. An alternative to actual rehabilitation of a mobile home is to replace the unit with a used mobile home. To be considered eligible for rehabilitation costs, the used mobile home must have been occupied and not used as a demonstration model.

Should the residential dwelling or existing mobile home that is being considered for rehabilitation meet the criteria for reconstruction discussed below, a new mobile home can be used for replacement. All costs associated with the purchase and transportation can be added to the applicant's loan.

8. Reconstruction

Changes in federal law and policies allow the use of CDBG funds to demolish and reconstruct LMI-owned and occupied residential structures. Reconstruction is defined as the demolition and construction of a structure. States may establish guidelines for

authorizing reconstruction, provided the guidelines are consistent with federal standards.

Grantees must document that the reconstruction costs are less than newly constructed housing and that the estimated cost of the reconstructed housing (including demolition, site preparation and temporary relocation) is less than the fair market value of the reconstructed housing and land combined. ***This may be accomplished by completing the Test for Reconstruction and providing an appraisal or equal on the fair market value of the newly reconstructed housing.*** A copy of the Test for Reconstruction must be kept in the project files and be available for review during the monitoring visit.

[Reconstruction of residential structures would also permit replacing an existing substandard unit of manufactured housing with a new or standard unit of manufactured housing.](#)

The residential structure to be reconstructed must be a structure or unit within a structure with cooking, eating, sleeping, and sanitation facilities which has been legally occupied as a residence within the preceding 12 months. [Fifth wheels or recreational vehicles, for example, are not considered housing units and therefore are not eligible.](#)

[One-for-one replacements requires the housing unit to be demolished must be replaced with a similar unit \(replace manufactured housing with manufactured housing, for example\).](#)

Reconstruction of a unit is [generally determined as](#) categorically excluded from the National Environmental Policy Act (NEPA), ~~see Chapter 3~~ if the project is four or fewer units per ~~NEPA-24 CFR~~ [Part 58.35\(a\) \(7\).](#) [Depending on the outcome of the Statutory Worksheet \(environmental test\), a reconstructed project may require authority from the State before funds are committed to the project.](#)

Building plans for reconstruction should meet new construction building and zoning standards for room size, setbacks, and off-street parking areas.

II. REHABILITATION STANDARDS

A. General Requirements

Rehabilitation activity will consist of eligible improvements required to bring a residential dwelling unit up to HUD Section 8 Housing Quality Standards and Uniform Building Code Standards for decent, safe and sanitary housing. Any rehabilitation work will comply with all pertinent standards of the various codes and ordinances adopted by the City of Ukiah including current State standards for residential energy conservation, the Uniform Housing Code and where applicable, local codes and ordinances.

It shall be the responsibility of the Housing Rehabilitation Staff to determine the most cost effective and appropriate manner in which to complete the needed repairs of a dwelling.

The purpose of the Home Improvement Program is to assure a living unit, which provides for a healthful environment and complete living facilities arranged and equipped for suitable and desirable living conditions commensurate with the type and quality of the property under consideration. To provide each living unit with space necessary for suitable living, sleeping, cooking and dining accommodations, as well as sanitary facilities:

1. Independent facilities shall be provided for each living unit except that common facilities such as laundry and storage space or heating may be provided for each property.
2. Each living unit shall contain provisions for each of the following:
 - (a) A continuing supply of safe potable water.
 - (b) Sanitary facilities and a safe method of sewage disposal.
 - (c) Heating adequate for healthful and comfortable living conditions.
 - (d) Domestic hot water.
 - (e) Electricity for lighting and for electrical uses in the dwelling.
3. Clothes closet space should be provided with bedrooms or located conveniently nearby.
4. Exterior doors shall have keyed locks.
5. Attics and underfloor area shall have proper access and insulation as required by local codes.
6. Every dwelling shall be supplied with a means of disposal or removal of trash and garbage, which is inaccessible to rodents.

B. Access to the Building

Walks and steps shall be provided for all-weather access to the building and constructed so as to provide safety and reasonable durability.

C. Grading

Any deficiencies in proper grading or paving adjacent to the building shall be corrected to assure surface drainage away from foundations and basement walls.

D. Unacceptable Features

Features which are not ordinarily acceptable in any property and must be corrected where feasible are:

1. Buildings in which adequate attic and/or underfloor space ventilation has not been provided to prevent conditions conducive to dampness, decay, fungi and/or insect infestation and deterioration of the structure.
2. Buildings constructed on wood mudsills resting directly on the ground.
3. Crawl space vents with vent bottom less than 6 inches above the finish grade.
4. Foundations with top of stem wall less than 6 inches above finished grade.
5. Wood, siding, floors and/or door casings or sills in contact with ground.
6. Retaining walls shall be maintained in adequate repair and must be provided where necessary to protect the structure, driveway and walls and to prevent soil erosion.

E. Structural Soundness

All structural components of the dwelling shall be in sound condition and considered serviceable for the expected useful life of the rehabilitated building. Sagging floors, fireplaces, partitions, stairs, and exterior walls shall be restored if practicable to an acceptable level or plumb position, and supported or braced so as to prevent a recurrence of these conditions. Stair railings shall be rigid. Individual structural members in a seriously deteriorated condition shall be replaced. Loose or damaged joints between structural members shall be corrected.

F. Inspections and Correction

A careful inspection by qualified persons will be made of each building and accessory structure on each property for evidence of actual or potential insect or rodent infestation or access channels. Defects in existing buildings, which permit the entrance of rodents, termites or other vermin will be corrected by appropriate preventive measures. Damaged or deteriorated structural members will be replaced. A number of preventive and protective measures against the several forms of infestation are:

1. Window or other openings near grade are to have snug fitting screens.
2. Exterior doors are to fit tightly and be flashed or caulked at sill.
3. Opening for pipes or ducts through floors or walls are to have tight fitting collars.
4. Cracks and crevices in foundations and aboveground walls may be effectively sealed by pointing with mortar or other approved materials.
5. Cracked, broken or decayed wood surfaces shall be replaced.
6. Appropriate chemical treatment of soil adjacent to foundations and within hollow masonry foundations and treatment of soil in enclosed spaces.
7. The Application of precautions or corrective actions recommended by licensed professional exterminators.

G. Exterior and Interior Finishes

Exterior and interior finishes shall assure that the building finishes will be adequate to: prevent the entrance or penetration of moisture and weather; protect from damage by decay, corrosion, insects and other destructive elements; provide reasonable durability and economy of maintenance.

H. Exterior Appurtenances

All exterior appurtenances or accessory structures, which serve no useful purpose, or those in a deteriorated condition which are not economically repairable, may be removed. Such structures include porches, terraces, entrance platforms, garages, carports, walls, fences and miscellaneous sheds.

I. Foundations

All masonry or concrete foundation walls will be improved to a safe, and sound condition with the top of the wall not less than 6 inches above finish grade. All wood foundation posts, sills, girders and plates showing signs of rot, decay,

infestation or structural failure shall be replaced with new suitable materials of proper design where practicable.

J. Exterior Walls

Wood siding materials and trim that are broken, split or damaged so as to permit the entrance of weather or that show signs of decay or insect infestation shall be replaced. Where required, all existing wood surfaces shall be suitably prepared for painting and shall receive at least one coat of prepared exterior house paint. New wood siding materials shall be protected by appropriate finishes. Composition sidings, including mineral surfaced fiberboard, mineral surfaced asphalt siding, asbestos-cement types, etc., which show deterioration, damage or joint failure so as to permit the entrance of weather or adversely affect the appearance of the dwelling may be repaired, replaced or covered with new suitable siding materials.¹

K. Interior Walls and Ceilings

1. All loose and broken gypsum board shall be renailed or replaced, if possible, and refinished. All loose and broken plaster shall be soundly patched and repaired. Where its deterioration is so extensive that patching is impractical, the entire wall or ceiling area shall be replastered or covered with acceptable drywall materials.²
2. All walls and ceilings shall be properly prepared and painted or shall receive other appropriate finish.
3. Interior doors, jambs and interior trim, which show excessive deterioration, abuse and patching shall be replaced. Existing and/or new interior millwork shall be properly prepared and receive protective finish. All broken or missing hardware shall be replaced.

L. Kitchen Fixtures

Countertop and backsplash shall be of approved durable and water-resistant

¹Wherever deteriorated walls, ceilings, or other areas are suspected of containing asbestos materials, precautionary protective measures will be taken to protect workers and residents from harmful dust. These measures may include full abatement procedures as provided by trained personnel. Dwellings which were built prior to 1978 and are occupied by children under the age of seven will be evaluated to determine the existence of chipping or peeling lead-based paint. The occupants of all units rehabilitated through the program will receive a Lead-Based Paint Warning advising parents of the possible need to have children evaluated for possible lead poisoning. In incidents where lead-based paint poisoning has been determined, or where problems are believed to be likely, HUD-approved abatement procedures will be followed in cooperation with the local Health Department.

²/ Ibid

materials. Where required, a new sink and fittings properly connected to hot and cold water supply and waste lines shall be installed.

M. Finished Floors

1. Bathrooms/toilet compartments and kitchen floors shall be provided with approved underlayment, approved waterproof floor covering materials, and appropriate base mould.
2. Floors in other areas of the living unit which show excessive wear, shrinkage, cupping or other serious damage shall be, if possible, replaced or covered with acceptable finish flooring materials properly installed. Sound wood floors showing normal wear and discoloration may be refinished.³
3. Finish floors shall be appropriate to the use of the space, be in good condition, and provide low maintenance service life.

N. Roof Drainage

Each dwelling will have a controlled method of disposal of water from roofs where necessary to prevent damage to the building and property if possible.

O. Roof

All roofs and flashings shall be replaced or repaired to the extent necessary to protect the building against leakage.

P. Gutters, Cornices and Exterior Details

³/ Ibid.

Gutters, downspouts, eaves, rafter ends, fascias, soffits and cornices, mouldings, trim, etc., showing evidence of leakage, rust, decay or deterioration will be replaced with new materials suitably protected with paint or stain. Repairs shall be made with any necessary changes of existing design or with appropriate new design within reasonable limits to prevent recurrence of the deterioration.

Q. Chimneys

Chimneys, brickwork or fireplaces showing signs of deterioration should be repaired or replaced with appropriate materials if possible.

R. Windows, Doors, and Other Openings

Existing windows and doors, including their hardware, shall properly function and give evidence of continuing acceptable service. Defective glass or locking mechanisms shall be replaced or repaired. Windows and doors and their frames which show signs of decay, deterioration, excessive warping, racking or misalignment shall be replaced or repaired and adequately protected with paint and flashings against further deterioration.

S. Electrical Wiring

When electrical services must be replaced, a 100-amp main service with a minimum of 4 branch circuits is required. Additional branch circuits shall be installed, as required, to service cooking ranges, clothes dryers, water heaters and other major appliances. A minimum of one outlet and one permanently installed overhead light fixtures or 2 outlets for each living room and each bedroom is required. Every other habitable room shall have at least one outlet and a source of natural or artificial light. An outlet may consist of one receptacle or two and must be permanently installed. Permanent light fixtures with wall-mount switches are required in kitchen and bath.

T. Plumbing

All plumbing fixtures shall be appropriately connected to approved drain, waste, vent, and supply lines. All leaking, deteriorated or clogged piping shall be replaced or restored to a condition which will provide safe and adequate service for the plumbing fixtures or equipment to which they are connected.

U. Heating and Ventilation

No unvented fuel-burning heater shall be permitted. All heating devices and appliances shall be of an approved type. Each living unit shall have properly vented domestic water heating equipment capable of adequately supplying hot water, as defined in U.P.C., with properly sized safety devices in place.

V. Porches, Walks and Steps

All unsafe or unsound porches and steps will be removed or replaced and protected from deterioration with paint or other acceptable finish. Where required, approved handrails and guardrails shall be provided.

W. Fences and Gates

Dilapidated wood fencing which poses a health or safety hazard should be replaced. Wood fences which have missing pickets, boards, panels or which lean may have missing parts replaced with suitable materials. Sagging gates may be braced and those dragging on the ground may be rehung.

X. Landscaping

Brush which poses a fire hazard shall be removed. Trees that are undermining the structural integrity of the dwelling will be safety-pruned. All debris, lumber and trash shall be removed.

Y. Painting and Decorating

Where necessary, a protective and decorative finish coating shall provide: adequate resistance to weathering, protection of finished surfaces from moisture or corrosion, an attractive appearance, and reasonable durability. Where painted surfaces are in a well-maintained condition and not disturbed by the rehabilitation work, painting and decorating is not required.

Z. Expansion of Dwelling

Rehabilitation assistance may provide for the expansion of kitchen and bathroom facilities. An existing bedroom may be enlarged or an additional bedroom may be provided where it has been determined that a family is living in an overcrowded condition as defined by the Bureau of Census. For the purpose of adding a second bathroom, overcrowding is defined as five or more persons sharing the same home.

AA. Kitchen Equipment

Rehabilitation assistance may provide for the repair or purchase of a kitchen range and/or refrigerator if missing or unsafe.

BB. Energy Conservation Measures

Rehabilitation loans may be used to reduce energy consumption through the

installation of:

1. Dual glazing
2. Storm windows
3. Attic, floor, and wall insulation
4. Water heater blankets and timers
5. Hot water pipe insulation
6. Caulking and weatherstripping of doors and windows
7. Replacement of inefficient woodstoves or furnaces (including flues and heat shields).
8. Duct testing and sealing for existing HVAC systems
9. Water conserving showerheads and faucet aerators
10. Hardwired energy efficient light fixtures and CFL's

CC.Incipient Violations

Rehabilitation assistance may be used for rehabilitation work necessary to correct incipient, as well as actual violations of Housing Quality Standards. An incipient violation exists if it is thought that the physical condition of an element in the structure will deteriorate into an actual violation in the near future.

DD.Building Permits and Related Fees

Rehabilitation assistance may provide funds to cover the cost of building permits and related fees that are required to carry out the proposed rehabilitation work when such fees are not waived.

EE.Ineligible Costs

Except as provided for herein, a rehabilitation loan shall not be used for:

1. New construction, substantial reconstruction, expansion of the structure, or the finishing of unfinished spaces (except in documented overcrowded conditions).
2. Luxury items, materials, fixtures, equipment or landscaping of a type or

quality which exceeds that customarily used in the locality for properties of the same general type and value as the property to be rehabilitated (General Property Improvements).

3. Appliances not required by Section 8 Housing Quality Standards (Energy Star rated appliances may replace any existing appliances in poor condition).
4. Acquisition of land.
5. Penalty building permit fees.

FF. Sewer Lateral Replacement/Repair Grant Program

In certain cases, CDBG funds may be made available to income-eligible residents solely to provide repairs or replacements of sewer laterals. This activity is considered to be housing rehabilitation and, although similar in many ways to standard housing rehabilitations, have a number of differences. Sewer lateral repair and/or replacement is subject to the following:

- a. The applicant must be eligible and qualified under the City's housing rehabilitation program guidelines.
- b. Funds provided for sewer lateral replacement and/or repair to single family units are grants and do not require repayment. The applicant must qualify under one of the three situations in Section III.4.
- c. Applicants are selected on the basis of "first come, first ready" until funds are exhausted.
- d. Sewer lateral projects generally do not undertake repairs to the interior of housing units unless such repairs are absolutely necessary for a code-compliant sewer lateral.

III. TYPES OF FINANCING AND TERMS

A. Owner-Occupants

1. Maximum Loan Amount

An eligible owner may qualify for the full cost of the rehabilitation work needed to comply with Section 8 Housing Quality Standards and Uniform Building Code. Maximum assistance with funds is \$100,000. Total indebtedness against property will not exceed 100 percent of after-rehabilitation value. Rehabilitation costs for jobs may be supplemented with personal financing or with other loan or grant programs.

2. Deferred Payment Loans (DPLs)

A DPL is a zero to four percent (0-4%) interest loan secured by a deed of trust with no payback required until the borrower sells or transfers title or discontinues residence in the dwelling. When specific circumstances occur, the DPL becomes immediately due and payable. Payments may be made voluntarily on a DPL.

3. Below Market Interest Rate (BMIR) Loans

Amortized loans secured by a deed of trust will bear a fixed simple interest rate of 0-4% per annum on the unpaid principal balance, depending on the income of the borrower, and eligible housing and/or other expenses. Whenever possible loans will be amortized. The term of all amortized loans will be for 15 years unless a longer period is deemed necessary to protect the integrity of the loan. There will be no prepayment penalty.

4. Determining Eligibility

Owner-occupants with incomes below 50% of the median income for Mendocino County adjusted for family size are eligible for Deferred Payment Loans. On a case-by-case basis other hardship expenses such as medical costs and housing expenses in excess of 30% of the household's gross monthly income may be considered in determining the need for a DPL. Owner-occupants with incomes between 50% and 80% of the County median income, adjusted for family size will be eligible for BMIR loans.

A limited number of \$10,000 grants are available for any of the following three situations:

1. For very low-income (gross annual income less than 50 percent of Mendocino County median income) elderly persons - at least 55 years of age.
2. For persons with disabilities—grants for removal of architectural barriers to ADA accessibility to a house with one or more disabled occupants.
3. Lowest Targeted Income Group - with gross annual income less than 50 percent of county median income.

For the above situations, costs for documents (preliminary title report, appraisal, etc.) required of the applicant to meet program qualification requirements may be included in the grant so as not to cause undue financial hardship. The Loan Committee will determine if the grant should include these costs.

The Loan Committee may adjust the interest rate from 4% to 0% to assure affordability. Affordability is based on 30% of gross income applied to housing costs. Housing costs include mortgage payments on the subject property, the housing rehabilitation loan payment, real estate taxes and insurance on the subject property. Applicants who have housing costs in excess of this 30% figure may qualify for a deferred or partially deferred loan.

5. Reconstruction Policy

The reconstruction of existing low-income owner occupied single family residential structures may be authorized with prior State and Federal approval. Procedures shall be consistent with applicable State and Federal guidelines.

Reconstruction financed with loan funds shall, with Loan Committee approval, be subject to the per unit maximum of HOME subsidy limits based on number of bedrooms.

B. Security

Property to be rehabilitated shall act as security for the loan. All loans shall be secured by a Promissory Note and Deed of Trust, which shall be recorded.

A junior deed of trust may be approved as security for a loan. Total liens of record against the property may not exceed 90% of the after rehabilitation value as determined by the Loan Committee based upon the estimate provided by Housing Rehabilitation staff.

[A manufactured home in a mobile home park or on leased land that is not on a permanent foundation will be secured by an HCD 480.7 or an HCD 484 Statement of Lien and Security Agreement and will also include a Promissory Note and Loan Agreement in favor of the City.](#)

C. Transfer of Title

All loans become immediately repayable in full when there is any transfer of title to the property, other than to a surviving spouse. City staff may permit the same or revised terms if income criteria are met by the new property owner.

IV. OCCUPANCY REQUIREMENTS

A. Owner-Occupants

1. Owner occupants will be required to submit to the City between January 1 and 15 of each year for the term of the loan:
 - Proof of occupancy in the form of a copy of a current utility bill.
 - Statement of unit's continued use as a residence.
 - Declaration that other title holders do not reside on the premises.
 - Proof of property (hazard) insurance, showing City of Ukiah listed as loss payee.
2. In the event that an owner-occupant sells, transfers title, or discontinues residence in the rehabilitated property for any reason, the loan is due and payable.

- (a) If, however, the owner-occupant who qualifies for financing dies, and if the heir to the property lives in the house and is income-eligible, the heir may be permitted, upon approval of the City to assume the loan at the rate and terms he or she qualifies for under current participation guidelines.
 - (b) If the owner-occupant who qualifies for financing dies and the heir is not income-eligible, the loan is due and payable.
- 3. If an owner wants to convert the rehabilitated property to any commercial or non-residential use, the loan is due and payable.

V. OWNER PARTICIPATION OR SELF HELP LOANS

The purpose of the Home Improvement Program is to improve the housing conditions of low-income residents. Three important considerations in achieving this purpose are:

- 1) the work should be done in a timely manner
- 2) the work should meet certain basic standards of quality
- 3) work must comply with the rehabilitation standard established by the Program (Section 8 Housing Quality Standards and Uniform Building Code).

In situations where a home owner is also a construction contractor or can provide references establishing a history of working in residential construction, the property owner may complete some or all of the tasks required to rehabilitate his/her property if he/she has the degree of skill required to perform the work involved. Self-help is usually appropriate for the accomplishment of tasks of an unskilled nature such as general clean up, demolition of small buildings, removal and disposal of debris, or for work which involves minimum use of costly materials and equipment, such as exterior and interior painting. Work of a skilled nature is appropriate only if the owner has a license to perform such tasks.

Owners who participate in the Home Improvement Program on the basis of performing some or all of the work themselves, which is known as providing "owner participation" or "self-help," will be expected to comply with the guidelines outlined below.

1. Evaluation. An evaluation must be performed by the Housing Rehabilitation Specialist to determine the applicant's suitability for owner participation. The option to allow owners to do the work themselves may be provided at the sole discretion of the Housing Rehabilitation Staff.

2. Work Schedule. Borrowers approved to provide owner participation will be required to submit a detailed work schedule in accordance with deadlines established by the program. This work schedule must include the following:

- a. A complete list of materials, which will be required for the project.

- b. A precise cost estimate of materials to be purchased. This estimate must be based on actual costs.
- c. A detailed list (company names, addresses, and telephone numbers) of places where materials are to be purchased.
- d. A specific list of individuals (contractors, subcontractors or laborers) who will be needed to assist the owner in completing the project. This list shall include contractors' license numbers, addresses, telephone numbers, and specific amounts to be paid.

Owners are reminded that it is against program policy for any owner or member of the owner's immediate family to receive payment, either directly or indirectly, for housing rehabilitation work.

- e. A detailed time schedule showing the dates when work will be started, when work will be done on each task, and when all work will be completed.

3. Permits. It is the responsibility of the homeowner to contact the appropriate governmental offices to determine whether building permits or other permits will be required. Failure to do this may result in loan cancellation or demands that work be started over and corrected. Whatever local requirements prevail for permit issuances, the owner will be expected to comply with those requirements.

The work being allowed by this program is for health and safety purposes. A building permit is mandatory for all code-related items. A copy of each permit must be forwarded to the Housing Rehabilitation Specialist and the original should be posted on the structure. Building permit fees, where applicable, are reimbursable items; therefore, they should be included in the original Work Schedule.

When each code item is completed (such as electrical, plumbing) the Building Permit is signed off by the Building Inspector. A running copy of the card, showing sign-offs as they occur, shall be provided to Housing Rehabilitation staff.

4. Disbursements. Any disbursements made from the owner's loan shall be done in accordance with the work schedule approved by the program. Any obligations incurred which are not in accordance with the work schedule may be denied for payment. Disbursements shall be authorized jointly by the homeowner and a duly authorized representative of the Home Improvement Program.

All disbursements must be justified by original receipts that are legible, state the materials purchased or labor provided, and they must be otherwise traceable by the program. Disbursements will be for eligible materials only.

5. Prohibition Against Cash Refunds. Homeowners are reminded that it is a violation of program policy for cash refunds to be received for materials purchased or labor secured. In cases where materials are to be returned and cash is to be received,

all cash must be immediately returned to the owner's escrow account.

6. Labor Summary Record. By allowing work to be done on an owner participation basis, it is expected that certain savings will result to the housing rehabilitation program and to the owner's loan. The method of keeping track of work being done is the "Participant Labor Summary Record."

VI. APPLICANT SELECTION AND LOAN CLOSING

A. Home Improvement Loan Committee

1. Purpose

The function of the Home Improvement Loan Committee will be to review and act on applications recommended by program staff for financing. The Committee shall review applications in terms of: eligibility, compliance with all program requirements, consistency of staff recommendations regarding loan terms and type(s) of assistance to be provided. The Committee will also review the proposed loan package, and, if appropriate, recommend changes in loan terms and type(s) of assistance to be provided.

2. Composition

The Committee will consist of one member of the City of Ukiah Finance Division, one member of the City of Ukiah Public Works Division and one member of the City of Ukiah Special Projects Division.

3. Meetings

The Home Improvement Loan Committee shall meet periodically to review and act on applications. A quorum shall exist and all minutes shall be recorded. A quorum is a simple majority of the full committee.

The Committee members shall be advised at least seven calendar days before the Committee meeting.

4. Action

Action of the Home Improvement Loan Committee shall be by majority vote.

B. Application Processing

The Housing Rehabilitation Staff shall gather any necessary financial information to determine applicant eligibility and repayment ability. An application consists of:

1. A form containing financial and household information regarding the property owner.
2. A form containing necessary income and household information. Owner

Occupant income will be verified by use of one or more of the following forms.

- a. Request for Verification of Employment
 - b. Verification of Public Assistance
 - c. Income tax information (1040s, etc.)
 - d. Benefit letters for sources of public assistance or pensions
 - e. Copies of recent benefit or pay checks
3. Credit evaluations and income, employment and mortgage verifications as obtained by staff.
 4. A preliminary work write-up and cost estimate of required rehabilitation work as prepared by program staff and approved by applicant.
 5. Preliminary Title Report (Full or Limited Coverage) and Estimate of current market and after rehabilitation market values.
 6. Property Appraisal.
 7. Termite Inspections and clearances shall be obtained if deemed necessary.
 8. A contingency (depending on the complexity of the job) may be included in each loan. At the completion of rehabilitation, any unexpended funds will be applied to the loan principal.
 9. Owners will receive information regarding rights as prescribed by law and an authorization form for signature which states that the owner understands that he/she may be inconvenienced by the rehabilitation work and that he/she agrees to authorize inspectors and workers to enter his/her living quarters during reasonable hours.

C. Application Selection

A Loan Committee Report (LCR) will be prepared for all loan applications determined by staff to be eligible for a housing rehabilitation loan. The LCR and the application will be brought before the Home Improvement Loan Committee for approval.

General lending criteria that will be used to assist in evaluating the applications of eligible property owners for financial assistance will include:

1. The ability and willingness of an applicant to repay a loan, as well as all existing liabilities, as evidenced by such criteria as income, credit history, necessary monthly expenses, and stability of income.
2. The economic feasibility of property rehabilitation such that a reasonable expenditure of funds will enable the correction of all major health and/or safety related items, with the rehabilitated property providing adequate collateral for a loan that is secured with a deed of trust.

An eligible borrower may be considered for a subsequent loan, provided he/she has no delinquent payments longer than 10 days and otherwise meets program requirements and underwriting criteria.

All recommendations for loans shall be developed by the Housing rehabilitation staff and submitted to the Home Improvement Loan Committee. The Housing rehabilitation staff's recommendations shall be submitted in written form and shall propose the terms of the loan, interest rate, special conditions, and whether the loan should be approved or denied. All applications shall be submitted for consideration regardless of whether the recommendation is for approval or denial.

D. Loan Approval

All Home Improvement Program Loans must be approved by the Home Improvement Loan Committee. In order to obtain financing, applicants must meet all property and income eligibility guidelines in effect at the time of loan approval. Applicants will be provided written notification of approval or denial. Reason for denial will be provided to the applicants in writing.

An appropriate funding cut off point established for each review period will determine the number of applications that may be approved for funding at that particular time. Qualified applications not selected for funding during one review period will be automatically reconsidered during subsequent periods.

Housing Preservation Revolving loans may be approved by the City Loan Committee when the applicant is clearly eligible and when in the opinion of the Loan Committee existing housing conditions pose a hazard to the health and safety of the applicant.

E. Loan Closing

A Home Improvement Loan Program applicant will have up to two weeks after Loan Committee approval to accept the offered terms and conditions. At the end of this period, City staff may rescind the loan commitment.

The Housing Rehabilitation Staff will provide for the execution of all necessary loan documents and their recordation.

F. Appeals

Objections by any applicant as to policy, procedures, method of operation or decisions by Citystaff or Home Improvement Loan Committee will be referred to the Assistant City Manager. The Assistant City Manager will schedule a hearing for the applicant and establish hearing procedures. Decisions of the Home Improvement Loan Committee will be based upon its interpretation of the Program Policies and Administrative Procedures.

VII. INSURANCE

A. Hazard Insurance

The borrower shall maintain hazard insurance on the property for the duration of the Home Improvement Loan(s). This insurance must be an amount adequate to cover all encumbrances on the property. The insurer must identify the City of Ukiah as Loss Payee for the amount of the Home Improvement Loan(s). Proof of insurance shall be provided to the City.

In the event the borrower fails to make the hazard insurance premium payments in a timely fashion, the City, at its option, may make such payments. If the City makes any such payments, the City may, at its sole discretion, add such payments to the principal amount that the applicant is obligated to repay under this program.

B. Flood Insurance

In areas designated by the U.S. Department of Housing and Urban Development (HUD) as flood prone, the owner is required to maintain flood insurance in an amount adequate to secure the Home Improvement Loan. This policy must designate the City of Ukiah as Loss Payee. The initial premium may be paid with Home Improvement Loan proceeds for the first year.

VIII. GENERAL CONTRACTING PROCEDURES AND REQUIREMENTS

A. Contractor Qualifications

The Housing Rehabilitation Staff will maintain a list of all interested contractors who will be kept informed of upcoming bid proposals. All interested contractors must submit an application for approval. All contractors and subcontractors must have a current, valid California Contractor's License and shall provide such proof of insurance as may be required by the City of Ukiah.

Contractors will be checked against HUD's list of federally debarred contractors. No award will be granted to a contractor on this list. Contractors are required to follow all federal and state regulations pertaining to the City of Ukiah Single-Family Housing Rehabilitation Program.

Contractors must have public liability and property damage insurance, and worker's compensation, unemployment and disability insurance, to the extent required by State law.

To the maximum extent feasible, the program shall make every attempt to utilize local, small and minority contractors.

B. Procurement

Bidding for rehabilitation work will be done on a competitive basis with contracts being awarded to the lowest responsible and responsive bidder selected by the property owner. The homeowner will be the responsible agent, but the City and/or its administrator will prepare the work write-up, prepare and advertise the bid package, and

assist the owner in negotiating the construction contract.

The Contract for rehabilitation will be between the property owner and the contractor. The Housing Rehabilitation Staff will assist the homeowner with the rehabilitation contract process.

C. Inspections and Payments

Where warranted by the size of the job and depending upon the contractor's credit line and number of jobs in progress, progress payments tied to the completion of various stages of rehabilitation work will be authorized. The number of payments to be made will be specified in the construction contract. Authorization of progress payments will require:

1. Inspection of the property by the City Building Inspector to insure that the completed work is in compliance with local building code standards. Inspection of the property by the Housing Rehabilitation staff to insure that the work being billed complies with the Contract Documents and Rehabilitation Standards. If the work is not found to be in substantial compliance, the payment amount will be delayed until compliance has been achieved.
2. Following an inspection and approval by the Housing Rehabilitation staff and property owner of the contractor's invoice and all work being billed, the payment amount will be calculated according to the contract provisions governing holdbacks. The payment check will be made out to the contractor.

Final Payment (10% retention) is processed in the same general manner as progress payments. Upon written final acceptance of the work by the property owner, the Housing rehabilitation staff, a Notice of Completion will be recorded on the property. Final Payment (10% retention) may be released following the receipt of a Release of Lien from the Contractor and waiting period of 31 days from the recordation of the Notice of Completion.

D. General Contract Conditions and Specifications

The General Conditions and Specifications of the Home Improvement Program shall be included in all contracts for housing rehabilitation.

All change orders to the contract specifications require the signature of the owner and the City's Housing Rehabilitation staff.

When there are disputes between the contractor and property owner over contract specifications, job scope or adequacy of performance, City of Ukiah staff will make the final determination of contract requirements; City staff will have the authority to release final payment where there is substantial compliance with the contract.

IX. TEMPORARY RELOCATION

Owner occupants will be informed of their eligibility for up to \$3,000 in temporary

relocation benefits if occupancy during rehabilitation constitutes a substantial danger to health and safety of occupant or public danger or is otherwise desirable because of the nature of the project. Relocated owner occupants will receive housing costs, payment for moving and related expenses and appropriate advisory services.

X. REPAIR CALLBACKS

In the event that a contractor must be called back to make corrections on rehabilitation work items that are not covered by the one year warranty, the City has the option to cover the costs through the current CDBG construction budget.

XI. COMPLAINT AND APPEAL PROCEDURE

Complaints concerning the City's Housing Rehabilitation Program should first be made to the City's housing rehabilitation staff. City staff will act as mediator between the homeowner and the General Contractor, and attempt to resolve any disputes and adverse situations. If unresolved in this manner, the complaint or appeal shall be made in writing and filed with the City. The City will then schedule a meeting with the City's Loan Review Committee. Their written response will be made within fifteen (15) working days. If the applicant is not satisfied with the committee's decision, a request for an appeal may be filed with the City Council.

GRIEVANCES BETWEEN BORROWER/GRANTEE AND CONSTRUCTION CONTRACTOR

Contracts signed by the contractor and the borrower/grantee include the following clause, which provides a procedure for resolution of grievances: Any controversy arising out of or relating to this Contract, or the breach thereof, shall be submitted to binding arbitration in accordance with the provisions of the California Arbitration Law, Code of Civil Procedure 1280 et seq., and the Rules of the American Arbitration Association. The arbitrator shall have the final authority to order work performed, to order the payment from one party to another, and to order who shall bear the costs of arbitration. Costs to initiate arbitration shall be paid by the party seeking arbitration. Notwithstanding, the party prevailing in any arbitration proceeding shall be entitled to recover from the other all attorney's fees and costs of arbitration.

XII. DELINQUENCIES, DEFAULTS AND FORECLOSURES

A. Policy

The City acknowledges that circumstances beyond a borrower's control may temporarily limit his/her ability to meet loan terms. The City desires to be flexible enough so that in cases of: death of a family member, loss of job, divorce and major illness loan terms may be modified.

While the City, in this policy, outlines a system that can accommodate crises that

restrict borrowers' ability to meet loan terms, it should in no way be misunderstood. Loan terms must be fulfilled.

B. Procedure

1. Thirty (30) day and sixty (60) day delinquencies. The City or administrator will send the borrower a letter noting the amount delinquent or performance default. This letter shall be followed by a telephone call reminding the borrower of the loan amount and due date or performance default.
2. Ninety (90) day delinquency. The City will send a certified letter noting the amount delinquent or performance default. In this letter, a date and time shall be set for a meeting between the borrower and the City housing rehabilitation staff or designee. At this meeting the following will be discussed:
 - reasons for delinquency or default
 - any changes in the borrower's health, family circumstances or financial status that limits their repayment ability
 - amount in arrears.

At conclusion of this meeting, the following will be determined:

- how and when the amount in arrears will be paid;
- how performance defaults will be remedied;
- if a personal emergency (loss of a job, loss of spouse or co-borrower, serious illness) has restricted repayment ability.

If because of such an emergency, the borrower cannot fulfill the term(s) of the loan or afford to pay the full monthly installment, housing rehabilitation staff may exercise one or more of the following options:

- a. Extend the time of payment or otherwise alter the terms of any of the indebtedness;
- b. Accept additional security therefore of any kind, including trust deeds or mortgages;
- c. Alter, substitute or release any property securing the indebtedness.

Any action taken as a result of this meeting shall be documented and recorded in the required fashion.

3. If the borrower does not appear for the 90-day delinquency meeting, and does not contact City staff to reschedule the meeting, staff may immediately begin foreclosure proceedings.
4. Any borrower who participates in the process outlined in Item B and then becomes 90 days delinquent within two years of renegotiating their loan terms may be subject to immediate foreclosure.

XIII. AFTER-REHABILITATION PROPERTY MAINTENANCE

A. Policy

ALL Home Improvement Loans require the borrower:

1. To protect and preserve said property and to maintain it in good condition and repair;
2. Not to remove, demolish or materially alter any building or any improvement thereon, nor to change or alter either the terms and conditions of any existing lease of the premises, or the present character of use of said property;
3. To complete or restore promptly and in good workmanlike manner any building or improvement that may be constructed, damaged or destroyed thereon and pay when due all costs incurred therefore; and to comply with all of the terms of any loan agreement between Trustor and Beneficiary;
4. Not to commit or permit waste of the property;
5. To comply with all laws, covenants, conditions or restrictions affecting the property;
6. To cultivate, irrigate, fertilize, fumigate, prune and do all other acts that from the character or use of said property may be reasonably necessary, the specific enumerations herein not excluding the general.

These conditions help assure that the property does not revert to a substandard state.

B. Procedure

When the City becomes aware that rehabilitated property is not being properly maintained it may:

1. Provide the borrower in writing:
 - a. a list of needed repairs or maintenance items
 - b. a recommendation as to a solution to the deficiencies
 - c. a request that the repairs be performed within 60 days
2. At the end of the 60-day period, Housing Rehabilitation staff shall inspect the property. If the needed repairs have not been performed, staff shall set an appointment with the borrower to discuss why maintenance has not been performed. If the borrower is unable to afford to make the needed repairs and if the repairs represent a new building deficiency not covered by the original rehabilitation, additional funds may be provided.
3. Following the visit and inspection, the borrower will be given 60 days to make the necessary repairs. The borrower will be given written notice at the start of this phase that if repairs are not performed within 60 days the borrower will be considered to be in default.
4. If repairs are not performed within 60 days of the notice outlined in Item 3, the City may begin foreclosure proceedings.

XIV. AMENDMENTS

Amendments to these Policies and Procedures may be made by the City and will be submitted to the California Department of Housing and Community Development for approval. Where changes in the guidelines would adversely affect program applications already under review, such applications will be evaluated under the guidelines in effect at the time of application.

XV. ATTACHMENTS

The following documents are attached and form a part of these guidelines:

- ATTACHMENT A: Annual Household Income Definition/Income Limits
- ATTACHMENT B: City of Ukiah Residential Anti-displacement and Relocation Assistance Plan
- ATTACHMENT C: CDBG Foreclosure Policy

ATTACHMENT A

ANNUAL HOUSEHOLD INCOME DEFINITION/INCOME LIMITS

INCOME LIMITS FOR ALL OF MENDOCINO COUNTY – ~~2014~~ [June 1, 2015](#)

Number of Persons in Household	1	2	3	4	5	6	7	8+
Income Limit (Yearly)	\$30,700 32,500	\$35,100 37,150	\$39,500 41,800	\$43,850 46,400	\$47,400 50,150	\$50,900 53,850	\$54,400 57,550	\$57,900 61,250

Note: Limits contained above will be updated annually as HCD releases the information.

ATTACHMENT B

CITY OF UKIAH RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

The jurisdiction will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 470.606 (b) (1) and 24 CFR 92.

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the jurisdiction will make public and submit to the Department the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units.
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy.

The jurisdiction will provide relocation assistance to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the Act, the jurisdiction will take the following steps to minimize the displacement of persons from their homes:

A. Steps to Minimize or Prevent Displacement

1. Use CDBG funds to provide seed money grants or loans, long-term mortgage loans

at favorable rates, or capital grants to tenant groups of multi-family buildings to help them convert to cooperatives.

2. Stage rehabilitation of assisted housing to allow tenants to remain during and after rehabilitation, working with empty building or groups or empty units first so they can be rehabilitated first and tenants moved in before rehab on occupied units or building is begun.
3. Establish temporary relocation facilities in order to house families whose displacement will be of short duration, so they can move back to their neighborhoods after rehabilitation or new construction.
4. Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent their placing undue financial burden on long-established owners or on tenants of multi-family buildings.
5. Provide counseling via Government or non-profit organizations to assist homeowners and renters to understand the range of assistance that may be available to help them in staying in the area in the face of revitalization pressures.
6. Shift the concentrated demand generated by intense investment in one or two neighborhoods to other neighborhoods by: (a) targeting public improvements into several other neighborhoods with potential for revitalization; (b) conduction of advertising campaigns to attract interest in other neighborhoods.

B. Steps to Assist Displaced Persons to Remain in their Present Neighborhood

1. Provide lower-income housing in the neighborhood through HUD housing programs; purchase units as is; rehabilitate vacant units;
2. Give Priority in assisted housing units in the neighborhood to area residents facing displacement.
3. Target Section 8 existing program certificated to households being displaced, and recruit area landlords to participate in the program.
4. Provide counseling and referral services to assist displacees find alternate housing in the neighborhood.
5. Work with area landlords and real estate brokers to locate vacancies for household facing displacement.

C. Steps to Otherwise Mitigate Adverse Effects of Displacement

1. Use of public funds, such as CDBG funds, to pay moving costs and provide relocation payments, or require private developers to provide compensation to persons displaced by development activities.

2. Give displacees priority in obtaining subsidized housing units.

3. Provide counseling and referral services to assist displacees to locate elsewhere in the community or metropolitan area.

D. Additional Procedures for Acquisition of Single-Family Homes (HOME funds)

When the jurisdiction uses HOME funds to obtain a single-family home, or to provide financial assistance in such a transaction, the URA and its implementing regulations (49 CFR part 24) will be adhered to. Policies and Procedures described in HUD Handbook 1378, Chapters 1 through 6 and Chapter 8 will be implemented, and those specific to the HOME program described on pages 8-17 through 8-23, will be followed.

1. Unit occupied by home owner: The home owner will be notified in writing that the jurisdiction

2. Will not use its power of eminent domain to acquire the property. The homeowner will be informed in writing of the jurisdictions estimate of the fair market value to the property. These notices will be issued at the earliest possible date.

3. Unit occupied by tenant: The homeowner will receive the notifications stated above. In additions, the tenant will be issued a notice at the earliest possible date. The notice will include all information required under URA including a caution not to move prematurely, and information on relocation assistance. Information on comparable replacement units will be provided, as well as material on social services and housing programs. Upon moving, the tenants will be provided with moving expenses and rent differential, (per URA) where applicable. A notice informing tenants of the date they will be required to move will be issued.

If a unit is vacant at the time of negotiation of sales, or becomes vacant later, any prospective tenant will be notified of the pending sale, informed that they may be required to move, and that they will not be entitled to relocation assistance.

The issuing of all notices and the processing of relocation assistance will be the responsibility of the City of Ukiah and/or its administrator.

ATTACHMENT C

CDBG FORECLOSURE POLICY

Process for Loan Foreclosure:

Upon any condition of loan default: 1) non-payment; 2) lack of insurance or property tax payment; 3) violation of rent limitation agreement; 4) change in title or use without approval; 5) default on senior loans, Lender will send out a letter to the Borrower notifying them of the default situation. If the default situation continues then the Lender may start a formal process of foreclosure.

When a senior lien holder starts a foreclosure process and the Lender is notified via a Request for Notice of Default, the Lender, who is the junior lien holder, may cancel the foreclosure proceedings by "reinstating" the senior lien holder. The reinstatement amount, or payoff amount must be obtained by contacting the senior lien holder. This amount will include all delinquent payments, late charges and fees to date. Lender must confer with Borrower to determine if, upon paying the senior lien holder current, the Borrower can provide future payments. If this is the case then the Lender may cure the foreclosure and add the costs to the balance of the loan with a Notice of Additional Advance on the existing note.

If the Lender determines, based on information on the reinstatement amount and status of borrower, that bringing the loan current will not preserve the loan, then staff must determine if it is cost effective to protect their position by paying off the senior lien holder in total and restructure the debt such that the unit is made affordable to the Borrower. If the Lender does not have sufficient funds to pay the senior lien holder in full, then they may choose to cure the senior lien holder and foreclose on the property themselves. As long as there is sufficient value in the property, the Lender can afford to pay for the foreclosure process and pay off the senior lien holder and retain some or all of their investment.

If the Lender decides to reinstate, the senior lien holder will accept the amount to reinstate the loan up until five (5) days prior to the set "foreclosure sale date." This "foreclosure sale date" usually occurs about four (4) to six (6) months from the date of recording of the "Notice of Default." If the Lender fails to reinstate the senior lien holder before five (5) days prior to the foreclosure sale date, the senior lien holder would then require a full pay off of the balance, plus costs, to cancel foreclosure. If the Lender determines the reinstatement and maintenance of the property not to be cost effective and allows the senior lien holder to complete foreclosure, the Lender's lien may be eliminated due to insufficient sales proceeds.

Lender As Senior Lien Holder:

When the Lender is first position as a senior lien holder, active collection efforts will begin on any loan that is 31 or more days in arrears. Attempts will be made to assist the homeowner in bringing and keeping the loan current. These attempts will be conveyed in an increasingly urgent manner until loan payments have reached 90 days in arrears, at which time the Lender may consider foreclosure. Lender's staff will consider the following factors before initiating foreclosure:

- A. Can the loan be cured and can the rates and terms be adjusted to allow for affordable payments such that foreclosure is not necessary?
- B. Can the Borrower refinance with a private lender and pay off the Lender?
- C. Can the Borrower sell the property and pay off the Lender?

- D. Does the balance warrant foreclosure? (If the balance is under \$5,000, the expense to foreclose may not be worth pursuing.)
- E. Will the sales price of home "as is" cover the principal balance owing, necessary advances, (maintain fire insurance, maintain or bring current delinquent property taxes, monthly yard maintenance, periodic inspections of property to prevent vandalism, etc.) foreclosure, and marketing costs?

If the balance is substantial and all of the above factors have been considered, the Lender may opt to initiate foreclosure. The Borrower must receive, by certified mail, a thirty-day notification of foreclosure initiation. This notification must include the exact amount of funds to be remitted to the Lender to prevent foreclosure (such as, funds to bring a delinquent BMIR current or pay off a DPL).

At the end of thirty days, the Lender should contact a reputable foreclosure service or local title company to prepare and record foreclosure documents and make all necessary notifications to the owner and junior lien holders. The service will advise the Lender of all required documentation to initiate foreclosure (Note and Deed of Trust usually) and funds required from the owner to cancel foreclosure proceedings. The service will keep the Lender informed of the progress of the foreclosure proceedings.

When the process is completed, and the property has "reverted to the beneficiary" at the foreclosure sale, the Lender could sell the home themselves under a homebuyer program or use it for an affordable rental property managed by a local housing authority or use it for transitional housing facility or other eligible use. The Lender could contract with a local real estate broker to list and sell the home and use those funds for program income eligible uses.

RESOLUTION NO. 2016-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH APPROVING REVISIONS TO THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SINGLE FAMILY HOUSING REHABILITATION GUIDELINES.

WHEREAS, has received and will apply for future Community Development Block Grant funding; and

WHEREAS, the Community Development Block Grant Single Family Housing Rehabilitation Program Guidelines are a requirement of said funding; and

WHEREAS, the notice for a public hearing was duly published on February 19, 2016, in the Ukiah Daily Journal; and

WHEREAS, a Public Hearing was held pursuant to federal Citizen Participation requirements before the City Council on March 2, 2016, to receive public comment and consider the City of Ukiah's revised Community Development Block Grant Single Family Housing Rehabilitation Program Guidelines.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The City of Ukiah has reviewed and hereby approves the revised Community Development Block Grant Single Family Housing Rehabilitation Program Guidelines attached hereto as Exhibit A.
2. The City Manager or designee is hereby authorized and directed to act on the City's behalf in all matters pertaining to the CDBG Single Family Housing Rehabilitation Program Guidelines.
3. The City Manager is hereby authorized to sign all necessary reports as required by the CDBG Single Family Housing Rehabilitation Program Guidelines to be submitted to the State of California, Department of Housing and Community Development.

THE FOREGOING RESOLUTION WAS ADOPTED at a regular meeting of the Ukiah City Council held on the 16th day of March, 2016, by the following roll call vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephen G. Scalmanini, Mayor

ATTEST:

Kristine Lawler, City Clerk



ITEM NO.: 12a

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: CONSIDERATION AND DISCUSSION OF INTEREST IN DEVELOPING A LOCAL PREFERENCE PURCHASING POLICY AND APPOINTING A CORRESPONDING AD HOC COMMITTEE IF DESIRED

Summary: The Council will discuss the possibility of implementing a local preference purchasing policy and, if desired, direct Staff to prepare information and/or support the development of such a policy and create an ad hoc committee.

Background: The Ukiah City Council has previously discussed the possibility of implementing of a local preference policy for purchasing, most recently in 2008 (Attachment 1). There was no resolution at that time.

Some of the factors that must be considered in a local preference policy include the definition of "local", the percentage of preference, the limit (per State law) to purchases and procurement of goods and services other than public works contracts exceeding \$45,000, and the requirement for findings that will legally justify the preference.

Discussion: At Council's request, Staff has done considerable research on the issue of local preference policies over the years.

Some of the pros include:

- Rewards local vendors for their contributions to the community, business license fees, etc.
- Keeps money in the local community
- Purchasing locally may directly benefit the General Fund through sales tax revenue
- Strengthen local business

Cons:

- Anti-competitive
- Increased City costs
- Can be viewed as favoritism for local businesses and thus discriminatory against non-local businesses
- Increased staff work
- Does not encourage local businesses to strive to be more competitive

Continued on Page 2

RECOMMENDED ACTION(S): Consideration and discussion of interest in developing a local preference purchasing policy and appointing a corresponding ad hoc committee if desired.

ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: City Council.
Prepared by: Shannon Riley, Senior Management Analyst
Coordinated with: Mary Horger, Purchasing Supervisor
Presenters: Shannon Riley, Senior Management Analyst and Mary Horger, Purchasing Supervisor
Attachment: 1. Agenda Summary Report from April 2, 2008

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: 
Sage Sangiacomo, City Manager

Additional information, including legal implications, are provided in the attached agenda summary report from 2008 (Attachment 1). Because of the complexity of this issue and the many variations of implementation, additional exploration by an ad hoc committee may be advised.

The sole purpose of this item is to allow Councilmembers an opportunity to discuss their interest in the submitted policy matter prior to devoting any additional staff time or resources. If there is majority interest, City staff will work to prepare information and/or support the development of policy as directed by Council.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
N/A	N/A	N/A	Yes ☐ No ☒	N/A

ITEM NO. 11b
DATE: April 2, 2008

AGENDA SUMMARY REPORT

**SUBJECT: DISCUSSION OF LOCAL PREFERENCES IN PURCHASING AND
PROVIDE DIRECTION TO STAFF REGARDING SAME**

SUMMARY: The City Council has asked whether the City could adopt an ordinance providing a preference to local businesses in responding to requests for bids or requests for proposals from the City to purchase supplies, equipment, professional or personal services, and for construction projects.

CONCLUSION

In my opinion, the City cannot provide a local preference for public works contracts where the contract price is more than \$30,000, because of the state law requirement to award those contracts to the lowest bidder. However, if the City Council can adopt adequate findings, it can adopt a local preference ordinance for the procurement of other goods and services.

DISCUSSION

I have received memoranda from the city attorneys for four different cities which address the legality of providing a preference to local businesses, when purchasing goods or services. I also looked at the Santa Rosa ordinance providing a local preference and several others. The preferences range from 1% (the most common) to 5%. The common rationale for 1% is that the city gets 1% of the sales tax paid on

Continued on Page 2

RECOMMENDED ACTION: Discuss whether to consider the adoption of a local preference purchasing ordinance and provide direction to staff on the key elements of that ordinance, such as the amount of a local preference, purchases included or excluded from the preference, the definition of local business, and potential findings to justify the ordinance.

ALTERNATIVE COUNCIL POLICY OPTIONS: N/A

Citizen Advised:

Requested by: City Council

Prepared by: David J. Rapport, City Attorney

Coordinated with: Pat Thompson, Interim City Manager

Attachments:

APPROVED: _____
Pat Thompson, Interim City Manager

purchases from local vendors. The Santa Rosa preference, for example, reads as follows:

(l) **Local Preference.** A one percent preference shall be granted to local bidders in determining low monetary bid, except that the amount of the preference shall not exceed \$5,000.00. "Local bidder" is defined as a business entity with its principal place of business located within the City limits. To qualify for the preference, local bidders must submit proof of the address of its principal place of business and a copy of a current City business license with their bids. This provision shall only apply to bids where written bids are solicited, and shall not apply when conducting verbal quotations. These provisions shall not apply to bids that are intended to be in cooperation with other jurisdictions. These provisions may be waived by the Purchasing Agent when prohibited by the conditions of federal, state or private grant monies.

This section appears in Section 3-08.130 of the Santa Rosa City Code, governing competitive bidding. Santa Rosa is a charter city, and its charter allows a local preference in all contracting. Ukiah is a general law city. State law requires it to accept the lowest responsive bid on public works contracts in excess of \$30,000. Consequently, the City could not provide a preference on construction contracts for more than \$30,000. (See, e.g., *Associated General Contractors of California v. City and County of San Francisco* (1987) 813 F.2d. 922 [San Francisco's five percent bidding preference for local businesses invalid for contracts over \$50,000, because of a charter provision requiring award to the lowest bidder on construction contracts over that amount. A local preference for contracts of less than \$50,000 upheld.]¹

Aside from the state law public works bidding requirements for general law cities, like Ukiah, local preferences have been challenged under the following provisions of the United States Constitution: the Commerce Clause (Article I, section 8, clause 3), the Privileges and Immunities Clause (Article IV, section 2, clause 1), and the Equal Protection clause in the 14th Amendment.

The Commerce Clause is not a problem, where the City acts in its capacity as a market participant rather than a market regulator. If the City is purchasing goods or services, it can provide a preference for local businesses without violating the Commerce Clause, whereas it might not be able to do that, if it was imposing a tax or regulation which favored local businesses. (See, e.g., *Reeves, Inc. v. Stake*, 447 U.S. 429 (1980) ["Nothing in the purposes animating the Commerce Clause prohibits a State, in the absence of congressional action, from participating in the market and in exercising the

¹ That case also addressed whether preferences for minority and woman owned businesses were valid under the Equal Protection Clause. That portion of the opinion was reversed in *City of Richmond v. J.A. Croson Co.*, 488 U.S. 469 (1989).

right to favor its own citizens over others.”]; see, also, *White v. Massachusetts Council Constr. Employers, Inc.*, 460 U.S. 204 (1983).)

The U.S. Supreme Court has held that the Privileges and Immunities Clause of the federal constitution will invalidate city ordinances that impose a hiring preference for local residents on public works contracts, unless the city can demonstrate a substantial reason for the preference. (*United Building & Construction Trades Council of Camden County & Vicinity v. City of Camden*, 465 U.S. 208, 104 S. Ct. 1020, 79 L. Ed. 2d 249 (1984).) Three of the four city attorney memoranda I reviewed conclude that the Privileges and Immunities Clause would not invalidate a modest local preference for local business seeking to contract with the City. They have relied on two arguments. In the first argument, they analogize contracting with a city to employment by a city. The privileges protected by the clause have been held not to apply to public employment and this is argued to be the same as direct contracting with a city to provide goods or services. In the second argument, they point out that the Privileges and Immunities Clause protects the privileges of individual citizens, but not business entities. Since the local preference is directed at businesses, not individuals, they argue that it would not prevent a local preference for local businesses. (*W.C.M. Window Co. v. Bernardi*, 730 F.2d 486, 492 (7th Cir. 1984) [Privileges & Immunities Clause does not protect corporations].)

On the other hand, one memorandum points out that individuals conduct business, not just business entities such as corporations, partnerships or limited liability companies. For that reason, it recommended that the city attempt to make findings to justify the preference, since the U.S. Supreme Court in the *Camden* case said at page 223 that:

Every inquiry under the Privileges and Immunities Clause “must . . . be conducted with due regard for the principle that the States should have considerable leeway in analyzing local evils and in prescribing appropriate cures.” [Quoting] *Toomer v. Witsell*, *supra*, at 396. This caution is particularly appropriate when a government body is merely setting conditions on the expenditure of funds it controls.

The Court said findings were necessary to determine whether the local preference was narrowly tailored to address the local conditions which created the need for the preference. Findings are also recommended, because of a potential Equal Protection challenge.

The *Associated General Contractor's* case upheld the local preference portion of a San Francisco ordinance which was challenged on Equal Protection grounds. The Court noted that a local preference ordinance would not be permissible, if it had been adopted solely to promote businesses within the city at the expense of non-resident businesses. Specifically, with respect to findings justifying a local preference, the court said:

Two of the ordinance's findings are relevant to this issue. The first notes that "local businesses which seek to enter into contracts with the City and County of San Francisco are at a competitive disadvantage with businesses from other areas because of the higher administrative costs of doing business in the City (e.g. higher taxes, higher rents, higher wages and benefits for labor, higher insurance rates, etc.)." Ordinance § 12D.2(4). The second is that "the public interest would best be served by encouraging businesses to locate and remain in San Francisco through the provision of a minimal 'good faith' preference to local businesses in the awarding of City contracts." *Id.* §.2(5). **Both of these are legitimate considerations.** And, as the Supreme Court has recognized, it is generally legitimate for a governmental entity to encourage businesses to move into the jurisdiction. *Metropolitan*, 470 U.S. at 879; *Allied Stores of Ohio, Inc. v. Bowers*, 358 U.S. 522, 532-33, 3 L. Ed. 2d 480, 79 S. Ct. 437 (1959) (Brennan, J., concurring).

As *Metropolitan* demonstrates, however, seemingly legitimate ends are tainted if they are pursued by illegitimate or excessive means. **Here the means adopted are both measured and appropriate.** The preferences given local businesses are relatively slight. LBEs [local business entities] get only a 5 percent bidding preference; there are no goals, quotas or set-asides. Moreover, the preference does not apply to all business transactions conducted within the jurisdiction, **only those where the city itself is a party.** Finally, the definition of LBE is rather broad; 44 foreign businesses can become LBEs by acquiring "fixed offices or distribution points" within the city and paying their permit and license fees from a San Francisco business address. Thus, any business willing to share some of the burdens of a San Francisco location – higher rents, wages, insurance premiums, etc. – can enjoy the benefits of the LBE preference. We see no constitutional infirmity in the city's modest attempt to support local businesses and to induce other businesses to move there. (Emphasis added.)

Thus, to be valid under the Equal Protection clause, an ordinance providing a local business preference would have to have a legitimate purpose other than simply favoring local businesses and it would have to use constitutionally permissible means to accomplish that purpose. A preference in how public funds are expended is a more appropriate means than a tax or regulatory measure that discriminates against out-of-city or out-of-state businesses. It is not clear that all of the findings in the San Francisco ordinance are required to establish a valid purpose and means, but certainly the closer the City can get to the findings which supported the San Francisco ordinance, the better.

The City should explore whether facts would support a finding that local businesses are at a competitive disadvantage as compared to other businesses, when it comes to bidding on City requests for goods or services. The City can justify a local preference as a means of encouraging businesses to locate in the City. The vacancy rate in the City's commercial areas certainly supports an interest in encouraging businesses to locate in the City. A preference of no more than 5% would qualify as a "relatively slight" local preference. Finally, the City should decide whether to follow the San Francisco ordinance by providing the preference to businesses with "fixed offices or distribution points" within the city and which pay their permit and license fees from a City of Ukiah business address; or to follow the Santa Rosa and similar ordinances which make the preference available to businesses which maintain their "principal place of business" in the city. In *Associated General Contractors* the court gave some weight to the fact that, under the San Francisco ordinance, "any business willing to share some of the burdens of a San Francisco location -- higher rents, wages, insurance premiums, etc. -- can enjoy the benefits of the LBE preference." The same could not be said of the Santa Rosa ordinance, because it requires the business to maintain its principal place of business in the city. Again, however, it is not clear that all of the findings relied upon by the *Associated General Contractors* decision are required in order for a local preference ordinance to comply with the Equal Protection Clause.

If the City Council decides to adopt a local preference ordinance, staff will place a proposed ordinance on a future City Council agenda which contains findings for the City Council's consideration.

- a. **Discussion and Possible Approval of a Revised Consent to Sale (Transfer Station Contract) and a Revised Assignment and Consent (Waste Collection Contract) 7:45:08 PM**

City Attorney Rapport presented the item and provided an update and the most current agreement. Recommended Action: Approve revised agreements, when presented to the City Council.

Public Comment Opened 8:08 pm

Public speaking to the item: Therese Cannata, representing Cold Creek Compost, and Dave Carroll, Solid Waste Systems.

Public Comment Closed 8:38 pm

By consensus, the City Council continued the item to the next regular meeting authorizing the subcommittee to review the item keeping in mind the priorities are the rate payer first, then the contractor, and then maintaining composting in Mendocino County.

11. NEW BUSINESS

- a. **Set Dates for Fiscal Year 2008-09 Budget Hearings and Fiscal Year 2008-09 Budget Goals/Objectives Workshop 8:54:05 PM**

Risk Manager and Budget Officer Goodrick presented the item. Recommended Action: 1) Set June 24th and June 25, 2008 as dates for the Fiscal Year 2008-09 Budget Hearings and authorize the City Clerk to notice the Public Hearings. 2) Direct staff to coordinate a joint meeting budget hearing with the Ukiah Valley Sanitation District to discuss the budget on one of these two dates. 3) Set date and time for a Fiscal Year 2008-09 Goals/Objectives workshop.

Public speaking to the item: John Graff

By Consensus, City Council set June 24 and 25, 2008, as dates for the Fiscal Year 2008-09 Budget Hearing and authorized the City Clerk to Notice the Public Hearings prior to the hearings and directed staff to coordinate a joint meeting with the Ukiah Valley Sanitation District to discuss the budget on one of the two dates. The date and time for the Fiscal Year 2008-09 Goals/Objectives workshop combined with the Strategic Planning quarterly workshop will be decided in the near future and Interim City Manager Thompson will contact Jane Chambers to check on her availability for attendance.

- b. **Discussion of Local Preferences in Purchasing and Provide Direction to Staff Regarding Same 9:06:53 PM**

City Attorney Rapport presented the item. Recommended Action: Discuss whether to consider the adoption of a local preference purchasing ordinance and provide direction to staff on the key elements of that ordinance, such as the amount of a local preference, purchases included or excluded from the preference, the definition of local business, and potential findings to justify the ordinance.

Public Comment Opened 9:17 pm

Public speaking to the item: John Graff and Dottie Deerwester.

Public Comment Closed 9:31 pm

By Consensus, City Council continued this item.

CC 4/2/08
P. 4 of 5

City Manager Horsley advised staff will be coming back to the Council in April to discuss issues and major trends before getting to the Budget, so staff can receive direction from the Council on how staff should prioritize. She indicated staff will put together a budget schedule, which will include a half-day Budget Planning Workshop.

NEW BUSINESS

8i. Award Bid for 2-Wheel Drive 3/4 Ton Truck with Utility Body to Lasher Auto Center for the Sum of \$22,519.28

Mayor Mastin asked that this item be pulled from the Consent Calendar because of discussions in the past on the local preference issue, and because Lasher Auto Center won the bid for less than \$100 for the 3/4 ton truck. The City Manager indicated there is an additional \$500 discount if paid within 20 days after delivery, but he wanted to bring it up for discussion to see if there were any grounds for rejecting this bid.

City Attorney Rapport stated the only option is to reject all bids and rebid it. He noted equipment purchases are not required to be bid by state law but the City of Ukiah has a Procurement Ordinance that requires at least three proposals be solicited and wherever feasible the bid goes to the lowest responsible bidder.

Councilmember Libby suggested the Council rethink this issue in the future.

M/s Ashiku/Baldwin, to award the bid for a 3/4 ton service truck to Lasher Auto Center for the sum of \$22,519.28, carried by the following roll call vote: YES: Councilmembers Smith, Baldwin, Ashiku, and Mayor Mastin. NOES: Councilmember Libby. ABSENT: None. ABSTAIN: None.

9. CITY COUNCIL REPORTS

Councilmember Smith advised he was in State Senator Wes Chesbro's office on February 17, and talked to Legislative Aide Peggy Collins about the issue of Eel River diversion. He advised Senator Chesbro will be in Ukiah tomorrow night at the County Administration Center to discuss health concerns. He will also be touring UVAH Friday morning.

Councilmember Libby stated she also planned to attend Wes Chesbro's meeting. She attended the Chamber Business Symposium and worked at the Economic Development Financing Corporation (EDFC) booth for a few hours. There was low attendance until the guest speaker section of the program. She drew attention to the copies she distributed to Council from Mendocino Council of Governments (MCOG) about the corridor enhancement project. Phil Dow, from MCOG, is very confident we are going to receive the \$500,000 from lapsed TEA funds to expand the program. All the detail is included in the handout.

City Manager Horsley extended kudos to Mr. Dow because he talked to the state about the lapsed TEA funds. We are the only County in the whole state that is receiving those funds.

Councilmember Libby added that in our County there is a state park that had been given funds and they don't think the TEA funds are going to be used. Because we are within the County, we will get first bid on them. So, we are going to have lots of trees.

8c. Adoption of Ordinance Adding Section 1523 to Chapter 6, Division 1 of the Ukiah City Code Providing for a 5% Bidding Preference for Local Businesses

City Manager Horsley advised that at the April 21, 1999 City Council meeting the Ordinance providing for a 5% local bidding preference was introduced by a 2-1 vote of the Council, with one Councilmember absent. Adoption of the Ordinance is now before the Council.

Mayor Mastin advised that Council is in receipt of a Memo regarding Ukiah Paper Supply's support of the proposed Ordinance, as well as communication from the Mendocino County Employers Council voicing their support.

Ed Harnett, Ukiah, spoke against the Ordinance. He opposed preferential treatment for some local businesses and noted that the City Council is supposed to represent the people. Although the aspect of a living wage is not part of the proposed Ordinance, he felt Council should consider adopting such an Ordinance. He felt the preference could be abused and some local businesses could use it as a front to bid for businesses outside the City. He discussed social problems, such as hunger, unemployment, and a low wage scale in Ukiah and felt these matters are more important than a preference for local businesses. He suggested that if Council really wanted to help businesses and residents, they would lower the electrical rates in the City.

John Mayfield, Willits resident, opposed the Ordinance. Although he lives outside of the City limits, he does business in Ukiah and was of the opinion that Ukiah is not a friendly place to do business. He discussed his recent purchase of a Ukiah business. He felt the preference Ordinance would be difficult to administer, enforce, and would be a gross mistake. He felt the recent adoption of the Ordinance to revise the Fire Code will increase the cost of rental housing in Ukiah. He encouraged the City to allow the bidding process to be open and competitive. He felt the City should become more involved with outreach programs that encourage businesses to be more competitive and to participate in the bidding process. It was his opinion that if he is not competitive, he should not be doing business here.

Al Beltrami, Ukiah, advised that his organization does not represent big business, however they represent 160 businesses with a spectrum from big business to retirees, as well as many mom and pop stores. The City has a lot of mom and pop stores and they are the people who tend to pay most of the taxes. The MCEC upholds the adoption of positive steps by the City of Ukiah to indicate support for local businesses and employers within the City and the County. He felt Councilmember Libby is to be commended for bringing this issue to the forefront, and for proposing an Ordinance which closely imitates existing Ordinances in other cities and counties. The business community, often penalized by fees, charges, and regulations, also needs to be supported by local government whenever legally and philosophically appropriate, since this private sector provides employment as well as revenue to the City. In their review of this issue, there is a strong consensus that the present bidding system is not responsive to local small businesses. Many of the local members do not respond to City bids, since they believe the effort of completing a bid form is futile, if there is a possibility that they can lose to an outside firm by as little as \$1. MCEC urges Council to direct City administration to develop a strong purchasing outreach program for local businesses, provide for better understanding of City purchasing needs, and soliciting responsive local bids.

Councilmember Libby thanked the Greater Ukiah Chamber of Commerce, which is the largest representative of Ukiah businesses that endorsed the Ordinance. At the last Council meeting, Councilmember Baldwin indicated that he would support the Ordinance if it were not for all the money that goes to Wal-Mart, Staples, and Standard Oil that he felt would happen with the local preference Ordinance. She reported that Supervisor Richard Shoemaker sent a letter to the Ukiah Daily Journal (UDJ) and felt that some of the information in his letter is inaccurate. In order to clarify some of the issues, she submitted a letter to the UDJ and had hoped her letter would have been published prior to this meeting, but it was not. She read some excerpts from her letter to the UDJ into the record to clear the record concerning Councilmember Baldwin's concerns in hopes that he will reevaluate his concerns.

bidding process of outside corporations which have established their business in Ukiah, have over locally owned business. He cited an example of Friedman Brothers, noting they will be gaining an advantage over the other locally owned lumber companies in Ukiah.

Councilmember Libby reiterated that the preference would not apply if only local businesses participated in the bidding process.

Councilmember Baldwin expressed a concern with garbage haulers and the bidding process. He felt a need to remember that giant corporations who happen to do business in Ukiah, don't keep their profits in this community. However, they will all qualify for the citizens of Ukiah subsidy. He preferred that the Ordinance apply to locally owned businesses who pay a living wage.

Councilmember Libby inquired if the Councilmembers reviewed staffs analysis of the 1998 bids presented at the last meeting. She pointed out that Friedman Brothers was not on the list. She noted the jobs and sales tax that these types of businesses bring to the City. She questioned if we should do business with the Ukiah Daily Journal because they are corporately owned outside the area. It is important to look at the whole picture. She noted that many of Councilmember Baldwin's concerns do not apply to the competitive bidding account, but rather open purchase orders. Wal-Mart and Staples were only listed four times in the analysis and their bids were uncontested, as no other business submitted a bid for the product.

Mayor Mastin expressed his support for the proposed Ordinance. Upon a already have review of 1998's analysis, he felt the \$1,100 expense to businesses for a local preference would be money well spent by the City.

M/S Libby/Mastin to adopt Ordinance Adding Section 1523 to Chapter 6, Division 1 of the Ukiah Municipal Code Providing for a 5% Bidding Preference for Local Businesses; failed to pass with a majority vote, by the following roll call vote: **AYES:** Councilmembers Libby and Mayor Mastin. **NOES:** Councilmembers Baldwin and Ashiku. **ABSTAIN:** None. **ABSENT:** None.

8d. Discussion Regarding Arborist Services for Evaluation of Median Trees on Seminary Avenue

Community Services Director DeKnoblough advised that at the March 17, 1999 meeting, the Council considered a proposal to remove and replace the Deodora Cedars located in the median strips on Seminary Avenue between State and Oak Streets. At that time, Council directed Staff to obtain a second opinion from a second arborist. Staff procured bids from arborists, however, the three arborists contacted were from Sonoma County and were willing to travel to Ukiah to complete the evaluation. Their costs for services ranged from \$90 per hour to \$120 per hour. Each arborist estimated approximately 12 hours, including travel time for preparation. The cost for this service would exceed \$1,200 and he explained that this cost was not available to Council at their previous meeting. During staff's discussions with each arborist, all indicated familiarity with Mr. Phillips' work and professional reputation, and each indicated a strong likelihood of agreeing with his findings.

Discussion followed regarding Staff's report, support of Mr. Phillips' work as an arborist, concern for falling dead tree limbs, and the beauty of the trees.

Councilmember Baldwin noted that the trees are green now, however, the arborist cautioned to not let the spring foliage fool us regarding the health of the trees. He discussed other trees in the community that are beautiful but have dead limbs. It was his opinion that the trees not be removed at this time.

Councilmember Ashiku reflected back to the previous meeting and noted that some of the problems that were anticipated with having the trees remain while implementing the landscaping program, meant that subsequent removal of the trees would also involve removal of their massive root systems and may destroy the planting effort. He inspected the trees and found a couple healthy trees but the others are in a sad state of decline.



ITEM NO.: 12b

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: DISCUSSION AND DIRECTION REGARDING SOLICITATION OF A FEASIBILITY ANALYSIS FOR A DOWNTOWN HOTEL

Summary: Due to increased tourism and other economic factors, there appears to be demand for development of an upscale downtown Ukiah hotel. In order to attract this type of development, a feasibility analysis is typically performed. The Council will consider whether to participate in the funding of this analysis.

Background: The effort to attract visitors to Ukiah has been extremely successful and, as a result, Ukiah's hotels are experiencing unprecedented occupancy rates. Inland Mendocino County is becoming an increasingly important wedding destination (due in part to restrictions on winery-hosted weddings in Napa and Sonoma Counties) and gaining notoriety for outdoor recreation, an up-and-coming food scene, and cultural tourism. Ukiah is also an important hub for business travel, providing weekday lodging traffic that nearly matches weekend traffic.

Feedback provided from event and travel planners and echoed by our visitors is that Ukiah needs a "higher end" hotel—specifically, a higher end hotel in the downtown.

Staff believes that, based on dramatically increasing transient occupancy tax revenue, sales tax data, and research by the Visit Ukiah team, a professionally-sourced hotel feasibility analysis would support the development of a high-end hotel in the downtown by providing the industry grade financial analysis desired by developers and is therefore requesting Council's authorization to proceed with the solicitation thereof.

Discussion: Currently, Ukiah's highest rated hotels are located in a commercial business park. While there is convenient freeway access and nearby services, these hotels are 1.5 miles away from the Ukiah Valley Conference Center, as well as the restaurants and shops of the historic downtown. As a result, the downtown businesses that would typically benefit from these visitors are struggling to attract them. Additionally, the likelihood of attracting return visits is diminished when visitors are not exposed to the more unique parts of the community.

With hospitality emerging as an increasingly important source of revenue and jobs in Mendocino County, a new hotel would provide much-needed employment opportunities and would have a significant positive impact on the hospitality industry area-wide. A downtown hotel will also serve the expanding hospital

Continued on Page 2

RECOMMENDED ACTION(S): Authorize Staff to solicit a feasibility study for a downtown hotel.

ALTERNATIVES: Provide alternate direction to Staff.

Citizens advised: Visit Ukiah Task Force
Requested by: Visit Ukiah Task Force
Prepared by: Shannon Riley, Senior Management Analyst
Coordinated with: n/a
Presenters: Shannon Riley, Senior Management Analyst
Attachments: n/a

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: 
Sage Sangiacomo, City Manager

and the new courthouse. For the downtown, it would mean a steady flow of traffic, even on the weekends and after 5pm on the weekdays.

With the dramatic increase in visitor stays over the last few years, development of a new hotel might seem like an obvious next step—even without a feasibility analysis. However, when one considers that the actual population of Ukiah is only about 16,000 and we have not historically been considered a tourist destination, one can see that, from a developer's perspective, the numbers don't add up at first glance.

What is not widely understood is that Ukiah's weekday population swells from roughly 16,000 to 30-40,000 and the retail market base within a 30-minute drive is over 104,000; our community is the business, education, and service hub for the entire county (as well as parts of Lake County and northern Sonoma County). On a typical weekday, the downtown streets and businesses are buzzing with activity; however, after 5pm, the business traffic vacates and along with it, the customers that the restaurants and businesses rely on. A hotel in this part of the city would provide a constant flow of traffic; it would also serve the expanding hospital and the new courthouse.

It is impossible to quantify the number of people who would benefit from a new hotel in the downtown, though we can easily determine that it will create temporary construction jobs and permanent hospitality-related jobs and significantly benefit the area's restaurants and retail shops. It will serve as an anchor for a downtown that is facing—within the next two years—the relocation of the courthouse (and potentially some of the foot traffic that comes with it), a major streetscape project along State Street, and the perseverance of privately-owned blight. It provides additional incentive to lengthen a visitor's stay in Mendocino County.

In terms of benefit to the community, the multiplier effect of tourism is tremendous. An upscale hotel would help secure inland Mendocino County's position as a wine-country destination that rivals Sonoma County; it would attract and serve the more affluent visitor and provide the lodging to match the high-end weddings that are coming to the area.

Development of a downtown hotel would also help accomplish goals related to the downtown that have been long-established in the various regional plans:

The General Plan contains the following:

Goal GP-3: "Support the creation of combined public-private facilities in downtown areas for educational, business, civic, and personal growth purposes."

Policy GP-3.1: "Located public-private facilities so that they enhance existing downtown businesses."

Policy GP-3.2: Promote the private development of a downtown to promote a seven days a week economy."

The *Purpose Statement* in the Downtown Zoning Code (section 9220.1 B of the Ukiah City Code) states:

"To implement the vision for the study area created by the community during an intense and open community design charrette process in 2007. That vision is one of environmentally sustainable and economically vital public spaces and buildings with a renewed civic square, attractive civic buildings and spaces, a healthy creek corridor, gateways that reflect Ukiah's sense of place, a mix of building types and affordability, new development that supports and enhances the train depot and rail corridor, interconnected and pedestrian-oriented public streets, specific locations for potential anchor buildings (such as large-scale retail, employment centers and parking structures), and pedestrian-friendly buildings and streetscapes."

The Ukiah Redevelopment Agency's Five-Year Implementation Plan states:
Continue efforts to revitalize downtown and strengthen its position as a viable retail district
and the "heart" of our community.

Additionally, this type of development may help accomplish one of the City Council's recently adopted strategic planning areas: Facilitate the development of a sound local economy that attracts investment, promotes economic diversity, supports businesses, creates employment opportunities, and generates public revenues.

The Visit Ukiah Task Force has committed \$10,000 to the project and the Mendocino County Tourism Commission (MCTC, formerly Visit Mendocino) has been formally requested to match that commitment. The full cost of the analysis is estimated at up to \$30,000.

No particular site is identified for this development; however, it should be located within the core of the downtown for maximum benefits. This Study may assist with attracting financing for the rehabilitation of the Palace Hotel, but even it doesn't, there are City-owned properties that may be viable for this development, as well as other existing facilities and privately owned properties. Once the analysis is completed, it will become public information and available for developers and/or existing business and property owners.

Based on the information contained herein, Staff is requesting authorization to solicit and pay the balance of (after contribution from Visit Ukiah and possibly MCTC) a feasibility analysis for a downtown hotel, up to \$20,000.

FISCAL IMPACT:			
Available Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required
\$20,000		10017100.52100	Yes ☐ No ☒
\$10,000		75017110.52100	



ITEM NO.: 12c

MEETING DATE: March 16

AGENDA SUMMARY REPORT

SUBJECT: APPROVAL OF AMENDMENT #2 TO THE CONTRACT WITH CAROLLO ENGINEERS FOR DESIGN OF PHASE 3 OF THE RECYCLED WATER SYSTEM, COMPLETION OF A WATER BALANCE ANALYSIS TO DETERMINE THE FEASIBILITY OF ACHIEVING ZERO DISCHARGE, AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT #2 AND APPROVAL OF A BUDGET AMENDMENT IN THE AMOUNT OF \$697,629.00 FROM THE CITY SEWER CAPITAL FUND

Summary: The City Council will consider approving amendments to the City's contract with Carollo Engineers design Phase 3 of the Recycled Water System and completion of a Water Balance Analysis.

Background: Over the course of the past 5 years, the City has completed a Recycled Water Feasibility Study and all CEQA documentation with the ultimate goal of constructing a Recycled Water System to assist in the disposal of effluent generated at the Waste Water Treatment Plant (WWTP). The City is currently under contract with Carollo Engineers and is in the process of designing Phases 1 and 2 of the Recycled Water System.

Staff updated Council on the progress of this project on February 18, 2015. At that time, staff informed Council on potential funding opportunities and indicated a need to return for the adoption of resolutions to seek competitive funding for this project. Since that time the City has secured the funding (approximately \$35,560,000) to construct Phases 1-3 as shown in Attachment 1. In order to receive the funding, project construction will need to begin in the fall of 2016.

Discussion: The current contract with Carollo does not include the design of Phase 3. In order to meet the implementation requirements of the State funding, which includes a 35% grant in the amount of \$9,996,000, the City needs to initiate the design of Phase 3 as soon as possible.

In addition, staff has been meeting with the North Coast Regional Water Quality Control Board (NCRWQB) about the renewal of its existing discharge permit and the issuance of a recycled water permit. If the construction of a recycled water system is chosen as the long-term alternative to river

RECOMMENDED ACTION(S): Approval of Amendment #2 to the contract with Carollo Engineers for design of Phase 3 of the Recycled Water system, completion of a water balance analysis to determine the feasibility of achieving zero discharge, authorize the City Manager to execute Amendment #2 and approval of a budget amendment in the amount of \$697,629 from the City Sewer Capital Fund

ALTERNATIVES:

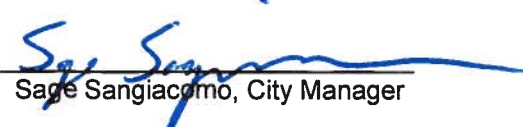
Citizens advised:

Requested by: Sage Sangiacomo, City Manager
Prepared by: Sean White, Director of Water and Sewer
Coordinated with: Tim Eriksen, Director of Public Works/City Engineer
Presenters: Sean White, Director of Water and Sewer; Jarod Thiele, Public Works Project Analyst
Attachments: 1) Letter from State Water Resources Control Board Division of Financial Assistance
2) Proposal and Fee from Carollo Engineers

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted..

Approved: 
Sage Sangiacomo, City Manager

discharge the City will need to analyze viable options for achieving zero discharge. This Amendment includes a Water Balance analysis that will provide the City with the necessary information to select the best alternative to existing discharge practices.

Staff has received a proposal from Carollo Engineers to add design of Phases 3 and completion of a Water Balance analysis to the current design contract as shown on Attachment 2. The contract currently involves local firms and staff is very pleased with their knowledge of recycled water systems as well as their past performance. Due to their familiarity with the project, excellent performance to date, and short State funding timelines staff recommends amending the existing contract with Carollo Engineers for \$697,629.00.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$0	City Sewer Capital Fund-\$697,629	84400000.30007	Yes ☒ No ☐	COU No. 1314-231

State Water Resource Control Board (SWRCB)
Division of Financial Assistance (DFA)
Recycled Water Project Funding
February 24, 2016

TABLE A: Recycled Water Projects Receiving a 1% Financing Commitment through the Clean Water State Revolving Fund (CWSRF)

Agency	Project Name	Estimated Project Cost ¹	Estimated CWSRF 1% Loan	Estimated Cumulative 1% Loan	Estimated Standard Rate Loan ²	Estimated WRF Construction Grant ³
Applications with an Executed Agreement (Sorted by: Date Complete Application Received)						
Inland Empire Utilities Agency	Central Area Recycled Water Project	\$ 30,500,000	\$ 22,206,050	\$ 22,206,050	\$ -	\$ 8,293,950
Victor Valley Wastewater Rec Authority	Apple Valley Subregional Wastewater Reclamation Plant	\$ 40,254,600	\$ 27,072,759	\$ 49,278,809	\$ -	\$ 13,181,841
Victor Valley Wastewater Rec Authority ²	Hesperia Subregional Wastewater Reclamation Plant	\$ 33,508,015	\$ 33,508,015	\$ 82,786,824	\$ -	\$ -
Napa County Department of Public Works	MST Recycled Water Project	\$ 9,296,647	\$ 8,352,304	\$ 89,139,128	\$ -	\$ 2,944,343
Idyllwild Water District	Tertiary Recycled Water System	\$ 1,022,608	\$ 715,921	\$ 89,855,049	\$ -	\$ 306,687
Carlsbad Municipal Water District	Phase III Recycled Water Project	\$ 29,000,000	\$ 22,150,000	\$ 112,005,049	\$ -	\$ 7,350,000
Fresno, City of	Tertiary Treatment Facility	\$ 49,043,336	\$ 49,043,336	\$ 161,048,365	\$ -	\$ -
Pleasanton, City of	City of Pleasanton Recycled Water Project	\$ 17,359,925	\$ 11,333,977	\$ 172,382,362	\$ -	\$ 6,025,948
Los Cameros Water District	LCWD Recycled Water Pipeline Project	\$ 12,934,726	\$ 8,781,075	\$ 181,163,437	\$ -	\$ 4,153,651
West County Wastewater District	Recycled Water Reliability Upgrades	\$ 30,457,094	\$ 21,100,764	\$ 202,264,201	\$ -	\$ 9,356,330
San Benito County Water District	SBCWD Recycle Water Project	\$ 413,424	\$ -	\$ 202,264,201	\$ -	\$ 413,424
Fresno, City of	Recycled Water Distribution System Southwest Quadrant	\$ 67,475,049	\$ 52,475,049	\$ 254,739,250	\$ -	\$ 15,000,000
Subtotals		\$ 321,266,424	\$ 254,739,250			\$ 67,028,174
Applications without an Executed Agreement, but with a Complete Application Received by December 2, 2015 (Sorted by: Date Complete Application Received)						
Fresno, County of	Fresno County Monte Verdi CSA 44D Wastewater	\$ 2,506,018	\$ 1,773,937	\$ 256,513,187	\$ -	\$ 732,081
Pacific Grove, City of	Pacific Grove Local Water Project	\$ 7,700,000	\$ 5,285,000	\$ 261,798,187	\$ -	\$ 2,415,000
Malibu, City of	Malibu Civic Center Wastewater Treatment & Recycling Facility	\$ 80,292,000	\$ 23,192,297	\$ 284,990,484	\$ 28,180,365	\$ 8,919,338
Orange County Water District	La Palma Recharge Basin Project	\$ 8,900,000	\$ 5,785,000	\$ 290,775,484	\$ -	\$ 3,115,000
Sacramento Regional County Sanitation District	Regional San/SPA/City of Sacramento Water Recycling Pipeline- Ph. 1	\$ 12,588,000	\$ 8,182,200	\$ 298,957,684	\$ -	\$ 4,405,800
Woodland, City of	City of Woodland Industrial Park Recycled Water Project	\$ 4,499,900	\$ 2,609,900	\$ 301,567,584	\$ -	\$ 1,890,000
Pajaro Valley Water Management Agency	Recycled Water 1.5 MG Storage	\$ 2,748,000	\$ 1,069,000	\$ 302,636,584	\$ -	\$ 1,879,000
Pajaro Valley Water Management Agency	Recycled Water Treatment Improvements	\$ 5,210,000	\$ 3,617,500	\$ 306,254,084	\$ -	\$ 1,592,500
Pajaro Valley Water Management Agency	Recycled Water 0.5 MG Storage	\$ 2,010,000	\$ 1,355,500	\$ 307,609,584	\$ -	\$ 654,500
Hesperia Water District	Reclaimed Water Pipeline Distribution System	\$ 14,673,750	\$ 9,946,413	\$ 317,555,997	\$ -	\$ 4,727,337
Eastern Municipal Water District	Recycled Water Pond Expansion and Optimization	\$ 11,246,300	\$ 7,798,170	\$ 325,354,167	\$ -	\$ 3,448,130
Water Replenishment District of Southern California	Groundwater Reliability Improvement Program Recycled Water Project	\$ 95,000,000	\$ 80,000,000	\$ 405,354,167	\$ -	\$ 15,000,000
Brentwood, City of	City of Brentwood Recycled Water Project (Phase A & B1)	\$ 20,802,000	\$ 14,596,500	\$ 419,950,667	\$ -	\$ 6,205,500
West Basin Municipal Water District	Carson Regional Water Recycling Facility	\$ 23,803,808	\$ 15,472,475	\$ 435,423,142	\$ -	\$ 8,331,333
Padre Dam Municipal Water District	Padre Dam Water Recycling Facility, Phase 1 Expansion	\$ 116,200,000	\$ 101,200,000	\$ 536,823,142	\$ -	\$ 15,000,000
Hayward, City of	City of Hayward Recycled Water Project	\$ 11,594,760	\$ 8,083,560	\$ 544,706,702	\$ -	\$ 3,511,200
Delta Diablo	Recycled Water Storage Tank Project	\$ 16,000,000	\$ 4,400,000	\$ 549,106,702	\$ -	\$ 1,800,000
Modesto, City of	North Valley Recycled Water Program	\$ 96,617,856	\$ 81,617,856	\$ 630,724,558	\$ -	\$ 15,000,000
North Marin Water District	Recycled Water Expansion to Central Service Area	\$ 9,912,500	\$ 7,028,686	\$ 637,753,244	\$ -	\$ 2,883,814
San Francisco, Public Utilities Commission	San Francisco Westside Recycled Water Project	\$ 186,220,000	\$ 171,220,000	\$ 808,973,244	\$ -	\$ 15,000,000
Ukiah, City of	Recycled Water Pipeline Project- Phase 1 & 2	\$ 35,560,000	\$ 25,564,000	\$ 834,537,244	\$ -	\$ 6,996,000
Monterey Regional Water Pollution Control Agency	Groundwater Replenishment Project	\$ 113,000,000	\$ 98,000,000	\$ 932,537,244	\$ -	\$ 15,000,000
West Bay Sanitary District	West Bay Sanitary District Recycled Water Project-Sharon Hts	\$ 17,288,000	\$ 11,237,200	\$ 943,774,444	\$ -	\$ 8,050,800
Santa Margarita Water District	Trampas Canyon Recycled Water Seasonal Storage Reservoir	\$ 47,450,000	\$ 32,450,000	\$ 976,224,444	\$ -	\$ 15,000,000
Subtotals		\$ 921,822,892	\$ 721,485,194			\$ 162,167,333
		TOTAL 1% Loan		\$ 976,224,444		

TABLE B: Projects with an Incomplete Funding Application as of December 2, 2015 - Not Eligible for 1% Financing

(Applications Received for 1% Funding Will Continue to be Considered for Available Standard Rate Loan² and/or Grant³)

Agency	Project Name	Estimated Project Cost ¹	(Blank)	Estimated Standard Rate Loan ²	Estimated WRF Construction Grant ³
Application Not Complete by December 2, 2015 (Sorted by: No Particular Order)					
Eastern Municipal Water District	Recycled Water Supply Optimization Programs	\$ 114,031,280	N/A	\$ 99,031,280	\$ 15,000,000
Inland Empire Utilities Agency	2015 Drought Relief- RP-1158 Recycled Water	\$ 4,659,816		\$ 3,566,816	\$ 1,093,000
Inland Empire Utilities Agency	2015 Drought Relief- RP-5 Recycled Water Project	\$ 1,514,440		\$ 1,162,440	\$ 352,000
Inland Empire Utilities Agency	2015 Drought Relief- Recycled Water Pressure Project	\$ 990,211		\$ 713,211	\$ 277,000
Inland Empire Utilities Agency	2015 Drought Relief - RP-1 Parallel Outfall Pipeline	\$ 6,640,238		\$ 5,092,238	\$ 1,548,000
Eastern Municipal Water District	Cottonwood Avenue Recycled Water Pipeline (West)	\$ 2,050,000		\$ 1,533,237	\$ 516,763
El Toro Water District	Phase II Recycled Water Distribution System	\$ 12,000,000		\$ 8,640,000	\$ 3,360,000
Upper San Gabriel Valley Municipal Water District	Indirect Reuse Replenishment Project	\$ 65,000,000		\$ 50,000,000	\$ 15,000,000
Ventura County Waterworks District No. 8	West Simi Valley Recycled Water Project	\$ 19,620,000		\$ 14,120,000	\$ 5,500,000
Inland Empire Utilities Agency	2015 Drought Relief- Napa Lateral	\$ 5,824,770		\$ 3,786,100	\$ 2,038,670
La Puente Valley County Water District	LPVCWD Recycled Water Project	\$ 6,433,875		\$ 4,503,713	\$ 1,930,163
Napa Sanitation District	Recycled Water Pump Station Expansion - North/South Split	\$ 2,962,000		\$ -	\$ 1,036,700
East Valley Water District	Recycled Water Center	\$ 124,100,000		\$ 109,100,000	\$ 15,000,000
Cambria Community Services District	Cambria CSD IPR Wastewater Effluent Quality Project	\$ 4,437,550		\$ 2,884,408	\$ 1,553,143
Pasadena, City of	Pasadena Non-Potable Water Project	\$ 25,325,000		\$ 16,811,250	\$ 8,513,750
Eastern Municipal Water District	Alessandro Pond Optimization Project	\$ 1,198,200		\$ 777,530	\$ 418,670

Continued:

TABLE B: Projects with an Incomplete Funding Application as of December 2, 2015 - Not Eligible for 1% Financing

(Applications Received for 1% Funding Will Continue to be Considered for Available Standard Rate Loan² and/or Grant)

Agency	Project Name	Estimated Project Cost ¹	(Blank)	Estimated Standard Rate Loan ²	Estimated WRRP Construction Grant ³
Application Not Complete by December 2, 2015 (Sorted by: No Particular Order)					
Chino Basin Regional Financing Authority	Pamona, Monte Vista WD, and IEUA Intertie Project	\$ 51,896,000		\$ 36,896,000	\$ 15,000,000
Kern-Tulare Water District	Kern-Tulare Water District Oil Field Water Reuse Project	\$ 7,000,000		\$ 4,550,000	\$ 2,450,000
San Gabriel Valley Water Company	Fontana Water Company Recycled Water Project	\$ 5,225,000		\$ 3,396,250	\$ 1,828,750
Sewer Authority Mid-Coastside	Recycled Water Project Phase 1	\$ 4,260,000		\$ 2,769,000	\$ 1,491,000
San Gabriel Valley Water Company	South El Monte Recycled Water Project	\$ 1,693,825		\$ 1,100,986	\$ 592,839
Anaheim, City of	Downtown Anaheim Recycled Water Expansion	\$ 2,638,000		\$ -	\$ 758,800
Anaheim, City of	Anaheim South Recycled Water Project	\$ 11,200,000		\$ -	\$ 3,472,000
Benicia, City of	Benicia Water Reuse Project	\$ 27,101,543		\$ 18,839,793	\$ 8,261,750
Eastern Municipal Water District	Downtown Anaheim Recycled Water Expansion	\$ 2,250,300		\$ 1,462,695	\$ 787,605
Yucalpa Valley Water District	Anaheim South Recycled Water Project	\$ 8,900,113		\$ 4,485,073	\$ 2,415,040
Chino Basin Regional Financing Authority	Joint IEUA-JCSD Regional Water Recycling Program	\$ 52,460,000		\$ 37,460,000	\$ 15,000,000
San Diego, City of	Sorrento Mesa Recycled Water Pipeline	\$ 2,837,000		\$ -	\$ 757,050
Petaluma, City of	Expansion of Petaluma Recycled Water Treatment Capacity and Urban Distrib	\$ 9,748,274		\$ -	\$ 4,305,995
Irvine Ranch	Irvine Lake Pipeline Conversion Project	\$ 29,510,300		\$ -	\$ 9,728,355
Paso Robles	Paso Robles Recycled Water Project	\$ 17,230,000		\$ 12,022,000	\$ 5,208,000
Eastern Municipal Water District	Temecula Valley Recycled Water Pipeline	\$ 18,956,200		\$ 12,321,530	\$ 6,634,670
West Basin Municipal Water District	Recycled Water Supply for Palos Verdes Golf Course	\$ 7,308,400		\$ 4,986,266	\$ 2,322,135
San Luis Obispo, City of	San Luis Obispo Water Resource Recovery Facility	\$ 90,380,000		\$ 75,380,000	\$ 15,000,000
Eastern Municipal Water District	La Piedra Recycled Water Pipeline Expansion	\$ 2,250,300		\$ 1,572,035	\$ 678,265
Inland Empire Utilities Agency	2015 Drought Relief- San Savaine Basin Improvement	\$ 7,525,603		\$ 4,891,842	\$ 2,633,961
Inland Empire Utilities Agency	2015 Drought Relief- Baseline Extension Project	\$ 4,077,339		\$ 2,650,270	\$ 1,427,069
Inland Empire Utilities Agency	2015 Drought Relief- City of Ontario Euclid Project	\$ 22,839,081		\$ 15,460,781	\$ 7,178,300
Escondido, City of	Recycled Water Easterly Agricultural RO Facility and Pump Station	\$ 32,700,000		\$ 23,460,000	\$ 9,240,000
Central Basin Municipal Water District	East Los Angeles Recycled Water Expansion	\$ 33,500,000		\$ 23,336,000	\$ 10,164,000
Central Basin Municipal Water District	West San Gabriel Recycled Water Expansion	\$ 9,654,000		\$ 6,626,850	\$ 3,027,150
City of San Juan Capistrano	Recycled Water System Expansion	\$ 49,300,000		\$ 34,705,000	\$ 14,595,000
City of San Juan Capistrano	2016 Recycled Water Conversions Project	\$ 640,000		\$ 451,000	\$ 189,000
Las Gallinas Valley Sanitation District	Las Gallinas Rehabilitation and Recycled Water Project	\$ 36,500,000		\$ 26,805,000	\$ 9,695,000
City of San Bernardino	Clean Water Factory	\$ 253,320,000		\$ 238,320,000	\$ 15,000,000
City of Corona	Corona Comprehensive R W Delivery and Storage Initiative	\$ 58,045,000		\$ 43,045,000	\$ 15,000,000
Town of Apple Valley	Appel Valley Reclaimed Water Phase 1 Delivery Infrastructure	\$ 1,372,500		\$ 942,875	\$ 429,625
City of Los Angeles	Griffith Park South Water Recycling Project	\$ 31,120,163		\$ 22,013,067	\$ 9,107,096
San Elijo Joint Powers Authority	SEJPA Recycled Water Phase II	\$ 6,200,000		\$ 4,264,360	\$ 1,935,640
City of Benicia	Benecia Water Reuse Project	\$ 27,101,543		\$ 18,839,793	\$ 8,261,750
Yucalpa Valley Water District	Calimesa Recycled Water Conveyance Project	\$ 6,980,113		\$ 5,051,241	\$ 1,928,872
Los Angeles City, Bureau of Sanitation	TIWRP AWWP Ultimate Expansion Project	\$ 58,844,520		\$ 43,844,520	\$ 15,000,000
Los Angeles City, Bureau of Sanitation	DCTWRP Advanced Water Purification Facility (AWPF) and GWR Project	\$ 545,492,318		\$ 530,492,318	\$ 15,000,000
Marina Coast Water District	Regional Urban Water Augmentation Project	\$ 35,000,000		\$ 23,599,141	\$ 11,400,859
Castaic Lake Water Agency	CLWA Recycled Water Project - Phase 2B	\$ 7,000,000		\$ 5,000,000	\$ 2,000,000
City of Santa Monica	Sustainable Water Infrastructure Project (SWIP)	\$ 57,048,637		\$ 46,499,803	\$ 10,548,834
Orange Cove WWTP Tertiary Treatment & Recycled Water	City of Orange Cove	\$ 7,300,000		\$ 4,948,000	\$ 2,352,000
City of Morro Bay	Water Reclamation Facility Project - Phase I (CWSRF Planning Loan)	\$ 10,300,000		\$ 10,300,000	\$ -
Escondido, City of	Recycled Water Easterly Agricultural Distribution System	\$ 31,825,000		\$ 2,582,500	\$ 1,242,500
Escondido, City of	Recycled Water Easterly Main and Tanks	\$ 8,000,000		\$ 5,033,750	\$ 2,966,250
Escondido, City of	Brine Line Broadway to HARRF	\$ 5,000,000		\$ 5,000,000	\$ -
Palmdale Water District	Palmdale Regional Groundwater Recharge and Recovery Project	\$ 130,000,000		\$ 130,000,000	\$ -
Palmdale Recycled Water Authority	Recycled Water Line Phase 2	\$ 7,500,000		\$ 5,050,000	\$ 2,450,000
City of San Diego	PW- North City Water Reclamation Project (P&D Loan)	\$ 82,789,831		\$ 82,789,831	\$ -
City of San Diego	Pure Water- Advanced 30 MGD Water Purification Project (P&D Loan)	\$ 144,618,161		\$ 144,618,161	\$ -
Claremont University Consortium	Claremont University Consortium	\$ 11,457,000		\$ 8,204,600	\$ 3,252,200
Subtotals		\$ 2,470,479,444		\$ 2,067,789,563	\$ 346,868,217
		Estimated Project Cost ¹	Estimated CWSRF 1% Loan	Estimated Standard Rate Loan ²	Estimated WRRP Construction Grant ³
GRAND TOTALS (TABLE A + TABLE B) =		\$ 3,714 Million	\$ 976 Million	\$ 2,056 Million	\$ 576 Million

Footnotes

- 1) The "Estimated Project Cost" may not equal the combined loan and grant amounts because the Agency may apply other funding sources to the Project.
- 2) The Interest Rate of the "Estimated Standard Rate Loan" for CWSRF and Prop. 13 loan funds is subject to change and is established as 1/2 the state's most recent GO bond rate. Current loan rate offered by DFA as of February 24, 2016 is 1.6%.
- 3) "Estimated Standard Loan Rate" value indicates what an Agency is applying for subject to Division determination of project eligibility and fund availability. This is not a commitment of funds.
- 4) "Estimated WRFPP construction grant" value indicates what an Agency is applying for subject to Division determination of project eligibility and grant availability. This is not a commitment of funds.
- 5) Applications to CWSRF or WRFPP provides for consideration to other eligible funding sources offered within those programs. Projects that applied for but missed the 1% financing will continue to be processed for standard rate loan and/or construction grant funding based on communications with the applicant.
- 6) The CWSRF and WRFPP utilize a continuous application process. Applications will be continue to be received. This table represents applications received as of the date noted.
- 7) Estimated loan and grant values for "Projects with Incomplete Applications" are provided to demonstrate requested funding need. Total value of applications requesting grant funding exceeds available Prop 1 (2014) funding allotment of approximately \$300 million. Loan and grant availability is limited and subject to legislative appropriation.

EXHIBIT A

**CITY OF UKIAH RECYCLED WATER SYSTEM:
PHASES 3 & 4 WATER BALANCE, ZERO DISCHARGE, AND ALTERNATIVES ANALYSES;
AND PHASE 3 DESIGN**

SCOPE OF WORK

February 25, 2016

BACKGROUND

The City of Ukiah (OWNER) has requested that Carollo Engineers, Inc. (ENGINEER) develop a scope and budget for preparation of a water balance and zero discharge report, and a refinements analysis technical memorandum for the Phase 3 and Phase 4 Recycled Water System Project. The City wishes to determine if it is more cost effective to increase recycled water usage and storage or to make changes to its wastewater treatment plant (WWTP) to potentially allow increases in effluent discharges to the Russian River and its percolation ponds.

OWNER has also requested that ENGINEER develop a scope and budget to prepare the design of the Phase 3 recycled water pipeline from its connection to the Phase 2 pipeline, currently under final design, to a termination point adjacent to the eastern side of Highway 101 at the City's Little League park / water treatment plant site. The ENGINEER will also include changing the Phases 1 and 2 3-million gallons (MG) recycled water storage pond design to a combined Phases 1, 2 and 3 72-MG pond on City-owned land directly south of and adjacent to the City's WWTP.

Carollo recently completed the Preliminary Design Report for the associated Phases 1 and 2 project, and final design is underway. With a completed State Revolving Funds (SRF) application, the City wishes to proceed with Phases 1 - 3 and eventually 4. Phase 4 is planned with a separate SRF loan application due to the currently undefined storage volume and location (possibly zero discharge). Phases 1 through 4 are generally defined in the *Recycled Water Feasibility Study*, Carollo, December 2012. The Phases have been refined as the project(s) move forward into design efforts.

A water balance and zero discharge study is initially needed for two purposes: 1) to ensure that the finalized Phases 3 and 4 project is fully integrated with the Phases 1 and 2 project; and 2) to see if zero discharge can reasonably be achieved instead of nitrogen removal from the WWTP discharge to the river. The Phases 1 and 2 project is being designed assuming Phases 3 and 4 will be built. The integration relates primarily to the amount of recycled water storage, and the associated pumping facilities, to be provided. Preparing this study at this time also allows any minor changes to Phases 1 and 2 to be included in that project's bid documents. In addition, there are other considerations that need to be analyzed prior to finalizing the Phase 3 project and the selected project for Phase 4, including:

- Potential future revisions to the City's WWTP NPDES discharge permit and the Basin Plan that could impact or remove the use of percolation ponds and / or direct discharge

to the Russian River. This could lead to a zero discharge regulatory requirement. The City also wants to determine if zero discharge is economically viable even if it does not become a legal requirement.

- Flow and treatment constraints at the WWTP, including the Advanced Water Treatment (AWT) facility and particularly the chlorine contact basins. A review is needed to determine what the most cost-effective solution is balancing any WWTP improvements against the amount of recycled water storage to be provided.
- Constraints on recycled water production imposed by low raw wastewater inflows to the WWTP at certain times of the year.
- Recent increases in demand for recycled water for agricultural and landscaping use, and the potential for more use on City-owned land. This considers both irrigation and frost protection.
- Availability and future use of existing storage facilities, including privately-owned ponds and possible conversion of the WWTP sludge lagoon and some or all of the WWTP percolation ponds to recycled water storage.
- Possible provision and the location of additional storage facilities at the end of the Phase 4 pipeline.
- Potential for extension of the recycled water system, including possible storage, further south from the current end of the Phase 1 and 2 pipeline.

Work under this scope is organized under seven Tasks as follows:

Phases 3 and 4 - Water Balance and Zero Discharge Report

- **Task 1 - Project Management**
- **Task 2 - Water Balance and Zero Discharge Analysis**
- **Task 3 - Phases 3 and 4 Refinement**

Phase 3 Permitting and Design

- **Task 4 - Phase 3 Survey, Geotechnical Investigation, Utilities, Easement Requirements & Environmental**
- **Task 5 - Phase 3 Final Design**
- **Task 6 - Phase 3 Permitting**
- **Task 7 - Phase 3 Right-of-Way Acquisition Assistance**

The following design phase tasks for Phase 3 are already included within the work being carried out for the Phases 1 and 2 final design:

- Project management for Tasks 4 -7;
- SRF funding assistance;
- CDPH Engineer's Report revision;
- Bid phase services.

At the completion of Task 3, the water balance assessment will have been completed, the viability of zero discharge solutions addressed, and a series of project refinements evaluated and recommended. Tasks 4 through 7 will run concurrently with Tasks 1 through 3 as the City

wishes to include the Phase 3 project with Phases 1 and 2, currently in final design, in a single Phases 1, 2 and 3 bid package. The results of Task 3 will be included as agreed upon within the Phase 3 final design. It is envisioned that preliminary and final design of the selected Phase 4 project will be carried out under a subsequent scope and budget following City approval.

Carollo will continue to lead the planning and engineering effort for Phases 1 -3 of the recycled water project, with SMB Environmental providing input on environmental factors impacting the analyses and design. SMB will also prepare an Addendum to the Initial Study / Mitigated Negative Declaration (IS / MND) to include the expanded Phases 1, 2 and 3 recycled water storage pond. For the Phase 3 and subsequent Phase 4 project designs, local consultants LACO Associates and Rau & Associates will provide similar field and engineering services to the Phases 1 and 2 project.

SCOPE OF WORK

TASK 1— PROJECT MANAGEMENT

Task 1 includes for project management for Tasks 2 and 3. Project management for Tasks 4 through 7 is included in the Phases 1 and 2 project.

Task 1.1 - Project Administration

The ENGINEER will administer the project and subconsultants to maintain project schedule and budget. The project progress and budget status will be included in monthly progress reports that will be attached to billing invoices. Additionally, the monthly progress report will include a list of work completed for the time period and what is expected in the coming period.

Task 1.2 - Meetings

The ENGINEER will coordinate project tasks between the OWNER, subconsultants, stakeholders and other agencies as required through project meetings. The ENGINEER will prepare an agenda and brief meeting summaries for each of the meetings. Anticipated project meetings are identified below:

- Project Kick-off Meeting (OWNER offices)
- Monthly Project Status Meetings (Conference call) (Assume two (2) total)
- Draft Water Balance and Zero Discharge Report Review Meeting (OWNER offices)
- Stakeholder and Agency Meetings (Assume two (2) total - assumed to coincide with other meetings under this project and under Phases 1 and 2 final design) (OWNER offices and Sacramento or Walnut Creek). These could include the RWQCB, SWRCB, or others.
- Phases 3 and 4 Refinements Brainstorming Workshop (OWNER offices)
- Draft Phases 3 and 4 Refinements Analysis Technical Memorandum Review Meeting (OWNER offices)

Task 1.3 — Quality Control

Quality control will be monitored throughout the entirety of the Project. The ENGINEER will review deliverables provided by subconsultants prior to forwarding to the OWNER'S staff. Any document developed by the ENGINEER will be peer-reviewed internally prior to delivery to the OWNER.

Task 1: Deliverables:

- Monthly status reports
- Meeting agendas and brief summaries

TASK 2 - WATER BALANCE AND ZERO DISCHARGE ANALYSIS

Task 2.1 - Data Collection and Review of Previous Water Balance Report

The ENGINEER will review relevant data and information provided by the OWNER, including the previous water balance reporting contained in the *City of Ukiah 2011 NPDES Permit Renewal Plan of Disposal Report* of December 2011; the *Recycled Water Feasibility Study* of 2012; and the finalized *Phases 1 and 2 Preliminary Design Report* of December 2015. The ENGINEER will also review WWTP influent and effluent flow and other operational data provided by the OWNER.

Task 2.2 - Review and Confirm Phases 1 - 4 Recycled Water Demands

The ENGINEER will review and update the recycled water demands for all four phases using data extracted from previous reports, information previously provided by the OWNER, and recent agreements between the OWNER and stakeholders to supply recycled water. These finalized demands will be used in analyses to be carried out as part of later Tasks.

Task 2.3 - Review WWTP Constraints and Potential NPDES Permit Revisions

With the assistance of, and data and information provided by, the OWNER'S Engineering and Maintenance and Operations staff, the ENGINEER will examine and review current and anticipated constraints on the WWTP's ability to produce recycled water. This will include a review of historical raw wastewater inflows, the hydraulic performance of the AWT and the chlorine contact basins, effluent flows, available capacity of the percolation ponds over time, percolation rates, and historical discharges to the Russian River.

Under this Task, the ENGINEER will also examine and review the potential impact on design of the City's proposed recycled water system caused by potential future changes in the WWTP's NPDES Discharge Permit and /or the Basin Plan. While not immediately envisioned under the current permit renewal cycle, there could be significant impacts if the North Coast Regional Water Quality Control Board was, for example, to prohibit the use of the percolation ponds adjacent to the Russian River, or require zero discharge to the river. The potential for these changes and the economic impact must be considered when determining the build-out storage and pumping requirements of the Phases 3 and 4 recycled water system project. The results of this review will be used in the analyses to be undertaken under subsequent Tasks.

Task 2.4 - Prepare Draft Water Balance and Zero Discharge Report

Using the data and information provided by the OWNER and the results of reviews and analyses carried out under earlier Tasks, the ENGINEER will construct a water balance model in order to define proposed recycled water storage and pumping requirements for all phases of the City's Recycled Water System Project. Analysis using the model will address current and projected future conditions and will be based upon available data from 2011 until the present. The ENGINEER will also review the data and conclusions detailed in the *City of Ukiah 2011 NPDES Permit Renewal Plan of Disposal Report* of December 2011, which covered the period from 2006 to 2010. Data will include WWTP inflows and effluent discharges, river flows, percolation pond levels / available capacity, and current recycled water demand projections.

Findings and conclusions will be presented in a draft Water Balance and Zero Discharge Report.

In addition to the primary goal of defining storage and pumping requirements, the report will also address the technical and economic viability of a zero discharge alternative. The results of the water balance and zero discharge studies will be used as part of the Phases 3 and 4 refinements analyses to be carried out under Task 3.

The draft report will be submitted to the OWNER for review and subsequent discussion at a workshop.

Task 2.5 - Draft Water Balance and Zero Discharge Report Workshop

A workshop will be held with the OWNER to consider the conclusions of the draft Report and to address the OWNER'S review comments. Once comments for incorporation have been agreed, the Report will be finalized.

Task 2.6 - Prepare Final Water Balance and Zero Discharge Report

The Water Balance and Zero Discharge Report will be finalized under this Task, incorporating the OWNER'S agreed review comments.

Task2: Assumptions

- Water balance modeling of current conditions will use data from the period 2011 to the present, and results will be compared to the historical water balance modeling results and conclusions presented in the 2011 Basis of Disposal Report; the data used in the Change in Point of Use permit, and to the design flows presented in the Phases 1 and 2 Preliminary Design Report. Future conditions modeling will be based on flow projections and on finalized recycled water demands.
- Recycled water demand projections current at the end of Task 2.2 will be used in Task 2 modeling and analyses. Any increases in demand due to further signed recycled water agreements after the end of Task 2.2 will be considered during the Phases 3 and 4 design.

Task 2: Deliverables:

- Draft Water Balance and Zero Discharge Report (1 pdf copy)
- Final Water Balance and Zero Discharge Report (2 hard copies and 1 pdf)
- Comments log
- Workshop agenda and minutes

TASK 3 - PHASES 3 AND 4 REFINEMENT**Task 3.1 - Prepare Initial List of Phase 3 and Phase 4 Refinements**

Using the recycled water demand projections and the storage and pumping facility requirements defined in the final Water Balance and Zero Discharge Report prepared under Task 2, the ENGINEER will prepare an initial list of potential refinements (up to 15) to the Phases 3 and 4 project. The list will include zero discharge options if these were found to be technically and economically viable under previous Tasks. If zero discharge is not found cost-effective, alternatives for expansion of the recycled water system that consider the cost of permit-driven improvements to the WWTP will be developed. The refinements will consider various locations for recycled water storage (on private and City-owned land), conversion of WWTP percolation ponds to recycled water storage if found viable, intermediate pumping options, use of an upstream reservoir at the head of Phase 4, and various pipeline routes, including across the river to serve irrigated lands there. The ENGINEER will prepare descriptions and maps depicting the refinements for use at a brainstorming workshop with the City to be undertaken under the following Task.

Task 3.2 - Brainstorming Workshop

The OWNER and the ENGINEER will review the initial list of refinements to Phases 3 and 4 prepared under Task 3.1 at a brainstorming workshop. Other potential options will also be considered. The intent is to agree at the workshop on a shortlist of up to 5 project refinements for subsequent detailed evaluation. The brainstorming workshop will broadly consider any fatal flaws to each refinement, relative construction and life cycle costs, ease of operation and maintenance, flexibility for future modification and expansion, environmental considerations, public impacts, possible impacts in the Russian River floodway, and requirements and costs for right-of-way and land acquisition. Conclusions from the workshop and definition of the shortlisted project refinements will be recorded in meeting minutes for future inclusion in the Phases 3 and 4 Refinements Analysis Technical Memorandum (TM) to be prepared under a later Task.

Task 3.3 - Detailed Evaluation of Shortlisted Phase 3 and Phase 4 Refinements

The ENGINEER will undertake a detailed evaluation of the (up to 5) shortlisted Phases 3 and 4 refinements defined at the Task 3.2 Brainstorming Workshop. This detailed evaluation will include:

- Capital, operation, maintenance, power, and life cycle (net present value) costs.
- Right-of-way and / or land availability, and acquisition costs.

- Ease of operation and maintenance.
- Flexibility for expansion.
- Impacts on Phases 1 and 2.
- Environmental / visual and aesthetic impacts during and after construction.
- Public and stakeholder impacts during and after construction, including traffic and impacts on agricultural operations.

A Triple Bottom Line (TBL) analysis model addressing the above financial, environmental, and social factors will be used as part of the detailed evaluation. The model will allow these factors to be weighted, so the sensitivity of the ranking of the refinements can be assessed. A summary matrix will be developed that defines the above listed criteria.

Task 3.4 - Prepare Draft Phases 3 and 4 Refinements Analysis TM

Using the results of the detailed evaluation of the shortlisted project refinements and the TBL modeling under the previous Task, the ENGINEER will prepare a draft Phases 3 and 4 Refinements Analysis TM. This TM will describe the identification of the initial list of refinements, the process, and results of the brainstorming workshop to produce the shortlist of Phases 3 and 4 refinements, and the detailed evaluation of that shortlist. The TM will present findings and conclusions, and recommend modifications to the Phase 3 design and the preferred Phase 4 project for subsequent preliminary and detailed design. The TM will also address compatibility between the Phases 3 and 4 projects and the Phases 1 and 2 project under final design, and define any proposed minor revisions to the Phases 1 and 2 project design for discussion and agreement with the OWNER.

The draft TM will be submitted to the OWNER for review and subsequent discussion at a workshop.

Task 3.5 - Draft Phases 3 and 4 Refinements Analysis TM Workshop

A workshop will be held with the OWNER to consider the conclusions of the draft TM and to address the OWNER'S review comments. Once comments for incorporation have been agreed, the TM will be finalized.

Task 3.6 - Prepare Final Phases 3 and 4 Refinements Analysis TM

The Phases 3 and 4 Refinements Analysis TM will be finalized under this Task, incorporating the OWNER'S agreed review comments.

Task3: Assumptions:

- The initial list of Phases 3 and 4 project refinements will be limited to a maximum of 15, and detailed evaluation of shortlisted refinements will be limited to 5.
- Analysis will be limited to a "desktop" evaluation. No fieldwork will be conducted as part of this effort.

Task 3: Deliverables:

- Draft Phases 3 and 4 Refinements Analysis TM (1 pdf copy)
- Final Phases 3 and 4 Refinements Analysis TM (2 hard copies and 1 pdf)
- Comments log
- Workshop agenda and minutes

TASK 4 - PHASE 3 SURVEY, GEOTECHNICAL INVESTIGATION, UTILITIES, EASEMENT REQUIREMENTS & ENVIRONMENTAL

Under Task 4, the ENGINEER will perform pre-final design activities for the Phase 3 pipeline and the expanded Phases 1, 2 and 3 recycled water storage pond to the south of the WWTP. These include topographic survey and mapping; geotechnical and corrosion investigation; existing utilities research; identification of permit and easement requirements; and environmental studies and preparation of an Addendum to the existing IS / MND. Deliverables prepared as part of this task will be used for design in subsequent tasks.

Task 4.1 - Topographical Survey and Mapping

The ENGINEER's sub consultant Rau and Associates, Inc. (RAU) will establish project survey control and prepare encroachment permit area and easement mapping for the Phase 3 project. The work will be coordinated with RAU's previous work on the Phases 1 and 2 project. RAU will set approximately 25 durable (1/2" iron pipes or reinforcement bars in undeveloped areas; PK nails or pipes in pavement) horizontal and vertical control points for project mapping in accordance with City of Ukiah horizontal and vertical control requirements. This will include searching for, and locating, monuments from adjacent records of survey. These survey control points will be exhibited on a "Survey Control Data Sheet" and will be semi-permanent in nature so as to serve as project control during the construction of the project, or subsequent survey activities.

Field measurements will be performed using GPS methods on the same horizontal basis as the topographic mapping control survey. All surveying and mapping shall be in compliance with City of Ukiah standards, or with Caltrans standards when not otherwise specified by the City.

The horizontal datum will be based on the North American Datum 83 (NAD 83). The vertical datum shall be based on the North American Vertical Datum of 1988 (NAVD 88).

Pipeline Topographic Surveys

RAU will perform ground surveys using electronic total station methods to complete a topographic survey of a strip, approximately 40 feet wide, over the length of the Phase 3 pipeline route. The topographic mapping will be done concurrently with boundary survey work, using the control network described above, for efficiency.

Survey data will be processed and rendered into a Digital Terrain Model (DTM) and CAD base map. The project base map will include:

- Terrain (1 foot contours).
- Sufficient pipeline project area length to verify proposed future alignment at ends.
- Existing utilities and structures present within the project mapping limits, or that may affect the project because of their close proximity.
- Trees greater than 4" in diameter at breast height (dbh) that may be affected by the project.
- Existing right-of-way lines within, or in close proximity to, the project limits.
- Project control.
- Height of overhead utility lines that may conflict with the project.

Detailed Topographic Surveys at the Recycled Water Pond, and Select Structures at the WWTP

RAU will perform ground surveys to supplement information provided by the City to detail the outlets from the WWTP Chlorine Contact Basins (flume, overflow weir level), buried pipes, and structures up to, and including, the outline of the Dechlorination Facility. An effort will be made to establish the invert elevations of the buried outlets and piping between the Chlorine Contact Basins and the Dechlorination Facility from construction plans, from interviews with plant personnel, and from direct measurements where possible.

More detailed topographic mapping will be done between the sludge lagoon and Percolation Pond #2, including the tops of embankments and slopes of embankments, parallel with the recycled water pipeline route. The top of embankment and slope of the embankment, both north and south of the south side of Percolation Pond #2 is also included in this more detailed mapping. In addition to the surface profile of the embankment, the location of a fence along the south side of the embankment and the detailed topography of a swale south of this embankment which conveys storm water to the Russian River will be mapped.

Detailed topographic mapping out to the top of the bank of the Russian River will be conducted to the east. Approximately 15 to 20 feet beyond the top of bank will be included to provide some information as to the slope of the river bank in this area. To the west, there is already detailed mapping across the North Coast Railroad Authority (NCRA) right-of-way (80'). The supplemental mapping at Percolation Pond #2 will provide detailed topography north of the proposed pond for a distance of 80 to 100 feet. To the south, the detailed topographic mapping will extend approximately 100 feet beyond the proposed pond limits.

RAU will provide detailed topographic and facility mapping of selected WWTP features, a recycled water pond site map and a DTM in AutoCAD Civil 3D format, that includes:

- Terrain (1 foot contours with spot elevations for tops of berms;
- Embankments between the Chlorine Contact Basin and Percolation Pond #2;
- Embankment along the south side of Percolation Pond #2;
- Drainage channel parallel and south of Percolation Pond #2;
- Bottom elevation of Percolation Pond #2 from record data (no surveys from boats).
- Bottom Elevations of Chlorine Contact Basins with side slope location and gradient adjacent to the Dechlorination Facility;
- Outline of the Dechlorination Facility and elevations of critical inverts;
- Invert elevations of piping crossing the recycled water pipeline route;

- Sufficient channel length and detail to evaluate the hydraulics of the storm water drainage conveyance channel south of Percolation Pond #2;
- Existing utilities and structures present within the project mapping area, or that may affect the project because of their close proximity;
- Trees greater than 4" in dbh that may be affected by the project, and significant riparian vegetation adjacent to the storm water drainage conveyance channel south of Percolation Pond #2, and within 10 feet of top of the bank of the Russian River.
- Project control points;
- Ordinary High-Water Mark for the storm drainage conveyance channel only;
- Height of overhead utility lines that may conflict with the project.

Detailed Topographic Surveys at Watercourse Crossings

RAU will perform ground surveys using electronic total station methods to complete a detailed topographic survey of up to 4 watercourse crossings, approximately 60 feet to 80 feet along the thread of the watercourse or drainage ditch, and appropriately by 40 feet to 60 feet wide. This mapping is to provide exhibit maps for permits where needed, and for directional boring installations.

The detailed watercourse crossing topographic mapping will be done on the same basis as the boundary survey work, using the control network described above. It will be done after the permit requirements are defined so that all relevant information can be collected. Location of visible utilities, trees over 4 inches in dbh, and significant riparian vegetation, within the detailed mapping limits will be included in this task. The survey data will be processed and rendered into a DTM and CAD base map.

RAU will provide a topographic watercourse site map and DTM in AutoCAD Civil 3D format that includes:

- Terrain (1 foot contours);
- Thalweg (flowline) location and gradient;
- Sufficient channel length and detail to evaluate hydraulics;
- Existing utilities and structures present within the project mapping area, or that may affect the project because of their close proximity;
- Trees greater than 4" in dbh that may be affected by the project and significant riparian vegetation;
- Existing right-of-way lines if in close proximity;
- Project control;
- Ordinary High-Water Mark;
- Height of overhead utility lines that may conflict with the project.

Prepare and File Record of Survey Map – Babcock Lane Right-of-Way

In order to establish the right-of-way of Babcock Lane (aka River Road) during Phases 1 and 2 survey, RAU had to extend the boundary survey from near Talmage Road to Gobbi Street. There was no definitive evidence along nearly 1,800 feet of Babcock Lane to establish the right-of-way. There are no records of survey along this segment of River Road (as it was originally known)

since the original subdivision map prepared for Hasting's Suburban Addition filed October 16, 1891.

RAU will set a number of durable right-of-way monuments and file a Record of Survey Map, since the evidence is sparse and may be lost soon.

Task 4.1 Deliverables

- Survey Control Data Sheets – (1 sheet at 1"= 400')
- Boundary and topographic mapping (9 Sheets at 1"= 50'), including:
 - Boundary location of properties, including the recycled water storage pond, where Record Maps exist.
 - Boundaries of street or state highway rights-of-way where the Phase 3 pipeline route is in close proximity to project limits.
 - Approximate private property boundaries where no Record Maps exist, or where monuments of record are not found.
- Electronic Files in AutoCAD Civil 3D .dwg file format with point files and the DTM surface model.
- Record of Survey Map, which will extend from the southern end of Babcock Lane near Talmage Road to East Gobbi Street, showing existing monuments in or near Talmage Road and East Gobbi Street. It will also show new right-of-way monuments set at intervals of 500 to 700 feet along Babcock Lane. The monuments will consist of 5/8" diameter reinforcing bars with a 2 inch diameter aluminum cap stamped "ROW – RCE 21908". The map will be submitted to the County Surveyor for checking and then to the County Recorder to be recorded.

Task 4.1 Assumptions

- Potholing of the underground facilities at the route of the recycled water pipeline is not included in this task;
- Title reports shall be obtained on an as-needed basis and all fees for same shall be reimbursed as an added "Expense", or will be supplied by the City of Ukiah at no cost;
- Mapping will be consistent with deeds and maps of record; no significant discrepancies or ambiguities requiring a Record of Survey Map to disclose them will be required (unless otherwise included);
- Mapping of wetland delineations or other botanical or biologic resources, except obvious riparian vegetation, is not included;
- Fees for checking and recording are not included in the fee estimate.

Task 4.2 - Geotechnical and Corrosion Investigation

The ENGINEER's subconsultant LACO Associates (LACO) will review available existing geologic maps, soils reports, and geologic reports for the project area. LACO will review the project area and mark the boring locations for Underground Service Alert (USA).

For the Phase 3 pipeline route, LACO will perform a total of 24 borings along the alignment (18 to

a depth of 10 feet in the area of the pipeline trench, and 6 up to 50 feet deep in the area of jack and bore crossings). For the revised footprint for the recycled water storage pond, LACO will perform a further 10 borings (6 between 30 and 50 feet deep in the area of the pond, and 4 to a depth of 10 feet in potential borrow areas). LACO will install temporary standpipe piezometers in select borings to measure relaxed groundwater elevations, log the borings, and obtain disturbed and relatively undisturbed soil samples for laboratory testing. Sampling locations/depths will be determined in the field by the project geologist based on subsoil conditions encountered.

A laboratory testing program will be conducted to characterize the soil properties. LACO will perform laboratory tests on selected soil samples that may include direct shear and/or triaxial shear strength, particle size, moisture content, dry density, Atterberg limits, consolidation, and corrosion potential (resistivity, pH, sulfate, chloride, and redox potential).

LACO will perform engineering evaluations to develop conclusions and recommendations regarding geologic hazards affecting the proposed improvements, excavatability, thrust-block bearing capacity, and corrosion potential of soils.

LACO will prepare a Phase 3 TM, as a supplement to the Phases 1 and 2 Geotechnical Report that documents the results of the geotechnical investigation and addresses requirements of both the California Building Code and the Mendocino County Grading Regulations (current versions as of the date the TM is prepared). The TM will include soil logs, results of laboratory analysis, results of geohazard evaluation, and geotechnical recommendations to support design and construction of proposed improvements.

Task 4.2 Assumptions

- A maximum of 34 geologic borings will be performed.
- An environmental assessment or any exploration for the presence or absence of any hazardous or toxic materials is not included.
- Current property owner, or their representative, will be responsible for clearance from private utilities not covered by USA.
- Geotechnical investigation does not include a site specific quantitative liquefaction analysis.
- The OWNER will secure site access for survey and geotechnical investigation.
- The OWNER will provide traffic control and asphalt repair (if necessary) along the trench alignment for potholing and geotechnical borings.

Task 4.2 Deliverables:

- Draft and Final Geotechnical TM (2 hard copies and 1 electronic copy).

Task 4.3 - Existing Utilities Research

LACO will contact USA, prior to field survey, so that utility location markings can be surveyed and shown on the plans. LACO will identify all utilities within the project corridor and walk the site with each contact to verify preliminary locations and identify potential conflicts. Notify all utility contacts

and provide them with a set of 30% plans. A utility contact log will be maintained. Develop potholing plan and start coordinating with utility contacts and the OWNER for potholing services

Task 4.4 - Identification of Permit and Easement Requirements

Based on the final alignment, diameters, and construction methods, permit and easement requirements will be identified and confirmed. A list of identified required permits will be provided.

Task 4.5 - Environmental Studies and IS / MND Addendum

The ENGINEER's sub consultant SMB Environmental will prepare an Addendum to the City of Ukiah's Initial Study/Mitigated Negative Declaration (IS/MND) on its Recycled Water Project which was approved by the City Council on June 5, 2013. The addendum will focus on the proposed changes in storage capacity and location. The Addendum will be prepared and will include an updated biology and cultural resources investigation to meet the requirements of the State Water Resources Control Board through the State Revolving Fund (SRF) loan program. The Addendum will undergo a 15-day public review period and will need to be formally adopted by the City Council through a Resolution process. Once adopted by the City, SMB Environmental will file the Notice of Determination with the State Clearinghouse and the County of Mendocino Clerk-Recorder.

Task 4.5 Assumption:

- This Addendum to the Initial Study/MND for the Recycled Water Project will cover Phases 1 - 3: a subsequent Addendum may be required for Phase 4.

Task 4.5 Deliverables:

- Addendum to the City of Ukiah's Initial Study/MND for the Recycled Water Project.
- Filed Notice of Determination.

TASK 5 - PHASE 3 FINAL DESIGN

Task 5.1 - 75% Design Level Plans, Specifications, and Cost Estimate

75% design level plans for Phase 3 will be developed using the ENGINEER's CAD standards per the Phases 1 and 2 final design. The ENGINEER will prepare any additional technical specifications, in conjunction with the OWNER's standard front-end specifications, that are needed beyond those already prepared for the Phases 1 and 2 final design. All specification documents will be prepared using Microsoft Word, and will be in CSI format. An estimate of probable construction cost will be prepared to reflect the 75% level of design. An electronic PDF of the cost estimate will be provided with the 75% submittal.

The 75% package will be provided to the OWNER for review and comment. A review meeting will be held to discuss the Owner's comments: this will be the same meeting to discuss the Phases 1 and 2 75% designs. All review comments and response to comments will be documented in a comment log.

Task 5.2 - 100% Design Level Plans, Specifications, and Cost Estimate

100% design level plans for Phase 3 will be developed using the ENGINEER's CAD standards per the Phases 1 and 2 final design. The 100% design submittal will include agreed upon review comments from the 75% design submittal. The ENGINEER will update any additional technical specifications, in conjunction with the OWNER's standard front-end specifications, that are needed beyond those already prepared for the Phases 1 and 2 final design. An estimate of probable construction cost will be prepared to reflect the 100% level of design. An electronic PDF of the cost estimate will be provided with the 100% submittal.

The 100% package will be provided to the OWNER for review and comment. A review meeting will be held to discuss the Owner's comments: this will be the same meeting to discuss the Phases 1 and 2 100% designs. All review comments and response to comments will be documented in a comment log.

Task 5.3 - Final Bid Documents

Comments received from the OWNER will be incorporated into the plans and specifications to develop a set of final bid-ready documents for inclusion in the Phases 1, 2 and 3 bid documents. The cost estimate will be updated to reflect the final design.

Task 5 Assumptions:

- The Phase 3 plans and specifications will be incorporated into the Phases 1 and 2 design documents so that Phases 1, 2 and 3 are bid as one construction contract;
- Potholing will be performed by OWNER forces or the OWNER's identified contractor;
- The pump station located near the new recycled water storage pond will be sized to supply recycled water for Phases 1, 2, and 3. Design will include provisions at the pump station to accommodate future design and construction of Phase 4 components. The design of any required future booster pump stations in the recycled water system is not included;
- Per the Phases 1 and 2 Preliminary Design Report, the pump station is assumed to consist of four outdoor vertical turbine pumps with a below grade, concrete intake structure that is fed from the new recycled water storage pond;
- A new electrical service will be required for the pump station, and new electrical equipment will be located in a new electrical building. The electrical building is assumed to be CMU construction with an on-grade concrete mat foundation. It will be air-conditioned as required for protection of equipment. Fire suppression systems for the electrical building are not included;
- Variable frequency drives will be provided for the pumps;
- Provisions for a portable generator will be included, but design of a generator is not included;
- The pump station will be controlled by a new PLC located in the electrical building and will be tied into the OWNER's SCADA system;
- Building permit reviews are not required;
- Landscaping and architectural design are not required, and are not included;
- Traffic control plans are not included and will be prepared by the construction contractor;
- OWNER will provide any required front-end documents in addition to those already

provided for the Phases 1 and 2 design.

- Electrical service application is provided as part of the Phases 1 and 2 final design.

Task 5 Deliverables:

- 75% Plans, Specifications, and Cost Estimate (2 hard copies, 1 electronic copy).
- 100% Plans, Specifications, and Cost Estimate (10 hard copies, 1 electronic copy).
- Ten (10) hard copies (if requested) and a reproducible set of the final bid-ready Phase 3 contract documents will be provided to the OWNER for distribution to interested contractors.

TASK 6 - PHASE 3 PERMITTING

Task 6.1 - Regulatory Agency Coordination

This task includes any additional meetings with permit agencies as needed to obtain permits required specifically for Phase 3. It is assumed that, in general, Phase 3 coordination will be coincident with that for Phases 1 and 2. Ongoing coordination is anticipated with the US Army Corps of Engineers, North Coast Regional Water Quality Control Board, California Division of Dam Safety, California Department of Fish and Wildlife, California State Water Resources Control Board (SWRCB), Ukiah Municipal Airport Operations, Mendocino County Air Quality Management District, Caltrans, NCRA, County of Mendocino Department of Transportation (DOT), County of Mendocino Department of Planning and Building Services (Flood Hazard Zone Development Permit), and the County of Mendocino Russian River Flood Control and Water Conservation Improvement District.

Task 6.2 - Permit Applications

This task includes additional work for Phase 3 for completion of the permit applications and supporting documentation packages as necessary for submission to appropriate agencies. It is assumed that, in general, Phase 3 tasks will be coincident with that for Phases 1 and 2. Caltrans, NCRA, and DOT encroachment permits are covered in other tasks. Anticipated permits include Section 1600, SWPPP NOI, 401 Certification, Section 404 or Nationwide Permit #12, FAA, and MCAQMD Authority to Construct.

Task 6 Assumptions:

- Permit fees will be paid for by the OWNER;
- A maximum of 3 jurisdictional crossings will be required for Phase 3;
- Watercourses will be crossed using a trenchless construction method. Construction will occur below the flowline and outside the riparian zone;
- No wetlands will be impacted by the project and therefore no wetland delineations are required;
- Adequate setback from the banks of the Russian River is anticipated when designing/constructing the recycled water storage pond. No loss of riparian vegetation

is anticipated and no resultant compensatory mitigation will be required because of nearby construction.

Task 6 Deliverables:

- Permit application packages.
- Meeting agendas and minutes.

TASK 7 - PHASE 3 RIGHT-OF-WAY ACQUISITION ASSISTANCE

Task 7.1 - Preparation of Plats and Legal Descriptions

The ENGINEER will assist the OWNER with easement acquisition including coordination with Caltrans, DOT, NCRA, and the OWNER. The ENGINEER will prepare and submit legal descriptions and plat maps for permanent and temporary easements from private property owners. The ENGINEER will prepare preliminary and final Deed forms conforming to OWNER standards for easements on private property.

Task 7.2 - Easement Staking

The ENGINEER will coordinate with the OWNER's private acquisition appraiser, obtain permission from landowners to stake the proposed acquisition, and stake the centerline of proposed private permanent easement areas to be acquired.

Task 7 Assumptions:

- All fees for agency review will be paid for by the OWNER;
- Title reports, if needed, will be provided by the OWNER;
- A maximum of thirteen areas requiring private easement acquisition;
- Up to nine private easement segments on lands owned by several private property owners, some of which may contain multiple contiguous assessor's parcels.
- It is assumed that the pipeline route will not require an encroachment permit through City Property north of Orrs Creek.
- Easement areas will only be staked once.
- No Resolutions of Necessity, nor eminent domain activities will be required for easement acquisition.

Task 7 Deliverables:

- Draft/Final legal descriptions and plat maps.
- Meeting agendas and minutes.
- Encroachment permits
- Staked centerline of private property easements and permits.

EXHIBIT B
Phases 3 and 4 Recycled Water Project - Tasks 1 - 7
City of Ukiah

Task Description													Other Direct Costs (ODC)										Total Cost	
	Tracy Clinton	Simon Gray	Paul Friedlander	Elsa Garvey	Mike Lonsbergen			Ron Papa					Subconsultants					PECE						
	PM/CRF	PM	WWTP/Reg	PE	PE	Structural	E&C	Staff	QA/QC	CAD	WP	Carroll	LACO Associates	Paul & Associates	SNB Enviro		Sub Consultant Markup (10%)	Sub Consultant Total	per hr	Printing	Trips	Amount		ODC Cost
	\$236	\$256	\$256	\$236	\$197	\$197	\$215	\$157	\$236	\$152	\$101	Total Hours	Labor Cost						\$11.7					
PHASES 3 & 4 - WATER BALANCE & ZERO DISCHARGE REPORT																								
1.0 Project Management																								
1.1 Project Administration	0	8	2	0	0	0	0	0	0	0	0	10	\$2,560	\$0	\$0	\$0	\$0	\$0	\$117	\$0	0	\$0	\$117	\$2,677
1.2 Meetings	4	24	2	24	0	0	0	8	0	0	2	64	\$14,722	\$0	\$0	\$0	\$0	\$0	\$748	\$0	4	\$540	\$1,289	\$16,011
1.3 Quality Control	0	8	0	0	0	0	0	0	16	0	0	24	\$5,824	\$0	\$0	\$0	\$0	\$0	\$281	\$0	0	\$0	\$281	\$6,105
Total Task 1.0	4	40	4	24	0	0	0	8	16	0	2	98	\$23,106	\$0	\$0	\$0	\$0	\$0	\$1,147	\$0	4	\$640	\$1,887	\$24,993
2.0 Water Balance and Zero Discharge Analysis																								
2.1 Data Collection and Review of Previous Water Balance Report	4	2	0	8	0	0	0	16	0	0	0	30	\$5,856	\$0	\$0	\$0	\$0	\$0	\$351	\$0	0	\$0	\$351	\$6,207
2.2 Review and Confirm Phases 1 - 4 Recycled Water Demands	2	2	0	8	0	0	0	16	0	0	0	28	\$5,384	\$0	\$0	\$0	\$0	\$0	\$328	\$0	0	\$0	\$328	\$5,712
2.3 Review WWTP Constraints and Potential NPDES Permit Revisions	4	8	2	24	0	0	0	32	0	0	0	70	\$14,192	\$0	\$0	\$0	\$0	\$0	\$819	\$0	0	\$0	\$819	\$15,011
2.4 Prepare Draft Water Balance and Zero Discharge Report	4	16	2	48	0	0	0	64	8	64	16	222	\$40,180	\$0	\$0	\$0	\$0	\$0	\$2,597	\$200	0	\$0	\$2,797	\$42,957
2.5 Draft Water Balance and Zero Discharge Workshop	0	8	0	8	0	0	0	8	0	0	0	24	\$5,192	\$0	\$0	\$0	\$0	\$0	\$281	\$0	2	\$270	\$551	\$5,743
2.6 Prepare Final Water Balance and Zero Discharge Report	2	8	2	24	0	0	0	32	4	32	8	112	\$20,336	\$0	\$0	\$0	\$0	\$0	\$1,310	\$200	0	\$0	\$1,510	\$21,846
Total Task 2.0	16	44	6	120	0	0	0	168	12	96	24	488	\$91,120	\$0	\$0	\$0	\$0	\$0	\$5,686	\$400	2	\$270	\$6,356	\$97,476
3.0 Phases 3 and 4 Refinement																								
3.1 Prepare Initial List of Phase 3 and 4 Refinements	0	4	0	8	0	0	0	8	0	0	0	20	\$4,168	\$0	\$0	\$0	\$0	\$0	\$234	\$0	0	\$0	\$234	\$4,402
3.2 Brainstorming Workshop	8	8	0	8	0	0	0	8	0	0	0	32	\$7,080	\$0	\$0	\$0	\$0	\$0	\$374	\$0	2	\$270	\$644	\$7,724
3.3 Detailed Evaluation of Shortlisted Phase 3 and 4 Refinements	4	40	0	16	0	0	0	64	0	0	0	124	\$25,008	\$0	\$4,000	\$4,000	\$400	\$4,400	\$1,451	\$0	0	\$0	\$5,851	\$30,859
3.4 Prepare Draft Phases 3 and 4 Refinements Analysis TM	4	32	2	16	0	0	0	48	8	64	8	182	\$33,384	\$0	\$0	\$0	\$0	\$0	\$2,129	\$200	0	\$0	\$2,329	\$35,713
3.5 Draft Phases 3 and 4 Refinements Analysis TM Workshop	0	8	0	8	0	0	0	8	0	0	0	24	\$5,192	\$0	\$0	\$0	\$0	\$0	\$281	\$0	2	\$270	\$551	\$5,743
3.6 Prepare Final Phases 3 and 4 Refinements Analysis TM	2	16	2	4	0	0	0	16	4	32	4	80	\$14,748	\$0	\$0	\$0	\$0	\$0	\$936	\$200	0	\$0	\$1,136	\$15,884
Total Task 3.0	18	106	4	60	0	0	0	162	12	96	12	462	\$96,680	\$0	\$4,000	\$4,000	\$400	\$4,400	\$5,406	\$400	4	\$840	\$10,746	\$106,326
SUB - TOTAL TASKS 1, 2 & 3	38	192	14	204	0	0	0	328	40	192	38	1,046	\$203,886	\$0	\$4,000	\$4,000	\$400	\$4,400	\$12,236	\$800	10	\$1,350	\$16,786	\$222,594
PHASE 3 DESIGN & PERMITTING (Project Management included in Task 1 and Phases 1 and 2)																								
4.0 Phase 3 Survey, Geotechnical Investigation, Utilities, Easement Requirements & Environmental																								
4.1 Topographic Survey and Mapping	0	1	0	0	2	0	0	4	0	0	2	9	\$1,582	\$0	\$66,859	\$0	\$66,859	\$6,686	\$95,545	\$105	\$0	\$0	\$0	\$95,650
4.2 Geotechnical & Corrosion Investigation	0	1	0	0	4	0	0	8	0	0	0	13	\$2,300	\$61,600	\$0	\$61,600	\$6,160	\$67,760	\$1,512	\$0	\$0	\$0	\$69,272	
4.3 Existing Utilities Research	0	0	0	0	2	0	0	4	0	0	0	6	\$1,022	\$3,000	\$0	\$0	\$3,000	\$300	\$3,300	\$70	\$0	\$0	\$0	\$3,370
4.4 Identification of Permit and Easement Requirements	0	1	0	0	4	0	0	4	0	0	0	9	\$1,672	\$0	\$0	\$0	\$0	\$0	\$105	\$0	0	\$0	\$105	\$1,777
4.5 Environmental Studies and Phases 1-4 IS / MND Addendum	0	4	0	0	2	0	0	2	0	0	0	8	\$1,732	\$0	\$0	\$7,500	\$7,500	\$750	\$8,250	\$94	\$0	\$0	\$0	\$8,344
Total Task 4.0	0	7	0	0	14	0	0	22	0	2	0	45	\$6,308	\$64,600	\$66,859	\$7,500	\$108,959	\$16,896	\$174,865	\$827	\$0	\$0	\$0	\$175,691
5.0 Phase 3 Final Design																								
5.1 75% PS&E	0	24	0	0	108	0	0	144	8	144	24	452	\$78,228	\$27,237	\$0	\$0	\$27,237	\$2,724	\$29,961	\$5,288	\$0	\$0	\$0	\$35,249
5.2 100% PS&E	0	16	0	0	84	0	0	96	16	96	16	324	\$55,700	\$17,824	\$0	\$0	\$17,824	\$1,782	\$19,606	\$3,791	\$0	\$0	\$0	\$23,397
5.3 Final Bid Documents	0	4	0	0	16	0	0	40	8	40	16	124	\$20,040	\$8,412	\$0	\$0	\$8,412	\$841	\$9,253	\$1,451	\$0	\$0	\$0	\$10,704
Total Task 5.0	0	44	0	0	208	0	0	280	32	280	56	899	\$153,968	\$53,473	\$0	\$0	\$53,473	\$6,347	\$60,820	\$10,630	\$0	\$0	\$0	\$80,399
6.0 Phase 3 Permitting																								
6.1 Regulatory Agency Coordination	0	4	0	0	4	0	0	8	0	0	0	16	\$3,068	\$0	\$10,340	\$0	\$10,340	\$1,034	\$11,374	\$187	\$0	\$0	\$0	\$11,561
6.2 Permit Applications	0	4	0	0	4	0	0	8	0	0	0	16	\$3,068	\$0	\$22,170	\$0	\$22,170	\$2,217	\$24,387	\$187	\$0	\$0	\$0	\$24,574
Total Task 6.0	0	8	0	0	8	0	0	16	0	0	0	32	\$6,136	\$0	\$32,510	\$0	\$32,510	\$3,291	\$35,791	\$374	\$0	\$0	\$0	\$36,165
7.0 Phase 3 Right of Way Acquisition Assistance																								
7.1 Preparation of Plans and Legal Descriptions	0	2	0	0	2	0	0	8	0	0	0	12	\$2,162	\$0	\$17,610	\$0	\$17,610	\$1,761	\$19,371	\$140	\$0	\$0	\$0	\$19,731
7.2 Easement Staking	0	0	0	0	2	0	0	2	0	0	0	4	\$708	\$0	\$4,643	\$0	\$4,643	\$464	\$5,107	\$47	\$0	\$0	\$0	\$5,154
Total Task 7.0	0	2	0	0	4	0	0	10	0	0	0	16	\$2,870	\$0	\$22,253	\$0	\$22,253	\$2,245	\$24,498	\$187	\$0	\$0	\$0	\$24,685
SUB - TOTAL TASKS 4, 5, 6 & 7	0	61	0	0	234	0	0	328	32	282	56	893	\$169,282	\$118,073	\$141,822	\$7,500	\$287,385	\$29,740	\$294,125	\$11,619	\$0	\$0	\$0	\$305,753
TOTAL ALL TASKS																								
	38	253	14	204	234	0	0	656	72	474	94	2,039	\$373,068	\$118,073	\$141,822	\$11,500	\$271,385	\$27,140	\$298,535	\$23,856	\$800	10	\$1,350	\$324,541



ITEM NO.: 13a
MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: STATUS OF UTILITY BILLING SOFTWARE PROJECT AND APPROVAL FOR PLAN MOVING FORWARD, INCLUDING AUTHORIZATION FOR THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH TMG CONSULTING IN AN AMOUNT NOT TO EXCEED \$15,000.

Summary: Staff is submitting a report regarding the status of the Utility Billing Software Project, and recommended action for path moving forward.

Background: A Utility Billing Customer Information System (CIS) software module was purchased as part of the overall Tyler Munis Enterprise Resource Planning (ERP) software solution to replace the current solution, Harris Classic. The core portion of the ERP software was implemented in December of 2012, which included General Ledger, Budget, Accounts Payable, Purchase Orders, Contract Management, Payroll, Human Resource Management and Permits. Utility Billing was set to start at a later date to lessen the impact on staff and resources that would be dually affected by simultaneous implementations.

Discussion: For the past two years, the Utility Billing department has been diligent in its attempts to implement the Tyler Munis software solution. To date, the department has been unable to get through one route cycle (not even a complete billing) with accurate reads to perform a correct billing, and Tyler Munis has been unable to resolve the problem. Presently, this implementation is on hold.

In September, the AS400 operating system will no longer be supported by IBM. If we lose support from IBM for the AS400, the City will have no recourse when problems arise. The Information Technology department, in conjunction with the city's consultant firm, Chouinard & Myhre, has been testing a newer AS400 operating system for compatibility with our current Harris utility billing software, and the former ACS financial software system that is still referred back to for historical financial data. If successful, this will afford the City additional time to resolve the current issues with Tyler Munis, or move on to a different vendor. However, time is still of the essence.

Recommended Action(s): Receive report, and authorize the City Manager to negotiate and execute a time and materials agreement at a not to exceed amount of \$15,000 with TMG Consulting to perform an assessment of the current Utility Billing software implementation.

Alternative(s): Receive report, but do not authorize the City Manager to negotiate and execute an agreement with TMG Consulting, and provide alternate direction to staff.

Citizens advised: N/A
Requested by: Sage Sangiacomo, City Manager
Prepared by: Mary Horger, Purchasing Supervisor
Coordinated with: Jan Newell, Finance Controller; Lori Martin, Customer Service Representative III; and Scott Shaver, I.T. Coordinator

Attachments:

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: 
Sage Sangiacomo, City Manager

On March 2nd and 3rd, staff attended two educational workshops put on by Northern California Power Agency (NCPA) regarding Utility Billing CIS solutions, as well as Meter Data Management (MDM) solutions. The presenters for the workshop were TMG Consulting, a firm chosen by NCPA through a comprehensive competitive selection process, for their Smart Grid Project. The workshop went over the firm's experience in providing source selection support, planning, implementation and operation, as well as a survey of current CIS and MDM vendors, products and services, survey of market leading products, market trends, deployment models, project risks and risk mitigation.

At the end of the workshops, staff took the opportunity to discuss with TMG the City's current implementation challenges with the Tyler Munis CIS system, and the possibility of performing an assessment of the situation. This assessment would involve an agnostic evaluation of our current situation from both sides, and preparing a recommended action to either staying with the current solution, or moving on to something else. They have performed such assessments in the past, and would be willing to do so for the City.

TMG staff has an average experience of 25 years, with emphasis on utility and information technology experience. City staff attending the workshop was impressed with their unbiased approach when discussing technology solutions, and their obvious knowledge of the subject matter.

Staff is requesting the Council's authorization for the City Manager to negotiate and execute a time and materials contract at a not to exceed amount of \$15,000 with TMG to provide this assessment. A third party evaluation would be extremely helpful to assist the City in making a final decision for moving forward with a utility billing platform. Based on the findings, the City may request additional services from TMG for further assistance. Staff would come back to the Council at that time for further approval.

Fiscal Impact:

☒ Budgeted FY 15/16 ☐ New Appropriation ☐ Not Applicable ☐ Budget Amendment Required

Amount Budgeted	Source of Funds (title and #)	Account Number	Addit. Appropriation Req'd
\$ 117,524	UB Machinery & Equipment	22013300.80100	\$ -



ITEM NO.: 13b

MEETING DATE: 3/16/16

AGENDA SUMMARY REPORT

SUBJECT: AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AMENDMENT TO THE MANAGEMENT AGREEMENT FOR THE ALEX RORABAUGH RECREATION CENTER WITH THE UKIAH VALLEY CULTURAL AND RECREATION CENTER FOR A MONTH TO MONTH EXTENSION OF THE AGREEMENT UNTIL AN UPDATED MANAGEMENT AGREEMENT CAN BE NEGOTIATED AND BROUGHT FORWARD TO COUNCIL.

Summary: Authorize the City Manager to negotiate and execute an amendment to the management agreement for the Alex Rorabaugh Recreation Center.

Background: The Ukiah Valley Cultural and Recreation Center (UVCRC), a nonprofit corporation, built and owns the Alex Rorabaugh Recreation Center (ARRC). The ARRC is a 21,000 square foot multi-purpose community center and gymnasium located at 1640 South State Street. The City of Ukiah Community Services Department provides operational services for the facility under a management agreement with the UVCRC. The partnership allows the UVCRC and the City to leverage the strengths of each organization to maintain and improve the facility and operations. The agreement utilizes the City's experience in recreation/leisure programming and facility management while ensuring that the UVCRC remains responsible to its mission and financial performance.

Discussion: The City and the UVCRC staff have been working together to draft an updated management agreement for the ARRC. While that agreement is being worked on both parties agree to a month to month extension of the existing agreement. Staff requests that Council authorize the City Manager to negotiate and execute an addendum to the contract for such purposes. Once the final draft of the updated management agreement is prepared it will be brought to Council for review.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
			Yes ☐ No ☒	COU No.021511-A4

RECOMMENDED ACTION(S): Authorize the City Manager to negotiate and execute an agreement to the management for the Alex Rorabaugh Recreation Center with the Ukiah Valley Cultural Center for a month to month extension of the agreement until an updated management agreement can be negotiated and brought forward to Council for review.

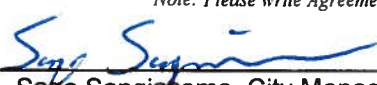
ALTERNATIVES: Return to staff with direction.

Citizens advised: N/A
Requested by: UVCRC
Prepared by: Maya Simerson, CS Supervisor & Kerry Randall, Facilities Administrator
Coordinated with: Sage Sangiacomo, City Manager & David Rapport, City Attorney
Presenters: Maya Simerson, CS Supervisor & Kerry Randall, Facilities Administrator
Attachments: None

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted..

Approved: 
Sage Sangiacomo, City Manager



ITEM NO.: 13c

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: AWARD PURCHASE OF AN ELECTRIC SERVICE TRUCK; 2016 FORD F-350-XL SUPER CAB AND CHASSIS ONLY PER SPECIFICATION #E32805 WITH SCELZI SERVICE BODY TO TOWNE FORD SALES, REDWOOD CITY FOR THE ELECTRIC UTILITY DEPARTMENT (EUD) IN THE TOTAL AMOUNT OF \$43,924.93 INCLUDING TAX AND DELIVERY CHARGES AND APPROVE CORRESPONDING BUDGET AMENDMENT IN THE AMOUNT OF \$3,924.93

Summary: Council will consider awarding the purchase of an on-call service truck with service body for the Electric Utility Department (EUD).

Background: Included and reviewed in the Fiscal Year 2015-2016 Capital Budget (Attachment #1 and #2), Council approved the funds for the purchase of a new Service Truck in the amount of \$40,000.00 as part of the Electric Utility's Capital Improvement Fund (800) 80100000.80100 PC 15088.

Staff requested bids from twenty-five companies. Only two responded with the results shown below.

Towne Ford Sales	\$43,924.93
Ukiah Ford	\$44,165.73

Discussion: Submitted for the City Council's consideration and action is Staff's recommendation to award the purchase of a new Electric Service Truck; 2016 Ford F-350-XL super cab and chassis only with a Scelzi Service Body in the amount of \$43,924.93 to Towne Ford Sales, Redwood City, California.

Bid results exceeded budget estimate and Staff feels that the bid is a reasonable amount and is requesting approval of a budget amendment in the amount of \$3,924.93.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
40,000	801 Fund	80100000.80100.15088	Yes ☒ No ☐	N/A

RECOMMENDED ACTION(S): Award Purchase of an Electric 2016 Service Truck Per Specification #E32805 with Custom Service Body to Towne Ford Sales for the Electric Utility Department (EUD) in the Total Amount of \$43,924.93 and Approve Corresponding Budget Amendment in the Amount of \$3,924.93.

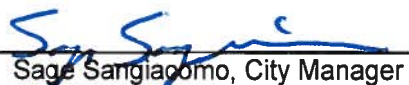
ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: Mel Grandi, Director of Electric Utility.
Prepared by: Mary Williamson, Buyer and Tim Santo, Interim Electric Supervisor.
Coordinated with: Mary Horger, Purchasing Supervisor.
Presenters: Mel Grandi, Electric Utility Director and Tim Santo, Interim Electric Supervisor.
Attachments: 1) Capital Budget
2) Vehicle Replacement Justification Sheet

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: 
Sage Sangiacomo, City Manager

On-Call Sub Truck



Estimated Project Costs For FY 2016	\$40,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		40,000					\$40,000

Project Description: Replacement of one on-call utility cab and a half truck. The existing truck has been unreliable and considering age and mileage it is recommended to retire current unit. There is no net increase to utility fleet count.

FY 2015/2016





On-Call Sub Truck Justification

Proposed Vehicle: On Call Utility Truck

Department: Electric Utility

Area of use: Construction and Maintenance

Prepared by: Diann Lucchetti

1 VEHICLE PURPOSE

Need for vehicle within Department fleet

The vehicle is assigned to hydro and substation operations and is used for after-hours emergency response and daily construction maintenance activities. Maintenance tools, test equipment and plant drawings will be commonly stored on this truck.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #3712. A 2003 Ford F250 service truck with 79,000 miles on it.

Funding: 801 Capital

Estimated Value: \$4,000.

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition: This vehicle is in fair condition except for the service body which is in unacceptable condition due to water leaks that have been unreparable since purchase.

Maintenance Costs: For the past year this vehicle has incurred approximately \$1,025 in maintenance costs.

Out of Service Time: None

Parts Availability: None

Associated Safety Issues: None

2.3 Shared Resources

Define any resources currently available within the City of Ukiah fleet which could be utilized for this purpose.

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

3/4 ton super cab with electric material hauling racks and Service Body.

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability
Alternative fueled vehicles for this type of use are not readily available.

4.2 CARB STANDARDS

CARB STANDARDS
The purchase will meet all CARB regulations.



ITEM NO.: 13d

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: AWARD PURCHASE OF ONE NEW 2016 FORD F-450-XL STANDARD CAB WITH CUSTOM SCELZI SERVICE BODY TO TOWNE FORD SALES IN REDWOOD CITY FOR THE FLEET MAINTENANCE DEPARTMENT IN THE TOTAL AMOUNT OF \$113,974.91 AND APPROVE CORRESPONDING BUDGET AMENDMENT IN THE AMOUNT OF \$13,974.91

Summary: Council will consider approving the purchase of a new service truck with custom service body for the Fleet Maintenance Department and corresponding budget amendment.

Background: During the course of the budget adoption process for Fiscal Year 2015-2016, Council approved the inclusion of funds for the purchase of a new Service Truck in the amount of \$100,000 for the Fleet Maintenance Department in the Capital Budget as shown on Attachment 1.

Staff requested bids from twenty-five companies and received 2 responses as shown below:

Towne Ford Sales	\$113,974.91
Ukiah Ford	No Bid

Discussion: Submitted for the City Council's consideration and action is Staff's recommendation to award the purchase of a new 2016 Ford F-450-XL standard cab truck with a Custom Scelzi Service Body in the amount of \$113,974.91 to Towne Ford Sales, Redwood City, California for the Fleet Maintenance Department.

The vehicle is used daily for the operation and maintenance of the entire City fleet and the Ukiah Valley Fire Authority. This truck reports to all City facilities and off site locations as needed for vehicle and equipment maintenance and repairs.

The Scelzi Custom body will include a Miller Trailblazer 302 Air Pak Welder/Generator as well as an Auto Crane, 4004EH with 360 degree hydraulic power rotation and boom. This crane is often used to pull pumps at the Water, Waste Water Treatments Plants and the Hydroelectric Facility.

RECOMMENDED ACTION(S): Award purchase of one new 2016 Ford service truck with Scelzi custom service body to Towne Ford Sales for the Fleet Maintenance Department in the total amount of \$113,974.91 and corresponding budget amendment in the amount of \$13,974.91.

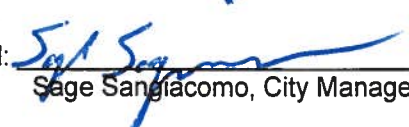
ALTERNATIVES: Do not approve purchase and provide direction to Staff.

Citizens advised:	N/A
Requested by:	Tim Eriksen, Director of Public Works/City Engineer
Prepared by:	Mary Williamson, Buyer and Jarod Thiele, Public Works Project Analyst
Coordinated with:	Dave Kirch, Senior Equipment Mechanic and Mary Horger, Purchasing Supervisor
Presenters:	Jarod Thiele, Public Works Project Analyst and Dave Kirch, Senior Equipment Mechanic
Attachments:	1) Capital Budget 2) Vehicle Replacement Justification Sheet

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: 
Sage Sangiacomo, City Manager

The vehicle being replaced is a 1996 Ford with a 1978 Service body. It is in fair to poor condition with an approximate value of \$4,500. In addition, the Vehicle Replacement Justification is shown as Attachment 2.

Funds for this purchase have been transferred to the Equipment Replacement Fund over the past Fiscal Years in the amount totaling \$100,000. Due to the special type of vehicle, Staff estimated it would cost approximately that amount. Since the City has never purchased a vehicle of this type, it was anticipated that it could cost a little more or less. Additional funds are available in the Garage Fund Balance, Fund 203.

The purchase for this truck needs to be made before March 21, 2016, in order to purchase a 2016 model year. If this purchase is not made by then, the price will increase as the truck will be a 2017 model year.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$100,000	Fleet Maintenance Fund Balance - \$13,974.91	22024100.80100.15056 20300000.30007	Yes ☒ No ☐	N/A

Replace service truck



Estimated Project Costs For FY 2016	\$100,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve: Garage Reserve		\$100,000					\$100,000

Project Description: Replace existing service truck due to its age and condition.
New service truck will have a service body, crane, and portable welder.

FY 2016/2017





Attachment 2

Replace Service Truck Justification

Proposed Vehicle: Ford F-450, 1 Ton, 2WD Truck

Department: Public Works

Area of use: Garage Division

Prepared by: Jarod Thiele, PW Project Analyst and Dave Kirch, Senior Equipment Mechanic

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for all operations of the Municipal Garage as well as pulling motors at the Wastewater Treatment Plant.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is city vehicle #2631, a 1996 Ford F450 with service body. The service bed on this service truck is a 1978 model. This vehicle is in fair to poor condition.

Funding: Equipment Reserve (fund 220)

Estimated Value: \$4,500

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition: This vehicle is in fair to poor mechanical condition.

Maintenance Costs: For the past year this vehicle has incurred approximately \$3,000 in parts and labor costs.

Out of Service Time: This vehicle was out of service for one day over the past fiscal year.

Parts Availability: Yes, some parts are available from the factory.

Associated Safety Issues: The crane was manufactured in 1978 and is in poor condition and is currently not safe to operate.

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

There are no vehicles in the city fleet available to replace this vehicle.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

One new 2015 Ford F-450, 1 ton, 2WD pickup with Scelzi Mechanic bed, 3,000 lb crane, Miller Trailblazer 302 welder/generator/compressor or equal.
COST - \$100,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

An alternative fueled vehicle such as CNG is not recommended due to the amount of time it is used for maintenance of the Waste Water Treatment Plant. A CNG fuelled vehicle would require a rapid fill CNG fueling station. The added expense of constructing a CNG fueling station is not economically feasible at this time.

4.2 CARB STANDARDS

CARB STANDARDS

This vehicle is exempt from CARB standards.



ITEM NO.: 13e

MEETING DATE: March 16, 2016

AGENDA SUMMARY REPORT

SUBJECT: AWARD PURCHASE OF ONE NEW 2016 FORD F-350-XL STANDARD CAB WITH CUSTOM SCELZI SERVICE BODY TO TOWNE FORD SALES IN REDWOOD CITY FOR THE WATER TREATMENT PLANT IN THE TOTAL AMOUNT OF \$45,943.17 AND APPROVE CORRESPONDING BUDGET AMENDMENT IN THE AMOUNT OF \$943.17

Summary: Council will consider awarding the purchase of a new service truck with custom service body for the Water Treatment Plant and corresponding budget amendment

Background: During the course of the budget adoption process for Fiscal Year 2015-2016, Council approved the inclusion of funds for the purchase of a new Service Truck in the amount of \$45,000 for the Water Treatment Plant in the Capital Budget as shown on Attachment 1.

Staff requested bids from twenty-five companies and received 2 responses as shown below:

Towne Ford Sales	\$45,943.17
Ukiah Ford	\$47,240.80

Discussion: Submitted for the City Council's consideration and action is Staff's recommendation to award the purchase of a new 2016 Ford F-350-XL standard cab truck with a Custom Scelzi Service Body in the amount of \$45,943.17 to Towne Ford Sales, Redwood City, CA for the Water Treatment Plant.

This vehicle is used daily for the Water Treatment Plant operations including the well and reservoir rounds and will serve as the on-call Water Treatment Plant operator. Further justification is shown on Attachment 2.

The purchase for this truck needs to be made before March 21, 2016 in order to purchase a 2016 model year. If this purchase is not made by then, the price may increase as the truck will be a 2017 model year.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$45,000	Water Fund 820- \$943.17	82224413.80100.15076 82000000.30007	Yes ☒ No ☐	

RECOMMENDED ACTION(S): Award purchase of one new 2016 Ford service truck with custom service body to Towne Ford Sales for the Water Treatment Plant in the total amount of \$45,943.17 and corresponding budget amendment in the amount of \$943.17.

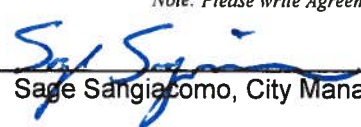
ALTERNATIVES:

Citizens advised: N/A
Requested by: Tim Eriksen, Director of Public Works/City Engineer
Prepared by: Mary Williamson, Buyer; Jarod Thiele, Public Works Project Analyst
Coordinated with: Don Brown, Water/Sewer Operations Leadworker; Dave Kirch, Senior Equipment Mechanic, Mary Horger, Purchasing Supervisor
Presenters: Jarod Thiele, Public Works Project Analyst; Dave Kirch, Senior Equipment Mechanic
Attachments: 1) Capital Budget
2) Vehicle Replacement Justification Sheet

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted..

Approved: 
Sage Sangiacomo, City Manager

Service truck - WTP



Estimated Project Costs For FY 2016	\$45,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve Fund 220 Water Reserve		\$45,000					\$45,000

Project Description: Replace Service truck at the Water Treatment Plant

FY 2016/2017





Proposed Vehicle: One new 2015 Ford F-250, 3/4 ton, 2WD pickup with Scelzi service bed and lift gate or equal

Department: Public Works

Area of use: Water Treatment Plant

Prepared by: Jarod Thiele, PW Project Analyst & Dave Kirch, Senior Equipment Mechanic

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for all operations at the Water Treatment Plant, wells, booster station and reservoirs.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is city vehicle #3745, a 2001 Dodge Ram BR2500. Currently it has 148,000 miles on it. This vehicle is in fair to poor condition.

Funding: Equipment Reserve (fund 220)

Estimated Value: \$2,000

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition: This vehicle is in fair to poor mechanical condition. Currently, the engine is leaking oil.

Maintenance Costs: For the past year, this vehicle has incurred approximately \$1,500 in parts and labor costs.

Out of Service Time: Normal out-of-service time for a vehicle of this age.

Parts Availability: Yes, most parts are available from the factory.

Associated Safety Issues: None

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

There are no other available vehicles which could be used.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

One new 2015 Ford F-250 2WD pickup with Scelzi service bed and lift gate or equal.
COST - \$45,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

An alternative fueled vehicle is not recommended.

4.2 CARB STANDARDS

CARB STANDARDS

This vehicle is exempt from CARB standards.