

**CITY OF UKIAH
CITY COUNCIL AGENDA
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
April 20, 2016
6:00 p.m.**

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

- a. Proclamation of Workers Memorial Day, April 28, 2016.
- b. Proclamation of National Arbor Day, April 29, 2016.
- c. Introduction of New Community Services Administrator Tami Bartolomei.
- d. Presentation: Airport Layout Plan with Narrative.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

- a. Minutes of March 10, 2016, a Special Meeting.
- b. Minutes of April 6, 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 March.
- b. Approve Notice of Completion for Construction of Improvements to the Oak Manor Park, Specification 15-18.

- c. Authorize City Manager to Negotiate and Execute a Property Access Agreement Between the City of Ukiah and Rural Communities Housing Development Corporation for Access to Two City-owned Parcels Along Orr Creek.
- d. Award Professional Services Agreement to the Labor Compliance Managers for Labor Compliance Services for the Ukiah Valley-Redwood Valley Water Supply Reliability Intertie and Well Development Project.
- e. Notification of Acquisition of Professional Services from Alpha Laboratories in the Amount of \$16,536 for Wastewater Sampling.
- f. Authorize the City Manager to Negotiate and Execute an Agreement with the Community Development Commission of Mendocino County (CDC) for Grant Administration and Implementation in the Areas of Housing, Economic Development, and Sustainability.

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. Conduct Public Hearing on Proposed Adoption of Water Rates for the Period of June 2016 to January 2020 and Consider Adoption of Resolution Approving the Rates as Shown in the Resolution.

12. UNFINISHED BUSINESS

- a. Review of the Draft Request for Proposals for a Feasibility Analysis for a Downtown Hotel.
- b. Approval of Contract with Sierra West Consultants, Inc. to Provide Oversight Consulting Services for the Installation of Well #9 and the Replacement of Well #4 in the Amount not to Exceed \$38,624.
- c. Receive Report on the 2016 Regional Transportation Improvement Program Funding.

13. NEW BUSINESS

- a. Conduct Discussion and Provide Direction Concerning the Fee Schedule for Planning and Building Services.
- b. Receive Status Report and Approve the 2015/2016 Capital Improvement Plan for the Ukiah Municipal Golf Course Operated by Tayman Park Golf Group, Inc.
- c. Consideration and Possible Adoption of Resolution Adopting the Ukiah Bicycle and Pedestrian Master Plan.

- d. Adoption of Resolution Approving Memoranda of Understanding for Employee Bargaining Units – Police Unit, Fire and Fire Management Unit, and Police Chief Employment Contract.

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. 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: Fire and Police 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 15th day of April, 2016.

Kristine Lawler, City Clerk

PROCLAMATION

APRIL 28TH, 2016: WORKERS MEMORIAL DAY

WHEREAS, every year many workers across America are injured or disabled by workplace injuries and occupational disease; and

WHEREAS, strong safety and health protections, high employment standards, and the elimination of perilous conditions should be guiding principles for each employer and employee; and

WHEREAS, the City of Ukiah strives to provide a safe work environment for its employees and has initiated many programs and procedures to reduce workplace injuries and hazardous situations; and

WHEREAS, all employers and employees are encouraged to rededicate themselves to improving safety and health in every American workplace; and

WHEREAS, acknowledgement of these factors by recognizing those who have suffered from workplace injuries is a dramatic method of educating our community about the issue.

NOW THEREFORE, I, Mayor Stephen G. Scalmanini, Mayor of the City of Ukiah on behalf of my fellow City Councilmembers: Jim Brown, Kevin Doble, Maureen Mulheren and Doug Crane do hereby proclaim April 28, 2016, as

Workers Memorial Day in the City of Ukiah

in recognition of workers killed, injured, and disabled on the job and inform all residents of the valley about the gathering at 5:30 P.M. at the Saturday Afternoon Clubhouse on April 28th that is put on by the working men and women in Mendocino County to observe this special day.

Signed and sealed, this 20th day of April, in the year Two Thousand Sixteen.

Stephen G. Scalmanini, Mayor

Safe Jobs Save Lives

Make Your Voice Heard

**Come join us in honoring workers in and from
Mendocino County who have been killed, injured
or permanently disabled on the job.**

Workers Memorial Day

**Join us for a post workday
Observance**

Thursday - April 28 - 5:30 p.m.

Saturday Afternoon Clubhouse

107 S. Oak St., Downtown Ukiah

**If you know of someone who should be honored,
please contact Terry Poplawski at 462-6570**

Sponsored by the North Bay Central Labor Council, AFL-CIO



PROCLAMATION

APRIL 29, 2016: ARBOR DAY

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

THEREFORE, I, Stephen G. Scalmanini, Mayor of the City of Ukiah, do hereby proclaim April 29, 2016, as Arbor Day. In the City of Ukiah, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Signed and sealed, this 20th day of April, in the year Two Thousand and Sixteen.

Stephen G. Scalmanini, Mayor



ITEM NO.: 3c

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: INTRODUCTION OF NEW COMMUNITY SERVICES ADMINISTRATOR TAMI BARTOLOMEI

Summary: Community Services welcomes the new Community Services Administrator, Tami Bartolomei.

Background: Tami comes to us most recently from the Mendocino County Sheriff's Office, where she has been serving as the Office of Emergency Services (OES) Coordinator. During her time as OES Coordinator she received the Bill Singer award for her achievements during her first year in Emergency Management.

Prior to working with the Mendocino County Sheriff's Office Tami was the Volunteer Program Director with North Coast Opportunities for thirteen years. Her experience includes planning and implementing the Human Race fundraiser that is now going on its eleventh year.

Discussion: Tami Bartolomei joined the City's Community Services Department on April 11th, 2016. Tami will be filling the position of Community Services Administrator on a full-time basis. She will be working with the Community Services team to implement programming, facilitate projects and events, develop and manage department budgets and provide leadership in the planning, directing, supervising, and coordinating of recreation activities, park and golf facilities, and management of City facilities.

Tami is well versed in negotiating contracts, preparing and maintaining grants, providing information to government officials and the public, developing department goals, objectives, budgets and priorities and is a past member of the Parks, Recreation and Golf Commission.

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

RECOMMENDED ACTION(S): Welcome Tami Bartolomei New Community Services Administrator

ALTERNATIVES: N/A

Citizens advised:

Requested by:

Prepared by: Maya Simerson, Community Services Supervisor

Coordinated with: Sage Sangaicomo, City Manager

Presenters: Maya Simerson, Community Services Supervisor

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 Sangaicomo, City Manager

**CITY OF UKIAH
CITY COUNCIL AGENDA
Special Meeting
Ukiah Valley Conference Center
200 South School Street
Ukiah, CA 95482**

**March 10, 2016
5:30 p.m.**

1. ROLL CALL

Ukiah City Council met at a Special Meeting on March 10, 2016, having been legally noticed on March 4, 2016. Mayor Scalmanini called the meeting to order at 5:34 p.m. Roll was taken with the following **Councilmembers Present:** Douglas F. Crane, Maureen Mulheren, Kevin Doble, Vice Mayor Jim O. Brown, and Mayor Scalmanini. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; Tim Eriksen, Public Works Director/City Engineer; Sean White, Water and Sewer Director; and Kristine Lawler, City Clerk.

Also Present: Charley Stump, Planning and Community Development Director; Chris Dewey, Police Chief; Jarod Thiele, Public Works Analyst; Dan Hunt, Water, Sewer and Streets Supervisor; Lyle Valador, Water Treatment Plant Supervisor; Jennifer Higbee, Water Treatment Plant Operator; Michelle Whyburn, Senior Water Treatment Plant Operator; Shannon Riley, Senior Management Analyst; and Kerry Randall, Facilities Supervisor.

MAYOR SCALMANINI PRESIDING.

2. STRATEGIC PLANNING WORKSHOP

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

Presenters: Sean White, Water and Sewer Director; Tim Eriksen, Public Works Director/City Engineer.

PowerPoint presentation given is attached.

<u>STRATEGIC PLANNING OVERVIEW</u>	
Planning Area:	Developing a prioritized plan for maintaining and improving public infrastructure.
Goals:	Continue the development and maintenance of a comprehensive Capital Improvement Plan.
Actionable Items:	Participate in workshops for the following areas to determine current conditions, needs and opportunities, and focus on specific capital improvement projects: Water
Next Steps (as discussed by Council):	- Develop policies, strategies, and a program to perfect and maintain water rights, including the formation of an ad hoc. - Develop strategies for operation of water sources with demand/uses. - Develop and consider next five year rate plan. - Implement Capital Improvement Program based on updated rate structure. - Develop a program to inventory and evaluate the age of older water lines.

- Continue working with County to establish governance per the Sustainable Groundwater Management Act by June 30, 2017; and have a plan in place by 2020; with the City starting to develop a plan, and then pursue County reimbursement at a later date.

Public Comment: Susan Knopf and Mark Hilliker.

3. PUBLIC COMMENT

4. ADJOURNMENT

There being no further business, the meeting adjourned at 6.53 p.m.

Kristine Lawler, City Clerk

March 10, 2016

Strategic Planning: Water

Existing Conditions

The system is comprised of two components:

Production:

- Water Treatment Plant (WTP)
 - Ranney installed in the 1950's
 - Constructed in 1992
 - Improved in 2005
- Wells
 - Current (3,7, and 8)
 - Developing (4 and 9)
- Staff of 5 FTEs

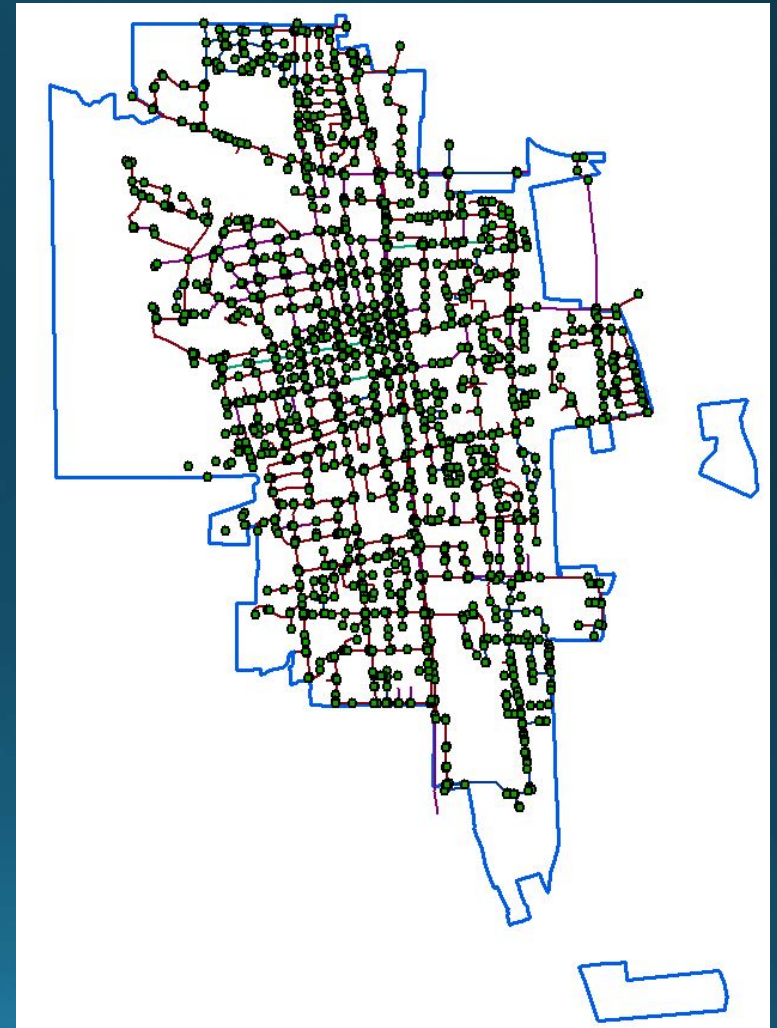


Existing Conditions

The system is comprised of two components:

Distribution:

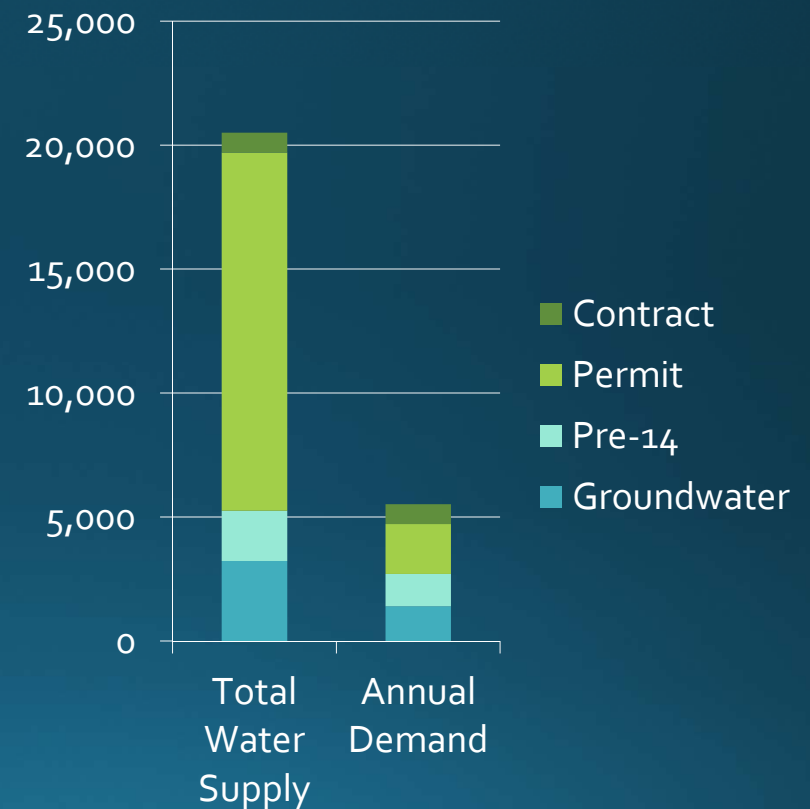
- 72 miles of pipe
 - Consists of Steel, Plastic, AC
- 1929 Valves
- 8 Tanks
- Approximately 5,700 connections
- Staff of 8 FTEs (shared with Wastewater Collection)



System Rating

The City has a robust portfolio of Water Rights:

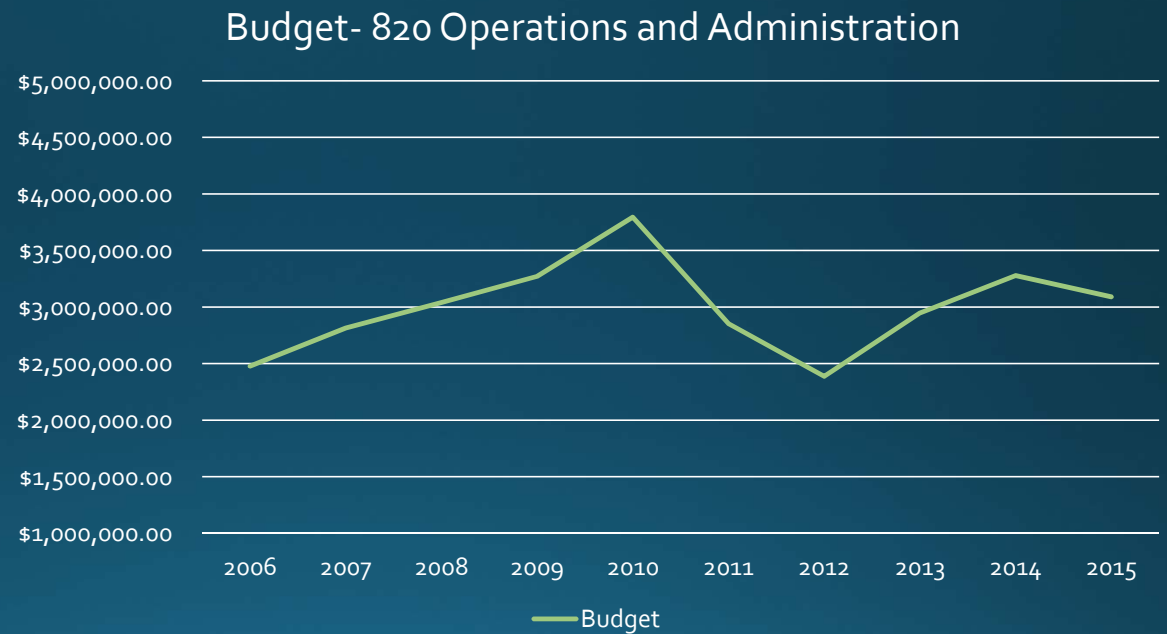
- Groundwater
 - 4 wells at 500 gpm (3,226 AFY)
- Pre-1914
 - 2.8 cfs (2023 AFY)
- Appropriative
 - 20 cfs (14,454 AFY)
- Contract Water (800 AFY)
- Outstanding Quality



Budget

Operations and Administration

- Varies with staffing and allocations



Capital Improvement Program (CIP)

**Exhibit II-3
City of Ukiah
Water Utility Capital Improvement Plan**

Capital Project	Proj. No.	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Advanced Water Treatment Rehab.	PWW03				250,000						
Additional 1.0 MG of Storage	PWW04					500,000	500,000				
Additional Pipeline Improvements	PWW05	500,000	450,000	700,000				750,000	750,000		
Develop New Well #4	PWW07	500,000	1,400,000								
Expand SCADA Sys to Wells & Bstr Pumps	PWW08				200,000						
Impl. CUWCC & UWMP DMMs 1, 2, 14	PWW10	45,000	45,000	45,000							
Replace and Upgrade Water Meters	PWW14			1,000,000	1,000,000	1,250,000	1,250,000	-			
Replace 100,000 Gal. PZ2 Reservoir	PWW15		300,000								
Seismic Retrofit of PZ1 Reservoir	PWW16			400,000	400,000						
Millview/Ukiah Intertie (1)	PWW22		125,000								
Willows/Ukiah Intertie (1)	PWW23		125,000								
Well #9	PWW24		2,000,000								
Unspecified Projects	PWW25				100,000	150,000	150,000	500,000	800,000	1,500,000	1,500,000
Connect Chlorine at WTP	PWW26		200,000								
Two Vactor Trucks	PWW27	200,000	200,000								
Water Truck	PWW28		30,000								
Valve Turner	PWW29	60,000									
Service Truck at WTP	PWW30	25,000									
Well #10	PWW31			500,000	1,000,000						
Well #11	PWW32				500,000	1,000,000					
Totals (Current dollars)		1,330,000	4,875,000	2,645,000	3,450,000	2,900,000	1,900,000	1,250,000	1,550,000	1,500,000	1,500,000
Totals (Inflated dollars)		1,330,000	4,875,000	2,724,000	3,660,000	3,169,000	2,138,000	1,449,000	1,851,000	1,845,000	1,900,000

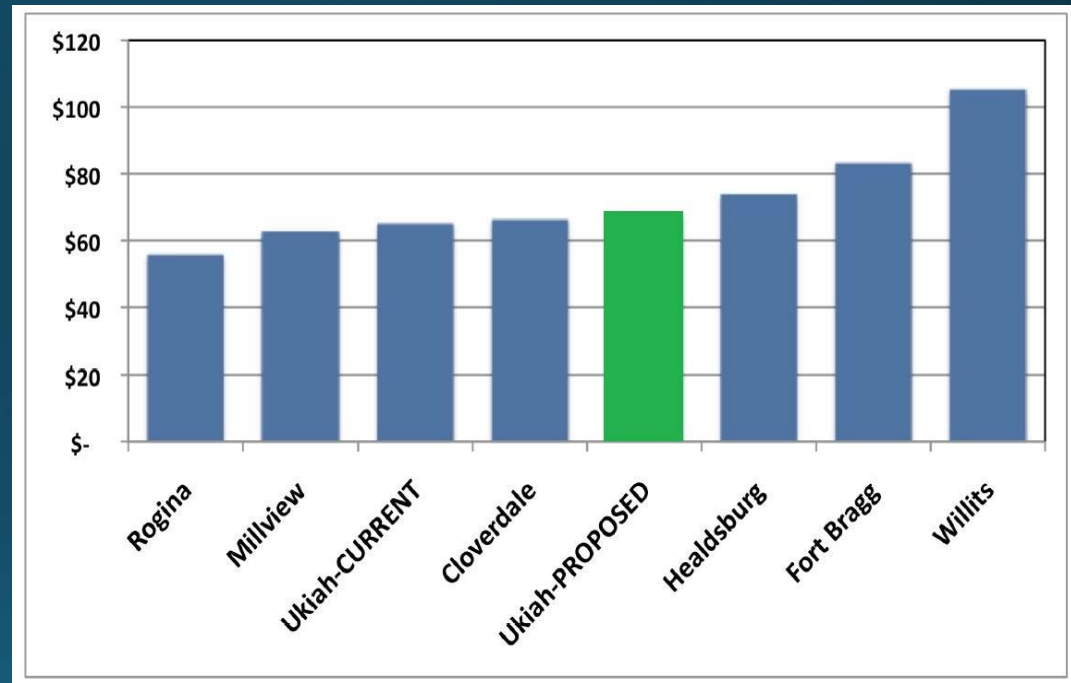
Notes:

(1) Amount shown is the entire cost for each intertie project. Project will be funded 50% from a grant, with the balance split between Ukiah and Millview/Willows.

- Combination of rates, grants and reserves
- Expanded to 10 year CIP through recent Rate Study
- Funded through Capital Fund 822

Rates

- The previous rates were increased effective July 1, 2010
- New Rate Study approved by Council
 - Prop 218 Hearing April 20, 2016
 - Scheduled to take effect June, 2016



Needs

- Implementation of the CIP
- Maximization of Permit (Appropriative Right)
- Sustainable Groundwater Management Act (SGMA)
 - Governance (GSA) by June 30, 2017
 - Plan (GSP) by 2020



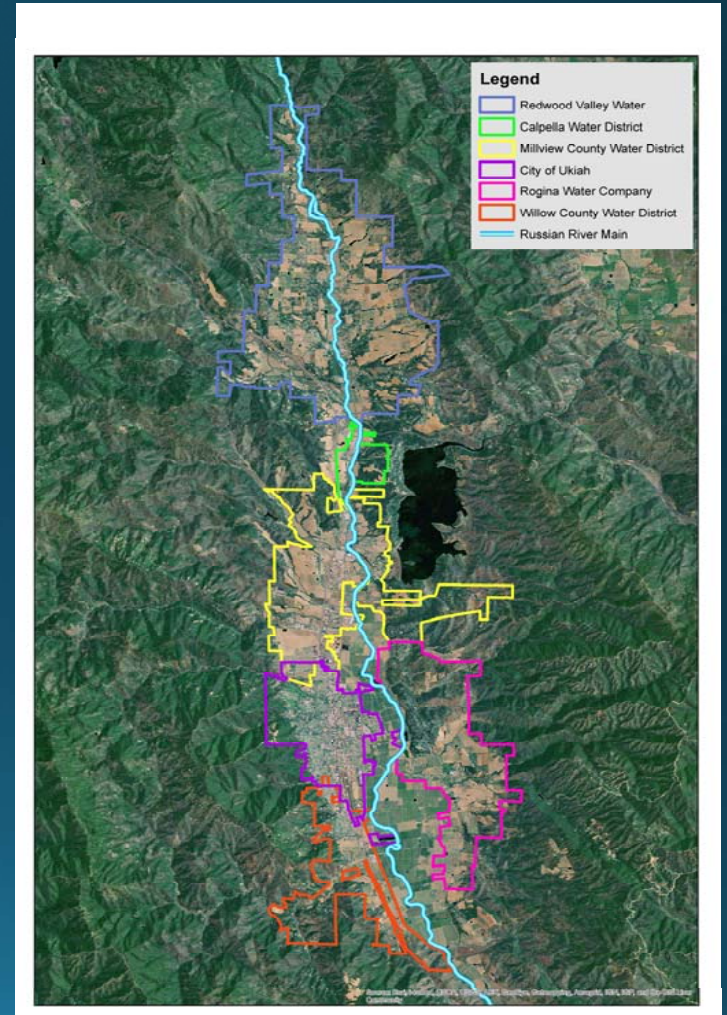
Opportunities

- Change operations
 - Emphasize Ranney and Well 3
- Repurpose unused supply
 - Adjacent Districts
 - Groundwater Recharge (ASR)
 - Recycled credits
- Return RRFC contract water
 - Redwood Valley
 - \$40k annually



Opportunities

- Active Role in SGMA
 - Largest groundwater diverter
 - County awarded grant for Governance and Plan
 - Leverage existing relationships with UC Davis and USGS to expedite plan
- Upper Russian River Resiliency Road Map
 - “Road Map”
 - Upper Basin Managers
 - MOU



Priorities

- Optimize strategies around perfecting water rights
 - Pre-14
 - Permit
- Implement CIP based on updated rate structure
- SGMA



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

April 6, 2016
6:00 p.m.

1. **ROLL CALL**

Ukiah City Council met at a Regular Meeting on April 6, 2016, having been legally noticed on April 1, 2016. Mayor Scalmanini called the meeting to order at 6:00 p.m. Roll was taken with the following **Councilmembers Present:** Maureen Mulheren, Kevin Doble, Vice Mayor Jim O. Brown, and Mayor Stephen G. Scalmanini. **Absent by Prearrangement:** Douglas F. Crane. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

MAYOR SCALMANINI PRESIDING.

2. **PLEDGE OF ALLEGIANCE**

3. **PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS**

4. **PETITIONS AND COMMUNICATIONS**

5. **APPROVAL OF MINUTES**

- a. Minutes of February 25, 2016, a Special Meeting.
- b. Minutes of March 16, 2016, a Regular Meeting.
- c. Minutes of March 31, 2016, a Special Meeting.

Motion/Second: Mulheren/Doble to approve the Minutes of February 25, 2016, a Special Meeting; Minutes of March 16, 2016, and a Regular Meeting as submitted as submitted. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

Motion/Second: Mulheren/Scalmanini to approve the Minutes of March 31, 2016, a Special Meeting. Motion **carried** by the following roll call votes: AYES: Mulheren and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: Doble and Brown.

***Note:** City Attorney Rapport clarified that votes in abstention are considered 'Yes' votes.*

6. **RIGHT TO APPEAL DECISION**

7. **CONSENT CALENDAR**

- a. Adoption of Resolution (2016-16) Amending Resolution 2002-34 to Allow County-Wide Residency for the Historical Society Position, and Adoption of Resolution Appointing Paul Poulos and Estok Menton to the Demolition Permit Review Committee – *City Clerk*.

- b. Report of Contracts Entered into with Regional Government Services (RGS) (*COU No. 1516-174 and 1516-183*) on a Time and Expense Basis Due to the Vacancy of the Finance Director Position, and Approve Total Cost of Contracts to be Monitored in Accordance with Budget Authority Approved by Council in Corresponding Fiscal Year Budget – *Human Resources*.
- c. Annual Review of the Mobilehome Park Rent Stabilization Fees per Resolution 2012-17 and Approval to Waive Fees for 2016 Billing Cycle – *City Clerk*.
- d. Approve the Establishment of Fund 830 (*Resolution 2016-18*) for all Revenue and Expenses Related to the Construction, Operation and Maintenance of the Recycled Water System – *Public Works*.
- e. Approval of Notice of Completion for the Leslie Street Underground Extension Project, Specification No 15-05 (EUD) – *Electric Utility*.
- f. Approve Notice of Completion for Grace Hudson Museum Parking Lot and Storm Water Improvements Specification No. 15-09, and Approve Final Payment of 5% Retention to Gregg Simpson Trucking – *Community Services*.

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

8. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

Public Comment: Don Rowe.

9. COUNCIL REPORTS

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.

- a. **Adoption of a Resolution of the City Council of the City of Ukiah Approving a Negative Declaration and Amendment/Update to the Housing Element of the Ukiah General Plan – *Planning and Community Development*.**

Presenter: Kevin Thompson, Principal Planner and Charley Stump,

PUBLIC HEARING OPENED AT 6:16 P.M.

No public comment was received.

Motion/Second: Mulheren/Brown to continue this item to May 4, 2016. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

12. UNFINISHED BUSINESS

- a. **Authorize the Director of Public Works/City Engineer to Execute Change Order No. 1 in an Amount Not to Exceed \$35,735 for Additional Paving, Pavement Grinding, Sidewalk Repair and Pole Removal for the Crosswalk Project at North State Street and Garrett Drive, Specification No. 15-11 and Approval of Budget Amendment –*Public Works*.**

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

Public Comment: Amanda Devereux, Gregg Simpson Trucking Manager.

Motion/Second: Doble/Brown to authorize the Director of Public Works/City Engineer to execute Change Order No. 1 (COU No. 1516-140-A1) in the amount not to exceed \$35,735 for the Crosswalk at North State Street and Garrett Drive and to approve budget amendment. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

b. Review of the Draft Request for Proposals for a Feasibility Analysis for a Downtown Hotel – Administration.

Presenter: Shannon Riley, Senior Management Analyst.

Public Comment: David Delgado and Phil Baldwin.

Motion/Second: Doble/Brown to review the Request for Proposals for a feasibility analysis for a downtown hotel and authorize its release. Motion **fails** by the following roll call votes: AYES: Doble and Brown. NOES: Mulheren and Scalmanini. ABSENT: Crane. ABSTAIN: None.

Motion/Second: Doble/Brown to approve the Request for Proposals (RFP) for release with the addition of language requesting that the consultant provide the city with feasible options in the context of how they fit within the downtown plans, ordinances, and general plan. Motion **fails** by the following roll call votes: AYES: Doble and Brown. NOES: Mulheren and Scalmanini. ABSENT: Crane. ABSTAIN: None.

Vice Mayor Brown made a request for staff to bring this item back to the April 20, 2016, City Council meeting.

c. Approve Material Purchase for Grace Hudson Museum Brush Arbor Interpretive Item from Menton Builders in an Amount Not to Exceed \$31,103, and Amend Contract for Specification No. 15-16 with Cupples & Sons Construction to Include Installation of Brush Arbor Interpretive Item in an Amount Not to Exceed \$39,950 – Community Services.

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

Public Comment: Estok Menton.

Motion/Second: Brown/Doble to approve material purchase for Grace Hudson Museum Brush Arbor Interpretive Item from Menton Builders in an amount not to exceed \$31,103 and to amend contract (COU No. 1516-156; Purchase Order No. 44195) for Specification No. 15-16 with Cupples & Sons Construction to include the installation of the Brush Arbor Interpretive Item for \$39,950. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

d. Discuss Bid Opening for Specification No. 15-17 Grace Hudson Museum Landscape Improvements, Receive Bid Protest, Conduct Bid Protest Hearing, Decide Whether to Reject the Apparent Low Bid as Non-Responsible, and Award Contract to Siri Grading and Paving in the Amount of \$1,115,512.50 Budgeted from Grant Funds – Community Services.

Presenters: Katie Marsolan, Project Analyst and Mary Horger, Purchasing Supervisor.

BID PROTEST HEARING OPENED AT 8:00 P.M.

Gregg Simpson Representatives: Amanda Devereux, Gregg Simpson Trucking Manager and Miguel Rodriguez, Gregg Simpson Trucking Foreman.

BID PROTEST HEARING CLOSED AT 8:06 P.M.

Public Comment: Cathy Monroe and Anne Baker, Anne Baker Landscaping.

Motion/Second: Brown/Doble to discuss bid opening for Specification No. 15-17 Grace Hudson Museum Landscape Improvements, receive bid protest from Gregg Simpson Trucking, and conduct Bid Protest Hearing and reject apparent low bid from Gregg Simpson Trucking as non-responsible and award contract (*COU No. 1516-187*) to Siri Grading and Paving in the amount of \$1,115,512.50. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

RECESS: 8:28 – 8:40 P.M.

e. Discussion and Provide Direction Regarding Proposed Street Repair and Maintenance Sales Tax Measure – Public Works.

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

Motion/Second: Brown/Mulheren to prepare the resolution (for the November ballot) for a ½ cent general sales tax with no sunset regarding the street repair. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

f. Request Authorization to Extend Existing Support Contract to Utility Design Services, LLC for an Additional Eighteen Months and Increase Contract Funding by an Amount Not to Exceed \$120,000 – Electric Utility.

Presenter: Mel Grandi, Electric Utility Director.

Motion/Second: Brown/Doble to request authorization to extend existing support contract to Utility Design Services, LLC (*COU No. 1314-213-A1*) for an additional eighteen months and provide additional funding not to exceed \$120,000. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

13. NEW BUSINESS

a. Discussion and Action Regarding the Formation of an Ad Hoc to Discuss Policies and Strategies for Water Rights – Public Works.

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

Motion/Second: Mulheren/Brown to nominate and appoint Councilmembers Doble and Crane to serve on a City Water Rights Ad Hoc to discuss strategies for the City's Water Rights and to recommend policy to be set, contingent on Councilmember Crane accepting the position and Mayor Scalmanini assuming the position if Councilmember Crane turns it down. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

b. Discussion and Direction Regarding Possible Application for Funding Northwestern Pacific Rail Trail Phase 3 – Community Services.

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

Public Comment: Phil Dow, Mendocino Council of Governments (MCOG).

Motion/Second: Mulheren/Brown to authorize Staff to apply for funding for the Northwestern Pacific Rail Trail Phase 3, northern extension, through the Active Transportation Program. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

c. Award Bid to Portola Systems, Inc. in the Amount of \$102,983 for the Purchase of Cisco Switches and Miscellaneous Hardware, and Approve an Additional Sole Source Purchase for the Installation of the Hardware to Portola Systems in the Amount of \$54,510, and Approve a Corresponding Budget Amendment in the Amount of \$29,000 – Information Technology.

Presenters: Scott Shaver, I.T. Coordinator.

Public Comment: Ryan Miller, Portola Systems, Inc.

Motion/Second: Brown/Mulheren to award the bid to Portola Systems, Inc., (COU No. 1516-188) in the amount of \$102,983, for the purchase of Cisco switches and miscellaneous hardware, and approve the sole source purchase of the installation and configuration of the switches also to Portola Systems, Inc., in the amount of \$54,510, and approve corresponding budget amendment. Motion **carried** by the following roll call votes: AYES: Mulheren, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Crane. ABSTAIN: None.

CITY COUNCIL ADJOURNED TO CLOSED SESSION AT 9:38 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: Fire and Police Units

No action was taken on Closed Session items.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 10:35 p.m.

Kristine Lawler, City Clerk



ITEM NO.: 7a

MEETING DATE: April 20, 2016

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

Payments made during the month of MARCH 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: 3015806 – 3015893, 3015894 – 3015992, 3015993 – 3016087, 3016088 – 3016171.

Accounts Payable Wire Transfer numbers:

Payroll Check numbers: 503656 – 503705, 503706 – 503749

Payroll Manual check numbers: 503656, 503704, 503705

Void check numbers: 503163, 503326, 5015778, 3015702, 3015891, 3015910, 3015892

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

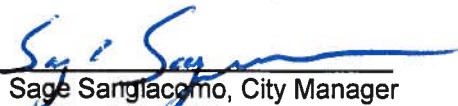
FISCAL IMPACT:			
Budgeted Amount in 15-16 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required
See Attached	N/A	See Attached	Yes ☐ No ☒

Continued on Page 2

RECOMMENDED ACTION(S): Approve the Report of Disbursements for the month of MARCH 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

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

FUNDS:

100	General Fund	\$136,528.74	700	Sanitary Disposal Site Fund	\$23,960.33
105	Measure S General Fund	\$269,802.42	701	Landfill Corrective Fund	
110	Special General Fund		702	Disposal Closure Reserve Fund	\$11,035.41
201	Worker's Comp Fund	\$462.40	704	Post Closure Fund - Solid Waste	\$0.00
202	Liability Fund	\$11,387.00	720	Golf Fund	
203	Garage Fund	\$6,772.94	730	Conference Center Fund	\$5,709.89
204	Purchasing Fund	\$11,204.29	750	Visit Ukiah	\$0.00
205	Billing & Collections Fund	\$23,706.04	777	Airport Fund	\$4,511.41
206	Public Safety Dispatch Fund	\$187,287.87	778	Airport Capital Improvement Fund	
207	Payroll Posting Fund	\$219,587.85	779	Special Aviation Fund	
208	Building Maintenance/Corp Yard Fund	\$23,244.09	800	Electric Fund	\$921,250.42
209	IT Fund	\$48,500.46	801	Electric Capital Reserve Fund	\$2,045.00
220	Equipment Reserve Fund		803	Lake Mendocino Bond Reserve	
250	Special Revenue Fund	\$81,749.17	805	Street Lighting Fund	\$11,387.93
251	Special Projects Reserve Fund	\$1,195.00	806	Public Benefits Fund	\$107.51
300	Park Development Fund	\$16,748.02	820	Water Fund	\$48,863.27
301	Anton Stadium Fund	\$0.00	822	Water Capital Improvement Fund	\$1,977.59
302	Observatory Park Fund		840	City/District Sewer Fund	\$179,700.52
304	Swimming Pool Fund	\$0.00	841	Sewer Contruction Fund	\$1,800.00
305	Riverside Park Fund	\$0.00	843	Sewer Capital Fund	
306	Skate Park Fund	\$0.00	900	Special Deposit Trust	\$9,294.85
310	Museum Grants	\$152,583.23	901	General Service (Accts Recv)	\$9,723.22
311	Alex Rorbaugh Recreation Center Fund	\$4,013.70	902	U S W. Billing & Collection	\$21,136.32
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	\$38,200.57
505	Signalization Fund		940	Sanitation District Special Fund	\$108.00
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-4688		966	Redevelopment Debt Service	
604	CDBG Grant 09-STBG-8417		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	
607	Prop 84 Grant Fund		844/944	Sewer Capital Projects Fund	\$27,053.03
610	City RDA Projects Fund			Retainage Withheld	\$4,186.70
630	Asset Seizure Fund	\$5,311.87			
631	Asset Seizure Fund (Drug/Alcohol)				
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	\$638.99			
691	Museum Fund	\$5,384.60			

PAYROLL CHECK NUMBERS: 503656 - 503705

DIRECT DEPOSIT NUMBERS: 75420 - 75606

PAYROLL PERIOD: 2/14/16 - 2/27/16

PAYROLL CHECK NUMBERS: 503706 - 503749

DIRECT DEPOSIT NUMBERS: 75607 - 75790

PAYROLL PERIOD:

PAYROLL CHECK NUMBERS:

DIRECT DEPOST NUMBERS:

PAYROLL PERIOD:

VOID CHECK NUMBERS:

503163, 503326, 3015778, 3015702,

3015891, 3015910, 3015892

MANUAL CHECK NUMBERS:

503656, 503704, 503705

WIRE TRANSFER NUMBERS:

TOTAL DEMAND PAYMENTS- A/P CHECKS \$2,510,640.65

TOTAL DEMAND PAYMENTS-WIRES* & EFT's \$69.00

TOTAL PAYROLL CHECKS & DIRECT DEPOSITS \$705,783.03

TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS) \$555,033.44

* vendor name(if applicable)

TOTAL PAYMENTS \$3,771,526.12

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

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

List of Checks Presented for Approval on 3/4/2016

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

 **Signature** 3-7-16

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCURATE MEASUREMENT SYSTEMS	V021116DP1	SMAR INTELLIGENT DIFFERENTIAL	\$3,819.92	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,819.92
Vendor Total:						\$3,819.92
ADAMSON POLICE PRODUCTS	INV203708	PARTS	\$97.08	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.10)
				10520210-56130	EXTERNAL SERVICES	\$0.10
				10520210-56130	EXTERNAL SERVICES	\$97.08
Vendor Total:						\$97.08
ADVANCED SECURITY SYSTEMS	331355	ALARM MONITORING	\$294.00	10022100-52180	SECURITY SERVICES	\$294.00
Vendor Total:						\$294.00
AIMEE SHIELDS	MAR16	TRANSCRIPTION SERVICES	\$2,500.00	63520210-52100	CONTRACTED SERVICES	\$2,500.00
Vendor Total:						\$2,500.00
ALLEN JAMES	DV 022216	INSTRUCTOR	\$308.00	10022850-52100	CONTRACTED SERVICES	\$308.00
Vendor Total:						\$308.00
ALONZO FRIAS	TA 03/04/16	TRAVEL ADVANCE	\$25.00	82024411-57100	CONFERENCE & TRAINING	\$25.00
	DV 021916	BOOT REIMBURSEMENT	\$150.00	82024411-54100	SUPPLIES	\$150.00
Vendor Total:						\$175.00

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ANDREW SNYDER	DV 022416	EMPLOYEE REIMBURSEMENT	\$38.00	10520210-54100	SUPPLIES	\$38.00
					Vendor Total:	\$38.00
ANN BAKER	#2	GHM CONST. ADMIN & EXHIBIT DEV	\$108,960.50	25024210-80230	INFRASTRUCTURE	\$33,960.50
				31022700-80230	INFRASTRUCTURE	\$75,000.00
					Vendor Total:	\$108,960.50
AT&T	MAR 16	911 SYSTEM	\$223.51	20620231-52100	CONTRACTED SERVICES	\$223.51
	0601998362	LIVE SCAN	\$1,080.13	10520210-55100	TELEPHONE	\$1,080.13
					Vendor Total:	\$1,303.64
BLUEPRINTS & COPIES	52027	PAPER,DRAFTING SUPPLIES, COPIE	\$127.59	82224413-80230	INFRASTRUCTURE	\$127.59
	51989	PAPER,DRAFTING SUPPLIES, COPIE	\$18.92	10000000-48110	MISCELLANEOUS RECEIPTS	\$18.92
					Vendor Total:	\$146.51
BOUTIN JONES INC	90623	LEGAL RETAINER FOR UVSD LITIGA	\$2,690.70	84424422-52100	CONTRACTED SERVICES	\$2,690.70
					Vendor Total:	\$2,690.70
CA DEPT OF FISH & WILDLIFE	DV 022916	FORM FG2023 APPLICATION FEE	\$921.00	70024500-59101	FEES	\$921.00
					Vendor Total:	\$921.00
CA PEACE OFFICERS ASSOC	2698273	APPLICATION FEE	\$30.00	10520210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$30.00
					Vendor Total:	\$30.00
CALIFORNIA CONSERVATION CORPS	R39899	LAND MAINTENANCE WORK	\$16,000.00	10024220-52100	CONTRACTED SERVICES	\$2,000.00
				25024210-80230	INFRASTRUCTURE	\$7,000.00

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CALIFORNIA CONSERVATION CORPS	R39899	LAND MAINTENANCE WORK	\$16,000.00	31022700-80230	INFRASTRUCTURE	\$7,000.00
					Vendor Total:	\$16,000.00
CHAMPION WIRE & CABLE	00263468	ELECTRICAL EQUIPMENT AND SUPPL	\$1,548.00	80000000-12104	INVENTORY - PURCHASES	\$1,548.00
					Vendor Total:	\$1,548.00
COMCAST	022216-0472	INTERNET SERVICES	\$152.32	73022600-55100	TELEPHONE	\$152.32
					Vendor Total:	\$152.32
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	7956-520791	COMPUTER HARDWARE AND PERIPHER	\$6,215.17	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$6,215.17
	8821-496343	MISC ELECTRICAL SUPPLIES AS NE	\$40.90	90000000-23253	OUTDOOR DINING	(\$0.19)
				80026200-54100	SUPPLIES	\$0.19
				80026200-54100	SUPPLIES	\$40.90
					Vendor Total:	\$6,256.07
CRAWFORD & ASSOC INC	427	ENGINEERING SERVICES - HYDROELE	\$3,779.13	80026330-52100	CONTRACTED SERVICES	\$3,779.13
					Vendor Total:	\$3,779.13
CURRY'S DISCOUNT INC	600324	COMPUTER ACCESSORIES AND SUPPL	\$1,254.25	10012200-54100	SUPPLIES	\$1,254.25
					Vendor Total:	\$1,254.25
DARLENE R SIMPSON	7922	SPEC 15-09 - GHM PARKING & STO	\$3,225.80	69122700-56300	BUILDING MAINT. & REPAIR	\$3,225.80
	7879	SPEC 15-09 - GHM PARKING & STO	\$7,368.00	25024210-80230	INFRASTRUCTURE	\$7,368.00
	7921	SPEC 15-09 - GHM PARKING & STO	\$278.85	31022700-80230	INFRASTRUCTURE	\$278.85
	7875	SPEC 15-09 - GHM PARKING & STO	\$357.20	31022700-80230	INFRASTRUCTURE	\$357.20
					Vendor Total:	\$11,229.85

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DAVID JOHNSON	DV 02232015	REIMBURSEMENT FOR SEWER LATERAL	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
DC ELECTRIC GROUP INC	25312	PUBLIC WORKS AND RELATED SERVI	\$2,275.00	80526610-52100	CONTRACTED SERVICES	\$2,275.00
					Vendor Total:	\$2,275.00
DETROIT INDUSTRIAL TOOL	534397	PARTS	\$797.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.91)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.63)
				82024414-54100	SUPPLIES	\$4.54
				82024414-54100	SUPPLIES	\$797.00
					Vendor Total:	\$797.00
DOUGLAS MUELLER	DV 022416	CUMMINS CLASS- DAVE KIRCH	\$400.00	20324100-57100	CONFERENCE & TRAINING	\$400.00
	DV02216	CUMMINS CLASS-CRAIG KLAISNER	\$400.00	20324100-57100	CONFERENCE & TRAINING	\$400.00
					Vendor Total:	\$800.00
FEDERAL EXPRESS	5-325-44145	SHIPPING SERVICES	\$411.39	10013400-54101	POSTAGE	\$40.29
				10520210-54101	POSTAGE	\$19.72
				10520210-54101	POSTAGE	\$23.15
				10520210-54101	POSTAGE	\$24.09
				10520210-54101	POSTAGE	\$32.83
				10520210-54101	POSTAGE	\$32.83
				10520210-54101	POSTAGE	\$63.58
				20513300-54101	POSTAGE	\$91.77
				20922900-54100	SUPPLIES	\$7.20

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FEDERAL EXPRESS	5-325-44145	SHIPPING SERVICES	\$411.39	84024425-54100	SUPPLIES	\$11.26
				84024425-54100	SUPPLIES	\$12.27
				84024425-54100	SUPPLIES	\$52.40
				Vendor Total:		\$411.39
GARTON TRACTOR INC	WU01459	AUTOMOBILES, SCHOOL BUSES, SUV	\$15,166.13	84024425-80100	MACHINERY & EQUIPMENT	\$15,166.13
				Vendor Total:		\$15,166.13
GHD INC	59321	TRANSPORTATION IMPROVEMENTS RE	\$5,928.50	25024210-80230	INFRASTRUCTURE	\$5,928.50
				Vendor Total:		\$5,928.50
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CI002628	PARTS	\$274.35	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.31)
				10521210-56130	EXTERNAL SERVICES	\$0.31
				10521210-56130	EXTERNAL SERVICES	\$274.35
				Vendor Total:		\$274.35
GRANITE CONSTRUCTION COMPANY	940344	MISC ROCK & ROAD PATCH MTLs AS	\$275.20	10024220-54121	PW - ASPHALT CONCRETE	\$275.20
	101277	MISC ROCK & ROAD PATCH MTLs AS	\$369.79	10024220-54121	PW - ASPHALT CONCRETE	\$369.79
	938210	MISC ROCK & ROAD PATCH MTLs AS	\$94.38	82024414-54100	SUPPLIES	\$94.38
	938426	MISC ROCK & ROAD PATCH MTLs AS	\$292.83	84024421-54100	SUPPLIES	\$292.83
				Vendor Total:		\$1,032.20
GRAPHIC ENTERPRISES INC	53100	BUSINESS CARDS	\$64.84	10011100-54100	SUPPLIES	\$64.84
				Vendor Total:		\$64.84
HOME DEPOT CREDIT SERVICES	3182639	MISCELLANEOUS SUPPLIES AS NEED	\$307.04	20822500-56300	BUILDING MAINT. & REPAIR	\$307.04

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
HOME DEPOT CREDIT SERVICES	4182904	MISCELLANEOUS SUPPLIES AS NEED	\$39.91	82024411-54102	SMALL TOOLS	\$39.91
	1014635	MISCELLANEOUS SUPPLIES AS NEED	\$11.87	10022100-54100	SUPPLIES	\$11.87
	8015185	MISCELLANEOUS SUPPLIES AS NEED	\$28.53	10022100-54100	SUPPLIES	\$28.53
	6182981	MISCELLANEOUS SUPPLIES AS NEED	\$47.42	10022100-54100	SUPPLIES	\$47.42
	4022725	MISCELLANEOUS SUPPLIES AS NEED	\$34.49	80026330-54100	SUPPLIES	\$34.49
	43743	MISCELLANEOUS SUPPLIES AS NEED	\$51.36	80026330-54100	SUPPLIES	\$51.36
Vendor Total:						\$520.62
HOME ENERGY ASSISTANCE PROGRAM	112016-1	UTILITY REFUND	\$48.10	90100000-10421	UTILITY RECEIVABLES CLEARING	\$48.10
	Vendor Total:					\$48.10
HUBB SYSTEMS LLC	SI-105014	RADIO COMMUNICATION EQUIPMENT,	\$1,261.81	10520210-56130	EXTERNAL SERVICES	\$1,261.81
	Vendor Total:					\$1,261.81
INTEGRITY SHRED	55977	DOCUMENT SHREDDING	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
	Vendor Total:					\$57.00
JENNIFER HIGBEE	TA 03/01/16	TRAVEL ADVANCE	\$25.00	82024411-57100	CONFERENCE & TRAINING	\$25.00
	Vendor Total:					\$25.00
JOHN HAMNER	DV 022916	MATH REVIEW CLASS	\$225.00	82024411-57100	CONFERENCE & TRAINING	\$225.00
	Vendor Total:					\$225.00
JONAH FREEDMAN	DV 022416	REIMBURSEMENT OF SEWER LATERAL	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
	Vendor Total:					\$2,000.00
KELLY-MOORE PAINT COMPANY INC	9100000023229 3	MISC. MATERIALS AS NEEDED, FYE	\$11.26	69122700-54100	SUPPLIES	\$11.26

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
KELLY-MOORE PAINT COMPANY INC	9100000023239 9	MISC. MATERIALS AS NEEDED, FYE	\$11.26	69122700-54100	SUPPLIES	\$11.26
	9100000023195 2	MISC. MATERIALS AS NEEDED, FYE	\$82.78	69122700-54100	SUPPLIES	\$82.78
					Vendor Total:	\$105.30
KIMBALL MIDWEST	4715219	PARTS	\$269.23	20324100-54100	SUPPLIES	\$269.23
					Vendor Total:	\$269.23
MATHESON TRI-GAS INC	12733719	OXYGEN & MISC AS NEEDED, FYE 2	\$34.52	82024411-54100	SUPPLIES	\$34.52
					Vendor Total:	\$34.52
MENDO MILL & LUMBER CO	K11116/1	SUPPLIES	\$711.03	10521210-54100	SUPPLIES	\$711.03
					Vendor Total:	\$711.03
MENDOCINO COUNTY FARM SUPPLY	422523	MISC. SUPPLIES AS NEEDED, FYE	\$9.72	70024500-54100	SUPPLIES	\$9.72
					Vendor Total:	\$9.72
MENTON BUILDERS INC	152	SUPPLIES	\$1,100.00	31022700-80230	INFRASTRUCTURE	\$1,100.00
					Vendor Total:	\$1,100.00
MICHELLE WHYBURN	TA 03/04/16	TRAVEL ADVANCE	\$25.00	82024411-57100	CONFERENCE & TRAINING	\$25.00
					Vendor Total:	\$25.00
NORTH BAY PROFESSIONAL OFFICIALS INC	030116	OFFICIATE ADULT BASKETBALL GAM	\$4,335.00	10022821-52100	CONTRACTED SERVICES	\$4,335.00
					Vendor Total:	\$4,335.00
ONE TIME PAY VENDOR	153479	UNIFORM EXPENSE	\$456.05	10024220-54120	PW - SPECIAL SUPPLIES	\$456.05
	81813-8	UTILITIES REFUND	\$108.00	94000000-10420	UTILITY RECEIVABLES	\$108.00
	114462-5	UTILITY REFUND	\$168.05	90100000-10421	UTILITY RECEIVABLES CLEARING	\$168.05
					Vendor Total:	\$732.10

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONESOURCE DISTRIBUTORS LLC	S4973605.001	PARTS	\$287.67	80000000-12104	INVENTORY - PURCHASES	\$287.67
	S4973605.002	PARTS	\$344.50	80000000-12104	INVENTORY - PURCHASES	\$344.50
	S4987933.003	PARTS	\$521.60	80000000-12104	INVENTORY - PURCHASES	\$521.60
	S4986503.001	PARTS	\$299.51	80026110-54100	SUPPLIES	\$299.51
Vendor Total:						\$1,453.28
OREN THOMPSON	02262016	MISC PARTY RENTALS & SUPPLIES	\$557.49	73022600-54100	SUPPLIES	\$557.49
	Vendor Total:					\$557.49
PACE SUPPLY CORPORATION	023174196	MISCELLANEOUS ITEMS AS NEEDED,	\$12.06	82024411-56300	BUILDING MAINT. & REPAIR	\$0.06
				82024411-56300	BUILDING MAINT. & REPAIR	\$12.06
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.06)
	023172014	MISCELLANEOUS ITEMS AS NEEDED,	\$16.05	82024411-56300	BUILDING MAINT. & REPAIR	\$0.08
				82024411-56300	BUILDING MAINT. & REPAIR	\$16.05
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.08)
	023165693	MISCELLANEOUS ITEMS AS NEEDED,	\$34.10	82024411-56300	BUILDING MAINT. & REPAIR	\$0.16
				82024411-56300	BUILDING MAINT. & REPAIR	\$34.10
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.16)
	023089859-1	MISCELLANEOUS ITEMS AS NEEDED,	\$80.13	82024411-56300	BUILDING MAINT. & REPAIR	\$0.37
				82024411-56300	BUILDING MAINT. & REPAIR	\$80.13
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.37)
	023166450	MISCELLANEOUS ITEMS AS NEEDED,	\$110.20	82024411-56300	BUILDING MAINT. & REPAIR	\$0.52

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023166450	MISCELLANEOUS ITEMS AS NEEDED,	\$110.20	82024411-56300	BUILDING MAINT. & REPAIR	\$110.20
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.52)
					Vendor Total:	\$252.54
PACIFIC ECORISK INC	11709	ENVIRONMENTAL AND ECOLOGICAL S	\$581.00	84024425-52100	CONTRACTED SERVICES	\$581.00
					Vendor Total:	\$581.00
PAPA	DV 02242016	QAC CONTINUED EDUCATION	\$320.00	10022100-57100	CONFERENCE & TRAINING	\$320.00
					Vendor Total:	\$320.00
PAUL & HING CHAN FAMILY ENT LP	MAR-16	RENTAL FACILITY	\$1,365.00	10022100-52600	RENT	\$1,365.00
					Vendor Total:	\$1,365.00
PLAYCORE WISCONSIN	PJI-0030027	BUILDINGS AND STRUCTURES: FABR	\$14,418.02	30022200-54100	SUPPLIES	\$270.00
				30022200-54100	SUPPLIES	\$14,148.02
					Vendor Total:	\$14,418.02
PUBLIC FINANCIAL MANAGEMENT	PFFM	FINANCIAL ADVISORY SERVICES	\$6,022.52	10015100-52100	CONTRACTED SERVICES	\$6,022.52
					Vendor Total:	\$6,022.52
PUBLIC SERVICE DEPARTMENT	022516-9690	SEWER USAGE	\$213.00	31122870-55210	UTILITIES	\$213.00
					Vendor Total:	\$213.00
R J THOMAS MANUFACTURING COMPANY INC	00181356	PARK, PLAYGROUND, RECREATIONAL	\$2,330.00	30022200-54100	SUPPLIES	\$2,330.00
					Vendor Total:	\$2,330.00
RANDY ENGLE	8666	DATA PROCESSING, COMPUTER, PRO	\$1,250.00	82024410-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$312.50

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RANDY ENGLE	8666	DATA PROCESSING, COMPUTER, PRO	\$1,250.00	84024420-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$937.50
					Vendor Total:	\$1,250.00
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	DV 030116	MAR 2016 REMIF	\$198,696.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$396.00
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,296.00
				20700000-20520	P/R DEDUCT.- MEDICAL INS	\$7,721.00
				20700000-20520	P/R DEDUCT.- MEDICAL INS	\$171,762.00
				20700000-20510	REMIF DENTAL	\$14,079.00
				20700000-20511	REMIF VISION	\$2,442.00
					Vendor Total:	\$198,696.00
ROY DOUGLASS	20122	ANNUAL & QTRLY 2 YR SERVICE ON	\$674.50	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$674.50
					Vendor Total:	\$674.50
SAFETY-KLEEN CORPORATION	69269469	PART WASHER SERVICE AS NEEDED,	\$427.73	20324100-52100	CONTRACTED SERVICES	\$427.73
					Vendor Total:	\$427.73
SHANNON PETERSON	dv 022216	REIMBURSEMENT FOR SEWER LATERAL	\$1,930.00	84424422-52100	CONTRACTED SERVICES	\$1,930.00
					Vendor Total:	\$1,930.00
SHAPE PRODUCTS	4003372	SUPPLIES	\$736.42	84024425-54100	SUPPLIES	\$736.42
					Vendor Total:	\$736.42
SIERRA CHEMICAL	SLS10030570	SODIUM HYDROCHLORITE 12.5% PER	\$3,148.29	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$3,148.29
					Vendor Total:	\$3,148.29
SONOMA COUNTY REGIONAL PARKS	DV 02242016	PEST CONTROL SEMINAR	\$225.00	10022100-57100	CONFERENCE & TRAINING	\$225.00
					Vendor Total:	\$225.00

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES ADVANTAGE	3291638720	SUPPLIES	\$109.07	10013400-54100	SUPPLIES	\$86.35
				20413500-54100	SUPPLIES	\$22.72
	3291638719	SUPPLIES	\$41.61	20513300-54100	SUPPLIES	\$41.61
	3291638718	SUPPLIES	\$210.25	73022600-54100	SUPPLIES	\$210.25
Vendor Total: -----						\$360.93
STAPLES CARD	80336	OFFICE SUPPLIES, MISC AS NEEDE	\$42.80	20922900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$42.80
	48295	OFFICE SUPPLIES, MISC AS NEEDE	\$89.28	10016100-54160	HR - CITY LIABILITY & CONTRACT	\$89.28
	88637	OFFICE SUPPLIES, MISC AS NEEDE	\$55.12	10520210-54202	MAJOR CRIME INVETIGATIONS	\$55.12
	83469	OFFICE SUPPLIES, MISC AS NEEDE	\$31.12	10024220-54120	PW - SPECIAL SUPPLIES	\$31.12
	45100	OFFICE SUPPLIES, MISC AS NEEDE	\$7.33	10013400-54100	SUPPLIES	\$7.33
	94376	OFFICE SUPPLIES, MISC AS NEEDE	\$41.08	10023320-54100	SUPPLIES	\$41.08
	92753	OFFICE SUPPLIES, MISC AS NEEDE	\$41.07	69122700-54100	SUPPLIES	\$41.07
	86967	OFFICE SUPPLIES, MISC AS NEEDE	\$58.91	75017110-54100	SUPPLIES	\$58.91
	92740	OFFICE SUPPLIES, MISC AS NEEDE	\$21.61	77725200-54100	SUPPLIES	\$21.61
	86522	OFFICE SUPPLIES, MISC AS NEEDE	\$52.98	77725200-54100	SUPPLIES	\$52.98
	45839	OFFICE SUPPLIES, MISC AS NEEDE	\$6.48	80026400-54100	SUPPLIES	\$6.48
	48021	OFFICE SUPPLIES, MISC AS NEEDE	\$27.02	80026400-54100	SUPPLIES	\$27.02
	87999	OFFICE SUPPLIES, MISC AS NEEDE	\$41.07	80026400-54100	SUPPLIES	\$41.07
	87576	OFFICE SUPPLIES, MISC AS NEEDE	\$71.12	80026400-54100	SUPPLIES	\$71.12

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES CARD	93634	OFFICE SUPPLIES, MISC AS NEEDE	\$41.07	82024410-54100	SUPPLIES	\$41.07
	89442	OFFICE SUPPLIES, MISC AS NEEDE	(\$0.01)	82024411-54100	SUPPLIES	(\$0.01)
	45116	OFFICE SUPPLIES, MISC AS NEEDE	\$58.99	82024411-54100	SUPPLIES	\$58.99
	20204	OFFICE SUPPLIES, MISC AS NEEDE	\$138.35	82024411-54100	SUPPLIES	\$138.35
	19767	OFFICE SUPPLIES, MISC AS NEEDE	\$27.03	84024425-54100	SUPPLIES	\$27.03
Vendor Total:						\$852.42
STATE OF CALIFORNIA	150464	BLOOD ALCOHOL ANALYSIS	\$245.00	10520210-52100	CONTRACTED SERVICES	\$245.00
	Vendor Total:					\$245.00
STATE WATER RESOURCES CONTROL BOARD	DV 022916	FORM 1602 APPLICATION FEE	\$1,201.00	70024500-59101	FEES	\$1,201.00
	EA0416-3463	RENEW LABORATORY CERTICATION #2463	\$3,555.00	84024425-59100	PROPERTY TAXES PAID	\$3,555.00
Vendor Total:						\$4,756.00
TELEDYNE ISCO INC	S020112968	#604704028 REPLACEMENT REFRIGE	\$1,910.35	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,910.35
	Vendor Total:					\$1,910.35
TESCO CONTROLS INC	0058657-IN	Electrical Equipment (Except C	\$2,460.94	70024500-52100	CONTRACTED SERVICES	\$2,460.94
	Vendor Total:					\$2,460.94
TIM SANTO	TA 03/21-02/25/16	TRAVEL ADVANCE	\$1,956.20	80026120-57100	CONFERENCE & TRAINING	\$1,956.20
	Vendor Total:					\$1,956.20
TRIPLE S CAMERA SHOP	105282	PHOTOGRAPHY SERVICES	\$779.69	10520210-54201	PRISONER EXPENSE	\$779.69
	Vendor Total:					\$779.69
TYLER TECHNOLOGIES INC	045-151291	NON-BIDDABLE MISCELLANEOUS ITE	\$3,200.00	10013400-57100	CONFERENCE & TRAINING	\$800.00
				10016100-57100	CONFERENCE & TRAINING	\$800.00

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
TYLER TECHNOLOGIES INC	045-151291	NON-BIDDABLE MISCELLANEOUS ITE	\$3,200.00	20413500-57100	CONFERENCE & TRAINING	\$800.00
				20513300-57100	CONFERENCE & TRAINING	\$800.00
	045-153794	NON-BIDDABLE MISCELLANEOUS ITE	\$800.00	20922900-57100	CONFERENCE & TRAINING	\$800.00
	Vendor Total:					\$4,000.00
UKIAH TROPHIES & GIFTS	024099	CLOTHING: ATHLETIC, CASUAL, DR	\$1,594.84	63020210-54100	SUPPLIES	\$1,594.84
				Vendor Total:		
UNITED SITE SERVICES	114-3699406	PORTABLE TOILET RENTAL	\$136.29	80026330-54100	SUPPLIES	\$136.29
				Vendor Total:		
UNIVAR USA INC	SJ726728	SODIUM BISULFITE AS PER CONTRA	\$4,528.31	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$4,528.31
				Vendor Total:		
UPS	0000E19R54076	SHIPPING SERVICES	\$88.95	80026110-54100	SUPPLIES	\$3.65
				80026400-54100	SUPPLIES	\$85.30
				Vendor Total:		
VERIZON WIRELESS	9760766280	VOICE & DATA	\$1,308.18	10023100-54100	SUPPLIES	\$38.01
				10024210-55100	TELEPHONE	\$63.35
				10024220-55100	TELEPHONE	\$25.21
				10520210-55100	TELEPHONE	\$76.02
				20922900-55100	TELEPHONE	\$674.81
				77725200-55100	TELEPHONE	\$38.01
				80026400-55100	TELEPHONE	\$152.04
				82024410-55100	TELEPHONE	\$25.34
				82024410-55100	TELEPHONE	\$38.01

List of Checks Presented for Approval on 3/4/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
VERIZON WIRELESS	9760766280	VOICE & DATA	\$1,308.18	82024411-55100	TELEPHONE	\$38.01
				84024420-55100	TELEPHONE	\$25.34
				84024421-55100	TELEPHONE	\$114.03
				Vendor Total:		\$1,308.18
WALMART COMMUNITY	3458	MISC ITEMS AS NEEDED, FYE 2016	\$26.73	10520210-54100	SUPPLIES	\$26.73
	4839	MISC ITEMS AS NEEDED, FYE 2016	\$33.73	73022600-54100	SUPPLIES	\$33.73
	2597	MISC ITEMS AS NEEDED, FYE 2016	\$11.96	80026400-54100	SUPPLIES	\$11.96
	8434	MISC ITEMS AS NEEDED, FYE 2016	\$38.35	82024411-54100	SUPPLIES	\$38.35
Vendor Total:						\$110.77
WATERUSE ASSOCIATION	DV.02.24.16	2016 CA WATEREUSE CONFERENCE	\$605.00	84024420-57100	CONFERENCE & TRAINING	\$605.00
	DV022416	2016 CA WATEREUSE CONFERENCE	\$605.00	84024420-57100	CONFERENCE & TRAINING	\$605.00
	DV 022616	2016 CA WATEREUSE CONFERENCE	\$605.00	84024425-57100	CONFERENCE & TRAINING	\$605.00
	DV02262016	2016 CA WATEREUSE CONFERENCE	\$605.00	84024425-57100	CONFERENCE & TRAINING	\$605.00
Vendor Total:						\$2,420.00
WELLS FARGO BANK NA	1284459	TRUSTEE & ADMIN FEES	\$1,800.00	84124426-52500	TRUSTEE FEES	\$1,800.00
Vendor Total:						\$1,800.00
WONDERWARE NOR CAL C/O E AND M	282529	PARTS	\$1,046.15	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,046.15
Vendor Total:						\$1,046.15

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
XIUGUANG LI	DV 021816	REIMBURSEMENT FOR REPLACEMENT OF SEWER LATERAL	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
						Vendor Total: \$2,000.00
						INVOICE TOTAL: <u>\$468,668.62</u>

List of Checks Presented for Approval on 3/11/2016

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

 3-17-16
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCONTEMPS	44747866	A/P BACKFILL - JOANNA MONTES	\$280.00	10013400-52100	CONTRACTED SERVICES	\$280.00
	44960294	A/P BACKFILL - JOANNA MONTES	\$840.00	10013400-52100	CONTRACTED SERVICES	\$840.00
	45107408	A/P BACKFILL - JOANNA MONTES	\$840.00	10013400-52100	CONTRACTED SERVICES	\$840.00
	44658782	A/P BACKFILL - JOANNA MONTES	\$1,120.00	10013400-52100	CONTRACTED SERVICES	\$1,120.00
	44973791	A/P BACKFILL - JOANNA MONTES	\$1,120.00	10013400-52100	CONTRACTED SERVICES	\$1,120.00
	45171945	A/P BACKFILL - JOANNA MONTES	\$1,120.00	10013400-52100	CONTRACTED SERVICES	\$1,120.00
	44852462	A/P BACKFILL - JOANNA MONTES	\$1,330.00	10013400-52100	CONTRACTED SERVICES	\$1,330.00
	45225751	A/P BACKFILL - JOANNA MONTES	\$1,330.00	10013400-52100	CONTRACTED SERVICES	\$1,330.00
	44903565	A/P BACKFILL - JOANNA MONTES	\$1,347.50	10013400-52100	CONTRACTED SERVICES	\$1,347.50
	45058844	A/P BACKFILL - JOANNA MONTES	\$1,400.00	10013400-52100	CONTRACTED SERVICES	\$1,400.00
					Vendor Total:	\$10,727.50
ACCURATE FORKLIFT INC	011037435	EQUIPMENT MAINTENANCE	\$534.06	84024425-52100	CONTRACTED SERVICES	\$534.06
	011037382	SUPPLIES	\$20.87	80026400-56130	EXTERNAL SERVICES	\$20.87
	011037305	ENVIRONMENTAL AND ECOLOGICAL S	\$756.72	80026400-56130	EXTERNAL SERVICES	\$756.72
					Vendor Total:	\$1,311.65

List of Checks Presented for Approval on 3/11/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACME RIGGING & SUPPLY CO	276166	MISC RENTAL & SUPPLIES AS NEED	\$38.70	10521210-56130	EXTERNAL SERVICES	\$38.70
	276046	MISC RENTAL & SUPPLIES AS NEED	\$113.51	80026110-54100	SUPPLIES	\$113.51
	276018	MISC RENTAL & SUPPLIES AS NEED	\$47.56	80026400-54100	SUPPLIES	\$47.56
Vendor Total:						\$199.77
ALPHA ANALYTICAL LABORATORIES INC	6021557-UKIAH	ANALYZE WATER SAMPLES FOR TTHM	\$300.00	82024411-52100	CONTRACTED SERVICES	\$300.00
	6021241- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$255.00	84024425-52100	CONTRACTED SERVICES	\$255.00
	6022479- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$255.00	84024425-52100	CONTRACTED SERVICES	\$255.00
	6021878- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$260.00	84024425-52100	CONTRACTED SERVICES	\$260.00
	6020805- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6021376- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6022134- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6022745- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6022507- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$380.00	84024425-52100	CONTRACTED SERVICES	\$380.00
	6012962- UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	\$874.00	84024425-52100	CONTRACTED SERVICES	\$874.00
Vendor Total:						\$3,408.00
ALSCO-AMERICAN LINEN DIVISION	LSRO886500	LAUNDRY SERVICES	\$204.74	20324100-52100	CONTRACTED SERVICES	\$204.74
	LSRO889493	LAUNDRY SERVICES	\$204.74	20324100-52100	CONTRACTED SERVICES	\$204.74
Vendor Total:						\$409.48
AMADOU CAMARA	DV 022616	INSTRUCTOR	\$291.20	10022850-52100	CONTRACTED SERVICES	\$291.20
Vendor Total:						\$291.20

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ANDREW SNYDER	UA022616	UNIFORM ALLOWANCE	\$250.84	10520210-51270	UNIFORM ALLOWANCE	\$250.84
					Vendor Total:	\$250.84
ARROW FENCING	75460	FENCING SERVICES	\$190.00	10022100-54100	SUPPLIES	\$190.00
					Vendor Total:	\$190.00
AVLAB	0285910-IN	SUPPLIES	\$229.02	77725200-58401	AVIATION FUEL	\$229.02
					Vendor Total:	\$229.02
BORGES & MAHONEY INC	137517	SUPPLIES	\$74.99	84024425-52100	CONTRACTED SERVICES	\$74.99
					Vendor Total:	\$74.99
BURLINGAME ENGINEERS INC	BER6798	PARTS	\$388.16	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$388.16
					Vendor Total:	\$388.16
CHEVRON AND TEXACO BUSINESS CARD SVCS	46626749	FUEL AS NEEDED	\$498.42	10520210-56210	FUEL & FLUIDS	\$498.42
					Vendor Total:	\$498.42
CLARK PEST CONTROL	18082404	PEST CONTROL SVCS	\$181.35	80026130-52100	CONTRACTED SERVICES	\$181.35
	18063300	PEST CONTROL SVCS	\$72.89	80026330-52100	CONTRACTED SERVICES	\$72.89
					Vendor Total:	\$254.24
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-496135	ELECTRICAL EQUIPMENT AND SUPPL	\$1,321.37	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$6.14)
				80000000-12104	INVENTORY - PURCHASES	\$6.14
				80000000-12104	INVENTORY - PURCHASES	\$1,321.37
					Vendor Total:	\$1,321.37
COUNTY OF MENDOCINO	201511--4	SPANISH MTN SUBLEASE MO RENT-N	(\$385.00)	20620231-52100	CONTRACTED SERVICES	(\$385.00)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COUNTY OF MENDOCINO	MAR16	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00
	201511-4	RADIO MAINTENANCE NOV 2015	\$385.00	20620231-52100	CONTRACTED SERVICES	\$385.00
	Vendor Total: -----					\$50.00
DAVID RAPPORT	6379	LEGAL SERVCIES FOR FY 15/16	\$28,999.75	84424422-52100	CONTRACTED SERVICES	\$1,132.25
				84424422-52100	CONTRACTED SERVICES	\$11,645.18
				10014000-52150	LEGAL SERVICES/EXPENSES	\$1,964.06
				10014000-52150	LEGAL SERVICES/EXPENSES	\$2,896.76
				10514000-52150	LEGAL SERVICES/EXPENSES	\$5,807.87
				20414000-52150	LEGAL SERVICES/EXPENSES	\$289.23
				80014000-52150	LEGAL SERVICES/EXPENSES	\$1,253.32
				82014000-52150	LEGAL SERVICES/EXPENSES	\$1,363.18
				84014000-52150	LEGAL SERVICES/EXPENSES	\$322.86
				90214000-52150	LEGAL SERVICES/EXPENSES	\$2,114.28
				90214000-52140	LITIGATION EXPENSES	\$210.76
				Vendor Total: -----		
DEEP VALLEY SECURITY	291447.0	SECURITY SYSTEM AT OBSERVATORY	\$39.95	10022100-52180	SECURITY SERVICES	\$39.95
	291447	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

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DEEP VALLEY SECURITY	291447	ALARM SERVICES AS REQUIRED, FY	\$481.35	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
				Vendor Total:		\$521.30
DON WADDINGTON	TA 03/18- 03/19/16	TRAVEL ADVANCE	\$205.34	82024414-57100	CONFERENCE & TRAINING	\$205.34
				Vendor Total:		\$205.34
DONALD KNIGHT	018801	SIGNAGE SERVICES	\$182.96	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$182.96
				Vendor Total:		\$182.96
E & M ELECTRIC & MACHINERY, INC	282816	CONTRACTED SERVICES	\$600.00	84024425-52100	CONTRACTED SERVICES	\$600.00
				Vendor Total:		\$600.00
EBA ENGINEERING	28701	LANDFILL ENGINEERING SERVICES	\$11,035.41	70224500-52100	CONTRACTED SERVICES	\$11,035.41
				Vendor Total:		\$11,035.41
EFAX CORPORATE C/O J2 GLOBAL COMMUNICATIONS	741331	EFAX SERVICES	\$130.80	10012200-55100	TELEPHONE	\$130.80
				Vendor Total:		\$130.80
ELLIES MUTT HUT	698765	INTERVIEW LUNCH	\$60.77	10016100-54163	HR - INTERVIEW SUPPLIES	\$60.77
				Vendor Total:		\$60.77
ERNEST WIPF	38134	DELIVERY OF VARIOUS MATERIALS	\$543.84	84024421-54100	SUPPLIES	\$543.84
				Vendor Total:		\$543.84

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
EVOQUA WATER TECHNOLOGIES LLC	902516025	SUPPLIES	\$402.23	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$402.23
					Vendor Total:	\$402.23
FARWEST LINE SPECIALTIES	203499	SUPPLIES	\$593.75	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.66)
				80026110-54102	SMALL TOOLS	\$0.66
				80026110-54102	SMALL TOOLS	\$593.75
	203708	SUPPLIES	\$885.87	80026110-54100	SUPPLIES	\$885.87
					Vendor Total:	\$1,479.62
FASTENAL	CAUKA18701	PARTS	\$18.89	10024220-54120	PW - SPECIAL SUPPLIES	\$18.89
	CAUKA16538	SUPPLIES	\$183.84	30122210-54100	SUPPLIES	\$183.84
					Vendor Total:	\$202.73
FILETRAIL	2016-0117	HOSTED FILE MANAGMENT SYSTEM	\$475.00	10011100-52100	CONTRACTED SERVICES	\$475.00
					Vendor Total:	\$475.00
GENERAL PACIFIC INC	1251981	ELECTRICAL EQUIPMENT AND SUPPL	\$5,588.76	80000000-12104	INVENTORY - PURCHASES	\$5,588.76
	1250250	SUPPLIES	\$929.88	80026200-54100	SUPPLIES	\$929.88
					Vendor Total:	\$6,518.64
GI JOES ARMY-NAVY	118545	MISC ITEMS AS NEEDED, FYE 2016	\$99.45	82024411-54100	SUPPLIES	\$99.45
					Vendor Total:	\$99.45
GINA GRECO	DV 030216	INSTRUCTOR	\$1,494.50	10022850-52100	CONTRACTED SERVICES	\$1,494.50
					Vendor Total:	\$1,494.50
GRAINGER INC	9029118487	SUPPLIES	\$137.12	80026330-54100	SUPPLIES	\$137.12

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GRAINGER INC	9016444250	SUPPLIES	\$499.99	80026330-54100	SUPPLIES	\$499.99
					Vendor Total:	\$637.11
GRANITE CONSTRUCTION COMPANY	941545	MISC ROCK & ROAD PATCH MTLs AS	\$171.61	82024414-54100	SUPPLIES	\$171.61
					Vendor Total:	\$171.61
GREG BLANCETT	TA 03/23-03/26/16	TRAVEL ADVANCE	\$407.00	84024425-57100	CONFERENCE & TRAINING	\$407.00
					Vendor Total:	\$407.00
GRILL BROS PARTNERSHIP	206522-2	EQUIPMENT & MACHINERY RENTAL A	\$123.25	82024414-54100	SUPPLIES	\$123.25
					Vendor Total:	\$123.25
HACH COMPANY	9792562	SUPPLIES	\$589.80	84024425-54100	SUPPLIES	\$589.80
					Vendor Total:	\$589.80
HADLEYS INDUSTRIES	3902	SUPPLIES	\$484.38	80026400-54100	SUPPLIES	\$484.38
					Vendor Total:	\$484.38
HOPLAND FIRE PROTECTION DIST	03032016	SERVICES OF FIRE CHIEF JOHN BA	\$3,500.00	10521210-52100	CONTRACTED SERVICES	\$3,500.00
					Vendor Total:	\$3,500.00
INTERCOUNTY MECHANICAL & ELECTRICAL INC	5056	EQUIPMENT MAINTENANCE & REPAIR	\$284.30	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$284.30
					Vendor Total:	\$284.30
INTERNATIONAL ASSOC OF FIRE CHIEFS	IAFC ID 100897	MEMBERSHIP FOR DIVISION CHIEF KIRK THOMSEN	\$304.00	10521210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$304.00
					Vendor Total:	\$304.00
JENNIFER COURSEY	1092	DRUG ED COLUMN/PRFM RPT CARD	\$1,331.25	63020210-52100	CONTRACTED SERVICES	\$1,331.25
					Vendor Total:	\$1,331.25

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
JOAN KELLY	DV 030716	EMPLOYEE REIMBURSEMENT	\$450.00	84024425-54100	SUPPLIES	\$450.00
					Vendor Total:	\$450.00
JOHN AGUILAR	TA 03/18-03/18/16	TRAVEL ADVANCE	\$205.34	82024414-57100	CONFERENCE & TRAINING	\$205.34
					Vendor Total:	\$205.34
KIMBALL MIDWEST	4738263	PARTS	\$525.30	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$525.30
					Vendor Total:	\$525.30
LES SCHWAB TIRE CENTER	64000226354	MISCELLANEOUS TIRE SERVICES AS	\$121.50	10520210-56130	EXTERNAL SERVICES	\$121.50
					Vendor Total:	\$121.50
MARK ASHIKU	DV 022916	UTILITIES REFUND	\$5,653.56	90100000-10421	UTILITY RECEIVABLES CLEARING	\$5,653.56
					Vendor Total:	\$5,653.56
MEL GRANDI	DV 021716	EMPLOYEE REIMBURSEMENT	\$1,495.00	80026110-57100	CONFERENCE & TRAINING	\$895.00
				80026400-57100	CONFERENCE & TRAINING	\$600.00
					Vendor Total:	\$1,495.00
MENDOCINO ANIMAL HOSPITAL	131391	CANINE CARE SERVICE	\$85.00	10520210-54100	SUPPLIES	\$85.00
					Vendor Total:	\$85.00
MENDOCINO COUNTY FARM SUPPLY	423259	MISC. SUPPLIES AS NEEDED, FYE	\$15.12	20824300-56210	FUEL & FLUIDS	\$15.12
	423355	MISC. SUPPLIES AS NEEDED, FYE	\$619.88	10022100-54100	SUPPLIES	\$619.88
					Vendor Total:	\$635.00
MICHELLE MORSE	TA 03/20-03/24/16	TRAVEL ADVANCE	\$780.00	10520210-57100	CONFERENCE & TRAINING	\$780.00
					Vendor Total:	\$780.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MOIRS	127905	MISC POOL SUPPLIES AS NEEDED,	\$330.11	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$330.11
	127994	MISC POOL SUPPLIES AS NEEDED,	\$387.63	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$387.63
	Vendor Total: -----					\$717.74
MOTOROLA SOLUTIONS INC	41219190	Emergency Radio/Telephone Syst	\$185,975.00	20620231-80100	MACHINERY & EQUIPMENT	\$185,975.00
	Vendor Total: -----					\$185,975.00
NAPA AUTO PARTS	922227	PARTS	\$11.31	82024411-56300	BUILDING MAINT. & REPAIR	\$11.31
	923021	PARTS	\$10.02	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10.02
	925615	PARTS	\$54.05	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$54.05
	922314	PARTS	\$92.23	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$92.23
	923026	PARTS	\$18.99	10022100-56130	EXTERNAL SERVICES	\$18.99
	926493	PARTS	\$24.51	10024220-56130	EXTERNAL SERVICES	\$24.51
	922114	PARTS	\$7.17	10520210-56130	EXTERNAL SERVICES	\$7.17
	921806	PARTS	\$15.35	10520210-56130	EXTERNAL SERVICES	\$15.35
	926364	PARTS	\$20.44	10520210-56130	EXTERNAL SERVICES	\$20.44
	921862	PARTS	\$48.09	10520210-56130	EXTERNAL SERVICES	\$48.09
	922821	PARTS	\$9.39	77725200-56130	EXTERNAL SERVICES	\$9.39
	921961	PARTS	\$11.34	77725200-56130	EXTERNAL SERVICES	\$11.34
	925354	PARTS REFUND	(\$219.28)	82024411-56130	EXTERNAL SERVICES	(\$219.28)
	925220	PARTS	\$7.38	82024411-56130	EXTERNAL SERVICES	\$7.38
	925186	PARTS	\$464.06	82024411-56130	EXTERNAL SERVICES	\$464.06
	922324	PARTS	\$16.15	84024425-56130	EXTERNAL SERVICES	\$16.15
	923463	PARTS	\$25.82	84024425-56210	FUEL & FLUIDS	\$25.82

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
NAPA AUTO PARTS	922424	PARTS	\$21.81	82024411-54102	SMALL TOOLS	\$21.81
	926404	PARTS	\$102.71	84024425-54102	SMALL TOOLS	\$102.71
	923608	PARTS	\$27.64	10022100-54100	SUPPLIES	\$27.64
	923094	PARTS	\$12.51	80026200-54100	SUPPLIES	\$12.51
Vendor Total: -----						\$781.69
NOR-CAL RECYCLED ROCK & AGGREGATES INC	11215	SUPPLIES	\$369.79	10024220-54122	PW - AGGREGATE BASE	\$369.79
	Vendor Total: -----					\$369.79
ONE TIME PAY VENDOR	1591	CANCELED PERMIT REFUND	\$177.83	10023300-42210	BUILDING PERMITS	\$52.17
				10023300-42210	BUILDING PERMITS	\$107.95
				90000000-23027	BUILDING STDS ADMIN SPEC FD	\$1.00
				90000000-23234	GENERAL PLAN UPDATE FEES	\$16.19
				90000000-23005	STRONG MOTION INSTR. PROG.	\$0.52
	DV 030116	CANCELED COUCIL CHAMBERS RENTAL REFUND	\$250.00	10000000-46610	COUNCIL CHAMBER RENTALS	\$250.00
	DV 022416	HEALTH INSURANCE REFUND	\$110.50	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$110.50
	DV 022616	GIRLS YOUTH SOFTBALL REFUND	\$60.00	10022832-44915	RECREATION PROGRAM INCOME	\$60.00
	066852	SOUND REINFORCEMENT SERVICES	\$500.00	73022600-54100	SUPPLIES	\$500.00
	111814.0	UTILITIES REFUND	\$21.18	90100000-10421	UTILITY RECEIVABLES CLEARING	\$21.18
	113192-9	UTILITIES REFUND	\$72.71	90100000-10421	UTILITY RECEIVABLES CLEARING	\$72.71
	111313-3	UTILITIES REFUND	\$1,153.66	90100000-10421	UTILITY RECEIVABLES CLEARING	\$1,153.66
	DV 030716	UTILITIES REFUND	\$1,969.04	90100000-10421	UTILITY RECEIVABLES CLEARING	\$1,969.04
Vendor Total: -----						\$4,314.92

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONLINE INFORMATION SRVS INC	698825	UTILITY EXCHANGE REPORTING FY1	\$210.90	20513300-52100	CONTRACTED SERVICES	\$210.90
					Vendor Total:	\$210.90
OREILLY AUTO PARTS	2707-196482	PARTS	\$41.07	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.19)
				20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.19
				20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$41.07
	2707-192869	PARTS	\$240.59	10520210-56130	EXTERNAL SERVICES	\$240.59
	2707-194539	PARTS	\$821.94	10520210-56130	EXTERNAL SERVICES	\$821.94
					Vendor Total:	\$1,103.60
PACE SUPPLY CORPORATION	023185459	MISCELLANEOUS ITEMS AS NEEDED,	\$142.53	20822500-56300	BUILDING MAINT. & REPAIR	\$0.67
				20822500-56300	BUILDING MAINT. & REPAIR	\$142.53
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.67)
	023180370	MISCELLANEOUS ITEMS AS NEEDED,	\$49.55	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.23)
				82024414-54100	SUPPLIES	\$0.23
				82024414-54100	SUPPLIES	\$49.55
					Vendor Total:	\$192.08
PETERSON CAT	PC060129277	MISC PARTS AS NEEDED, FYE 2016	\$244.50	10520210-56130	EXTERNAL SERVICES	\$244.50
					Vendor Total:	\$244.50
PG&E CO	MAR16-0853	UTILITIES	\$3,199.97	31122870-55210	UTILITIES	\$3,199.97
					Vendor Total:	\$3,199.97

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PHILLIPS SEABROOK ASSOCIATES	6058	STRUCT ENNG/PLAN CHCK/SUBSTIT	\$740.00	10023320-52100	CONTRACTED SERVICES	\$740.00
					Vendor Total:	\$740.00
PORTOLA SYSTEMS INC	33118	I.T. SERVICES AS NEEDED	\$1,040.00	20922900-52100	CONTRACTED SERVICES	\$1,040.00
	33120	I.T. SERVICES AS NEEDED	\$1,962.50	20922900-52100	CONTRACTED SERVICES	\$1,962.50
	33116	I.T. SERVICES AS NEEDED	\$2,320.00	20922900-52100	CONTRACTED SERVICES	\$2,320.00
	33119	I.T. SERVICES AS NEEDED	\$5,181.25	20922900-52100	CONTRACTED SERVICES	\$5,181.25
					Vendor Total:	\$10,503.75
PR BUSHBY SHARPENING INC	535276	SUPPLIES	\$37.30	10022100-54100	SUPPLIES	\$37.30
	540814	SUPPLIES	\$65.00	10022100-54100	SUPPLIES	\$65.00
					Vendor Total:	\$102.30
RAINBOW AGRICULTURAL SERVICES	5274573-01	PARTS & MISC SUPPLIES AS NEEDE	\$3.08	10024220-56130	EXTERNAL SERVICES	\$3.08
	5274573-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.48	10024220-56130	EXTERNAL SERVICES	\$43.48
	5281215-00	PARTS & MISC SUPPLIES AS NEEDE	\$22.44	84024421-56130	EXTERNAL SERVICES	\$22.44
	5279951-00	PARTS & MISC SUPPLIES AS NEEDE	\$270.30	10022100-54102	SMALL TOOLS	\$270.30
	5279969-02	PARTS & MISC SUPPLIES AS NEEDE	\$5.38	10022100-54100	SUPPLIES	\$5.38
	5281830-00	PARTS & MISC SUPPLIES AS NEEDE	\$13.60	10022100-54100	SUPPLIES	\$13.60
	5284218-00	PARTS & MISC SUPPLIES AS NEEDE	\$32.42	10520210-54100	SUPPLIES	\$32.42
	5288362-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5282196-00	PARTS & MISC SUPPLIES AS NEEDE	\$54.05	10520210-54100	SUPPLIES	\$54.05

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RAINBOW AGRICULTURAL SERVICES	5285041-00	PARTS & MISC SUPPLIES AS NEEDE	\$54.05	10520210-54100	SUPPLIES	\$54.05
	5288375-00	PARTS & MISC SUPPLIES AS NEEDE	\$54.05	10520210-54100	SUPPLIES	\$54.05
	5281991-00	PARTS & MISC SUPPLIES AS NEEDE	\$86.48	10520210-54100	SUPPLIES	\$86.48
	5285434-00	PARTS & MISC SUPPLIES AS NEEDE	\$91.87	10520210-54100	SUPPLIES	\$91.87
	5289170-00	PARTS & MISC SUPPLIES AS NEEDE	\$34.59	82024411-54100	SUPPLIES	\$34.59
Vendor Total: -----						\$809.03
RAUL RAMOS	DV 022516	EMPLOYEE REIMBURSEMENT	\$206.00	10022100-57100	CONFERENCE & TRAINING	\$206.00
					Vendor Total: -----	
REDWOOD COAST FUELS	1769546	CARDLOCK FUEL PURCHASES, FYE 2	\$25.82	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$25.82
	1766998	CARDLOCK FUEL PURCHASES, FYE 2	\$32.28	80026400-56130	EXTERNAL SERVICES	\$32.28
	0055291	CARDLOCK FUEL PURCHASES, FYE 2	\$474.83	77725200-56210	FUEL & FLUIDS	\$474.83
	1767658	CARDLOCK FUEL PURCHASES, FYE 2	\$12.91	82024411-56210	FUEL & FLUIDS	\$12.91
	0055868	CARDLOCK FUEL PURCHASES, FYE 2	\$885.14	82024411-56210	FUEL & FLUIDS	\$885.14
	1767074	CARDLOCK FUEL PURCHASES, FYE 2	\$673.19	84024425-56210	FUEL & FLUIDS	\$673.19
Vendor Total: -----						\$2,104.17
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	DV 030216	BOILER & MACHINERY INSURANCE	\$7,915.00	20212400-52523	BOILER/MACHINERY PREMIUMS	\$7,915.00
					Vendor Total: -----	
REDWOOD TREE SERVICE STATIONS INC	FEB 16	CAR WASHES & INTERIOR CLEANING	\$565.00	20822500-56300	BUILDING MAINT. & REPAIR	\$24.00
				10520210-56130	EXTERNAL SERVICES	\$541.00
				Vendor Total: -----		\$565.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SAFEWAY INC	437844	MISC SUPPLIES AS NEEDED, FYE 2	\$69.45	10016100-54167	HR - EMPLOYEE DEVELOPMENT	\$69.45
	431380	MISC SUPPLIES AS NEEDED, FYE 2	\$20.85	10010000-54100	SUPPLIES	\$20.85
	720152	MISC SUPPLIES AS NEEDED, FYE 2	\$21.21	10010000-54100	SUPPLIES	\$21.21
	438105	MISC SUPPLIES AS NEEDED, FYE 2	\$25.04	10010000-54100	SUPPLIES	\$25.04
Vendor Total:						\$136.55
SBOE SPECIAL TAXES REMIT PROCESSING	00023700315	WATER RIGHTS FEE	\$27.59	82024410-59101	FEES	\$27.59
	Vendor Total:					\$27.59
SD MYERS INC	747945	CONTRACTED SERVICES	\$720.00	80026130-52100	CONTRACTED SERVICES	\$720.00
	Vendor Total:					\$720.00
SNAP-ON INDUSTRIAL	ARV/28160270	PARTS	\$150.20	20324100-54100	SUPPLIES	\$150.20
	ARV/28162848	PARTS	\$162.57	20324100-54100	SUPPLIES	\$162.57
	Vendor Total:					\$312.77
STACY ROWE	DV 030116	INSTRUCTOR	\$288.00	10022850-52100	CONTRACTED SERVICES	\$288.00
	Vendor Total:					\$288.00
STATE WATER RESOURCES CONTROL BOARD	F.ID.123102000 2	STORM WATER PERMIT FEE	\$1,282.00	84024425-59101	FEES	\$1,282.00
	DV030816	FINES FOR ACLC 2015-0069	\$24,000.00	84024425-94700	FINES & PENALTIES	\$24,000.00
	Vendor Total:					\$25,282.00
STERLING WATER TECHNOLOGIES LLC	4923	LIQUID POLYMER-ALKYLAMINE	\$3,552.51	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$3,552.51
	4864	LIQUID POLYMER EMULSION	\$4,159.68	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$4,159.68
	Vendor Total:					\$7,712.19

List of Checks Presented for Approval on 3/11/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail			
SYAR INDUSTRIES INC	595175	ASHPALT AS NEEDED, FYE 2016	\$253.31	10024220-54121	PW - ASPHALT CONCRETE	\$253.31	
	595014	ASHPALT AS NEEDED, FYE 2016	\$265.13	10024220-54121	PW - ASPHALT CONCRETE	\$265.13	
	594655	ASHPALT AS NEEDED, FYE 2016	\$341.00	10024220-54121	PW - ASPHALT CONCRETE	\$341.00	
	595000	ASHPALT AS NEEDED, FYE 2016	\$1,788.89	84024421-54100	SUPPLIES	\$1,788.89	
	Vendor Total:					\$2,648.33	
TGIF REPAIRS INC	4863	EQUIPMENT MAINTENANCE & REPAIR SERVICES	\$190.00	10520210-54201	PRISONER EXPENSE	\$190.00	
						Vendor Total:	
TRINIDAD ARTEAGA	346161	PARTS	\$223.85	20324100-54102	SMALL TOOLS	\$223.85	
						Vendor Total:	
TROEMNER CALIBRATION SERVICES	00781644	CALIBRATION SERVICES	\$220.87	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$220.87	
						Vendor Total:	
TYCO FIRE & SECURITY (US) MANAGEMENT INC	82146497	FIRE PROTECTION EQUIPMENT AND	\$5,231.70	20822500-52100	CONTRACTED SERVICES	\$5,231.70	
						Vendor Total:	
TYLER TECHNOLOGIES INC	045-145232	DATA PROCESSING, COMPUTER, PRO	\$1,650.00	10013400-52100	CONTRACTED SERVICES	\$825.00	
					10016100-52100	CONTRACTED SERVICES	\$66.00
					10023100-52100	CONTRACTED SERVICES	\$148.50
					20413500-52100	CONTRACTED SERVICES	\$198.00
					20513300-52100	CONTRACTED SERVICES	\$412.50
	045-145231	DATA PROCESSING, COMPUTER, PRO	\$53,630.60	10013400-52100	CONTRACTED SERVICES	\$26,815.30	
					10016100-52100	CONTRACTED SERVICES	\$2,145.23
					10023100-52100	CONTRACTED SERVICES	\$4,826.75

List of Checks Presented for Approval on 3/11/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
TYLER TECHNOLOGIES INC	045-145231	DATA PROCESSING, COMPUTER, PRO	\$53,630.60	20413500-52100	CONTRACTED SERVICES	\$6,435.67
				20513300-52100	CONTRACTED SERVICES	\$13,407.65
				Vendor Total:		\$55,280.60
UKIAH DAILY JOURNAL	1641	CONTRACTED SERVICES	\$148.18	10018000-52100	CONTRACTED SERVICES	\$148.18
				Vendor Total:		\$148.18
UKIAH PAPER SUPPLY	452536	JANITORIAL SUPPLIES, MISC AS N	\$140.71	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$140.71
	I453473	JANITORIAL SUPPLIES, MISC AS N	\$128.71	10022100-54100	SUPPLIES	\$128.71
	I452734	JANITORIAL SUPPLIES, MISC AS N	\$45.16	20824300-54100	SUPPLIES	\$45.16
	I452720	JANITORIAL SUPPLIES, MISC AS N	\$189.94	20824300-54100	SUPPLIES	\$189.94
	I453614	JANITORIAL SUPPLIES, MISC AS N	\$53.05	73022600-54100	SUPPLIES	\$53.05
	452991	JANITORIAL SUPPLIES, MISC AS N	\$343.53	73022600-54100	SUPPLIES	\$343.53
	I452682	JANITORIAL SUPPLIES, MISC AS N	\$214.51	80026400-54100	SUPPLIES	\$214.51
	I453454	JANITORIAL SUPPLIES, MISC AS N	\$95.82	82024414-54100	SUPPLIES	\$95.82
	I452651	JANITORIAL SUPPLIES, MISC AS N	\$77.84	84024425-54100	SUPPLIES	\$77.84
Vendor Total:						\$1,289.27
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN17512	JANITORIAL SVCS-CORP YARD & WW	\$425.00	20824300-52100	CONTRACTED SERVICES	\$425.00
				Vendor Total:		\$425.00
UKIAH VALLEY DELI	65085	BUSINESS LUNCH	\$47.63	80026400-54100	SUPPLIES	\$47.63
				Vendor Total:		\$47.63

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
US POST OFFICE	DV 030116	POSTAGE PERMIT 243	\$3,500.00	20513300-54101	POSTAGE	\$3,500.00
					Vendor Total:	\$3,500.00
VINCENT MORSE	UA030916	UNIFORM ALLOWANCE	\$86.49	10520210-51270	UNIFORM ALLOWANCE	\$86.49
					Vendor Total:	\$86.49
WESCO DISTRIBUTION INC	477944	PARTS	\$44.33	80000000-12104	INVENTORY - PURCHASES	\$44.33
					Vendor Total:	\$44.33
WILLOW COUNTY WATER DIST	40351-022316	UTILITIES	\$20.00	31122870-55210	UTILITIES	\$20.00
	81154-022316	UTILITIES	\$31.35	84024425-58201	WATER PURCHASES	\$31.35
					Vendor Total:	\$51.35
XYLEM WATER SOLUTIONS USA INC	3556882541	PARTS	\$800.84	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$800.84
					Vendor Total:	\$800.84
					INVOICE TOTAL:	\$415,063.36

List of Checks Presented for Approval on 3/18/2016

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

 3-21-16
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ADAMSON POLICE PRODUCTS	INV205143	PARTS	\$668.34	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.66)
				10520210-56130	EXTERNAL SERVICES	\$0.66
				10520210-56130	EXTERNAL SERVICES	\$668.34
				Vendor Total:		\$668.34
ALHAMBRA NATIONAL WATER	5109554 030616	DRINKING WATER SERVICES, FYE 2	\$86.09	69122700-54100	SUPPLIES	\$7.00
				77725200-54100	SUPPLIES	\$32.48
				84024425-54100	SUPPLIES	\$46.61
				Vendor Total:		\$86.09
ALPHA ANALYTICAL LABORATORIES INC	6021490- UKIAHLF	ENVIRONMENTAL AND ECOLOGICAL S	\$570.00	70024500-52100	CONTRACTED SERVICES	\$570.00
	6021792- UKIAHLF	ENVIRONMENTAL AND ECOLOGICAL S	\$582.00	70024500-52100	CONTRACTED SERVICES	\$582.00
	6013925- UKIAHLF	ENVIRONMENTAL AND ECOLOGICAL S	\$1,551.40	70024500-52100	CONTRACTED SERVICES	\$1,551.40
	6021826- UKIAHLF	ENVIRONMENTAL AND ECOLOGICAL S	\$3,242.95	70024500-52100	CONTRACTED SERVICES	\$3,242.95
	6021793- UKIAHLF	ENVIRONMENTAL AND ECOLOGICAL S	\$3,268.95	70024500-52100	CONTRACTED SERVICES	\$3,268.95
	6021489- UKIAHLF	ENVIRONMENTAL AND ECOLOGICAL S	\$3,947.95	70024500-52100	CONTRACTED SERVICES	\$3,947.95
Vendor Total:						\$13,163.25

List of Checks Presented for Approval on 3/18/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ANIXTER	3141825-00	PARTS	\$382.24	80000000-12104	INVENTORY - PURCHASES	\$382.24
					Vendor Total:	\$382.24
ASBURY ENVIRONMENTAL SVCS	130579324	DISPOSAL OF MISC PRODUCTS AS N	\$95.00	77725200-56300	BUILDING MAINT. & REPAIR	\$95.00
					Vendor Total:	\$95.00
B & B INDUSTRIAL SUPPLY INC	175839	MISC MATERIALS AS NEEDED, FYE	\$2.08	82024411-56300	BUILDING MAINT. & REPAIR	\$2.08
	176426	MISC MATERIALS AS NEEDED, FYE	\$8.97	82024411-56300	BUILDING MAINT. & REPAIR	\$8.97
	175855	MISC MATERIALS AS NEEDED, FYE	\$10.38	82024411-56300	BUILDING MAINT. & REPAIR	\$10.38
					Vendor Total:	\$21.43
CHAMPION WIRE & CABLE	00263706	ELECTRICAL EQUIPMENT AND SUPPL	\$592.39	80000000-12104	INVENTORY - PURCHASES	\$592.39
					Vendor Total:	\$592.39
CHEVRON AND TEXACO BUSINESS CARD SVCS	46867442	FUEL AS NEEDED	\$421.11	10520210-56210	FUEL & FLUIDS	\$421.11
					Vendor Total:	\$421.11
CHRISTOPHER DEWEY	TA 04/07-04/08/16	TRAVEL ADVANCE	\$235.13	10520210-57100	CONFERENCE & TRAINING	\$235.13
					Vendor Total:	\$235.13
CINDY SAUERS	3/1 - 3/3/16	REIMBURSE TRAVEL EXPENSE	\$292.22	80026400-57100	CONFERENCE & TRAINING	\$292.22
					Vendor Total:	\$292.22
CITY SOURCED	INV-0393	DATA PROCESSING, COMPUTER, PRO	\$3,600.00	20922900-54320	SOFTWARE	\$3,600.00
					Vendor Total:	\$3,600.00
COMPUTER OPTIONS INC	BILL38463	IT SERVICES	\$1,518.75	20922900-52100	CONTRACTED SERVICES	\$1,518.75
					Vendor Total:	\$1,518.75

List of Checks Presented for Approval on 3/18/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail			
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-496426	MISC ELECTRICAL SUPPLIES AS NE	\$11.38	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.05)	
				80526610-54100	SUPPLIES	\$0.05	
				80526610-54100	SUPPLIES	\$11.38	
	8821-496400	MISC ELECTRICAL SUPPLIES AS NE	\$14.93	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.07)	
				80526610-54100	SUPPLIES	\$0.07	
				80526610-54100	SUPPLIES	\$14.93	
	8821-496378	MISC ELECTRICAL SUPPLIES AS NE	\$603.78	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.80)	
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2.80	
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$603.78	
	8821-496363	MISC ELECTRICAL SUPPLIES AS NE	\$1,197.74	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$5.56)	
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$5.56	
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,197.74	
Vendor Total:					\$1,827.83		
CONTRA COSTA COUNTY LETC	DV 030816	TRAFFIC COLLISION INVESTIGATION CLASS	\$648.00	10520210-57100	CONFERENCE & TRAINING	\$648.00	
						Vendor Total: \$648.00	
CRAWFORD & ASSOC INC	454	ENGINEERING SERVICES - HYDROELE	\$3,791.95	80026330-52100	CONTRACTED SERVICES	\$3,791.95	
						Vendor Total: \$3,791.95	
CROP PRODUCTION SERVICES	28962457	WEED,SPRAYS & CHEMS AS NEEDED,	\$180.57	10022100-54100	SUPPLIES	\$180.57	
	28974862	WEED,SPRAYS & CHEMS AS NEEDED,	\$361.14	10022100-54100	SUPPLIES	\$361.14	
	Vendor Total:					\$541.71	

List of Checks Presented for Approval on 3/18/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CUPPLES & SONS CONST INC	1	SPEC. 15-16 GHM OUTDOOR CLASSR	\$72,504.19	31022700-80230	INFRASTRUCTURE	\$72,504.19
					Vendor Total:	\$72,504.19
DAN QUARLES	1/26 - 1/29/16.1	REIMBURSE TRAVEL EXPENSE	\$128.89	80026400-57100	CONFERENCE & TRAINING	\$128.89
					Vendor Total:	\$128.89
DONALD KNIGHT	018819	SIGNAGE SERVICES	\$188.34	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.88)
				90000000-23236	FIELD SIGNAGE FEES	\$0.88
				90000000-23236	FIELD SIGNAGE FEES	\$188.34
					Vendor Total:	\$188.34
DOUGLAS CRANE	DV 030216	TRAVEL REIMBURSEMENT	\$159.30	80026400-57100	CONFERENCE & TRAINING	\$159.30
					Vendor Total:	\$159.30
EBA ENGINEERING	28438	ENGINEERING SERVICES, PROFESSI	\$5,462.00	70024500-52100	CONTRACTED SERVICES	\$5,462.00
					Vendor Total:	\$5,462.00
FARWEST LINE SPECIALTIES	205009	CLOTHING: ATHLETIC, CASUAL, DR	\$10,077.48	80026110-54100	SUPPLIES	\$5,038.75
				80026120-54100	SUPPLIES	\$5,038.73
					Vendor Total:	\$10,077.48
FRANK OLSEN CO	234871	PLUMBING EQUIPMENT, FIXTURES,	\$1,474.42	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,474.42
					Vendor Total:	\$1,474.42
FRIEDMANS HOME IMPROVEMENT	35420314	MISC ITEMS AS NEEDED, FYE 2016	\$45.07	20822500-56300	BUILDING MAINT. & REPAIR	\$45.07
	35401725	MISC ITEMS AS NEEDED, FYE 2016	\$138.52	20822500-56300	BUILDING MAINT. & REPAIR	\$118.81
				20822500-54102	SMALL TOOLS	\$19.71

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35631175	MISC ITEMS AS NEEDED, FYE 2016	\$156.49	20822500-56300	BUILDING MAINT. & REPAIR	\$57.49
				20822500-54102	SMALL TOOLS	\$99.00
	35405259	MISC ITEMS AS NEEDED, FYE 2016	\$46.58	77725200-56300	BUILDING MAINT. & REPAIR	\$46.58
	35421217	MISC ITEMS AS NEEDED, FYE 2016	\$86.92	77725200-56300	BUILDING MAINT. & REPAIR	\$86.92
	35400264	MISC ITEMS AS NEEDED, FYE 2016	\$113.29	77725200-56300	BUILDING MAINT. & REPAIR	\$113.29
	35398761	MISC ITEMS AS NEEDED, FYE 2016	\$137.03	77725200-56300	BUILDING MAINT. & REPAIR	\$137.03
	35398388	MISC ITEMS AS NEEDED, FYE 2016	\$4.16	82024411-56300	BUILDING MAINT. & REPAIR	\$4.16
	35427732	MISC ITEMS AS NEEDED, FYE 2016	\$9.90	82024411-56300	BUILDING MAINT. & REPAIR	\$9.90
	35421321	MISC ITEMS AS NEEDED, FYE 2016	\$15.12	82024411-56300	BUILDING MAINT. & REPAIR	\$15.12
	35406379	MISC ITEMS AS NEEDED, FYE 2016	\$66.67	82024411-56300	BUILDING MAINT. & REPAIR	\$66.67
	35425277	MISC ITEMS AS NEEDED, FYE 2016	\$76.84	82024411-56300	BUILDING MAINT. & REPAIR	\$76.84
	35420065	MISC ITEMS AS NEEDED, FYE 2016	\$28.24	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$28.24
	35422790	MISC ITEMS AS NEEDED, FYE 2016	\$43.64	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$43.64
	35407639	MISC ITEMS AS NEEDED, FYE 2016	\$90.07	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$90.07
	35405124	MISC ITEMS AS NEEDED, FYE 2016	\$54.17	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$54.17
	35398459	MISC ITEMS AS NEEDED, FYE 2016	\$67.75	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$67.75
	35413571	MISC ITEMS AS NEEDED, FYE 2016	\$20.46	10024220-56130	EXTERNAL SERVICES	\$20.46
	35413699	MISC ITEMS AS NEEDED, FYE 2016	\$6.49	80026400-56130	EXTERNAL SERVICES	\$6.49
	35424668	MISC ITEMS AS NEEDED, FYE 2016	\$29.14	90000000-23236	FIELD SIGNAGE FEES	\$29.14

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35420309	MISC ITEMS AS NEEDED, FYE 2016	\$987.85	90000000-23236	FIELD SIGNAGE FEES	\$987.85
	35399284	MISC ITEMS AS NEEDED, FYE 2016	\$12.26	10022100-59400	OTHER EXPENSES	\$12.26
	35407407	MISC ITEMS AS NEEDED, FYE 2016	\$30.30	10022100-59400	OTHER EXPENSES	\$30.30
	35405835	MISC ITEMS AS NEEDED, FYE 2016	\$36.74	10022100-59400	OTHER EXPENSES	\$36.74
	35406261	MISC ITEMS AS NEEDED, FYE 2016	\$215.32	10022100-59400	OTHER EXPENSES	\$215.32
	35415127	MISC ITEMS AS NEEDED, FYE 2016	\$312.21	10024220-54124	PW - CONCRETE/SUPPLIES	\$312.21
	35406867	MISC ITEMS AS NEEDED, FYE 2016	\$13.10	10024220-54120	PW - SPECIAL SUPPLIES	\$13.10
	35414573	MISC ITEMS AS NEEDED, FYE 2016	\$18.04	10024220-54120	PW - SPECIAL SUPPLIES	\$18.04
	35393866	MISC ITEMS AS NEEDED, FYE 2016	\$18.50	10024220-54120	PW - SPECIAL SUPPLIES	\$18.50
	35397898	MISC ITEMS AS NEEDED, FYE 2016	\$89.93	10024220-54120	PW - SPECIAL SUPPLIES	\$89.93
	35407011	MISC ITEMS AS NEEDED, FYE 2016	\$459.13	20822500-54102	SMALL TOOLS	\$459.13
	35406958	MISC ITEMS AS NEEDED, FYE 2016	\$105.10	84024421-54102	SMALL TOOLS	\$105.10
	35424071	MISC ITEMS AS NEEDED, FYE 2016	\$38.75	84024425-54102	SMALL TOOLS	\$38.75
	35407793	MISC ITEMS AS NEEDED, FYE 2016	(\$1.34)	10022100-54100	SUPPLIES	(\$1.34)
	35407795	MISC ITEMS AS NEEDED, FYE 2016	\$1.34	10022100-54100	SUPPLIES	\$1.34
	35406722	MISC ITEMS AS NEEDED, FYE 2016	\$8.40	10022100-54100	SUPPLIES	\$8.40
	35413525	MISC ITEMS AS NEEDED, FYE 2016	\$14.81	10022100-54100	SUPPLIES	\$14.81
	35405262	MISC ITEMS AS NEEDED, FYE 2016	\$53.11	10022100-54100	SUPPLIES	\$53.11
	35413613	MISC ITEMS AS NEEDED, FYE 2016	\$69.66	10022100-54100	SUPPLIES	\$69.66

List of Checks Presented for Approval on 3/18/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35399446	MISC ITEMS AS NEEDED, FYE 2016	\$8.52	20324100-54100	SUPPLIES	\$8.52
	35407014	MISC ITEMS AS NEEDED, FYE 2016	\$102.92	20822500-54100	SUPPLIES	\$102.92
	35398702	MISC ITEMS AS NEEDED, FYE 2016	\$110.67	20822500-54100	SUPPLIES	\$110.67
	35421823	MISC ITEMS AS NEEDED, FYE 2016	\$1.90	80026200-54100	SUPPLIES	\$1.90
	35400702	MISC ITEMS AS NEEDED, FYE 2016	\$14.71	80026330-54100	SUPPLIES	\$14.71
	35398903	MISC ITEMS AS NEEDED, FYE 2016	(\$22.77)	80026400-54100	SUPPLIES	(\$22.77)
	35414210	MISC ITEMS AS NEEDED, FYE 2016	\$3.51	80026400-54100	SUPPLIES	\$3.51
	35399439	MISC ITEMS AS NEEDED, FYE 2016	\$22.71	80026400-54100	SUPPLIES	\$22.71
	35398756	MISC ITEMS AS NEEDED, FYE 2016	\$22.77	80026400-54100	SUPPLIES	\$22.77
	35398280	MISC ITEMS AS NEEDED, FYE 2016	\$27.50	80026400-54100	SUPPLIES	\$27.50
	35401490	MISC ITEMS AS NEEDED, FYE 2016	\$179.71	82024411-54100	SUPPLIES	\$179.71
	35422440	MISC ITEMS AS NEEDED, FYE 2016	\$43.37	82024414-54100	SUPPLIES	\$43.37
	35403889	MISC ITEMS AS NEEDED, FYE 2016	\$44.27	82024414-54100	SUPPLIES	\$44.27
	35400141	MISC ITEMS AS NEEDED, FYE 2016	\$53.52	82024414-54100	SUPPLIES	\$53.52
	35422764	MISC ITEMS AS NEEDED, FYE 2016	\$71.36	82024414-54100	SUPPLIES	\$71.36
	35412787	MISC ITEMS AS NEEDED, FYE 2016	\$143.94	82024414-54100	SUPPLIES	\$143.94
	35399227	MISC ITEMS AS NEEDED, FYE 2016	\$19.09	84024421-54100	SUPPLIES	\$19.09
	35414956	MISC ITEMS AS NEEDED, FYE 2016	\$37.03	84024421-54100	SUPPLIES	\$37.03
	35406954	MISC ITEMS AS NEEDED, FYE 2016	\$48.65	84024421-54100	SUPPLIES	\$48.65

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35419972	MISC ITEMS AS NEEDED, FYE 2016	\$89.39	84024421-54100	SUPPLIES	\$89.39
	35399344	MISC ITEMS AS NEEDED, FYE 2016	\$138.80	84024421-54100	SUPPLIES	\$138.80
Vendor Total:						\$4,881.33
GARTON TRACTOR INC	CU21982	PARTS	\$53.78	84024425-56130	EXTERNAL SERVICES	\$53.78
	CU21980	PARTS	\$10.04	20324100-58510	REIMBRSABLE JOBS	\$10.04
Vendor Total:						\$63.82
GCR	851-31724	TIRES,TUBES,REPAIR & LABOR AS	\$344.24	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$344.24
	851-31723	TIRES,TUBES,REPAIR & LABOR AS	\$688.47	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$688.47
	851-31483	TIRES,TUBES,REPAIR & LABOR AS	\$43.00	10024220-56130	EXTERNAL SERVICES	\$43.00
	851-31651	TIRES,TUBES,REPAIR & LABOR AS	\$267.90	10024220-56130	EXTERNAL SERVICES	\$267.90
	8541-31716	TIRES,TUBES,REPAIR & LABOR AS	\$122.39	10520210-56130	EXTERNAL SERVICES	\$122.39
	851-31844	TIRES,TUBES,REPAIR & LABOR AS	\$173.65	10520210-56130	EXTERNAL SERVICES	\$173.65
	851-31809	TIRES,TUBES,REPAIR & LABOR AS	\$491.15	10520210-56130	EXTERNAL SERVICES	\$491.15
	851.31717	TIRES,TUBES,REPAIR & LABOR AS	\$173.65	10520224-56130	EXTERNAL SERVICES	\$173.65
Vendor Total:						\$2,304.45
GCS ENVIRONMENTAL EQUIP SRVS	13130	PARTS & SUPPLIES AS NEEDED, FY	\$659.96	10024220-56130	EXTERNAL SERVICES	\$659.96
Vendor Total:						\$659.96
GENERAL PACIFIC INC	1252694	PARTS	\$432.50	80026200-54100	SUPPLIES	\$432.50
Vendor Total:						\$432.50

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GI JOES ARMY-NAVY	117370	MISC ITEMS AS NEEDED, FYE 2016	\$115.67	84024425-54100	SUPPLIES	\$115.67
					Vendor Total:	\$115.67
INTEGRITY SHRED	56343	DOCUMENT SHREDDING SERVICES	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
					Vendor Total:	\$57.00
INTERWEST CONSULTING GROUP INC	26019	GIS SERVICES - ON-CALL AND AS	\$945.00	25124210-54320	SOFTWARE	\$192.15
				25124410-54320	SOFTWARE	\$455.70
				25124421-54320	SOFTWARE	\$297.15
					Vendor Total:	\$945.00
IWATER INC	7279	DATA PROCESSING, COMPUTER, PRO	\$2,000.00	82024414-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,000.00
				84024421-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,000.00
					Vendor Total:	\$2,000.00
J & M LOCK	32682	DUPLICATE KEYS,REPAIRS,&MISC.,	\$167.05	20822500-56300	BUILDING MAINT. & REPAIR	\$167.05
	31649	DUPLICATE KEYS,REPAIRS,&MISC.,	\$112.55	77725200-56300	BUILDING MAINT. & REPAIR	\$112.55
	31653	DUPLICATE KEYS,REPAIRS,&MISC.,	\$152.92	10022100-54100	SUPPLIES	\$152.92
					Vendor Total:	\$432.52
JAMES REESE	16748	JANITORIAL SERVICES	\$420.00	73022600-56300	BUILDING MAINT. & REPAIR	\$420.00
	16749	JANITORIAL SERVICES	\$490.00	73022600-56300	BUILDING MAINT. & REPAIR	\$490.00
					Vendor Total:	\$910.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
JIM-N-I RENTALS INC	49882	PLUMBING EQUIPMENT, FIXTURES,	\$4,411.34	82024414-54100	SUPPLIES	\$2,205.18
				84024421-54100	SUPPLIES	\$2,206.16
				Vendor Total:		\$4,411.34
JOE FOWLER	DV 031516	BOOT ALLOWANCE	\$150.00	10022100-54100	SUPPLIES	\$150.00
						Vendor Total: \$150.00
KAREN JACOBSON TODD	DV 03112016	INSTRUCTOR	\$535.50	10022850-52100	CONTRACTED SERVICES	\$535.50
						Vendor Total: \$535.50
KEOUGH'S LANDSCAPING INC	15063	LANDSCAPE MAINT.-ORCHARD SUBST	\$500.00	80026130-52100	CONTRACTED SERVICES	\$500.00
						Vendor Total: \$500.00
LEXISNEXIS RISK DATA MANAGEMENT INC	1410964- 20160229	DATA MANAGEMENT SERVICES	\$135.70	10520210-54202	MAJOR CRIME INVETIGATIONS	\$135.70
						Vendor Total: \$135.70
MATHESON TRI-GAS INC	12942426	OXYGEN & MISC AS NEEDED, FYE 2	\$26.66	80026130-54100	SUPPLIES	\$26.66
						Vendor Total: \$26.66
MEL GRANDI	DV 030816	EMPLOYEE REIMBURSEMENT	\$80.00	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$80.00
						Vendor Total: \$80.00
MENDO MILL & LUMBER CO	K12759	SUPPLIES	\$14.78	10521210-57100	CONFERENCE & TRAINING	\$14.78
	K12751	SUPPLIES	\$79.42	10521210-57100	CONFERENCE & TRAINING	\$79.42
				Vendor Total:		\$94.20
MENDOCINO COUNTY AUDITOR- CONTROLLER	JAN-16	PARKING CITTATION SURCHARGE	\$2,412.50	90000000-23070	COUNTY SURCHG, PKG ENFORCE	\$2,412.50

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENDOCINO COUNTY AUDITOR-CONTROLLER	FEB-16	PARKING CITATION SURCHARGE	\$2,512.50	90000000-23070	COUNTY SURCHG, PKG ENFORCE	\$2,512.50
					Vendor Total:	\$4,925.00
MENDOCINO COUNTY ENVIRONMENTAL HEALTH	DV 032816	PUMPKINFEST VENDOR PERMIT	\$303.00	90000000-23220	PUMPKINFEST (CC VENDOR PYTS)	\$303.00
					Vendor Total:	\$303.00
MJ DONOVAN ENT INC	105953	CONTRACTED SERVICES	\$321.86	10520210-56130	EXTERNAL SERVICES	\$321.86
					Vendor Total:	\$321.86
MUNICIPAL MAINTENANCE EQUIPMENT	0108167-IN	PLUMBING EQUIPMENT, FIXTURES,	\$8,175.22	84024421-80100	MACHINERY & EQUIPMENT	\$8,175.22
					Vendor Total:	\$8,175.22
MUNISERVICES LLC	000040878	SALES TAX AUDIT REPORTING SERV	\$625.00	10013400-52100	CONTRACTED SERVICES	\$625.00
	0000040898	BUSINESS LICENSE PROCESSING	\$5,832.00	10013400-52100	CONTRACTED SERVICES	\$5,832.00
					Vendor Total:	\$6,457.00
NCPA	MAR-16	NCPA MARCH 2016	\$801,455.00	80026300-58104	NCPA MANAGEMENT SERVICES	\$38,257.00
				80026300-58101	NCPA PLANT GENERATION	\$196,605.00
				80026300-58102	NCPA POWER PURCHASES	\$387,614.00
				80026300-58105	NCPA THIRD PARTY SALES	(\$3,062.00)
				80026300-58103	NCPA TRANSMISSION	\$182,041.00
					Vendor Total:	\$801,455.00
NORTH BAY PROFESSIONAL OFFICIALS INC	2016 WINTER SEASON	OFFICIATE ADULT BASKETBALL GAM	\$4,335.00	10022821-52100	CONTRACTED SERVICES	\$4,335.00
					Vendor Total:	\$4,335.00
OFFICE DEPOT	820203165001	OFFICE SUPPLIES & MISC. AS NEE	\$67.35	10010000-54100	SUPPLIES	\$24.11

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OFFICE DEPOT	820203165001	OFFICE SUPPLIES & MISC. AS NEE	\$67.35	10011100-54100	SUPPLIES	\$43.24
	815448334001	OFFICE SUPPLIES & MISC. AS NEE	\$12.86	20513300-54100	SUPPLIES	\$12.86
	815448333001	OFFICE SUPPLIES & MISC. AS NEE	\$12.96	20513300-54100	SUPPLIES	\$12.96
Vendor Total:						\$93.17
OLDCASTLE PRECAST INC	030216492	WATER SUPPLY, GROUNDWATER, SEW	\$2,069.57	84024421-54100	SUPPLIES	\$2,069.57
	Vendor Total:					\$2,069.57
ONE TIME PAY VENDOR	103559-1	UTILITIES REFUND	\$15.88	90100000-10421	UTILITY RECEIVABLES CLEARING	\$15.88
	94053-2	UTILITIES REFUND	\$29.65	90100000-10421	UTILITY RECEIVABLES CLEARING	\$29.65
	55753-8	UTILITIES REFUND	\$231.30	90100000-10421	UTILITY RECEIVABLES CLEARING	\$231.30
	40185-1	UTILITIES REFIND	\$360.09	90100000-10421	UTILITY RECEIVABLES CLEARING	\$360.09
Vendor Total:						\$636.92
ONESOURCE DISTRIBUTORS LLC	S5045568.001	SUPPLIES	\$141.10	80000000-12104	INVENTORY - PURCHASES	\$141.10
	S4955647.003	ELECTRICAL EQUIPMENT AND SUPPL	\$1,640.56	80000000-12104	INVENTORY - PURCHASES	\$1,640.56
	S5051369.001	ELECTRICAL EQUIPMENT AND SUPPL	\$4,286.03	80000000-12104	INVENTORY - PURCHASES	\$4,286.03
Vendor Total:						\$6,067.69
OPPERMAN & SON INC	1260340008	MISC. PARTS AS NEEDED, FYE 201	\$117.81	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$117.81
	1260320038	MISC. PARTS AS NEEDED, FYE 201	\$149.18	84024421-56120	EQUIPMENT MAINTENANCE & REPAIR	\$149.18
	1260580002	MISC. PARTS AS NEEDED, FYE 201	\$256.88	10022500-56130	EXTERNAL SERVICES	\$256.88
	1260410021	MISC. PARTS AS NEEDED, FYE 201	\$33.57	10521210-56130	EXTERNAL SERVICES	\$33.57
	1260410029	MISC. PARTS AS NEEDED, FYE 201	\$132.91	10521210-56130	EXTERNAL SERVICES	\$132.91

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OPPERMAN & SON INC	1260410008	MISC. PARTS AS NEEDED, FYE 201	\$238.10	10521210-56130	EXTERNAL SERVICES	\$238.10
	1260550053	MISC. PARTS AS NEEDED, FYE 201	\$364.66	10521210-56130	EXTERNAL SERVICES	\$364.66
	1260420032	MISC. PARTS AS NEEDED, FYE 201	\$225.81	77725200-56130	EXTERNAL SERVICES	\$225.81
	1260320042	MISC. PARTS AS NEEDED, FYE 201	\$146.67	80026400-56130	EXTERNAL SERVICES	\$146.67
	1260490016	MISC. PARTS AS NEEDED, FYE 201	\$56.15	20324100-58510	REIMBRSABLE JOBS	\$56.15
	Vendor Total:					\$1,721.74
PACE SUPPLY CORPORATION	023198334	MISCELLANEOUS ITEMS AS NEEDED,	\$31.15	82024411-56300	BUILDING MAINT. & REPAIR	\$0.15
				82024411-56300	BUILDING MAINT. & REPAIR	\$31.15
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.15)
	023120540	MISCELLANEOUS ITEMS AS NEEDED,	\$33.45	84024421-54100	SUPPLIES	\$33.45
	Vendor Total:					\$64.60
PAYMENTUS GROUP INC	US16020021	FEB16 TRANSACTION FEES	\$1,261.25	20513300-52100	CONTRACTED SERVICES	\$1,261.25
						Vendor Total:
PETER HOYLE	DV 030916	EMPLOYEE REIMBURSEMENT	\$23.16	10520210-54201	PRISONER EXPENSE	\$23.16
						Vendor Total:
PETERSON TRUCKS INC	254260P	PARTS	\$325.81	20324100-58510	REIMBRSABLE JOBS	\$325.81
						Vendor Total:
PG&E CO	MAR16-3822	UTILITIES	\$6,147.23	10024220-56210	FUEL & FLUIDS	\$28.64
				84024425-55200	PG&E	\$1,000.30
				10022100-55210	UTILITIES	\$58.12
				10022300-55210	UTILITIES	\$8.11

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PG&E CO	MAR16-3822	UTILITIES	\$6,147.23	20822500-55210	UTILITIES	\$1,833.34
				69122700-55210	UTILITIES	\$103.26
				70024500-55210	UTILITIES	\$742.42
				73022600-55210	UTILITIES	\$199.87
				73022600-55210	UTILITIES	\$483.33
				77725200-55210	UTILITIES	\$49.31
				82024411-55210	UTILITIES	\$1,542.01
				84024421-55210	UTILITIES	\$98.52
	MAR16-7075	UTILITIES	\$38.10	10022100-55210	UTILITIES	\$38.10
					Vendor Total:	\$6,185.33
PHENOVA	120569	SUPPLIES	\$257.38	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.22)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.87)
				82024411-54100	SUPPLIES	\$1.09
				82024411-54100	SUPPLIES	\$257.38
					Vendor Total:	\$257.38
PHILLIPS SEABROOK ASSOCIATES	6112	STRUCT ENGNG/PLAN CHCK/SUBSTIT	\$842.00	10023320-52100	CONTRACTED SERVICES	\$842.00
					Vendor Total:	\$842.00
POWER INDUSTRIES INC	702145	PARTS	\$66.70	10521210-56130	EXTERNAL SERVICES	\$66.70
	702252	PARTS	\$585.10	20324100-54100	SUPPLIES	\$585.10
					Vendor Total:	\$651.80
PRO-VISION INC	275041	PARTS	\$177.63	10024220-56130	EXTERNAL SERVICES	\$177.63
					Vendor Total:	\$177.63
RAINFOREST FANTASY	5111	PEER SUPPORT PROGRAM	\$45.95	64020213-54100	SUPPLIES	\$45.95

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RAINFOREST FANTASY	5110	PEER SUPPORT PROGRAM	\$51.36	64020213-54100	SUPPLIES	\$51.36
Vendor Total: -----						\$97.31
REDWOOD COAST FUELS	1771799	CARDLOCK FUEL PURCHASES, FYE 2	\$21.52	84024421-56130	EXTERNAL SERVICES	\$21.52
	1768004	CARDLOCK FUEL PURCHASES, FYE 2	\$4,341.96	10022100-56210	FUEL & FLUIDS	\$507.80
				10024210-56210	FUEL & FLUIDS	\$76.86
				10024220-56210	FUEL & FLUIDS	\$393.93
				10520210-56210	FUEL & FLUIDS	\$19.82
				10520210-56210	FUEL & FLUIDS	\$39.11
				10520210-56210	FUEL & FLUIDS	\$1,504.81
				10520224-56210	FUEL & FLUIDS	\$113.39
				20324100-56210	FUEL & FLUIDS	\$49.18
				20524412-56210	FUEL & FLUIDS	\$17.63
				20822500-56210	FUEL & FLUIDS	\$215.43
				80026400-56210	FUEL & FLUIDS	\$672.53
				82024411-56210	FUEL & FLUIDS	\$197.35
				82024414-56210	FUEL & FLUIDS	\$34.43
				82024414-56210	FUEL & FLUIDS	\$183.50
				84024421-56210	FUEL & FLUIDS	\$29.32
				84024421-56210	FUEL & FLUIDS	\$156.32
				84024425-56210	FUEL & FLUIDS	\$130.55
	1765972	CARDLOCK FUEL PURCHASES, FYE 2	\$4,996.57	10022100-56210	FUEL & FLUIDS	\$551.41
				10024210-56210	FUEL & FLUIDS	\$53.57

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1765972	CARDLOCK FUEL PURCHASES, FYE 2	\$4,996.57	10024220-56210	FUEL & FLUIDS	\$657.87
				10520210-56210	FUEL & FLUIDS	\$21.83
				10520210-56210	FUEL & FLUIDS	\$67.98
				10520210-56210	FUEL & FLUIDS	\$1,704.00
				10520224-56210	FUEL & FLUIDS	\$122.35
				20524412-56210	FUEL & FLUIDS	\$20.17
				20822500-56210	FUEL & FLUIDS	\$65.93
				77725200-56210	FUEL & FLUIDS	\$51.29
				80026400-56210	FUEL & FLUIDS	\$746.86
				82024411-56210	FUEL & FLUIDS	\$285.73
				82024414-56210	FUEL & FLUIDS	\$96.07
				82024414-56210	FUEL & FLUIDS	\$211.47
				84024421-56210	FUEL & FLUIDS	\$81.84
				84024421-56210	FUEL & FLUIDS	\$180.14
				84024425-56210	FUEL & FLUIDS	\$78.06
				20324100-56210	FUEL & FLUIDS	\$783.85
				Vendor Total:		\$10,143.90
REXEL INC	i337502	MISC ELECTRICAL SUPPLIES AS NE	\$71.60	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$71.60
	i352874	MISC ELECTRICAL SUPPLIES AS NE	\$114.73	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$114.73
	i649573	MISC ELECTRICAL SUPPLIES AS NE	\$17.04	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$17.04
	i773657	MISC ELECTRICAL SUPPLIES AS NE	\$51.57	80026120-54100	SUPPLIES	\$51.57
	i773785	MISC ELECTRICAL SUPPLIES AS NE	\$59.05	80026120-54100	SUPPLIES	\$59.05

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REXEL INC	I662785	MISC ELECTRICAL SUPPLIES AS NE	\$100.17	80026330-54100	SUPPLIES	\$100.17
					Vendor Total:	\$414.16
RINO PACIFIC	CL 13369	FUEL AS NEEDED	\$38.94	82024414-56210	FUEL & FLUIDS	\$21.03
				84024421-56210	FUEL & FLUIDS	\$17.91
	CL 13252	FUEL AS NEEDED	\$159.85	82024414-56210	FUEL & FLUIDS	\$86.32
				84024421-56210	FUEL & FLUIDS	\$73.53
					Vendor Total:	\$198.79
SAFEWAY INC	802057	MISC SUPPLIES AS NEEDED, FYE 2	\$121.15	73022600-54100	SUPPLIES	\$121.15
					Vendor Total:	\$121.15
SBOE SALES & USE TAX	FEB16	PRE-PAID SALES & USE TAX	\$713.00	77725200-58401	AVIATION FUEL	\$605.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	\$4.00
				90000000-23237	DISTRICT USE TAX-MEASURE S	\$43.00
				90000000-23013	STATE USE TAX LIABILITY	\$61.00
					Vendor Total:	\$713.00
SEAN WHITE	DV 030416	EMPLOYEE REIMBURSEMENT	\$18.75	82024410-57100	CONFERENCE & TRAINING	\$18.75
					Vendor Total:	\$18.75
SHAPIRO, GALVIN, SHAPIRO & MORAN	21328	LEGAL REPRESENTATION IN PERSON	\$101.25	10016100-52100	CONTRACTED SERVICES	\$101.25
	21329	LEGAL REPRESENTATION IN PERSON	\$1,327.50	10016100-52100	CONTRACTED SERVICES	\$1,327.50
					Vendor Total:	\$1,428.75
SIERRA CHEMICAL	SLS 10031014	SODIUM HYDROCHLORITE 12.5% PER	\$3,146.78	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$3,146.78

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SIERRA CHEMICAL	SLS 10031163	CHLORINE PRODUCTS AS PER CONTR	\$3,148.87	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$3,148.87
					Vendor Total:	\$6,295.65
SOFTMART INC	ARINV-641119	Accessories, Telephone (Not Ot	\$361.24	20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$361.24
					Vendor Total:	\$361.24
SOLID WASTES SYSTEMS INC	FEB-16	FEB-16 RESIDENTIAL GARBAGE FEES	\$18,811.28	90200000-52170	UKIAH WASTE SOLUTIONS	\$18,811.28
					Vendor Total:	\$18,811.28
STATE OF CALIFORNIA	151794	FINGER PRINT SERVICES	\$233.00	10020000-44420	FINGERPRINT FEES	\$233.00
					Vendor Total:	\$233.00
THE OKONITE COMPANY	80791	ELECTRICAL CABLES AND WIRES (N	\$16,890.68	80000000-12104	INVENTORY - PURCHASES	\$16,890.68
	80673	ELECTRICAL CABLES AND WIRES (N	\$21,514.29	80000000-12104	INVENTORY - PURCHASES	\$21,514.29
					Vendor Total:	\$38,404.97
THE PEAVEY CORPORATION	314477	EVIDENCE SUPPLIES	\$37.38	10520210-54201	PRISONER EXPENSE	\$37.38
					Vendor Total:	\$37.38
THOMAS CORNING JR	2/22 - 2/26/16.1	REIMBURSE TRAVEL EXPENSE	\$92.60	10520210-57100	CONFERENCE & TRAINING	\$92.60
					Vendor Total:	\$92.60
TOSHIBA BUSINESS SOLUTIONS CA	12283724	TOSHIBA COPIER MAINTENANCE AGR	\$208.21	20822500-52100	CONTRACTED SERVICES	\$13.53
				20822500-52100	CONTRACTED SERVICES	\$13.53
				20822500-52100	CONTRACTED SERVICES	\$55.88
				20822500-52100	CONTRACTED SERVICES	\$55.88
				10520210-94500	LEASE PAYMENTS	\$13.53

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
TOSHIBA BUSINESS SOLUTIONS CA	12283724	TOSHIBA COPIER MAINTENANCE AGR	\$208.21	10520210-94500	LEASE PAYMENTS	\$55.86
	62868278	TOSHIBA COPIER MAINTENANCE AGR	\$3,767.89	20822500-52100	CONTRACTED SERVICES	\$1,221.07
				20822500-52100	CONTRACTED SERVICES	\$1,495.73
				10520210-94500	LEASE PAYMENTS	\$164.68
				10520210-94500	LEASE PAYMENTS	\$413.42
				10521210-94500	LEASE PAYMENTS	\$104.80
				10521210-94500	LEASE PAYMENTS	\$263.09
				20620231-94500	LEASE PAYMENTS	\$14.97
				20620231-94500	LEASE PAYMENTS	\$37.58
				64020213-94500	LEASE PAYMENTS	\$14.97
				64020213-94500	LEASE PAYMENTS	\$37.58
				Vendor Total:		\$3,976.10
TRACTOR SUPPLY CREDIT PLAN	188418	MISCELLANEOUS SUPPLIES AS NEED	\$32.43	82024414-54100	SUPPLIES	\$32.43
TYNDALE COMPANY INC	1029845	SUPPLIES	\$871.44	80026110-54100	SUPPLIES	\$435.71
				80026120-54100	SUPPLIES	\$435.73
				Vendor Total:		\$871.44
UKIAH CAR CENTER LLC	118930	PARTS & SERVICE REPAIRS AS NEE	\$17.26	10022100-56130	EXTERNAL SERVICES	\$17.26
	118826	PARTS & SERVICE REPAIRS AS NEE	\$6.65	10024220-56130	EXTERNAL SERVICES	\$6.65
	119051	PARTS & SERVICE REPAIRS AS NEE	\$100.82	10520210-56130	EXTERNAL SERVICES	\$100.82
	119123	PARTS & SERVICE REPAIRS AS NEE	\$101.34	10520210-56130	EXTERNAL SERVICES	\$101.34
	119096	PARTS & SERVICE REPAIRS AS NEE	\$8.78	80026400-56130	EXTERNAL SERVICES	\$8.78

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH CAR CENTER LLC	119098	PARTS & SERVICE REPAIRS AS NEE	\$22.54	80026400-56130	EXTERNAL SERVICES	\$22.54
	119139	PARTS & SERVICE REPAIRS AS NEE	\$31.32	80026400-56130	EXTERNAL SERVICES	\$31.32
	118848	PARTS & SERVICE REPAIRS AS NEE	\$42.17	80026400-56130	EXTERNAL SERVICES	\$42.17
	118851	PARTS & SERVICE REPAIRS AS NEE	\$88.06	80026400-56130	EXTERNAL SERVICES	\$88.06
	118914	PARTS & SERVICE REPAIRS AS NEE	\$6.65	82024414-56130	EXTERNAL SERVICES	\$6.65
	119081	PARTS & SERVICE REPAIRS AS NEE	\$17.26	82024414-56130	EXTERNAL SERVICES	\$17.26
	118823	PARTS & SERVICE REPAIRS AS NEE	\$352.21	20324100-58510	REIMBRASABLE JOBS	\$352.21
Vendor Total: -----						\$795.06
UKIAH OXYGEN	418040	CONTRACTED SERVICES	\$38.40	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$38.40
	417728	CONTRACTED SERVICES	\$61.00	82024414-54100	SUPPLIES	\$61.00
Vendor Total: -----						\$99.40
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN16841	JANITORIAL SVCS-CORP YARD & WW	\$425.00	20824300-52100	CONTRACTED SERVICES	\$425.00
	IN17398	JANITORIAL SVCS-CORP YARD & WW	\$425.00	20824300-52100	CONTRACTED SERVICES	\$425.00
Vendor Total: -----						\$850.00
UKIAH VALLEY FIRE DISTRICT	DV 030916	2-YEAR INTERIM AGREEMENT FOR F	\$167,620.00	10521210-52100	CONTRACTED SERVICES	\$167,620.00
Vendor Total: -----						\$167,620.00
UKIAH VALLEY MEDICAL CENTER	296	FEB-16 PRE-EMPLOYMENT EXAMS	\$168.75	82024414-59101	FEES	\$168.75
Vendor Total: -----						\$168.75
US CELLULAR	0126328210	USAGE AND DATA	\$163.35	80026400-55100	TELEPHONE	\$40.29

List of Checks Presented for Approval on 3/18/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
US CELLULAR	0126328210	USAGE AND DATA	\$163.35	80026400-55100	TELEPHONE	\$61.88
				82024410-55100	TELEPHONE	\$17.04
				84024421-55100	TELEPHONE	\$17.04
				84024425-55100	TELEPHONE	\$27.10
				Vendor Total:		\$163.35
US POST OFFICE	DV 030716	RECREATION POSTAL PERMIT #243	\$2,500.00	10022850-54100	SUPPLIES	\$2,500.00
				Vendor Total:		\$2,500.00
USA BLUEBOOK	881861	SUPPLIES	\$118.15	82024411-54100	SUPPLIES	\$118.15
	881825	SUPPLIES	\$239.53	82024411-54100	SUPPLIES	\$239.53
	Vendor Total:		\$357.68			
VTOY NAPA INC	030716	Automobiles and Station Wagons	\$26,073.17	84024425-80100	MACHINERY & EQUIPMENT	\$26,073.17
				Vendor Total:		\$26,073.17
WEST YOST ASSOCIATED	2029190	PREP OF 2015 URBAN WATER MGMT	\$6,617.00	82024410-52100	CONTRACTED SERVICES	\$6,617.00
	2029173	RRWA EXECUTIVE DIRECTOR SERVIC	\$38,200.57	91190100-52100	CONTRACTED SERVICES	\$38,200.57
	Vendor Total:		\$44,817.57			
WILLOW COUNTY WATER DIST	40353-022316	UTILITIES	\$62.32	31122870-55210	UTILITIES	\$62.32
				Vendor Total:		\$62.32
INVOICE TOTAL:						\$1,308,725.04

List of Checks Presented for Approval on 3/25/2016

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

 3-25-16
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCONTEMPS	45107409	TEMP SUPPORT - RICARDO CHAVARR	\$795.50	10013400-52100	CONTRACTED SERVICES	\$795.50
	45171944	TEMP SUPPORT - RICARDO CHAVARR	\$795.50	10013400-52100	CONTRACTED SERVICES	\$795.50
	45238502	TEMP SUPPORT - RICARDO CHAVARR	\$801.79	10013400-52100	CONTRACTED SERVICES	\$801.79
	45225750	TEMP SUPPORT - RICARDO CHAVARR	\$888.00	10013400-52100	CONTRACTED SERVICES	\$888.00
	45254683	A/P BACKFILL - JOANNA MONTES	\$1,400.00	10013400-52100	CONTRACTED SERVICES	\$1,400.00
Vendor Total:						\$4,680.79
ACME RIGGING & SUPPLY CO	276313	MISC RENTAL & SUPPLIES AS NEED	\$27.68	10024220-56130	EXTERNAL SERVICES	\$27.68
	276321	MISC RENTAL & SUPPLIES AS NEED	\$237.85	10024220-56130	EXTERNAL SERVICES	\$237.85
Vendor Total:						\$265.53
AFLAC	338787	CANCER/LIFE/ACC INS	\$6,709.06	20700000-20527	SECTION 125 (CANCER & LIFE)	\$6,709.06
Vendor Total:						\$6,709.06
AFLAC GROUP INSURANCE	A064951600	MAR-16 AFLAC CRITICAL CARE INS	\$563.38	20700000-20538	AFLAC CRITICAL ILLNESS POLICY	\$563.38
Vendor Total:						\$563.38
AL SMATSKY	23	DESIGN, ENGINEERING & CONSULTAN	\$7,895.00	80026400-52100	CONTRACTED SERVICES	\$7,895.00
Vendor Total:						\$7,895.00

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALHAMBRA NATIONAL WATER	12926652 031616	DRINKING WATER SERVICES, FYE 2	\$158.24	10520210-54100	SUPPLIES	\$79.12
				20620231-54100	SUPPLIES	\$79.12
				Vendor Total:		\$158.24
AT&T MOBILITY	FEB16-8877	DATA & VOICE	\$144.85	10022300-55100	TELEPHONE	\$49.51
				20620231-55100	TELEPHONE	\$12.54
				20620231-55100	TELEPHONE	\$13.20
				77725200-55100	TELEPHONE	\$18.97
				82024410-55100	TELEPHONE	\$12.54
				82024411-55100	TELEPHONE	\$13.01
				84024421-55100	TELEPHONE	\$25.08
				FEB16-6361	APN MODEMS	\$499.40
	FEB16-8535	VOICE & DATA CELL PHONES	\$62.70	82024411-55100	TELEPHONE	\$25.08
				84024421-55100	TELEPHONE	\$37.62
				Vendor Total:		\$706.95
BETTY DUNCAN	DV 031716	REIMBURSEMENT FOR SEWER LATERAL	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
				Vendor Total:		\$2,000.00
BLUEPRINTS & COPIES	522087	PAPER,DRAFTING SUPPLIES, COPIE	\$797.42	82024410-54100	SUPPLIES	\$797.42
				Vendor Total:		\$797.42
BORIS PROKOP	UKIAH-2016-01	ASSIST EUD WITH REGULATORY & M	\$9,790.00	80026400-52100	CONTRACTED SERVICES	\$9,790.00
				Vendor Total:		\$9,790.00
BUSINESS CARD	sf-18821	PURCHASING CREDIT CARD, MISC P	\$3.00	10018000-52510	ADVERTISING & PROMOTION	\$3.00

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-18285	PURCHASING CREDIT CARD, MISC P	\$41.77	10018000-52510	ADVERTISING & PROMOTION	\$41.77
	58485	CITY MGR DEPARTMENT CREDIT CAR	\$223.26	10011100-57100	CONFERENCE & TRAINING	\$223.26
	sf-18820	PURCHASING CREDIT CARD, MISC P	\$87.16	10013400-57100	CONFERENCE & TRAINING	\$17.43
				10016100-57100	CONFERENCE & TRAINING	\$17.43
				20413500-57100	CONFERENCE & TRAINING	\$17.43
				20922900-57100	CONFERENCE & TRAINING	\$34.87
	sf-18818	PURCHASING CREDIT CARD, MISC P	\$68.00	10016100-57100	CONFERENCE & TRAINING	\$17.00
				20413500-57100	CONFERENCE & TRAINING	\$17.00
				20513300-57100	CONFERENCE & TRAINING	\$17.00
				20922900-57100	CONFERENCE & TRAINING	\$17.00
	sf-18818.2	PURCHASING CREDIT CARD, MISC P	\$129.20	10016100-57100	CONFERENCE & TRAINING	\$129.20
	SF-16290	PURCHASING CREDIT CARD, MISC P	\$247.44	10022100-57100	CONFERENCE & TRAINING	\$247.44
	5/18 - 5/20/16	POLICE CREDIT CARD, MISC PURCH	\$250.00	10520210-57100	CONFERENCE & TRAINING	\$250.00
	4/30 - 5/5/16.1	PURCHASING CREDIT CARD, MISC P	\$129.20	20413500-57100	CONFERENCE & TRAINING	\$129.20
	4/30 - 5/5/16	PURCHASING CREDIT CARD, MISC P	\$129.20	20513300-57100	CONFERENCE & TRAINING	\$129.20
	2/24 - 2/26/16	POLICE CREDIT CARD, MISC PURCH	\$280.00	20620232-57100	CONFERENCE & TRAINING	\$280.00
	sf-18818.1	PURCHASING CREDIT CARD, MISC P	\$129.20	20922900-57100	CONFERENCE & TRAINING	\$129.20
	32416	CITY MGR DEPARTMENT CREDIT CAR	\$250.68	82024414-57100	CONFERENCE & TRAINING	\$250.68
	SF-18766	POLICE CREDIT CARD, MISC PURCH	\$19.25	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.03)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.10)
				90000000-23013	STATE USE TAX LIABILITY	(\$1.45)

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-18766	POLICE CREDIT CARD, MISC PURCH	\$19.25	10520210-54100	SUPPLIES	\$1.58
				10520210-54100	SUPPLIES	\$19.25
	SF-18284	PURCHASING CREDIT CARD, MISC P	\$31.65	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.04)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.13)
				90000000-23013	STATE USE TAX LIABILITY	(\$1.92)
				10022300-54100	SUPPLIES	\$2.09
				10022300-54100	SUPPLIES	\$31.65
	SF-18768	PUBLIC SAFETY CARD, MISC PURCH	\$87.50	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.11)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.44)
				10520210-54201	PRISONER EXPENSE	\$7.12
				10520210-54201	PRISONER EXPENSE	\$87.50
				90000000-23013	STATE USE TAX LIABILITY	(\$6.57)
	5362-6062-2691.1	RADIO COMMUNICATION, TELEPHONE	(\$2,845.00)	20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$2,845.00)
	5362-6062	RADIO COMMUNICATION, TELEPHONE	\$95.00	20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$95.00
	5362-6062-2691	RADIO COMMUNICATION, TELEPHONE	\$2,845.00	20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,845.00
	SF-17564	PURCHASING CREDIT CARD, MISC P	\$123.06	90000000-23236	FIELD SIGNAGE FEES	\$123.06
	12416	HR/RISK MGMT CREDIT CARD, MISC	\$150.00	10016100-54162	HR - ADVERTISING	\$150.00
	SF-18765	POLICE CREDIT CARD, MISC PURCH	\$71.62	10520210-54201	PRISONER EXPENSE	\$71.62
	32416.1	CITY MGR DEPARTMENT CREDIT CAR	\$32.45	10013400-54100	SUPPLIES	\$32.45
	SF-18768.1	PUBLIC SAFETY CARD, MISC PURCH	\$40.85	10013400-54100	SUPPLIES	\$40.85
	32316	HR/RISK MGMT CREDIT CARD, MISC	\$41.61	10013400-54100	SUPPLIES	\$41.61

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	032316	FINANCE CREDIT CARD, MISC PURC	\$47.09	10013400-54100	SUPPLIES	\$47.09
	32316.1	POLICE CREDIT CARD, MISC PURCH	\$93.38	10013400-54100	SUPPLIES	\$93.38
	21116	POLICE CREDIT CARD, MISC PURCH	\$25.00	10520210-54100	SUPPLIES	\$25.00
	SF-18806	PURCHASING CREDIT CARD, MISC P	\$99.95	10520210-54100	SUPPLIES	\$99.95
	sf-18819	PURCHASING CREDIT CARD, MISC P	\$2.25	20513300-54100	SUPPLIES	\$2.25
	sf-15913	PURCHASING CREDIT CARD, MISC P	\$284.76	20824300-54100	SUPPLIES	\$284.76
	SF-18811	PURCHASING CREDIT CARD, MISC P	\$34.90	20922900-54100	SUPPLIES	\$34.90
	SF-18770	POLICE CREDIT CARD, MISC PURCH	\$245.82	63020210-54100	SUPPLIES	\$245.82
	SF-18769	POLICE CREDIT CARD, MISC PURCH	\$2,139.96	63020210-54100	SUPPLIES	\$2,139.96
	Vendor Total:					\$5,634.21
CA RURAL WATER ASSOC	DV032116	REGISTRATION	\$425.00	82024410-57100	CONFERENCE & TRAINING	\$425.00
	Vendor Total:					\$425.00
CALPERS	100000014718570	MAR-16 UNFUNDED ACCRUED LIABILITY	\$42,934.00	10520210-51211	PERS UNFUNDED LIABILITY	\$42,934.00
	100000014718560	MAR-16 UNFUNDED ACCRUED LIABILITY	\$23,263.00	10521210-51211	PERS UNFUNDED LIABILITY	\$23,263.00
	Vendor Total:					\$66,197.00
CANON SOLUTIONS AMERICA INC	4018500258	PRINTER LEASE AND USAGE	\$937.40	10012200-56120	EQUIPMENT MAINTENANCE & REPAIR	\$611.87
				10012200-54100	SUPPLIES	\$325.53
				Vendor Total:		
CHASE RIGBY	TA 04/04-04/08/16	TRAVEL ADVANCE	\$75.00	10520210-57100	CONFERENCE & TRAINING	\$75.00
						Vendor Total:

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CHEMSEARCH	2222988	PARTS	\$511.40	20324100-56210	FUEL & FLUIDS	\$511.40
					Vendor Total:	\$511.40
COMCAST	1296-03/12/16	INTERNET SERVICES	\$147.25	31122870-52100	CONTRACTED SERVICES	\$147.25
					Vendor Total:	\$147.25
COOPER COMPLIANCE CORPORATION	1366	COMPLIANCE RPT SVCS TO MEET FE	\$2,666.67	80026400-52100	CONTRACTED SERVICES	\$2,666.67
					Vendor Total:	\$2,666.67
COTTIE LOUISE MORRISON	DV 031416	INSTRUCTOR	\$595.00	10022850-52100	CONTRACTED SERVICES	\$595.00
					Vendor Total:	\$595.00
DC ELECTRIC GROUP INC	25566	CONTRACTED SERVICES	\$622.72	10024214-52100	CONTRACTED SERVICES	\$622.72
					Vendor Total:	\$622.72
DONALD KNIGHT	018820	SIGNAGE SERVICES	\$24.92	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.06)
				84024425-56130	EXTERNAL SERVICES	\$0.06
				84024425-56130	EXTERNAL SERVICES	\$24.92
					Vendor Total:	\$24.92
EVERGREEN JOB & SAFETY TRAINING INC	452	EDUCATIONAL/TRAINING SERVICES	\$927.68	20526430-57100	CONFERENCE & TRAINING	\$927.68
	451	EDUCATIONAL/TRAINING SERVICES	\$2,028.00	80026110-52100	CONTRACTED SERVICES	\$1,014.00
				80026120-52100	CONTRACTED SERVICES	\$1,014.00
					Vendor Total:	\$2,955.68
FILETRAIL	2016-0187	HOSTED FILE MANAGMENT SYSTEM	\$475.00	10011100-52100	CONTRACTED SERVICES	\$475.00
					Vendor Total:	\$475.00

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GAYNOR TELESYSTEMS INC	INV000030870	COMPUTER HARDWARE AND PERIPHER	\$27,083.67	20922900-80100	MACHINERY & EQUIPMENT	\$27,083.67
					Vendor Total:	\$27,083.67
GHD INC	60788	TRANSPORTATION IMPROVEMENTS RE	\$7,821.00	25024210-80230	INFRASTRUCTURE	\$7,821.00
					Vendor Total:	\$7,821.00
GRANICUS INC	74516	SOFTWARE & SERVICES AGREEMENT	\$2,313.00	20922900-54320	SOFTWARE	\$2,313.00
					Vendor Total:	\$2,313.00
GRANITE CONSTRUCTION COMPANY	948135	MISC ROCK & ROAD PATCH MTL S AS	\$98.73	84024421-54100	SUPPLIES	\$98.73
					Vendor Total:	\$98.73
GREEN VALLEY CONSULTING ENGINEERS	7696	SUMMER 2015 STREET RECONSTRUCT	\$250.00	25124421-80230	INFRASTRUCTURE	\$250.00
	7695	WATER MAIN REPLACEMENT PROJECT	\$1,850.00	82224413-80230	INFRASTRUCTURE	\$1,850.00
					Vendor Total:	\$2,100.00
HARRIS COMPUTER SYSTEMS INC	CT027095	DATA PROCESSING, COMPUTER, PRO	\$1,600.00	20513300-52100	CONTRACTED SERVICES	\$1,600.00
					Vendor Total:	\$1,600.00
HARTFORD RETIREE PREMIUM ACCT	APR-16	APR-16 RETIREE HEALTH INSURANCE	\$3,449.15	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$3,449.15
					Vendor Total:	\$3,449.15
HOME DEPOT CREDIT SERVICES	5020311	MISCELLANEOUS SUPPLIES AS NEED	\$100.20	84024425-54102	SMALL TOOLS	\$100.20
					Vendor Total:	\$100.20
IBEW, LOCAL 1245	MAR-16	MAR-16 ELECTRIC UNIT UNION DUES	\$1,560.82	20700000-20509	P/R DEDUCT.-UNION DUES	\$1,560.82
					Vendor Total:	\$1,560.82
INSTRUMENT TECHNOLOGY CORPORATION	12537	SUPPLIES	\$275.77	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.16)

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INSTRUMENT TECHNOLOGY CORPORATION	12537	SUPPLIES	\$275.77	80026110-54100	SUPPLIES	\$1.16
				80026110-54100	SUPPLIES	\$275.77
	12489	ELECTRICAL EQUIPMENT AND SUPPL	\$4,841.56	80026120-54102	SMALL TOOLS	\$4,841.56
	12527	PLUMBING EQUIPMENT, FIXTURES,	\$4,738.30	82024414-54102	SMALL TOOLS	\$2,369.16
				84024421-54102	SMALL TOOLS	(\$0.02)
				84024421-54102	SMALL TOOLS	\$2,369.16
					Vendor Total:	\$9,855.63
INTOXIMETERS	525428	SUPPLIES	\$389.53	10520210-54201	PRISONER EXPENSE	\$389.53
					Vendor Total:	\$389.53
ISABEL MADRIGAL	TA 04/10-04/14/16	TRAVEL ADVANCE	\$633.40	10520210-57100	CONFERENCE & TRAINING	\$633.40
					Vendor Total:	\$633.40
JASON CHAPMAN	TA 04/10-04/14/16	TRAVEL ADVANCE	\$633.40	10520210-57100	CONFERENCE & TRAINING	\$633.40
					Vendor Total:	\$633.40
KAREN POPLAWSKI	DV 031816	INSTRUCTOR	\$262.50	10022850-52100	CONTRACTED SERVICES	\$262.50
					Vendor Total:	\$262.50
KELLY-MOORE PAINT COMPANY INC	91000000232825	MISC. MATERIALS AS NEEDED, FYE	\$18.48	82024411-56300	BUILDING MAINT. & REPAIR	\$18.48
	9100000023302	MISC. MATERIALS AS NEEDED, FYE	\$36.63	82024411-56300	BUILDING MAINT. & REPAIR	\$36.63
	91000000233755	MISC. MATERIALS AS NEEDED, FYE	\$37.19	82024411-56300	BUILDING MAINT. & REPAIR	\$37.19
	91000000233230	MISC. MATERIALS AS NEEDED, FYE	\$132.72	10024220-54120	PW - SPECIAL SUPPLIES	\$132.72
	91000000233765	MISC. MATERIALS AS NEEDED, FYE	\$249.99	10024220-54125	PW - TRAFFIC PAINT	\$249.99
					Vendor Total:	\$475.01

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
KORTNEY R MARTINSON	DV 031816	DESIGN OF SUNSET AD	\$550.00	75017110-52515	ADVERTISING & PUBLICATION	\$550.00
					Vendor Total:	\$550.00
LACO ASSOCIATES	0036915	PROFESSIONAL SERVICES	\$1,068.75	84024425-52100	CONTRACTED SERVICES	\$1,068.75
					Vendor Total:	\$1,068.75
LUCY M HAYNES	DV 031616	REIMBURSEMENT FOR SEWER LATERAL	\$1,654.90	84424422-52100	CONTRACTED SERVICES	\$1,654.90
					Vendor Total:	\$1,654.90
MAPLE CAFE	069	HR DEPT WORKING LUNCH	\$25.14	10016100-54164	HR - FORMS & OTHER DIV. EXP.	\$25.14
					Vendor Total:	\$25.14
MARGARET AGNEW	DV 031816	INSTRUCTOR	\$154.00	10022850-52100	CONTRACTED SERVICES	\$154.00
					Vendor Total:	\$154.00
MARY WILLIAMSON	PC 032116	REPLENISH PETTY CASH	\$76.03	80026120-54100	SUPPLIES	\$8.48
				80026330-54100	SUPPLIES	\$11.82
				80026400-54100	SUPPLIES	\$3.85
				80026400-54100	SUPPLIES	\$32.43
				82024414-54100	SUPPLIES	\$9.73
				84024421-54100	SUPPLIES	\$9.72
					Vendor Total:	\$76.03
MICROFLEX CORP #774353	IN1647679	SUPPLIES	\$225.99	10520210-54201	PRISONER EXPENSE	\$225.99
					Vendor Total:	\$225.99
MOTION INDUSTRIES INC	CA23-496452	MISC. PARTS AND SUPPLIES AS NE	\$208.52	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$208.52

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MOTION INDUSTRIES INC	CA23-496534	MISC. PARTS AND SUPPLIES AS NEE	\$1,008.74	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,008.74
					Vendor Total:	\$1,217.26
MUNISERVICES LLC	0000041061	QUARTERLY AUDIT SERVICES	\$2.54	10013400-52100	CONTRACTED SERVICES	\$2.54
	0000041062	QUARTERLY AUDIT SERVICES	\$4.49	10013400-52100	CONTRACTED SERVICES	\$4.49
					Vendor Total:	\$7.03
OFFICE DEPOT	824649343001	OFFICE SUPPLIES & MISC. AS NEE	\$124.21	10520210-54201	PRISONER EXPENSE	\$124.21
	826902140001	OFFICE SUPPLIES & MISC. AS NEE	\$271.39	10520210-54201	PRISONER EXPENSE	\$271.39
	826516265001	OFFICE SUPPLIES & MISC. AS NEE	\$30.43	10012200-54100	SUPPLIES	\$30.43
	821186855001	OFFICE SUPPLIES & MISC. AS NEE	\$46.92	10012200-54100	SUPPLIES	\$46.92
	823306660001	OFFICE SUPPLIES & MISC. AS NEE	\$64.85	10012200-54100	SUPPLIES	\$64.85
	826902141001	OFFICE SUPPLIES & MISC. AS NEE	\$5.94	10520210-54100	SUPPLIES	\$5.94
	823116947001	OFFICE SUPPLIES & MISC. AS NEE	\$53.10	10520210-54100	SUPPLIES	\$53.10
	826034248001	OFFICE SUPPLIES & MISC. AS NEE	\$54.03	10520210-54100	SUPPLIES	\$54.03
	825681313001	OFFICE SUPPLIES & MISC. AS NEE	\$103.78	10520210-54100	SUPPLIES	\$103.78
	826901805001	OFFICE SUPPLIES & MISC. AS NEE	\$106.57	10520210-54100	SUPPLIES	\$106.57
	821920477001	OFFICE SUPPLIES & MISC. AS NEE	\$229.53	10520210-54100	SUPPLIES	\$229.53
	822508776001	OFFICE SUPPLIES & MISC. AS NEE	\$498.41	20324100-54100	SUPPLIES	\$498.41
	826468744001	OFFICE SUPPLIES & MISC. AS NEE	\$77.10	80026400-54100	SUPPLIES	\$77.10
	822506961001	OFFICE SUPPLIES & MISC. AS NEE	\$94.01	80026400-54100	SUPPLIES	\$94.01

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OFFICE DEPOT	825790611001	OFFICE SUPPLIES & MISC. AS NEE	\$120.24	80026400-54100	SUPPLIES	\$120.24
	822502986001	OFFICE SUPPLIES & MISC. AS NEE	\$480.13	80026400-54100	SUPPLIES	\$480.13
	826577634001	OFFICE SUPPLIES & MISC. AS NEE	\$35.65	82024410-54100	SUPPLIES	\$17.83
				84024420-54100	SUPPLIES	\$17.82
	821290496001	OFFICE SUPPLIES & MISC. AS NEE	\$75.32	82024410-54100	SUPPLIES	\$75.32
Vendor Total:						\$2,471.61
ONE TIME PAY VENDOR	0235514	PARTS	\$480.71	10024220-56130	EXTERNAL SERVICES	\$480.71
						Vendor Total:
OPERATING ENGINEER PUBLIC& MISC EMPLOYEES	86138 MAR-16	APRIL-16 HEALTH INS	\$3,256.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$3,256.00
						Vendor Total:
OPERATING ENGINEERS UNION	1603-1	MARCH 2016 UNION DUES	\$1,083.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$1,083.00
	MAR-16 1603-1	MAR-16 MISC UNION DUES	\$1,378.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$1,378.00
	Vendor Total:					
PACE SUPPLY CORPORATION	023200856	MISCELLANEOUS ITEMS AS NEEDED,	\$11.38	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.06)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.06
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$11.38
	023199236	MISCELLANEOUS ITEMS AS NEEDED,	\$28.41	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.14)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.14
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$28.41

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023205145	MISCELLANEOUS ITEMS AS NEEDED,	\$92.53	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.44)
				82024414-54100	SUPPLIES	\$0.44
				82024414-54100	SUPPLIES	\$92.53
				Vendor Total:		\$132.32
PATTERSON & DEWAR ENGINEERS INC	0037029	ENGINEERING SERVICES	\$2,045.00	80100000-80230	INFRASTRUCTURE	\$2,045.00
				Vendor Total:		\$2,045.00
PETERSON CAT	PC060129681	MISC PARTS AS NEEDED, FYE 2016	\$120.25	10520210-56130	EXTERNAL SERVICES	\$120.25
	PC060129682	MISC PARTS AS NEEDED, FYE 2016	\$120.25	82024414-56130	EXTERNAL SERVICES	\$120.25
	Vendor Total:					\$240.50
PR BUSHBY SHARPENING INC	773854	SUPPLIES	\$10.00	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10.00
				Vendor Total:		\$10.00
PRE-PAID LEGAL SERVICES INC	38295 MAR-16	MAR16 PRE-PAID LEGAL SERVICE	\$51.80	20700000-20526	PREPAID LEGAL - AFLAC	\$51.80
				Vendor Total:		\$51.80
PUBLIC SERVICE DEPARTMENT	022416	UTILITIES	\$73,746.71	80626500-52133	MONTHLY DISCOUNT PROGRAM	\$107.51
				10017100-55210	UTILITIES	\$123.49
				10022100-55210	UTILITIES	\$5,604.28
				10022300-55210	UTILITIES	\$2,567.05
				10024220-55210	UTILITIES	\$427.19
				10026630-55210	UTILITIES	\$497.47
				20620231-55210	UTILITIES	\$53.38
				20822500-55210	UTILITIES	\$4,667.83

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PUBLIC SERVICE DEPARTMENT	022416	UTILITIES	\$73,746.71	20824300-55210	UTILITIES	\$1,526.74
				25024300-55210	UTILITIES	\$39.57
				64020213-55210	UTILITIES	\$453.80
				69122700-55210	UTILITIES	\$1,509.98
				73022600-55210	UTILITIES	\$1,713.57
				77725200-55210	UTILITIES	\$2,100.00
				80026400-55210	UTILITIES	\$1,750.98
				80526610-55210	UTILITIES	\$9,086.50
				82024411-55210	UTILITIES	\$13,859.59
				82024414-55210	UTILITIES	\$378.31
				84024421-55210	UTILITIES	\$135.55
				84024425-55210	UTILITIES	\$27,143.92
				89690-01/28/16	UTILITIES	\$0.48
	Vendor Total:					\$73,747.19
RANDALL J MADDOX GEN PTR	SF-D 16585	IPAD SCREEN REPLACEMENT	\$159.00	82024414-56120	EQUIPMENT MAINTENANCE & REPAIR	\$79.50
				84024421-56120	EQUIPMENT MAINTENANCE & REPAIR	\$79.50
				Vendor Total:		
READY SET GO LLC	1601001	FINANCE PROJECT ASSISTANCE	\$870.00	10013400-52100	CONTRACTED SERVICES	\$870.00
Vendor Total:					\$870.00	
REDWOOD COAST FUELS	1770207	CARDLOCK FUEL PURCHASES, FYE 2	\$4,462.31	10022100-56210	FUEL & FLUIDS	\$302.02
				10024210-56210	FUEL & FLUIDS	\$24.72
				10024220-56210	FUEL & FLUIDS	\$989.20

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1770207	CARDLOCK FUEL PURCHASES, FYE 2	\$4,462.31	10520210-56210	FUEL & FLUIDS	\$20.98
				10520210-56210	FUEL & FLUIDS	\$62.01
				10520210-56210	FUEL & FLUIDS	\$1,418.70
				10520224-56210	FUEL & FLUIDS	\$136.68
				20324100-56210	FUEL & FLUIDS	\$33.12
				20524412-56210	FUEL & FLUIDS	\$15.61
				20822500-56210	FUEL & FLUIDS	\$14.30
				80026400-56210	FUEL & FLUIDS	\$620.98
				82024411-56210	FUEL & FLUIDS	\$236.96
				82024414-56210	FUEL & FLUIDS	\$136.23
				82024414-56210	FUEL & FLUIDS	\$136.70
				84024421-56210	FUEL & FLUIDS	\$116.05
				84024421-56210	FUEL & FLUIDS	\$116.44
				84024425-56210	FUEL & FLUIDS	\$81.61
				Vendor Total:		\$4,462.31
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	DV 031716	SAFETY CONSULTANT FEE	\$3,452.00	20212400-52521	LIABILITY INSURANCE	\$3,452.00
	APR-16	APR-16 REMIF LIFE LTD & EAP INS	\$3,192.54	20700000-20523	P/R DEDUCT-LTD	\$2,525.54
				20700000-20512	REMIF LIFE	\$204.60
				20112400-52525	WORKER'S COMP. EXPENSE	\$462.40
				Vendor Total:		\$6,644.54
REDWOOD TOXICOLOGY LAB INC	00169820162	DRUG SCREENING TESTING	\$29.25	10520210-52100	CONTRACTED SERVICES	\$29.25
Vendor Total:						\$29.25

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REGIONAL GOVERNMENT SERVICES AUTHORITY	5815	FINANCIAL ADVISORY SERVICES	\$4,312.50	10013400-52100	CONTRACTED SERVICES	\$4,312.50
					Vendor Total:	\$4,312.50
REMY MOOSE MANLEY LLP	102555	RETAIN TO REP CITY IN LAWSUIT	\$150.00	90000000-21111	PLANNING PERMIT ESCROW	\$150.00
					Vendor Total:	\$150.00
RICHARD THORNTON DBA TELECOM	0000008090	ELECTRICAL EQUIPMENT AND SUPPL	\$1,740.51	20922900-54100	SUPPLIES	\$1,740.51
					Vendor Total:	\$1,740.51
SAFEWAY INC	809033-013016-1583	MISC SUPPLIES AS NEEDED, FYE 2	\$6.00	69122700-54100	SUPPLIES	\$6.00
	438068-021816-1583	MISC SUPPLIES AS NEEDED, FYE 2	\$21.43	69122700-54100	SUPPLIES	\$21.43
	809033-013016-1583-2	MISC SUPPLIES AS NEEDED, FYE 2	\$91.00	69122700-54100	SUPPLIES	\$91.00
	808662-021816-1583	MISC SUPPLIES AS NEEDED, FYE 2	\$118.75	69122700-54100	SUPPLIES	\$118.75
					Vendor Total:	\$237.18
SHAPE PRODUCTS	4003710	SUPPLIES	\$820.19	84024425-54100	SUPPLIES	\$820.19
					Vendor Total:	\$820.19
SOLID WASTES SYSTEMS INC	306930	MISC. DUMP FEES FOR FYE 2016	\$57.37	84024425-59101	FEES	\$31.20
				10024220-54120	PW - SPECIAL SUPPLIES	\$22.92
				80026400-54100	SUPPLIES	\$3.25
					Vendor Total:	\$57.37
SPENCER BREWER III	PO44004.0	MANAGEMENT OF SUNDAY'S CONCERT	\$2,500.00	90000000-23226	CONCERT SERIES	\$2,500.00
					Vendor Total:	\$2,500.00
STAPLES ADVANTAGE	3294664724	SUPPLIES AS NEEDED	\$101.95	10022100-54100	SUPPLIES	\$101.95

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES ADVANTAGE	3294664723	SUPPLIES AS NEEDED	\$1.87	20413500-54100	SUPPLIES	\$1.87
	3294664722	SUPPLIES AS NEEDED	\$39.47	20513300-54100	SUPPLIES	\$39.47
	3294664721	SUPPLIES AS NEEDED	\$463.53	20822500-54100	SUPPLIES	\$463.53
	3294664725	SUPPLIES AS NEEDED	\$44.50	69122700-54100	SUPPLIES	\$44.50
					Vendor Total:	\$651.32
STATE OF CALIFORNIA	155925	CHEM TEST/SUPPORT CRIMINAL INV	\$280.00	10520210-52100	CONTRACTED SERVICES	\$280.00
						Vendor Total:
STERICYCLE INC	3003325693	SHARPS DISPOSAL AS NEEDED, FYE	\$52.41	10520210-54201	PRISONER EXPENSE	\$52.41
						Vendor Total:
SUSAN JANSSEN	DV 032116	SPANISH COURSE FOR CUSTOMER SERVICE PERSONAL	\$1,600.00	10016100-54167	HR - EMPLOYEE DEVELOPMENT	\$1,600.00
						Vendor Total:
THE REED GROUP INC	1605	PERFORM WATER & WASTE WATER RA	\$6,095.00	82024410-52100	CONTRACTED SERVICES	\$6,095.00
						Vendor Total:
THOMAS CORNING JR	TA 04/04-04/08/16	TRAVEL ADVANCE	\$75.00	10520210-57100	CONFERENCE & TRAINING	\$75.00
						Vendor Total:
TNEMEC COMPANY INC	2197358	SUPPLIES AS NEEDED	\$177.72	82024411-54100	SUPPLIES	\$177.72
						Vendor Total:
TYLER TECHNOLOGIES INC	045-151092	DATA PROCESSING, COMPUTER, PRO	\$13,172.67	10013400-52100	CONTRACTED SERVICES	\$6,586.34
				10016100-52100	CONTRACTED SERVICES	\$526.91
				10023100-52100	CONTRACTED SERVICES	\$1,580.72

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
TYLER TECHNOLOGIES INC	045-151092	DATA PROCESSING, COMPUTER, PRO	\$13,172.67	20413500-52100	CONTRACTED SERVICES	\$3,293.17
				20513300-52100	CONTRACTED SERVICES	\$1,185.53
				Vendor Total:		\$13,172.67
UKIAH AUTO DISMANTLERS	UPD #16-0623	TRAILER DISPOSAL	\$725.00	10520210-52100	CONTRACTED SERVICES	\$725.00
				Vendor Total:		\$725.00
UKIAH WASTE SOLUTIONS INC	306847	BIOSOLID REMOVAL	\$6,539.04	84024425-52100	CONTRACTED SERVICES	\$6,539.04
				Vendor Total:		\$6,539.04
UNIFORM SOLUTIONS	18220-74-317	UPD VOLUNTEER UNIFORM	\$150.41	10520214-54100	SUPPLIES	\$150.41
				Vendor Total:		\$150.41
WAGEWORKS INC	125A10451963	SEC 125 ADMIN FEES	\$93.20	10016100-52151	AFLAC & PERS INSUR ADMIN FEES	\$93.20
				Vendor Total:		\$93.20
WESCO DISTRIBUTION INC	697356	ELECTRICAL EQUIPMENT AND SUPPL	\$243.28	80000000-12104	INVENTORY - PURCHASES	\$243.28
				Vendor Total:		\$243.28
WESTERN RENEWABLE ENERGY GENERATION	DV 030616	WREGIS CERTIFICATE ISSUANCE	\$10.89	80026400-52100	CONTRACTED SERVICES	\$10.89
				Vendor Total:		\$10.89
XEROX CORP	083645936	COPIER LEASE-SEE ADD'L DESCRIP	\$904.46	20822500-52100	CONTRACTED SERVICES	\$904.46
	083645941	COPIER LEASE-SEE ADD'L DESCRIP	\$1,930.94	20822500-52100	CONTRACTED SERVICES	\$1,930.94
	083645940	COPIER LEASE-SEE ADD'L DESCRIP	\$185.90	69122700-52100	CONTRACTED SERVICES	\$185.90
	083645939	COPIER LEASE-SEE ADD'L DESCRIP	\$314.80	73022600-52100	CONTRACTED SERVICES	\$314.80
	083645938	COPIER LEASE-SEE ADD'L DESCRIP	\$248.85	10520210-94500	LEASE PAYMENTS	\$136.87

List of Checks Presented for Approval on 3/25/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
XEROX CORP	083645938	COPIER LEASE-SEE ADD'L DESCRIP	\$248.85	10521210-94500	LEASE PAYMENTS	\$87.10
				20620231-94500	LEASE PAYMENTS	\$12.44
				64020213-94500	LEASE PAYMENTS	\$12.44
	083645937	COPIER LEASE-SEE ADD'L DESCRIP	\$457.75	10520210-94500	LEASE PAYMENTS	\$251.76
				10521210-94500	LEASE PAYMENTS	\$160.21
				20620231-94500	LEASE PAYMENTS	\$22.89
				64020213-94500	LEASE PAYMENTS	\$22.89
	Vendor Total: -----					\$4,042.70
	INVOICE TOTAL: -----					\$318,976.38



ITEM NO.: 7b

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: APPROVE NOTICE OF COMPLETION FOR CONSTRUCTION OF IMPROVEMENTS TO THE OAK MANOR PARK, SPECIFICATION 15-18.

Summary: Council will consider action to approve the Notice of Completion for Siri Grading & Paving, Inc., for Specification No. 15-18 Oak Manor Park Improvements.

Background: On December 16, 2015, Council awarded a unit price contract to Siri Grading & Paving, Inc. in the amount of \$84,200 for Specification 15-18, the construction of improvements to Oak Manor Park. The project was funded through a grant from the Prop 1C Housing Related Parks Program. Plans, specifications, and contract documents may be viewed at: <https://cityofukiah.box.com/Spec15-18OakManorPark>

Improvements included replacing the old picnic area with new picnic tables in two pods that will accommodate 100 people. It also has a serving table and 3 barbeques. Additionally, the more exposed group of tables has a shade cloth covered structure to provide relief from the sun during the middle of the day.

A second, smaller picnic area was installed to the northwest of the children's play structure for a group of approximately 30. This second picnic area has two barbeques, and is tucked up close enough to the existing trees to be shaded the majority of the time.

Discussion: The work of the contract was completed by the contractor in conformance with the approved plans and specifications on April 11, 2016. The final contract cost, based on actual quantities constructed and approved change orders, is \$91,080.

Staff is recommending that the Council accept the work performed by Siri Grading & Paving, Inc. for Specification No. 15-18 as complete, and direct the City Clerk to file the Notice of Completion (Attachment 1). Final payment of the five percent retention will be made to the contractor 35 days from the date the Notice of Completion is filed with the County Recorder. Please see Attachment 2 to see the application and certificate for payment from Siri Grading & Paving, Inc.

Continued on Page 2

RECOMMENDED ACTION(S): Accept the work as complete and direct the City Clerk to file the Notice of Completion with the County Recorder for Construction of Improvements to Oak Manor Park, Specification No. 15-18.

ALTERNATIVES: Return to staff with direction.

Citizens advised: n/a
Requested by: n/a
Prepared by: Maya Simerson, CS Supervisor & Tami Bartolomei, Community Service Administrator
Coordinated with: Mary Horger, Purchasing Supervisor, and Sage Sangiacomo, City Manager
Presenters: Maya Simerson, Community Services Supervisor
Attachments: 1. Notice of Completion
2. Application and Certification for Payment from Siri Grading and Paving Inc.

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 improvements to the park have been very well received by the community and we have already seen an increased use of the park.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Contract or Purchase Order No.
\$142,800	Grant Funds	30022200.80230	Yes ☐ No ☒	COU No. 1516-145

Please return to:

CITY OF UKIAH
300 Seminary Avenue
Ukiah, California 95482-5400
(707) 463-6200

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN:

1. That the real property described is owned by the following whose address is: Oak Manor Park, 500 Oak Manor Drive, Ukiah, California 95482-5400
2. That the nature of the title to the Oak Manor Park Picnic Area Improvements, Specification No. 15-18 of all said owners is that of fee simple.
3. That on the 20th day of April, 2016, the Contract work for this project was actually completed.
4. That the name and address of the Contractor is Siri Grading & Paving, Inc. P.O. Box 3638, Santa Rosa CA 95402.
5. That the real property herein referred to is situated in the County of Mendocino, State of California, and is described as follows: City-owned Oak Manor Park, on 500 Oak Manor Drive, Ukiah CA 95482.

I hereby certify under penalty of perjury that the forgoing is true and correct:

City Council Approval CITY OF UKIAH, a Municipal Corporation

Date By: _____
Kristine Lawler, City Clerk _____
Date

State of California

County of Mendocino

To: City of Ukiah
300 Seminary Ave.
Ukiah, CA 95482

Project: Oak Manor Park

Application No: 2

Distribution to:

From: Siri Grading & Paving, Inc.
P.O. Box 3638
Santa Rosa, CA 95402

App. Date: April 11, 2016

Period to: April 11, 2016

Project No:

Contract Date:

☐ OWNER
☐ CONSTRUCTION MGR.
☐ ARCHITECT
☐ CONTRACTOR
☐ OTHER

Contract For:

Via Architect:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, G703, is attached.

1. ORIGINAL CONTRACT SUM	84,200.00
2. Net Change By Change Orders	6,880.00
3. CONTRACT SUM TO DATE	91,080.00
4. TOTAL COMPLETED AND STORED TO DATE	91,080.00
5. RETAINAGE:	
a. 05% of Completed Work	4,554.00
b. of Stored Material	0.00
TOTAL RETAINAGE	4,554.00
6. TOTAL EARNED LESS RETAINAGE	86,526.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	25,911.25
8. CURRENT PAYMENT DUE	60,614.75
9. BALANCE TO FINISH, INCLUDING RETAINAGE	4,554.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Siri Grading & Paving, Inc.

By: Richard J. Owens Date: 4/11/16

Richard J. Owens

State of: California

County of: Sonoma

Subscribed and sworn before me this _____ day of _____

Richard J. Owens personally appeared before me, the undersigned notary public, and provided satisfactory evidence of identification to be the person who signed this document in my presence and swore or affirmed to me that the contents of this document are truthful and accurate to the best of his/her knowledge and belief.

Notary Public:

My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	1,325.00	0.00
	25.00	
Total approval this Month	5,530.00	0.00
TOTALS	\$ 6,880.00	\$ 0.00
NET CHANGES by Change Order	\$ 6,880.00	

CAUTION: You should use an original document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.



ITEM NO.: 7c

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: AUTHORIZE CITY MANAGER TO NEGOTIATE AND EXECUTE A PROPERTY ACCESS AGREEMENT BETWEEN THE CITY OF UKIAH AND RURAL COMMUNITIES HOUSING DEVELOPMENT CORPORATION FOR ACCESS TO TWO CITY-OWNED PARCELS ALONG ORR CREEK

Summary: Rural Communities Housing Development Corporation (RCHDC) has applied for funding to develop an affordable senior housing project near the corner of Brush Street and Orchard Avenue. Their parcels are located in the County, but are bordered on the south by two City-owned parcels along Orr Creek. Should funding be approved, RCHDC has requested access to these creek parcels to remove non-native vegetation, replace with native vegetation, and, as permitted by California Fish and Wildlife, reshape the creek banks to stabilize them and minimize flooding per plans prepared by Rau and Associates. This is the same work that will be done in parts of the creek bed and riparian zone owned by RCHDC.

Background: RCHDC has applied for funding for the development on an 80-unit affordable senior housing project called Orr Creek Commons. The site for the proposed Orr Creek Commons development is the western-most five acres of an approximately eight-acre empty field currently owned by Rural Communities Housing Development Corporation. The site is in Mendocino County bordering on the Ukiah City limits. The property is bounded on the east by approximately 350 feet of Orchard Avenue, on the north by approximately 1,000 feet of Brush Street, on the west by approximately 350 feet of Orr Street and on the south by approximately 1,000 feet of Orr Creek, which defines the limits between the City and County. (See Attachment 1)

The proposal includes 1,000 feet of Class I bike and walking trail along Orr Creek with picnic tables and benches creating a linear park. The trail would be constructed of non-toxic material and placed at the north edge of the Orr Creek riparian zone. The trail would be constructed to be ADA compliant.

The proposed work on the Orr Creek areas owned by the City of Ukiah would consist of removing non-native plants, including trees, in and near the creek bed and replacing with drought tolerant native plants using best management practices. Optionally, as permitted by California Fish and Wildlife, the creek banks will be reshaped to stabilize them and minimize flooding per plans prepared by Rau and

Continued on Page 2

RECOMMENDED ACTION(S): Authorize the City Manager to negotiate and execute a property access agreement with RCHDC for the purposes of improving Orr Creek on parcels 002-102-75-00 and 002-101-13-00.

ALTERNATIVES: Provide alternate direction to Staff

Citizens advised: n/a
Requested by: Rural Communities Housing Development Corporation
Prepared by: Shannon Riley, Senior Management Analyst
Coordinated with: Rural Communities Housing Development Corporation
Presenters: Shannon Riley, Senior Management Analyst
Attachments: 1. Map of RCHDC and City parcels
2. Draft Property Access Agreement

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

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

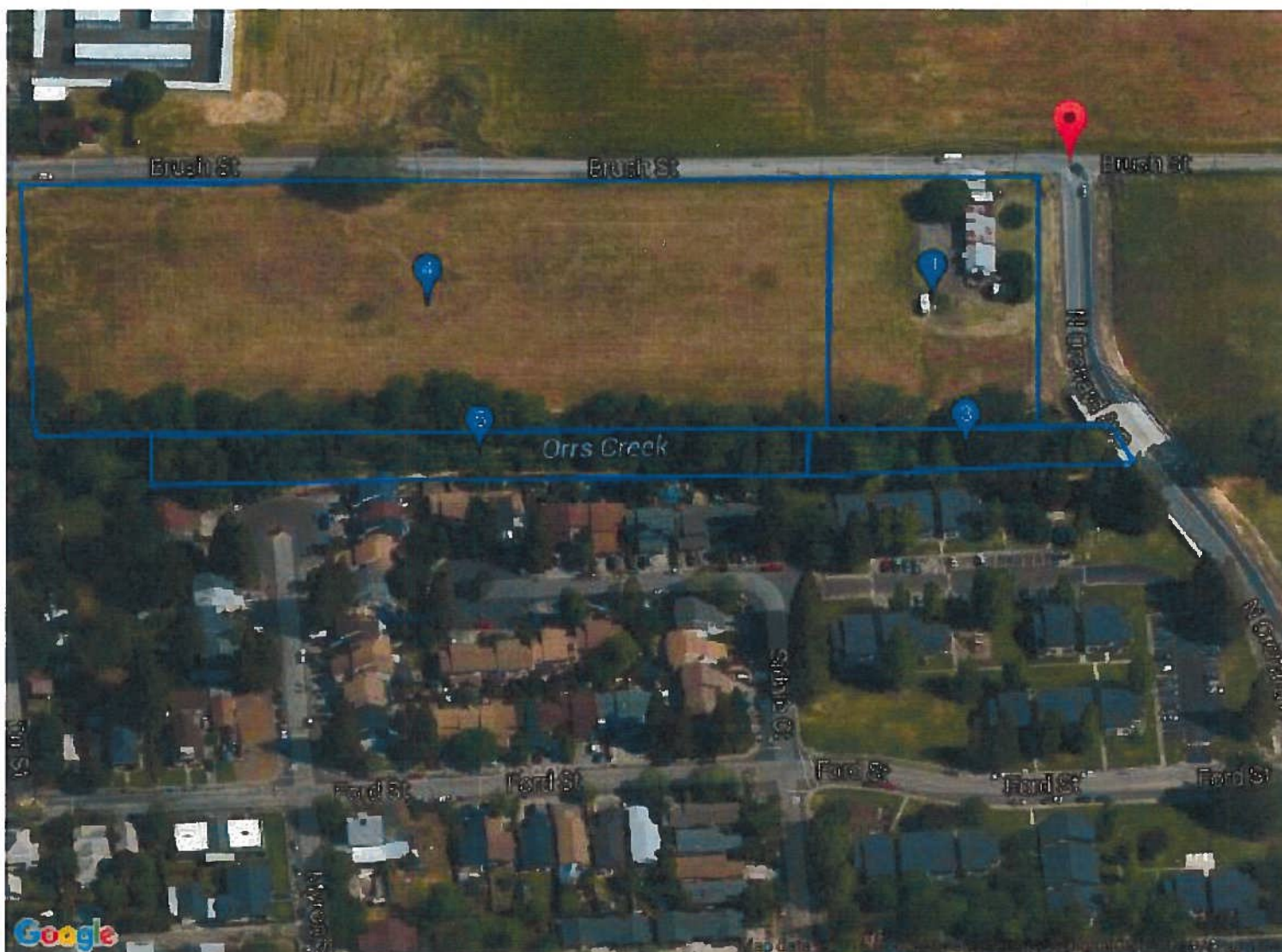
Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: 
Sage Sangiacomo, City Manager

Associates. Except for the trail, development will be limited to areas more than 50 feet from the top of the north creek bank.

Discussion: Work on City property will be limited to the creek work described above. Therefore, Staff recommends that the City Manager be authorized to negotiate and execute a property access agreement with RCHDC to accommodate this work, should the project go forward. (Draft agreement attached as Attachment #2) There is no fiscal impact associated with this action.

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



Parcels 1 and 4: RCHDC

Parcels 3 and 5: City of Ukiah

Access and Maintenance Agreement

between

City of Ukiah

And

Rural Communities Housing Development Corporation

This Access and Maintenance Agreement (the "Agreement") is entered on _____, 2016 ("Effective Date"), in Ukiah, California between the City of Ukiah ("City), a general law municipal corporation, and the Rural Communities Housing Development Corporation ("RCHDC"), a California non-profit public benefit corporation.

RECITALS.

1. The purpose of this Agreement is to allow RCHDC and its authorized representatives, contractors, and subcontractors the temporary right to encroach on City property as necessary to _____ Hereafter, all references to the "RCHDC" include its authorized representatives, contractors and subcontractors.

AGREEMENT.

In consideration of the above-recited facts and the terms and conditions as further stated herein, the parties agree as follows:

1. **Right of Entry.** City hereby grants the RCHDC a right of access and use and authorizes the RCHDC to enter upon the property depicted and described in the attached Exhibit A (the "Property") in order to _____ ("the Work"). Said right of access shall commence on _____ and terminate, when the _____ is complete.

2. **Term.** The term of this Agreement begins on the Effective Date and continues indefinitely, except for the temporary right of access to Adjacent Property which shall terminate upon completion of the Work.

3. **Notification and Coordination.** The RCHDC and the City will coordinate the RCHDC's access to the Property with the goal of providing adequate access for the purposes of this Agreement without undue interference with the City's use of the Property.

3.1 For purposes of this coordination, City designates _____, telephone number _____, cell phone number _____, email address _____ as the RCHDC's primary contact at Oak Manor School. City may designate a different representative by written notice to the RCHDC. RCHDC designates _____, telephone number _____, cell phone number _____, email address _____ as the City's primary contact with the RCHDC. RCHDC may designate a different representative by written notice to the City.

3.2 Through their designated representatives the parties shall keep each other informed on a timely basis of their respective needs and of any problems or conflicts that arise during the temporary right of access to the Property. The RCHDC and the City will use their best efforts to address satisfactorily any concerns or problems that arise during performance of the Work.

4. **Applicable Law and Regulations.** In exercising its rights under this Agreement, the RCHDC will comply with all applicable laws, statutes, regulations, ordinances, or directives of whatsoever nature with respect to the Work including, without limitation, all health, safety, and environmental laws, directives, ordinances, regulations, or statutes applicable to the performance of the Work.

5. **Restoration.** Upon completion of construction, the RCHDC shall repair and restore any areas of the Adjacent Property damaged by performance of the Work.

6. **Safety And Security Fencing:** At all times during its use of the Property, the RCHDC shall keep all areas under its control, and any materials, equipment, or disturbed areas adequately fenced and otherwise secure for safety purposes.

7. **Indemnification.** The RCHDC will indemnify the City for any damage to the Property or any person or property caused or alleged to have been caused by RCHDC while performing pursuant to this Agreement. The RCHDC will indemnify and defend the City against any claim by a third party against City for damages or personal injuries, including death, which damages are alleged to have been caused by RCHDC in performing under this Agreement. The RCHDC will provide proof of comprehensive general or commercial liability insurance and provide City with a policy declaration or equivalent notice, naming City as additionally insured. The RCHDC shall provide City with written notice of any cancellation of coverage and shall renew insurance certificates as they expire.

8. **Entire Understanding.** This Agreement sets forth the entire understanding between the RCHDC and the City with respect to the subject matter of this Access and Maintenance Agreement and supersedes all prior negotiations and dealings pertaining to this Agreement.

9. **Modification.** No change in, addition to, or waiver of any of the provisions of this Agreement shall be binding upon either party unless it is established in writing and signed by each party.

10. **Notice.** The person authorized to give and receive notices and information on behalf of each party and the address and fax number for that person is set forth below. A decision communicated by the authorized representative of each party shall constitute the decision of the party, unless the other party has received prior notice, as provided herein, that the authorized representative's decision is not the decision of the party. Whenever notice or other communication is permitted or required by this Agreement, it shall be deemed given when personally delivered or when received, if delivered by overnight courier or fax, or 48 hours after it is deposited in the United States Mail with proper first class postage affixed thereto and addressed as follows:

RCHDC

Authorized Representative: _____

Ukiah, CA. 95482

Email:

Fax:

City

Authorized Representative: _____

Ukiah Civic Center
300 Seminary Ave.
Ukiah, CA. 95482

Email:

Fax: 707-463-6201

Either party may give notice in the manner provided above of a change in address or fax number.

WHEREFORE, this Agreement is binding on the parties as of the Effective Date.

City of Ukiah

Date

Rural Communities Housing Development Corporation

Date



ITEM NO.: 7d

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: AWARD PROFESSIONAL SERVICES AGREEMENT TO THE LABOR COMPLIANCE MANAGERS FOR LABOR COMPLIANCE SERVICES FOR THE UKIAH VALLEY-REDWOOD VALLEY WATER SUPPLY RELIABILITY INTERTIE AND WELL DEVELOPMENT PROJECT

Summary: Council will consider action to approve executing a new agreement with The Labor Compliance Managers to provide labor compliance services for the Ukiah Valley-Redwood Valley Water Supply Reliability Intertie and Well Development Project.

Background: On June 4, 2014, Resolution No. 2014-20 was passed and adopted by City Council, which implemented a California approved Labor Compliance Program, and was later approved by the State's Department of Industrial Relations (DIR) on February 9, 2015. This was required due to the Proposition 84 funding source for the Grace Hudson Museum Nature Education Project. The Labor Compliance Managers had been retained by the City at that time to establish the program in support of this project, and run the labor compliance program on behalf of the City.

Discussion: Specification 16-01 "Installation of Replacement Well 4 and New Well 9," Specification 16-02 "Site Development for Well 4 & Well 9," and future project "Intertie with City of Ukiah/Willow Water District" are partially funded by Prop 84 funds, and will also require the management of a labor compliance program. Since The Labor Compliance Managers helped put the City's current DIR Labor Compliance Program in place, it is recommended to continue using The Labor Compliance Managers for these projects as well. Staff has been very pleased with their current work. Attached is a copy of the proposal.

Staff is recommending approval to award a professional services agreement to The Labor Compliance Managers for labor compliance services in the amount of \$40,000. Funds are budgeted and available in 82224413.80230.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$2,900,000	Water Capital	82224413.80230	Yes ☐ No ☒	N/A

RECOMMENDED ACTION(S): Award professional services agreement to The Labor Compliance Managers for labor compliance services in the amount of \$40,000.

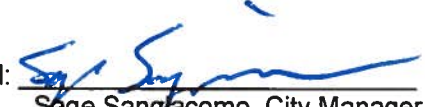
ALTERNATIVES: Return to staff with direction.

Citizens advised: n/a
Requested by: n/a
Prepared by: Mary Horger, Purchasing Supervisor
Coordinated with: Sean White, Director of Water and Sewer, Tim Eriksen, Director of Public Works/City Engineer; and Sage Sangiacomo, City Manager
Presenters: Sean White, Director of Water and Sewer; Jarod Thiele, Public Works Project Analyst
Attachments: 1. Proposal from Labor Compliance Managers

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 Labor Compliance Managers

April 4, 2016

Mary Horger
Purchasing Supervisor
City of Ukiah Civic Center
300 Seminary Avenue
Ukiah, CA 95482

Labor Compliance Service Proposal

UKIAH VALLEY-REDWOOD VALLEY WATER SUPPLY RELIABILITY INTERTIE AND WELL DEVELOPMENT PROJECT

Dear Ms. Horger,

Thank you for allowing us to provide the City of Ukiah with labor compliance consulting services for the UKIAH VALLEY-REDWOOD VALLEY WATER SUPPLY RELIABILITY INTERTIE AND WELL DEVELOPMENT PROJECT. Our services shall include all that are required in the Public Works provisions of the California Labor Code and Title 8, California Code of Regulations, Chapter 8, Subchapter 3, (Sections 16000-16414), Subchapter 4 (Sections 16421 – 16439) and Subchapter 6 (Sections 17201 – 17270). Below is the schedule of tasks and associated fees:

SPEC 16-01 – Installation of Replacement Well 4 and New Well 9 - \$10,000

SPEC 16-02 – Site Development for Well 4 & Well 9 - \$20,000

Inertie with City of Ukiah/Willow Water District - \$10,000

Total for the three (3) tasks listed above shall not exceed \$40,000.

Unexpected additional services needing extra time than a term of 8 months may require a change order that is approved by both parties (Consultant & City).

The Labor Compliance Managers will charge an hourly rate of \$80 per man-hour.

Mailing address for payments:

Lindley Robertson
The Labor Compliance Managers
515 Blueberry Terrace
San Jose, CA 95129

Scope of Work for All 3 Prop 84 Projects

- Assist the City in maintaining their Awarding Body Labor Compliance Program approved by the Department of Industrial Relations (DIR) to monitor Prop 84 projects. This includes providing any regulatory updates required during the life of the UKIAH VALLEY-REDWOOD VALLEY WATER SUPPLY RELIABILITY INTERTIE AND WELL DEVELOPMENT PROJECT.
- Assist the City with follow-up annual LCP reporting to the DIR, detailing enforcement procedures completed on the Prop 84 projects
- Attend Pre-Bid and/or Pre-Construction Conferences to introduce the labor compliance information to prospective prime and subcontractors.
- Review certified payrolls submitted electronically or in traditional paper format in a timely manner to verify prevailing wages, including all fringe benefits, were paid as required.
- Conduct random labor compliance inspections, interview workers in English and Spanish if needed, and cross reference with the certified payroll.
- Ensure compliance with Apprenticeship requirements, including with registrations and ratios requirements for the various crafts that are now being enforced by the Division of Labor Standards Enforcement (DLSE) at the DIR.
- Verify in writing whether the public work being monitored is in compliance prior to the processing of progress payments to Contractor(s).
- Complete audits to ensure restitution of prevailing wages is paid in a timely manner when needed, also by recommending withholding of progress payments equal to the amount of underpayment, or negotiating payments directly from the contractor in accordance with the California Labor Code and Regulations, and the California Labor Code penalty amounts that may be payable to the City when willful or continued labor compliance violations occur.

Please verify acceptance of this proposal and issue a Purchase Order Number to The Labor Compliance Managers after the execution of a contract with the City of Ukiah.

Yours truly,



Lindley Robertson
Owner & Executive Director

www.thelaborcompliance managers.com



ITEM NO.: 7e

MEETING DATE: April 15, 2015

AGENDA SUMMARY REPORT

SUBJECT: NOTIFICATION OF ACQUISITION OF PROFESSIONAL SERVICES FROM ALPHA LABORATORIES IN THE AMOUNT OF \$16,536 FOR WASTEWATER SAMPLING

Summary: Notification of acquisition of professional services from Alpha laboratories for Wastewater sampling

Background: Per Section 1522 of the Municipal Code staff is reporting to City Council the acquisition of professional services from Alpha Laboratories in the amount of \$16,536

Discussion: In accordance with requirements included in the City's discharge permit issued by the North Coast Regional Water Quality Control Board (NCRWQCB) various samples are required to be taken when the effluent from the Wastewater Treatment Plant is discharged to the Russian River. The permit is very specific about the time the samples are to be collected and processed.

The City relies on Alpha Laboratories as they are able to meet these requirements.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Contract or Purchase Order No.
\$55,000	N/A	84024425.52100	Yes ☐ No ☒	PO No. 43964

RECOMMENDED ACTION(S): Receive Report

ALTERNATIVES: N/A

Citizens advised:

Requested by: Mary Horger, Purchasing Supervisor
Prepared by: Jarod Thiele, Public Works Project Analyst
Coordinated with: N/A
Presenters: N/A
Attachments: N/A

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

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

Approved: 
Sage Sangiacomo, City Manager

**AGENDA SUMMARY REPORT**

SUBJECT: AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE COMMUNITY DEVELOPMENT COMMISSION OF MENDOCINO COUNTY (CDC) FOR GRANT ADMINISTRATION AND IMPLEMENTATION IN THE AREAS OF HOUSING, ECONOMIC DEVELOPMENT, AND SUSTAINABILITY

Summary: The Community Development Commission (CDC) of Mendocino County has been a strong partner to the City of Ukiah for nearly ten years in the areas of affordable housing development and grant management. City Staff is recommending renewal of CDC's agreement, to include support in the areas of housing, economic development, sustainability, and grant management.

Background: The Community Development Commission (CDC) serves as the Housing Authority for Mendocino County and therefore has expertise in affordable housing. In addition, their staff has expertise administering numerous local, state and federal grants, including Community Development Block Grants (CDBG) and Home Investment Partnership Program (HOME) funds.

The City has worked in partnership with CDC for nearly ten years on important affordable housing projects including Creekside Village and Summercreek. Additionally, CDC has provided invaluable support for the City's first-time homebuyers' program, the CDBG program that helped create two new businesses and over twenty new full-time-equivalent jobs, the PEP senior housing project and more.

Discussion: The scope of work in the attached agreement includes the grant management support that CDC has provided for many years, as well as implementation assistance for the Housing Element. The agreement would remain in effect for a period of one year and can be extended by mutual agreement for up to five additional years. It also calls for a \$25,000 retainer at the beginning of each fiscal year (or a prorated amount that corresponds to the length of the agreement). It is important to note that the grant activities related to CDBG and HOME programs are fully reimbursed by the State through the grant process.

Based on the strength of the partnership with CDC over prior agreements and the specialized expertise their staff brings to these important areas of work, Staff recommends authorization for the City Manager to negotiate and execute the attached agreement with CDC.

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.
\$25,000	N/A	10017100.52100	Yes ☐ No ☒	N/A

Continued on Page 2

RECOMMENDED ACTION(S): Authorize the City Manager to negotiate and execute the agreement with the Community Development Commission.

ALTERNATIVES: Provide alternate direction to Staff.

Citizens advised: N/A

Requested by: N/A

Prepared by: Shannon Riley, Senior Management Analyst.

Coordinated with: N/A

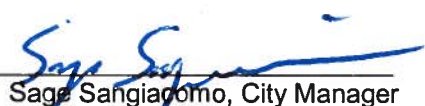
Presenter: Shannon Riley, Senior Management Analyst.

Attachment: 1. Agreement for Administrative Services with the Community Development Commission

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 Sangiorgio, City Manager

AGREEMENT FOR ADMINISTRATIVE SERVICES

This Agreement for Administrative Services (the "Agreement") is entered on _____, 2016 ("Effective Date") in Ukiah, California, between the City of Ukiah ("City") general law municipal corporation (referred to herein as "Ukiah") and the Community Development Commission of Mendocino County ("CDC"), a public body corporate and politic. The City and the CDC may be referred to in this Agreement individually as "Party," and collectively as "the Parties."

RECITALS

1. City periodically authorizes and approves applications for grants or has access to other funds that establish programs and projects to improve or increase housing available in the City at affordable cost to low and moderate income families ("Housing Programs"), to improve or design public works or public facility projects benefitting low-income families in the City (Community Development Programs), or to assist businesses and the local economy with creation and retention of jobs ("Economic Development Programs"). Such Community Development, Housing and Economic Development programs include, but are not limited to, Community Development Block Grants ("CDBG") and Home Investment Partnerships Program (HOME) Funds, both of which are federal funds distributed through the California Department of Housing and Community Development ("HCD"). A list of other Housing and Economic Development programs is contained in Addendum 2.
2. CDC has experience administering numerous local, federal and state low income housing programs and grants.
3. The City and CDC desire that CDC assist in applying for, obtaining, and/or in administering Community Development, Housing and Economic Development Program funds awarded to or obtained by City, as well as providing general support in the areas of economic development, housing, and sustainability.
4. CDC is authorized by law to provide services to City pursuant to this Agreement.
5. This Agreement sets forth the roles and responsibilities of the City and the CDC in connection with the Community Development, Housing and Economic Development Programs .

AGREEMENT

1. *Contract Management and Grant Implementation.* As needed, CDC shall manage and/or assist with Community Development, Housing and Economic Development Grants contracts executed between the City and a funding source, including HCD and assist with the implementation of the General Plan Housing Element, as that element was amended in 2016 and approved by HCD (hereafter, "Housing Element").
 - A. At the discretion of the City, the CDC shall perform various grant-related activities, including, but not limited to, contract management and grant implementation advising and monitoring.
 - i. In performing their Contract Management and Grant Implementation obligations, the Parties will comply with applicable laws, rules and regulations, including, but

not limited to, Community Development, Housing and Economic Development Program Grant agreements, funding notice availability notices, and applicable federal and state statutes and regulations. In connection with any monitoring activities performed by the CDC of a program participant (e.g. a developer and homeowner), the CDC shall have no enforcement obligations, but agrees to promptly notify the City in the event the CDC's monitoring activities show that a program participant is violating a program requirement.

- ii. The Parties acknowledge that CDC is not a party to any Community Development, Housing and Economic Development Program Funds agreements between the City and the funding source. The funding source may have contractual remedies against City for any violation of Community Development, Housing and Economic Development Program requirements, but not against CDC; provided, however, that City shall have legal and equitable remedies against CDC for any breach of this Agreement by CDC.
- B. Except where prohibited by a grant agreement or applicable statutes or regulations, CDC and its officers, employees and agents may be a developer or owner of a property or housing unit assisted with any Community Development, Housing and Economic Development Program funds administered by CDC pursuant to this Agreement, provided that CDC provides prior written notice to the City of its intent to use the Community Development, Housing and Economic Development Program funds for such purposes. In the event that CDC notifies the City pursuant to this Section 1(B), the City may require reasonable additional City oversight of such Community Development, Housing and Economic Development Program Funds and such additional oversight may include a modification of the CDC and City roles related to such Community Development, Housing and Economic Development Program Funds as set forth in this Section 1.
- C. At the City's discretion, CDC shall provide support in the areas of economic development, housing, and sustainability. Specifically, the City requires support to meet the following goals related to the Housing Element:
- i. By the end of 2016, develop and implement a residential rehabilitation program with an emphasis on improving safety, comfort and energy efficiency.
 - ii. Develop an At-Risk Units Program: Maintain an inventory of at-risk affordable housing units and work with property owners and non-profit affordable housing organizations to preserve these units by identifying and seeking funds from Federal, State, and local agencies to preserve the units.
 - iii. Provide copies of the inventory of vacant and underdeveloped land for public distribution.
 - iv. Within 1-year of adoption of the Housing Element, conduct a roundtable meeting with non-profit housing sponsors and developers to educate and share information about vacant and underutilized sites, the zoning requirements, the lot consolidation process, and incentives offered by the City.

- v. Facilitate the consolidation of smaller, multi-family parcels by 1) publicizing the underutilized sites inventory on the City's website, and 2) providing technical assistance to property owners and developers in support of lot consolidation. To encourage development of quality housing at prices lower income households can afford on smaller, multi-family parcels, the City will meet with non-profit sponsors and developers to promote strategies and the creation of lot consolidation incentives.
- vi. Work with City Staff to develop a Housing Resources webpage as part of the City website that may be used to facilitate the development and improvement of affordable housing. Included on the webpage could be items such as funding resources, affordable housing development agencies and developers, energy conservation and green-building resources and services.
- vii. Conduct periodic meetings with developers, non-profit housing development agencies, the City Police Department and others to identify constraints to development of affordable housing and use the information gained to consider zoning code amendments.

2. *City's Review of CDC Performance; Additional Community Development, Housing and Economic Development.* The performance of Contract Management and Grant Implementation Tasks by the Parties is subject to the following:

- A. During the term of this Agreement, City shall have the right to monitor CDC compliance with this Agreement. To assist City in monitoring CDC compliance, the CDC representative and City representative shall meet in person or by phone as reasonably requested by either party. In addition, upon reasonable notice to the CDC City shall have the right to inspect and copy (at City's expense) the CDC's books and records at the offices of the CDC related to those programs funded with Community Development, Housing and Economic Development Program Funds and which are included in the Addendum to this Agreement. Records that can be uploaded to the Cloud or a flash drive shall be copied without cost to the City, if City provides the storage site or flash drive.
- B. The CDC and City shall perform Contract Management and Grant Implementation tasks for each Community Development, Housing and Economic Development Program listed on the attached Addendum 2. In the event that the Parties desire to add additional Community Development, Housing and Economic Development Program Funds to Addendum 2, the CDC Executive Director and the City Manager shall agree in writing to such additional Community Development, Housing and Economic Development Program . Upon written agreement between the CDC Executive Director and the City Manager, such work shall then be deemed to be included in Addendum 2. The Parties shall attach a written agreement evidencing the additional Community Development, Housing and Economic Development Program (s) to the end of Addendum 2.

3. *Monitoring and compliance reports for Grants which have been implemented.*
In addition to those Community Development, Housing and Economic Development Program

Funds listed in Addendum 2, CDC shall engage in reasonable monitoring activities to monitor compliance of the following programs that are already funded with Community Development, Housing and Economic Development Program grants as listed in Addendum 3. In addition, CDC shall prepare such reports (excluding audits) which may be required in connection with those Community Development, Housing and Economic Development Program Funds listed in Addendum 3. The Parties may add Community Development, Housing and Economic Development Program Funds to Addendum 3, by written agreement between the CDC Executive Director and the City Manager. Upon execution of such an agreement, such work shall then be deemed to be included in Addendum 3. The Parties shall attach the written agreement to the end of Addendum 3. In connection with any monitoring activities performed by the CDC of a program participant (e.g. a developer and homeowner), the CDC shall have no enforcement obligations, but agrees to promptly notify the City, in the event the Housing and Economic Development Program Grant is a City program, or in the event the CDC's monitoring activities show that a program participant is violating a program requirement.

4. *Personnel.* CDC employees shall perform the tasks required by Section 1 of this Agreement and under the supervision of the Executive Director.

The key contact person involved in the implementation and administration of Community Development, Housing and Economic Development Program Grant funded programs for the CDC will be Craig Schlatter, Development and Sustainability Manager. The key contact persons for City will be Sage Sangiacomo, City Manager and Charley Stump, Director of Planning and Community Development.

5. *Term.* The term of this Agreement shall commence on the Effective Date, and shall remain in effect for a period of one (1) year, unless earlier terminated pursuant to Section 11. If after one year the Parties agree in writing, the Agreement can be extended for a period of up to five (5) years.

6. *Budget.*

A. Community Development, Housing and Economic Development Program Grants or Agreements. Budgets shall be in accordance with grant agreements between the City and applicable Community Development, Housing and/or Economic Development Program funding sources. Total budget will not exceed limits of administrative and activity delivery stated in the funding source grant agreement. City shall have no obligation to use other City funds to compensate CDC for its performance under paragraph 1 of this Agreement.

B. The City may require a more detailed budget breakdown than the one referred to herein, and the CDC shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the City. Any amendments to budget exceeding ten percent (10%) must be approved in writing by the City.

7. *Payment.* It is expressly agreed and understood that, for grant-related activities, the total to be paid by the City under this Agreement shall not exceed amounts budgeted for General Administration and/or appropriate levels of Activity Delivery funds budgeted in current grants. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Section 7 herein and in accordance with performance.

- A. Under the terms of this Agreement, a \$25,000 retainer shall be provided to CDC at the beginning of the fiscal year or in a prorated amount that corresponds to the length of the Agreement. The retainer is advance payment to be used as a credit toward any actual fees or expenses incurred related to the delivery of service.
- B. CDC will bill monthly for the work it performs on an hourly basis in accordance with the billing rates attached hereto as Addendum 1. The fees paid to the CDC shall not exceed the amount of funds available for those activities, as set forth in the approved City of Ukiah annual budget. In the event that the entire retainer is utilized, prior to commencing additional work, CDC shall notify City if CDC does not believe the budgeted funds are sufficient to cover CDC's fee for performing the work. City shall have the option of providing the work by other means if it does not want to incur the added cost projected by CDC.
- C. City shall pay CDC based on periodic invoices submitted by the CDC for the time worked by the CDC. The invoices submitted by the CDC shall set forth the tasks performed and the time expended in performing each task. In the event the CDC's work under this Agreement is about to exceed or exceeds the amount of budgeted funds available from the funding source, the CDC shall work with the City to find alternative means of covering CDC costs or modifying the program before stopping work. CDC shall not be obligated to perform work without being paid for its services in accordance with Addendum 1.

8. *Records Retention.* CDC shall retain for a period of five (5) years following the termination of the Applicable Community Development, Housing and Economic Development Program Grant agreement any records prepared for the applicable grant and shall make those records available during normal business hours to City or its funding source for inspection and copying. Upon termination of this Agreement, the CDC shall return any retained records to the City and shall not have any additional obligation to maintain any records related to this Agreement or a Community Development, Housing and Economic Development Program Grant.

9. *Integration.* This Agreement sets forth the entire agreement between the Parties concerning its subject matter and supersedes and replaces any previous statements, agreements, representations or understandings. Any amendments or modifications to this Agreement must be mutually agreed upon by the Parties and may not materially affect the State's responsibilities for administering any grant Program funded by the State.

10. *Suspension or Termination.* Either party may terminate this Agreement at any time by giving written notice to the other party of such termination, and specifying the effective date

thereof, which shall be not less than 30 days before the effective date of such termination. Partial termination of the Scope of Service in paragraphs 1 and 3, above, may be undertaken only with the prior approval of City and CDC. In the event of any termination for convenience, all finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other materials prepared by the CDC under this Agreement shall, at the option of City, become the property of the City. CDC shall be paid all amounts owed to the CDC under this contract or prior to termination of this Agreement; provided, however, that if the agreement is terminated due to a material breach arising from gross negligence or willful misconduct by the CDC, City shall have the right to set off against any amounts owed to CDC the damages caused by that breach.

11. *Indemnification.* The CDC agrees to indemnify City for any claim, cost or liability for personal injury, including wrongful death, or property damage that arises out of, or pertains to, or relates to the performance of services under this contract by the CDC to the extent caused by CDC's negligent or willfully wrongful acts, errors, or omissions, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the negligence or willful misconduct of City.

"Indemnify," as used herein includes the expenses of defending against a claim and the payment of any settlement or judgment arising out of the claim. Defense costs include all costs associated with defending the claim, including, but not limited to the fees of attorney's, investigators, consultants, experts and expert witnesses, and litigation expenses.

Reference in this paragraph to City or the CDC, include their officers, employees, or agents.

City agrees to indemnify CDC for any claim, cost or liability for personal injury, including wrongful death, or property damage that arises out of the performance of City's obligations under this Agreement to the extent caused by the negligence or willful misconduct of City.

"Indemnify," as used herein includes the expenses of defending against a claim and the payment of any settlement or judgment arising out of the claim. Defense costs include all costs associated with defending the claim, including, but not limited to, the fees of attorneys, investigators, consultants, experts and expert witnesses, and litigation expenses.

References in this paragraph to City or the CDC, include their officers, employees, or agents.

12. *Miscellaneous.*

- A. No Third Party Beneficiaries. There shall be no third party beneficiaries to this Agreement.
- B. Action by the CDC. Whenever any approval, notice, direction, consent, request, extension of time, waiver of condition, termination, or other action by the CDC is required or permitted under this Agreement, such action may be given, made, or taken by the Executive Director without further approval by the CDC's governing body; provided that such approval, notice, direction, consent, request, extension is non-material.

- C. Notices, Demands and Communications. Formal notices, demands, and communications between the CDC and City shall be sufficiently given if and shall not be deemed given unless dispatched by certified mail, postage prepaid, return receipt requested, or delivered by express delivery service, with a delivery receipt, or delivered personally, with a delivery receipt, or delivered by fax with a return receipt, to the principal office of the CDC and City as follows:

CDC:

Community Development Commission of Mendocino County
1076 N. State Street
Ukiah, CA 95482
Attn: Executive Director
Fax: 707 463-4188

City:

City of Ukiah
Ukiah Civic Center
300 Seminary Avenue
Ukiah, CA 95482
Attn: City Manager
Fax: 707-462-6204

Such written notices, demands and communications may be sent in the same manner to such other addresses as the affected Party may from time to time designate as provided in this Section. Receipt shall be deemed to have occurred on the date shown on a written receipt for delivery as the date of delivery, the date delivery was refused, or the date the item was returned as undeliverable.

- D. Applicable Law. This Agreement will be governed by California law. Any action or proceeding to enforce or interpret the provisions of this Agreement shall be filed in a court of competent jurisdiction in Mendocino County, the Parties consenting to the venue of such courts.
- E. Parties Bound. Except as otherwise limited in this Agreement, the provisions of this Agreement shall be binding upon and inure to the benefit of the Parties and their heirs, executors, administrators, legal representatives, successors and assigns.
- F. Severability. If any term of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall continue in full force and effect unless the rights and obligations of the parties have been materially altered or abridged by such invalidation, voiding or unenforceability.
- G. Counterparts. This Agreement may be executed in counterparts or duplicate originals, each such counterpart or duplicate original containing the original signature of the Party

or Parties. Each such counterpart or duplicate original shall be admissible in any administrative or judicial proceedings as proof of the content of this Agreement.

IN WITNESS WHEREOF, the Parties have entered this Agreement on the Effective Date.

COMMUNITY DEVELOPMENT
COMMISSION

CITY OF UKIAH

By: _____

Todd Crabtree, Executive Director
Community Development Commission
of Mendocino County

ATTEST:

By: _____

Sage Sangiacomo, City Manager
City of Ukiah

ATTEST:

Craig Schlatter, Development and Sustainability
Manager
Community Development Commission
of Mendocino County

Kristine Lawler, City Clerk
City of Ukiah

APPROVED AS TO FORM:

David J. Rapport, City Attorney
City of Ukiah

ADDENDUM 1**CDC STAFF REIMBURSEMENT RATES
February 2016*****Hourly Rate Schedule***

Executive Director	\$80.00 per hour
Fiscal Controller	\$75.00 per hour
Development and Sustainability Manager	\$75.00 per hour
Sustainability and Energy Efficiency Specialist	\$60.00 per hour
Scheduler Planner Specialist	\$55.00 per hour
Development and Sustainability Intern	\$30.00 per hour

Rates are subject to change with 30-day written notice provided by CDC to City of Ukiah.

CDC considers photocopying, first class and FedEx postage, telephone, facsimile and cellular communication charges as a normal part of doing business. These charges are included in the stated hourly rates.



ITEM NO.: 11a

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: CONDUCT PUBLIC HEARING ON PROPOSED ADOPTION OF WATER RATES FOR THE PERIOD OF JUNE 2016 TO JANUARY 2020 AND CONSIDER ADOPTION OF RESOLUTION APPROVING THE RATES AS SHOWN IN THE RESOLUTION

Summary: City Council will conduct a public hearing to consider adoption of new water rates for a 5-year period.

Background: On February 17, 2016, City Council received an updated presentation on the Water Rate Study prepared by Bob Reed from the Reed Group, Inc. Staff has spent significant time working with Mr. Reed as well as the Rate Studies for Electric, Water, and Sewer Ad Hoc committee (Councilmembers Crane and Doble) to complete the Water Rate Study (Attachment 1) which includes a ten-year financial plan for the water utility. The purpose of the Water Rate Study is to ensure that water rates are sufficient to meet the Utility's financial and service obligations for ongoing operation and maintenance, debt service, and capital improvements while maintaining prudent reserves. The last adjustment to the water rates occurred in July 2014.

In addition, on February 17, 2016, Council authorized staff to mail the required Proposition 218 Notices to all of the Water Utility customers. These notices were mailed on March 4, 2016, in order to meet the 45-day Public Notice Requirement.

Discussion: At this time, a Public Hearing must be held in order to fulfill the requirements in Proposition 218. At the time of report preparation there were 27 written protests received (Attachment 4) and 28 notices that were returned to the City as undeliverable by the Postal Service.

Mr. Reed will provide Council a brief Summary on the recommendation from the Water Rate Study which is included as Attachment 2. The rates for adoption are shown in the attached Resolution (Attachment 3). This resolution will become effective following the Public Hearing on May 4, 2016, unless the City Council orders otherwise.

City must also comply with the notice and hearing requirements in Ukiah City Code Sections 3950-3957, which predate the enactment by Proposition 218 of Article 13.D, §6 of the California Constitution. The recommended action is for the City Council to make its approval of the resolution adopting the new rates

Continued on Page 2

RECOMMENDED ACTION(S): Conduct a Public Hearing and adopt resolution adopting water rates for the period of June, 2016 to January, 2020.

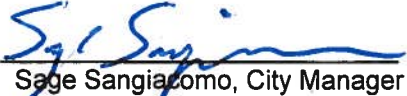
ALTERNATIVES: Do not adopt rates.

Citizens advised: City of Ukiah Water Rate Payers
Requested by: Sage Sangiacomo, City Manager
Prepared by: Jarod Thiele, Public Works Project Analyst
Coordinated with: David Rapport, City Attorney; Tim Eriksen, Director of Public Works/City Engineer
Presenters: Sean White, Director of Water and Sewer; Jarod Thiele, Public Works Project Analyst
Attachments: 1) Water Rate Study
2) Water Rate Study Presentation
3) Resolution (Revised 4/18/16)
4) Protest Letters

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

subject to further consideration at a hearing under Ukiah City Code Section 3955 on May 4, 2016. However, its adoption of the resolution at the meeting on April 20, 2016, will conclude the hearing process under Proposition 218.

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

CITY OF UKIAH

Water Rate Study

Final Report

February 23, 2016



THE REED GROUP, INC.

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SECTION I. EXECUTIVE SUMMARY

INTRODUCTION AND BACKGROUND

The City of Ukiah retained The Reed Group, Inc. to develop a ten-year water system financial plan and to update water rates for the City's water utility. The purpose of the study was to ensure that water rates are sufficient to meet the utility's financial and service obligations for ongoing operation and maintenance, debt service, and capital improvements while maintaining prudent reserves. The last adjustment to the water rates occurred in July 2014.

The scope of services for the water rate study included the following:

- Review financial goals and policy objectives
- Review the current budget, debt obligations, and capital improvement plans
- Prepare a ten-year financial plan and determine annual water rate revenue requirements for the water utility
- Review the current water rate structure and recommend changes consistent with rate setting objectives
- Develop water rate recommendations that meet the legal requirements for cost of service
- Present preliminary recommendations to the City Council to review the assumptions and conclusions from the financial plan and rate analyses
- Prepare a water rate study report (this report) to document the analyses performed during the study
- Present study recommendations to the City Council during a regular meeting, and assist the City in preparing a notice of public hearing regarding the proposed water rates
- Present final water rate recommendations during a public hearing.

The purpose of this report is to describe the analyses performed, present the financial plan for the water utility, and summarize findings and recommendations regarding the water rates.

FINANCIAL PLAN AND REVENUE NEEDS

The City's water rates were last increased in July 2014 in the last of a series of annual rate adjustments spanning five years. In general, financial objectives have been met. However, at present the City and the State are in the midst of a multi-year drought, which has reduced water sales and related revenue. While the financial condition of the water utility is not critical, capital improvement needs are not being fully or adequately funded.

While the City's water utility continues to provide reliable water service to its customers, the current financial situation limits its ability to implement needed capital

replacement, rehabilitation, and upgrade projects. The capital improvement plan for the water utility totals about \$22.9 million (in current dollars) in new projects over the planning period (through FY 23-24). However, about \$15.2 million of this amount is scheduled for the next five years. Current revenues do not fully support this level of capital program activity, and currently available reserves will be significantly depleted as these projects are completed.

It is recommended that the City continue its practice with modest annual water rate increases. Beginning in June 2016, it is recommended that the City increase water rate revenues by 3 percent followed by four years with a 3 percent annual water rate increase each January. These increases will help ensure financial stability during the current drought and subsequent recovery, maintain adequate revenues for operating and maintenance costs, as well as debt service, and provide additional funding for the capital improvement program.

The financial plan model reflects assumptions and estimates that are believed reasonable at the present time. However, conditions change. It is recommended that the City review the financial condition of the water utility annually as part of the budget process, and perform a more comprehensive financial plan and rate update study every 3 to 5 years, unless otherwise needed sooner. The financial analysis presented in this report indicates that the revenues generated by the water rates would not exceed the cost of providing service, including maintaining prudent reserves for specified purposes.

Details of financial plan analyses and the recommendation to annually adjust the water rates to keep pace with change in costs are presented in Section II of this report.

PROPOSED WATER RATE SCHEDULE

Exhibit I-1 presents the proposed water rate schedules for the next five years, based on a public hearing in March 2016¹. The water rates presented in this report include minor rate structure changes to better align the water rates with the cost of providing service. The water rate structure includes:

- Maintaining a uniform water usage rate structure for all customer classes
- Adjustments to the monthly service charges to better align the allocation of customer costs across all customer accounts, as well as to reflect the allocation of capacity costs in relation to the capacity provided across meter sizes.

The rate restructuring is proposed to occur with the 3 percent overall water rate revenue increase, to be effective in June 2016. Because of the rate restructuring some water bills will increase more than 3 percent and others less than three percent. Typical single family water bills may increase about 4.5 percent as a result of the cost of service analysis. Details of the cost of service analysis and water rate recommendations are presented in Section III of this report.

¹ Proposition 218 requires a Notice of Public Hearing be mailed to all affected property owners and customers of the proposed changes to water rates. Therefore, notices will need to be mailed out in early March to accommodate a rate hearing in late April.

**Exhibit I-1
City of Ukiah
Current and Proposed Water Rates**

	Current (1)	June 2016	January 2017	January 2018	January 2019	January 2020
Water Usage Rate (\$/CCF)						
All Water Usage	\$ 2.73	\$ 2.86	\$ 2.95	\$ 3.04	\$ 3.13	\$ 3.22
Monthly Service Charge						
3/4" meter	\$ 32.25	\$ 33.63	\$ 34.64	\$ 35.68	\$ 36.75	\$ 37.85
1" meter	\$ 54.81	\$ 54.00	\$ 55.62	\$ 57.29	\$ 59.01	\$ 60.78
1 1/2" meter	\$ 106.40	\$ 104.47	\$ 107.60	\$ 110.83	\$ 114.15	\$ 117.57
2" meter	\$ 170.88	\$ 165.27	\$ 170.23	\$ 175.34	\$ 180.60	\$ 186.02
3" meter	\$ 322.41	\$ 307.24	\$ 316.46	\$ 325.95	\$ 335.73	\$ 345.80
4" meter	\$ 538.45	\$ 510.02	\$ 525.32	\$ 541.08	\$ 557.31	\$ 574.03
6" meter	\$ 1,073.66	\$ 1,016.50	\$ 1,047.00	\$ 1,078.41	\$ 1,110.76	\$1,144.08
Monthly Fire Service Charges						
Up to 2" meter	\$ 34.18	\$ 36.07	\$ 37.15	\$ 38.26	\$ 39.41	\$ 40.59
3" meter	\$ 64.48	\$ 64.84	\$ 66.79	\$ 68.79	\$ 70.85	\$ 72.98
4" meter	\$ 107.69	\$ 105.93	\$ 109.11	\$ 112.38	\$ 115.75	\$ 119.22
6" meter	\$ 214.72	\$ 208.56	\$ 214.82	\$ 221.26	\$ 227.90	\$ 234.74
8" meter	\$ 214.72	\$ 331.77	\$ 341.72	\$ 351.97	\$ 362.53	\$ 373.41

Notes:

(1) Effective July 1, 2014.

Comparison of Proposed Water Rates with Neighboring Communities

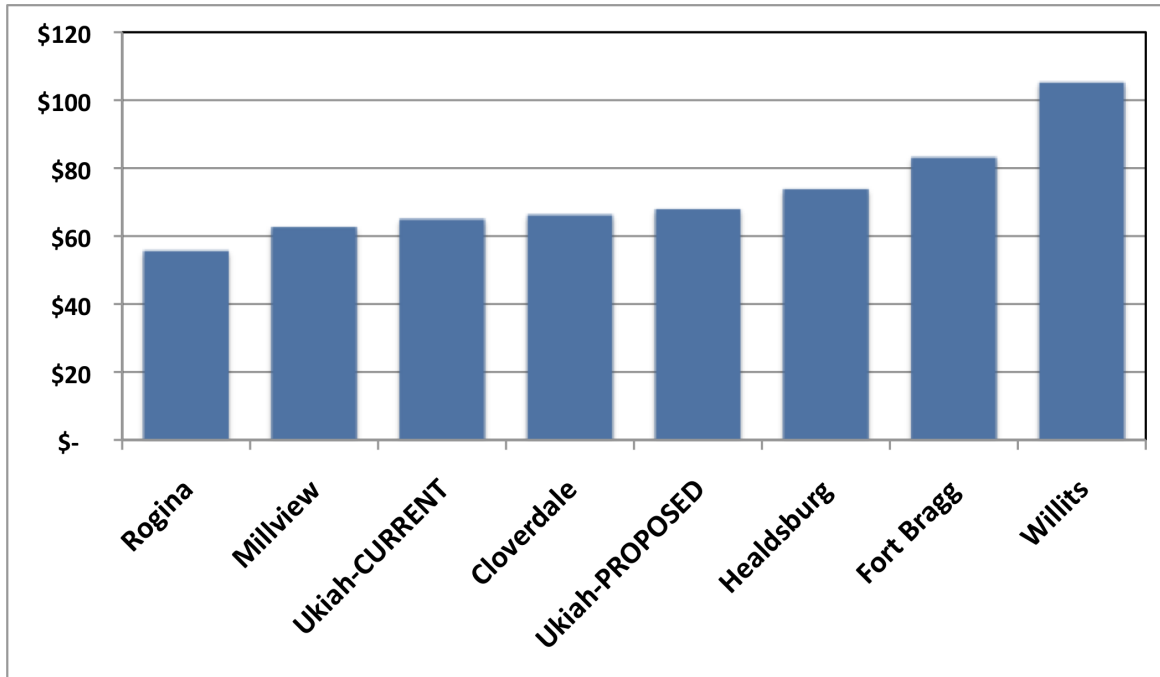
A typical monthly water bill for residential customers in Ukiah can be compared with the water bills for the same water usage in neighboring communities. The typical water bill for a single family customer in Ukiah is compared with water bills based on current water rates of neighboring communities in **Exhibit I-2**. The comparison assumes a standard meter size (¾" in Ukiah) and monthly water use of 12 CCF. The water rates for each community reflect the specific factors affecting water service in their service area, including source(s) of water supply, age and condition of infrastructure, regulatory requirements, and policy decisions.

Most of the neighboring communities also have uniform water rates for their single family customers. Some of the neighboring communities in Exhibit I-2 have either adopted procedures for automatically adjusting water rates on an annual basis, or have adopted specific multi-year rate schedules with specific annual rate adjustments. In addition, some communities are currently preparing for their own rate update studies.

WATER SHORTAGE FINANCIAL ANALYSIS AND WATER SHORTAGE SURCHARGES

This water rate study also included an analysis of the financial impacts associated with drought and reduced water sales. As drought conditions worsened in 2015, the Governor declared a statewide water emergency and ordered urban water agencies to reduce water use by 25 percent. In implementing the Governor's Executive Order, the SWRCB has required the City of Ukiah to reduce water use by 20 over 2013 levels. The City, like other communities in the state, has responded by requiring customers to reduce water usage and implementing restrictions on water use.

Exhibit I-2
City of Ukiah -- Water Utility
Comparison of Typical Single Family Water Bills with Neighboring Communities



Because of the current and continuing drought conditions, this water rate study includes a separate analysis of the financial implications of the sustained reduced water sales that coincides with water shortage conditions. The financial analysis includes the development of water shortage rates surcharges that could be implemented during periods of mandatory water use reductions and prohibitions as declared by the City.

Water shortage conditions can result in (1) reduced water sales, (2) reduced water supply purchase and pumping costs, and (3) increased water conservation education and assistance costs. The net effect of these impacts is to create a financial deficit during periods of water shortage (i.e., revenue will decline more than the decline in expenses).

To counter the financial impact of water shortage, a three-prong strategy is proposed that includes (1) utilizing a portion of available Rate Stabilization Reserves to offset a portion of the financial deficit created by reduced water sales, (2) adopting and implementing water shortage rate surcharges to generate additional revenue, and (3) in the most severe shortages reducing the annual contribution to the capital replacement fund for capital projects. This strategy, including the water shortage rate surcharges, should be incorporated into the City's water shortage contingency plans.

Article 11 of Chapter 1 in Division 4 of the Ukiah Municipal Code contains the City's water shortage emergency policies. The Code defines three stages of water shortage, beyond normal water supply conditions, which include various water use restrictions. The stages, however, are not tied to specific water use reduction goals.

Proposed temporary water shortage rate surcharges would be implemented whenever the City Council declares a water shortage emergency, and would be tied to water use reduction goals (or mandates). Water shortage rate surcharges would be applied to the uniform water rates (but not to monthly service charges). The temporary surcharges would mean that all customers would bear a proportionate share of the financial burden created by water shortage. The water shortage rate surcharges have been designed such that customers meeting water use reduction goals will have lower water bills than their normal water bills. Customers that do not meet water use reduction goals may have higher water bills.

Exhibit I-3 presents the proposed temporary water shortage rate surcharges, expressed as a percentage increase to the normal water usage rate. The amount of increase depends on the water use reduction goal. It is expressed as a percentage so that it can be applied to any future water usage rate schedule. The specific rates shown in Exhibit I-3 are an application of the water shortage surcharges to the proposed water rates for June 2016. As an example, with a water use reduction goal of 25 percent, a 15 percent water shortage rate surcharge would temporarily increase the water usage rate from \$2.86 per CCF to \$3.29 per CCF (a surcharge of \$0.43 per CCF). Monthly service charges would be unaffected.

The temporary water shortage rate surcharges will need to be adopted through a Proposition 218 notice and public hearing process. It is recommended that the water shortage rate surcharges be adopted with the other water rates proposed by the study. The water shortage rate surcharges could then be implemented during the current or any future declared water shortage. Details of the water shortage financial analysis are presented in Section II of this report, and proposed water shortage surcharges are presented in Section III of this report.

Exhibit I-3
City of Ukiah
Proposed Water Shortage Rate Surcharges Applied to Water Rates for June 2016 (1)

	Normal Supply (1)	Minor Shortage	Moderate Shortage	Critical Shortage	Health & Safety Per Capita Limit
Use Reduction Goal -->	None	10% to 20%	20% to 35%	35% to 50%	> 50%
Wtr. Short. Surch. (2) -->	None	None	15%	25%	35%
Water Usage Rate (\$/CCF)					
All Water Usage	\$ 2.86	\$ 2.86	\$ 3.29	\$ 3.58	\$ 3.86
Monthly Service Charge		No changes to service charges during shortages			
3/4" meter	\$ 33.63	\$ 33.63	\$ 33.63	\$ 33.63	\$ 33.63
1" meter	\$ 54.00	\$ 54.00	\$ 54.00	\$ 54.00	\$ 54.00
1 1/2" meter	\$ 104.47	\$ 104.47	\$ 104.47	\$ 104.47	\$ 104.47
2" meter	\$ 165.27	\$ 165.27	\$ 165.27	\$ 165.27	\$ 165.27
3" meter	\$ 307.24	\$ 307.24	\$ 307.24	\$ 307.24	\$ 307.24
4" meter	\$ 510.02	\$ 510.02	\$ 510.02	\$ 510.02	\$ 510.02
6" meter	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50

Notes:

- (1) The water shortage rate surcharge percentages are shown applied to proposed water rates for June 2016 for illustrative purposes. The percentages would be applied to any then-current water usage rates when implemented by declaration of a water shortage.
- (2) The water shortage rate surcharge would be an incremental (percentage) increase in the water usage rates, but would not be applied to monthly service charges.

SECTION II. WATER FINANCIAL PLAN

This section of the report describes the financial plan and related recommendations for the City's water utility. The ten-year financial plan is used to determine annual water rate revenue requirements. The annual rate revenue requirement is the amount of revenue needed from water rates to cover planned operating, maintenance, debt service, and capital program costs with consideration of other revenues and financial reserves.

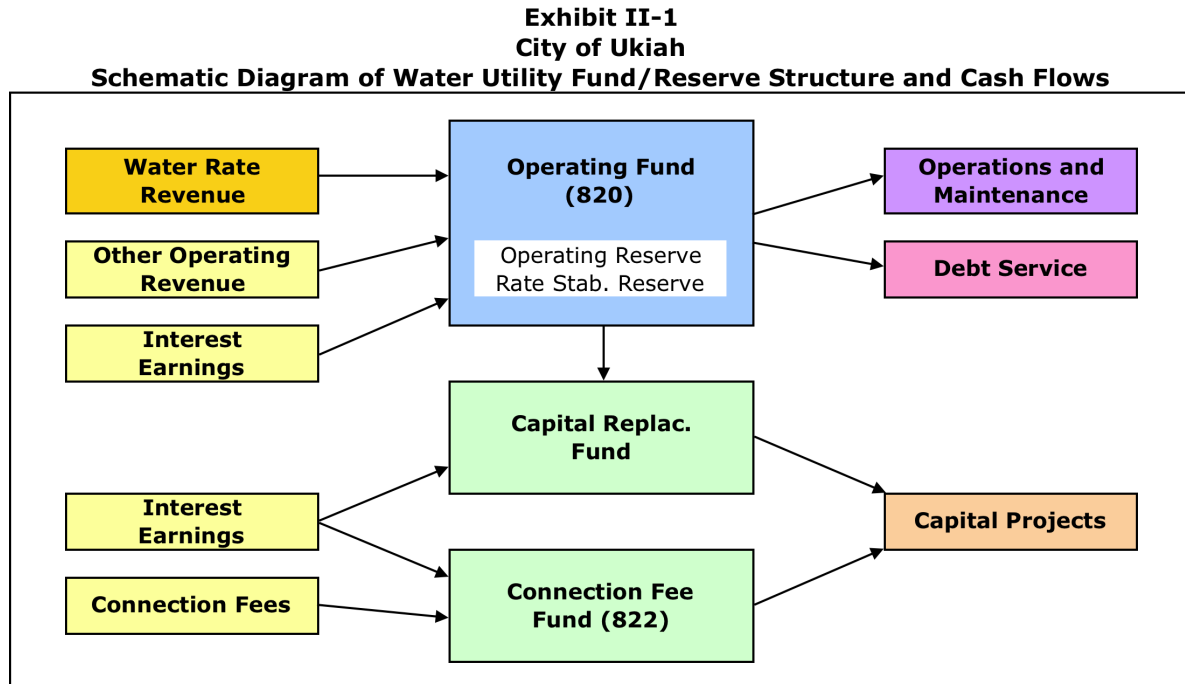
FUND STRUCTURE AND CASH FLOWS

The financial plan is an annual cash flow model. As a cash flow model, it differs from standard accounting income statements, and balance sheets. The financial plan models sources and uses of funds into, out of, and between the various funds and reserves of the water utility.

The financial plan model is based on a fund and reserve structure generally used by the City, although it incorporates new reserves to the existing structure for specified purposes. This structure was discussed with staff and the City Council, with general concurrence that it would provide a helpful framework for evaluating the financial needs of the utility and for clearly demonstrating how operating and maintenance costs, debt service obligations, and capital program needs are being addressed. The proposed reserve structure includes an Operating Reserve and a Rate Stabilization Reserve within the Operating Fund, as well as a Capital Replacement Fund (new) separate from the Operating Fund for the purpose of meeting capital program needs, and the Connection Fee Fund that is currently used to account for connection fee revenues and expenditures. **Exhibit II-1** is a schematic diagram of the funds/reserves and major cash flows associated with the financial plan model.

An understanding of the fund/reserve structure is helpful in understanding the financial plan worksheets that model estimated annual cash flows through the water utility from one year to the next. The fund/reserve structure is comprised of:

- **Operating Fund** – The Operating Fund is the primary fund within the water utility. Most of the water system's revenues, including water rate revenues, flow into the Operating Fund and all operating and maintenance costs, including debt service payments, are paid out of this fund. Funds are also transferred from the Operating Fund to the Capital Replacement Fund to help pay for capital projects intended to rehabilitate and upgrade facilities.
 - *Operating Reserve* – The City maintains an Operating Reserve equal to 25 percent of annual operating and maintenance costs, including debt service, for the water system. The purpose of the Operating Reserve is to provide working capital and funds for unplanned operating and maintenance expenditures. The current balance in the Operating Fund is sufficient to fully fund this reserve, and it remains fully funded for the entire planning period.



- *Rate Stabilization Reserve* – The City maintains a Rate Stabilization Reserve within the Operating Fund for drought or other emergency purposes. A previous water rate study recommended that the City fund the Rate Stabilization Reserve at an amount equal to 50 percent of annual operating and maintenance costs, excluding debt service. The current balance in the Operating Fund is sufficient to fully fund this reserve at the present time.
- *Available Balance* – The balance in the Operating Fund in excess of the target amounts for the Operating Reserve and the Rate Stabilization Reserve is shown in the financial plan as Available Balance. After all other obligations are met the Available Balance is used to offset rate increases. The financial plan model generally seeks to reduce any Available Balance over time. A negative value for the Available Fund Balance would indicate shortfalls in maintaining the minimum Operating Reserve and/or Rate Stabilization Reserve.
- *Capital Replacement Fund* – The Capital Replacement Fund is recommended as a new fund to be used to account for revenues and funds available for capital projects intended to rehabilitate, upgrade, and expand the water system to meet current and future needs of the water utility. The financial plan model generally seeks to maintain a positive balance in the Capital Replacement Fund while also covering the costs of planned capital improvement projects.
- *Water Connection Fee Fund* – The Water Connection Fee Fund is used to account for connection fee revenue, as well as the expenditure of connection fee revenue on capital projects intended to provide additional capacity in order to serve new development. This fund is also used to satisfy the statutory requirements for the accounting of connection fee revenue. At present, the

Connection Fee Fund has a negative cash balance. For purposes of financial plan analysis, a portion of the current balance in the Operating Fund is transferred to the Connection Fee Fund to eliminate this negative balance in FY 15-16. Having a negative balance in one place makes a positive balance elsewhere artificially high, which can lead to false conclusions regarding the utility's financial condition.

FINANCIAL PLAN ASSUMPTIONS

The financial plan reflects FY 14-15 actual results and the FY 15-16 budget, as well as financial conditions as of the beginning of the fiscal year. The financial plan also reflects the City's debt service obligations and capital improvement program, as identified by City staff, during the ten-year planning period.

The financial plan is based on the best available information and its assumptions are believed to be reasonable; however, no assurance can be provided as to the accuracy and completeness of future estimates. The proposed annual adjustments help protect the City and ratepayers from some of the uncertainty associated with financial plan assumptions. Primary assumptions reflected in financial plan analyses are described below, with additional information presented in **Exhibit II-2**:

- *Interest Rates* – Interest earned on fund/reserve balances is estimated to be 0.25 percent per year in FY 15-16, 0.50 percent in FY 16-17 and FY 17-18, 0.75 percent in FY 18-19 and FY 19-20, 1.0 percent in FY 20-21 and FY 21-22, and then 1.25 percent per year for the remainder of the planning period. Interest calculations are based on beginning-of-year balances. These interest rates reflect the current return from the Local Agency Investment Fund (LAIF), which is currently 0.32 percent, as well as a gradual return towards historical averages. Interest accrues to each of the funds. The City also pays interest on outstanding long-term debt obligations. The interest payments on outstanding debt are those contained in existing contracts and repayment schedules.
- *Inflation Rates* – The financial plan analyses include general inflation at 3.0 percent per year applied to all operating and maintenance costs on an aggregate basis and construction inflation also at 3.0 percent per year. General inflation is currently below 1.0 percent, as reported by the Bureau of Labor Statistics for the San Francisco-Oakland-San Jose area. Construction inflation, as indicated by the *Engineering News Record's* 20-Cities Construction Cost Index has increased about 3.0 percent per year for the past five years. Each of these inflation assumptions has been reviewed with City staff and is reasonable for financial planning purposes.
- *Growth Projections* – The financial plans assume that the customer base (number of active service connections) will grow by 0.5 percent per year throughout the planning period. The estimate is believed to be reasonable for financial planning purposes and has been reviewed with City staff.

Exhibit II-2
City of Ukiah
Financial Plan Assumptions

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Financial Assumptions											
General Inflation			3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Construction Inflation			3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Interest Earnings		0.25%	0.25%	0.5%	0.5%	0.75%	0.75%	1.0%	1.0%	1.25%	1.25%
Customer Base and Water Usage											
No. of Accounts	4,864	4,889	4,913	4,938	4,963	4,988	5,013	5,038	5,063	5,088	5,113
No. of 3/4" Equiv. Mtr.	6,501	6,533	6,557	6,582	6,607	6,632	6,657	6,682	6,707	6,732	6,757
Customer Growth Rate		0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
Water Use Factor	-0.3%	-18%	-0.5%	6.0%	6.0%	3.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Ann. Water Sales (CCF)	1,212,000	996,000	996,000	1,061,000	1,130,000	1,170,000	1,176,000	1,182,000	1,188,000	1,194,000	1,200,000
Annual Water Sales (AF)	2,782	2,287	2,287	2,436	2,594	2,686	2,700	2,713	2,727	2,741	2,755
Water Sales Growth Rate	-0.3%	-17.8%	0.0%	6.5%	6.5%	3.5%	0.5%	0.5%	0.5%	0.5%	0.5%
Water Production											
Water Production (AF)	3,308	2,598	2,541	2,677	2,851	2,952	2,967	2,982	2,997	3,012	3,027
System Losses	-16%	-12%	-10%	-9%	-9%	-9%	-9%	-9%	-9%	-9%	-9%
Water Connection Fees											
Conn. Fee (1" meter)	\$ 1,597	\$ 1,597	\$ 1,645	\$ 1,694	\$ 1,745	\$ 1,797	\$ 1,851	\$ 1,907	\$ 1,964	\$ 2,023	\$ 2,084
Conn. Fee Revenue	\$ 39,900	\$ 39,900	\$ 39,500	\$ 42,400	\$ 43,600	\$ 44,900	\$ 46,300	\$ 47,700	\$ 49,100	\$ 50,600	\$ 52,100

- *Customer Demand* – Due to the continuing drought, and State-mandated water conservation in 2015, customer water demand is assumed to be 20 percent below 2013 (consistent with the State’s mandate), and then to rebound from the current drought levels over a three-year period based on the removal of restrictions on water use. While a return to normal water supplies is reflected in the financial plan analysis, continuation of the drought could result in sustained reduced customer water demands. The assumption used is believed reasonable for financial planning purposes.
- *Operation and Maintenance Costs* – The financial plan model is based on current operating and maintenance costs as reflected in the FY 15-16 operating budget, with future estimates based on the inflation and growth assumptions described above. Assumptions were reviewed with City staff.
- *Capital Improvement Program* – The water utility’s capital improvement plan, as developed by staff, includes multiple projects totaling about \$22.9 million (in current dollars) over a ten-year period to be funded by the water utility. However, about \$15.2 million of this amount is planned for the next five years. The financial plan assumes that capital projects will be funded from user rates, connection fees, and available reserves. No new long-term debt is included in the financial plan analysis. The capital improvement plan reflected in the financial plan is presented in **Exhibit II-3**.
- *Debt Obligations* – Existing water system long-term debt obligations are summarized in **Exhibit II-4**. The water utility currently pays about \$1,050,000 annually on debt service related to debt issues in 1992 and 2005. One of the requirements associated with bond financing is to maintain rates and other water system revenues at levels sufficient to meet debt service coverage requirements. At present, the City is required to maintain water system revenues at a level that covers all ongoing operating and maintenance costs, as well as 1.20 times annual debt service. The water utility also had an outstanding internal loan, which the utility repaid in FY 14-15.

Exhibit II-5 provides the details of the financial plan model of the City’s water utility. It illustrates how 3 percent annual water rate increases would provide the financial capacity for the water utility to continue to meet financial and service obligations, including meeting debt service obligations and adequately supporting the planned capital improvement program. **Exhibit II-6** graphically summarizes the annual revenues, expenses, and year-end Operating Fund and reserve balances through the planning period.

Exhibit II-3
City of Ukiah
Water Utility Capital Improvement Plan

Capital Project	Proj. No.	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Advanced Water Treatment Rehab.	PWW03				250,000						
Additional 1.0 MG of Storage	PWW04					500,000	500,000				
Additional Pipeline Improvements	PWW05	500,000	450,000	700,000				750,000	750,000		
Develop New Well #4	PWW07	500,000	1,400,000								
Expand SCADA Sys to Wells & Bstr Pumps	PWW08				200,000						
Impl. CUWCC & UWMP DMMs 1, 2, 14	PWW10	45,000	45,000	45,000							
Replace and Upgrade Water Meters	PWW14			1,000,000	1,000,000	1,250,000	1,250,000	-			
Replace 100,000 Gal. PZ2 Reservoir	PWW15		300,000								
Seismic Retrofit of PZ1 Reservoir	PWW16			400,000	400,000						
Millview/Ukiah Intertie (1)	PWW22		125,000								
Willows/Ukiah Intertie (1)	PWW23		125,000								
Well #9	PWW24		2,000,000								
Unspecified Projects	PWW25				100,000	150,000	150,000	500,000	800,000	1,500,000	1,500,000
Connect Chlorine at WTP	PWW26		200,000								
Two Vactor Trucks	PWW27	200,000	200,000								
Water Truck	PWW28		30,000								
Valve Turner	PWW29	60,000									
Service Truck at WTP	PWW30	25,000									
Well #10	PWW31			500,000	1,000,000						
Well #11	PWW32				500,000	1,000,000					
Totals (Current dollars)		1,330,000	4,875,000	2,645,000	3,450,000	2,900,000	1,900,000	1,250,000	1,550,000	1,500,000	1,500,000
Totals (Inflated dollars)		1,330,000	4,875,000	2,724,000	3,660,000	3,169,000	2,138,000	1,449,000	1,851,000	1,845,000	1,900,000

Notes:

(1) Amount shown is the entire cost for each intertie project. Project will be funded 50% from a grant, with the balance split between Ukiah and Millview/Willows.

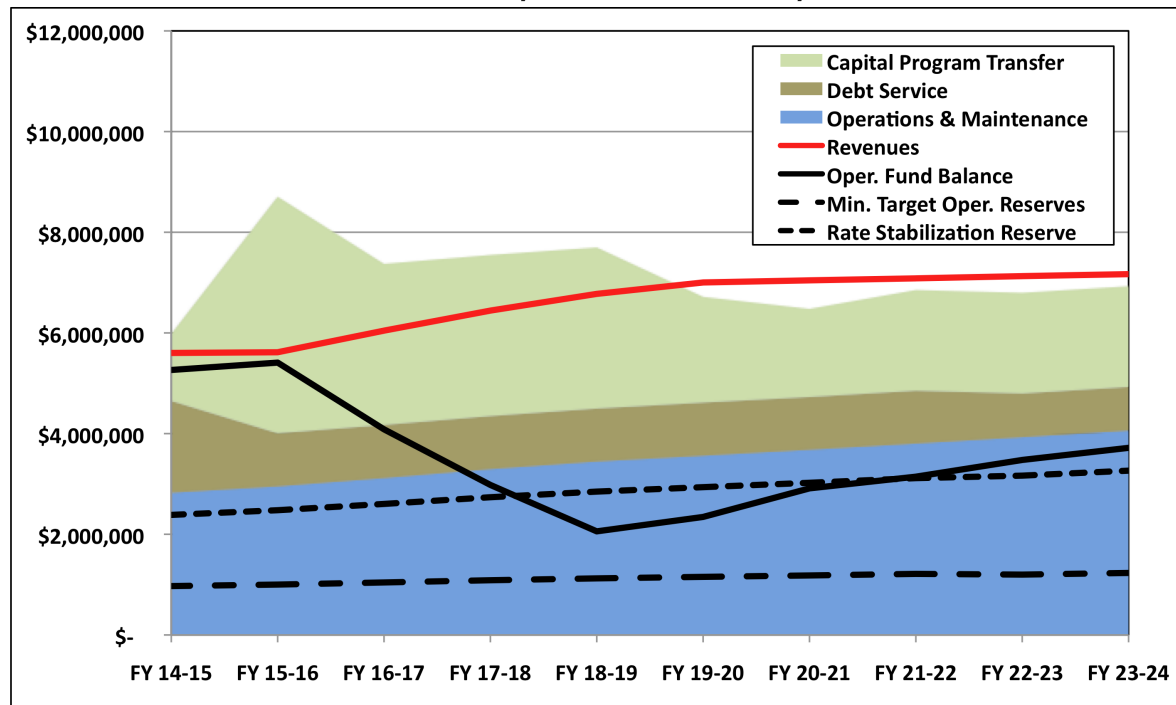
**Exhibit II-4
City of Ukiah
Summary of Water Utility Debt Service**

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
1992 DWR Loan											
Principal Payment	133,157	137,997	143,014	148,212	153,600	159,183	164,969	170,964	177,955		
Interest Payment	48,855	44,015	38,999	33,801	28,414	22,831	17,045	11,048	4,834		
Total Payment	182,012	182,012	182,013	182,013	182,014	182,014	182,014	182,012	182,789		
Outstanding Balance	1,255,894	1,117,897	974,883	826,671	673,071	513,888	348,919	177,955	-		
2005 ABAG Revenue Bonds											
Principal Payment	335,000	350,000	360,000	375,000	390,000	405,000	425,000	435,000	455,000	475,000	495,000
Interest Payment	538,422	524,547	509,992	494,925	479,243	462,945	445,930	428,083	409,279	389,516	368,904
Total Payment	873,422	874,547	869,992	869,925	869,243	867,945	870,930	863,083	864,279	864,516	863,904
Outstanding Balance	12,195,000	11,845,000	11,485,000	11,110,000	10,720,000	10,315,000	9,890,000	9,455,000	9,000,000	8,525,000	8,030,000
Internal Loan											
Principal Payment	-	745,000									
Interest Payment	18,625	18,625									
Total Payment	18,625	763,625									
Outstanding Balance	745,000	-									

Exhibit II-5
City of Ukiah
Water Utility Financial Plan

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
	Rate Adjustments -->	3%	3%	3%	3%	3%	3%	0%	0%	0%	0%
	January	June	January	January	January	January	January	January	January	January	January
WATER OPERATING FUND (820)											
Beginning Balance	3,323,135	5,640,270	9,914,766	5,410,500	4,084,800	2,980,300	2,058,100	2,344,700	2,912,100	3,144,400	3,476,600
Revenues											
Water Service Charges	5,646,505	5,244,134	5,264,000	5,684,000	6,078,000	6,397,000	6,620,000	6,653,000	6,686,000	6,719,000	6,753,000
Fire Service Charges	288,867	290,886	298,897	305,000	315,000	325,000	335,000	335,000	335,000	335,000	335,000
Miscellaneous Revenue	57,493	21,235	28,671	29,500	30,400	31,300	32,200	33,200	34,200	35,200	36,300
Interest Earnings	67,464	45,815	24,800	27,100	20,400	22,400	15,400	23,400	29,100	39,300	43,500
Total Revenues	6,060,329	5,602,070	5,616,368	6,045,600	6,443,800	6,775,700	7,002,600	7,044,600	7,084,300	7,128,500	7,167,800
Expenses											
City Administration	460,391	340,950	541,671	557,900	574,600	591,800	609,600	627,900	646,700	666,100	686,100
PW Administration	415,183	630,813	573,512	590,700	608,400	626,700	645,500	664,900	684,800	705,300	726,500
Production	964,780	1,051,539	1,091,213	1,197,300	1,313,400	1,400,700	1,450,100	1,501,200	1,554,100	1,608,800	1,665,400
Meter Reading	95,367	95,666	-	-	-	-	-	-	-	-	-
Distribution	661,268	709,188	747,228	773,500	800,700	828,800	857,900	888,100	919,300	951,600	985,000
Fixed Assets	72,146	-	-	-	-	-	-	-	-	-	-
Debt Service	18,625	763,625	-	-	-	-	-	-	-	-	-
Internal Loan	182,012	182,012	182,000	182,000	182,000	182,000	182,000	182,000	182,800	-	-
1992 DWR Loan	873,422	874,547	870,000	869,900	869,200	867,900	870,900	863,100	864,300	864,500	863,900
2005 ABAG Rev. Bond	1,330,000	1,330,000	4,700,000	3,200,000	3,200,000	3,200,000	2,100,000	1,750,000	2,000,000	2,000,000	2,000,000
Transfer to Capital Reserve	-	-	1,415,000	-	-	-	-	-	-	-	-
Transfer to Conn. Fee Fund	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	3,743,194	5,978,340	10,120,624	7,371,300	7,548,300	7,697,900	6,716,000	6,477,200	6,852,000	6,796,300	6,926,900
Ending Balance	5,640,270	5,264,000	5,410,500	4,084,800	2,980,300	2,058,100	2,344,700	2,912,100	3,144,400	3,476,600	3,717,500
Operating Reserve (25%)	931,000	971,000	1,001,000	1,043,000	1,087,000	1,124,000	1,154,000	1,182,000	1,213,000	1,199,000	1,232,000
Rate Stab. Reserve (50%)	1,335,000	1,414,000	1,470,000	1,550,000	1,640,000	1,730,000	1,820,000	1,910,000	1,990,000	2,080,000	2,170,000
Available Balance	3,374,270	2,879,000	2,939,500	1,491,800	253,300	41,100	700	100	31,400	317,600	455,500
DS Coverage (1.20 min.)	3.16	1.54	2.57	2.82	3.04	3.21	3.31	3.27	3.18	3.77	3.67
CAPITAL REPLACEMENT FUND (8xx)											
Beginning Balance	-	-	-	12,500	488,600	31,000	2,980	2,970	3,200	3,530	3,880
Revenues											
Transfer from Operations	1,330,000	4,700,000	3,200,000	3,200,000	3,200,000	3,200,000	2,100,000	1,750,000	2,000,000	2,000,000	2,000,000
Grant Proceeds (Interties)	-	-	-	-	-	-	-	-	-	-	-
Millview/Willows Cost Share	-	-	-	100	2,400	200	500	200	3,300	6,000	8,000
Interest Earnings	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	1,330,000	4,700,000	3,200,000	3,200,000	3,200,000	3,200,000	2,100,000	1,750,000	2,000,000	2,000,000	2,000,000
Expenses											
Capital Projects	1,330,000	4,700,000	3,200,000	3,200,000	3,200,000	3,200,000	2,100,000	1,750,000	2,000,000	2,000,000	2,000,000
Total Expenses	1,330,000	4,700,000	3,200,000	3,200,000	3,200,000	3,200,000	2,100,000	1,750,000	2,000,000	2,000,000	2,000,000
Ending Balance	-	12,500	488,600	31,000	2,980	2,970	3,200	3,530	3,880	4,210	4,590
WATER CONNECTION FEE FUND (822)											
Beginning Balance	(530,195)	(1,449,222)	(1,412,922)	38,078	80,678	124,678	170,478	218,078	267,978	319,778	374,378
Revenues											
Transfer from Operations	6,338	39,900	1,415,000	42,400	43,600	44,900	46,300	47,700	49,100	50,600	52,100
Connection Fees	(2,420)	(3,600)	(3,500)	200	400	900	1,300	2,200	2,700	4,000	4,700
Interest Earnings	3,918	36,300	1,451,000	42,600	44,000	45,800	47,600	49,900	51,800	54,600	56,800
Total Revenues	7,836	75,590	2,873,500	85,000	88,000	91,600	94,200	99,800	103,600	109,200	113,600
Expenses											
Contr. Serv. & Infrastr.	228,228	-	-	-	-	-	-	-	-	-	-
Total Expenses	228,228	-	-	-	-	-	-	-	-	-	-
Ending Balance	(754,505)	(1,412,922)	38,078	80,678	124,678	170,478	218,078	267,978	319,778	374,378	431,178

**Exhibit II-6
City of Ukiah
Water Utility Financial Plan Summary**



FINANCIAL PLAN FINDINGS AND CONCLUSIONS

The preceding portion of this section described the basic framework and assumptions underlying the financial analyses. Specific findings and conclusions pertaining to the water utility are presented below, beginning with a description of the current situation. At present, the City's water utility has:

- Sufficient cash in the Operating Fund to fully maintain the Operation Reserve and Rate Stabilization Fund, as recommended,
- Current annual water utility revenues of about \$5.3 million, and
- Current annual operating and maintenance costs, including debt service obligations totaling about \$4.0 million,
- Planned water system capital improvements in FY 15-16 totaling about \$4.9 million,
- Estimated debt service coverage in FY 14-15 of 1.54 (the minimum required is 1.20).²

² Debt service coverage is calculated as net revenues (defined as gross revenues minus annual operating and maintenance expenses) divided by annual debt service. Existing debt covenants require that debt service coverage exceed 1.20.

An increase in water rates is needed in order to: (1) offset the effects of reduced water sales that has resulted from drought conditions, (2) continue to cover ongoing operating and maintenance costs and meet debt service obligations, (3) provide adequate funding for planned water system improvements, and (4) maintain prudent financial reserves consistent with current policy objectives.

It is recommended that the City increase the overall level of water rates by 3 percent in June 2016 and then 3 percent per year in January for the next four years. These increases will allow the City to meet its service and financial obligations, including completing the planned capital improvement program. Any lower rate increase could result in the water utility not meeting one or more of its financial objectives. The water rate revenue estimates reflected in the financial plan shown in Exhibit II-5 incorporate estimates for these annual water rate adjustments.

As indicated previously, the ten-year capital improvement program is front-loaded with about two-thirds of project expenditures occurring in the first five years. Even with the proposed water rate increases, the financial plan analysis indicates that the Rate Stabilization Reserve will be partially utilized in the next few years in order to complete the planned capital improvement program without issuing new debt. However, once the near-term concentration of capital projects is complete the revenues will exceed expenses, allowing the Rate Stabilization Reserve to return to the target level. Using the Rate Stabilization Reserve to help fund the capital program is exactly what it is intended for. Using the Rate Stabilization Reserve enables the City to maintain uniform water rate increases through most of the planning period.

The financial plan model reflects assumptions and estimates that are believed reasonable at the present time. However, conditions change. It is recommended that the City review the financial condition of the water utility annually as part of the budget process, and perform a more comprehensive financial plan and water rate update study every 3 to 5 years, unless otherwise needed sooner.

WATER SHORTAGE FINANCIAL ANALYSIS

This water rate study also included an analysis of the financial impacts associated with drought and reduced water sales. Coming on the heel of a very dry year in 2013, the continuation of dry conditions in 2014 led the Governor to request a 20 percent reduction in water use throughout California. The State Water Resources Control Board (SWRCB) then adopted emergency regulations requiring all urban water suppliers to enforce programs that reduce outdoor water usage. With drought conditions worsening in 2015, the Governor declared a statewide water emergency and ordered urban water agencies to reduce water use by 25 percent. In implementing the Governor's Executive Order, the SWRCB required the City of Ukiah to reduce water use by 20 over 2013 levels. The City, like other communities in the state, has responded by requiring customers to reduce water usage and implemented restrictions on water use.

The City's water utility can be affected in several ways by drought conditions. Changes in operating and maintenance costs and revenues can include:

- Reduced water sales and water sales revenue

- Reduced water purchases and water purchase costs
- Increased groundwater production and production costs
- Increased water conservation program costs.

While the reduction in water sales revenue will be partially offset by the reduction in water purchase and production costs, revenue will decline more than costs creating a financial deficit. Increased water conservation program costs, including education and assistance programs, add to the financial deficit created by water shortage.

In response to water shortage, and the financial deficit created, the City has the ability to take several actions. The analysis presented herein focuses on three potential courses of action, including:

- Using available financial reserves, including designating a portion of reserves for drought/emergency purposes
- Supplementing water rate revenues through imposition of temporary water shortage surcharges
- In the most severe conditions, reducing the annual contribution (transfers) of water rate revenue to the Capital Fund in support of the capital improvement program.

The City could also reduce operating and maintenance costs, where possible, defer capital projects, or seek outside funding sources to help bridge a financial deficit.

Using the financial plan model, an analysis of the potential financial impacts of water shortages has been performed. The analysis includes estimating the magnitude of reduced revenue, reduced costs, and increased costs that may be associated with various ranges of water shortage. **Exhibit II-7** graphically illustrates the financial deficit created by reduced water sales resulting from water shortage conditions.

Exhibit II-8 summarizes estimated FY 15-16 operating revenues and expenses under *normalized* water supply conditions and under various water shortage conditions. The shortage analysis starts with normal conditions whereby revenues and expenses are effectively in balance. Under water shortage conditions, a financial deficit will emerge and increase with increasing severity of shortage conditions. **Exhibit II-9** graphically illustrates how the financial deficit created by reduced water sales could be bridge through a combination of action. Under minor shortage conditions, the City would rely on its Rate Stabilization Reserve to bridge the deficit gap. Under moderate conditions, the City would implement the proposed temporary water shortage rate surcharges to provide supplemental water rate revenue. In the most severe conditions, the City could also reduce transfers to the Capital Fund in support of the capital improvement program.

**Exhibit II-7
City of Ukiah
Estimated Financial Deficit Created by Water Shortage**

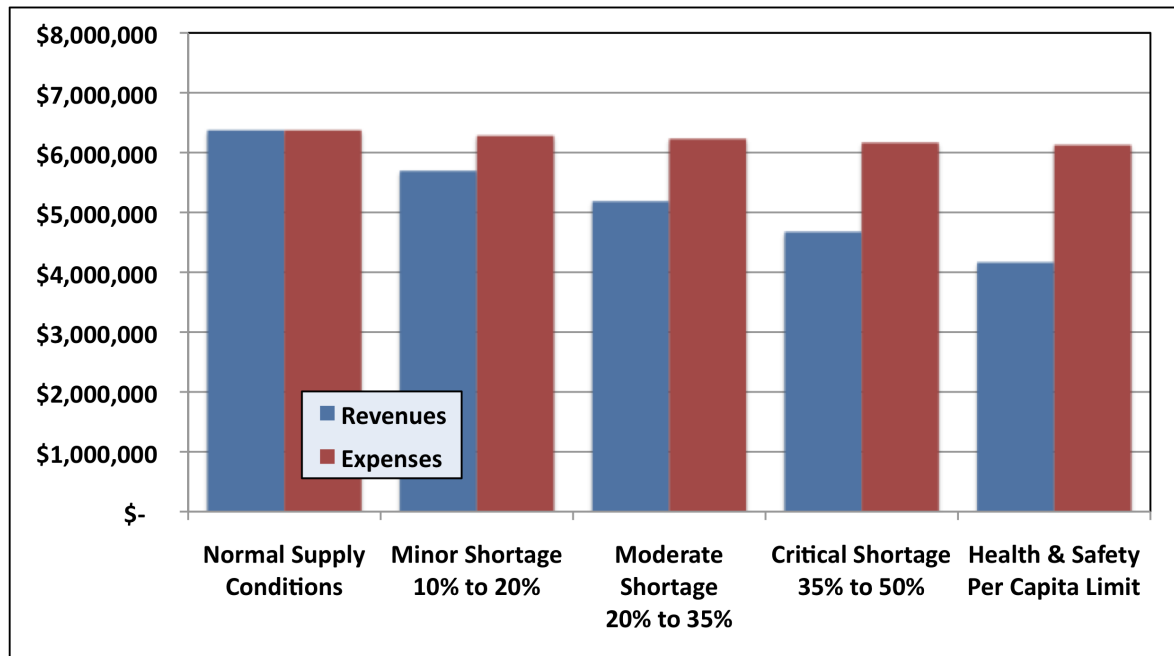


Exhibit II-10 presents additional details of the analysis of estimated FY 15-16 annual revenue and expenses at the defined ranges of water shortage, based on the use of Rate Stabilization Reserve. Analyses presented in Exhibit II-8 suggest that a Rate Stabilization Reserve of \$2,000,000 should be sufficient to bridge the financial deficit created by two years of the most extreme drought conditions, or a longer period of more moderate conditions, based on the analyses and assumptions incorporated therein. This analysis assumes water shortage rate surcharges, as described in Section III of this report, would also be used to help limit the financial strain created by reduced water sales during drought conditions.

**Exhibit II-8
City of Ukiah
Bridging the Financial Deficit Created by Water Shortages (FY 15-16)**

	Normal Supply (1)	Minor Shortage	Moderate Shortage	Critical Shortage	Health & Safety Per Capita Limit
Use Reduction Goal -->	None	10% to 20%	20% to 35%	35% to 50%	> 50%
Modeled Use Reduction -->	0%	20%	35%	50%	65%
Est. Financial Deficit from Water Shortage					
Reduced Water Sales Revenue		(680,000)	(1,189,000)	(1,699,000)	(2,209,000)
Reduced Water Production Costs		98,000	157,000	234,000	293,000
Increased Conservation Costs		(6,000)	(13,000)	(25,000)	(46,000)
Est. Total Financial Deficit	-	(588,000)	(1,045,000)	(1,490,000)	(1,962,000)
Multi-Pronged Corrective Strategy					
Use Rate Stabilization Reserves (2)		588,000	714,000	765,000	846,000
Reduce Transfers to Capital Fund		-	-	300,000	700,000
Impose Water Shortage Charge (3)		-	331,000	425,000	416,000
Total Corrective Actions	-	588,000	1,045,000	1,490,000	1,962,000
Water Shortage Charge (3) -->	None	None	15%	25%	35%

Notes:

- (1) Analysis based on FY 14-15 budget with adjustments to reflect normal water supply conditions.
- (2) Rate Stabilization Reserve is currently funded at about \$1.5 million.
- (3) Water shortage charges are an incremental increase in the water usage rates. Monthly service charges are not affected.

**Exhibit II-9
City of Ukiah
Bridging the Deficit Gap Created by Water Shortages**

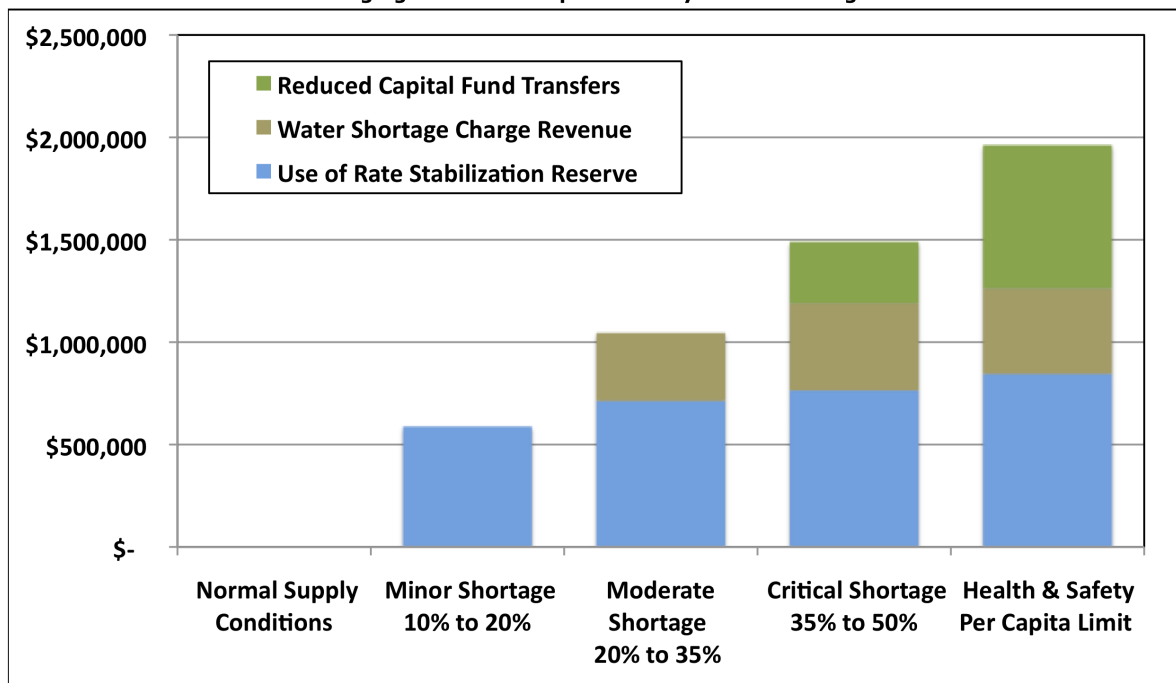


Exhibit II-10
City of Ukiah
Estimated Financial Deficit Created by Water Shortages (FY 15-16)

	Normal Supply (1)	Minor Shortage	Moderate Shortage	Critical Shortage	Health & Safety Per Capita Limit
Use Reduction Goal -->	None	10% to 20%	20% to 35%	35% to 50%	> 50%
Modeled Use Reduction -->		20%	35%	50%	65%
Revenues					
Service Charge Revenues	2,618,000	2,618,000	2,618,000	2,618,000	2,618,000
Water Usage Charge Revenues (2)	3,398,000	2,718,000	2,209,000	1,699,000	1,189,000
Water Shortage Charge Rev. (3)			331,000	425,000	416,000
Fire Service Charges	304,000	304,000	304,000	304,000	304,000
Other Revenue	53,000	53,000	53,000	53,000	53,000
Total Revenue	6,373,000	5,693,000	5,515,000	5,099,000	4,580,000
(% of Normal)		-11%	-13%	-20%	-28%
Expenditures and Transfers					
City Administration	542,000	542,000	542,000	542,000	542,000
PW Administration	511,000	511,000	511,000	511,000	511,000
Water Purchases (4)	38,000	19,000	19,000	-	-
Water Conservation (5)	25,000	31,000	38,000	50,000	71,000
Production	771,000	771,000	771,000	771,000	771,000
Utilities & Chemicals (6)	393,000	314,000	255,000	197,000	138,000
Distribution	747,000	747,000	747,000	747,000	747,000
Debt Service	1,052,000	1,052,000	1,052,000	1,052,000	1,052,000
Transfer to Capital Replac. Fund	2,200,000	2,200,000	2,200,000	1,900,000	1,500,000
Addition to Reserves	94,000	94,000	94,000	94,000	94,000
Total Expend. and Trans.	6,373,000	6,281,000	6,229,000	5,864,000	5,426,000
(% of Normal)		-1%	-2%	-8%	-15%
Surplus/Deficit in Operations	-	(588,000)	(714,000)	(765,000)	(846,000)

Notes:

- (1) Analysis based on FY 15-16 budget with adjustments to reflect normal water supply conditions.
- (2) Water usage revenue would decline in proportion to water sales.
- (3) Water shortage charges are an incremental increase in the water usage rates. Monthly service charges are not affected.
- (4) RRFCD water purchases assumed to be 400 AF until shortage goal reaches 35 percent and 0 AF in more severe shortage conditions.
- (5) Estimated water conservation program costs assumed to increase in inverse proportion to water use reductions.
- (6) Utility and chemical costs assumed to decline in proportion to water sales.

The water shortage analysis suggests that the target level for the Rate Stabilization Reserve of 50 percent of annual operating and maintenance costs is appropriate and prudent. As a result of this analysis, it is recommended that the City continue to maintain the Rate Stabilization Reserve with a target balance of 50 percent of annual operating and maintenance costs. At present, the Rate Stabilization Reserve is fully funded (within the Water Operating Fund). However, as described earlier in this section, a portion of the Rate Stabilization Reserve will be needed to help fund capital improvement projects in the next few years. Continuation of the current drought could impact the ability to undertake all these projects, but also reinforces the need to adopt the water shortage financial strategy, as presented in this report. To that end, adopting the water shortage rate surcharges (presented in Section III of this report) is an important step in protecting the water utility's financial condition against the uncertainty associated with continued drought conditions.

SECTION III. WATER RATES

This section of the report presents information and analyses leading to the development of water rate recommendations for FY 15-16 through FY 19-20.

CURRENT WATER RATES

The City of Ukiah provides water service through about 4,900 water service connections and nearly 200 private fire service connections³. The City's current water rates were last adjusted in July 2014 with the last of five scheduled water rate adjustments. The current water rates are summarized in **Exhibit III-1**. Current water rates include a monthly service charge based on meter size and a uniform water rate for all water usage. Monthly fire protection charges apply to dedicated private fire service connections (related to fire suppression requirements). At present, about 54 percent of water rate revenue is generated from water usage charges and about 46 percent from fixed service charges.

The current uniform water usage rate is intended to discourage excessive water use and encourage customers to conserve water. The water conservation best management practice (BMP 1.4) promulgated by the California Urban Water Conservation Council (CUWCC) suggests that at least 70 percent of water rate revenue should come from water usage charges⁴. However, that standard often places water utilities at undue financial risk, as most water system costs are fixed. Effective rate structure design requires establishing a balance between different rate setting objectives.

CUSTOMER ACCOUNT DATA AND WATER USE ESTIMATES

Water rate calculations are based on a number of factors related to the City's customer base. Factors include the number of customers, hydraulic capacity as indicated by meter size, and actual water usage. The City provides water service through about 4,900 water service connections (customers). Residential customers (single family and multi-family) comprise about 4,800 (98 percent) of the customer accounts and about 85 percent of annual water usage. Non-residential customer accounts (commercial, irrigation, municipal) make up nearly 100 (2 percent) of the customer accounts with about 15 percent of annual water usage.

³ The term "customer" is generally used in this report to refer to a water service connection that provides water service to an individual parcels. In some cases, a parcel may be served by more than one service connection.

⁴ The CUWCC provides an alternative means for complying with BMP 1.4, and it is recommended that the City utilize this alternative method. The Reed Group, Inc. is available to assist with the required analysis to use this alternative method of compliance.

**Exhibit III-1
City of Ukiah
Current Water Rates**

	Current (1)
<i>Water Usage Rate (\$/CCF)</i>	
All Water Usage	\$ 2.73
<i>Monthly Service Charge</i>	
3/4" meter	\$ 32.25
1" meter	\$ 54.81
1 1/2" meter	\$ 106.40
2" meter	\$ 170.88
3" meter	\$ 322.41
4" meter	\$ 538.45
6" meter	\$ 1,073.66
<i>Monthly Fire Service Charges</i>	
Up to 2" meter	\$ 34.18
3" meter	\$ 64.48
4" meter	\$ 107.69
6" meter	\$ 214.72
8" meter	\$ 214.72

Notes:

(1) Effective July 1, 2014.

While there are extremes on both the low and high ends, average single family water usage is about 12 CCF per month (about 300 gallons per day)⁵. Single family customers also exhibit a wide variation in water usage throughout the year. Water usage for multi-family dwellings is lower than for single family residences for a variety of reasons including fewer people per household and limited landscape irrigation (or irrigation that is separately metered). Non-residential water usage can vary dramatically, and non-residential customers are served by meters of varying sizes to accommodate the differences in water demands.

Service connections with different meter sizes can place different demands on the water system. Much more water can be delivered through a 4" water meter than through a 1" meter. To relate the potential demands on the water system from customers with different sized water meters, it is recommended that hydraulic capacity factors be used to determine the number of equivalent meters represented by the total customer base with variable meter sizes. For purposes of rate analysis, 3/4" meters are assigned a meter equivalency factor of 1.0. The ratios of instantaneous flow capacities of the various meter sizes to the capacity of a 3/4" meter are used to determine the meter equivalencies for larger

⁵ One CCF = 100 cubic feet = 748 gallons.

meter sizes. This capacity relationship across meter sizes is generally used to allocate capacity-related costs to various customers.

The foregoing customer account, capacity relationship, and water use data have been used in water rate analysis that is presented in the remainder of this section.

WATER RATE CALCULATIONS

There are three steps to determining water rates. These are:

- Determine annual water rate revenue requirements
- Analyze the cost of providing service to each customer class
- Design water rates to recover costs from each customer class.

Water Rate Revenue Requirements

The ten-year financial plan was used to identify the water rate revenue required to meet financial obligations for each fiscal year of the planning period. The water rate calculation presented herein is based on the revenue to be generated in FY 15-16, and reflects the proposed 3 percent overall water rate revenue increase that is needed to meet immediate ongoing operations, debt service and capital program needs. The revenue requirement for water rates to be implemented in June 2016 is \$5,417,000 (plus an additional \$304,000 from private fire service charges). The actual revenue reflected in the financial plan for FY 15-16 is \$5,264,000 from water rates and \$299,000 from private fire service charges. These amounts are lower than the revenue requirement for rate calculation purposes, because the proposed rates would not go into effect until June 2016.

Cost of Service Analysis

Once the annual water rate revenue requirement was determined using the financial plan model, the next step in the rate setting process was to evaluate the cost of providing service. Water rate calculations contained herein are intended to generate the level of revenue commensurate with the revenue requirement from the City's water service customers. The manner in which each customer is responsible for the water utility's costs is the determining factor in the cost of service analysis.

The water utility incurs certain types of costs associated with making water service available to customers. Other costs are incurred as a direct result of customer water usage. A cost of service analysis is intended to allocate the costs of providing water service to customers in proportion to the extent to which each customer causes the costs to be incurred. There are many approaches to cost of service analysis; some are more complex than others. The approach used herein is commensurate with the available data, the distinctions currently made between various types of customers, and the requirement to fairly and reasonably reflect differences in service provisions to differently situated customers.

The cost allocation methodology used herein begins by assigning all costs to one of three categories. The cost allocation process is performed with data available in the City's budget and accounting documents. The three categories include:

- Customer costs, such as meter reading and billing, are fixed costs that tend to vary as a function of the number of customers being served. Customer costs are allocated to customers based on the number of accounts. That is, every customer will pay an equal share of customer-related costs.
- Capacity costs are also fixed costs; however, these tend to vary in relation to the capacity of the water system and the ability to serve the demands of active customers. Customers that place greater or lesser burdens on the capacity of the water system should bear greater or lesser shares of these costs. The sizing of the water system is based on the potential demand that each customer could place on the water system. Capacity costs are allocated to customers based on the hydraulic capacity of the water meter. The hydraulic capacity factors reflect the ratio of the rated flow capacity of each meter size to the rated flow capacity of a $\frac{3}{4}$ " meter. The hydraulic capacity reflects the potential demand that a customer could place on the water system at any given time. A customer with a large meter size will be assigned a large share of fixed capacity-related costs than one with a smaller meter. Capacity costs include costs associated with the water system's capacity including contributions to the capital program, debt service, maintenance costs, and certain fixed operating costs.
- Commodity costs are variable costs that vary with the amount of actual water use. Water treatment costs and energy costs are two typical examples. However, in an effort to encourage water conservation, fixed costs are frequently included in commodity components such that a majority of costs are recovered on the basis of usage. Even though some commodity costs are fixed, rather than variable, it is reasonable to allocate these costs to customers on the basis of usage, rather than the capacity relationship expressed by meter size. This helps to achieve the City's water conservation objectives. A significant portion of the water utility's fixed costs is recovered through water usage charges.

The water conservation best management practice for retail water rates (BMP 1.4), as promulgated by the CUWCC, specifies that at least 70 percent of water rate revenue be generated through usage charges. The City's current water rates generate about 54 percent of revenue from usage (commodity) charges. This is due in part to reduced water usage during the current drought. Because of the high portion of fixed costs, the proposed water rates slightly decrease the usage-based portion of the revenue mix, while continuing to provide an important water conservation incentive. As water usage rebounds a growing share of rate revenue will be derived from water usage charges.

Based on a review of estimated costs for FY 15-16 for the water utility, customer service costs are estimated to be about 3.5 percent of the annual water rate revenue requirement. Similarly, about 44 percent of the revenue requirement is allocated to the capacity cost category. This leaves 52.5 percent of the revenue requirement allocated to commodity costs, to be recovered through water usage charges.

Water Rate Design

The third step in the rate setting process is the design of water rates to recover costs from each customer class and generate the revenue needed for the utility. The City's

current water rates include both fixed monthly service charges and a uniform water usage rate. **Exhibit III-2** presents the calculation of monthly service charges and the uniform water usage rate for the water rates proposed for June 2016. The calculation of each of these is described below.

Service Charges

Service charges are intended to recover the customer and capacity costs identified through the cost of service analysis. Service charges apply to all customer water bills, regardless of the amount of water actually used. Customers that use no water during a month should still be required to pay the monthly service charge, as service is immediately available to them. In calculating service charges customer costs are allocated equally to all customers and capacity costs are allocated based on meter size in relation to the hydraulic capacity associated with the various meter sizes.

The proposed monthly service charge for a ¾" meter (typical for a single family home) is \$33.63. Service charges for larger meter sizes vary from \$54.00 to \$1,016.50, depending on meter sizes ranging from 1" to 6". All of these charges properly reflect an equal allocation of customer costs across meter sizes, and a proportionate allocation of capacity costs based on the capacity relationship across meter sizes. The variation of service charges through meter sizes reflects the fact that a relatively small portion of water system costs are directly related to the number of customers served. A majority of fixed capacity costs are allocated on a capacity basis as reflected by the meter size. The changes to the service charges across the range of meter sizes better reflects the cost of providing service to customers of varying meter sizes, consistent with Constitutional requirements for proportionality in the allocation of costs.

Water Usage Rates

The current water rates include a uniform usage rate for all customer classes. This rate structure is administratively simple, and is often perceived as the most fair by customers. During the course of this study, other rate structures were considered from a qualitative perspective, including tiered water rates. However, a uniform water rate for all customer classes remains as the preferred rate structure.

The proposed water usage rate for June 2016, based on the cost of service analysis performed in this study, is \$2.86 per CCF. This was calculated simply by dividing the commodity costs of \$2,844,000 divided by estimated annual water usage of 996,000 CCF.

Water Rate Calculations for June 2016

Water Rate Requirements for 2015-2016									
No. of Accounts	Meter Size					8"	Total	Ann. Water Usage (CCF)	
	3/4"	1"	1 1/2"	2"	3"				4"
Water Service	4,327	261	145	104	30	18	4	4,889	996,000
Fire Service	-	-	-	16	-	89	56	11	172
Total	4,327	261	145	120	30	107	60	11	5,061
No. of 3/4" Mtr. Equiv.	4,327	436	483	554	300	300	133	-	6,533
Hydraulic Capac. Factor	1.00	1.67	3.33	5.33	10.00	16.67	33.33	53.33	
Monthly Service Charges									
Customer Cost	\$ 3.23	\$ 3.23	\$ 3.23	\$ 3.23	\$ 3.23	\$ 3.23	\$ 3.23		
Capacity Cost	\$ 30.40	\$ 50.77	\$ 101.24	\$ 162.04	\$ 304.01	\$ 506.79	\$ 1,013.27		
Water Serv. Charge	\$ 33.63	\$ 54.00	\$ 104.47	\$ 165.27	\$ 307.24	\$ 510.02	\$ 1,016.50		Annual Revenue
Fire Serv. Charge				\$ 36.07	\$ 64.84	\$ 105.93	\$ 208.56	\$ 331.77	
Wtr. Serv. Charge Rev.	\$ 1,746,204	\$ 169,128	\$ 181,778	\$ 206,257	\$ 110,606	\$ 110,164	\$ 48,792		\$ 2,572,930
Fire Serv. Charge Rev.				\$ 6,925	\$ -	\$ 113,133	\$ 140,152	\$ 43,794	\$ 304,005
Annual Water Rate Revenue Requirement				Water Usage Rate					
Customer Cost	\$		189,595	3.5%					
Capacity Cost	\$		2,383,480	44.0%					
Commodity Cost	\$		2,843,925	52.5%					
Total Water Rate Rev. Rqmt.	\$		5,417,000						
Fire Serv. Chrg. Rev. Rqmt.	\$		304,000						
				All Water Usage		996,000	\$	2.86	\$ 2,848,560

Fire Protection Service Charges

The City has established distinct fire protection service charges for separate private service connections that provide fire suppression capabilities to structures and property (e.g., serving automatic internal sprinkler systems)⁶. In effect, these connections extend the public fire suppression capabilities of the water distribution systems (i.e., provided through public fire hydrants) to private property. Costs to be recovered through the fire protection charges are limited to the costs associated with maintaining the connection, monitoring usage, and servicing the account (fire flow capacity is built into the water distribution system as an essential public health and safety benefit to the entire community). When these fire protection services are used, they are billed at the same water usage rate as any other type of water service. As with the general water rates, a 3 percent increase in the fire protection service charges is necessary to meet the financial and service obligations of the utility for the delivery of this service.

PROPOSED WATER RATE SCHEDULE

Exhibit III-3 summarizes proposed water rate schedules for rates to be effective in June 2016, with subsequent annual adjustment each January through 2020. As described in Section II of this report, the overall water rate revenue increases are equivalent to 3 percent in June 2016, and 3 percent each January from 2017 through 2020. No rate structure changes are proposed beyond those reflected in the rates for June 2016. The proposed water rates reflect the cost of providing water service to customers and will provide additional revenue essential to continuing to provide water service.

As a result of the cost of service analysis and rate structure realignment included in the rates for June 2016, not all water bills will increase by 3 percent. Some water bills will increase more than 3 percent and others less than 3 percent. As an example, the water bills for a typical single family customer (using 12 CCF) will increase from \$65.01 to \$67.95, or about 4.5 percent, in June 2016. The exact change in any particular bill will depend on a customer's meter size and water usage. In all cases, the proposed water rates reflect a proportionate allocation of the costs of providing service, based on capacity requirements and service demands.

WATER SHORTAGE RATE SURCHARGES

To help encourage and to help bridge the financial deficit created by a water shortage, it is recommended that the City adopt temporary water shortage surcharges that could be implemented under certain water shortage conditions. The temporary water shortage rate surcharges would be incremental increases in the water usage rate. Even though the water shortage rate surcharges represent an increase in the water rates, total water rate revenue will still decline with reduced water sales as water shortage conditions worsen. That is, the supplemental revenue generated through the water shortage rate surcharges would only partially bridge the deficit gap created by drought and reduced water sales.

⁶ Customers who have private fire service connections also have general water service connections for ongoing water use.

**Exhibit III-3
City of Ukiah
Current and Proposed Water Rates**

	Current (1)	June 2016	January 2017	January 2018	January 2019	January 2020
Water Usage Rate (\$/CCF)						
All Water Usage	\$ 2.73	\$ 2.86	\$ 2.95	\$ 3.04	\$ 3.13	\$ 3.22
Monthly Service Charge						
3/4" meter	\$ 32.25	\$ 33.63	\$ 34.64	\$ 35.68	\$ 36.75	\$ 37.85
1" meter	\$ 54.81	\$ 54.00	\$ 55.62	\$ 57.29	\$ 59.01	\$ 60.78
1 1/2" meter	\$ 106.40	\$ 104.47	\$ 107.60	\$ 110.83	\$ 114.15	\$ 117.57
2" meter	\$ 170.88	\$ 165.27	\$ 170.23	\$ 175.34	\$ 180.60	\$ 186.02
3" meter	\$ 322.41	\$ 307.24	\$ 316.46	\$ 325.95	\$ 335.73	\$ 345.80
4" meter	\$ 538.45	\$ 510.02	\$ 525.32	\$ 541.08	\$ 557.31	\$ 574.03
6" meter	\$ 1,073.66	\$ 1,016.50	\$ 1,047.00	\$ 1,078.41	\$ 1,110.76	\$1,144.08
Monthly Fire Service Charges						
Up to 2" meter	\$ 34.18	\$ 36.07	\$ 37.15	\$ 38.26	\$ 39.41	\$ 40.59
3" meter	\$ 64.48	\$ 64.84	\$ 66.79	\$ 68.79	\$ 70.85	\$ 72.98
4" meter	\$ 107.69	\$ 105.93	\$ 109.11	\$ 112.38	\$ 115.75	\$ 119.22
6" meter	\$ 214.72	\$ 208.56	\$ 214.82	\$ 221.26	\$ 227.90	\$ 234.74
8" meter	\$ 214.72	\$ 331.77	\$ 341.72	\$ 351.97	\$ 362.53	\$ 373.41

Notes:

(1) Effective July 1, 2014.

In addition because a multi-pronged approach to water shortages is suggested, the water shortage rate surcharges have been specifically design such customers that meet water use reduction goals will have lower water bills with the water shortage rate surcharges than they would with normal water usage and normal water rates. Customers that do not meet water use reduction goals may pay more for water service because of the water shortage rate surcharges.

Exhibit III-4 presents the June 2016 water rate schedule including the effect of temporary water shortage rate surcharges. As an example, the water usage rate would increase from \$2.86 per CCF to \$3.29 per CCF under moderate water shortage conditions (15 percent surcharge). Because the water shortage rate surcharge would only apply to the water usage rate (and not the fixed monthly service charges) the impact on the total water bill would be mitigated.

The temporary water shortage rate surcharge is not intended to be a penalty for excessive use; rather it represents each customer fair share of the cost of partially bridging the financial deficit created by reduced water sales during periods of water shortage. Customers would participate in bearing this cost in proportion to their water use.

Water shortage rate surcharges would provide relatively modest revenue increases for dealing with significant water supply shortages. As illustrated graphically in **Exhibit III-5**, the water shortage rate surcharge revenue only partially replaces lost revenue due to reduced water sales. As a result, even with the water shortage rate surcharges, the proposed water rates for water shortage conditions are less than the total cost of providing water service. The information in Exhibit III-5 reflects revenue estimates based on implementation of water shortage rate surcharges in FY 15-16.

**Exhibit III-4
City of Ukiah**

Proposed Water Shortage Rate Surcharges Applied to Water Rates for June 2016 (1)

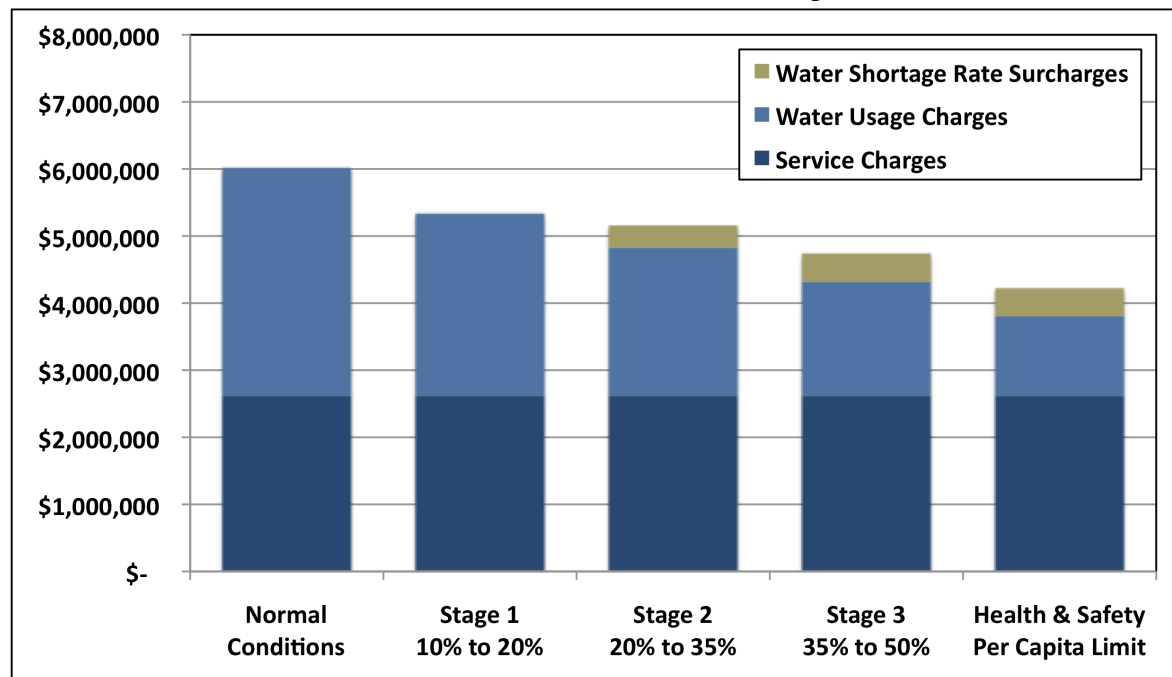
	Normal Supply (1)	Minor Shortage	Moderate Shortage	Critical Shortage	Health & Safety Per Capita Limit
Use Reduction Goal -->	None	10% to 20%	20% to 35%	35% to 50%	> 50%
Wtr. Short. Surch. (2) -->	None	None	15%	25%	35%
Water Usage Rate (\$/CCF)					
All Water Usage	\$ 2.86	\$ 2.86	\$ 3.29	\$ 3.58	\$ 3.86
Monthly Service Charge	No changes to service charges during shortages				
3/4" meter	\$ 33.63	\$ 33.63	\$ 33.63	\$ 33.63	\$ 33.63
1" meter	\$ 54.00	\$ 54.00	\$ 54.00	\$ 54.00	\$ 54.00
1 1/2" meter	\$ 104.47	\$ 104.47	\$ 104.47	\$ 104.47	\$ 104.47
2" meter	\$ 165.27	\$ 165.27	\$ 165.27	\$ 165.27	\$ 165.27
3" meter	\$ 307.24	\$ 307.24	\$ 307.24	\$ 307.24	\$ 307.24
4" meter	\$ 510.02	\$ 510.02	\$ 510.02	\$ 510.02	\$ 510.02
6" meter	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50

Notes:

- (1) The water shortage rate surcharge percentages are shown applied to proposed water rates for June 2016 for illustrative purposes. The percentages would be applied to any then-current water usage rates when implemented by declaration of a water shortage.
- (2) The water shortage rate surcharge would be an incremental (percentage) increase in the water usage rates, but would not be applied to monthly service charges.

**Exhibit III-5
City of Ukiah**

Estimated Water Rate Revenues Under Water Shortage Conditions



If adopted, the temporary water shortage rate surcharges would be implemented when the City Council established a water use reduction goal over 20 percent. The surcharges would continue only as long as the shortage conditions exist. When the shortage is declared over, then the water shortage rate surcharges would be discontinued.

Bill Impacts of Water Shortage Rate Surcharges

Water shortage rate surcharges have been specifically designed such that customers achieving required water use reduction goals will have lower water bills than they would have with normal water rates and normal water usage. Customers that do not meet water use reduction goals may have higher water bills. Because the water shortage rate surcharges apply to all water usage, all customers will participate in bridging the financial gap created by water shortage. Of course, those customers that use the least amount of water or conserve the most will pay less through the water shortage rate surcharges.

Exhibit III-6 illustrates how three different single family customers would be affected by the water shortage rate surcharges across various shortage conditions. Monthly water bills are shown for customers that, under normal conditions, use 12 CCF monthly (typical), 8 CCF (typical in winter), and 24 CCF (typical in summer) of water. Water bills are calculated for customers meeting requested water use reduction goals, and customers that do not conserve at all.

ADOPTING PROPOSED WATER RATES

In order to adopt the both the proposed water rates for the next five years and the proposed water shortage rate surcharges the City will need to follow the requirements contained in Article XIII D of the California Constitution (Proposition 218). This includes a Notice of Public Hearing to be mailed to all affected property owners and customers at least 45 days prior to a public hearing.

It is recommended that the City combine the adoption of the proposed 5-year water rates and the adoption of water shortage rate surcharges into a single public notice and rate hearing. This will save the City both time and expenses.

Exhibit III-6
City of Ukiah
Sample Single Family Residential Water Bills with Water Shortage Rate Surcharges

Water Shortage Stage	Water Use Reduction Goal	Monthly Water Use (CCF)	Service Charge	Usage Charge	Water Shortage Charge	Total Water Bill	% Change from Normal Bill
Average Single Family Customer Meeting Reduction Goals							
Normal Supply Conditions	None	12	\$ 33.63	\$ 34.32	\$ -	\$ 67.95	
Minor Shortage	10% to 20%	10	\$ 33.63	\$ 28.60	\$ -	\$ 62.23	-8.4%
Moderate Shortage	20% to 35%	8	\$ 33.63	\$ 22.88	\$ 3.43	\$ 59.94	-11.8%
Critical Shortage	35% to 50%	6	\$ 33.63	\$ 17.16	\$ 4.29	\$ 55.08	-18.9%
Health & Safety Per Capita Limit	> 50%	4	\$ 33.63	\$ 11.44	\$ 4.00	\$ 49.07	-27.8%
Average Single Family Customer With No Water Use Reduction							
Normal Supply Conditions	None	12	\$ 33.63	\$ 34.32	\$ -	\$ 67.95	
Minor Shortage	10% to 20%	12	\$ 33.63	\$ 34.32	\$ -	\$ 67.95	0.0%
Moderate Shortage	20% to 35%	12	\$ 33.63	\$ 34.32	\$ 5.15	\$ 73.10	7.6%
Critical Shortage	35% to 50%	12	\$ 33.63	\$ 34.32	\$ 8.58	\$ 76.53	12.6%
Health & Safety Per Capita Limit	> 50%	12	\$ 33.63	\$ 34.32	\$ 12.01	\$ 79.96	17.7%
Low Water-Using Single Family Customer Meeting Reduction Goals							
Normal Supply Conditions	None	8	\$ 33.63	\$ 22.88	\$ -	\$ 56.51	
Minor Shortage	10% to 20%	6	\$ 33.63	\$ 17.16	\$ -	\$ 50.79	-10.1%
Moderate Shortage	20% to 35%	5	\$ 33.63	\$ 14.30	\$ 2.15	\$ 50.08	-11.4%
Critical Shortage	35% to 50%	4	\$ 33.63	\$ 11.44	\$ 2.86	\$ 47.93	-15.2%
Health & Safety Per Capita Limit	> 50%	3	\$ 33.63	\$ 8.58	\$ 3.00	\$ 45.21	-20.0%
Low Water-Using Single Family Customer With No Water Use Reduction							
Normal Supply Conditions	None	8	\$ 33.63	\$ 22.88	\$ -	\$ 56.51	
Minor Shortage	10% to 20%	8	\$ 33.63	\$ 22.88	\$ -	\$ 56.51	0.0%
Moderate Shortage	20% to 35%	8	\$ 33.63	\$ 22.88	\$ 3.43	\$ 59.94	6.1%
Critical Shortage	35% to 50%	8	\$ 33.63	\$ 22.88	\$ 5.72	\$ 62.23	10.1%
Health & Safety Per Capita Limit	> 50%	8	\$ 33.63	\$ 22.88	\$ 8.01	\$ 64.52	14.2%
High Water-Using Single Family Customer Meeting Reduction Goals							
Normal Supply Conditions	None	24	\$ 33.63	\$ 68.64	\$ -	\$ 102.27	
Minor Shortage	10% to 20%	19	\$ 33.63	\$ 54.34	\$ -	\$ 87.97	-14.0%
Moderate Shortage	20% to 35%	16	\$ 33.63	\$ 45.76	\$ 6.86	\$ 86.25	-15.7%
Critical Shortage	35% to 50%	12	\$ 33.63	\$ 34.32	\$ 8.58	\$ 76.53	-25.2%
Health & Safety Per Capita Limit	> 50%	8	\$ 33.63	\$ 22.88	\$ 8.01	\$ 64.52	-36.9%
High Water-Using Single Family Customer With No Water Use Reduction							
Normal Supply Conditions	None	24	\$ 33.63	\$ 68.64	\$ -	\$ 102.27	
Minor Shortage	10% to 20%	24	\$ 33.63	\$ 68.64	\$ -	\$ 102.27	0.0%
Moderate Shortage	20% to 35%	24	\$ 33.63	\$ 68.64	\$ 10.30	\$ 112.57	10.1%
Critical Shortage	35% to 50%	24	\$ 33.63	\$ 68.64	\$ 17.16	\$ 119.43	16.8%
Health & Safety Per Capita Limit	> 50%	24	\$ 33.63	\$ 68.64	\$ 24.02	\$ 126.29	23.5%

City of Ukiah

Water Rate Study Summary of Recommendations

April 20, 2016

The Reed Group, Inc.



Study Objectives

- Prepare 10-year financial plan model
- Assess current financial situation and ongoing revenue needs
- Perform cost of service analyses to support rate recommendations
- Propose rate structure changes consistent with legal requirements and rate-setting objectives
- Assist with adoption and implementation of new water rates

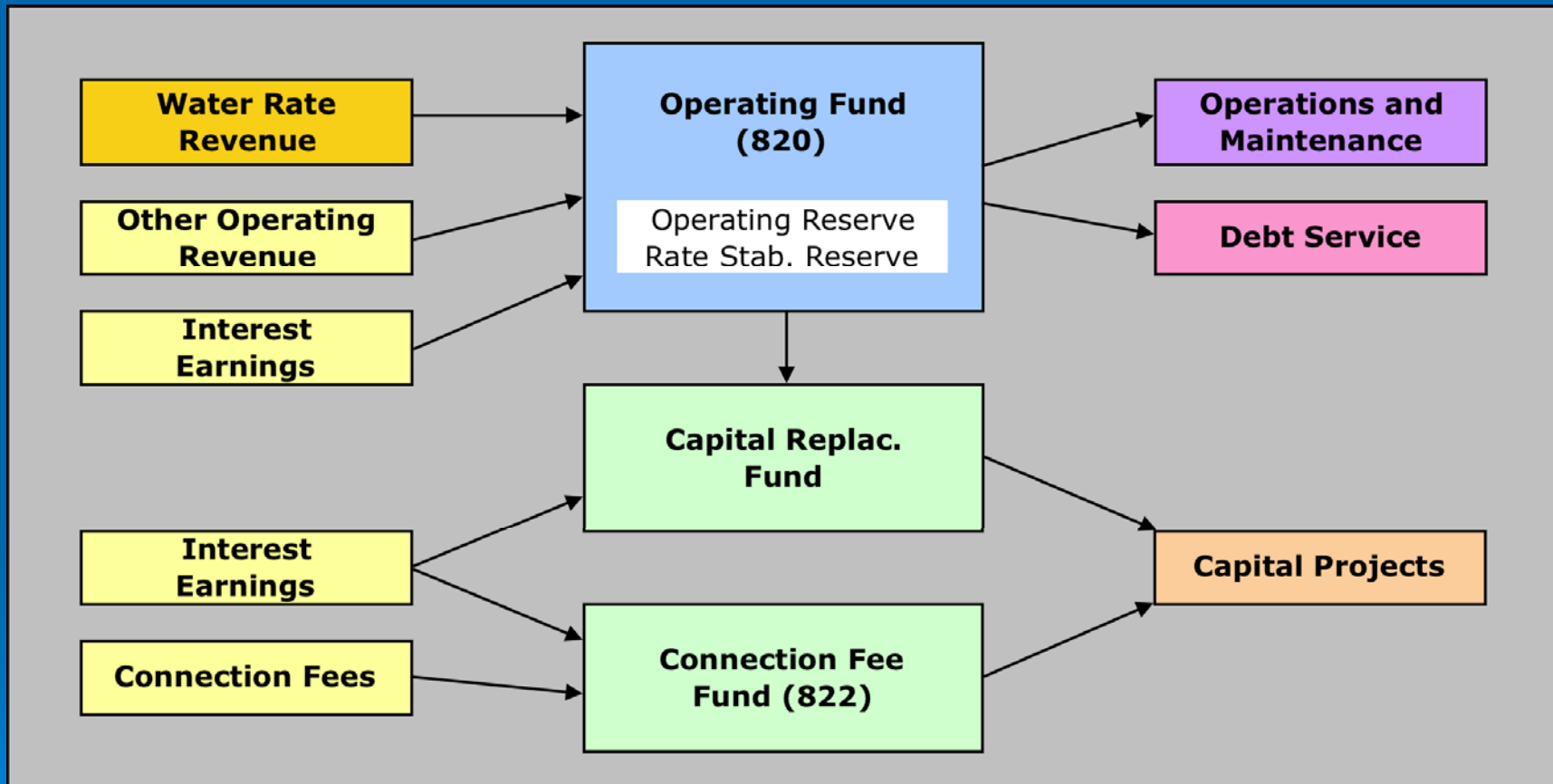


Current Situation

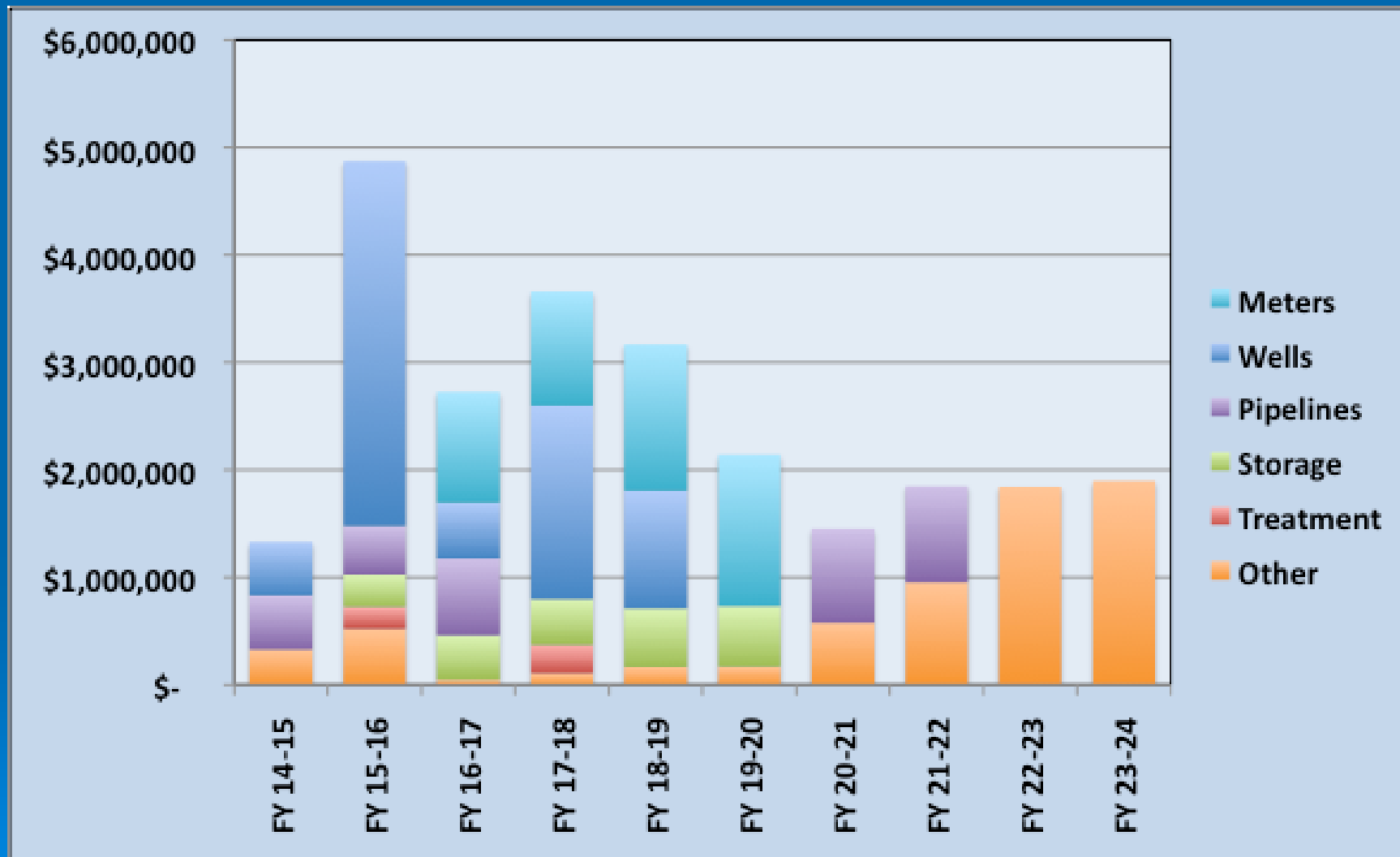
- Water rates last adjusted in July 2014
- Drought and state-mandated water use reductions have impacted water sales
 - Water sales volume is down 20% from 2013
 - Water rate revenue is down 7% from 2013
 - Post-drought demand rebound uncertain
- *San Juan Capistrano* appellate court decision has clarified cost of service requirements
- Capital improvement program is not adequately funded with current water rates
 - Wells, meters, pipelines, and storage improvements



Financial Plan Schematic



Capital Improvement Program

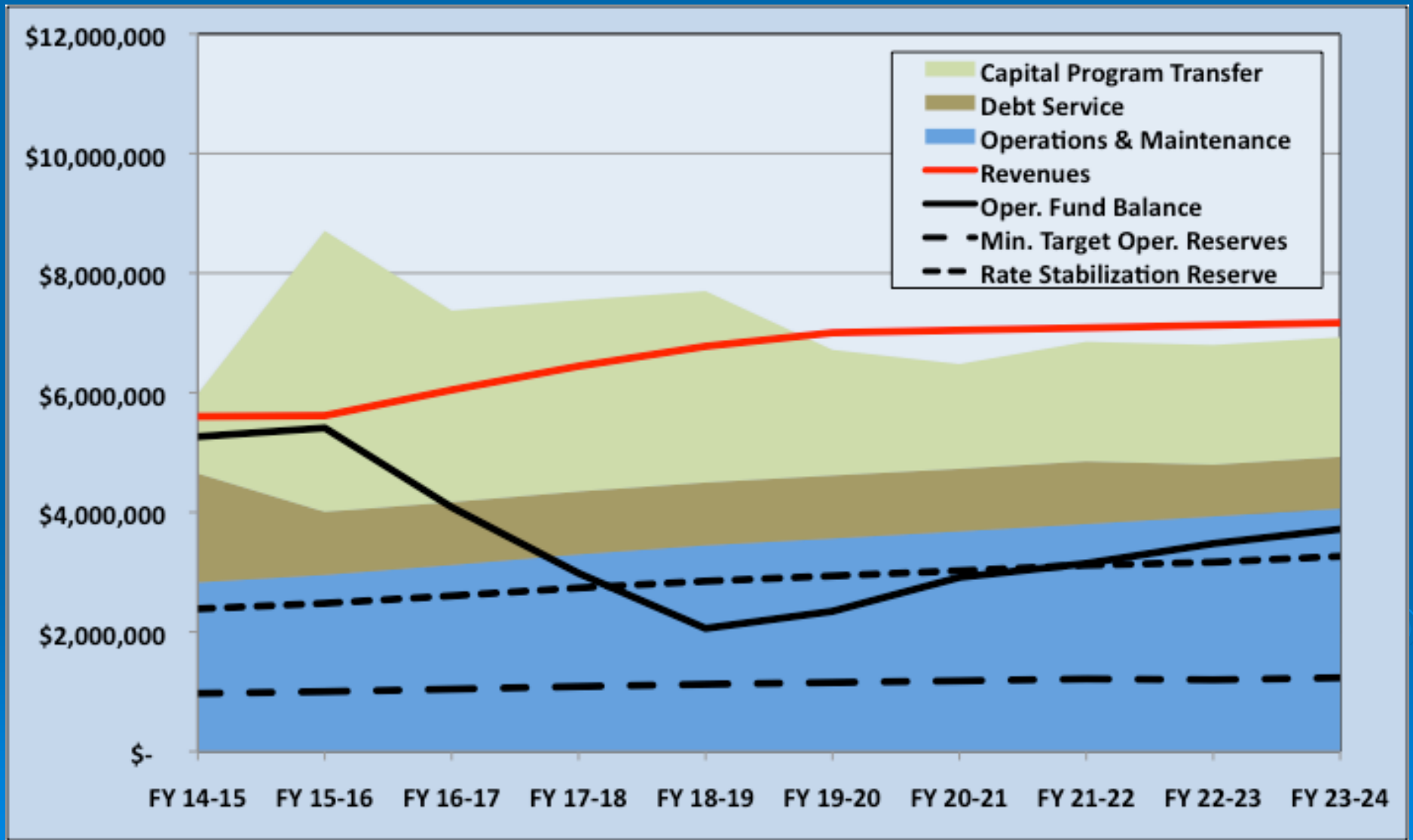


Financial Strategy

- Use a portion of available reserves to help fund the planned CIP
- Gradually implement needed annual water rate increases
- Monitor financial condition during post-drought demand rebound
- Adopt a financial strategy to reduce risk during future water supply shortages



Financial Plan Summary



Proposed Overall Water Rate Increases

- June 2016 3%
- January 2017 3%
- January 2018 3%
- January 2019 3%
- January 2020 3%



Proposed Water Rate Structure Changes

- Update water rates based on cost of service analysis
- Maintain a uniform water usage rate for all customers
- Adjust monthly service charges to reflect customer and capacity requirements
- Adopt a multi-year rate plan

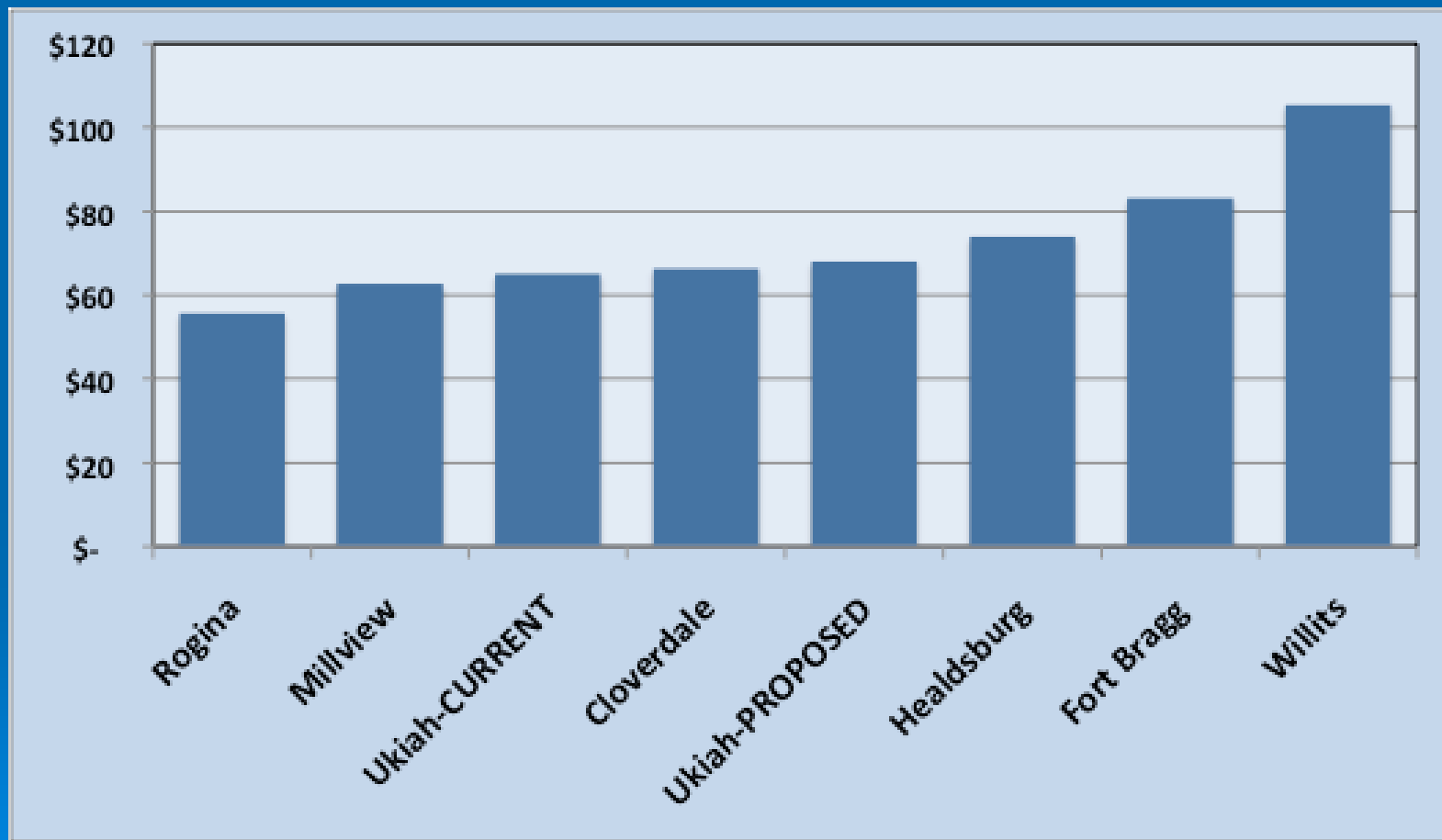


Proposed Water Rates

	Current (1)	June 2016	January 2017	January 2018	January 2019	January 2020
Water Usage Rate (\$/CCF)						
All Water Usage	\$ 2.73	\$ 2.86	\$ 2.95	\$ 3.04	\$ 3.13	\$ 3.22
Monthly Service Charge						
3/4" meter	\$ 32.25	\$ 33.63	\$ 34.64	\$ 35.68	\$ 36.75	\$ 37.85
1" meter	\$ 54.81	\$ 54.00	\$ 55.62	\$ 57.29	\$ 59.01	\$ 60.78
1 1/2" meter	\$ 106.40	\$ 104.47	\$ 107.60	\$ 110.83	\$ 114.15	\$ 117.57
2" meter	\$ 170.88	\$ 165.27	\$ 170.23	\$ 175.34	\$ 180.60	\$ 186.02
3" meter	\$ 322.41	\$ 307.24	\$ 316.46	\$ 325.95	\$ 335.73	\$ 345.80
4" meter	\$ 538.45	\$ 510.02	\$ 525.32	\$ 541.08	\$ 557.31	\$ 574.03
6" meter	\$ 1,073.66	\$ 1,016.50	\$ 1,047.00	\$ 1,078.41	\$ 1,110.76	\$1,144.08
Monthly Fire Service Charges						
Up to 2" meter	\$ 34.18	\$ 36.07	\$ 37.15	\$ 38.26	\$ 39.41	\$ 40.59
3" meter	\$ 64.48	\$ 64.84	\$ 66.79	\$ 68.79	\$ 70.85	\$ 72.98
4" meter	\$ 107.69	\$ 105.93	\$ 109.11	\$ 112.38	\$ 115.75	\$ 119.22
6" meter	\$ 214.72	\$ 208.56	\$ 214.82	\$ 221.26	\$ 227.90	\$ 234.74
8" meter	\$ 214.72	\$ 331.77	\$ 341.72	\$ 351.97	\$ 362.53	\$ 373.41
Notes:						
(1) Effective July 1, 2014.						



Comparison of Single Family Water Bills with Other Communities

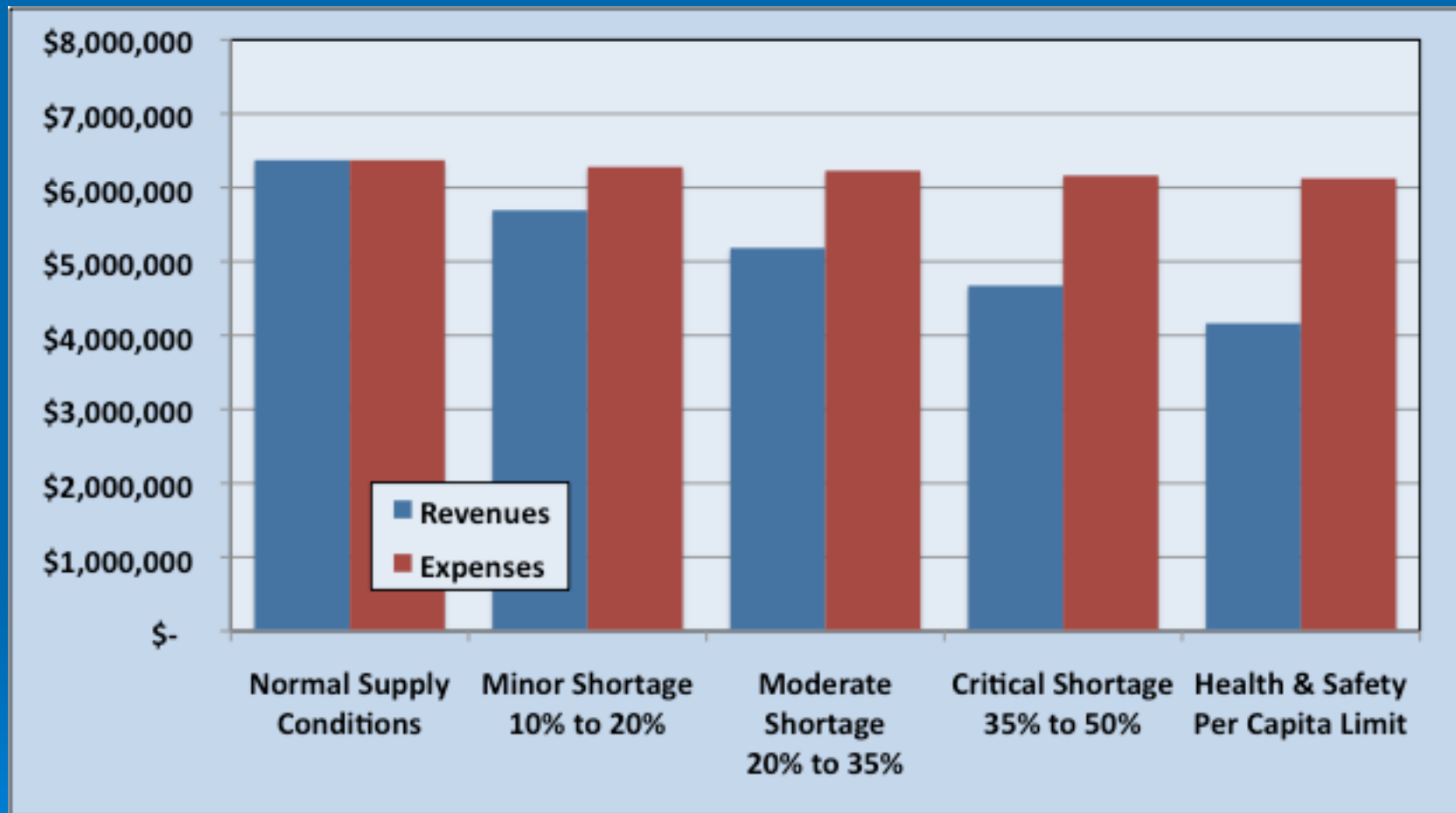


Financial Impact of Water Shortages

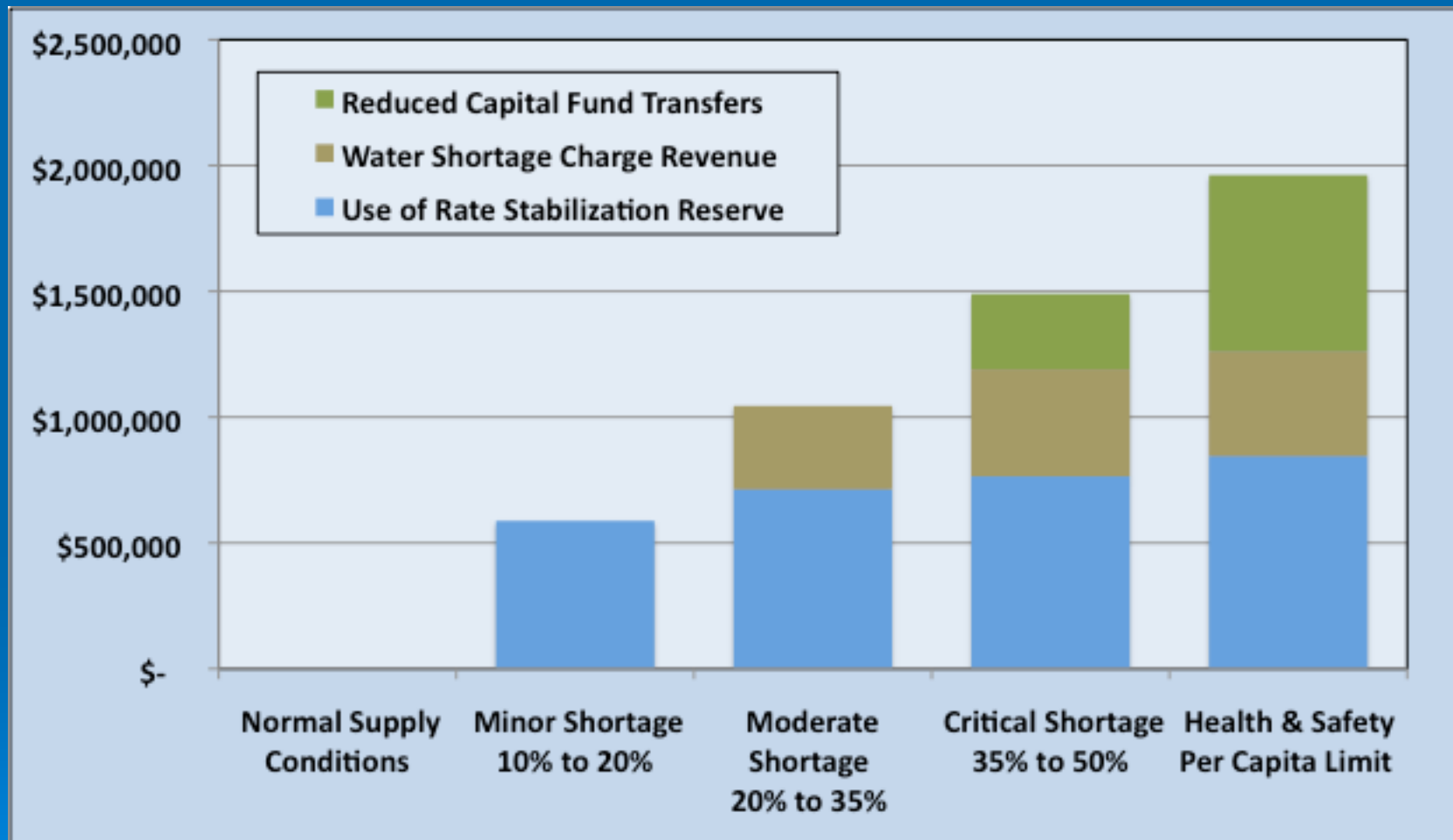
- Drought conditions can create financial instability as reduced water sales result in a financial deficit
- Recommend a multi-prong strategy for offsetting the impact of drought
 - Use portion of rate stabilization reserve
 - Adopt temporary water shortage rate surcharge
 - Reduce CIP transfers in severe conditions



Water Shortage Financial Deficits



Water Shortage Financial Strategy



Temporary Water Shortage Rate Surcharges

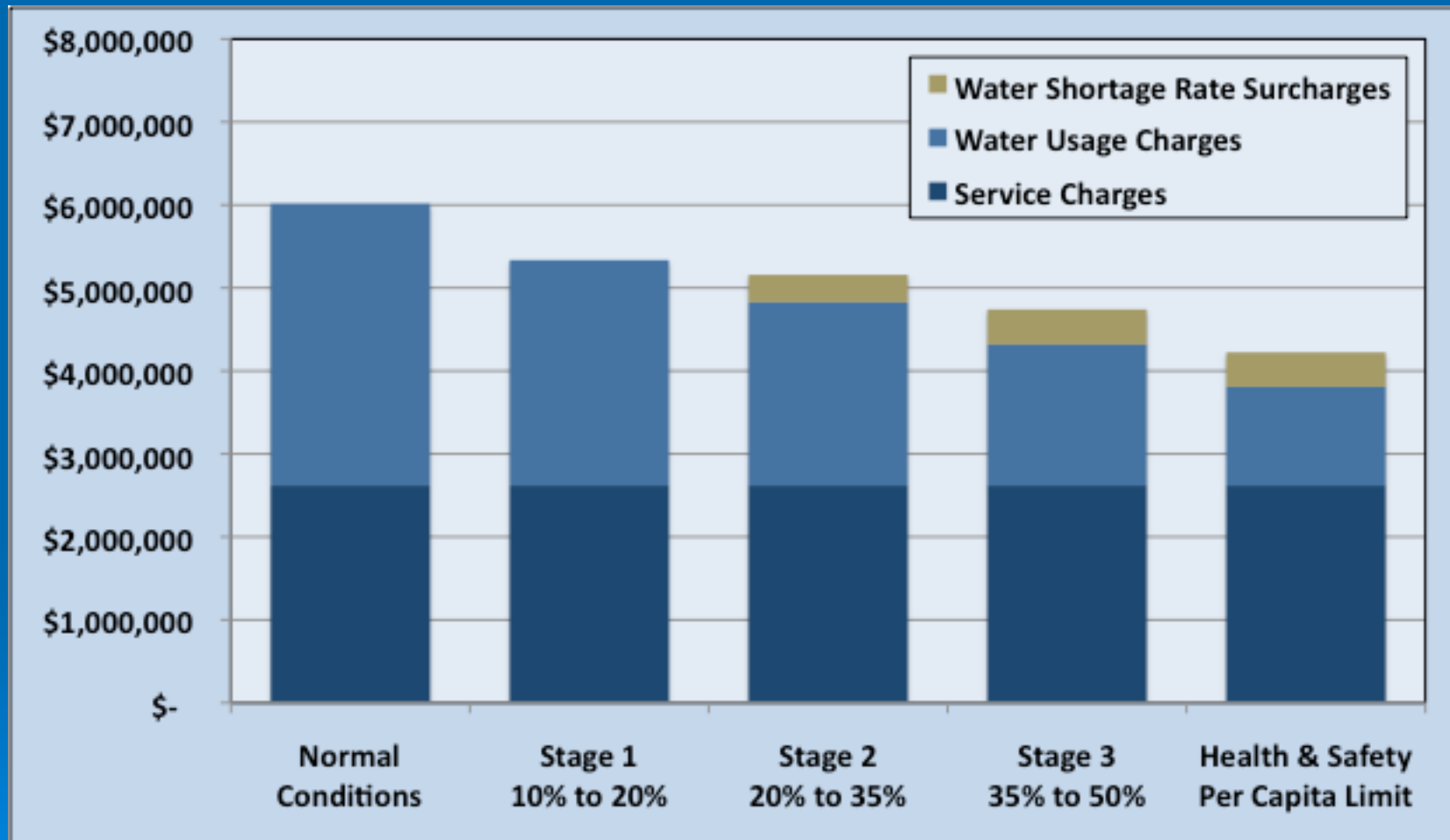
	Normal Supply (1)	Minor Shortage	Moderate Shortage	Critical Shortage	Health & Safety Per Capita Limit
Use Reduction Goal -->	None	10% to 20%	20% to 35%	35% to 50%	> 50%
Wtr. Short. Surch. (2) -->	None	None	15%	25%	35%
Water Usage Rate (\$/CCF)					
All Water Usage	\$ 2.86	\$ 2.86	\$ 3.29	\$ 3.58	\$ 3.86
Monthly Service Charge	No changes to service charges during shortages				
3/4" meter	\$ 33.63	\$ 33.63	\$ 33.63	\$ 33.63	\$ 33.63
1" meter	\$ 54.00	\$ 54.00	\$ 54.00	\$ 54.00	\$ 54.00
1 1/2" meter	\$ 104.47	\$ 104.47	\$ 104.47	\$ 104.47	\$ 104.47
2" meter	\$ 165.27	\$ 165.27	\$ 165.27	\$ 165.27	\$ 165.27
3" meter	\$ 307.24	\$ 307.24	\$ 307.24	\$ 307.24	\$ 307.24
4" meter	\$ 510.02	\$ 510.02	\$ 510.02	\$ 510.02	\$ 510.02
6" meter	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50

Notes:

- (1) The water shortage rate surcharge percentages are shown applied to proposed water rates for June 2016 for illustrative purposes. The percentages would be applied to any then-current water usage rates when implemented by declaration of a water shortage.
- (2) The temporary water shortage rate surcharge would be an incremental (percentage) increase in the water usage rates, but would not be applied to monthly service charges.



Water Shortage Rate Revenue



Bill Impacts of Shortage Strategy

Water Shortage Stage	Water Use Reduction Goal	Monthly Water Use (CCF)	Service Charge	Usage Charge	Water Shortage Charge	Total Water Bill	% Change from Normal Bill
Average Single Family Customer Meeting Reduction Goals							
Normal Supply Conditions	None	12	\$ 33.63	\$ 34.32	\$ -	\$ 67.95	
Minor Shortage	10% to 20%	10	\$ 33.63	\$ 28.60	\$ -	\$ 62.23	-8.4%
Moderate Shortage	20% to 35%	8	\$ 33.63	\$ 22.88	\$ 3.43	\$ 59.94	-11.8%
Critical Shortage	35% to 50%	6	\$ 33.63	\$ 17.16	\$ 4.29	\$ 55.08	-18.9%
Health & Safety Per Capita Limit	> 50%	4	\$ 33.63	\$ 11.44	\$ 4.00	\$ 49.07	-27.8%
Average Single Family Customer With No Water Use Reduction							
Normal Supply Conditions	None	12	\$ 33.63	\$ 34.32	\$ -	\$ 67.95	
Minor Shortage	10% to 20%	12	\$ 33.63	\$ 34.32	\$ -	\$ 67.95	0.0%
Moderate Shortage	20% to 35%	12	\$ 33.63	\$ 34.32	\$ 5.15	\$ 73.10	7.6%
Critical Shortage	35% to 50%	12	\$ 33.63	\$ 34.32	\$ 8.58	\$ 76.53	12.6%
Health & Safety Per Capita Limit	> 50%	12	\$ 33.63	\$ 34.32	\$ 12.01	\$ 79.96	17.7%



Summary

- Modest water rate increases are needed to meet service and financial obligations
- Proposed water rates reflect proportionality requirements for cost of service
- Multi-year rate plan is intended to ease impacts while still meeting financial needs
- Water shortage strategy and temporary surcharges provide tools to mitigate financial risk in future shortages



RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH ADOPTING WATER SERVICE RATE ADJUSTMENTS FOR FIVE YEAR PERIOD FY 2016-2020

WHEREAS:

1. The City of Ukiah operates and maintains a water processing and distribution system ("Water System"); and
2. The report entitled City of Ukiah Water Rate Study, presented to the City Council on February 17, 2016 presents a comprehensive analysis of the water utility's rate structure and proposed water rate increases; and
3. The City Council considered the proposed increases at a regular meeting on February 17, 2016, and authorized staff to provide notice and schedule a public hearing on the proposed rate increase in accordance with the procedures contained in Article XIID, Section 6 of the California Constitution and Ukiah City Code Sections 3950-3957; and
4. Written notice of the amount of the fee or charge proposed to be imposed, the basis upon which the amount of the proposed fee or charge was calculated, the reason for the fee or charge, and the date, time, and location of a public hearing on the proposed fee or charge was mailed to the record owner of each parcel in the City of Ukiah and all customers of the City's water system not less than 45 days in advance of the hearing on the proposed changes; and
5. The Water Rate Study, together with the staff report of February 17, 2016, provided the City Manager's Report as provided in Ukiah City Code Section 3952; and
6. Notice that the Water Rate Study is available for review will be published in the Ukiah Daily Journal not less than 10 days prior to a hearing on the proposed rate increase to be held as required by Ukiah City Code Section 3955; and
7. The published notice will contain all of the information required by Ukiah City Code Section 3954; and
8. On April 20, 2016, the City Council conducted a public hearing in accordance with Article 13.D. §6 of the California Constitution concerning the proposed rates, and heard and considered public comment on the proposed rates; and
9. The City Council did not receive at or prior to the hearing on April 20, 2016, written protests from a majority of the owners of the parcels receiving water services in the City of Ukiah; and
10. On May 4, 2016, the City Council will conduct a further hearing as required by Ukiah City Code Section 3955; and
11. The City Council has determined that the proposed rates comply with the requirements in Article XIII.D, §6 of the California Constitution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Ukiah hereby adopts the Water Rate Schedule, as set forth in Table 1, and the Temporary Water Shortage Rate Surcharges Schedule in Table 2, attached hereto and made part of this resolution, subject to final

consideration thereof at a hearing on May 4, 2016. The Temporary Water Shortage Rate Surcharges shall only become effective during a declared water shortage emergency, the conditions and duration of which shall be included in a resolution adopted by the City Council declaring said emergency.

BE IT FURTHER RESOLVED that the rate schedule adopted by this Resolution shall be effective on May 5, 2016, unless otherwise ordered by the City Council on May 4, 2016, and included on billings issued on or after June 1, 2016. All prior rate schedules in conflict herewith are repealed upon the effective date of the new schedule. All other contract conditions for service remain unaltered and in full effect and the City Clerk shall cause the publication of this resolution in the Ukiah Daily Journal within 10 days following Council action on May 4, 2016, pursuant to the provisions of Section 3957 of the Ukiah City Code.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Ukiah on the 20th day of April 2016, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephen G. Scalmanini, Mayor

ATTEST:

Ashley Cocco, Deputy City Clerk

Table 1: City of Ukiah Water Utility – Monthly Service Charge

**Exhibit III-3
City of Ukiah
Current and Proposed Water Rates**

	Current (1)	June 2016	January 2017	January 2018	January 2019	January 2020
Water Usage Rate (\$/CCF)						
All Water Usage	\$ 2.73	\$ 2.86	\$ 2.95	\$ 3.04	\$ 3.13	\$ 3.22
Monthly Service Charge						
3/4" meter	\$ 32.25	\$ 33.63	\$ 34.64	\$ 35.68	\$ 36.75	\$ 37.85
1" meter	\$ 54.81	\$ 54.00	\$ 55.62	\$ 57.29	\$ 59.01	\$ 60.78
1 1/2" meter	\$ 106.40	\$ 104.47	\$ 107.60	\$ 110.83	\$ 114.15	\$ 117.57
2" meter	\$ 170.88	\$ 165.27	\$ 170.23	\$ 175.34	\$ 180.60	\$ 186.02
3" meter	\$ 322.41	\$ 307.24	\$ 316.46	\$ 325.95	\$ 335.73	\$ 345.80
4" meter	\$ 538.45	\$ 510.02	\$ 525.32	\$ 541.08	\$ 557.31	\$ 574.03
6" meter	\$ 1,073.66	\$ 1,016.50	\$ 1,047.00	\$ 1,078.41	\$ 1,110.76	\$1,144.08
Monthly Fire Service Charges						
Up to 2" meter	\$ 34.18	\$ 36.07	\$ 37.15	\$ 38.26	\$ 39.41	\$ 40.59
3" meter	\$ 64.48	\$ 64.84	\$ 66.79	\$ 68.79	\$ 70.85	\$ 72.98
4" meter	\$ 107.69	\$ 105.93	\$ 109.11	\$ 112.38	\$ 115.75	\$ 119.22
6" meter	\$ 214.72	\$ 208.56	\$ 214.82	\$ 221.26	\$ 227.90	\$ 234.74
8" meter	\$ 214.72	\$ 331.77	\$ 341.72	\$ 351.97	\$ 362.53	\$ 373.41

The purpose of the water rates is to raise revenue for the cost of providing water and water service. Cost of service includes the cost of operation and maintenance of the City of Ukiah water utility used for the collection, processing and distribution of water and payment of principle and interest on debt used to finance capital projects. The purpose of this resolution is to establish a method of sharing the cost of service among the users of the water system for all areas served by the City of Ukiah Water Utility

Monthly service charges are a readiness-to-serve fee and apply to all accounts regardless of consumption. Each unit of consumption will be billed at the consumption rate.

Monthly service charges are proportional to meter size with rates increasing across meter size in proportion to the capacity demand guidelines published by the American Water Works Association. (Note: The monthly service charge for fire service meters reflects the estimated cost to maintain fire service connections, monitor water usage, and service the accounts.)

Consumption charges are applied to all water consumed as recorded by the water meter. Water is sold in units of hundred cubic feet (hcf) which is 748 gallons.

Table 2
City of Ukiah

Proposed Temporary Water Shortage Rate Surcharges Applied to Water Rates for June 2016 (1)

	Normal Supply (1)	Minor Shortage	Moderate Shortage	Critical Shortage	Health & Safety Per Capita Limit
Use Reduction Goal -->	None	10% to 20%	20% to 35%	35% to 50%	> 50%
Wtr. Short. Surch. (2) -->	None	None	15%	25%	35%
Water Usage Rate (\$/CCF)					
All Water Usage	\$ 2.86	\$ 2.86	\$ 3.29	\$ 3.58	\$ 3.86
Monthly Service Charge	No changes to service charges during shortages				
3/4" meter	\$ 33.63	\$ 33.63	\$ 33.63	\$ 33.63	\$ 33.63
1" meter	\$ 54.00	\$ 54.00	\$ 54.00	\$ 54.00	\$ 54.00
1 1/2" meter	\$ 104.47	\$ 104.47	\$ 104.47	\$ 104.47	\$ 104.47
2" meter	\$ 165.27	\$ 165.27	\$ 165.27	\$ 165.27	\$ 165.27
3" meter	\$ 307.24	\$ 307.24	\$ 307.24	\$ 307.24	\$ 307.24
4" meter	\$ 510.02	\$ 510.02	\$ 510.02	\$ 510.02	\$ 510.02
6" meter	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50	\$ 1,016.50

Notes:

- (1) The water shortage rate surcharge percentages are shown applied to proposed water rates for June 2016 for illustrative purposes. The percentages would be applied to any then-current water usage rates when implemented by declaration of a water shortage.
- (2) The temporary water shortage rate surcharge would be an incremental (percentage) increase in the water usage rates, but would not be applied to monthly service charges.

RECEIVED
APR 07 2016

BY:

March 21, 2016

City of Ukiah, Utilities
300 Seminary Avenue
Ukiah, CA 95482

Re: Rate increase proposal

Considering the rates were adjusted for the drought effective July 2014, the idea of another increase is not logical since our threat of drought has lessened.

I am opposed to a rate increase in water that is already above standard rates for the City of Ukiah.

Thank you for your consideration



Evette Flowers

City of Ukiah Customer

City Clerk

300 Seminary Ave

Ukiah, CA



I wish to protest against the proposed water rate increase.

It is not fair to cut back on our water usage as asked and then turn around and want to raise the rates when we are using less water.

Jay Bromley

564 Donner Ln

Ukiah, CA 95482

We did just get a whole lot of rain and a big increase in how our water for our homes comes from: Lake Mendocino. I actually go to Lake Mendocino quite a lot of times a week. Probably like 5 different days. I do know that we are actually doing really well with the water supply that we do already have. Our water supply station has actually increased in size quite a lot. You use to be able to walk out to the island in the middle of the lake, but now there is water all of the way around it, so the water supply has really increased in the water problem that we did have before. We do NOT need to be charged for a shortage of water when we actually do have quite a lot of water now, in the lake.



Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *540 Lapps Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in blue ink, appearing to read "Arthur Mc Chesney". The signature is fluid and cursive, with a large loop at the end.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 1209 Homewood Dr, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *601 Tahoe Court*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 1230 Carriagan Lane , Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney". The signature is stylized with a large, looping initial "A".

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *600 Capps Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney". The signature is stylized with a large, looping initial "A".

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *1210 Carrigan Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written in a cursive style with a large loop at the end.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *562 Coppers Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written in a cursive style. The signature is positioned above the printed name.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *1201 Carrigan Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney".

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 351 N. Main, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read 'Arthur Mc Chesney', written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *910 Waugh Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *920 Waugh Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read 'Arthur Mc Chesney', written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *930 Waugh Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *940 Waugh Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 305 Cooper Lane, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 307 Cooper Lane, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *525 Capps Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written in a cursive style with a large loop at the end.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 527 Capps Lane, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *579 Donner Lane*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 1030 Crystal Bay , Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney". The signature is fluid and cursive, with a large loop at the end.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 1220 N. Bush, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney".

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 12317, Bush, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at *1251 N. Bush*, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759



March 15, 2016

I am the owner of the property located at 1260 Homewood Dr., Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read "Arthur Mc Chesney", written over a horizontal line.

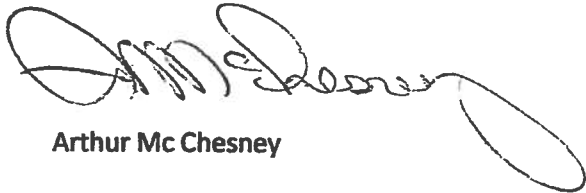
Arthur Mc Chesney

Mc Chesney Properties
Arthur Mc Chesney
1417 S. State St.
Ukiah, Ca. 95482
707-462-4759

March 15, 2016

I am the owner of the property located at 1020 Crystal Bay, Ukiah, Ca. 95482.

I am protesting the raise in the water rates and the temporary water shortage rate surcharges.

A handwritten signature in black ink, appearing to read 'Arthur Mc Chesney', with a large, stylized loop at the end.

Arthur Mc Chesney



Mar. 30, 2016
Ukiah, CA

To the City of Ukiah Council:

It is really beyond my expectations for the Council to act favorably in my request not to raise water rates, however I would like to cover a few facts supporting my request.

It was stated, in regard to the proposed rate hike, that there hadn't been any hike since 2014. That as a fact is true. We didn't have a rate hike in 2015, however between 2011 and 2014 our water rate was raised 35%. If you look at the new rate proposal and add the rate hikes together, for the ten year period from 2010 to 2020 water rates are due to increase over 53%. Now, not only is this request for a rate increase but it is also for a service charge increase of over 20% over the next 5 years.

That in it's self is a staggering amount, but then you need to consider that there was also a sewer rate increase between 2010 and 2014 of 32.3% on top of which is a sewer usage charge that is dependent on our water usage in January. We must also consider that there was a garbage rate hike included during those years as well.

The latest news, coupled with the requested water rate hike, is that the City wishes to increase the sales tax here in Ukiah to generate funding to fix our disintegrated streets. This is after the City used over \$2 million dollars of vehicle tax revenues and other funding to put a walkway and lighting along the railroad track. That money could have paid for the reconstruction of at least one bad street.

To sum it up, the City Manager and City Council are trying to take another big bite from our incomes. As a family with a limited income source, we are required to make cuts in our spending in some areas if we have increases in spending in other areas. The City seems to think the residents of Ukiah have an unlimited supply of funds for the City to draw on for all of their increases, rather than reducing spending or cutting programs. If you have finished reading this, then you will understand that we are opposed to these proposed increases until we see cuts in spending elsewhere.

Robert C. Kiggins
Gael J. Kreider
720 Pomolita Way
Ukiah, CA 95482



ITEM NO.: 12a

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: REVIEW OF THE DRAFT REQUEST FOR PROPOSALS FOR A FEASIBILITY ANALYSIS FOR A DOWNTOWN HOTEL

Summary: The City Council authorized City Staff to draft a Request for Proposals (RFP) for a downtown hotel feasibility analysis at the March 16, 2016, Council meeting. This analysis, combined with the City's unique ability to assemble parcels in the downtown, would provide the economic basis on which a developer would rely to develop a hotel in this area. Visit Ukiah, which is funded by the transient occupancy tax paid by hotel visitors, has committed \$10,000 towards the project. The draft RFP is presented herein for the Council's review.

Background: At the March 16, 2016, City Council meeting, the Council authorized Staff to draft a Request for Proposals for a downtown hotel feasibility analysis and authorized funding up to \$20,000 (available without a budget amendment in the Economic Development budget) for the project. (See Attachment #1 for complete Agenda Summary Report.) The total cost of the analysis is estimated to be up to \$30,000; Visit Ukiah has committed \$10,000 of that total amount.

Discussion: In the absence of redevelopment funding, cities must find other ways to encourage and/or incentivize private investment in areas like the historic downtown. The City of Ukiah's Economic Development Department considers these types of activities, along with other business recruitment and retention measures, and seeks out projects and activities that accomplish this while meeting goals established by the Council. Therefore, in accordance with the City Council's strategic plan, the general plan, and other long-range planning documents, it has been determined that the development of a downtown hotel would potentially meet multiple goals, have a significant positive impact on the downtown, and positively impact the City's General Fund through the addition of sales tax and transient occupancy tax revenues.

The following excerpt from the City Council's Strategic Plan demonstrates the importance of the proposed project:

Facilitate the development of a sound local economy that attracts investment, promotes economic diversity, supports businesses, creates employment opportunities, and generates public revenues.

Continued on Page 2

RECOMMENDED ACTION(S): Review the Request for Proposals for a feasibility analysis for a downtown hotel and authorize its release.

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: 1. March 16, 2016, Agenda Summary Report on same topic.
2. Revised Draft Request for Proposals for Professional Services to Conduct a Market Feasibility Study for a Proposed Hotel to be Located in Downtown Ukiah, California.

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

Recommended Strategy:

Identify and remove barriers to economic development while leveraging economic opportunities.

Actionable Items:

- Leverage partnerships with other local agencies and stakeholders to provide economic development resources and services for the retention and recruitment of businesses.

This project: *Leverages partnerships with Visit Ukiah (and possibly MCTC, Mendocino County Tourism Commission, formerly Visit Mendocino, Inc.) to help fund the recruitment of this new business.*

Recommended Strategy:

Develop and preserve the downtown historic place as a regional center of civic and economic activity.

Actionable Items:

- Develop a plan to identify and attract anchor tenants to the downtown core.

This project: *Provides the economic basis and the logistics related to the attraction of a hotel as an anchor tenant, which would simultaneously attract new business and support existing businesses. A hotel is a particularly effective anchor tenant due to the fact that it would be open 24 hours per day, seven days per week; that it would retain customers in the evenings, thereby benefitting the restaurants in the downtown; and that it would help attract additional customers to the Ukiah Valley Conference Center.*

- Continue efforts to affect positive change with the Palace Hotel.

This project: *May provide valuable economic data that could determine whether the Palace Hotel could viably serve as a hotel or if it might be better suited to alternative uses.*

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

The City of Ukiah is in a unique position to commission this analysis because we own many of the viable properties and/or have fostered relationships with downtown property owners who may be willing to participate. Therefore, City Staff may be able to leverage resources and relationships to facilitate the designation of an appropriate site consisting of multiple parcels.

The attached Request for Proposals (RFP) provides the scope of work for a feasibility analysis for a downtown hotel (Attachment #2). It is not site specific; however, it should be located within the core of the downtown for maximum benefits. This analysis may assist with attracting financing for the rehabilitation of the Palace Hotel, but even if 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. Therefore, the scope of work will include:

- Analysis of the sites (including access, visibility, current land use, proximity to demand generators, and more)
- Market area review (includes an evaluation of current lodging demand and facilities and interviews with stakeholders)
- Demand growth estimates (includes an analysis of projected growth of business)

- Facilities recommendations (includes the number and type of rooms, other hotel amenities and more)
- Market share estimates (includes analysis of the competitive position of this development)
- Statements of estimated annual operating results (includes an estimate of occupancy, average daily room rate, revenues and operating expenses for the development for its first ten years of operation)

There are countless people and businesses who would benefit from a new hotel in the downtown; 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. A downtown 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.

The City's General Fund, from which street repairs, public safety, parks, and more are funded, relies heavily on sales tax and transient occupancy tax revenues. The development of a downtown hotel potentially increases both of those revenue sources, as well as supports existing businesses and contributes to the vitality of the downtown.

Update: Staff had requested that the MCTC pledge \$10,000 to match Visit Ukiah's contribution. That board met and discussed the item on Tuesday, April 12. This organization has recently undergone a significant transformation, seating multiple new board members and replacing staff within the last two months. They cited concerns regarding their lack of a policy under which to consider this request and the possibility that granting this request would set a precedent for other communities, which they were not prepared for. Ultimately, they declined to participate.

Based on discussion at the April 6, 2016, Council meeting, existing planning documents and studies have been uploaded to a BOX (Cloud-based server) folder for access by the Council including the General Plan, the Ukiah Downtown Revitalization Master Plan, the Ukiah Redevelopment Agency's Implementation Plan, the Ukiah Valley Area Plan's Goals and Policies, the Downtown Zoning Code, and the Palace Hotel Reuse Study. (<https://cityofukiah.box.com/PlanningDocs>)

Additionally, the following language has been added to the RFP:

- "Draft and Final Reports" section: *The report should also discuss each feasible site in the context of the City's long-range planning documents and goals, as provided by City Staff.*
- "Analysis of the Sites" section: *The successful bidder will evaluate potential sites, based on interviews with the aforementioned stakeholders and zoning/planning documents provided by the City, to assess opportunities and constraints for development."*

At this time, based on this proposal's consistency with multiple long-range planning documents and City Council strategic goals, Staff requests that Council review the attached RFP and authorize Staff to proceed with its release. The final report will become public information and will be presented for discussion at a future Council meeting.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$20,000 \$10,000	Economic Development Visit Ukiah	10017100.52100 75017110.52100	Yes ☐ No ☒	N/A



ITEM NO.: 12b

MEETING DATE: April 6, 2016

AGENDA SUMMARY REPORT

SUBJECT: REVIEW OF THE DRAFT REQUEST FOR PROPOSALS FOR A FEASIBILITY ANALYSIS FOR A DOWNTOWN HOTEL

Summary: The City Council authorized City Staff to draft a Request for Proposals for a downtown hotel feasibility analysis at the March 16, 2016, Council meeting. This analysis would provide the economic basis on which a developer would rely to develop a hotel in this area. An anchor business that will generate customer/business traffic in the downtown is consistent with the City's long range planning efforts and is vital for continued economic growth and vitality. In addition, revenue generation through sales tax and transient occupancy tax supports critical municipal services.

Background: At the March 16, 2016, City Council meeting, the Council authorized Staff to draft a Request for Proposals for a downtown hotel feasibility analysis and authorized funding up to \$20,000 (available without a budget amendment in the Economic Development budget) for the project. (See Attachment 1 for complete Agenda Summary Report.) The total cost of the analysis is estimated to be up to \$30,000; Visit Ukiah has committed \$10,000 and an additional \$10,000 match has been formally requested from the Mendocino County Tourism Commission (MCTC, formerly Visit Mendocino County, Inc.).

Discussion: In the absence of redevelopment funding, cities must find other ways to encourage and/or support private investment in areas like the historic downtown. The City of Ukiah's Economic Development Department considers these types of activities, along with other business recruitment and retention measures, and seeks out projects and activities that accomplish this while meeting goals established by the Council. Therefore, in accordance with the City Council's strategic plan, the general plan, and other long-range planning documents, it has been determined that the development of a downtown hotel would potentially meet multiple goals, have a significant positive impact on the downtown, and positively impact the City's General Fund through the addition of sales tax and transient occupancy tax revenues.

The following excerpt from the City Council's Strategic Plan demonstrates the importance of the proposed project:

Continued on Page 2

RECOMMENDED ACTION(S): Review the Request for Proposals for a feasibility analysis for a downtown hotel and authorize its release.

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
Presenter:	Shannon Riley, Senior Management Analyst
Attachments:	1. March 16, 2016, Agenda Summary Report on the same topic 2. Draft Request for Proposals for Professional Services to Conduct a Market Feasibility Study for a Proposed Hotel to be Located in Downtown Ukiah, California

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 Sangiorgio
Sage Sangiorgio, City Manager

Facilitate the development of a sound local economy that attracts investment, promotes economic diversity, supports businesses, creates employment opportunities, and generates public revenues.

Recommended Strategy:

Identify and remove barriers to economic development while leveraging economic opportunities

Actionable Items:

- Leverage partnerships with other local agencies and stakeholders to provide economic development resources and services for the retention and recruitment of businesses.

This project: Leverages partnerships with Visit Ukiah (and possibly MCTC) to help fund the recruitment of this new business

Recommended Strategy:

Develop and preserve the downtown historic place as a regional center of civic and economic activity.

Actionable Items:

- Develop a plan to identify and attract anchor tenants to the downtown core

This project: Provides the economic basis and the logistics related to the attraction of a hotel as an anchor tenant, which would simultaneously attract new business and support existing businesses. A hotel is a particularly effective anchor tenant due to the fact that it would be open 24 hours per day, seven days per week; that it would retain customers in the evenings, thereby benefitting the restaurants in the downtown; and that it would help attract additional customers to the Ukiah Valley Conference Center.

- Continue efforts to affect positive change with the Palace Hotel

This project: May provide valuable economic data to possible investors that could determine whether the Palace Hotel could viably serve as a hotel or if it might be better suited to alternative uses.

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

The City of Ukiah is in a unique position to commission this analysis because we own many of the viable properties and/or have fostered relationships with downtown property owners who may be willing to participate. Therefore, City Staff may be able to leverage resources and relationships to facilitate the designation of an appropriate site consisting of multiple parcels.

The attached Request for Proposals (RFP) provides the scope of work for a feasibility analysis for a downtown hotel (Attachment 2). It is not site specific; however, it should be located within the core of the downtown for maximum benefits. This analysis may assist with attracting financing for the rehabilitation of the Palace Hotel, but even if 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. Therefore, the scope of work will include:

- Analysis of the sites (including access, visibility, current land use, proximity to demand generators, and more)
- Market area review (includes an evaluation of current lodging demand and facilities and interviews with stakeholders)
- Demand growth estimates (includes an analysis of projected growth of business)
- Facilities recommendations (includes the number and type of rooms, other hotel amenities and more)
- Market share estimates (includes analysis of the competitive position of this development)
- Statements of estimated annual operating results (includes an estimate of occupancy, average daily room rate, revenues and operating expenses for the development for its first ten years of operation)

There are countless people and businesses who would benefit from a new hotel in the downtown; 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. A downtown 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.

The City's General Fund, from which street repairs, public safety, parks, and more are funded, relies heavily on sales tax and transient occupancy tax revenues. The development of a downtown hotel potentially increases both of those revenue sources, as well as supports existing businesses and contributes to the vitality of the downtown.

Therefore, Staff requests that Council reviews the attached RFP and authorizes Staff to proceed with its release.

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.
\$20,000	N/A	10017100.52100	Yes ☐	No ☒	N/A
\$10,000	N/A	75017110.52100	Yes ☐	No ☒	N/A



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 charette 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 \$10,000		10017100.52100 75017110.52100	Yes ☐ No ☒



**Request for Proposals for Professional Services to Conduct a
Market Feasibility Study for a Proposed Hotel to be Located in
Downtown Ukiah, California**

OVERVIEW

The City of Ukiah wishes to promote development of a hotel facility within historical downtown Ukiah. Although a specific site has not been designated, there are several potential sites within the downtown core that may provide an opportunity for lodging development. The goal of the City of Ukiah is to determine if a hotel is feasible by the private sector. If a hotel is not fully feasible by the private sector, it is the City's desire to determine what financial gap might exist that could be filled by public incentives, along with recommendations of the most appropriate incentives to fill any identified financial gap.

The successful bidder will conduct a study to determine the optimal site, recommend a facility program and determine the overall market feasibility of the recommended facility. The resulting analysis will be provided to potential hotel developers, management companies and brands who may be interested in participating in a hotel project.

APPROACH

The work program for the study includes the determination of current and potential future lodging demand in the market area, the assessment of existing and potential future hotel supply and the share of the market that could reasonably be attained by the proposed hotel, and the estimation of potential cash flows from operations available to service debt and provide a return on invested capital.

SCOPE OF WORK

Analysis of the Sites

The successful bidder will evaluate potential sites to assess opportunities and constraints for development. Some of the factors to be analyzed include:

- Access, both vehicular and pedestrian;
- Visibility from principal access routes;
- Ambiance of the surrounding neighborhood;
- Current land uses in the vicinity;
- Topography of the site and immediate vicinity;

- Relationship to demand generators;
- Relationship to area amenities; and
- Advantages/disadvantages of the site versus the major competitors.

Market Area Review

The successful bidder will gather and analyze relevant economic data regarding the market area to determine whether the overall economic environment in the area appears to be suitable for the proposed development. The successful bidder will examine correlations between key economic factors and the demand for lodging and will utilize any available forecasts of these indicators in the evaluation of potential future demand.

The successful bidder will perform primary market research in the area, consisting of interviews with key demand generators, inspection and evaluation of competition and discussions with people familiar with development patterns and the local hotel market. Among those with whom interviews will be conducted are:

- Representatives of the City of Ukiah;
- Visit Ukiah;
- Owners and managers of potentially competitive lodging facilities;
- City of Ukiah Planning, Building, and Public Works Departments; and
- Managers of tourist and cultural attractions.

On the basis of the foregoing research, the successful bidder will prepare estimates of future growth, by segment, in the demand for, and the supply of similar quality hotel facilities in the market area.

Demand Growth Estimates

The successful bidder will analyze historical economic growth in the area and the characteristics of each of the principal segments of demand. Then, using the information gathered from the research, estimates will be made of growth in demand for each market segment and demand for the hotel project for each of the next seven to ten years, expressed in room nights.

Facilities Recommendations

As part of the analysis, and based on the nature and kind of requirements associated with the identified potential users of the hotel, the successful bidder will recommend the facilities program relating to the:

- Number and mix of guest rooms;
- Room configuration;
- Food and beverage concept;
- Banquet and meeting space requirements;
- Brand affiliation and
- Other facilities and amenities.

Market Share Estimates

The focus here will be on estimated demand for the hotel project. Upon completion of the estimate of market area supply and demand for the future, the successful bidder will estimate the share of the market that the proposed recommended facilities should reasonably be expected to capture for the property's first five years of operation. The analysis will include an estimate of the demand that could be induced through the development of the subject property.

Based upon an analysis of the sources of demand available to the subject property and its estimated competitive position, the successful bidder will estimate the average daily room rate that could potentially be achieved in a representative year, in current value dollars, and over the first five years of operation of the subject hotel.

Statements of Estimated Annual Operating Results

Based upon the analysis of market demand, the successful bidder will estimate occupancy, average daily room rate, revenues and operating expenses for the subject hotel for its first ten years of operation. These estimates will result in a "bottom line" of net operating income after management fees and reserves for replacement of fixed assets but before interest, depreciation, amortization and income taxes.

DRAFT AND FINAL REPORTS

The successful bidder shall issue a full draft narrative report of the completed study. The report will be a comprehensive document that sets forth findings, conclusions, and recommendations concerning the proposed project. The draft report will be an executive summary to include a discussion (bullet points) of the demand for and supply of the existing lodging facilities in the market, recommendations of the appropriate concept and facility program, demand (penetration analysis) that the proposed project should be able to capture as well as the expected average daily rate the project will be able to achieve. Cash flow projections will present comparable historical operating results of similar hotels as well as a projection of cash flow for the subject with only a summary discussion.

The report is to be a comprehensive document that sets forth the successful bidder's findings, conclusions and recommendations concerning the proposed hotel. After the City has reviewed the draft narrative report and any review comments the City may have are resolved, the successful bidder will prepare the report in its final written form sufficient for the City's internal use and for distribution in support of hotel development and financing purposes. The report will be provided to potential hotel developers, lending institutions, management companies and franchisers that may be interested in participating in the hotel project. Two print copies and a digital copy of the final report are to be provided to the City.

Finally, the successful bidder will meet with the City and its designees to present findings, conclusions, and recommendations, which will be prioritized based on identified market demand and potential economic importance.

Project Time Frame: Approximately ten (10) weeks from kickoff to final presentation.

Project Fee: The fee for completion of the project shall be stated in a lump sum dollar amount with any anticipated travel expenses outlined and billed at cost with a not-to-exceed cap.

The response to the Request for Proposal shall also include the following:

- Name and address of the consulting firm submitting a proposal
- Names and professional qualifications of the representatives of the firm that will be conducting the study
- List of firms or entities, including the names and contact information, for which the bidder has conducted similar studies (list of references). Include a brief summary of the purpose of the study and any measurable results to date.
- Statement on the qualifications of the firm to conduct the proposed hotel feasibility study.
- The City of Ukiah reserves the right to accept or reject any or all proposals based solely on its analysis of the proposals received including the cost thereof.

Request for Proposals for Professional Services to Conduct a Market Feasibility Study for a Proposed Hotel to be Located in Downtown Ukiah, California

OVERVIEW

The City of Ukiah wishes to promote development of a hotel facility within historical downtown Ukiah. Although a specific site has not been designated, there are several potential sites within the downtown core that may provide an opportunity for lodging development. The goal of the City of Ukiah is to determine if a hotel is feasible by the private sector. If a hotel is not fully feasible by the private sector, it is the City's desire to determine what financial gap might exist that could be filled by public incentives, along with recommendations of the most appropriate incentives to fill any identified financial gap.

The successful bidder will conduct a study to determine the optimal site, recommend a facility program and determine the overall market feasibility of the recommended facility. The resulting analysis will be provided to potential hotel developers, management companies and brands who may be interested in participating in a hotel project.

APPROACH

The work program for the study includes the determination of current and potential future lodging demand in the market area, the assessment of existing and potential future hotel supply and the share of the market that could reasonably be attained by the proposed hotel, and the estimation of potential cash flows from operations available to service debt and provide a return on invested capital.

SCOPE OF WORK

Market Area Review

The successful bidder will gather and analyze relevant economic data regarding the market area to determine whether the overall economic environment in the area appears to be suitable for the proposed development. The successful bidder will examine correlations between key economic factors and the demand for lodging and will utilize any available forecasts of these indicators in the evaluation of potential future demand.

The successful bidder will perform primary market research in the area, consisting of interviews with key demand generators, inspection and evaluation of competition and discussions with people familiar with development patterns and the local hotel market. Among those with whom interviews will be conducted are:

- Representatives of the City of Ukiah;
- Visit Ukiah;
- Owners and managers of potentially competitive lodging facilities;
- City of Ukiah Planning, Building, and Public Works Departments; and
- Managers of tourist and cultural attractions.

On the basis of the foregoing research, the successful bidder will prepare estimates of future growth, by segment, in the demand for, and the supply of similar quality hotel facilities in the market area.

Demand Growth Estimates

The successful bidder will analyze historical economic growth in the area and the characteristics of each of the principal segments of demand. Then, using the information gathered from the research, estimates will be made of growth in demand for each market segment and demand for the hotel project for each of the next seven to ten years, expressed in room nights.

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As part of the analysis, and based on the nature and kind of requirements associated with the identified potential users of the hotel, the successful bidder will recommend the facilities program relating to the:

- Number and mix of guest rooms;
- Room configuration;
- Food and beverage concept;
- Banquet and meeting space requirements;
- Brand affiliation and
- Other facilities and amenities.

Market Share Estimates

The focus here will be on estimated demand for the hotel project. Upon completion of the estimate of market area supply and demand for the future, the successful bidder will estimate the share of the market that the proposed recommended facilities should reasonably be expected to capture for the property's first five years of operation. The analysis will include an estimate of the demand that could be induced through the development of the subject property.

Based upon an analysis of the sources of demand available to the subject property and its estimated competitive position, the successful bidder will estimate the average daily room rate that could potentially be achieved in a representative year, in current value dollars, and over the first five years of operation of the subject hotel.

Analysis of the Sites

The successful bidder will evaluate potential sites, based on interviews with the aforementioned stakeholders and zoning/planning documents provided by the City, to assess opportunities and constraints for development. Some of the factors to be analyzed include:

- Access, both vehicular and pedestrian;
- Visibility from principal access routes;
- Ambiance of the surrounding neighborhood;
- Current land uses in the vicinity;
- Topography of the site and immediate vicinity;
- Relationship to demand generators;
- Relationship to area amenities; and
- Advantages/disadvantages of the site versus the major competitors.

Statements of Estimated Annual Operating Results

Based upon the analysis of market demand, the successful bidder will estimate occupancy, average daily room rate, revenues and operating expenses for the subject hotel for its first ten years of operation. These estimates will result in a "bottom line" of net operating income after management fees and reserves for replacement of fixed assets but before interest, depreciation, amortization and income taxes.

DRAFT AND FINAL REPORTS

The successful bidder shall issue a full draft narrative report of the completed study. The report will be a comprehensive document that sets forth findings, conclusions, and recommendations concerning the proposed project. The draft report will be an executive summary to include a discussion (bullet points) of the demand for and supply of the existing lodging facilities in the market, recommendations of the appropriate concept and facility program, demand (penetration analysis) that the proposed project should be able to capture as well as the expected average daily rate the project will be able to achieve. Cash flow projections will present comparable historical operating results of similar hotels as well as a projection of cash flow for the subject with only a summary discussion. The report should also discuss each feasible site in the context of the City's long-range planning documents and goals, as provided by City Staff.

The report is to be a comprehensive document that sets forth the successful bidder's findings, conclusions and recommendations concerning the proposed hotel. After the City has reviewed the draft narrative report and any review comments the City may have are resolved, the successful bidder will prepare the report in its final written form sufficient for the City's internal use and for distribution in support of hotel development and financing purposes. The report will be provided to potential hotel developers, lending institutions, management companies and franchisers that may be interested in participating in the hotel project. Two print copies and a digital copy of the final report are to be provided to the City.

Finally, the successful bidder will meet with the City and its designees to present findings, conclusions, and recommendations, which will be prioritized based on identified market demand and potential economic importance.

Project Time Frame: Approximately ten (10) weeks from kickoff to final presentation.

Project Fee: The fee for completion of the project shall be stated in a lump sum dollar amount with any anticipated travel expenses outlined and billed at cost with a not-to-exceed cap.

The response to the Request for Proposal shall also include the following:

- Name and address of the consulting firm submitting a proposal
- Names and professional qualifications of the representatives of the firm that will be conducting the study
- List of firms or entities, including the names and contact information, for which the bidder has conducted similar studies (list of references). Include a brief summary of the purpose of the study and any measurable results to date.
- Statement on the qualifications of the firm to conduct the proposed hotel feasibility study.
- The City of Ukiah reserves the right to accept or reject any or all proposals based solely on its analysis of the proposals received including the cost thereof.



ITEM NO.: 12b

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: APPROVAL OF CONTRACT WITH SIERRA WEST CONSULTANTS, INC. TO PROVIDE OVERSIGHT CONSULTING SERVICES FOR THE INSTALLATION OF WELL #9 AND THE REPLACEMENT OF WELL #4 IN THE AMOUNT NOT TO EXCEED \$38,624

Summary: Council will consider approval of a contract for construction oversight consulting services for the installation of Well #9 and the Replacement of Well #4.

Background: On March 2, 2016, Council awarded a bid to NorCal Pump and Well Drilling in the amount of \$702,558 for the installation of new Well #9 and the Replacement of Well #4. Staff and the contractor are preparing to begin the well drilling and installation portion of the project by the end of April or the first part of May. Currently, the City is under contract with GHD, Inc. for limited construction management and inspection services for this project.

Discussion: Staff feels that due to the cost and importance of this project it is imperative to have full time construction management and inspection services. The drilling and installation of a large municipal well is specialized work and expert oversight is a prudent expenditure to protect the City's investment in this infrastructure. Since there was a significant savings on the construction bids, additional oversight will not require a budget amendment.

Staff is recommending to award a contract to Sierra West Consultants, Inc. Sierra West will provide Senior Hydrologist, Tom Ballard (formerly with Taber Consulting) for Oversight Consulting Services for this project (see Attachment 1). Mr. Ballard brings a wealth of experience and has prior knowledge of the City's water wells as he was instrumental in the design and installation of Wells #7 and #8 which were constructed in 2009.

Mr. Ballard will coordinate with the City and GHD for the duration of the project. Mr. Ballard will provide an independent peer review on behalf of the City of all field work so informed decisions can be made.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$2,900,000	Water Capital	82224413.80230	Yes ☐ No ☒	N/A

RECOMMENDED ACTION(S): Approve contract with Sierra West Consultants, Inc. to provide oversight consulting services for the installation of Well #9 and the replacement of Well #4.

ALTERNATIVES: Do not approve contract and provide direction to staff.

Citizens advised:

Requested by: Sage Sangiacomo, City Manager

Prepared by: Jarod Thiele, Public Works Project Analyst

Coordinated with: Sean White, Director of Water and Sewer; Tim Eriksen, Director of Public Works/City Engineer; Lyle Valador, Water Treatment Plant Supervisor

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

Attachments: 1. Proposal from Sierra West Consultants, Inc.

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



March 31, 2016

Mr. Jarod L. Thiele
Public Works Project Analyst
City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482

Subject: Proposal to Provide Oversight Consulting Services
Construction of Water Supply Wells 4 and 9
City of Ukiah

Dear Mr. Thiele,

Sierra West Consultants, Inc. (Sierra West) appreciates this opportunity to provide consulting services to the City of Ukiah for construction of water supply wells 4 and 9. Sierra West has reviewed the plans and specifications to install monitoring well MW-4A, replacement water supply Well 4, monitoring well MW-9A, and new water supply Well 9. Replacement Well 4 is to be located at the existing Well 4 site on Lorraine Street and new Well 9 is to be located near the intersection of Brush Street and Orchard Avenue. This proposal presents Sierra West's project understanding, a proposed scope of work, and an estimated budget for the City's consideration.

Project Understanding and Approach

The project includes drilling and installing two monitoring wells and two water supply wells, plus abandoning the existing Well 4. It is intended to begin drilling activities at the Well 9 location with installation of MW-9A. Well logging, soil sampling, geophysical logging, sieve analysis and filter pack sizing, and well development will be performed at MW-9A, and then zone testing will be performed at the monitoring well. Although not anticipated, Sierra West understands that Well 9 may not be installed should zone testing data from MW-9A demonstrate that a water supply well is not feasible at this location. If feasible, Well 9 will be drilled, constructed, developed, and inspected prior to performing aquifer tests.

A similar installation procedure is anticipated for MW-4. The total project time, including four well installations and testing is expected to be on the order of 65 working days, with available working hours of 7:00 am to 7:00 pm, Monday through Friday. Sierra West understands that GHD, Inc., the design engineer, has budgeted 20 inspection days and the City of Ukiah desires additional oversight to verify that the wells are properly installed and tested.

Scope of Work

Sierra West proposes to provide oversight and constructive input during the well drilling activities for Replacement Well 4 and New Well 9, as well as representing the City during the activities specified for City site visits during monitoring and production well drilling, construction and testing per GHD Inc.'s *Amendment for Engineering Design, Geotechnical and Construction Oversight Services for Water Well #4 Rehabilitation and New Water Well #9 Project* work scope document.

Prior to beginning the field activities, Sierra West will thoroughly review: the contract documents for the well installation requirements; well logs and notes from existing Well 4; and well logs from Wells 7 and 8, the most recently installed wells for the City of Ukiah. During field activities, Sierra West will provide ongoing verbal and e-mail communications with the City. This will keep the City informed of daily progress and allow Sierra West to provide suggestions, as appropriate. Sierra West will also provide written documentation following specific critical tasks during the well installation and testing process.

Estimated Budget

Sierra West estimates approximately 25 full or partial days on site based on our understanding of the preliminary schedule of activities. For these 25 days, six trips of varying duration are budgeted. The actual schedule, however, will be dictated by the contractor's schedule and actual field conditions. Sierra West looks forward to reviewing the contractor's schedule with the City.

Sierra West's hourly rate will be \$150/hour. Mileage rates and lodging and meals expenses are budgeted using federal government established rates. Mileage in 2016 is \$0.54/mile, while lodging and meals expenses for Ukiah are \$170 per day. Actual expenses will be billed at cost plus a 10% markup. Final costs will be billed on an actual time and expense incurred basis.

Budget Estimate

Description	Units	Cost per Unit	No. Of Units	Total
Project Geologist	Hours	\$150	226	\$33,900
Mileage	Miles	\$0.54	2100 (6 trips)	\$ 1,134
Lodging and Meals	Days	\$170	19	\$ 3,230
			TOTAL	\$38,264

Sierra West is available to conduct this work under the terms and conditions of the City's standard agreement for professional services, or Sierra West is able to provide our standard agreement, if desired.

Sierra West appreciates this opportunity to work with the City of Ukiah. We look forward to working together toward the successful completion of this project. Please contact us with any questions.

Sincerely,
Sierra West Consultants, Inc.



Jeffrey C. Bensch, P.E.
Principal Engineer



Thomas E. Ballard, PG #7299, CHG #961
Senior Hydrogeologist



ITEM NO.: 12c

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: RECEIVE REPORT ON THE 2016 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM FUNDING

Summary: Staff will present a report to update the City Council on Regional Transportation Improvement Program (RTIP) funding.

Background: At the February 3, 2016, meeting Staff provided an update to City Council regarding the proposed amendment to the Mendocino Council of Governments (MCOG) RTIP project funding. Since then, there have been further developments in RTIP funding. Funding for the various RTIP projects can be used only for the specified RTIP project. If an agency decides not to use the funding for the specified project, then the funding is reprogrammed to MCOG or the State for use on projects in other jurisdictions.

Discussion: At the MCOG board meeting on April 12, 2016, Staff heard a presentation regarding the revision to the first amendment of the RTIP (Attachment #1). At the April 12th meeting, MCOG staff stated that funding (environmental, design, and right of way) for the N. Bush St. and Low Gap Road roundabout has been restored to the 2016 RTIP. However, the 2016 RTIP is being amended to delete the construction funding for the roundabout. Proceeding with the environmental and design phases of the project will allow the City to fully vet the design and functionality of the roundabout solution at this intersection.

Roundabout solutions have proven to work for similar and more complex intersections in many communities including Lake and Sonoma Counties, but Ukiah's unfamiliarity has generated a level of skepticism and speculation among residents. A vetted design plan for the N. Bush St. and Low Gap Road intersection would provide the Council with the technical and functional points to evaluate the potential of the improvement. Alternately, Council can choose to forfeit the funds.

Staff costs to oversee and manage the RTIP projects will be reimbursed, when possible, through the respective project funding. When staff costs are not reimbursable, project fund accounts will be established using either gas tax funds or STP d(1) funds for project management expenses.

Subsequent to the preparation of the April 12th MCOG report, MCOG staff learned that the California Transportation Commission (CTC) now proposes to delay the construction phase funding for the Downtown Streetscape Phase 1 project to fiscal year 2017-2018. The CTC further proposes to delay the construction phase funding for the Downtown Streetscape Phase 2 project to fiscal year 2020-2021.

(continued on page 2)

RECOMMENDED ACTION(S): Receive report on the 2016 Regional Transportation Improvement Program funding.

ALTERNATIVES: Provide Staff with further direction.

Citizens advised: Phil Dow, Mendocino Council of Governments
Requested by: Tim Eriksen, Director of Public Works / City Engineer
Prepared by: Rick Seanor, Deputy Director of Public Works
Coordinated with: Sage Sangiacomo, City Manager
Presenter: Tim Eriksen, Director of Public Works / City Engineer
Attachment: 1. MCOG staff report for the April 12, 2016, meeting

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

Ukiah Downtown Streetscape Revised Project Timeline

- Spring 2016 - completed CEQA / NEPA documents
- Summer 2016 through Summer 2017 – complete plans, specifications and estimate (PS&E) with public participation
- Summer 2017 – advertise for bids
- Summer 2017 through Spring 2018 – construct project

Downtown Streetscape Project

PHASE 1

Location: State Street from Henry to Mill, construction in FY 2017-2018

Project Description: This project will provide streetscape improvements in downtown Ukiah on State Street, Perkins Street, Standley Street, and Henry Street, including sidewalk widening, curb ramps and bulb outs, street lights, street furniture and tree planting. The project also includes a road diet between Henry Street and Mill Street that will transform the existing four-lane cross section into a three-lane cross section with one travel lane in each direction and a two way left-turn lane in the center with on-street parking maintained. In addition to the road diet, signal modifications will be made at each of the three signalized intersections (Standley Street, Perkins Street, and Mill Street) to provide vehicle detection, improve coordination and re-orient the signal equipment to support the road diet alignment and conversion of Standley Street to two-way, west of State Street. This work will also include an AC pavement overlay, striping, and pavement markings.

Funding Sources: State Transportation Improvement Program (STIP) and Highway Safety Improvement Program (HSIP)

Funding Amounts: STIP = \$1,304,000 and HSIP = \$1,000,000 (\$900,000 federal plus \$100,000 local match)

PHASE 2

Location: State Street from Norton to Henry and State Street from Mill to Gobbi, construction in FY 2020-2021

Project Description: Phase 2 will construct streetscape improvements including sidewalk widening, curb ramps and bulb outs, street lights, street furniture and tree planting. The project also includes a road diet that will transform the existing four-lane cross section into a three-lane cross section with one travel lane in each direction and a two way left-turn lane in the center with on-street parking maintained. Signal modifications will be made at the State Street and Gobbi Street intersection to provide vehicle detection and re-orientation of the signal equipment to support the road diet alignment. This work will also include an AC pavement overlay, striping, and pavement markings.

Funding Sources: State Transportation Improvement Program (STIP)

Funding Amounts: STIP = \$1,369,000

City staff will notify the stakeholders of the project delays.

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

**MENDOCINO COUNCIL OF GOVERNMENTS
STAFF REPORT****TITLE:** Revising the First Amendment to the 2016 Regional
Transportation Improvement Program**DATE PREPARED:** 03/29/16**MEETING DATE:** 04/12/16**SUBMITTED BY:** Nephele Barrett, Program Manager

BACKGROUND:

On December 7, 2015, the MCOG Board adopted the 2016 Regional Transportation Improvement Program (RTIP), which was developed using a Fund Estimate (FE) adopted by the California Transportation Commission in August of 2015. That FE provided no funding capacity for new programming, and identified a funding shortfall in the early years of the five-year STIP period. In response to that FE, the Mendocino County 2016 RTIP proposed delays of many locally funded projects.

At their meeting of January 21, the California Transportation Commission (CTC) adopted a revised FE based on updated revenue projections, indicating a negative balance of about \$750 million statewide over the STIP period. Regions were asked to submit RTIP revisions identifying projects for deletion in order to accommodate the negative balance.

We received a target for our share of projects to deprogram of approximately \$3.7 million. Targets were intended only as guidance and not meant to be set in stone. With that in mind, staff worked with local agencies to develop an amendment to the 2016 RTIP which proposed to delete about \$3.1 million. The Amendment was approved by MCOG in February and submitted to the California Transportation Commission.

Since that time, we have been informed by CTC staff that some of the proposed changes from the Amendment are not consistent with STIP guidelines, and therefore, cannot be made. Specifically, programming in the current Fiscal Year cannot be deleted. This includes partial programming for the City of Ukiah's Roundabout at Low Gap & Bush and the Environmental component of the Gualala Downtown Streetscape project. As a result, there is a need to modify the First Amendment to the 2016 RTIP.

The attached spreadsheet shows the revised First Amendment to the 2016 RTIP, consistent with the STIP guidelines. The same projects are affected by this revised Amendment, however, programming that cannot be deleted has been delayed.

A draft resolution has been prepared which revises the First Amendment. As with the previous resolution, this resolution states that the deleted projects or project components be given priority for reprogramming in the future when there is capacity in the STIP, assuming that they are still local agency priorities.

Due to the STIP schedule, these proposed changes have already been submitted to CTC staff, however, won't become final until the STIP is adopted in May.

ACTION REQUIRED:

1. Receive staff report.
2. Open public hearing.

3. Receive public comments.
4. Close public hearing.
5. Action by Resolution to Revise the First Amendment to the 2016 Regional Transportation Improvement Program.

ALTERNATIVES:

Do not adopt the Revised RTIP Amendment, or adopt the Revised Amendment with modifications.

RECOMMENDATION:

Approve the recommended resolution, revising the First Amendment to the 2016 Regional Transportation Improvement Program, which now deprograms \$2.656 million in existing STIP funded projects or project components and prioritizes those projects and components for reprogramming in the future when funding capacity allows.

Proposed 2016 RTIP as Amended - Revised 3/9/16 (\$ in 1,000s)				15-16 & earlier	16/17	17-18	18-19	19-20	20-21	Total
AGENCY	PROJECT	PPNO	COMPONENT							
County	North State St Interchange/Intersection (DELETED)	4590								DELETED
	East Side Potter Valley Rd	4073P	CON			3150				
	Branscomb Road Ped Bridge	4517	CON		385					
Ukiah	Gobbi/Waugh Intersection	4561	E&P	2						
			PS&E		90					
			ROW			20				
			CON				532			
	Low Gap/N Bush Roundabout (PARTIALLY DELETED)	4562	E&P					5		
			PS&E						85	
			ROW						25	
			CON							DELETED
	Ukiah Downtown Streetscape, Ph I	4563	CON		1155					
	Ukiah Downtown Streetscape, Ph II	4591	CON					1369		
Ft Bragg	S. Main (Rt 1) Bike & Ped Improvements (DELETED)	4593								DELETED
MTA	Six Vehicle Replacement (Matching)	4560	CON		88					
Caltrans	Gualala Downtown Streetscape	4579	PA&ED		340					
	Ryan Creek/Coho Salmon Mitigation (Bypass)	0125Y	CON	636						
	Bypass Relinquishment	0125W	CON		516					
	Sherwood Rd Geometric Upgrade	0125Z	CON		568					
MCOG	PPM	4002P		140	145	164	179			
TOTAL PROPOSED PROGRAMMING				778	3287	3334	711	1374	110	9594

Note: Shading indicates programmed year prior to 2016 STIP.

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2016-__

REVISING THE FIRST AMENDMENT TO THE 2016 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RTIP)

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County; and
- On December 7, 2016, MCOG adopted the 2016 Regional Transportation Improvement Program (RTIP), which was subsequently submitted to the California Transportation Commission (CTC) for inclusion in the 2016 State Transportation Improvement Program (STIP); and
- On January 21, the CTC adopted a revised Fund Estimate for the 2016 State Transportation Improvement Program which identifies a negative balance in the STIP of about \$750 million over the five year period, resulting in a need to deprogram projects statewide; and
- As a result, regions have been requested to submit RTIP revisions identifying projects for deprogramming by February 26, 2016; and
- In consultation with local agencies and consistent with allocation priorities adopted by the CTC, MCOG identified projects for deprogramming as part of the First Amendment to the 2016 Regional Transportation Improvement Program, which was approved by MCOG through Resolution #M2016-01; and
- Due to requirements in the STIP Guidelines, which do not allow the deletion of current year programming, the California Transportation Commission will not allow all of the programming to be deleted as proposed; and
- There is now a need to modify the First Amendment to the 2016 Regional Transportation Improvement Program in order to be consistent with STIP Guidelines; and
- The revised RTIP Amendment will not delete the Gualala Downtown Streetscape or project development components for Ukiah's Roundabout at Low Gap and North Bush as originally proposed, merely delay programming, and will result in a total of \$2.656 million in RIP programming deleted, as shown in the attached spreadsheet; and
- Projects and project components that are deprogrammed from the STIP will receive priority for reprogramming at such a time in the future that STIP capacity allows and if the projects are still local agency priorities; therefore, be it

RESOLVED THAT:

The Mendocino Council of Governments finds that the Revised First Amendment to the 2016 Regional Transportation Improvement Program (RTIP) is consistent with Mendocino County's adopted Regional Transportation Plan; and

The Mendocino Council of Governments intends to prioritize any projects or project components that are deprogrammed from the STIP at this time for reprogramming in the future when STIP funding capacity allows and if the projects are still a local agency priority; and

The Mendocino Council of Governments hereby adopts the Revised First Amendment to the 2016 Regional Transportation Improvement Program (RTIP).

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and carried this 12th day of April, 2016, by the following roll call vote:

AYES:

NOES:

ABSENT:

WHEREUPON, the Chairman declared the resolution adopted, AND SO ORDERED.

ATTEST: Phillip J. Dow, Executive Director

Dan Gjerde, Chair



ITEM NO.: 13a

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: CONDUCT DISCUSSION AND PROVIDE DIRECTION CONCERNING THE FEE SCHEDULE FOR PLANNING AND BUILDING SERVICES

Summary: As discussed during budget hearings, Staff has been reviewing the 2007 fee schedule for Planning and Building services to determine if any modifications should be considered. This preliminary review has revealed a number of discussion points and the purpose of this agenda item is to have an early public discussion about the fees and to seek direction from the City Council in regards to public outreach and input prior to formal consideration by the Council. No decision regarding specific fees is sought at this time.

Background: The last time the fees for Planning and Building services were reviewed and modified by the City Council was in 2007. At that time, the Council established the 100% cost recovery requirement for major planning permits and a flat fee schedule for minor planning permits. A number of other adjustments were made to the fee schedule at that time as well.

Discussion: Staff has identified the following preliminary topics for discussion: 1) The required \$1,000 deposit amount for the 100% cost recovery projects; 2) The flat fees collected for minor planning permits; 3) Reducing the fees for boundary line adjustments and lot mergers; 4) The fees collected for appeals; 5) The fee collected for Airport Land Use Commission review; 6) Possible new fees for planning services previously provided at no cost such as for *Determinations of Appropriate Use* and *Demolition Permit review* and *Certificates of Compliance*; and 7) Possible fee reductions for projects promoting downtown economic development, establishing new industrial/manufacturing businesses, significant energy conservation, and certain public benefits. A copy of the existing Planning fees and preliminary recommended modifications is included as Attachment 1.

100% Cost Recovery

100% cost recovery procedure for major planning permits is tracked very closely and involves recording hours spent on projects on the biweekly time sheets, cost determinations based on the hours spent including overhead, and tracking the costs to determine if additional deposit funds must be required. The adopted fee schedule requires a \$1,000 deposit. Because of the increase in costs since 2007 (salary, benefits, legal ads, postage, etc.) this amount of deposit is often quickly depleted and Staff must prepare

Continued on Page 2

RECOMMENDED ACTION(S): 1) Conduct a discussion and provide direction concerning the Planning and Building Services fees; and 2) Direct Staff to seek input from stakeholders and return to the Council for formal discussions and possible action.

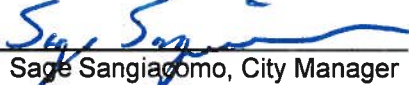
ALTERNATIVES: Provide alternative direction to Staff.

Citizens advised: N/A
Requested by: Charley Stump, Community Development Director.
Prepared by: Charley Stump, Community Development Director.
Coordinated with: Sage Sangiacomo, City Manager and Kevin Thompson, Principal Planner.
Presenter: Charley Stump, Community Development Director.
Attachments: 1. Existing fee schedule with preliminary proposed modifications
2. Fee comparison table – nearby jurisdictions

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

a detailed letter, contact the applicants and require an additional deposit. The following Table lists the total processing costs for a number of recent major planning permits:

Major Planning Permit	Cost to Process Permit
WalMart Expansion	\$33,000
Costco	\$30,871
UVMC Support Building	\$26,700
PEP Senior Housing	\$8,652
Residential PD	\$5,442
Residential PD Amendment	\$7,503
UVMC Emergency Room Relocation	\$6,038
Mendocino Historical Society	\$1,820
KBP Properties	\$1,425
Cross Roads Christian Church	\$1,499

In almost all cases, the \$1,000 deposit does not cover the cost to process a Major Planning Permit. Additionally, the time spent drafting the detailed letter to the applicant seeking an additional deposit is charged to the applicant. Options for modifying the deposit include increasing it, not raising it, or establishing a deposit "range" whereby Staff could require a deposit of between \$1,000 and \$3,000 (or more) depending upon the size, scope and complexity of the proposed project.

Flat Fees

The City currently charges \$150 for level 1 minor planning permits (temporary uses, outdoor sales, etc.) and \$450 for level two minor planning permits (changes in use or newly proposed small land uses). These 2007 fees typically do not cover the cost to process the permits. The required legal ad alone can be as high as \$150. Options include increasing the flat fees, making no change, or changing the flat fees to 100% cost recovery.

Boundary Line Adjustments

In 2012, the City Council modified the Boundary Line Adjustment permit application process to conform to State Law. In doing so, the requirement for public notice and a public hearing were eliminated. While Staff costs have increased since 2007, the net result of the revised procedures is a projected decrease in the cost to process Boundary Line Adjustment applications. Staff is considering a recommendation to reduce the \$450 flat fee for Boundary Line Adjustments.

Appeals

If a project applicant appeals a decision on a planning permit, the cost is a \$100 deposit and 100% cost recovery. If the public appeals a decision on a planning permit the charge is a \$100 flat fee. In the case of the applicant's deposit, it would be used up rapidly and Staff would spend additional time drafting a letter seeking additional deposit funds. Similarly, the \$100 flat fee for a member of the public to appeal a decision would not cover the hard costs such as the required legal notice, let alone Staff costs. Options for modifying the fee include increasing the deposit, increasing the flat fee, charging the same for the applicant and the public, or not making a change.

Airport Land Use Commission

If a proposed project conflicts with the adopted compatibility criteria for the airport, it must be scheduled for review and a consistency determination by the Mendocino County Airport Land Use Commission. The County charges the applicant a fee for assembling the Commission, and the cost for Staff and Commission time. The City charges a \$150 fee for project coordination, referring the project to the Commission, and attending and participating in the public hearing. The \$150 fee does not cover the cost

for Staff to perform these required tasks. Options include increasing the flat fee, changing the fee to a deposit/100% cost recovery fee, or making no change.

Other Fees

Staff is evaluating the fees charged for other minor services and will have recommendations for the City Council at its next discussion on this matter. Staff is also reviewing the various services we provide without charging a fee and determining if it may be appropriate to begin charging fees for these services. These include *Determinations of Appropriate Use*, *Certificates of Compliance*, and *Demolition Permit planning review*.

Building Permit Fees

Staff does not anticipate proposing to change the way building permit fees are calculated.

The City's Method: The building permit fee is based on the construction cost data provided by and updated every six months by the International Code Council (ICC). This data constitutes the "average" costs based on typical construction methods for each occupancy group and type of construction. The construction cost figure is multiplied by the size of the building to determine the building valuation. Table 3-A from the Building Code, which provides fees based on ranges of valuations is then used to determine the base fee. Added to the base fee are: a State seismic fee; any mechanical, electrical and plumbing permit fees; and a plan check fee. All of these fees are calculated using computer software.

Example

Type of Construction: IIB

Area: 8,000 square feet

Use Group: B

1. Gross Area: 8,000 square feet
2. Square foot construction cost (B/IIB) = \$158.70/sq. ft.
3. Building Valuation: 8,000 sq. ft. x \$158.70/sq. ft. = \$1,269,600
4. Table 3-A: \$6,226 for 1st \$1 million and \$4.05 for each additional \$1,000. = \$7,138.
5. CA Seismic Fee: \$355
6. Building Standards Fee: \$51.00
7. Mechanical, electrical and plumbing permits: \$1,161
8. Plan Check fee: \$4,757
9. Permit Fee: \$7,318 + \$355 + \$51 + \$1,161 + \$4,757 = \$13,642

While this method is not customized for the City of Ukiah in terms of cost recovery, it has been the preferred method because of the rapid and efficient way to determine the fee.

In addition, Staff is reviewing a number of building permit related services that are currently provided free of charge to determine if establishing new fees would be reasonable. These services include issuing a temporary certificate of occupancy, requests for alternative materials and methods review, and appeals to the Appeals Board. Additionally, many jurisdictions charge a small fee on all Building Permits to help fund mandatory Staff training and certifications, and for technology/records management. Staff is researching these fees to determine if it would be reasonable for the City of Ukiah to adopt similar fees.

Fee Reductions (Incentives): The City Council may want to consider establishing planning permit fee reductions for projects that provide significant economic development, new industrial/manufacturing development, significant energy conservation, and certain public benefits. These could include the following:

Economic Development Energy Conservation Public Benefit Components	Fee Reduction
Project Design: Solar PV, LEED certification, public access easement (creeks, streets, pedestrian paths, etc.), substantial over-planting of trees, significant creek restoration and/or public access, and similar design elements.	80% cost recovery rather than 100% on Planning Permits
Downtown Businesses: Planning Applications made by downtown businesses (DZC area) – new business or expansion of existing business	80% cost recovery rather than 100% on Planning Permits
Industrial/Light Manufacturing: Planning Applications for industrial or light manufacturing businesses.	80% cost recovery rather than 100% on Planning Permits
Public Art: Locally inspired publicly “accessible” art included as prominent component in project	80% cost recovery rather than 100% on Planning Permits
Community gardens, outdoor dining, live entertainment, sidewalk cafés and tasting rooms.	No Planning Permit or Fees required – must comply with specific standards
Energy and Water Conservation: Installation of significant energy or water conservation fixtures, appliances or equipment beyond green building code requirements	80% cost recovery rather than 100% on Planning Permits

Comparison with other Jurisdictions: A Table comparing the existing Planning fees with other jurisdictions is included as Attachment 2.

Conclusions: Staff is seeking discussion and direction regarding the 2007 Planning and Building services fee schedule. Staff’s preliminary review has revealed a number of possible modifications including an increase in some fees and reductions in others. A number of possible new fees have been identified for planning and building services that are currently provided for free. In addition, fee reductions for projects providing downtown economic development, industrial/manufacturing development, increased energy conservation, and public benefits have been included for discussion.

Next Steps: After City Council discussion and direction, Staff would like to conduct outreach to interested stakeholders to receive comments and recommendations, and then return to the City Council for formal discussions and consideration of a Resolution to modify the fees.

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

ATTACHMENT 1

Existing Planning Fees and Preliminary Recommended Modifications

Planning Services Fees: The following Table shows the current and preliminary recommended fees for Planning Permits and Services. The primary modifications include establishing a deposit fee “range” for major planning permits, increasing the flat fees for minor permits, changing the fees for appeals, increasing the fees for zoning research, address changes, and sign permits. A reduction in the fee for Lot Line Adjustment and Lot Merger applications is suggested, and a number of potential fee reductions are suggested as a means of providing incentives for projects that benefit the public and/or contribute to the City’s strategic planning goals.

PERMIT APPLICATION OR SERVICE	CURRENT FEE	PRELIMINARY RECOMMENDED FEE
Site Development Permit Major	\$1000.00 Deposit and 100% Cost Recovery Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project 60% Cost Recovery	100% Cost Recovery \$1,000.00 to \$3,000.00 Deposit depending upon the size and complexity of the project. Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project 60% Cost Recovery
Site Development Permit Minor	\$150 and \$450	\$200.00 and \$600.00
Use Permit Major	\$1000.00 Deposit and 100% Cost Recovery Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project 60% Cost Recovery	100% Cost Recovery \$1,000.00 to \$3,000.00 Deposit depending upon the size and complexity of the project. Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project 60% Cost Recovery
Use Permit Minor	\$150 to \$450	\$200.00 to \$600.00
Use Permit Site Development Permit Amendment	\$50 to \$150 (Minor) \$500 Deposit and 100% cost recovery (Major)	\$200.00 to \$600.00 (Minor) \$500 Deposit and 100% cost recovery (Major)

Variance Major	\$1000.00 Deposit and 100% Cost Recovery Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project 60% Cost Recovery	100% Cost Recovery \$1,000.00 to \$3,000.00 Deposit depending upon the size and complexity of the project. Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project 60% Cost Recovery
Variance Minor	\$225	\$200.00 to \$600.00
Subdivision Major	\$1,000.00 Deposit and 100% Cost Recovery Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project 60% Cost Recovery	100% Cost Recovery \$1,000.00 to \$3,000.00 Deposit depending upon the size and complexity of the project. Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project 60% Cost Recovery
Subdivision Minor	\$900.00 Affordable Housing Project: \$720 Special Housing Needs Project: \$540	\$900.00 Affordable Housing Project: \$720.00 Special Housing Needs Project: \$540.00
Subdivision Exception (Minor Subdivisions)	\$500 Deposit and 100% cost recovery Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project: 60% Cost recovery	\$500.00 Affordable Housing Project: \$400.00 Special Housing Needs Project \$200.00
Boundary Line Adjustment	\$450 Flat Fee Affordable Housing Project: \$360 Flat Fee (80%) Special Housing Needs Project: \$270 Flat Fee (60%)	\$350.00

Lot Merger	\$450 Flat Fee Affordable Housing Project: \$360 Flat Fee (80%) Special Housing Needs Project: \$270 Flat Fee (60%)	\$350.00
Subdivision/Parcel Map Time Extension	\$0	\$200.00
Appeal	\$100 Deposit and full cost recovery (Applicant) \$100 Flat Fee (Public)	\$500.00 Deposit and full cost recovery (Applicant) \$150.00 Flat Fee (Public)
General Plan Amendment	\$1,000.00 Deposit and 100% Cost Recovery	\$1,000.00 to \$3,000.00 Deposit and 100% Cost Recovery
Annexation	\$1,000.00 Deposit and 100% Cost Recovery	\$1,000.00 to \$3,000.00 Deposit and 100% Cost Recovery. 100% of cost for required maps, legal descriptions, etc.)
Pre-zoning	\$1,000.00 Deposit and 100% Cost Recovery	\$1,000.00 to \$3,000.00 Deposit and 100% Cost Recovery
Rezoning	\$1,000.00 Deposit and 100% Cost Recovery	\$1,000.00 to \$3,000.00 Deposit and 100% Cost Recovery
Rezoning Planned Development	\$1,000.00 Deposit and 100% Cost Recovery Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project 60% Cost Recovery	\$1,000.00 to \$3,000.00 Deposit and 100% Cost Recovery

CEQA Document Filing (fee subject to change based on County requirement)	\$50	\$50
CA Fish and Wildlife CEQA Fee (fee subject to increase every January 1 st based on state requirement)	Negative Declaration: \$1,876.75 Environmental Impact Report: \$2,606.75 (Fee required unless applicant provides City with Dept of Fish and Wildlife determination that project will have not effect on fish and wildlife)	Negative Declaration: \$2,210.25 (2016) Environmental Impact Report: \$3,070.00 (2016) (Fee required unless applicant provides City with Dept of Fish and Wildlife determination that project will have not effect on fish and wildlife)
Pre-Application Conference/Review (Planning Staff)	Level 1: \$0 Level 2: \$100 Deposit and 100% Cost Recovery <u>Level 1:</u> Review is research and meeting totaling less than 1 hour of all city staff <u>Level 2:</u> Review is research and meeting exceeding 1 hour total	Level 1: \$0 Level 2: \$200.00 <u>Level 1:</u> Review is research and meeting totaling less than 1 hour of all city staff <u>Level 2:</u> Review is research and meeting exceeding 1 hour total
Pre-Application Review (Project Review Committee)	\$250	\$250.00
Pre-Application Review (Planning Commission)	\$200 Deposit and 100% Cost Recovery	\$300.00
Environmental Impact Report (EIR), Special CEQA Document or Complex Initial Environmental Study	Full Consultant Cost plus 15% administration fee	Full Consultant Cost plus 15% administration fee

Archaeological Search – for Environmental Review	Full Cost – Paid Directly to SSU Northwest Information Center	Full Cost – Paid Directly to SSU Northwest Information Center
Public Hearing Continuations requested by applicants that require re-noticing	\$50	\$200.00
Penalty/Violation (proceeding without permit)	Double the cost of the permit	Double the cost of the permit
Zoning/Planning Research	Level 1: \$0 Level 2: \$100 Deposit and 100% Cost Recovery <u>Level 1</u> Zoning/Planning Research means research taking up to 1 hour <u>Level 2</u> Zoning/Planning Research means research taking more than 1 hour	Level 1: \$0 Level 2: \$200.00 <u>Level 1</u> Zoning/Planning Research means research taking up to 1 hour <u>Level 2</u> Zoning/Planning Research means research taking more than 1 hour
Specific Plan/Master Plan Review	\$1,000 Deposit and 100% Cost Recovery Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project: 60% Cost Recovery	\$2,000 to \$3,000 Deposit and 100% Cost Recovery Affordable Housing Project: 80% Cost Recovery Special Housing Needs Project: 60% Cost Recovery
Address Change	\$100	\$100
County Airport Land Use Commission Referral for Land Use Plan Consistency Determination	\$150 Plus any additional fee required by and paid directly to Mendocino County.	\$300.00 Plus any additional fee required by and paid directly by applicant to Mendocino County.

Site Inspection Request by Property Owner/Applicant	\$0	\$0
Sign Permit	Minor: \$25 Major: \$50 <u>Minor Sign Permit</u> involves up to one hour of analysis and administrative work. <u>Major Sign Permit</u> takes more than 1 hour. <u>Temporary signs- banners, etc;</u> <u>portable signs: \$25</u>	Minor: \$50 Major: \$150 <u>Minor Sign Permit</u> involves up to one hour of analysis and administrative work. <u>Major Sign Permit</u> takes more than 1 hour. <u>Temporary signs- banners,</u> <u>etc; portable signs: \$25</u>
Building Permit Review Fee (Planners)	\$50	\$50
General Plan/Advance Planning Maintenance Fee	15% of the total cost of a Building Permit (Building Permit, Mechanical Permit, Electrical Permit, Plumbing Permit and Plan Check)	15% of the total cost of a Building Permit (Building Permit, Mechanical Permit, Electrical Permit, Plumbing Permit and Plan Check)
Document and Map Fees		
General Plan	\$30.00	\$30.00
Zoning Ordinance	\$30.00	\$30.00
Subdivision Ordinance	\$30.00	\$30.00
Master Bike/Ped Plan	\$30.00	\$30.00
Airport Master Plan	\$30.00	\$30.00
Landscaping Guidelines	\$15.00	\$15.00
Design Guidelines	\$15.00	\$15.00
Creek Plans	\$15.00	\$15.00
General Plan Map	\$30.00	\$30.00
Zoning Map	\$30.00	\$30.00
Other Plans	\$5.00-\$30.00	\$5.00-\$30.00
Misc Maps, Graphics and Reports	\$5.00-\$30.00	\$5.00-\$30.00
Photo Copy	\$0.10 per page First 5 copies per day are free	\$0.10 per page First 5 copies per day are free

Preliminary New Fee Recommendations

Planning Permits: The permits or services listed below are either new or existing with no fee attached.

NEW PERMIT APPLICATION OR SERVICE	CURRENT FEE	RECOMMENDED FEE	DISCUSSION
Certificate of Compliance (recognize existing parcels)	\$0	\$150	There is currently no planning fee for this application. Planners typically spend 1-3 hours coordinating the review of these applications
Determinations of Appropriate Use	\$0	\$200	The Planning Director typically sends 2 hours preparing these documents.
Special Planning Commission Meeting Acct#: 100.0800.611.003	\$0	\$300	There is currently no fee for this service and it involves considerable staff time to arrange and prepare agendas and notices.
Business License Review	\$0	\$0	Continue to provide this service free of charge
Demolition Permit Historical Review (Planners)	\$0	\$350	2-3 hours of Staff time plus required cost for publication of legal ad, notice posting, etc.

Building Permits: Many jurisdictions impose miscellaneous fees on Building Permits to fund such things as mandatory ongoing certification training, technology, and records management. Many jurisdictions also charge for services unrelated to the review and processing of Building Permits. Staff preliminarily recommends that the following new fees be considered:

SERVICE	CURRENT FEE	RECOMMENDED FEE	DISCUSSION
Mandatory Training and Certification Surcharge	\$0	4% on all Building Permits	This fee is for funding mandatory training for Building Division staff to maintain required certifications to expertly serve the public.
Technology and Records Management Surcharge	\$0	3% on all Building Permits	This fee is for the maintenance and/or upgrade of computer hardware and software crucial for providing efficient service and to maintain accurate records.
Temporary Certificate of Occupancy	\$0	Based on the project size and timeframe $> \$100,000 = \$500.00 / 60 \text{ days}$ $< \$100,000 = \$1,000 / 60 \text{ days}$	Cost of review, analysis, monitoring and enforcement
Request for Alternate Materials and Methods Review	\$0	\$85/Hour	100% Cost Recovery – Fully burdened rate
Appeal to Building Regulations Appeal Board	\$0	\$170	Two hours of Building Official time minimum.
Postage – Structural Plan Check	\$0	Actual Cost	100% Cost Recovery

Preliminary Fee Reductions to Promote Economic Development, Energy Conservation and Public Benefits

Staff has developed a number of potential fee reductions to promote local economic development and energy conservation and to incentivize projects that provide public benefits. These include the following:

Economic Development Energy Conservation Public Benefit Components	Fee Reduction
Project Design: Solar PV, LEED certification, public access easement (creeks, streets, pedestrian paths, etc.), substantial over-planting of trees, significant creek restoration and/or public access, and similar design elements.	80% cost recovery rather than 100% on Planning Permits
Downtown Businesses: Planning Applications made by downtown businesses (DZC area) – new business or expansion of existing business	80% cost recovery rather than 100% on Planning Permits
Industrial/Light Manufacturing: Planning Applications for industrial or light manufacturing businesses.	80% cost recovery rather than 100% on Planning Permits
Public Art: Locally inspired publicly “accessible” art included as prominent component in project	80% cost recovery rather than 100% on Planning Permits
Community gardens, outdoor dining, live entertainment, sidewalk cafés and tasting rooms.	No Planning Permit or Fees required – must comply with specific standards
Energy and Water Conservation: Installation of significant energy or water conservation fixtures, appliances or equipment beyond green building code requirements	80% cost recovery rather than 100% on Planning Permits

Comparable Jurisdiction Research Planning Permits and Services 2016

	UKIAH	Mendo Co.	Ft. Bragg	Cloverdale	Healdsburg	Santa Rosa	Windsor	Eureka	Arcata
Use Permit Major	\$1,000 deposit 100% recovery	\$3,050	\$1,115 plus \$700	\$1,850	\$2,263	\$10,676	\$3,936	\$1,695 to \$2,115	\$3,408
Site Dev Major	\$1,000 deposit 100% cost recovery	\$1,530 deposit and \$90 per hour	\$1,115 plus \$365	\$1,950	\$1,657	\$13,843	\$2,461 to \$5,592	\$600 to \$1,705	\$1,302
Variance Major	\$1,000 deposit 100% cost recovery	\$1,480	\$565	\$2,250	\$1001 to \$1,692	\$5,536	\$698	\$1,690	\$3,408
Use Permit Minor	\$150 to \$450	\$1,610	\$700	\$1,500 plus \$125/hr.	\$1,224	\$2,445	\$1,293		\$992
Site Dev Minor	\$150 to \$450	\$1,530		\$1,950	\$1,657	\$2,642 to \$10,565	\$1,293	\$135 to \$215	\$326
Variance Minor	\$225	\$565		\$2,280	\$1,001	\$1,230 to \$1,780	\$698	\$1,110	\$3,408
Subdiv Major	\$1,000 deposit 100% cost recovery	\$4,954 deposit plus \$90 per hour	100% cost recovery	\$9,100	\$6,555	\$26,676/ \$143 per lot	\$5,067 plus \$22 per lot	\$2,000 deposit plus 100% cost recovery	\$4,088
Sub Minor	\$900	\$2,514	100% cost recovery	\$2,250	\$3,363	\$12,897 plus \$143/lot	\$3,443	\$860 (4 or fewer lots)	\$4,088
Lot Line Adjust	\$450	\$794 + \$120 per parcel after 2	\$740	\$1,400	\$1,530	\$2,161	\$587 to \$1286	\$685 to \$2,000 deposit 100% recovery	\$992
Rezone	\$1,000 deposit 100% recovery	\$2,720 deposit plus \$90 per hour	100% cost recovery	\$3,800	\$2,959	\$10,858 to \$11,017	\$3,712	\$3,040	\$3,408
GP Amend	\$1,000 deposit 100% recovery	\$4,464 deposit plus \$90 per hour	100% cost recovery	\$3,500	\$2,868	\$15,281	\$4,426	\$3,020	\$4,088
Annex	\$1,000 deposit 100% recovery	N/A	100% cost recovery	\$3,800	\$6,791	\$11,798	\$1,856	\$2,500 deposit 100% cost recovery	\$3,408
Research	\$0-\$100		\$45 per hour	100% cost recovery			100% cost recovery	\$46 per hour	
Bus Lic	\$0	\$130							\$40
Sign	\$25 to \$50		\$50 to \$100	\$175 to \$800	\$110	\$187 to \$996	\$22 to \$289	\$50 to \$130	\$326 to \$650
Home Oc Appeal	\$0 \$100 deposit and 100% recovery (applicant) \$100 flat fee (public)	\$940 \$1,430	\$1,000	\$50 \$620 plus project fees	\$552	\$4970	\$353	\$45 \$800	\$248 \$1,690

Note: Highlighted data represents information not available on the current jurisdictional fee schedules and reflects the last updated information in 2012



ITEM NO.: 13b

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: RECEIVE STATUS REPORT AND APPROVE THE 2015/2016 CAPITAL IMPROVEMENT PLAN FOR THE UKIAH MUNICIPAL GOLF COURSE OPERATED BY TAYMAN PARK GOLF GROUP, INC.

Summary: The Lease Agreement for Tayman Park Golf Group, Inc. to operate the Ukiah Municipal Golf Course outlines a plan for conducting capital improvements and report to the City Council on the capital improvements per the terms of the lease agreement.

Background: The Tayman Park Golf Group, Inc. is required to submit an annual Capital Improvement Plan that provides an overview of items the operator will implement in the upcoming year for the long term success of the Ukiah Valley Golf Course. Annual funding for the Plan is provided by the Tayman Park Golf Group and the Ukiah Men's Golf Club through corresponding lease agreements with each partner. The contribution to the Capital Improvement Fund is \$40,000 annually from Tayman Park Golf Group and approximately \$20,000 annually from the Men's Golf Club depending upon earnings from the cart-barn. The Capital Improvement Project Fund is independently maintained at the Savings Bank of Mendocino County.

The lease agreements outline a coordinating protocol for prioritizing and funding capital improvements. The protocol calls for an Advisory Team with three representatives, one from the Men's Golf Club, one from the Golf Professionals and one from the City of Ukiah to review a plan for annual course improvements prepared by the Tayman Park Golf Group. The final plan must be approved by the Ukiah City Council as a means to ensure continued transparency and public review of the operation of the community asset.

Discussion: The 2014/2015 Capital Improvement Plan (Attachment #1) was very successful. Through a coordinated funding and management effort, the Men's Golf Club and Tayman Park Golf Group were able to implement a number of improvements that will improve operations and play. In addition, the Ukiah Men's Golf Club leveraged volunteer hours and in-kind services/materials to maximize project

Recommended Action(s): 1. Receive status report and approve the 2015/2016 Capital Improvement Plan for the Ukiah Municipal Golf Course operated and implemented by Tayman Park Golf Group, Inc.

Alternative Council Option(s): Remand to staff with direction.

Citizens advised: Ukiah Men's Golf Club
Requested by: Tayman Park Golf Group, Inc.
Prepared by: Maya Simerson, Community Services Supervisor
Coordinated with: Sage Sangiacomo, City Manager
Attachments: 1. 2014/2015 Capital Improvement Plan
2. 2015/2016 Capital Improvement Plan

Approved: 
Sage Sangiacomo, City Manager

efforts with the Tayman Park Golf Group. A summary of these projects will be presented to Council by Tayman Park Golf Group.

The golfing community and the Capital Improvement partners are pleased with the results and progress made this year, and are encouraged by what can be accomplished moving forward.

The Tayman Park Golf Group has completed the 2015/2016 Capital Improvement Plan (Attachment #2). The 2015/2016 Capital Improvement Summary is listed in order of priority and will be completed contingent on available funds and support from the City related to the exploration of water resources. The Advisory Team has reviewed and unanimously supports the projects. As detailed in the report, the projects for the upcoming year include the following:

- Base map/ Survey/ Flyover plans: \$40,000
- Replace irrigation system: \$1,250,000- 1,750,000
- Develop water source: \$250,000
- Tee Reconstruction: \$20,000
- Fairways & Collar Resurface: \$20,000
- Replace Existing Turf Heads, Valves, Swing Joints, Nozzles and Controllers: \$20,000
- New Delivery Booster Station and Gravity Delivery Integration: \$30,000
- Pro Shop and Todd Grove Room. Outdoor Patio and License upgrade: \$25,000
- Course signage and directional controls: \$5,000
- Cart Path Repairs: \$10,000

The Tayman Park Golf Pro and their staff have researched the priority projects and assigned an estimated cost to each improvement. They will also incorporate volunteer services in the planning when applicable. The approved capital improvements will be paid for by Tayman Park Golf Group, Inc. and Ukiah Men's Golf Club.

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	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

Ukiah Valley Golf Course

Capital Improvement Projects 2014/2015

Prepared by: Frank Johnson, PGA Director of Golf

July 30, 2014

2014/2015

2014/2015 Capital Improvements

The golf course is for the use and enjoyment of the public and all its patrons. In order that the public can be given the best possible golfing experience, the golf course operations and maintenance must be run as a business with all areas open to constructive feedback. The most important fact is that “players are our lifeblood who provide the funds for us to operate and maintain this golf course.” Our number one goal must be to keep our current and future patrons coming back. All planning and decisions must be analyzed for their short and long term effect. Without capital spending, repair costs will continue to rise and revenues will continue to fall.

Here is a list of our capital improvement needs for 2014/2015:

Develop Water Source

Cost and access are issues that need to be addressed. Additional water for the course away from the City's potable water supply is a must.

Full development will consist of the following:

Review of existing data in files and conduct test for well on site.
Once drill test is complete, 24-hour pumping test to support findings.
Develop well. (Pumps, electrical, casing and piping to storage site).

If successful, additional infrastructure will be needed in future years.

Tee Reconstruction.

Most of our current tee's in use have flaws. We have enough space to keep them fresh throughout the playing months but not all of the area is useable space. Each year we plan on using our capital funds to remove the current sod, flatten the entire teeing area and create more useable space. This creates less work for staff and our tees will look great throughout the season. The past 2 years we have seen better turf and improved area to play from. 2 tees are scheduled for reconstruction this year.

Fairway, Green Bank and Collar Resurface

Continue our fairway, green bank and collar resurfacing project. Year 3 will continue the improvements started 2 years ago with sand and compost added to improve soil makeup. The continued fairway, green bank and collar resurfacing will show all players that the Ukiah Valley Golf Course is a viable recreation area worthy of their spending dollars. It's not enough in this difficult environment to just have a course, you must show the willingness to spend money and improve your product. Our fairways, green bank and collars continue to improve the appearance and playability of our course.

Replace Existing Turf Heads, Valves, Swing Joints, Nozzles and Irrigation Controllers.

We have replaced 280 old worn out turf irrigation heads, valves, swing joints and nozzle assembly units to date. Replacing worn out parts of this irrigation system continues to improve system. Parts of this system should have been replaced years ago. Because of the tireless efforts of staff, we have seen such an improvement in our irrigation system. Conditions on the course also continue to improve. Additional investment in this area will only be positive. Improved revenue and water savings are now real. It is because of this investment that improvement in our product can be seen. We should finish replacing most turf irrigation heads this year.

Trench for new electric wires.

Over the years, control wires have been lost due to a number of factors. Currently we double up valves that run on one control wire. Each valve must be separate. If multiple valves run on one wire, problems with pressure in high elevation areas occur. By trenching new wire to each valve, improved coverage and better water distribution will result in less water use.

Pro Shop and Todd Grove Room A/C Units and energy efficient lighting. Patio and ABC License upgrade.

Install 3 new A/C Units. The existing A/C Units in the pro shop are far past their useful life. New units will result in energy savings of up to 30%. Patio and ABC License upgrade will improve food and beverage service.

Cart Path Replacement.

Our current cart paths are causing damage to our current rental fleet and all private cart owners. Every year areas of the cart paths need to be repaired.

2014/2015 Capital Improvement Summary and Estimates

Items are listed in order of priority and will be completed contingent on available funds.

Develop water source:	\$75,000
Tee Reconstruction:	\$10,000
Fairways & Collar Resurface:	\$13,000
Replace Existing Turf Heads, Valves, Swing Joints, Nozzles and Controllers:	\$18,000
Trench for new electric wires:	\$5,000
Pro Shop and Todd Grove Room A/C Units. Patio and License upgrade.	\$29,000
Cart Path Repairs:	\$10,000

2014/2015 Summary

As a whole, we will continue to look not only at immediate goals but not forget our long term goals. Operationally, it will my responsibility to drive revenue and balance the budget at the course. We must continue to change when change is needed and to establish good working relationships with both the Men's and Women's Golf Clubs. As stated in our mission statement, the course will provide opportunities to serve as a recreation area and to provide a positive image to the citizens of the Ukiah Valley.

Thank you for allowing me to serve you.

Frank Johnson

Director of Golf

Ukiah Valley Golf Course

Capital Improvement Projects 2015/2016

Prepared by: Frank Johnson, PGA Director of Golf

July 30, 2015

2015/2016

2015/2016 Capital Improvements

The golf course is for the use and enjoyment of the public and all its patrons. In order that the public can be given the best possible golfing experience, the golf course operations and maintenance must be run as a business with all areas open to constructive feedback. The most important fact is that “all players are our lifeblood and will provide revenue for us to operate and maintain the communities golf course.” Our number one goal must be to keep our current and future players coming back. All planning and decisions must be analyzed for their short and long term effect. Without capital spending, repair costs will continue to rise and revenues will continue to fall.

Here is a list of our capital improvement needs for 2015/2016:

Base map/Survey/Flyover Plans

To begin our work in replacing the current irrigation system a number of items are needed. Formatting and coordination for the Digital Ortho Photo w/ 2 ft contours and planimetrics CAD site plan. Prepare digital ortho aerial photo with 2 ft contours and planimetrics CAD site plan of golf course at 100 scale and assist with pump wet well structure if required. Services required in Pre- Design Phase of Work (site plan) and CD Phase (wet well) if required. Prepare site electrical plans for required irrigation booster pumps and irrigation controllers as required. Services required in CD Phase of work.

Replace Existing Irrigation System with Wall to Wall VIH System, Pumping out of New Storage Tanks.

Replace the existing irrigation system with a new valve in head irrigation system providing full coverage of all golf course areas. New mainlines would provide for additional capacity to eliminate daytime watering, wide spread dry areas in the hottest part of the summer. Improved uniformity and control would help eliminate wet/dry spots. Water savings would be immediate.

Develop Water Source

Cost and access are issues that need to be addressed. Additional water for the course away from the City's potable water supply will allow us to continue improvements made in prior years and continue additional improvements for future years. We can't improve course features without water.

Full development will consist of the following:

Wells - cost to drill/complete well & distribute water.
Drilling & Completion.
Delivery System.
Hook up.
Storage.
Contingency.

If successful, additional infrastructure will be needed in future years.

Tee Reconstruction and Junior Tees Established

The past 5 years most of our tees have been improved. We now have enough space to keep them playable throughout the playing months. Each year we plan on using our capital funds to remove the current sod, flatten teeing area and create more useable space. This creates less work for staff and our tees will look great throughout the season. The past 5 years we have seen better turf and improved area to play from. To help attract Junior players, 9 Junior tees will be built. We need to spread the word of golf into our local schools and clubs. By building Junior or Starter tees, this allows the younger player and beginning player an ability to play with their parents, family members and more established players. Juniors and beginning players will feel less intimidated when playing a round of golf.

Fairway Resurface

Continue our fairway resurfacing project. Year 4 will continue the improvements started 3 years ago. This year improvements will include a new drought tolerant grass, sand usage and wetting agents. The new grass will consist of 4 different grass types for deeper root growth and better playing surface. This blend has been proven to perform well in high heat and less water areas. The continued fairway resurfacing will show all players that the Ukiah Valley Golf Course is a viable recreation area worthy of their spending dollars. It's not enough in this difficult environment to just have a course, you must show the willingness to spend money and improve your product. Our fairways continue to improve their appearance and playability.

Replace Existing Turf Heads, Valves, Swing Joints and Nozzles.

We have replaced 350 old worn out turf irrigation heads, valves, swing joints and nozzle assembly units to date. Replacing worn out parts of the irrigation system continues to provide relief in expensive repairs. Because of the tireless efforts of staff, our irrigation system is better equipped to deliver water efficiently. Conditions on the course will continue to improve.

New Delivery Booster Station and Gravity Delivery Integration.

Our current irrigation system uses 2 water sources. 2/3 of the course is irrigated by a pump system. The other 1/3 is irrigated by a gravity delivery system. This gravity system is extremely outdated. Using gravity to irrigate turf causes extreme water runoff. In our case it is even worse. Because of extreme elevation change that the gravity system is irrigating, the delivery system will not allow us to water areas multiple times during the evening. This form of irrigating does more harm to the turf. It also causes turf to die quickly in high heat times. Our plan is to tie into the gravity delivery system with our current booster delivery station. This will give us the ability to distribute water efficiently. Additionally, we will build a new booster station for the back nine. This new station will assist in water delivery. During the hot summer months water delivery must happen during the hours of 10pm and 4am. We currently irrigate between the hours of 8pm and 8am. The new booster station and gravity delivery plan will allow us to water during optimal water hours.

Pro Shop, Outdoor Patio and Food License Upgrade.

The pro shop and patio area need an upgrade. In order to expand our current food and beverage operation, increase revenue and provide better service a number of improvements must be done. Painting, new furniture, replace carpet, window repair, bathroom remodel and replace flooring must be done. In addition, an upgrade to our current liquor license, GPS managed food operation and better communication between food cart and players should be done. Not only are improvements needed but new food and beverage offerings will help attract travel players, additional tournament clients and current members and daily fee players. Let's give our current food and beverage operation an upgrade. It is needed to create more revenue opportunities for all of us.

Course Signage and Directional Controls.

Replace all course signage, trash receptacles and directional signage. It is important to continue replace all signs and items used for course direction. These items have not been replaced for years and are an important part of our operation. It will also improve pace of play.

Cart Path Repair.

Our current cart paths are causing damage to our rental fleet and all private cart owners. This damage is causing players to consider not using or renewing their cart agreements. Every year areas of the cart paths must be repaired.

2015/2016 Capital Improvement Summary and Estimates

Items are listed and will be completed contingent on available funds.

Base map/Survey/Flyover Plans:	\$40,000
Replace Existing Irrigation System with Wall to Wall VIH System:	\$1,250,000- \$1,750,000
Develop Water Source:	\$250,000
Tee Reconstruction and Junior Tees Established:	\$20,000
Fairway Resurface:	\$20,000
Replace Existing Turf Heads, Valves, Swing Joints, Nozzles:	\$20,000
New Delivery Booster Station and Gravity Delivery Integration:	\$30,000
Pro Shop, Todd Grove Room, Outdoor Patio and Food License Upgrade:	\$25,000
Course Signage and Directional Controls:	\$5,000
Cart Path Repairs:	\$10,000

2015/2016 Summary

As a whole, we will continue to look not only at immediate goals but not forget our long term goals. Operationally, it will be our responsibility to drive revenue and balance the budget at the course. We must continue to change when change is needed and to establish good working relationships with both the Men's and Women's Golf Clubs. As stated in our mission statement, the course will provide opportunities to serve as a recreation area and to provide a positive image to the citizens of the Ukiah Valley.

Thank you for allowing me to serve you.

Frank Johnson

PGA Class "A" Director of Golf



ITEM NO.: 13c

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION ADOPTING THE UKIAH BICYCLE AND PEDESTRIAN MASTER PLAN

Summary: The City Council will consider a resolution to adopt the Ukiah Bicycle and Pedestrian Master Plan (Plan).

Background: The Ukiah Bicycle and Pedestrian Master Plan was completed with funding provided by the Mendocino Council of Governments. The primary consultant for the Plan was Alta Planning + Design. Sub-consultants on the plan included Whitlock & Weinberger Transportation, Inc. (W-trans), and Walk Bike Mendocino (Neil Davis).

Staff took the following actions with the Plan:

- Circulated for public comment from January 12th through February 29th, 2016. During this period, copies were available for public review at the Ukiah Civic Center, the Ukiah Regional Library, and on the City's website.
- Notified the following Individuals who had previously expressed interest: Pinky Kushner, Susan Knopf, Linda Sanders, Neil Davis, Meredyth Reinhard, and Jessica Stull-Otto.
- Posted the public review notification to the City of Ukiah Facebook page on January 15, 2016.
- Presented for public comment to the Planning Commission at its January 27, 2016, meeting.
- Placed copies at Dave's Bike Shop and at Pacific Outfitters on January 29, 2016. Flyers giving information to the public on how to provide comments were placed on January 29, 2016, at the Ukiah Civic Center, Dave's Bike Shop, and at Pacific Outfitters.
- Presented to the Traffic Engineering Committee (TEC) on January 12, 2016, and comments received were provided at the February 9, 2016, TEC meeting.
- Presented to the Paths, Open Space, and Creeks Commission (POSCC) at its January 12, 2016, meeting, comments received were provided at the February 9, 2016, POSCC meeting.

(continued on page 2)

RECOMMENDED ACTION(S): Adoption of Resolution adopting the Ukiah Bicycle and Pedestrian Master Plan.

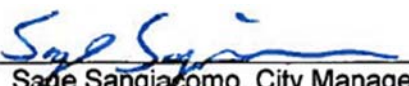
ALTERNATIVES: Request further clarification from Staff.

Citizens advised: Phil Dow, Mendocino Council of Governments.
Requested by: Tim Eriksen, Director of Public Works / City Engineer.
Prepared by: Tim Eriksen, Director of Public Works / City Engineer.
Coordinated with: Sage Sangiacomo, City Manager.
Presenter: Tim Eriksen, Director of Public Works / City Engineer.
Attachments: 1. Resolution for Adoption, including Exhibit A, which can also be viewed at: <https://cityofukiah.box.com/UKBIKEANDPEDMP>, or by contacting the City Clerk's Office.
2. Planning Commission minutes for January 27, 2016.
3. Planning Commission minutes for February 24, 2016.
4. Traffic Engineering Committee minutes for February 9, 2016.
5. Paths, Open Space, and Creeks Commission minutes for February 9, 2016.
6. Parks, Recreation, and Golf Commission minutes for February 23, 2016.
7. Public comment provided by email and/or letter.

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

- Presented to the Parks, Recreation, and Golf Commission for comments at their February 23, 2016 meeting.
- Gave a second presentation for public comment to the Planning Commission on February 24, 2016.

In addition, articles on the Ukiah Bicycle and Pedestrian Master Plan have been published at the top of the front page of the Ukiah Daily Journal on three dates: January 27, 2016; February 10, 2016, and February 23, 2016.

CEQA Evaluation: The Ukiah Master Bicycle and Pedestrian Plan is Statutorily Exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15262 of the CEQA Guidelines because it constitutes a Planning Study for possible future actions which the City has not approved, adopted or funded. Adoption of this Plan will not have a legally binding effect on later activities.

Consideration of Environmental Factors: Section 15262, while exempting projects from CEQA and the negative declaration and EIR processes, does require “environmental factors to be considered.” Staff has considered the typical environmental factors associated with an Initial Environmental Study such as air quality, biological resources, noise, geology/soils, etc., and has concluded that the subject Planning Study, which does include suggestions for later activities (improvements) would not in and of itself physically impact the environment because the later activities would be subject to review and approval, adoption, and funding by the City, as well as separate CEQA review and determinations. It would be highly speculative to review and reach conclusions regarding potential environmental impacts without knowing the detailed scope, size and intensity of possible later activities.

Discussion: Substantial comment has been provided through the various public meetings. In addition, several individuals submitted comments directly to Staff. Please see Attachment Nos. 2-5 for the minutes from the respective meetings. Public comment has been included as Attachment No. 6. On March 30, 2016, Staff met with a small group represented by Neil Davis and Walk & Bike Mendocino to discuss their further concerns regarding the Plan. It was the general consensus that this group was frustrated that there was not a process by which the public comments would have been reviewed by the consultant and incorporated into the Plan. While staff realizes that it would have been preferable to have two phases for the Plan, one phase to prepare the draft and a second phase to review and incorporate public comments where appropriate, limited grant funds for consulting services were available.

Alternatively, staff recommends incorporating the various meeting minutes and public comment in an Appendix to the Plan to capture the extended and valuable public input. This is the same process that was used with the approval of the February 1999, City of Ukiah Bicycle and Pedestrian Master Plan. With the addition of the various minutes and comments as an appendix, Staff recommends approval of the attached resolution adopting the Ukiah Bicycle and Pedestrian Master Plan.

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

RESOLUTION NO. 2016-
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH
ADOPTING THE UKIAH BICYCLE AND PEDESTRIAN MASTER PLAN

WHEREAS, the City of Ukiah obtained funding from the Mendocino Council of Governments through its Overall Work Program for a Bicycle and Pedestrian Master Plan; and

WHEREAS, the City hired the professional transportation planning firm Alta Planning + Design (Alta) to prepare the Ukiah Bicycle and Pedestrian Master Plan; and

WHEREAS, a number of community meetings were conducted to receive input from the public regarding existing and future bicycle and pedestrian facilities within the City; and

WHEREAS, on January 27, 2016, and on February 24, 2016, the City Planning Commission conducted public hearings, and received considerable input from the general public; and

WHEREAS, on The Plan was presented to the Traffic Engineering Committee (TEC) on January 12, 2016, and comments on the Plan were provided by the TEC and the public at the February 9, 2016, TEC meeting; and

WHEREAS, on The Plan was presented to the Paths, Open Space, and Creeks Commission (POSCC) on January 12, 2016, and comments on the Plan were provided by the POSCC and the public at the February 9, 2016, POSCC meeting; and

WHEREAS, on The Plan was presented to the Plan was presented to the Parks, Recreation, and Golf Commission for comments at their February 23, 2016, meeting; and

WHEREAS, on April 20, 2016, the City Council conducted a meeting to consider the merits of the Ukiah Bicycle and Pedestrian Master Plan.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Ukiah hereby adopts the Ukiah Bicycle and Pedestrian Master Plan included as Exhibit "A".

PASSED AND ADOPTED this 20th day of April 2016, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephen G. Scalmanini, Mayor

ATTEST:

Kristine Lawler, City Clerk

EXHIBIT A

**Exhibit A to Resolution Adopting the Ukiah Bicycle
and Pedestrian Master Plan, can be viewed at:**

<https://cityofukiah.box.com/UKBIKEANDPEDMP>

or by contacting the City Clerk's Office.

UKIAH PLANNING COMMISSION
January 27, 2016
Minutes

COMMISSIONERS PRESENT

Mike Whetzel, Chair
 Christopher Watt
 Linda Sanders

COMMISSIONERS ABSENT

Laura Christensen
 Mark Hilliker

STAFF PRESENT

Kevin Thompson, Principal Planner
 Rick Seanor, Deputy Director of Public Works
 Cathy Elawadly, Recording Secretary

OTHERS PRESENT

Listed below, Respectively

1. CALL TO ORDER

The regular meeting of the City of Ukiah Planning Commission was called to order by Chair Whetzel at 6:00 p.m. in the Council Chambers of the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. ROLL CALL**3. PLEDGE OF ALLEGIANCE - Everyone cited.****4. APPROVAL OF MINUTES – The minutes from the January 13, 2016 meeting will be included for review and approval at the February 10, 2016 meeting.****5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS****6. APPEAL PROCESS****7. SITE VISIT VERIFICATION****8. VERIFICATION OF NOTICE – Confirmed by Staff.****9. PUBLIC WORKSHOP****9A. Public Review and Input on the Ukiah Bicycle and Pedestrian Master Plan.****Principal Planner Thompson:**

- The Planning Commission is asked to conduct a public workshop concerning the Ukiah Bicycle and Pedestrian Master Plan.
- The public is invited to provide comments/input and ask questions about the plan.
- No action on the document is requested tonight.

Deputy Director of Public Works Seanor presented the Ukiah Bicycle and Pedestrian Master Plan for public comments:

- Related to the history of the plan, the City Public Works Department sought funding through the Mendocino Council of Governments (MCOG) to pay for the plan.
- After the funding was awarded, the City went out for a RFP and successfully negotiated a contract with Alta Planning and Design for preparation of the plan. Public Works also worked with sub-consultants Whitlock & Weinberger Transportation, Inc. (W-Trans) and Walk Bike Mendocino for assistance with specific parts of the plan.
- The goal of the plan is to improve bicycling and walking in the City as an alternate and convenient transportation/recreation option. This plan, when adopted, will replace the City of Ukiah Bicycle and Pedestrian Master Plan that was adopted by the Ukiah City Council in 1999.
- Welcomes public input/comments/questions regarding the plan.

1 **PUBLIC HEARING OPENED: 6:05 p.m.**

2
3 **Jennifer Riddell:**

- 4 • Read in the local paper about the workshop today and was not aware the City had a
5 bicycle/pedestrian master plan.
6 • Inquired where she could access the plan to read so as to provide helpful comments.
7

8 **Deputy Director of Public Works Seanor:**

- 9 • Advised of various sources to access the plan, including where to find the plan on the City's
10 website. A copy of the plan can be found at the County library and in City Hall Administration
11 building,
12 • The City is receiving public comments from January 12, 2016 through February 29, 2016.
13

14 **John Johns:**

- 15 • Is a longtime resident of Ukiah and is highly familiar with bicycle routes in and around the City
16 and alternate routes he used as a child growing up to navigate around town and regionally when
17 there were essentially no bike lanes to speak of.
18 • While he has not reviewed the current bicycle and pedestrian master plan he has reviewed older
19 past City plans as well as plans in other cities and countries.
20 • Related to bicycling:
21 ▪ Dora Street has nice bicycle lanes for people to use.
22 ▪ What typically occurs in many cities is they do not put the bicycle lanes on the outside of
23 parked cars, i.e., first comes the sidewalk, parked cars, and bike lane. Has observed
24 some places put the bike lane next to the sidewalk where cars can park along side of the
25 bike lane. Is of the opinion the aforementioned approach is a safe way to put a bike lane
26 and explained how so. Does not support putting bike lanes 'outside' of the parked cars.
27 ▪ The City has bike lanes that extend north and south, not many bike lanes exist east and
28 west and would like to see this occur.
29 ▪ Would like to see more bike lanes constructed near shopping areas/commercial
30 establishments.
31 ▪ Would like to see designated bike parking areas and/or places where bikes can be safely
32 stored in and around the City that are close to services and shopping areas.
33 ▪ Would encourage commercial/retail establishments/schools/agencies/organizations to
34 install bike racks that have some sort of cover/shelter for protection purposes, particularly
35 for those persons who bicycle to work and must leave their bikes parked for long periods
36 of time.
37 ▪ Would encourage children to bicycle for health purposes.
38 ▪ Would like the City to pursue grants to install bicycle parking in 'hot spots'/specific areas
39 in town where people can rent bikes and be able to drop them off at some other
40 designated 'hot spot' location.
41 ▪ Talked about bicycling on State Street and School Street and finds School Street to be
42 dangerous because there is diagonal parking where people can inadvertently back up
43 into a bicyclist.
44 ▪ Would like to see more rules enforced regarding bike riding and cited a bicyclist as an
45 example of creating a dangerous situation by riding through every stop sign. People need
46 to understand the rules of the road as it pertain to bicycling.
47 ▪ The veterans building provides lockers for those persons riding bikes.
48

49 **Commissioner Sanders:**

- 50 • The aforementioned suggestions made by Mr. Johns are discussed in the plan.
51

52 **Scott Cratty:**

- 53 • Is a recent bicycle enthusiast.
54 • Had no knowledge the City had a Bicycle and Pedestrian Master Plan.
55 • Would like to see more publicity about the plan.

- Had no idea there is an open comment period concerning the plan. As such, there are likely a lot of people who do not know they have an opportunity to comment on the plan.
- Visited a place that had great bicycle infrastructure and people biked everywhere. Observed that people were healthy.
- Resides on the east side of the Valley out of the City limits and bikes to work on the west side of town. As such, there is a bike lane on the east side of Perkins Street that ends when he gets to the City of Ukiah borders. There are no other bike lanes until he gets to Dora Street in the process of riding his bike to work.
- After he is able to review the plan is hopeful it is going to show some nice, clear bike infrastructure paths that go east/west and a couple that go north/side. Is of the opinion, there is a great opportunity in the City to have a really 'bikeable' community with the addition of some 'serious' infrastructure for safety purposes.

Iva Jo Pedersen:

- Appreciates that Ukiah has a Bicycle and Pedestrian Master Plan.
- Resides in the County on Old River Road and bicycles on Talmage Road.
- Her bicycle wish list includes:
 - Extend bicycle paths/lanes in the City to include Talmage Road and surrounding regional areas. Many people bicycle on Talmage Road to get to Old River Road. Old River Road has a lot of bike traffic from local persons and persons that come from the out-of-town. Discussed popular bike paths/routes in the Talmage Area that people use.

Chair Whetzel:

- Is hopeful there is some type of bicycle/pedestrian plan that includes County participation to help broaden/shape/scope bike/pedestrian-related projects that connect/link to existing and/or future bike/pedestrian pathways from the City to the County.

Pinky Kushner:

- Related to the matter of the City tying in with the County pertinent to bike/pedestrian pathway projects, one of the goals in the plan mentions County and City tie-ins regionally.
- The plan talks about bicycling and walking for a destination such as shopping or to go school and notes in addition there is a lot of walking that is done for ruminating, being able to stroll, etc.
- The City of Ukiah is 27.7% Hispanic/Latino and it is part of this culture to customarily walk after dinner or at different times of the day. Finds this ethnic group uses the walkways at Coyote Dam and recently completed City Rail Trail. Recommends the plan introduction mention that walking/strolling or walking for contemplation/walking as a social activity also occurs in addition to walking for the purpose of reaching a designation or for recreation.
- Related to walking in the Downtown, noted some former Councilmembers spent considerable time and effort implementing signs in sidewalks that lead/direct people/visitors around the historic Downtown core and this aspect is not mentioned in the plan.
- Is of the opinion the public should have access to the City 'Fish Hatchery' on Standley Street via a walkable pathway.
- Giorno Street, Standley Street and Todd Grove Park loops around and this is a really beautiful/popular walking area and should be mentioned in the plan.
- The City View Trail and regional trails i.e., Mendocino-Lake trail and the Valley View Trail should also be included/mentioned in the plan.
- There should be a paragraph about how walking is a regional activity along with hiking and would assist with formulating a paragraph in this regard to be included in the plan. Acknowledged regional walking is a tourist attraction and sees the value of encouraging an increased commercial trade for Ukiah and Ukiah Valley. Publicizing Ukiah as a walkable city would assist with increased commerce trade and tourist attraction.
- Would like to see a table that effectively lists inexpensive projects and at the top of the project list would be to list the 'walk-around' around Todd Grove Park as a popular walking route.
- The stone wall around the Todd Grove Park is deteriorating and is a Works Project Administration (WPA) relic that should be protected.

- Tree canopy is referenced in the bike/pedestrian plan and is an important element to have on pathways.
- The plan references sidewalk furniture, but does not mention the obstacles that exist in the sidewalk that impede foot traffic and include utility poles, fire hydrants, etc. A person cannot walk down Perkins Street if one has a stroller because the sidewalk is too narrow and is of the opinion there should be mention of this in the plan and identify a strategy for what measures can be taken to do away with these obstructions. Would like to know what the ADA standards are for sidewalks and whether this information is included in the plan with clear reference to where the City is not compliant with ADA standards. This information needs to be corrected.
- The list of coordinating departments that helped to formulate the plan is missing. There are City departments other than Public Works such as Ukiah Unified School District, committees/boards and/or other organizations that were likely involved in the process. Would like to see what comments the aforementioned departments/agencies/organizations contributed to the plan.
- According to the local newspaper article regarding the plan states some of the highest ranking projects include 'improvements to the intersection of Gobbi Street and S. Dora Street at Yokayo Elementary School that consist of five lanes on Gobbi Street, a roundabout at N. Bush Street and Low Gap Road and improvements to the intersection at Despina Drive and Low Gap Road. The proposed roundabout at Bush Street and Low Gap Road has had a lot of criticism and has not heard of anyone in the community that speaks in favor of the project. Is of the opinion this project should not be part of the plan.

Chair Whetzel:

- Page 24 of the plan has a map that illustrates four walking routes around Ukiah.
- Is of the opinion the plan pertains to Ukiah rather than regionally.
- Is of the opinion the proposed roundabout at Bush Street and Low Gap Road is not very walker friendly.

Pinky Kushner:

- The proposed roundabout is not walker friendly.
- Referred to Figure 16 on page 56 of the plan that shows proposed existing/planned pedestrian facilities and is of the opinion as it relates to pathways and/or corridor networks that there are actually more foot paths than are mentioned in the map. Figure 16 should be enlarged for better understanding and include changes to streets/pathways as it relates to the proposed new Courthouse project with an explanation of how the new Courthouse is going to be pedestrian friendly.
- The connection to the Orr Creek trail is included in the aforementioned map, but incorporates no detail. It would be helpful to have an enlargement of this pathway.
- People walk to Low Gap Park from the City center/hub and this is a nice walk. Is of the opinion this should be viewed as one of the City trails.
- Section 4.2.2 on page 57 of the plan does say sidewalk gaps present a serious mobility issue for those who use assistive mobility devices and strollers and emphasized the importance of identifying the location where disability vehicles and strollers cannot go due to obstacles in the sidewalks.
- Referred to page 60 of the plan that talks about improvement recommendations for Main Street and with reducing the travel lane to a 10-foot width to accommodate 5-foot Class II bicycle lanes in each direction and is of the opinion Main Street does not need a bike lane. There is a great bike lane two blocks away that goes along the railroad tracks. Is fine with reducing the travel lane on Main Street and put in more trees. Main Street can function as a secondary thoroughfare with trees that make the street pleasingly walkable.
- Likes the idea of 'refuge islands' which are likely the same as 'center islands' but does not see mention of this and what is to occur in this regard.
- Finds the action portion of the plan to be 'very weak.'
- The section concerning funding is very good but recommends dividing the issue of funding into what kinds of projects could go into which funding category.

- There needs to be some statement included in the plan that notes when there is a new project such as the Talmage Road intersection exchange for the Costco project that the improvements include full bicycle and pedestrian capabilities.
- The plan mentions Orchard Avenue as having a bike lane and is of the opinion the Orchard Avenue bike lane should extend from Raley's grocery store all the way to the proposed Costco site. It would be easy enough to do this.
- The 'plan' is just a 'plan' and is good for a number of years. As such, it is important to think ahead about 'things' that would be beneficial to include.

Chair Whetzel:

- Is of the opinion the new City Rail Trail should extend from Raley's to Walmart and/or at least to Hastings Avenue.

Pinky Kushner:

- The aforementioned comment is a good idea and did not see this aspect mentioned in the plan.
- Is of the opinion there should be future discussion about having a bike path that extends to Talmage and likewise to Mendocino College and this should be mentioned as part of future planning in the plan.

Susan Knopf:

- Congratulated the authors of the plan and is of the opinion the plan is a good one.
- Is pleased with the new City bicycle and pedestrian rail trail and plans for extension thereof. Is pleased with the proposed Orr Creek Greenway project. This pathway is very important because it would connect Low Gap Park, Pomolita School, Ukiah High School and the Russian River Cemetery, Mendocino County Administrative offices and the City baseball field that exists across Highway 101.
- While not exactly a designated pathway, is also pleased to have a walking path that goes around Todd Grove Park. This route is used all the time. The problem with this pathway is no one knows when someone may back up and not see the person walking the pathway behind. The ideal condition would be to have the path go around the outside of the protective wall of the park. This would create a buffer zone for the walkers. To get this initiated could begin with some parking striping to get people used to not parking up against the protective wall.
- The 'ranking/prioritizing of standards' for pathways should be revised because people have different reasons for walking, i.e., strolling, a specific destination, recreational purposes, etc.
- Related to ranking of standards for pathways, the Todd Grove path is one block away from Pomolita Middle School, a half of block away from a nursery school, and the Lutheran Church is located in the same area. While a walkable pathway to Anton Stadium and Giorno street is also located in the same vicinity, this is not mentioned in the plan and is a well-used walking pathway route that interconnects with the Todd Grove Park pathway and other pathways in the area. These areas/neighborhood interconnect with one another and are regularly used by people to get to the ballpark, municipal swimming pool, golf course clubhouse and/or other places as they walk around the community. Finds it important to interconnect these popular walking routes by establishing an interface by better defining how such routes should be addressed as a future detail in the plan.
- Noted the Assembly of God Church is included in the Todd Grove Park route.
- Would support changing the bicycle/pedestrian plan title to the 'Walk 'n Roll Plan.'
- As a pedestrian, the biggest issue she has concerns sidewalk obstructions that exist everywhere such as signs, utility poles and/or utility related facilities, fire hydrants, etc.
- Would like to see a minimum of 5-foot sidewalks with no obstructions with 2-foot planting strip between the curb and the sidewalk. This would be a place where the existing obstructions can be placed. Is not requesting an extreme retrofit take place of all City sidewalks but rather for new construction and with necessary repairs/improvements that need to be done overtime to better the condition of the sidewalks for safety and ease of navigate for pedestrians.
- Would support having more trees on established walk/bicycle trails since most people typically use these trails during the day as opposed to night-time and this would provide shade on these

1 trails. Providing for trees on new rail trails should be made a requirement and effectively
2 engineered to accompanying trees for shade purposes.
3

4 **Bruni Kobbe:**

- 5 • Finds the Bicycle and Pedestrian Master Plan to be a good overview of all the information
6 collected by the various participating groups, i.e., trail groups and bike/pedestrian groups.
- 7 • The plan document mentions a 1999 and 2012 bike/pedestrian plan. Is not clear whether these
8 former plans included regional areas and/or what has been accomplished since this time. Are we
9 just repeating what has been written or is another study the intent using the same
10 criteria/information/issues mentioned in the former plans? Will the goals be the same?
- 11 • Likes the new NWP Rail Trail and supports expansion thereof.
- 12 • Finds the plan 'short' on the 'action' section of the plan and how funding for bike/pedestrian
13 projects is to be appropriated and recommends improving this category.
- 14 • One general observation is that bicyclist and pedestrians have to be kept away from cars and not
15 the other way around. Again, cars need to be kept away from pedestrians. Cited an example at
16 the intersection of Grove Avenue and N. Dora Street where the suggestion is to eliminate one
17 pedestrian crossing and this would encumber pedestrians.
- 18 • Talked about the proposed extension of Clay Street connecting to Peach Street that will cross
19 over the railroad tracks and possibly beyond to Orchard Avenue and the plans for pedestrian
20 crossings.
21

22 **Deputy Director of Public Works Seanor:**

- 23 • The Clay Street extension project will include sidewalks on both sides of the street.
24

25 **Bruni Kobbe:**

- 26 • It would be a major accomplishment for the Clay Street extension to have sidewalks as part of the
27 project.
- 28 • Would like to make the Clay Street extension 'walkable' and 'bikeable' and is of the opinion
29 beginning at the railroad crossing on Clay street that proposed access continuing to Peach Street
30 be for pedestrians and bicyclists only and not for cars. Cars should be able to go around to
31 Perkins Street and to Orchard Avenue and/or to other connecting streets rather than via the Clay
32 Street extension to Peach Street. It is easier for cars to take alternative routes than it is for
33 pedestrians. This is the opportunity to make a statement about promoting walkability and
34 bicycling in our community. Related to the proposed Hospital Drive extension continuing to the
35 new Courthouse site that is located in the same vicinity as the historical Railroad Depot should be
36 strictly for pedestrian and bicycle use. Construction of a street in this area would destroy the
37 existing pocket park and the only riparian area that was successfully restored in an otherwise
38 once barren site we have in the Downtown. While streets are necessary to help drivers get
39 around town, pathways and sidewalks for pedestrians and bicyclists can be an effective way to
40 navigate around town in a safe manner and at the same time promotes good health. Supports the
41 concept of promoting walkability and bicycling in our community where people have the option of
42 getting out of their cars. We do not need a street every 100 yards for cars and is of the opinion
43 this is 'last century thinking.'
- 44 • Related to street extensions in the Perkins Street/Hospital Drive/Main Street/Clay
45 Street/Stephenson Street area, it is important to protect Gibson Creek. In fact, a promise was
46 made that Gibson Creek would be 'daylighted' in the Downtown area and explained where this
47 can occur such that the opportunity exists to make this a walkable area. This might be a long term
48 project but the effort should be made. If not asked for, we do not get it.
- 49 • If we are serious about walkability in our community creeks must be considered. Is pleased we
50 have a group working on the Orr Creek Greenway project.
- 51 • That part of Gibson Creek that flows through the Downtown is in dire need of some help.
- 52 • The plan should mention the importance of considering and tying in of the regional aspects of
53 providing for pedestrian and bicycle facilities outside of the Downtown and City limits by
54 interconnecting pathways and bicycle lanes City to County.
- 55 • Public should have access to the City Fish Hatchery in the Western Hills.

- Consider a methodology for allowing the public to cross the Ukiah Municipal Golf Course that could enhance connectivity with other existing pathways in the area.
- The intersection of Gobbi Street and Orchard Street was safer before the traffic light was installed.

Phil Baldwin:

- While there may be prefunding available for the proposed Streetscape Road Diet Plan for State Street, the project 'is not a done deal.'
- While he has not read the Bicycle and Pedestrian Master Plan appreciates the hard work that has gone into formulating it.
- Has no knowledge whether or not the Streetscape Road Diet Plan that involves 10 blocks of State Street adversely conflicts with the City of Ukiah Bicycle and Pedestrian Master Plan and is hopeful there is no conflict.
- Essentially questions how diagonal parking fits in with a high quality bike path. Given that MCOG has set aside between one or two million dollars for the streetscape improvement/renovation project for State Street this represents a 'radical' change. There is a significant element in our community that will oppose the aforementioned Streetscape Road Diet Plan. If the proposed project does not move forward, the money would be sent back to MCOG.
- Has observed in residential zones that people do not walk on sidewalks but rather in the streets and this may be because many City sidewalks are not wide enough and there is often shrubbery that impedes travel.
- Is pleased the Bicycle and Pedestrian Master Plan focuses on the Downtown area. The closer people get to the higher traffic areas the more people do walk on sidewalks rather than on the streets.
- Another issue is how to provide better connecting access to the beautiful new City Riverside Park. Believes Councilmember Crane recommended reconfiguration of Gibson Creek to its original passageway could initiate improved access to Riverside Park and explained in more detail how this could occur.
- It may be a pedestrian pathway that follows Orr Creek can be created that goes under the freeway provided it is not located in the floodway zone that would disallow such a project to occur.

Daphne MacNeil:

- Many of her comments have been made by other public speakers this evening.
- A reason people walk in the street may be because the driveway aprons are so steep that make navigating effectively and safely on sidewalks difficult for persons pushing strollers, aided by crutches, etc.
- Has concern about the State Street Diet plan and finds diagonal (angled) parking to be hazardous to bicyclists. Tinted car window makes it difficult to see when a car is pulling out of the parking space where she could potentially be hit by a car. When people back up, they are typically not looking for bicyclists. Would not personally want to ride a bike on State Street if there is angled parking. School Street has angled parking.

Pinky Kushner:

- Commented on the 'new way' of planning streets. Holland is removing sidewalks and effectively comingling/orchestrating the maneuvering/traveling of cars, pedestrians and bicycles. The appearance of people and bicycles in streets forces cars to slow down/stop and wonders if our City Planning/Public Works staff could talk about the Holland plan and why the City is going in the direction of 50s thinking when we are talking about the planning of streets.

Deputy Director Public Works Seanor:

- There is a section of the Vehicle Code that addresses in places where sidewalks do not exist, pedestrians are supposed to walk on the side of the street facing traffic. This is the safest approach because people have a good view of oncoming traffic and provided examples of locations where this occurs in town.

- Most funding comes through MCOG originating from Caltrans and acceptance of this funding requires the City follow State standards with regard to streets/sidewalks. The other aspect is that Caltrans funding allows recipients to look at what they call 'complete streets' and this pertains to all modes of transportation on a street that include vehicles, bicycles, and pedestrians as well as ADA curb compliant ramps on street corners.

John Johns:

- Related to bicycle trails on City streets in the Downtown area such as School Street, State Street and Main Street supports these streets have bike lanes particularly to provide availability for bicycles to get to stores and services.
- Again supports parallel parking where the bike lane is located between the parked cars and the sidewalk for safety purposes.
- Supports having bicycle racks at various locations in town that would assist employees and visitors.
- Likes what Holland is doing by having infrastructure in place to safely allow the intermingling of vehicles, pedestrian and bicycles.
- Supports having a bike trail in the Riverside Park area along the Russian River that connects with the BMX sports track, Gobbi Street and beyond to Dora Street and Highland Avenue. There could be a bike trail that essentially extends from Barnes Street and/or vicinity to Todd Grove Park that leads to Dora Street and Ukiah southward. As a child, he took many back roads routes on bicycle such as on Helen Avenue where Nokomis Elementary School is located to the former Hillside Hospital to where Grace Hudson Elementary is now located and onward to the Oak Knoll area.
- Would like to see a bike route from Low Gap Road to the Ukiah Municipal Golf Course. There could be a bike route from Low Gap Road to the Ukiah High School to Lovers Lane.
- Questions whether or not it is actually doable/feasible to have a bike lane that extends on State Street from Grace Hudson School to the Downtown area supports the possibility.
- It is a good idea to tie-in County regional pedestrian/bike facilities with City if possible.

Chair Whetzel:

- The aforementioned routes discussed above are documented on page 50 of the plan (Figure 15: Proposed Bicycle Facility).
- Noted areas located in the County are not included in the plan although there is a narrative about tying in County regional areas with the City as it relates to possibly connecting pedestrian/bicycle pathways/lanes.

Pinky Kushner:

- The scenario of having pedestrian/bicycle lanes and vehicles and then the center of the road where the action is simultaneously occurring is a very interesting concept. Referred to Golden Gate Park in San Francisco and noted Kennedy Drive used to be a speedway for horses and was originally designed as such. When cars came along Kennedy Drive became a real speedway. A few years ago this entire roadway was reconfigured. Cars that park along Kennedy Drive in Golden Gate Park have to parallel park in what appears to be the middle of their lane of travel. The bicycles navigate on the inside of the roadway and pedestrians operate further beyond this. It is amazing to see how pedestrians, bicyclists and vehicles navigate harmoniously. It was confusing in the beginning and it took some educating, but now it works perfectly, particularly with drivers learning to park without the curb to match up against. The speed on Kennedy Drive is now 15 mph.
- Related to funding, many communities fund their roadway improvements through collecting money from parking meters and parking tickets. Parking meter and parking ticket money for the City of Ukiah goes to the Police Department and is part of the Police Department budget. Would like to investigate why this money is appropriated to the UPD.

Break: 7:05 p.m.

Reconvene: 7:10 p.m.

1 **Susan Knopf:**

- 2 • The issue with roundabouts is that people do not know how to use them.

3
4 **Chair Whetzel:**

- 5 • Roundabouts do not appear to be pedestrian friendly.
6 • The problem concerning the proposed roundabout on Low Gap Road is related to the stop signs
7 on Despina Drive where people would be stopped in the circle on Bush Street going nowhere
8 because the stop sign on Despina Drive backs everyone up. Finds what presently happens is
9 traffic backs up all way down to Bush Street. As such, is of the opinion a roundabout would not
10 work and is not a good idea.

11
12 **Susan Knopf:**

- 13 • Related to roundabouts, crosswalks come before the circle and explained how roundabouts
14 should be used.

15
16 **John Johns:**

- 17 • Questions if there are plans to have a bike lane from Mill Street to Dora Street.

18
19 **Chair Whetzel:**

- 20 • The intent of the plan is to likely consider a specific portion of the City and 'make it all flow' in
21 terms of providing for pedestrian walkways and bicycle lanes having interconnecting networks
22 with certain City streets.

23
24 **PUBLIC HEARING CLOSED: 7:20 p.m.**

25
26 **Commissioner Sanders:**

- 27 • Referred to page 93 of the plan, section 5.5 would like information regarding priority project
28 sheets:
29 • NWP Rail Trail Project Phase 2 (Gobbi Street to Commerce Drive)
30 • Clay Street/Peach Street Improvements and NWP Crossing
31 • Gobbi Street Bike Lanes (Oak Street to Dora Street)
32 • Orr Creek Greenway Feasibility Study
33 • Orchard Avenue Bike Lanes (Gobbi Street to Perkins Street)
34 • Referencing past plans, i.e., 1999 and 2012, inquired if some of the aforementioned bullets are
35 carryovers from prior plans. While the Orr Creek Greenway Feasibility Study scored high in
36 terms of importance is lower on the priority list and does not know if the projects are ranked in
37 order of priority.

38
39 **Deputy Director Public Works Seanor:**

- 40 • Does not know for sure if the aforementioned projects are ranked by priority. However, does
41 recall at a Pedestrian and Bicycle Master Plan workshop a couple of years ago that the NWP
42 Rail Trail Phase 2 and Orr Creek Greenway Feasibility Study were the top two projects.
43 • Since the Bicycle and Pedestrian Master Plan was published, funding for the NWP Rail Trail
44 Project Phase 2 has been received and is currently going through the initiating process. This
45 process takes a while because the project is federally funded and must go through all the
46 design, environmental and construction phases of processing.
47 • Will respond to some of the other aforementioned comments made above.

48
49 **Chair Whetzel:**

- 50 • Are there plans to have 'right-of-way connectors' to the NWP Rail Trail from the trail to Waugh
51 Lane and Talmage area and would there be some main thoroughfare to get onto the trail?
52 • The area on Leslie Street and Clay Street is related to the proposed new Courthouse project and
53 assumes this is the reason for the proposed street extensions.

- Is the Courthouse project a State project? As such, does the community have any input regarding the feasibility of providing for bicycling/walking facilities in this area or does the State have its own plan in this regard.

Deputy Director Public Works Seanor:

- Rail Trail connectors/thoroughfares are likely associated with private property where the City has no access so some type of agreement would have to be worked out.
- One possible access to the west side of the proposed Rail Trail is where Cherry Street dead-ends right near the proposed trail.
- Confirmed the Clay Street/Stephenson Street/Hospital Drive extensions are related to the new Courthouse project. The Clay Street crossing would provide a connector to the extension of Hospital Drive that is in the area of the proposed new Courthouse.
- Confirmed the new Courthouse project is a State project. The State has been working with City Planning and Public Works staff concerning pedestrian access through the site.
- Related to the question whether or not some of the projects listed on Priority Project Sheet are carry-overs from previous plans noted the Clay Street/Peach Street improvement project was identified in the Bicycle and Pedestrian Master Plan that was approved in 1999.
- Related to priority project – Orchard Avenue Bike Lanes (Gobbi Street to Perkins Street), project has not been completed for this stretch and is still on the books that is specifically addressed on page 98 of the Bicycle and Pedestrian Master Plan.
- The stretch of the Rail Trail from Gobbi Street to Commerce Drive is identified as NWP Rail Trail Project Phase 2.
- The Orr Creek Greenway Feasibility Study is a new project and was not included in previous plans.

Commissioner Sanders:

- Related to the Orr Creek Greenway Feasibility Study referenced on page 96 of the Bicycle and Pedestrian Master Plan inquired why there was no cost attributed to the Orr Creek Greenway project. Noted some projects ascertain cost estimates, but the Orr Creek Greenway project does not and it would be helpful to have an idea about the cost.

Commissioner Watt:

- Referred to pages 82 and 84 of the plan, Table 26: Prioritization Criteria and Table 28: Prioritization Matrix, and the criteria for schools, recreation, employment/shopping, safety and connectivity/the associated point allocation system and inquired how the criteria 'themselves' is selected? How is the Prioritization Matrix table developed?
- Related to the criteria table concerning 'Connectivity' where it may be a pedestrian or bikeway network facility is somehow impaired such that small changes could be done to improve it where the end result allows the facility to function better collectively overall and benefits the community and is this aspect addressed in the plan? This is one idea he has. More specifically as it relates to the concept of 'Connectivity' in association with a particular pedestrian or bikeway network facility that with a few 'tweaks' might make the facility function better so it benefits the community and satisfies the criteria for 'connectivity' as provided for in prioritization matrix and is this how the prioritization matrix is formulated/correlated with the criteria table? One idea that may be an example of 'connectivity' is to plant trees to improve the quality of the facility, such as for a pedestrian/bicycle pathway. This would be a small change that would improve the quality of the facility.
- Related to that section of E. Gobbi Street where a person leaves the City limits just past Oak Manor Park between this area and Riverside Park inquired if this is a County jurisdiction?
- Related to the Streetscape plan for State Street, presumes it is intended to slow down traffic and make this street more pedestrian friendly and less congested and inquired if the environmental analysis is complete? Has consideration been given to how the State Street improvement plan might push traffic onto other corridors? If the improvements slow down traffic on State Street people are going to look for other ways to navigate around. Right now Dora Street provides this accommodation.

- It appears the bicycle facilities that are being proposed for other north/south thoroughfares should consider the potential impact the Streetscape Improvement project to State Street in the Downtown area might have on these facilities.
- Related to the 'Prioritization Criteria' in the plan concerning other facilities where people gather like churches asked if this criteria was looked at in addition to the criteria for 'schools,' 'recreation,' etc.? There are other places people go quite often to gather and should likely be a consideration.
- Would like the opportunity to review the Bicycle and Pedestrian Master Plan again.
- Would like more copies of the plan to be distributed in fundamental locations so more people/agencies have the opportunity to review and provide input.

Deputy Director Public Works Seanor:

- Will research the answer to the aforementioned inquiry regarding the cost analysis for the Orr Creek Greenway project.
- The evaluation criteria and prioritization matrix tables were developed by the consultants and cannot say exactly how this was done other than the consultants have done many bicycle and pedestrian master plans where it is likely the tables were developed when considering what information a plan should contain.
- Confirmed the Oak Manor subdivision is the City limits. Beyond this area is County jurisdiction. Riverside Park is City jurisdiction that roughly consists of one-third/one quarter of a mile stretch down E. Gobbi Street. Babcock Lane is County jurisdiction.
- The environmental analysis required for the Ukiah Downtown Streetscape Improvement Plan has been completed.
- How the Streetscape Improvement project might affect other street corridors would be addressed in the environmental document with Caltrans assistance.

Chair Whetzel:

- It appears the consensus of the public speakers did not hear about the workshop tonight until they read it in the paper today.
- Was hoping to hear comments from the authors/consultants of the Bicycle and Pedestrian Master Plan. It would be beneficial to have the consultants available to answer questions.
- Would like to see a PowerPoint presentation with map representation as a visual aid for better understanding of the existing/proposed bicycle/pedestrian facilities.
- Is of the opinion another workshop is necessary having a 'little more detail' so the Planning Commission can make a sound and informed decision/recommendation about the plan.
- Would like the opportunity for the Planning Commission to review the plan again with more detail as to what we are looking at in the way of adopting a valuable/helpful/effective plan.

Commissioner Sanders:

- Providing a workshop having more detail would give her a little more detail to make a decision/recommendation about the plan.
- It is important the public get their questions answered.
- It may be more copies of the plan should be made readily available for the public to review at various locations/related-agencies.

Deputy Director Public Works Seanor:

- The intent of tonight's workshop was to hear and consider comments from the public.
- Public comments regarding the Bicycle and Pedestrian Master Plan are welcomed through to February 29, 2016 where the intent is to take the comments and report back to the Ukiah City Council.
- Based on public input tonight made the following comments:
 - Related to copy of plan distribution, copies were made available to the Planning Commission, City Council, City Traffic Engineering Committee, Paths, Open Space, and Creeks Commission, Parks, Recreation and Golf Commission, a copy is available at City

Hall Administration Building, at the public library and is posted on the City of Ukiah website. Extra copies of the plan can be made for distribution purposes.

- Emailed people he knew are familiar with trails/bicycle facilities. Good effort was made to get the word to the public about the plan.
- Related to the possibility of the Rail Trail being extended from Raley's to Talmage, noted our local community has worked with MCOG to formulate a Rail Trail Feasibility Plan which shows the trail extending from Lake Mendocino Drive south through Ukiah so this plan is in the works. As noted above since preparing this plan, the City has received funding for Phase 2 of the Rail Trail that will extend the trail from Gobbi Street to Commerce Drive.
- Creating a walking path to Riverside Park is a consideration that would require coordination with the County of Mendocino.
- ADA compliant ramps are being implemented. There have been two major sidewalk projects, one on Mendocino Drive along the Yokayo Elementary School frontage and another along the sidewalk frontage at the Fairgrounds.
- Since the previous Bicycle and Pedestrian Master Plan was adopted, striped bicycle lanes have been installed on Gobbi Street from Orchard Avenue to Oak Manor Drive with an additional bike trail established at Oak Manor Park and more the recently completed Phase 1 NWP Rail Trail from Clara Avenue to Gobbi Street.
- The Streetscape Improvement project on State Street is non-contradictory to the Bicycle and Pedestrian Master Plan. The Streetscape Improvement project is discussed in the plan document.
- One of the people reasons walk in the street is there is a lot of shrubbery along sidewalks that impede travel. It is the property owner's responsibility to trim/prune shrubbery along sidewalks although City public works street crew will also assist in this regard, if necessary.
- Related to the concern about diagonal parking with the Streetscape project confirmed there will be no diagonal parking on State Street.
- Likes the idea of providing a tree canopy along the new section of the Rail Trail, but must comply with Caltrans standards as it relates to physical clearance from the edge of the trail to any obstructions. The number of trees that could be planted would have to be determined based on necessary spacing.
- Would be happy to come back to the Planning Commission for another meeting concerning the Bicycle and Pedestrian Master Plan that would include a PowerPoint presentation.

Commissioner Watt:

- Is there outreach and education components related to bicycle safety and traffic laws with the community schools integrated into the plan?

Commissioner Sanders:

- The educational programs talked about in the plan do include collaboration with the County in this regard.

Deputy Director Public Works Seanor:

- Referred to pages 71 through 73 of the plan and confirmed outreach and education programs related to bicycle safety and traffic laws in connection with community schools are addressed in the plan and in the community via the Bicycle and Safety Commission.
- Confirmed educational programs do include County agencies, such as the County Public Health Department.

Commission Consensus:

- Would like for the Planning Commission to revisit the Bicycle and Pedestrian Master Plan with more clarification and public notification.

1 **10. PLANNING DIRECTOR'S REPORT**

2 **Principal Planner Thompson:**

- 3 • A Wagenseller park feasibility workshop will be conducted on February 4, 2016 at 6:00 p.m. in the
4 City Council Chambers.
5

6 **11. PLANNING COMMISSIONERS' REPORT**

7
8 **12. ADJOURNMENT**

9 There being no further business, the meeting adjourned at 8:14 p.m.
10
11

12 _____
Cathy Elawadly, Recording Secretary

**UKIAH PLANNING COMMISSION
February 24, 2016
Minutes**

COMMISSIONERS PRESENT

Mike Whetzel, Chair
Linda Sanders
Laura Christensen
Mark Hilliker

COMMISSIONERS ABSENT

Christopher Watt

STAFF PRESENT

Kevin Thompson, Principal Planner
Tim Eriksen, Director of Public Works/City Engineer
Rick Seanor, Deputy Director of Public Works
Cathy Elawadly, Recording Secretary

OTHERS PRESENT

Listed below, Respectively

1. CALL TO ORDER

The regular meeting of the City of Ukiah Planning Commission was called to order by Chair Whetzel at 6:00 p.m. in the Council Chambers of the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. ROLL CALL**3. PLEDGE OF ALLEGIANCE - Everyone cited.****4. APPROVAL OF MINUTES – The minutes from the January 13, 2016 and January 27, 2016 meetings are included for review and approval.**

Commissioner Christensen made the following correction to the January 13, 2016 minutes:

- Page 3, line 40, strike the extra 'that.'

M/S Sanders/Hilliker to approve January 13, 2016 minutes, as amended. Motion carried (4-0) with Commissioner Watt absent.

Commissioner Sanders made the following correction to the January 27, 2016 minutes:

- Page 11, line 40, strike 'proforma' and replace with 'detail.'

M/S Sanders/Hilliker to approve January 27, 2016 minutes, as amended. Motion carried (3-0) with Commissioner Watt absent and Commissioner Christensen abstaining.

5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS**6. APPEAL PROCESS****7. SITE VISIT VERIFICATION****8. VERIFICATION OF NOTICE – Confirmed by Staff.****9. PUBLIC WORKSHOP****9A. Public Review and Input on the Ukiah Bicycle and Pedestrian Master Plan.****Director of Public Works/City Engineer Eriksen:**

- The intent of tonight's workshop is to continue the effort of gathering public comments on the Ukiah Bicycle and Pedestrian Master Plan. The Planning Commission conducted a public

workshop at the regular January 27, 2016 Commission meeting and requested another workshop be conducted for further review of this document.

- Advised of other City commissions/boards/committees that have reviewed and allowed for public comments regarding the Bicycle and Pedestrian Master Plan.

Deputy Director of Public Works Seanor:

- Gave a PowerPoint presentation the contents of which have been included in the minutes as attachment 1.
- Explained how the draft plan was more effectively publicized and readily made available for the public to access for review and comment as specifically addressed in the staff's memorandum to the Planning Commission, dated February 24, 2016.
- Talked about specific sections of the plan pertinent to:
 - Existing Bicycle Facilities, page 19 of the plan.
There are existing bicycle facilities going north/south through town.
Showed the Class II Bicycle Lanes on Dora Street and how they interconnect with Grove Avenue to Bush Street.
Demonstrated the location and routes of additional Class II Bicycle Lanes on Low Gap Road extending from State Street to Ukiah High School; on Despina from High School north to City limits; on Hasting Avenue from S. State Street to Commerce Drive; on Gobbi Street from Oak Street to Oak Manor Drive, and on Orchard Avenue from Perkins Street to Clara Avenue.
 - Recommended Bicycle Facilities, page 51 of the plan.
Table 12 addresses Class I paths and the recommendations thereof; Class I bike facility is a Caltrans designation and is physically a separate bicycle facility. The new pathway constructed along the NWP Rail Trail is a Class I bike facility. A new Class I path was constructed a few years ago in Oak Manor Park.
Table 13 addresses Class II bike lanes and the recommendations thereof. A Class II bike facility is a striped bicycle lane with signage.
Proposed Bicycle Facilities, page 50 of the plan.
Explained the contents of the map. The City recently obtained funding to extend that section of the Rail Trail south from Gobbi Street to Commerce Drive. There is a proposed short section extending the Class II bike lanes on Gobbi Street to S. Dora Street as well as other extensions of existing Class II bike lanes north on Orchard Avenue to Brush Street and from Brush Street to State Street and south on Orchard Avenue from Perkins Street to Gobbi Street. To construct the recommended Class II bike facilities may require restrictive parking on one or both sides of a street.
 - Recommended Pedestrian Facilities, page 69 of the plan.
Tables 22 and 23 represent recommended curb extensions and refuge islands for certain streets to assist pedestrians become more visible to drivers and explained how this would occur. The recommended refuge islands are similar to what was constructed at the Rail Trail crossing on Gobbi Street and explained the purpose of this type of facility and the benefit to pedestrians.
 - Proposed Pedestrian Facilities, page 56 of the plan.
The corresponding map shows proposed pedestrian facilities and explained how to interpret the map legend for the proposed pedestrian facilities in connection with the existing structures and planned infrastructure.
 - Orr Creek Greenway Feasibility Study, page 96 of the plan.
Is a more detailed map concerning the Orr Creek Greenway Feasibility Study. What is envisioned for this project is a pathway that would follow Orr Creek through Ukiah. If project is funded, the City would need to seek approval from Caltrans for utilization of the Orr Creek box culvert crossing during the dry season. There are a few existing sections where this path is in use from North Oak Street to Bush Street. There is also a section of the path that extends from Orchard Avenue that follows along the south side of the creek. There are also trails that follow along the Pomolita Middle School fields.
 - Farmers Market Tabling of Comments, page 106 of the plan.

1 The aforementioned tabling is an example of some outreach that was done for the plan
2 where consultants sought public input at the Downtown Farmers Market regarding the
3 Bicycle and Pedestrian Master Plan.

- 4 ▪ Farmers Market Tabling Map and Comments, page 110 of the plan.

5 The aforementioned tabling map represents public written comments from people at the
6 Downtown Farmers Market marking areas of concern on the map.

- 7 ▪ Appendix B. Community Survey Results, page 111 of the plan.

8 There were a number of questions asked relative to the community survey to get people
9 to provide some thoughts on bicycling and pedestrian activities in Ukiah.

- 10 • Welcomes questions/input/comments from the Planning Commission and public.

11 12 **Commissioner Sanders:**

- 13 • Thanked the Public Works Department for increasing public outreach of the plan and making sure
14 the plan was more readily available to people.
- 15 • Appreciates the PowerPoint presentation.
- 16 • Asked if staff was able to determine the estimated cost of the Orr Creek Greenway Feasibility
17 Study?
- 18 • Related to the comments/questions that have been received regarding the plan primarily at the
19 January 27, 2016 Planning Commission meeting workshop and other Commission meetings,
20 asked about the response process to the public? It may be Walk Bike Mendocino or other
21 consultants can be contracted to respond to the comments/questions raised by the public,
22 commissions and/or other interested persons/parties concerning the draft Bicycle and Pedestrian
23 Master Plan.

24 25 **Commissioner Christensen:**

- 26 • Referred to page 110 of the plan (Farmers Market tabling Map and Comments) and asked if
27 these questions/comments are listed somewhere?

28 29 **Deputy Director of Public Works Seanor:**

- 30 • The information regarding the cost of the Orr Creek Greenway Feasibility Study was not provided
31 by the consultant and has no knowledge of the estimated cost at this time.
- 32 • The consultants will likely answer questions/respond to comments that Public Works staff is not
33 able to answer and/or address. Is of the opinion the process of how questions and comments are
34 to be responded to would be a question posed to City Council. The contract with the Bicycle and
35 Pedestrian Master Plan consultants has finished. An amendment to the contract would be
36 necessary to include any of the recent questions/comments and responses thereof. Additional
37 funding would be necessary to respond to these questions.
- 38 • Appendix A on pages 106-109 of the plan lists comments taken from persons at the Farmers
39 Market

40 41 **Neil Davis, Walk Bike Mendocino:**

- 42 • Participated as a consultant for certain components of the plan. One of his primary
43 responsibilities was to work on obtaining public comments.
- 44 • Is of the opinion every one of the comments that was received is listed in the appendix of the
45 plan. The comments were categorized to distinguish whether or not the comments pertain to
46 bicyclists or pedestrians and a determination made whether the comment was related to safety,
47 education, etc.
- 48 • The post-it notes represented on page 110 of the plan were individual comments that were
49 transferred and summarized on a spreadsheet.
- 50 • There is no funding available at this time to pay a consultant to respond to the
51 questions/comments concerning the draft plan. Walk Bike Mendocino has been considering how
52 to best pay attention to what people are saying about the plan. By categorizing the comments
53 helped to understand the 'topics' people are concerned about with regard to the plan for City
54 Public Works staff to evaluate.

1 **PUBLIC HEARING OPENED: 6:23 p.m.**

2
3 **Neil Davis:**

- 4 • Was involved in the process of formulating the Bicycle and Pedestrian Master Plan and is of the
5 opinion 'the bones' of the plan are solid.
- 6 • City staff has done a good job of getting the 'big picture' material that is necessary into the plan.
- 7 • While he would like to see some things changed in the plan, basically, the plan is a good starting
8 point.
- 9 • Is of the opinion the plan lacks measurable outcomes.
- 10 • Supports revisiting the plan annually to determine the progress being made since the plan was
11 initially written in 1999. Would like to make certain updates are made such that it does not
12 become another 16 or 17 years before the plan is again revisited. Making progress with regard to
13 completing projects is important and if no progress is being made need to consider what can be
14 done differently.
- 15 • Essentially City staff has identified five major projects that will require funding.
- 16 • There is a lot of 'little stuff' too that needs to be done and/or can be done in the way of smaller
17 projects.
- 18 • Recommends adding a sixth category that lists smaller projects that are more achievable in
19 addition to the five big projects that have been targeted. Big projects cost a lot of money and take
20 a lot of time. Is of the opinion there is a lot of 'little stuff' that can be done in a short period of time.
21 Doing smaller projects appears to be a good goal.
- 22 • It is likely the plan does not address social equity in a way that it should. This issue has become
23 more and more apparent in bike and pedestrian advocacy circles in the last six months to a year.
24 As such, the focus is often on downtown areas without necessarily thinking about the challenges
25 certain people have that are walking/biking because they cannot afford a car. One point made in
26 the plan makes the comment that some of the best walking opportunities are in the Downtown
27 area and finds this comment to be a very social, cultural and economic focused statement. There
28 are more effective ways to address how social, cultural and economic groups fit into the plan.
- 29 • Is of the opinion the goals set forth in the plan are too weak. For example, the plan presently
30 states that in 15 years we want to double the number of people walking. Right now 3% of people
31 are walking so saying that we want to increase this number to 7% is a fairly 'weak goal.' The
32 goals in bike and pedestrian plans from Portland Oregon and San Luis Obispo state that in the
33 next fifteen years 50% of their people will be walking, biking or taking public transportation. Would
34 like Ukiah's Bicycle and Pedestrian Plan to reflect a much higher number of persons
35 walking/bicycling in the next 15 year than what the current goal suggests.
- 36 • Related to the Orr Creek Greenway Feasibility Study would like to see the word 'feasibility' taken
37 out. Acknowledged while we need feasibility studies for certain projects is of the opinion a
38 feasibility study for the Orr Creek Greenway project might not be the best approach to getting the
39 project to move forward since this project has been talked about for some time and no
40 improvements have been made. Also, expressed concern that a feasibility study for Orr Creek
41 Greenway project would be very costly where no study would likely be done such that the project
42 never moves forward. Whereas, breaking the project down into smaller components would likely
43 find that some parts of the project are doable and why not start a plan to this effect. Understands
44 may be the issue is one of semantics in that there is a difference between the concept of a plan
45 and a feasibility study. A feasibility study makes it sound like we are trying to decide whether the
46 project is possible or not. Is of the opinion there are parts of the aforementioned project that are
47 very possible where we do not want to see the project not move forward because we talking
48 about whether the project is doable or not. Would like for the Orr Creek Greenway project to be
49 categorized into four different sections in terms of looking at what is doable and what needs to be
50 done to make it doable. Breaking the project down into components would allow for a better
51 chance that something will get done and that progress is being made.
- 52 • A more achievable goal that may not be addressed in the plan is to have bike routes marked. The
53 City could designate bike and pedestrian routes by naming them Route 1, 2, 3, etc., and show
54 such routes on a map so a person can figure out the best way to bike or walk from one
55 designation to another.

1 **Chair Whetzel:**

- 2 • Asked if there is a list of smaller projects.

3
4 **Neil Davis:**

- 5 • While the plan talks about many projects, there is essentially no list that specifically talks about
6 smaller projects that could be done and this would be one of the benefits of revisiting the plan
7 annually. We could approve the plan now as presently written and come back in a year to review
8 measureable goals in an effort to keep the process of moving projects forward. During this
9 process, we can establish a list of smaller goal/short term goals that are essentially
10 achievable/doable.

11
12 **Jennifer Riddell:**

- 13 • Acknowledged the comments made by Neil Davis.
14 • Asked about the possibility of creating incentives to encourage biking by installing bike parking in
15 front of businesses. It may be the City could purchase bike racks and install them in front of
16 businesses where feasible.
17 • Provide for a simple paint infrastructure to help drivers be aware of where bikes are moving.
18 When in an intersection, it is easy for a driver not to know where to look for a pedestrian or
19 bicyclist. Sometimes paint is the most cost effective way to go.
20 • Encourage City staff to walk and bike because staff would then be more aware of what is trying to
21 be accomplished.
22 • It is important to promote safe driving and bicycling. One of the reasons the City of Davis gets
23 platinum ratings from the American Bicycle Association is that the police officers actually ticket for
24 unsafe bicycling. When people are out biking at night without lights police not only ticket people
25 but give out bike lights which is the equivalent to the cost of a ticket. Simple things done to
26 enhance the safety of bicyclists are important by reminding them they have to ride safely.
27 • Investigating authentic road diets is already on the agenda for the conversions of wide roads to
28 roads with bike lanes but recommends looking at conversions of infrequently used parking areas
29 and/or street parking and cited some areas in the community that could potentially be converted
30 to bike lanes.
31 • Supports the concept of doing simple projects that can be completed for a small amount of
32 money and this would be a way to create some of those measurable outcomes and revisit the
33 plan next year to see the progress.

34
35 **Bruni Kobbe:**

- 36 • Thanked City staff for bringing the Ukiah Bicycle and Pedestrian Master Plan back for further
37 review and comment.
38 • Presented the Commission with her comments as well as those of Pinky Kushner and Friends of
39 Gibson Creek that are incorporated in the minutes as attachment 2. With the proposed new
40 Courthouse site sees this as the opportunity to make Ukiah more pedestrian and bicycle friendly.
41 Related to the proposed street extensions for the new Courthouse site from Hospital Drive and
42 from E. Clay Street referenced the comments in attachment 2 and corresponding map (Figure 4:
43 Proposed Bikeway System) from the 1999 Ukiah Bicycle and Pedestrian Master Plan and would
44 like consideration given concerning these extensions to provide for bike/pedestrian facilities and
45 emphasized the importance of Ukiah becoming more pedestrian and bicycle friendly
46 • Further elaborated on the comments made in attachment 2 as it relates to the plan with regard to
47 the proposed new Courthouse project, proposed street extensions, other projects and/or other
48 potential project opportunities concerning ways the City could provide for foot/bike paths to
49 accommodate pedestrians/bicyclists in areas without putting 'cars first.'
50 • Supports further review of the proposed street extensions for the new Courthouse project from
51 Hospital Drive and from E. Clay Street.
52 • The proposed plan is a good start to improve safety for pedestrians and bicyclists on existing
53 streets and provide for better connections to schools and parks and asked that thought be given
54 primarily to accommodate pedestrians and bicyclists with regard to the construction of additional

streets for the Courthouse project as opposed to focusing on cars in an effort to make/promote Ukiah a truly walkable city and emphasized the importance of 'doing it right' this time.

- Is asking the Planning Commission to consider the comments in attachment 2 and requests these comments are included in the plan and not in an appendix format where they can be easily forgotten.
- Is of the opinion there are likely other changes people have made that are worthwhile to be included in the plan.
- Related to the planned street extensions from Clay Street and Hospital Drive into the future Courthouse project requests that the need for bike/pedestrian facilities in an effort to get people out of their cars be included in any *further Courthouse planning*. Is hopeful the Planning Commission participates in the early stages of the Courthouse project and understands the importance that if new roads are necessary for this project that the plan in this regard should include the need for pedestrian/bike facilities.

Chair Whetzel:

- Does not know how much input/discretionary review and/or involvement the Planning Commission will have since the Courthouse project is a County and State project.

Bruni Kobbe:

- Related to the street extensions, the City likely has the plans for this. Would like to hear how much input the City has with regard to seeing that bike/pedestrian facilities are part of the Courthouse project. It is important to participate early on in the project and emphasized the importance of being proactive to get what we want to see happen. There is a lot that can be done and more than what one might think. We do not want to wait 10 to 15 years for something to happen. Is asking everyone to 'just try' to make things happen with regard to getting people out of their cars and create a healthy environment for everyone.
- The Courthouse project is a big project and it is important to get in early on the planning process. Asked that people not get discouraged because of the potential lack of funding or that the State is in control of the project.

Scott Cratty:

- Has read the Ukiah Bike and Pedestrian Master Plan and finds there are 'a lot of great things' in the document. Appreciates the work that has gone into formulating the plan.
- Views the document as more of a 'story' than a plan. Not much progress has been made in terms of bicycling and walking since the plan was written in 1999. While 'a lot of great projects are mentioned' nothing is said about who is going to do them or when it is going to happen. There is nothing in the plan that creates any momentum or mention that City staff will prioritize projects. The document is essentially a description but not really 'a plan' that states how, when and who will get projects done.
- The plan talks about City streets and noted tomorrow night a public discussion will be held about the streets and their condition. Supports the plan help turn the streets discussion into a discussion about City transportation with regard to biking, walking and roads. Would like the discussion to be about how we can maximize our efforts to improve our transportation system/network and that essentially directs people to look at all transportation modes.
- It would be great if this was a plan that said in the future when the City is looking at infrastructure improvements it will ensure that consideration is given to biking/walking and roads in an equal way so that as time progresses a place is created is to effectively navigate around in, no matter the income level.
- Would like the plan to reflect how and when projects will realistically get done such that Ukiah will blossom into a friendly walk/bike community.

Mike Cannon:

- Is a Ukiah resident.
- Is pleased to see Ukiah has a bike and pedestrian master plan.

- Related to the 3% statistic of people currently walking and the anticipated goal for walkability to increase to 6% is of the opinion that if nothing is done at all, we would pass the 6% because the trend nationally is in this direction. Finds this to be an unrealistic statistic. Cities that had 1% of people just bicycling 15 years ago now have over 5% of people bicycling.
- Related to the national trend, some people are foregoing purchasing a car even for people who can afford a car to bike/walk. This is a new trend that was not part of past generations. Also, couples are purchasing one car instead of two before they want to bike or walk.
- In Europe 30% of the people commute on bicycles in many towns and cities. While the US is a long way from this percentage is the opinion this country is headed in the direction of Europe.
- The towns/cities that have put up a real effort to promote/encourage bike/walk have seen a lot of positive growth because people want to live in such town/cities. Towns/cities that accommodate/promote bicycling and walking have a decrease in traffic on city streets.
- Agrees with other public members that there are 'smaller projects' that are likely doable to improve bikeability/walkability. Supports City staff continues to find funding opportunities for the larger projects and do some things that can make an immediate difference in the short term.
- Supports naming a larger project that is doable after the late Doug Rosoff who died in a tragic bicycle accident involving a vehicle. It is important for Ukiah to have appropriate bike/pedestrian infrastructure for safety purposes.

Tom Zimlich, Advisory member for Walk/Bike Mendocino:

- Toured with City Public Works/Planning staff to review existing infrastructure as it relates to bicyclists and pedestrians from a safety standpoint.
- Has worked with the San Francisco Bicycle Coalition and Silicon Valley Bicycle Coalition in an effort to attain the same goals that Portland Oregon is trying to achieve of 25% to 30% bikeability.
- Surveys and studies indicate bike lanes and sign posts are very important elements to maintain/sustain a safe and accommodating bikeable community. When working in the Silicon Valley noted this area had many bike lanes but had no networking system in place. Silicon Valley now has a networking system and this has made a huge difference.
- If a person wanted to ride his/her bike from the west side of Ukiah to Airport Park Boulevard finds there is a wonderful bike lane on Dora Street and after turning left on Washington Avenue there are no bike lanes, but when a person gets to the intersection of State Street and Washington Avenue and crosses State Street there is a nice bike lane on Hastings Avenue. If a person continues down Hastings Avenue to the stop sign and turns left on Commerce Drive, there is no bike lane on this street. A beneficial approach may be to install a 'sharrow' on Commerce Drive where bicycles are allowed to share the travel lane with motorists along with some 'sign posts.' As such, we would have a bike route from the west side of town to Airport Park Boulevard.
- To address social-economic inequality, he rides his bike throughout Ukiah as his primary mode of transportation and sees all kinds of people those that can afford nice bikes and those that cannot. If the City had sufficient bike/pedestrian infrastructure in place where people are able to get from point A to point B in a safe manner as well as begin a networking bike/pedestrian system, this would be very beneficial to the community.
- Met with City Public Works staff about the bulb-out at the Fairgrounds and staff agreed to amend the plan. Cited a 'very bad' bulb-out scenario location in the County exists in front of Grace Hudson School where the bulb-out comes so far out into the road that it forces bicyclists into the road.
- Is fine with bulb-outs provided they do not go too far into the roadway. Related to the bulb-out at Anton Stadium, if there was more traffic on Park Boulevard this would be a dangerous situation because the bulb-out extends too far out into the road.

John Johns:

- Is a bike enthusiast.
- The idea of bulb-outs is a good concept.
- Cited the bulb-out on Hospital Drive as also too far out in the road and explained how the problem can be corrected.

- Has observed that bicyclists do not always follow the rules of the road/traffic laws when biking and often ride through stop signs without stopping. Supports implementing some type of ticketing program for those persons that violate the rules of the road when biking. Would like to see signage on some of the bike routes to encourage people to abide by traffic laws and stop at stop signs. It may be that educating bicyclists about traffic laws when biking is necessary for safety reasons.

Commissioner Sanders:

- The public has made several requests about the plan and would like the other Commissioners to respond in this regard.

Commissioner Hilliker:

- Was absent for the first Bicycle and Pedestrian Master Plan workshop but was able to watch it on television.
- Related to the comment about prioritizing smaller projects that are doable asked if the Orr Creek Greenway project is considered one of those projects?

Neil Davis:

- Supports the Orr Creek Greenway project be done in segments so that the project does move forward.
- Acknowledged there are projects that can be done immediately and it would be beneficial to prioritize them and cited a few examples of projects that are immediately doable such as putting up signage to better assist pedestrian/bicyclists, designating bike routes, etc. It may also be that construction of Individual bulb-outs, changing/adding signage for stop signs and the like are examples of projects that are immediately doable.

Chair Whetzel:

- Asked about the concept of enforcing traffic laws for bicyclists.
- Requested clarification that development of the new Courthouse is the responsibility of the County and State and while the City may have some development input, the project with regard to design and financial obligation likely remains with the State and County.
- There is a pocket park located in the vicinity of the proposed new Courthouse site and asked how the State will address this? Would the State be open to having a small park in front of the Courthouse?

Jennifer Riddell:

- When looking at cities/towns that are very successful at incorporating cycling/walking into their transportation plans noted one of things that is being done is creating policy with their respective police departments where the police enforce traffic laws with bicyclists usually with much smaller fines. Law enforcement officers often do not want to ticket someone on a bicycle with the same fines as they would for vehicles because the consequences and associated costs are so high. By setting up smaller fines and smaller consequences for persons on bicycles police are more likely to enforce those laws. It could be that cyclists get off with just a warning for violating the law depending on the nature of the violation and how many times an individual breaks the law. Acknowledged that while bicyclists can be part of the problem educating people about the law by issuing warnings, setting up smaller fines and talking to people about safe cycling is a good way to reduce the number of violations that occur. The intent with the aforementioned policy is not to punish people for violating the law but rather educate and help them learn about proper/safe cycling. Cited an example about a city that helps cyclists where police officers give out night lights for persons to purchase that are cycling at night without lights and this cost is essentially the equivalent of a small fine so that the police department can be paid back for the cost of the light and people do not have to take the time to go to a store to purchase a light for their bike.

Neil Davis:

- If the County and State are independently doing the Courthouse project where and when would we be able to hear about the development plan so the community can have some control over the project?

Deputy Director of Public Works Seanor:

- The State is very interested in having the building located on a certain portion of the property and this ties in with the City's concern for other possible developments on the site as well.

Director of Public Works/City Engineer Eriksen:

- The State would not choose a site that has no vehicle access.
- The pocket park will remain. The location to the entrance to the Courthouse property will be the extension of the centerline of Hospital Drive.
- Does not know where the corresponding crossing of Gibson Creek will be physically located to get to the Courthouse property or whether it will be a bridge or a box culvert. While it is more cost effective to implement a box culvert, it is unlikely that the Friends of Gibson would support this approach. Acknowledged a bridge would actually enhance Gibson Creek entirely.

Commissioner Sanders:

- Related to the development plans believes there is a design concept that has been formulated.
- Asked whether the infrastructure for the roads to accommodate the Courthouse site involves City resources or is it the responsibility of the State?

Bruni Kobbe:

- Referred to the 2014 site plans for the Courthouse project that show the location and configuration of the associated roads that will be used for the project and asked who the developer is for the project?

Director of Public Works/City Engineer Eriksen:

- At some point the City will likely have some discretionary review of the proposed project in the way of a major site development permit. It may be the State will say, 'it is a State project and we make the development decisions.' However, it is conceivable the State will want to go through some sort of discretionary review process and this is the time and/or opportunity for the public to provide input.
- The developer is responsible for the cost of the road infrastructure. The City has no financial obligation in this regard other than to maintain the roads.
- The developer is Guillon Inc. This construction company is based in Chico, California and has done other developments in the community.

Bruni Kobbe:

- If Guillon Inc. is responsible for the site work asked who is responsible for the design of the roads?
- Asked whether the City sold the property on the east side of the railroad tracks.
- Asked about the City's involvement in the area where the proposed new Courthouse is located. The reason for asking about the City's involvement is to understand how we 'best manage' what goes on in Ukiah.
- Requested clarification with no financial investment the City has no say in how the site and/or building is designed.

Director of Public Works/City Engineer Eriksen:

- Guillon Inc. will contract with Rau and Associates, Inc. to design the roads.
- The parcel on the east side of the railroad tracks is owned by the NCRA and not by the City.
- The City has no ownership of any property in the area where the new Courthouse is proposed. The City's involvement/role in the development process is to make certain 1) the Courthouse stays somewhere near the downtown and 2) the subject parcel is 'de-blighted' such that the City has no financial interest.

- The hope is that the design is 'something we can live with.'

Commissioner Hilliker:

- Related to the public request to create a list to do simple and/or smaller projects that are doable asked about the possibility of doing some of the smaller projects such as making signs more visible for bike routes and vehicles, etc., as a starting point.

Director of Public Works/City Engineer Eriksen:

- Confirmed making a list to do smaller projects is a good approach.

Susan Knopf:

- Asked that bicycle signage not be placed on sidewalks.

Commissioner Christensen:

- Asked about how the information being formulated regarding the plan will be processed and what kind of action will be taken.
- Sometimes the public has the perception government 'just talks about a lot of things' that never really get accomplished. Appreciates the projects that have been completed.
- It is important government understands what people who use bicycle and pedestrian facilities want so that funding can be pursued in order to complete a particular project.
- Supports the concept of adding another category to address smaller doable projects that can be completed prior to seeking grant funding for the larger projects.
- Does not bike often and when doing so likes to feel safe and supports improving bike facilities on a small scale, such as adding new signage for the purpose of designating bike routes for bicyclists and drivers of vehicles. Supports making improvement to pedestrian facilities.
- Would also like a larger project to be named after Doug Rosoff.
- Asked if the City has standards for bulb-outs. Is it possible to make bulb-outs bicycle friendly by adding a ramp or does this defeat the purpose of a bulb-out that is intended to benefit the pedestrian?
- If there were to be changes made in the way bicyclists are ticketed and/or traffic law enforcement changes where would this program start?

Deputy Director of Public Works Seanor:

- The action that will be taken is at some point a final plan will be approved that will include input and direction from City Council.
- Related to public input regarding the plan, City Council approval is necessary to extend the consultant's contract to do a plan amendment.
- The primary objective for having a plan in place is to assist with obtaining funding for various projects. We have already used the plan to obtain funding for the next phase of the Rail Trail project.
- Related to the projects that have been completed since the development of the 1999 plan takes 'exception' to the comment the plan represents a 'story' rather than a working document. Since the 1999 plan was adopted The City has added bike lanes on Gobbi Street from Orchard Avenue to Oak Manor Drive. The City built a nice bike trail in Oak Manor Park that ties in with the existing pedestrian bridge across Gibson Creek in that area that ultimately leads to the pedestrian overcrossing on Highway 101. The City just recently completed the NWP Rail Trail from Gobbi Street to Clara Avenue. In addition, the City constructed a sidewalk along the street frontage at the Fairgrounds and sidewalk improvements along the street frontage at Yokayo Elementary School and Mendocino Drive. The City has also built a number of ADA ramps throughout the City. Explained the funding process for the NWP Rail Trail project.
- The City does not have standard plans for bulb-outs so to speak, but generally bulb-outs do extend out from the curb line out to the edge of the travel lane. Bulb-outs are specifically designed for the individual streets so as to meet grade differential requirements.

Director of Public Works/Civil Engineer Eriksen:

- The intent of bulb-outs is to get the pedestrians as far out into the roadway as possible and still be safe.
- Acknowledged possibly adding a ramp to a bulb-out to accommodate bicyclists would not necessarily defeat the purpose of a bulb-out and is of the opinion such a ramp would not likely be used. The other problem is if Ukiah does become a major walk/bike community do not want to mix bicycle and pedestrian facilities for safety reasons. As such, a pedestrian accessing a bulb-out could be hit by a bicycle.
- Bicycles are considered as 'vehicles' and therefore, subject to the authority of the California Vehicle Code and does not know if changing fines and/or the like is possible.

Lisa Gosselin:

- Is disabled and rides a recumbent trike that has a five-foot turning radius and finds the bike lanes too narrow to accommodate her vehicle type. Is concerned that other senior citizens may experience the same problem. A recumbent trike is about the same width as a double stroller. Needs to be able to access all bike/pedestrian facilities.
- Would like to see bike/pedestrian networking systems linked/connected to other communities, such as Potter Valley, etc.

Andrea Davis:

- Asked how the plan overlaps with safe routes to school plan?
- Acknowledged obstacles do exist in the sidewalk and noted part of the problem is overgrown vegetation that extends into the public right-of-way. Would like to see the condition of sidewalks improved for safety and access purposes.

Commissioner Sanders:

- Related to the comment that goals in the plan are not 'ambitious' and lack measurable outcomes finds this to be 'pretty significant.'
- The comment the plan needs another category to support smaller more doable projects seems reasonable.
- Related to the matter of connectivity with the existing paths where there are currently no bike paths asked if this requires Caltrans involvement on City streets?
- For persons interested in the discussion about the condition of City streets tomorrow night will the bicycle and pedestrian master plan be included in the discussion? What is the program schedule for streets in terms of strategic planning? Will the workshop include a funding discussion for improvements to City streets?
- Related to the request to lose the 'feasibility' component of the Orr Creek Greenway Feasibility Study project that is looked at being done in phases/sections finds this to be an effective to frame the future plans for implementing the pathway and is hopeful consideration will be given to looking at the Orr Creek Greenway project from this perspective.
- Appreciates Walk Bike Mendocino took public comments at the Farmers Market and incorporated them in the proposed plan, noting that some of the questions were answered. Has no knowledge if the City would support further effort in this regard. Is hopeful there is support from the City to continue getting input from Walk Bike Mendocino.
- Inquired who designs the bulb-outs?
- Asked how many City employees ride bikes to work?
- Asked if City staff can respond to any of the points made in the letter from Bruni Kobbe, Pinky Kushner and Friends of Gibson Creek in attachment 2 of the minutes particularly with regard to the proposed Courthouse project and possibility incorporate the points made and corresponding responses into the final master plan.

Neil Davis:

- Related to the Orr Creek Greenway project has concern if a feasibility study is pursued for this project that this might inhibit construction of the trail, particularly in the section by the Wagenseller Neighborhood. Is of the opinion that pursuing a feasibility study would prevent the project from progressing with doing smaller components of the project that are workable. The argument with

1 pursuing a feasibility study is to seek funding from MCOG and questions if funding is even
2 obtainable.

- 3 • Would like to see staff review the plan annually or in a couple of years to see how projects are
4 progressing with the potential of adding addendums and/or updates as necessary.
- 5 • What we have in the way of a Bicycle and Pedestrian Master Plan is 'terrible'. At the rate we are
6 going we will never get the necessary infrastructure in place. Sometimes pedestrians and
7 bicyclists become frustrated with the desire to get things done to improve existing infrastructure
8 and provide for new and better infrastructure and cited the condition of sidewalks in our
9 community as an example of infrastructure that badly needs improvement. Is of the opinion bike
10 and pedestrian persons are essentially 'second class citizens' because the necessary
11 infrastructure is simply not there. The money is not there. Right now the State of California has
12 budgeted 120 million dollars in grant money for projects and noted there were 800 million dollars
13 in projects last year that were unfunded. At the rate we are progressing with projects identified in
14 the plan we are not even close to meeting any of the goals and this is why pedestrians and
15 bicyclists are frustrated. Some projects have been on the books for years and never move
16 forward for lack of funding and/or for some other reason. Is making the aforementioned
17 comments because they need to put out there. It is not 'okay' that the necessary infrastructure is
18 not in place. We do not do ourselves a service by pretending the infrastructure is excellent when
19 it is not.

20
21 **Commissioner Christensen:**

- 22 • If there were to be an annual review of the plan, is of the opinion the review would have to be
23 specific about what we are asking for and asked Neil Davis to comment in this regard.

24
25 **Deputy Director of Public Works Seanor:**

- 26 • The consultants did consider safe routes to school when preparing the plan and cited an example
27 of a project proposed at Gobbi Street and Dora Street at Yokayo School in this regard.

28
29 **Public of Works Director/City Engineer Eriksen:**

- 30 • Caltrans is not involved with the operation of City streets so issue with standards is something the
31 City must address.
- 32 • Related to the series of workshops pertinent to utilities and waste water, etc., the focus of the
33 street workshop tomorrow night is about the 'health' of the City streets and is not about ways to
34 improve bike/pedestrian facilities. Would like to have a workshop that specifically addresses bike
35 and pedestrian facilities.
- 36 • Acknowledged at tomorrow night's street workshop some funding options will be presented on
37 how improvements/repairs to City streets are paid for.
- 38 • Related to the Orr Creek Greenway project and the idea of doing 'small pieces' of the project
39 supports the concept of leaving the project as a feasibility study in order to be eligible for MCOG
40 transportation planning funding.
- 41 • There is really no set standards for 'bulb-outs because all bulb-outs are different. City Public
42 Works staff together with input from civil engineers Rau and Associates essentially determine the
43 design of a prospective bulb-out.
- 44 • Has no knowledge about other City administrative staff, but noted three City engineers ride their
45 bikes to work.
- 46 • Would defer public comments in attachment 2 including possible corresponding responses
47 thereof to City Council.
- 48 • Has concern with potential annual plan updates in that this might affect the original integrity of the
49 plan. However, if it becomes important enough to the community to review the plan annually in
50 order to formulate some kind of measurable goals and outcomes, it should be a scheduled
51 process.

52
53 **Neil Davis:**

- 54 • Related to having an annual review of the plan would like to see documented measurable goals.
55 For instance, having a discussion about how many miles of sidewalks does the City have and in

1 what way have they been improved. Complaints from pedestrians talk about how many
2 obstructions exist in City sidewalks making it difficult to navigate. The kinds of discussions that
3 would likely occur at an annual review of the plan would be: 1) Has the City removed any of the
4 sidewalk obstructions? 2) How many gaps are there in the sidewalks? If so, how many gaps
5 have been closed? The plan indicates there are many gaps in City sidewalks 3) How many miles
6 of bike lanes does the City have? 4) Have any new bulb-outs been installed in City streets? If
7 so, how many?

- 8 • It may be the plan should be approved as it is if we can come back in a year and do some review
9 of accomplishments and talk about future measureable goals and make suggestions about what
10 we can do. This is the reason for his interest in pursuing an addendum to the plan. What we do
11 not want is for the plan to go for 20 plus years without an update. We need to have a plan that
12 we can work from and a plan that has goals established that are doable and attach a timeframe
13 to. Would recommend formulating a list of doable projects that can be done immediately in
14 addition to the long range goals that have been identified and documented in the plan.
- 15 • He was contracted to do work on specific portions of the plan and if he had to do this again
16 would look at bike and pedestrian master plans from other cities to get an idea what other cities
17 are doing and how successful these particular plans are. He did not look at other plans and
18 wishes he had for Ukiah's plan. The process does not have to be overly onerous. It may be
19 review of the plan can be bi-annually rather than annually.

20
21 **Andrea Davis:**

- 22 • Acknowledged there is more work to do on the plan.
- 23 • While more work is needed, much has been accomplished in the last three years with the NWP
24 Rail Trail and Oak Manor Trail.
- 25 • We are on a 'roll' with regard to getting projects done and supports keeping up the good work.

26
27 **Commissioner Hilliker:**

- 28 • Related to median islands, has concern that fire fighters/emergency responders cannot drive past
29 the refuge island that was recently installed on E. Gobbi when traffic is stacked up.

30
31 **John Johns:**

- 32 • Supports bike parking be covered.
- 33 • Would like to see lockers for bikes for employees.
- 34 • Would like to see a bike rack by the dumpster at Mendo-Lake Credit Union on School Street.

35
36 **Quintin Roland:**

- 37 • Is a resident of Ukiah.
- 38 • Lived in Europe for six years and is experienced with riding a bike through roundabouts.
- 39 • Cited Carmel, Indiana as a US City that is bicycle-friendly and has 90 roundabouts. As such, has
40 been in the processing of replacing all of their traffic lights in favor of using roundabouts.
- 41 • Spoke highly in favor of roundabouts and noted they help reduce vehicle speed to
42 15 – 20 mph. Does not get 'the fear' about the concept of roundabouts.
- 43 • Roundabouts are safer for bicyclists and pedestrians because they force drivers of vehicles to
44 lower their speeds.
- 45 • Recommends looking at the benefits of implementing roundabouts and cited
46 'roundaboutsUSA.com' as an educational source to look at.
- 47 • Explained the concept of providing for protected bike lanes where bike lanes are against the curb
48 and parallel parking is adjacent to the travel lane as shown in attachment 3 of the minutes.

49
50 **Tom Zimlish:**

- 51 • Bush Street and Low Gap Road is not the place for a roundabout.

52
53 There was a general discussion concerning the intent/benefit of roundabouts in terms of how they provide
54 safety to bicyclists and pedestrians, examples of which were discussed and how roundabouts create a
55 condition where vehicle traffic flows more smoothly and much slower. It was noted it would be too costly

1 to install roundabouts in Ukiah because of the layout/design of Ukiah streets and that the associated
2 infrastructure is already in place.

3
4 **Neil Davis:**

- 5 • Is of the opinion the matter of roundabouts should not be in the Bike and Pedestrian Master Plan.
- 6 • Having roundabouts in Ukiah would not work because of the layout of Ukiah and the existing
7 configuration of City streets.
- 8 • Does not support the installation of a roundabout at Bush Street and Low Gap Road.

9
10 **Erich Sommer:**

- 11 • Cited the City of Fort Bragg streetscape project by the middle school on Harrison Street as an
12 example of some wonderful work done having many features that enhanced the beauty of the city
13 and safety of its citizens.
- 14 • Recommended people visit Fort Bragg and look at the street improvements.

15
16 **Chair Whetzel:**

- 17 • Is hopeful staff can compile the public comments from the Bike and Pedestrian Master Plan
18 workshops with updates to the Planning Commission.
- 19 • Is of the opinion workshops are an effective way to discuss plans and make suggestions for
20 improvements to infrastructure.

21
22 **Commissioner Sanders:**

- 23 • Can support moving the plan to the next level if it can include measurable outcomes and a way to
24 bring forth some of the recommendations we have heard from the public annually or every two
25 years.

26
27 **Chair Whetzel:**

- 28 • Questions how the Commission would like to see public comments in the plan. Should the
29 comments be entered in the form of an amendment?

30
31 **Commissioner Sanders:**

- 32 • It may be the plan should be considered as an action item such that if the plan is adopted by City
33 Council that there is a process to incorporate public comment into the plan so that the plan does
34 not become 'stale.' There is too much lacking in the plan for it to be adopted in its current form.
- 35 • Adoption or not is the decision of Council.
- 36 • Agrees with Walk Bike Mendocino the plan needs some measurable outcomes and recommends
37 the plan be reviewed annually or bi-annually. Further understands additional funding would be
38 necessary in order to create the final plan. Is hopeful the public comments regarding the plan are
39 incorporated into the final draft and should include measurable outcomes.
- 40 • If the comments are not to incorporated into the plan, then the plan needs to be reviewed
41 annually or bi-annually so we can start seeing some of the smaller, more simplified and doable
42 projects completed in our lifetime.

43
44 Staff confirmed the Commission meeting tonight is a workshop and no action and/or recommendation
45 regarding the plan is required.

46
47 **Commissioner Hilliker:**

- 48 • Would like to see goals established in the plan in order to get projects completed that would
49 include information and/or an established list that addresses short term doable projects.

50
51 **PUBLIC HEARING CLOSED: 8:54 p.m.**

52
53 **10. PLANNING DIRECTOR'S REPORT**

54 **Principal Planner Thompson:**

- 55 • There will likely be no regular Planning Commission meeting on March 9, 2016.

- 1 • Will be taking the RFPs for the City-owned property located at 345 N. Main Street to the regular
2 City Council meeting on March 2, 2016 for review and direction.
3

4 **11. PLANNING COMMISSIONERS' REPORT**

5 **Commissioner Christensen:**

- 6 • Asked for confirmation regarding the 'Ethics' training on March 8, 2016 at 9:00 a.m. at the County
7 Administration building.
8

9 **Chair Whetzel:**

- 10 • Planning Commissioners are required to have their Form 700 completed by April 1, 2016.
11

12 **12. ADJOURNMENT**

13 There being no further business, the meeting adjourned at 8:51 p.m.
14
15

16 _____
Cathy Elawadly, Recording Secretary



UKIAH BICYCLE AND PEDESTRIAN MASTER PLAN

Planning Commission
February 24, 2016

EXISTING BICYCLE FACILITIES

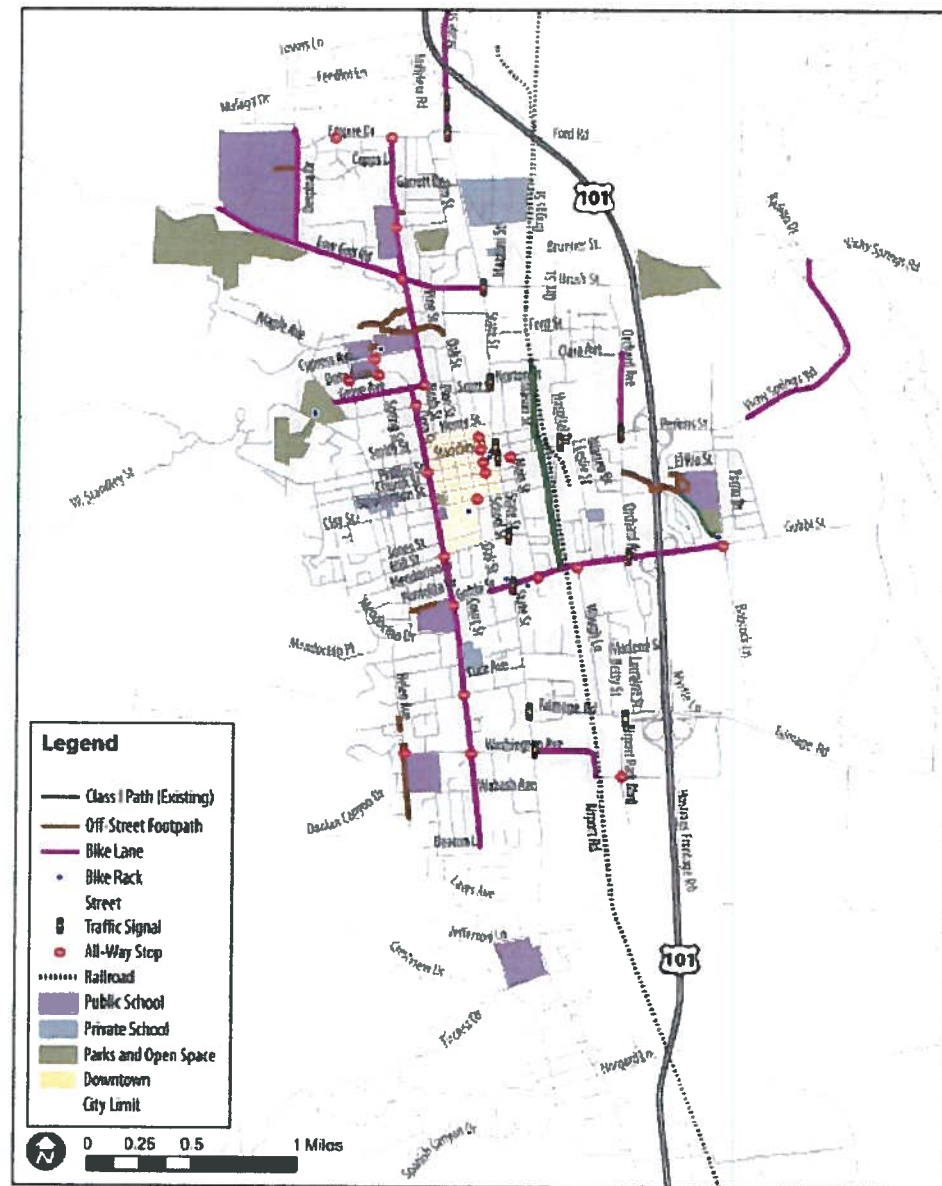


Figure 2: Existing Bicycle Facilities

PROPOSED BICYCLE FACILITIES

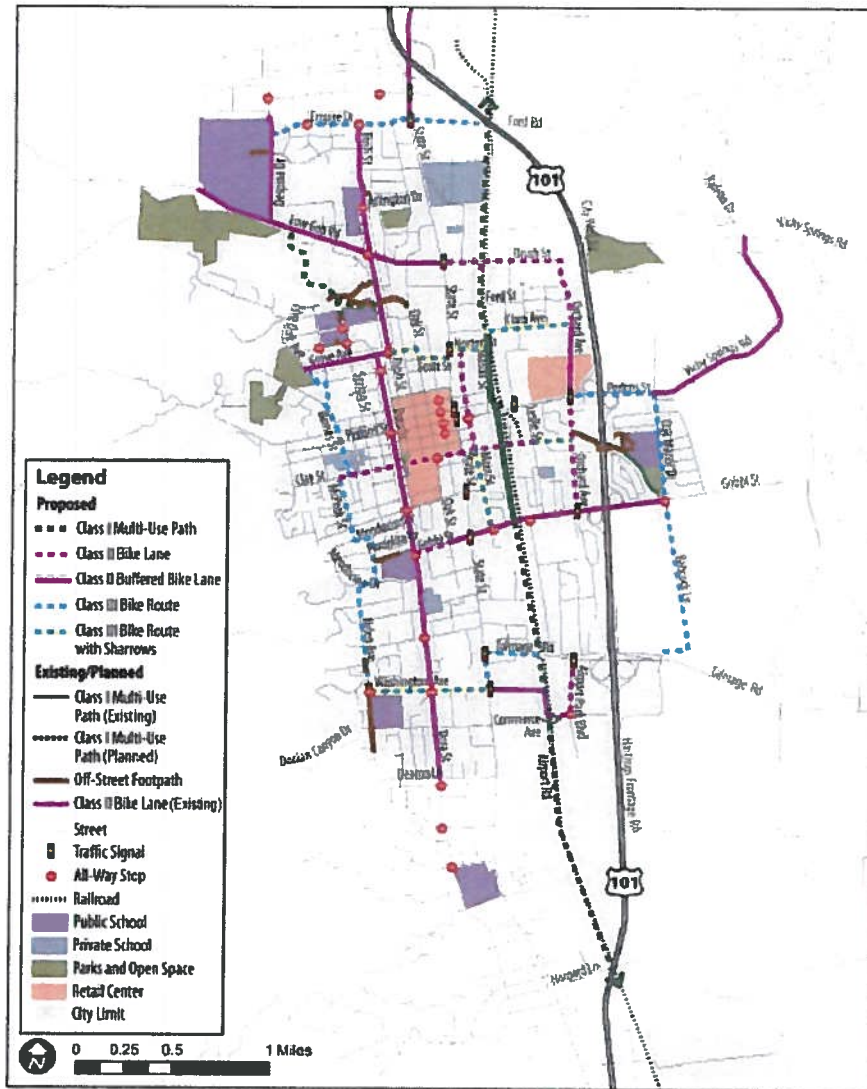


Figure 15: Proposed Bicycle Facilities

Recommendations

The recommended Class I Multi-Use Path would extend the NWP Rail Trail Phase 1 project (located between Clara Avenue and Gobbi Street) to the northern and southern City limits. This Rail Trail can serve recreation and commuting needs as the path would run north-south through central Ukiah and connect with Ukiah's major east-west roadways.

Table 12: Recommended Class I Paths

Location	Bikeway Class	From	To	Length (Miles)
NWP ROW	I	Brush Street	Clara Avenue	0.27
NWP ROW	I	Gobbi Street	Commerce Drive	0.80
NWP ROW	I	Commerce Drive	Norgard Lane	1.07
Class I Bicycle Path Total Miles				2.14

4.1.2 Class II Bicycle Lanes

Bicycle lanes provide a signed, striped and stenciled lane for one-way travel on both sides of a roadway. Class II bicycle lanes are often used by commuters, bicycle enthusiasts and casual riders (if on lower volume and lower speed roadways). Bicycle lanes are often recommended on roadways with moderate traffic volumes and speeds and where separation of users facilitates safer operation.

RECOMMENDED BICYCLE FACILITIES

Recommendations

Class II Bicycle Lanes are recommended on higher volume roadways that serve as important connections in the bikeway network.

Table 13: Recommended Class II Bike Lanes

Location	Bikeway Class	From	To	Length (Miles)
Brush Street	II	State Street	City Limit	0.28
Orchard Avenue	II	Clara Avenue	City Limit	0.19
Main Street	II	Clay Street	Norton Street	0.41
Orchard Avenue	II	Gobbi Street	Perkins Street	0.47
Clay Street	II	McPeak Street	Leslie Street	0.79
Gobbi Street	II	Dora Street	Oak Street	0.15
Class II Bike Lane Total Miles				2.29

4.1.3 Class II Buffered Bicycle Lanes

Buffered bike lanes are bike lanes with a two- to three-foot wide striped buffer between the bike lane and the motor vehicle lane. The buffer provides additional shy space between bicyclists and vehicles, improving roadway user comfort and safety.

Recommendations

Grove Avenue, Dora Street, and Bush Street have wide travel lanes and minimum width bike lanes. The corridor created by these three roadways is the most important in the City for student travel, directly

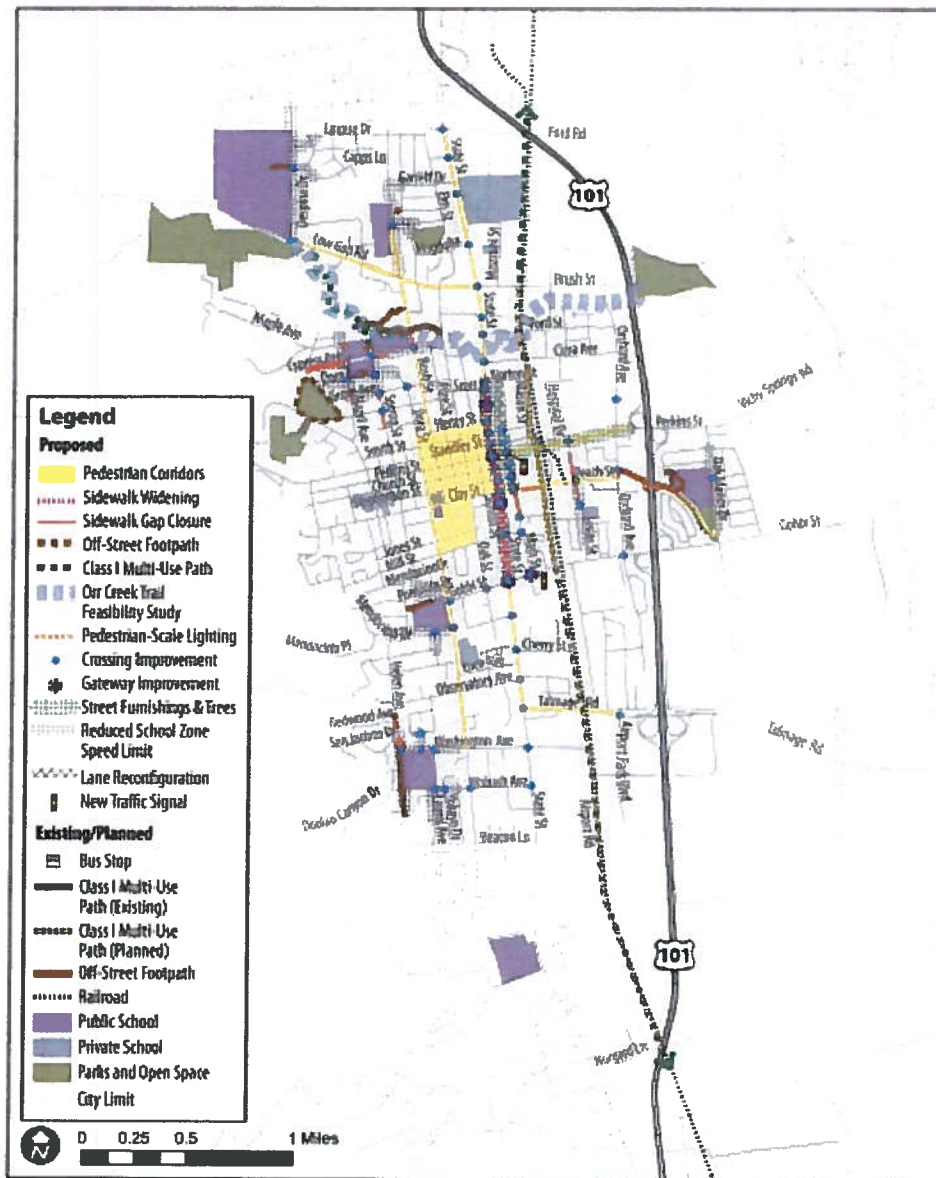


Figure 16: Proposed Pedestrian Facilities

PROPOSED PEDESTRIAN FACILITIES

RECOMMENDED PEDESTRIAN FACILITIES

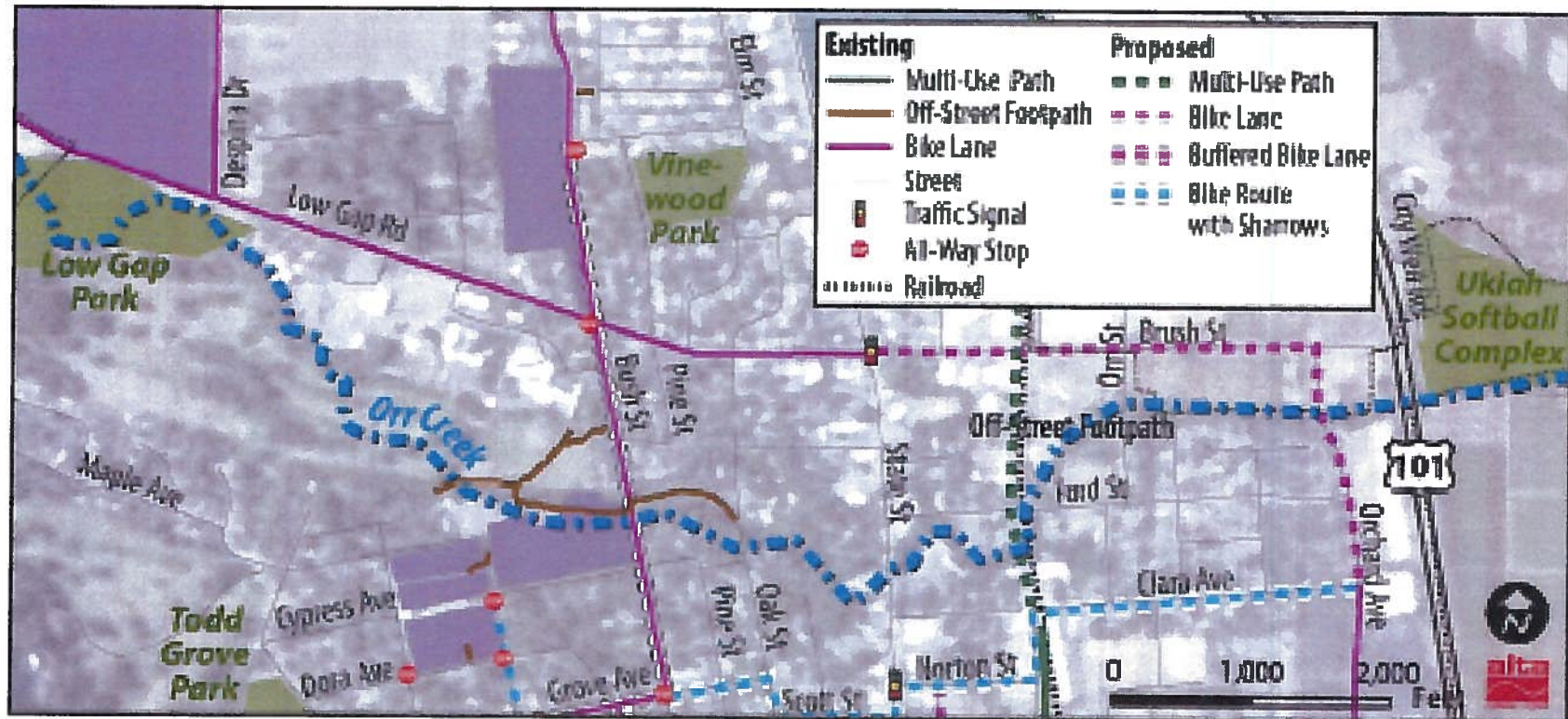
Table 22: Recommended Curb Extensions

Intersection	Corner or Side of Roadway	Number of Curb Extensions
Despina Dr./Capps Ln.	NE, SE, West side	3
Despina Dr./Low Gap Rd.	INW, NE	2
Dora St./Wabash Ave.	INW, NE	2
Dora St./Grove Ave.	INW, SW	2
Dora St./Gobbi St.	NE, SE, West side	3
Dora St./Mendocino Ave.	INW, NE	2
Leslie St./Peach St.	SW, SE	2
Leslie St./southern Senior Center driveway	INW, NE	2
N. Bush St./Arlington Dr.	NE, SE, West side	3
N. Bush St./Cypress Ave.	SW, SE	2
Spring St./Grove Ave.	INW, SW	2
State St./Henry St.	East side	1
State St./Smith St.	NW, SW, NE, SE	4
State St./Standley St.	NW, SW, NE, SE	4
State St./Perkins St.	NW, SW, NE, SE	4
State St./Church St.	NW, SW, NE, SE	4
State St./Stephenson St.	NE, SE, West side	3
State St./Clay St.	NW, SW, NE, SE	4
State St./Seminary Ave.	NW, SW, East side	3
Total		52

Table 23: Recommended Refuge Islands

Roadway	Extent	Type	Number
Grove Ave.	At Spring St. intersection	Pedestrian refuge island	2
Grove Ave.	At Dora St. intersection	Pedestrian refuge island	1
State St.	Between Henry St. and Gibson Creek	Median and pedestrian refuge	2
State St.	Between Church St. and Stephenson St.	Median and pedestrian refuge	1
State St.	Between Smith St. and Henry St.	Median and pedestrian refuge	1
State St.	Between Gobbi St. and Mill St.	Median	1
Total			8

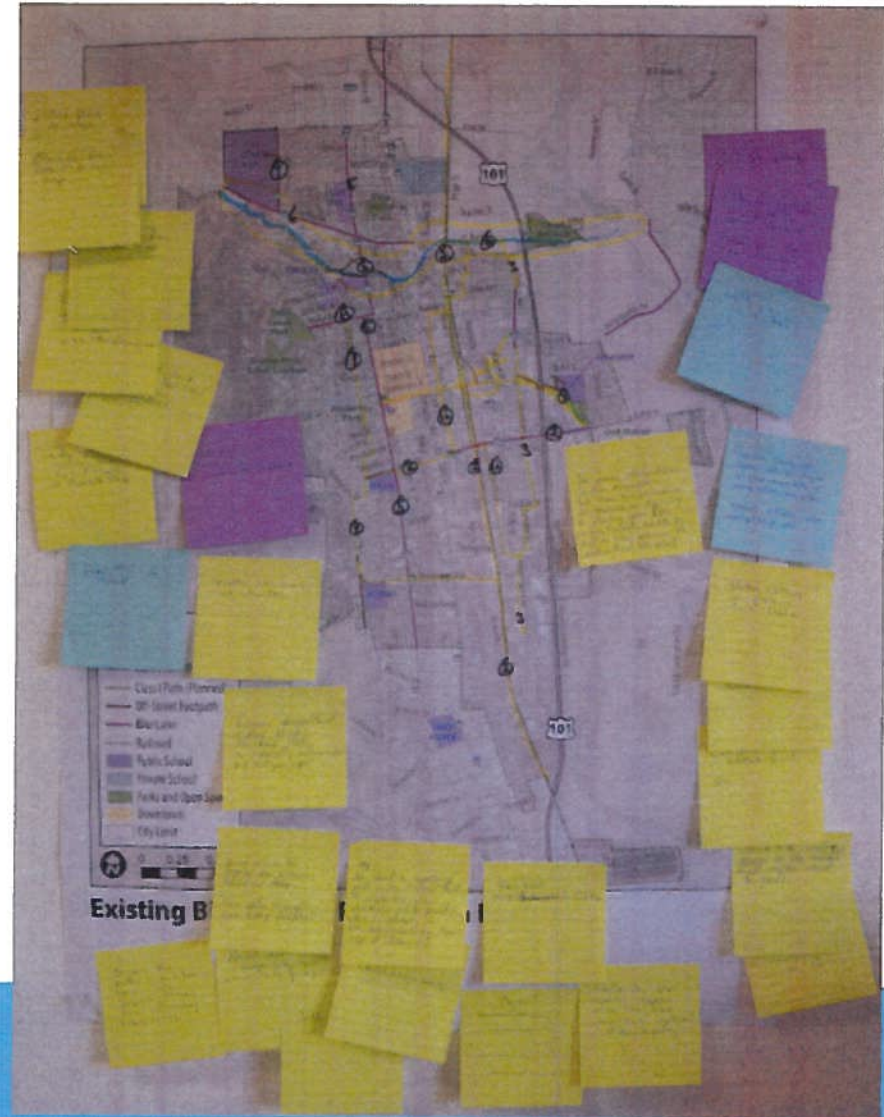
Project Illustration



Orr Creek Greenway Feasibility Study

Mode*	Date	Comment
1	7/12/2014	More Bike lanes please.
3	7/12/2014	Orr Creek Greenway needs to happen, yeah trails!
3	7/12/2014	No cars within city limits, walk or bike everywhere. Install moving sidewalks for the walking impaired.
1	7/12/2014	At Orchard and Gobbi funnel bike lane away from right hand turn traffic.
3	7/12/2014	Track and trail from Redwood Valley to Ukiah
3	7/12/2014	Orr Creek Greenway
	7/12/2014	Safe access to Riverside park for kids on bikes.
3	7/12/2014	Extend rail trail North and South Mendocino College to Booneville Road.
3	7/12/2014	I don't like the streetscaping plan for State Street. People want to use that road for driving.
3	7/12/2014	Access to softball field.
1	7/12/2014	More bike sensitive intersections.
3	7/12/2014	Connect Babcock Lane to Talmage. Develop area as business area.
1	7/19/2014	Extend State Street road diet south to Gobbi.
1	7/19/2014	Redemeyer Vichy and El Dorado need decent bike lanes.
1	7/19/2014	Provide bike facility along N. State Street to college and Lake Mendocino Drive.
1	7/19/2014	Complete and build out north south rail trail.
1	7/19/2014	Going west on Perkins between State Street and School Street where lanes shift is dangerous. Please fix.
3	7/19/2014	Provide lights for walkers and cyclists, time them to accommodate walkers priorities over auto traffic
1	7/19/2014	Bike lanes on the three overpasses over Highway 101; 'Beware of Cyclists' signs at overpass approaches.
1	7/19/2014	Improved street lighting.
3	7/19/2014	Improve walk and bike facilities along State Street.
3	7/19/2014	Improve walk and bike facilities along State Street.
1	7/19/2014	Install barriers between vehicular lanes and bike lanes.
1	7/19/2014	Covered bike parking.
1	7/26/2014	Designated green bike lanes.
2	7/26/2014	Sidewalk in front of Walgreens needs to be improved when the rail trail is improved.
1	7/26/2014	Road work in general.
3	7/26/2014	Don't increase width of streets without providing improvements for pedestrians, particularly seniors.
3	7/26/2014	Replace pedestrian crossing signs on N. Orchard between Ross and JC Penney complex.
3	7/26/2014	Need flashing lights at crosswalks, especially at S. State St; 4 lanes is dangerous for pedestrians.

FARMERS MARKET TABLING COMMENTS

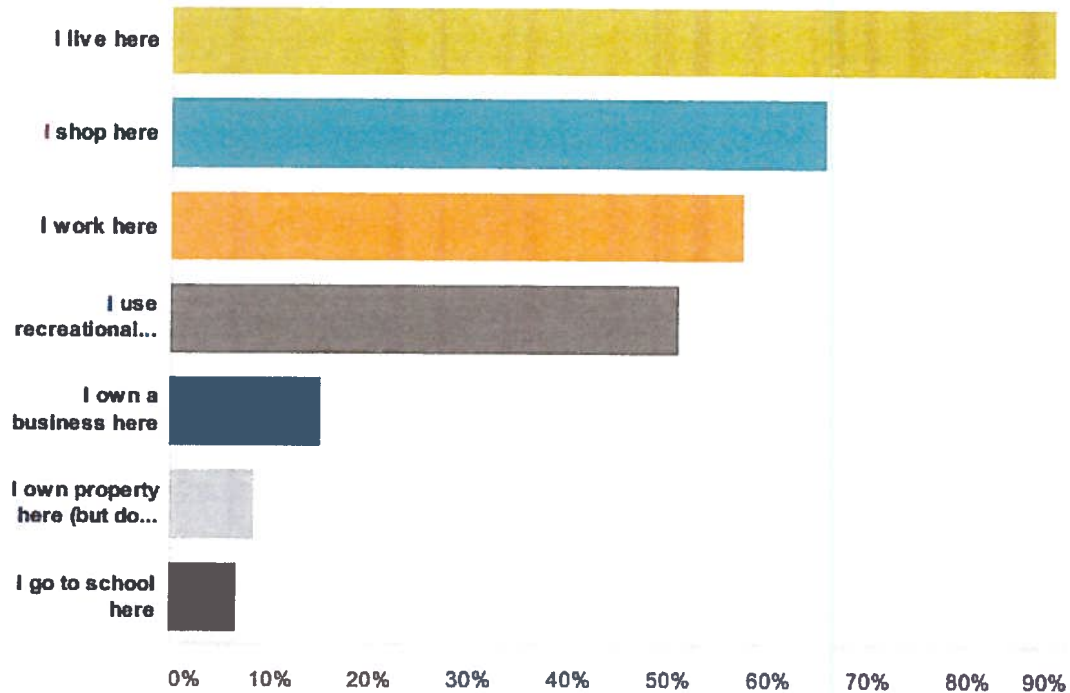


FARMERS MARKET TABLING MAP AND COMMENTS

Appendix B. Community Survey Results

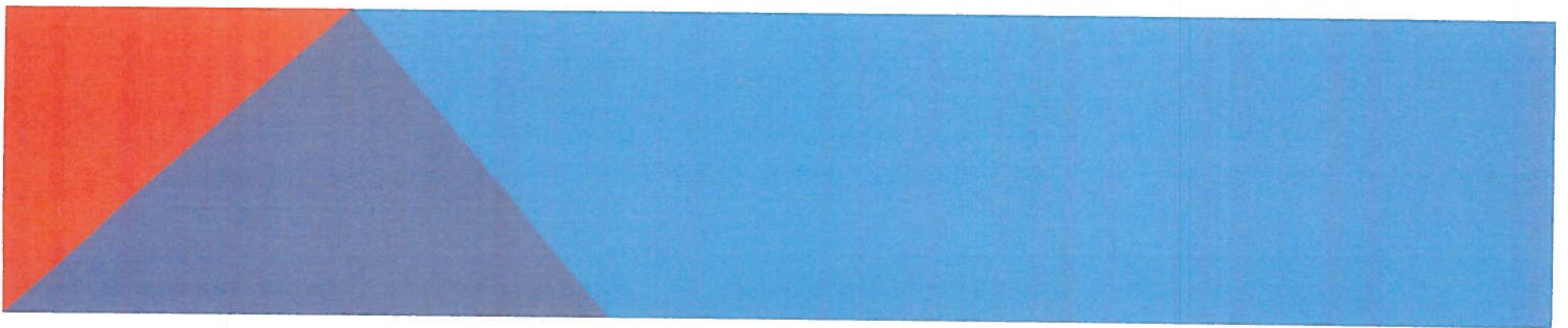
Q1 How are you connected to Ukiah? (click all that apply)

Answered: 61 Skipped: 0



COMMUNITY SURVEY

QUESTIONS?



Rick Seanor, Tim Erikson
City of Ukiah

2/3/16

Rick and Tim,

Below we focus on a major aspect of the comments we made about the Bicycle and Pedestrian Master Plan DRAFT at the Planning Commission meeting on 1-27-2016. Many speakers had valuable suggestions, and we encourage you and other City staff to take them into account when moving forward. We request that the suggested changes be incorporated into the body of the Plan, not just added in an appendix. Several speakers lamented the lack of transparency and publicity about the Plan. We participated in the 2014 Farmers Market survey, which was not an environment for thoughtful study. We found out about the public comment period of the current draft only indirectly a few days before the Planning Commission meeting. We were not aware that the City had obtained permission for a vehicular railroad crossing at Clay Street; we were long told that such a permission would be nearly impossible to obtain.

Our main concern is the underlying assumption that the City has to accommodate CARS FIRST, then find a way to protect pedestrians and bicyclists from cars. If you are still pushing for new road building, how can you expect to get people out of their cars and create a healthy environment for everybody? The case in point are the planned street extensions from Clay Street and Hospital Drive into the future court house site. Both extensions should be Class I dedicated pedestrian/ bike paths ONLY (see attached map) Here are several reasons:

1. Cars can easily access the courthouse site from the existing entry through the railroad station or from Leslie Street. Both access routes would only require some improvement, certainly less costly than new road building (Leslie needs a new, fish-friendly culvert/bridge over Gibson Creek anyway, accomplishing two goals with one effort).
2. A foot/bike path from Clay Street into the court site would encourage foot traffic from and to downtown (for lunch, shopping), helping the downtown businesses survive the loss of the current court house. (Once your car is parked at the court house, you are just as likely to drive to Starbucks or other businesses near the freeway.)
3. Keep [permit] parking in existing parking lots close to downtown; additional [permit] parking could be negotiated with private, underutilized lots along Main St. This approach requires less parking spaces at the court house, allowing a wider creek setback and more green spaces for courthouse visitors and employees.
4. Help the Grace Hudson Museum: foot traffic will create interest in visiting the museum; a calm environment on Clay Street along the Museum grounds will help

visitors enjoy the new garden exhibits in tranquility free of additional car noise and air pollution.

5. A foot/bike path easily crosses and connects with the existing Rail Trail section; another street crossing would yet again create a safety issue for pedestrians/bicyclists on the Rail Trail.

6. The Hospital Drive extension across Gibson Creek --strongly opposed by many at the charrettes ("charades") years ago-- would destroy the only successful creek restoration in the downtown area (see attached photo), make the adjacent pocket park less inviting and usable.

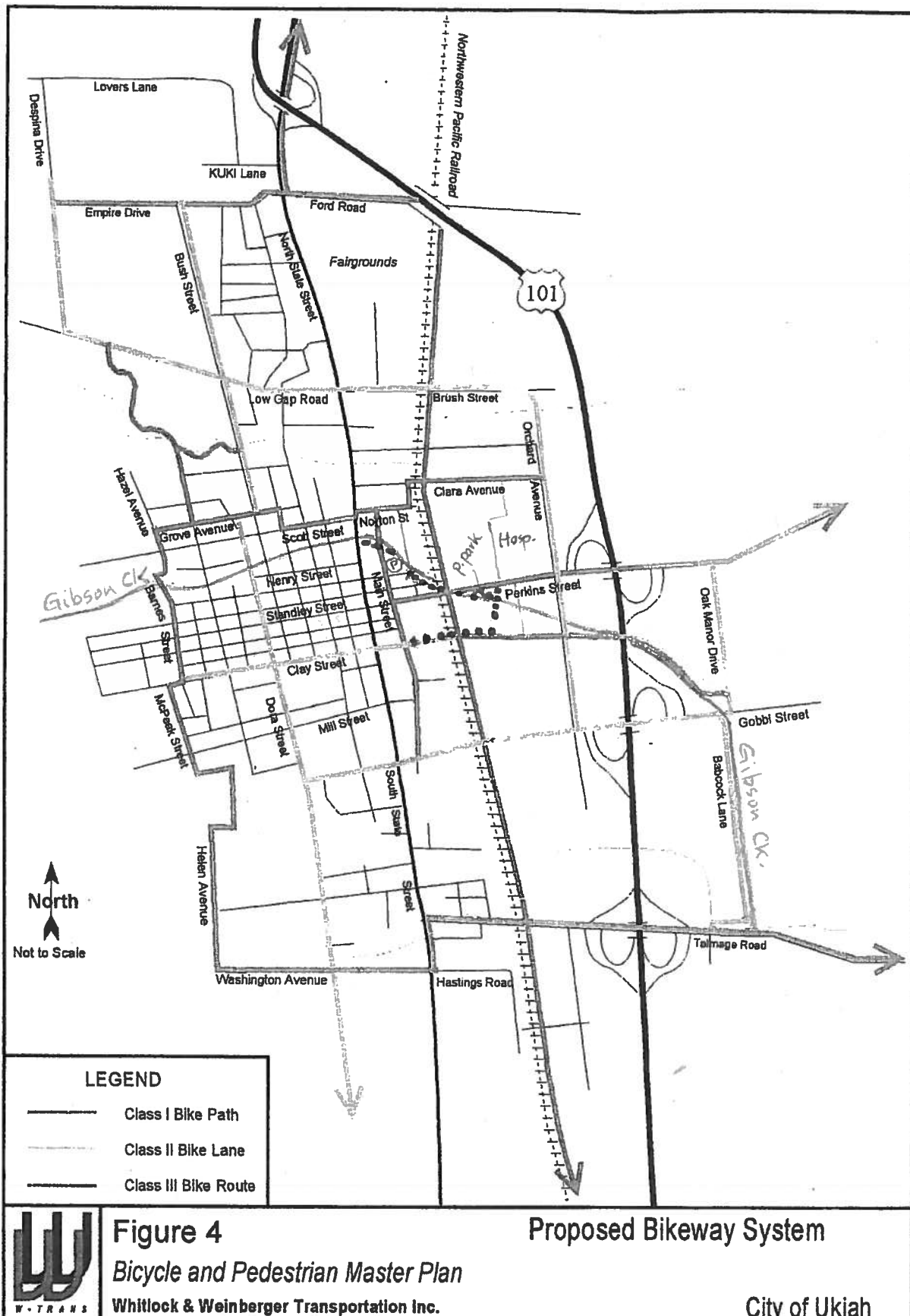
7. A foot bridge, together with the pocket park, provides an easy connection to the Rail Trail across Perkins St., as well as to the Hospital and medical offices on Hospital Dr. An additional path from Perkins/Mason St. along the day-lighted section of Gibson Creek from Mason to Main St. (see Gibson Creek Habitat Enhancement and Public Access Study, 2001) would be a critical connection to the library parking lot, currently used by many court employees. Funding for such improvements could be included in the courthouse project.

As the consultants have pointed out, you get a much better return on your investment with walk/bike paths than with streets. Implementing the outlined pathways would be a major improvement in connecting downtown to the new court site, instead of letting a car-centric court site shift business and attention yet again away from downtown.

The current Plan is a good start to improve safety for pedestrians and bicyclists on existing streets and provide better connections to schools and parks. But please reconsider the need for additional streets. Thinking outside the engineering box and beyond the funding limits from street-oriented sources (like Caltrans) would greatly help in making Ukiah a truly walkable city. Let's go on a real "diet", not just "diet" State Street a little-- we'll all be healthier for it.

Thank you.

Bruni Kobbe
Pinky Kushner
Friends of Gibson Creek
att.: map, 2 photos
cc: Sage Sangiacomo

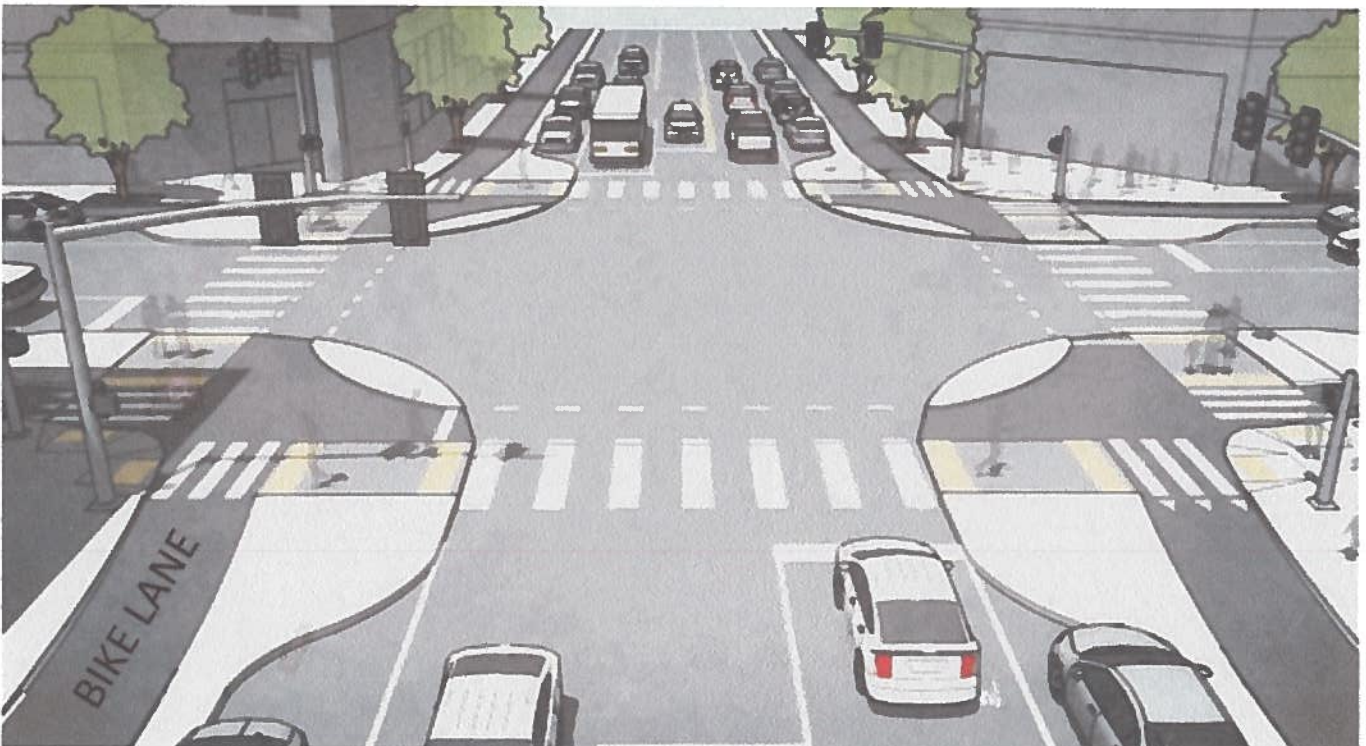


from: Ukiah Bicycle Master Plan, 1999

..... proposed Class I connection, FOGC 2/16

Protected bike lanes

All over the world where cycling is a priority, protected bike lanes have proven to increase ridership, safety and comfort. Take any street that has room for bike lanes and parked cars and locate the bike lane next to the curb and the parking lane next to moving traffic. Presto! With relatively little expense we get fewer incidents of "dooring", cyclists separated from moving traffic, built-in traffic calming, and increased ridership.



TRAFFIC ENGINEERING COMMITTEE MINUTES
February 9, 2016
Minutes

MEMBERS PRESENT

Tim Eriksen, TEC Chairman, Director of Public Works, City Engineer
Roger Vincent, Public Representative
Ben Kageyama, representing the City Manager
Sean Kaeser, representing the Chief of Police
Darin Malugani, representing the Supervisor of Public Works
Kevin Thompson, representing the Planning Director

MEMBERS ABSENT

John Lampi, Public Representative
Marty Nelson, Mendocino Transit Authority

OTHERS PRESENT

Maureen Mulheren, Council Member
Lory Limbird, Public Works
Meredyth Reinhard, Public Health
Pinky Kushner
Susan Knopf, Parks, Recreation & Golf Commissioner
Neil Davis

1. CALL TO ORDER

The Traffic Engineering Committee meeting was called to order by Chairperson Eriksen at 3:03 pm in Conference Room No. 3, Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. APPROVAL OF MINUTES – January 12, 2016

Motion/Second: Kaeser/Vincent to approve January 12, 2016 minutes as written.
Motion carried by an all AYE voice vote of the members present.

3. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

none

4. OLD BUSINESS

none

5. NEW BUSINESS

a. Discussion and Possible Recommendation Regarding Ukiah Bicycle and Pedestrian Master Plan.

Chairman Eriksen began this discussion by announcing that the Ukiah Bicycle and Pedestrian Master Plan ("the plan") has been presented to the Planning Commission and tonight it will be presented to the Paths, Open Space and Creeks Commission.

Public Representative Roger Vincent stated he put his comments in an email which he presented to keep with the minutes.

Susan Knopf, Parks, Recreation & Golf Commissioner added that this plan has not been presented to Parks, Recreation and Golf Commission.

Pinky Kushner remarked this plan has not been given to the Senior Center or churches for review. Seniors and schools deserve more exposure to the plan because they are the part of the population who are most affected by it.

Chairman Eriksen would like to present the plan to City Council as soon as possible with a formal presentation so any concerns could be brought forward. The council can then give direction as to how they want the plan to proceed.

Neil Davis suggested that an understandable summary of the plan should be presented to the public.

Pinky Kushner stated a City Council presentation is not going to work for seniors and children. This group would most likely not be able to attend a City Council meeting.

Susan Knopf stated better public announcement of a meeting to review the plan would be desirable. She suggested a change in the Prioritization Criteria as found on page 82 of the plan. This criteria needs to include churches, meeting houses, stadiums and community halls. The price of each project needs to be included on the final list of priorities to help compare the projects.

Member Kevin Thompson entered the meeting at 3:23 pm.

Pinky Kushner offered to tabulate the accidents which have occurred on the streets affected by the plan over the last 10 years in an Excel spreadsheet. She stated that the missing word in the plan is "pleasure." She walks for pleasure and thinks there are many Ukiah residents who do the same. Walking for pleasure is a custom in Central and South America.

Chairman Eriksen asked if the word "recreation" in the plan could be synonymous for pleasure.

Pinky Kushner added that too much emphasis is put on automobiles in the plan. She assumes the City has to accommodate cars first, and then find a way to protect pedestrians and bicyclists from cars. At this time she presented a letter with her comments for the record. She would like to see future projects such as the new courthouse more focused on pedestrian and bicycle traffic.

Pinky Kushner stated the plan was given to the public as a draft. It was stated at the last Planning Commission meeting that all comments could be put into an appendix. She requested the suggested changes be incorporated into the body of the plan, not just added in an appendix.

Neil Davis would like a paragraph or two to be added to the plan about social and transportation equity.

Susan Knopf asked to have the City Code amended to state the minimum width of city sidewalks should be 5 feet with no obstructions – no trees, no fire hydrants, no poles.

Chairman Eriksen suggested she could submit letter to the City Council for this concern. He asked if it sounds reasonable to take this plan to the City Council to open up a discussion so the council can give us their directions.

Susan Knopf would like to see the plan rewritten.

Neil Davis asked if the City has a communications person who could inform the public with social media that this plan is ready for public opinion in a way the average person could understand.

Council Member Mulheren asked if the committee thinks that the issues talked about here today are included in this plan?

Member Kageyama responded that street trees are included in the plan but the social issue is not. There are issues that could be discussed further.

Neil Davis stated that traffic speed is not addressed in this plan. The one thing that could make conditions safer for bicyclists and pedestrians is to reduce traffic speed.

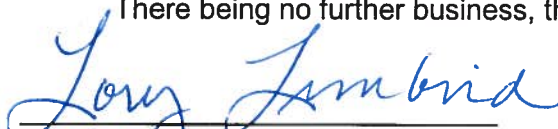
Member Vincent stated there is wording about reducing traffic speed in the areas around schools in the plan.

Chairman Eriksen asked everyone who has comments and suggestions pertaining to the plan to put their ideas into a letter and present the letter to City Council.

6. **COMMITTEE MEMBER REPORTS**
none

7. **MISCELLANEOUS ITEMS**
none

8. **ADJOURNMENT**
There being no further business, the meeting adjourned at 3:55 p.m.


Lory Limbird, Recording Secretary

Minutes
City of Ukiah Paths, Open Space and Creeks Commission (POSCC)
February 9 meeting

Present

POSCC Commissioners: Dan Holbrook, Deborah Edelman, Chris Watt, Beth Lang, Megan Prout
City Staff: Michelle Johnson, Rick Seanor
Public: Neil Davis, Andrea Davis, Linda Sanders

Review and Approval of Minutes

The January minutes were unanimously approved.

Public Comment on Non-Agenda Items

None

Unfinished Business

Ukiah Bicycle and Pedestrian Master Plan:

Rick Seanor asked for comments from the POSCC on the Ukiah Bicycle and Pedestrian Plan. The city will be taking comments through February 29 and staff will be taking the plan to the City Council at the March 2 meeting.

Rick explained that the plan will be used as a guide to look for funding.

Neil suggested that since the plan is large and hard to absorb in a single sitting that the city prepare an executive summary or a power point. Linda also suggested including more metrics to measure the success of projects. Megan mentioned the possibility of using a sensor or counter of some kind to assess rates of usage of various travel routes.

Neil also brought up the idea of setting more ambitious goals for walking and biking rates.

The POSCC unanimously passed a motion to support the Orr Creek Greenway as the priority project for the plan and to recommend that the city move forward toward implementation so as to not lose momentum. The POSCC recommended that the city pursue “low hanging fruit” for Orr Creek Greenway and that the city work with the Orr Creek Greenway Group to identify areas of the trail and greenway that can be worked on without additional right of way, easements or property acquisition.

In addition, the POSCC unanimously passed a motion recommending that the city set an ambitious goal for active transportation (walking, biking and public transit), whereby active transportation will represent 50% of all travel within the city.

Public Works’ Review of the Doolin Creek Enhancement Plan Budget:

Rick discussed his review of the preliminary budget that Chris and Deborah had prepared. He noted that budget estimates are hard to do based on the plan's very general drawings. He suggested that the numbers for FAA coordination and land acquisition be raised as additional land may need to be acquired on airport property. Otherwise, he had no comments.

Update On Outreach To Doolin Creek Property Owners:

The city has a budget for 300 mailings twice a year. Rick would like to review the letter before it is sent out. Brochures will go out with the letter.

Commission Reports

Deborah reported that the Mendocino County Resource Conservation District is in the process of expanding its boundaries to include the entire county including the incorporated areas, which will open up new opportunities for collaboration on projects within the city limits.

Rick reported that Bob Legge with the Russian Riverkeeper is interested in coordinating trash clean-up events on Russian River.

Meeting adjourned at 6:35.

**PARKS, RECREATION, AND GOLF COMMISSION
Ukiah Civic Center Annex
CONFERENCE ROOM 5
411 West Clay Street Ukiah, CA 95482**

**MINUTES
TUESDAY, February 23, 2016
5:30 P.M.**

I. ROLL CALL / CALL TO ORDER

Commissioners Present:

Faye Hefte – Commission Chair

Henry Sadowski

Susan Knopf

Alan Nicholson

Commissioners Absent:

Vicki Brown-Bitonti-Brown

Staff Present:

Maya Simerson, Community Services Supervisor

Martin Bradley, Recorder

Rick Seanor, Deputy Director of Public Works

II. INTRODUCTIONS:

Rick Seanor, Deputy Director of Public Works

III. APPROVAL/CORRECTION OF MINUTES

A. Minutes of the December 15, 2015 – With three minor corrections, M/S/P as corrected by Susan Knopf and Henry Sandowski.

IV. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

None

V. NEW BUSINESS

A. Discuss and provide comments on the Ukiah Bicycle and Pedestrian Master Plan

Rick Seanor, Deputy Director of Public Works, provided hard copies of the 199 page Master Plan to commissioners who may not have reviewed it online or wished a hard copy. He showed a power point presentation describing how the plan was organized, maps of the existing and proposed bicycle and pedestrian paths and a few highlights from the plan. Deputy Director Seanor made a few additional comments and answered questions:

- Why didn't the bicycle path extend to Riverside Park on E. Gobbi St? (Unimproved portion of street is owned and maintained by the County of Mendocino. Road improvement and bike path is part of ongoing City/County public works discussion.)
- On the future of the Rail Trail, funding was awarded to extend south of Gobbi St. with additional funding sought to complete the trail to Commerce Boulevard by 2018.
- The status of the old wooden Orr Springs Bridge is to be determined, pending outcome of developments proposed in the Wagenseller Neighborhood.
- Commissioner Knopf offered a motion that PRGC supported the plan including some specific elements including a safe walking path around Todd Grove Park. Other commissioners

expressed reservations about naming specific parts of the plan in the motion. Motioned died for lack of second.

- Commissioner Sadowski inquired about the practicality and reasoning behind the recommendation of reducing State Street traffic to three lanes. Deputy Director Seanor said that extensive studies including one specific to the Ukiah thruway indicated it led to a smoother, continuous flow of traffic when combined with timed traffic signals. In the model, the time traversing either direction on State Street was shown to be the same or faster than current transit time. Though perhaps counter intuitive, an even flow of traffic is faster than stop and go traffic at varying speeds.
- Commissioner Sadowski strongly endorsed pedestrian education in the plan, citing the number of near misses of pedestrians crossing between parked cars and other dangerous habits that put drivers and pedestrians at risk. He suggested that the pedestrian education should be strengthened in the Plan.
- Public comment was being accepted through February 29, 2016 Seanor concluded.

Commissioner Knopf made a motion that **“The Ukiah Parks, Recreation and Golf Commission endorses the Ukiah Bicycle and Master Plan and that the Public Works Department continues to further develop the plan”**. Seconded by Commissioner Sadowski. Motion passed 4-0.

B. Annual Election of Commission Chair

Commissioner Nicholson nominated Chairperson Faye Hefte for a third term as Commission chair. Seconded by Henry Sadowski. Motion passed unanimously 4-0

VI. OLD BUSINESS

A. Update on Recreation Programs and Events

1. Community Services staffing update

- Community Services Supervisor Maya Simerson reported that Recreation Supervisor Stephanie Young has resigned effective March 4th. Simerson said the decision was based on Ms. Young's desire to pursue other opportunities. Young had wanted to tell the Commissioners in person, but has been ill the past two days. Simerson said the Ms. Young is leaving the Parks and Recreation Department with many programs developed and sustained and in a better condition than when she started with Community Services ten years ago.
- Jake Burgess has been appointed interim Recreation Supervisor, leaving his position as Sports Coordinator vacant. Other department vacancies; Recreation Coordinator and Receptionist are being advertised, due to close in early March. Remaining staff, two part-time community services assistants and a temporary receptionist, will join Burgess and Simerson in maintaining services and operations. Community Services Supervisor Simerson expressed confidence in the staff and their ability to keep the department functioning at the professional level the public has come to expect.
- Interviews have been scheduled for March 3 for candidates screened for the Community Services Administrator position. Community Service Supervisor Simerson restated what she had reported at the previous meeting; when a CS Administrator is selected, she will remain on board to assure a smooth transition for the new Administer. She will then be available for special projects assignments, but wishes to have more time for family commitments.

2. **Oak Manor Park**

- CS Supervisor Simerson said that the shade structures have been installed at Oak Manor Park and that the project to upgrade the group picnic areas is nearing completion. The terra-pave base and walking surface is being laid as weather permits.
- In reviewing the first project that carried out by Gates and Associates, staff has expressed concern about the lack of timely communication, the level of professional planning and project management provided and oversights in the design specifications (placement of barbeque pits adjacent to picnic tables and under the shade structures). Upon completion of the Oak Manor Park project, there will be a review of the agreement with Gates and Associates and other options will be considered.

3. **Wagenseller Park Location Feasibility Analysis Study**

- Recreation Department Staff expressed their gratitude to the four commissioners who attended the community meeting to discuss the feasibility of an Orr Creek-Wagenseller neighborhood park. Commissioner Nicholson asked what part the PRGC would play in the parks planning. CS Supervisor Simerson said it would continue to be brought back to the Commission until planning is complete and presented to the public.
- Commissioner Knopf said she was aware of the diverse services located in the neighborhood that serve the larger community. However, it wasn't until the meeting that the cumulative impact of a homeless shelter, residential drug treatment center, a safe house for battered and abused woman, the county office for prevention of and treatment for people with HIV and Hepatitis and the density of low and moderate income concentrated in the neighborhood raised larger questions for her about future development besides the much needed neighborhood park.

4. **Developing Recreation Department mission and vision statement and setting goals**

- Commissioner Sadowski suggested that this item be tabled until the department had new leadership and staff in place. Staff and other commissioners agreed.

VII. COMMISSIONER REPORTS

- A. Commissioners stated their appreciation for the article Commissioner Knopf included in the meeting packet. The October 19th, 2015 S.F. Chronicle article, "Risking some Fun", examined the risk-free, safe, homogenous playground equipment versus more challenging and imaginative equipment that encourages risk-taking, overcoming fears and moving beyond a child's risk adverse comfort zone.

VIII. ADJOURNMENT

- A. Commissioner Sadowski moved that the meeting be adjourned and was seconded by Knopf. Passed unanimously.

***The next regularly scheduled meeting of the Parks, Recreation and Golf Commission is
March 15, 2016 at 5:30
Location to be announced***

Rick Seanor

From: Meredyth Reinhard <reinhard@co.mendocino.ca.us>
Sent: Wednesday, January 13, 2016 10:06 AM
To: Rick Seanor
Subject: Re: Ukiah Bicycle & Pedestrian Master Plan - Public Comment
Attachments: 2014_Annual_Performance_Report.OTS.pdf

Rick,

Here are my comments with respect to the above-referenced document:

1. Page 24; item 2.3.2: I coordinated the OTS grant that is referenced. See attached document, page 36, right column
2. Page 73; Bike education: There is a **newly** released State of CA curriculum that meets common core standards for 4 & 5 graders
3. Page 74; Bike rodeo recommendation. Too vague. What ages/schools etc etc.
4. Although there are many local photos, it would be nice for them all to be local and not a mix of stock pics, which are obvious
5. Page 100; item 6.21.1: MCOG is administering a 3-year ATP (SRTS) grant with Public Health and a soon to be named consultant. Services are in 7 county-wide districts. Ukiah being 1 of the districts. I am working with Frank Zeek & Ukiah High on bringing a wide range of services. You might want to include that info.

Let me know what you think!

Take care,
Meredyth

CALIFORNIA'S **ANNUAL PERFORMANCE** **REPORT** **2014**

REPORT
DRUNK DRIVERS
CALL 911

CALIFORNIA OFFICE OF TRAFFIC SAFETY



PROGRAM AREA HIGHLIGHTS

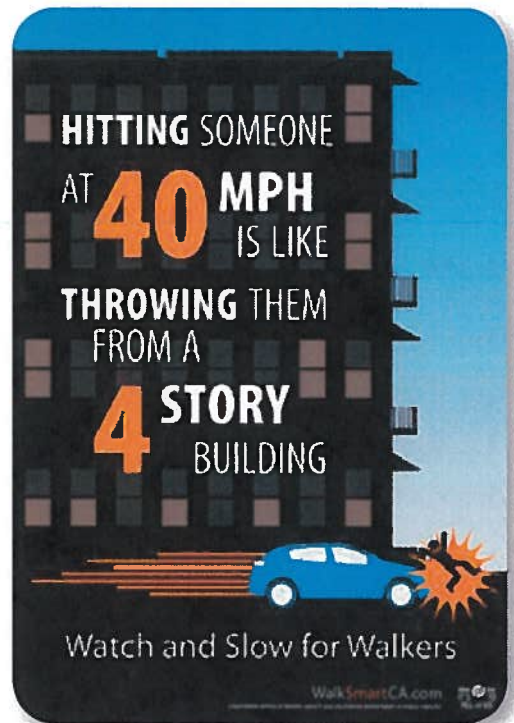
BICYCLE AND PEDESTRIAN SAFETY (CONTINUED)

California Pedestrian and Bicyclist Enforcement and Education Project

The CHP implemented a program that included enhanced enforcement and a public education and awareness campaign focusing on pedestrian and bicyclist traffic safety, including motorist behavior when in the presence of pedestrians and bicyclists. The department conducted 176 traffic safety and road sharing educational events, 45 rodeos, 176 community informational sessions, and distributed 1,024 bicycle helmets plus additional safety equipment, and conducted seven training classes regarding Safe Routes to School, Complete Streets, Understanding Bicycle Transportation, and cycling skills.

Pedestrian Safety Program

The California Department of Public Health (CDPH), Pedestrian Safety (PedSafe) Program experienced several impactful and cutting edge accomplishments, creating unique opportunities for advancing pedestrian safety in California. Of greatest significance was the development and release of Phase II of the "It's Up to All of Us" public education campaign. The campaign promoted messaging that was relevant, timely, well-researched, and targeted three high-risk areas: speeding, distracted walking, and older adults. The campaign was promoted through outdoor advertising, internet banner advertising, radio, community outreach events, national webinars, and the PedSafe website www.WalkSmartCA.org. Estimates for the number of Californian's reached with these messages (calculated by number of "views" or "hits") is in the millions.



Walk & Peddle in Fine Fettle

The Mendocino County Public Health Department implemented media campaigns, bicycle rodeos, and classroom presentations to raise awareness of safely sharing our streets. In addition, youth groups advocated for increased enforcement of safe biking and pedestrian laws and support for walkable and bikeable communities. Eight bicycle rodeos provided 576 free helmets, tire reflectors, and hands-on bicycle skills training to 616 Willits and Ukiah youth. Classroom presentations on bicycle and pedestrian safety were presented to 573 students. The presentations were provided by the CHP and Willits Police Department. Additionally, newspaper articles were distributed on pedestrian behaviors, responsible driving, and bicycle safety. Public service announcements were recorded by youth in English and Spanish on the topics of texting, helmet laws, and rules of the road.

Rick Seanor

From: roger@mendocpa.com
Sent: Monday, February 01, 2016 3:41 PM
To: Tim Eriksen; Rick Seanor; John Lampi; neil@mendotrails.org
Cc: Ben Kageyama; Darin Malugani; Kevin Thompson; Sean Kaeser
Subject: UKIAH BICYCLE AND PEDESTRIAN MASTER PLAN

To All It May Concern:

At the January 12, 2016 meeting of the Traffic Engineering Committee (TEC), copies of the Draft For Public Review dated 1/11/2016, were passed out for comments from committee members. My comments will mainly address the Pedestrian portion of the plan, from my experiences in walking around the West side of Ukiah. In addition to what has been proposed in this comprehensive volume, I would suggest a few items that might also be included in discussions for the plan.

1. Allowing the use of golf carts on city streets, where the speed limit is 25 to 30 mph, would alleviate some of the short trips that are now completed in cars, pick-up trucks and SUVs. It would also help to lower the speeds on the city streets by using slower vehicles.
2. Provide a City Policeman or Community Services Officer with a bicycle for patrolling the downtown and areas around schools. There would be a potential for more contact between citizens and the Police Department, and it would also provide an opportunity for bicycle safety instruction by someone who uses a bicycle.
3. Provide instruction to bicycle riders on the risks of running stop signs. This is not only a safety issue for the riders and drivers but it also an issue of everyone following the laws and rules of the road.

In reviewing the Draft Plan, I have some comments that may be useful to the preparers of the plan. This list is far from complete due to the time restraints and complex issues involved.

1. Page 1, Article 1.1: The history of the Yokayo Rancho, while interesting, seems of little value to this document.
2. Page 5, Article 1.4.1, first bullet item: The TEC representatives are correct except for the "other relevant departments" which should read the "city manager's office".
3. Last paragraph on Page 5: In order to review the improvement between 2014 and 2035, it seems that some base-line statistics would need to be generated to measure conformance.
4. Last paragraph on Page 6: Does designating State Street as a bicycle corridor really make sense with all of the car and truck traffic on that street?
5. Page 8, second bullet item: Who makes up the Bicycle and Pedestrian Master Plan Steering Committee? Is it an on-going committee?
6. Page 13, Article 1.5.2, third bullet item: Segment S11 assumes that Brush Street would be widened to accommodate a bicycle lane and that the back gate to the Fairgrounds at the end of Mazzoni Street would remain unlocked. Should that be included in this plan?
7. Page 18, Article 2.1, first paragraph, line 8 should read North and South "State" Street.
8. Page 32. Article 3.2.3 Community Survey: It appears from Appendix B that the 61 responses to this survey were from an on-line survey. This seems to be a very small sampling from the residents of Ukiah. I would suggest, to get a more robust response, that the city include a survey sheet in the monthly utility bills and provide a way for people to respond either on-line or by including a written response with their payments.

9. Page 56, Map with Propose Pedestrian Facilities: Why isn't there a notation for reduced speed limits on North State Street at the AA and Redwood Academy schools or on South Dora Street at Yokayo school or on Low Gap Road at the high school?
10. Page 58 Table 18: This Table has missed numerous locations where sidewalk closures are needed. At all locations where stretches of sidewalks are missing, it becomes necessary for pedestrians, people pushing baby carriages and people in wheelchairs to go out into the street which creates a very dangerous situation. In my neighborhood near Pomolita school, I noted the following locations that were not mentioned in Table 18. This is not a complete list and only covers a small area in Ukiah.
- a. 575 Live Oak, on east side, missing approximately 60 linear feet (').
 - b. South side of Walnut just west of Todd, 80'.
 - c. 421 Todd, 110'.
 - d. 822 to 826 Dora Ave, 100'.
 - e. 842 to 844 Dora Ave, 100'.
 - f. 850 to 854 Dora Ave, 100'.
 - g. South side of Dora Ave at Live Oak, 120'.
 - h. 605 to 640 Dora Ave, 120'.
 - i. 744 Hazel, 60'.
 - j. 786 Hazel, 80'.
 - k. 808 Hazel, 150'.
 - l. 612 to 614 Walnut, 100'.
 - m. 411 to 415 Walnut, 100'.
 - n. 658 Walnut, 100'.
 - o. South side of Walnut at Spring, 100'.

Is there a reason that so few locations were noted in Table 18? Was this an oversight or were certain criteria used and if so who is responsible for determining the criteria?

11. Page 60, Recommendations: With regards to the "road diets" on State Street, was there a Traffic Study performed to determine what the traffic congestion will be on State Street when the existing 4 lanes are reduced to 2 lanes? What will be the traffic consequences be to adjoining parallel streets, such as School Street and Main Street?
12. Page 84 Table 28: Prioritization Matrix: Knowing the amount of amount of work required to fix our current street and sidewalk problem areas, I am dismayed to see that another Feasibility Study for a new Trail and Greenway is the number 1 item in this Table. To me, there appears to be a conflict of interest for those responsible in preparing this Master Plan to indicate that a new Feasibility Study is the most important agenda item.

Roger Vincent, Public Member TEC

Rick Seanor

From: Andrea Davis <tworns@pacific.net>
Sent: Tuesday, February 02, 2016 2:12 PM
To: Rick Seanor
Subject: Orr Creek Greenway misc
Attachments: OC21.pdf; ATT00001.htm; MCOG_map_pdf.pdf; ATT00002.htm

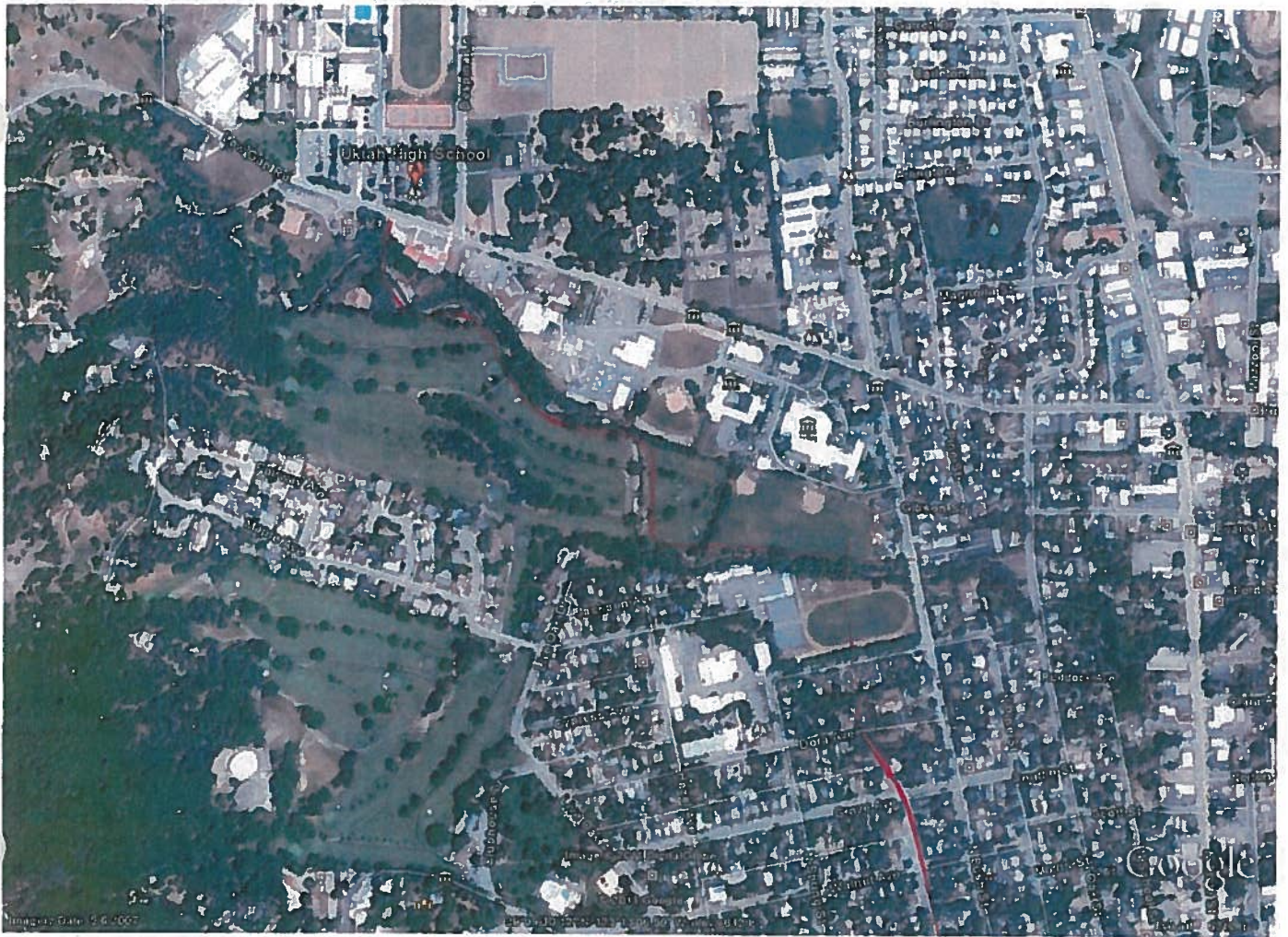
Hi Rick,

At the end of the bike and ped plan workshop, there were some questions about Orr Creek Greenway and some requests for more information in general. I don't know if you can use what I have, but I'll send you my power point, a copy of the 1999 Orr Creek Enhancement study and the pages from the MCOG Capital Improvement Projects 2011 that address an Orr Creek pathway near Pomolita. I will send in more than 1 email as there are some big files.

MCOG 2011:

Table A-1: Tier 1 MCOG Capital Improvement Program Project List

Bike / Ped Projects Street / Roadway Projects MTA						
	Project Name	Project Description	Source	Jurisdiction Code (MC=County; FB=Fort Bragg; U=Ukiah; W=Willits; PA=Point Arena)	Cost Estimate	Cost Estimate Source
45	Central Business District/Pudding Creek Trestle Connection	The path would be Class I and approximately 0.40 mile in length, and run west of West Street between Pine and Elm Streets. A designated bikeway along Pine Street would connect to the Central Business District. On Mill Property and subject to redevelopment plan.	2006 Mendocino County Regional Bikeway Plan - Table 3 Proposed Bikeway Improvement Projects	FB14	\$361,100	CSWST2 (2011)
46	East Side Potter Valley Road Improvements	Improvements include roadway widening, pavement reconstruction, grading and paving shoulders, and reconstruction of drainage facilities.	Regional Transportation Plan (2005) - Long Term Improvements from Final Roadway Transportation System Element	MC11	Phase I - \$7,200,000 Phase II - \$5,000,000	Mendocino County (2011)
47	SR1/Boice Lane	Install a flared/right turn lane with a storage capacity of two vehicles on the eastbound and westbound approaches; Consider installation of a traffic signal or roundabout	SR1 Corridor Study (2008) Mitigation Measures and Improvements	MC12	No Estimate Available	
48	S State St	Class I bike path parallel to South State Street between Washington and Norgard	Ukiah Bike Plan 1999	U9	\$1,046,500	CSWST2 (2011)
49	Orr Creek Pathway	Class I path along Orr Creek Pathway from Dora St to Ukiah High School.	2006 Mendocino County Regional Bikeway Plan - Table 4 Proposed Bikeway Improvement Projects	U10	\$506,345	CSWST2 (2011)
50	NWP Rail Trail, Phase II	The long-term goal would be to extend the Class I bikeway north and south to reach from Ford Road in the north to Norgard Ln in the south. This would include approximately an additional 2 miles of Class I bikeway.	AB1600 Traffic Mitigation Fee Study (Table 3) - Ukiah Nexus Study & 2006 Mendocino County Regional Bikeway Plan - Table 5 Proposed Bikeway Improvement Projects	U11	No Estimate Available - Pending Completion of Rails to Trails Plan (2012)	
51	Gualala CAP	Installation and improvement of crosswalks across Highway 1 in Gualala. Decorative paving and/or high-contrast markings should be utilized to increase visibility. a) At Sundstrom Mall b) Across both sides of Ocean Drive c) At SeaCliff d) Center Street e) The north side of Pacific Woods Road f) Gualala Mobile Court	Gualala CAP	MC13	\$80,000	RRM Design (2009)
52	Maple Ave	Class II lanes on Maple Ave from Harrison to Harold St.		FB15	\$5,000	F&P (2011)
53	Redemeyer Rd	Class III route on Redemeyer Rd (215A) from CR 215 to CR 215B.	2006 Mendocino County Regional Bikeway Plan - Table 5 Proposed Bikeway Improvement Projects	MC14	\$16,500	F&P (2011)
54A	South Main Street Access and Beautification Plan	An improved five-lane cross section with completed sidewalks and Class II bicycle lanes for the length of the roadway from Oak Street to the Hare Creek Bridge; Enhanced and New pedestrian crossings including curb extensions, high-visibility striping, stop bars, pedestrian signage, and median refuge islands. Proposed new "mid-block" crossings at specified locations; Improved Pedestrian and Bicycle Facilities on the Hare Creek Bridge; enhancements to existing traffic lights and lane configurations; development of a center, tree-lined median; development of planting strips along both sides of the roadway; development of new gateways with coordinated signage and landscaping. Realign the SR 1/Ocean View intersection	2011 South Main Street Access & Beautification Plan	FB16A	\$5,730,000	City of Fort Bragg (2011)
54B	Residential Streets Safety Plan	Infill sidewalk construction and sidewalk reconstruction, raised crosswalk with sign and striping plan where the logical; pedestrian route shifts; revised centerline striping plan; striping at centerline and edge of travel way; raised crosswalk with a curb extension; speed table; traffic circles at two intersections; speed cushions; enhanced crosswalk; splitter islands in locations where there are no high visibility crosswalks. LED ringed stop signs at the intersection of Oak and Harold Streets; and curb extensions.	2011 Residential Streets Safety Plan	FB16B	\$849,500	City of Fort Bragg (2011)
55	Commercial Street	Class I path on E Commercial St from 550' E/S Lenore to City Limits.	2006 Mendocino County Regional Bikeway Plan - Table 2 Proposed Bikeway Improvement Projects	W4	\$227,010	CSWST2 (2011)
56	Port Road	Rename Port Road between Main Street and Iverson Avenue and redesign as a bicycle boulevard. Improve visual character of the barrier between Port Road and Iverson Avenue	Point Arena Community Action Plan	PA10	\$75,000	F&P (2011)
57	Central Street Ped and Bike Improvements	Major rehab and installation of pedestrian and bicycle improvements on Central Street from South Street to East San Francisco Avenue; 2020.	Comments in Email dated 10/20/2010 from Alan Falleri of the City of Willits	W3	No Estimate Available	



Assume sign @ Start & Finish
of bike path

↑ Dora St.

0.6 miles ±

Orr Creek Pathway
Proj. No. 49

Rick Seanor

From: Andrea Davis <tworns@pacific.net>
Sent: Wednesday, February 03, 2016 10:49 PM
To: Rick Seanor
Subject: Orr Creek Powerpoint
Attachments: OrrCreekGreenwayCompressedevenmore_Keynote.pptx

The Orr Creek Greenway

A place for people, wildlife and water



Goals of the Orr Creek Greenway:

- ✖ To provide a pleasant, safe place for all ages to recreate by walking, running, biking and enjoying nature.
- ✖ To provide a commuter route for non-motorized travel.
- ✖ To provide Ukiah students with Safe Route to School(s).
- ✖ To provide a wildlife corridor.
- ✖ To enhance and protect open space and the health of Orr Creek.
- ✖ To connect our community to nature.
- ✖ To decrease undesirable uses, including garbage dumping and illegal camping.

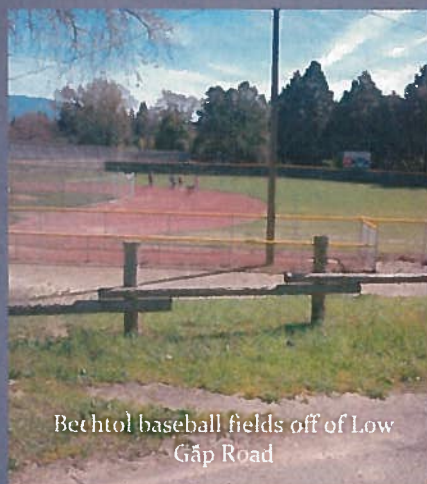
Western end of greenway



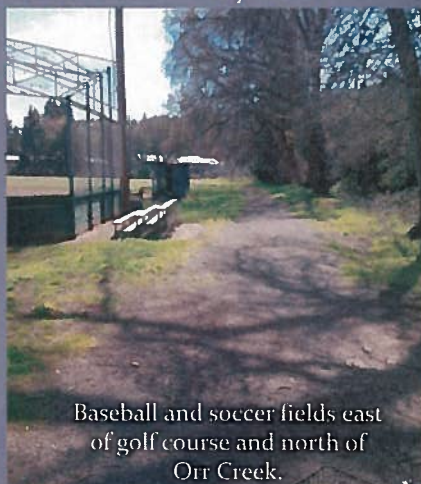
Access to Ukiah High, Low Gap Park,
Skateboard Park, Ukiah Players Theater



Access to Pomolita Junior High, Bechtol fields,
Pomolita Soccer and Baseball fields, County offices.



Bechtol baseball fields off of Low
Gap Road



Baseball and soccer fields east
of golf course and north of
Orr Creek.

Bush St to Bechtol Fields



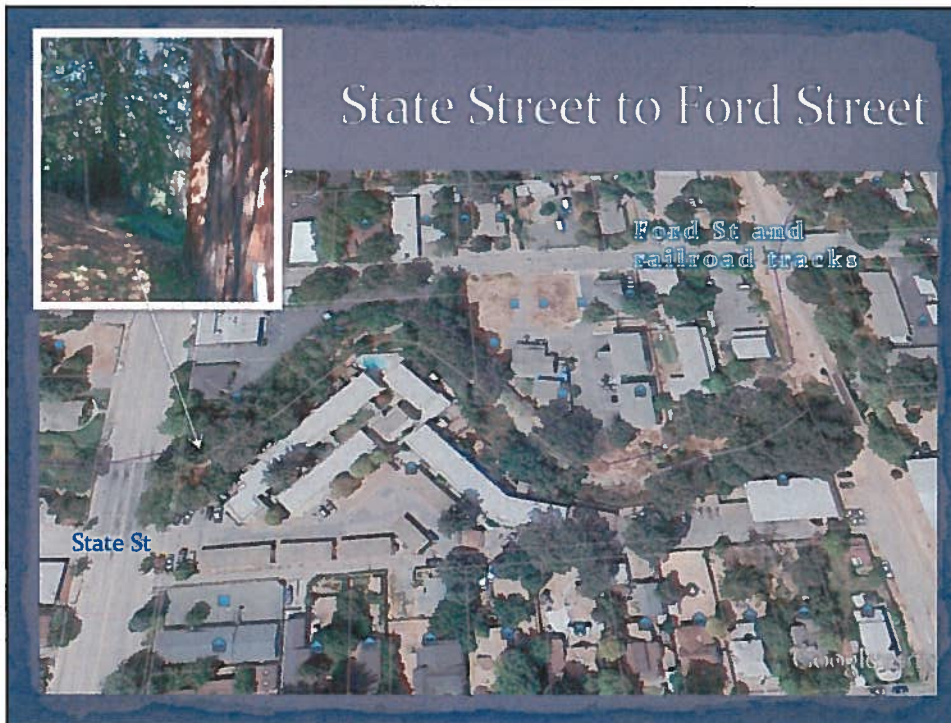
City Connector Path Oak St To Bush St



State Street to Oak Street



State Street to Ford Street



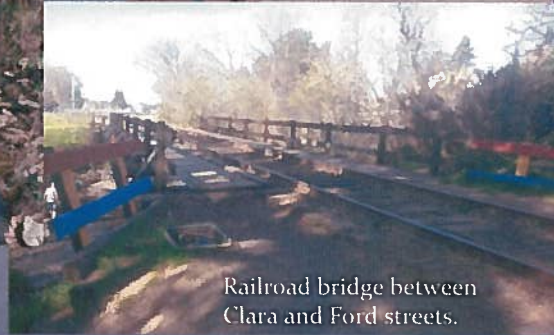
State St to Ford St and Rail Trail Connection



View from State St bridge
looking east down Orr Creek



Railroad crossing Ford St

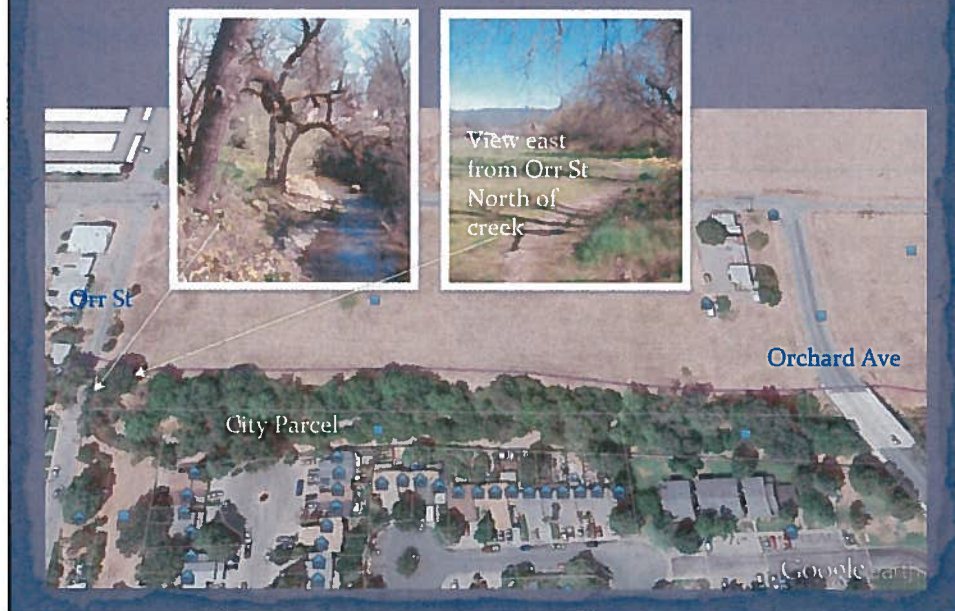


Railroad bridge between
Clara and Ford streets.

Orr Street to Ford Street

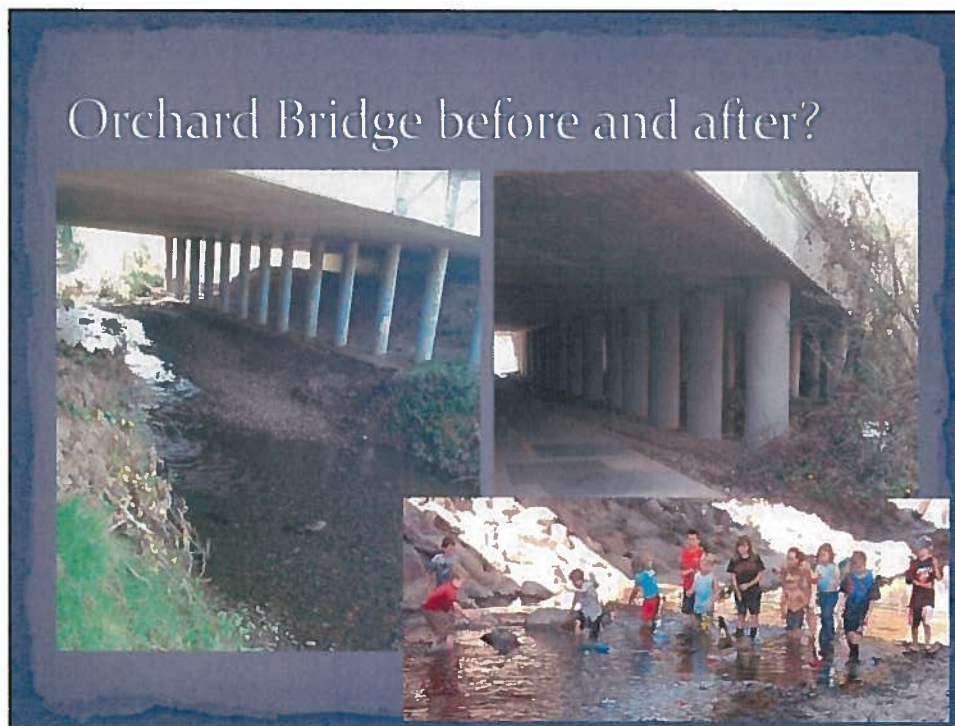
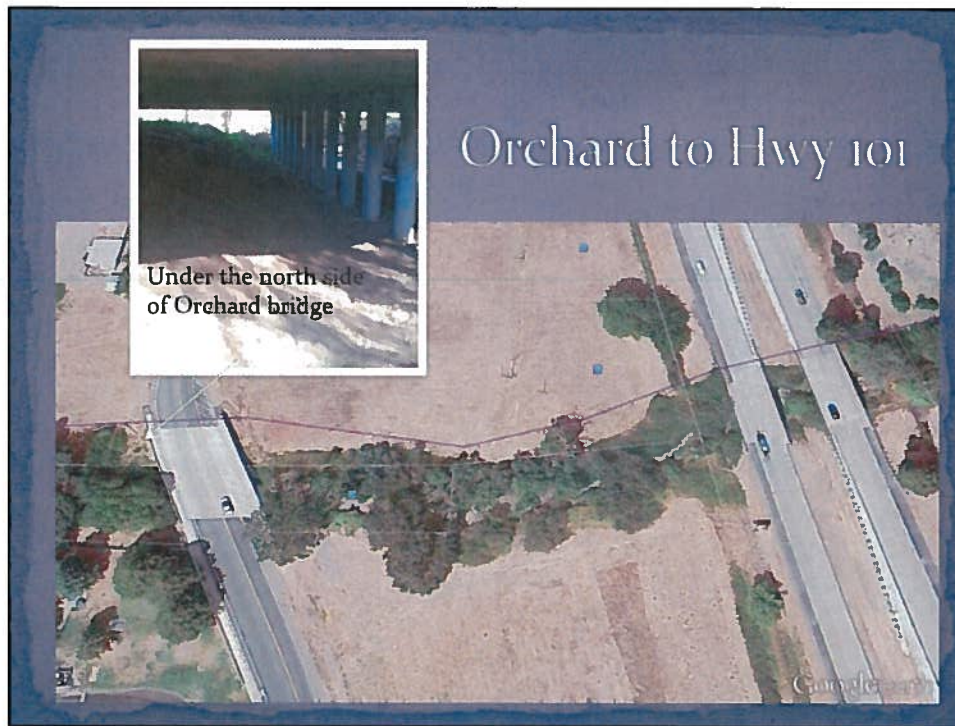


Orr Street to Orchard Ave

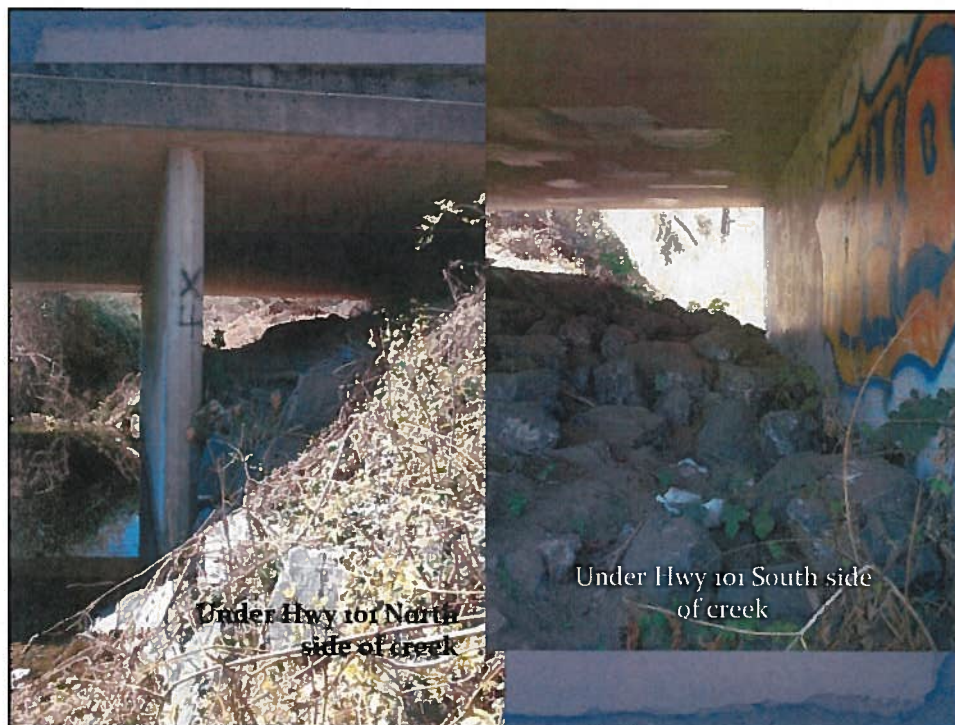


Orr Street to Orchard, South of Creek along City parcel.





Hwy 101 to the Russian River. City of Ukiah Baseball Fields



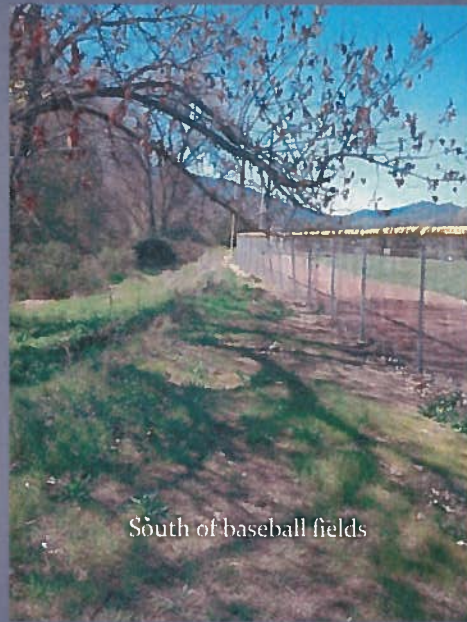
Under Hwy 101 North
side of creek

Under Hwy 101 South side
of creek

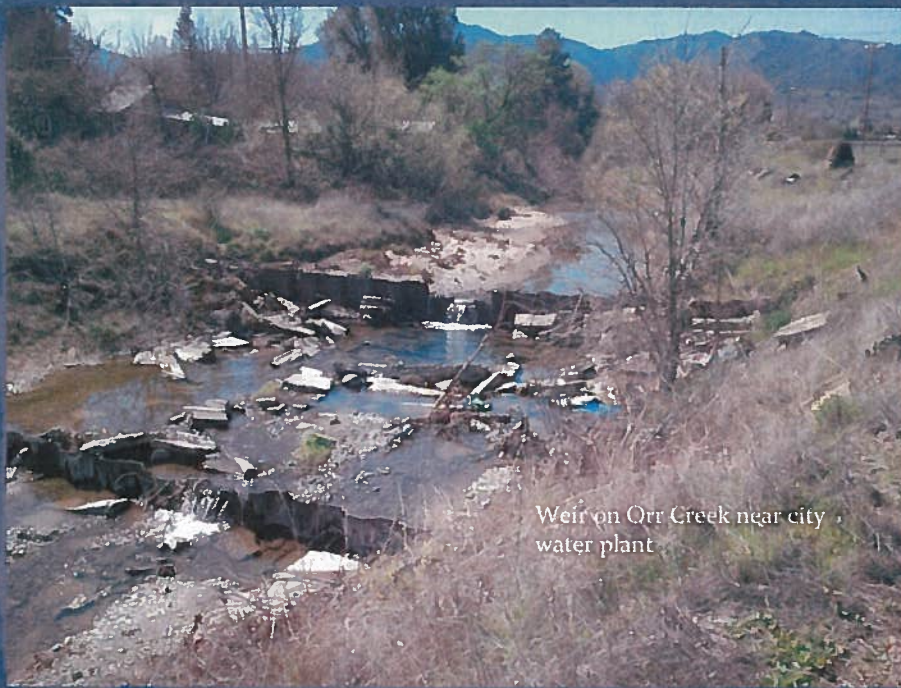


Vinca

Existing use trail from baseball fields to Orr Creek under Hwy 101



South of baseball fields



Weir on Orr Creek near city water plant

Why the Orr Creek Corridor?

- ✖ Orr Creek reaches almost across the Ukiah Valley floor from East to West.
- ✖ The corridor is virtually flat.
 - ✖ This provides an opportunity to create a pathway that people of all ages and abilities can use.
 - ✖ The trail will be easier to build and maintain.
- ✖ Much of the corridor is public land (City of Ukiah, County or Ukiah Unified School District.)
- ✖ Most of the creek has not been built up next to it's banks.
 - ✖ There is space for a pathway within, or next to, the riparian corridor.

Why the Orr Creek Corridor?

(continued)

- ✖ The creek is lined by large trees. This creates shade, which is very important for non motorized commuting during the warmer months.
- ✖ Connectivity:
 - ✖ The corridor is close to downtown.
 - ✖ It will connect with the rail trail.
 - ✖ It connects commercial areas, residential areas, recreational areas, schools and county offices.
- ✖ This is an opportunity to preserve and enhance Orr Creek as a wildlife and watershed resource.
 - ✖ Orr Creek is home to steelhead trout as well as other native fish, amphibians, mammals, birds and invertebrates.

Examples of Paths and Greenways:
Left picture is path under Hwy 101. Right is a relief mural on the
wall of an undercrossing

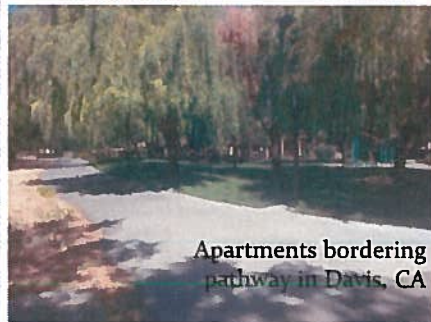


Pathway Examples:



Folsom undercrossings: creeks with trails.

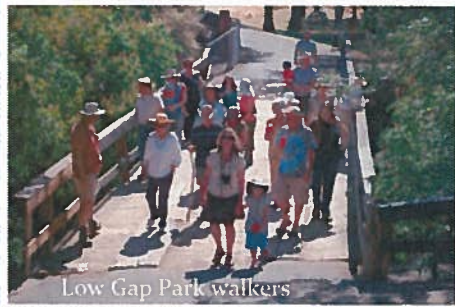




Apartments bordering
pathway in Davis, CA



Path along residences,
Davis, CA



Low Gap Park walkers

Path Examples (Folsom)



More examples:

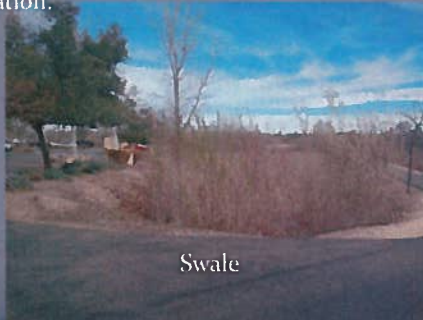
Jim Konopka Bridge built by volunteers in Folsom.



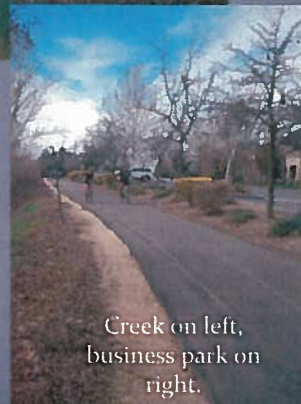
Small connector path between residences in Davis. Note bike roundabout and park behind. There is a school adjacent to park.



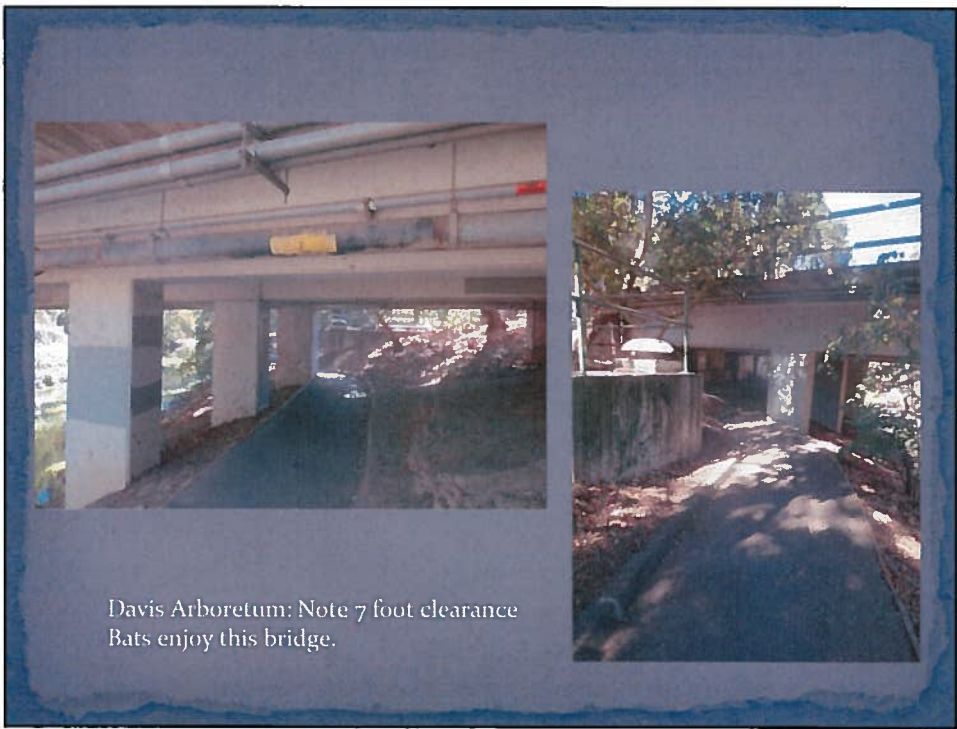
Folsom bike path. Four views from the same location.

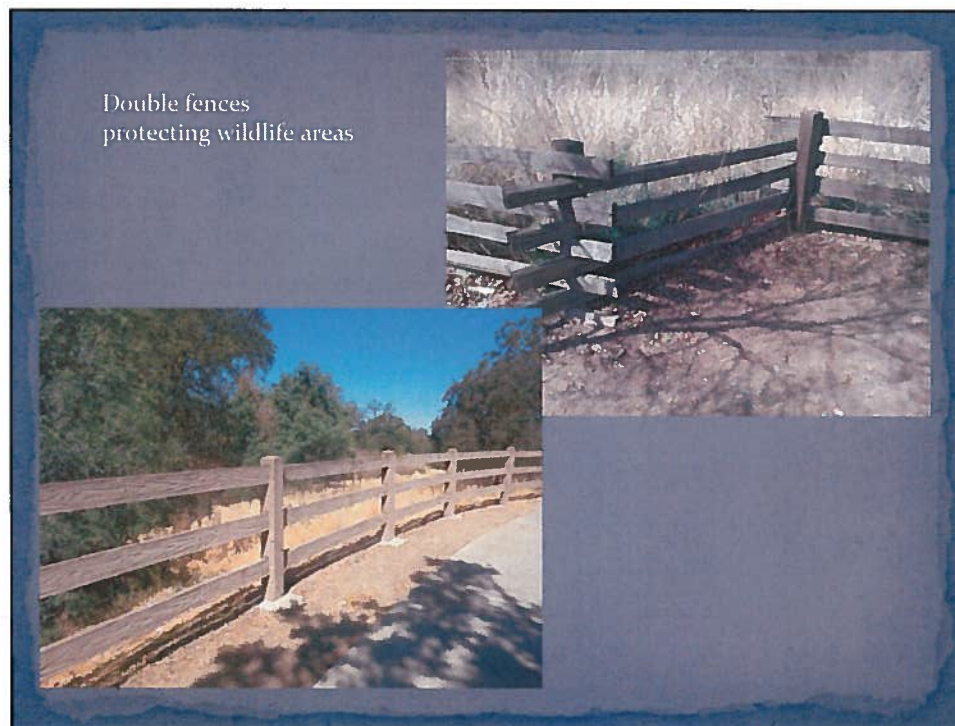
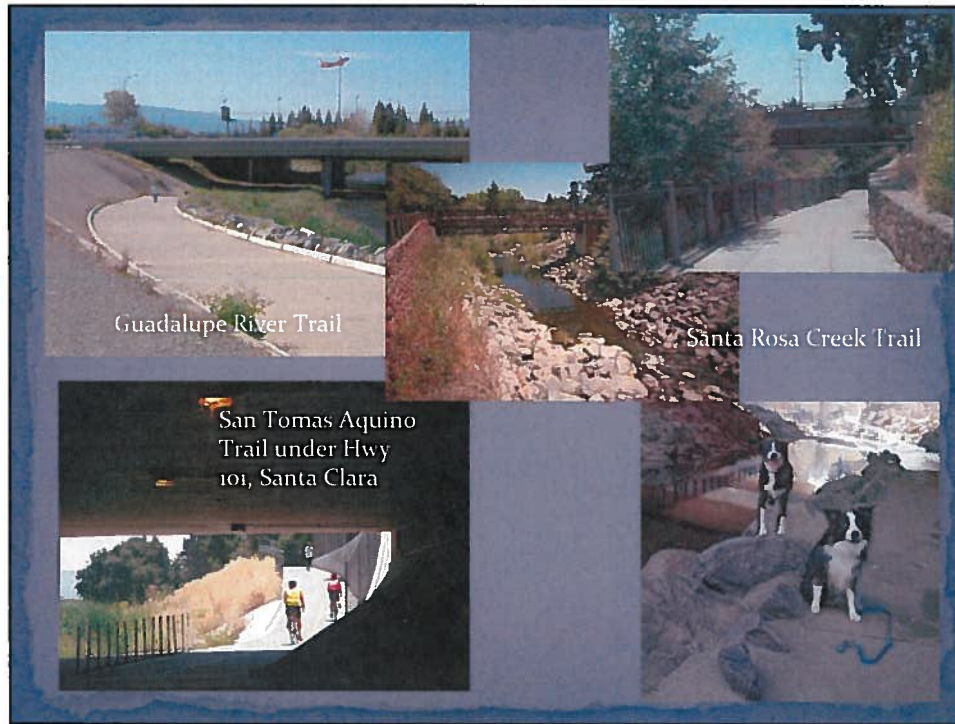


Swale



Creek on left, business park on right.







Park along Davis Greenway

Putah Creek Greenway



Northstar Park, Davis
Looking west towards Nature
Path and Soccer Field.

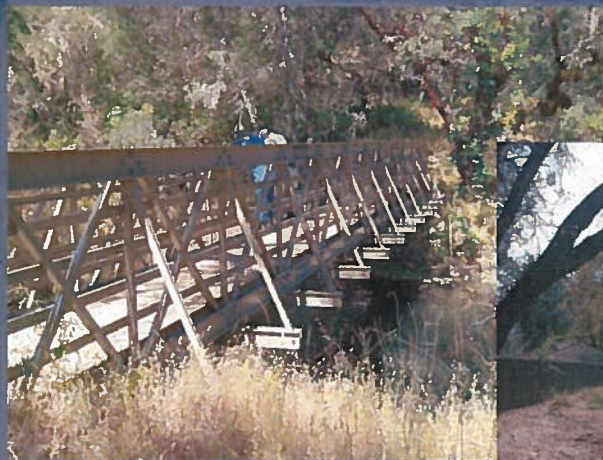
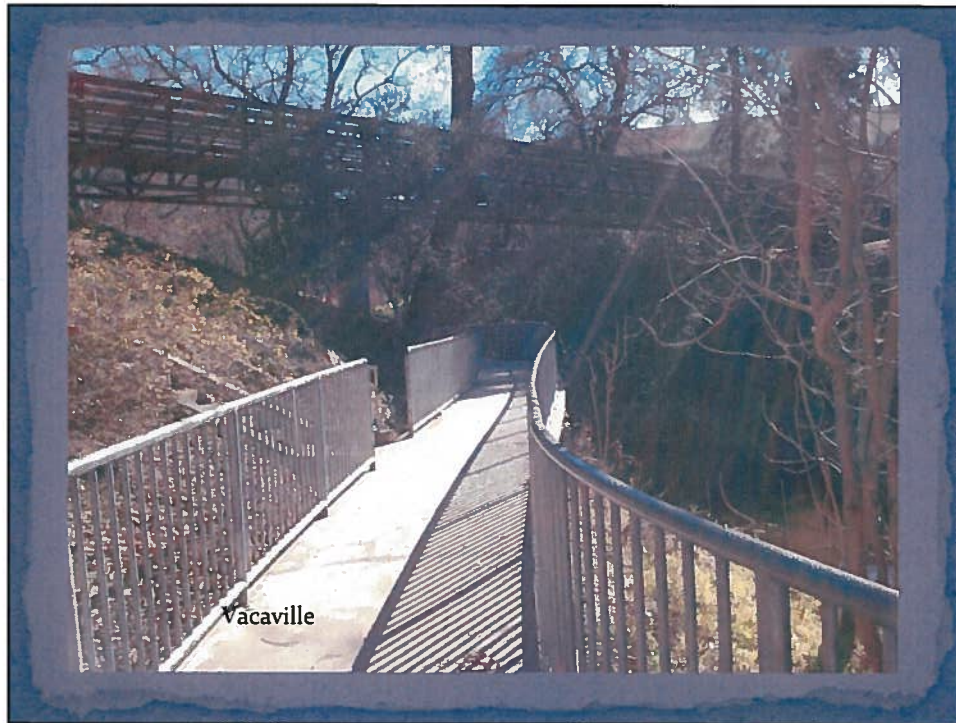
Northstar Park, looking
east across pathway
towards drainage
ponds/wildlife area.



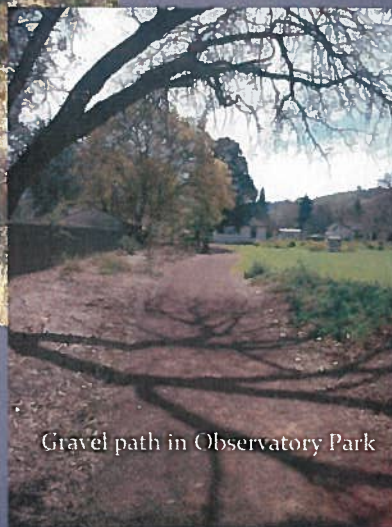
Vacaville Undercrossing



Downtown Vacaville



UVTG volunteer built bridge at Lake Mendocino



Gravel path in Observatory Park

Ukiah Examples



Gibson Creek
Oak Manor Park

Rick Seanor

From: bruni kobbe <brunik@mcn.org>
Sent: Thursday, February 04, 2016 1:25 PM
To: Rick Seanor; Tim Eriksen
Cc: Sage Sangiacomo; sherrie@gracehudsonmuseum.org; Pinky Kushner; Ann Kelly; Davis Andrea & Neil; Ben Kageyama
Subject: Bicycle & Pedestrian Master Plan Draft
Attachments: mapprop. paths.pdf

Rick and Tim,

Below we focus on a major aspect of the comments we made about the Bicycle and Pedestrian Master Plan Draft at the Planning Commission meeting on 1-27-2016. Many speakers had valuable suggestions, and we encourage you and other City staff to take them into account when moving forward. We request that the suggested changes be incorporated into the body of the Plan, not just added in an appendix. Several speakers lamented the lack of transparency and publicity about the Plan. We participated in the 2014 Farmers Market survey, which was not an environment for thoughtful study. We found out about the public comment period of the current draft only indirectly a few days before the Planning Commission meeting. We were not aware that the City had obtained permission for a vehicular railroad crossing at Clay Street; we were long told that such a permission would be nearly impossible to obtain.

Our main concern is the underlying assumption that the City has to accommodate CARS FIRST, then find a way to protect pedestrians and bicyclists from cars. If you are still pushing for new road building, how can you expect to get people out of their cars and create a healthy environment for everybody ?

The case in point are the planned street extensions from Clay Street and Hospital Drive into the future court house site. Both extensions should be Class I dedicated pedestrian/ bike paths ONLY (see attached map) Here are several reasons:

1. Cars can easily access the courthouse site from the existing entry through the railroad station or from Leslie Street. Both access routes would only require some improvement, certainly less costly than new road building (Leslie needs a new, fish-friendly culvert/bridge over Gibson Creek anyway, accomplishing two goals with one effort).
2. A foot/bike path from Clay Street into the court site would encourage foot traffic from and to downtown (for lunch, shopping), helping the downtown businesses survive the loss of the current court house. (Once your car is parked at the court house, you are just as likely to drive to Starbucks or other businesses near the freeway)
3. Keep [permit] parking in existing parking lots close to downtown; additional [permit] parking could be negotiated with private, underutilized lots along Main St; this approach requires less parking spaces at the court house, allowing a wider creek setback and more green spaces for courthouse visitors and employees.
4. Help the Grace Hudson Museum: foot traffic will create interest in visiting the museum; a calm environment on Clay Street along the Museum grounds will help visitors enjoy the new garden exhibits in tranquility free of additional car noise and air pollution.
5. A foot/bike path easily crosses and connects with the existing Rail Trail section; another street crossing would again create a safety issue for pedestrians/bicyclists on the Rail Trail.

6. The Hospital Drive extension across Gibson Creek --strongly opposed by many at the charrettes ("charades") years ago-- would destroy the only successful creek restoration in the downtown area (see attached photo), make the adjacent pocket park less inviting and usable.

7. A foot bridge, together with the pocket park, provides an easy connection to the Rail Trail across Perkins St., as well as to the Hospital and medical offices on Hospital Dr. An additional path from Perkins/Mason St. along the day-lighted section of Gibson Creek from Mason to Main St. (see Gibson Creek Habitat Enhancement and Public Access Study, 2001) would be a critical connection to the library parking lot, currently used by many court employees. Funding for such improvements could be included in the courthouse project.

As the consultants have pointed out, you get a much better return on your investment with walk/bike paths than with streets. Implementing the outlined pathways would be a major improvement in connecting downtown to the new court site, instead of letting a car-centric court site shift business and attention yet again away from downtown.

The current Plan is a good start to improve safety for pedestrians and bicyclists on existing streets and provide better connections to schools and parks. But please reconsider the need for additional streets. Thinking outside the engineering box and beyond the funding limits from street-oriented sources (like Caltrans) would greatly help in making Ukiah a truly walkable city. Let's go on a real diet, not just "diet" State Street a little-- it's healthier for our budget and our bodies.

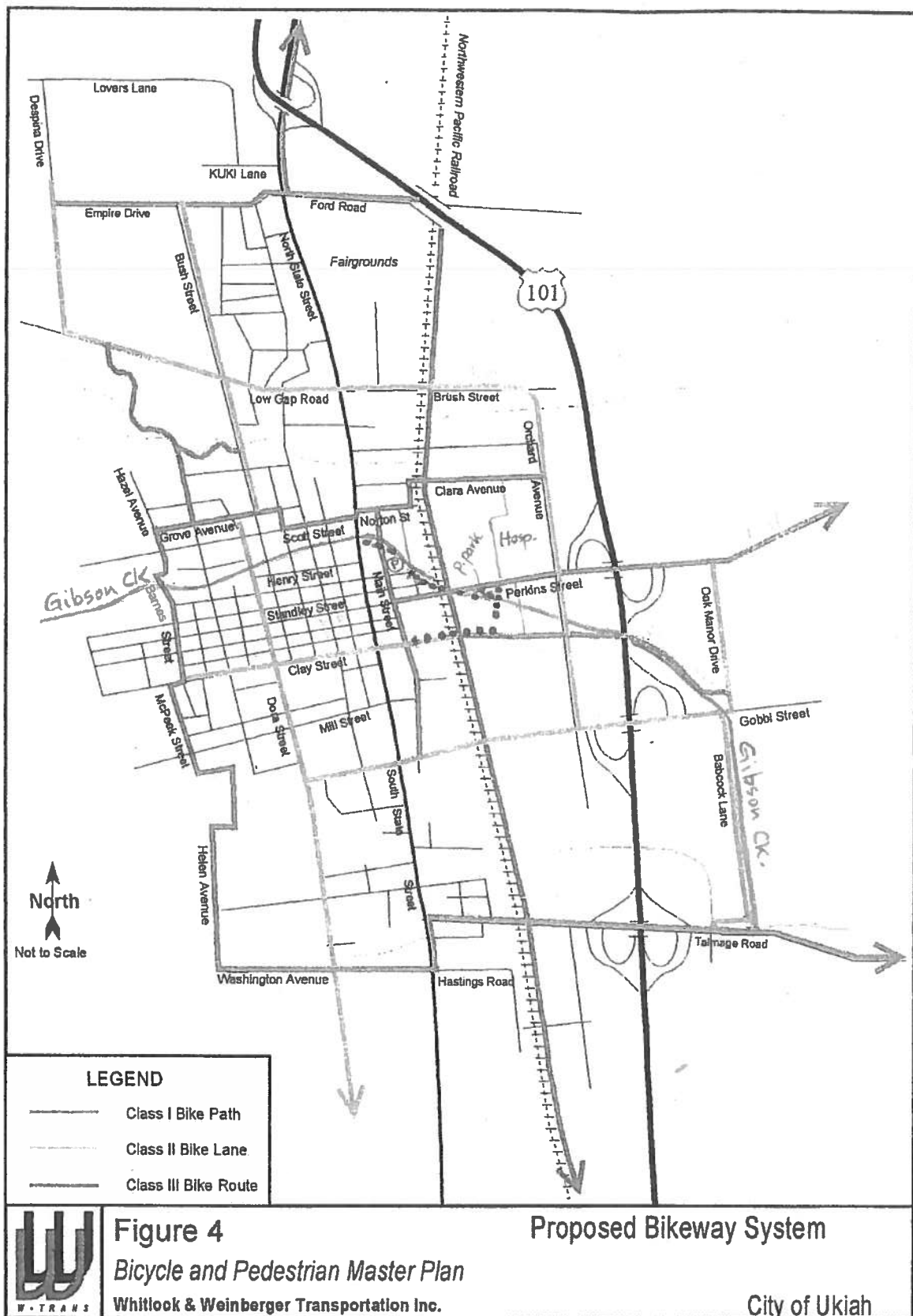
Thank you.

Bruni Kobbe

Pinky Kushner

Friends of Gibson Creek

att.: map, 2 photos



from: Ukiah Bicycle Master Plan, 1999

..... proposed Class I connection, FOGC 2/16



Gibson Creek at Railway Station, 1/2016

bko



Gibson Creek between Mason/Main St., 1/2016

Rick Seanor

From: twheelsit@gmail.com on behalf of thomas zimlich <tom@cyclist.me>
Sent: Monday, February 08, 2016 1:13 PM
To: Neil Davis; Rick Seanor; Tim Eriksen; Ben Kageyama
Subject: Re: FW: Ukiah Bike and Ped Plan

Rick,

Thanks for the information and I will plan to attend the Planning Commission meeting on February 10. I can't seem to locate an agenda, so do you have an approximate time you will be speaking?

Regarding the Bike and Ped plan, I do have some initial comments:

I like the detail of the plan and it reflects much of what we discussed on our tour of the city with Alta Planning. However, I do not see many metrics or measurements of success. Now I have not finished reading the entire document, so I may still find some, but it would be great if for example, there was a goal to go from zero signposted bike routes currently to say 5, or even 10 within the time frame of this document.

One item that is included in the document that was not discussed in our tour of the city is a proposed roundabout at N. Bush/Low Gap (bullet item #7 on page 11). I am not sure why this is included in this document, but since it is, my perspective on this is that it is a terrible idea and 1) should not be done and 2) at the very least removed from this document. I have not seen the detailed plans for the roundabout, but here is a bit more background on my perspective without knowing too many details:

I lived in England for several years where roundabouts are prevalent and I was living in San Francisco and volunteering with the SF Bike Coalition when experimental roundabouts were tried in the Haight Ashbury neighborhood. In summary, I do not think the Low Gap/N. Bush roundabout would work because:

- The intersection is not big enough to handle the volume, slow the vehicles and safely transit bikes and pedestrians. The Haight Ashbury roundabouts were removed after a few months due to this very lack of space and major safety issues.

- To appropriately slow non turning vehicles, the center median would have to be huge, taking up most of the intersection. Speed bumps are a possibility to reduce the size of the median, but there would need to be quite a few and speed bumps aren't terribly cycling friendly. I do not know the City's plans to slow non turning vehicles, but it would seem to me to be a huge challenge.

- Successful roundabouts with similar volume and 4 entries and 4 exits would have substantial distance between each entry and exit point. In the N. Bush/Low Gap case, the entry and exit points are virtually connected. It seems to me that it would be very challenging to slow traffic that is turning and enable safe passage for everyone with all entry and exit points so close together.

- With the volume of traffic at this intersection, especially during schools start/finish times, a roundabout in England would have a separate structure for bikes and pedestrians, i.e. an overpass or underpass, or a crosswalk (with a traffic signal) about 20 meters from the intersection. Otherwise, pedestrians would not be able to safely cross the street.

- In general, roundabouts are a good idea when pedestrian traffic can be routed away from the intersection. When pedestrians are crossing at the intersection, a roundabout is generally not a good idea (or the aforementioned underpass/overpass is constructed). Again, I do not know the City's plans, but it seems to me that significant infrastructure would need to be put in place to ensure all users remain safe.

Thanks for listening and I'll see you at the Planning commission meeting,
Tom

On Mon, Feb 8, 2016 at 11:51 AM, Neil Davis <ndavis@ncoinc.org> wrote:

From: Rick Seanor [<mailto:rseanor@cityofukiah.com>]

Sent: Wednesday, February 03, 2016 10:58 AM

To: Neil Davis

Cc: Tim Eriksen

Subject: RE: Ukiah Bike and Ped Plan

Hi Neil,

Yes, I'll be returning to the Planning Commission for their Feb. 10 meeting. I'm preparing a Power Point presentation for that meeting.

The Bike & Ped plan will be presented for comments at the TEC on Feb. 9 at 3 pm and at the POSCC meeting on Feb. 9 at 5:30 pm.

Lastly, we have scheduled the Bike & Ped Plan to be presented to the City Council at their March 2, 2016 meeting. Sorry we don't have a choice since both Planning Commission and City Council regularly meet on Wednesday evening.

Thank you for your offer to help publicize the Bike & Ped Plan for comments. Please feel free to distribute the attached memo.

We've posted a copy of the draft plan along with copies of the attached memo at Dave's Bike Shop and Pacific Outfitters. In addition a copy of the Bike & Ped plan is available for review at the Library and at City Hall.

Thanks for your help!

Rick

From: Neil Davis [<mailto:ndavis@ncoinc.org>]
Sent: Tuesday, February 02, 2016 2:33 PM
To: Rick Seanor
Cc: Tim Eriksen
Subject: Ukiah Bike and Ped Plan

Hi Rick, I was sorry to miss last week's public meeting on the Bike and Ped plan. Please let me know if you are going to schedule another one. I'm happy to take part and would even be willing to help with a presentation if it would help. I can also help with publicizing it. I am typically out of town on Wednesdays so hope it might be scheduled on another day of the week. Do let me know, talk to you soon.

Neil Davis, RN PHN

Program Director, Walk & Bike Mendocino

Executive Director, Ukiah Valley Trail Group

413 N State St, Ukiah CA 95482

[707-467-3217](tel:707-467-3217)

Rick Seanor

From: Neil Davis <ndavis@ncoinc.org>
Sent: Monday, February 15, 2016 11:08 AM
To: roger@mendocpa.com; Tim Eriksen; Rick Seanor; John Lampi; neil@mendotrails.org
Cc: Ben Kageyama; Darin Malugani; Kevin Thompson; Sean Kaeser; Westside Renaissance Market; jenariddell@gmail.com; Christopher Lloyd; Andrea Davis; Tom Zimlich; Erich Sommer; John Bilderbeck; Mary Anne Landis; Howie Hawkes; Andrew Lutsky; rbeaster@gmail.com; kaderli@juno.com; Maureen Mulheren; Linda Helland
Subject: RE: UKIAH BICYCLE AND PEDESTRIAN MASTER PLAN

Roger, thanks so much for taking the time to dig into this document and think it through. I'm both impressed and appreciative of your thoughtful comments. I have made some comments on your comments in red below. I look forward to further discussion.

From: roger@mendocpa.com [mailto:roger@mendocpa.com]
Sent: Monday, February 01, 2016 3:41 PM
To: teriksen@cityofukiah.com; Rick Seanor; John Lampi; neil@mendotrails.org
Cc: Ben Kageyama; Darin Malugani; Kevin Thompson; skaeser@cityofukiah.com
Subject: UKIAH BICYCLE AND PEDESTRIAN MASTER PLAN

To All It May Concern:

At the January 12, 2016 meeting of the Traffic Engineering Committee (TEC), copies of the Draft For Public Review dated 1/11/2016, were passed out for comments from committee members. My comments will mainly address the Pedestrian portion of the plan, from my experiences in walking around the West side of Ukiah. In addition to what has been proposed in this comprehensive volume, I would suggest a few items that might also be included in discussions for the plan.

1. Allowing the use of golf carts on city streets, where the speed limit is 25 to 30 mph, would alleviate some of the short trips that are now completed in cars, pick-up trucks and SUVs. It would also help to lower the speeds on the city streets by using slower vehicles.
2. Provide a City Policeman or Community Services Officer with a bicycle for patrolling the downtown and areas around schools. There would be a potential for more contact between citizens and the Police Department, and it would also provide an opportunity for bicycle safety instruction by someone who uses a bicycle. **I believe this is known as a "Community Policing" concept. I like the idea, but I think it comes down to PD priorities and budget.**
3. Provide instruction to bicycle riders on the risks of running stop signs. This is not only a safety issue for the riders and drivers but it also an issue of everyone following the laws and rules of the road. **Section 2.3 on page 23 does refer to education.**

In reviewing the Draft Plan, I have some comments that may be useful to the preparers of the plan. This list is far from complete due to the time restraints and complex issues involved.

1. Page 1, Article 1.1: The history of the Yokayo Rancho, while interesting, seems of little value to this document.
2. Page 5, Article 1.4.1, first bullet item: The TEC representatives are correct except for the "other relevant departments" which should read the "city manager's office".
3. Last paragraph on Page 5: In order to review the improvement between 2014 and 2035, it seems that some base-line statistics would need to be generated to measure conformance. **I agree. In the interest of forward momentum, I wonder if we could approve the plan without the performance measures then come back next year and as part of our first assessment and define measures. Just a thought.**
4. Last paragraph on Page 6: Does designating State Street as a bicycle corridor really make sense with all of the car and truck traffic on that street? **This is a good and debatable point. Most bicyclists (and many walkers) will usually go to a side street if they're going more than a couple blocks. However, at a certain point, depending on where you're going it can certainly become necessary to go onto State St. So when you have to be there, you want to be accommodated. It**

can also be argued, that from a transportation equity perspective, a walker or bicyclist shouldn't have to take a longer route in order to be safe.

5. Page 8, second bullet item: Who makes up the Bicycle and Pedestrian Master Plan Steering Committee? Is it an on-going committee? This was an ad hoc committee formed last summer. I think I was probably the primary recruiter and I reached out to my contacts looking for volunteers. Key participants included Mary Anne Landis, Linda Sanders, Erich Sommer, Tom Zimlich, Linda Helland, Andrea Davis,... there were others, that's who I'm remembering off the top of my head. I can get a more complete list if you want it.
6. Page 13, Article 1.5.2, third bullet item: Segment S11 assumes that Brush Street would be widened to accommodate a bicycle lane and that the back gate to the Fairgrounds at the end of Mazzoni Street would remain unlocked. Should that be included in this plan? I'd like to see that in the plan, yes.
7. Page 18, Article 2.1, first paragraph, line 8 should read North and South "State" Street.
8. Page 32. Article 3.2.3 Community Survey: It appears from Appendix B that the 61 responses to this survey were from an on-line survey. This seems to be a very small sampling from the residents of Ukiah. I would suggest, to get a more robust response, that the city include a survey sheet in the monthly utility bills and provide a way for people to respond either on-line or by including a written response with their payments. I like the idea of a utility bill insert. Good idea for the future. These kinds of surveys are notoriously difficult to get people to respond to, I was pretty happy with the response. We did have hard copies available in a few places.
9. Page 56, Map with Proposed Pedestrian Facilities: Why isn't there a notation for reduced speed limits on North State Street at the AA and Redwood Academy schools or on South Dora Street at Yokayo school or on Low Gap Road at the high school?
10. Page 58 Table 18: This Table has missed numerous locations where sidewalk closures are needed. At all locations where stretches of sidewalks are missing, it becomes necessary for pedestrians, people pushing baby carriages and people in wheelchairs to go out into the street which creates a very dangerous situation. In my neighborhood near Pomolita school, I noted the following locations that were not mentioned in Table 18. This is not a complete list and only covers a small area in Ukiah.
 - a. 575 Live Oak, on east side, missing approximately 60 linear feet (').
 - b. South side of Walnut just west of Todd, 80'.
 - c. 421 Todd, 110'.
 - d. 822 to 826 Dora Ave, 100'.
 - e. 842 to 844 Dora Ave, 100'.
 - f. 850 to 854 Dora Ave, 100'.
 - g. South side of Dora Ave at Live Oak, 120'.
 - h. 605 to 640 Dora Ave, 120'.
 - i. 744 Hazel, 60'.
 - j. 786 Hazel, 80'.
 - k. 808 Hazel, 150'.
 - l. 612 to 614 Walnut, 100'.
 - m. 411 to 415 Walnut, 100'.
 - n. 658 Walnut, 100'.
 - o. South side of Walnut at Spring, 100'.

Is there a reason that so few locations were noted in Table 18? Was this an oversight or were certain criteria used and if so who is responsible for determining the criteria? I'm guessing this was an oversight. I don't remember any criteria stated for what constitutes an adequate sidewalk. The plan makes the statement that Ukiah has "an excellent network of sidewalks"(page 21, 2.2). I statement I can't agree with. This is the kind of thing that could help us quantify our progress on the plan as you suggest in your #3.

11. Page 60, Recommendations: With regards to the “road diets” on State Street, was there a Traffic Study performed to determine what the traffic congestion will be on State Street when the existing 4 lanes are reduced to 2 lanes? What will be the traffic consequences be to adjoining parallel streets, such as School Street and Main Street? I have to defer to Rick, but I believe there have been traffic counts and the numbers of users fall well within the guidelines these changes.
12. Page 84 Table 28: Prioritization Matrix: Knowing the amount of amount of work required to fix our current street and sidewalk problem areas, I am dismayed to see that another Feasibility Study for a new Trail and Greenway is the number 1 item in this Table. To me, there appears to be a conflict of interest for those responsible in preparing this Master Plan to indicate that a new Feasibility Study is the most important agenda item. Here’s a few comments. First, If the conflict of interest you refer to is Alta Planning setting themselves up for another job, I think you may be right. Second, the five high priority projects, I don’t believe, are in a priority order. My understanding is the plan lists these five projects without identifying priorities among them. Third, I don’t think the steering committe rated a “feasibility study” as a high priority. I have advocated against listing this project as a feasibility study just for this reason. It was Alta Planning Staff (and perhaps City Staff) who insisted on a feasibility study. I think the steering committee saw the project itself as a high priority. A feasibility study may be necessary for some or all of the project, but there is no doubt that at least some portions of the project are not only feasible but affordable.

Again, thank you so much for your detailed comments and I apologize for the delay in my response.

Roger Vincent, Public Member TEC

Rick Seanor

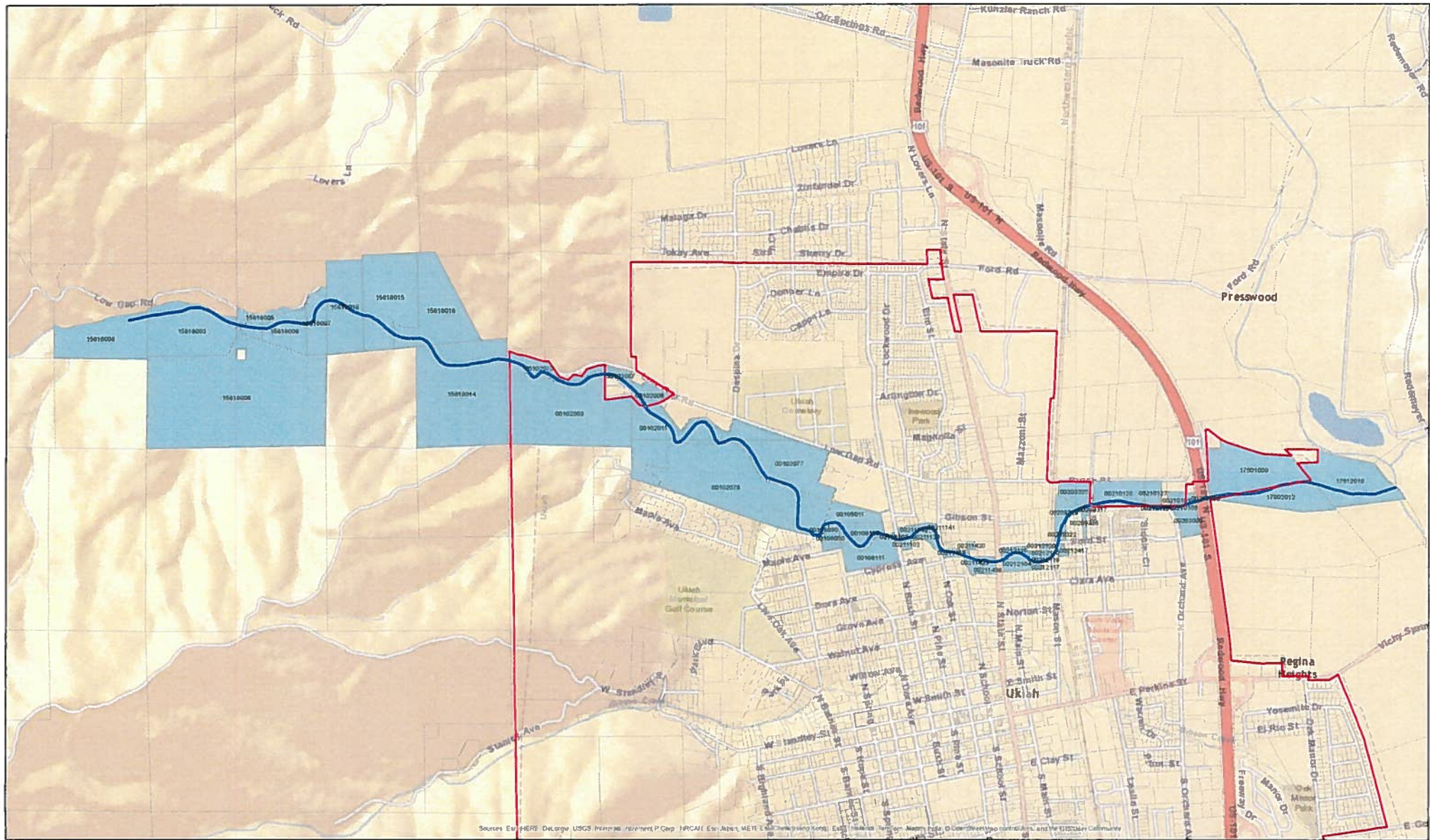
From: Andrea Davis <tworns@pacific.net>
Sent: Monday, February 15, 2016 9:30 PM
To: Rick Seanor
Subject: Fwd: Orr Creek Greenway
Attachments: OrrsCreekMap.pdf; Copy of OrrsCreek.xlsx

Another communication and map of Orr Creek Greenway. There is an attachment with property owners. Louisa Morris and I also made a list of property owners and I think it might have been a little more complete. I'm not sure if I have that readily available. Our Leadership Mendocino project goal was to contact all the property owners along the creek as well as some other interested parties. I will try to find the letter and the list. We did not hear back from any private property owners. We did present the project to Sandra Harrison at UUSD (She is no longer there), Mendocino Land Trust, Audubon Society, California Native Plant Society Sanhedrin Chapter and MCOG. Alan also sent some maps of flood plain, etc. I'll find those and send them along.

I'm not sure if you heard that RCHDC is applying for a sustainable housing and communities grant that would include money for a pathway.

Andrea

Orrs Creek - Proximity Parcels



Rick Seanor

From: Laura Fogg <fogg.laura@gmail.com>
Sent: Tuesday, February 23, 2016 3:58 PM
To: Rick Seanor
Subject: Feedback on the draft Bicycle and Pedestrian Master Plan

Rick-

I have been a Westside resident for close to 20 years, and have always been committed to doing the majority of my errands (and as many commutes as possible) on my bike or on foot. I also have spent countless hours pushing my elderly father around town in his wheelchair, and teaching blind students to navigate the sidewalks and street crossings with their white canes.

I have just read the draft Bicycle and Pedestrian Master Plan from beginning to end, and want you to know that there is NOTHING I don't like about it. From my perspective, it addresses and mitigates every one of the inconveniences, challenges and hazards of non-motorized travel in this community. I would love to see every proposed change be done tomorrow, but realizing the impossibility of that wish, I would like to add my voice to those who support the fastest possible action on adopting and implementing this plan.

I thoroughly appreciate all the hard work that has gone into getting this plan this far.

Laura Fogg

Sent from my iPad

Rick Seanor

From: Peggy Backup <pbackup1@gmail.com>
Sent: Tuesday, February 23, 2016 11:57 PM
To: Rick Seanor
Subject: Bicycle & Pedestrian Master Plan

Rick Seanor,

My comments are based in part on my experiences living in Davis recently and relying on a bicycle for four years of daily transportation. The only bike paths I felt safe riding, especially during poor weather or at night, were physically segregated from roadways. Families with young children, or children biking by themselves, also used segregated paths more frequently than paths striped on roads. Hazards on roadway bike paths include piles of leaves that do not show up at night and drivers of parked cars opening their door without looking to see if a bicycle is coming.

Based on these experiences, it is prudent to upgrade as many bike paths as possible to the segregated type. If the funding is not available now, build what we can afford now, but clearly state the goal to upgrade to safer types and locate the most feasible routes now. If full segregation from roadways is not possible, then the next safest category of buffered bike paths should be the goal. The proposed bike path along the west side (some of which occurs on McPeak) would not be safe for me to bicycle as it is currently described. What is the purpose of creating bike paths that are not safe to use? I am not suggesting that this path be deleted. Rather, I request that it be made safe to use. Cars using this route now do not have room to pass each other where cars are parked. Cars routinely pull over to let another car pass. Where are the bicycles supposed to go?

Specific Comments

1. I notice a lack of good east/west routes through Ukiah.
2. North/South bike paths end before reaching the Boys and Girls Club of Ukiah/ARCC. I understand this is outside city limits. Is another entity planning to fund the completion of bike paths to this site? If not, the city should include this important destination in its master plan.

3. I would like to see linkages to other important sites outside the City included in the Master Plan.

This should include all schools within UUSD, Mendocino College, and any other facilities in our area that draw a lot of people, especially young people.

4. Can more routes be identified now within the city to decrease the distance people have to travel before they reach a designated bike or pedestrian path?

5. When I walk through Ukiah with my elderly neighbor, she is in danger of falling from imperfections in the sidewalk.

When streetlights are out, the poorly maintained sidewalks are even more difficult to see. I recommend fixing the sidewalks and the street lights throughout the downtown area now, before the Master Plan process even starts. I would hate to see people get hurt and litigate the city for something that could have been avoided by common sense.

Thank you for the opportunity to comment on this important plan. I would like to see Ukiah become truly friendly for walkers and bicyclists. When planning for safety, please consider needs of our youth as well as elderly pedestrians.

Peggy Backup
118 ½ Calvert Drive
Ukiah
707-485-0917

Rick Seanor

From: D. E. {Rick} Johnson <exdurian@hotmail.com>
Sent: Saturday, February 27, 2016 9:31 PM
To: Rick Seanor
Subject: Ukiah Bicycle and Pedestrian Master Plan Comment

Mr Seanor,

I appreciate the work done to get this plan out for review. My wife and I are retired and live in the Westside. We enjoy walking and find all areas of downtown easily accessible and we also like the tiled trails done by the local trail group.

We try to minimize the use of our vehicles to run errands in town and where walking would take too much time, we cycle.

- We would appreciate if a bicycle/pedestrian trail would be pushed across a vacant plot of land to connect Clay with Peach to facilitate access to businesses and government offices on Orchard. Gobbi and Perkins are much too busy for anyone but an experienced cyclist to use. The Clay/Peach connector should just be for cyclists and walkers to eliminate competition with motor vehicles and not increase vehicle traffic through adjoining neighborhoods.
- When I drop my car off at Thurston for service I often cycle back home or all the way across town to the Redwood Health Club. I realize that both of these places are outside city limits, but to facilitate north-south traffic particularly for students heading to the college, please designate parallel streets on both side of State as bike routes. Dora and Bush work on the west. Completing the bike path to Talmage would also be great.
- Talmage from State east to the city limits could use widening in spots and bike lane striping in other spots. This would also provide access for recreational cyclists to some of the few flat and less heavily traveled roads in the area.

Thanks for your consideration.

D. E. Johnson

Rick Seanor

From: Scott Cratty <cratty@comcast.net>
Sent: Sunday, February 28, 2016 10:10 AM
To: Rick Seanor
Subject: Re: Bike Discussion Date?
Attachments: JAR and SC Comment on Ukiah Bike and WalkPlan.doc

Rick,

Thanks. Please find comments on the plan attached.

Again thanks for your effort on the plan!

Regards,

Scott

-----Original Message-----

From: Rick Seanor
Sent: Friday, February 26, 2016 12:45 PM
To: Westside Renaissance Market
Subject: Re: Bike Discussion Date?

Hi Scott,

The bike & Ped plan has been rescheduled to the April 6 City Council meeting. This will allow time for staff to compile the minutes from the planning commission meeting and all the comments submitted separately.

Thank you for your interest in the city's bike & Ped plan.

Rick Seanor

Sent from my iPad

> On Feb 26, 2016, at 12:35 PM, Westside Renaissance Market
> <cratty@comcast.net> wrote:
>
> Rick,
>
> Greetings. Thanks again for your work on the Bike & Walk Plan.
>
> I wanted to confirm that the City Council will be looking at the plan on
> 3/2. Is that correct? I would not want to be directing people to the
> wrong day.
>
> I will be sending along written comments soon.
>
> Regards,
>
> Scott

Jennifer Riddell & Scott Cratty
Westside Renaissance Market
1003 W. Clay St.
Ukiah, CA 95482

Rick Seanor
Deputy Director of Public Works
City of Ukiah
Delivered via electronic mail to: rseanor@cityofukiah.com

February 29, 2016

Greeting.

Thanks for your work on Ukiah's Bicycle and Pedestrian Master Plan (Plan)! Overall the plan is a good effort that, if implemented, would make significant improvements in Ukiah's livability. In particular the proposed projects to create more complete north-south and east-west safe bike traffic corridors are critical to starting to make Ukiah a bike-able and walking friendly city.

However, given the tremendous benefits that Ukiah would achieve by shifting traffic from motor vehicles to biking and walking,¹ we believe that the vision of the Plan is far too limited. Until supportive infrastructure exists along or near the corridors that Ukiahians typically use for their daily business Ukiah will not realize any of the substantial benefits that can be achieved with a shift to a bike- and walking-dense culture.

The goal of the Plan should be more than minor improvements in comfort and convenience for those willing to bike and walk Ukiah. Instead the vision should be to improve community health and create a more attractive and vibrant city by creating an infrastructure that encourages biking and walking as a desirable alternative to motor traffic.

The target measurement of the plan should not be to double biking and walking from an extremely low baseline. Instead a 20-year objective should look to move a significant percentage of Ukiah street traffic out of cars and into healthier and more efficient transportation options.

As an initial step the Plan should direct Ukiah Staff to consider all future infrastructure projects from the perspective of a goal to maximize efficient transportation in Ukiah by creating opportunities to walk and bike along with maintaining paths in good condition for motor vehicles. *I.e.*, the city should consider incorporating biking and walking facilities to the extent practical in all future infrastructure maintenance and improvement projects, including pavement upgrades to city streets.

The Plan should also direct staff to prioritize finding grant funding sources for key biking and walking infrastructure improvements. Moreover, given the generally poor condition of Ukiah's road and street

¹ As the Plan itself notes trips that happen by foot or bike instead of motor vehicle result in less wear on city infrastructure (thus saving money), less noise, cleaner air, better public health, a smaller environmental "footprint," and more money remaining in the local economy, among other benefits.

infrastructure City staff should seize on the opportunity to create improved biking and walking infrastructure to meet more ambitious Plan goals as a means of obtaining grant funds to support improved roadways generally.

Where possible the Plan should also assign specific city personnel or departments to be responsible for pursuing the many laudable improvements it details and to include target timelines for implementation. Target dates and responsible parties are notably absent from the Plan. As part of the process of adding responsibility to the Plan the City should add an annual review process to check for progress in specific tangible measures such as obstacles removed from paths, sidewalk gaps eliminated, marked bike lanes added, and bike lane gaps eliminated.

Additionally, the city needs to evaluate the needs of low-income community members who regularly bike and walk for transportation in parts of town with little to no pedestrian and bicycle infrastructure. This could include ensuring that North and South State Street have better bicycle lanes and crosswalks, traffic calming measures in neighborhoods with high speed through traffic, and better ped/bike infrastructure integration with the county roads at the city limits.

Finally, as a means to start making an immediate impact and communicating to drivers that Ukiah streets are intended for multiple users the Plan should supplement the 5 high priority infrastructure projects it focuses on with a sixth high priority, finding lower cost/higher return actions that the city can start accomplishing now. Examples of such projects would include:

1. Creating incentives for bike parking installation (it does no good to be able to get someplace on a bike if there is no place to park it safely),
2. Adding simple paint-based infrastructure and/or pylons enhancements to help drivers become more aware of designated bike lanes and shared space path,
3. Develop a plan to encourage city staff to walk and ride,
4. Encourage enforcement penalties for unsafe driving that puts bikers and walkers at risk and also citations for improper bicycling (e.g., failure to stop at stop signs),
5. Implement additional bike lanes by converting space in extra-wide roads,
6. Map out gaps between existing designated bike lanes and create linkages by adding share the road signage or “sharrows,” and
7. Convert areas with infrequently used street parking (such as State Street South of Talmage) into bike lanes.

Thanks for your consideration,

Rick Seanor

From: Ann Kelly <aakelly@sbcglobal.net>
Sent: Monday, February 29, 2016 4:04 PM
To: Rick Seanor
Subject: Feedback Walk & Bike Master Plan

Dear Rick Seanor,

I live in the Wagenseller Neighborhood and am working on Orr Creek Greenway Project, and was very heartened to see the Greenway Trail receive such a high ranking in Table 28. I agree that the Orr Creek Trail meets and accomplishes many of the goals listed in the first chapter such as Improve Safety and Education, Greater Citywide Access, A High Quality of Life, which were goals for each category.

The Walk and Bike Master Plan is an admirable comprehensive document. The city is in great need of improved arteries for walking for travel and for pleasure and greater quality of life.

There are a few things, however, that should be taken out before approval. The Stop Lights on Main and Perkins and also on Main and Gobbi, while a good idea, should not be a part of the document. It is too presumptive that citizens will approve those expensive items with a significant impact on day to day traffic. Approving the document with them in place could be interpreted that approval was given to go ahead with the stop lights with any more input or oversight. The same holds true for the Roundabout on Low Gap. This should be removed from the document, to not be construed as pre-ordained approval. A major project like the Roundabout should go through the proper channels of approval.

I know that this report was a significant amount of effort and output for a number of people, and it is remarkable in the amount of detail and useful information. Thank you for the dedication it took to complete this plan.

With All Best Wishes
Ann Kelly
468-0901



UKIAH BICYCLE AND PEDESTRIAN MASTER PLAN

Prepared For:
City of Ukiah

Prepared By:
Alta Planning + Design
W-Trans
Walk Bike Mendocino

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DRAFT FOR PUBLIC REVIEW
JANUARY 11, 2016

1 Introduction

The goal of the update to the Ukiah Bicycle and Pedestrian Master Plan (BPMP or Plan) is to improve bicycling and walking in the City of Ukiah as a comfortable and convenient transportation and recreation option. Once approved by the Ukiah's City Council, the City can submit the Plan to the Mendocino Council of Governments (MCOG) for approval and inclusion in the next update to the regional transportation plan. The City can also submit the Plan to the California Department of Transportation (Caltrans) in connection with an Active Transportation Program (ATP) application for implementation funds for active transportation facilities within the City.

This chapter presents an overview of the existing conditions of the City with respect to its bicycle and pedestrian network. Through an inventory and review of the current conditions that may impact bicycle and pedestrian mobility - including goals and objectives, predominant community needs, and adopted plans and policies - this chapter sets the stage for development of the Plan update.

1.1 Setting

The City of Ukiah is located within an area known as the Yokayo Rancho, approximately 30 miles east and inland from the Pacific Ocean in the Ukiah Valley. Yokayo Rancho was one of several Spanish land grants in Alta, California and took its name from the Pomo word meaning "deep valley". It was also the basis for the city name, as Ukiah is an anglicized form of Yokayo. The Ukiah Valley runs north-south for about nine miles, with an average elevation of about 630 feet and with the hills surrounding the Valley ranging up to about 3,000 feet. The Russian River enters the Valley at the north end, and runs south along the Valley floor. The Northwestern Pacific Railroad (NWP) right-of-way and US Highway 101 run parallel to the river through the Valley. Incorporated in 1876, Ukiah developed first around the cultivation of hops and, in the 20th-century, around redwood logging. Today, the City is governed by the Ukiah City Council and serves over 16,000 residents.

1.2 Land Use

Ukiah is a relatively old California city, and early development occurred in a typical grid pattern in the center, which is largely low to medium density residential. Extending east and west from the city center, most of the existing land use can be classified as very low density residential, open space and public lands.. Industrial sites dominate just north of the city center and low density residential and low density commercial are interspersed north up to Lake Mendocino, outside of city limits. The total area of Ukiah is approximately five square miles, per the US Census. **Figure 1** presents the City of Ukiah Zoning Map.

1.3 Benefits of Bicycling and Walking

Bicycling and walking are low-cost and healthy transportation options that provide economic and livability benefits to communities. When residents and visitors bicycle or walk for a trip, it provides an integrated form of exercise, improves quality of life, saves money that can be spent elsewhere, and minimizes greenhouse gas emissions and surface run-off pollutants.

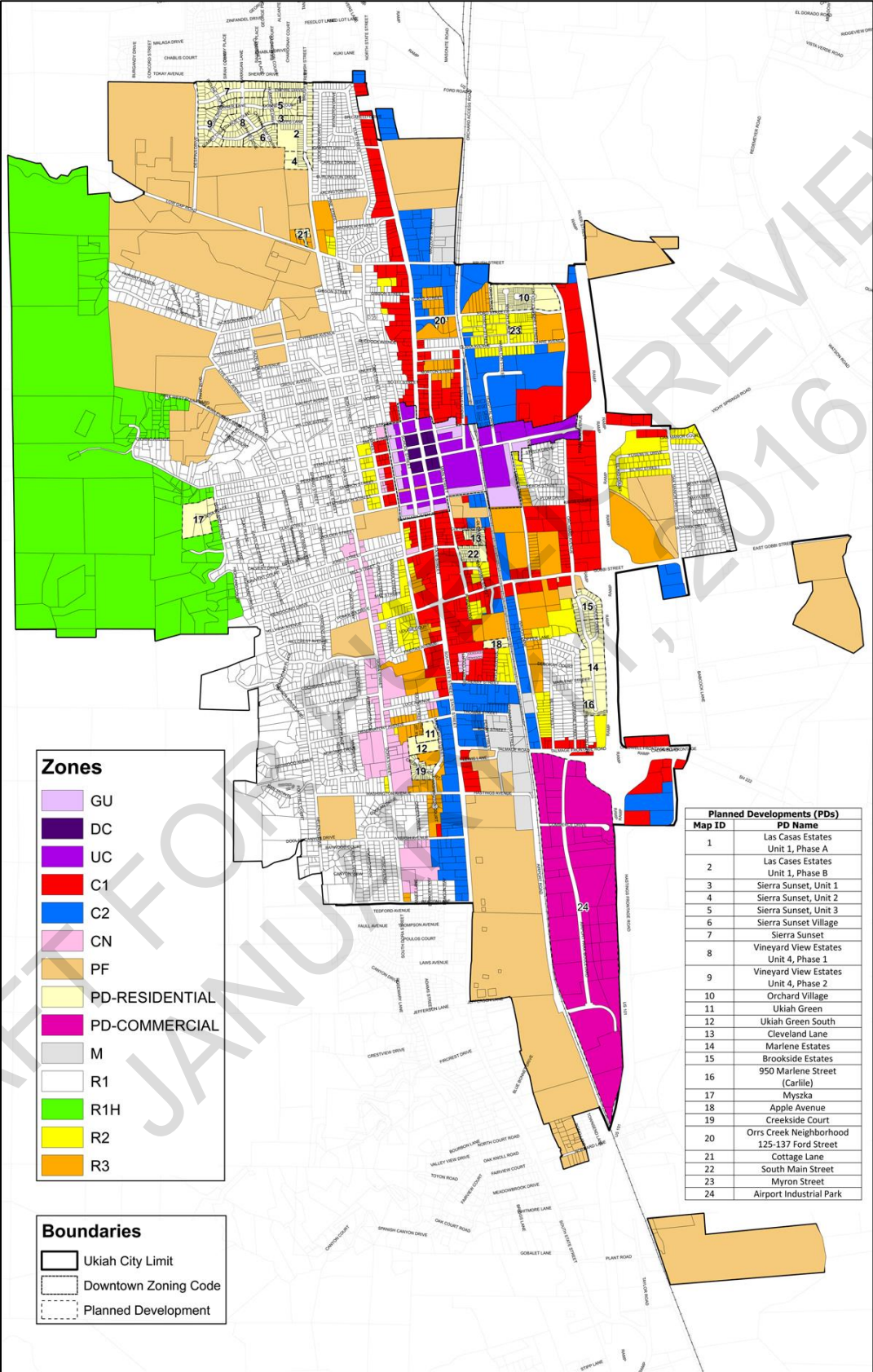


Figure 1: City of Ukiah Zoning Map

1.3.1 Public Health Benefits

Bicycling and walking are not just forms of travel; they are important forms of exercise. Many public health experts associate the rising and widespread incidence of obesity with automobile-dominant development patterns and lifestyles that limit such daily forms of physical activity.¹ This association is perhaps most apparent with respect to children and school travel. After decades of declining rates of bicycling and walking –from roughly half of all non-high school students in 1968 to just 14 percent in 2009 – obesity among youth has become an epidemic.² In California, 1 in 3 kids between the ages of 9 and 17 are now at risk of becoming or are already overweight.³

For children, the Center for Disease Control and Prevention (CDC) recommends 60 minutes of daily aerobic exercise. The CDC recommends 75 to 150 minutes of vigorous exercise, in combination with muscle strengthening exercises, for adults on a weekly basis. Ukiah's bicycle and pedestrian infrastructure offers adults and children the opportunity to achieve a great portion of the recommended amount of aerobic exercise through bicycling and walking to work or school. Improvements to Ukiah's bicycle and pedestrian will increase the comfort and convenience of using bicycling and walking as a means of active transportation.

Bicycle- and pedestrian-oriented infrastructure also provides transportation choices to those who cannot or do not drive, including people with disabilities, youth, seniors, and people with limited incomes. Families that can replace some of their driving trips with bicycling or walking trips spend a lower proportion of their income on transportation,⁴ freeing additional income for local goods and services. For those who individuals do not live within walking distance of her or his place of employment and do not have access to convenient transit routes, bicycling may provide the only affordable and reliable means of commuting.

1.3.2 Economic Benefits

With the fluctuating expense of gasoline, bicycling and walking can be a more economically efficient mode of transportation than driving for the residents of Ukiah. According to the US Census and AAA estimates, expenses related to motor vehicles account for more than 18 percent of a typical household's income.⁵ By encouraging bicycling and walking, residents will save money on the purchase of gasoline and unscheduled car maintenance and repairs.

Studies have shown that the money residents saved by bicycling and walking may likely find its way back into the local economy. The Victoria Transport Policy Institute found that households in automobile-dependent communities devote 50 percent more to transportation (more than \$8,500 annually) than

¹ October 27, 1999 issue of JAMA

² United States Department of Transportation, National Household Travel Survey

³ The California Endowment. Fighting California's Childhood Obesity Epidemic.
<http://www.calendow.org/article.aspx?id=348>

⁴ Center for Neighborhood Technology. (2005). Driven to Spend: Pumping Dollars out of Our Households and Communities.

⁵ http://www.walkinginfo.org/why/benefits_economic.cfm

households in communities with more accessible land use and more multi-modal transportation systems (less than \$5,500 annually).⁶

Examples of the economic benefits of an improved bicycling and walking environment in commercial and residential areas are becoming more and more common. A \$4.5 million investment in streetscape alterations on School Street in Lodi, California, along with economic development incentives are credited with attracting 60 new businesses, decreasing the vacancy rate from 18 percent to 6 percent, and increasing downtown sales tax revenue by 30 percent.⁷ Retail areas often subsidize vehicle parking on the assumption that customers need to drive to make large purchase; however, retail districts worldwide, such as the SoHo neighborhood in Manhattan, have realized commercial gains by increasing bicycle and pedestrian space and reducing space dedicated solely to motor vehicles.⁸ One study of consumer expenditures in British towns found higher weekly expenditures by consumers who travel by walking than those who drive or ride transit to downtown shopping districts (£91 on foot compared to £64 by car, £63 by bus and £46 by train).⁹

1.3.3 Environmental Benefits

Due to emissions from “cold starts” (i.e., when a car has not been driven in a few hours and the engine is cool), a one-mile automobile trip emits up to 70 percent as much pollution as a ten-mile excursion. This means that when individuals decide to bicycle or walk even for short trips, she or he is still significantly reducing their individual footprint.¹⁰ From reducing local levels of harmful pollutants that cause asthma and other respiratory illnesses to addressing global climate change, higher rates of walking and bicycling provide tangible air quality benefits.

Walking and bicycling also reduce water pollution compared to automobiles. Cars may leak oil, petroleum products, and other toxins onto road surfaces that eventually make their way to storm drains, creeks, and large bodies of water. This “non-point source” pollution is a threat to urban aquatic habitats. Some toxins and metals accumulate in sea life and cause medical problems to people when eaten. Others cause explosive growth of algae, which depletes water of oxygen, killing fish and aquatic life.¹¹ Every bicycle or pedestrian trip is one less opportunity for these toxins to enter the environment, which on a large scale can make the difference in the health of local water ways and aquatic systems.

1.4 Bicycle and Pedestrian Goals, Objectives, and Policies

The 1999 City of Ukiah Master Bicycle and Pedestrian Plan goals, objectives, and policies have been updated to reflect current conditions and are presented below to guide both bicycle and pedestrian planning in Ukiah. These goals, objectives, and policies relate specifically to bicycling and walking, the physical bicycling and walking networks, and the implementation of programs that support bicycle and pedestrian travel.

⁶ Victoria Transport Policy Institute. Economic Value of Walkability. February 1, 2011. <http://www.vtpi.org/walkability.pdf>

⁷ Local Government Commission for the California Department of Health Services.

⁸ http://www.transalt.org/files/newsroom/reports/soho_curing_cars.pdf

⁹ <http://www.vtpi.org/walkability.pdf>

¹⁰ Bay Area Air Quality Management District. (2007). Source Inventory of Greenhouse Gas Emissions.

¹¹ City and County of Honolulu Department of Environmental Services.

1.4.1 Bicycle and Pedestrian Goals, Objectives, and Policies

Goal 1 - Improve Safety and Education.

Make the City's circulation system safer for all bicyclists and pedestrians and enhance education for bicyclists, pedestrians, and motorists.

- Safety and Education Objective 1: Maximize coordination and responsiveness of the City agencies responsible for the identification, analysis, and resolution of bicycle and pedestrian issues. Ukiah lacks a “one stop” entity that attends to, coordinates and addresses bicycle and pedestrian safety issues. Currently, every City agency has some measure of responsibility for bicycle and pedestrian safety issues, but there is no lead agency charged with bringing multi-faceted safety or connectivity issues to resolution.
 - Safety and Education Policy 1-1: Utilize the City's Traffic Engineering Committee for the identification, analysis, and resolution of safety issues related to bicycle and pedestrian travel within the City of Ukiah. The Traffic Engineering Committee includes representatives from the Mendocino Transit Authority, the public, the Public Works Department, Police Department, Planning Department, and other relevant departments.
 - Safety and Education Policy 1-2: Expand and support school commute safety education, marketing, and physical improvements, including educational curriculum, on-bike training, safety handbooks, helmet subsidy programs, marketing materials on the benefits of bicycling and walking, and a ‘toolbox’, of physical measures to improve safety on school commute routes for bicyclists and pedestrians.
 - Safety and Education Policy 1-3: Accommodate the needs of all travelers through a “Complete Streets” approach to designing new transportation improvements. Complete Streets are roadways designed to facilitate safe, comfortable, and efficient travel for all roadway users. Complete Streets accommodations include bike lanes, sidewalks, crosswalks, curb ramps, etc.
 - Safety and Education Policy 1-4: Where possible, incorporate traffic calming techniques as described in published documents produced by organizations such as the Institute of Transportation Engineers, including measures to manage vehicle speeds and flows - such as traffic circles, traffic diverters, and raised crosswalks - so as to maximize the safety of bicycle and pedestrian movement in residential and commercial neighborhoods.
 - Safety and Education Policy 1-5: Educate adults on the rights and responsibilities of bicyclists and pedestrians through public information, and education of drivers, cyclists, and pedestrians. Support adult bicycle training courses, and inclusion of bicycle and pedestrian laws as part of traffic school curriculum and driving test questions. Produce a safety brochure that illustrates basic rules of the road and other good practices for distribution in schools and libraries.
 - Safety and Education Policy 1-6: Coordinate with the Ukiah Police Department to enhance enforcement of existing bicycle and pedestrian laws.
- Safety and Education Objective 2: In conformance with Federal policy, double current levels of bicycling and walking in Ukiah by the year 2035 as a commute mode, and reduce bicycle and pedestrian-related collision rate by half (50%) between 2014 and 2035.

- Safety and Education Policy 2-1: Monitor bicycle and pedestrian commute modes and accident statistics over the life of this Plan to measure the effectiveness of improvements and achievement of stated objectives. Prepare annual summary reports on mode split (the percentage of various travel modes used by citizens for work trips, shopping trips, etc.) and accident data.

Goal 2 - Greater Citywide Access.

Provide a system of paths, lanes, routes, and support facilities which enable and encourage convenient bicycle and pedestrian circulation for all transportation needs, including travel to work, school, shopping, or recreation activities.

- Greater Citywide Access Objective 1: Plan, design, implement, and maintain a comprehensive bicycle and pedestrian system in Ukiah.
 - Greater Citywide Access Policy 1-1: Develop and maintain a city-wide system of paths, lanes, and routes which meets the needs of commuter and recreational users, helps reduce motor vehicle trips, and links residential neighborhoods with employment centers and with local and regional destinations.
 - Greater Citywide Access Policy 1-2: Integrate the Ukiah bicycle and pedestrian network of lanes, paths, and routes into the regional system, including direct and via transit connections to Willits, Cloverdale, and Healdsburg.
 - Greater Citywide Access Policy 1-3: Continue development of the Northwestern Pacific Railroad (NWP) Rail Trail and explore the use of other natural, manmade corridors for the development of Class I bicycle and pedestrian pathways that connect major employment centers, shopping and recreation areas, and transit modes.
 - Greater Citywide Access Policy 1-4: Review the allocation of public right-of-way to vehicular, bicycle, and pedestrian movement, and re-allocate sufficient space for bicycles and pedestrians on all streets, especially those identified as the primary corridors and areas in the Plan.
- Greater Citywide Access Objective 2: Coordinate bicycle and pedestrian improvements and funding efforts with other jurisdictions and regional agencies.
 - Greater Citywide Access Policy 2-1: Work with Mendocino County and other public, private, and no-profit agencies to create a well-connected and easily accessible bicycle and pedestrian network for the region.
 - Greater Citywide Access Policy 2-2: Work with Mendocino County to increase mutual gain when applying and competing for funding for projects that have inter-city or inter-agency benefits.
- Greater Citywide Access Objective 3: Use public open space to its greatest public advantage by capitalizing on existing or planned City amenities when completing or upgrading bicycle and pedestrian facilities.
 - Greater Citywide Access Policy 3-1: Designate State Street and/or other local downtown streets as a transit/bicycle corridor and pedestrian promenade, and facilities to encourage bicycle and pedestrian use should be incorporated in any public/private development or redevelopment.

- Greater Citywide Access Policy 3-2: Evaluate opportunities for mountain bicycling and road bicycle tours around Ukiah, especially for the potential to attract new visitors to the area.
- Greater Citywide Access Objective 4: Evaluate including facilities for bicyclists and pedestrians when contemplating any changes the City street network in the City of Ukiah.
 - Greater Citywide Access Policy 4-1: The City, Caltrans, Mendocino Transit Authority, and other affected agencies and cities should include the recommendations of this Plan and bicycle/pedestrian needs in general in addition to transit and auto commuters when designing any new freeway by-pass project or street project.
 - Greater Citywide Access Policy 4-2: Incorporate bicycle and pedestrian facilities in public/private development and redevelopment plans in Ukiah.

Goal 3 – A High Quality of Life.

- Quality of Life Objective 1: Foster a sustainable environment by increasing transportation options such as bicycling and walking, and recognizing that increased use of these modes of travel and the associated reduced use of automobiles are essential components of sustainable local and regional environments.
 - Quality of Life Policy 1-1: Develop and showcase Ukiah's bicycle and pedestrian network by identifying outstanding scenic rides, walks, trails, and destination points, thereby enhancing the character, livability, and attractiveness of Ukiah.
 - Quality of Life Policy 1-2: Integrate the bicycle and pedestrian system and facilities with other travel modes as a vital and essential part of the City's transportation system.
 - Quality of Life Policy 1-3: Create a streetscape and path system in Ukiah that is not only physically adequate, but aesthetically pleasing and inviting to pedestrians and bicyclists alike. Designers of bicycle and pedestrian systems and facilities should strive to improve the physical quality of the system while maintaining elements that tell the story of Ukiah's history, character, and the aesthetic and cultural diversity of our city.
 - Quality of Life Policy 1-4: Incorporate aesthetically pleasing bicycle and pedestrian friendly design elements, both on and off the road system in new residential and commercial/industrial development in Ukiah.

Goal 4 – Establish an Effective Implementation Strategy.

Incorporate the needs of bicyclist and pedestrians into the city's existing programs, policies, plans, and operations, and involve the community and local agencies in planning and implementing bicycle and pedestrian facilities and programs. Ukiah's residents want the planning efforts they invest in to become real. Implementation of this Plan would result in the eventual completion of an interconnected network of paths and routes, an on-going and aggressive competition for grants and other funding mechanisms, and day-to-day oversight of the planning, building, and maintenance activities of the City with regard to pedestrian and bicycle facilities.

- Effective Implementation Objective 1: Make bicycle and pedestrian improvements a high priority when allocating funding, reviewing development plans, and coordinating interagency and inter-jurisdictional transportation improvement efforts.

- Effective Implementation Policy 1-1: Assign Public Works and Planning staff the responsibility of developing and managing a bi-annual maintenance and operations budget, preparing applications for grants and other funding, assisting with promotional and educational events, and otherwise driving implementation of the Master Plan. Alternatively, the City could create a part-time transportation planner position to assume these responsibilities.
- Effective Implementation Policy 1-2: Update the Bicycle and Pedestrian Master Plan every five years, and provide for an amendment process which includes review and recommendations by the Bicycle and Pedestrian Master Plan Steering Committee.
- Effective Implementation Policy 1-3: Implement a maintenance program insuring adequate upkeep of bicycle and pedestrian improvements and existing amenities.
- Effective Implementation Policy 1-4: Institute a private sponsorship and adoption program of the bicycle and pedestrian system to assist in maintenance and possibly construction, to be acknowledged with small signs where appropriate.

1.4.2 Bicycle-Specific Goals, Objectives, and Policies

Goal 1: Improve Safety and Education

- Bicycle Safety and Education Objective 1: Improve street, path, signs, and signalization systems to increase the safety of bicyclists in Ukiah.
 - Bicycle Safety and Education Policy 1-1: Adhere to Caltrans design standards or other supplementary standards for all bicycle improvements. Incorporate National Association of City Transportation Officials (NACTO) *Urban Bikeway Design Guide* and American Association of State Highway and Transportation Officials (AASHTO) *Guide for the Development of Bicycle Facilities* recommendations where feasible. Final design should be reviewed and approved by the Director of Public Works.
 - Bicycle Safety and Education Policy 1-2: Many recreational and less experienced cyclists prefer to ride on Class I bike paths rather than arterials streets. Make efforts to obtain, redevelop, or encourage private redevelopment of railroad, utility, and other rights-of-way as linked, multi-use Class I bike paths or trails. Pay special attention to safety at roadway and railroad crossings. Provide adequate width to accommodate a variety of trail users. Identify security and monitoring mechanisms such as lighting, call boxes, emergency access, and bicycle patrols, especially along isolated portions of the pathway.
 - Bicycle Safety and Education Policy 1-3: Identify the cost, funding source, and agency responsibility of future maintenance and operation when contemplating the design of bike paths, bike lanes, or bike routes.
 - Bicycle Safety and Education Policy 1-4: Maximize the separation between bicyclists and vehicles on all streets. Provide Class II bike lanes along the primary bikeway system where feasible. Provide a minimum of 14-foot wide curb lanes on the primary bikeway system where feasible and where bike lanes cannot be provided (Class III bike route). Feasibility of lanes and routes are to be determined through a specific set of planning and design steps listed in the Implementation Chapter.

- Bicycle Safety and Education Policy 1-5: Review intersections on the primary bikeway system for needed improvements, including signal loop detectors, bike lane pockets, curve geometry, striping, and signing.
- Bicycle Safety and Education Policy 1-6: Discourage the use of sidewalks as bicycle facilities where there are numerous curb cuts or cross streets, limited visibility, a significant number of pedestrians, and/or other available options such as bike lanes.

Goal 2: Greater Access

- Greater Bicycle Access Objective 1: Plan, design, implement, and maintain a comprehensive bicycle system in Ukiah. A comprehensive, well-maintained system will meet the needs of both commuter and recreational bicyclists by providing a rational and consistent network of routes which provide a reasonable balance between connectivity, access, and traffic conditions.
 - Greater Bicycle Access Policy 1-1: Develop and maintain a citywide bicycle system of paths, lanes, and routes that is integrated into the regional system of bikeways and which meets the needs of commuter and recreational users, helps reduce motor vehicle trips, and links residential neighborhoods with local and regional destinations.
 - Greater Bicycle Access Policy 1-2: Provide alternative routes for less experienced bicyclists off the State Street/US 101 corridors.
- Greater Bicycle Access Objective 2: Improve the quality and quantity of bicycle parking and support facilities in Ukiah.
 - Greater Bicycle Access Policy 2-1: Secure, safe bike racks should be provided at all public destinations, including the library, parks, museum, schools, hospital, railroad station, and City Hall. Provide specific guidelines on the type of racks, the location, and the required storage capacity based on employees, visitors, etc.
 - Greater Bicycle Access Policy 2-2: Work with the School District to facilitate the construction of bicycle corrals at the elementary, middle, and high school in Ukiah.
 - Greater Bicycle Access Policy 2-3: Require all new commercial development or redevelopment projects to comply with zoning standards for bicycle parking.
 - Greater Bicycle Policy 2-4: Continue to work with Mendocino Transit Authority to provide bike racks on all bus routes that link with major recreational or commuting destinations.

1.4.3 Pedestrian-Specific Goals, Objectives, and Policies

Goal 1. Improve Safety and Education

- Pedestrian Safety Objective 1: Transform City streets and enforcement systems to increase safety for pedestrians in Ukiah. Improving pedestrian safety is paramount for Ukiah. Ukiah must work diligently to ensure safe travel for its children, parents, friends, and neighbors.
 - Pedestrian Safety policy 1-1: Crosswalks should be provided where needed on all access routes to schools, parks, shopping areas, libraries, community centers, and transit stops. Provide new signals and other improvements where warranted and as funding is available.

- Pedestrian Safety policy 1-2: Evaluate and adjust traffic signal phasing if needed to accommodate the pedestrian needs over the vehicle in key pedestrian-oriented locations such as downtown, near schools, senior centers, recreation centers, entertainment and cultural destinations, and neighborhood commercial areas.
- Pedestrian Safety policy 1-3: Improve school area pedestrian safety through joint efforts with the School District and other interested parties by implementing the Safe Routes to Schools Plan (SRTS Plan) and using methods such as: identifying hazardous routes or conditions, analyzing accident data, observing traffic circulation near the schools, and surveying students who walk or ride to school, and then acting promptly to correct the problem.

Goal 2: Greater Access

- Greater Pedestrian Access Objective 1: Identify locations and facilitate the creation of easily identifiable activity centers along the State Street corridor that can serve as safe, inviting, and memorable public gathering places.
 - Greater Pedestrian Access Policy 1-1: The City should continue to focus attention on creating and improving the State Street corridor where needed by residents and visitors. The corridor should be pedestrian-friendly and pedestrian-oriented, using guidelines developed in the Implementation chapter of this Plan.
 - Greater Pedestrian Access Policy 1-2: When contemplating development or street improvements, consider the range of options outlined in the Implementation chapter for improving access and pedestrian traffic flow.
- Greater Pedestrian Access Objective 2: Work to eliminate barriers to pedestrian travel.
 - Identify opportunities to remove barriers and improve crossings of arterial roadways and US Highway 101.
 - Identify gaps in the pedestrian facilities network and needed improvements to and within key pedestrian activity centers and community areas, and define priorities for eliminating these gaps by making needed improvements.

1.5 Relationships to Other Plans and Policies

The planning documents described below summarize the existing and proposed bicycle- and pedestrian-related plans, policies, and projects in Ukiah, as well as relevant regional plans and policies.

1.5.1 City of Ukiah

City of Ukiah Safe Routes to School Plan (2014)

The City of Ukiah Safe Routes to School (SRTS) Plan identifies and prioritizes capital projects, non-infrastructure strategies, and next steps for establishing a Safe Routes to School program in Ukiah. The SRTS Plan's recommendations are based on input gathered from the initial discussions with City and school staff, "walk audit" observations, best practices from other communities, and additional stakeholder input. School improvement concepts were identified for each of the seven Ukiah Schools and evaluated through a ranking system of five criteria (addresses a known safety issue, potential to serve the most

students and increase rate of walking/biking, existing community support, feasibility and cost, communitywide benefits). The highest ranking projects include:

- Reduced and Extended School Zone Speed Limits
- Dora Street and Gobbi Street Intersection Improvements
- Gobbi Street Bike Lanes
- “Level 1” Uncontrolled Crosswalk Enhancement
- Grove Avenue/Bush Street Buffered Bike Lanes
- Dora Street Buffered Bike Lanes
- North Bush Street/Low Gap Roundabout
- Enhanced Uncontrolled Crosswalks
- Helen Ave and Washington Ave Class III Shared Bikeways
- Despina Drive/Low Gap Intersection Improvements
- Clay/Peach Street Sidewalk and Bikeway Gap Closure
- East Perkins Street Road Diet Study
- Leslie Street Curb Extensions and Sidewalk Improvements
- School Parking Lot Redesign Options
- North Bush Street – Island Pathway Access Upgrades
- Arlington Drive at North Bush Street Enhanced Crosswalk and Curb Extensions
- Gobbi Street at Oak Street Curb Ramps and Crosswalk
- Mendocino Drive at Alice Avenue Crossing Improvement
- Despina Drive and Capps Lane Enhanced Intersection
- Low Gap Road/Orr Creek Pathway Study

Ukiah Downtown Streetscape Improvement Plan (2009)

The Ukiah Downtown Streetscape Improvement Plan is part of the City of Ukiah’s efforts to resolve traffic, circulation, and urban design issues associated with its downtown area. The purpose of this plan is to upgrade State Street and Main Street from Norton Street to Gobbi Street in order to provide a cohesive, pedestrian-friendly, attractive, and complete downtown core.

The planned alterations to State Street include:

- Gobbi Street Intersection: Enhanced intersection treatment.
- Between Gobbi Street and Mill Street: Raised Median
- Mill Street Intersection: Enhanced crosswalks to highlight pedestrian crossing.
- Seminary Avenue Intersection: Enhanced intersection treatment and bulb-outs to reduce crossing distance.
- Between Stephenson Street and Church Street: Raised median/pedestrian refuge island.
- Perkins Street Intersection: Signal timing changes and enhanced intersection treatment.
- Standley Street Intersection: Signal timing changes.
- Standley Street and Henry Street: Conversion of one-way to two-way.
- Between Smith Street and Henry Street: raised median.
- Gibson Creek Crossing: Gateway and pedestrian crossing with bollards or street lights.
- Widened sidewalks along State Street in order to accommodate new planters, trees, street furniture, outdoor restaurant/café seating, and other pedestrian amenities.

The planned alterations to Main Street include:

- Gobbi Street Intersection: Enhanced intersection treatment.
- Cleveland Lane Intersection: New crosswalks.
- Clay Street to Norton Street: Dedicated bike lanes.
- Smith Street Intersection: Enhanced Crosswalks.
- Continuous sidewalks to fill in existing gaps.

City of Ukiah General Plan (2004)

The City of Ukiah General Plan provides a “big-picture” of long-range development and capital improvement programs over a 20-year period. The Infrastructure Element of the plan states that developing bicycle and pedestrian paths as an integrated part of the transportation and recreation networks can enhance the quality of life in the City and County. Policies to achieve this end include:

- Policy CT-6.1: Work with the Mendocino Council of Governments to develop a safe and integrated circulation system of routes for bicycle transportation.
 - Implementation Measure CT-6.1 (a): Utilize the Land Development Code to ensure that there is secure and safe parking for bicycles in new parking facilities.
 - Implementation Measure CT-6.1 (b): Develop incentives to encourage retrofitting parking lots for bicycle parking.
 - Implementation Measure CT-6.1(c): During routine street cleaning and maintenance, ensure that bicycle lanes – when developed, signed, or striped – are maintained for safe usage.
 - Implementation Measure CT-6.1(d): During the short-term planning period, work with local civic groups to create an “Adopt-a-Bike Lane” program.
- Policy CT-6.2: Promote the use of bicycles as a viable and attractive alternative to cars.
 - Implementation Measure CT-6.2 (a): During the short-term planning period for incorporation into the five year update, develop a plan to extend the system of bicycle lanes and pathways into important locations in the Planning Area.
 - Implementation Measure CT-6.2 (b): Provide incentives and technical support to encourage employers to provide convenient, safe, and secure bicycle parking at places of employment.
- Policy CT-6.3: Provide bicycle lanes or paths along major streets.
 - Implementation Measure CT-6.3 (a): Require that streets linking residential areas with school facilities and shopping areas be designed to include bicycle lanes.
 - Implementation Measure CT-6.3 (b): Consider bicycle operating characteristics in the design of intersections and traffic control systems and include appropriate features in intersection design standards.
- Policy CT-6.4: Promote safe bicycle usage.
 - Implementation Measure CT-6.4 (a): Through the Public Safety Department, maintain an educational program promoting bicycle use and bicycle safety.
 - Implementation Measure CT-6.4 (b): Enforce bicycle safety regulations.
- Policy CT-7.1: Treat pedestrian access as an integrated part of all road improvements within the City and within urbanized development areas of the County.

- Implementation Measure CT-7.1 (a): Utilize incentive programs to encourage attractive pedestrian access to all developed areas.
- Implementation Measure CT-7.1 (b): Pedestrian walkways shall be integrated and designed to provide direct access between areas.
- Implementation Measure CT-7.1 (c): Pedestrian access standards in the Land Development Code shall require sidewalks or paths to be separated from auto travel lanes by an appropriate combination of grade separations, parking lanes, or landscaping.
- Implementation Measure CT-7.1 (d): Pedestrian access shall be accessible to the handicapped with appropriate curb cuts, grades, and ramps.
- Implementation Measure CT-7.1 (e): Pedestrian access design standards shall be included in the land Development Code. The following will be considered within the Code: landscaped areas, tree shading when appropriate, and consider standards to utilize other streetscape amenities, such as lighting and litter baskets.

1.5.2 County of Mendocino

Mendocino County Rail-with-Trail Corridor Plan (2012)

The Mendocino County Rail-with-Trail Corridor Plan provides an analysis of general conditions along the length of the 103-mile NWP corridor and identifies priority projects for the City of Ukiah, the City of Willits, and the Mendocino County. The plan provides jurisdictions along the rail corridor with information to assist with the implementation of the Rail-with-Trail project.

There are three segments of the proposed corridor within the City of Ukiah:

- Segment S10 from East Gobbi Street to Clara Avenue: The southern half of this segment between Gobbi Street and Perkins Street is funded for construction in 2015.
- Segment S9 from Norgard Lane to East Gobbi Street: Along with Segment S10, this paved pathway would connect NWP Rail Trail, Phase 1 (East Gobbi Street-Clara Avenue) to the south and provide a connection from the south and north ends of the city.
- Segment S11 from Clara Avenue to Brush Street: This segment would connect to Mazzoni Street which provides direct access to the current campus of Redwood Academy/Accelerated Achievement Academy.

Mendocino County Regional Bikeway Plan (2012)

Mendocino Council of Governments' (MCOG) Regional Bikeway Plan incorporates proposals for bikeway alterations within all jurisdictions of Mendocino County into a single document. The plan includes a description of existing and proposed bikeways, a short-range implementation plan, non-motorized transportation policies, and a description of funding sources.

The high-priority projects identified for the City of Ukiah include:

- Empire Drive Bikeway: Located along Empire Drive between Despina Drive and North State Street, this 0.21-mile Class II bikeway would connect the Bush Street/Dora Street bikeway to the North State Street bikeway. Parking would need to be eliminated from one side of Empire Drive in order to complete the project.

- **Gobbi Street Bikeway:** Consists of two segments and extends for approximately 0.76 miles. Class II alterations are proposed for the segment of Gobbi Street between Dora Street and Oak Street and Class I alterations are proposed for the segment of Gobbi Street between Oak Manor Drive and the eastern terminus of Gobbi Street at Riverside Park/Little League Fields/BMX track. This project will provide direct bicycle access to residential areas, commercial activities in the central business district, and Yokayo Elementary School. The proposed Class I section is located outside the City limits, but connects to Riverside Park, a City facility.
- **Orchard Avenue Bikeway:** This proposed Class II facility would fill in the remaining segments on Orchard Avenue between Gobbi Street and Perkins Street that were not installed during the former Big K-Mart store project. The proposed bikeway would serve two significant shopping centers which are located at opposing corners of the Perkins Street intersection.

Mendocino County Regional Transportation Plan (2011)

The Non-Motorized Transportation Element of the Regional Transportation plan establishes goals, objectives, and policies for bicycle and pedestrian facilities throughout Mendocino County. The primary goal of this element is to reduce the region's dependence on vehicular travel and improve the health of Mendocino County residents. In order to achieve this goal, the following policies are included:

- Update the Regional Bikeway Plan on a timely basis to ensure local agency eligibility for Bicycle Transportation Account funds and other grant programs.
- Provide support to local agencies in pursuing grant funding such as Safe Routes to Schools and the Bicycle Transportation Account.
- Continue to reserve and allocate two percent of Local Transportation Funds for bicycle and pedestrian projects.
- Seek funding for needed improvements, and consider regional improvement funding (RIP) funding and other state and federal grant resources.
- Prioritize improvements providing access to schools, employment, and other critical services.
- Prioritize projects that link to existing facilities or provide connectivity.
- Fund planning activities in MCOG's Work Program to identify priority improvements for commute purposes, such as Safe Routes to Schools plans.
- Consider the addition/alteration of bicycle and pedestrian facilities when planning and implementing local street and road improvements.
- Coordinate with health organizations to promote active forms of transportation.
- Support educational programs to promote increased walking and bicycling.
- Encourage the addition of bicycle and pedestrian alterations in local business areas and existing residential areas.

The Ukiah Valley Area Plan (2010)

The Ukiah Valley Area Plan (UVAP) is an individual element of the Mendocino County General Plan and represents a commitment to a comprehensive, long-range, and inter-jurisdictional planning document designed to meet the needs of the County, as well as the shared needs of the City. The Circulation and Transportation section of the UVAP seeks to coordinate driver, pedestrian, bicyclist, and transit user needs with land use, air quality, plant and animal habitat, stormwater runoff, noise, energy consumption,

and greenhouse gas emission goals. The plan states that acquisition of land for road widening and new road construction is expensive and has social and environmental cost implications, and therefore, the County and City will be proactive in facilitating the use of alternative modes of transportation such as bicycling and walking. Goals and policies to increase bicycle and pedestrian activity include:

- Goal CT-2: Enhance pedestrian, bicycle, and transit connectivity between land use types.
 - Policy CT-2.1: Integrate pedestrian access into the circulation system of the urbanized areas of the Ukiah valley.
 - Implementation Measure CT-2.1 (a): The land development code shall develop pedestrian access design standards that address:
 - Accessibility to the disabled, with appropriate grades, ramps, and curb cuts.
 - Separation of sidewalks or paths from auto travel lanes by an appropriate combination of grade separations, parking lanes or landscaping when feasible.
 - Requirements for landscaped areas and tree shading when appropriate and with respect to solar access.
 - Streetscape amenities such as lighting.
 - Implementation Measure CT-2.1 (b): Pedestrian Walkways
 - To the extent allowed under state law, require private development projects provide pedestrian walkways that provide direct access between key destinations.
 - Implementation Measure CT-2.1 (c): When considering new development projects, the County shall require bicycle and pedestrian access across the property to provide connections for a route between the center of Calpella (along North State Street) and the Brush Street Triangle or between the City and the center of Talmage. The County will request that MCOG develop a map of these pedestrian linkages and include that map in the next Regional Transportation Plan update.
 - Policy CT-2.2: Develop a safe and integrated bicycle transportation system in order to promote the use of bicycles as a viable and attractive alternative to the automobile.
 - Implementation Measure CT-2.2 (a): Bicycle Route Standards
 - The land development code shall include standards for safe bicycle lanes or paths, as appropriate, for development projects. Consider bicycle safety in the design of roadways, intersections, and rights-of-way encroachments.
 - Implementation Measure CT-2.2 (b) Bicycle Route Requirements
 - Require that roads linking residential areas with schools, shopping, services, or employment be designed to include bicycle lanes.
 - Implementation Measure CT-2.2 (c): Bicycle Route Construction
 - Construct and maintain bicycle routes and lanes in accordance with the Area Plan Bicycle Route map and the Mendocino County Regional Bikeway Plan.

- Seek funds through MCOG for the construction of bicycle lanes on routes identified in a County bicycle plan, including in conjunction with County road improvement or widening projects.
- Ensure that bicycle routes connect residential, retail, and employment centers.
- Work with Human Health Services (HHS) in applying for funding to plan and implement bicycle projects.
- Implementation Measure CT-2.2 (d): Bicycle Parking
 - Adopt and implement standards for safe and secure bike storage in new development. Develop incentives to place bike storage facilities at exiting places of employment and parking lots.
- Implementation Measure CT-2.2 (e): Bicycle Route Updates
 - Periodically update plans to extend the system of bicycle lanes and routes in appropriate locations throughout the Ukiah Valley.
- Policy CT-2.3: Coordinate transportation planning needs, developer obligations, and construction responsibilities.
 - Implementation Measure CT-3.2 (d): Mitigation and Impact Fees
 - Require development impact fees, development agreements and other secured funding sources where necessary to fund transportation improvements to maintain an acceptable level of service on County roads and for all transportation modes.
 - Implementation Measure CT-3.2 (e): Travel Demand Management Strategies
 - Mitigate trips generated by new development using travel demand management strategies, such as: free transit passes, mixed use development with concentrated employment centers and residential communities, efficient walking, and bicycle connections.

Mendocino County ADA Comprehensive Access Plan for the County Maintained Road System (2010)

The Mendocino County ADA Comprehensive Access Plan addresses aspects of the county maintained road system that are appropriate for pedestrian infrastructure features to provide path of travel in compliance with the federal Americans with Disabilities Act. Components in the plan are comprehensive in nature and designed to result in a document suitable for the user to understand Mendocino County's current status relative to disabled access barriers and provide a planning tool for implementing work scope in the road right-of-way to remove barriers. This plan includes over 100 notes regarding City of Ukiah's pedestrian infrastructure.

County of Mendocino General Plan (2009)

Policies in the Development Element of the County of Mendocino General Plan provide for expanded bicycle and pedestrian systems that support improved community livability, improve linkages between modes of transportation, and reduce vehicle emissions. Relevant policies include:

- Policy DE-152: The County shall ensure that bicycle facilities are safe, attractive, and useful for both recreational and commuting bicyclists. This shall include:

- Requiring that bicycle facilities be designed in accordance with the State Bikeway Design criteria.
- Periodically reviewing, and updating if needed, street standards to accommodate bicycle lanes where indicated on the Bikeway Master Plan.
- Designing bridges, overpasses, underpasses, etc. to be compatible with bicycle travel.
- Considering bicycle safety when implementing alterations for automobile traffic.
- Providing an information/education program to encourage use of the system and to promote safe riding.
- Policy DE-153: Provide pedestrian and bicycle ways along public roadway systems consistent with community area goals and policies and where sufficient right-of-way is available.
- Policy DE-154: Include bicycle and pedestrian facilities, where feasible, when County roads, bridges, buildings, and other facilities are renovated or replaced.
- Policy DE-155: Connect bicycle, pedestrian, and trail routes to form local and regional networks. Link bicycle, pedestrian, and trail routes with other transportation modes to maximize local and regional non-motorized transportation.
- Policy DE-156: Concentrate pedestrian alterations along school and transit routes, in areas of established pedestrian activity, and adjacent to sites serving senior citizens and/or people with disabilities.
- Policy DE-157: When development occurs, require installation of pedestrian and bicycle systems or, if feasible, the payment of in-lieu fees to fund alterations to bicycle and pedestrian facilities.
- Policy DE-158: Promote bicycle use and safety through development standards, education, promotional activities, incentives, safe bicycle parking, facility design, and maintenance.
- Policy DE-159: Preserve abandoned railroad right-of-way for trail use and investigate the feasibility of co-locating bicycle paths on unused portions of existing rights-of-way.

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2 Existing Conditions

2.1 Existing Bicycle Facilities

There are limited formal bikeways in the City of Ukiah, with major parts of the city having no designated facilities. There are currently Class II bike lanes on Bush Street, Dora Street, Despina Drive, Gobbi Street, Grove Avenue, Hastings Avenue, Low Gap Road and Orchard Avenue. Class 1 bicycle paths, Oak Manor Trail and the NWP Rail Trail have recently been added to the City’s bicycle network. Nearby regional bicycle facilities include bicycle lanes (shoulders) on North and South Street and Talmage Road.

Figure 2 presents a map displaying existing bicycle facilities. **Table 1** summarizes existing mileage by bikeway type.

Table 1: Existing Bike Facility Mileage

Type of Bikeway	Mileage
Class I Bike Path	1.12
Class II Bike Lanes	7.97

The bicycling community, ranging from experienced club riders to school children, has developed their own system of streets and routes which provide connectivity and safety for their purposes. For example, bicyclists ride on east-west streets such as Washington Avenue, Mill Street, and Empire Drive despite the absence of bicycle lanes. Some observations on existing bicycling conditions are as follow:

- Ukiah is an ideal bicycling environment. The small size, climate, and topography mean that virtually all residents are within a few minutes’ bicycle ride of all destinations, whether for work or pleasure.
- Local bicyclists include experienced adult riders and school children.
- The elementary schools, middle school, and the high school are located such that many students who bicycle or walk to school must cross the heavily trafficked State Street, Perkins Street, and/or Talmage Road.
- Observations revealed a substantial number of bicyclists riding on the wrong side of the street and crossing major streets at unprotected locations.
- Streets in Ukiah such as Dora Street, Low Gap Road, Clay Street, Bush Street, and Orchard Avenue generally provide good bicycling alternatives to more heavily traveled roadways such as Perkins Street and State Street.
- Oak Street, School Street, and other streets off of State Street in downtown Ukiah are already relatively bicycle- and pedestrian-friendly, with slower moving traffic and lower volumes. This could be supplemented by other alterations such as providing bicycle racks near destinations such as shops, medical offices, and public uses which do not already have bicycle racks.

2.1.1 Terminology

The terminology for bikeway facilities is often misunderstood. In order to help the reader understand the definitions of various facilities, the **Figure 3** depicts each type of facility as shown in the California Highway Design Manual (Caltrans HDM). It should be noted that additional concepts for bikeways have been promoted and implemented throughout the United States; however, they have not yet been adopted for use in the Caltrans HDM.

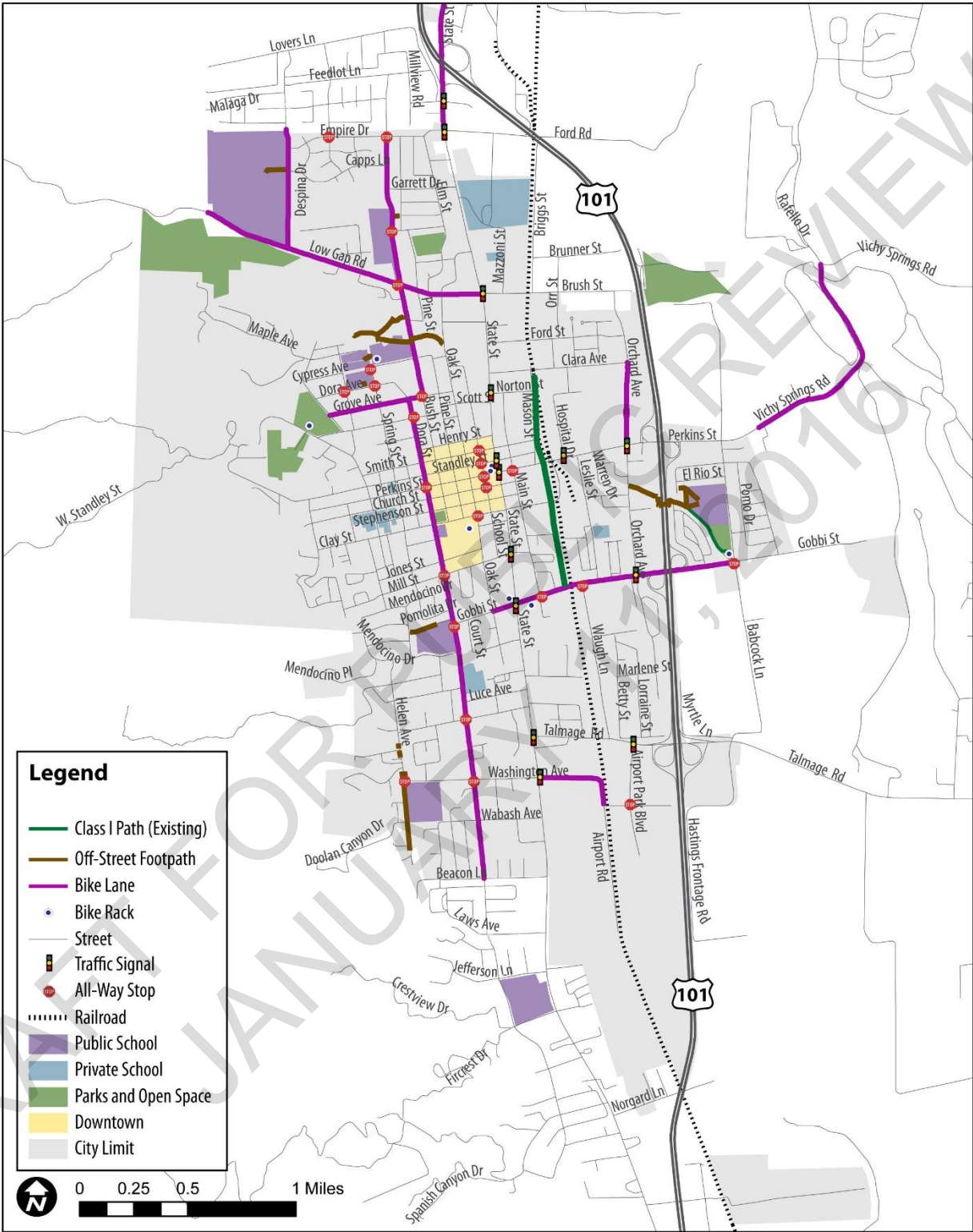
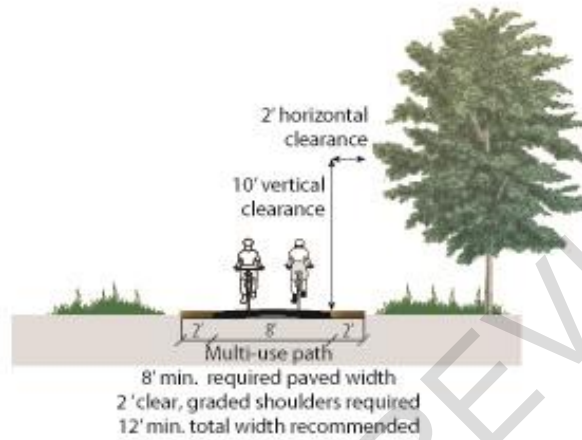


Figure 2: Existing Bicycle Facilities

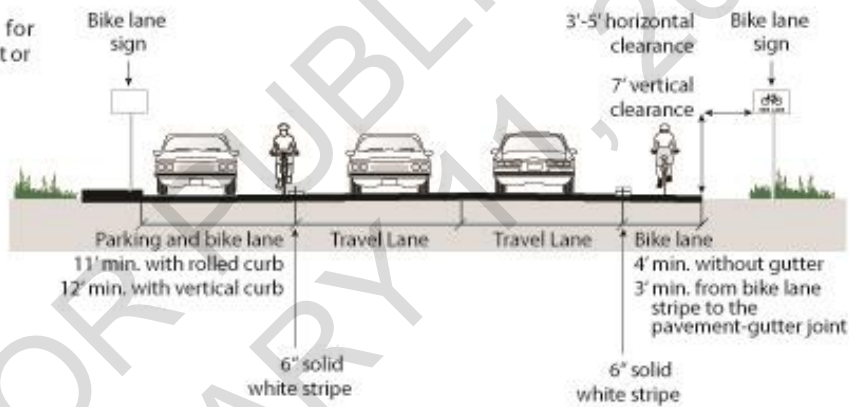
CLASS I Multi-Use Path

Provides a completely separated right of way for the exclusive use of bicycles and pedestrians with crossflow minimized.



CLASS II Bike Lane

Provides a striped lane for one-way bike travel on a street or highway.



CLASS III Bike Route Signed Shared Roadway

Provides for shared use with pedestrian or motor vehicle traffic, typically on lower volume roadways.

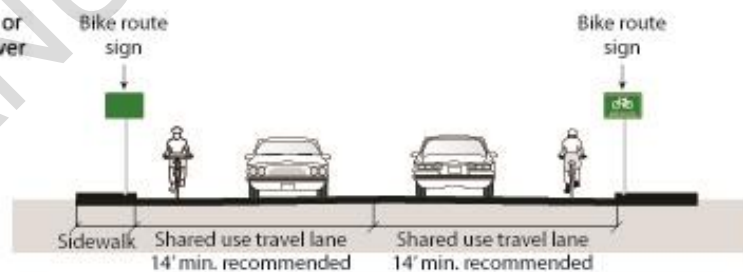


Figure 3: Caltrans Bikeway Classifications

Sources: Caltrans Highway Design Manual (2013), Federal Highway Administration's MUTCD (2009), California MUTCD (2012).

2.1.2 Bicycle Parking

Bicyclists need secure, well-located bicycle parking to support nearly all utilitarian and many recreational bicycle trips. Lack of parking can be a major obstacle to using a bicycle. A field review of Ukiah revealed bike racks at parks, schools, the Civic Center, and at some businesses. Most of the racks at schools are in fenced corral areas at schools, and appear to be used by students. Otherwise, bicyclists visiting stores, restaurants, places of employment, medical facilities and community facilities are largely left to their own devices to temporarily store their bikes.

2.1.3 Other Support Facilities

Support facilities, such as showers and lockers for employees, further improve safety and convenience for bicyclists. The team is not aware of any of these other types of support facilities in the City.

2.1.4 Transit Access

Mendocino Transit Authority (MTA) public transit services for Mendocino County, including Ukiah. Routes that service Ukiah include Routes 20, 65, and 75. Each MTA bus has a bike rack which holds two bikes. Rack space is available on a first-come, first-serve basis and passengers are responsible for their own bikes. Due to the tight turns in downtown Ukiah, bikes are not allowed between the certain stops on select days of the week.

2.2 Existing Pedestrian Facilities

The City of Ukiah has an excellent network of sidewalks. The downtown and surrounding neighborhoods provide amenities which tend to encourage pedestrian trips including narrow streets, tree coverage, close building proximity to the street, short crossing distances on public streets, and a mix of office and commercial uses. Although more auto-oriented, there is a significant amount of pedestrian activity along North and South State Streets. This activity consists of transit riders as well as other pedestrians walking to their destinations. There are several barriers to walking trips in Ukiah including wide crossing distances, a lack of adequate pedestrian facilities on intermittent sections of State Street, and various gaps in sidewalks throughout the City. **Figure 4** presents a map of existing pedestrian facilities in Ukiah.

Some observations on existing pedestrian activities are as follows:

- Ukiah is an ideal walking environment. The small size, climate, and topography mean that the majority of residents are within a ten minute walking time of commercial opportunities along State and Perkins Street.
- The most significant pedestrian activity is in the downtown where the mix of land use and narrow streets encourages pedestrian trips.
- The neighborhoods surrounding the downtown that are within a half-mile or less generate the most walking trips.
- The elementary schools, middle school, and the high school also generate a significant amount of pedestrian trips.

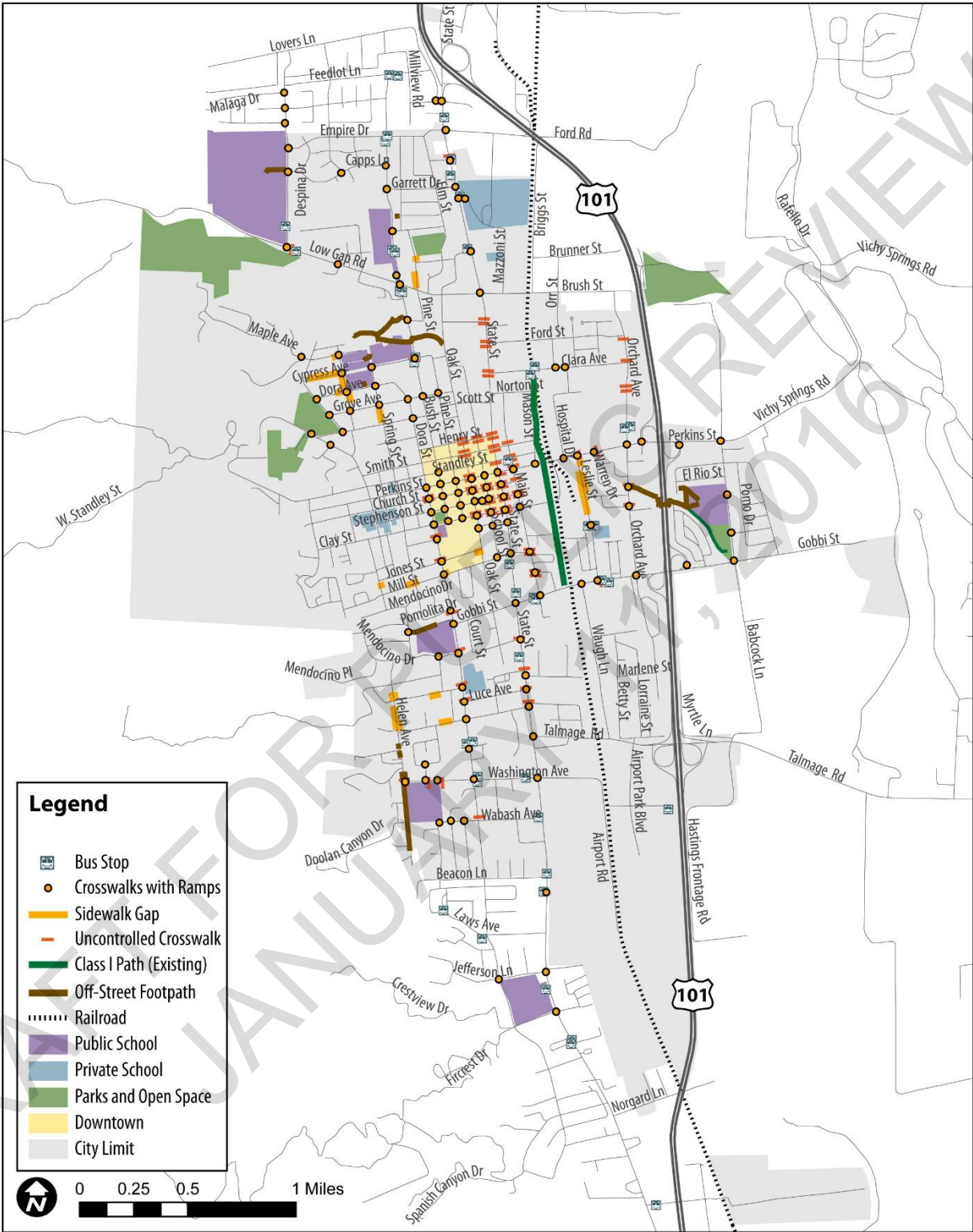


Figure 4: Existing Pedestrian Facilities

2.2.1 Transit Access

Figure 4 shows bus stop locations within Ukiah. Some bus stops along arterial roadways include bus shelters with seating, trash receptacles, and signage; however, most include signage only. All MTA buses are wheelchair accessible.

2.2.2 Roadway Crossings

Safe roadway crossings are the most critical component of a circulation system which encourages pedestrian traffic. Along State Street and Perkins Street, there are many signalized intersections which have protected pedestrian crosswalks. However, there are a significant number of crosswalks which are unprotected either by a traffic signal or stop sign. These types of locations are the most susceptible to pedestrian crossing collisions. A field survey of uncontrolled pedestrian crossings was conducted on all City arterial and collector streets. Locations of these uncontrolled crosswalk locations are shown in **Figure 4**.

2.2.3 Sidewalk Continuity

There are many small missing sections of sidewalk within the City due to undeveloped lots. These gaps in the sidewalk disturb the continuity of pedestrian travel and discourage some walking trips. A field inventory was conducted on all City arterial and collector streets. Locations along these streets which had missing sections of sidewalk are shown in **Figure 4**. The most noticeable gaps were Main Street near the Grace Hudson Museum and on Leslie Street north of the River Oak Charter School.

2.2.4 Shade Trees

Shade trees provide cooler areas for pedestrians to walk, beautify neighborhoods, clean the air, raise property values, and reduce polluted stormwater runoff. Although many of the historical neighborhoods, west of State Street, have significant numbers of shade trees, there are other neighborhoods and areas of downtown in which shade trees are not provided.

2.3 Existing Programs

2.3.1 Walk and Bike Mendocino

Walk and Bike Mendocino (W&B) promotes walking and biking as a primary transportation choice in short distance travel in Mendocino County. Functioning as a non-profit organization, W&B staff support pro walking and biking governmental policies and infrastructure, provide public education, and collaborate with other organizations working on similar or supportive projects to meet shared goals.

Upcoming bike safety, education and encouragement programs that W&B is involved in include:

- Every Saturday 10-12:30 – Ukiah Bike Kitchen at the Farmers Market



Walk & Bike Mendocino staff share rules of the road and bicycle handling instruction at a First Gear Bike Class for Adult Bicyclists

- Every Friday Evening – Ukiah's Cyclestrians Bike Ride (Un-sponsored Group ride with intent of having experienced cyclists teach inexperienced riders how to ride safely)

The Ukiah Valley Trail Group's (UVTG) Ukiah Walks maps illustrate four walking routes around Ukiah: the Low Gap, Observatory Park, Todd Grove, and Ukiah Alleys walking routes, including the locations of benches and water fountains. The UVTG is a volunteer organization comprised of individuals and participating organizations dedicated to preserving, enhancing, and establishing trails in the Inland of Mendocino County. The UVTG acts as an information center for trail work in Mendocino County, promotes trail work and recruits volunteers, helps plan and coordinate projects with land managers and partners, and trains crews and crew leaders.

2.3.2 Bicycle Rodeos

The Prevention & Planning Unit of Mendocino County Health & Human Services Agency (HHSA)/Public Health offered eight bicycle safety courses in Ukiah and Willits funded through a grant from the California Office of Traffic Safety (OTS) through the National Highway Traffic Safety Administration. The courses in Ukiah were held at schools and the Boys and Girls Club of Ukiah. Bicycle rodeos provide instruction on property safety while driving bicycles on street. The rodeos were for 4 to 13 year olds. The course presents real life situations for the children with opportunities to encounter traffic lights, stop signs, pedestrian crossing signs, and roadway intersections. The children learn to handle riding their bikes in life-like settings. Bicycle Rodeo operators handed out 200 helmets purchased with the grant funds.

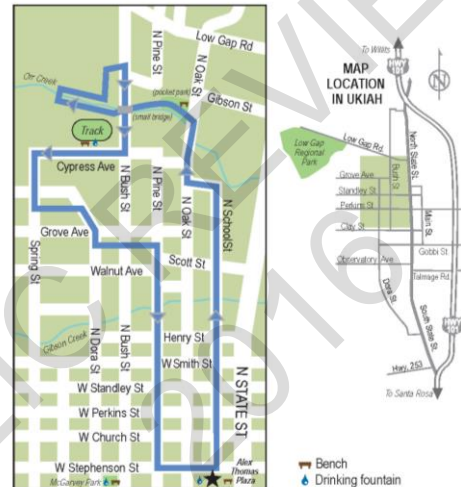
2.3.3 Media Dissemination and Announcements

The City of Ukiah website, <http://www.cityofukiah.com>, is currently (Summer 2014) featuring a banner/link on its homepage for Walk & Bike Mendocino.

LOW GAP Walking Route



Marked in blue, the 2.1 mile Low Gap walking loop begins along the quaint, shaded shopping area of School Street. It passes the ivy covered brick walls of the old Palace Hotel and meanders along residential neighborhoods before finding a path along Orr Creek. This unique portion of the walk takes the walker through a small shady grove of redwood trees and then passes a large grass playing field where soccer players frequently frolic. From the bridge that crosses Orr Creek, it is a short walk to the many hiking opportunities of Low Gap Regional Park. The return route passes some of Ukiah's historic homes before returning to Alex Thomas Plaza via a variety of small shops and stores.



The Ukiah Valley Trail Group's Ukiah Walks maps illustrate four walking routes around Ukiah, including the Low Gap Walking Route

Source: <http://www.mendotrails.org>



Mendocino County Health & Human Services Agency staff guide elementary school students through a Bicycle Rodeo course

Source: The Ukiah Daily Journal

In 2013/14, MCHH Services Agency/Public Health disseminated of media about bicycle and pedestrian safety and working on advocacy using grant money awarded through OTS. They also had public safety announcements around bicycle and safety tips using public service announcements.

For National Bike Month 2014, the Ukiah Daily Journal published Ukiah Police Department Chief Chris Dewey submitted an article titled “Bike safety.” In the article, Chief Dewey encourages bicyclists to wear their helmets and bright clothes, follow the rules of the road, and ride defensively. He encourages divers to share the road with bicyclists; allow extra space while passing; slow down when approaching bicyclists; and pay attention while driving, instead of allowing distractions to grab their attention.

2.3.4 National Bike Month

National Bike Month activities (held annually in May) in Ukiah included Energizer Stations at the Natural Foods Co-op, Schat’s Bakery, and other locations, where bicyclists could get breakfast foods, coffee, tea, 5-minute massages, bike repair advice, and participate in activities. After work, a Bicycle Fashion Show was held on Church Street.

2.4 Past Expenditures

2.4.1 Construction

The following bicycle and pedestrian projects have been completed by the City of Ukiah since 2000. The projects are listed with date of completion and final project cost.

Bicycle Facilities

- Gobbi Street Class 2 Bicycle Lanes (Orchard Ave. to Oak Manor Drive) - November 2003 - \$132,112.76
- Oak Manor Trail (Class 1 Bicycle Path from Oak Manor Park to wooden bridge crossing Gibson Creek) - April 2014 - \$169,092.92

Pedestrian Facilities

- ADA Curb Ramps, Phase 4 – September 2002 - \$48,682.20
- Mendocino Drive Sidewalk (along Yokayo School frontage) - September 2002 - \$67,992
- N. State St. Sidewalk (Redwood Empire Fairgrounds frontage) - August 2003 - \$81,244.10
- ADA Curb Ramps, Phase 5 & 6 - July 2009 - \$53,894.15
- ADA Curb Ramp – Bulb Out on Hospital Drive - July 2011 - \$48,082

2.4.2 Maintenance

The City performs street sweeping weekly during leaf season and at least monthly for the remainder of the year. Bicycle lane striping and street striping is scheduled for annual repainting. Bicycle lane pavement markings are repainted as needed. The City has an app for residents to report potholes. The app is on the City’s website and submitted reports go to the maintenance division. The City performs vegetation management related to bikeways and sidewalks as needed when resources are available. The

City conducts sidewalk repair (e.g., ramping of offset joints of sidewalks) upon observation of the offset joint. Sidewalks damaged by City street trees are scheduled for repair by the City street maintenance crew. All other repair and maintenance of damaged sidewalk (by private trees, etc.) is the responsibility of the property owner.

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3 Needs Analysis

The needs analysis examines where bicycle and pedestrian alterations are most needed in Ukiah. The examination begins with a review of trip attractors and generators to identify where pedestrians are likely to walk to and roam. How people access these destinations – whether on foot, by motor vehicle, by bicycle, or with transit – and typical travel times are then reviewed to understand the current and potential rates of walking. Bicycle and pedestrian collision locations and rates are also examined in order to understand locations likely in need of bicycle- and pedestrian-related alterations.

3.1 Bicycle and Pedestrian Needs

3.1.1 Bicyclist Needs

The skill level of the bicyclist affects her or his expected reaction time and behavior. As such, there are several systems of classification currently in use within planning and engineering professions. These classifications can be helpful in understanding the characteristics and infrastructure preferences of different bicyclists. However, it should be noted that these classifications may change in type or proportion over time as infrastructure and culture evolve. An instructional course can rapidly change a less-confident bicyclist into one that can comfortably and safely share the roadway with vehicular traffic. Bicycle infrastructure should be planned and designed to accommodate as many user types as possible. Separate or parallel facilities should be considered to provide a comfortable experience for the greatest number of bicyclists.

A classification system that is used in the 2012 AASTHO *Guide for the Development of Bicycle Facilities* looks at comfort level, physical ability, and trip purpose. This system provides a way to determine approximate level of comfort on the road and preferences for facility types.

Trip Purpose

Utilitarian trips: These are trips that are made for daily activity including commuting to work or school, work-related trips that are not commuting, shopping and errands, and taking children to school. Common characteristics or considerations for utilitarian trips include:

- Directness of route and connected, continuous facilities
- Trips generally travel from residential neighborhoods to schools, shopping, or work areas and back
- Trips are generally 1-10 miles in length
- Short-term and long-term bicycle parking is needed at stores, transit stations, schools, and workplaces
- Flat topography is desired
- Individuals often ride alone
- The bicycle is the primary transportation mode for the trip or riders may transfer to transit
- Lack of access to a car

Some trips occur during morning and evening commute hours (commute to work and school), but generally may occur at any hour of the day

School-aged children may use bicycles as a means of transportation to and from school, a type of utilitarian trip that calls for careful attention. The age range of children means that there is a significant difference in sizes and abilities. An indication of size and ability is the type of school that they are traveling to and from (e.g. elementary, middle, or high school). The types of roadways near schools that have bicycle facilities are also important information while considering the accessibility to schools. Bicycle safety and awareness programs may help children obtain a better understanding of safe bicycle routes and rules of the road.

Recreation trips: These trips are made for exercise and leisure. Riders of all age groups, abilities, and comfort levels can be recreational riders. Recreation and discretionary trips can range from short- to long-distance trips, and do not serve as a trip for the purpose of reaching a destination. Some riders will only use bicycles for recreation and discretionary trips, while others may advance their skill and comfort levels to include utilitarian trips. Common characteristics of recreational trips include:

- Directness of route is not as important as visual interest, shade, and protection from wind
- Loop trips may be preferred to backtracking, start and end points are often the same
- Trips may range from less than one mile to over 50 miles
- Short-term bicycle parking is needed at recreational sites, parks, trailheads, and other recreational activity centers
- Varied topography may be desired, depending on the fitness and skill level of the bicyclist
- Individuals may be riding in a group
- Individuals including out of town recreational riders may drive vehicles, with their bicycles in tow, to the starting point of a ride
- Trips usually occur on the weekend or on weekdays before morning commuting hours or after evening commuting hours

Bicycle networks should be designed to accommodate the range of trip purposes that they are used for each day.

Level of User Skill and Comfort

Rider Age

Age may play a role in the comfort and skill level of riders. Adults, in comparison to children, are generally more able to start and stop quickly, be more visible to motorists, and have greater awareness of potential conflicts on roadways. Seniors are a special type of adult that may ride at a slower pace and have slower reactions to conflicts.

Children are generally slower in recognizing and responding to changes on the roadway, thus making them more vulnerable to conflicts with motorists. They have a relatively narrow field of vision, and may assume that motorists are able to see them if they can see the vehicle. Children also have difficulties accurately judging the speed and distance of vehicles approaching them, judging risks, and concentrating

on more than one thing at a time. Since children do not drive vehicles, they have less experience with the rules of the road.

Experienced and Confident

Experienced and confident riders are comfortable using most types of bicycle facilities, including roads without any special treatments for bicyclists. This group also includes those riding for utilitarian and recreational purposes. These riders are confident in their abilities to reach their destination safely. Also included in this group are commuters, long-distance road bicyclists, racers, and those who often participating in organized rides by bicycle clubs. General characteristics of experienced and confident bicyclists include:

- Most are comfortable riding with vehicles on streets, and are able to navigate like a vehicle
- While comfortable on most streets, some prefer on-street bike lanes, paved shoulders, or shared-use paths when they are available
- Some prefer a more direct route
- Riding with the flow of traffic on the streets and avoiding sidewalk riding
- May ride at speeds up to 25 miles per hour on level grades, and 45 miles per hour on steep descents
- May cycle for longer distances

Casual and Less Confident

Interested but concerned bicyclists represent the majority of the population. This group likely rode a bike during childhood and may own a bicycle now, but may not ride for transportation purposes. This group typically enjoys bicycling and may occasionally ride for recreation (e.g., during summer months or on a shared-use path), but may hold concerns about riding on major streets with higher vehicle speeds and volumes, especially if few or no accommodations are made to separate motor vehicle traffic from bicycle traffic. Riding on residential streets is a possibility, but these riders would not likely consider bicycling for transportation if much of the trip requires riding on or across major streets in the absence of formalized bicycle infrastructure accommodations. General characteristics of casual and less confident bicyclists include:

- Prefer shared-use paths, bicycle boulevards, or bike lanes along low-volume, low-speed streets
- May have difficulty gauging traffic and may be unfamiliar with the rules of the road. They may want to bike across intersections.
- May use less direct routes to avoid arterials with heavy traffic
- If no on-street facility is available, may ride on sidewalks
- May ride at speeds from 8 to 12 miles per hour
- A typical trip distance is 1 to 5 miles

3.1.2 Pedestrian Needs

Pedestrian needs encompass more than walking trips from one place to another. At some point in nearly any journey, a person walks. After disembarking from a bus or parked car, individuals expect to be able to walk comfortably and safely to their final destinations.

Regardless of the nature of a walking trip, pedestrian needs include safety, connectivity, and accessibility to destinations. Pedestrian infrastructure should also consider those with special needs, including children, seniors, and people with mobility impairments. The Americans with Disabilities Act (ADA) mandates the provision of reasonable accommodations for individuals whose accessibility needs require such assistance.

The most critical needs of pedestrians include:

- Direct connections: Pedestrians must sometimes walk long distances to access adjacent destinations when the street network does not directly connect them to destinations.
- Clearly indicated crossings: Pedestrians and motorists must be aware of the marked crossing locations for pedestrians.
- Continuous facilities: Sidewalk gaps, missing sidewalks, and worn crosswalks are all barriers to pedestrian travel.
- Well-designed walkways: Narrow sidewalks, sidewalks that are directly adjacent to heavy-volume roadways without vegetation or parking buffer, and sidewalks obstructed by utility boxes or lighting poles detract from the walking environment and can make it difficult or impossible for the mobility-impaired to use the sidewalk.
- Slow traffic speeds: The likelihood of pedestrian injury or death increases dramatically with increasing motor vehicle speeds.

3.2 Public Engagement

Public engagement for the Plan included community and business surveys, a public comment table at four consecutive Farmers Markets, and a presentation with opportunity for feedback with a group of seniors. Walk & Bike Mendocino used Facebook (over 2300 people reached) and their website to promote the opportunity to provide input, and advertised in the Ukiah Daily Journal and local radio stations. Walk & Bike Mendocino staff went door to door in the downtown area and procured an additional fifteen business surveys.

3.2.1 Steering Committee

Meeting #1: Bike Tour

The City hosted a bike tour on Monday, June 2nd from 10:00 to noon to tour the City and observe walking and bicycling conditions. The approximately 7-mile long tour route included six designated stops and began and ended at the City's Civic Center. Two members of the Bicycle and Master Plan Stakeholder Group attended.

Challenges discussed include pinch points at the Commerce Road/Airport Road and Talmage Road/Airport Park Boulevard intersections where vehicle turning right have been observed jumping the curb. Opportunities included recommended walking and bicycling routes and locations for sharrows or other bikeway treatments.



The BPMP Steering Committee and project team observed conditions along City bikeways, sidewalks, and pathways during the Bike Tour

Meeting #2: Project Recommendations

The second Steering Committee Meeting was held on August 19, 2014 at the North Coast Opportunities, Inc. conference room. Participants included representatives from Mendocino County, the City of Ukiah, Friends of Gibson Creek, Walk and Bike Mendocino, city residents, and the consulting team. Walk and Bike Mendocino and the consulting team shared summaries of outreach activities from the First Gear Bike Classes for adults, a bike tour, four Farmers Markets, a community survey, and a business survey. The Farmers Market outreach and the two surveys were all conducted in July and August of 2014 and collected feedback from over 200 individuals.

After a brief overview of the survey responses, the consulting team presented a supplemental collision analysis, reviewed changes to the bicycle and pedestrian network that took place after the 1999 Ukiah Bicycle Master Plan, and shared relevant projects from recent plans with bicycle and pedestrian components. The committee then discussed project recommendations and priority projects during a working session. High priority projects that developed out of the discussion included:

- The NWP Rail Trail Project
- The Orr Creek Greenway
- Bicycle treatments along Clay Street and extending over the proposed NWP crossing
- Bicycle treatments along Gobbi Street
- Bicycle treatments along Orchard Avenue

In addition, the committee expressed interest in conducting outreach to local schools, developing a Share the Road campaign, adopting Vision Zero as a policy, and incorporating NACTO guidelines into the updated BPMP.

3.2.2 Farmers Market Tabling

Walk & Bike Mendocino staffed comment tables at the Ukiah Farmers Market on July 12, 19 and 26 and on August 2, 2014 from 9:00 a.m. to noon. The Farmers Market table was prominent in the main corridor of the market and staff remained busy receiving public comment approximately ninety percent of the time, engaging in over 30 interactions per day, and collecting over 100 comments. **Appendix A** includes a photo of the marked-up map and a table with comments received.

Common themes included:

- Support for extension of the rail trail to the city limits
- Support for an Orr Creek Greenway path extending from Low Gap Park to the Softball fields
- Need for crossing improvements at intersections and overpasses, including:
 - All intersections along State Street
 - Talmage Road and Airport Park Boulevard
 - Orchard Avenue and Gobbi Street
 - Orchard Avenue and Perkins Street
- Support for the State Street road diet and for extension of the road diet (particularly to the south)
- Perkins Street is undesirable to bicycle and walk along and feels unsafe
- Support for improving access and usability of the Pedestrian Freeway Overpass (alternative route to Perkins)
- Crossing State Street is challenging and feels unsafe
- Support for completing gaps in the sidewalk network
- Support for removing sidewalk obstructions



Walk & Bike Mendocino staffed four consecutive Farmers Markets to gather input on walking and bicycling conditions and community member priorities.

3.2.3 Community Survey

The Project Team prepared an 18-question community survey to learn about community preferences and concerns related to walking and bicycling in Ukiah. Sixty-one responses were received. **Appendix B** includes the community survey responses.

Survey Respondent Characteristics

By better understanding user characteristics, we can better anticipate their priorities, where they like to walk and bike, and what their preferred facility types may be. Most respondents stated they live (80%), shop (68%), and/or work (59%) in Ukiah, emphasizing the importance for safe and convenient walking and biking routes between homes and retail and employment areas. Respondents encompassed a wide age range, with most respondents (53%) between the ages of 30 and 49. Additional respondents are between 50 and 59 years old (18%), between 20 and 29 years (14%), over 70 years (8%), and 10 to 19 years (6%). Most respondents (61%) identify with the female gender and 39% identify with the male gender. Many respondents walk regularly (between one and four days per week) to parks and trails, to shop and run errands, for recreation, to houses of friends, to work, to restaurant and bars, and to the gym or community center. Few respondents walk regularly to school or transit stops. Fewer respondents stated they bike regularly than those who stated they walk regularly; however a small number of respondents bike daily. Respondents stated they bicycle for recreation, to shop and run errands, to parks and trails, to houses of friends or family, and to work. Fewer respondents bike to school, restaurants or bars, the gym or recreation centers, or to transit stops.

Summary of Responses Related to Walking and Bicycling Preferences

Most respondents (54%) rate the overall walking conditions in Ukiah as fair (see **Figure 5**).

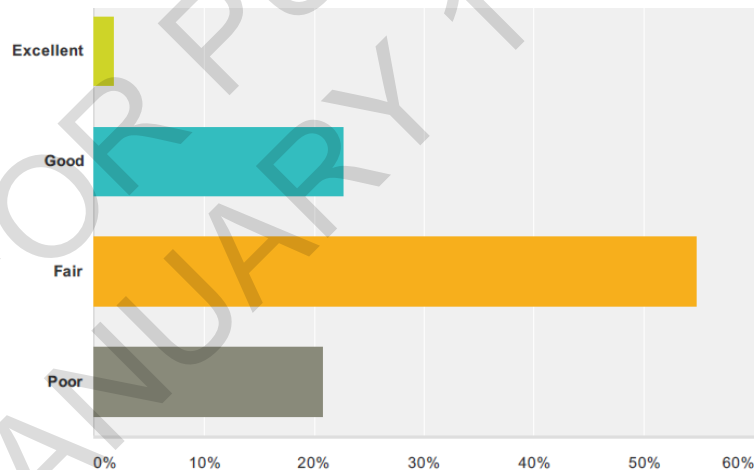


Figure 5: How do you rate overall walking conditions in Ukiah?

Aspects of walking they find most appealing include health and fitness (83% agree), time spent outdoors (72%), pleasure (72%), reducing the amount of time spent in the car (45%), less impact on the environment (45%), and money saved on fuel (4%) (see **Figure 6**).

Most respondents rate the overall bicycling conditions in Ukiah as poor (47%) to fair (43%) (see **Figure 7**). As discussed in Section 3.1, different types of bicyclists prefer different types of facilities. Ukiah bicyclists generally classify themselves as enthused and confident (51%); these bicyclists are comfortable riding in bike lanes and on low traffic streets and are comfortable making their own routes to reach their destinations. A number of bicyclists are interested, but concerned (26%); these bicyclists are comfortable biking on trails and greenways, but biking on roads makes them nervous. Other bicyclists are strong and fearless (17%); these bicyclists are comfortable biking anywhere at any time. A small number of respondents (6%) stated they have no interest in bicycling (see **Figure 8**).

Aspects of bicycling respondents find most appealing include health and fitness (85% agree), time spent outdoors (72%), money saved on fuel (55%), less impact on the environment (55%), pleasure (72%), and reducing the amount of time spent in the car (51%) (see **Figure 9**).

Respondents' top three obstacles or concerns that may prevent them from biking include the streets/trails do not feel safe (67% agree), bike lanes/trails do not go where they need to travel (48%), aggressive drivers (31%), and street crossings feel unsafe (27%) (see **Figure 10**). Facility types respondents feel would influence them to bicycle more include offstreet paths, cycletracks, buffered bike lanes, intersection improvements, and bike lanes, communicating a general desire for greater separation from vehicles (see **Figure 11**).

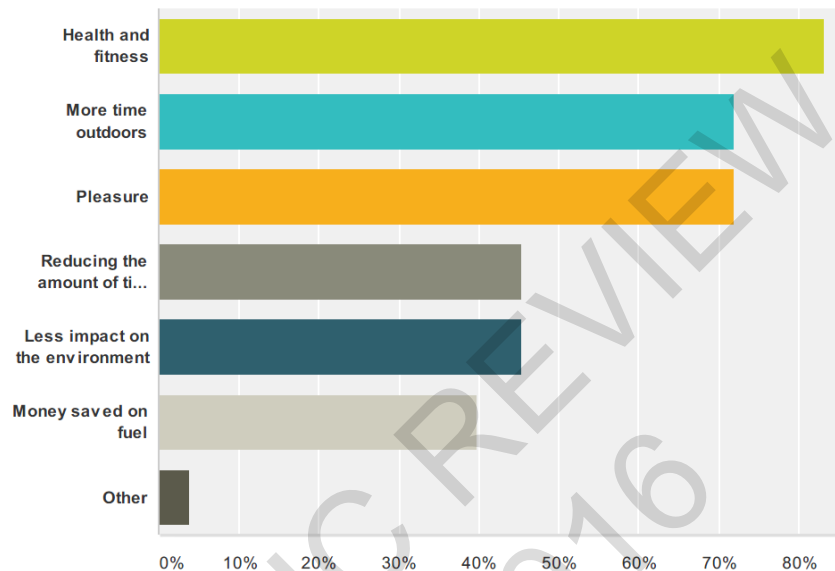


Figure 6: What aspects of walking are most important to you (check all that apply)?

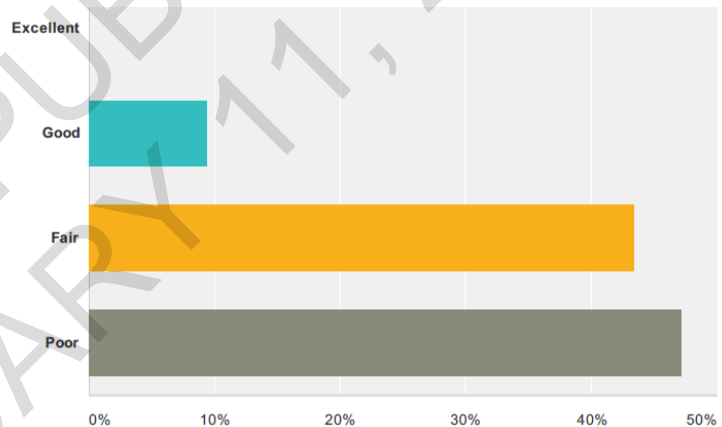


Figure 7: How do you rate the overall bicycling conditions in Ukiah?

Several of the survey questions included open-ended responses. With their responses, respondents noted destinations they find challenging to access by bicycling, street segments and crossing locations they feel need improvement, and desired bicycle parking locations (see **Figure 12**).

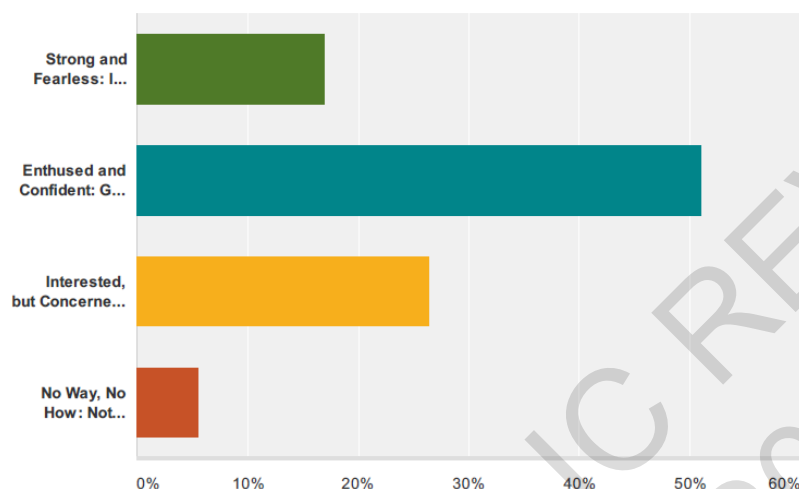


Figure 8: What type of bicyclist are you?

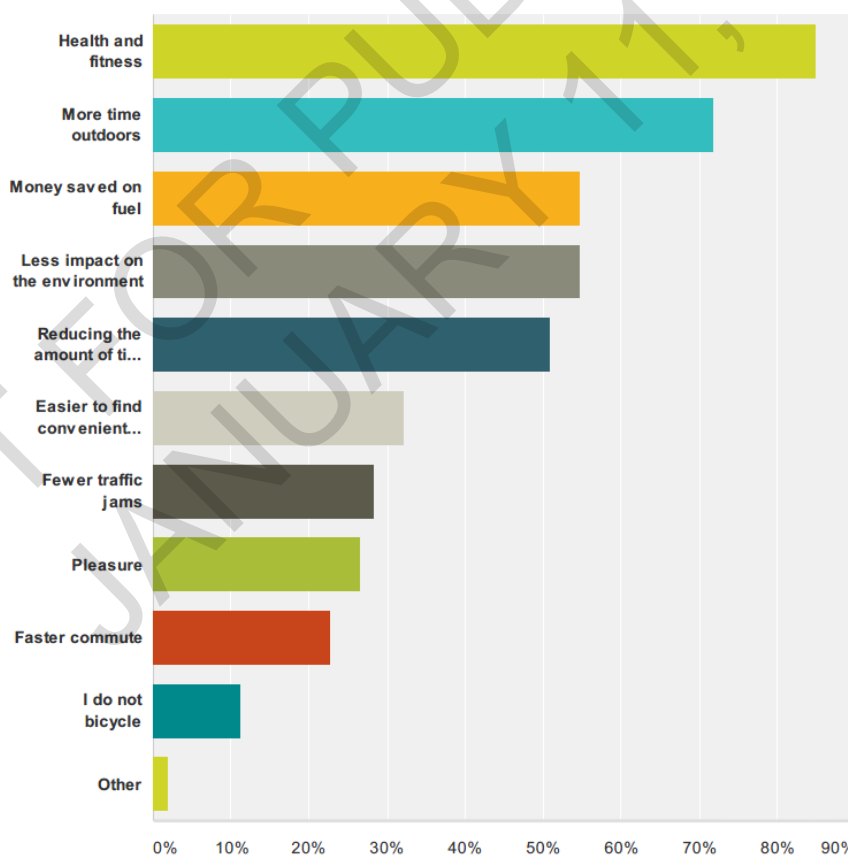


Figure 9: What aspects of bicycling are most important to you (check all that apply)?

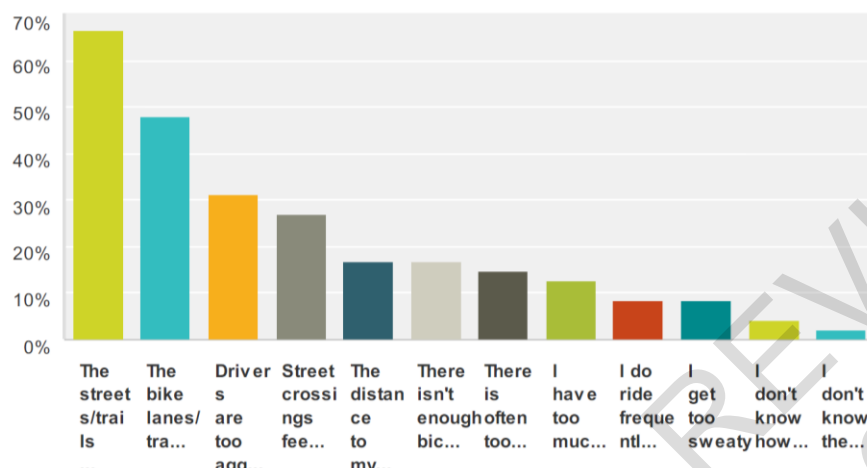


Figure 10: What are the top three obstacles or concerns that may prevent you from biking? (check up to 3 answers)

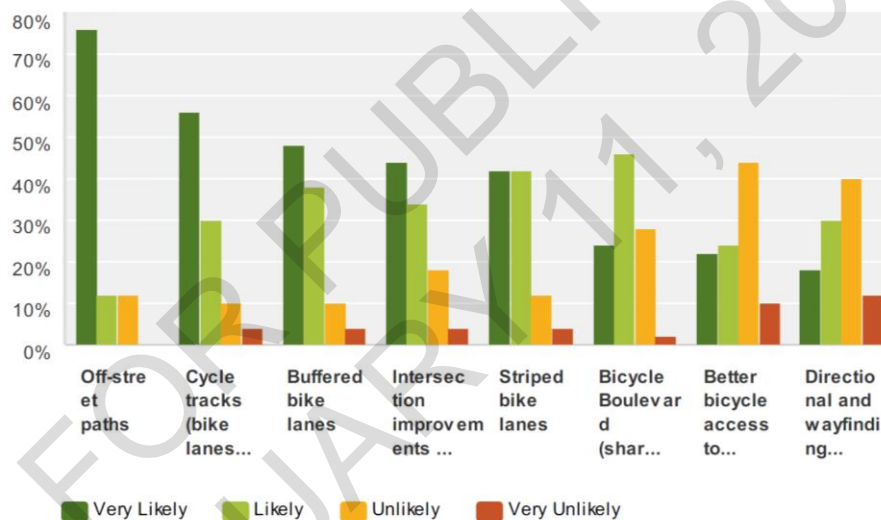


Figure 11: What is the likelihood that the following types of bicycling facilities would influence you to bike more often?

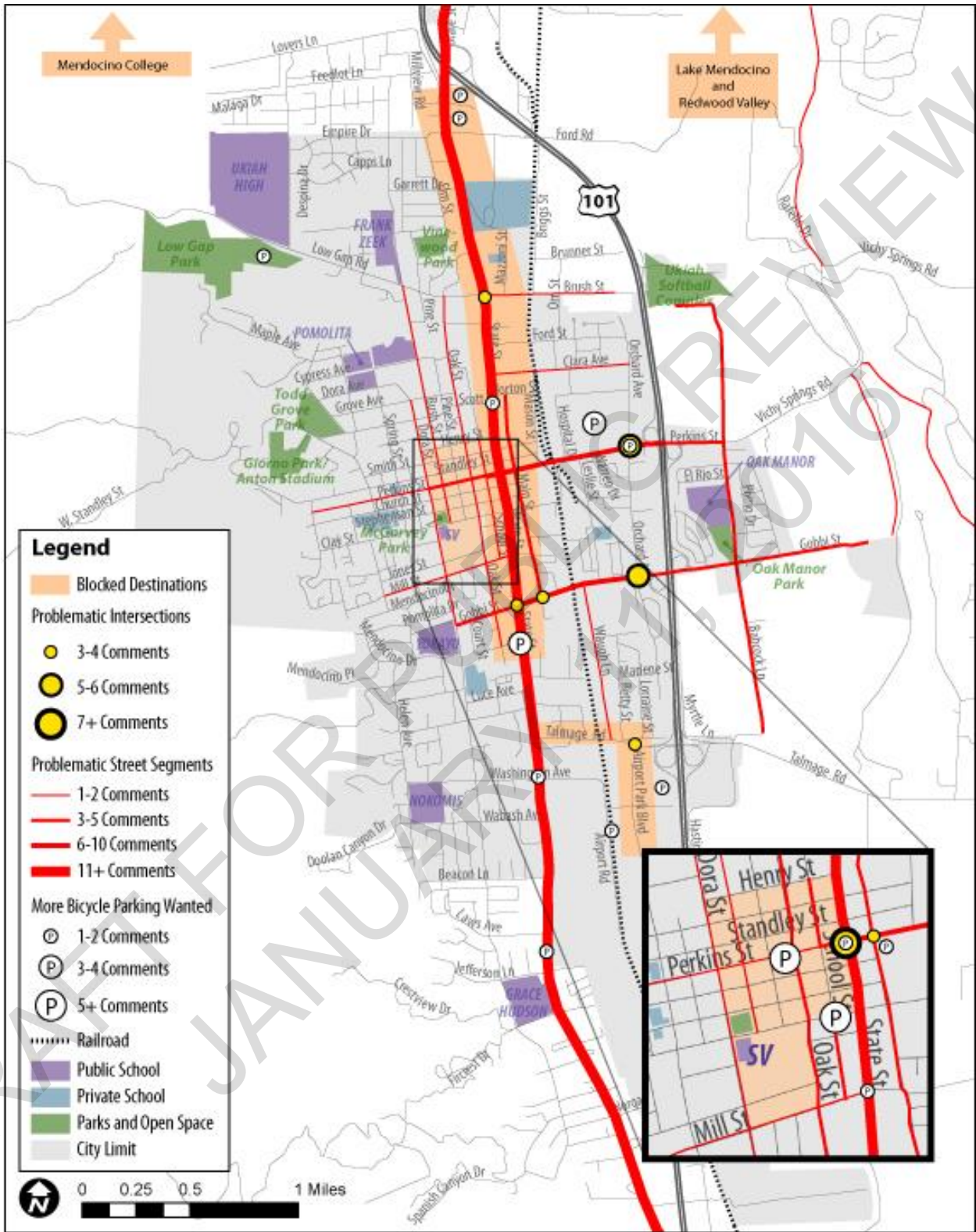


Figure 12: Public Survey Responses Related to Destinations Repspondents Find Challenging to Access, Problematic Street Segments and Crossing Locations, and Desired Bike Parking Locations

3.2.5 Business Survey

The Project Team prepared an 11-question community survey to learn about community preferences and concerns related to walking and bicycling in Ukiah. Twenty-five responses were received. **Appendix C** includes the business survey responses.

Most respondents own commercial/retail businesses (64%) or provide professional services (23%) and have 1 to 4 employees (52%), though some (20%) have 20 to 99 employees. Most businesses do not provide services or incentives for employees or clients who walk to bike to the business location. Those who do, provide bike parking, participate in Bike to Work Day, and/or engage in community planning efforts related to walking and biking.

3.3 Bicycle and Pedestrian Attractors and Generators

Bicycling and walking can be a viable means of transportation if schools, employment centers, shopping centers, and parks are accessible by bikeways and walkways. These pedestrian “attractors” and “generators” are examined below and are used to identify potential recommended pedestrian facilities. Attractors are land uses such as retail centers, schools, transit, major employers, senior centers, community centers, medical facilities, and parks (see **Figure 13**). Generators are land uses such as senior housing developments that bring new pedestrians to live within a given area.

3.3.1 Retail Centers

Retail centers are among the highest bicycle and pedestrian trip generators in any community. Retail centers in Ukiah include the downtown area and the Pear Tree Center on Perkins Street.

Pear Tree Center

Located adjacent to the Ukiah Valley Medical Center, Pear Tree Center features big box anchor stores flanked by smaller retailers and surface parking. While the much of the retail center is surrounded by sidewalks in good condition, these sidewalks often lack ADA-compliant curb ramps, buffer space between the roadway and sidewalk, points of visual interest, and tree shading. Pear Tree Center is also absent of bicycle facilities.

Downtown Ukiah

Primarily located along North State Street, the downtown Ukiah shops and restaurants are well-served by sidewalks buffered by on-street parking and tree saplings. However, many of the intersections are missing ADA-compliant curb ramps.

3.3.2 Schools

Over 3,000 students are enrolled at school in Ukiah, representing a large population of potential bicyclists and pedestrians. Many of these students attend kindergarten through high school at Ukiah schools that are located within neighborhoods and attract bicyclists and pedestrians. **Table 2** lists the schools in Ukiah and their enrollment and **Figure 14** shows school locations in Ukiah.

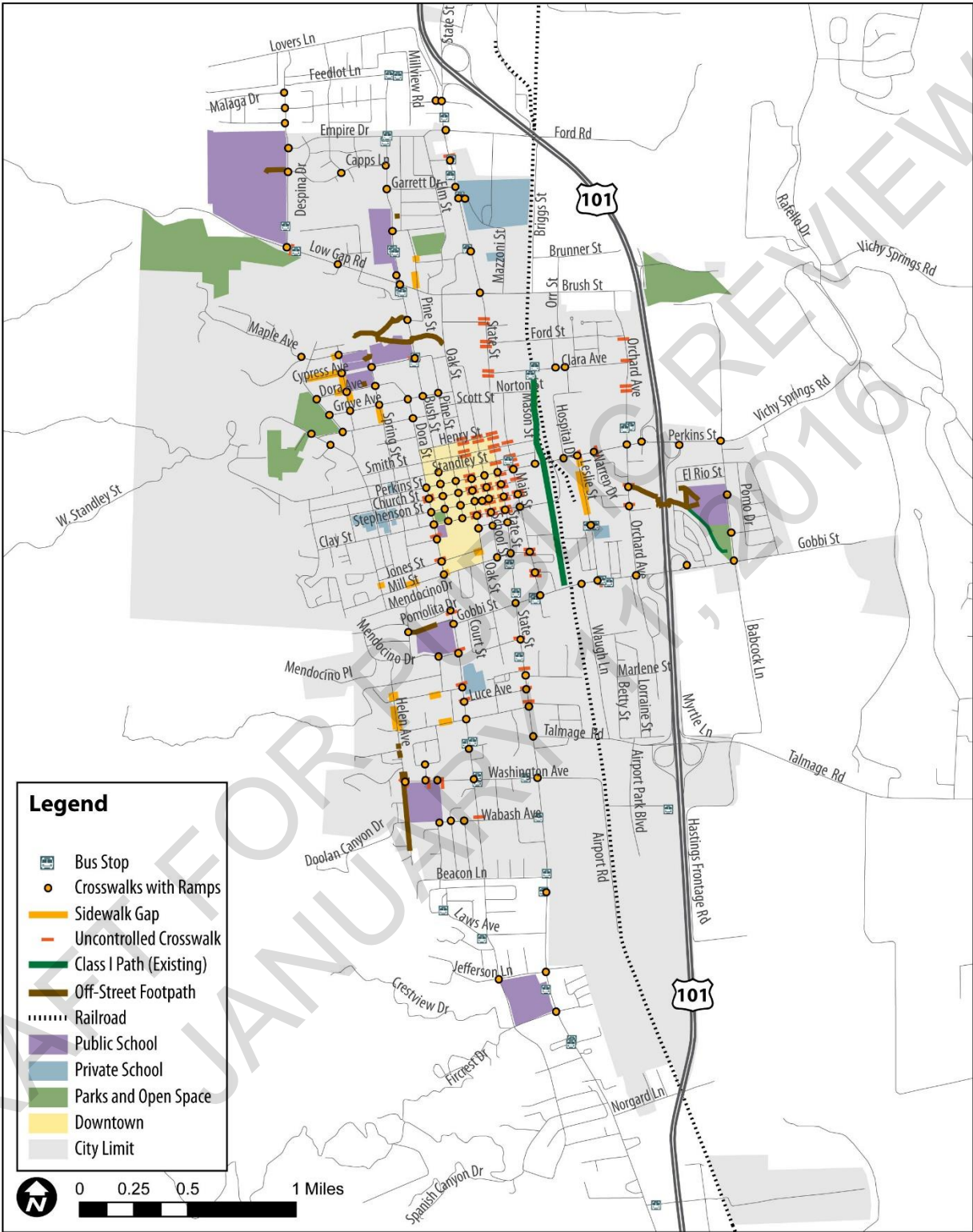


Figure 13: Bicycle and Pedestrian Attractors and Generators

Table 2: Ukiah School Enrollment

School	Enrollment	School	Enrollment
Ukiah High School	1,194	Accelerated Achievement Academy School	136
Pomolito Middle School	589	Redwood Academy of Ukiah School	102
Yokayo Elementary School	357	Capella Elementary School	101
Frank Zeek Elementary School	294	Tree of Life Charter School	48
Oak Manor Elementary School	278	South Valley High School	41
Nokomis Elementary School	263	Orr Creek School	13
Grace Hudson Elementary School	241	West Hills Juvenile Hall Court School	10
River Oak Charter School	143	Ukiah Adult School	-
Total Enrollment			3,810

Source: City-Data.com (2014)

3.3.3 Transit

Transit opportunities in Ukiah include limited service, jitney, local service, and regional bus routes, with a major transfer point located outside the Ukiah Library. These routes connect between destinations within Ukiah, Mendocino College, Fort Bragg to the north, and Novarro River Junction and Santa Rosa to the south. **Figure 4** shows bus stop locations.

3.3.4 Major Employers

Major Employers in Ukiah include Mendocino County, Ukiah Valley Medical Center, Walmart, Raley's, and Pacific Gas & Electric Company. These employers constitute a large number of potential bicycle and pedestrian trips. The location of these employers is shown in **Table 3**. While many of the Mendocino County and City of Ukiah government jobs are located in Ukiah's downtown center, the larger shopping centers and medical facilities are located on large plots east of the residential areas. For the most part, these locations are well connected by sidewalk facilities but largely lack bicycle facilities.

Table 3: Large Employers in Ukiah

Employer	Address	Employer Class Size
Ukiah Valley Medical Center	275 Hospital Drive	500-999 employees
Hillside Health Center	333 Laws Ave	250-499 employees
Mendocino County	Various locations	200-499 employees
City of Ukiah	300 Seminary Avenue	100-249 employees
Pacific Gas & Electric Co.	776 S State Street, #103	100-249 employees
Raley's	1315 N State Street	100-249 employees
Redwood Empire Packing Inc.	2750 Ruddick Cunningham Road	100-249 employees
Ukiah Campus	1000 Hensley Creek Road	100-249 employees
Ukiah City Civic Center	300 Seminary Avenue	100-249 employees
Walmart	1155 Airport Boulevard	100-249 employees

Source: State of California Employment Development Department (2014)

3.3.5 Medical Facilities

The Ukiah Valley Medical Center (UVMC) is a 78-bed, not-for-profit hospital and the largest such facility in Mendocino County and is located at 275 Hospital Drive. The west side of the medical center is separated from downtown by the NWP Railroad and primary access to UKVC and its associated medical facilities is Hospital Drive via Clara Avenue to the north and East Perkins Street to the south. The sidewalks along Hospital Drive are in good condition but lack curb ramps at some locations.

3.3.6 Parks and Community Centers

Ukiah has a variety of park facilities, including tennis courts, a golf course, a skate park, and a conference center that serve as recreational. Ukiah's more prominent park destinations include:

- **Low Gap Park** is an 80-acre park and includes an archery range, off-leash dog park, tennis courts, disc golf course, amphitheater horseshoe pits, and playgrounds. Low Gap Park is located across Low Gap Road from Ukiah High School.
- **Ukiah Sports Complex** features playground equipment, picnic tables, softball and baseball diamonds, soccer, Frisbee, and rugby fields. It is located at the River Street exit off of US 101.
- **Ukiah Skate Park** features a smooth pool and a variety of wall ride-banks, pockets, and rails. The skate park is located directly across from Ukiah High School next to the Low Gap Park tennis courts.
- **Vinewood Park** features playground equipment, picnic tables, barbeques, group areas, volleyball and basketball courts. The park is located east of Frank Zeek Elementary School and Ukiah Adult School and west of the Twelfth District Fairgrounds.
- **Todd Grove Park** is home to many of the same features as Vinewood Park but is also home to the City's "Sundays in the Park Free Concert Series," one of the largest and most recognized community events in Mendocino County that entertains more than 20,000 music fans every summer.
- **Riverside Park** is a City park outside City limits with picnic tables and benches. It is and will increasingly be a significant destination.

3.4 Bicycling and Walking Demand and Benefits Model

This model estimates the number of bicycling or walking trip currently taken in a community and provides a future estimate. The model is built on the understanding that Census journey-to-work is a readily-available statistic, but community members take many trips by bike and on foot other than adults going to and from work. These bicycling and walking trips could have been vehicle trips, and therefore they benefit the community by saving vehicle miles traveled (VMT), which leads to greenhouse gas emissions (GHGs).

The model uses adult commute trips from the U.S. Census Bureau's American Community Survey (ACS) journey-to-work data to extrapolate utilitarian trips. The 2009 National Household Travel Survey (NHTS) provides information about the ratio of work trips to other trip purposes. The model extrapolates school and college trips based on national mode split numbers for those populations.

3.4.1 Data Used in the Model

The foundation of this analysis is the ACS 2008-2012 five-year estimate for Ukiah. Model variables from the ACS include: total population, employed population, school enrollment (grades K-12 and college students), and journey-to-work mode split.

The 2009 NHTS provides a substantial national dataset of travel characteristics, particularly for trip characteristics of bicycling and walking trips. Data used from this survey include:

- Student mode split, grades K-12
- Trip distance by mode by trip purpose
- Ratio of walking/bicycling work trips to utilitarian trips
- Ratio of work trips to social/recreational trips
- Average trip length by trip purpose and mode

Several of these variables provide a way to estimate the number of walking and bicycling trips made for other reasons than work trips, such as shopping and running errands. NHTS 2009 data indicate that for every bicycle work trip, there are slightly less than two utilitarian bicycle trips made. Although these trips cannot be directly attached to a certain group of people (not all of the utilitarian bicycling trips are made by people who bicycle to work), these multipliers allow a high percentage of the community's walking and bicycling activity to be captured in an annual estimate.

Safe Routes to School hand tallies conducted at Yokayo Elementary School and River Oak Charter School in 2012 were used to assume mode share of school children for the entire city, as ACS five-year data was not available for school enrollment. The Safe Routes to School Baseline Data Report (2010) was used to determine the percent of students who walk or bicycle by the parents' estimate of distance as well as the frequency of carpooling for trip replacement.

Due to the lack of school enrollment data, college students are not taken into account in this model.

Disclaimer

As with any model, the accuracy of the result is dependent on the accuracy of the input data and other assumptions. Effort was made to collect the best data possible for input to the model.

3.4.2 Demand Model

Table 4 presents commute to work data estimates for Ukiah, as well as nearby cities and comparison geographies, as reported in the 2008-2012 American Community Survey 5-year estimates. This information for Ukiah is one of several inputs of the demand model.

Geography	Walk	Bike	Transit	Carpool	Drive Alone
Ukiah	3.7%	2.7%	0.1%	9.3%	74.4%
Talmage	19.0%	2.5%	0.0%	28.8%	69.6%
Redwood Valley	0.0%	0.0%	0.0%	4.4%	84.1%
Calpella	0.0%	0.0%	0.0%	30.1%	66.1%
Mendocino County	4.9%	1.1%	0.7%	12.2%	71.8%
California	2.8%	1.0%	5.1%	11.5%	73.0%
United States	2.8%	0.6%	5.0%	10.0%	76.1%

Source: 2008-2012 American Community Survey 5-year estimates

Table 4: Mode Split Comparison with Neighboring Cities/Communities

Table 5 shows the estimated number of daily bicycling and walking trips. Based on the model input data from NHTS 2009, the majority of trips are non-work utilitarian trips, which include medical/dental services, shopping/errands, family personal business, meals, and other trips. These daily estimates can be extrapolated to annual trips using the total number of annual work, school, and college days in a year.

Table 5: Current Weekday Bicycling and Walking Trips

	Bicycling	Walking	Source
Bicycling/walking trips	345	473	Employed population from ACS multiplied by mode split from ACS, doubled for round-trips
Walk- or bike-to-transit trips	0	4	Number of transit commuters from ACS multiplied by transit mode split from TCRP Report 153, doubled for round-trips
K-12 bicycle/walking trips	46	693	School children population from ACS multiplied by mode split from SRTS Baseline Data Report (2010), doubled for round-trips
College bicycle/walking trips	0	0	Employed population from ACS multiplied by mode split from NHTS 2009, doubled for round-trips
Daily utilitarian trips	556	2,045	Bicycle/walking commute trips (above) multiplied by mode-specific utilitarian trip multiplier from NHTS 2009
Daily social/recreational trips	1,645	1,850	Bicycle/walking commute trips (above) multiplied by mode-specific social/recreational trip multiplier from NHTS 2009
Current daily walking and bicycling trips	2,592	5,065	
Annual Extrapolation			
Annual commute trips	86,595	119,727	Bicycle/walking and walk- or bike-to-transit trips multiplied by annual work days
Annual K-12 trips	8,280	124,740	K-12 bicycle/walking trips multiplied by annual K-12 school days
Annual college trips	0	0	College bicycle/walking trips multiplied by annual college class days
Annual utilitarian trips	139,514	517,634	Annual commute trips multiplied by mode-specific utilitarian trip multiplier

3.4.3 Trip Replacement

To estimate the total distance residents travel to work or school by walking and bicycling, the model isolates different walking and bicycling user groups and applies trip distance information for walking or bicycling trips by mode based on NHTS 2009. **Table 6** shows the trip replacement factors and results.

Table 6: Current Walking and Bicycling Trip Replacement (Annual)

	Bicycling	Walking	Source
Vehicle commute trips replaced	70,353	98,281	Redistribution of bikers/walkers using existing mode split if that mode were not available
K-12 vehicle trips replaced	3,527	60,714	SR2S Baseline Data Report, 2010
College vehicle trips replaced	0	0	NHTS 2009
Utilitarian vehicle trips replaced	113,346	424,911	Redistribution of bikers/walkers using existing mode split if that mode were not available
Vehicle Miles Traveled			
Commute VMT replaced	249,049	65,848	NHTS 2009 average bicycle trip distance for "Work" trips
K-12 VMT replaced	2,709	21,561	SRTS 2010, percent of students who walk or bicycle by parent's estimate of distance
College VMT replaced	0	0	NHTS 2009 average trip distance for "School/Daycare/Religious" trips
Utilitarian VMT replaced	214,602	283,274	Derived from NHTS 2009
Total VMT reduced	466,360	370,683	
Per capita VMT reduced	29	23	

3.4.4 Current Benefits

To the extent that bicycling and walking trips replace vehicle trips, they reduce emissions of several potentially harmful air pollutants. These benefits are shown in **Table 7**.

Table 7: Annual Benefits of Current Bicycling and Walking Trips

	Bicycling	Walking	Total
Yearly vehicle miles reduced	466,360	370,683	837,043
Air Quality Benefits			
Reduced Hydrocarbons (pounds/year)	1,398	1,111	2,510
Reduced Particulate Matter (pounds/year)	10	8	19
Reduced Nitrous Oxides (pounds/year)	977	776	1,753
Reduced Carbon Monoxide (pounds/year)	12,749	10,133	22,883
Reduced Carbon Dioxide (pounds/year)	379,387	301,553	680,939

Source: EPA report 420-F-05-022 "Emission Facts: Average Annual Emissions and Fuel Consumption for Gasoline-Fueled Passenger Cars and Light Trucks." 2005.

3.4.5 Potential Future Bicycling and Walking Trips

Estimating future benefits requires additional assumptions regarding Ukiah's future population and anticipated commuting patterns in 2035. Future population predictions as determined by the CA Department of Finance Projections were used in this model. **Table 8** shows the projected future demographics used in the future analysis.

Table 8: Projected Future Demographics

Demographics	Value	Percent of Current Population	Source
Population	17,673	111%	CA Dept. of Finance Projections
Employed population	7,078	40%	Same as current model estimate
Total enrollment K-12	4,218	24%	Same as current model estimate
Total college/graduate	0	0%	Same as current model estimate

The analysis predicts that the bicycle mode split will double by 2035, due in part to bicycle network implementation and education/encouragement programs. This results in a future bicycling mode split of 5.2 percent. The results of the model are shown in **Table 9**.

Table 9: Estimated Future Weekday Bicycling and Walking Trips

	Bicycling	Walking	Source
Bicycling/walking trips	764	1,048	Employed population multiplied by mode split, doubled for round-trip
Walk- or bike-to-transit trips	0	4	Number of transit commuters multiplied by transit mode split from TCRP Report 153, doubled for round-trip
K-12 bicycle/walking trips	141	575	School children population multiplied by mode split, doubled for round-trip
College bicycle/walking trips	0	0	Employed population multiplied by mode split, doubled for round-trip
Daily utilitarian trips	1,231	4,531	Bicycle/walking commute trips multiplied by mode-specific utilitarian trip multiplier
Daily social/recreational trips	3,643	4,100	Bicycle/walking commute trips multiplied by mode-specific social/recreational trip multiplier
Future daily walking and bicycling trips	5,779	10,258	

3.4.6 Future Benefits

The trip replacement factors remain the same as in the model of current trips. **Table 10** shows the air quality benefits of the future projected walking and bicycling trips.

Table 10: Annual Benefits of Current Bicycling and Walking Trips

	Bicycling	Walking	Total
Yearly vehicle miles reduced	1,035,000	788,000	1,823,000
Air Quality Benefits			
Reduced Hydrocarbons (pounds/year)	3,103	2,362	5,466
Reduced Particulate Matter (pounds/year)	23	18	41
Reduced Nitrous Oxides (pounds/year)	2,168	1,650	3,818
Reduced Carbon Monoxide (pounds/year)	28,296	21,538	49,834
Reduced Carbon Dioxide (pounds/year)	842,024	640,930	1,482,953

Source: EPA report 420-F-05-022 "Emission Facts: Average Annual Emissions and Fuel Consumption for Gasoline-Fueled Passenger Cars and Light Trucks." (2005)

3.5 Collision Analysis

Safety is a major concern for current and potential bicyclists and pedestrians and can be a determining factor in the decision whether or not to bicycle or walk. This section reviews collision data from the Statewide Integrated Traffic Report System (SWITRS) to identify the risk to bicyclists and pedestrians in the collisions involving a motor vehicle, where collisions frequently occur, and where roadway design alterations may be needed.

From 2008 to 2012, there were 20 bicycle-involved collisions and 34 pedestrian-involved collisions. These collisions resulted in 47 minor injuries, 5 severe injuries, and two fatalities (one bicyclist fatality and one pedestrian fatality). The bicyclist and pedestrian injuries are reported in **Table 11**. One collision resulting in the death of a pedestrian occurred at the North State Street and Ford Street in 2009, and one bicycle and truck collision resulting in the death of a bicyclist occurred at South Orchard Avenue and East Gobbi Street in 2012.

Table 11: Bicyclist and Pedestrian Injuries and Fatalities (2008-2012)

Injury Type	Number of Bicyclists	% of All Collisions Involving Bicyclists	Number of Pedestrians	% of All Collisions Involving Pedestrians
Fatality	1	0.32%	1	0.32%
Injury	52	6.43%	33	11.58%
Annual average	13.25	--	8.50	--
Number of collisions per capita in Ukiah between 2008 and 2012	0.00026	--	0.00046	--
Average number of collisions per capita in CA between 2008 and 2012	0.00034	--	0.00035	--

Source: SWITRS (2008-2012), American Community Survey (2008-2012)

The location where bicycle or pedestrian collisions occurred most frequently over the five-year window was at the intersection of East Perkins Street and Leslie Street (three collisions). The intersection is a one-way stop-controlled intersection, with Leslie Street yielding to East Perkins Street. East Perkins Street is a four lane roadway with signage indicating eastbound through traffic merge right immediately after passing the Leslie Street intersection. A map of bicycle- and pedestrian-involved collisions is shown in **Figure 14** and a list of collision locations is in **Appendix D**.

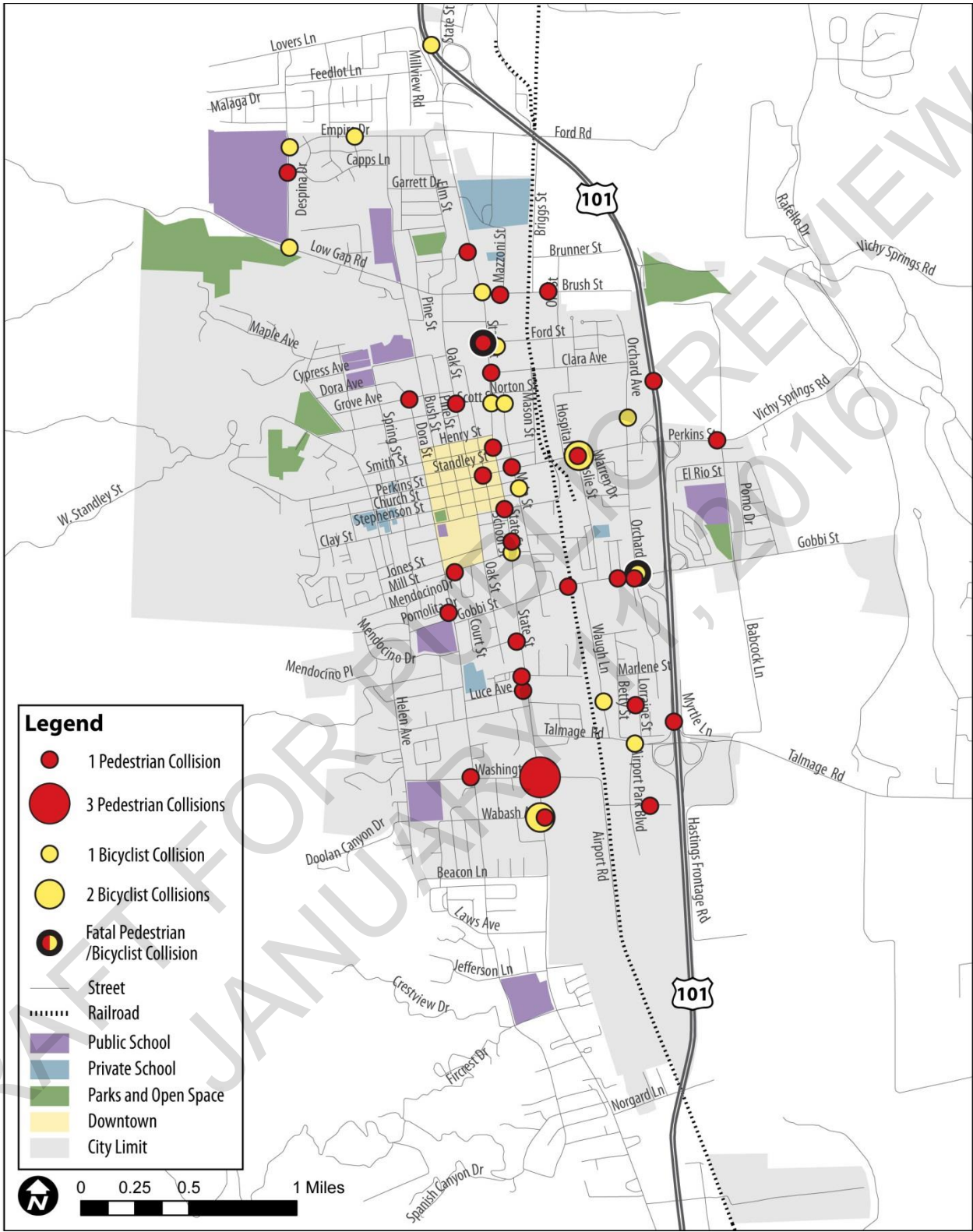


Figure 14. Bicycle- and Pedestrian-Involved Collisions (2008-2012)

Source: The Statewide Integrated Traffic Records System (SWITRS), 2014

4 Recommendations

This chapter presents proposed bicycle and pedestrian facilities identified through input from the community, City staff, and the needs analysis. The proposed improvements are intended to make bicycling and walking more comfortable and accessible for bicyclist and pedestrians of all skill levels and trip purposes. This chapter presents the following improvement types:

- Network improvements fill gaps in the existing network so the community has a seamless bicycle and pedestrian network to use.
- Spot improvements identify specific locations for focused improvement.
- Studies identify potential improvements for consideration and further analysis.
- Bicycle parking identifies key locations citywide for bicycle parking installation.

4.1 Bicycle Network

This section includes bikeway network, pavement markings and signage improvements as well as a Complete Streets policy recommendation. The bikeway recommendations include over 11 miles of new facilities to increase Ukiah's bikeway connectivity and to create a comprehensive, safe, and logical network. At full build-out of the proposed bikeways, Ukiah will have 20.2 bikeway miles, improving connections from residential neighborhoods to attractors such as retail, transit and jobs. The pavement markings and signage will support the bikeway network by providing network identity. The Complete Streets policy will encourage future Ukiah transportation network design to consider all users.

Figure 15 shows the existing and proposed bikeway network and **Tables 12** through **Table 16** list the bikeways by type and mileage. The proposed bikeways were developed with consideration for roadway widths, traffic volumes and speeds, connections to destinations. This Plan proposes five bikeway types, listed below:

- Class I Multi-Use Paths
- Class II Bicycle Lanes
- Class II Buffered Bicycle Lanes
- Class III Bicycle Routes
- Class III Bicycle Routes with Shared Lane Markings

4.1.1 Class I Multi-Use Paths

A Class I Multi-Use Path provides for bicycle and pedestrian travel on a paved right-of-way completely separated from streets or highways. These recommended facilities can be popular for recreational bicycling as well as for commuting.

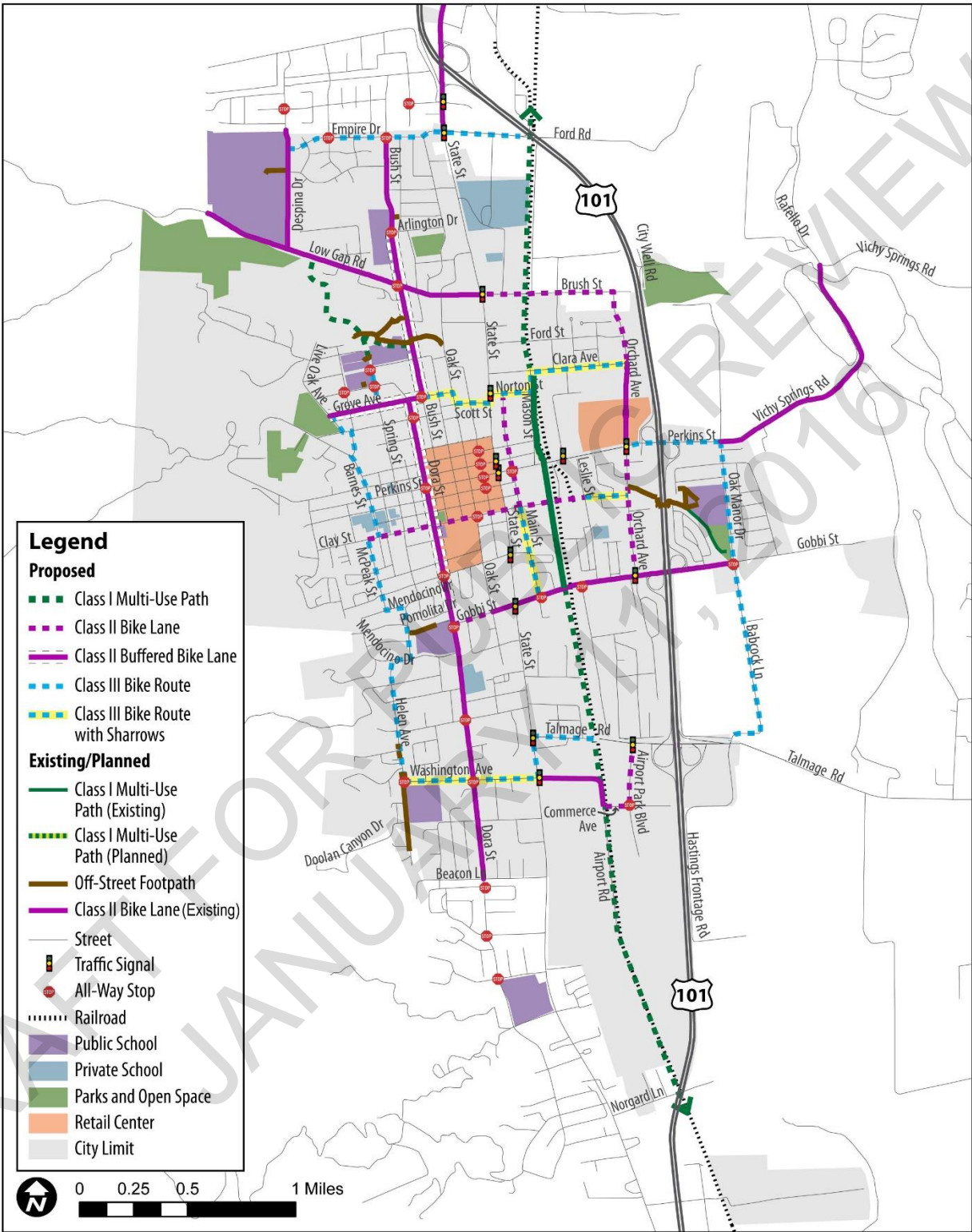


Figure 15: Proposed Bicycle Facilities

Recommendations

The recommended Class I Multi-Use Path would extend the NWP Rail Trail Phase 1 project (located between Clara Avenue and Gobbi Street) to the northern and southern City limits. This Rail Trail can serve recreation and commuting needs as the path would run north-south through central Ukiah and connect with Ukiah's major east-west roadways.

Table 12: Recommended Class I Paths

Location	Bikeway Class	From	To	Length (Miles)
NWP ROW	I	Brush Street	Clara Avenue	0.27
NWP ROW	I	Gobbi Street	Commerce Drive	0.80
NWP ROW	I	Commerce Drive	Norgard Lane	1.07
Class I Bicycle Path Total Miles				2.14

4.1.2 Class II Bicycle Lanes

Bicycle lanes provide a signed, striped and stenciled lane for one-way travel on both sides of a roadway. Class II bicycle lanes are often used by commuters, bicycle enthusiasts and casual riders (if on lower volume and lower speed roadways). Bicycle lanes are often recommended on roadways with moderate traffic volumes and speeds and where separation of users facilitates safer operation.

Recommendations

Class II Bicycle Lanes are recommended on higher volume roadways that serve as important connections in the bikeway network.

Table 13: Recommended Class II Bike Lanes

Location	Bikeway Class	From	To	Length (Miles)
Brush Street	II	State Street	City Limit	0.28
Orchard Avenue	II	Clara Avenue	City Limit	0.19
Main Street	II	Clay Street	Norton Street	0.41
Orchard Avenue	II	Gobbi Street	Perkins Street	0.47
Clay Street	II	McPeak Street	Leslie Street	0.79
Gobbi Street	II	Dora Street	Oak Street	0.15
Class II Bike Lane Total Miles				2.29

4.1.3 Class II Buffered Bicycle Lanes

Buffered bike lanes are bike lanes with a two- to three-foot wide striped buffer between the bike lane and the motor vehicle lane. The buffer provides additional shy space between bicyclists and vehicles, improving roadway user comfort and safety.

Recommendations

Grove Avenue, Dora Street, and Bush Street have wide travel lanes and minimum width bike lanes. The corridor created by these three roadways is the most important in the City for student travel, directly

serving three schools (Yokayo Elementary, St Mary's Catholic School, and South Valley Continuation High) as well as middle and high school students traveling from greater distances. Class II Buffered Bicycle Lanes are recommended to enhance the attractiveness of the existing core bikeway network serving these schools by providing visual and physical separation between cyclists and vehicle traffic.

Table 14: Recommended Class II Buffered Bike Lanes

Location	Bikeway Class	From	To	Length (Miles)
Bush Street	II Buffered	Arlington Drive	Grove Avenue	0.47
Grove Avenue	II Buffered	Bush Street	Dora Street	0.06
Dora Street	II Buffered	Grove Avenue	North of Pomolita Drive	0.82
Class II Buffered Bicycle Lane Total Miles				1.35

4.1.4 Class III Bicycle Routes

Class III Bicycle Routes provide for shared roadway use and are generally only identified with signing. Bicycle Routes may have a wide travel lane or shoulder that allow for parallel travel with automobiles.

Recommendations

The recommended Bicycle Routes provide connections through residential areas connecting residents to schools, retail districts and other community destinations.

Table 15: Recommended Class III Bike Routes

Location	From	To	Length (Miles)
Empire Drive/Ford Road	Despina Drive	City Limit	0.58
Perkins Street	Orchard Avenue	Oak Manor Drive	0.34
Helen Avenue/Mendocino Drive/Gardens Avenue/Mendocino Drive/Barnes Street/Todd Road/Walnut Avenue/Live Oak Avenue	Washington Avenue	Grove Avenue	1.60
Oak Manor Drive/Babcock Lane	Perkins Street/Vicky Springs Road	City Limit	0.57
Talmage Road	State Street	NWP Corridor	0.24
State Street	Talmage Road	Washington Ave	0.14
Class III Bicycle Route Total Miles			3.47

4.1.5 Class III Bicycle Routes with Shared Lane Markings

Class III Bicycle Routes with Shared Lane Markings (SLMs) are signed bicycle routes with shared lane marking stencils in the travel lane.

Class III Bicycle Routes with SLMs are proposed on narrow roadways without wide travel lanes, roadways with high street parking turnover in retail districts, and near schools to facilitate student travel. These bikeways will help bicycle mobility and access while increasing driver and bicycle awareness.

The 2012 California Manual on Uniform Traffic Control Devices (MUTCD) identifies that SLMs should generally not be used on roadways that have a speed limit over 35 mph.

Recommendations

This Plan recommends SLMs be used on Class III Bicycle Routes where there are narrow travel lanes, high parking turn over, when bicyclists may need assistance with lane positioning, and where drivers may need additional notice to expect bicyclists regardless of the auto parking configuration. This Plan also recommends the SLMs be placed in the center of the travel lane to reduce maintenance and to direct bicyclists outside the door zone.

Table 16: Recommended Class III Bike Routes with Shared Lane Markings

Location	Bikeway Class	From	To	Length (Miles)
Grove Avenue/Snuffin Street/Oak Street/Scott Street/State Street/Norton Street/Mason Street/Clara Avenue	III+SML	Bush Street	Orchard Avenue	0.89
Peach Street	III+SML	Leslie Street	Orchard Avenue	0.16
Main Street	III+SML	Clay Street	Gobbi Street	0.33
Washington Avenue	III+SML	Helen Avenue	State Street	0.48
Class III Bicycle Route + SLM Total Miles				1.86

4.1.6 Bicycle Parking

Bicycle parking is an essential element of any bikeway network. There are two classifications of bicycle parking and there are also standards regarding the acceptable types of bike parking. Bicycle parking can be categorized into short-term and long-term parking. Bicycle racks are the preferred device for short-term bike parking. These racks serve people who leave their bicycles for relatively short periods of time, typically for shopping or errands, eating or recreation. Bicycle racks provide a high level of convenience and moderate level of security. Long-term bike parking includes bike lockers and bike stations and serve people who intend to leave their bicycles for longer periods of time and are typically found at transit stations, multifamily residential buildings and commercial buildings. These facilities provide a high level of security, but are less convenient than bicycle racks.

Recommendation

Through outreach events associated with this BPMP, community members expressed desire for bicycle parking at employment centers and in Downtown Ukiah. This Plan recommends the City create an inventory identifying the location, type, number of spaces, and any maintenance needs for existing short-term bicycle parking. Using this inventory, City staff can build upon the existing bicycle parking by identifying new locations based on anticipated demand and consideration of available space free of fixtures and utilities.

This Plan recommends the City and private developers only install bicycle parking that meets the following criteria.

- Short-term parking should support the bicycle at two points and have a design that is intuitive to use. A “U-rack” is an example of a standard and accepted bicycle rack and is the recommended standard for the City of Ukiah, while “wave racks” and “wheelbender” are not acceptable because they do not provide two points of contact, among other issues.
- Long-term bike parking should provide some weather protection and greater security than provide by bicycle racks. Bicycle lockers (electronic) and bike cages are examples of acceptable types of long-term bicycle parking.

Bicycle parking requirements for development ensures bicyclists have somewhere secure and convenient to park their bicycles at newly constructed buildings. The City Zoning Code (§9199) includes a bicycle parking facility exemption, which may be granted to projects involving new construction at a rate of one vehicle space for every five bicycle spaces provided and not to exceed two vehicle parking spaces per parcel. This Plan recommends the City develop language and rates of required bicycle parking for inclusion in the City’s Zoning Code. The recommended rates may be based on the Association of Pedestrian and Bicycle Professional’s “Bicycle Parking Guidelines” and best practices. Identifying bicycle parking requirements would ensure the type and rate of required bicycle parking meets the City’s needs and to provide developers a clear understanding of requirements at project initiation.

4.1.7 Complete Streets Policy

There is a growing movement in the U.S. to integrate non-motorized transportation in the planning, design and operation of roads, bridges and transit projects, called “Complete Streets”. At the national level, the US Department of Transportation (USDOT) developed a model bicycle and policy framework in 2001. The policy is based on the principle that bicyclists and pedestrians have the right to move along or across all roadways unless specifically prohibited from doing so. The national policy has served as guidance for State DOT’s and public works agencies throughout the U.S. It has recently evolved into the idea that streets are only complete when they address the needs of all modes of transportation, including walking and bicycling. This approach includes providing for transit, ADA compliance and facilities for people of all ages and abilities.

Complete Streets principles are “federal, state, local, or regional level transportation laws, policies, or principles which ensure that the safety and convenience of all users of a transportation system, including pedestrians, bicyclists, public transit users, children, older individuals, motorists, and individuals with disabilities, are accommodated in all phases of project planning and development.”

Caltrans adopted complete streets policies in 2001 and 2008, and has been working to integrate complete streets throughout Department. This policy is supported by Federal law requiring safe accommodation for all users and State law that Caltrans provide an integrated multi-modal system. It also helps local governments meet their requirement under State law (AB 1358) to include Complete Streets in their General Plans.

4.2 Pedestrian Network

This chapter presents the following pedestrian network improvement types:

- Pedestrian Corridor Network identifies a corridor network intended to provide a distinguished pedestrian friendly network.
- Major Infrastructure Improvements identify locations for sidewalk installation, paths, curb reconstruction, and pedestrian scale lighting.
- Intersection and Crossing Improvements identify specific locations for focused improvements including curb ramps, curb extensions, crosswalks, and other pedestrian related improvements.
- Studies identify potential improvements for consideration and further analysis.

4.2.1 Pedestrian Corridor Network

Figure 16 presents a recommended Pedestrian Corridor Network: a connected network of streets intended to improve pedestrian connections to neighborhood destinations, transit and recreational opportunities and serve high volumes of existing or expected pedestrian activity. The Pedestrian Corridor Network is intended to provide a distinguished pedestrian friendly network.

The network includes corridors that have the following characteristics:

- Retail shopping areas
- Transit
- Schools
- Parks and community centers
- Higher density residential development
- Libraries
- Community centers
- Senior centers or senior living facilities

Recommendations

The Pedestrian Corridor Network is a starting point for a pedestrian priority corridor network designed to focus improvements where people are most likely to walk most often. The network should provide high quality pedestrian connections to residential areas, transit, recreation, and retail. The City may consider additional street trees, plantings, wide sidewalks, and public art on many of these corridors.

The City should prioritize pedestrian travel on this network and consider implementation of pedestrian improvements with roadway and planning projects along these corridors (see **Figure 16** and **Table 17**).

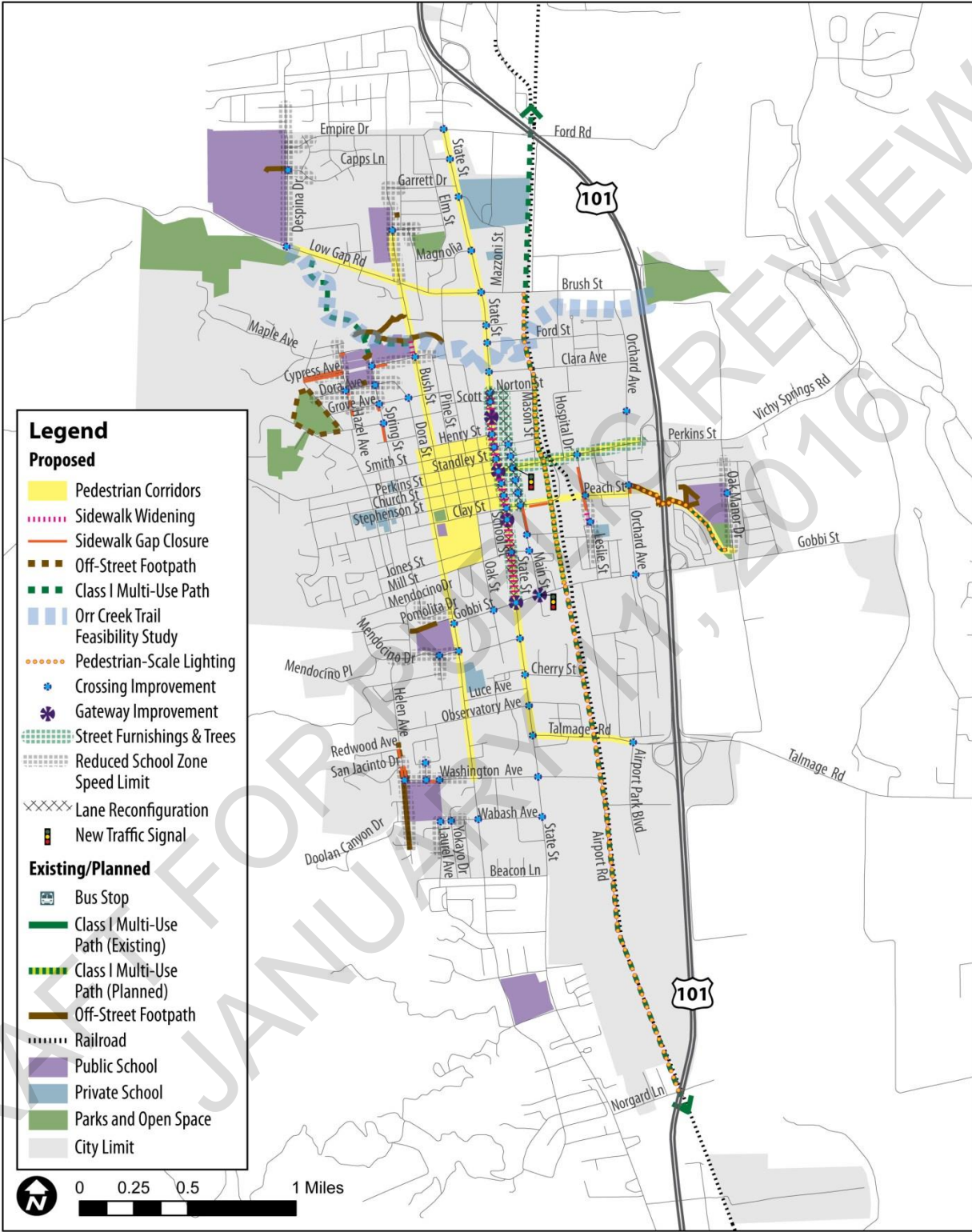


Figure 16: Proposed Pedestrian Facilities

Table 17: Recommended Pedestrian Corridor Network

Location	From	To	Length (Miles)
Bush Street/Dora Street	Arlington Drive	Washington Ave	1.85
State Street	Ford Road	Talmage Road	2.19
Perkins Street	State Street	US 101 Ramps	0.53
Low Gap Road	Despina Drive	State Street	0.72
Clay Street/Peach Street/Oak Manor Trail	State Street	Oak Manor Drive	0.89
Talmage Road	State Street	Airport Park Boulevard	0.37
Pedestrian Corridor Network Miles			6.55

4.2.2 Roadway and Pathway Segment Infrastructure Improvements

Sidewalks

The majority of the City street network includes sidewalks on both sides of the street; however there are several street segments that do not have sidewalks and present gaps in the network or are too narrow to accommodate pedestrian traffic and amenities (e.g., planters, trees, street furniture, and outdoor restaurant/café seating). Areas without sidewalks (sidewalk gaps) may force pedestrians to walk in the roadway which can be problematic on streets with higher traffic volumes. Sidewalk gaps also present a serious mobility issue for those who use assistive mobility devices and strollers.

Recommendations

Recommendations include sidewalk widening in select locations and closure of priority sidewalk gaps. This Plan recommends the City prioritize sidewalk installation citywide. As a first priority, the City should install sidewalks identified in **Table 18** and **Figure 16**. The recommended streets are through streets that provide access to schools and community centers (e.g., the Grace Hudson Museum) and would benefit from separating pedestrians from vehicle traffic. In addition, the City should install sidewalks with all new development projects and as requested by the community.

In general, State Street between Norton Street and Gobbi Street would have widened sidewalks that would accommodate new planters, trees, street furniture, outdoor restaurant/café seating opportunities, and other street beautification and pedestrian amenities, consistent with the Ukiah Downtown Streetscape Improvement Plan. Sidewalks would range between 8 to 15.5 feet wide, depending on the existing right-of-way. Main Street sidewalks would be filled in wherever gaps currently occur to give continuity to the streetscape. Additional sidewalk widening is proposed along Leslie Street and State Street for improved school access.

Table 18: Recommended Sidewalk Improvements

Roadway	Extent or Location	Side of Roadway	Approx. Linear Feet
Sidewalk Widening			
Bush Street	Orr Creek to Cypress Ave.	W	300
Leslie St.	Peach St. to crosswalk at Senior Center	W	180
State St.	Norton St. to Gobbi St.	W,E	7,000
Total			7,480
Sidewalk Gap Closures			
Clay St.	Main St. to NWP corridor	S	450
Cypress Ave.	Live Oak Ave. to Hazel Ave.	N,S	600
Cypress Ave.	Spring St. to Bush St.	S	140
Hazel Ave.	South of Maple Ave.	E	60
Hazel Ave.	Dora Ave. to Grove Ave.	E	180
Hazel Ave.	Grove Ave. to Walnut Ave.	E	90
Helen Ave.	Washington Ave. to San Jacinto Dr.	W,E	440
Helen Ave.	South of Redwood Ave.	W	130
Leslie St.	Gibson Creek to Peach St.	W	530
Leslie St.	Peach St. to crosswalk at Senior Center	W	300
Main St.	Clay St. to Cleveland Ln.	E	360
Maple Ave.	East of Hazel Ave.	S	100
Orchard Ave.	Gibson Creek to Peach Street	E	120
Spring St.	Grove Ave. to Walnut Ave.	W	160
Spring St.	Walnut Ave. to Willow Ave.	W	320
Washington Ave.	East of Marwen Dr.	S	200
Total			4180

Pedestrian Pathway

As part of the pedestrian street enhancements, create a Todd Grove Park Pedestrian Loop. Provide a pedestrian path around Todd Grove Park either through the use of pavement striping and/or barrier separating the path from the parking and travel lanes. **Table 19** and **Figure 16** present the recommended pedestrian pathway.

Table 19: Recommended Pedestrian Pathway Improvements

Project	Route	Approx. Mileage
Todd Grove Pedestrian Loop	Live Oak Ave., Walnut Ave., Park Blvd., and Clubhouse Dr.	0.5
Total		0.5

Pedestrian Scale Lighting

Pedestrian scale lighting is a category of lighting with frequent lampposts of lower height that illuminate the pedestrian walking area. It typically includes shorter poles, 12 to 15 feet tall, directly above pedestrian walkways. Combined, street and pedestrian lighting increase visibility of pedestrians for motor vehicles at night, promote perceived personal security for pedestrians, illuminate potential hazards, and can help create a vibrant and inviting streetscape.

The City of Ukiah has invested in pedestrian scaled lighting; however community surveys indicate a need for additional pedestrian lighting. Results from the Community Survey and Farmers Market Tabling indicate a need for lighting along existing pathways and the US 101 pedestrian overcrossing. The NWP Rail Trail Phase 1 project has installed pedestrian-scale lighting.

Recommendations

This Plan recommends the City install pedestrian scale lighting along pathways not lit by adjoining street lights and work with Caltrans to identify the feasibility of lighting the US 101 pedestrian overcrossing (see **Table 20** and **Figure 16**).

Table 20: Recommended Pedestrian-Scale Lighting

Location	From	To	Approx. Mileage
Pedestrian Pathway	Orchard Avenue	Pedestrian Overcrossing	0.11
Pedestrian Pathway	Pedestrian Overcrossing	Oak Manor Park	0.30
NWP Rail Trail	Brush Street	Clara Avenue	0.27
NWP Rail Trail	Gobbi Street	Commerce Drive	0.80
NWP Rail Trail	Commerce Drive	Norgard Lane	1.07
Total			2.55

Lane Reconfigurations

A lane reconfiguration - also called a road diet, lane reduction, or road rechannelization – is a technique in transportation planning whereby the number of vehicular travel lanes and/or effective width of the road is reduced. The reduction of lanes allows the roadway to be reallocated for other uses such as bike lanes, pedestrian refuge islands, and/or parking. Road diets have multiple safety and operational benefits for roadway users, such as:

- Decreasing vehicle travel lanes for pedestrians to cross
- Providing room for a pedestrian refuge island
- Improving safety for bicyclists when bike lanes are added
- Providing the opportunity for on-street parking (also a buffer between pedestrians and vehicles)
- Reducing rear-end and side-swipe crashes when a center turn lane is added
- Improving speed limit compliance and decreasing crash severity when crashes do occur

Recommendations

As discussed in the Ukiah Downtown Streetscape Plan, road diets on State Street would reduce the current two through lanes in each direction to a single travel lane in each direction with a two-way left-turn lane that would operate as a left-turn lane at appropriate intersections (see **Figure 16**). Parallel parking would be maintained on both sides of the street. This lane configuration would allow flexibility for widened sidewalks or buffer zones on State Street between the travel lanes and parking. Main Street (from Caly Street to Norton Street) would continue to have a single travel lane in each direction with parallel parking, but travel lanes would be reduced to 10 feet wide to accommodate 5-foot Class II bicycle lanes in each direction.

Street Furnishings

Street furnishings provide amenities for pedestrians by adding functionality and vitality to the pedestrian realm. They announce that pedestrians are welcome and that the street is a comfortable place to be. These amenities provide functional service as well as visual detail and interest.

Recommendations

Street furniture all along State Street and Main Street such as benches, trash receptacles, bollards, lights, etc. would improve the pedestrian experience of the downtown (see **Figure 16**). The street furniture would have a cohesive style that would reflect Ukiah's historic character and be consistent with recommendations included in the Ukiah Downtown Streetscape Plan.

Street Trees

Street trees create more pleasant walking environments, provide a buffer between the pedestrian and vehicular realms, contribute to aesthetics and placemaking, and provide traffic calming and ecological benefits.

Recommendations

As discussed in the Ukiah Downtown Streetscape Plan, new trees on both State Street and Main Street would provide additional landscaping where existing trees are not present to create a continuous canopy within the downtown (see **Figure 16**). Additional trees would be added to the sidewalk on the State Street side of the plaza to provide much-needed shade to the space. Accent trees at sidewalk corners would signify gateways at the Gibson Creek crossing and at the Perkins Street and State Street and Seminary Avenue and State Street intersections.

Street trees on State Street and Main Street would be consistent with the City's Downtown Perkins and Street Code tree list and would add character to Ukiah's streets without interfering with current utilities, signs, and other infrastructure. Given Ukiah's hot and dry summer weather, use of native, drought-tolerant street trees that would be carefully selected and spaced depending on their respective planter sizes to encourage growth and long-term survival is recommended.

4.2.3 Intersection and Crossing Improvements

Recommended intersection and crossing improvements include curb ramps, crosswalk, curb extensions, refuge islands, gateway treatments, new and modified traffic signals, and a new roundabout. **Table 21**

presents an overview of recommended crossing improvements by intersection. **Table 21** through **Table 25** identify intersections by improvement type.

Curb Ramps

Curb ramps bridge the transition between a sidewalk and the street and are important for those using assistive mobility devices and those with strollers. Raised truncated domes provide a cue to visually impaired pedestrians that they are entering a street or intersection.

Recommendations

This Plan recommends the City install curb ramps citywide. As a first priority, perpendicular curb ramps should be installed on community identified locations (e.g., along State Street) and City collector and arterial streets. Priority should be given to locations near schools and senior facilities. Although the City is not required to install truncated domes on existing curb ramps constructed prior to 2002, this Plan recommends the City install these devices on all the recommended Pedestrian Corridors.

Crosswalks

There are a number of different marked crosswalk types (see **Figure 17**). Ukiah typically uses standard (also called transverse) crosswalks at signalized and stop-controlled intersections and transverse or zebra crosswalks at uncontrolled crossings. Zebra, continental, and ladder crosswalks are considered high visibility crosswalks because they are more noticeable to drivers. High visibility crosswalks are typically used where there is existing or anticipated high pedestrian activity, where slower pedestrians are expected, at uncontrolled crossings, and where high numbers of pedestrian-related collisions have occurred.

Recommendations

This Plan recommends the City adopt the continental crosswalk as the City standard for high visibility crosswalks and retain the transverse crosswalk for use at signalized and stop-controlled crossings. The Ukiah Downtown Streetscape Plan recommends brick or enhanced paving at all crosswalks within the Streetscape Plan area to give the crossings more prominence than transverse lines alone, thereby increasing pedestrian safety.

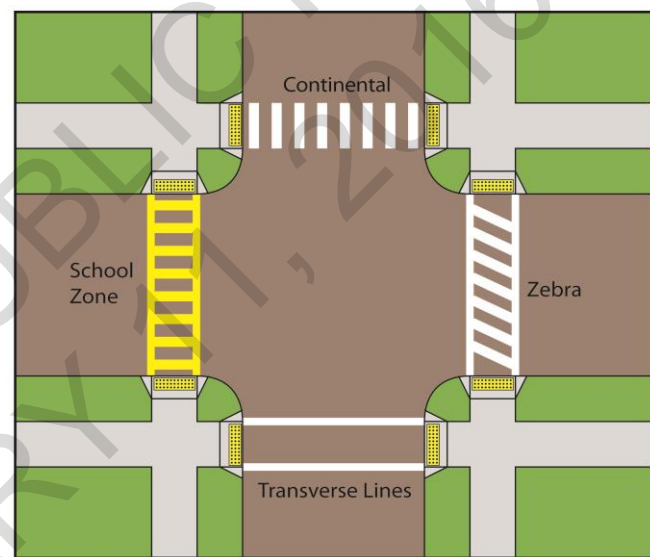


Figure 17: Crosswalk Types

This Plan also recommends the city prioritize installation of high visibility crosswalks at the locations listed in **Table 21**. Additional recommended treatments include advance stop bars at signal or stop-controlled intersections. Yield teeth and warning signage, such as Assembly B signs (see **Figure 18**), are recommended at uncontrolled crossings.

Curb Extensions

Curb extensions (also called bulb-outs) are an effective method to improve pedestrian visibility and reduce pedestrian crossing time. Curb extensions (see **Figure 19**) extend the sidewalk or curb line out into the parking lane, reducing the effective street width. Despite their advantages, curb extensions can require major re-engineering of the street and can be costly. Curb extensions can only be used where there is on-street parking and they should not encroach into bicycle lanes. Curb extensions would reduce street crossing distances for pedestrians, slow down traffic, and provide additional space for sidewalk improvements.

The location of planned curb extensions should include a number of considerations. Curb extensions should be designed so they allow buses to complete turning movements and load and unload passengers safely. Curb extension geometry should allow mechanical street sweepers to clean transitions from the parking lane to the extended curb. Curb extensions may also require storm drainage re-engineering.

Recommendations

This Plan recommends the City institute a policy to install curb extensions at uncontrolled marked crosswalks citywide. It is also recommended the City prioritize installation of curb extensions at the locations presented in **Table 22**. The locations were selected based on a number of factors, including pedestrian-related collision history, vehicle volume, pedestrian demand, and whether they are along a suggest route to school as identified in the 2012 Ukiah Safe Routes to School Plan.

All of the intersections on State Street within the Ukiah Downtown Streetscape Improvement Plan area would be retrofitted with curb extensions except at Henry Street, Mill Street, Scott Street, Gobbi Street, and Norton Street to preserve right turn movements. In addition, mid-block extensions are proposed where Seminary Avenue, Stephenson Street, and dead-end at State Street.

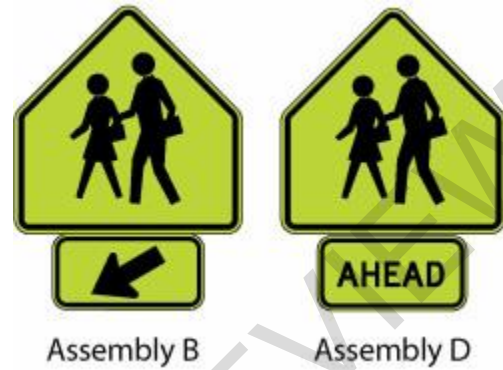


Figure 18: Assembly B and D Signage

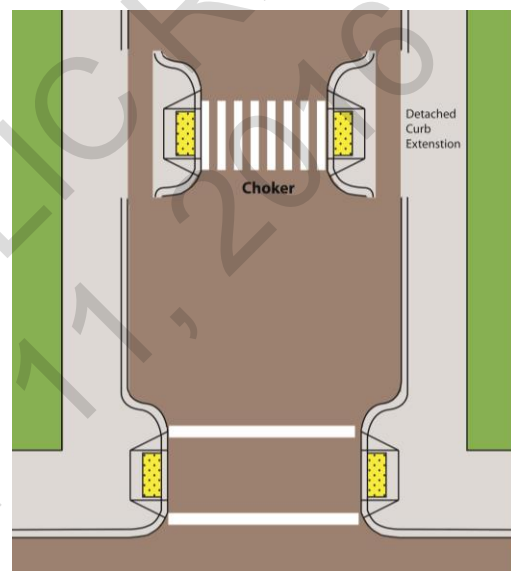


Figure 19: Curb Extensions

Refuge Islands

Refuge islands (also known as crossing islands, center or median islands, and pedestrian islands) are raised islands placed in the center of the street at intersections or midblock to help protect crossing pedestrians from motor vehicles (see **Figure 20**). Refuge islands allow pedestrians to negotiate one direction of traffic at a time, and they enable them to stop partway across the street and wait for an adequate gap in traffic before crossing the second half of the street. Refuge islands have been demonstrated to significantly decrease the percentage of pedestrian involved crashes. The factors contributing to pedestrian safety include reduced conflicts, reduced vehicle speeds approaching the island (the approach can be designed to force a greater slowing of cars, depending on how dramatic the curvature is), greater attention called to the existence of a pedestrian crossing, opportunities for additional signs in the middle of the road, and reduced time in the roadway (referred to as “exposure time”) for pedestrians.

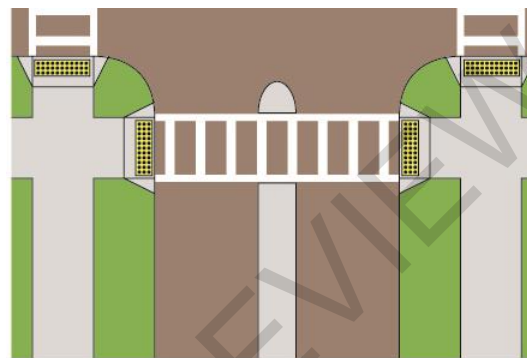


Figure 20: Refuge Island

Recommendations

Table 23 presents recommended refuge island locations included in the Ukiah Downtown Streetscape Improvement Plan and Ukiah Safe Routes to School Plan. The Ukiah Downtown Streetscape Improvement Plan examined the possibility of adding center medians on State Street between Norton Street and Gobbi Street. Ukiah Downtown Streetscape Improvement Plan examined the possibility of adding additional center medians on State Street, but turning movements and the large number of curb cuts/driveways along State Street would make this difficult.

Table 21: Recommended Crosswalk Improvements

Intersection/Location	Inter-section Leg	Number of Crosswalks	Style	Additional Treatments
New Crosswalks				
Main St./Cleveland Ln.	N, E	2	Transverse with brick/paving	
Leslie St./Peach St.	S	2	High visibility (Leslie St.) and transverse (Peach St.)	Assembly B signage, SLOW SCHOOL XING pavement marking, curb extensions (SW and SE corners)
State St./Wabash Ave.	N	1	High visibility	Yield teeth, warning signage, curb extensions (NW and NE corners)
Total		5		
Enhanced Crosswalks				
Airport Park Blvd./Talmage Rd.	All	4	Transverse(refresh markings)	
Alice Ave./Mendocino Dr.	E	1	High visibility	Assembly B or in-road paddle warning signage, SLOW SCHOOL XING pavement markings
Despina Dr./Capps Ln.	N, S	2	High visibility	Assembly B and D signage, SLOW SCHOOL XING pavement markings, curb extensions (west side and NE and SE corners)
Despina Dr./Low Gap Rd.	N,W,E	3	High visibility	Advance stop bars, curb extensions (NW and NE corners)
Dora St./Grove Ave.	W	1	High visibility	Pedestrian refuge island, Assembly B signage, curb extensions (NW and SW corners), SLOW SCHOOL XING pavement marking
Dora St./Gobbi St.	N,S	2	High visibility	Advance stop bars, curb extensions (west side and NE and SE corners)
Dora St./Wabash Ave.	N	1	High visibility	Curb extensions (NW and NE corners)
Dora St./Mendocino Dr.	N	1	High visibility	In-road paddle warning signage, curb extensions (NW and NE corners)

Intersection/Location	Inter-section Leg	Number of Crosswalks	Style	Additional Treatments
Hazel Ave./Dora Ave.	E	1	High visibility	Advance stop bar
Helen Ave./Washington Ave.	N,E	2	High visibility (Washington Ave.) and transverse (Helen Ave.)	Advance stop bars
Laurel Ave./Wabash Ave.	Midblock	1	High visibility	Assembly B signage, SLOW SCHOOL XING pavement marking
Leslie St./Perkins St.	W	1	High visibility	Relocate crosswalk to west leg to line up with expected sidewalk improvements
Leslie St./southern Senior Center driveway	N	1	High visibility	Assembly B signage, SLOW SCHOOL XING pavement marking, curb extensions (NW and NE corners)
Main St./Smith St.	All	4	Transverse with brick/paving	
Main St./Standley St.	All	4	Transverse with brick/paving	
Main St./Perkins St.	All	4	Transverse with brick/paving	Advance stop bar
Main St./ChurchSt.	W,S	2	Transverse with brick/paving	
Main St./StephensonSt.	N,W	2	Transverse with brick/paving	
Main St./Clay St.	All	4	Transverse with brick/paving	
Main St./Mill St.	N, W, S	3	Transverse with brick/paving	
Main St. /Gobbi St.	All	4	Transverse with brick/paving	Advance stop bar
Marwen Dr./Nokomis Dr.	E	1	High visibility	Assembly B or in-road paddle warning signage
Marwen Dr./Washington Dr.	W	1	High visibility	Assembly B or in-road paddle warning signage, SLOW SCHOOL XING pavement marking
N. Bush St./Arlington Dr.	N,S	2	High visibility	Advance stop bars, curb extensions (west side and NE and SE corners)
N. Bush St./Cypress Ave.	S	1	High visibility	Assembly B signage with optional Rectangular Rapid Flash Beacon (RRFB), SLOW SCHOOL XING

Intersection/Location	Inter-section Leg	Number of Crosswalks	Style	Additional Treatments
				pavement markings, curb extensions (SW and SE corners)
Oak Manor Dr. at school entrance	Midblock	1	High visibility	In-road paddle warning signage, consider moving crosswalk north approx. 40 feet
Oak St./Gobbi St.	N,W,S	3	High visibility (Gobbi St.) and transverse (Oak St.)	
Orchard Ave. at Pear Tree Center	Midblock	1	High visibility (refresh markings)	Yield teeth, warning signage
Orchard Ave./Gobbi St.	All	4	Transverse(refresh markings)	WB bike box on Gobbi St., green conflict markings through intersection on Gobbi St.
Orchard Ave./Gibson Creek	Midblock	0	Existing high visibility	Assembly B signage
Spring St./Cypress St.	S	1	High visibility	
Spring St./Dora St.	W	1	High visibility	
Spring St./Grove Ave.	W,E	2	High visibility	Pedestrian refuge island, Assembly B signage, curb extensions (NW and SW corners)
Spring St./Walnut St.	W,E	2	High visibility	Assembly B signage
State St./Ford Rd./S. Empire Dr.	All	4	Transverse(refresh markings)	Curb extensions (NE and SE corners), advance stop bars
State St./Bricarelli Dr.	N	1	High visibility	Yield teeth, warning signage, curb extension (NW corner)
State St./Magnolia St.	N	1	High visibility	Yield teeth, warning signage, curb extensions (NW and NE corners; requires narrowing driveway to 24 feet)
State St./Low Gap Rd.	All	4	Transverse(refresh markings)	
State St./Evans St.	N,S	2	High visibility	
State St./Ford St.	N,S	2	High visibility	Curb extensions (west side, NE, SE corners)

Intersection/Location	Inter-section Leg	Number of Crosswalks	Style	Additional Treatments
State St./Clara Ave.	N,S	1	High visibility	Curb extensions (SW and SE corners); consider removing northern crosswalk, which aligns with driveway
State St./Norton St.	N,E	2	Transverse(refresh markings)	
State St./Scott St.	W,S	2	Transverse with brick/paving	
State St./Henry St.	N,W,S	3	Transverse with brick/paving	Curb extensions (east side)
State St./Smith St.	All	4	Transverse with brick/paving	Curb extensions (all four corners)
State St./Standley St.	All	4	Transverse with brick/paving	Curb extensions (all four corners)
State St./Perkins St.	All	4	Transverse with brick/paving	Curb extensions (all four corners)
State St./Church St.	All	4	Transverse with brick/paving	Curb extensions (all four corners)
State St./Stephenson St.	N,E,S	3	Transverse with brick/paving	Curb extensions (west side and NE and SE corners)
State St./Clay St.	All	4	Transverse with brick/paving	Curb extensions (all four corners)
State St./Seminary Ave.	N,W,S	3	Transverse with brick/paving	Curb extensions (east side and NW and SW corners)
State St./Mill St.	All	4	Transverse with brick/paving	
State St./Gobbi St.	All	4	Transverse with brick/paving	
State St./Freitas Ave.	S	1	High visibility	Curb extensions (SW and SE corners)
State St./Cherry St.	N	1	High visibility	Consider moving to south leg (northern leg aligns with driveway), yield teeth, warning signage, curb extensions (SW and SE corners)
State St./Luca Ave.	S	1	High visibility	Yield teeth, warning signage, curb extensions (SW and SE corners; requires narrowing gas station driveway to 24 feet)
State St./Observatory Ave.	S	1	High visibility	Yield teeth, warning signage, curb extensions (SW and SE corners)
State St./Talmage Rd.	All	3	Transverse(refresh markings)	

Intersection/Location	Inter-section Leg	Number of Crosswalks	Style	Additional Treatments
State St./Airport Rd/Washington Ave.	All	4	Transverse(refresh markings)	
Washington Ave. between Marwen Dr. and Dora St.	Midblock	1	High visibility	Assembly B or in-road paddle warning signage, SLOW SCHOOL XING pavement marking
Yokayo Dr./Wabash Ave.	E	1	High visibility	Assembly B or in-road paddle warning signage, SLOW SCHOOL XING pavement marking
Total		137		

Table 22: Recommended Curb Extensions

Intersection	Corner or Side of Roadway	Number of Curb Extensions
Despina Dr./Capps Ln.	NE, SE, West side	3
Despina Dr./Low Gap Rd.	NW,NE	2
Dora St./Wabash Ave.	NW,NE	2
Dora St./Grove Ave.	NW,SW	2
Dora St./Gobbi St.	NE, SE, West side	3
Dora St./Mendocino Ave.	NW,NE	2
Leslie St./Peach St.	SW,SE	2
Leslie St./southern Senior Center driveway	NW,NE	2
N. Bush St./Arlington Dr.	NE, SE, West side	3
N. Bush St./Cypress Ave.	SW,SE	2
Spring St./Grove Ave.	NW,SW	2
State St./Henry St.	East side	1
State St./Smith St.	NW, SW, NE, SE	4
State St./Standley St.	NW, SW, NE, SE	4
State St./Perkins St.	NW, SW, NE, SE	4
State St./Church St.	NW, SW, NE, SE	4
State St./Stephenson St.	NE, SE, West side	3
State St./Clay St.	NW, SW, NE, SE	4
State St./Seminary Ave.	NW, SW, East side	3
Total		52

Table 23: Recommended Refuge Islands

Roadway	Extent	Type	Number
Grove Ave.	At Spring St. intersection	Pedestrian refuge island	2
Grove Ave.	At Dora St. intersection	Pedestrian refuge island	1
State St.	Between Henry St. and Gibson Creek	Median and pedestrian refuge	2
State St.	Between Church St. and Stephenson St.	Median and pedestrian refuge	1
State St.	Between Smith St. and Henry St.	Median and pedestrian refuge	1
State St.	Between Gobbi St. and Mill St.	Median	1
Total			8

Recommended Crosswalk Removal

This Plan recommends the removal of two crosswalks, as follows:

- Remove the eastern crosswalk at the Dora Street/Grove Avenue intersection in conjunction with implementation of recommended improvements to the crosswalk on the west side of the intersection. This would direct pedestrians to cross in a location outside a predominant vehicular route to Pomolita Middle School.
- Remove the crosswalk on the west leg of the Rose Avenue/Wabash Avenue intersection to better channelize pedestrians to crossings at Yokayo Drive and near the back gate at Nokomis Elementary School. Remove the crosswalk in conjunction with implementation of reduced speed zone signage (Assembly C signage), curb ramps, and SLOW SCHOOL XING pavement markings on Wabash Avenue and Laurel Avenue.

Downtown Intersection Treatments and Gateways

Gateway treatments and elements serve the purpose of marking the entranceways into Downtown Ukiah and providing a sense of arrival. Consistent intersection treatments create a stronger sense of unity and placemaking.

Recommendations

The Ukiah Downtown Streetscape Improvement Plan suggests enhancing the existing paving treatment at several intersections to help denote the significance of the intersections through Downtown. **Table 24** presents the Downtown Streetscape Improvement Plan recommendations.

Table 24: Recommended Intersection Treatments and Gateways

Intersection	Intersection Significance	Description of Treatments
State St./Gibson Creek	Northern Gateway to Downtown	Paving, bollards or street lighting, curb extension
Perkins St./State S.	Eastern Gateway to Downtown	Intersection paving, curb extensions, enhanced crosswalks
Seminary Ave./State St.	Connection to City Hall	Intersection paving, curb extensions, enhanced crosswalks
Gobbi St./State St.	Southern Gateway to Downtown	Intersection paving and enhanced crosswalks
Gobbi St./Main St.	Southern gateway to Downtown	Intersection paving and enhanced crosswalks

Traffic Signals

Table 25 presents traffic signal recommendations from the Ukiah Downtown Streetscape Improvement Plan. The Downtown Streetscape Improvement Plan traffic analysis proposed installation of new traffic signals at the Gobbi Street/Main Street and Perkins Street/Main Street intersections. The existing traffic signal controllers at the Standley Street/State Street and Perkins Street/State Street intersections would be reprogrammed to improve traffic movement.

Table 25: Recommended New and Modified Traffic Signals

Intersection	Description
Main St./Gobbi St..	New signal
MainSt./Perkins St.	New signal
State St./Standley St.	Reprogram existing traffic signal controllers
State St./ Perkins St.	Reprogram existing traffic signal controllers

Roundabout

The City has secured funding to reconstruct the intersection of Low Gap Road and N. Bush Street to provide a modern single-lane roundabout with pedestrian and bicycle accommodation, including median-protected crossings and bicycle ramps. This project will relieve congestion and improve safety at a key intersection in Ukiah. There are a substantial number of movements through the intersection: through, left turns, bicycle lanes, and pedestrians. A roundabout will encourage regular, defined flow through the intersection.

4.3 Studies

The section outlines studies intended to investigate the feasibility of proposed concepts or to further investigate opportunities for improvements.

4.3.1 Orr Creek Trail Feasibility Study

The Orr Creek Trail project envisions development of a paved two-mile pedestrian and bicycle pathway along Orr Creek from Low Gap Road to the Ukiah Sports Complex, on the east side of US 101, including a grade-separated crossing of US 101 (see **Figure 16**). The 2012 Ukiah Safe Routes to School Plan Tier I recommendations include study of options for formalizing a multi-use path connection between Ukiah High and Pomolita Middle School/Orr Creek via County property.

Recommendation

This Plan recommends the City conduct a feasibility study in order to address right-of-way, site engineering, safety, security, privacy, delivery of emergency services, maintenance and operations, community interests and needs, a grade-separated US 101 crossing, and other unknowns associated with the development of a trail in this location.

4.4 Programs

Pedestrian, bicycle, and Safe Routes to School (SRTS) programs, such as education and enforcement programs, are essential in increasing the desirability and safety of walking and biking. Programs support

a pedestrian and bicycle friendly culture, and encourage more people to walk or bike. Many programs can be categorized according to the “Four E’s”:

- Education programs are designed to improve safety and awareness. They can include in-classroom or after school programs that teach students how to safely cross the street or bicycle in the road. They may also include brochures, posters, or other information that targets pedestrians, bicyclists, or drivers.
- Encouragement programs provide incentives and support to help people leave their car at home and try walking or bicycling instead. Bicycle encouragement programs, in particular, target “interested but concerned” bicyclists who would like to ride a bike but who may not be confident in their skills or in their interactions with motorists.
- Enforcement programs enforce legal and respectful walking, bicycling, and driving. They include a variety of tactics, ranging from police enforcement to neighborhood signage campaigns.
- Evaluation programs are an important component of any investment. They help measure project success at meeting the goals of this plan and to identify adjustments that may be necessary.

This section presents a number of recommendations aimed to improve the walking and bicycling environment and encourage more community members to try walking and bicycling.

4.4.1 Education

Education programs are important for teaching safety rules and laws as well as increasing awareness regarding walking and bicycling opportunities and existing facilities. Education programs may need to be designed to reach groups at varying levels of knowledge and there may be many different audiences: pre-school age children, elementary school students, teenage and college students, workers and commuters, families, retirees, the elderly, new immigrants, and non-English speakers. Education plays a key role for all these groups in reducing risk and the number of crashes.

Media Safety Campaign

A marketing campaign that highlights cyclists’ and pedestrian safety is an important part of creating awareness of bicycling and walking. Such campaigns are an effective way to reach the general public and reinforce other education and outreach messages. A well-produced safety campaign will be memorable and effective.

It is recommended that Ukiah create a safety campaign that places safety messages near high-traffic corridors (e.g., on billboards and in print publications). It is also suggested that this campaign be kicked off in conjunction with Bike to Work Month (May) or back to school in the fall.

Adult Bicycling Skills Classes

Adult bicycling skills classes enable community members to learn safe bicycling skills. The most common program is the League of American Bicyclists (LAB) courses, taught by League Certified Instructors. Courses cover bicycle safety checks, fixing a flat, on-bike skills, crash avoidance techniques, and traffic negotiation.

Recommendation

This Plan recommends the City continue to support other agency or organization efforts to provide adult bicycling skills classes.



Student Bicycle and Pedestrian Traffic Safety Education Classes

Student education programs are an essential component of a Safe Routes to School effort. Students are taught traffic safety skills that help them understand basic traffic laws and safety rules. Potential pedestrian education curriculum elements include traffic sign identification and how to use a crosswalk.

Education programs can occur inside the classroom or in an assembly with transportation experts

Typical school-based bicycle education programs educate students about the rules of the road, proper use of bicycle equipment, biking skills, street crossing skills, and the benefits of biking. Education programs can be part of a Safe Routes to School program. These types of education programs are usually sponsored by a joint City/County/School District committee that includes appointed parents, teachers, student representatives, administrators, police, active bicyclists and engineering department staff.

Recommendation

This Plan recommends the community pursue a comprehensive Safe Routes to School Program that includes annual youth pedestrian and bicycle safety education classes.

Sample programs:

- LAB's Kids I and Kids II curriculum:
<http://www.bikeleague.org/content/take-class>
- Marin County Safe Routes to Schools Curriculum:
<http://www.saferoutestoschools.org/curriculum.html>
- Alameda County Walk and Roll K-5 Educator Guide:
<http://alamedacountysr2s.org/programs/educators-guide>

Student Bike Rodeos

Bike rodeos often include a bicycle safety check, helmet giveaway and fit check, and hands-on instruction for pulling out of driveways, bicycling in traffic, safe turning, and identifying and managing hazardous situations.

Recommendation

This Plan recommends the implementation of a youth bicycle rodeo program.



Student bicycle education classes teach bicycle traffic safety and rules of the road

Back-to-School Blitz

Families set transportation habits during the first few weeks of the school year and many families are not aware of the many transportation options available to them. Because of this, most families will develop the habit of driving to school. A “Back to School Blitz” can be used at the beginning of the school year to promote bus, carpool, walking, and bicycling as school transportation options.

The “Back to School Blitz” can include many of the other recommended programs, including Suggested Route Maps, articles in school newsletters, and enforcement activity. An additional element can be a packet given to each family containing information about the Safe Routes to School plan/program and transportation options, including:

- Cover letter signed by the principal encouraging parents to create transportation habits with students that promote physical activity, reduce congestion, increase school safety and improve air quality
- School transportation maps or suggested routes to school maps that include bicycling and walking routes, transit and school bus stops, drop-off and parking areas and bike parking locations, transit schedules, SRTS bumper stickers
- Pledge forms about reducing the number of times that families drive to school; entries go in raffle for a prize donated by local businesses

In addition to the packet, the following strategies can be included:

- A table at back-to-school night with materials and trained volunteers who can answer questions about transportation issues, including upcoming construction projects in the area
- An article in first school newsletter about transportation options and resources
- The kick-off of organized walking school buses/bike trains or school competitions, as described above
- Local law enforcement activities, such as regular school zone speed and crosswalk enforcement, and targeted oversight of parking and drop-off/pick-up policies during first month of school

School Zone Traffic Safety Campaign

A School Zone Traffic Safety Campaign at school in Ukiah would help create awareness of students walking and bicycling to school. A safety campaign is an effective way to reach the general public (those affiliated with the school and those not) and encourage drivers, including parents and bus drivers, to slow down

and look for students walking and biking to school. This could be done in combination with schools throughout the city or for one school at a time.

A School Zone Traffic Safety Campaign uses signs and banners located near schools (for example, in windows of businesses, yards of people's homes, and print publications) to remind drivers to slow down and be careful in school zones. The campaign can also include a pledge for parents and bus drivers to take (like the one that is part of the Traffic Tamers program, link below). The pledge commits parents and bus drivers to driving slower in school zones and can help educate parents about new policies such as drop-off/pick-up procedures. The campaign can kick off at the start of each school year or in conjunction with special events or policy changes.

Large banners with memorable catch phrases may be hung along roadways near schools cautioning traffic to slow down, stop at stop signs, or watch for students in crosswalks.

4.4.2 Encouragement

Becoming a Bicycle - [and Walk-] Friendly Community

The Bicycle Friendly Community (BFC) Campaign is a national awards program that recognizes municipalities that actively support bicycling. A similar program called Walk Friendly Communities (WFC) is currently in development. A Bicycle-Friendly Community provides safe accommodations for cycling and encourages its residents to bike for transportation and recreation. The Bicycle Friendly Community Campaign is administered by the League of American Bicyclists, an education and advocacy organization working to bring better cycling to communities around the country. The BFC designation is awarded at one of four levels (from lowest to highest): bronze, silver, gold, and platinum. To date, only three communities have achieved platinum status: Portland, OR; Davis, CA; and Boulder, CO.

What Does it Take?

Determining whether a community is bicycle-friendly involves considering many factors and conditions. The application is an audit of a community's efforts to provide a more bicycle-friendly environment. The audit reviews engineering, education, encouragement, enforcement, and evaluation and planning efforts for bicycling. The entire application and feedback from cyclists in the community is sought to determine whether the League will award the BFC designation. The application is available online at <http://apply.bikeleague.org/member.php?act=login>. The BFC campaign effort can be initiated by anyone; however, the application process requires information that only the City and City staff would possess, and requires the enthusiastic support of Ukiah.

Strategies

There are a number of short- and long-term steps Ukiah can take to become a "Bicycle Friendly Community." The League of American Bicyclists provides an "Action Plan for Bicycle Friendly Communities," which identifies ten specific steps that the community should take to improve bicycling conditions.

Strategies: Action Plan for Walk- and Bicycle-Friendly Communities

There are a number of short- and long-term steps Ukiah can take to become a Bicycle and Walk Friendly Community. The League of American Bicyclists provides an "Action Plan for Bicycle Friendly

Communities," which identifies ten specific steps that the community should take to improve bicycling conditions. The recommended strategies below have been adapted to including walking. In general, this plan is designed to help Ukiah achieve Walk and Bicycle Friendly status.

1. Adopt a target level of bicycle and pedestrian trips (e.g., percent of trips) and safety to be achieved within a specific timeframe, and improve data collection necessary to monitor progress.
2. Provide safe and convenient pedestrian and bicycle access to all parts of the community through a network of on-and off-street facilities, low-speed streets, and secure bicycle parking. Local pedestrians and cyclists should be involved in identifying maintenance needs and on-going improvements.
3. Establish information programs to promote walking and bicycling for all purposes, and to communicate the many benefits of walking and bicycling to residents and businesses (e.g., with walking and bicycle maps, public relations campaigns, neighborhood walks and rides, a walk or ride with the Mayor).
4. Make the City a model employer by encouraging walking and bicycle use among its employees (e.g., by providing bicycle parking, showers and lockers, and establishing a city bicycle fleet).
5. Ensure all city policies, plans, codes, and programs are updated and implemented to take advantage of every opportunity to create a more pedestrian- and bicycle-friendly community. Staff in all departments should be offered training to better enable them to complete this task.
6. Educate all road users to share the road and interact safely. Road design and education programs should combine to increase the confidence of pedestrians and bicyclists.
7. Enforce traffic laws to improve the safety and comfort of all road users, with a particular focus on behaviors and attitudes that cause motor vehicle-pedestrian/bicycle crashes.
8. Develop special programs to encourage walking and bicycle use in communities where significant segments of the population do not drive and where short trips are most common, such as the Safe Routes to School program.
9. Promote intermodal travel between local transit and bicycles (e.g., when transit service is initiated, install bicycle racks on buses, providing bicycle parking and improving bicycle access to future transit stops.)
10. Establish citywide, multi-disciplinary committee(s) for walking and bicycling to submit to the Mayor/Council a regular evaluation and action plan for completing the items in this action plan.

The City should educate community members and City staff on how to become more bicycle- and pedestrian-friendly. This could entail holding a workshop or other public forum to introduce community leaders to the basic elements of a BFC. The City should also work with groups such as Walk Bike Mendocino and Safe Routes to School programs to further the education effort. Finally, the City should implement the Action Plan. Once the Action Plan has been adopted, the City needs to ensure that the Plan is implemented, and prepare and submit its BFC application.

Street Smarts - Share the Road Outreach

Street Smarts and Share the Road outreach campaigns are a way for the city and county to communicate with road users to safely share the road.

A marketing campaign that highlights driver, bicyclist, and pedestrian safety is an important part of encouraging safer behavior and encouraging bicycling and walking. This type of high-profile campaign is an effective way to reach the public, highlight bicycling and walking as viable forms of transportation, and reinforce safety for all road users.



Davis, CA Street Smarts Campaign Posters

A well-produced safety campaign will be memorable and effective. One good example is the Sonoma County Transit “You’ve got a friend who bikes!” campaign. It combines compelling ads with an easy-to-use website focused at motorists, pedestrians, and bicyclists.

The City of Davis hosts a student traffic safety poster contest. Elementary students draw posters with traffic safety messages and the project culminates with an art show and ceremony. The winning posters are then produced and mounted throughout the city on bus shelters and street poles.

This type of campaign is particularly effective when kicked off in conjunction with other bicycling/walking events or back to school in the fall. The safety and awareness messages could be displayed near high-traffic corridors (e.g., on banners), printed in local publications, and broadcast as radio and/or television ads.

Recommendation

This Plan recommends the City, Mendocino County, and Mendocino Council of Governments seek funding to implement a Street Smarts-Share the Road outreach campaign.

Walk and Bike to Work Days

Walking and biking to work has many benefits, including reducing the stress associated with driving in rush-hour traffic, reducing health costs by improving worker health, and helping businesses market their environmental sustainability. Many communities participate in Bike to Work Day (May) and Walk to Work Day (April).

Recommendation

This Plan recommends the School Districts and Public Health consider organizing Walk/Bike to Work Days. Local businesses and organizations can host events like energizer stations, education efforts about the benefits of walking and bicycling, and host bicycle education classes.



Bike to Work event hosted by a local business

Walking School Buses and Bike Trains

Walking school buses and bike trains are organized groups of children walking or biking to school with an adult. They address parental concerns about children walking or biking to school alone. In addition, shifting parents away from driving to school may reduce congestion, improve air quality, and encourage active communities. http://guide.saferoutesinfo.org/walking_school_bus/index.cfm

This sort of program is appropriate for families who live within a mile of school and where there are parent champions who are willing to lead the walking school bus.

Recommendation

This Plan recommends the School Districts and Public Health consider the development of walking school buses and bike trains.

Walk and Bike to School Days

Walk and Bike to School Day is a special event encouraging students to try walking or bicycle to school. Walk and Bike to School Day can be held yearly, monthly, or even weekly— depending on the level of support and participation from students, parents, and school and local officials. Some schools organize more frequent days—such as Walk and Roll Fridays—to give people an opportunity to enjoy the event on a regular basis. Parents and other volunteers accompany the students and staging areas can be designated along the route to school where groups can gather and walk or bike together. These events can be promoted through press releases, articles in school newsletters, and posters and flyers for students to take home and circulate around the community.

Recommendation

This Plan recommends the School Districts and Public Health consider the development of monthly walk and bike to school days.

Suggested Route to School Maps

Suggested Route to School maps show stop signs, signals, crosswalks, sidewalks, trails, overcrossings, and crossing guard locations around a school. These can be used by families to identify the best way to walk or bike to school. Suggested Route to School Maps should be distributed at the beginning of the school year as part of the Back-to-School Blitz and at any other appropriate times such as during special events. Maps should also be made available on an ongoing basis, either online or in paper form from the school office. Maps should be updated annually, if needed, to account for changes to the walking and bicycling routes due to construction, new facilities or treatments, or other changes.

Wayfinding/Signage Program

The ability to navigate through a town or city is informed by landmarks, natural features, and other visual cues. A signage system is a key component of a navigable environment and would inform pedestrians, bicyclists, and motorists, while also enhancing the identity of Ukiah. Placing signs throughout the city indicating to bicyclists and pedestrians their direction of travel, location of destinations, and the time/distance to those destinations will increase users' comfort and accessibility to the bicycle and pedestrian system. Wayfinding signs are a relatively cost-effective means for improving the walking and bicycling environment.

Signage can serve both wayfinding and safety purposes including:

- Helping to familiarize users with the bikeway system
- Helping users identify the best routes to destinations
- Helping to address misperceptions about time and distance
- Helping overcome a “barrier to entry” for people who do not bicycle often (e.g., “interested but concerned” cyclists)

A community-wide Bicycle Wayfinding Signage Plan would identify:

- Sign locations along existing and planned bicycle routes
- Sign type – what information should be included and design features
- Destinations to be highlighted on each sign – key destinations for bicyclists
- Approximate distance and riding time to each destination

4.4.3 Enforcement

Targeted Enforcement

Targeted enforcement is focused efforts of police officers. For example, the Police Department conducts pedestrian stings at locations where pedestrians and motorists conflict and do not comply with traffic signals. Similar strategies may be applied to areas with bicycle traffic.



Speed Feedback signs can be an education and enforcement tool

Recommendation

This Plan recommends the City Police Department to conduct targeted enforcement stings at locations known for noncompliance with traffic laws and at high conflict or high bicycle or pedestrian related collision areas.

Crosswalk Sting

In a crosswalk sting operation, the local police department targets motorists who fail to yield to pedestrians in school crosswalk. A plain-clothes “decoy” police officer ventures into a crosswalk or crossing guard-monitored location, and motorists who do not yield are given a citation by a second officer stationed nearby. The police department or school district may alert the media to crosswalk stings to increase public awareness of the issue of crosswalk safety, and news cameras may accompany the police officers to report on the sting.

Speed Feedback Signs and Trailers (Priority Program)

Speed feedback signs and trailers can be used to reduce speeds and enforce speed limit violations in known speeding problem areas. Both the signs and trailers displays the speed of approaching motorists along with a speed limit sign.

These can be used as both an educational and enforcement tool. By itself, it serves as effective education to motorists about their current speed compared to the speed limit. Because speed feedback trailers can be easily removed, they are often deployed on streets where local residents have reported speeding problems.

Recommendation

This Plan recommends the City consider speed feedback signs and trailers in areas with reported speeding challenges.

4.4.4 Evaluation

Bicycle and Pedestrian Counts

Pedestrian and bicycle counts and community surveys act as methods to evaluate not only the effectiveness of specific pedestrian and bicycle improvement projects but can also function as way to

measure progress towards the region's goals. Communities should consider having pedestrian and bicycle counts conducted as a condition of new development and should expand their traffic counting efforts by:

- Conducting before and after pedestrian, bicycle, and vehicle counts on all roadway projects.
- Exploring the possibility of using automatic counters to collect data on key pedestrian and bicycle corridors. Automatic count technologies can be useful for bicycle count efforts. In-pavement loop detectors accurately count bicycle activity on-street and infrared counters can count pedestrian and bicycle activities on paths.

Recommendation

This Plan recommends the City and County conduct bicycle and pedestrian counts along with all vehicle counts on roadway projects.

Student Hand Tallies and Parent Surveys

Student hand tallies and parent surveys are part of any comprehensive Safe Routes to School effort. While distributing and collecting parent surveys is very time- and labor-intensive, hand tally data are relatively easy to collect and can be analyzed quickly. The National Center for Safe Routes to School provides Student Hand Tally and Parent Survey forms and will enter the data from those forms. This can be a cost effective way to understand how families get to and from school and the reasons for their mode choice.

Recommendation

This Plan recommends conducting student hand tallies and parent surveys with all Safe Routes to School projects.

<http://www.saferoutesinfo.org/data-central/data-collection-forms>

DRAFT FOR PUBLIC REVIEW
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5 Implementation

This BPMP recommends projects and programs intended to improve conditions for those who walk or bicycle in Ukiah; however, implementation of the projects and programs will take a significant amount of funding and time to implement. This Chapter lays out the strategy for implementing the projects and programs and is organized into the following sections:

- Design guidelines for bicycle and pedestrian facilities.
- Project evaluation strategy is intended to measure how well a project meets this Plan’s goals and policies.
- Cost estimates presents the unit costs used to determine the overall project cost.
- Project list presents each project, its tier, evaluation score and cost estimate.
- Priority project sheets to assist with grant applications for future priority projects.

5.1 Design Guidelines

Appendix E: Bicycle Design Guidelines and **Appendix F: Pedestrian Design Guidelines** present innovative bicycle and pedestrian facilities that can complement existing standards and guidelines. Despite the experimental nature of some of the recommended treatments, all include U.S. examples and many have been adopted by the National Association of City Transportation Officials (NACTO). The design guidelines are intended to be a toolkit that allows the City flexibility for implementing all future projects. It incorporates the latest thinking from NACTO (which has been endorsed by the FHWA and Caltrans) and reflects recent State policies such as Complete Streets.

5.2 Evaluation Criteria

The intent of an evaluation strategy is to identify achievable, priority projects for near-term implementation as well as projects for mid- and longer-term implementation. In order to do so, evaluation criteria were developed to measure how strongly a project meets this Plan’s goals and policies as well how well it as adheres to best practices.

The criteria, explained in **Table 26**, are intended to give weight to those projects that best support the Plan’s goals and will therefore receive higher priority.

Table 26: Prioritization Criteria

Criteria	Description	Point Allocation
Schools	The project improves school access	Number of schools within two blocks
Recreation	The project improves park access or provides new recreational trail	Number of parks and recreational trails within two blocks, plus two points per mile of new recreational trail
Employment/Shopping	The project serves employment and/or retail centers	Two points per employment or retail area served

Criteria	Description	Point Allocation
Safety	The project resolves safety concerns	One to two points for safety concerns addressed (e.g., corridors with high traffic volumes and narrow travel lanes, locations where collisions have occurred, desired safety improvement locations identified by the community)
Connectivity	The project closes a gap in the pedestrian or bikeway network	One to two points for gap closure projects

5.3 Cost Estimates: Unit Cost Assumptions

Table 27 presents the planning level cost assumptions used to determine project cost estimates. Unit costs are typical or average costs experienced by California communities. While they reflect typical costs, unit costs do not consider project-specific factors such as intensive grading, landscaping, or other location-specific factors that may increase actual costs. For some segments, project costs may be significantly greater.

Table 27: Unit Cost Assumptions

Item	Unit	Cost Assumption	Cost Assumption + 20% Contingency
Class I Multi-Use Path	Mile	\$645,000	\$774,000
Class II Bike Lane	Mile	\$135,000	\$162,000
Class III Bike Route	Mile	\$25,000	\$30,000
High Visibility Crosswalk	Each	\$1,200	\$1,440
Paved Shoulder Walkway	Linear foot	\$9,200	\$11,040
Concrete Sidewalk	Square foot	\$32	\$38
Traffic Signs	Each	\$300	\$360
Thermoplastic Pavement Markings	Square foot	\$15	\$18
Yield Lines	Each	\$300	\$360

Source: Based on average bid costs from California Department of Transportation Contract Cost Data and UNC Highway Safety Research Center published "Costs for Pedestrian and Bicyclist Infrastructure Improvements".

5.4 Project List

Table 28 presents the list of recommended bikeway and pedestrian projects organized by total score and tier. Based on scoring, projects were placed into three phasing groups: Tier 1, Tier 2, and Tier 3.

- 6 points or greater: Tier 1 projects have the highest potential for addressing this Plan's goals and are intended for near-term project implementation within one to five years.
- 4 – 5 points: Tier 2 projects are intended for development within 6 to 10 years.
- 3 points or fewer: Tier 3 projects are not currently ready for implementation but are included as potential, long-term projects over the next 11 to 20 years.

Table 28: Prioritization Matrix

Facility Type	Location	From	To	Length	School Access	Recreation	Employment Access	Safety	Connectivity	Total Score
Feasibility Study	Orr Creek Trail and Greenway	Low Gap Rd.	Ukiah Sports Complex	2.00 MI	2	5	2	1	1	11
Class III Bike Route	Helen Avenue/Mendocino Drive/Gardens Avenue/Mendocino Drive/Barnes Street/Todd Road/Walnut Avenue/Live Oak Avenue	Washington Avenue	Grove Avenue	1.6 MI	4	2	0	1	1	8
Class I Bike Path	NWP ROW	Gobbi Street	Commerce Drive	0.8 MI	1	1	2	1	1	6
Class II Bike Lane	Orchard Street	Gobbi Street	Perkins Street	0.47 MI	1	0	2	2	1	6
Class II Bike Lane	Gobbi Street	Dora Street	Oak Street	0.15 MI	1	1	1	2	1	6
Class II Buffered Bike Lane	Dora Street	Grove Avenue	North of Pomolita Drive	0.82 MI	3	1	1	1	0	6
Class II Bike Lane	Main Street	Clay Street	Norton Street	0.41 MI	0	1	2	2	0	5
Class II Bike Lane	Clay Street	McPeak Street	Leslie Street	0.79 MI	1	1	2	1	0	5
Class III Bike Route	Empire Drive/Ford Road	Despina Drive	City Limit	0.58 MI	2	0	1	1	1	5
Class III Bike Route +SLM	Main Street	Clay Street	Gobbi Street	0.33 MI	0	2	2	1	0	5

Facility Type	Location	From	To	Length	School Access	Recreation	Employment Access	Safety	Connectivity	Total Score
Sidewalk Gap Closure	Leslie St.	Peach St.	Crosswalk at Senior Center	300 LF	1	1	1	1	1	5
Sidewalk Gap Closure	Main St.	Clay St.	Cleveland Ln.	360 LF	0	2	1	1	1	5
Crossing Improvements	State St./Standley St.	N/A	N/A	N/A	0	1	2	2	0	5
Crossing Improvements	State St./Perkins St.	N/A	N/A	N/A	0	1	2	2	0	5
Crossing Improvements	State St./Church St.	N/A	N/A	N/A	0	1	2	2	0	5
Crossing Improvements	State St./Stephenso n St.	N/A	N/A	N/A	0	1	2	2	0	5
Crossing Improvements	State St./Clay St.	N/A	N/A	N/A	0	1	2	2	0	5
Crossing Improvements	State St./Gobbi St.	N/A	N/A	N/A	0	1	2	2	0	5
New Traffic Signal	Main St./Gobbi St..	N/A	N/A	N/A	0	1	2	2	0	5
New Traffic Signal	MainSt./Perkins St.	N/A	N/A	N/A	0	1	2	2	0	5
Class I Bike Path	NWP ROW	Brush Street	Clara Avenue	0.27 MI	1	0.5	2	1	0	4.5
Class II Bike Lane	Brush Street	State Street	City Limit	0.28 MI	1	1	1	1	0	4
Class II Buffered Bike Lane	Bush Street	Arlington Drive	Grove Avenue	0.47 MI	2	1	0	1	0	4
Class III Bike Route	Oak Manor Drive/Babcock Lane	Perkins Street/Vicky Springs Road	City Limit	0.57 MI	1	1	0	1	1	4

Facility Type	Location	From	To	Length	School Access	Recreation	Employment Access	Safety	Connectivity	Total Score
Class III Bike Route +SLM	Grove Avenue/Snuffin Street/Oak Street/Scott Street/State Street/Norton Street	Bush Street	Orchard Avenue	0.89 MI	1	0	1	1	1	4
Class III Bike Route +SLM	Peach Street	Leslie Street	Orchard Avenue	0.16 MI	1	1	1	1	0	4
Class III Bike Route +SLM	Washington Avenue	Helen Avenue	State Street	0.48 MI	1	1	0	1	1	4
Sidewalk Gap Closure	Clay St.	Main St.	NWP corridor	450 LF	0	1	1	1	1	4
Sidewalk Gap Closure	Cypress Ave.	Live Oak Ave.	Hazel Ave.	600 LF	1	1	0	1	1	4
Sidewalk Gap Closure	Cypress Ave.	Spring St.	Bush St.	140 LF	1	1	0	1	1	4
Sidewalk Gap Closure	Hazel Ave.	South of Maple Ave.		60 LF	1	1	0	1	1	4
Sidewalk Gap Closure	Hazel Ave.	Dora Ave.	Grove Ave.	180 LF	1	1	0	1	1	4
Sidewalk Gap Closure	Hazel Ave.	Grove Ave.	Walnut Ave.	90 LF	1	1	0	1	1	4
Sidewalk Gap Closure	Leslie St.	Gibson Creek	Peach St.	530 LF	0	1	1	1	1	4
Sidewalk Gap Closure	Orchard Ave.	Gibson Creek	Peach Street	120 LF	0	1	1	1	1	4
Pedestrian-Scale Lighting	Pedestrian Pathway	Orchard Avenue	Pedestrian Overcrossing	0.11 MI	1	1	1	1	0	4
Crossing Improvements	Main St./Cleveland Ln.	N/A	N/A	N/A	0	2	1	1	0	4

Facility Type	Location	From	To	Length	School Access	Recreation	Employment Access	Safety	Connectivity	Total Score
Crossing Improvements	Leslie St./Peach St.	N/A	N/A	N/A	1	1	1	1	0	4
Crossing Improvements	Dora St./Gobbi St.	N/A	N/A	N/A	1	1	1	1	0	4
Crossing Improvements	Main St./Stephenson St.	N/A	N/A	N/A	0	1	2	1	0	4
Crossing Improvements	Main St./Clay St.	N/A	N/A	N/A	0	1	2	1	0	4
Crossing Improvements	Main St./Mill St.	N/A	N/A	N/A	0	1	2	1	0	4
Crossing Improvements	State St./Bricarelli Dr.	N/A	N/A	N/A	1	0	1	2	0	4
Crossing Improvements	State St./Mazzoni St.	N/A	N/A	N/A	1	0	1	2	0	4
Crossing Improvements	State St./Magnolia St.	N/A	N/A	N/A	1	0	1	2	0	4
Crossing Improvements	State St./Clara Ave.	N/A	N/A	N/A	0	1	1	2	0	4
Crossing Improvements	State St./Norton St.	N/A	N/A	N/A	0	1	1	2	0	4
Crossing Improvements	State St./Scott St.	N/A	N/A	N/A	0	1	1	2	0	4
Crossing Improvements	State St./Seminary Ave.	N/A	N/A	N/A	0	1	1	2	0	4
Crossing Improvements	State St./Mill St.	N/A	N/A	N/A	0	1	1	2	0	4
Crossing Improvements	State St./Cherry St.	N/A	N/A	N/A	0	1	1	2	0	4

Facility Type	Location	From	To	Length	School Access	Recreation	Employment Access	Safety	Connectivity	Total Score
Crossing Improvements	State St./Luca Ave.	N/A	N/A	N/A	0	1	1	2	0	4
Crossing Improvements	State St./Observatory Ave.	N/A	N/A	N/A	0	1	1	2	0	4
Class I Bike Path	NWP ROW	Commerce Drive	Norgard Lane	1.07 MI	0	1	1	1	0	3
Class III Bike Route	Perkins Street	Orchard Avenue	Oak Manor Drive	0.34 MI	0	0	2	1	0	3
Sidewalk Widening	Leslie St.	Peach St.	Crosswalk at Senior Center	180 LF	1	0	1	1	0	3
Sidewalk Gap Closure	Helen Ave.	Washington Ave.	San Jacinto Dr.	440 LF	1	0	0	1	1	3
Sidewalk Gap Closure	Helen Ave.	South of Redwood Ave.		130 LF	1	0	0	1	1	3
Sidewalk Gap Closure	Maple Ave.	East of Hazel Ave.		100 LF	1	0	0	1	1	3
Sidewalk Gap Closure	Spring St.	Grove Ave.	Walnut Ave.	160 LF	1	0	0	1	1	3
Sidewalk Gap Closure	Spring St.	Walnut Ave.	Willow Ave.	320 LF	1	0	0	1	1	3
Sidewalk Gap Closure	Washington Ave.	East of Marwen Dr.		200 LF	1	0	0	1	1	3
Pedestrian-Scale Lighting	Pedestrian Pathway	Pedestrian Overcrossing	Oak Manor Park	0.3 MI	1	1	0	1	0	3
Pedestrian-Scale Lighting	NWP Rail Trail	Brush Street	Clara Avenue	0.27 MI	1	0	1	1	0	3
Pedestrian-Scale Lighting	NWP Rail Trail	Gobbi Street	Commerce Drive	0.80 MI	0	0	2	1	0	3

Facility Type	Location	From	To	Length	School Access	Recreation	Employment Access	Safety	Connectivity	Total Score
Street Furnishings and Trees	Main St.	Norton St.	Clay St.	0.80 MI	0	0	3	0	0	3
Crossing Improvements	Alice Ave./Mendocino Dr.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	Despina Dr./Capps Ln.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	Despina Dr./Low Gap Rd.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	Dora St./Wabash Ave.	N/A	N/A	N/A	1	0	1	1	0	3
Crossing Improvements	Dora St./Mendocino Dr.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	Hazel Ave./Dora Dr.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	Helen Ave./Washington Ave.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	Laurel Ave./Wabash Ave.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	Leslie St./Perkins St.	N/A	N/A	N/A	0	1	1	1	0	3
Crossing Improvements	Leslie St./southern Senior Center driveway	N/A	N/A	N/A	1	0	1	1	0	3
Crossing Improvements	Main St./Smith St.	N/A	N/A	N/A	0	0	2	1	0	3

Facility Type	Location	From	To	Length	School Access	Recreation	Employment Access	Safety	Connectivity	Total Score
Crossing Improvements	Main St./Standley St.	N/A	N/A	N/A	0	0	2	1	0	3
Crossing Improvements	Main St./Perkins St.	N/A	N/A	N/A	0	0	2	1	0	3
Crossing Improvements	Main St./Church St.	N/A	N/A	N/A	0	0	2	1	0	3
Crossing Improvements	Main St./Gobbi St.	N/A	N/A	N/A	0	0	2	1	0	3
Crossing Improvements	Marwen Dr./Washington Dr.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	N. Bush St./Arlington Dr.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	N. Bush St./Cypress Ave.	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	Oak Manor Dr. at school entrance	N/A	N/A	N/A	1	1	0	1	0	3
Crossing Improvements	Orchard Ave./Gobbi St.	N/A	N/A	N/A	0	0	1	2	0	3
Crossing Improvements	Orchard Ave./Gibson Creek	N/A	N/A	N/A	0	1	1	1	0	3
Crossing Improvements	State St./Ford Rd./S. Empire Dr.	N/A	N/A	N/A	0	0	1	2	0	3
Crossing Improvements	State St./Low Gap Rd.	N/A	N/A	N/A	0	0	1	2	0	3
Crossing Improvements	State St./Evans St.	N/A	N/A	N/A	0	0	1	2	0	3

Facility Type	Location	From	To	Length	School Access	Recreation	Employment Access	Safety	Connectivity	Total Score
Crossing Improvements	State St./Ford St.	N/A	N/A	N/A	0	0	1	2	0	3
Crossing Improvements	State St./Freitas Ave.	N/A	N/A	N/A	0	0	1	2	0	3
Crossing Improvements	State St./Talmage Rd.	N/A	N/A	N/A	0	0	1	2	0	3
Crossing Improvements	State St./Airport Rd/Washington Ave.	N/A	N/A	N/A	0	0	1	2	0	3
Crossing Improvements	Washington Ave. between Marwen Dr. and Dora St.	N/A	N/A	N/A	1	1	0	1	0	3
Pedestrian Pathway	Todd Grove Pedestrian Loop	Live Oak Ave., Walnut Ave., Park Blvd., and Clubhouse Dr.		0.5 MI	0	1.5	0	1	0	2.5
Class II Bike Lane	Orchard Avenue	Clara Avenue	City Limit	0.19 MI	0	0	1	1	0	2
Class II Buffered Bike Lane	Grove Avenue	Bush Street	Dora Street	0.06 MI	1	0	0	1	0	2
Class III Bike Route	Talmage Road	State Street	NWP Corridor	0.24 MI	0	0	1	1	0	2
Class III Bike Route	State Street	Talmage Road	Washington Ave	0.14 MI	0	0	1	1	0	2
Sidewalk Widening	Bush Street	Orr Creek	Cypress Ave.	300 LF	1	0	0	1	0	2
Pedestrian-Scale Lighting	NWP Rail Trail	Commerce Drive	Norgard Lane	1.07 MI	0	0	1	1	0	2

Facility Type	Location	From	To	Length	School Access	Recreation	Employment Access	Safety	Connectivity	Total Score
Street Furnishings and Trees	Perkins St.	US 101 Ramps	State St.	0.52 MI	0	0	2	0	0	2
Crossing Improvements	State St./Wabash Ave.	N/A	N/A	N/A	0	0	1	1	0	2
Crossing Improvements	Airport Park Blvd./Talmage Rd.	N/A	N/A	N/A	0	0	1	1	0	2
Crossing Improvements	Dora St./Grove Ave.	N/A	N/A	N/A	1	0	0	1	0	2
Crossing Improvements	Marwen Dr./Nokomis Dr.	N/A	N/A	N/A	1	0	0	1	0	2
Crossing Improvements	Oak St./Gobbi St.	N/A	N/A	N/A	0	0	1	1	0	2
Crossing Improvements	Orchard Ave. at Pear Tree Center	N/A	N/A	N/A	0	0	1	1	0	2
Crossing Improvements	Spring St./Cypress St.	N/A	N/A	N/A	1	0	0	1	0	2
Crossing Improvements	Spring St./Dora St.	N/A	N/A	N/A	1	0	0	1	0	2
Crossing Improvements	Spring St./Grove Ave.	N/A	N/A	N/A	1	0	0	1	0	2
Crossing Improvements	Spring St./Walnut St.	N/A	N/A	N/A	1	0	0	1	0	2
Crossing Improvements	Yokayo Dr./Wabash Ave.	N/A	N/A	N/A	1	0	0	1	0	2

5.5 Priority Project Sheets

This BPMP includes priority project sheets for the five projects listed below to assist with future grant applications.

- NWP Rail Trail Project Phase 2 (Gobbi Street to Commerce Drive)
- Clay Street/Peach Street Improvements and NWP Crossing
- Gobbi Street Bike Lanes (Oak Street to Dora Street)
- Orr Creek Greenway Feasibility Study
- Orchard Avenue Bike Lanes (Gobbi Street to Perkins Street)

NWP Rail Trail Project Phase 2 (Gobbi Street to Commerce Drive)

This multi-use path segment extends the Rail Trail Phase 1 project within the Northwestern Pacific Railroad (NWP) corridor from Gobbi Street to Commerce Drive, providing new recreational trail and improved pedestrian and bicycle access to schools, major employers, and retail areas.

Planning Background

- A top priority project in the 2014 Ukiah Bicycle and Pedestrian Master Plan
- Included in 2012 Mendocino Council of Government's Rail-With-Trail Corridor Plan
- Listed in the 2012 Mendocino County Regional Bikeway Plan as a bikeway improvement project with a high need
- Ranked the #1 top priority short-term project in the 1999 Ukiah Bicycle and Pedestrian Master Plan

Key Safety Issues

- Roadway crossings
- Setback from and fencing along rail line
- Creek crossing

Project Description

- Construct 0.8-miles of Class I bikeway with a barrier fence between the path and railroad tracks and lighting between Gobbi Street and Commerce Drive
- Install a bridge over Doolan Creek
- Talmage Avenue crossing: Install crosswalk and sidewalk extension
- Commerce Avenue/Airport Road intersection: Install crosswalk, reconstruct northern curb ramp, evaluate for stop warrant on Commerce Avenue

Criteria Evaluation

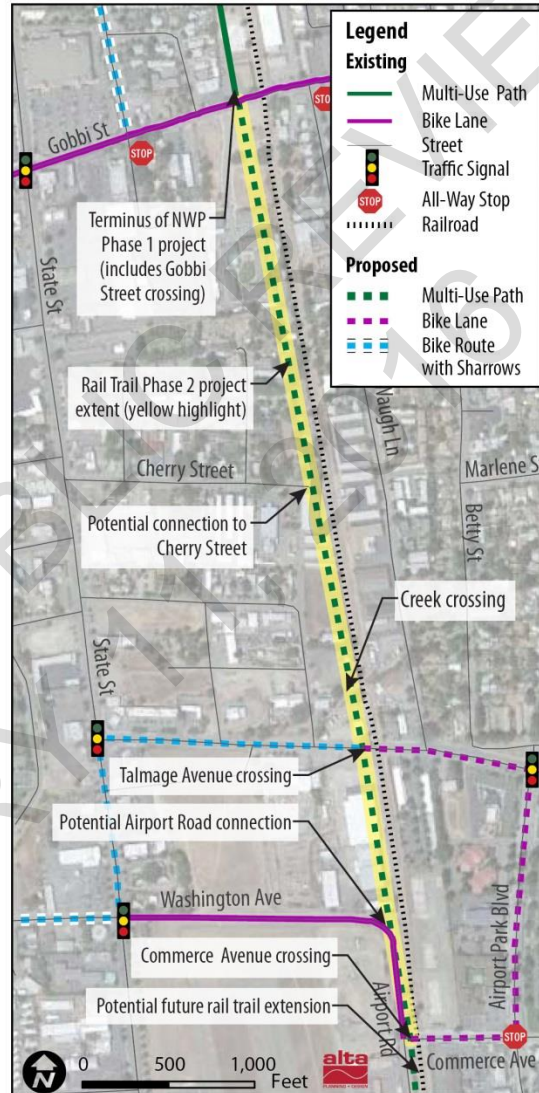
- Improves access to Oak Manor Elementary School and Grace Hudson Elementary School
- Provides new recreational trail
- Major employers and retail areas within two blocks are County of Mendocino Social Services, Safeway, Ukiah Natural Foods, Walmart, Food-4-Less, Staples, and Friedman's Home Improvement
- Provides a facility separate from motor vehicles, except at crossings
- Extends the NWP Rail Trail Phase 1 project to the south

Required Actions by Jurisdiction

City of Ukiah:

- Secure funding for preparation of plans, specifications and estimates and environmental review
- Complete permitting requirements
- Secure funding for construction

Project Illustration



Cost Estimate (From the City's 2014 ATP)

- Trail construction: \$676,000
- Solar lights: \$350,000
- Doolan Creek crossing: \$80,000
- Fencing: \$120,000
- Engineering: \$200,000
- 10% Contingency: \$142,600
- Total = \$1,568,600

Clay Street/Peach Street Improvements and Northwestern Pacific Railroad Crossing

This bikeway and sidewalk project provides a new east-west connection between downtown Ukiah and schools, employers, and retail areas along Orchard Avenue, and includes connections to the NWP Rail Trail Phase I and Courthouse projects.

Planning Background

- The Clay Street/Peach Street/Gibson Creek Corridor (McPeak Street to Oak Manor Drive) is listed in Mendocino County's 2012 Regional Bikeway Plan as a proposed bikeway improvement project with a moderate need
- The Clay/Peach Street Sidewalk and Bikeway Gap Closure project (east of Main Street to Orchard Avenue) is listed as a Tier 1 project in the 2014 Ukiah Safe Routes to School Plan
- Ranked the #2 top priority short-term project in the 1999 Ukiah Bicycle and Pedestrian Master Plan

Criteria Evaluation

- Improves access to River Oak Charter School
- Improves access to the Grace Hudson Museum and the Sun House, Hudson-Carpenter Park, the NWP Rail Trail Phase I project, and the US 101 Pedestrian Overcrossing
- Improves access to downtown, the Ukiah Civic Center (a major employer), and Orchard Avenue employers and retail areas
- Provides an alternative to bicycle and pedestrian travel along Perkins Street
- Improves access between the US 101 Pedestrian Overcrossing, Oak Manor Trail, and Dora Street bike lanes

Key Safety Issues

- Roadway crossings
- Sidewalk gap
- Rail crossing

Project Description

- Clay Street: Stripe bike lanes, narrow travel lanes to 10 feet wide, restrict parking to one side of roadway from approximately Main Street eastward; fill sidewalk gap on south side of Clay Street next to Hudson-Carpenter Park from future trail to Main Street
- Design Courthouse development with a multi-modal connection between Clay Street and Peach Street; include bicycle markings and signage, sidewalks, railroad safety features as necessary, and priority traffic control for trail users
- Peach Street: Install Class III bike route sigs and sharrow (bike lanes would require removal of parking on one side of the street and are not warranted based on the low vehicular traffic volumes)

Required Actions by Jurisdiction

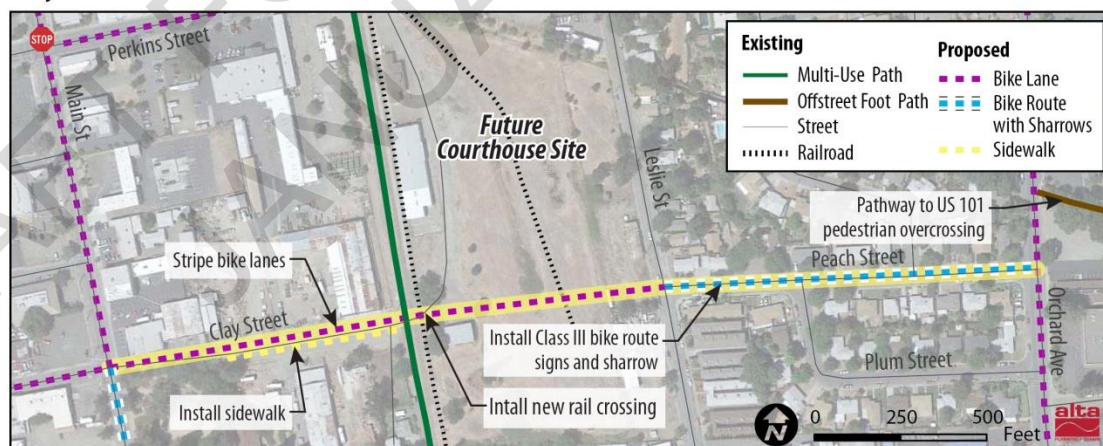
City of Ukiah:

- Finalize design of Courthouse development site
- Secure funding for preparation of plans, specifications and estimates and environmental review
- Complete permitting requirements
- Secure funding for construction

Cost Estimate

- \$90,000 (from SR2S Plan; placeholder)

Project Illustration



Orr Creek Greenway Feasibility Study

The Orr Creek Greenway project envisions development of a pedestrian and bicycle pathway along Orr Creek from Low Gap Park to the Ukiah Softball Complex, including a new, grade-separated Highway 101 crossing. An unpaved pathway segment exists along the south side of Orr Creek from Bush Street to an existing bridge near the ball fields.

Planning Background

- Low Gap Road/Orr Creek Pathway Study (between Ukiah High and Pomolita Middle School/Orr Creek via County property) is a Tier 1 project from the 2014 Ukiah Safe Routes to School Plan
- The Orr Creek Pathway (Dora Street to Ukiah High School) is listed in Mendocino County's 2012 Regional Bikeway Plan as a proposed bikeway improvement project with a low need
- The 1999 Ukiah Bicycle and Pedestrian Master Plan lists the Orr Creek Pathway (Bush Street and Pomolita School to Ukiah High School) as a mid-long term project

Key Safety Issues

- Roadway crossings
- Railroad crossing
- Narrow right-of-way

Project Description

- Assess the feasibility of constructing a trail from Low Gap Park to the Ukiah Softball Complex along Orr Creek
- Conduct outreach to adjoining property owners
- Identify alternative onstreet routes around any constrained segments

Criteria Evaluation

- Improves access to Ukiah High, Pomolita Middle School, and Frank Zeek Elementary School
- Provides new recreational trail and improves access to Low Gap Park and the Ukiah Softball Complex
- Improves access to Mendocino County offices (a major employer)
- Provides a facility separate from motor vehicles, except at crossings
- The trail would connect with existing and planned bikeways and sidewalks

Required Actions by Jurisdiction

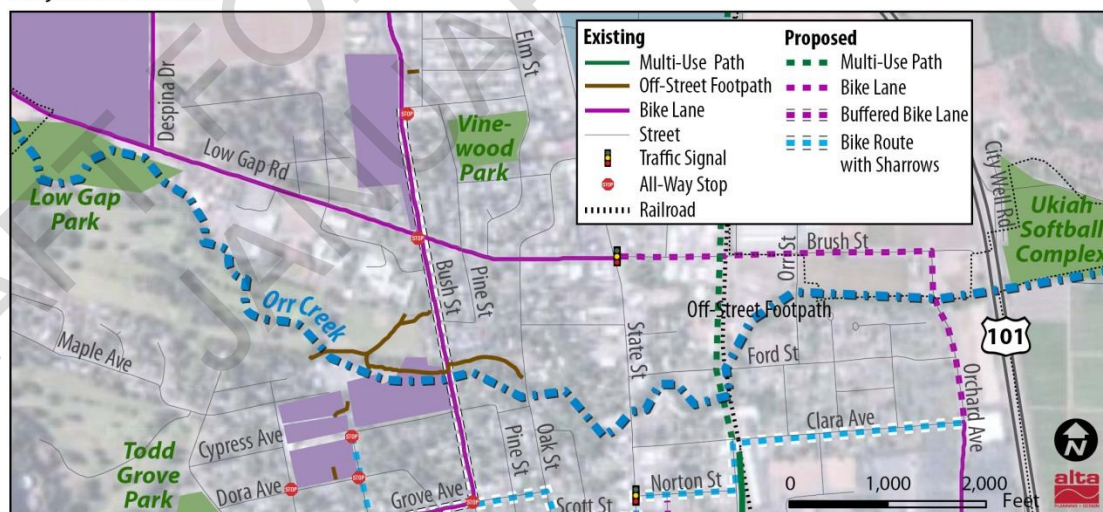
City of Ukiah:

- Secure funding for preparation of the feasibility study

Cost Estimate

- Feasibility Study:

Project Illustration



Gobbi Street Bike Lanes (Oak Street to Dora Street)

This project would close the gap in dedicated bicycle facilities between S. Dora Street and S. Oak Street on Gobbi Street to link the city's two most important on-street bikeways, both of which serve multiple schools and access employment and retail areas.

Planning Background

- Listed in Mendocino County's 2012 Regional Bikeway Plan as a proposed bikeway improvement project with a high need
- Listed as a Tier 1 project in the 2014 Ukiah Safe Routes to School Plan
- Ranked the #3 top priority short-term project in the 1999 Ukiah Bicycle and Pedestrian Master Plan

Criteria Evaluation

- Improves access to Yokayo Elementary School and ultimately to other schools accessible from Dora Street and Gobbi Street
- No parks are within two blocks of this project site
- Improves access to the Ukiah Civic Center (major employer) and other employers and retail areas along Gobbi Street
- Provides bike lanes
- Completes the gap in the bikeway network

Key Safety Issues

- Roadway crossings
- Narrow right-of-way

Project Description

- Stripe bike lanes, restrict parking on the north side of the street
- Gobbi Street/Oak Street intersection: high-visibility white crosswalk across Gobbi Street, ADA curb ramps on NW, SW, and SE corners, and white transverse crosswalks across Oak Street
- Gobbi Street/Dora Street intersection: high visibility crosswalks on north and south crossings, a curb extension on the west side encompassing the full intersection, and curb extensions/ramps on the northeast and southeast corners

Required Actions by Jurisdiction

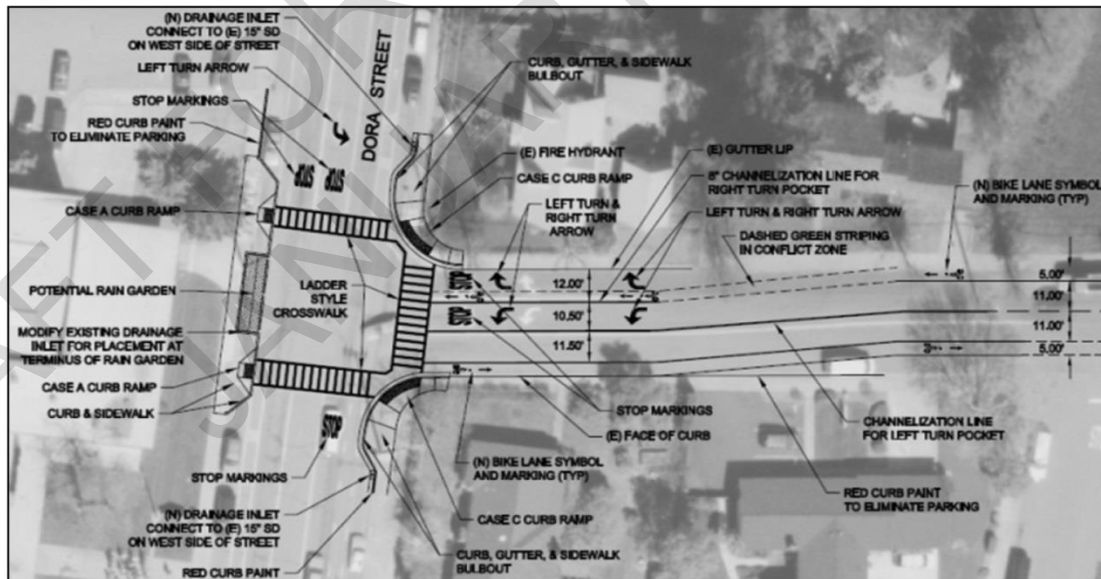
City of Ukiah:

- Secure funding for preparation of plans, specifications and estimates and environmental review
- Secure funding for construction

Cost Estimate

- Gobbi Street bike lanes: \$32,000
- Gobbi Street/Oak Street intersection: \$12,000
- Gobbi Street/Dora Street intersection: \$175,000

Project Illustration



Orchard Avenue Bike Lanes (Gobbi Street to Perkins Street)

This project would improve access to employers and retail areas along Orchard Avenue and allow bicyclists to bypass the busy downtown area and connect directly to existing bike lanes on Orchard Avenue north of Perkins Street and on Low Gap Road.

Planning Background

- Orchard Avenue bike lanes (Gobbi Street to Ford Road) are listed in Mendocino County's 2012 Regional Bikeway Plan as a proposed bikeway improvement project with a high need
- The Orchard Avenue - Bush Street (Gobbi Street to High School) project was ranked the #4 top priority short-term project in the 1999 Ukiah Bicycle and Pedestrian Master Plan

Key Safety Issues

- Roadway crossings
- Narrow right-of-way

Project Description

- Orchard Avenue: restripe to provide two 10.5-foot wide travel lanes (or similar lane widths as determined by the City Engineer), two 5-foot bike lanes, and two 8-foot parking aisles
- Orchard Avenue/Perkins Avenue intersection: Northbound and southbound bike pockets, dash bike lane markings through intersection
- Orchard Avenue/Gobbi Street intersection: Stripe bike lanes to intersection

Criteria Evaluation

- Improves access to River Oak Charter School
- Improves access to the US 101 Pedestrian Overcrossing and Oak Manor Trail
- Improves access to Orchard Shopping Center, the Pear Tree Center, Mendocino Works employment center, Economic Development & Financing Corporation, and other employers along Orchard Avenue
- Provides bike lanes
- Completes the gap in the bikeway network

Required Actions by Jurisdiction

City of Ukiah:

- Secure funding for preparation of plans, specifications and estimates and environmental review
- Secure funding for construction

Project Illustration



Cost Estimate

- Placeholder

DRAFT FOR PUBLIC REVIEW
JANUARY 11, 2016

6 Funding Strategy

This chapter describes various sources of funding available to plan and construct bicycle and pedestrian facilities, including those related to school access and area improvement, as well as sources to provide education or encouragement programs.

Projects such as those described in this Plan can be funded through multiple sources, and not all sources apply to all projects. Many sources require a local funding match and most are competitive based on project merit and adherence to grant criteria.

This chapter covers federal, state, regional, local sources of funding, as well as some non-traditional funding sources that have been used by local agencies to fund bicycle, pedestrian, and safe routes to school infrastructure and programs.

To support City efforts to find outside funding sources to implement projects and programs, a summary by source type is provided below.

6.1 Federal Funding Sources

6.1.1 Transportation Alternatives Program (TAP)

To date, the largest source of federal funding for bicyclists and pedestrians is the US DOT's Federal-Aid Highway Program, which US Congress has regularly reauthorized since the passage of the Federal-Aid Road Act of 1916. In July 2012, Moving Ahead for Progress in the Twenty-First Century (MAP-21) which funds surface transportation improvements was enacted as Public Law 112-141. In July 2015, Congress authorized a three month extension for MAP-21 until October 29, 2015. At the time of this Plan's writing, Congress is working on the Transportation Alternatives Program (TAP) that will replace MAP-21 when it expires. More information on TAP: <http://www.fhwa.dot.gov/map21/guidance/guidetap.cfm>

In California, federal monies are administered through the California Department of Transportation (Caltrans) and Metropolitan Planning Organizations (MPOs) such as the Mendocino Council of Governments (MCOG). Most, but not all, of these programs are oriented toward transportation versus recreation, with an emphasis on reducing auto trips and providing inter-modal connections. Federal funding is intended for capital improvements and safety and education programs, and projects must relate to the surface transportation system.

6.1.2 Congestion Mitigation and Air Quality Improvement Program (CMAQ)

Congestion Mitigation and Air Quality Improvement funds are programmed by USDOT for projects that are likely to contribute to the attainment of a national ambient air quality standard, and provide congestion mitigation. These funds can be used for a variety of non-motorized transportation projects, particularly those that are developed primarily for transportation purposes. The funds can be used either for construction of bicycle transportation facilities and pedestrian walkways, or for non-construction projects related to safe bicycle and pedestrian use (maps, brochures, etc.). The projects must be tied to a plan adopted by the State of California and the Regional Government Agency.

6.1.3 Partnership for Sustainable Communities

Founded in 2009, the Partnership for Sustainable Communities is a joint project of the Environmental Protection Agency (EPA), the U.S. Department of Housing and Urban Development (HUD), and the U.S. Department of Transportation (USDOT). The partnership aims to “improve access to affordable housing, more transportation options, and lower transportation costs while protecting the environment in communities nationwide.” The Partnership is based on five Livability Principles, one of which explicitly addresses the need for bicycle and pedestrian infrastructure (“Provide more transportation choices: Develop safe, reliable, and economical transportation choices to decrease household transportation costs, reduce our nation’s dependence on foreign oil, improve air quality, reduce greenhouse gas emissions, and promote public health”).

The Partnership is not a formal agency with a regular annual grant program. Nevertheless, it is an important effort that has already led to some new grant opportunities (including the TIGER grants). The City of Redlands should track Partnership communications and be prepared to respond proactively to announcements of new grant programs.

More information: <http://www2.epa.gov/smart-growth/smart-growth-partnerships>

Federal Transit Act

Section 25 of the 1964 Urban Mass Transportation Act states that: “For the purposes of this Act a project to provide access for bicycles to mass transportation facilities, to provide shelters and parking facilities for bicycles in and around mass transportation facilities, or to install racks or other equipment for transporting bicycles on mass transportation vehicles shall be deemed to be a construction project eligible for assistance under sections 3, 9 and 18 of this Act.” The Federal share for such projects is 90 percent and the remaining 10 percent must come from sources other than Federal funds or fare box revenues. Typical funded projects have included bike lockers at transit stations and bike parking near major bus stops. To date, no projects to provide bikeways for quicker, safer or easier access to transit stations have been requested or funded.

6.1.4 Community Transformation Grants

Community Transformation Grants administered through the Center for Disease Control support community-level efforts to reduce chronic diseases such as heart disease, cancer, stroke, and diabetes. Active transportation infrastructure and programs that promote healthy lifestyles are a good fit for this program, particularly if the benefits of such improvements accrue to population groups experiencing the greatest burden of chronic disease.

More info: <http://www.cdc.gov/communitytransformation/>

6.2 Statewide Funding Sources

6.2.1 Active Transportation Program (ATP)

In 2013, Governor Brown signed legislation creating the Active Transportation Program (ATP). This program is a consolidation of the Federal Transportation Alternatives Program (TAP), California’s Bicycle Transportation Account (BTA), and Federal and California Safe Routes to School (SRTS) programs.

The ATP program is administered by Caltrans Division of Local Assistance, Office of Active Transportation and Special Programs.

The ATP program goals include:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for nonmotorized users,
- Advance the active transportation efforts of regional agencies to achieve greenhouse gas reduction goals,
- Enhance public health,
- Ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

As of this Plan (May 2014), the first call for projects is underway. The California Transportation Commission ATP Guidelines are available here: http://www.catc.ca.gov/meetings/agenda/2014Agenda/2014_03/03_4.12.pdf

Eligible bicycle, pedestrian and Safe Routes to School projects include:

- Infrastructure Projects: Capital improvements that will further program goals. This category typically includes planning, design, and construction.
- Non-Infrastructure Projects: Education, encouragement, enforcement, and planning activities that further program goals. The focus of this category is on pilot and start-up projects that can demonstrate funding for ongoing efforts.
- Infrastructure projects with non-infrastructure components

The minimum request for non-SRTS projects is \$250,000. There is no minimum for SRTS projects.

The local match requirement for non-SRTS projects is 11.47%. There is no local match requirement for projects benefiting a disadvantage community, stand along non-infrastructure projects and SRTS projects.

Annual funds will be approximately \$130 million for fiscal year 2013-2014. In the initial program, a minimum of \$24 million per year is available for SRTS projects, with at least \$7.2 million for non-infrastructure grants.

More info: <http://www.dot.ca.gov/hq/LocalPrograms/atp/>

6.2.2 State Highway Account

Section 157.4 of the Streets and Highways Code requires Caltrans to set aside \$360,000 for the construction of non-motorized facilities that will be used in conjunction with the State highway system. The Office of Bicycle Facilities also administers the State Highway Account fund. Funding is divided into different project categories. Minor B projects (less than \$42,000) are funded by a lump sum allocation by the CTC and are used at the discretion of each Caltrans District office. Minor A projects (estimated to cost between \$42,000 and \$300,000) must be approved by the CTC. Major projects (more than \$300,000) must be included in the State Transportation Improvement Program and approved by the CTC. Funded projects have included fencing and bicycle warning signs related to rail corridors.

6.2.3 Climate Ready Grant Program - California State Coastal Conservancy

Climate Ready grants are intended to encourage local governments and non-governmental organizations to advance planning and implementation of on-the-ground actions that reduce greenhouse gas emissions and lessen the impacts of climate change on California's coastal communities. The grant program makes eligible "development of multi-use trails with clearly identified GHG reduction goals; (and) protecting and managing open space lands with clearly identified GHG reduction goals." A total of \$1,500,000 is available on a competitive basis, with a minimum award of \$50,000 and a maximum of \$200,000. The size of awarded grants will be based on each project's needs, its overall benefits, and the extent of competing demands for funds.

More info: <http://scc.ca.gov/2013/04/24/grant-opportunities/>

6.2.4 Office of Traffic Safety (OTS) Grants

Office of Traffic Safety Grants are supported by Federal funding under the National Highway Safety Act and SAFETEA-LU. In California, the grants are administered by the Office of Traffic Safety.

Grants are used to establish new traffic safety programs, expand ongoing programs or address deficiencies in current programs. Bicycle safety is included in the list of traffic safety priority areas. Eligible grantees are governmental agencies, state colleges, state universities, local city and county government agencies, school districts, fire departments, and public emergency services providers. Grant funding cannot replace existing program expenditures, nor can traffic safety funds be used for program maintenance, research, rehabilitation, or construction. Grants are awarded on a competitive basis, and priority is given to agencies with the greatest need. Evaluation criteria to assess need include potential traffic safety impact, collision statistics and rankings, seriousness of problems, and performance on previous OTS grants.

The California application deadline is January of each year. There is no maximum cap to the amount requested, but all items in the proposal must be justified to meet the objectives of the proposal.

More info: <http://www.ots.ca.gov/>

6.2.5 Safe Routes to School

There are two separate Safe Routes to School Programs administered by Caltrans. There is the Federal program referred to as SRTS, and the state-legislated program referred to as SR2S. Both programs are intended to achieve the same basic goal of increasing the number of children walking and bicycling to school by making it safer for them to do so. All projects must be within two miles of primary or middle schools (K-8).

The Safe Routes to School Program funds non-motorized facilities in conjunction with improving access to schools through the Caltrans Safe Routes to School Coordinator. For more information visit: <http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm>

Eligible projects may include:

- **Engineering improvements.** These physical improvements are designed to reduce potential bicycle and pedestrian conflicts with motor vehicles. Physical improvements may also reduce

motor vehicle traffic volumes around schools, establish safer and more accessible crossings, or construct walkways, trails or bikeways. Eligible improvements include sidewalk improvements, traffic calming/speed reduction, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, and secure bicycle parking facilities.

- **Education and Encouragement Efforts.** These programs are designed to teach children safe bicycling and walking skills while educating them about the health benefits, and environmental impacts. Projects and programs may include creation, distribution and implementation of educational materials; safety based field trips; interactive bicycle/pedestrian safety video games; and promotional events and activities (e.g., assemblies, bicycle rodeos, walking school buses).
- **Enforcement Efforts.** These programs aim to ensure that traffic laws near schools are obeyed. Law enforcement activities apply to cyclists, pedestrians and motor vehicles alike. Projects may include development of a crossing guard program, enforcement equipment, photo enforcement, and pedestrian sting operations.
- **Planning, designing, or constructing roadways within the right-of-way of former Interstate routes or divided highways.** At the time of writing, detailed guidance from the Federal Highway Administration on this new eligible activity was not available.

6.3 Regional & Local Sources

6.3.1 Developer Impact Fees

As a condition for development approval, municipalities can require developers to provide certain infrastructure improvements, which can include bikeway projects. These projects have commonly provided Class 2 facilities for portions of on street, previously planned routes. They can also be used to provide bicycle parking or shower and locker facilities. The type of facility that should be required to be built by developers should reflect the greatest need for the particular project and its local area. Legal challenges to these types of fees have resulted in the requirement to illustrate a clear nexus between the particular project and the mandated improvement and cost.

6.3.2 New Construction

Future road widening and construction projects are one means of providing on street bicycle facilities. To ensure that roadway construction projects provide bike lanes where needed, it is important that the review process includes input pertaining to consistency with the proposed system. In addition, California's 2008 Complete Streets Act and Caltrans's Deputy Directive 64 require that the needs of all roadway users be considered during "all phases of state highway projects, from planning to construction to maintenance and repair."

More info: http://www.dot.ca.gov/hq/tpp/offices/ocp/complete_streets.html

6.4 Private Sources

Private funding sources can be acquired by applying through the advocacy groups such as the League of American Bicyclists and the Bikes Belong Coalition. Most of the private funding comes from foundations wanting to enhance and improve bicycle facilities and advocacy. Grant applications will typically be through the advocacy groups as they leverage funding from federal, state and private sources. Below are several examples of private funding opportunities available.

6.4.1 Bikes Belong Grant Program

The People For Bikes organization of bicycle suppliers and retailers has awarded \$1.2 million and leveraged an additional \$470 million since its inception in 1999. The program funds corridor improvements, mountain bike trails, BMX parks, trails, and park access. It is funded by the People For Bikes Pro Purchase Program.

More information: <http://www.peopleforbikes.org/pages/community-grants>

Bank of America Charitable Foundation, Inc.

The Bank of America Charitable Foundation is one of the largest in the nation. The primary grants program is called Neighborhood Excellence, which seeks to identify critical issues in local communities. Another program that applies to greenways is the Community Development Programs, and specifically the Program Related Investments. This program targets low and moderate income communities and serves to encourage entrepreneurial business development.

More information: <http://www.bankofamerica.com/foundation>

6.4.2 Robert Wood Johnson Foundation

The Robert Wood Johnson Foundation was established as a national philanthropy in 1972 and today it is the largest U.S. foundation devoted to improving the health and health care of all Americans. Grant making is concentrated in four areas:

- To assure that all Americans have access to basic health care at a reasonable cost
- To improve care and support for people with chronic health conditions
- To promote healthy communities and lifestyles
- To reduce the personal, social and economic harm caused by substance abuse: tobacco, alcohol, and illicit drugs

More information: <http://www.rwjf.org/en/how-we-work/grants.html>

Community Action for a Renewed Environment (CARE)

CARE is a competitive grant program that offers an innovative way for a community to organize and take action to re-duce toxic pollution in its local environment. Through CARE, a community creates a partnership that implements solutions to reduce releases of toxic pollutants and minimize people's exposure to them. By providing financial and technical assistance, EPA helps CARE communities get on

the path to a renewed environment. Transportation and “smart-growth” types of projects are eligible. Grants range between \$90,000 and \$275,000.

More information: <http://www.epa.gov/care/>

6.4.3 Corporate Donations

Corporate donations are often received in the form of liquid investments (i.e. cash, stock, bonds) and in the form of land. Employers recognize that creating places to bike and walk is one way to build community and attract a quality work force. Bicycling and outdoor recreation businesses often support local projects and programs. Municipalities typically create funds to facilitate and simplify a transaction from a corporation’s donation to the given municipality. Donations are mainly received when a widely supported capital improvement program is implemented. Such donations can improve capital budgets and/or projects.

6.5 Other Sources

Local sales taxes, fees and permits may be implemented as new funding sources for bicycle projects. However, any of these potential sources would require a local election. Volunteer programs may be developed to substantially reduce the cost of implementing some routes, particularly multi use paths. For example, a local college design class may use such a multi-use route as a student project, working with a local landscape architectural or engineering firm. Work parties could be formed to help clear the right of way for the route. A local construction company may donate or discount services beyond what the volunteers can do. A challenge grant program with local businesses may be a good source of local funding, in which the businesses can “adopt” a route or segment of one to help construct and maintain it.

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Appendix A. Farmers Market Tabling Comments

Table A-1: Farmers Market Tabling Comments

Mode*	Date	Comment
1	7/12/2014	More Bike lanes please.
3	7/12/2014	Orr Creek Greenway needs to happen, yeah trails!
3	7/12/2014	No cars within city limits, walk or bike everywhere. Install moving sidewalks for the walking impaired.
1	7/12/2014	At Orchard and Gobbi funnel bike lane away from right hand turn traffic.
3	7/12/2014	Track and trail from Redwood Valley to Ukiah
3	7/12/2014	Orr Creek Greenway
	7/12/2014	Safe access to Riverside park for kids on bikes.
3	7/12/2014	Extend rail trail North and South Mendocino College to Booneville Road.
3	7/12/2014	I don't like the streetscaping plan for State Street. People want to use that road for driving.
3	7/12/2014	Access to softball field.
1	7/12/2014	More bike sensitive intersections.
3	7/12/2014	Connect Babcock Lane to Talmage. Develop area as business area.
1	7/19/2014	Extend State Street road diet south to Gobbi.
1	7/19/2014	Redemeyer Vichy and El Dorado need decent bike lanes.
1	7/19/2014	Provide bike facility along N. State Street to college and Lake Mendocino Drive.
1	7/19/2014	Complete and build out north south rail trail.
1	7/19/2014	Going west on Perkins between State Street and School Street where lanes shift is dangerous. Please fix.
3	7/19/2014	Provide lights for walkers and cyclists, time them to accommodate walkers priorities over auto traffic.
1	7/19/2014	Bike lanes on the three overpasses over Highway 101; 'Beware of Cyclists' signs at overpass approaches.
1	7/19/2014	Improved street lighting.
3	7/19/2014	Improve walk and bike facilities along State Street.
3	7/19/2014	Improve walk and bike facilities along State Street.
1	7/19/2014	Install barriers between vehicular lanes and bike lanes.
1	7/19/2014	Covered bike parking.
1	7/26/2014	Designated green bike lanes.
2	7/26/2014	Sidewalk in front of Walgreens needs to be improved when the rail trail is improved.
1	7/26/2014	Road work in general.
3	7/26/2014	Don't increase width of streets without providing improvements for pedestrians, particularly seniors.
3	7/26/2014	Replace pedestrian crossing signs on N. Orchard between Ross and JC Penney complex.
3	7/26/2014	Need flashing lights at crosswalks, especially at S. State St; 4 lanes is dangerous for pedestrians.

Mode*	Date	Comment
3	7/26/2014	Don't have sidewalk that is not adequately marked.
3	7/26/2014	Provide Sewer to Tribal land in return for public easement to college "dedicated right."
1	7/26/2014	Move power poles into street and out of sidewalk.
1	7/26/2014	Urban Forestry! Need trees for shade to make walking comfortable.
2	7/26/2014	Bike parking with room for trailers.
1	7/26/2014	Trees and shade for walking.
3	7/26/2014	Improve streets around courthouse - Make it a welcoming plaza for people to hang out.
2	8/2/2014	Bicycles don't trigger stop light at Scott and State Street.
1	8/2/2014	Better walking on Perkins - more shade trees.
3	8/2/2014	Develop business district and make downtown walking- and bicycling-friendly.
3	8/2/2014	Connection to softball fields.
3	8/2/2014	Having bike and walking access to the softball field complex would be great.
1	8/2/2014	Pedestrian flashing lights across State Street triggered by person pressing button or passing between sensor pillars; especially at Frietas where people get hit so often.
	8/2/2014	Lighting on rail trail.
	8/2/2014	Way for cyclists to report to street sweeper.
	8/2/2014	State Street, when repaving happens make sure bike lanes are improved = make it a policy.
	8/2/2014	We want a walking path around Todd Grove Park - This involves white paint. This is already in the old bike plan.
	8/2/2014	Direct access to Hospital Drive from rail trail pass.
	8/2/2014	More gates through fence along rail trail.
	8/2/2014	Human proportioned lighting along rail trail path. As repeatedly recommended by citizen input.
	8/2/2014	Rail trail to Hopland.
	8/2/2014	Smoother bike lanes and sidewalks.
	8/2/2014	We need a bike trail to the college, connecting through to Despina.
	8/2/2014	Orchard Avenue traffic is much heavier lately due to post office relocation, the road is wide and should be improved - add a protected bike lane.
	8/2/2014	Daylight Gibson Creek from freeway to Riverside Park.
	8/2/2014	Extend trail from Oak street to Low Gap.
	8/2/2014	Bike path to college.
1	7/12/2014	Farmers Market needs more bike parking.
1	7/12/2014	Talmage across freeway is dangerous.
1	7/12/2014	Washington Avenue is frightening.
3	7/12/2014	Close School Street to traffic between Standley and Clay to create a pedestrian walkway.
1	7/12/2014	Bigger bike parking areas in town.
1	7/12/2014	Not enough bike racks.
1	7/19/2014	Make Helen north to spring a marked bike route.
1	7/19/2014	Adopt Vision Zero to strive towards 0 pedestrian deaths.

Mode*	Date	Comment
1	7/19/2014	Crossing State Street is terrible near Gobbi and down past Ellie's.
1	7/19/2014	Make Low Gap and east/west corridor along with Tamage Perkins and Gobbi.
3	7/19/2014	20 mile / hour slow speed zones in school and downtown areas.
1	7/19/2014	Multi- purpose trails along western hills.
1	7/19/2014	Unlock the gate to open the pathway on north side of Yakayo School for school traffic.
3	7/19/2014	Improve East Brush Street for walkers and bikers.
3	7/19/2014	Make Perkins Street safer for walkers and bikers.
1	7/19/2014	Make Walmart area bicycle safe. Prioritize over auto improvements.
1	7/19/2014	Dora Street bike lanes work well, feel safe with family.
1	7/19/2014	UPD policy that officers must pursue and ticket if possible any time a cyclist reports a car driver acting in threatening manner.
1	7/19/2014	Marked alternate routes for bikes.
1	7/19/2014	Oak to Main to Waugh have few stop signs and should be a marked alternate route.
1	7/19/2014	Fairgrounds is closed to bikes, should not be, bike parking there is lousy and unsafe; should be protected bike parking there.
1	7/19/2014	More Bike parking.
3	7/19/2014	More education for drivers and riders.
3	7/19/2014	More education for drivers and riders.
3	7/19/2014	More education for drivers and riders.
2	7/26/2014	Hedges and trees growing into sidewalks make them impassable. City should enforce regulations.
2	7/26/2014	Entire city a 25 mph zone. No need for extra signs.
3	7/26/2014	Concerned about safety with homeless and uncontrolled dogs.
3	7/26/2014	More enforcement at crosswalks by police.
3	7/26/2014	Ordinance, if sell property, must put in sidewalk.
2	7/26/2014	Improve bike route along airport Boulevard / in front of Friedmans.
1	7/26/2014	Good walking map with preferred routes.
3	7/26/2014	Intersection at school and seminary is dangerous.
3	7/26/2014	Perkins and State intersection is dangerous/ all of state crossing is bad.
2	7/26/2014	Too much traffic on Dora to feel comfortable.
2	7/26/2014	Develop Helen and Spring as north-south route.
2	7/26/2014	More education for cyclists.
2	7/26/2014	Map of bike friendly routes for tourists and newbies.
3	7/26/2014	Pedestrian/Bike overpass is really dark and needs lights.
1	7/26/2014	More kids entertainment facilities.
2	7/26/2014	Bicyclist training.
1	8/2/2014	Buckets of red flags on both sides of street where crossing is precarious.
3	8/2/2014	Safe north-south corridor.
2	8/2/2014	Clear debris from bike lanes.

Mode*	Date	Comment
3	8/2/2014	Rail trail north to college.
	8/2/2014	Good bike parking.
	8/2/2014	Agree with everything else here!
	8/2/2014	No more obstructions in the sidewalks - We need an ordinance. An ordinance requiring a planting space (for signs, hydrants, cabinets as well as trees) between the sidewalk and the street.
	8/2/2014	Develop walking tours, could charge money.
	8/2/2014	North State Street is bad.
	8/2/2014	Bike path on Vichy Springs is never ever swept
	8/2/2014	Lights on pedestrian overpass. They're there but don't work. It's a CalTrans project.
* 1= Walk, 2 = Bike, 3 = Both		

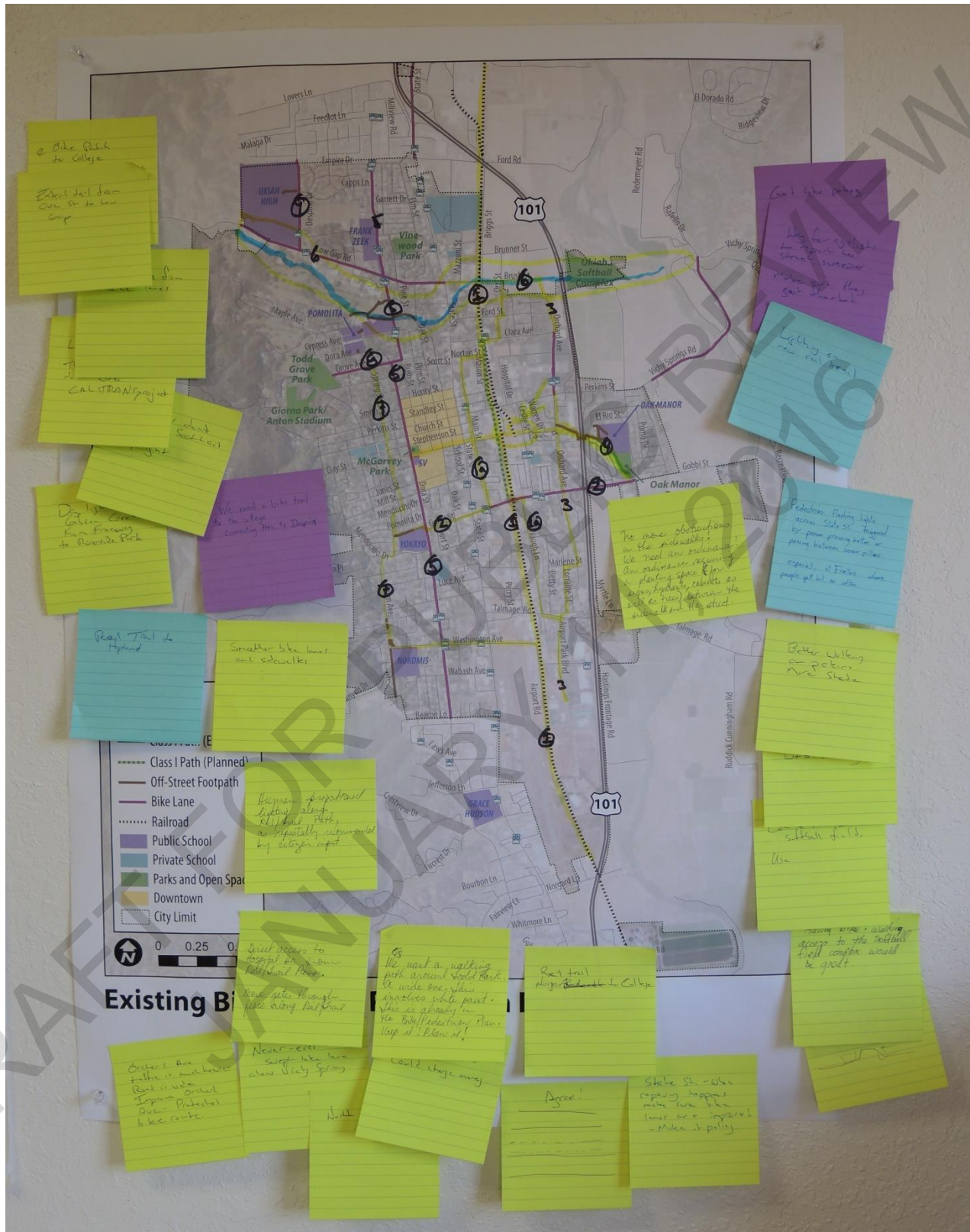


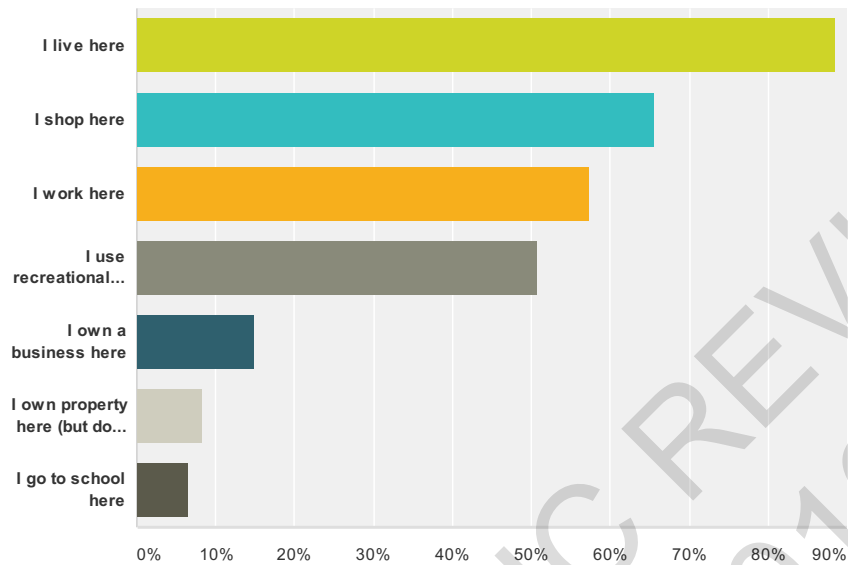
Figure A-1: Farmers Market Tabling Map and Comments

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JANUARY 11, 2016

Appendix B. Community Survey Results

Q1 How are you connected to Ukiah? (click all that apply)

Answered: 61 Skipped: 0



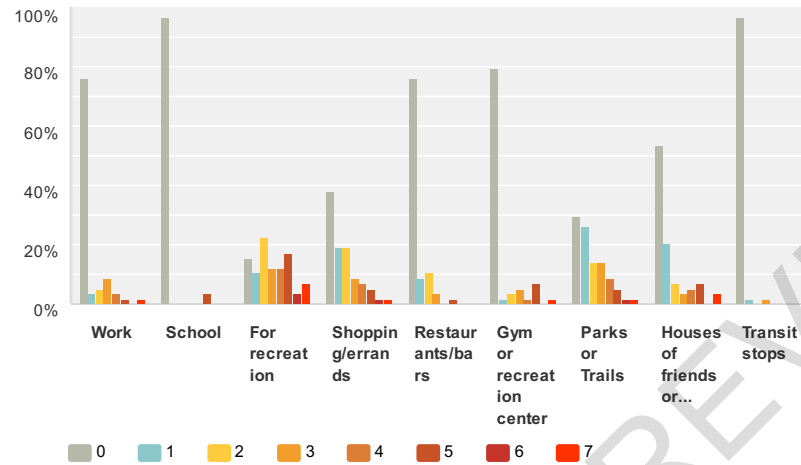
Answer Choices	Responses
I live here	88.52% 54
I shop here	65.57% 40
I work here	57.38% 35
I use recreational facilities here (e.g. parks and trails)	50.82% 31
I own a business here	14.75% 9
I own property here (but do not live here)	8.20% 5
I go to school here	6.56% 4
Total Respondents: 61	

#	Other (please specify)	Date
1	Ride to Ukiah from redwood valley	8/13/2014 3:41 PM
2	I love it here! But would like more places to walk and bike safely!	8/5/2014 1:39 PM

Ukiah Bicycle and Pedestrian Plan Survey

Q2 How many days a week do you walk to:

Answered: 58 Skipped: 3

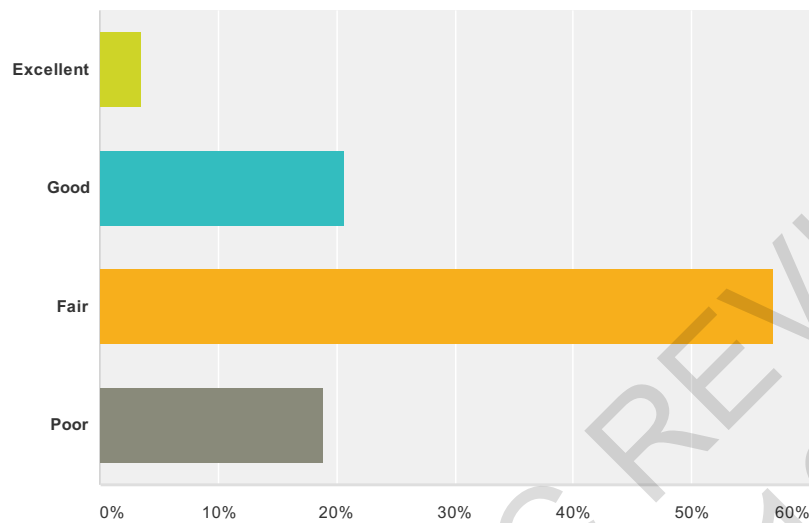


	0	1	2	3	4	5	6	7	Total
Work	75.86% 44	3.45% 2	5.17% 3	8.62% 5	3.45% 2	1.72% 1	0.00% 0	1.72% 1	58
School	96.55% 56	0.00% 0	0.00% 0	0.00% 0	0.00% 0	3.45% 2	0.00% 0	0.00% 0	58
For recreation	15.52% 9	10.34% 6	22.41% 13	12.07% 7	12.07% 7	17.24% 10	3.45% 2	6.90% 4	58
Shopping/errands	37.93% 22	18.97% 11	18.97% 11	8.62% 5	6.90% 4	5.17% 3	1.72% 1	1.72% 1	58
Restaurants/bars	75.86% 44	8.62% 5	10.34% 6	3.45% 2	0.00% 0	1.72% 1	0.00% 0	0.00% 0	58
Gym or recreation center	79.31% 46	1.72% 1	3.45% 2	5.17% 3	1.72% 1	6.90% 4	0.00% 0	1.72% 1	58
Parks or Trails	29.31% 17	25.86% 15	13.79% 8	13.79% 8	8.62% 5	5.17% 3	1.72% 1	1.72% 1	58
Houses of friends or family	53.45% 31	20.69% 12	6.90% 4	3.45% 2	5.17% 3	6.90% 4	0.00% 0	3.45% 2	58
Transit stops	96.55% 56	1.72% 1	0.00% 0	1.72% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	58

Ukiah Bicycle and Pedestrian Plan Survey

Q3 How do rate the overall walking conditions in Ukiah?

Answered: 58 Skipped: 3



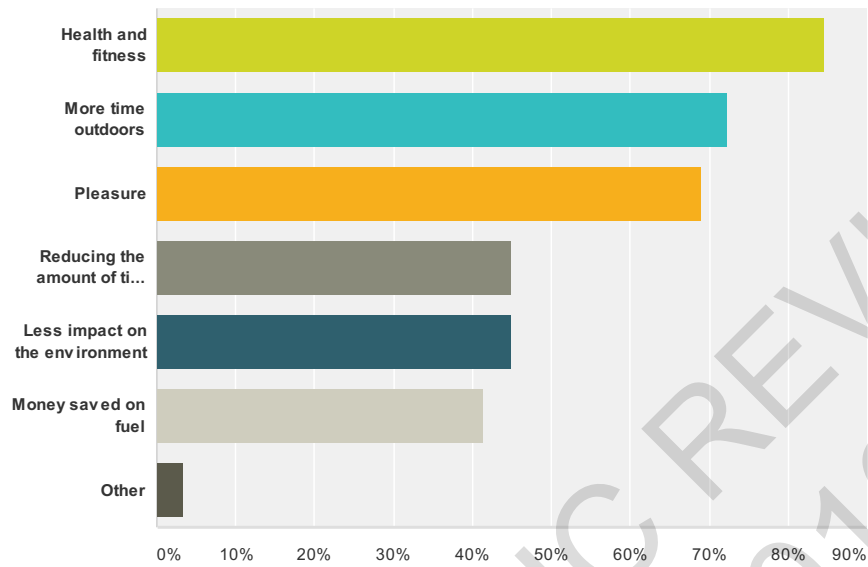
Answer Choices	Responses
Excellent	3.45% 2
Good	20.69% 12
Fair	56.90% 33
Poor	18.97% 11
Total	58

#	Tell us why.	Date
1	Some sidewalks in bad shape. Bothered by transients. Must make eye contact with drivers before crossing intersections.	8/15/2014 4:46 PM
2	traffic	8/15/2014 4:35 PM
3	Too much concrete!	8/15/2014 4:17 PM
4	sidewalks very uneven..perkins,school	8/13/2014 3:46 PM
5	The sidewalks are narrow and fraught with trip hazards (raised sidewalks, due to roots). Existing sidewalks need more maintenance, and new sidewalks need to have a clear zone of 6 feet (wide enough for two people to walk side-by-side).	8/13/2014 2:04 PM
6	Poor street conditions	8/6/2014 7:12 PM
7	Other than downtown, little viable walking access. No real access from east side (Oak Manor) to downtown besides ugly Perkins.	8/6/2014 1:38 PM
8	It is dangerous to walk many places, even along Standley Street, where I live, along Low Gap Road, along Ruddick Cunningham Road, along River Road from Ukiah to Hopland, and definitely in all parking lots.	8/5/2014 1:43 PM
9	Some drivers don't like to stop and wait till your out of the road	8/2/2014 3:29 AM
10	Inconsistent and poorly maintained sidewalks. Unsafe motorists.	8/1/2014 10:09 PM
11	I have fallen twice that I reported plus 1plus. The time I fell by Burger King I injured my shoulder but did not go to the Dr. When I called I got a recording but nothing was done until I fell in front of the beauty shop on School and Perkins - the day I fell they came out that afternoon because of the lawsuit. Does it take legal action to correct the problem - no pay someone to study the problem, use the money to solve our BAD streets.	8/1/2014 9:11 PM
12	The Ukiah Walks placards are amazing. And I love being able to walk up Maple Ave. and into the back side of Low Gap park.	8/1/2014 4:30 PM
13	crosswalks across State Street are dangerous. sidewalks are often uneven and too narrow or sometimes non-existent.	8/1/2014 3:45 PM
14	Overall fair but if only if I stay to the west of State Street. Otherwise Poor as you move East from State.	8/1/2014 3:07 PM
15	most of the places I walk have sidewalks. There are some that could be improved and there are some with NO sidewalks	8/1/2014 11:26 AM
16	There are many roads that don't have sidewalks, incomplete sidewalks, and the surfaces are often broken and cracked even when there are sidewalks	7/24/2014 8:27 AM

Ukiah Bicycle and Pedestrian Plan Survey

Q4 What aspects of walking are most appealing to you? (check all that apply)

Answered: 58 Skipped: 3



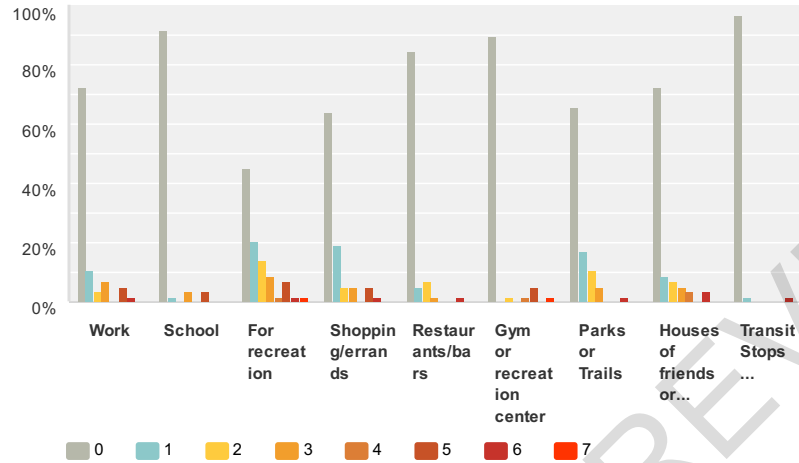
Answer Choices	Responses
Health and fitness	84.48% 49
More time outdoors	72.41% 42
Pleasure	68.97% 40
Reducing the amount of time spent in a car	44.83% 26
Less impact on the environment	44.83% 26
Money saved on fuel	41.38% 24
Other	3.45% 2
Total Respondents: 58	

#	Other (please specify)	Date
1	On my scooter	8/13/2014 3:27 PM
2	Reduced stress	8/5/2014 1:43 PM
3	No parking spots closer	8/2/2014 3:29 AM

Ukiah Bicycle and Pedestrian Plan Survey

Q5 How many days a week do you bike to:

Answered: 58 Skipped: 3

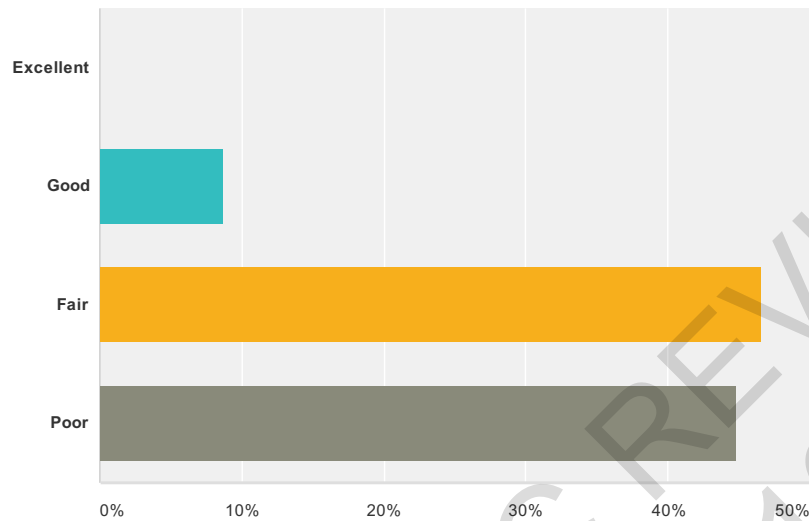


	0	1	2	3	4	5	6	7	Total
Work	72.41% 42	10.34% 6	3.45% 2	6.90% 4	0.00% 0	5.17% 3	1.72% 1	0.00% 0	58
School	91.38% 53	1.72% 1	0.00% 0	3.45% 2	0.00% 0	3.45% 2	0.00% 0	0.00% 0	58
For recreation	44.83% 26	20.69% 12	13.79% 8	8.62% 5	1.72% 1	6.90% 4	1.72% 1	1.72% 1	58
Shopping/errands	63.79% 37	18.97% 11	5.17% 3	5.17% 3	0.00% 0	5.17% 3	1.72% 1	0.00% 0	58
Restaurants/bars	84.48% 49	5.17% 3	6.90% 4	1.72% 1	0.00% 0	0.00% 0	1.72% 1	0.00% 0	58
Gym or recreation center	89.66% 52	0.00% 0	1.72% 1	0.00% 0	1.72% 1	5.17% 3	0.00% 0	1.72% 1	58
Parks or Trails	65.52% 38	17.24% 10	10.34% 6	5.17% 3	0.00% 0	0.00% 0	1.72% 1	0.00% 0	58
Houses of friends or family	72.41% 42	8.62% 5	6.90% 4	5.17% 3	3.45% 2	0.00% 0	3.45% 2	0.00% 0	58
Transit Stops (bicycling is part of the trip)	96.55% 56	1.72% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	1.72% 1	0.00% 0	58

Ukiah Bicycle and Pedestrian Plan Survey

Q6 How do rate the overall bicycling conditions in Ukiah?

Answered: 58 Skipped: 3



Answer Choices	Responses
Excellent	0.00% 0
Good	8.62% 5
Fair	46.55% 27
Poor	44.83% 26
Total	58

#	Tell us why.	Date
1	not enough bike lanes; bikers and cars DO NOT obey traffic rules; I gave up biking when I got in to my 70s because I didn't feel comfortable on my bike anymore	8/15/2014 4:48 PM
2	not enough bike lanes	8/15/2014 4:44 PM
3	bad on State St; rough surface; lots of traffic; there is always a danger from inattentive car drivers	8/15/2014 4:41 PM
4	Scary. Dangerous traffic.	8/15/2014 4:21 PM
5	Some areas are much better than others.	8/13/2014 3:33 PM
6	On my scooter	8/13/2014 3:28 PM
7	Respondent skipped question	8/13/2014 3:07 PM
8	Lots of opportunities for improvements. 1) Continue with rail with trail project, 2) resurface streets, 3) smooth out dedicated bike lanes on roads like Gobbi, where asphalt has separated from concrete gutter, creating a hazard where wheels lock into the gap.	8/13/2014 2:05 PM
9	Poor street condition.	8/6/2014 7:18 PM
10	Not enough bike lanes. Would like to be able to bike safely to Mendocino College, for example.	8/5/2014 1:46 PM
11	I don't ride bikes but some bikers do some dumb stuff. One time I was headed south on state street and was stopped at the light on low gap and state street. The light turned green and cars started rolling and out of no where a girl comes flying into traffic. Some unlucky guy in a blue truck started rolling and hit the girl. Like it sucked for her but that guy has to live with it and it wasn't even his fault.	8/2/2014 3:33 AM
12	No bike lanes! Drivers don't watch for bikes. No space for bikes to me. I've almost been hit so many times.	8/1/2014 10:18 PM
13	I do not ride a bicycle but if I did I would not feel safe with the conditions of our streets and the drivers in our town.	8/1/2014 9:19 PM
14	With a street bike, it seems like all roads lead to State St., which is a bit frustrating to bike on downtown and north of town at e.g. the bridge just past K. Ranch Rd. It's hard to convince friends to bike with me if we ride much on State St. to get where we're going.	8/1/2014 4:36 PM
15	Safety	8/1/2014 4:22 PM
16	there are not that many marked bike lanes... I often ride down Main Street and up Clay Street for errands, and there's no bike lanes there.	8/1/2014 3:48 PM
17	No respect for bicyclists. Rude and distracted drivers. No clear and visible bike lane markings.	8/1/2014 3:12 PM
18	too many accidents because not enough bike lanes	8/1/2014 11:28 AM
19	Limited bike lanes where we need them and no protected bike lanes.	8/1/2014 9:49 AM

Ukiah Bicycle and Pedestrian Plan Survey

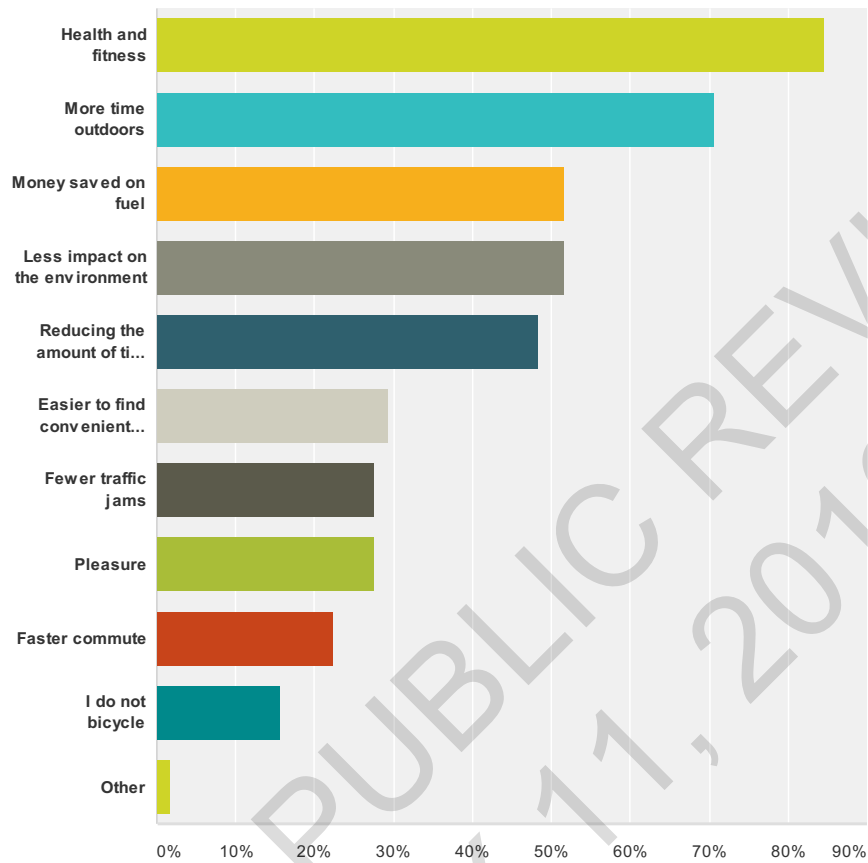
20	Ukiah motorists are shockingly unconcerned with the safety of those they share the road with.	8/1/2014 8:57 AM
21	Many roads simply aren't safe for bicyclists. There are narrow shoulders, no shoulders, many pot holes, broken road surfaces. Lack of bike turn lanes to help with left hand and right turns. Perkin is particularly bad as you cross state and oak. The way the lanes merge it makes it difficult for bicyclists to go straight or make left hand turns. Also, the lack of safe bike racks is a problem. Many of the existing racks are not convenient to access (like the ones at the top of City Hall) or people don't know how to bike there bikes at racks and lock them across the entire rack making it unusable for any other bikers.	7/24/2014 8:33 AM

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Ukiah Bicycle and Pedestrian Plan Survey

Q8 What aspects of biking are most appealing to you? (check all that apply)

Answered: 58 Skipped: 3



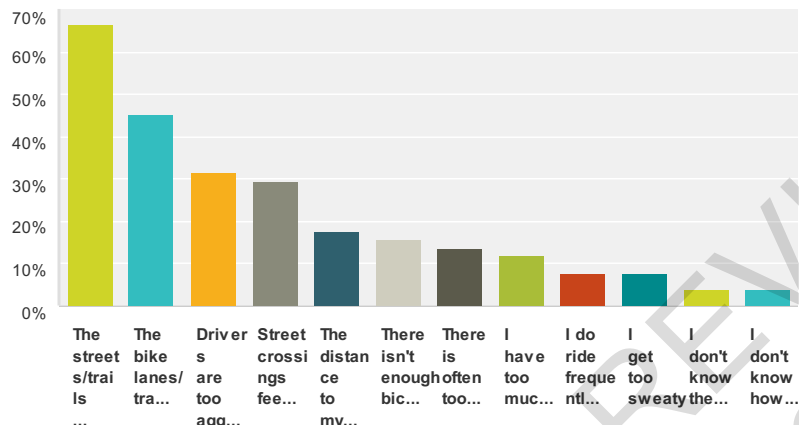
Answer Choices	Responses
Health and fitness	84.48% 49
More time outdoors	70.69% 41
Money saved on fuel	51.72% 30
Less impact on the environment	51.72% 30
Reducing the amount of time spent in a car	48.28% 28
Easier to find convenient parking	29.31% 17
Fewer traffic jams	27.59% 16
Pleasure	27.59% 16
Faster commute	22.41% 13
I do not bicycle	15.52% 9
Other	1.72% 1
Total Respondents: 58	

#	Other (please specify)	Date
	There are no responses.	

Ukiah Bicycle and Pedestrian Plan Survey

Q9 What are the top three obstacles or concerns that may prevent you from biking? (check up to 3 answers)

Answered: 51 Skipped: 10



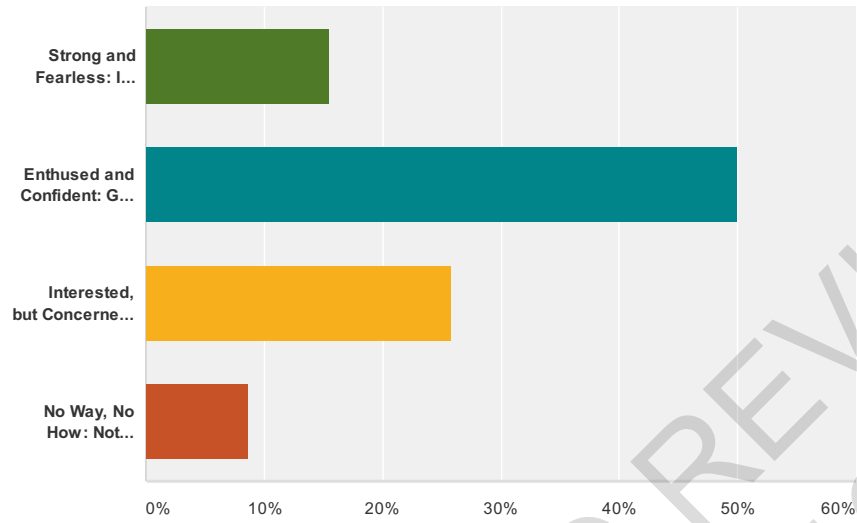
Answer Choices	Responses
The streets/trails do not feel safe	66.67% 34
The bike lanes/trails don't go where I need to travel (e.g. home/work/school)	45.10% 23
Drivers are too aggressive	31.37% 16
Street crossings feel unsafe	29.41% 15
The distance to my destination is too far	17.65% 9
There isn't enough bicycle parking/storage at my destinations	15.69% 8
There is often too much debris in the bike lane	13.73% 7
I have too much to carry	11.76% 6
I do ride frequently; no concerns here!	7.84% 4
I get too sweaty	7.84% 4
I don't know the best routes for biking	3.92% 2
I don't know how to bike/I can't bike for other reasons	3.92% 2
Total Respondents: 51	

#	Other (please specify)	Date
1	I can't afford a bike/I don't have a bike	8/13/2014 3:48 PM
2	Bike too old	8/13/2014 2:43 PM
3	A few times I've driven because I couldn't think of a logical bike route across town to my destination. What I mean is I wanted to avoid Perkins (no bike lane) and Gobbi (unsafe bike lane, due to dangerous gap where asphalt street and concrete gutter have separated).	8/13/2014 2:05 PM
4	Putting off brake replacements or other maintenance, proximity to vehicles on the roads during rides longer than 10 mi., general safety around cars	8/1/2014 4:36 PM
5	No clear and visible bike lanes for motorists to respect.	8/1/2014 3:12 PM
6	don't own a bike	8/1/2014 1:54 PM

Ukiah Bicycle and Pedestrian Plan Survey

Q7 What type of bicyclist are you?

Answered: 58 Skipped: 3

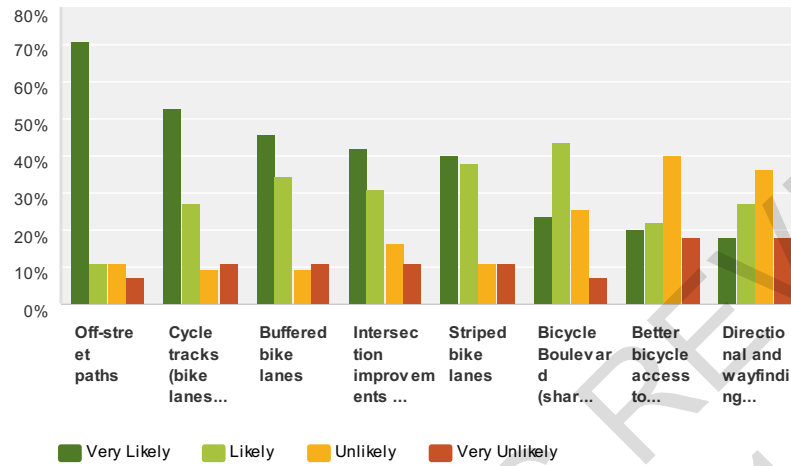


Answer Choices	Responses	
Strong and Fearless: I feel comfortable bicycling anywhere, anytime.	15.52%	9
Enthusied and Confident: Give me a bike lane or side street, and I am ready to go! I can identify my own route through the City to reach my destination.	50.00%	29
Interested, but Concerned: I think biking is great and sometimes bike on trails or greenways, but biking on roads makes me nervous.	25.86%	15
No Way, No How: Not interested, but thanks for asking.	8.62%	5
Total		58

Ukiah Bicycle and Pedestrian Plan Survey

Q10 What is the likelihood that the following types of bicycling facilities would influence you to bike more often?

Answered: 55 Skipped: 6



	Very Likely	Likely	Unlikely	Very Unlikely	Total
Off-street paths	70.91% 39	10.91% 6	10.91% 6	7.27% 4	55
Cycle tracks (bike lanes physically separated by curb or parking)	52.73% 29	27.27% 15	9.09% 5	10.91% 6	55
Buffered bike lanes	45.45% 25	34.55% 19	9.09% 5	10.91% 6	55
Intersection improvements for bicyclists	41.82% 23	30.91% 17	16.36% 9	10.91% 6	55
Striped bike lanes	40.00% 22	38.18% 21	10.91% 6	10.91% 6	55
Bicycle Boulevard (shared, low-speed streets)	23.64% 13	43.64% 24	25.45% 14	7.27% 4	55
Better bicycle access to transit (e.g. parking)	20.00% 11	21.82% 12	40.00% 22	18.18% 10	55
Directional and wayfinding signage for bicyclists	18.18% 10	27.27% 15	36.36% 20	18.18% 10	55

Ukiah Bicycle and Pedestrian Plan Survey

Q11 What destinations would you most like to get to on your bicycle but currently can't because of barriers or a lack of bike facilities? (e.g. Schools, Parks, Downtown)

Answered: 29 Skipped: 32

Answer Choices	Responses	
1.	100.00%	29
2.	48.28%	14
3.	17.24%	5

#	1.	Date
1	From Potter Valley to Ukiah	8/13/2014 3:54 PM
2	The downtown ukiah area surrounding the courthouse is very narrow and often packed with cars, pedestrians, and bicyclists. This makes driving, walking, and biking a stressful and hazardous experience. Making crosswalks and bike lanes more visible and available would increase the safety greatly.	8/13/2014 3:50 PM
3	work	8/13/2014 3:48 PM
4	I would consider riding more places in general if there was safe bike lanes	8/13/2014 3:40 PM
5	downtown	8/13/2014 3:36 PM
6	Ukiah to Lake Mendocino Dr. There are bike lanes North of Raley's, but it feels dangerous due to the high-speed traffic. South of Raley's there are no bike lanes and lots of traffic. I've taken to using the rail-road tracks to avoid State; but the trail is rough and not ideal for all bikes, but I don't have to worry about getting run-over.	8/13/2014 3:33 PM
7	School	8/13/2014 3:31 PM
8	East of State st. The lake and other places to access nature near town. I don't feel safe on the busier, faster streets.	8/13/2014 3:21 PM
9	Any business on state street. I stay away from State street when on my bike. Talmage/airport part shopping. That intersection is a nightmare for cyclists. I feel VERY unsafe on Talmage road. I work out there and would love a safer commute.	8/13/2014 3:13 PM
10	South side of town	8/13/2014 3:10 PM
11	Safeway	8/13/2014 3:03 PM
12	I would love to be able to cycle along the river from North to South Ukiah, but there are no bike paths and there are too many homeless encampments.	8/13/2014 3:01 PM
13	To downtown	8/13/2014 2:51 PM
14	Lake Mendocino and the College	8/13/2014 2:42 PM
15	Need more bike parking at retail stores. Co-op, Rite Aid come to mind.	8/13/2014 2:06 PM
16	work	8/13/2014 2:01 PM
17	Work	8/12/2014 5:56 PM
18	Downtown	8/6/2014 7:21 PM
19	Mendocino College	8/5/2014 1:49 PM
20	Downtown	8/1/2014 10:18 PM
21	Do not ride a bike	8/1/2014 9:21 PM
22	redwood valley	8/1/2014 4:24 PM
23	from Redwood Valley to Ukiah (needs bike trail)	8/1/2014 3:52 PM
24	Parks	8/1/2014 3:18 PM
25	downtown	8/1/2014 11:31 AM
26	South State Street	8/1/2014 9:58 AM
27	Downtown	8/1/2014 9:01 AM
28	Grocery store	8/1/2014 8:33 AM
29	North State Street	7/24/2014 8:36 AM
#	2.	Date
1	grocery shopping	8/13/2014 3:36 PM
2	work	8/13/2014 3:31 PM
3	near the skating rink	8/13/2014 3:10 PM
4	Walmart	8/13/2014 3:03 PM
5	Lake Mendocino (roads are not bike friendly)	8/5/2014 1:49 PM

Ukiah Bicycle and Pedestrian Plan Survey

6	Work on n. state st	8/1/2014 10:18 PM
7	*****	8/1/2014 9:21 PM
8	capella	8/1/2014 4:24 PM
9	City of Ukiah Recreation Office (no bike rack in front)	8/1/2014 3:52 PM
10	Downtown	8/1/2014 3:18 PM
11	east side of Ukiah	8/1/2014 11:31 AM
12	any route that requires crossing 101	8/1/2014 9:58 AM
13	state street	8/1/2014 9:01 AM
14	Perkins Street	7/24/2014 8:36 AM
#	3.	Date
1	Work on s. State st	8/1/2014 10:18 PM
2	" "	8/1/2014 9:21 PM
3	Dept. of Social Services, (only one bike rack down at one end of the complex)	8/1/2014 3:52 PM
4	Schools(Scared for my kids to ride to school) and commute with them	8/1/2014 3:18 PM
5	Main Street	7/24/2014 8:36 AM

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Ukiah Bicycle and Pedestrian Plan Survey

Q12 In your opinion, what are the top three streets in need of bicycle or pedestrian improvements in Ukiah? (e.g. Name: Main Street, Start: Norton St, End: Gobbi St, Why? No bike lanes.)

Answered: 40 Skipped: 21

Answer Choices	Responses	
Street 1. Name	100.00%	40
Street 1. Start	77.50%	31
Street 1. End	67.50%	27
Street 1. Why?	75.00%	30
Street 2. Name	60.00%	24
Street 2. Start	47.50%	19
Street 2. End	47.50%	19
Street 2. Why?	52.50%	21
Street 3. Name	52.50%	21
Street 3. Start	42.50%	17
Street 3. End	42.50%	17
Street 3 Why?	47.50%	19

#	Street 1. Name	Date
1	Gobbi	8/13/2014 3:56 PM
2	Potter Valley Westside Road	8/13/2014 3:54 PM
3	State Street	8/13/2014 3:52 PM
4	State street	8/13/2014 3:50 PM
5	Waugh Lane	8/13/2014 3:49 PM
6	perkins	8/13/2014 3:47 PM
7	State st.	8/13/2014 3:43 PM
8	State Street	8/13/2014 3:41 PM
9	State St.	8/13/2014 3:37 PM
10	Redemeyer Rd.	8/13/2014 3:33 PM
11	Dora	8/13/2014 3:31 PM
12	Gobbi Street	8/13/2014 3:26 PM
13	State Street	8/13/2014 3:22 PM
14	State	8/13/2014 3:19 PM
15	State Street	8/13/2014 3:14 PM
16	state street	8/13/2014 3:11 PM
17	Gobbi/ Orchard	8/13/2014 3:08 PM
18	Perkins	8/13/2014 3:04 PM
19	State	8/13/2014 2:51 PM
20	State St. North to south	8/13/2014 2:47 PM
21	Clara	8/13/2014 2:44 PM
22	Oak St	8/13/2014 2:35 PM
23	Gobbi, resurfacing of asphalt to eliminate gap with gutter.	8/13/2014 2:07 PM
24	Gobbi	8/13/2014 2:03 PM
25	State	8/12/2014 5:58 PM
26	State Street	8/12/2014 5:49 PM
27	Perkins	8/6/2014 1:42 PM
28	state street	8/6/2014 8:29 AM

Ukiah Bicycle and Pedestrian Plan Survey

29	State st	8/1/2014 10:19 PM
30	Gobbi	8/1/2014 9:37 PM
31	State Street	8/1/2014 8:32 PM
32	State St.	8/1/2014 4:47 PM
33	state	8/1/2014 4:26 PM
34	Main Street	8/1/2014 3:58 PM
35	State Street	8/1/2014 3:27 PM
36	main street	8/1/2014 11:33 AM
37	State Street	8/1/2014 10:07 AM
38	State	8/1/2014 9:16 AM
39	State Street	8/1/2014 8:47 AM
40	Perkins Street	7/24/2014 8:42 AM
#	Street 1. Start	Date
1	Dora	8/13/2014 3:56 PM
2	Downtown PV	8/13/2014 3:54 PM
3	Where Black Oak coffee shop is	8/13/2014 3:50 PM
4	Talmage	8/13/2014 3:49 PM
5	Hensley creek road	8/13/2014 3:41 PM
6	Freeway- N. State St.	8/13/2014 3:37 PM
7	Low gap	8/13/2014 3:31 PM
8	All of it	8/13/2014 3:22 PM
9	Calpella	8/13/2014 3:14 PM
10	State Street	8/13/2014 3:04 PM
11	Talmage	8/13/2014 2:51 PM
12	State	8/13/2014 2:44 PM
13	Low Gap	8/13/2014 2:35 PM
14	State Street	8/13/2014 2:07 PM
15	Orchard	8/13/2014 2:03 PM
16	North state freeway exit	8/12/2014 5:58 PM
17	Continuous	8/12/2014 5:49 PM
18	Gobbi to Riverside Park	8/6/2014 1:42 PM
19	downtown	8/6/2014 8:29 AM
20	All of it	8/1/2014 10:19 PM
21	Oak manor	8/1/2014 9:37 PM
22	Talmage Street	8/1/2014 8:32 PM
23	Gobbi St.	8/1/2014 4:47 PM
24	perkins	8/1/2014 4:26 PM
25	Clara	8/1/2014 3:58 PM
26	101 overpass by Mendo Mill (north)	8/1/2014 3:27 PM
27	entire street	8/1/2014 11:33 AM
28	101 (overpass, north end of town)	8/1/2014 10:07 AM
29	the whole thing	8/1/2014 9:16 AM
30	Walnut	8/1/2014 8:47 AM
31	From freeway	7/24/2014 8:42 AM
#	Street 1. End	Date
1	the east end	8/13/2014 3:56 PM
2	Hwy 20	8/13/2014 3:54 PM
3	Ukiah movie theatre	8/13/2014 3:50 PM
4	Gobbi	8/13/2014 3:49 PM
5	talmage	8/13/2014 3:41 PM
6	entirety	8/13/2014 3:37 PM
7	All of it	8/13/2014 3:22 PM

Ukiah Bicycle and Pedestrian Plan Survey

8	Laws Ave	8/13/2014 3:14 PM
9	Oak Manor	8/13/2014 3:04 PM
10	Rayleys	8/13/2014 2:51 PM
11	Helen	8/13/2014 2:44 PM
12	Freitas	8/13/2014 2:35 PM
13	Orchard	8/13/2014 2:07 PM
14	State	8/13/2014 2:03 PM
15	Redwood health club	8/12/2014 5:58 PM
16	Safety from one end of town to the next	8/12/2014 5:49 PM
17	Along Russian River	8/6/2014 1:42 PM
18	Washo dr	8/1/2014 9:37 PM
19	Perkins Street	8/1/2014 8:32 PM
20	Lake Mendocino Dr.	8/1/2014 4:47 PM
21	East side road redwood valley	8/1/2014 4:26 PM
22	Gobbi	8/1/2014 3:58 PM
23	Talmage Int (South)	8/1/2014 3:27 PM
24	entire street	8/1/2014 11:33 AM
25	101 (at south end of town)	8/1/2014 10:07 AM
26	in its entirety	8/1/2014 9:16 AM
27	Dora Street	7/24/2014 8:42 AM
#	Street 1. Why?	Date
1	It could be a great way to get across the highway	8/13/2014 3:56 PM
2	No current lane, fast traffic	8/13/2014 3:54 PM
3	no room for bikes/heavy traffic	8/13/2014 3:52 PM
4	Narrow street with consistent heavy traffic flow with very little room to navigate as a bicyclist	8/13/2014 3:50 PM
5	No bike lane / not even a side walk at some points	8/13/2014 3:49 PM
6	There are no bike lanes or shoulders and is bumpy most of the way	8/13/2014 3:43 PM
7	there is no bicycle lane	8/13/2014 3:41 PM
8	helter skelter	8/13/2014 3:37 PM
9	Dangerous, no room for bikes.	8/13/2014 3:33 PM
10	Busy & faster. Not enough space for bikes between parked cars and traffic.	8/13/2014 3:22 PM
11	no bike lane	8/13/2014 3:14 PM
12	Two pedestrians have died there in the last few years	8/13/2014 3:08 PM
13	Safety	8/13/2014 3:04 PM
14	Too dangerous	8/13/2014 2:51 PM
15	Needs bike lanes	8/13/2014 2:47 PM
16	Crap road and not enough room	8/13/2014 2:44 PM
17	It's one of the longest, safest crosstown streets with fewer stop signs	8/13/2014 2:35 PM
18	Gap separating asphalt and concrete gutter	8/13/2014 2:07 PM
19	Dangerous intersections	8/13/2014 2:03 PM
20	Unsafe!	8/12/2014 5:58 PM
21	no room between moving and parked vehicles. not enough bike racks.	8/6/2014 8:29 AM
22	No bike lanes	8/1/2014 10:19 PM
23	Very narrow	8/1/2014 9:37 PM
24	Scary ride, bumpy road, junk on the road, aggressive drivers, lacking "don't kill cyclists" signage at e.g. 101 on-ramp. This is a typical transit area for my longer rides.	8/1/2014 4:47 PM
25	good alternate route to using State Street	8/1/2014 3:58 PM
26	No bike lanes and extremely beat up. Cars in right lane think that extra 10 feet is for them.	8/1/2014 3:27 PM
27	no bike lane	8/1/2014 11:33 AM
28	no bike lanes	8/1/2014 10:07 AM
29	Lack of bike lanes, cramped in downtown area, ridiculous drivers	8/1/2014 9:16 AM
30	No shoulder, lots of traffic, lots of shopping to access	7/24/2014 8:42 AM

Ukiah Bicycle and Pedestrian Plan Survey

#	Street 2. Name	Date
1	Oak	8/13/2014 3:56 PM
2	Hwy 20	8/13/2014 3:54 PM
3	school	8/13/2014 3:47 PM
4	Redemeyer road	8/13/2014 3:41 PM
5	Gobbi	8/13/2014 3:37 PM
6	State Street	8/13/2014 3:26 PM
7	Gobbi	8/13/2014 3:22 PM
8	Talmage	8/13/2014 3:19 PM
9	Talmage	8/13/2014 3:14 PM
10	Perkins/ Orchard	8/13/2014 3:08 PM
11	Talmage	8/13/2014 3:04 PM
12	Dora	8/13/2014 2:51 PM
13	Perkins St	8/13/2014 2:47 PM
14	Main	8/13/2014 2:44 PM
15	Main St	8/13/2014 2:35 PM
16	Rail trail	8/13/2014 2:07 PM
17	Talmage	8/13/2014 2:03 PM
18	Brush	8/12/2014 5:58 PM
19	State street	8/1/2014 9:37 PM
20	Talmage Rd.	8/1/2014 4:47 PM
21	Perkins St.	8/1/2014 3:58 PM
22	perkins street	8/1/2014 11:33 AM
23	Perkins	8/1/2014 9:16 AM
24	State Street	7/24/2014 8:42 AM
#	Street 2. Start	Date
1	South of Freitas	8/13/2014 3:56 PM
2	PV road	8/13/2014 3:54 PM
3	watson road	8/13/2014 3:41 PM
4	all	8/13/2014 3:37 PM
5	Dora	8/13/2014 3:22 PM
6	State	8/13/2014 3:14 PM
7	State Street	8/13/2014 3:04 PM
8	North	8/13/2014 2:51 PM
9	Gobbi	8/13/2014 2:44 PM
10	Norton	8/13/2014 2:35 PM
11	Gobbi	8/13/2014 2:07 PM
12	Talmage	8/13/2014 2:03 PM
13	State	8/12/2014 5:58 PM
14	Talmage	8/1/2014 9:37 PM
15	State St.	8/1/2014 4:47 PM
16	School St.	8/1/2014 3:58 PM
17	entire length	8/1/2014 11:33 AM
18	Orchard	8/1/2014 9:16 AM
19	Talmage	7/24/2014 8:42 AM
#	Street 2. End	Date
1	Magnolia	8/13/2014 3:56 PM
2	Lake Mendo	8/13/2014 3:54 PM
3	uneven	8/13/2014 3:47 PM
4	end	8/13/2014 3:41 PM
5	Orchard	8/13/2014 3:22 PM
6	Old River Road	8/13/2014 3:14 PM

Ukiah Bicycle and Pedestrian Plan Survey

7	Airport Park Blvd	8/13/2014 3:04 PM
8	South	8/13/2014 2:51 PM
9	Norton	8/13/2014 2:44 PM
10	Gobbi	8/13/2014 2:35 PM
11	Old County Road	8/13/2014 2:07 PM
12	State	8/13/2014 2:03 PM
13	Orchard	8/12/2014 5:58 PM
14	Brush st.	8/1/2014 9:37 PM
15	Old River Rd.	8/1/2014 4:47 PM
16	Hwy 101	8/1/2014 3:58 PM
17	entire length to east side of Ukiah	8/1/2014 11:33 AM
18	Dora	8/1/2014 9:16 AM
19	Raley's shopping complex	7/24/2014 8:42 AM
#	Street 2. Why?	Date
1	It's a nice way to get across town without being downtown	8/13/2014 3:56 PM
2	Wouldn't think of riding there currently with speed of traffic	8/13/2014 3:54 PM
3	blind comers, people drive fast, no room on side of road	8/13/2014 3:41 PM
4	no protection from cars	8/13/2014 3:37 PM
5	I wish for at least one east/west street to get to shopping on the east side of town.	8/13/2014 3:22 PM
6	no bike lane. Lots of heavy vehicle traffic. No shoulder in some parts	8/13/2014 3:14 PM
7	Traffic is horribly congested and visually poor	8/13/2014 3:08 PM
8	Safety	8/13/2014 3:04 PM
9	Too dangerous	8/13/2014 2:51 PM
10	Needs bike lanes	8/13/2014 2:47 PM
11	Not enough room	8/13/2014 2:44 PM
12	Another great cross-town street, but the intersection at Perkins and the Safeway driveway are both accident-prone	8/13/2014 2:35 PM
13	Connects employees and shoppers at retail with housing to the North	8/13/2014 2:07 PM
14	Fast traffic, no bike lanes	8/13/2014 2:03 PM
15	No room for bikes one pedestrians, not marked, and it's an important thoroughfare	8/12/2014 5:58 PM
16	Fast traffic and narrow homeless that do not observe the bike laws	8/1/2014 9:37 PM
17	Barely any support for cyclists, aggressive drivers, junk on the road.	8/1/2014 4:47 PM
18	it's an important route and too dangerous as is	8/1/2014 3:58 PM
19	no bike lane	8/1/2014 11:33 AM
20	Lack of bike lanes, pot holes/debris, ridiculous drivers	8/1/2014 9:16 AM
21	It is the main drag through town and the primary North South route; it would be great to be able to bike from one end of Ukiah to the other in a bike lane	7/24/2014 8:42 AM
#	Street 3. Name	Date
1	State	8/13/2014 3:56 PM
2	Redemeyer Road	8/13/2014 3:54 PM
3	Oak Street	8/13/2014 3:41 PM
4	Perkins	8/13/2014 3:37 PM
5	Bush Street	8/13/2014 3:26 PM
6	Perkins st	8/13/2014 3:22 PM
7	Perkins	8/13/2014 3:19 PM
8	Babcock Lane	8/13/2014 3:14 PM
9	Gobbi/Main	8/13/2014 3:08 PM
10	State Street	8/13/2014 3:04 PM
11	Perkins	8/13/2014 2:51 PM
12	Old river Rd	8/13/2014 2:47 PM
13	Clara	8/13/2014 2:44 PM
14	Perkins	8/13/2014 2:35 PM
15	Brush	8/13/2014 2:03 PM

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16	Gobbi	8/12/2014 5:58 PM
17	Mill street	8/1/2014 9:37 PM
18	State St.	8/1/2014 4:47 PM
19	State Street	8/1/2014 3:58 PM
20	School	8/1/2014 9:16 AM
21	Gobbi	7/24/2014 8:42 AM
#	Street 3. Start	Date
1	North	8/13/2014 3:56 PM
2	Deerwood	8/13/2014 3:54 PM
3	Low Gap	8/13/2014 3:41 PM
4	fwy	8/13/2014 3:37 PM
5	School st	8/13/2014 3:22 PM
6	Gobbi	8/13/2014 3:14 PM
7	Talmage	8/13/2014 3:04 PM
8	101	8/13/2014 2:51 PM
9	Orchard	8/13/2014 2:44 PM
10	Oak Manor area	8/13/2014 2:35 PM
11	Orchard	8/13/2014 2:03 PM
12	Dora	8/12/2014 5:58 PM
13	State st	8/1/2014 9:37 PM
14	Plant Rd.	8/1/2014 4:47 PM
15	north end of town	8/1/2014 3:58 PM
16	Henry	8/1/2014 9:16 AM
17	Freeway	7/24/2014 8:42 AM
#	Street 3. End	Date
1	South	8/13/2014 3:56 PM
2	Downtown	8/13/2014 3:54 PM
3	Gobbi street	8/13/2014 3:41 PM
4	State St.	8/13/2014 3:37 PM
5	Orchard	8/13/2014 3:22 PM
6	Talmage	8/13/2014 3:14 PM
7	Empire	8/13/2014 3:04 PM
8	downtown	8/13/2014 2:51 PM
9	State	8/13/2014 2:44 PM
10	Past Dora	8/13/2014 2:35 PM
11	State	8/13/2014 2:03 PM
12	Oak manor	8/12/2014 5:58 PM
13	My peak	8/1/2014 9:37 PM
14	Talmage Rd.	8/1/2014 4:47 PM
15	south end of town	8/1/2014 3:58 PM
16	Mill	8/1/2014 9:16 AM
17	Dora	7/24/2014 8:42 AM
#	Street 3 Why?	Date
1	This should be bike and pedestrian friendly the whole way!	8/13/2014 3:56 PM
2	That would complete the stretch for me	8/13/2014 3:54 PM
3	no bike lane, good access for students to get from high school to downtown	8/13/2014 3:41 PM
4	no defined bike areas	8/13/2014 3:37 PM
5	I wish for at least one east/west street to get to shopping on the east side of town.	8/13/2014 3:22 PM
6	no bike lane. Would make a nice place for a bike path to avoid traffic	8/13/2014 3:14 PM
7	Very congested/ drivers rushing to make light etc	8/13/2014 3:08 PM
8	Safety	8/13/2014 3:04 PM
9	Too dangerous	8/13/2014 2:51 PM

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10	Needs bike lanes	8/13/2014 2:47 PM
11	Crapy street and no bike lane	8/13/2014 2:44 PM
12	Another main crosstown route, it's currently very difficult to get to the east side of the river safely on a bicycle, especially crossing over the freeway	8/13/2014 2:35 PM
13	Bad pavement, no road lanes marked	8/13/2014 2:03 PM
14	Not safe	8/12/2014 5:58 PM
15	Very narrow	8/1/2014 9:37 PM
16	Always seems like there's glass and junk in the shoulder, aggressive drivers.	8/1/2014 4:47 PM
17	pedestrian crosswalks with no signals are too dangerous with four lanes of traffic	8/1/2014 3:58 PM
18	Lack of lanes, no room on the street for parked cars, drivers, AND cyclists.	8/1/2014 9:16 AM
19	Again, a main thorough fare with lots of traffic; a better bike lane would improve bike safety along this route.	7/24/2014 8:42 AM

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Ukiah Bicycle and Pedestrian Plan Survey

Q13 In your opinion, what are the top three street intersections in need of bicycle and pedestrian improvements in Ukiah? (e.g. Street Names: Dora St and Gobbi St. Why? Safer routes to school.)

Answered: 28 Skipped: 33

Answer Choices	Responses
Intersection 1. Street Names	96.43% 27
Intersection 1. Why?	96.43% 27
Intersection 2. Street Names	78.57% 22
Intersection 2. Why?	67.86% 19
Intersection 3. Street Names	57.14% 16
Intersection 3. Why?	46.43% 13

#	Intersection 1. Street Names	Date
1	Gobbi @ Orchard	8/13/2014 3:56 PM
2	Perkins and state	8/13/2014 3:50 PM
3	Gobbi and Orchard	8/13/2014 3:49 PM
4	Perkins and State Street	8/13/2014 3:41 PM
5	State and Lowgap	8/13/2014 3:37 PM
6	Dora and mill	8/13/2014 3:31 PM
7	Dora	8/13/2014 3:29 PM
8	Gobbi and State	8/13/2014 3:26 PM
9	State st, both Perkins & standley lights	8/13/2014 3:22 PM
10	Talmage and Airport Park BLVD	8/13/2014 3:14 PM
11	gobbi st. and main st.	8/13/2014 3:11 PM
12	state/perkins	8/13/2014 3:04 PM
13	state and perkins	8/13/2014 2:51 PM
14	Airport Park blvd & commerce drive	8/13/2014 2:47 PM
15	Orchard and Perkins	8/13/2014 2:39 PM
16	Scott & School	8/13/2014 2:35 PM
17	Gobbi and Main Street	8/13/2014 2:07 PM
18	Gobbi and State	8/13/2014 2:03 PM
19	Gobbi and orchard	8/12/2014 5:58 PM
20	Jefferson	8/1/2014 9:37 PM
21	Talmage & State	8/1/2014 4:47 PM
22	state and perkins	8/1/2014 4:26 PM
23	N. Bush Steet near Cypress St.	8/1/2014 3:58 PM
24	Dora St and Gobbi St	8/1/2014 3:27 PM
25	gobbi and orchard	8/1/2014 11:33 AM
26	E. Gobbi & 101	8/1/2014 10:07 AM
27	Perkins/State; Perkins/Oak	7/24/2014 8:42 AM

#	Intersection 1. Why?	Date
1	Two people (1 bike, 1 pedestrian) have been killed there in the last year	8/13/2014 3:56 PM
2	That intersection is always very busy with pedestrian, automotive, and bicycle traffic, which results in more dangers for all persons involved.	8/13/2014 3:50 PM
3	the death tolls speak for itself just within this last year	8/13/2014 3:49 PM
4	No bike lanes	8/13/2014 3:41 PM
5	load	8/13/2014 3:37 PM
6	During school drop off times its sketchy	8/13/2014 3:31 PM

Ukiah Bicycle and Pedestrian Plan Survey

7	can'r see cuz of plants on curb	8/13/2014 3:29 PM
8	Pedestrian lights make a painful noise, but don't change without button. Confusing traffic pattern at Perkins.	8/13/2014 3:22 PM
9	Dangerous for cyclists	8/13/2014 3:14 PM
10	nobody pays attention to who's turn it is.	8/13/2014 3:11 PM
11	Basically our streets and sidewalks are bad	8/13/2014 3:08 PM
12	space	8/13/2014 3:04 PM
13	Too dangerous	8/13/2014 2:51 PM
14	No cross walk	8/13/2014 2:47 PM
15	southbound cards can't pass for a ways so I end up with a10 cars behind me for a bit.	8/13/2014 2:39 PM
16	Drivers get going fast & rarely stop for pedestrians	8/13/2014 2:35 PM
17	Car congestion, probably needs traffic light,	8/13/2014 2:07 PM
18	Congestion	8/13/2014 2:03 PM
19	Bad bad bad	8/12/2014 5:58 PM
20	Narrow	8/1/2014 9:37 PM
21	Talmage is a poorly architected road	8/1/2014 4:47 PM
22	state and empire	8/1/2014 4:26 PM
23	there's a walking trail that crosses where there's no intersection and no crosswalk	8/1/2014 3:58 PM
24	Safer routes for walkers and bikers	8/1/2014 3:27 PM
25	no safety and someone killed	8/1/2014 11:33 AM
26	very limited lines of sight & heavy car traffic	8/1/2014 10:07 AM
27	The designated turn lanes make it difficult for bicyclists to go straight without worrying about being hit by vehicles turning right	7/24/2014 8:42 AM
#	Intersection 2. Street Names	Date
1	Perkins @ Mason	8/13/2014 3:56 PM
2	Waugh Lane and Gobbi	8/13/2014 3:49 PM
3	State and Perkins	8/13/2014 3:37 PM
4	Dora gobbi	8/13/2014 3:31 PM
5	Standley	8/13/2014 3:29 PM
6	State and Airport Park Blvd	8/13/2014 3:26 PM
7	All lights	8/13/2014 3:22 PM
8	Gobbi and Orchard	8/13/2014 3:14 PM
9	perkins and main st.	8/13/2014 3:11 PM
10	state/main	8/13/2014 3:04 PM
11	Perkins and orchard	8/13/2014 2:51 PM
12	Mason & Norton	8/13/2014 2:35 PM
13	Gobbi and Orchard	8/13/2014 2:03 PM
14	Perkins and orchard	8/12/2014 5:58 PM
15	Babcock lane	8/1/2014 9:37 PM
16	KUKI Rd & State	8/1/2014 4:47 PM
17	state and calpella	8/1/2014 4:26 PM
18	Perkins and Main Street intersection	8/1/2014 3:58 PM
19	Talmage and State Street	8/1/2014 3:27 PM
20	perkins and orchard	8/1/2014 11:33 AM
21	E. Perkins & 101	8/1/2014 10:07 AM
22	Perkin/Orchard	7/24/2014 8:42 AM
#	Intersection 2. Why?	Date
1	It's just a crazy intersection for everyone	8/13/2014 3:56 PM
2	not enough crosswalks available on the street	8/13/2014 3:49 PM
3	no protection	8/13/2014 3:37 PM
4	same reason as on Dora	8/13/2014 3:29 PM
5	Install bike loops, please! The lights don't change for bikes.	8/13/2014 3:22 PM
6	I've been hit there by someone drifting into the bike lane. Doug was killed there.	8/13/2014 3:14 PM
7	nobody pays attention to the stop signs or to who's turn it is.	8/13/2014 3:11 PM

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8	space	8/13/2014 3:04 PM
9	Too dangerous	8/13/2014 2:51 PM
10	At night this is poorly lit & as a driver I am afraid of hitting cyclists & pedestrians I can't see	8/13/2014 2:35 PM
11	Congestion	8/13/2014 2:03 PM
12	Same	8/12/2014 5:58 PM
13	Narrow	8/1/2014 9:37 PM
14	Coming off of Bush St. onto Feedlot and then on to State via KUKI, I get a bit of extra distance that way, but drivers around here are aggressive	8/1/2014 4:47 PM
15	it's already dangerous for cars, add pedestrians and bikes, and it's even more dangerous	8/1/2014 3:58 PM
16	A lot of vehicles on the road to make any turns. Traveling north on state and making a left on Talmage is a scary.	8/1/2014 3:27 PM
17	too busy	8/1/2014 11:33 AM
18	very limited lines of sight, heavy car traffic, no bike lanes	8/1/2014 10:07 AM
19	There is a lot of traffic, no bike lane and it is hard to turn right or left safely	7/24/2014 8:42 AM
#	Intersection 3. Street Names	Date
1	State @ Low Gap	8/13/2014 3:56 PM
2	Bush low gap	8/13/2014 3:31 PM
3	State and Empire	8/13/2014 3:26 PM
4	Perkins at main	8/13/2014 3:22 PM
5	KUKI and State	8/13/2014 3:14 PM
6	smith st and state st.	8/13/2014 3:11 PM
7	Airport/Talmage	8/13/2014 3:04 PM
8	by Rayleys	8/13/2014 2:51 PM
9	Talmage and Airport (Walmart) road	8/13/2014 2:03 PM
10	State and low gap	8/12/2014 5:58 PM
11	Mill st	8/1/2014 9:37 PM
12	Gobbi St. and Main St., plus Safeway parking lot entrance/exit	8/1/2014 3:58 PM
13	Talmage from State to 101	8/1/2014 3:27 PM
14	gobbi and state	8/1/2014 11:33 AM
15	Talmage & 101	8/1/2014 10:07 AM
16	Low Gap/State	7/24/2014 8:42 AM
#	Intersection 3. Why?	Date
1	Very busy, bad curbs, etc	8/13/2014 3:56 PM
2	Drivers don't always seem to see pedestrians at the 4-way stop. Especially frightening in the afternoon.	8/13/2014 3:22 PM
3	no place for a bike	8/13/2014 3:14 PM
4	state street is too narrow for all of the cars that are parked there, cars driving on state street have trouble seeing pedestrians crossing the street.	8/13/2014 3:11 PM
5	safety	8/13/2014 3:04 PM
6	Too dangerous	8/13/2014 2:51 PM
7	Congestion	8/13/2014 2:03 PM
8	Narrow	8/1/2014 9:37 PM
9	There are too many people going in and out of Safeway and the Co-op right next to a busy 4-way stop. Dangerouse for pedestrians, bikes, and cars	8/1/2014 3:58 PM
10	No shoulder for bikers nor pedestrians	8/1/2014 3:27 PM
11	busy street	8/1/2014 11:33 AM
12	very limited lines of sight, heavy car traffic, no bike lanes	8/1/2014 10:07 AM
13	Again, no bike lane on State, hard to turn left onto Low Gap and it goes up to the county offices and high school so lots of traffic	7/24/2014 8:42 AM

Ukiah Bicycle and Pedestrian Plan Survey

Q14 Please list up to three (3) locations where you would like to have more bicycle parking. (e.g. Perkins St and Oak St)

Answered: 21 Skipped: 40

Answer Choices	Responses	
Location 1	100.00%	21
Location 2	71.43%	15
Location 3	33.33%	7

#	Location 1	Date
1	Downtown in general	8/13/2014 3:57 PM
2	Walmart	8/13/2014 3:45 PM
3	Downtown	8/13/2014 3:23 PM
4	yokayo bowling alley.	8/13/2014 3:11 PM
5	downtown	8/13/2014 3:04 PM
6	downtown	8/13/2014 2:51 PM
7	Downtown	8/13/2014 2:44 PM
8	Famers Markt	8/13/2014 2:42 PM
9	everywhere.	8/13/2014 2:39 PM
10	Co-op	8/13/2014 2:07 PM
11	Downtown	8/12/2014 5:49 PM
12	state street downtown	8/6/2014 8:30 AM
13	Farmers Market and other locations on School Street	8/5/2014 1:51 PM
14	School st	8/1/2014 10:20 PM
15	Perkins	8/1/2014 9:38 PM
16	School Street	8/1/2014 8:33 PM
17	Ukiah Boys and Girls Club	8/1/2014 3:59 PM
18	Pear Tree shopping center	8/1/2014 10:10 AM
19	everywhere on school street	8/1/2014 9:17 AM
20	School Street	8/1/2014 8:51 AM
21	Downtown (Perkins and Oak)	7/24/2014 8:43 AM

#	Location 2	Date
1	Pear Tree Shopping Center	8/13/2014 3:57 PM
2	Raleys	8/13/2014 3:45 PM
3	Low Gap Park	8/13/2014 3:23 PM
4	professional offices	8/13/2014 3:04 PM
5	pear tree	8/13/2014 2:51 PM
6	Downtown	8/13/2014 2:42 PM
7	Rite aid	8/13/2014 2:07 PM
8	Airport Park Blvd	8/12/2014 5:49 PM
9	main street downtown	8/6/2014 8:30 AM
10	School	8/1/2014 9:38 PM
11	State and mill	8/1/2014 8:33 PM
12	Department of Social Services (near Co-op)	8/1/2014 3:59 PM
13	School Street	8/1/2014 10:10 AM
14	pear tree center	8/1/2014 9:17 AM
15	City Hall	7/24/2014 8:43 AM

#	Location 3	Date
1	Everywhere! :)	8/13/2014 3:23 PM
2	rayleys	8/13/2014 2:51 PM

Ukiah Bicycle and Pedestrian Plan Survey

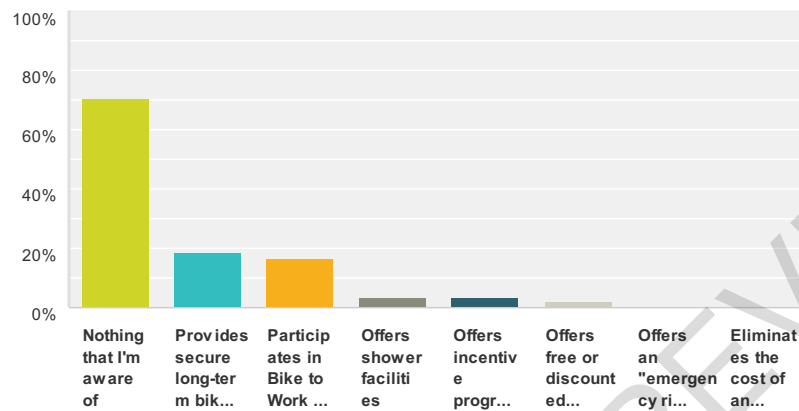
3	Black Oak Coffee	8/13/2014 2:42 PM
4	Orchard	8/1/2014 9:38 PM
5	Perkins and orchard	8/1/2014 8:33 PM
6	City of Ukiah Parks and Rec offices	8/1/2014 3:59 PM
7	Library (Perkin and Main)	7/24/2014 8:43 AM

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Ukiah Bicycle and Pedestrian Plan Survey

Q15 How does your place of work support employees who walk, bike, or take transit?

Answered: 54 Skipped: 7



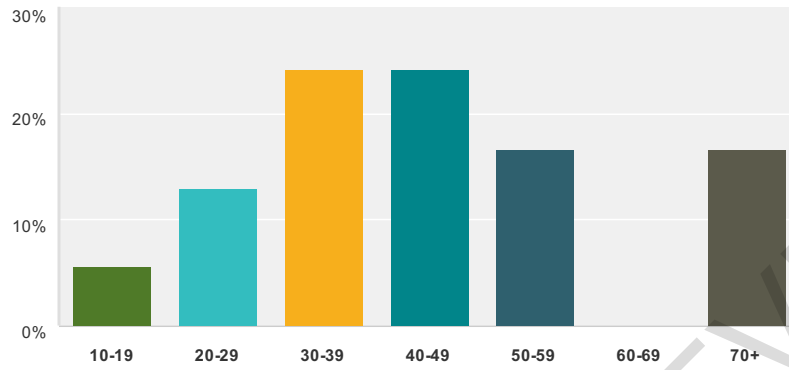
Answer Choices	Responses
Nothing that I'm aware of	70.37% 38
Provides secure long-term bike parking	18.52% 10
Participates in Bike to Work Day or other biking/walking events	16.67% 9
Offers shower facilities	3.70% 2
Offers incentive programs that reward employees who choose not to drive to work	3.70% 2
Offers free or discounted transit passes	1.85% 1
Offers an "emergency ride home" program	0.00% 0
Eliminates the cost of an annual parking pass for employees who do not need one	0.00% 0
Total Respondents: 54	

#	Other (please specify)	Date
1	respondent skipped question	8/13/2014 3:50 PM
2	respondent skipped question	8/13/2014 3:37 PM
3	retired	8/13/2014 3:29 PM
4	respondent skipped question	8/13/2014 3:05 PM
5	respondent skipped question	8/13/2014 3:02 PM
6	respondent skipped question	8/13/2014 2:39 PM
7	Some managers are cool with biking, others are hostile -- very mixed message from organization.	8/13/2014 2:31 PM
8	Would consider tho	8/13/2014 2:03 PM
9	I am retired but the two I have checked my former employer participated in.	8/1/2014 9:41 PM
10	Self-employed / work from home	8/1/2014 4:47 PM
11	offers shared bicycle for employees to check out and use for errands	8/1/2014 4:00 PM
12	NA	8/1/2014 8:52 AM

Ukiah Bicycle and Pedestrian Plan Survey

Q16 What is your age?

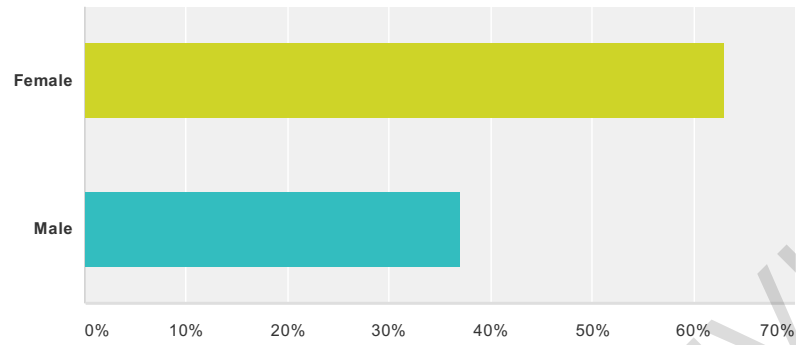
Answered: 54 Skipped: 7



Answer Choices	Responses	
10-19	5.56%	3
20-29	12.96%	7
30-39	24.07%	13
40-49	24.07%	13
50-59	16.67%	9
60-69	0.00%	0
70+	16.67%	9
Total		54

Q17 What is your gender identity?

Answered: 54 Skipped: 7



Answer Choices		Responses	
Female		62.96%	34
Male		37.04%	20
Total			54

#	Fill In:	Date
1	Genderfluid	8/13/2014 3:23 PM

Ukiah Bicycle and Pedestrian Plan Survey

Q18 Do you have any additional comments about the bicycling and walking in Ukiah?

Answered: 22 Skipped: 39

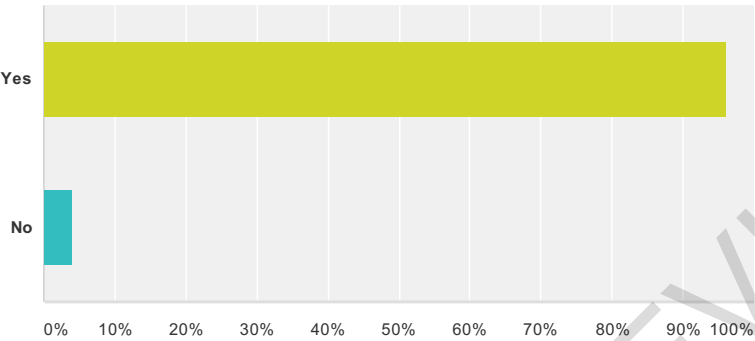
#	Responses	Date
1	The Bicycle Kitchen at the farmer's market is a great resource for help with bicycle maintenance and repair.	8/15/2014 4:35 PM
2	Please implement Complete Streets. Our town will be much better for it and much prettier!	8/13/2014 3:57 PM
3	Yes!	8/13/2014 3:54 PM
4	Make people more aware of the rules of the road and how to drive with cyclists. Police should also enforce those rules	8/13/2014 3:43 PM
5	In general making more room for bicyclist on the roads and having pedestrian lights/signals at busy cross walks	8/13/2014 3:41 PM
6	Too many injuries, being intimidated by cars has occurred here. See Davis, CA, Healdsburg.	8/13/2014 3:37 PM
7	Thanks for doing this work! Again, primarily I'd be interested in a "rail trail" that connects Lake Mendocino Drive to the new trail that will end on Clara. (Would also provide a much safer bike route to the College). Sadly, for me, the new trail does little. Coming from Lake Mendocino Drive, I'm already in town by the time I reach Clara. Would be great if this trail ran all the way through Ukiah.	8/13/2014 3:34 PM
8	I want to go with my kids, but its to scarey...they are learning the biking rules, but it hard when drivers dont pay attention.	8/13/2014 3:32 PM
9	Would like to run my dog, but don't feel safe	8/13/2014 3:29 PM
10	Thanks for asking! I'd love to attend a monthly community ride, if one existed. :)	8/13/2014 3:23 PM
11	I would love to see a bike path for commuters. Protected bike lanes free of broken glass and garbage would also be terrific.	8/13/2014 3:14 PM
12	Traffic congestion is the worst part of trying to walk safely; also I am a little impacted by homeless persons wandering around certain areas (Gobbi St)	8/13/2014 3:08 PM
13	thanks	8/13/2014 2:42 PM
14	It would be nice if there were safe walking routes to the Airport Blvd area. Currently there is no side of Talmage between State & Airport Blvd that has sidewalks for the whole length. It's pretty dicey as a cyclist, too.	8/13/2014 2:35 PM
15	It would be nice if there were more parking central to downtown/coop/safeway so that we could walk our errands, maybe rent small trollys/buggies?	8/13/2014 2:03 PM
16	Orchard Street between Perkins and Gobbi is wide and has ok sidewalks, and has potential for bikes, but is unsafe due to too many driveways, too much and too fast traffic.	8/12/2014 5:59 PM
17	I would love to have more places to walk/hike, and also to bike! Thank you for the new trails at Lake Mendocino, and for the beautiful City View Trail. Love 'em!	8/5/2014 1:53 PM
18	Please fix our streets and side walks and stop spending 40 plus thousand on a consultant firm use the money to help our "best little town" we need help.	8/1/2014 9:44 PM
19	I wonder sometimes if we need "Cyclists must stop too" signs at the intersections on Dora. Mostly so that Drivers know not to sit there and wave you on when they have ROW. They can get really annoyed if you don't notice them; one yelled at me across the intersection when cars were waiting at all sides.	8/1/2014 4:49 PM
20	How about a Greenbelt on the existing railroad tracks through town. Provides a safe thoroughfare through town, safe place for kids to ride, adults to commute, lessens traffic, etc. Thanks to W & B Mendo for all your work you are doing to making our community truly a better place to live.	8/1/2014 3:31 PM
21	Thank you.....love your efforts	8/1/2014 8:53 AM
22	Part of the problem I have with bicyclists in Ukiah is that so many of them don't follow the rules of the road and are erratic. As a driver, this is dangerous, but I have also had near miss accidents on my bike with other bikers who are riding against traffic and not paying attention. I wish that our police department actually enforced traffic citations for bicyclists who don't follow the rules of the road.	7/24/2014 8:46 AM

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Appendix C. Business Survey Results

Q1 Do you own or manage a business in Ukiah?

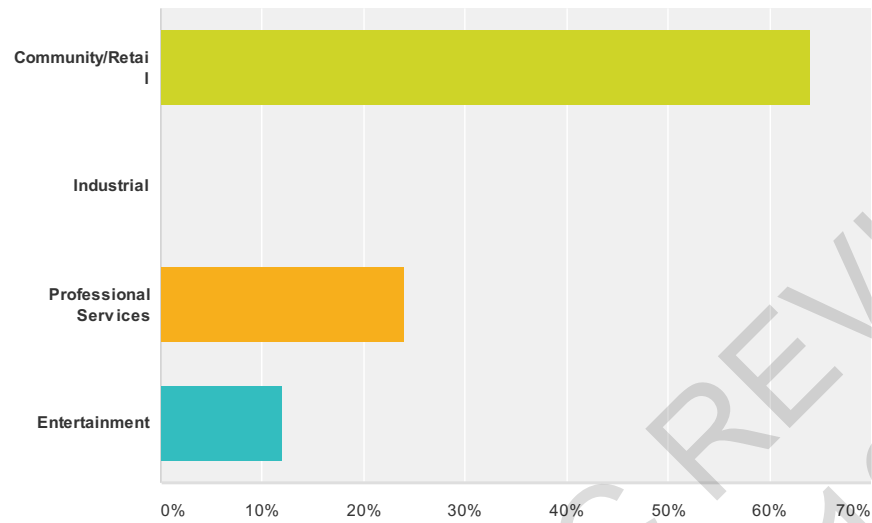
Answered: 25 Skipped: 0



Answer Choices	Responses	
Yes	96.00%	24
No	4.00%	1
Total		25

Q2 What type of business do you own/manage?

Answered: 25 Skipped: 0

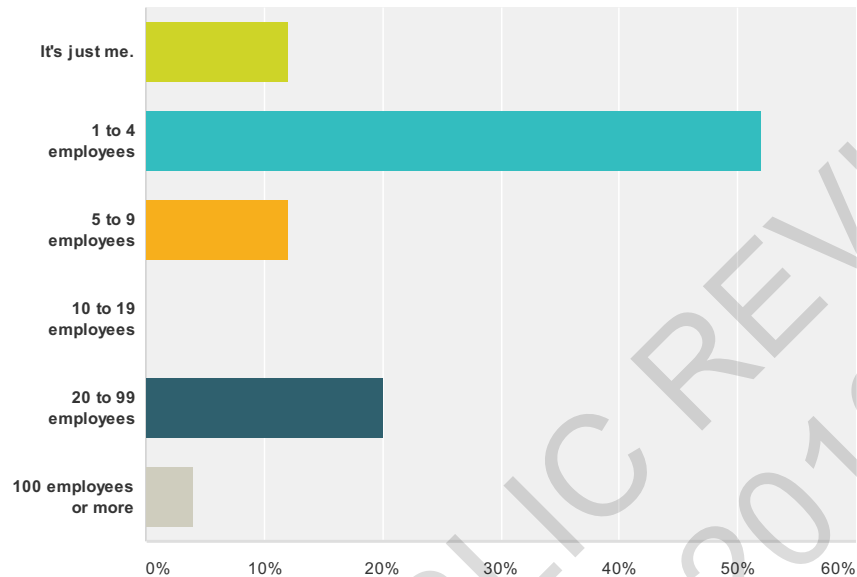


Answer Choices		Responses	
Community/Retail		64.00%	16
Industrial		0.00%	0
Professional Services		24.00%	6
Entertainment		12.00%	3
Total			25

#	Other (please specify)	Date
1	non-profit	8/15/2014 5:18 PM
2	restaurant	7/31/2014 10:35 PM

Q3 How many employees work onsite at your business? Do not include employees of other branches, or those who telecommute.

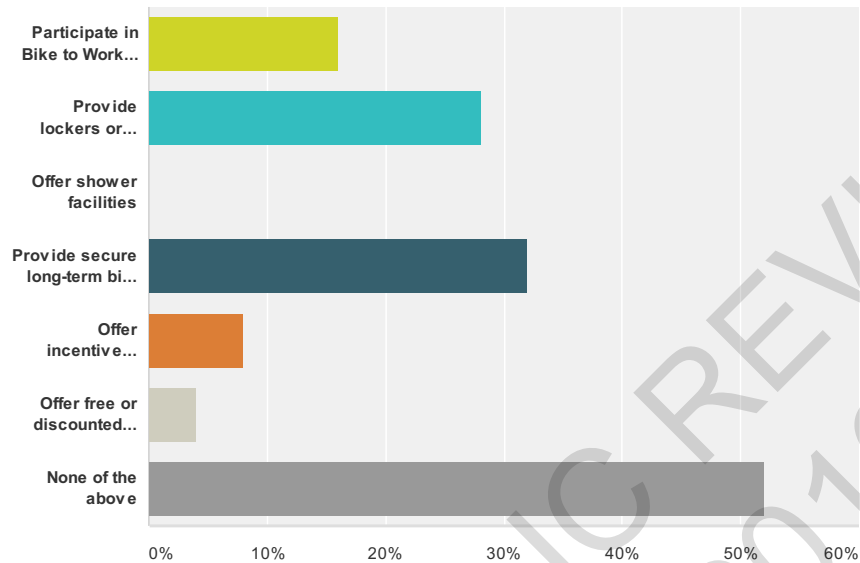
Answered: 25 Skipped: 0



Answer Choices	Responses	
It's just me.	12.00%	3
1 to 4 employees	52.00%	13
5 to 9 employees	12.00%	3
10 to 19 employees	0.00%	0
20 to 99 employees	20.00%	5
100 employees or more	4.00%	1
Total		25

Q4 Please mark all the things your business does to support employees who bike or walk to work.

Answered: 25 Skipped: 0

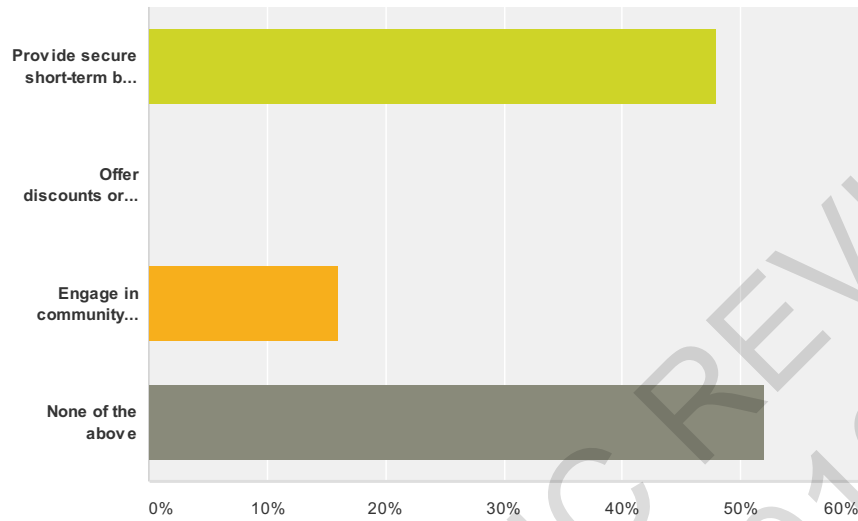


Answer Choices		Responses	
Participate in Bike to Work Month/Day		16.00%	4
Provide lockers or storage for personal items		28.00%	7
Offer shower facilities		0.00%	0
Provide secure long-term bike parking (enclosed and locked, e.g. locker or bike cage)		32.00%	8
Offer incentive programs that reward employees who choose not to drive to work		8.00%	2
Offer free or discounted transit passes		4.00%	1
None of the above		52.00%	13
Total Respondents: 25			

#	Other (please specify)	Date
	There are no responses.	

Q5 Please mark all the things your business does to support customers or clients who walk or bike to your business.

Answered: 25 Skipped: 0

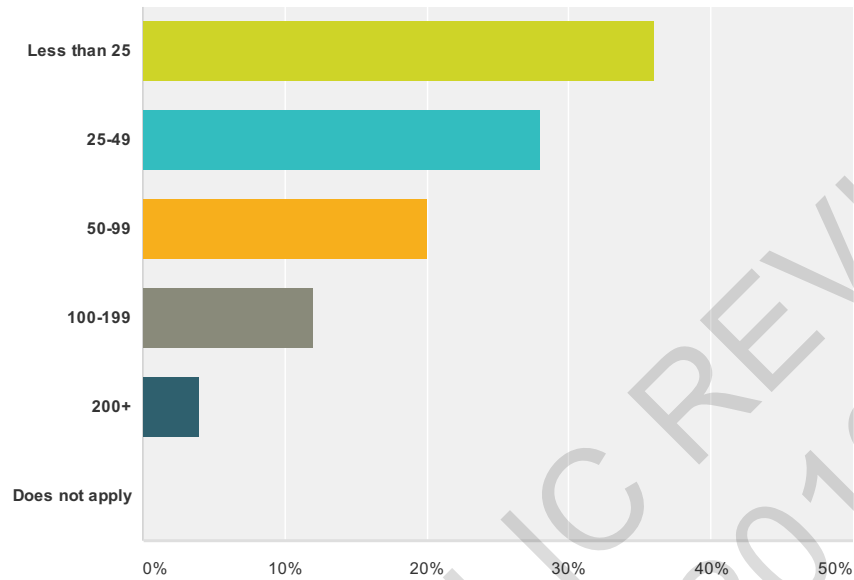


Answer Choices	Responses
Provide secure short-term bike parking	48.00% 12
Offer discounts or promotions for patrons who bike or walk	0.00% 0
Engage in community planning processes to support biking and walking	16.00% 4
None of the above	52.00% 13
Total Respondents: 25	

#	Other (please specify)	Date
	There are no responses.	

Q6 On average, how many customers/clients visit your business on a typical weekday?

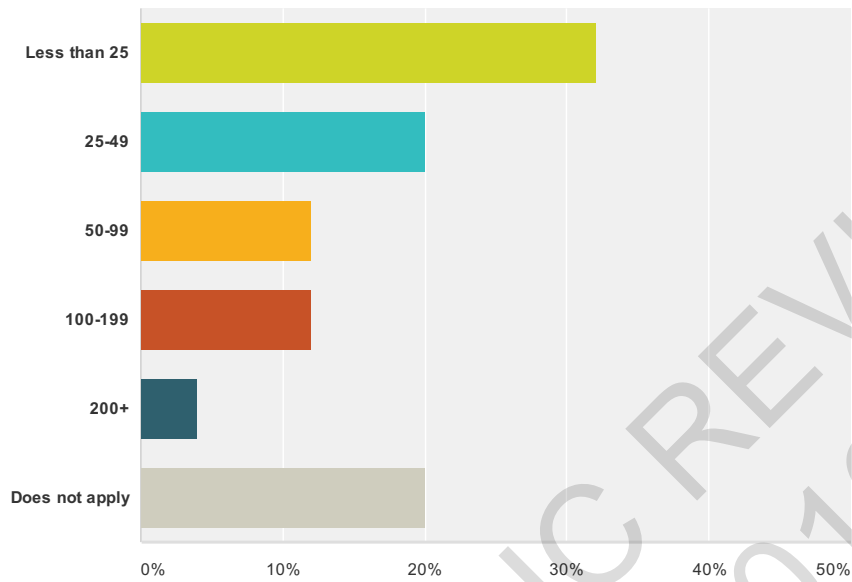
Answered: 25 Skipped: 0



Answer Choices	Responses
Less than 25	36.00% 9
25-49	28.00% 7
50-99	20.00% 5
100-199	12.00% 3
200+	4.00% 1
Does not apply	0.00% 0
Total	25

Q7 On average, how many customers visit your business on a typical weekend day?

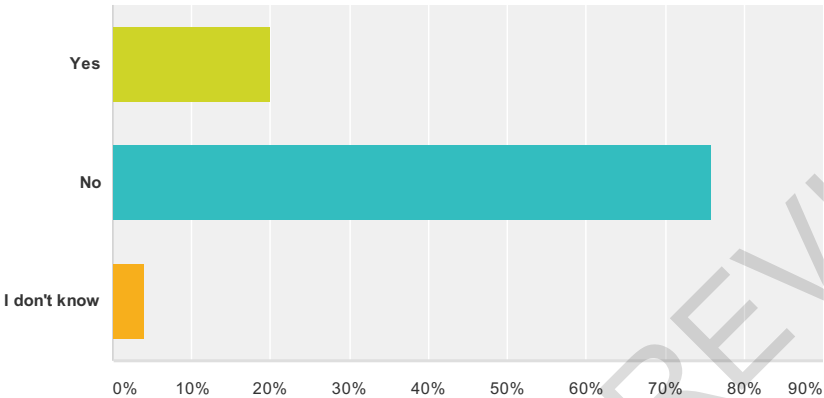
Answered: 25 Skipped: 0



Answer Choices	Responses	
Less than 25	32.00%	8
25-49	20.00%	5
50-99	12.00%	3
100-199	12.00%	3
200+	4.00%	1
Does not apply	20.00%	5
Total		25

Q8 Have you heard from customers, clients, or employers about your business's bike facilities, or lack thereof?

Answered: 25 Skipped: 0



Answer Choices	Responses	
Yes	20.00%	5
No	76.00%	19
I don't know	4.00%	1
Total		25

Q9 If yes, what type of feedback have you received?

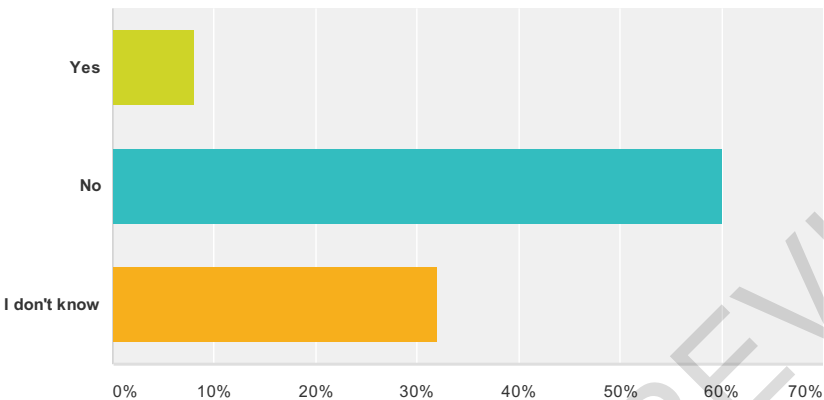
Answered: 4 Skipped: 21

#	Responses	Date
1	people like our new bike rack	8/15/2014 5:04 PM
2	thankful we have bike parking	8/15/2014 4:59 PM
3	Need a bike rack	7/31/2014 10:35 PM
4	Positive, they like the fact we have a place for bikes to be kept.	7/30/2014 9:47 AM

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Q10 Are you a certified Bicycle Friendly Business?

Answered: 25 Skipped: 0



Answer Choices	Responses	
Yes	8.00%	2
No	60.00%	15
I don't know	32.00%	8
Total		25

Ukiah Bicycle and Pedestrian Master Plan Business Survey

Q11 Do you have any additional comments about bicycling or walking in Ukiah?

Answered: 7 Skipped: 18

#	Responses	Date
1	I commute from Redwood Valley. A "park and ride" (car to bicycle) lot would be a good addition. Also, more bike lanes!	8/15/2014 5:18 PM
2	We could use a bike rack	8/15/2014 5:11 PM
3	Its a good thing. I'd love a bike rack	8/15/2014 5:07 PM
4	Hard! No bike lanes :(	8/15/2014 4:52 PM
5	Bikes and pedestrians need to follow the rules of the road and be courteous as well.	7/31/2014 5:22 PM
6	I think efforts should be focused on employees riding their bikes to work, and their employer providing them with a place to park/store their bike during working hours. Encouraging customers to ride their bikes while shopping is not very practical in my opinion; it doesn't fit most people's lifestyle, whereas biking to work instead of driving one's car would be an easier mindset to change.	7/30/2014 4:38 PM
7	I don't believe walking or biking downtown is safe due to all the inconsiderate, inattentive drivers.	7/30/2014 10:31 AM

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Appendix D. Bicycle- and Pedestrian-Involved Collision Locations

Table D-1: Bicycle- and Pedestrian-Involved Collision Locations

Year	Primary Street	Secondary Street	Distance from Intersection (feet)	Number of Injuries	Bicycle-Involved	Pedestrian-Involved
2008	FORD ST	NORTH STATE ST		1	NO	YES
2008	SOUTH STATE ST	WEST MILL ST	N 269	1	YES	NO
2008	EMPIRE DR	DESPINA DR	E 60	1	NO	YES
2008	RT 101	PERKINS ST	N 1584	1	YES	NO
2008	NORTH STATE ST	NORTON ST	S 192	1	NO	YES
2008	GROVE AV	N DORA ST		2	YES	NO
2008	PERKINS ST	OAK MANOR DR	W 378	1	YES	NO
2008	NORTH STATE ST	RT 101		1	NO	YES
2008	RT 101	COMMISKY STATION RD	N 4752	1	NO	YES
2008	SOUTH STATE ST	LUCE AV	S 6	1	YES	NO
2008	BRUSH ST	RXR TRACKS	E 8	1	NO	YES
2008	CLARA AV	NORTH STATE ST		1	YES	NO
2009	NORTH ORCHARD AV	EAST PERKINS ST	N 503	1	NO	YES
2009	NORTH STATE ST	FORD ST		0	YES	NO
2009	LOW GAP RD	DESPINA DR		1	NO	YES
2009	NORTH MAIN ST	NORTON ST	S 250	1	NO	YES
2009	ELLIS LN	NORTH STATE ST	E 528	1	YES	NO
2009	EAST PERKINS ST	LESLIE ST	E 5	1	NO	YES

Year	Primary Street	Secondary Street	Distance from Intersection (feet)	Number of Injuries	Bicycle-Involved	Pedestrian-Involved
2011	SOUTH STATE ST	HASTINGS RD		1	YES	NO
2011	SOUTH DORA AV	WASHINGTON AV		1	YES	NO
2011	SOUTH STATE ST	WASHINGTON AV		1	YES	NO
2011	DESPINA DR	CAPPS LN		1	YES	NO
2012	RT 101	RT 222	N 12	1	YES	NO
2012	WEST SMITH ST	NORTH STATE ST		1	YES	NO
2012	EAST PERKINS ST	OAK MANOR DR		1	YES	NO
2012	SOUTH STATE ST	CHERRY ST		1	YES	NO
2012	SOUTH ORCHARD AV	EAST GOBBI ST		0	NO	YES
2012	COMMERCE DR	AIRPORT PARK BL	E 530	1	YES	NO
2012	LORRAINE ST	MARLENE ST	S 503	1	YES	NO
2012	SOUTH STATE ST	WABASH AV	N 154	1	NO	YES
2012	SOUTH MAIN ST	EAST PERKINS ST		2	YES	NO
2012	SOUTH STATE ST	FREITAS ST		1	YES	NO
Total				55	34	20

Year	Primary Street	Secondary Street	Distance from Intersection (feet)	Number of Injuries	Bicycle-Involved	Pedestrian-Involved
2009	SOUTH MAIN ST	STEPHENSON ST	N 130	1	NO	YES
2009	SCOTT ST	OAK ST	E 3	1	YES	NO
2009	DORA ST	POMOLITA DR	S 34	1	YES	NO
2009	NORTH STATE ST	MAGNOLIA		1	YES	NO
2010	TALMAGE RD	AIRPORT PARK BL		1	NO	YES
2010	WEST MILL ST	CAROLYN ST		1	YES	NO
2010	SOUTH SCHOOL ST	PERKINS ST		1	YES	NO
2010	BRUSH ST	NORTH STATE ST	E 41	1	NO	YES
2010	MAZZONI RD	BRUSH ST		1	YES	NO
2010	WAUGH LN	TALMAGE RD	N 752	1	NO	YES
2010	SOUTH STATE ST	MILL ST		1	NO	YES
2010	EMPIRE DR	HOMEWOOD DR	W 27	1	NO	YES
2010	EAST GOBBI ST	WAUGH LN	W 174	1	YES	NO
2010	SOUTH ORCHARD AV	EAST GOBBI ST		2	YES	NO
2010	EAST GOBBI ST	SOUTH ORCHARD AV	W 285	1	YES	NO
2010	LESLIE ST	EAST PERKINS ST		1	NO	YES
2011	SOUTH STATE ST	WASHINGTON AV	S 9	1	YES	NO
2011	BRUSH ST	ORR ST	W 182	1	YES	NO
2011	SOUTH STATE ST	WABASH AV	N 186	1	YES	NO
2011	EAST PERKINS ST	LESLIE ST		1	YES	NO
2011	SOUTH STATE ST	CLAY ST	N 27	1	YES	NO
2011	SOUTH STATE ST	WABASH AV		1	NO	YES

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Appendix E. Bicycle Design Guidelines

The design guidelines presented in this appendix are a combination of minimum standards outlined by the California Highway Design Manual's design guidelines, recommended standards prescribed by the American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities, and the CA MUTCD, as supplemented by National Association of City Transportation Officials (NACTO) and Federal Highway Administration (FHWA) best practices. The minimum standards for bicycle facilities used in combination with the design recommendations for issues specific to Ukiah should provide the foundation for a safe, functional and inviting bicycle network.

Additional design guidance and details can be found in the following documents:

- California Manual on Uniform Traffic Control Devices (2014):
http://www.dot.ca.gov/hq/traffops/engineering/mutcd/ca_mutcd2014.htm
- Caltrans Highway Design Manual.: <http://www.dot.ca.gov/hq/oppd/hdm/hdmtoc.htm>
- Caltrans Design Information Bulletins: <http://www.dot.ca.gov/hq/oppd/dib/dibprg.htm>
- Caltrans Standard Plans.:
http://www.dot.ca.gov/hq/esc/oe/project_plans/HTM/06_plans_disclaim_US.htm
- National Association of City Transportation Officials Urban Bikeway Design Guide (endorsed by Caltrans, April 2014):
<http://nacto.org/publication/urban-bikeway-design-guide/>

This appendix is not intended to replace existing state or national mandatory or advisory standards, nor the exercise of engineering judgment by licensed professionals.

This Appendix includes the following guidelines:

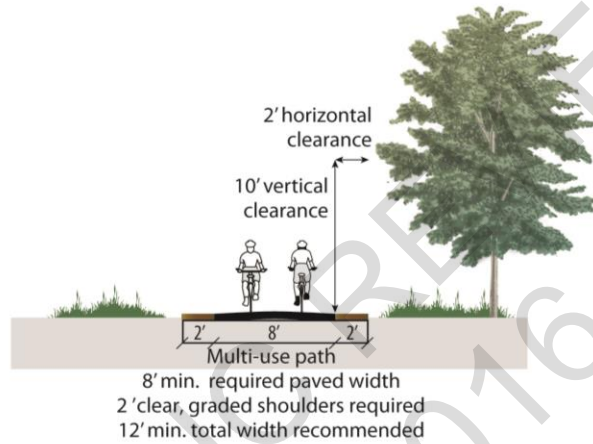
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E.1 Caltrans Bikeway Classification Overview

Caltrans has defined three types of bikeways in Chapter 1000 of the Highway Design Manual: Class I, Class II, and Class III. Minimum standards for each of these bikeway classifications are shown below.

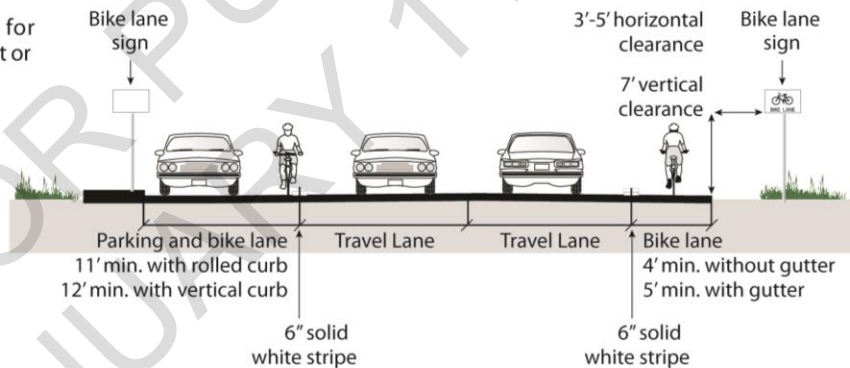
CLASS I Multi-Use Path

Provides a completely separated right of way for the exclusive use of bicycles and pedestrians with crossflow minimized.



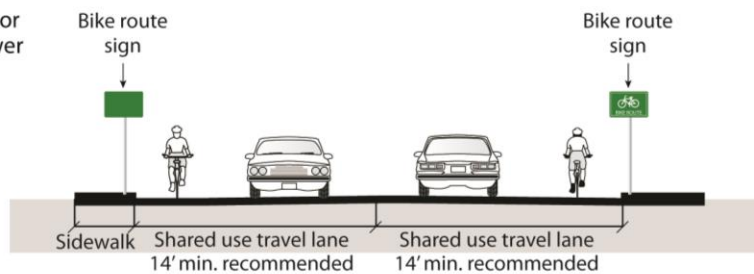
CLASS II Bike Lane

Provides a striped lane for one-way bike travel on a street or highway.



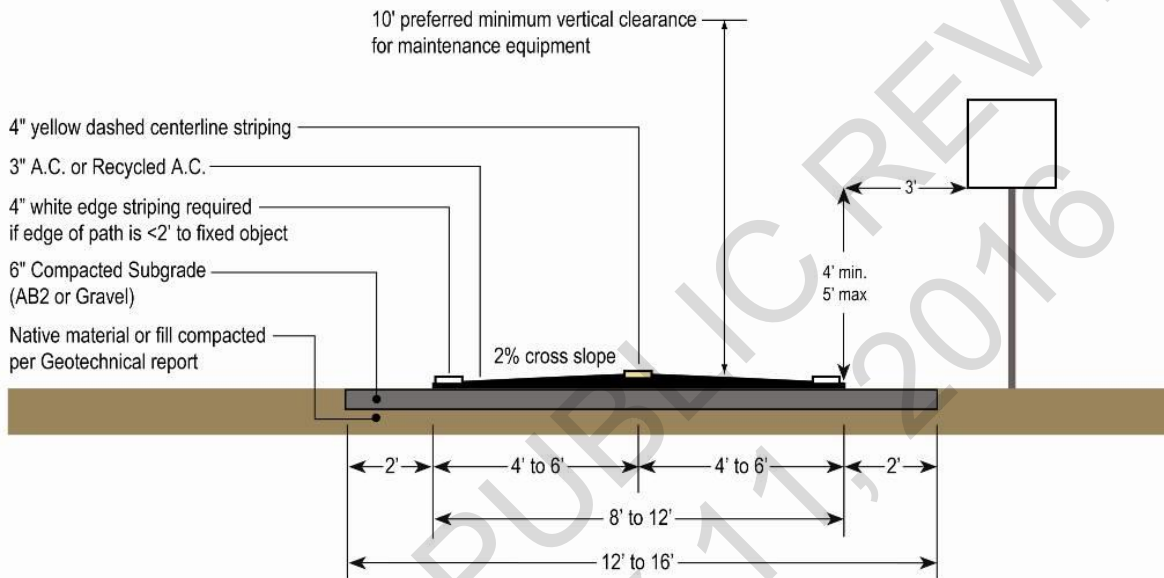
CLASS III Bike Route Signed Shared Roadway

Provides for shared use with pedestrian or motor vehicle traffic, typically on lower volume roadways.



E.2 Class I Bike Path Minimum Standards

In order to accommodate both bicyclists and pedestrians, Class I paths should be designed to the minimum Caltrans standards shown below. In locations with high use, or on curves with limited sight distance, a yellow centerline should be used to separate travel in opposite directions. High use areas of the pathway should also provide additional width (up to 12 feet) as recommended below. Lighting should be provided in locations where evening use is anticipated, or where paths cross below structures.



Summary of Standards

- Eight feet is the minimum width for Class I facilities.
- Eight feet may be used for short neighborhood connector paths (generally less than one mile in length) due to low anticipated volumes of use.
- Ten feet is the recommended minimum width for a typical two-way bicycle path.
- Twelve feet is the preferred minimum width if more than 300 users per peak hour are anticipated, and/or if there is heavy mixed bicycle and pedestrian use.
- A minimum 2-foot wide graded area must be provided adjacent to the path to provide clearance from trees, poles, walls, guardrails, etc. A 2% cross slope is optimum. On facilities with expected heavy use, a yellow centerline stripe is recommended to separate travel in opposite directions.
- Paths should be constructed with adequate subgrade compaction to minimize cracking and sinking, and should be designed to accommodate appropriate loadings, including emergency vehicles.
- A 2% cross slope shall be provided to ensure proper drainage.
- Stopping sight distance should conform to the California Highway Design Manual.

Additional Considerations

Multi-use path facilities that serve primarily a recreation rather than a transportation function, and will not be funded with federal transportation dollars, may not be required to be designed to Caltrans standards. However, state and national guidelines have been created with user safety in mind, and should be followed. Wherever any multi-use pathway intersects with a street, roadway, or railway, standard traffic controls should always be used.

- Class I bike path crossings of roadways require preliminary design review. Generally, bike paths that cross roadways with average daily trips (ADTs) over 20,000 vehicles will require signalization or grade separation. Consider using bicycle signal heads at locations where paths meet signalized intersections.
- Landscaping should generally be low-water-consuming native vegetation and should have minimum debris.
- Lighting should be provided where commuters will use the bike path during hours of darkness. Illumination should be no less than 0.17-foot candle average maintained. Lighting should be spaced at a maximum of every 100 feet.
- Barriers at pathway entrances should be clearly marked with reflectors and ADA accessible (minimum five feet clearance).
- Bike path construction should take into account impacts of maintenance and emergency vehicles on shoulders, as well as vertical and structural requirements. Paths should be constructed with adequate subgrade compaction to minimize cracking and sinking.
- The width of structures should be the same as the approaching pathway width, plus minimum two-foot wide clear areas.
- Where feasible, provide two-foot wide unpaved shoulders for pedestrians/runners, or a separate treadway.
- Direct pedestrians to the right side of the pathway with signing and/or stenciling.

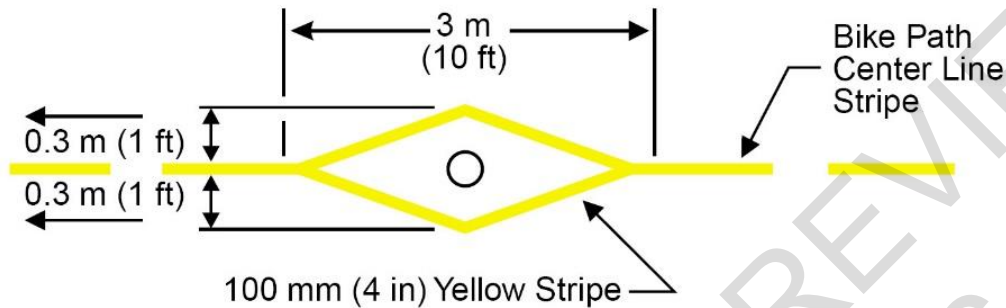
E.3 Class I Bike Path Bollards

Minimize the use of bollards to avoid creating obstacles for bicyclists. Bollards, particularly solid bollards, have caused serious injury to bicyclists. The California MUTCD explains, “Such devices should be used only where extreme problems are encountered” (Section 9C.101). Instead, design the path entry and use signage to alert drivers that motor vehicles are prohibited.

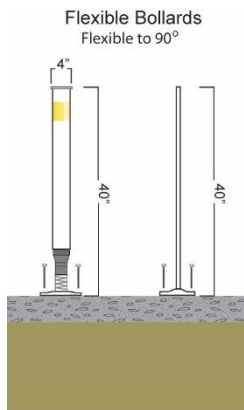
- Bollards are either fixed or removable and may be flexible or rigid. Flexible bollards and posts are designed to give way on impact and can be used instead of steel or solid posts. Bollards are typically installed using one of two methods: 1) The bollard is set into concrete footing in the ground; and 2) the bollard is attached to the surface by mechanical means (mechanical anchoring or chemical anchor).
- Where removable bollards are used, the top of the mount point should be flush with the path’s surface so as not to create a hazard. Posts shall be permanently reflectorized for nighttime visibility and painted a bright color for improved daytime visibility.
- Striping an envelope around the post is recommended.

- When more than one post is used, an odd number of posts at 5-foot spacing is desirable. Wider spacing can allow entry by adult tricycles, wheelchair users and bicycles with trailers.

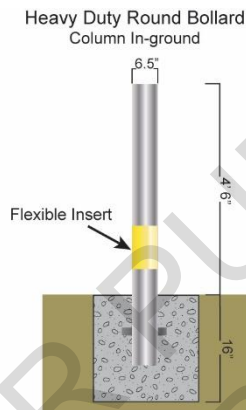
Barrier Post Striping



Flexible Bollards

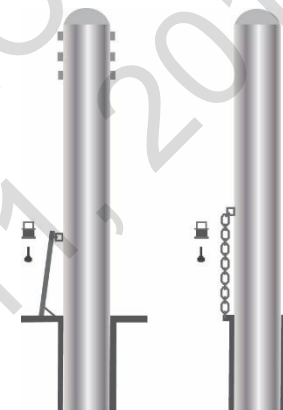


Source: Lighthouse Bollards Sales



Source: Andian

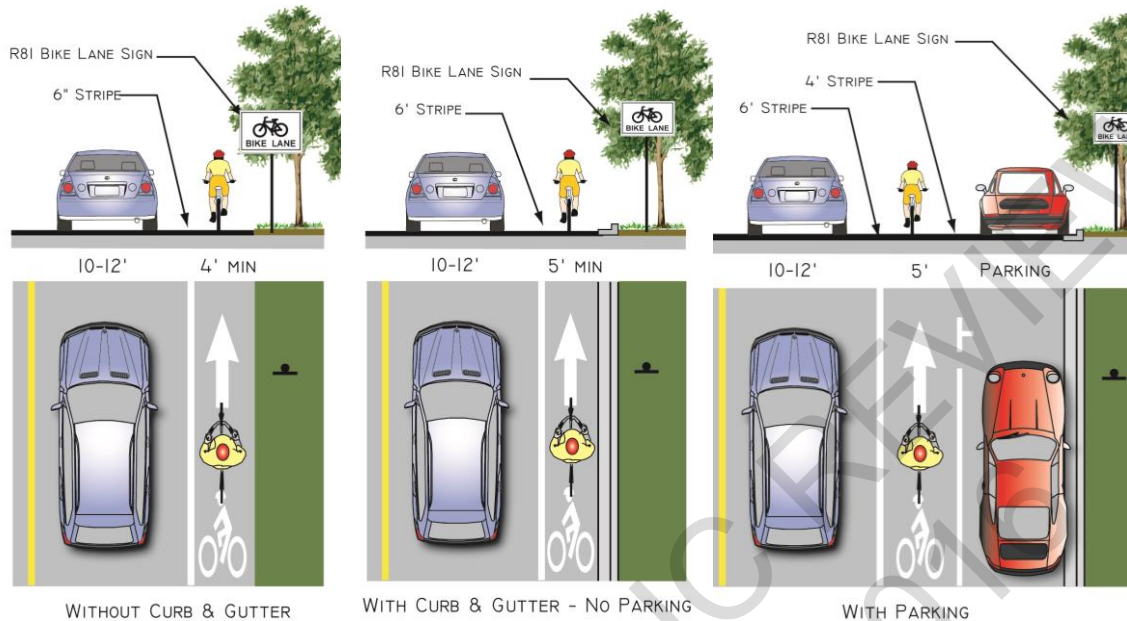
Removable Bollards



Source: Reliance Foundry Co. Ltd

E.4 Class II Bike Lane Minimum Standards

Chapter 1000 of the Caltrans Highway Design Manual provides standards for bicycle facilities planning and design. These standards outline minimum dimensions, proper pavement markings, signage and other design treatments for bicycle facilities.



Summary of Standards

- Bicycle lanes shall be one-way facilities, running with the direction of traffic.
- Bike lanes are generally recommended along major roads that provide direct, convenient, quick access to major land uses; on collector roads and busy urban streets with slower speeds; and any road where the design speed is more than 25 mph.
- Where on-street parking is allowed, bicycle lanes must be striped between the parking area and the travel lanes.
- Width of bicycle lane:
 - Without an existing gutter, bicycle lanes must be a minimum of four feet wide.
 - With an existing gutter, bicycle lanes must be a minimum of five feet wide measured from the curb face (within the bike lane, a minimum width of three feet must be provided outside the gutter).
 - Where on-street parking stalls are marked and bicycle lanes are striped adjacent to on-street parking, bicycle lanes must be a minimum of five-feet wide.
 - Where on-street parking is allowed but stalls are not striped, bicycle lanes must be a minimum of 12-feet wide measured from the curb face. Depending on the type and frequency of traffic, wider bicycle lanes may be recommended.
- Bicycle lane striping standards:
 - Bicycle lanes shall be comprised of a six-inch solid white stripe on the outside of the lane, and a four-inch solid white stripe on the inside of the lane.

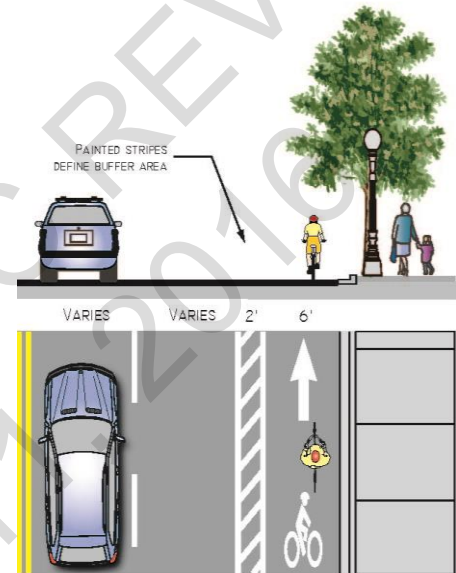
Class II Bikeway - Additional Design Recommendations:

Intersection and interchange treatment—Caltrans provides recommended intersection treatments in Chapter 1000 including bike lane “pockets” and signal loop detectors. The County should develop a protocol for the application of these recommendations, so that improvements can be funded and made as part of regular improvement projects.

- Bike lane pockets (min. four-feet wide) between right turn lanes and through lanes should be provided wherever available width allows, and right turn volumes exceed 150 motor vehicles/hour.
- Word and symbol pavement stencils should be used to identify bicycle lanes, as per Caltrans and MUTCD specifications.
- Bicycle lanes constructed on roadway shoulders that share use with slow moving agricultural equipment should be constructed with three-inch asphalt concrete over six-inches of aggregate base rock.

E.5 Class II Buffered Bike Lanes

Bike lanes on high-volume or high-speed roadways can be dangerous or uncomfortable for cyclists, as automobiles pass or are parked too close to bicyclists. Buffered bike lanes are designed to increase the space between the bike lanes and the travel lane or parked cars. This treatment is appropriate on roads with high automobile traffic volumes and speed or high volumes of truck or oversized vehicles; on bike lanes used by less experienced cyclists (e.g., students), and on bike lanes adjacent to parked cars. If there is a high frequency of right turns by motor vehicles at major intersections, buffer striping should be truncated approaching the intersection.



Recommended buffered bike lane design

Summary of Standards

- Minimum of 2' buffer area

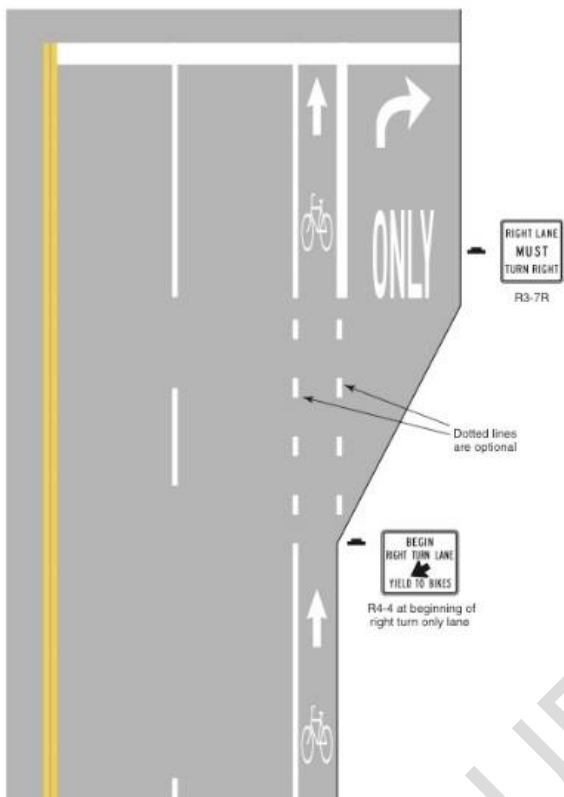
E.6 Class II Bike Lane at Intersection with Right Turn Only Lane

A bicyclist continuing straight through an intersection from the right of a right turn lane would be inconsistent with normal traffic behavior and would violate the expectations of right-turning motorists. Specific signage, pavement markings and striping are recommended to improve safety for bicyclists and motorists.

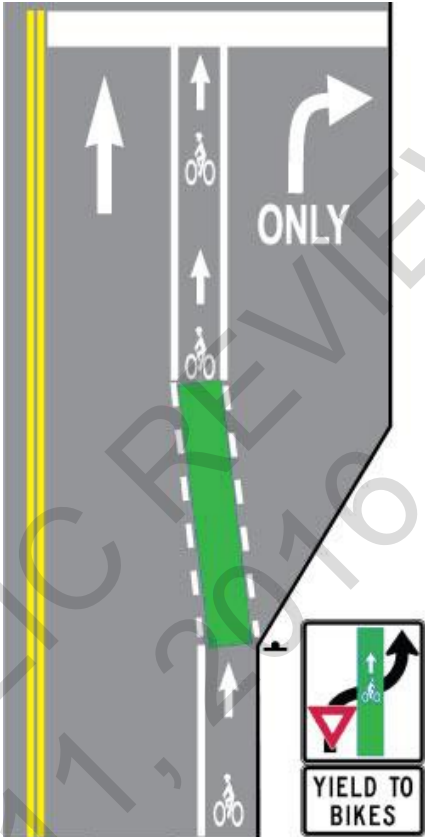
The appropriate treatment for right-turn only lanes is to place a bike lane pocket between the right-turn lane and the right-most through lane or, where right-of-way is insufficient, to drop the bike lane entirely approaching the right-turn lane. The design (right) illustrates a bike lane pocket, with signage indicating that motorists should yield to bicyclists through the merge area.

- Dropping the bike lane is not recommended, and should only be done when a bike lane pocket cannot be accommodated.
- Travel lane reductions may be required to achieve this design.

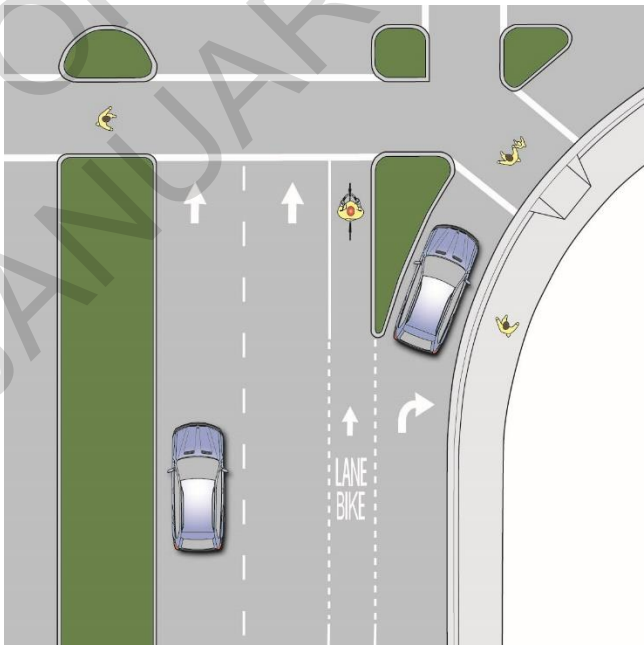
Some communities use colored bicycle lanes through the conflict zone.



Bike lane next to a right turn only lane



Colored bike lanes used to designate a conflict zone



Bike lane next to a right turn only lane separated by a raised island

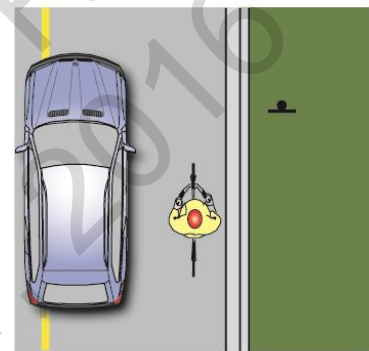
A.6. Class III Bike Route Minimum Standards

Bike routes, or Class III bicycle facilities—(Caltrans designation) are defined as facilities shared with motor vehicles. They are typically used on roads with low speeds and traffic volumes, however can be used on higher volume roads with wide outside lanes or with shoulders. Bike routes can be established along through routes not served by shared use paths (Class I) or bike lanes (Class II), or to connect discontinuous segments of bikeway. A motor vehicle driver will usually have to cross over into the adjacent travel lane to pass a bicyclist, unless a wide outside lane or shoulder is provided.

Bicycle routes can employ a large variety of treatments from simple signage to complex treatments including various types of traffic calming and/or pavement stenciling. The level of treatment to be provided for a specific location or corridor depends on several factors.

Summary of Standards

- Class III bikeways provide routes through areas not served by Class I or II facilities or provide connections between discontinuous segments of Class I or II bikeways.
- Class III facilities can be shared with either motorists on roadways.
- Bicycle routes on local streets should have vehicle traffic volumes under 1,000 vehicles per day. Traffic calming may be appropriate on streets that exceed this limit.
- Bicycle routes may be placed on streets with outside lane width of less than 15 feet if the vehicle speeds and volumes are low.
- Bicycle route signage standards:
 - The D11-1 (CA) bicycle route sign shall be placed along the roadways at decision points, where users can turn onto or off the bikeway.
 - Standard signage is shown in Chapter 9 of the 2012 California MUTCD.



D11-1 Sign

E.7 Shared Lane Markings

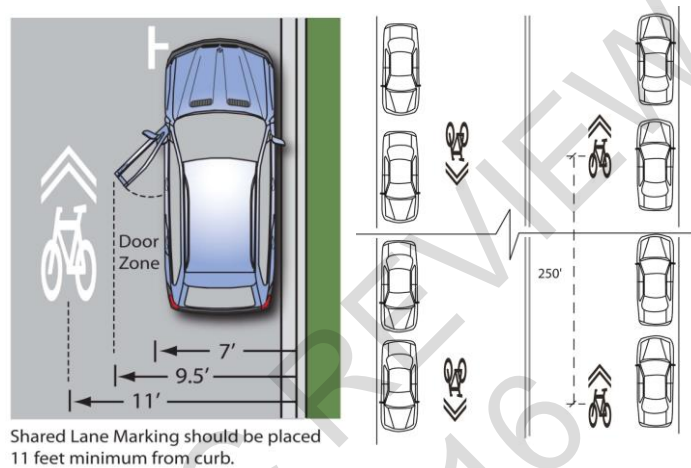
The primary purpose of this shared use arrow is to provide positional guidance to bicyclists on roadways that are too narrow to be striped with bicycle lanes. Markings may be placed on the street to inform motorists about the presence of cyclists and also to inform cyclists how to position themselves relative to parked cars and the travel lane. The 2012 California MUTCD has approved the Shared Lane Marking for use in California jurisdictions on streets with or without on-street parallel parking.

Potential Applications

- Bicycle network streets that are too narrow for standard striped bicycle lanes.
- Bicycle network streets that have moderate to high parking turnover.
- Areas that experience a high level of "wrong-way" riding.

Guidelines

- Shared lane markings should be installed in conjunction with "share the road" signs.
- Shared lane markings should be spaced approximately 250 feet center to center, with the first arrow on each block or roadway segment placed no further than 100 feet from the nearest intersection.

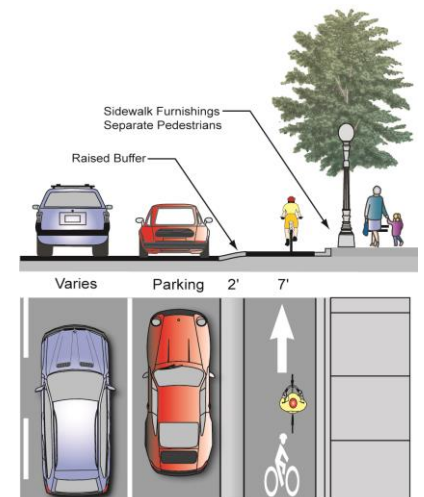
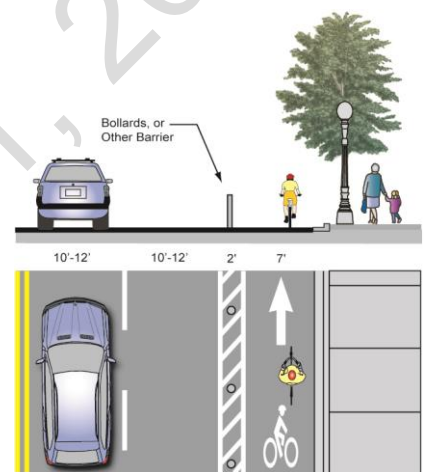


E.8 Cycletracks

Cycletracks combine the user experience of a separated path with the on-street infrastructure of a conventional bike lane. Cycletracks have different forms, but all share common elements. They are separated from vehicle traffic lanes, parking lanes and sidewalks and provide space exclusively for bicyclists. When on-street parking is available, cycletracks are located on the outside of the parking lane. Cycletracks can be either one-way or two-way, on one or both sides of a street, and are separated from vehicles and pedestrians by pavement markings or coloring, bollards, curbs/medians or a combination of these elements.

Summary of Standards

- Bikeways separated from adjacent motor vehicles by a physical barrier or line of parked cars.
- Separation can be achieved in multiple ways, including grade separation, mountable curb, bollards, planters and markings.
- Most appropriate on wide, high-volume, high-speed roadways that are on major bike routes; and roadways with infrequent cross streets, curb cuts and long blocks.
- Separation creates additional considerations at intersections that must be addressed. Right turning



Recommended cycletrack design

motorists conflicting with cycletrack users is the most common conflict. Both roadway users have to expand their visual scanning to see potential conflicts. To mitigate for this issue, several treatments can be applied at intersections:

- Protected Phases at Signals. This treatment must have separate signal phases for bicyclists and will potentially increase delay.
- Advanced Signal Phases. Signalization utilizing a bicycle signal head can also be set to provide cycletrack users a green phase in advance of vehicle phases.
- Unsignalized Treatments. At non-signalized intersections the same conflicts exist. Warning signs, special markings and the removal of on-street parking (if present) in advance of the intersection can all raise visibility and awareness for bicyclists.
- Access Management. Medians, driveway consolidations, or restricted movements reduce the potential for conflict.

Guidelines

- Cycletrack Width:
 - 7 feet minimum for passing/obstacle avoidance
 - 12 feet minimum for two-way facility

E.9 On-Street Bikeway Regulatory & Warning Signage

Signage for on-street bikeways includes standard BIKE LANE and BIKE ROUTE signage, as well as supplemental signage such as SHARE THE ROAD and warning signage for constrained bike lane conditions. The CA MUTCD provides further guidance on bikeway signage.



Potential Applications

- Various situations, specific to each site.
- The City should install SHARE THE ROAD signs along all Class III Bike Routes in addition to standard BIKE ROUTE signage.
- SHARE THE ROAD signs may be installed at one-half mile intervals along the designated route.

Guidelines

- Signage should be installed on existing signposts if possible, reducing visual clutter along the path or roadway.

- Bike route and bike lane signs should be placed at decision points.
- Where there is significant distance between decision points, bike route and bike lane signs should be repeated at regular intervals to confirm the route.

E.10 Wayfinding Signage

Wayfinding signage acts as a “map on the street” for bicyclists and is an important component of a bikeway network. Caltrans D11-1 and D-1 signage should be used on all designated bikeways at decision points, where users can turn onto or off the bikeway such as at an intersection.

Potential Applications

- On all bikeways at decision points to inform bicyclists of route direction.

Guidelines

- Wayfinding signage should be placed at all intersections on the bikeway network, at minimum.
- Signage should be installed on existing signposts if possible, reducing visual clutter along the path or roadway.
- Where there is significant distance between decision points, wayfinding signage should be located at intervals of one-mile.
- Each sign should have a maximum of three destinations.
- Signage should be focused on major destinations such as cities and counties; transit stations; and community centers such as parks, schools and recreation centers.



Example Decision Wayfinding Sign



Example Confirmation Wayfinding Sign

E.11 Bicycle Detection at Actuated Traffic Signals

Traffic Operations Policy Directive 09-06, issued August 27, 2009 by Caltrans modified CA MUTCD 4D.105 to require bicyclists to be detected at all traffic-actuated signals on public and private roads and driveways. If more than 50 percent of the limit line detectors need to be replaced at a signalized intersection, then the entire intersection should be upgraded so that every line has a limit line detection zone. Bicycle detection must be confirmed when a new detection system has been installed or when the detection system has been modified.

The California Policy Directive does not state which type of bicycle detection technology should be used. Two common types of detection are video and in pavement loop detectors. Push buttons may not be used as a sole method of bicycle detection.

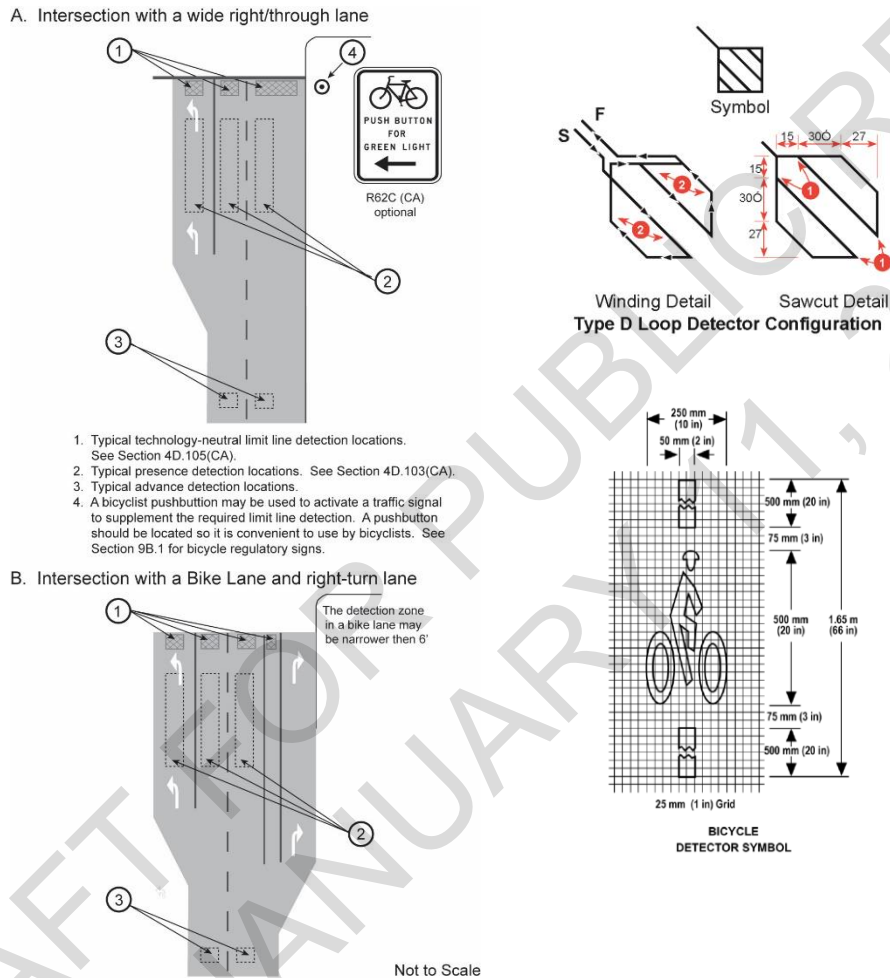
Potential Applications

- At actuated signalized intersections.

Guidelines

- Type A, C, or D loop detectors should be used.

- Pavement markings should identify proper cyclist position above the loop detector.
- Loop detectors should provide adequate time for cyclists to cross the intersection, keeping in mind the slower travel speed (10-15 mph) of bicyclists.
- Bicycles must be detected with 95% accuracy within the 6-foot by 6-foot Limit Line Detection Zone.
- Where Limit Line Detection Zones are provided, minimum bicycle timing should be 14.7 feet per second, plus a 6-second start-up time.



Source: Traffic Operations Policy
Directive 09-06

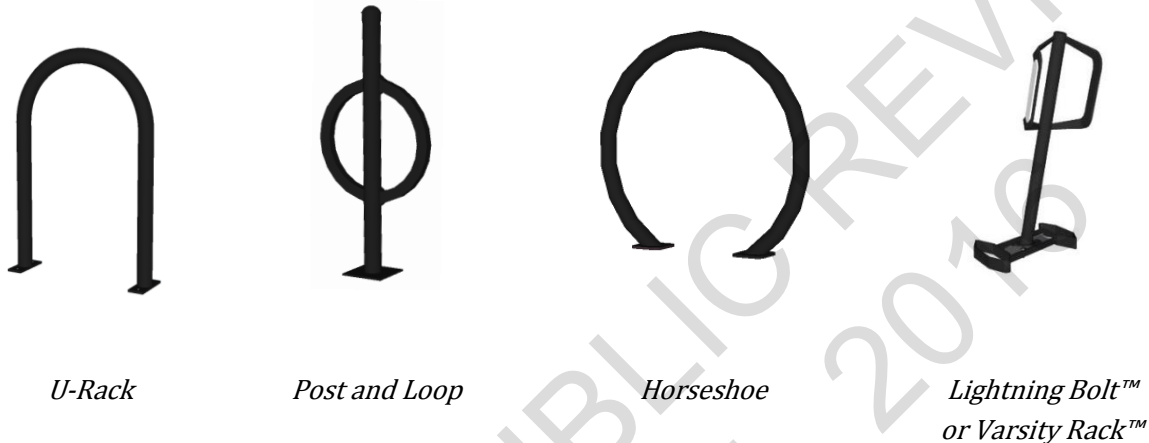
E.12 Bicycle Parking

Secure bicycle parking is an essential element of a functional bicycle network. Bicycle racks are a common form of short-term secure bicycle parking and can be installed in various locations, including sites adjacent to retail such as parking lots, as well as in the public right of way in the furnishings zone of the sidewalk. Racks are appropriate for locations where there is demand for short-term bicycle storage.

Bicycle lockers provide secure and sheltered bicycle parking and are recommended in locations where long-term bicycle storage is needed, such as transit stations.

Potential Applications

- Bicycle parking should be installed throughout the City, with priority given to significant destinations such as parks, schools, shopping centers, transit hubs and job centers.



Recommended types of bicycle parking

Guidelines

- Bicycle parking should be a design that is intuitive and easy to use.
- Bicycle parking should be securely anchored to a surface or structure.
- Bicycle parking spaces should be at least six feet long and two-and-a-half feet wide. Overhead clearance should be at least seven feet.
- The rack element (part of the rack that supports the bicycle) should keep the bicycle upright by supporting the frame in two places. The rack should allow one or both wheels to be secured.
- A standard U-Rack is a simple and functional design that takes up minimal space on the sidewalk and is easily understood by users. Avoid use of multiple-capacity “wave” style racks. Users commonly misunderstand how to correctly park at wave racks, placing their bikes parallel to the rack and limiting capacity to one or two bikes.
- Position racks so there is enough room between parked bicycles. If it becomes too difficult for a bicyclist to easily lock their bicycle, they may park it elsewhere. Racks should be situated on 36-inch minimum centers.
- A five-foot aisle for bicycle maneuvering should be provided and maintained beside or between each row of bicycle parking.
- Empty racks should not pose a tripping hazard for visually impaired pedestrians. Position racks out of the walkway’s clear zone.
- Racks should be located close to a main building entrance, in a lighted, high-visibility, covered area protected from the elements. Long-term parking should always be protected.

Additional Considerations

All bicycle parking should be in a safe, secure area visible to passersby. Commuter locations should provide secure indoor parking, covered bicycle corrals, or bicycle lockers. Short term bicycle parking facilities, such as bicycle racks, are best used to accommodate visitors, customers, messengers and others expected to depart within two hours. They are usually located at schools, commercial locations, and activity centers such as parks, libraries, retail locations, and civic centers. Bicycle parking on sidewalks in commercial areas should be provided according to specific design criteria, reviewed by merchants and the public, and installed as demand warrants. The following table provides recommended guidelines for bicycle parking locations and quantities.

Recommended Guidelines for Bicycle Parking Location and Quantities

Land Use or Location	Physical Location	Quantity
Parks	Adjacent to restrooms, picnic areas, fields, and other attractions	8 bicycle parking spaces per acre
Schools	Near office and main entrance with good visibility	8 bicycle parking spaces per 40 students
Public Facilities (libraries, community centers)	Near main entrance with good visibility	8 bicycle parking spaces per location
Commercial, retail and industrial developments over 10,000 square feet	Near main entrance with good visibility	1 bicycle parking space per 15 employees or 8 bicycles per 10,000 square feet
Shopping Centers over 10,000 square feet	Near main entrance with good visibility	8 bicycle parking spaces per 10,000 square feet
Transit Stations	Near platform, security or ticket booth	1 bicycle parking space or locker per 30 automobile parking spaces

Appendix F. Pedestrian Design Guidelines

The following pedestrian design guidelines provide design requirements for compliance with Americans with Disabilities Act (ADA), as well as design recommendations intended to create inviting, walkable environments for pedestrians.

The design guidelines presented in this appendix are a combination of minimum standards outlined by the California Highway Design Manual's design guidelines and the CA MUTCD. The minimum standards for pedestrian facilities used in combination with the design recommendations for issues specific to Ukiah should provide the foundation for a safe, functional and inviting pedestrian network.

Additional design guidance and details can be found in the following documents:

- California Manual on Uniform Traffic Control Devices (2014): http://www.dot.ca.gov/hq/traffops/engineering/mutcd/ca_mutcd2014.htm
- Caltrans Highway Design Manual.: <http://www.dot.ca.gov/hq/oppd/hdm/hdmtoc.htm>
- Caltrans Design Information Bulletins: <http://www.dot.ca.gov/hq/oppd/dib/dibprg.htm>
- Caltrans Standard Plans.: http://www.dot.ca.gov/hq/esc/oe/project_plans/HTM/06_plans_disclaim_US.htm

This appendix is not intended to replace existing state or national mandatory or advisory standards, nor the exercise of engineering judgment by licensed professionals.

This Appendix includes the following guidelines:

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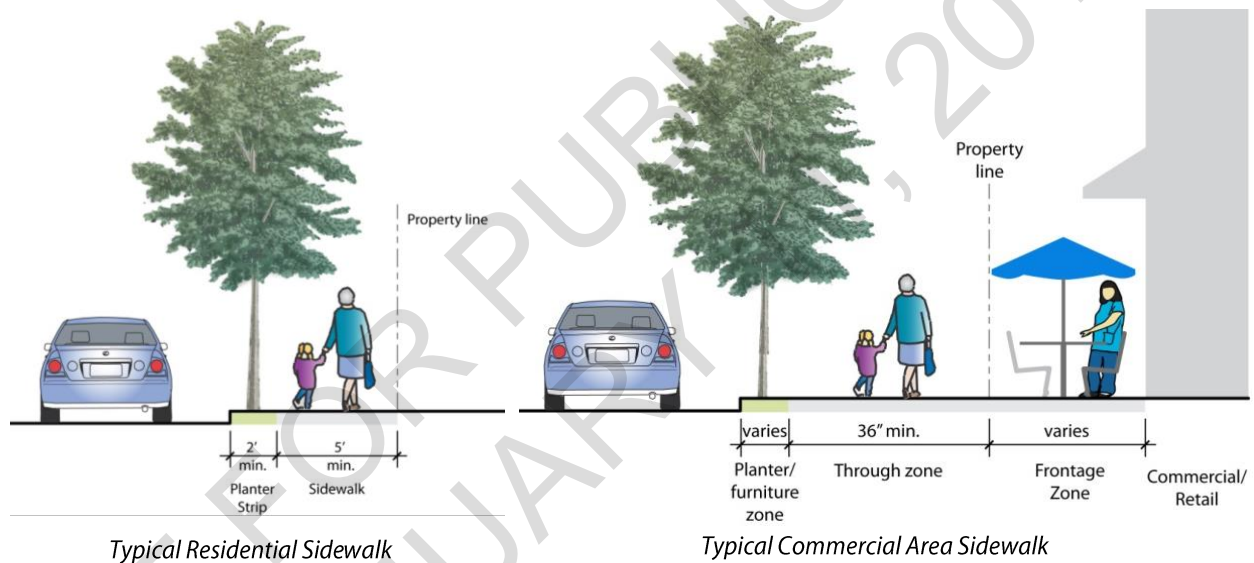
F.13 Pedestrian Friendly Signal Timing183

F.1 Sidewalk Widths

Pedestrian zones located in areas with commercial or retail activity provide excellent opportunities to develop an inviting pedestrian environment. The frontage zone in retail and commercial areas may feature seating for cafés and restaurants, or extensions of other retail establishments, like florists shops. The furnishings zone may feature seating, as well as newspaper racks, water fountains, utility boxes, lampposts, street trees and other landscaping. The medium to high-density pedestrian zone should provide an interesting and inviting environment for walking as well as window shopping.

Design Summary

Walkway width recommendations in current transportation industry guidelines generally exceed the 36-inch minimum needed for accessible travel under the Americans with Disabilities Act. The Institute of Transportation Engineers (ITE), in its 1998 recommended practice publication, "Design and Safety of Pedestrian Facilities," recommends planning sidewalks that are a minimum of five feet wide with a planting strip of two feet on local streets and in residential and commercial areas.



F.2 Sidewalk Grade and Cross Slope

Sidewalk grade and cross slope affect user control, stability and endurance. Gentle grades are preferred to steep grades,

F.2.1 Design Summary

Grade

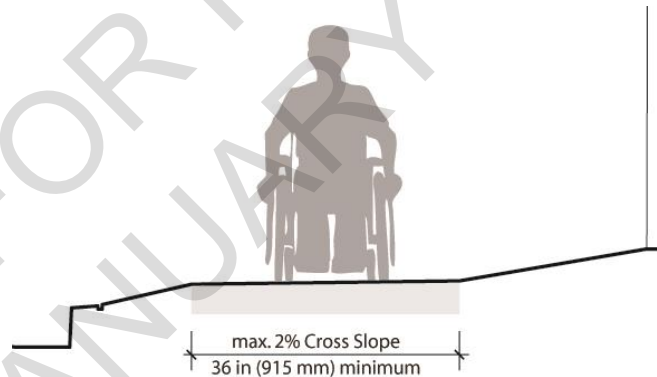
The grade of a sidewalk affects the issues of control, stability and endurance. Gentle grades are preferred to steep grades, allowing more people to go uphill, providing more control on the downhill, and minimizing loss of footing. The maximum grade of a sidewalk should be no more than 14 percent in any 2-foot section, while the running grade for a sidewalk should not exceed 5 percent.

The following terms apply to standards for grades:

- Grade is the slope parallel to the direction of travel.
- Running grade is the average grade along an entire continuous path.
- Maximum grade covers a section of the sidewalk that is larger than the running grade. It is measured over a two-foot section.
- Rate of change is the change of the grade over a distance of two feet.
- Counter slope is the grade running opposite to the running grade.

Cross Slope

- Cross-slope describes the angle of the sidewalk from the building line to the street, perpendicular to the direction of travel. All sidewalks require some cross-slope for drainage, but a cross-slope that is too great will present problems for people who use wheelchairs, walking aids, or who have difficulty walking but do not use aids. The maximum cross-slope should be no more than 2 percent (1:50) for compliance with ADA.
- If a greater slope is anticipated because of unusual topographic or existing conditions, the designer should maintain the preferred slope of 1:50 within the entire Through Passage Zone, if possible. This can be accomplished either by raising the curb so that the cross-slope of the entire sidewalk can be 1:50, or by placing the more steeply angled slope within the Furnishings Zone and/or the Frontage Zone.
- If the above measures are not sufficient and additional slope is required to match grades, the cross slope within the Through Passage Zone may be as much as 1:25, provided that a 3-ft wide portion within the Through Passage Zone remains at 1:50 cross slope.



Sidewalk cross slope should not exceed 2% to comply with ADA accessibility standards.

F.3 Sidewalk Materials

Sidewalks should be firm and stable, and resistant to slipping. Sidewalks are normally constructed out of Portland cement concrete. Although multi-use pathways may be constructed out of asphalt, asphalt is not suitable for sidewalk construction due to its shorter lifespan and higher maintenance costs.

Concrete is the most common surface for sidewalks; however, some sidewalks are designed using decorative materials, such as brick or cobblestone. Although these surfaces may improve the aesthetic quality of the sidewalk, they may also present challenges to people with mobility impairments. For example, tiles that are not spaced tightly together can create grooves that catch wheelchair casters.

F.3.1 Design Summary

Concrete

- Preferred material for use on standard sidewalks.
- Maintenance life: 75 years plus (with no tree root damage).

Concrete Pavers

- Acceptable material for use where aesthetic treatment is desired. May be best suited for the Furnishings Zone as streetscape accent where pedestrian through travel is not expected. Not recommended for use on sidewalk through-zone.
- Maintenance life: 20 years plus.



Concrete Sidewalk



Concrete Pavers

F.4 Sidewalk Furnishings

The furnishings zone is the area between the curb zone and the through passage zone, where pedestrians pass. The furnishings zone creates an important buffer between pedestrians and vehicle travel lanes by providing horizontal separation.

F.4.1 Design Summary

Width

A minimum width of 24 in (48 in if planting trees) is recommended (FHWA). On sidewalks of ten feet or greater, the furnishings zone width should be a minimum of four feet. A wider zone should be provided in areas with large planters and/or seating areas.

Transit Stop/Shelter Placement

To discourage midblock crossings by pedestrians, bus stops at or near intersections are generally preferred to midblock crossings. An 8 foot by 5 foot landing pad must be provided. A continuous 8 foot pad or sidewalk the length of the bus stop, or at least from the front to rear bus doors, is recommended. At stops in areas without curbs, an 8 foot shoulder should be provided as a landing pad. Bus shelters should be provided where possible to provide visible, comfortable seating and waiting areas for

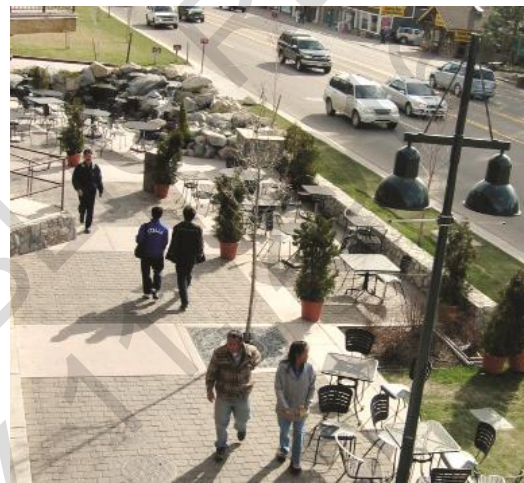
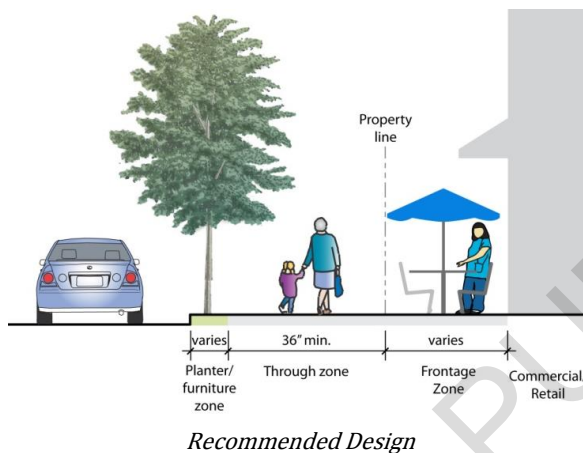
pedestrians. Bus shelters must have a clear floor area of 2.5 feet by 4 feet, entirely within the perimeter of the shelter, connected by a pedestrian access route to the boarding area (AASHTO).

Street Trees and Plantings

Wherever the sidewalk is wide enough, the furnishings zone should include street trees. In order to maintain line of sight to stop signs or other traffic control devices at intersections, when planning for new trees, care should be taken not to plant street trees within 25 feet of corners of any intersection.

Street Furniture and Amenities

Street furniture should be placed in the furnishings zone to maintain through passage zones for pedestrians and to provide a buffer between the sidewalk and the street.



F.5 Curb Ramps

Curb ramps are necessary for people who use wheelchairs to access sidewalks and crosswalks. ADA requires the installation of curb ramps in new sidewalks, as well as retrofitting existing sidewalks. Curb ramps may be placed at each end of the crosswalk (perpendicular curb ramps), or between crosswalks (diagonal curb ramps). The ramp may be formed by drawing the sidewalk down to meet the street level, or alternately building up a ramp to meet the sidewalk.

F.5.1 Design Summary

Orientation and Alignment

Perpendicular curb ramps should be used at large intersections. Curb ramps should be aligned with crosswalks, unless they are installed in a retrofitting effort and are located in an area with low vehicular traffic.

Width

The minimum width of a curb ramp should be 36 inches, in accordance with ADAAG Guidelines. Curb ramps should be designed to accommodate the level of use anticipated at specific locations, with sufficient width for the expected level of peak hour pedestrian volumes and other potential users.

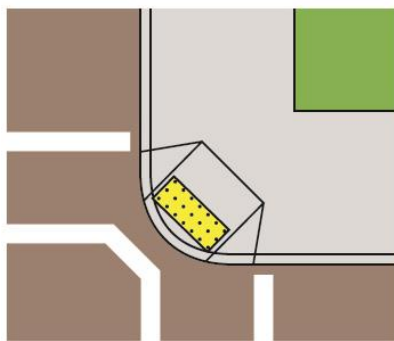
Drainage

Adequate drainage should be provided to prevent flooding of curb ramps.

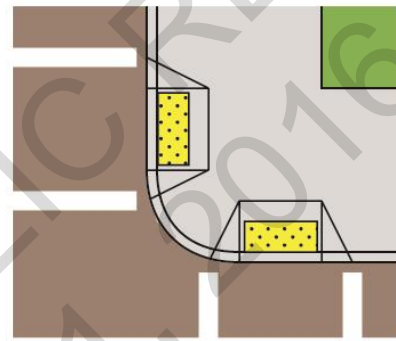
Detectable Warnings

Tactile strips must be used to assist sight-impaired pedestrians in locating the curb ramp. Certain exemptions apply (see ADAAG Section 4.29 and the ADA Access Board Guidelines on Accessible Public Rights of Way).

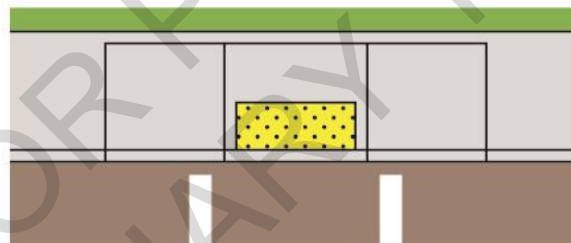
Detectable warnings shall consist of raised truncated domes with a diameter of nominal 0.9 inches, a height of nominal 0.2 inches and a center-to-center spacing of nominal 2.35 inches and shall contrast visually with adjoining surfaces, either light-on-dark, or dark-on-light (ADAAG).



Diagonal Curb Ramp



Perpendicular Curb Ramp



Parallel Curb Ramp

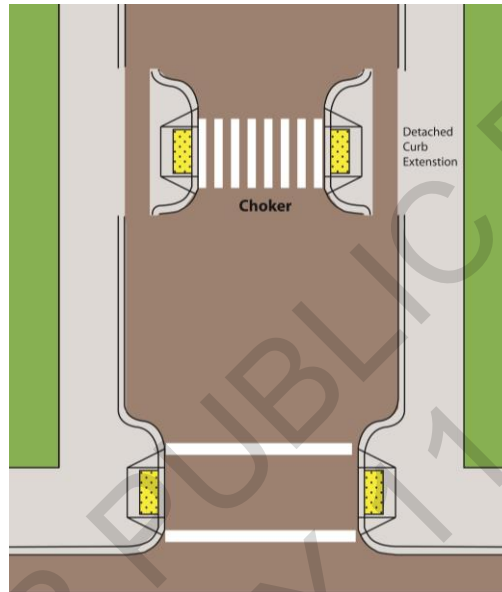
F.6 Curb Extensions

Curb extensions are a traffic calming device used to narrow roadway widths and shorten pedestrian crossing distances. Curb extensions may be installed on one side of a roadway or on both sides of the roadway to create additional traffic calming affects. Curb extensions installed at alternating frequencies on both sides of a roadway creates a “chicane” or S curve. Curb extensions installed on both sides of a roadway in the same location creates a “choker” or extra narrow roadway section.

Curb extension design should facilitate roadway drainage. Such designs may include detaching the curb extension from the curb. Detaching curb extensions provides the opportunity for “cycle” slips, which allow bicyclists to travel straight through the curb extension. Conversely, the channel of the detached curb extension may be covered with a grate to bridge the curb extension and sidewalk, allowing water to drain along the gutter.

F.6.1 Design Summary

- Emergency vehicle operators should be consulted to ensure curb extensions do not negatively affect emergency response times.
- Mid-block installation with where pedestrians cross should consider raised crosswalks.
- Detaching curb extensions facilitates drainage and provides the opportunity for cycle slips.
- Installed at alternating frequencies on both sides of a roadway prevents motorists from “straight line racing”, especially if curbs are extended into one full travel lane.
- Installed in a series of three effectively slows motorists.



Curb extensions can be used in a variety of locations to calm traffic speeds.

F.7 Crosswalks

Crosswalks should be used:

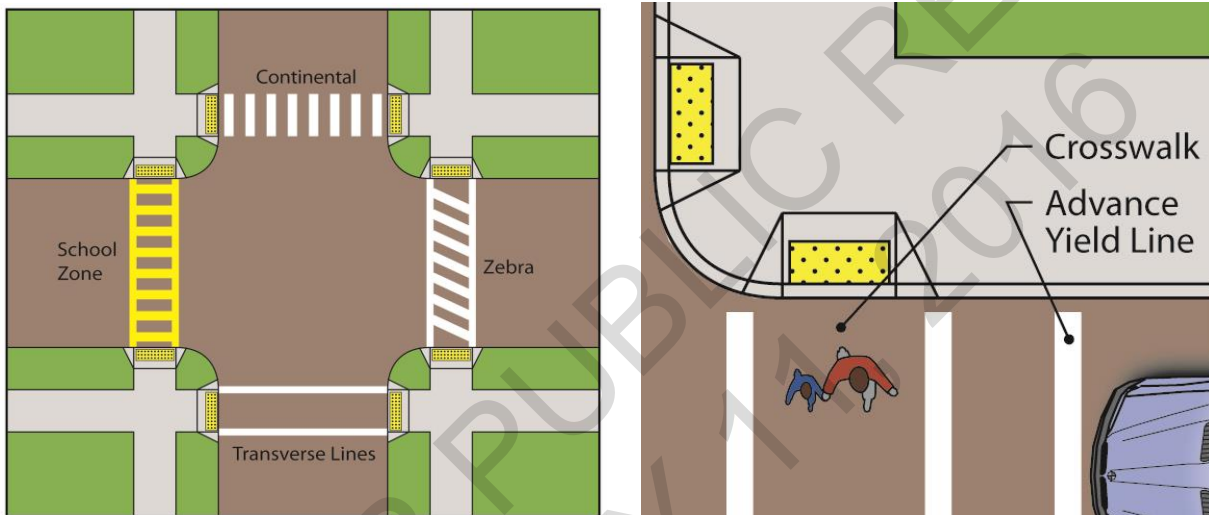
- At signalized intersections, all crosswalks should be marked.
- At unsignalized intersections, crosswalks should be marked when they:
 - help orient pedestrians in finding their way across a complex intersection, or
 - help show pedestrians the shortest route across traffic with the least exposure to vehicular traffic and traffic conflicts, or
 - help position pedestrians where they can best be seen by oncoming traffic.
- At mid-block locations, crosswalks are marked where:
 - there is a demand for crossing, and
 - there are no nearby marked crosswalks.

Advance yield lines should be considered at crosswalks where additional space between crosswalks and stopped motorists is desired. Advance yield lines should not place motorists in a position where sight lines are obstructed.

F.7.1 Design Summary

Continental crosswalk markings are recommended for high-volume crosswalks including school crossings, across arterial streets for pedestrian-only signals, at mid-block crosswalks, and where the crosswalk crosses a street not controlled by signals or stop signs.

- A continental pavement marking consists of two foot wide bars spaced 2 feet apart and should be located such that the wheels of vehicles pass between the white stripes.
- Transverse lines consist of one foot wide bars spaced not less than 6 feet apart.
- Advance yield lines, if used, should be installed at least four feet in advance of crosswalks.
- In California, school zone crossings can be painted yellow in color.



Latitudinal striping should be used in uncontrolled crosswalks

Advance yield lines should be installed at least four feet in advance of a crosswalk

F.8 Crosswalks at Mid-Block and Uncontrolled Crossing Placement

The table on the following page is a summary for implementing at-grade roadway crossings. The number one (1) indicates a ladder style crosswalk with appropriate signage is warranted. (1/1+) indicates the crossing warrants enhanced treatments such as flashing beacons, or in-pavement flashers. (1+/3) indicates Pedestrian Light Control Activated (Pelican), Puffin signal, or Hybrid Beacon (HAWK) should be considered.

F.8.1 Design Summary

Placement

Mid-block crosswalks may be installed where there is a significant demand for crossing and no nearby existing crosswalks.

Yield Lines

If yield lines are used for vehicles, they shall be placed 20 to 50 feet in advance of the nearest crosswalk line to indicate the point at which the yield is intended or required to be made and 'Yield Here to

Pedestrians’ signs shall be placed adjacent to the yield line. Where traffic is not heavy, stop or yield signs for pedestrians and bicyclists may suffice.

Warning Signs

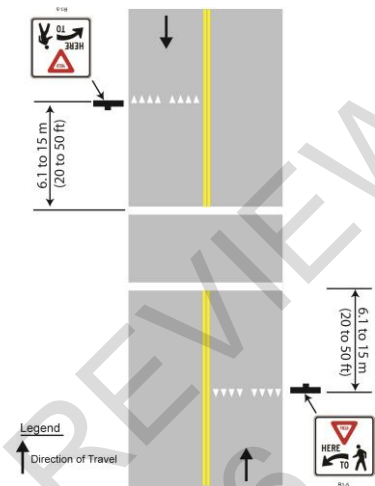
The Pedestrian Warning (R1-5) sign alerts the road user to unexpected entries into the roadway by bicyclists, and other crossing activities that might cause conflicts.

Pavement Markings

A continental crosswalk should be used. Warning markings on the path and roadway should be installed.

Other Treatments

See table on the following page to determine if treatments such as raised median refuges or flashing beacons should be used.



Source: California MUTCD, Figure 3B-

15



R1-5

Roadway Type (Number of Travel Lanes and Median Type)	Vehicle ADT ≤ 9,000			Vehicle ADT > 9,000 to 12,000			Vehicle ADT > 12,000 to 15,000			Vehicle ADT > 15,000		
	Speed Limit**											
	≤ 30 mi/h	35 mi/h	40 mi/h	≤ 30 mi/h	35 mi/h	40 mi/h	≤ 30 mi/h	35 mi/h	40 mi/h	≤ 30 mi/h	35 mi/h	40 mi/h
2 Lanes	1	1	1/1+	1	1	1/1+	1	1	1+3	1	1/1+	1+3
3 Lanes	1	1	1/1+	1	1/1+	1/1+	1/1+	1/1+	1+3	1/1+	1+3	1+3
Multi-Lane (4 or more lanes) with raised median***	1	1	1/1+	1	1/1+	1+3	1/1+	1/1+	1+3	1+3	1+3	1+3
Multi-Lane (4 or more lanes) without raised median	1	1/1+	1+3	1/1+	1/1+	1+3	1+3	1+3	1+3	1+3	1+3	1+3

*General Notes: Crosswalks should not be installed at locations that could present an increased risk to pedestrians, such as where there is poor sight distance, complex or confusing designs, a substantial volume of heavy trucks, or other dangers, without first providing adequate design features and/or traffic control devices. Adding crosswalks alone will not make crossings safer, nor will they necessarily result in more vehicles stopping for pedestrians. Whether or not marked crosswalks are installed, it is important to consider other pedestrian facility enhancements (e.g., raised median, traffic signal, roadway narrowing, enhanced overhead lighting, traffic-calming measures, curb extensions), as needed, to improve the safety of the crossing. These are general recommendations; good engineering judgment should be used in individual cases for deciding which treatment to use.

For each trail-roadway crossing, an engineering study is needed to determine the proper location. For each engineering study, a site review may be sufficient at some locations, while a more in-depth study of pedestrian volume, vehicle speed, sight distance, vehicle mix, etc. may be needed at other sites.

**Where the speed limit exceeds 40 mi/h (64.4 km/h), marked crosswalks alone should not be used at unsignalized locations.

***The raised median or crossing island must be at least 4 ft (1.2 m) wide and 6 ft (1.8 m) long to adequately serve as a refuge area for pedestrians in accordance with MUTCD and AASHTO guidelines. A two-way center turn lane is not considered a median.

1= Type 1 Crossings. Ladder-style crosswalks with appropriate signage should be used.

1/1+ = With the higher volumes and speeds, enhanced treatments should be used, including marked ladder style crosswalks, median refuge, flashing beacons, and/or in-pavement flashers. Ensure there are sufficient gaps through signal timing, as well as sight distance.

1+3 = Carefully analyze signal warrants using a combination of Warrant 2 or 5 (depending on school presence) and EAU factoring. Make sure to project usage based on future potential demand. Consider Pelican, Puffin, or Hawk signals in lieu of full signals. For those intersections not meeting warrants or where engineering judgment or cost recommends against signalization, implement Type 1 enhanced crosswalk markings with marked ladder style crosswalks, median refuge, flashing beacons, and/or in-pavement flashers. Ensure there are sufficient gaps through signal timing, as well as sight distance.

F.9 Pedestrian Refuge Islands

Pedestrian refuge islands provide additional protection for pedestrians crossing at intersections. They can also prevent vehicles from encroaching into the refuge area when making left turns. Pedestrian refuge islands may not be feasible to install due to potential turning movement restrictions.

F.9.1 Design Summary

Pedestrian refuge islands should be placed at wide multi-lane roadways. Depending on the signal timing, median islands should be considered when the crossing distance exceeds 60 feet, but can be used at intersections with shorter crossing distances where a need has been recognized.

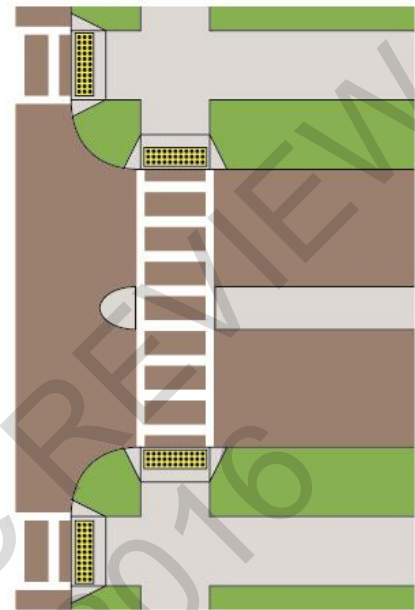
ADA Access Board Guidelines on Accessible Public Rights of Way has a section on median islands. The following guidelines are applicable:

- Medians and pedestrian refuge islands in crosswalks shall contain a pedestrian access route, including passing space connecting to each crosswalk.

- Medians and pedestrian refuge islands shall be 6.0 feet minimum in length in the direction of pedestrian travel.
- Ramped up and cut-through refuge islands should be permitted. Factors to consider include slope, drainage and width of the island. Median curb ramps can add difficulty to crossing for some users.
- Medians and refuge islands should have detectable warnings, with detectable warnings at cut-through islands separated by a 2-foot minimum length of walkway without detectable warnings.

F.10 Guidelines for Signage

Caltrans categorizes signs into warning and regulatory. Pedestrian warning signs should be fluorescent yellow green to call the attention from motorists. Pedestrian regulatory signs govern pedestrian and motorist movements, such as “Yield Here to Pedestrians.” The signs to the right provide examples of regulatory and warning signs.



Pedestrian Refuge Island

F.10.1 Design Summary

- Pedestrian warning signs should accompany all non-controlled crosswalks.
- Yield Here to Pedestrians signs should be installed at yield lines or “teeth.”
- In-street Yield to Pedestrian signs should be considered at non-controlled crosswalks where motorists frequently violate pedestrian right of way.



R1-6

In-Street Yield to Pedestrian Sign



Pedestrian Crossing Warning

School Warning Assembly A



School Crosswalk Warning Assembly B



School Area Signs

F.11 Guidelines for Signalized Pedestrian Crossings

Pedestrian pushbuttons should be used at any signalized intersection without a dedicated pedestrian phase. Push buttons allow pedestrians to actuate a walk phase.

All new and modified traffic signals should include accessible pushbuttons that are large and vibrate during a walk phase for visually impaired pedestrians.

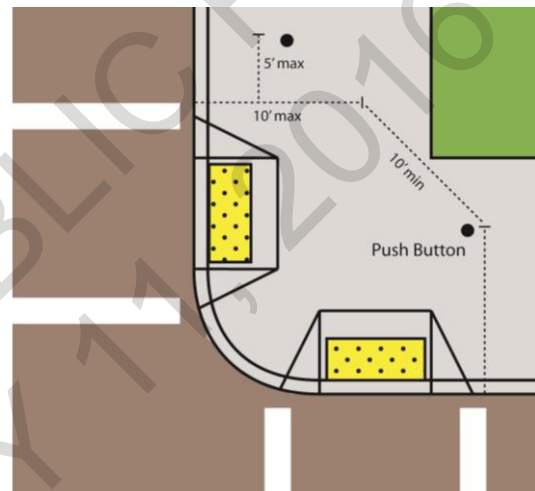
F.11.1 Design Summary

Signal Timing

- CA MUTCD requires a walk signal phase to accommodate a 4.0 feet/second pace or slower.
- CA MUTCD provides the option of a walk signal phase to accommodate a 2.8 feet/second pace.
- Push buttons should be located within five feet outside of the transverse crosswalk line extended.
- Push button location should be adjacent to an all weather surface to facilitate accessibility.
- Push buttons should be installed within 10 feet of the curb unless impractical.



Pedestrian Push Button



Push button placement

F.12 Crossing Beacons

Beacons enhance uncontrolled crosswalks by using devices that call attention to pedestrians. Beacons may be actuated by pedestrians wishing to cross at a crosswalk or may flash on a continuous basis to warn motorists of potential pedestrian activity ahead.

The standard beacon uses a yellow round light that flashes at regular intervals. Over time, motorists have become complacent with this type of beacon, resulting in a lower yielding compliance. New beacon designs incorporate high-visibility elements to increase compliance. The 2012 California MUTCD approved hybrid beacons for use in California.

- Pedestrian hybrid beacons utilize yellow warning and red stop lights similar to a traffic signal. After pedestrian actuation, the yellow light will flash and then turn solid to warn motorists to

slow for a cued pedestrian. A red light follows to stop motorists the yellow and flashes red after the pedestrian crossing phase expires.

- Rectangular Rapid Flash beacons (RRFBs) utilize rectangular LED lights installed below a pedestrian crosswalk sign that flash in an alternating pattern when activated. The beacon is dark when not activated. Caltrans has received approval from the FHWA for use of RRFBs on a blanket basis at uncontrolled pedestrian and school crosswalk locations in California, including State highways and all local jurisdictions' roadways (Approval number IA-11-83-RRBF-California Statewide).



Pedestrian Hybrid Beacon (HAWK)

F.12.1 Design Summary

- Application must be at least 100 feet from an intersection.
- Does not need to meet signal warrant; however consideration should be made based on an engineering study that considers vehicle volumes, widths, and gaps in conjunction with pedestrian volumes, walking speeds, and delay.
- Crosswalk warning beacons should be actuated to maximize yield to pedestrian compliance.



Rectangular Rapid Flashing Beacon (RRFB)

See the CA MUTCD Section 4F.01 for more information.

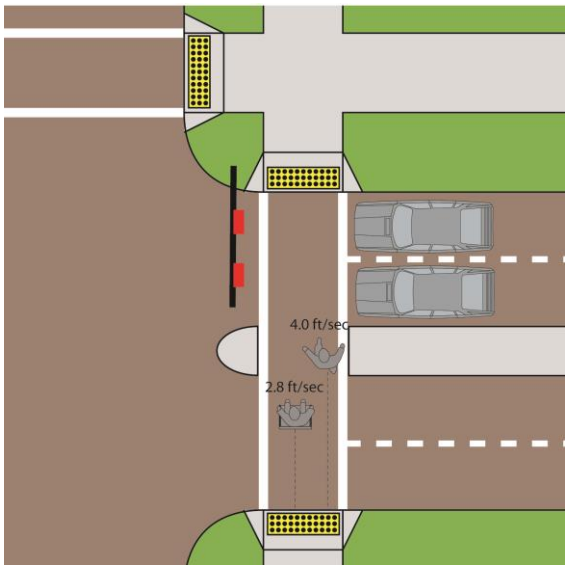
F.13 Pedestrian Friendly Signal Timing

Pedestrian speed determines the duration of a pedestrian phase. CA MUTCD standard pedestrian speed for calculating pedestrian phasing is 3.5-4.0 feet per second. This speed does not accommodate slow moving pedestrians such as children, seniors and people with disabilities. CA MUTCD provides the option of using 2.8 feet per second as a pedestrian speed to accommodate slow moving pedestrians.

Countdown pedestrian heads display the remaining time of a pedestrian phase, informing crossing pedestrians. Countdown heads are most applicable at multi-lane arterial roadways where pedestrians have a long distance to cross. If a median is provided, pedestrians may rest and wait for the next pedestrian phase to cross the remaining roadway.

F.13.1 Design Summary

- A pedestrian speed of 2.8 feet per second should be considered at locations used by slow moving pedestrians, i.e. children, seniors and people with disabilities.
- Countdown heads should be installed at multi-lane arterial roadway intersections.
- Countdown heads should incorporate audible instructions.



Pedestrian timing should be derived from 2.8 feet per second pedestrian speed in areas with children, seniors and people with disabilities



Countdown Signal



ITEM NO.: 13d

MEETING DATE: April 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: ADOPTION OF RESOLUTION APPROVING MEMORANDA OF UNDERSTANDING FOR EMPLOYEE BARGAINING UNITS – POLICE UNIT, FIRE AND FIRE MANAGEMENT UNIT, AND POLICE CHIEF EMPLOYMENT CONTRACT

Summary: The City has now completed negotiations with the Police, Fire and Fire Management Units and the Police Chief for restoration of ongoing 5% reductions to compensation that were made in 2013. Upon approval of these agreements, all eight of the City's bargaining units will have three-year successor contracts in place through September 2018.

Background: In the Fall of 2012, the City Council faced the necessity of having to reduce General Fund expenditures in order to bring expenditures in line with forecasted revenues for not only 2013, but for several years beyond 2013. The City Council, working together with City Staff, has over the course of the last five years, significantly reduced expenditures in city operations, including reducing staff to its lowest level since the mid 1990's. These reductions were made without sacrificing services to the public, though additional reductions in the labor force would have led to service reductions in some form. In order to preserve services rather than conduct additional lay-offs of personnel, the City Council entered negotiations with all seven labor groups having open contracts for a 5% permanent reduction in compensation to help address the deficit issue.

Discussion: Negotiations for ongoing reductions in compensation were difficult for both the City Council and for employee labor groups. City employees are receiving compensation based largely on agreements that were negotiated before the economic downturn in 2006 and 2007. The last raises for employees under these contracts were in 2009. Employees have taken compensation reductions since 2009. Depending upon the labor unit, employees have had their pay reduced for periods up to 33 months by 5%, or their work hours reduced by 10%, and/or they have had a period of furloughs. In addition to outright compensation reductions, City employees have absorbed their portion of additional cost increases for retirement contributions and health care that has occurred over the course of the last five years, amounting to further reduction of their individual paychecks.

Continued on Page 2

RECOMMENDED ACTION(S): Adopt Resolution Approving 2015-2018 Memoranda of Understanding for the Police, Fire, and Fire Management Bargaining Units, and the Police Chief contract.

ALTERNATIVES: 1. Do not adopt resolution.
2. Refer to Staff for amendment.

Citizens advised: N/A
Requested by: N/A
Prepared by: Melody Harris, Director of Human Resources.
Coordinated with: City Bargaining Unit Representatives and Sage Sangiacomo, City Manager.
Presenter: Melody Harris, Director of Human Resources.
Attachments: Resolution for Adoption of the Police, Fire and Fire Management Memoranda of Understanding and Police Chief Employment Contract amendment;
Exhibits A - D : Memoranda of Understanding for Police, Fire and Fire Management; Police Chief Employment Contract Amendment

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

Over the course of decades, compensation for City employees has been bargained through the various labor groups representing City employees. Bargaining for pay and benefits reflected the City's fiscal conditions at the time. As a small, rural city, Ukiah has always faced the challenge of attracting and retaining a talented and skilled labor force for the funding available. Over the course of many years, the various labor agreements tended to exchange outright pay raises in favor of other types of benefits. These other benefits were less costly to the City than base salary pay raises. Some of these benefits applied to

future retirement benefits, and some assisted with payment for health care costs. These types of benefits have now become cost centers for the City, because the conditions, regulations, and economic factors that once saved the City money, have now changed to make such agreements costlier to the City.

During the course of the 2013-15 compensation reduction negotiations, an effort was made by all parties to address those contract provisions with the highest cost factors in each labor group's agreements. The agreements that were reached reflected compensation savings that began to achieve more uniformity among the units with regard to health care and retirement contributions, as well as to reduce the highest growth rate cost centers for the City of Ukiah.

The City Manager, Human Resources Director, representatives of the Police, Fire, and Fire Management bargaining units have met over the past several months to discuss negotiation items. All three agreements resulted in a restoration of the 5% salary concessions taken in 2013, salary increases in Years two and three of the contract benchmarked to a CPI calculation up to 2.5%, as well as agreement to convert from "flex dollars" to a flat monthly "health contribution" for all new hires, with a transition (grandfather) clause for existing employees. These agreements provide consistency with other bargaining units' health benefits and consistency in administration of the benefit. All three Agreements change the frequency in which the existing Uniform Allowance is to be paid and more clearly delineates the uniform items that are eligible for reimbursement. As with the other recently approved 2015-18 MOU's, the proposed restoration of the 2013 salary concessions will be retroactive to the first full pay period following September 19, 2015, which is the expiration of the last labor contract.

In addition to the above agreements, Police Unit members agreed to incrementally pick up the PERS member contribution consisting of 10% for sworn officers and 8% for Dispatchers and CSO's over the three-year term of this agreement. The City agrees to offset the PERS member contribution deduction with a corresponding increase to base salary in an effort to make this transition from City paid contribution to Employer Paid Member Contribution (EPMC) cost neutral. The Police Captain already receives EPMC and would not be subject to the offsetting increases to base salary. A cost neutral conversion of the Captain's existing flex dollars to base salary (and elimination of future flex dollars) was proposed to maintain an appropriate salary differential between the Captain and the Police Lieutenant classifications.

The Police Chief has an employment contract with the City, separate from the Department Heads or any bargaining unit. His contract amendment includes restoration of the 2013 5% salary concession, similar salary increases in Years two and three and Uniform Allowance changes as the Police Unit. A cost neutral conversion of the Chief's existing flex dollars to base salary (and elimination of future flex dollars) was proposed to maintain an appropriate salary differential between the Police Chief and Police Captain positions.

Staff recommends adoption of the Resolution approving the Memoranda of Understanding for the Police, Fire, and Fire Management Units, and the Police Chief's Contract. A Closed Session has been agendized should Council need additional discussion before adopting the Resolution.

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

RESOLUTION NO. 2016-

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH
ADOPTING MEMORANDA OF UNDERSTANDING
BETWEEN THE CITY OF UKIAH AND THE POLICE, FIRE AND FIRE MANAGEMENT
BARGAINING UNITS, AND THE POLICE CHIEF EMPLOYMENT CONTRACT**

WHEREAS, the Employee/Employer Relations Officer and Human Resources Director have met and conferred in good faith with representatives of the Police, Fire and Fire Management Bargaining Units, and the Police Chief; and

WHEREAS, Memoranda of Understanding for the term of September 19, 2015 through September 18, 2018 have been arrived at and agreed to by the parties; and

WHEREAS, the Employment Contract between the Police Chief and the City has been amended and agreed to by the parties; and

WHEREAS, said Memoranda of Understanding and the Police Chief Employment Contract have been presented to the City Council for its consideration.

NOW, THEREFORE, BE IT RESOLVED that the Memoranda of Understanding for the Police, Fire and Fire Management Bargaining Units, and the Police Chief Contract attached in substantial form as Exhibits A - D are hereby adopted and the Employee/Employer Relations Officer is authorized to enter into these Agreements.

PASSED AND ADOPTED this 20th day of April 2016, by the following roll call:

AYES:
NOES:
ABSENT:
ABSTAIN:

Stephen G. Scalmanini, Mayor

ATTEST:

Kristine Lawler, City Clerk

MEMORANDUM OF UNDERSTANDING

Police Unit

2015 - 2018

This Memorandum of Understanding is entered into pursuant to the Meyers-Millias-Brown Act (California Government Code Section 3500, et. seq.) and applicable ordinances and resolutions of the City of Ukiah, between the City of Ukiah (hereinafter City) and the **Ukiah Police Officer's Association (hereinafter Police Unit)**. As a result of meet and confer sessions, the City and Unit have agreed to the following understandings:

1. **TERM:** September 19, 2015 – September 18, 2018.

2. **SALARY**

Year 1: All Classifications except Police Captain - Effective retroactively to the first full pay period following September 19, 2015, restoration of 4.6% compensation reductions taken in 2013 returned to base salary.

Year 1: Police Captain Classification: Effective retroactively to the first full pay period following September 19, 2015, restoration of the 5% salary reduction taken in 2013 returned to base salary.

Year 2: 2.5% increase to base salary effective the first full pay period following September 19, 2016, unless the local economic benchmark – consisting of total revenue collected for property tax, sales tax and transient occupancy tax – falls below the combined total for the past audited Fiscal Year of 2014/15. Should the audited revenues fall below the benchmark, the increase will revert to the CPI calculation of the average of U.S. City and SF-Oakland-San Jose figures for April, to a maximum of 2.5%. In no case shall this result in a decrease in compensation.

Year 3: 2.5% increase to base salary effective the first full pay period following September 19, 2017, unless the local economic benchmark – consisting of total revenue collected for property tax, sales tax and transient occupancy tax – falls below the combined total for the past audited Fiscal Year of 2014/15. Should the audited revenues fall below the benchmark, the increase will revert to the CPI calculation of the average of U.S. City and SF-Oakland-San Jose figures for April, to a maximum of 2.5%. In no case shall this result in a decrease in compensation.

3. **POLICE CAPTAIN FLEX DOLLARS**

The Police Captain currently participates in the City's flex plan system, subject to the rules and procedures of the City's flex plan system. Effective the first full pay period following July 1, 2016, in order to maintain an appropriate salary differential between

the Police Captain and the Police Lieutenant salary classifications, the City agrees to add the Police Captain's \$1,052/month flex dollars to the Police Captain classification's monthly base salary, adjusted to \$811.08/month to be applied on a cost-neutral basis to the City. The Police Captain will no longer be eligible to receive flex dollars in addition to base salary.

4. PERS MEMBER CONTRIBUTION FOR "CLASSIC" MEMBERS

The Police Officers Association agrees to incrementally pick up the PERS member contribution, consisting of 10% for sworn officers and 8% for Dispatchers and CSO's, over the three year term of this Agreement. Upon adoption of this agreement, the City agrees to implement "Employer Paid Member Contributions (EPMC)" by Resolution of the City Council for all "classic" PERS members (hired prior to January 1, 2013) to include the provisions of IRC 414(h)(2) for pre-tax contributions. The City agrees to offset the PERS member contribution deduction with a corresponding increase to base salary in an effort to make this transition from City paid contribution to Employer Paid Member Contribution cost neutral to the City. Unit members hired after January 1, 2013 ("New" PERS members subject to the Public Employees' Pension Reform Act, or PEPPRA) already pay the required PERS member contribution under PEPPRA, and are prohibited from EPMC, but would receive the offsetting increase to base salary received by their respective Unit classifications.

The Police Captain classification already pays EPMC, and would therefore not be subject to this incremental pick-up of the member contribution, nor the offsetting increases to base salary.

Upon adoption of this Agreement, the City will submit the required Resolution for Employer Paid Member Contributions (EPMC), as adopted by the City Council, and will initiate the PERS payroll deductions and associated increase to base salary effective the first full pay period following PERS approval in Year 1, and the first full pay period following September 19th in Years 2 and 3 of the contract, as follows:

Year	Sworn Officers Member Contribution (10%)	Sworn Officers Base Salary Increase	CSO & Dispatcher Member Contribution (8%)	CSO & Dispatcher Base Salary Increase
1	3.33%	2%	2.66%	1.5%
2	6.66%	2%	5.34%	1.5%
3	10.00%	2%	8.00%	1.5%

5. UNIFORM ALLOWANCE

Effective July 1, 2016 Unit members will receive \$1,000.00 per fiscal year in Uniform Allowance, payable on a bi-weekly basis as earned, or \$38.46 per pay period, subject to ordinary income taxes. This allowance is to be used for the purchase, rental and/or maintenance of required uniform clothing, including clothing made from specially designed protective fabrics, which is a ready substitute for personal attire the employee would otherwise have to acquire and maintain. This excludes items that are solely for personal health and safety such as protective vests, pistols, bullets, and safety shoes. This provision is in accordance with PERS special compensation regulations. Employees hired after July 1 of any fiscal year will receive \$1,000 pro-rated among the remaining pay periods for that year.

It will be each Unit member's responsibility to purchase and maintain their uniforms in a clean and orderly condition in accordance with departmental Standard Operating Procedures (SOP). Employees who do not adhere to the policies outlined in the MOU and the SOP's to maintain professional attire in the course of their duties, may be subject to discipline.

6. RE-OPENER FOR DISCUSSION OF HEALTH, VISION & DENTAL CONTRIBUTIONS FOR NEW HIRES:

During the term of the Agreement, by mutual consent, the City and the Unit may explore standardizing health, dental, and vision contributions for new hires.

7. CONTINUATION

The City and the Unit agree that all conditions of employment established by City policy, including all conditions affecting wages, hours, and working conditions that are not specifically addressed in this Memorandum of Understanding shall continue in effect and shall not be affected by the terms of this Memorandum of Understanding.

The value or availability of the benefits provided in the Memorandum of Understanding as originally worded or as amended from time to time may depend on their tax treatment by the state or federal government or the decisions of other government agencies or departments, such as, but not limited to, the Public Employees Retirement System. The City will endeavor to obtain the most favorable treatment legally possible from these other governmental entities. However, the City makes no representation concerning the value of such benefits to unit members or how they will be taxed or otherwise treated by other agencies or departments. The City's obligations under this Memorandum of Understanding are limited to the direct cost of providing the salary and benefits as described in the Memorandum of Understanding. The City shall have no additional financial obligation, even if the tax or other treatment of such salary or benefits by other agencies or

departments reduces or eliminates their value to the employee.

This Memorandum of Understanding is ratified and adopted pursuant to the recommendations of the following representatives this ____ day of April, 2016.

CITY OF UKIAH

Sage Sangiacomo
City Manager

POLICE UNIT

Noble Waidelich, UPOA President

Kevin Murray, Police Officer

Andrew Snyder, Police Officer

Kelly Denham, Public Safety Dispatcher

MEMORANDUM OF UNDERSTANDING
Fire Unit
2015 - 2018

This Memorandum of Understanding is entered into pursuant to the Meyers-Millias-Brown Act (California Government Code Section 3500, et. seq.) and applicable ordinances and resolutions of the City of Ukiah, between the City of Ukiah (hereinafter "City") and the **Fire Unit** (hereinafter "Unit"). As a result of meet and confer sessions, the City and Unit have agreed to the following understandings.

1. Term

The term of this Agreement shall be three (3) years, effective September 19, 2015, through September 18, 2018.

2. Salary

YEAR 1: Restoration to base salary of the 2013 5% concession.

YEAR 2: The equivalent of 2.5% of base salary will be added to monthly flex dollars to all members employed as of the date of adoption of this Agreement, effective the first full pay period following September 19, 2016, unless the local economic benchmark – consisting of total revenue collected for property tax, sales tax and transient occupancy tax – falls below the combined total for the past audited Fiscal Year of 2014/15. Should the audited revenues fall below the benchmark, the increase will revert to the CPI calculation of the average of U.S. City and SF-Oakland-San Jose figures for April, to a maximum of 2.5%. In no case shall this result in a decrease in compensation.

YEAR 3: The equivalent of 2.5% of base salary will be added to monthly flex dollars to all members employed as of the date of adoption of this Agreement, effective the first full pay period following September 19, 2017, unless the local economic benchmark – consisting of total revenue collected for property tax, sales tax and transient occupancy tax – falls below the combined total for the past audited Fiscal Year of 2014/15. Should the audited revenues fall below the benchmark, the increase will revert to the CPI calculation of the average of U.S. City and SF-Oakland-San Jose figures for April, to a maximum of 2.5%. In no case shall this result in a decrease in compensation.

3. Health Contribution

Effective upon ratification of this Agreement, and subject to the Fire Unit's agreement to terminate their PERS Health Plan Contract and convert to the REMIF health insurance plan effective 1-1-2017, for all new hires and those incumbent employees electing to do so, the City will pay a monthly health contribution of up to \$1,283.82 per month towards each Unit member's health insurance premiums, based upon actual enrollments, in lieu of the current "flex dollar" plan. Any temporary surcharge assessed by REMIF for "late enrollment" of the bargaining unit will be paid by the City. For incumbent employees electing "employee only" coverage, the City will pay the employee only premiums plus \$200.00 a month, not to exceed the \$1,283.82. Incumbent employees not electing this contribution will remain on the existing "flex" plan.

After July 1, 2016, Unit members not currently enrolled in the City's health plan may enroll in City

health plans during the first or any Open Enrollment period, or qualifying event, during the term of this agreement. Once enrolled in the City's health plan, Unit members will no longer be eligible for the flex plan.

Upon ratification of this Agreement, all new hires will only be eligible for the health contribution up to \$1,283.82 per month, based upon actual enrollments and will not be eligible for the flex plan. For new hires electing "employee only" coverage, the City will pay the employee only premiums plus \$200.00 per month, not to exceed the \$1,283.82.

New hires and incumbent employees who have migrated to the monthly health contribution described herein who opt out of the City's health coverage will receive \$200.00 a month in lieu of such benefits.

4. Bilingual Pay

The City and the Fire Unit agree to amend the current Bilingual Incentive Pay provisions to recognize the difference in skill level between a basic level bilingual speaking firefighter and a fluent bilingual speaking firefighter. The language proficiency standards used for testing firefighters for Spanish speaking ability are based upon those established by the American Council for Teaching Foreign Language, as compiled for the City of Ukiah by an independent assessor. Firefighters successfully testing at a basic level in accordance with the Standards will receive \$75.00 per month incentive pay. Firefighters successfully testing at a fluent level will be eligible to receive \$125.00 per month incentive pay.

5. Uniform Allowance

Effective July 1, 2016 Unit members will receive their \$1,000.00/year uniform allowance on a bi-weekly basis as earned, or \$38.46 per pay period, subject to ordinary incomes taxes. While remaining a non-PERSable allowance, purchases must conform to the PERS Uniform Allowance standard for the purposes of defining use. The applied standard shall limit the allowance to be used for the purchase, rental and/or maintenance of required uniform clothing, including clothing made from specially designed protective fabrics, which is a ready substitute for personal attire the employee would otherwise have to acquire and maintain. This excludes items that are solely for personal health and safety such as protective vests and safety shoes.

It will be each Unit member's responsibility to purchase and maintain their uniforms in a clean and orderly condition in accordance with the established departmental Standard Operating Procedures (SOP's). Employees who do not adhere to the policies outlined in the MOU and/or SOP's may be subject to discipline.

6. Sick Leave Accrual

Effective upon adoption of this Agreement, and contingent upon the Fire Unit's agreement to terminate the PERS Health Plan and convert to the REMIF Health Plan on 1/1/2017, the current sick leave accrual rate will be decreased from 18 hours per month to 12 hours per month in accordance with industry standards as a resource for increasing the Unit's monthly health contribution.

All employees hired after the adoption of this Agreement will accrue Sick Leave at 12 hours per month. Existing employees who elect to continue to receive "flex dollars" towards their health insurance options will continue to accrue Sick Leave at 18 hours per month. Existing employees who elect to receive the monthly health contribution of \$1,283.82, in lieu of "flex dollars" will accrue Sick Leave at 12 hours per

month. This is a one-time, non-reversible election.

7. Educational Incentive

The City and the Fire Unit are working on mutually agreeable language to update and better define the Educational Incentive provisions of the MOU. The parties agree to continue discussions to finalize the Educational Incentive program by the City Council meeting on April 20, 2016.

8. Re-Opener for Health Insurance

During the term of the agreement, by mutual consent, the City and the Unit may explore standardizing health, dental, and vision contributions for new hires.

9. Continuation

The City and the Unit agree that all conditions of employment established by City policy, including all conditions affecting wages, hours, and working conditions that are not specifically addressed in this Memorandum of Understanding, shall continue in effect and shall not be affected by the terms of this Memorandum of Understanding.

The value or availability of the benefits provided in the Memorandum of Understanding as originally worded or as amended from time to time may depend on their tax treatment by the state or federal government or the decisions of other government agencies or departments, such as, but not limited to, the Public Employees Retirement System. The City will endeavor to obtain the most favorable treatment legally possible from these other governmental entities. However, the City makes no representation concerning the value of such benefits to unit members or how they will be taxed or otherwise treated by other agencies or departments. The City's obligations under this Memorandum of Understanding are limited to the direct cost of providing the salary and benefits as described in the Memorandum of Understanding. The City shall have no additional financial obligation, even if the tax or other treatment of such salary or benefits by other agencies or departments reduces or eliminates their value to the employee.

This Memorandum of Understanding is ratified and adopted pursuant to the recommendations of the following representatives this ____ day of April, 2016.

CITY OF UKIAH

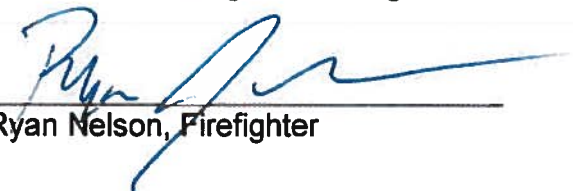
Sage Sangiacomo
City Manager

FIRE UNIT



Eric Singleton, Fire Engineer

Rebecca Schwenger, Fire Engineer



Ryan Nelson, Firefighter

MEMORANDUM OF UNDERSTANDING
Fire Management Unit
2015 - 2018

This Memorandum of Understanding is entered into pursuant to the Meyers-Millias-Brown Act (California Government Code Section 3500, et. seq.) and applicable ordinances and resolutions of the City of Ukiah, between the City of Ukiah (hereinafter "City") and the **Fire Management Unit** (hereinafter "Unit"). As a result of meet and confer sessions, the City and Unit have agreed to the following understandings.

1. Term

The term of this Agreement shall be three (3) years, effective September 19, 2015, through September 19, 2018.

2. Salary

YEAR 1: Restoration to base salary of the 2013 5% salary concession.

YEAR 2: The equivalent of 2.5% of base salary will be added to monthly flex dollars to all members employed as of the date of adoption of this Agreement, effective the first full pay period following September 19, 2016, unless the local economic benchmark – consisting of total revenue collected for property tax, sales tax and transient occupancy tax – falls below the combined total for the past audited Fiscal Year of 2014/15. Should the audited revenues fall below the benchmark, the increase will revert to the CPI calculation of the average of U.S. City and SF-Oakland-San Jose figures for April, to a maximum of 2.5%. In no case shall this result in a decrease in compensation.

YEAR 3: The equivalent of 2.5% of base salary will be added to monthly flex dollars to all members employed as of the date of adoption of this Agreement, effective the first full pay period following September 19, 2017, unless the local economic benchmark – consisting of total revenue collected for property tax, sales tax and transient occupancy tax – falls below the combined total for the past audited Fiscal Year of 2014/15. Should the audited revenues fall below the benchmark, the increase will revert to the CPI calculation of the average of U.S. City and SF-Oakland-San Jose figures for April, to a maximum of 2.5%. In no case shall this result in a decrease in compensation.

3. Health Insurance Contribution

NEW HIRES: Effective upon adoption of this Agreement, all newly hired Fire Management Unit members will receive up to \$1,283.82 per month towards the Unit member's health, dental, and vision insurance premiums, based upon actual enrollments. For Unit members electing "employee-only" coverage the City will pay the employee-only premiums plus \$200.00/month, not to exceed the \$1,283.82/month maximum. Unit members who show proof of other health insurance coverage and "opt out" of the City health plan will receive \$200.00/month. New employees (hired after adoption of this Agreement) will not be eligible to elect flex dollars.

CURRENT EMPLOYEES: Effective upon adoption of this Agreement, existing Fire Management Unit members who are currently enrolled in the City's health, dental, or vision plan may elect to receive the monthly health insurance contribution up to \$1,282.83/month IN LIEU OF receiving flex dollars as described above. In exchange for this benefit, existing unit members agree to decrease

their current Management Incentive Pay hours from 120 hours to 80 hours/fiscal year, to reflect industry standard and achieve savings in PERS liability. Management Pay hours may be taken as leave or cashed out by the employee (referred to as "Executive Leave"), and would therefore become non-PERS reportable. Once existing employees make the election to convert from flex dollars to the monthly health contribution, flex dollars will no longer be available to them.

After July 1, 2016, Unit members not currently enrolled in the City's health plan may enroll in City health plans during the first or any Open Enrollment period, or qualifying event, during the term of this agreement. Once enrolled in the plan, Unit members will no longer be eligible for the flex plan.

Current Unit members receiving flex dollars who do not elect to receive the monthly health contribution of up to \$1,283.82 will continue to receive flex dollars, and their Management Incentive Pay hours will remain at 120 hours per fiscal year, cash-out only, and PERS-reportable.

4. Bilingual Pay

The City and the Fire Management Unit agree to amend the current Bilingual Incentive Pay provisions to recognize the difference in skill level between a basic level bilingual speaking firefighter and a fluent bilingual speaking firefighter. The language proficiency standards used for testing firefighters for Spanish speaking ability are based upon those established by the American Council for Teaching Foreign Language, as compiled for the City of Ukiah by an independent assessor. Fire Division Chiefs successfully testing at a basic level in accordance with the Standards will receive \$75.00 per month incentive pay. Those successfully testing at a fluent level will be eligible to receive \$125.00 per month incentive pay.

5. Uniform Allowance

Effective July 1, 2016, the Fire Division Chief uniform allowance will increase from \$950.00/year to \$1,000.00/year, consistent with the City's other Public Safety labor groups. Uniform allowance will be paid on a bi-weekly basis as earned, or \$38.46 per pay period, subject to ordinary incomes taxes. Purchases must conform to the PERS Uniform Allowance standard for the purposes of defining use. The applied standard shall limit the allowance to be used for the purchase, rental and/or maintenance of required uniform clothing, including clothing made from specially designed protective fabrics, which is a ready substitute for personal attire the employee would otherwise have to acquire and maintain. This excludes items that are solely for personal health and safety such as protective vests and safety shoes.

It will be each Unit member's responsibility to purchase and maintain their uniforms in a clean and orderly condition in accordance with the established departmental Standard Operating Procedures (SOP's). Employees who do not adhere to the policies outlined in the MOU and/or SOP's may be subject to discipline.

6. Merit Pay

Effective the first full pay period following adoption of this Agreement, the City and the Unit agree to eliminate the 8% Merit Pay benefit, previously reported to PERS as "special compensation". In exchange, the City will roll the equivalent 8% into base salary for the Fire Division Chief salary classification, at no net increase in salary or PERS costs to the City.

7. Re-Opener for Health Insurance

During the term of the agreement, by mutual consent, the City and the Unit may explore standardizing health, dental, and vision contributions for new hires.

8. Continuation

The City and the Unit agree that all conditions of employment established by City policy, including all conditions affecting wages, hours, and working conditions that are not specifically addressed in this Memorandum of Understanding, shall continue in effect and shall not be affected by the terms of this Memorandum of Understanding.

The value or availability of the benefits provided in the Memorandum of Understanding as originally worded or as amended from time to time may depend on their tax treatment by the state or federal government or the decisions of other government agencies or departments, such as, but not limited to, the Public Employees Retirement System. The City will endeavor to obtain the most favorable treatment legally possible from these other governmental entities. However, the City makes no representation concerning the value of such benefits to unit members or how they will be taxed or otherwise treated by other agencies or departments. The City's obligations under this Memorandum of Understanding are limited to the direct cost of providing the salary and benefits as described in the Memorandum of Understanding. The City shall have no additional financial obligation, even if the tax or other treatment of such salary or benefits by other agencies or departments reduces or eliminates their value to the employee.

This Memorandum of Understanding is ratified and adopted pursuant to the recommendations of the following representatives this ____ day of April, 2016.

CITY OF UKIAH

Sage Sangiacomo
City Manager

FIRE MANAGEMENT UNIT

Kevin Jennings, Fire Division Chief

Kirk Thomsen, Fire Division Chief

**Terms and Conditions of Employment
For City of Ukiah Police Chief Job Classification**

The Police Chief of Ukiah is an at-will department head position and is expected to perform the duties of Police Chief as prescribed by all applicable laws, rules and regulations of the State of California and the City, the Chief's job announcement, job description, and all duties prescribed orally or in writing by the City Manager.

Subsequent review of this Agreement will correspond with the term of the Ukiah Police Officers Association Memoranda of Understanding.

Compensation for the job classification of Police Chief is defined as follows:

1. Salary: The Chief's salary range is contained on the Police Unit salary schedule. The Police Chief has participated in salary concessions that occurred from 2009 – 2013, along with the Police Unit, up to and including a 5% reduction to base pay effective 9/29/2013 by removal of the 5% pay differential he received upon assuming the title of Director of Public Safety, and restoring his title to Police Chief.

Salary Restoration: Effective retroactively to the first full pay period following September 29, 2015, restoration of the 5% reduction to base salary that was part of the 2013 salary concessions. The Police Chief will be responsible for Public Safety assignments as designated by the City Manager.

Effective the first full pay period following September 19, 2016, up to a 2.5% increase to base salary, unless the local economic benchmark – consisting of total revenue collected for property tax, sales tax and transient occupancy tax – falls below the combined total for the past audited Fiscal Year of 2014/15. Should the audited revenues fall below the benchmark, the increase will revert to the CPI calculation of the average of U.S. City and SF-Oakland-San Jose figures for April, to a maximum of 2.5%. In no case shall this result in a decrease in compensation.

Effective the first full pay period following September 19, 2017, up to a 2.5% increase to base salary, unless the local economic benchmark – consisting of total revenue collected for property tax, sales tax and transient occupancy tax – falls below the combined total for the past audited Fiscal Year of 2014/15. Should the audited revenues fall below the benchmark, the increase will revert to the CPI calculation of the average of U.S. City and SF-Oakland-San Jose figures for April, to a maximum of 2.5%. In no case shall this result in a decrease in compensation.

2. Health and Welfare Premiums: Effective the first full pay period in February 2008, the City will pay with City funds (a) the current City-paid health and welfare contribution, the health, dental and vision premiums for the Chief; (b) up to fifty percent (50%) of the insured dependent's health, dental and vision premiums for the number of family members, not to exceed fifty percent (50%) of the annually published PERS Choice health premiums; and (c) REMIF dental and vision monthly premiums through December 2008.

3. Flex Plan: The Police Chief participates in the flex plan system. Effective the first full pay period in February 2008, the Chief received \$485.71 bi-weekly, subject to the rules and procedures of the City's flex plan system.

Effective the first full pay period following July 1, 2016, in order to maintain an appropriate salary differential between the Police Chief and the Police Captain salary classifications, the City agrees to add the Police Chief's \$1,052/month flex dollars to the Police Chief classification's monthly base salary, adjusted to \$787.75/month to be applied on a cost-neutral basis to the City. The Police Chief will no longer be eligible to receive flex dollars in addition to base salary.

4. Management Incentive Pay: Effective the first full pay period in February 2008, the Police Chief shall receive base rate salary for 104 hours per year, to be paid as straight time by cash payment on a fiscal basis. The Chief will be required to request the Management Incentive Pay in accordance with the City's rules and procedures.

5. Section 125 Plan: A Section 125 Plan is available for pre-tax benefits at the option of the Police Chief.

6. Retiree Insurance: Upon obtaining seven years of service with the City of Ukiah, the Chief may purchase at his own expense, City group insurance if offered by the carrier, and subject to the carrier's requirements. Premium payments must be made to the City of Ukiah no later than the 15th of the month preceding the month of coverage, or coverage will be terminated.

7. Retiree Medical: The Chief may contribute each pay period toward a Retiree Health Plan Trust Fund in an amount to be determined by the Chief. All contributions will be lumped into a trust fund for highest interest rate earning possibility, and an annual report on contribution and interest accumulation will be made available. The Chief may withdraw funds at any time, but upon withdrawal, the Chief cannot reenter the Program. Upon retirement, the Chief may withdraw all funds from the individual employee retirement trust account or designate how much per month they would like to retrieve from the fund until depletion of the account.

8. Holidays: Effective the first pay period in February 2008, the Chief will receive the following paid holidays:

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|---|-----------------------------|
| a. December 31 | New Year's Eve |
| b. January 1 | New Year's Day |
| c. 3 rd Monday of January | Martin Luther King Birthday |
| d. 3 rd Monday of February | Washington's Day |
| e. Last Monday of May | Memorial Day |
| f. July 4 | Independence Day |
| g. 1 st Monday of September | Labor Day |
| h. 2 nd Monday of October | Columbus Day |
| i. November 11 | Veterans' Day |
| j. 4 th Thursday of November | Thanksgiving Day |
| k. 4 th Friday of November | Day following Thanksgiving |
| l. December 24 | Christmas Eve |
| m. December 25 | Christmas Day |

9. **Vacation Schedule:** Effective the first pay period in February 2008, the Chief will accrue vacation hourly each pay period in accordance with the following schedule:

Years	Hourly Factor	Maximum Accrual
0-8 yrs	6.2 hours/pay period	338.4 hours
9-15 yrs	7.7 hours/pay period	416.4 hours
16 plus	8.4 hours/pay period	452.8 hours

10. **Vacation Cash Out:** Effective the first pay period in February 2008, in the event the Chief reaches over half of his maximum accrual, he may cash out up to two weeks of vacation. Vacation cash out is limited to two times per fiscal year, and must occur in a pay period during which they have accrued at least half of their vacation accrual maximum.

11. **Bereavement Leave:** The Chief is entitled to three days bereavement leave for the death of any member of his immediate family. An additional two days may be granted for travel exceeding 350 miles one way.

12. **Service Credit:** The Chief will receive credit of up to 50% for prior comparable government entity service toward vacation accrual, at the discretion of the City Manager.

13. **Military Service Credit:** If the Chief is PERS eligible, he may elect to purchase up to four years of service credit for any continuous active military or merchant marine service prior to employment. He must contribute an amount equal to the contribution for current and prior service that the employee and the City would have made with respect to that period of service as determined by PERS.

14. Uniform Allowance: Effective the first pay period of February 2008, the Police Chief will receive a \$1000 uniform allowance annually. Effective July 1, 2016 Uniform Allowance will be payable on a bi-weekly basis as earned, or \$38.46 per pay period, subject to ordinary income taxes. This allowance is to be used for the purchase, rental and/or maintenance of required uniform clothing, including clothing made from specially designed protective fabrics, which is a ready substitute for personal attire the employee would otherwise have to acquire and maintain. This excludes items that are solely for personal health and safety such as protective vests, pistols, bullets, and safety shoes. This provision is in accordance with PERS special compensation regulations.

It will be the Police Chief's responsibility to purchase and maintain uniforms in a clean and orderly condition in accordance with departmental Standard Operating Procedures (SOP).

15. Service Clubs: Upon approval by the City Manager, the City may reimburse the Chief for service club expenses for one service club, subject to City rules and procedures. Reimbursement is limited to annual dues, fines, meals and special assessments to specified maximums.

16. Use of City Vehicle: The Chief shall be entitled to use a City Vehicle for professional and business use.

17. Hours of Work: It is understood that the demands of the position of Chief will require more than eight (8) hours a day and/or forty (40) hours per work week. The Chief is not entitled to receive overtime compensation.

18. Separation Agreement: Effective September 18, 2013, by adoption of Council Resolution 2013-23, the Police Chief is subject to the same "Separation Agreement" as other at-will Department Head employees.

If the City terminates the employment of a Department Head without cause, including but not limited to lay off or elimination of position, and the Department Head is willing and able to perform his/her job duties, then the Department Head shall be placed on administrative leave to maintain current pay and benefits for up to six (6) months while seeking other employment options. At the employee's election any remaining balance of the 6-month administrative leave shall be paid in a lump sum payment within (30) days of the request for payment.

For a period of six (6) months following termination, the City shall pay its share of costs to continue health, dental, and vision insurance for the Department Head and all dependents.

19. Miscellaneous:

a. The text herein shall constitute the entire Agreement between the parties. This Agreement may not be modified, except by written

agreement executed by both parties.

b. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

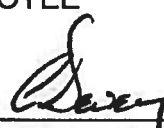
c. This Agreement shall be governed by the laws of the State of California.

d. The parties agree that any ambiguity in this Agreement shall not be construed or interpreted against, or in favor of, either party.

e. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of EMPLOYEE.

DATED: 4/13/2016

EMPLOYEE

By 
Chris Dewey, Police Chief

DATED: _____

CITY OF UKIAH

By _____
Sage Sangiacomo, City Manager