

**CITY OF UKIAH
CITY COUNCIL AGENDA
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
February 15, 2017
6:00 p.m.**

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

- a. Status Report, Discussion and Possible Action Regarding the Ukiah Valley Sanitation District's Litigation Against the City of Ukiah Related to the Operation of the Sanitary Sewer System.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

- a. Minutes of February 1, 2017, 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 January.
- b. Adopt an Ordinance Amending the Zoning Map Changing the Zoning on a Parcel Located at 350 N. Orchard Avenue.
- c. Award Contract to Provide and Install Electric Service Center Warehouse Shelving and Pallet Racking System to Next Level Warehouse Solutions, Inc., in the Amount of \$47,429.51 (EUD).
- d. Award Purchase of a Replacement Sixteen-Foot Hydraulic Tilt Flatbed Truck, 2017 Peterbilt Model 337 with Scelzi Brand Bed, to National Auto Fleet Group, Watsonville, California in the Amount of \$126,286.14 (EUD).
- e. Authorize the City Manager to Negotiate and Execute a Management Agreement for the Alex Rorabaugh Recreation Center.

- f. Award Purchase of a Replacement Aerial Bucket Truck with a 2017 Altec Model AM60E to Altec Industries, Inc., Dixon, California in the Amount of \$314,264.67 (EUD).
- g. Adoption of Resolution Authorizing the City Manager to Apply for a CalRecycle Tire-Derived Aggregate Grant and Execute All Related Documents.
- h. Request Approval to Reclassify the Power Engineer Job Series.
- i. Adoption of a Resolution Authorizing the City Manager to Apply for and Submit an Application for a Housing-Related Parks Program Grant.
- j. Award Purchase of a Replacement Electric Utility Technician Truck with a 2017 Ford F-350-XL Super Cab and Chassis with Scelzi Service Body to Ukiah Ford in the Amount of \$52,678.41 (EUD).

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)

12. UNFINISHED BUSINESS

- a. Presentation Regarding Feasibility Analysis for a Hotel in Downtown Ukiah.
- b. Review of Draft Performance Agreement Between the City of Ukiah and the Economic Development Financing Corporation (EDFC) For Fiscal Year 2016-17.
- c. Possible Adoption of a Marijuana Dispensary Ordinance Amending Chapter 8 in Division 6; Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9; and Section 9254 in Article 19, Chapter 2 in Division 9 of the Ukiah City Code, Entitled "Medical Marijuana Dispensaries".
- d. Authorize the City Manager to Negotiate and Execute an Agreement with the Sonoma County Water Agency in the Amount of \$34,000 and Approval of a Contribution to the Inland Water and Power Commission in the Amount of \$4,400 Both of Which are for Joint-Funded Water Planning Studies.
- e. Approve Plans and Specifications for Talmage Road Interchange Project, Specification No. 16-05, Direct Staff to Advertise for Bids, and Direct Staff to Make Changes to the Specifications Necessary to Obtain a Caltrans Encroachment Permit.
- f. The Ukiah City Council to Adopt the Resolution and Exhibit A Superseding Resolution No. 2016-66, Proposed Electric Rate Adjustments (EUD).

13. NEW BUSINESS

- a. Approval of Amendment #1 to the Contract with Larry Walker and Associates for Engineering Services and Technical Assistance Related to the City's National Pollutant Discharge Elimination System (NPDES) Permit Renewal for the Wastewater Treatment Plant in the Amount of \$54,710.
- b. Notification of Acquisition of Emergency Boiler Rental and Installation from Bay City Boiler and Engineering, Inc. in the Amount of \$22,925, Authorization of Continued Boiler Rental in the Amount of \$3,500 Per Month Plus Any Applicable Taxes, Approval of Purchase of Two New Boilers in the Amount of \$99,726.94 from Rite Boiler for the Digesters at the Wastewater Treatment Plant and Approval of Corresponding Budget Amendment.
- c. Consideration and Possible Approval of Debt Management Policy.

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

- a. **Conference with Legal Counsel – Anticipated Litigation**
(Cal. Gov't Code Section 54956.9(d)(2))
Significant exposure to litigation (1 case) (Coastside Settlement)
- b. **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 (Palace Hotel)
- c. **Conference with Legal Counsel – Existing Litigation**
(Government Code Section 54956.9(d)(1))
Name of case: *Ukiah Valley Sanitation District v. City of Ukiah*, Sonoma County Superior Court, Case No. SCV 256737 (UVSD)
- d. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *Ukiah Citizens for Safety First v. City of Ukiah*, Mendocino County Superior Court, Case No. SCUKCVPT 14-63579 (Costco)
- e. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *Howard Jarvis Taxpayers Assn., et al. v. City of Ukiah*, Mendocino County Superior Court, Case No. SCUK-CVG-17-68588 (Measure Y and Z)
- f. **Conference with Real Property Negotiators**
(Cal. Gov't Code Section 54956.8)
Property: 429 South Dora St. Ukiah, CA 95482
Negotiator: Sage Sangiacomo, City Manager; Negotiating Parties: City of Ukiah and Ukiah Unified School District; Under Negotiation: Price & Terms of Payment

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 10th day of February, 2017.

Kristine Lawler, City Clerk



ITEM NO.: 3a

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: STATUS REPORT, DISCUSSION AND POSSIBLE ACTION REGARDING THE UKIAH VALLEY SANITATION DISTRICT'S LITIGATION AGAINST THE CITY OF UKIAH RELATED TO THE OPERATION OF THE SANITARY SEWER SYSTEM

Summary: Staff will provide the latest status report on the Ukiah Valley Sanitation District's Litigation against the City of Ukiah related to the operation of the sanitary sewer system.

The City of Ukiah continues to request that the District consider a change in process outside of litigation to resolve the dispute and restore a working relationship, recognizing there is simply too much at stake for the ratepayers, system operations, and the community.

Background (*Chronologic History of Recent Correspondence & Activity*): In September 2013, the Ukiah Valley Sanitation District (UVSD) filed a claim for damages with the City, and one month later filed its lawsuit. In its lawsuit, the District seeks damages for alleged breaches of the various agreements between the City and the District related to the operation of the sanitary sewer system, starting with the original 1955 agreement.

The lawsuit will have significant adverse financial impacts to both agencies, as well as the ratepayers and the community, and the City is seeking an alternative to litigation to resolve this dispute. Attached is the letter that was sent on September 14, 2016, by the City Council to the District Board, formally requesting that the District drop the lawsuit with terms that would allow the District to refile if agreement cannot be reached (*UVSD Litigation Update Box File #1*), as well as an informational piece that details the background/impacts (*UVSD Litigation Update Box File #2*).

On September 21, 2016, the City Council received a presentation (*UVSD Litigation Update Box File #3*) from staff that explained the relationship between the two agencies and provided responses to some of the most frequently asked questions about this matter to better inform the public about the consequences of the litigation. This information along with a video link to the September 21st presentation/discussion are accessible at <http://www.cityofukiah.com/projects/uvsd-vs-cou/>.

The UVSD submitted a letter dated September 20, 2016, (*UVSD Litigation Update Box File #4*) which inaccurately asserts that the City's request is for the District to drop the lawsuit until after the recycled water project funding is received. In fact, the City's request is for the District to dismiss its lawsuit and

Continued on Page 2

RECOMMENDED ACTION(S): Receive status report. If desired, discuss and provide direction to Staff and/or consider any action(s) related to the matter.

ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: City Council (Councilmembers Crane and Doble)
Prepared by: Sage Sangiacomo, City Manager and Sean White, Director of Water and Sewer.
Coordinated with: David Rapport, City Attorney and Tim Eriksen, Director of Public Works.
Presenter: Sage Sangiacomo, City Manager
Attachments: UVSD Litigation Update Box Files located at:
<https://cityofukiah.box.com/v/UVSDlitigationUpdates>

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

that the City and District devote their time, money and resources to solving the costly issues confronting the sewer system and improving their working relationship. The City's goal is to eliminate the lawsuit altogether. The City has offered to include terms that would allow the District to refile the lawsuit, if the parties fail to reach agreement, but the City never suggested that the District would simply refile the lawsuit once state funding was obtained. Also, the City never suggested that dismissing the lawsuit is all that would be necessary to obtain State funding. In addition to dismissal of the lawsuit, there would have to be an agreement between the City and the District regarding the recycled water project that would satisfy the State Water Resources Control Board.

At the conclusion of the September 21st discussion, the Council directed the City Manager to contact the UVSD District Manager to explore possible alternatives. The City Manager attempted to contact the District Manager by email, but due to a reported medical leave, Mr. McMichael was not available to provide a timely/detailed response. On October 5th the City Attorney received an email correspondence from Duncan James (Attorney representing the District) responding to the City Manager's email to Mr. McMichael. Mr. James indicated in the email that the District had accepted the City's request to meet and formed a committee consisting of Frank McMichael, District Manager; Jim Ronco, Board Chair; Bob Page, Board Member; and legal counsel. The City Manager issued a supplemental memo to the City Council for the October 5th City Council meeting regarding this email exchange and included a recommendation to Council for the formation of a City Council ad hoc committee to meet with the District (*UVSD Litigation Update Box File #5*). At the City Council meeting, Mr. Doug Losak with the Law Offices of Duncan James delivered and read aloud a letter containing some additional allegations, but in the end, agreed to meet with the City. The City Council formed an ad hoc committee consisting of Councilmembers Crane and Doble. The City immediately made efforts to schedule the first meeting between the District's committee and the City's ad hoc.

At the October 19, 2016, meeting, the City Council discussed the latest correspondence from the District including the District's request to hold the ad hoc meetings in private and require the City to consent to a confidentiality agreement. The City Manager provided the Council with the correspondence to date from the District regarding the confidentiality condition (*UVSD Litigation Update Box File #6*) for consideration. At the time of the meeting, the District had not provided a draft of the proposed confidentiality agreement. By consensus, the City Council continued to object to private meetings that do not provide the public with the opportunity to be informed. However, the City Council did direct the ad hoc to meet with the District's ad hoc to discuss the process for such meetings and report back to the City Council at its regular meeting on November 2, 2016.

Prior to the ad hoc meeting, the City Attorney received a letter from Duncan James' Office regarding the District's request for a confidentiality agreement for the ad hoc meetings along with a draft of the agreement (*UVSD Litigation Update Box File #7*). The City Attorney issued a response (*UVSD Litigation Update Box File #8*) indicating that such agreement would need to be discussed at the first joint ad hoc meeting and ultimately considered by the City Council.

In addition, the City Council received correspondence from the District Manager related to the recycled water project dated October 21st (*UVSD Litigation Update Box File #9*). Most of the questions referenced in the letter had already been either answered or provided to the District. Nonetheless, City staff welcomed the dialogue and discussion in a sincere effort to move this critical project forward. Staff provided a response to the District Manager on October 27, 2016 (*UVSD Litigation Update Box File #10*).

On October 28, 2016, the City's ad hoc met with the District's ad hoc. At the meeting, the District presented the City with a take it or leave it condition imposing confidentiality on the ad hoc discussions.

On November 2nd and 4th, the City Council considered the District's confidentiality condition on the ad hoc discussions and approved a letter (*UVSD Litigation Update Box File #11*) that confirmed agreement to the condition if the District Board would agree to either stay further proceedings in the lawsuit or dismiss the lawsuit without prejudice. The City's proposal, if accepted, would halt the costly litigation fees currently being incurred by both agencies, but would not preclude the District from terminating the stay or

refiling the lawsuit if the District wasn't satisfied with the discussions/negotiations. The District issued a response to the City's proposal on November 8, 2016 (*UVSD Litigation Update Box File #12*) that continues to impose a confidentiality condition on the joint ad hoc meetings. The District further stated "the lawsuit needs to otherwise remain in motion" except to provide a limitation on any discovery requests for a period of 4 weeks.

It's important to note that the District's legal team has predominately utilized the Public Information Act (PRA) rather than formal discovery to obtain information. Because the City of Ukiah is a public agency, the District's attorneys have used the PRA process to obtain information, which does not require the District to justify its requests by showing how they are relevant to the issues in the case. In a typical lawsuit, the discovery process is used to obtain documents and is overseen and controlled by the court to prevent burdensome or oppressive requests. The City continues to expense a tremendous amount of staff resources responding to the District's PRA requests for information dating back to 1955. To date, the District has submitted over 41 requests (with multiple parts) under the PRA process. The City has diligently been responding to the requests for the past 12 months. Suspension of the formal discovery process will not prevent the continued practice by the District nor will it limit the escalating litigation expenses during this proposed period.

With regard to the recycled water project, the City received additional correspondence from the District Manager indicating the need for more information (*UVSD Litigation Update Box File #13*). However, the correspondence did not identify any specific questions or information that had not otherwise been provided. The City Manager issued a response on November 15th (*UVSD Litigation Update Box File #14*) and included a BOX link to all relevant information on the recycled water project (<https://cityofukiah.box.com/v/uvsdpointsofinterest>). Most, if not all, of the information and/or documents have already been provided to the District. Furthermore, the City Manager requested a determination from the District regarding its position on the project and offered to provide any other information and/or presentations that would be necessary for a determination.

On November 16th, the City Council instructed the City Attorney to contact the lawyers for the Ukiah Valley Sanitation District to work out the details for mediating the outstanding disputes including selecting a mediator. Furthermore and as a first step in the mediation, the City Council requested the District to provide a detailed written response and any counter proposals to the City's written proposal that was submitted to the District in March 2014, during the original mediation between the City and the District. On November 17th, the City Attorney sent correspondence to the UVSD's lawyer to initiate mediation as directed (*UVSD Litigation Update Box File #15*). As of the publication of the report for the December 7th City Council meeting, the District had not responded.

Additional correspondence between the City and District had also been exchanged related to the recycled water project (*UVSD Litigation Update Box File #16 & #17*). Despite continued attempts to engage and provide the District with information, the District had yet to conclude that the recycled water project is the superior alternative of disposing treated wastewater. In an effort to bring this item to a conclusion, the City Manager proposed in a December 1st correspondence to the District Manager a joint meeting between the City Council and the District Board to discuss and resolve any remaining questions/issues related to the project. As of the publication of the report for the December 7th City Council meeting, the District had not responded.

Related to the Fiscal Year 16/17 Budget, the District has not yet identified the District's timeline for their previously identified budget review process that reportedly extends through various staff, committee and District Board stages before a final joint meeting with the City can be scheduled. The previously approved continuing resolution for the budget was scheduled to expire on December 31, 2016. The City had made inquiries as to the District's progress and anticipated review timeline (*UVSD Litigation Update Box File #18*). Staff recognized some level of District review was underway given recent engagement (since November 11th) on the budget, but the District Manager had not provided a timeline for completion of their review and/or indicated readiness for a joint budget meeting. As of the publication of the report for the December 7th City Council meeting, the District had not responded.

At the December 7th City Council meeting, the Council adopted a resolution to secure funding for the construction of the recycled water system using water revenues as an alternate to the City's wastewater revenues. While this was a less desirable option for securing project funding, it was considered a better alternative to losing the project funds altogether. The Ukiah Valley Sanitation District's lawsuit remains the only impediment to securing project funding with the wastewater revenues given the City must be able to demonstrate to the State an unconstrained revenue source to guarantee repayment of the loan funds. City staff reported that they were vetting the details of the water revenue alternative with the State Water Resources Control Board. The UVSD continued to be unresponsive to the City Manager's proposal for a joint meeting between the City Council and the District Board to discuss and resolve any remaining questions/issues related to the recycled water project.

Related to the Fiscal Year 16/17 Budget, the City Council and the District Board approved a continuing budget resolution at their respective meetings on December 7th and December 27th. The City's continuing resolution was set to expire on January 18, 2017, unless otherwise extended. The City requested a joint meeting with the District Board prior to the expiration of the resolution. While the District had taken action to extend the continuing resolution beyond December 31, 2016, it had yet to identify a timeline for the completion of its budget review or response to the City's request for a joint meeting.

At the January 4, 2017, City Council meeting, the City Manager and staff reported that terms for mediation continue to be discussed and the District had not responded to the City's requests for a joint meeting on the Fiscal Year 16/17 budget or the recycled water project. It was further reported that the City received a notice from the District Chair related to communication in the absence of the District Manager due to an extended medical leave (*UVSD Litigation Update Box File #19*).

At the January 18, 2017, City Council meeting, the City Manager and staff reported that terms for mediation continue to be discussed and the District had not responded to the City's continued requests for a joint meeting on the Fiscal Year 16/17 budget or the recycled water project.

Development of the City's wastewater operating budget is a joint process between the City and the Ukiah Valley Sanitation District (UVSD). The process had been delayed significantly despite efforts by the City to move it forward expeditiously. In the interim, the City had been operating its wastewater enterprise on a continuing resolution, carrying forward the adopted appropriations from Fiscal Year 2015-16. At its meeting of December 7, 2016, the City Council determined that continuing to do so impeded its ability to effectively, efficiently, and responsibly provide wastewater services to the citizens of Ukiah and the UVSD and voted to move the budget process forward with its consideration and potential adoption at its regularly scheduled meeting on January 18, 2017. The City notified UVSD of its intentions and again called on it to schedule a meeting with the City Council to complete the budget review process. As of the January 18th City Council meeting, the UVSD continued to be unresponsive to the requests to meet. As such, the City Council unilaterally considered and approved the FY 16-17 Wastewater Budget (*UVSD Litigation Update Box File #20*).

At the February 1, 2017, City Council meeting, the City Manager and staff reported that terms for mediation continue to be discussed with a location and mediator agreed to, but a date not finalized. Furthermore, the District had not responded to the City's continued requests for a joint meeting on the Fiscal Year 16/17 budget or the recycled water project.

Discussion: The City Attorney and the District's legal counsel continue to work on a date for the first round of mediation. The City has accepted the District's conditions that the mediation be subject to a confidentiality agreement in addition to the Evidence Code mediation privilege and to conduct the mediation in Santa Rosa using a mediator from the Judicial Arbitration and Mediation Service (JAMS). The City of Ukiah's highest priority is to resolve the dispute and restore a productive working relationship. The impacts of the District's litigation continues to negatively impact the ratepayers, system operations, and the community.

As of the date of publication of this report, the UVSD continues to be unresponsive to the City's continued requests for a joint meeting on the FY 16-17 Budget and recycled water project.

At the February 15th City Council meeting, Staff will provide the latest status report on the Ukiah Valley Sanitation District's Litigation against the City of Ukiah related to the operation of the sanitary sewer system including the most recent correspondence from/to the District (if any).

The Council may elect to discuss the matter further and, if desired, provide direction to Staff and/or consider any related action(s). As part of this agenda item, the Council does not intend to consult with legal counsel regarding the litigation itself and does not intend to waive evidentiary privileges for attorney-client communication or attorney work product.

CITY COUNCIL MINUTES
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
February 1, 2017
6:00 p.m.

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

Ukiah City Council met at a Regular Meeting on February 1, 2017, having been legally noticed on January 26, 2017. Mayor Brown called the meeting to order at 6:00 p.m. Roll was taken with the following **Councilmembers Present:** Stephen G. Scalmanini, Douglas F. Crane, Maureen Mulheren, Kevin Doble, and Jim O. Brown. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

MAYOR BROWN PRESIDING.

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Introduction of Eric Singleton's Promotion to Fire Engineer – Fire.

Presenter: Kirk Thomsen, Fire Chief.

Presentation was received.

b. Presentation of Employee Recognition Awards – Administration.

Presenters: Sage Sangiacomo, City Manager; Tami Bartolomei, Community Services Administrator; and Kirk Thomsen, Interim Fire Chief.

Staff Comment: Kevin Thomsen.

Presentations were received.

c. Status Report, Discussion and Possible Action Regarding the Ukiah Valley Sanitation District's Litigation Against the City of Ukiah Related to the Operation of the Sanitary Sewer System – Administration.

Presenter: Sage Sangiacomo, City Manager.

Public Comment: Don Crawford and John Sakowicz, Ukiah Valley Sanitation District Board Member.

Status Report was received.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

a. Minutes of January 18, 2017, a Regular Meeting – City Clerk.

Motion/Second: Mulheren/Doble to approve Minutes of January 18, 2017, a Regular Meeting as submitted. Motion **carried** by the following roll call votes: AYES: Scalmanini, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: Crane.

6. **RIGHT TO APPEAL DECISION**

7. **CONSENT CALENDAR**

- a. Adoption of Resolution (2017-11) Approving Records Destruction.

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

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

Presenters: John Portlock and Susie O'Shea.

9. **COUNCIL REPORTS**

Presenters: Councilmember Crane, Vice Mayor Doble, and Mayor Brown.

Council Consensus to send thank you letters to Congressman Huffman and Assemblyman Woods for the local town hall meeting held on January 27, 2017.

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

Presenter: Sage Sangiacomo, City Manager.

11. **PUBLIC HEARINGS (6:15 PM)**

- a. **Discussion and Possible Adoption of a Mitigated Negative Declaration and Introduction of an Ordinance Amending the Zoning Map and Adoption of a Resolution Amending the General Plan Map in Accordance with the Proposed Rezone of 350 N. Orchard Avenue – Planning and Community Development.**

Presenter: Kevin Thompson, Interim Planning and Community Development Director.

PUBLIC HEARING WAS OPENED AT 6:42 P.M.

Public Comment: Dan Thomas.

PUBLIC HEARING WAS CLOSED AT 6:48 P.M.

Motion/Second: Doble/Crane to adopt the Negative Declaration. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

Motion/Second: Doble/Crane to introduce by title only the proposed ordinance amending the Zoning Map. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

City Clerk, Kristine Lawler, read the title of the Ordinance into the record.

Motion/Second: Crane/Doble to adopt a Resolution (2017-12) amending the General Plan Map Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

12. **UNFINISHED BUSINESS**

- a. **Proposed Minor Alteration of Proposed Marijuana Dispensary Ordinance and if Approved, Schedule Final Action for February 15th Council Meeting – Planning and Community Development.**

Presenters: Kevin Thomsen, Interim Planning and Community Development Director and Darcy Vaughn, Assistant City Attorney.

Public Comment: Dr. Robert Werra.

Motion/Second: Scalmanini/Mulheren to approve the proposed alteration of the Marijuana Dispensary Ordinance, and direct the City Clerk to place the possible adoption of the Ordinance on the agenda for the February 15, 2017, City Council meeting. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

b. Receive Financial Report Regarding Ukiah on Ice 2016-17, the Outdoor Holiday Ice Rink, and Consider Hosting an Ice Rink in 2017-18 – Administration.

Presenters: Shannon Riley, Senior Management Analyst and Jake Burgess, Recreation Supervisor.

Motion/Second: Scalmanini/Mulheren to receive financial report regarding Ukiah on Ice 2016-17, the outdoor holiday ice rink, and authorize staff to move forward with planning hosting an ice rink in 2017-18. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

RECESS: 7:27 – 7:34 P.M.

c. Authorize Execution of Amendment to the Agreement with SHN in an Amount Not to Exceed \$14,160 for Additional Services for the North State Street - Low Gap Road Storm Drain and Traffic Signal Project and Approve Budget Amendment – Public Works.

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

Motion/Second: Crane/Mulheren to authorize execution of amendment to the agreement (COU No. 1516-229-A4) with SHN in an amount not to exceed \$14,160 for additional services for the North State Street - Low Gap Road Storm Drain and Traffic Signal Project and approve budget amendment. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

d. Authorize the City Manager to Negotiate and Execute an Amendment (Related to Financial and Administrative Services) to the Interim Agreement for Fire Protection and Emergency Medical Services Between Ukiah Valley Fire Protection District and the City of Ukiah – Fire.

Presenters: Dan Buffalo, Finance Director and Kirk Thomsen, Interim Fire Chief.

Public Comment: Mark Hilliker, Roger Vincent, and John McCowen (*speaking as a private citizen.*)

Motion/Second: Mulheren/Doble to authorize the City Manager to negotiate and execute an amendment (related to financial and administrative services) (COU No. 1314-198-A4) to the Interim Agreement for Fire Protection and Emergency Medical Services between Ukiah Valley Fire Protection District and the City of Ukiah. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

RECESS: 8:15 – 8:21 P.M.

13. NEW BUSINESS

a. Receive and Consider a Status Report on the Strategic Plan and City Operations – Administration.

Presenter: Sage Sangiacomo, City Manager.

Public Comment: Linda Sanders.

Council Consensus to direct staff to invite all Commissions to participate in a Cost Allocation Plan Workshop.

THE CITY COUNCIL ADJOURNED TO CLOSED SESSION AT 9:02 P.M.

14. CLOSED SESSION

a. Conference with Legal Counsel – Anticipated Litigation

(Cal. Gov't Code Section 54956.9(d)(2))

Significant exposure to litigation (1 case)

b. 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. SCU-K- CVPT-15-66036

c. Conference with Legal Counsel – Existing Litigation

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

Name of case: *Ukiah Valley Sanitation District v. City of Ukiah*, Sonoma County Superior Court, Case No. SCV 256737

d. Conference with Legal Counsel – Existing Litigation

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

Name of case: *Ukiah Citizens for Safety First v. City of Ukiah*, Mendocino County Superior Court, Case No. SCU-KCVPT 14-63579

e. Conference with Legal Counsel – Existing Litigation

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

Name of case: *Howard Jarvis Taxpayers Assn., et al. v. City of Ukiah*, Mendocino County Superior Court, Case No. SCU-K-CVG-17-68588

f. Conference with Real Property Negotiators

(Cal. Gov't Code Section 54956.8)

Property: 429 South Dora St. Ukiah, CA 95482

Negotiator: Sage Sangiacomo, City Manager; Negotiating Parties: City of Ukiah and Ukiah Unified School District; Under Negotiation: Price & Terms of Payment

No reportable action was taken.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 10:00 p.m.

Kristine Lawler, City Clerk



ITEM NO.: 7a

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: REPORT OF DISBURSEMENTS FOR THE MONTH OF JANUARY**Summary:**

Payments made during the month of JANUARY 2017, are summarized on the Report of Disbursements. Further detail is supplied on the Schedule of Bills, representing the four (4) individual payment cycles within the month.

Background:

Accounts Payable check numbers: 3019947 – 3020045, 3020046 – 3020156,
3020157 – 3020238, 3020239 - 3020339

Accounts Payable Wire Transfer numbers:

Payroll Check numbers: 504510 – 504549, 504550 - 504600

Payroll Manual check numbers:

Void check numbers: 3019785, 3019967, 3019495, 3019641, 3019441, 3019025,
3019824, 3019755

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

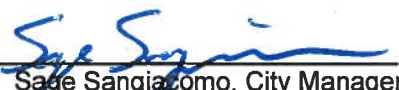
FISCAL IMPACT:			
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required
See Attached	N/A	See Attached	Yes ☐ No ☒

RECOMMENDED ACTION(S): Approve the Report of Disbursements for the month of JANUARY 2017**ALTERNATIVES:** N/A

Citizens advised: N/A
Requested by: City Manager
Prepared by: Management 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 JANUARY**

FUNDS:

100 General Fund	\$110,485.07	700 Sanitary Disposal Site Fund	\$5,181.13
105 Measure S General Fund	\$28,257.51	701 Landfill Corrective Fund	
110 Special General Fund		702 Disposal Closure Reserve Fund	
201 Worker's Comp Fund	\$484.16	704 Post Closure Fund - Solid Waste	\$0.00
202 Liability Fund		720 Golf Fund	\$3.94
203 Garage Fund	\$3,703.60	730 Conference Center Fund	\$21,212.59
204 Purchasing Fund	\$5,538.87	750 Visit Ukiah	\$0.00
205 Billing & Collections Fund	\$19,580.80	777 Airport Fund	\$26,190.24
206 Public Safety Dispatch Fund	\$2,024.31	778 Airport Capital Improvement Fund	
207 Payroll Posting Fund	\$237,603.92	779 Special Aviation Fund	
208 Building Maintenance/Corp Yard Fund	\$17,251.26	800 Electric Fund	\$875,031.26
209 IT Fund	\$16,080.19	801 Electric Capital Reserve Fund	\$186,760.80
220 Equipment Reserve Fund	\$27,834.82	803 Lake Mendocino Bond Reserve	\$1,787.50
250 Special Revenue Fund	\$1,286.68	805 Street Lighting Fund	\$9,086.50
251 Special Projects Reserve Fund		806 Public Benefits Fund	\$11,732.70
300 Park Development Fund		820 Water Fund	\$98,876.88
301 Anton Stadium Fund	\$0.00	822 Water Capital Improvement Fund	\$154,043.76
302 Observatory Park Fund		830 Recycled Water Fund	\$2,286.27
304 Swimming Pool Fund	\$0.00		
305 Riverside Park Fund	\$0.00	840 City/District Sewer Fund	\$118,212.65
306 Skate Park Fund	\$0.00	841 Sewer Contruction Fund	
310 Museum Grants	\$1,252.23	843 Sewer Capital Fund	
311 Alex Rorbaugh Recreation Center Fund	\$2,681.42	900 Special Deposit Trust	\$8,773.66
312 Downtown Business Improvement Fund	\$152.61	901 General Service (Accts Recv)	\$1,576.63
313 LMHF Housing Asset Fund		902 U.S.W. Billing & Collection	\$22,791.97
314 Winter Special Events	\$7,041.72	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	\$35,376.38
505 Signalization Fund		940 Sanitation District Special Fund	\$852.68
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	\$114,925.00
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-6417		967 Housing Bond Proceeds	
605 11-HOME-7654 Fund	\$0.00	968 Non-Housing Bond Proceeds	
606 CDBG Grant 10-EDEF-7261		969 RDA Obligation Retirement Fund	\$2,399.21
607 Prop 84 Grant Fund		844/944 Sewer Capital Projects Fund	\$34,530.61
609 13-CDBG-8940			
610 City RDA Projects Fund		Retainage Withheld	
630 Asset Seizure Fund	\$12,032.31		
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	\$1,250.00		
637 Local Law Enforcement Block Grant			
638 Asset Forfeiture 11470.2 H & S			
639 Special Revenue - Police	\$0.00		
640 Parking District Fund	\$571.97		
691 Museum Fund	\$8,997.24		

PAYROLL CHECK NUMBERS: 504510 - 504549
DIRECT DEPOSIT NUMBERS: 79932 - 80117
PAYROLL PERIOD: 12/19/16 - 1/01/17
PAYROLL CHECK NUMBERS: 504550 - 504600
DIRECT DEPOSIT NUMBERS: 80118 - 80308
PAYROLL PERIOD: 1/01/17 - 1/14/17
PAYROLL CHECK NUMBERS:
DIRECT DEPOST NUMBERS:
PAYROLL PERIOD:

VOID CHECK NUMBERS:
3019785, 3019967, 3019495, 3019641
3019441, 3019025, 3019824, 3019755

MANUAL CHECK NUMBERS:

WIRE TRANSFER NUMBERS:

TOTAL DEMAND PAYMENTS- A/P CHECKS \$2,235,742.83
TOTAL DEMAND PAYMENTS-WIRES* & EFT's \$82.00
TOTAL PAYROLL CHECKS & DIRECT DEPOSITS \$752,305.95
TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS) \$607,394.96

* vendor name(if applicable)

TOTAL PAYMENTS \$3,595,525.74

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

Object Code Summary

12102	INVENTORY OF SUPPLIES	52526	FRAUD INVEST. ASSESSMENT
12103	STORES PURCHASES	52527	A.D.P. PREMIUM & DEDUCTIBLE
12104	INVENTORY - PURCHASES	52528	LIABILITY INSURANCE
12105	STORES ISSUES	52529	EARTHQUAKE & FLOOD PREMIUMS
51211	PERS UNFUNDED LIABILITY	52530	POLLUTION-ENVIRON INS PREMIUM
51280	OVERTIME/CALLOUT MEALS	52531	UMEMPLOY. INS EXPENSE
51285	CALLOUT MILEAGE REIMBURSEMENTS	52532	SAFETY & TRAINING SUPPORT
52100	CONTRACTED SERVICES	52600	RENT
52107	CONTRACTED SERVICES-EIR	52841	SUCCESSOR AGENCY ADMIN
52108	CONTRACT SERVICES-GPU	54100	SUPPLIES
52110	AMBULANCE BILLING	54101	POSTAGE
52111	MAINT. CONTRCTS - DEFIBRULATOR	54102	SMALL TOOLS
52112	M. S. OVERSIGHT	54105	PHOTOGRAPHIC EXPENSE
52113	PLANNING STUDIES	54106	SPECIALTY SUPPLIES
52114	COMPLIANCE STUDIES	54120	PW - SPECIAL SUPPLIES
52120	LABOR CHARGES FROM OTHER DEPAR	54121	PW - ASPHALT CONCRETE
52130	EDUCATIONAL & MARKETING MATL'S	54122	PW - AGGREGATE BASE
52131	ASSISTANCE TO SENIORS	54123	PW - CRACK SEALANT
52132	EMERGENCY ASSISTANCE	54124	PW - CONCRETE/SUPPLIES
52133	MONTHLY DISCOUNT PROGRAM	54125	PW - TRAFFIC PAINT
52134	CONTRACT ADMINISTRATION	54126	PW-PREMARKS
52135	ENERGY CONSERVATION PROGRAM	54127	PW - SIGN POSTS/SHEETING
52136	PHOTOVOLTAIC RATES/INCENTIVE	54128	PW - COLD PATCH MATERIAL
52137	PUBLIC BENEFITS PROGRAM MGMT	54129	PW - TACK OIL
52138	NCPA PUBLIC BENEFITS PROGRAM	54130	PW - SAFETY
52139	RESEARCH, DEVELOPMENT & DEMO	54131	PW - BARRICADES & CONES
52140	LITIGATION EXPENSES	54160	HR - CITY LIABILITY & CONTRACT
52145	DETACHMENT-SEWER-UVSD	54161	HR - BACKGROUND & PHYSICALS
52150	LEGAL SERVICES/EXPENSES	54162	HR - ADVERTISING
52151	AFLAC & PERS INSUR ADMIN FEES	54163	HR - INTERVIEW SUPPLIES
52170	UKIAH WASTE SOLUTIONS	54164	HR - FORMS & OTHER DIV. EXP.
52171	RESIDENTIAL BILLING CHARGE	54165	HR - NEW EMPLOYEE FINGERPRINT
52172	COMMERCIAL OVERSIGHT FEE	54166	HR - DOT TESTING PROGRAM
52180	SECURITY SERVICES	54167	HR - EMPLOYEE DEVELOPMENT
52301	PROPERTY TAX ADMIN FEE	54168	HR - REMIF SAFETY TRNG & SUPPO
52302	AMBULANCE FEES	54201	PRISONER EXPENSE
52303	REHIT SUPPORT	54202	MAJOR CRIME INVETIGATIONS
52304	LAFCO FEES AND PROP TAX EXP	54320	SOFTWARE
52500	TRUSTEE FEES	55100	TELEPHONE
52510	ADVERTISING & PROMOTION	55200	PG&E
52515	ADVERTISING & PUBLICATION	55210	UTILITIES
52521	LIABILITY INSURANCE PREMIUM	56100	VEHICLE & EQUIPMENT MAINT. & R
52522	LIABILITY INSURANCE DEDUCT	56110	CITY GARAGE - PARTS
52523	BOILER/MACHINERY PREMIUMS	56111	CITY GARAGE - LABOR
52524	PROPERTY INSURANCE	56112	EQUIPMENT PARTS FOR RESALE
52525	WORKER'S COMP. EXPENSE	56120	EQUIPMENT MAINTENANCE & REPAIR

56121	R & M RADIO EQUIPMENT	80235	SYSTEM MAINTENANCE
56122	R & M NON-AUTO EMS EQUIPMENT	80236	EMERGENCY/CONTINGENCY
56123	R & M COMPUTERS	90100	LOAN PROCEEDS
56124	MAINT CONTRACT DEFIBULATORS	90101	LOAN PAYMENT RECEIVED
56130	EXTERNAL SERVICES	90301	LOAN REPAYMENT
56210	FUEL & FLUIDS	90410	BOND PROCEEDS
56300	BUILDING MAINT. & REPAIR		
56410	EQUIPMENT RENTAL - PRIVATE		
56504	FACILITY MAINTENANCE & REPAIR		
56600	AIRFIELD MAINTENANCE & REPAIR		
56700	LANDFILL CLOSURE EXPENSE		
57100	CONFERENCE & TRAINING		
57101	CONF & TRAINING-AQUATICS		
57102	CONF & TRAINING-PARKS STAFF		
57200	MEETINGS		
57300	MEMBERSHIPS & SUBSCRIPTIONS		
58101	NCPA PLANT GENERATION		
58102	NCPA POWER PURCHASES		
58103	NCPA TRANSMISSION		
58104	NCPA MANAGEMENT SERVICES		
58105	NCPA THIRD PARTY SALES		
58106	NCPA PASS THROUGH COSTS		
58107	NCPA COMMITMENTS ACTIVITY		
58201	WATER PURCHASES		
58202	WATER TREATMENT PLANT CHEMICAL		
58401	AVIATION FUEL		
58410	GARAGE LUBRICANTS & PARTS		
58510	REIMBRASABLE JOBS		
59100	PROPERTY TAXES PAID		
59101	FEES		
59102	FRANCHISE FEES		
59350	PURCHASE DISCOUNTS TAKEN		
59400	OTHER EXPENSES		
70101	LOAN PAYMENTS MADE		
70102	BOND INTEREST PAYMENTS		
70110	BOND ISSUANCE COSTS		
70201	LOAN PRINCIPAL PAYMENTS		
70202	BOND PRINCIPAL PAYMENTS		
80100	MACHINERY & EQUIPMENT		
80200	BUILDINGS ACQUISITION		
80210	LAND ACQUISITION		
80220	BUILDING IMPROVEMENTS		
80230	INFRASTRUCTURE		
80231	RECYCLING STUDY 50% GRANT MATC		
80232	LINE REPLACEMENTS		
80233	MAIN REPLACEMENTS		
80234	INFLOW/INFILTRATION		

List of Checks Presented for Approval on 1/6/2017

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

 1-12-17 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ADAMSON POLICE PRODUCTS	INV231346	MAGNETIC MIC	\$73.84	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.08)
				10520210-56130	EXTERNAL SERVICES	\$0.08
				10520210-56130	EXTERNAL SERVICES	\$73.84
	INV2324426	PUSH BUMPER	\$293.80	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.30)
				10520210-56130	EXTERNAL SERVICES	\$0.30
				10520210-56130	EXTERNAL SERVICES	\$293.80
	INV231238	WINCHESTER 976/RA223R2-W 223 R	\$7,665.00	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$8.75)
				63020210-54100	SUPPLIES	\$8.75
				63020210-54100	SUPPLIES	\$7,665.00
	Vendor Total:					\$8,032.64
ADVANCED COLLISION REPAIR INC	44552	AUTOMOTIVE ACCESSORIES FOR AUT	\$2,474.03	10520210-56130	EXTERNAL SERVICES	\$2,474.03
				Vendor Total: \$2,474.03		
AFLAC	345247	CANCER, LIFE, ACC INS	\$6,507.60	20700000-20527	SECTION 125 (CANCER & LIFE)	\$6,507.60
				Vendor Total: \$6,507.60		
AFLAC GROUP INSURANCE	A077206700	DEC 2016 CRITICAL CARE INSURANCE	\$563.38	20700000-20538	AFLAC CRITICAL ILLNSS POLICY	\$563.38
				Vendor Total: \$563.38		

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AIMEE SHIELDS	JAN 17	TRANSCRIPTION SERVICES FOR POL	\$1,250.00	63520210-52100	CONTRACTED SERVICES	\$1,250.00
					Vendor Total:	\$1,250.00
ALL-GUARD ALARM SYSTEMS INC	A105746	MONTHLY MONITORING OF WWTP	\$76.90	84024425-52180	SECURITY SERVICES	\$76.90
					Vendor Total:	\$76.90
ALTEC INDUSTRIES INC	10657999	PARTS & MATERIALS AS NEEDED	\$280.04	80026400-56130	EXTERNAL SERVICES	\$280.04
					Vendor Total:	\$280.04
ANIXTER	3354223-00	ELECTRICAL EQUIPMENT AND SUPPL	\$16,543.13	80000000-12104	INVENTORY - PURCHASES	\$16,543.13
					Vendor Total:	\$16,543.13
AVIATION FUEL HANDLING TECHNOLOGY	1538	EQUIPMENT PARTS	\$349.36	77725200-56300	BUILDING MAINT. & REPAIR	\$349.36
					Vendor Total:	\$349.36
AVIATION LABORATORIES	0294041-IN	DICE FLASH - 5 GALLON PAIL	\$227.16	77725200-58401	AVIATION FUEL	\$12.52
				77725200-58401	AVIATION FUEL	\$227.16
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.20)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.77)
				90000000-23013	STATE USE TAX LIABILITY	(\$11.55)
					Vendor Total:	\$227.16
BELKORP AG	314193	FILTER ELEMENT AND FILTER	\$30.54	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.15)
				10022100-56130	EXTERNAL SERVICES	\$0.15
				10022100-56130	EXTERNAL SERVICES	\$30.54
	314693	OIL FILTER	\$35.48	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.17)
				10022100-56130	EXTERNAL SERVICES	\$0.17

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail			
BELKORP AG	314693	OIL FILTER	\$35.48	10022100-56130	EXTERNAL SERVICES	\$35.48	
	313873	SWITCH	\$35.78	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.17)	
				10022100-56130	EXTERNAL SERVICES	\$0.17	
				10022100-56130	EXTERNAL SERVICES	\$35.78	
	314697	BLADE AND ROLLERS	\$68.55	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.32)	
				77725200-56130	EXTERNAL SERVICES	\$0.32	
				77725200-56130	EXTERNAL SERVICES	\$68.55	
	314727	HYDRAULIC CYLINDER	\$285.39	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.33)	
				77725200-56130	EXTERNAL SERVICES	\$1.33	
				77725200-56130	EXTERNAL SERVICES	\$285.39	
	Vendor Total:					\$455.74	
	BORIS PROKOP	UKIAH-2016-07	ASSIST EUD WITH REGULATORY & M	\$9,570.00	80026400-52100	CONTRACTED SERVICES	\$9,570.00
							Vendor Total: \$9,570.00
BOUTIN JONES INC	98583	LEGAL RETAINER FOR UVSD LITIGA	\$1,149.82	84424422-52100	CONTRACTED SERVICES	\$1,149.82	
						Vendor Total: \$1,149.82	
BROOKE HOFSTETTER	DV122816	INSTRUCTOR	\$100.00	10022850-52100	CONTRACTED SERVICES	\$100.00	
						Vendor Total: \$100.00	
BSN SPORTS	98541722	WHISTLES	\$186.16	10022831-54100	SUPPLIES	\$186.16	
	98552729	BASKETBALLS	\$254.64	10022831-54100	SUPPLIES	\$254.64	
						Vendor Total: \$440.80	
	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-497457	MISCELLANEOUS ELECTRICAL SUPPI	\$178.33	82024411-56300	BUILDING MAINT. & REPAIR	\$0.83

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-497457	MISCELLANEOUS ELECTRICAL SUPPL	\$178.33	82024411-56300	BUILDING MAINT. & REPAIR	\$178.33
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.83)
				Vendor Total:		\$178.33
CORNWELL QUALITY TOOLS	356472	TOOLS	\$109.15	20324100-54100	SUPPLIES	\$109.15
				Vendor Total:		\$109.15
CURRY'S DISCOUNT INC	613151	PAPER, FOR OFFICE AND PRINT SH	\$1,254.25	10012200-54100	SUPPLIES	\$1,254.25
				Vendor Total:		\$1,254.25
DELL MARKETING LP	10123275480	Microcomputers, Handheld, Lapt	\$1,969.80	10024210-54100	SUPPLIES	\$590.94
				82024410-54100	SUPPLIES	\$689.43
				84024420-54100	SUPPLIES	\$689.43
				Vendor Total:		\$1,969.80
DEPARTMENT OF JUSTICE	206443	CHEM TEST/SUPPORT CRIMINAL INV	\$210.00	10520210-52100	CONTRACTED SERVICES	\$210.00
				Vendor Total:		\$210.00
DUDEK	20166202	RECIRCULATE THE EIR ENERGY ANA	\$1,007.50	10023100-52100	CONTRACTED SERVICES	\$1,007.50
				Vendor Total:		\$1,007.50
EEL RIVER FUELS	1817172	MISC FUEL AND OIL AS NEEDED	\$58.23	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$25.95
				84024421-56130	EXTERNAL SERVICES	\$32.28
	1817967	MISC FUEL AND OIL AS NEEDED	\$21.52	80026400-56130	EXTERNAL SERVICES	\$21.52
	0057088	MISC FUEL AND OIL AS NEEDED	\$505.59	77725200-56210	FUEL & FLUIDS	\$505.59
				Vendor Total:		\$585.34

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
EUREKA OXYGEN CO	432553	HYDROCO2FE HYDROTEST,CO2 F/E	\$1,396.38	84024425-52100	CONTRACTED SERVICES	\$1,396.38
					Vendor Total:	\$1,396.38
EVERGREEN JOB & SAFETY TRAINING INC	575	EDUCATIONAL/TRAINING SERVICES	\$927.68	20526430-57100	CONFERENCE & TRAINING	\$927.68
	574	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
FARWEST LINE SPECIALTIES LLC	220593	BURNDY DIES	\$479.73	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.54)
				80026120-54100	SUPPLIES	\$0.54
				80026120-54100	SUPPLIES	\$479.73
					Vendor Total:	\$479.73
FEDERAL EXPRESS	5-645-07546	SHIPPING CHARGES	\$202.46	10013400-54101	POSTAGE	\$22.29
				10013400-54101	POSTAGE	\$51.26
				10520210-54101	POSTAGE	\$20.01
				10520210-54101	POSTAGE	\$30.14
				10520210-54101	POSTAGE	\$37.75
				84024425-54100	SUPPLIES	\$10.08
				84024425-54100	SUPPLIES	\$30.93
					Vendor Total:	\$202.46
FISHER WIRELESS SVCS INC	227437	COMMUNICATION EQUIP & MISC REP	\$53.74	10520210-56130	EXTERNAL SERVICES	\$53.74
					Vendor Total:	\$53.74

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GENERAL SERVICES AGENCY	JAN 16	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00
					Vendor Total:	\$50.00
GINA GRECO	DV122916	INSTRUCTOR	\$812.00	10022850-52100	CONTRACTED SERVICES	\$812.00
					Vendor Total:	\$812.00
GOLDEN GATE K9 LLC	UPD11302016	ANNUAL K9 TRAINING	\$525.00	10520210-54100	SUPPLIES	\$525.00
	UPD12312016	ANNUAL K9 TRAINING	\$525.00	10520210-54100	SUPPLIES	\$525.00
					Vendor Total:	\$1,050.00
GRAFIX SHOPPE	111774	LETTERING FOR PATROL CAR	\$59.01	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.05)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.19)
				10520210-56130	EXTERNAL SERVICES	\$3.09
				10520210-56130	EXTERNAL SERVICES	\$59.01
				90000000-23013	STATE USE TAX LIABILITY	(\$2.85)
					Vendor Total:	\$59.01
GRANITE CONSTRUCTION COMPANY	1096381	MISC ROCK & ROAD PATCH MATERIA	\$85.55	82024414-54100	SUPPLIES	\$85.55
					Vendor Total:	\$85.55
HARTFORD RETIREE PREMIUM ACCT	50011-JAN16	RETIREE HEALTH INSURANCE	\$1,612.22	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$1,612.22
					Vendor Total:	\$1,612.22
HOME DEPOT CREDIT SERVICES	8013748	MISCELLANEOUS SUPPLIES AS NEED	\$27.01	31400000-54100	SUPPLIES	\$27.01
	8013741	MISCELLANEOUS SUPPLIES AS NEED	\$87.08	31400000-54100	SUPPLIES	\$87.08
	1030890	MISCELLANEOUS SUPPLIES AS NEED	\$53.81	73022600-54100	SUPPLIES	\$53.81

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
HOME DEPOT CREDIT SERVICES	5181209	MISCELLANEOUS SUPPLIES AS NEED	\$57.06	73022600-54100	SUPPLIES	\$57.06
	3020023	MISCELLANEOUS SUPPLIES AS NEED	\$64.81	84024421-54100	SUPPLIES	\$64.81
Vendor Total:						\$289.77
INTEGRITY SHRED	64949	DOCUMENT SHREDDING	\$28.50	10016100-52100	CONTRACTED SERVICES	\$28.50
	64839	DOCUMENT SHREDDING	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
Vendor Total:						\$85.50
INTERCOUNTY MECHANICAL & ELECTRICAL INC	5635	HEATER REPAIR AT PD	\$133.24	20822500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$133.24
	5620	ELECTRIC PANEL REPAIR AT WWTP	\$221.13	20822500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$221.13
Vendor Total:						\$354.37
JAMES REESE	17582	CLEANING SERVICES	\$315.00	73022600-56300	BUILDING MAINT. & REPAIR	\$315.00
	17583	CLEANING SERVICES	\$560.00	73022600-56300	BUILDING MAINT. & REPAIR	\$560.00
Vendor Total:						\$875.00
JUDY CHAN	DV010117	RENT FOR 185 MASON ST	\$1,365.00	10022100-52600	RENT	\$1,365.00
Vendor Total:						\$1,365.00
KELLY-MOORE PAINT COMPANY INC	910- 00000251685	MISCELLANEOUS PURCHASES AS REQ	\$14.77	82024411-56300	BUILDING MAINT. & REPAIR	\$14.77
	910- 00000245769	MISCELLANEOUS PURCHASES AS REQ	\$15.63	69122700-54100	SUPPLIES	\$15.63
	910- 00000252995	MISCELLANEOUS PURCHASES AS REQ	\$176.64	69122700-54100	SUPPLIES	\$176.64
Vendor Total:						\$207.04
LEGAL SHIELD	38295 DEC 2016	PRE-PAID LEGAL SERVICES	\$51.80	20700000-20526	PREPAID LEGAL - AFLAC	\$51.80
Vendor Total:						\$51.80

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
LIBBY ROSEN-MATHIS	DV122816	INSTRUCTOR	\$120.00	10022850-52100	CONTRACTED SERVICES	\$120.00
					Vendor Total:	\$120.00
LS MITCHELL ARCHITECT INC	633	ARCHITECT SERVICES FOR 1350 HA	\$3,170.56	80026400-52100	CONTRACTED SERVICES	\$3,170.56
					Vendor Total:	\$3,170.56
MARY WILLIAMSON	TA 1/23 - 1/27/17	TRAVEL ADVANCE	\$100.00	20413500-57100	CONFERENCE & TRAINING	\$100.00
					Vendor Total:	\$100.00
MEL GRANDI	DEC 16	REIMBURSE MILEAGE	\$307.80	80026400-57100	CONFERENCE & TRAINING	\$307.80
	NOV 16	REIMBURSE MILEAGE	\$355.86	80026400-57100	CONFERENCE & TRAINING	\$355.86
	OCT 16	REIMBURSE MILEAGE	\$423.90	80026400-57100	CONFERENCE & TRAINING	\$423.90
					Vendor Total:	\$1,087.56
MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY	10023	FLUORESCENT TUBE DISPOSAL	\$94.36	80026400-54100	SUPPLIES	\$94.36
					Vendor Total:	\$94.36
MOTION INDUSTRIES INC	CA23-501917	BEARING, FITTING & MISCELLANEO	\$96.99	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.45)
				80026330-54100	SUPPLIES	\$0.45
				80026330-54100	SUPPLIES	\$96.99
					Vendor Total:	\$96.99
NATIONAL PUMP SUPPLY	24479	SEAL KITS FOR PUMPS	\$640.92	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$640.92
					Vendor Total:	\$640.92
NORTHERN AGGREGATES INC	51772	MISC ROCK & SAND AS NEEDED	\$251.28	70024500-54100	SUPPLIES	\$251.28
					Vendor Total:	\$251.28

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	110156.7	ENERGY REBATE	\$5.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$5.00
	114419.5	ENERGY REBATE	\$50.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$50.00
	115263-6	ENERGY REBATE	\$50.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$50.00
	69833-2	ENERGY REBATE	\$50.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$50.00
	71240-6	ENERGY REBATE	\$50.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$50.00
	115974-8	ENERGY REBATE	\$100.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$100.00
	58391-4	ENERGY REBATE	\$1,759.75	80626500-52135	ENERGY CONSERVATION PROGRAM	\$1,759.75
	90905-1	UTILITY REFUND	\$9.47	94000000-10420	UTILITY RECEIVABLES	\$9.47
	115577-9	UTILITY REFUND	\$19.21	90100000-10421	UTILITY RECEIVABLES CLEARING	\$19.21
	108099-3	UTILITY REFUND	\$85.88	90100000-10421	UTILITY RECEIVABLES CLEARING	\$85.88
	114208-2	UTILITY REFUND	\$150.00	90100000-10421	UTILITY RECEIVABLES CLEARING	\$150.00
	69479-4	UTILITY REFUND	\$218.45	90100000-10421	UTILITY RECEIVABLES CLEARING	\$218.45
Vendor Total:						\$2,547.76
PACE SUPPLY CORPORATION	023613188	MISCELLANEOUS ITEMS AS NEEDED	\$33.51	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.16)
				82024414-54100	SUPPLIES	\$0.16
				82024414-54100	SUPPLIES	\$33.51
	023635211	MISCELLANEOUS ITEMS AS NEEDED	\$40.08	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.19)
				80026110-54100	SUPPLIES	\$0.19
				80026110-54100	SUPPLIES	\$40.08
	023617748-1	MISCELLANEOUS ITEMS AS NEEDED	\$60.53	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.29)

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023617748-1	MISCELLANEOUS ITEMS AS NEEDED	\$60.53	82024414-54100	SUPPLIES	\$0.29
				82024414-54100	SUPPLIES	\$60.53
	023610958	MISCELLANEOUS ITEMS AS NEEDED	\$300.46	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.41)
				82024414-54100	SUPPLIES	\$1.41
				82024414-54100	SUPPLIES	\$300.46
				Vendor Total:		\$434.58
PERKOWSKI SCREEN PRINT	14556	SCREENPRINT AND EMBROIDERY SERVICES	\$274.50	10022100-54100	SUPPLIES	\$274.50
				Vendor Total:		\$274.50
PETERSON CAT	PC060135368	PARTS & SERVICE REPAIRS AS NEE	\$105.63	10520224-56130	EXTERNAL SERVICES	\$105.63
	PC270041130	PARTS & SERVICE REPAIRS AS NEE	\$82.48	20822500-56130	EXTERNAL SERVICES	\$82.48
	Vendor Total:		\$188.11			
PETERSON TRUCKS INC	50590P	MOTOR CONTROL	\$34.98	10024220-56130	EXTERNAL SERVICES	\$34.98
	50592P	CONTROL A/T MAIN SELECTOR	\$332.25	10024220-56130	EXTERNAL SERVICES	\$332.25
	Vendor Total:		\$367.23			
PHENOVA	127213	PROFICIENCY TESTING SAMPLES	\$498.11	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.48)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.91)
				82024411-54100	SUPPLIES	\$2.39
				82024411-54100	SUPPLIES	\$498.11
				Vendor Total:		\$498.11
PITNEY BOWES INC	1002690969	POSTAGE MACHINE LEASE & SUPPLI	\$117.00	73022600-52100	CONTRACTED SERVICES	\$117.00

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PITNEY BOWES INC	1002533244	POSTAGE MACHINE LEASE & SUPPLI	\$145.97	73022600-52100	CONTRACTED SERVICES	\$145.97
					Vendor Total:	\$262.97
PLATT ELECTRIC SUPPLY	L067748	MISC ELECTRICAL SUPPLIES AS NE	\$65.82	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.31)
				84024421-54100	SUPPLIES	\$0.31
				84024421-54100	SUPPLIES	\$65.82
	K974124	MISC ELECTRICAL SUPPLIES AS NE	\$818.28	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.77)
				82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3.77
				82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$818.28
					Vendor Total:	\$884.10
POLYDYNE INC	1097944	LIQ POLYMER ALKYLAMINE	\$3,460.00	84024425-58202	CHEMICALS	\$3,460.00
					Vendor Total:	\$3,460.00
PORTOLA SYSTEMS INC	34116	I.T. SERVICES AS NEEDED	\$3,840.00	20922900-52100	CONTRACTED SERVICES	\$3,840.00
	34130	I.T. SERVICES AS NEEDED	\$5,756.60	20922900-52100	CONTRACTED SERVICES	\$5,756.60
					Vendor Total:	\$9,596.60
POWER INDUSTRIES INC	722502	CONNECTOR	\$22.74	10521210-56130	EXTERNAL SERVICES	\$22.74
	722742	CLAMP FIRE HOSE	\$25.12	84024421-56130	EXTERNAL SERVICES	\$25.12
					Vendor Total:	\$47.86
R EMMETT JONES	NOV 16	MANAGEMENT ADVISORY SERVICES	\$600.00	70024500-52100	CONTRACTED SERVICES	\$600.00
	OCT 16	MANAGEMENT ADVISORY SERVICES	\$2,325.00	70024500-52100	CONTRACTED SERVICES	\$2,325.00

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
R EMMETT JONES	DEC 16	MANAGEMENT ADVISORY SERVICES	\$337.50	90224500-52100	CONTRACTED SERVICES	\$337.50
					Vendor Total:	\$3,262.50
REDWOOD TOXICOLOGY LAB INC	001698201611	DRUG SCREENING TESTING	\$22.00	10520210-52100	CONTRACTED SERVICES	\$22.00
					Vendor Total:	\$22.00
REID EDELMAN	DV122916	REIMBURSE SEWER LATERAL REPLACEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
ROCKWELL SOLUTIONS	1497	Mechanical Pumps and Accessori	\$1,580.28	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,580.28
					Vendor Total:	\$1,580.28
ROUND TABLE PIZZA	02-5103	WORKING LUNCH	\$65.72	82024410-57100	CONFERENCE & TRAINING	\$32.86
				84024420-57100	CONFERENCE & TRAINING	\$32.86
					Vendor Total:	\$65.72
SAFETY-KLEEN CORPORATION	71846834	PARTS WASHER SERVICE AS NEEDED	\$428.77	20324100-52100	CONTRACTED SERVICES	\$428.77
					Vendor Total:	\$428.77
SAFEWAY INC	720632-120316-1583	MISCELLANEOUS PURCHASES AS REQ	\$4.31	69122700-54100	SUPPLIES	\$4.31
	720631-120316-1583	MISCELLANEOUS PURCHASES AS REQ	\$26.56	69122700-54100	SUPPLIES	\$26.56
	802617-120216-1583	MISCELLANEOUS PURCHASES AS REQ	\$218.70	69122700-54100	SUPPLIES	\$218.70
					Vendor Total:	\$249.57
SOLID WASTES SYSTEMS INC	NOV 16	RESIDENTIAL GARBAGE FEES	\$21,509.05	90200000-52170	UKIAH WASTE SOLUTIONS	\$21,509.05
					Vendor Total:	\$21,509.05
STAPLES CREDIT PLAN	66218	OFFICE SUPPLIES, MISC AS NEEDED	\$162.17	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$162.17

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	70846	OFFICE SUPPLIES, MISC AS NEEDE	(\$23.33)	10010000-54100	SUPPLIES	(\$23.33)
	69098	OFFICE SUPPLIES, MISC AS NEEDE	\$23.33	10010000-54100	SUPPLIES	\$23.33
	82733	OFFICE SUPPLIES, MISC AS NEEDE	\$116.18	20922900-54100	SUPPLIES	\$116.18
	82709	OFFICE SUPPLIES, MISC AS NEEDE	\$219.80	31400000-54100	SUPPLIES	\$219.80
	71225	OFFICE SUPPLIES, MISC AS NEEDE	\$63.77	69122700-54100	SUPPLIES	\$63.77
	1713903341	OFFICE SUPPLIES, MISC AS NEEDE	\$38.04	73022600-54100	SUPPLIES	\$38.04
	1707462881	OFFICE SUPPLIES, MISC AS NEEDE	\$89.72	73022600-54100	SUPPLIES	\$89.72
	71387	OFFICE SUPPLIES, MISC AS NEEDE	\$15.12	77725200-54100	SUPPLIES	\$15.12
	80825	OFFICE SUPPLIES, MISC AS NEEDE	\$145.91	77725200-54100	SUPPLIES	\$145.91
	71354	OFFICE SUPPLIES, MISC AS NEEDE	\$32.47	80026400-54100	SUPPLIES	\$32.47
	72475	OFFICE SUPPLIES, MISC AS NEEDE	\$216.24	80026400-54100	SUPPLIES	\$216.24
	67244	OFFICE SUPPLIES, MISC AS NEEDE	\$25.94	82024410-54100	SUPPLIES	\$12.97
				84024420-54100	SUPPLIES	\$12.97
	72580	OFFICE SUPPLIES, MISC AS NEEDE	\$10.53	82024411-54100	SUPPLIES	\$10.53
	83164	OFFICE SUPPLIES, MISC AS NEEDE	\$11.13	82024411-54100	SUPPLIES	\$11.13
	72775	OFFICE SUPPLIES, MISC AS NEEDE	\$54.04	82024411-54100	SUPPLIES	\$54.04
	81913	OFFICE SUPPLIES, MISC AS NEEDE	\$77.28	82024411-54100	SUPPLIES	\$77.28
	69288	OFFICE SUPPLIES, MISC AS NEEDE	\$301.95	82024411-54100	SUPPLIES	\$301.95
	68671	OFFICE SUPPLIES, MISC AS NEEDE	\$114.59	84024421-54100	SUPPLIES	\$114.59

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
					Vendor Total:	\$1,694.88
THANKSGIVING COFFEE COMPANY	0378785	MISC COFFEE SUPPLIES AS NEEDED	\$98.50	73022600-54100	SUPPLIES	\$98.50
					Vendor Total:	\$98.50
THOMPSON'S PARTY RENTALS	01-021583-02	MISC PARTY RENTALS & SUPPLIES	\$12.98	84024420-57100	CONFERENCE & TRAINING	\$12.98
	01-021695-01	MISC PARTY RENTALS & SUPPLIES	\$70.16	31400000-54100	SUPPLIES	\$70.16
	01-021644-03	MISC PARTY RENTALS & SUPPLIES	\$329.67	73022600-54100	SUPPLIES	\$329.67
	01-021625-04	MISC PARTY RENTALS & SUPPLIES	\$679.03	73022600-54100	SUPPLIES	\$679.03
	01-021732-04	MISC PARTY RENTALS & SUPPLIES	\$882.84	73022600-54100	SUPPLIES	\$882.84
					Vendor Total:	\$1,974.68
TUFTS POLYGRAPH & INVESTIGATION	2017-293(A)	POLYGRAPH AND INVESTIGATION SERVICES	\$650.00	10520210-52100	CONTRACTED SERVICES	\$650.00
	2017-294(A)	POLYGRAPH AND INVESTIGATION SERVICES	\$650.00	10520210-52100	CONTRACTED SERVICES	\$650.00
	2016-283(B)	POLYGRAPH AND INVESTIGATION SERVICES	\$750.00	10520210-52100	CONTRACTED SERVICES	\$750.00
					Vendor Total:	\$2,050.00
UKIAH PAPER SUPPLY	1465017	JANITORIAL SUPPLIES, MISC AS N	\$30.72	10022810-54100	SUPPLIES	\$30.72
	1464847	JANITORIAL SUPPLIES, MISC AS N	\$81.74	20824300-54100	SUPPLIES	\$81.74
	465208	JANITORIAL SUPPLIES, MISC AS N	\$223.62	73022600-54100	SUPPLIES	\$223.62
	1464985	JANITORIAL SUPPLIES, MISC AS N	\$255.91	73022600-54100	SUPPLIES	\$255.91
	464614	JANITORIAL SUPPLIES, MISC AS N	\$102.97	77725200-54100	SUPPLIES	\$102.97

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH PAPER SUPPLY	1464908	JANITORIAL SUPPLIES, MISC AS N	\$176.97	80026400-54100	SUPPLIES	\$176.97
					Vendor Total:	\$871.93
UKIAH ROUND TREE GLASS	155446	WINDSHEILD REPLACEMENT	\$336.00	10520210-56130	EXTERNAL SERVICES	\$336.00
					Vendor Total:	\$336.00
UKIAH TROPHIES & GIFTS	674603	PLAQUE AND GAVEL	\$127.59	10011100-52100	CONTRACTED SERVICES	\$127.59
	038597	SWEATSHIRTS	\$454.13	10022100-54100	SUPPLIES	\$454.13
					Vendor Total:	\$581.72
UKIAH WASTE SOLUTIONS INC	NOV16	REFRIG RECYCLE PROGRM-AGMNT OF	\$200.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$200.00
					Vendor Total:	\$200.00
URBAN TREE FARM NURSERY INC	40527	TREES AND PLANTS	\$1,003.48	10022100-54100	SUPPLIES	\$1,003.48
					Vendor Total:	\$1,003.48
UTILITY DESIGN SERVICES LLC	31	DESIGN, ENGINEERING & CONSULTAN	\$3,445.00	80026400-52100	CONTRACTED SERVICES	\$3,445.00
					Vendor Total:	\$3,445.00
WAGEWORKS INC	125AI0502611	SEC 125 ADMIN FEES	\$93.20	10016100-52151	AFLAC & PERS INSUR ADMIN FEES	\$93.20
					Vendor Total:	\$93.20
WALMART COMMUNITY	P927300P101P	MISC ITEMS AS NEEDED KYJZ4	\$48.01	84024420-57100	CONFERENCE & TRAINING	\$48.01
	P927300PE00Z	MISC ITEMS AS NEEDED AXVRN	\$63.25	84024420-57100	CONFERENCE & TRAINING	\$63.25
	P927300PE00Z	MISC ITEMS AS NEEDED AXVRY	\$143.47	84024420-57100	CONFERENCE & TRAINING	\$143.47
	P927300P301R	MISC ITEMS AS NEEDED 8A9QA	\$31.03	10022100-54100	SUPPLIES	\$31.03
	P927300PA00X	MISC ITEMS AS NEEDED SM2DF	\$8.63	10022810-54100	SUPPLIES	\$8.63

List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WALMART COMMUNITY	P927300P101P KYJYW	MISC ITEMS AS NEEDED	\$14.53	10024210-54100	SUPPLIES	\$14.53
	P927300P801S HSYDJ	MISC ITEMS AS NEEDED	\$10.77	10520210-54100	SUPPLIES	\$10.77
	P927300P801S J7GSH	MISC ITEMS AS NEEDED	\$9.55	20513300-54100	SUPPLIES	\$9.55
	P927300PA00X SJ6PK	MISC ITEMS AS NEEDED	\$20.35	31400000-54100	SUPPLIES	\$20.35
	P927300P301R 8D1F1	MISC ITEMS AS NEEDED	\$126.08	31400000-54100	SUPPLIES	\$126.08
	P927300P001P 741AM	MISC ITEMS AS NEEDED	\$105.19	73022600-54100	SUPPLIES	\$105.19
	P927300P7010 FD3RB	MISC ITEMS AS NEEDED	\$32.16	82024411-54100	SUPPLIES	\$32.16
Vendor Total:						\$613.02
WESCO GRAPHICS INC	42454	PRODUCTION OF RECREATION GUIDE	\$5,187.77	10022850-54100	SUPPLIES	\$5,187.77
						\$5,187.77
WESTERN WATER CONSTRUCTORS INC	44840	Contract 1516202 retainage 12/29/2016 to	\$5,043.75	82200000-20150	AP CONTRACT RETAINAGE	\$1,741.25
				82200000-20150	AP CONTRACT RETAINAGE	\$3,302.50
				Vendor Total:		\$5,043.75
WIPF CONSTRUCTION	39326	DELIVERY OF VARIOUS MATERIALS	\$597.60	84024421-54100	SUPPLIES	\$597.60
						\$597.60
WOODLAND COMMUNITY COLLEGE	DV120616	REGISTRATION	\$444.00	84024420-57100	CONFERENCE & TRAINING	\$444.00
						\$444.00
WYATT IRRIGATION CO	224483 00	PARTS & MISC SUPPLIES AS NEEDE	\$493.43	20822500-52100	CONTRACTED SERVICES	\$2.30
				20822500-52100	CONTRACTED SERVICES	\$493.43
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.30)
				Vendor Total:		\$493.43

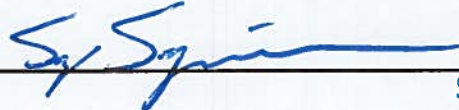
List of Checks Presented for Approval on 1/6/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ZACK'S RESTAURANT & CATERING INC	DEC. 17,2016	Concessions, Catering, Vending	\$11,929.43	73022600-54100	SUPPLIES	\$11,929.43
					Vendor Total:	\$11,929.43
ZAP MFG	45707	EQUIPMENT MAINTENACE	\$627.34	10024220-54127	PW - SIGN POSTS/SHEETING	\$627.34
					Vendor Total:	\$627.34
ZERO WASTE USA	130444	WASTE BAGS	\$533.06	10022100-54100	SUPPLIES	\$533.06
					Vendor Total:	\$533.06
					INVOICE TOTAL:	\$156,380.39

List of Checks Presented for Approval on 1/13/2017

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

 1-25-17  
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCONTEMPS	47226401	TEMPORARY SERVICES - PURCHASIN	\$810.00	10013400-52100	CONTRACTED SERVICES	\$110.00
				20413500-52100	CONTRACTED SERVICES	\$700.00
	47278361	TEMPORARY SERVICES - PURCHASIN	\$810.00	10013400-52100	CONTRACTED SERVICES	\$202.50
				20413500-52100	CONTRACTED SERVICES	\$607.50
	47328556	TEMPORARY SERVICES - PURCHASIN	\$810.00	20413500-52100	CONTRACTED SERVICES	\$810.00
	47380774	TEMPORARY SERVICES - PURCHASIN	\$810.00	20413500-52100	CONTRACTED SERVICES	\$810.00
	Vendor Total:					\$3,240.00
ADVANCED SECURITY SYSTEMS	361113	FIRE, LIFE SAFETY INSPECTION &	\$1,056.96	69122700-52180	SECURITY SERVICES	\$1,056.96
	308705	FIRE, LIFE SAFETY INSPECTION &	\$1,480.00	69122700-52180	SECURITY SERVICES	\$1,480.00
	Vendor Total:					\$2,536.96
ALHAMBRA NATIONAL WATER	5109554 010617	DRINKING WATER SERVICES	\$65.22	69122700-54100	SUPPLIES	\$13.62
				84024425-54100	SUPPLIES	\$51.60
	Vendor Total:					\$65.22
ALSCO-AMERICAN LINEN DIVISION	LSR0950121	LAUNDRY AND LINEN SERVICES	\$214.90	20324100-52100	CONTRACTED SERVICES	\$214.90
	LSR0953207	LAUNDRY AND LINEN SERVICES	\$214.90	20324100-52100	CONTRACTED SERVICES	\$214.90

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALSCO-AMERICAN LINEN DIVISION	LSR0956212	LAUNDRY AND LINEN SERVICES	\$214.90	20324100-52100	CONTRACTED SERVICES	\$214.90
					Vendor Total:	\$644.70
ANNA'S BISTRO	DV122816	EUD STAFF MEETING LUNCHEON	\$233.70	80026400-54100	SUPPLIES	\$233.70
					Vendor Total:	\$233.70
ARAMARK UNIFORM SERVICES	703080378	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	703100954	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	703080375	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	703100953	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	703090756	MAT & TOWEL SERVICE	\$69.61	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$69.61
	703111187	MAT & TOWEL SERVICE	\$69.61	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$69.61
	703080389	UNIFORM SVC-AIRPORT	\$66.77	77725200-54100	SUPPLIES	\$66.77
	703090773	UNIFORM SVC-AIRPORT	\$66.77	77725200-54100	SUPPLIES	\$66.77
	703111204	UNIFORM SVC-AIRPORT	\$66.77	77725200-54100	SUPPLIES	\$66.77
	703100959	UNIFORM SVC-AIRPORT	\$92.69	77725200-54100	SUPPLIES	\$92.69
					Vendor Total:	\$767.22
ARROW FENCING	76224	WTP GATE CONTROLLERS	\$107.27	82024411-54100	SUPPLIES	\$107.27
					Vendor Total:	\$107.27
AT&T	DEC 16	911 SYSTEM	\$188.81	20620231-52100	CONTRACTED SERVICES	\$188.81

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	0602111524	LIVE SCAN	\$1,068.00	10520210-55100	TELEPHONE	\$1,068.00
					Vendor Total:	\$1,256.81
B & B INDUSTRIAL SUPPLY INC	183785	MISCELLANEOUS MATERIALS AS NEE	\$37.27	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$37.27
	183829	MISCELLANEOUS MATERIALS AS NEE	\$32.73	84024421-54100	SUPPLIES	\$32.73
	183791	MISCELLANEOUS MATERIALS AS NEE	\$412.49	84024421-54100	SUPPLIES	\$412.49
					Vendor Total:	\$482.49
BELKORP AG	316720	ISOLATOR KIT	\$50.18	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.26)
				77725200-56130	EXTERNAL SERVICES	\$0.26
				77725200-56130	EXTERNAL SERVICES	\$50.18
					Vendor Total:	\$50.18
BORGES & MAHONEY INC	138532	MOTOR ASSEMBLY	\$928.15	84024425-54100	SUPPLIES	\$928.15
					Vendor Total:	\$928.15
BORIS PROKOP	UKIAH-2017-01	ASSIST EUD WITH REGULATORY & M	\$3,630.00	80026400-52100	CONTRACTED SERVICES	\$3,630.00
					Vendor Total:	\$3,630.00
CHRISTOPHER WALKER	TA 1/18 - 1/19/17	TRAVEL ADVANCE	\$90.00	20324100-57100	CONFERENCE & TRAINING	\$90.00
					Vendor Total:	\$90.00
CITY CLERKS ASSOC	1811	ANNUAL RENEWAL	\$185.00	10011100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$185.00
					Vendor Total:	\$185.00
COMCAST	JAN17	INTERNET SERVICE	\$152.31	73022600-55100	TELEPHONE	\$152.31
					Vendor Total:	\$152.31

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-497527	MISCELLANEOUS ELECTRICAL SUPPI	\$279.92	80026200-54100	SUPPLIES	\$279.92
					Vendor Total:	\$279.92
COOPER COMPLIANCE CORPORATION	1486	COMPLIANCE RPT SVCS TO MEET FE	\$2,666.67	80026400-52100	CONTRACTED SERVICES	\$2,666.67
					Vendor Total:	\$2,666.67
DAPHINE HARRIS	CR 010217	COURSE REIMBURSEMENT	\$414.50	10013400-57100	CONFERENCE & TRAINING	\$414.50
					Vendor Total:	\$414.50
DARIN MALUGANI	DV010317	BOOT ALLOWANCE	\$150.00	10024220-54130	PW - SAFETY	\$150.00
					Vendor Total:	\$150.00
DEEP VALLEY SECURITY	306116.1	SECURITY SYSTEM AT OBSERVATORY	\$39.95	10022100-52180	SECURITY SERVICES	\$39.95
	306116	ALARM SERVICES AS REQUIRED	\$481.35	10022100-52180	SECURITY SERVICES	\$56.90
				10022822-52180	SECURITY SERVICES	\$22.95
				20822500-52180	SECURITY SERVICES	\$42.95
				20824300-52180	SECURITY SERVICES	\$27.25
				69122700-52180	SECURITY SERVICES	\$85.90
				73022600-52180	SECURITY SERVICES	\$41.90
				73022600-52180	SECURITY SERVICES	\$74.90
				80026400-52180	SECURITY SERVICES	\$24.50
				82024411-52180	SECURITY SERVICES	\$44.95
				82024414-52180	SECURITY SERVICES	\$29.57
				84024421-52180	SECURITY SERVICES	\$29.58
					Vendor Total:	\$521.30

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DEPT OF FORESTRY & FIRE PROTECTION	139423	PUBLIC WORKS AND RELATED SERVI	\$5,944.12	10024220-52100	CONTRACTED SERVICES	\$4,801.02
				70024500-52100	CONTRACTED SERVICES	\$1,143.10
				Vendor Total:		\$5,944.12
DISBURSEMENT UNIT	0450016156-01	INCOME WITHHOLDING ORDER	\$75.00	10000000-20150	AP CONTRACT RETAINAGE	\$75.00
				Vendor Total:		\$75.00
EFFICIENCY SERVICES GROUP LLC	1301	ADMIN OF EUD PUBLIC BENEFITS P	\$3,734.13	80626500-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,734.13
				Vendor Total:		\$3,734.13
EPIC AVIATION LLC	6933101	JET FUEL	\$14,941.84	77725200-58401	AVIATION FUEL	\$14,941.84
				Vendor Total:		\$14,941.84
FARWEST LINE SPECIALTIES LLC	222648	ELECTRICAL EQUIPMENT AND SUPPL	\$1,669.79	80026110-54100	SUPPLIES	\$1,669.79
				Vendor Total:		\$1,669.79
FERGUSON ENTERPRISES INC #1423	1236263	PLUMBING EQUIPMENT, FIXTURES,	\$2,931.47	82000000-12104	INVENTORY - PURCHASES	\$2,931.47
				Vendor Total:		\$2,931.47
FILETRAIL	2016-0801	HOSTED FILE MANAGMENT SYSTEM	\$489.00	10011100-52100	CONTRACTED SERVICES	\$489.00
				Vendor Total:		\$489.00
FIRSTTWO INC	1004	FIRSTTWO SMALL AGENCY LICENSE	\$1,800.00	10520210-52100	CONTRACTED SERVICES	\$900.00
				20620231-52100	CONTRACTED SERVICES	\$900.00
				Vendor Total:		\$1,800.00
FOOD EQUIPMENT REPAIR SRV INC	49084	ANNUAL SERVICE OF AUTOCLAVE	\$1,037.19	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,037.19
				Vendor Total:		\$1,037.19

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FORESTRY SUPPLIERS INC	127499-00	HARD HATS AND SAFETY GLASSES	\$336.85	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.38)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.52)
				90000000-23013	STATE USE TAX LIABILITY	(\$22.75)
				10022100-54100	SUPPLIES	\$24.65
				10022100-54100	SUPPLIES	\$336.85
				Vendor Total: -----		\$336.85
FRIEDMANS HOME IMPROVEMENT	35757688	MISC ITEMS AS NEEDED	\$30.40	20822500-56300	BUILDING MAINT. & REPAIR	\$13.35
				20822500-54102	SMALL TOOLS	\$17.05
	35756308	MISC ITEMS AS NEEDED	\$33.17	20822500-56300	BUILDING MAINT. & REPAIR	\$33.17
	35763079	MISC ITEMS AS NEEDED	\$88.67	20822500-56300	BUILDING MAINT. & REPAIR	\$88.67
	35762033	MISC ITEMS AS NEEDED	\$129.84	20822500-56300	BUILDING MAINT. & REPAIR	\$129.84
	35756900	MISC ITEMS AS NEEDED	\$173.28	20822500-56300	BUILDING MAINT. & REPAIR	\$173.28
	35756898	MISC ITEMS AS NEEDED	\$319.23	20822500-56300	BUILDING MAINT. & REPAIR	\$319.23
	35765243	MISC ITEMS AS NEEDED	\$449.63	20822500-56300	BUILDING MAINT. & REPAIR	\$85.25
				20822500-54102	SMALL TOOLS	\$364.38
	35782173	MISC ITEMS AS NEEDED	\$33.83	77725200-56300	BUILDING MAINT. & REPAIR	\$33.83
	35767997	MISC ITEMS AS NEEDED	\$246.78	77725200-56300	BUILDING MAINT. & REPAIR	\$246.78
	35780524	MISC ITEMS AS NEEDED	\$9.52	82024411-56300	BUILDING MAINT. & REPAIR	\$9.52
	35760500	MISC ITEMS AS NEEDED	\$12.85	82024411-56300	BUILDING MAINT. & REPAIR	\$12.85
	35777485	MISC ITEMS AS NEEDED	(\$14.78)	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$14.78)

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35774327	MISC ITEMS AS NEEDED	\$29.56	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$29.56
	35775251	MISC ITEMS AS NEEDED	\$166.96	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$166.96
	35783437	MISC ITEMS AS NEEDED	\$181.43	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$181.43
	5775195	MISC ITEMS AS NEEDED	\$296.21	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$296.21
	35763791	MISC ITEMS AS NEEDED	\$26.22	20324100-56130	EXTERNAL SERVICES	\$26.22
	35770783	MISC ITEMS AS NEEDED	\$13.13	80026400-56130	EXTERNAL SERVICES	\$13.13
	35776032	MISC ITEMS AS NEEDED	\$25.71	10022100-59400	OTHER EXPENSES	\$25.71
	35774957	MISC ITEMS AS NEEDED	\$21.56	10024220-54124	PW - CONCRETE/SUPPLIES	\$21.56
	35769972	MISC ITEMS AS NEEDED	\$108.11	10024220-54130	PW - SAFETY	\$108.11
	35775762	MISC ITEMS AS NEEDED	\$48.03	10024220-54120	PW - SPECIAL SUPPLIES	\$48.03
	35778843	MISC ITEMS AS NEEDED	\$42.56	10022100-54102	SMALL TOOLS	\$42.56
	35761989	MISC ITEMS AS NEEDED	\$15.96	10024220-54102	SMALL TOOLS	\$15.96
	35778504	MISC ITEMS AS NEEDED	\$19.11	10024220-54102	SMALL TOOLS	\$19.11
	35776140	MISC ITEMS AS NEEDED	\$36.34	10024220-54102	SMALL TOOLS	\$36.34
	35764872	MISC ITEMS AS NEEDED	\$108.78	82024411-54102	SMALL TOOLS	\$108.78
	35762643	MISC ITEMS AS NEEDED	\$84.53	84024421-54102	SMALL TOOLS	\$84.53
	35775453	MISC ITEMS AS NEEDED	\$16.54	84024425-54102	SMALL TOOLS	\$16.54
	35772106	MISC ITEMS AS NEEDED	\$200.70	84024425-54102	SMALL TOOLS	\$200.70
	35783927	MISC ITEMS AS NEEDED	(\$40.68)	10012200-54100	SUPPLIES	(\$40.68)

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35783928	MISC ITEMS AS NEEDED	\$24.43	10012200-54100	SUPPLIES	\$24.43
	35777027	MISC ITEMS AS NEEDED	\$32.43	10012200-54100	SUPPLIES	\$32.43
	35757265	MISC ITEMS AS NEEDED	\$17.58	10022100-54100	SUPPLIES	\$17.58
	35774935	MISC ITEMS AS NEEDED	\$42.56	10022100-54100	SUPPLIES	\$42.56
	35777777	MISC ITEMS AS NEEDED	\$95.46	10022100-54100	SUPPLIES	\$95.46
	35777944	MISC ITEMS AS NEEDED	\$22.84	10022810-54100	SUPPLIES	\$22.84
	35770940	MISC ITEMS AS NEEDED	\$46.60	20324100-54100	SUPPLIES	\$46.60
	35767835	MISC ITEMS AS NEEDED	\$16.73	20513300-54100	SUPPLIES	\$16.73
	35769292	MISC ITEMS AS NEEDED	\$42.62	20922900-54100	SUPPLIES	\$42.62
	35782661	MISC ITEMS AS NEEDED	\$8.68	31400000-54100	SUPPLIES	\$8.68
	35762013	MISC ITEMS AS NEEDED	\$13.26	31400000-54100	SUPPLIES	\$13.26
	35756839	MISC ITEMS AS NEEDED	\$33.33	31400000-54100	SUPPLIES	\$33.33
	35760682	MISC ITEMS AS NEEDED	\$89.42	31400000-54100	SUPPLIES	\$89.42
	35768198	MISC ITEMS AS NEEDED	\$138.45	31400000-54100	SUPPLIES	\$138.45
	35762558	MISC ITEMS AS NEEDED	\$448.11	31400000-54100	SUPPLIES	\$448.11
	35769519	MISC ITEMS AS NEEDED	\$234.00	80026110-54100	SUPPLIES	\$234.00
	35782211	MISC ITEMS AS NEEDED	\$26.62	80026120-54100	SUPPLIES	\$26.62
	35771440	MISC ITEMS AS NEEDED	\$39.36	80026120-54100	SUPPLIES	\$39.36
	35775566	MISC ITEMS AS NEEDED	\$55.81	80026120-54100	SUPPLIES	\$55.81

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35782400	MISC ITEMS AS NEEDED	\$10.69	80026130-54100	SUPPLIES	\$10.69
	35763651	MISC ITEMS AS NEEDED	\$93.72	80026330-54100	SUPPLIES	\$93.72
	35775594	MISC ITEMS AS NEEDED	\$2.57	80026400-54100	SUPPLIES	\$2.57
	35772195	MISC ITEMS AS NEEDED	\$11.42	80026400-54100	SUPPLIES	\$11.42
	35762966	MISC ITEMS AS NEEDED	\$6.38	82024411-54100	SUPPLIES	\$6.38
	35761779	MISC ITEMS AS NEEDED	\$40.53	82024411-54100	SUPPLIES	\$40.53
	35776493	MISC ITEMS AS NEEDED	\$49.08	82024411-54100	SUPPLIES	\$49.08
	35770504	MISC ITEMS AS NEEDED	\$118.71	82024411-54100	SUPPLIES	\$118.71
	35762101	MISC ITEMS AS NEEDED	\$165.76	82024411-54100	SUPPLIES	\$165.76
	35770578	MISC ITEMS AS NEEDED	\$15.89	82024414-54100	SUPPLIES	\$15.89
	35771112	MISC ITEMS AS NEEDED	\$46.06	82024414-54100	SUPPLIES	\$46.06
	35767670	MISC ITEMS AS NEEDED	\$59.69	82024414-54100	SUPPLIES	\$59.69
	35778645	MISC ITEMS AS NEEDED	(\$2.66)	84024421-54100	SUPPLIES	(\$2.66)
	35778577	MISC ITEMS AS NEEDED	\$1.23	84024421-54100	SUPPLIES	\$1.23
	35778625	MISC ITEMS AS NEEDED	\$2.66	84024421-54100	SUPPLIES	\$2.66
	35778648	MISC ITEMS AS NEEDED	\$2.79	84024421-54100	SUPPLIES	\$2.79
	35783783	MISC ITEMS AS NEEDED	\$6.66	84024421-54100	SUPPLIES	\$6.66
	35775476	MISC ITEMS AS NEEDED	\$19.66	84024421-54100	SUPPLIES	\$19.66
	35764652	MISC ITEMS AS NEEDED	\$24.03	84024421-54100	SUPPLIES	\$24.03

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35756236	MISC ITEMS AS NEEDED	\$31.67	84024421-54100	SUPPLIES	\$31.67
	35778388	MISC ITEMS AS NEEDED	\$84.55	84024421-54100	SUPPLIES	\$84.55
	35777521	MISC ITEMS AS NEEDED	\$40.06	84024425-54100	SUPPLIES	\$40.06
Vendor Total:						\$5,172.62
GCS ENVIRONMENTAL EQUIP SRVS	14786	PARTS & SUPPLIES AS NEEDED	\$260.58	10024220-56130	EXTERNAL SERVICES	\$260.58
	Vendor Total:					\$260.58
GHD INC	74442	DESIGN OF WELL #9	\$48,875.73	82024410-52100	CONTRACTED SERVICES	\$48,875.73
	71211	TRANSPORTATION IMPROVEMENTS RE	\$1,092.25	25024210-80230	INFRASTRUCTURE	\$1,092.25
	Vendor Total:					\$49,967.98
GRAINGER INC	9312834329	INDICATOR LIGHTS	\$51.73	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$51.73
	Vendor Total:					\$51.73
GREEN EARTH SUPPLY	8250-E	INDUSTRIAL CLEANER	\$542.23	82024411-54100	SUPPLIES	\$542.23
	Vendor Total:					\$542.23
GREG OWEN	TA 1/29 - 2/1/17	TRAVEL ADVANCE	\$1,500.00	77725200-57100	CONFERENCE & TRAINING	\$1,500.00
	Vendor Total:					\$1,500.00
HACH COMPANY	10250560	TREATMENT SUPPLIES	\$116.32	84024425-54100	SUPPLIES	\$116.32
	10248961	TREATMENT SUPPLIES	\$841.98	84024425-54100	SUPPLIES	\$841.98
	Vendor Total:					\$958.30
HEDGEROW FARMS	OP-58063-16	NURSERY (PLANTS) STOCK, EQUIPM	\$413.08	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.48)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.93)
				25024210-80230	INFRASTRUCTURE	\$0.24

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
HEDGEROW FARMS	OP-58063-16	NURSERY (PLANTS) STOCK, EQUIPM	\$413.08	25024210-80230	INFRASTRUCTURE	\$0.97
				25024210-80230	INFRASTRUCTURE	\$64.07
				31022700-80230	INFRASTRUCTURE	\$0.24
				31022700-80230	INFRASTRUCTURE	\$0.96
				31022700-80230	INFRASTRUCTURE	\$349.01
	OP-58064-16	NURSERY (PLANTS) STOCK, EQUIPM	\$4,524.15	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$5.26)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$21.05)
				25024210-80230	INFRASTRUCTURE	\$2.63
				25024210-80230	INFRASTRUCTURE	\$10.53
				25024210-80230	INFRASTRUCTURE	\$701.68
				31022700-80230	INFRASTRUCTURE	\$2.63
				31022700-80230	INFRASTRUCTURE	\$10.52
				31022700-80230	INFRASTRUCTURE	\$3,822.47
	OP-58068-16	NURSERY (PLANTS) STOCK, EQUIPM	(\$48.38)	25024210-80230	INFRASTRUCTURE	(\$7.50)
				31022700-80230	INFRASTRUCTURE	(\$40.88)
	Vendor Total:					\$4,888.85
HERC RENTALS INC	29015666-001	RENTAL OR PURCHASE OF MISC EQU	\$216.25	10024224-52100	CONTRACTED SERVICES	\$216.25
					Vendor Total:	\$216.25
IBEW, LOCAL 1245	DEC 16	ELECTRIC UNION DUES	\$1,584.50	20700000-20509	P/R DEDUCT.-UNION DUES	\$1,584.50
					Vendor Total:	\$1,584.50
INFOSEND INC	112781	UB PRINT & MAIL SERVICES	\$5,570.30	10018000-52510	ADVERTISING & PROMOTION	\$660.00
				20513300-52100	CONTRACTED SERVICES	\$4,910.30

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INFOSEND INC	113949	UB PRINT & MAIL SERVICES	\$5,069.19	20513300-52100	CONTRACTED SERVICES	\$4,709.19
				69122700-52100	CONTRACTED SERVICES	\$360.00
				Vendor Total:		\$10,639.49
ITRON INC	434696	Software Maintenance/Support	\$1,127.92	20524412-56120	EQUIPMENT MAINTENANCE & REPAIR	\$569.49
				20526430-56120	EQUIPMENT MAINTENANCE & REPAIR	\$558.43
				Vendor Total:		\$1,127.92
J & M LOCK	31968	DUPLICATE KEYS, REPAIRS & MISC	\$9.08	20822500-56300	BUILDING MAINT. & REPAIR	\$9.08
				Vendor Total:		\$9.08
JAMES REESE	17584	CARPET CLEANING SERVICES	\$367.50	73022600-56300	BUILDING MAINT. & REPAIR	\$367.50
				Vendor Total:		\$367.50
JAROD THIELE	TA 1/17 - 5/26/17	TRAVEL ADVANCE	\$360.00	84024420-54100	SUPPLIES	\$360.00
				Vendor Total:		\$360.00
JOHNSON'S QUALITY TREE CARE AND LOGGING CO LLC	E3480	TREE REMOVAL	\$300.00	10022100-52100	CONTRACTED SERVICES	\$200.00
				10022500-52100	CONTRACTED SERVICES	\$100.00
				Vendor Total:		\$300.00
JUDY SOMERS	DV122816	COMMERCIAL ENERGY REBATE	\$1,220.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$1,220.00
				Vendor Total:		\$1,220.00
KEOUGH'S LANDSCAPING INC	16365	LANDSCAPE MAINT.-ORCHARD SUBST	\$500.00	80026130-52100	CONTRACTED SERVICES	\$500.00
				Vendor Total:		\$500.00

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
KIMBALL MIDWEST	5330867	SHOP STOCK	\$536.20	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$336.18
				10520210-56130	EXTERNAL SERVICES	\$200.02
				Vendor Total:		\$536.20
LIGHTGUARD SYSTEMS, INC.	16123	ELECTRICAL EQUIPMENT AND SUPPL	\$1,773.25	10024220-54127	PW - SIGN POSTS/SHEETING	\$1,773.25
				Vendor Total:		\$1,773.25
MCMASTER-CARR SUPPLY CO	94818559	LIQUID FILLED GAUGE PLASTIC CASE	\$178.48	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$178.48
				Vendor Total:		\$178.48
MENDOCINO COUNTY AUDITOR-CONTROLLER	DEC 16	PARKING CITATION REVENUE	\$75.00	90000000-23070	COUNTY SURCHG, PKG ENFORCE	\$18.00
				90000000-23070	COUNTY SURCHG, PKG ENFORCE	\$57.00
				Vendor Total:		\$75.00
MENDOCINO COUNTY ENVIRONMENTAL HEALTH	EH31909	HAZARDOUS MATERIALS PERMIT - ORCHARD SUBSTATION	\$973.00	80026130-52100	CONTRACTED SERVICES	\$973.00
	EH31908	HAZARDOUS MATERIALS PERMIT - HYDRO PLANT	\$887.00	80026330-52100	CONTRACTED SERVICES	\$887.00
	EH32014	HAZARDOUS MATERIALS PERMIT - SUBSTATION	\$413.00	80026130-59101	FEES	\$413.00
				Vendor Total:		\$2,273.00
MILOVINA BROTHERS	DV010517	GRANT MATCH REIMBURSEMENT	\$22,917.44	84424422-80230	INFRASTRUCTURE	\$22,917.44
				Vendor Total:		\$22,917.44
MOTION INDUSTRIES INC	CA23-501538	BEARING, FITTING & MISCELLANEO	\$1,002.17	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,002.17
				Vendor Total:		\$1,002.17
MOTOROLA SOLUTIONS INC	13138835	High Frequency Radio (SSB), Mo	\$579.82	22020200-54100	SUPPLIES	\$579.82
				Vendor Total:		\$579.82

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
NATHANIEL HAYES	DV122816	INSTRUCTOR	\$958.00	10022850-52100	CONTRACTED SERVICES	\$958.00
					Vendor Total:	\$958.00
NATIONAL DOCUMENT SOLUTIONS	0076444	UTILITY TAGS FOR BUILDING INSPECTOR	\$264.92	10023320-54100	SUPPLIES	\$264.92
					Vendor Total:	\$264.92
NFP NATIONAL ACCOUNT SERVICES	JAN 17	NFP INSURANCE	\$2,910.32	20700000-20512	REMIF LIFE	\$2,910.32
					Vendor Total:	\$2,910.32
NORTHWEST PUBLIC POWER ASSOC	19438	REGISTRATION	\$520.00	80026400-57100	CONFERENCE & TRAINING	\$520.00
					Vendor Total:	\$520.00
OCT WATER QUALITY ACADEMY	FEB 13-14	REGISTRATION	\$675.00	82024414-57100	CONFERENCE & TRAINING	\$675.00
					Vendor Total:	\$675.00
OLDCASTLE PRECAST INC	030230534	ELECTRICAL EQUIPMENT AND SUPPL	\$7,601.10	80100000-80230	INFRASTRUCTURE	\$7,601.10
					Vendor Total:	\$7,601.10
ONE TIME PAY VENDOR	115114-1	UTILITY REFUND	\$113.60	90100000-10421	UTILITY RECEIVABLES CLEARING	\$113.60
	115908-6	UTILITY REFUND	\$144.53	90100000-10421	UTILITY RECEIVABLES CLEARING	\$144.53
	114456-7	UTILITY REFUND	\$195.84	90100000-10421	UTILITY RECEIVABLES CLEARING	\$195.84
					Vendor Total:	\$453.97
ONESOURCE DISTRIBUTORS LLC	S5291015.002	INVENTORY STOCK	\$21.29	80000000-12104	INVENTORY - PURCHASES	\$21.29
	S5275105.001	INVENTORY STOCK	\$26.73	80000000-12104	INVENTORY - PURCHASES	\$26.73
	S5347914.001	ELECTRICAL EQUIPMENT AND SUPPL	\$1,298.71	80000000-12104	INVENTORY - PURCHASES	\$1,298.71
					Vendor Total:	\$1,346.73

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OPERATING ENGINEERS UNION	1612.1	PUBLIC WORKS UNION DUES	\$855.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$855.00
	1612-1	MISC UNION DUES	\$954.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$954.00
Vendor Total:						\$1,809.00
OREILLY AUTO PARTS	2707-2863333	PARTS	\$26.65	82024412-56130	EXTERNAL SERVICES	\$26.65
	Vendor Total:					\$26.65
PACE SUPPLY CORPORATION	023631952	MISCELLANEOUS ITEMS AS NEEDED	\$160.90	82024411-56300	BUILDING MAINT. & REPAIR	\$0.75
				82024411-56300	BUILDING MAINT. & REPAIR	\$160.90
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.75)
	023645101	MISCELLANEOUS ITEMS AS NEEDED	\$109.49	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.51)
				82024414-54100	SUPPLIES	\$0.51
				82024414-54100	SUPPLIES	\$109.49
	CM023390044	PLUMBING EQUIPMENT, FIXTURES,	(\$175.16)	82000000-12104	INVENTORY - PURCHASES	(\$175.16)
	CM023579165	PLUMBING EQUIPMENT, FIXTURES,	(\$113.14)	82000000-12104	INVENTORY - PURCHASES	(\$113.14)
	023579165	PLUMBING EQUIPMENT, FIXTURES,	\$175.16	82000000-12104	INVENTORY - PURCHASES	\$175.16
	023621211	PLUMBING EQUIPMENT, FIXTURES,	\$3,431.57	82024414-54100	SUPPLIES	\$3,431.57
Vendor Total:						\$3,588.82
PETERSON CAT	PC060135538	PARTS & SERVICE REPAIRS AS NEE	\$248.51	84024421-56130	EXTERNAL SERVICES	\$248.51
	Vendor Total:					\$248.51
PFM ASSET MANAGEMENT LLC	72226	FINANCIAL ADVISORY SERVICES	\$4,956.56	10015100-52100	CONTRACTED SERVICES	\$4,956.56
	Vendor Total:					\$4,956.56

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PLATT ELECTRIC SUPPLY	K0871847	MISC ELECTRICAL SUPPLIES AS NE	\$433.85	31400000-54100	SUPPLIES	\$433.85
					Vendor Total:	\$433.85
PORTOLA SYSTEMS INC	34012	COMPUTER HARDWARE AND PERIPHER	\$27,255.00	22022900-54100	SUPPLIES	\$27,255.00
					Vendor Total:	\$27,255.00
RAINBOW AGRICULTURAL SERVICES	5369455-00	PARTS & MISC SUPPLIES AS NEEDE	\$32.42	84024421-56130	EXTERNAL SERVICES	\$32.42
	5376254-00	PARTS & MISC SUPPLIES AS NEEDE	\$118.92	10024220-54130	PW - SAFETY	\$118.92
	5372433-00	PARTS & MISC SUPPLIES AS NEEDE	\$451.51	10022100-54102	SMALL TOOLS	\$451.51
	538193-00	PARTS & MISC SUPPLIES AS NEEDE	\$12.93	10022100-54100	SUPPLIES	\$12.93
	5376876-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5373524-00	PARTS & MISC SUPPLIES AS NEEDE	\$89.70	10520210-54100	SUPPLIES	\$89.70
					Vendor Total:	\$748.72
REDWOOD COAST FUELS	1817172	CARDLOCK FUEL PURCHASES	\$58.23	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$25.95
				84024421-56130	EXTERNAL SERVICES	\$32.28
	1817967	CARDLOCK FUEL PURCHASES	\$21.52	80026400-56130	EXTERNAL SERVICES	\$21.52
	0057088	CARDLOCK FUEL PURCHASES	\$505.59	77725200-56210	FUEL & FLUIDS	\$505.59
	1819891	CARDLOCK FUEL PURCHASES	\$856.89	20324100-58410	GARAGE LUBRICANTS & PARTS	\$856.89
					Vendor Total:	\$1,442.23
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	JAN 17	MEDICAL, DENTAL & VISION INSURANCE PREMIUMS	\$219,145.60	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$473.20

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	JAN 17	MEDICAL, DENTAL & VISION INSURANCE PREMIUMS	\$219,145.60	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,296.00
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$14,079.00
				20700000-20520	P/R DEDUCT.- MEDICAL INS	\$186,256.00
				20700000-20510	REMIF DENTAL	\$13,366.00
				20700000-20511	REMIF VISION	\$2,675.40
				Vendor Total:		\$219,145.60
REXA INC	RI6636190	Valves, Electro Pneumatic	\$1,310.52	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.62)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$6.48)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$105.23
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,310.52
				90000000-23013	STATE USE TAX LIABILITY	(\$97.13)
Vendor Total:		\$1,310.52				
SEAN WHITE	TA 1/17 - 5/26/17	TRAVEL ADVANCE	\$360.00	84024420-54100	SUPPLIES	\$360.00
				Vendor Total:		\$360.00
SHAPE PRODUCTS	4007875	ACETATE BUFFER	\$615.30	84024425-58202	CHEMICALS	\$615.30
				Vendor Total:		\$615.30
SHN CONSULTING ENGINEERS & GEOLOGISTS INC	90358	DESIGN & CONST. MGMNT FOR ZONE	\$6,625.01	82224413-80230	INFRASTRUCTURE	\$6,625.01
				Vendor Total:		\$6,625.01
SIERRA CHEMICAL	SLS 10042500	LIQ SODIUM HYPOCHLORITE	\$3,088.11	84024425-58202	CHEMICALS	\$3,088.11
				Vendor Total:		\$3,088.11

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STATE WATER RESOURCES CONTROL BOARD	38209- ERIKSEN	WATER DISTRIBUTION CERTIFICATE FEE	\$60.00	82024410-59101	FEES	\$60.00
	SW-0125487	ANNUAL PERMIT FEE	\$1,676.00	84024425-59101	FEES	\$1,676.00
	EA 0417-2463	LABORATORY CERTIFICATION RENEWAL	\$3,555.00	84024425-59101	FEES	\$3,555.00
	SW-0121518	PERMIT FOR MUSEUM NATURE EDUCATION PROJECT	\$575.00	31022700-80230	INFRASTRUCTURE	\$575.00
Vendor Total:						\$5,866.00
TECHELP	4073	REGISTRATION	\$400.00	20324100-57100	CONFERENCE & TRAINING	\$400.00
	Vendor Total:					\$400.00
TELSTAR INSTRUMENTS INC	88301	EQUIPMENT MAINT, REPAIR, AND R	\$280.00	84024425-52100	CONTRACTED SERVICES	\$280.00
	Vendor Total:					\$280.00
THE LABOR COMPLIANCE MANAGERS	IWD004	LABOR COMPLIANCE OVERSIGHT WEL	\$3,000.00	82224413-80230	INFRASTRUCTURE	\$3,000.00
	IWD006	LABOR COMPLIANCE OVERSIGHT WEL	\$3,000.00	82224413-80230	INFRASTRUCTURE	\$3,000.00
	Vendor Total:					\$6,000.00
THOMAS & ASSOCIATES	10916	PUMPING EQUIPMENT AND ACCESSOR	\$2,067.40	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,067.40
	Vendor Total:					\$2,067.40
THURSTON CHRYSLER DODGE JEEP RAM	13224	AA MODULE	\$513.81	80026400-56130	EXTERNAL SERVICES	\$513.81
	Vendor Total:					\$513.81
TIM ERIKSEN	TA 12/6/16	TRAVEL ADVANCE	\$360.00	84024420-54100	SUPPLIES	\$360.00
	Vendor Total:					\$360.00
TIM SANTO	DV010517	REIMBURSE EUD & WATER TRAINING SUPPLIES	\$37.00	80026400-54100	SUPPLIES	\$37.00
	Vendor Total:					\$37.00

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH MAIN STREET PROGRAM	4TH QTR	4TH QTR DOWNTOWN IMPROVEMENT DISTRICT FEES	\$152.61	31217100-52100	CONTRACTED SERVICES	\$152.61
Vendor Total: -----						\$152.61
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN18753	JANITORIAL SVCS-WWTP FY 16/17	\$800.00	84024425-52100	CONTRACTED SERVICES	\$800.00
Vendor Total: -----						\$800.00
UNITED SITE SERVICES	114-4765215	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-4765216	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-4765217	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-4765218	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-4779193	PORTABLE TOILET RENTAL	\$249.19	10022100-52100	CONTRACTED SERVICES	\$249.19
	114-4779075	PORTABLE TOILET RENTAL	\$128.25	20822500-52100	CONTRACTED SERVICES	\$128.25
Vendor Total: -----						\$1,044.56
UNIVAR USA INC	SJ7919009	SODIUM BISULFITE	\$5,285.05	84024425-58202	CHEMICALS	\$5,285.05
Vendor Total: -----						\$5,285.05
UTILITY DESIGN SERVICES LLC	29	DESIGN, ENGINEERNG & CONSULTAN	\$4,420.00	80026400-52100	CONTRACTED SERVICES	\$4,420.00
	32	DESIGN, ENGINEERNG & CONSULTAN	\$6,886.81	80026400-52100	CONTRACTED SERVICES	\$6,886.81
Vendor Total: -----						\$11,306.81
VERIZON WIRELESS	9777297743	CELL PHONE SERVICES	\$1,169.93	10022100-54100	SUPPLIES	\$38.01
				10022300-54100	SUPPLIES	\$38.01
				10022840-54100	SUPPLIES	\$38.01

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
VERIZON WIRELESS	9777297743	CELL PHONE SERVICES	\$1,169.93	10023100-55100	TELEPHONE	\$38.01
				10024210-55100	TELEPHONE	\$63.35
				10024220-55100	TELEPHONE	\$25.21
				10520210-55100	TELEPHONE	\$76.02
				20922900-55100	TELEPHONE	\$384.52
				77725200-55100	TELEPHONE	\$38.01
				80026400-55100	TELEPHONE	\$152.04
				82024410-55100	TELEPHONE	\$82.35
				82024411-55100	TELEPHONE	\$38.01
				84024420-55100	TELEPHONE	\$44.35
				84024421-55100	TELEPHONE	\$114.03
				Vendor Total:		
VWR INTERNATIONAL INC	8047163723	WWTP SUPPLIES	\$200.73	84024425-54100	SUPPLIES	\$200.73
	8047169360	WWTP SUPPLIES	\$740.29	84024425-54100	SUPPLIES	\$740.29
Vendor Total:					\$941.02	
WATSON-MARLOW INC	SI026032	MARPRENE TUBING	\$401.67	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$401.67
Vendor Total:					\$401.67	
WAXIE SANITARY SUPPLY	76423178	LINER TRASH BAGS	\$142.90	20822500-54100	SUPPLIES	\$142.90
	76419813	CLEANING COMPOSITIONS, DETERGE	\$2,162.77	20822500-54100	SUPPLIES	\$1,915.65
				69122700-54100	SUPPLIES	\$247.12
Vendor Total:					\$2,305.67	

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WEST YOST ASSOCIATED	2031281	RRWA EXECUTIVE DIRECTOR SVCS	\$35,376.38	91190100-52100	CONTRACTED SERVICES	\$10,491.36
				91190100-52100	CONTRACTED SERVICES	\$11,660.50
				91190100-52100	CONTRACTED SERVICES	\$13,224.52
				Vendor Total:		\$35,376.38
WESTERN WATER CONSTRUCTORS INC	DV010417	SPEC 16-02 SITE DEVELOPMENT WE	\$136,375.00	82224413-80230	INFRASTRUCTURE	\$59,875.00
				82224413-80230	INFRASTRUCTURE	\$76,500.00
				Vendor Total:		\$136,375.00
WHISPERING PINES WATER	20161031	WATER FOR SUMMER PROGRAMS	\$165.00	10022300-54100	SUPPLIES	\$80.00
				10022840-54100	SUPPLIES	\$85.00
				Vendor Total:		\$165.00
WILLOW COUNTY WATER DIST	JAN17	WATER SERVICES FOR ARRC	\$49.29	31122870-55210	UTILITIES	\$49.29
	JAN 17	WATER SERVICES FOR WWTP	\$59.09	84024425-58201	WATER PURCHASES	\$59.09
			Vendor Total:		\$108.38	
WIPF CONSTRUCTION	39563	DELIVERY OF VARIOUS MATERIALS	\$597.60	84024421-54100	SUPPLIES	\$597.60
						\$597.60
WOODLAND COMMUNITY COLLEGE	DV010917	REGISTRATION	\$148.00	84024425-57100	CONFERENCE & TRAINING	\$148.00
						\$148.00
WYATT IRRIGATION CO	224689 00	PARTS & MISC SUPPLIES AS NEEDED	\$104.65	20822500-52100	CONTRACTED SERVICES	\$0.49
				20822500-52100	CONTRACTED SERVICES	\$104.65
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.49)

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WYATT IRRIGATION CO	224699 00	PARTS & MISC SUPPLIES AS NEEDE	\$268.09	20822500-52100	CONTRACTED SERVICES	\$1.25
				20822500-52100	CONTRACTED SERVICES	\$268.09
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.25)
	224662 00	PARTS & MISC SUPPLIES AS NEEDE	\$670.22	20822500-52100	CONTRACTED SERVICES	\$3.12
				20822500-52100	CONTRACTED SERVICES	\$670.22
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.12)
	Vendor Total:					\$1,042.96
XEROX CORP	087590423	COPIER LEASE-SEE ADD'L DESCRIP	\$870.90	20822500-52100	CONTRACTED SERVICES	\$870.90
	087590422	COPIER LEASE-SEE ADD'L DESCRIP	\$160.17	69122700-52100	CONTRACTED SERVICES	\$160.17
	087352479	COPIER LEASE-SEE ADD'L DESCRIP	\$274.77	69122700-52100	CONTRACTED SERVICES	\$274.77
	087590421	COPIER LEASE-SEE ADD'L DESCRIP	\$311.88	73022600-52100	CONTRACTED SERVICES	\$311.88
	087590420	COPIER LEASE-SEE ADD'L DESCRIP	\$229.35	10520210-94500	LEASE PAYMENTS	\$126.15
				10521210-94500	LEASE PAYMENTS	\$80.28
				20620231-94500	LEASE PAYMENTS	\$11.47
				64020213-94500	LEASE PAYMENTS	\$11.45
	087590419	COPIER LEASE-SEE ADD'L DESCRIP	\$521.84	10520210-94500	LEASE PAYMENTS	\$287.02
				10521210-94500	LEASE PAYMENTS	\$182.65
				20620231-94500	LEASE PAYMENTS	\$26.10
				64020213-94500	LEASE PAYMENTS	\$26.07
Vendor Total:					\$2,368.91	

List of Checks Presented for Approval on 1/13/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ZUMAR INDUSTRIES INC	0168228	STOP SIGNS	\$425.33	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.98)
				10024220-54127	PW - SIGN POSTS/SHEETING	\$1.98
				10024220-54127	PW - SIGN POSTS/SHEETING	\$425.33
				Vendor Total:		\$425.33
				INVOICE TOTAL:		\$662,287.19

List of Checks Presented for Approval on 1/20/2017

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


Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCOMTEMP	47427878	TEMPORARY SERVICES - PURCHASIN	\$810.00	10013400-52100	CONTRACTED SERVICES	\$689.50
				20413500-52100	CONTRACTED SERVICES	\$120.50
				Vendor Total:		\$810.00
ACME RIGGING & SUPPLY CO	282599	MISC RENTAL & SUPPLIES AS NEED	\$15.08	80026400-56130	EXTERNAL SERVICES	\$15.08
	282377	MISC RENTAL & SUPPLIES AS NEED	\$14.05	10024220-54130	PW - SAFETY	\$14.05
	282407	MISC RENTAL & SUPPLIES AS NEED	\$5.54	80026400-54100	SUPPLIES	\$5.54
Vendor Total:						\$34.67
ALAN HODGE	DV011117	BOOT ALLOWANCE	\$150.00	84024425-54100	SUPPLIES	\$150.00
				Vendor Total:		\$150.00
AMADOU CAMARA	DV010917	INSTRUCTOR	\$280.00	10022850-52100	CONTRACTED SERVICES	\$134.40
				10022850-52100	CONTRACTED SERVICES	\$145.60
				Vendor Total:		\$280.00
ANN BAKER LANDSCAPE	1023	ANN BAKER LANDSCAPE ARCHITECTU	\$9,853.83	10022100-52100	CONTRACTED SERVICES	\$9,853.83
				Vendor Total:		\$9,853.83
AT&T MOBILITY	832118877X011 42017	DATA & VOICE	\$149.06	10022300-55100	TELEPHONE	\$49.66
				20620231-55100	TELEPHONE	\$12.59

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T MOBILITY	832118877X011 42017	DATA & VOICE	\$149.06	77725200-55100	TELEPHONE	\$21.55
				82024410-55100	TELEPHONE	\$12.59
				82024411-55100	TELEPHONE	\$13.12
				82024411-55100	TELEPHONE	\$14.37
				84024421-55100	TELEPHONE	\$25.18
	832056361X011 42017	POLICE MODEMS	\$499.80	10520210-55100	TELEPHONE	\$499.80
	875108535X011 42017	VOICE & DATA	\$62.95	82024411-55100	TELEPHONE	\$25.18
				84024421-55100	TELEPHONE	\$37.77
	Vendor Total:					\$711.81
BNY WESTERN TRUST CO	DV122216	SEMI-ANNUAL INTEREST PAYMENT - UKIAH RDA 2011	\$114,925.00	96395602-70102	BOND INTEREST PAYMENTS	\$114,925.00
						Vendor Total: \$114,925.00
BRIAN CORCORAN	DV122916	REIMBURSE SEWER LATERAL REPLACEMENT	\$1,725.60	84424422-52100	CONTRACTED SERVICES	\$1,725.60
						Vendor Total: \$1,725.60
CA DIVISION OF THE STATE ARCHITECT	DV010517	4TH QTR SB 1186-DISABILITY ACCESS & EDUCATION FEE	\$62.10	90000000-23012	STATE \$1 BUS. LIC. SET ASIDE	(\$144.90)
				90000000-23002	STATE \$1 BUSINESS LICENSE FEE	\$207.00
				Vendor Total: \$62.10		
CA PARKS & REC SOCIETY	DV010417	REGISTRATION	\$2,840.00	10022100-57100	CONFERENCE & TRAINING	\$2,840.00
						Vendor Total: \$2,840.00
CHRIS MCMAHAN	TA 2/27 - 3/2/17	TRAVEL ADVANCE	\$135.00	10022100-57100	CONFERENCE & TRAINING	\$135.00
						Vendor Total: \$135.00

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CINDY SAUERS	TA 1/29 - 2/3/17	TRAVEL ADVANCE	\$2,805.36	80026400-57100	CONFERENCE & TRAINING	\$2,805.36
					Vendor Total:	\$2,805.36
CITY CLERKS ASSOC	1826	REGISTRATION	\$40.00	10011100-57100	CONFERENCE & TRAINING	\$40.00
	1829	REGISTRATION	\$40.00	10011100-57100	CONFERENCE & TRAINING	\$40.00
					Vendor Total:	\$80.00
CLOVER STORNETTA FARMS	5020063027	PROVIDE MISC GOODS AS NEEDED	\$15.30	73022600-54100	SUPPLIES	\$15.30
					Vendor Total:	\$15.30
COLE GOWAN	TA 2/27 - 3/2/17	TRAVEL ADVANCE	\$135.00	10022100-57100	CONFERENCE & TRAINING	\$135.00
					Vendor Total:	\$135.00
COMCAST	JAN 17	INTERNET SERVICE	\$254.39	10011100-55100	TELEPHONE	\$2.42
				10012100-55100	TELEPHONE	\$9.69
				10012200-55100	TELEPHONE	\$7.27
				10013400-55100	TELEPHONE	\$10.90
				10016100-55100	TELEPHONE	\$4.85
				10017100-55100	TELEPHONE	\$2.42
				10022100-55100	TELEPHONE	\$1.21
				10022810-55100	TELEPHONE	\$7.27
				10023100-55100	TELEPHONE	\$9.69
				10023320-55100	TELEPHONE	\$2.42
				10024210-55100	TELEPHONE	\$9.69
				10024220-55100	TELEPHONE	\$2.42

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COMCAST	JAN 17	INTERNET SERVICE	\$254.39	10520210-55100	TELEPHONE	\$60.57
				10521210-55100	TELEPHONE	\$26.65
				20413500-55100	TELEPHONE	\$2.42
				20513300-55100	TELEPHONE	\$23.02
				20620231-55100	TELEPHONE	\$7.27
				20922900-55100	TELEPHONE	\$9.69
				64020213-55100	TELEPHONE	\$2.42
				69122700-55100	TELEPHONE	\$7.27
				70024500-55100	TELEPHONE	\$2.42
				72022400-55100	TELEPHONE	\$1.21
				73022600-55100	TELEPHONE	\$4.85
				77725200-55100	TELEPHONE	\$4.85
				80026400-55100	TELEPHONE	\$16.96
				82024410-55100	TELEPHONE	\$7.27
				82024411-55100	TELEPHONE	\$4.85
				84024425-55100	TELEPHONE	\$2.42
				Vendor Total:		
CONTRA COSTA COUNTY SHERRIFF'S OFFICE	5590-33590-16- 005	REGISTRATION	\$324.00	10520210-57100	CONFERENCE & TRAINING	\$324.00
				Vendor Total:		\$324.00
CONVERGENT COMPUTING	BILL42557	IT SERVICES	\$900.00	20922900-52100	CONTRACTED SERVICES	\$900.00
				Vendor Total:		\$900.00
DAN HUNT	DV011217	MEAL REIMBURSEMENT FOR FLOODING	\$191.90	10024224-57100	CONFERENCE & TRAINING	\$191.90
				Vendor Total:		\$191.90

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DAN QUARLES	TA 1/31 - 2/2/17	TRAVEL ADVANCE	\$823.36	80026400-57100	CONFERENCE & TRAINING	\$823.36
					Vendor Total:	\$823.36
DC CUSTOMS INC	183392	SEAT COVER AND FLOOR MATS	\$747.08	80026400-56130	EXTERNAL SERVICES	\$747.08
					Vendor Total:	\$747.08
DENBESTE LANDSCAPE SUPPLIES	344982	MISC LANDSCAPE SUPPLIES AS NEE	\$189.22	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.67)
				82024411-56130	EXTERNAL SERVICES	\$0.67
				82024411-56130	EXTERNAL SERVICES	\$189.22
					Vendor Total:	\$189.22
DEPARTMENT OF JUSTICE	208410	FINGERPRINTING AND LIVESCAN REPORTS	\$32.00	10016100-54165	HR - NEW EMPLOYEE FINGERPRINT	\$32.00
					Vendor Total:	\$32.00
EFFICIENCY SERVICES GROUP LLC	1319	ADMIN OF EUD PUBLIC BENEFITS P	\$4,081.08	80626500-52137	PUBLIC BENEFITS PROGRAM MGMT	\$4,081.08
					Vendor Total:	\$4,081.08
ELLIES MUTT HUT	613851	INTERVIEW PANEL LUNCH	\$41.00	10016100-54163	HR - INTERVIEW SUPPLIES	\$41.00
	698718	INTERVIEW PANEL LUNCH	\$68.70	10016100-54163	HR - INTERVIEW SUPPLIES	\$68.70
					Vendor Total:	\$109.70
EUREKA OXYGEN CO	432137	EQUIPMENT MAINTENANCE	\$60.00	80026330-52100	CONTRACTED SERVICES	\$60.00
	432136	EQUIPMENT MAINTENANCE	\$210.85	80026400-52100	CONTRACTED SERVICES	\$210.85
	432139	EQUIPMENT MAINTENANCE	\$345.71	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$345.71
	429687.1	EQUIPMENT MAINTENANCE	\$3.41	20822500-56210	FUEL & FLUIDS	\$3.41

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
EUREKA OXYGEN CO	432138	EQUIPMENT MAINTENANCE	\$476.83	20824300-54100	SUPPLIES	\$476.83
Vendor Total:						\$1,096.80
FASTENAL	CAUKA24210	EQUIPMENT PARTS	\$22.50	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$22.50
	CAUKA24359	EQUIPMENT PARTS	\$32.99	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$32.99
	CAUKA24355	GLOVES AND SAFETY GLASSES	\$505.68	82024414-54100	SUPPLIES	\$252.84
				84024421-54100	SUPPLIES	\$252.84
	CAUKA24356	EQUIPMENT PARTS	\$997.52	82024414-54100	SUPPLIES	\$498.76
				84024421-54100	SUPPLIES	\$498.76
Vendor Total:						\$1,558.69
FRED PRYOR SEMINARS	21281220	REGISTRATION	\$199.00	10013400-57100	CONFERENCE & TRAINING	\$99.50
				20413500-57100	CONFERENCE & TRAINING	\$99.50
Vendor Total:						\$199.00
FRIEDMANS HOME IMPROVEMENT	35778587	MISC ITEMS AS NEEDED	\$6.83	10024220-54120	PW - SPECIAL SUPPLIES	\$6.83
	35783519	MISC ITEMS AS NEEDED	\$15.79	10024220-54102	SMALL TOOLS	\$15.79
Vendor Total:						\$22.62
GAYNOR TELESYSTEMS INC	INV000032582	LOAD PAXTON SOFTWARE	\$868.00	20922900-52100	CONTRACTED SERVICES	\$868.00
Vendor Total:						\$868.00
GCR TIRES & SERVICES	851-35881	TIRES, TUBES, REPAIRS & LABOR	\$294.17	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.11)
				10520210-56130	EXTERNAL SERVICES	\$1.11
				10520210-56130	EXTERNAL SERVICES	\$294.17

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GCR TIRES & SERVICES	851-35768	TIRES, TUBES, REPAIRS & LABOR	\$18.00	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$18.00
	851-35888	TIRES, TUBES, REPAIRS & LABOR	\$812.68	80026400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$812.68
	851-35753	TIRES, TUBES, REPAIRS & LABOR	\$30.00	10022500-56130	EXTERNAL SERVICES	\$30.00
	851-35634	TIRES, TUBES, REPAIRS & LABOR	\$18.00	82024412-56130	EXTERNAL SERVICES	\$18.00
	851-35851	AUTOMOTIVE AND TRAILER EQUIPME	\$3,021.55	84024421-56130	EXTERNAL SERVICES	\$3,021.55
	Vendor Total:					\$4,194.40
GHD INC	75540	DESIGN OF WELL #9	\$16,344.53	82024410-52100	CONTRACTED SERVICES	\$16,344.53
	Vendor Total:					\$16,344.53
GRAINGER INC	9321373715	VOLTAGE TESTER	\$62.81	82024411-54102	SMALL TOOLS	\$62.81
	Vendor Total:					\$62.81
JOAN KELLY	DV011117	BOOT ALLOWANCE	\$140.56	84024425-54100	SUPPLIES	\$140.56
	Vendor Total:					\$140.56
KENNETH HOEK	DV010917	REIMBURSE SEWER LATERAL REPLACEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
	Vendor Total:					\$2,000.00
KENWOOD ENERGY	UKIAH-PV-161101	SOLAR PARKING CANOPY	\$647.50	80100000-80230	INFRASTRUCTURE	\$647.50
	Vendor Total:					\$647.50
LOUIS MALDONADO SR	DV010517	4 QTR-DEFENSIVE TACTICAL TRAIN	\$2,600.00	10520210-57100	CONFERENCE & TRAINING	\$2,600.00
	Vendor Total:					\$2,600.00
MENDOCINO COUNTY ENVIRONMENTAL HEALTH	EH32013	NON-BIDDABLE MISCELLANEOUS ITE	\$1,303.00	77725200-52100	CONTRACTED SERVICES	\$1,303.00
	Vendor Total:					\$1,303.00

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENDOCINO METALS	7522	COMPLIANT SAFETY HARDWARE	\$751.54	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$751.54
					Vendor Total:	\$751.54
MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY	10338	DISPOSAL FEES	\$27.50	84024425-59101	FEES	\$27.50
					Vendor Total:	\$27.50
MOIRS	135164	MISCELLANEOUS POOL SUPPLIES AS	\$345.66	82024411-58202	CHEMICALS	\$345.66
	135042	MISCELLANEOUS POOL SUPPLIES AS	\$475.28	82024411-58202	CHEMICALS	\$475.28
	135279	MISCELLANEOUS POOL SUPPLIES AS	\$475.28	82024411-58202	CHEMICALS	\$475.28
	135165	MISCELLANEOUS POOL SUPPLIES AS	\$69.18	84024425-58202	CHEMICALS	\$69.18
	135203	MISCELLANEOUS POOL SUPPLIES AS	\$691.79	84024425-58202	CHEMICALS	\$691.79
	135049	MISCELLANEOUS POOL SUPPLIES AS	\$442.64	10022300-54106	SPECIALTY SUPPLIES	\$442.64
					Vendor Total:	\$2,499.83
MUNI SERVICES LLC	0000044388	SALES TAX AUDIT REPORTING SERV	\$48.80	10013400-52100	CONTRACTED SERVICES	\$48.80
					Vendor Total:	\$48.80
NCPA	006102-0117020	NCPA - JAN 2017	\$796,945.00	80026300-58104	NCPA MANAGEMENT SERVICES	\$47,879.00
				80026300-58101	NCPA PLANT GENERATION	\$338,061.00
				80026300-58102	NCPA POWER PURCHASES	\$230,491.00
				80026300-58105	NCPA THIRD PARTY SALES	(\$64,734.00)
				80026300-58103	NCPA TRANSMISSION	\$245,248.00
					Vendor Total:	\$796,945.00

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
NCRPSTA	DV010917	REGISTRATION	\$950.00	10520210-57100	CONFERENCE & TRAINING	\$950.00
Vendor Total:						\$950.00
OFFICE DEPOT	885838418001	OFFICE SUPPLIES, MISCELLANEOUS	\$82.87	10010000-54100	SUPPLIES	\$82.87
	887727010001	OFFICE SUPPLIES, MISCELLANEOUS	\$6.48	10012200-54100	SUPPLIES	\$6.48
	887727009001	OFFICE SUPPLIES, MISCELLANEOUS	\$11.87	10012200-54100	SUPPLIES	\$11.87
	887726310001	OFFICE SUPPLIES, MISCELLANEOUS	\$14.92	10012200-54100	SUPPLIES	\$14.92
	890731684001	OFFICE SUPPLIES, MISCELLANEOUS	\$27.17	10012200-54100	SUPPLIES	\$27.17
	886198346001	OFFICE SUPPLIES, MISCELLANEOUS	\$107.90	10012200-54100	SUPPLIES	\$107.90
	890418515001	OFFICE SUPPLIES, MISCELLANEOUS	\$18.37	10520210-54100	SUPPLIES	\$18.37
	885292293301	OFFICE SUPPLIES, MISCELLANEOUS	\$29.39	10520210-54100	SUPPLIES	\$29.39
	884337916001	OFFICE SUPPLIES, MISCELLANEOUS	\$42.70	10520210-54100	SUPPLIES	\$42.70
	890418370001	OFFICE SUPPLIES, MISCELLANEOUS	\$115.55	10520210-54100	SUPPLIES	\$115.55
	884262011001	OFFICE SUPPLIES, MISCELLANEOUS	\$148.12	10520210-54100	SUPPLIES	\$148.12
	884950533001	OFFICE SUPPLIES, MISCELLANEOUS	\$324.61	10520210-54100	SUPPLIES	\$324.61
	886105031001	OFFICE SUPPLIES, MISCELLANEOUS	\$28.10	20513300-54100	SUPPLIES	\$28.10
	886105632001	OFFICE SUPPLIES, MISCELLANEOUS	\$66.13	20513300-54100	SUPPLIES	\$66.13
	890274099001	OFFICE SUPPLIES, MISCELLANEOUS	\$20.33	80026400-54100	SUPPLIES	\$20.33
	886081126001	OFFICE SUPPLIES, MISCELLANEOUS	\$64.40	80026400-54100	SUPPLIES	\$64.40
Vendor Total:						\$1,108.91

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	116141-3	ENERGY REBATE	\$100.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$100.00
	110156-7 10/12/16	ENERGY REBATE	\$150.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$150.00
	77531-2	UTILITY REFUND	\$10.70	90100000-10421	UTILITY RECEIVABLES CLEARING	\$10.70
	115722-1	UTILITY REFUND	\$62.08	90100000-10421	UTILITY RECEIVABLES CLEARING	\$62.08
	107432-7	UTILITY REFUND	\$71.57	90100000-10421	UTILITY RECEIVABLES CLEARING	\$71.57
	114112-6	UTILITY REFUND	\$117.36	90100000-10421	UTILITY RECEIVABLES CLEARING	\$117.36
	116462-3	UTILITY REFUND	\$155.32	90100000-10421	UTILITY RECEIVABLES CLEARING	\$155.32
Vendor Total: -----						\$667.03
PETERSON TRUCKS INC	265808P	MOTOR CON	\$34.98	84024421-56130	EXTERNAL SERVICES	\$34.98
	Vendor Total: -----					
PG&E CO	0007598968-1	MISCELLANEOUS SERVICES, NO. 1	\$1,500.00	69122700-56300	BUILDING MAINT. & REPAIR	\$1,500.00
	JAN 17	GAS AND ELECTRIC SERVICES	\$12,838.62	10024220-56210	FUEL & FLUIDS	\$8.65
				84024425-55200	PG&E	\$5,599.82
				10022100-55210	UTILITIES	\$113.99
				10022300-55210	UTILITIES	\$8.65
				20822500-55210	UTILITIES	\$2,613.08
				69122700-55210	UTILITIES	\$218.36
				70024500-55210	UTILITIES	\$853.87
				73022600-55210	UTILITIES	\$415.24
				73022600-55210	UTILITIES	\$526.70
				77725200-55210	UTILITIES	\$68.42

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PG&E CO	JAN 17	GAS AND ELECTRIC SERVICES	\$12,838.62	82024411-55210	UTILITIES	\$2,293.19
				84024421-55210	UTILITIES	\$118.65
	JAN17	GAS AND ELECTRIC SERVICES	\$2,355.18	31122870-55210	UTILITIES	\$2,355.18
	Vendor Total: -----					\$16,693.80
POLYDYNE INC	1103553	LIQ POLYMER ALKYLAMINE	\$3,452.00	84024425-58202	CHEMICALS	\$3,452.00
						Vendor Total: ----- \$3,452.00
PUBLIC SERVICE DEPARTMENT	DEC 17	UTILITY SERVICES	\$71,138.57	80626500-52133	MONTHLY DISCOUNT PROGRAM	\$82.74
				10012400-55210	UTILITIES	\$305.39
				10022100-55210	UTILITIES	\$5,628.55
				10022300-55210	UTILITIES	\$2,691.85
				10024214-55210	UTILITIES	\$513.00
				10024220-55210	UTILITIES	\$500.97
				20620231-55210	UTILITIES	\$58.80
				20822500-55210	UTILITIES	\$4,880.01
				20824300-55210	UTILITIES	\$1,451.26
				25024300-55210	UTILITIES	\$24.67
				64020213-55210	UTILITIES	\$532.03
				69122700-55210	UTILITIES	\$1,641.29
				73022600-55210	UTILITIES	\$1,773.82
				77725200-55210	UTILITIES	\$2,221.62
				80026400-55210	UTILITIES	\$1,778.42
				80526610-55210	UTILITIES	\$9,086.50
				82024411-55210	UTILITIES	\$12,104.32

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PUBLIC SERVICE DEPARTMENT	DEC 17	UTILITY SERVICES	\$71,138.57	84024421-55210	UTILITIES	\$72.53
				84024425-55210	UTILITIES	\$25,790.80
	DEC 16	SANITATION SERVICE FOR ARRC	\$135.66	31122870-55210	UTILITIES	\$135.66
	DEC RINK	ICE RINK UTILITIES	\$5,302.36	31400000-55210	UTILITIES	\$5,302.36
					Vendor Total:	\$76,576.59
RAUL RAMOS	TA 2/27 - 3/2/17	TRAVEL ADVANCE	\$135.00	10022100-57100	CONFERENCE & TRAINING	\$135.00
					Vendor Total:	\$135.00
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	JAN17	EAP INSURANCE	\$484.16	20112400-52525	WORKER'S COMP. EXPENSE	\$484.16
					Vendor Total:	\$484.16
RESERVE ACCOUNT	JAN 17	PRE-PAID POSTAGE FOR POSTAGE METER	\$6,500.00	10000000-10301	PRE-PAID POSTAGE	\$6,500.00
					Vendor Total:	\$6,500.00
RICHARD ANDERSON	2017-0109-1	AGREEMENT FOR PROF.SVC'S FOR W	\$1,400.00	20922900-52100	CONTRACTED SERVICES	\$1,400.00
					Vendor Total:	\$1,400.00
ROB GIBSON	TA 2/27 - 3/2/17	TRAVEL ADVANCE	\$215.00	10022100-57100	CONFERENCE & TRAINING	\$215.00
					Vendor Total:	\$215.00
ROUND TABLE PIZZA	02-5109	CALL OUT MEAL	\$96.63	80026400-54100	SUPPLIES	\$96.63
					Vendor Total:	\$96.63
SCHAT'S BAKERY	STMT 11/30/16	PROVIDE MISCELLANOUS FOOD DISH	\$584.97	73022600-54100	SUPPLIES	\$584.97
					Vendor Total:	\$584.97
SCOTT BOZZOLI	TA 1/29 - 2/2/17	TRAVEL ADVANCE	\$2,487.77	80026120-57100	CONFERENCE & TRAINING	\$2,487.77
					Vendor Total:	\$2,487.77

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SOLID WASTES SYSTEMS INC	10/12/16	MISCELLANEOUS DUMP FEES	\$100.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$100.00
	323011	MISCELLANEOUS DUMP FEES	\$117.05	10024220-54120	PW - SPECIAL SUPPLIES	\$5.40
				10024220-54120	PW - SPECIAL SUPPLIES	\$10.99
				10024220-54120	PW - SPECIAL SUPPLIES	\$15.28
				10024220-54120	PW - SPECIAL SUPPLIES	\$19.10
				10024220-54120	PW - SPECIAL SUPPLIES	\$34.38
				82024414-54100	SUPPLIES	\$12.80
				82024414-54100	SUPPLIES	\$19.10
					Vendor Total:	\$217.05
SONSRAY MACHINERY LLC	PO9924-04	RIMS	\$718.59	84024421-56130	EXTERNAL SERVICES	\$718.59
					Vendor Total:	\$718.59
SYBLON REID	1	REPAIR TANTER VALVE AT HYDRO PLANT	\$178,512.00	80100000-80230	INFRASTRUCTURE	\$178,512.00
					Vendor Total:	\$178,512.00
TAPCO	INV004782	PED CROSSWALK SIGNS	\$307.45	10024220-54127	PW - SIGN POSTS/SHEETING	\$307.45
					Vendor Total:	\$307.45
TELECOM	1002	TELEPHONE PRODUCTS & SERVICES	(\$7.00)	20922900-52100	CONTRACTED SERVICES	(\$7.00)
	000008562	TELEPHONE PRODUCTS & SERVICES	\$52.50	20922900-52100	CONTRACTED SERVICES	\$52.50
	000008567	TELEPHONE PRODUCTS & SERVICES	\$1,371.09	20922900-52100	CONTRACTED SERVICES	\$1,371.09
					Vendor Total:	\$1,416.59
THOMPSON'S PARTY RENTALS	01-021844-03	MISC PARTY RENTALS & SUPPLIES	\$23.78	31400000-54100	SUPPLIES	\$23.78
					Vendor Total:	\$23.78

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
TRACTOR SUPPLY CREDIT PLAN	210879	MISCELLANEOUS SUPPLIES AS NEED	\$58.32	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$58.32
	321331	MISCELLANEOUS SUPPLIES AS NEED	\$103.72	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$103.72
	Vendor Total: -----					\$162.04
UKIAH AUTO PARTS	976264	AUTO & MACHINE PARTS & MATERIA	\$5.94	82024411-56300	BUILDING MAINT. & REPAIR	\$5.94
	974376	AUTO & MACHINE PARTS & MATERIA	\$41.61	10022500-56130	EXTERNAL SERVICES	\$41.61
	976394	AUTO & MACHINE PARTS & MATERIA	(\$54.00)	10024220-56130	EXTERNAL SERVICES	(\$54.00)
	975152	AUTO & MACHINE PARTS & MATERIA	\$3.94	10024220-56130	EXTERNAL SERVICES	\$3.94
	976347	AUTO & MACHINE PARTS & MATERIA	\$304.52	10024220-56130	EXTERNAL SERVICES	\$304.52
	974411	AUTO & MACHINE PARTS & MATERIA	(\$293.85)	10520210-56130	EXTERNAL SERVICES	(\$293.85)
	974434	AUTO & MACHINE PARTS & MATERIA	(\$27.00)	10520210-56130	EXTERNAL SERVICES	(\$27.00)
	972145	AUTO & MACHINE PARTS & MATERIA	\$152.26	10520210-56130	EXTERNAL SERVICES	\$152.26
	973725	AUTO & MACHINE PARTS & MATERIA	\$3.44	10521210-56130	EXTERNAL SERVICES	\$3.44
	972720	AUTO & MACHINE PARTS & MATERIA	\$45.91	77725200-56130	EXTERNAL SERVICES	\$45.91
	975603	AUTO & MACHINE PARTS & MATERIA	\$75.35	84024425-56210	FUEL & FLUIDS	\$75.35
	976396	AUTO & MACHINE PARTS & MATERIA	\$6.47	10024220-54120	PW - SPECIAL SUPPLIES	\$6.47
	975034	AUTO & MACHINE PARTS & MATERIA	\$3.43	20324100-58510	REIMBRSABLE JOBS	\$3.43
	975393	AUTO & MACHINE PARTS & MATERIA	\$5.82	20324100-58510	REIMBRSABLE JOBS	\$5.82
	975609	AUTO & MACHINE PARTS & MATERIA	\$23.78	10024220-54102	SMALL TOOLS	\$23.78
Vendor Total: -----						\$297.62

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH FORD	122681	PARTS & SERVICE REPAIRS AS NEE	\$41.45	10024220-56130	EXTERNAL SERVICES	\$41.45
	122203	PARTS & SERVICE REPAIRS AS NEE	\$45.27	10024220-56130	EXTERNAL SERVICES	\$45.27
	122175	PARTS & SERVICE REPAIRS AS NEE	\$9.87	10520210-56130	EXTERNAL SERVICES	\$9.87
	122595	PARTS & SERVICE REPAIRS AS NEE	\$44.68	10520210-56130	EXTERNAL SERVICES	\$44.68
	122090	PARTS & SERVICE REPAIRS AS NEE	\$49.18	10520210-56130	EXTERNAL SERVICES	\$49.18
	122491	PARTS & SERVICE REPAIRS AS NEE	\$67.44	10520210-56130	EXTERNAL SERVICES	\$67.44
	122355	PARTS & SERVICE REPAIRS AS NEE	\$82.70	10520210-56130	EXTERNAL SERVICES	\$82.70
	122599	PARTS & SERVICE REPAIRS AS NEE	\$132.61	10520210-56130	EXTERNAL SERVICES	\$132.61
	122224	PARTS & SERVICE REPAIRS AS NEE	\$23.62	80026400-56130	EXTERNAL SERVICES	\$23.62
	122367	PARTS & SERVICE REPAIRS AS NEE	\$95.40	80026400-56130	EXTERNAL SERVICES	\$95.40
	122292	PARTS & SERVICE REPAIRS AS NEE	\$170.41	80026400-56130	EXTERNAL SERVICES	\$170.41
	122495	PARTS & SERVICE REPAIRS AS NEE	\$233.73	80026400-56130	EXTERNAL SERVICES	\$233.73
	122472	PARTS & SERVICE REPAIRS AS NEE	\$472.06	80026400-56130	EXTERNAL SERVICES	\$472.06
	122135	PARTS & SERVICE REPAIRS AS NEE	\$93.52	20324100-58510	REIMBRABLE JOBS	\$93.52
Vendor Total:						\$1,561.94
UPS	0000E19R5401	SHIPPING CHARGES	\$32.51	80026400-52100	CONTRACTED SERVICES	\$32.51
	7					
Vendor Total:						\$32.51
US BANK	4506056	ELEC SERIES 92 TRUSTEE & PAYING AGENT	\$1,787.50	80326330-52500	TRUSTEE FEES	\$1,787.50
Vendor Total:						\$1,787.50

List of Checks Presented for Approval on 1/20/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
US CELLULAR	0172202988	CELLULAR PHONES	\$163.27	80026400-55100	TELEPHONE	\$43.07
				80026400-55100	TELEPHONE	\$45.39
				82024410-55100	TELEPHONE	\$20.45
				84024421-55100	TELEPHONE	\$20.45
				84024425-55100	TELEPHONE	\$33.91
				Vendor Total:		\$163.27
WATER ENVIRONMENT FEDERATION	01789971 16/17	MEMBERSHIP RENEWAL	\$312.00	84024425-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$312.00
						Vendor Total:
WESTERN WATER CONSTRUCTORS INC	45093	Contract 1516202 retainage 01/13/2017 to	\$6,818.75	82200000-20150	AP CONTRACT RETAINAGE	\$2,993.75
				82200000-20150	AP CONTRACT RETAINAGE	\$3,825.00
				Vendor Total:		\$6,818.75
WORLD OIL ENVIRONMENTAL SERVICES	1500-00133524	DISPOSAL OF MISC. PRODUCTS AS	\$120.00	20324100-52100	CONTRACTED SERVICES	\$120.00
	1500-00124286	DISPOSAL OF MISC. PRODUCTS AS	\$655.96	10024220-54121	PW - ASPHALT CONCRETE	\$655.96
	Vendor Total:		\$775.96			
WYATT IRRIGATION CO	224744 00	PARTS & MISC SUPPLIES AS NEEDE	\$440.08	20822500-52100	CONTRACTED SERVICES	\$2.05
				20822500-52100	CONTRACTED SERVICES	\$440.08
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.05)
				Vendor Total:		\$440.08
INVOICE TOTAL:						\$1,278,460.95

List of Checks Presented for Approval on 1/27/2017

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

 2-2-17 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCURATE MEASUREMENT SYSTEMS	V121916DP4	EQUIPMENT MAINT, REPAIR, AND R	\$3,846.84	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,846.84
					Vendor Total:	\$3,846.84
ALONZO FRIAS	DV011817	REIMBURSE T3 CERTIFICATE FEE	\$90.00	82024411-57100	CONFERENCE & TRAINING	\$90.00
	TA 1/23 - 5/22/17	TRAVEL ADVANCE	\$1,515.60	84024425-57100	CONFERENCE & TRAINING	\$1,515.60
					Vendor Total:	\$1,605.60
ALPHA ANALYTICAL LABORATORIES INC	6122289-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$130.00	84024425-52100	CONTRACTED SERVICES	\$130.00
	6121964-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$167.00	84024425-52100	CONTRACTED SERVICES	\$167.00
	6121524-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6122164-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6122328-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6123239-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
	6121094-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$287.00	84024425-52100	CONTRACTED SERVICES	\$287.00
	6122552-UKIAHSTP	Soil, Soil Vapor, and Groundwa	\$1,728.00	84024425-52100	CONTRACTED SERVICES	\$1,728.00
					Vendor Total:	\$3,396.00

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALPINE AWARDS	5514548	YOUTH BASKETBALL T-SHIRTS	\$7,510.91	10022831-54100	SUPPLIES	\$7,510.91
Vendor Total:						\$7,510.91
ANDERSON VALLEY NURSERY	0617	TREES AND PLANTS MUSEUM PROJECT	\$140.99	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.66)
				25024210-80230	INFRASTRUCTURE	\$0.66
				25024210-80230	INFRASTRUCTURE	\$140.99
	0615	TREES AND PLANTS FOR MUSEUM PROJECT	\$515.52	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.40)
				31022700-80230	INFRASTRUCTURE	\$2.40
				31022700-80230	INFRASTRUCTURE	\$515.52
Vendor Total:						\$656.51
AT&T	000009115488	T1 TO INTERNET	\$573.75	10011100-55100	TELEPHONE	\$5.46
				10012100-55100	TELEPHONE	\$21.86
				10012200-55100	TELEPHONE	\$16.39
				10013400-55100	TELEPHONE	\$24.59
				10016100-55100	TELEPHONE	\$10.93
				10017100-55100	TELEPHONE	\$5.49
				10022100-55100	TELEPHONE	\$2.73
				10022810-55100	TELEPHONE	\$16.39
				10023100-55100	TELEPHONE	\$21.86
				10023320-55100	TELEPHONE	\$5.46
				10024210-55100	TELEPHONE	\$21.86
				10024220-55100	TELEPHONE	\$5.46
				10520210-55100	TELEPHONE	\$136.61

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000009115488	T1 TO INTERNET	\$573.75	10521210-55100	TELEPHONE	\$60.11
				20413500-55100	TELEPHONE	\$5.46
				20513300-55100	TELEPHONE	\$51.91
				20620231-55100	TELEPHONE	\$16.39
				20922900-55100	TELEPHONE	\$21.86
				69122700-55100	TELEPHONE	\$16.39
				70024500-55100	TELEPHONE	\$5.46
				72022400-55100	TELEPHONE	\$2.73
				73022600-55100	TELEPHONE	\$5.46
				73022600-55100	TELEPHONE	\$10.93
				77725200-55100	TELEPHONE	\$10.93
				80026400-55100	TELEPHONE	\$38.25
				82024410-55100	TELEPHONE	\$16.39
				82024411-55100	TELEPHONE	\$10.93
				84024425-55100	TELEPHONE	\$5.46
	000009109914	MTD CIRCUIT	\$866.69	10520210-55100	TELEPHONE	\$866.69
Vendor Total: -----						
\$1,440.44						
BJ'S EMBROIDERY	12443	EMBROIDERY SERVICES	\$54.98	82024411-54100	SUPPLIES	\$54.98
						Vendor Total: -----
\$54.98						
BSN SPORTS	98618721	HAND INFLATOR AND NEEDLES	\$48.69	10022831-54100	SUPPLIES	\$48.69
						Vendor Total: -----
\$48.69						
BUSINESS CARD	SF-19788	PURCHASING CREDIT CARD, MISC.	\$3.00	10018000-52510	ADVERTISING & PROMOTION	\$3.00

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-20112	PURCHASING CREDIT CARD, MISC.	\$50.00	10018000-52510	ADVERTISING & PROMOTION	\$50.00
	131607	FINANCE CREDIT CARD, MISC. PUR	\$114.60	10013400-57100	CONFERENCE & TRAINING	\$114.60
	582673198	ECONOMIC DEVELOPMENT CREDIT CA	\$40.00	10017110-57100	CONFERENCE & TRAINING	\$40.00
	13	ECONOMIC DEVELOPMENT CREDIT CA	\$41.00	10017110-57100	CONFERENCE & TRAINING	\$41.00
	0084252	ECONOMIC DEVELOPMENT CREDIT CA	\$208.54	10017110-57100	CONFERENCE & TRAINING	\$208.54
	SF-19434	PURCHASING CREDIT CARD, MISC.	\$222.88	10022810-57100	CONFERENCE & TRAINING	\$222.88
	T121216	PURCHASING CREDIT CARD, MISC.	\$222.88	20413500-57100	CONFERENCE & TRAINING	\$222.88
	T121216.1	PURCHASING CREDIT CARD, MISC.	\$222.88	20413500-57100	CONFERENCE & TRAINING	\$222.88
	SF-17826	PURCHASING CREDIT CARD, MISC.	\$911.00	82024411-57100	CONFERENCE & TRAINING	\$911.00
	1233	POLICE CREDIT CARD, MISC. PURC	\$97.31	63020210-52100	CONTRACTED SERVICES	\$97.31
	SF-19782	PURCHASING CREDIT CARD, MISC.	\$36.65	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.03)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.13)
				90000000-23013	STATE USE TAX LIABILITY	(\$1.83)
				69122700-54100	SUPPLIES	\$1.99
				69122700-54100	SUPPLIES	\$36.65
	012617.1	PURCHASING CREDIT CARD, MISC.	\$37.80	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.05)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.19)
				90000000-23013	STATE USE TAX LIABILITY	(\$2.84)
				80026400-54100	SUPPLIES	\$3.08
				80026400-54100	SUPPLIES	\$37.80
	SF-20215	PUBLIC SAFETY CREDIT CARD, MIS	\$43.56	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.88)

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-20215	PUBLIC SAFETY CREDIT CARD, MIS	\$43.56	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.50)
				10520210-54100	SUPPLIES	\$4.38
				10520210-54100	SUPPLIES	\$43.56
	SF-19967	PURCHASING CREDIT CARD, MISC.	\$214.10	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.25)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.99)
				90000000-23013	STATE USE TAX LIABILITY	(\$14.80)
				80026120-54100	SUPPLIES	\$16.04
				80026120-54100	SUPPLIES	\$214.10
	012617.2	PURCHASING CREDIT CARD, MISC.	\$222.65	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.26)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.27)
				80026400-54100	SUPPLIES	\$0.53
				80026400-54100	SUPPLIES	\$222.65
	SF-19966	PURCHASING CREDIT CARD, MISC.	\$240.35	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.30)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.21)
				80026400-56130	EXTERNAL SERVICES	\$19.54
				80026400-56130	EXTERNAL SERVICES	\$240.35
				90000000-23013	STATE USE TAX LIABILITY	(\$18.03)
	SF-19783	PURCHASING CREDIT CARD, MISC.	\$290.00	10024224-59101	FEES	\$290.00
	1050	HR/RISK MGMT CREDIT CARD, MISC	\$120.00	10016100-54162	HR - ADVERTISING	\$120.00
	1051	HR/RISK MGMT CREDIT CARD, MISC	\$180.00	10016100-54162	HR - ADVERTISING	\$180.00
	122116	HR/RISK MGMT CREDIT CARD, MISC	\$250.00	10016100-54162	HR - ADVERTISING	\$250.00

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	59625	FINANCE CREDIT CARD, MISC. PUR	\$110.00	10013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$110.00
	SF-19972	PURCHASING CREDIT CARD, MISC.	\$36.00	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$36.00
	SF-19430	PURCHASING CREDIT CARD, MISC.	\$114.60	10012100-54100	SUPPLIES	\$114.60
	SF-20401	PURCHASING CREDIT CARD, MISC.	\$286.06	10022810-54100	SUPPLIES	\$286.06
	SF-19429	PURCHASING CREDIT CARD, MISC.	\$286.62	10022810-54100	SUPPLIES	\$286.62
	SF-20111	PURCHASING CREDIT CARD, MISC.	\$983.53	10022831-54100	SUPPLIES	\$983.53
	108467	POLICE CREDIT CARD, MISC. PURC	\$47.47	10520210-54100	SUPPLIES	\$47.47
	sf-20216	POLICE CREDIT CARD, MISC. PURC	\$342.55	10520210-54100	SUPPLIES	\$342.55
	SF-19431	PURCHASING CREDIT CARD, MISC.	\$499.98	80026110-54100	SUPPLIES	\$499.98
Vendor Total: -----						\$6,476.01
CA BUILDING STANDARDS COMMISSION	DEC 16	QUARTERLY REPORT FOR BSA	\$99.00	90000000-23027	BUILDING STDS ADMIN SPEC FD	\$110.00
				10000000-48110	MISCELLANEOUS RECEIPTS	(\$11.00)
Vendor Total: -----						\$99.00
CANDICE RASMASON	CR 08/24/16	COURSE REIMBURSEMENT	\$116.34	20513300-57100	CONFERENCE & TRAINING	\$116.34
Vendor Total: -----						\$116.34
CANTEEN SERVICE	5975:000354	WATER FILTRATION SERVICE POLIC	\$45.00	10520210-54100	SUPPLIES	\$22.50
				20620231-54100	SUPPLIES	\$22.50
Vendor Total: -----						\$45.00
CHEVRON AND TEXACO BUSINESS CARD SVCS	49375818	FUEL	\$417.91	10520210-56210	FUEL & FLUIDS	\$417.91
Vendor Total: -----						\$417.91

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CHOUINARD & MYHRE INC	16122003	CONSULTING SERVICES	\$100.00	20922900-52100	CONTRACTED SERVICES	\$100.00
	1612079	SOW-UVSD DATA TRANSFER-A5400 (	\$1,069.00	20922900-52100	CONTRACTED SERVICES	\$1,069.00
					Vendor Total:	\$1,169.00
CLARK PEST CONTROL	19504596	PEST CONTROL SVCS	\$95.00	80026400-52100	CONTRACTED SERVICES	\$95.00
					Vendor Total:	\$95.00
CODE PUBLISHING COMPANY	55292	CODIFICATION SERVICES AS PER A	\$257.40	10011100-52100	CONTRACTED SERVICES	\$257.40
	55288	CODIFICATION SERVICES AS PER A	\$300.30	10011100-52100	CONTRACTED SERVICES	\$300.30
					Vendor Total:	\$557.70
COMCAST	JAN-17	INTERNET SERVICES	\$2.07	31122870-52100	CONTRACTED SERVICES	\$2.07
					Vendor Total:	\$2.07
CROSSFIT MENDOCINO	CFM012017	EDUCATIONAL/TRAINING SERVICES	\$333.33	10521210-57100	CONFERENCE & TRAINING	\$333.33
					Vendor Total:	\$333.33
DAVID KIRCH	TR 10/17 - 10/19/17	REIMBURSE TRAVEL EXPENE	\$0.50	20324100-57100	CONFERENCE & TRAINING	\$0.50
	TA 2/7 - 2/9/17	TRAVEL ADVANCE	\$567.15	84024425-57100	CONFERENCE & TRAINING	\$567.15
					Vendor Total:	\$567.65
DAVID RAPPORT	6512	LEGAL SERVICES FOR FY 16/17	\$20,130.63	84424422-52100	CONTRACTED SERVICES	\$4,737.75
				10014000-52150	LEGAL SERVICES/EXPENSES	\$1,384.06
				10014000-52150	LEGAL SERVICES/EXPENSES	\$3,323.02
				10514000-52150	LEGAL SERVICES/EXPENSES	\$4,125.35
				20414000-52150	LEGAL SERVICES/EXPENSES	\$1,731.14
				80014000-52150	LEGAL SERVICES/EXPENSES	\$683.51

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DAVID RAPPORT	6512	LEGAL SERVICES FOR FY 16/17	\$20,130.63	82014000-52150	LEGAL SERVICES/EXPENSES	\$828.31
				83024430-52150	LEGAL SERVICES/EXPENSES	\$1,486.27
				84014000-52150	LEGAL SERVICES/EXPENSES	\$42.59
				90214000-52150	LEGAL SERVICES/EXPENSES	\$379.02
				94024423-52150	LEGAL SERVICES/EXPENSES	\$843.21
				90214000-52140	LITIGATION EXPENSES	\$566.40
				Vendor Total:		\$20,130.63
DC CUSTOMS INC	183459	TOP BATTERY	\$257.70	10520210-56130	EXTERNAL SERVICES	\$257.70
						Vendor Total:
DC ELECTRIC GROUP INC	27249	EQUIPMENT MAINT, REPAIR, AND R	\$600.00	10024214-52100	CONTRACTED SERVICES	\$600.00
	27309	EQUIPMENT MAINT, REPAIR, AND R	\$883.16	10024214-52100	CONTRACTED SERVICES	\$883.16
	Vendor Total:		\$1,483.16			
DELL MARKETING LP	10137578018	Microcomputers, Desktop or Tow	\$1,466.03	80026110-54100	SUPPLIES	\$1,466.03
	10137507604	COMPUTER HARDWARE AND PERIPHER	\$1,038.96	82024411-54100	SUPPLIES	\$1,038.96
	Vendor Total:		\$2,504.99			
DEPT OF CONSERVATION	DEC 16	QUARTERLY TAX RETURN FOR SMIP	\$335.79	90000000-23006	STRONG MOTION ED. SET ASIDE	(\$17.67)
				90000000-23005	STRONG MOTION INSTR. PROG.	\$353.46
				Vendor Total:		\$335.79
DIANN LUCCHETTI	DV011017	WORKING MEAL - WINTER STORM	\$20.98	80026400-54100	SUPPLIES	\$20.98
						Vendor Total:

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ELLIES MUTT HUT	613853	WORKING LUNCH - CONCERTS IN THE PARK	\$56.45	90000000-23226	CONCERT SERIES	\$56.45
					Vendor Total:	\$56.45
EXCISE TAX DIVISION	4TH QTR-2016	4TH QTR 2016 ELECTRICAL ENERGY SURCHARGE RETURN	\$7,716.00	90000000-23009	ELECTRIC SURCHARGE TRUST	\$7,716.00
					Vendor Total:	\$7,716.00
FEDERAL EXPRESS	4043203555	SHIPPING CHARGES	\$64.62	84024425-54100	SUPPLIES	\$64.62
					Vendor Total:	\$64.62
FILETRAIL	2017-0052	HOSTED FILE MANAGMENT SYSTEM	\$489.00	10011100-52100	CONTRACTED SERVICES	\$489.00
					Vendor Total:	\$489.00
FIRST ALARM	977120	ALARM MONITORING	\$162.00	10520210-52180	SECURITY SERVICES	\$117.00
				20822500-52180	SECURITY SERVICES	\$45.00
					Vendor Total:	\$162.00
GCS ENVIRONMENTAL EQUIP SRVS	14785	DIRT DEFLECTOR ASSY	\$2,572.08	10024220-56130	EXTERNAL SERVICES	\$2,572.08
					Vendor Total:	\$2,572.08
HACH COMPANY	18114	DEGREASER	\$815.54	84024421-54100	SUPPLIES	\$815.54
					Vendor Total:	\$815.54
IBEW, LOCAL 1245	JAN 17	ELECTRIC UNIT UNION DUES	\$1,584.50	20700000-20509	P/R DEDUCT.-UNION DUES	\$1,584.50
					Vendor Total:	\$1,584.50
INDIGO STUDIOS	1229	DRUG ED COLUMN/PRFM RPT CARD	\$1,000.00	63020210-52100	CONTRACTED SERVICES	\$1,000.00
					Vendor Total:	\$1,000.00

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INFOSEND INC	115237	UB PRINT & MAIL SERVICES	\$5,230.72	20513300-52100	CONTRACTED SERVICES	\$5,230.72
					Vendor Total:	\$5,230.72
INTEGRITY SHRED	65634	DOCUMENT SHREDDING	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
	66043	DOCUMENT SHREDDING	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
					Vendor Total:	\$114.00
INTERCOUNTY MECHANICAL & ELECTRICAL INC	5589-B	EQUIPMENT MAINTENANCE AND REPA	\$1,200.00	69122700-56300	BUILDING MAINT. & REPAIR	\$1,200.00
	5525-B	Electrical Equipment (Except C	\$1,680.00	84024425-52100	CONTRACTED SERVICES	\$1,680.00
	5687	REPAIR SEWER PUMPING STATION	\$337.55	84024421-56120	EQUIPMENT MAINTENANCE & REPAIR	\$337.55
					Vendor Total:	\$3,217.55
JAROD THIELE	TA 2/5 - 2/09/17	TRAVEL ADVANCE	\$405.20	10024210-57100	CONFERENCE & TRAINING	\$135.06
				82024410-57100	CONFERENCE & TRAINING	\$135.07
				84024420-57100	CONFERENCE & TRAINING	\$135.07
					Vendor Total:	\$405.20
JEI	16457	MAINTENANCE OF 911 DIGITAL VOICE RECORDER	\$644.88	20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$644.88
					Vendor Total:	\$644.88
JULIE WEBB	DV011917	REIMBURSE YOUTH BASKETBALL EXPENSE	\$12.48	10022831-54100	SUPPLIES	\$12.48
					Vendor Total:	\$12.48

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
JUSTIN WYATT	TR 01/4 - 1/06/17	REIMBURSE TRAVEL EXPENSE	\$91.28	10520210-57100	CONFERENCE & TRAINING	\$91.28
					Vendor Total:	\$91.28
KERRY RANDALL	DV011717	REIMBURSE SPACE HEATER FOR UVCC	\$349.26	73022600-54100	SUPPLIES	\$349.26
					Vendor Total:	\$349.26
KRISTINE LAWLER	DV011117	MEAL REIMBURSEMENT - WINTER STORM	\$62.88	10012100-54100	SUPPLIES	\$62.88
					Vendor Total:	\$62.88
LACAL EQUIPMENT	0249273-IN	#LS501393 PICKUP HEAD	\$2,001.79	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$2.51)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$10.01)
				10024220-56130	EXTERNAL SERVICES	\$157.65
				10024220-56130	EXTERNAL SERVICES	\$2,001.79
				90000000-23013	STATE USE TAX LIABILITY	(\$145.13)
					Vendor Total:	\$2,001.79
LARNER SEEDS	4072	SEEDS FOR MUSEUM PROJECT	\$187.42	25024210-80230	INFRASTRUCTURE	\$28.11
				31022700-80230	INFRASTRUCTURE	\$159.31
					Vendor Total:	\$187.42
LAURENCE THOMPSON	DV012317	ENTERTAINMENT FOR POLICE AWARDS BANQUET	\$500.00	10520210-52100	CONTRACTED SERVICES	\$500.00
					Vendor Total:	\$500.00
LAW ENFORCEMENT SUPP	52108	RADIO COMMUNICATION EQUIPMENT,	\$1,178.41	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.45)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$5.80)
				90000000-23013	STATE USE TAX LIABILITY	(\$87.00)
				10520210-54100	SUPPLIES	\$94.25

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
LAW ENFORCEMENT SUPP	52108	RADIO COMMUNICATION EQUIPMENT,	\$1,178.41	10520210-54100	SUPPLIES	\$1,178.41
					Vendor Total:	\$1,178.41
LEADERSHIP MENDOCINO	DV011817	ANNUAL DUES	\$50.00	10012100-57100	CONFERENCE & TRAINING	\$50.00
					Vendor Total:	\$50.00
LEAGUE OF CALIFORNIA CITIES	168981	MEMBERSHIP DUES	\$6,598.00	10012400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$6,598.00
					Vendor Total:	\$6,598.00
LES SCHWAB TIRE CENTER	64000278078	MISCELLANEOUS TIRE SERVICES AS	\$38.00	84024421-56130	EXTERNAL SERVICES	\$38.00
					Vendor Total:	\$38.00
LEXIS NEXIS RISK SOLUTIONS	1410964-20161231	LEXIS NEXIS LE PLUS SEARCHING	\$77.40	10520210-54202	MAJOR CRIME INVETIGATIONS	\$77.40
					Vendor Total:	\$77.40
LEXISNEXIS	9024740X	2017 PENAL CODES	\$756.29	10520210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$756.29
					Vendor Total:	\$756.29
LIEBERT CASSIDY WHITMORE	UK229-10000 FY17	MEMBERSHIP PREMIUMS	\$895.00	10016100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$895.00
					Vendor Total:	\$895.00
LINCOLN AQUATICS	SI300168	REPAIR POOL SWEEP	\$1,541.32	10022300-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,541.32
					Vendor Total:	\$1,541.32
MATHESON TRI-GAS INC	14539034	OXYGEN & MISCELLANEOUS AS NEED	\$51.07	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.26)
				80026130-54100	SUPPLIES	\$0.26
				80026130-54100	SUPPLIES	\$51.07

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MATHESON TRI-GAS INC	14594632	OXYGEN & MISCELLANEOUS AS NEED	\$51.07	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.26)
				80026130-54100	SUPPLIES	\$0.26
				80026130-54100	SUPPLIES	\$51.07
				Vendor Total:		\$102.14
MUNI SERVICES LLC	0000043972	BUSINESS LICENSE PROCESSING	\$1,656.00	10013400-52100	CONTRACTED SERVICES	\$1,656.00
				Vendor Total:		\$1,656.00
NANCY SAWYER	TA 2/05 - 2/10/17	TRAVEL ADVANCE	\$1,107.59	10520214-57100	CONFERENCE & TRAINING	\$1,107.59
				Vendor Total:		\$1,107.59
NATIONAL DOCUMENT SOLUTIONS	0075272	Offset Printing, General, Smal	\$548.64	73022600-57100	CONFERENCE & TRAINING	\$0.64
				73022600-57100	CONFERENCE & TRAINING	\$548.64
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.64)
				Vendor Total:		\$548.64
NOR-CAL RECYCLED ROCK & AGGREGATES INC	12689	MISC ROCK & ROAD PATCH MATERIA	\$405.64	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.89)
				10024220-54120	PW - SPECIAL SUPPLIES	\$1.89
				10024220-54120	PW - SPECIAL SUPPLIES	\$405.64
				Vendor Total:		\$405.64
OCCU-MED LTD	0117511oa	PRE-EMPLOYMENT PHYSICAL- POLICE OFFICER	\$598.00	10520210-52100	CONTRACTED SERVICES	\$598.00
				Vendor Total:		\$598.00
OFFICE DEPOT	890274267001	OFFICE SUPPLIES, MISCELLANEOUS	\$63.64	80026400-54100	SUPPLIES	\$63.64
				Vendor Total:		\$63.64
ONE TIME PAY VENDOR	DV122716	REC CLASS REFUND	\$50.00	10022800-44915	RECREATION PROGRAM INCOME	\$50.00

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	DV011717	REC CLASS REFUND	\$110.50	10022800-44915	RECREATION PROGRAM INCOME	\$110.50
	114486-4	UTILITIES REFUND	\$101.32	90100000-10421	UTILITY RECEIVABLES CLEARING	\$101.32
	116134-8	UTILITIES REFUND	\$130.77	90100000-10421	UTILITY RECEIVABLES CLEARING	\$130.77
Vendor Total:						\$392.59
ONLINE INFORMATION SRVS INC	757872	UTILITY EXCHANGE REPORTING FY	\$219.00	20513300-52100	CONTRACTED SERVICES	\$219.00
	Vendor Total:					\$219.00
OPERATING ENGINEERS UNION	1701--04	JAN 2017 PW UNION DUES	\$900.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$900.00
	1701-4	JAN 2017 MISC UNION DUES	\$935.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$935.00
Vendor Total:						\$1,835.00
OPPERMAN & SON INC	1263480002	MISCELLANEOUS PARTS AS NEEDED	\$19.03	10521210-56130	EXTERNAL SERVICES	\$19.03
	1263420025	MISCELLANEOUS PARTS AS NEEDED	\$20.44	10521210-56130	EXTERNAL SERVICES	\$20.44
	1263440034	MISCELLANEOUS PARTS AS NEEDED	\$382.93	10521210-56130	EXTERNAL SERVICES	\$382.93
	1263630008	MISCELLANEOUS PARTS AS NEEDED	\$23.31	80026400-56130	EXTERNAL SERVICES	\$23.31
	1263440062	MISCELLANEOUS PARTS AS NEEDED	\$42.85	84024421-56130	EXTERNAL SERVICES	\$42.85
	1263540028	MISCELLANEOUS PARTS AS NEEDED	\$21.73	20324100-58510	REIMBRASABLE JOBS	\$21.73
	1263540040	MISCELLANEOUS PARTS AS NEEDED	\$45.97	20324100-58510	REIMBRASABLE JOBS	\$45.97
	1263470047	MISCELLANEOUS PARTS AS NEEDED	\$76.51	20324100-58510	REIMBRASABLE JOBS	\$76.51
Vendor Total:						\$632.77
PACE SUPPLY CORPORATION	023658482	MISCELLANEOUS ITEMS AS NEEDED	\$27.82	10024220-54120	PW - SPECIAL SUPPLIES	\$27.82
Vendor Total:						\$27.82

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACIFIC ECORISK INC	12708	ENVIRONMENTAL AND ECOLOGICAL S	\$590.00	84024425-52100	CONTRACTED SERVICES	\$590.00
	12750	ENVIRONMENTAL AND ECOLOGICAL S	\$590.00	84024425-52100	CONTRACTED SERVICES	\$590.00
	Vendor Total:					\$1,180.00
PAYMENTUS GROUP INC	US16120024	CREDIT CARD PROCESSING SERVICE	\$1,906.00	20513300-52100	CONTRACTED SERVICES	\$1,906.00
	Vendor Total:					\$1,906.00
PG&E CO	DEC16-7075	UTILITY SERVICES	\$207.39	20822500-55210	UTILITIES	\$207.39
	Vendor Total:					\$207.39
PLATT ELECTRIC SUPPLY	K940044	MISC ELECTRICAL SUPPLIES AS NE	\$1,375.61	77725200-56600	AIRFIELD MAINTENANCE & REPAIR	\$3.60
				77725200-56600	AIRFIELD MAINTENANCE & REPAIR	\$1,375.61
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.60)
	L227861	MISC ELECTRICAL SUPPLIES AS NE	\$98.98	20822500-56300	BUILDING MAINT. & REPAIR	\$0.11
				20822500-56300	BUILDING MAINT. & REPAIR	\$17.74
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.23)
				20822500-54102	SMALL TOOLS	\$0.12
				20822500-54102	SMALL TOOLS	\$81.24
	L151936	MISC ELECTRICAL SUPPLIES AS NE	\$8.91	82024411-56300	BUILDING MAINT. & REPAIR	\$0.02
				82024411-56300	BUILDING MAINT. & REPAIR	\$8.91
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.02)
	L178159	MISC ELECTRICAL SUPPLIES AS NE	\$163.96	84024421-56120	EQUIPMENT MAINTENANCE & REPAIR	\$163.96
	L068480	MISC ELECTRICAL SUPPLIES AS NE	\$191.14	69122700-54100	SUPPLIES	\$191.14

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PLATT ELECTRIC SUPPLY	K892419	MISC ELECTRICAL SUPPLIES AS NE	\$43.38	80026120-54100	SUPPLIES	\$43.38
					Vendor Total:	\$1,881.98
POWER INDUSTRIES INC	723866	PARTS & TOOLS AS NEEDED	\$83.67	80026400-56130	EXTERNAL SERVICES	\$83.67
					Vendor Total:	\$83.67
PRESS DEMOCRAT	2762851	EMPLOYMENT AD- APPRENTICE LINEMAN	\$872.20	10016100-54162	HR - ADVERTISING	\$872.20
	2765480	EMPLOYMENT AD-COMMUNITY SERVICES ASSISTANT	\$902.20	10016100-54162	HR - ADVERTISING	\$902.20
	2763377	EMPLOYMENT AD-DIRECTOR OF PLANNING	\$958.60	10016100-54162	HR - ADVERTISING	\$958.60
					Vendor Total:	\$2,733.00
PROFESSIONALCELLULAR & PAGING	13395	ON-CALL PAGER EQUIPMENT & SERVICES	\$155.13	20922900-54100	SUPPLIES	\$155.13
					Vendor Total:	\$155.13
R F MACDONALD CO	DV 011717	BOILER OPERATOR TRAINING REGISTRATION	\$975.00	84024425-57100	CONFERENCE & TRAINING	\$975.00
					Vendor Total:	\$975.00
REDWOOD BUSINESS PARK OF UKIAH	1289	2016 MAINTENANCE FEES	\$2,399.21	96995669-52100	CONTRACTED SERVICES	\$2,399.21
					Vendor Total:	\$2,399.21
REDWOOD COAST FUELS	1823794	CARDLOCK FUEL PURCHASES	\$108.85	10521210-56130	EXTERNAL SERVICES	\$108.85
	1824388	CARDLOCK FUEL PURCHASES	\$32.42	20822500-56210	FUEL & FLUIDS	\$32.42
					Vendor Total:	\$141.27
RINO PACIFIC	CL17038	FUEL AS NEEDED	\$168.79	82024414-56210	FUEL & FLUIDS	\$91.15
				84024421-56210	FUEL & FLUIDS	\$77.64
					Vendor Total:	\$168.79

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SALES & USE TAX	4TH QTR 16	4TH QUARTER 2016 SALES TAX RETURN	\$2,516.00	77725200-58401	AVIATION FUEL	\$1,811.04
				90000000-23252	DISTRICT USE TAX-LIBRARIES	\$26.20
				90000000-23237	DISTRICT USE TAX-MEASURE S	\$134.31
				90000000-23013	STATE USE TAX LIABILITY	\$544.45
				Vendor Total:		\$2,516.00
SAN DIEGO POLICE EQUIPMENT CO	625166	POLICE AND PRISON EQUIPMENT AN	\$3,261.25	63020210-54100	SUPPLIES	\$3,261.25
				Vendor Total:		\$3,261.25
SIERRA CHEMICAL	SLS 10041724	LIQ SODIUM HYPOCHLORITE	\$3,213.09	84024425-58202	CHEMICALS	\$3,213.09
	SLS 10041715	LIQ FERRIC CHLORIDE	\$6,728.72	84024425-58202	CHEMICALS	\$6,728.72
	SLS 10042393	LIQ FERRIC CHLORIDE	\$6,754.72	84024425-58202	CHEMICALS	\$6,754.72
	SLS 10040852	LIQ FERRIC CHLORIDE	\$6,982.95	84024425-58202	CHEMICALS	\$6,982.95
				Vendor Total:		\$23,679.48
SOUTH BAY REGIONAL TRAINING CENTER	DV111516	REGISTRATION	\$250.00	10520210-57100	CONFERENCE & TRAINING	\$250.00
				Vendor Total:		\$250.00
SPEEDY SIGNS	019177	EQUIPMENT NUMBER SIGNAGE "2551"	\$10.74	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.05)
				80026400-56130	EXTERNAL SERVICES	\$0.05
				80026400-56130	EXTERNAL SERVICES	\$10.74
				Vendor Total:		\$10.74
STAPLES CREDIT PLAN	3326065022	OFFICE SUPPLIES, MISC AS NEEDE	\$38.54	10012200-54100	SUPPLIES	\$38.54
	3326065021	OFFICE SUPPLIES, MISC AS NEEDE	\$97.85	10012200-54100	SUPPLIES	\$97.85

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	3326065016	OFFICE SUPPLIES, MISC AS NEEDE	\$178.40	10013400-54100	SUPPLIES	\$178.40
	3326065017	OFFICE SUPPLIES, MISC AS NEEDE	\$216.91	10013400-54100	SUPPLIES	\$49.36
				20513300-54100	SUPPLIES	\$9.87
				80026400-54100	SUPPLIES	\$157.68
	3326065015	OFFICE SUPPLIES, MISC AS NEEDE	\$106.59	20413500-54100	SUPPLIES	\$106.59
	3326065018	OFFICE SUPPLIES, MISC AS NEEDE	\$9.13	20513300-54100	SUPPLIES	\$9.13
	3326065019	OFFICE SUPPLIES, MISC AS NEEDE	\$44.21	20513300-54100	SUPPLIES	\$44.21
	3326065020	OFFICE SUPPLIES, MISC AS NEEDE	\$57.80	84024425-54100	SUPPLIES	\$57.80
					Vendor Total:	\$749.43
TAMI BARTOLOMEI	TR 12/13/16	REIMBURSE TRAVEL EXPENSE	\$45.00	10022810-57100	CONFERENCE & TRAINING	\$45.00
					Vendor Total:	\$45.00
TGIF REPAIRS INC	5025	EQUIPMENT MAINTENANCE	\$175.00	20513300-56120	EQUIPMENT MAINTENANCE & REPAIR	\$175.00
					Vendor Total:	\$175.00
THOMPSON'S PARTY RENTALS	01-021600-07	MISC PARTY RENTALS & SUPPLIES	\$1,046.81	10016100-54167	HR - EMPLOYEE DEVELOPMENT	\$1,046.81
					Vendor Total:	\$1,046.81
THURSTON CHEVROLET	196032	PARTS & SERVICE REPAIRS AS NEE	\$74.66	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.38)
				82024412-56130	EXTERNAL SERVICES	\$0.38
				82024412-56130	EXTERNAL SERVICES	\$74.66
	196150	PARTS & SERVICE REPAIRS AS NEE	\$137.57	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.69)
				10022500-56130	EXTERNAL SERVICES	\$0.69
				10022500-56130	EXTERNAL SERVICES	\$137.57

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
THURSTON CHEVROLET	196148	PARTS & SERVICE REPAIRS AS NEE	\$222.55	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.12)
				82024412-56130	EXTERNAL SERVICES	\$1.12
				82024412-56130	EXTERNAL SERVICES	\$222.55
				Vendor Total:		\$434.78
TIM POMA	DV 011817	AUDIO JACK REIMBURSEMENT	\$6.46	10022810-54100	SUPPLIES	\$6.46
				Vendor Total:		\$6.46
TUFTS POLYGRAPH & INVESTIGATION	2017-297(A)	POLYGRAPH AND INVESTIGATION SERVICES	\$650.00	10520210-52100	CONTRACTED SERVICES	\$650.00
				Vendor Total:		\$650.00
TYLER TECHNOLOGIES INC	045-177938	EDUCATIONAL/TRAINING SERVICES	\$2,550.00	10013400-57100	CONFERENCE & TRAINING	\$2,550.00
				Vendor Total:		\$2,550.00
UKIAH DAILY JOURNAL	2017-1641	2017 52-WEEK SUBSCRIPTION RENEWAL	\$150.41	10018000-52100	CONTRACTED SERVICES	\$150.41
				Vendor Total:		\$150.41
UKIAH SIGNS	1120E	SUPPLIES--TANK METER DECALS	\$133.13	82024411-54100	SUPPLIES	\$133.13
				Vendor Total:		\$133.13
UKIAH VALLEY CULTURAL & RECREATIONAL CENTER	100	ARRC GALA TABLE	\$520.00	10018000-52510	ADVERTISING & PROMOTION	\$520.00
				Vendor Total:		\$520.00
UNITED SITE SERVICES	114-4872336	PORTABLE TOILET RENTAL	\$166.76	10022100-52100	CONTRACTED SERVICES	\$166.76
	114-4872337	PORTABLE TOILET RENTAL	\$166.76	10022100-52100	CONTRACTED SERVICES	\$166.76
	114-4872338	PORTABLE TOILET RENTAL	\$166.76	10022100-52100	CONTRACTED SERVICES	\$166.76

List of Checks Presented for Approval on 1/27/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UNITED SITE SERVICES	114-4872339	PORTABLE TOILET RENTAL	\$166.76	10022100-52100	CONTRACTED SERVICES	\$166.76
	114-4872670	PORTABLE TOILET RENTAL	\$249.17	10022100-52100	CONTRACTED SERVICES	\$249.17
	Vendor Total:					\$916.21
USA BLUEBOOK	132699	SUPPLIES-55 GALLON DRUM	\$102.91	82024411-54100	SUPPLIES	\$102.91
	133178	SUPPLIES--SIGNAGE	\$189.15	82024411-54100	SUPPLIES	\$189.15
	142119	PARTS-LIQUID FILLED GAUGE	\$311.28	84024425-54100	SUPPLIES	\$311.28
Vendor Total:					\$603.34	
WATEREUSE ASSOCIATION	DV012317	REGISTRATION	\$800.00	83024430-54100	SUPPLIES	\$800.00
						Vendor Total:
WESTERN HILLS HOMEOWNERS ASSOC	1145	OCT16-DEC16 QUARTERLY ASSOCIATION DUES	\$225.00	10012400-52100	CONTRACTED SERVICES	\$225.00
						Vendor Total:
WYATT IRRIGATION CO	224594-00	PARTS & MISC SUPPLIES AS NEEDE	\$388.77	20822500-52100	CONTRACTED SERVICES	\$0.91
				20822500-52100	CONTRACTED SERVICES	\$388.77
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.91)
				Vendor Total:		
INVOICE TOTAL:						\$150,116.38



ITEM NO.: 7b

MEETING DATE: February 15, 2016

AGENDA SUMMARY REPORT**SUBJECT: ADOPT AN ORDINANCE AMENDING THE ZONING MAP CHANGING THE ZONING ON A PARCEL LOCATED AT 350 N. ORCHARD AVENUE**

Summary: On February 1, 2017, the City Council conducted a public hearing and unanimously (5-0) introduced an ordinance that amends the zoning at 350 N. Orchard Avenue from R3 (High-Density Residential) to C1 (Commercial). Council will now consider adopting the ordinance.

Background / Discussion: The subject parcel was created in 1997, with approval of the Kmart Use Permit and Subdivision. The initial zoning for the parcel was R2 (Medium Density Residential). The parcel was then rezoned to R3 (High Density Residential) in 1996, in conjunction with a City-wide General Plan implementation effort. The 1996 General Plan envisioned a much larger Ukiah that spread throughout the valley. At the time, the population was expected to increase dramatically; however, this has not occurred. This population projection created the perceived need to rezone parcels to R3 throughout the City. Although currently the vacancies rates are very low in Ukiah, based on the analysis below, this proposed rezoning will not affect the City's ability to meet its housing needs for the foreseeable future.

From a land-use perspective, this rezone conforms the parcel to the surrounding land uses. This is particularly the case given a portion of the parcel is currently used for the Home Depot's overflow parking; this is viewed as incompatible with residential uses. Home Depot's hours of operation are 6:00 a.m. to 9:00 p.m., Monday-Saturday and 7:00 a.m. to 8:00 p.m. on Sunday, furthering the notion that residential uses on this parcel are incompatible with the surrounding uses.

The Planning Commission conducted a public hearing on January 11, 2017, to discuss the item. No members of the public, other than the applicant, provided testimony. The Planning Commission recommended adoption of the Zoning Map amendment with a unanimous vote.

FISCAL IMPACT:				
Budgeted Amount in 16-17 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): Adopt an ordinance of the City Council of the City of Ukiah amending the Official Zoning Map establishing the commercial zoning (C1) at 350 N. Orchard Avenue APN 002-370-270.

ALTERNATIVES: Provide direction to Staff.

Citizens advised: Publically noticed pursuant to Ukiah City Code
Requested by: Dan Thomas
Prepared by: Kevin Thompson, Interim Planning and Community Development Director
Coordinated with: Kevin Thompson, Interim Planning and Community Development Director
Presenter: Kevin Thompson, Interim Planning and Community Development Director
Attachment: 1. Draft Ordinance

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

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING THE OFFICIAL ZONING MAP FOR THE CITY OF UKIAH, CALIFORNIA AND ESTABLISHING THE COMMERCIAL ZONING (C1) AT 350 N. ORCHARD AVENUE APN 002-370-270

The City Council of the City of Ukiah does hereby ordain as follows:

SECTION ONE-FINDINGS AND DECLARATIONS

1. The proposed Zoning Ordinance map amendment is consistent with the findings required for adoption of an ordinance to approve a Zoning Ordinance amendment as required by Zoning Ordinance Section 9265.
2. General Plan: The Project is consistent with General Plan because it implements General Plan, Goal ED-1, Policy ED 1.1 and Goal GP-2.
3. The City of Ukiah, as lead agency, has prepared an Initial Environmental Study and a Mitigated Negative Declaration dated December 19, 2016, to evaluate the potential environmental impacts of the Zoning Ordinance map amendment.
4. The proposed project has been reviewed according to the standards and requirements of the California Environmental Quality Act (CEAQ) and an Initial Study Environmental Evaluation Checklist has been prepared for the proposed project. The Initial Study has determined that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because mitigations have been made by or agreed to by the project proponent.
5. On February 1, 2017, the City Council conducted a duly noticed public hearing and after receiving public testimony and conducting due deliberations, voted 5-0 to: adopt the Mitigated Negative Declaration for Zoning Ordinance Map Amendment.
6. Notice of the Intent to Adopt a Mitigated Negative Declaration and notice of the rezoning was provided in the following manner:
 - posted with the County Clerk on December 16, 2016
 - mailed to property owners within 300 feet of the parcels included in the Project December 16, 2016, and January 23, 2017
 - published in the Ukiah Daily Journal on December 18, 2016 and January 15, 2017
 - posted in the Civic Center glass case on December 16, 2016 and January 26, 2017
 - posted on the City's Web site December 16, 2016 and January 26, 2017

SECTION TWO

Pursuant to the procedures set forth in Ukiah City Code Section 9009, the Official Zoning Map for the City of Ukiah is amended to change the landuse designation of 350 N. Orchard Avenue, APN 002-370-270 from High Density Residential (R3) to Commercial (C1).

SECTION THREE

This Zoning Map amendment will result in a more appropriate land use designation given and surrounding uses.

SECTION FOUR

The Planning Commission held a public hearing to provide direction on the proposed Zoning Ordinance map amendment on January 11, 2017. The Planning Commission voted 5-0 to recommend the City Council approve the Zoning Ordinance Map Amendment.

SECTION FIVE

This ordinance shall be published as required by law in a newspaper of general circulation.

SECTION SIX

This ordinance shall become effective thirty (30) days after adoption.

Introduced by title only on February 1, 2017, by the following roll call vote:

AYES: Councilmembers Scalmanini, Crane, Mulheren, Doble and Mayor Brown

NOES: None

ABSENT: None

ABSTAIN: None

Passed and adopted on February 15, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk



ITEM NO.: 7c

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: AWARD CONTRACT TO PROVIDE AND INSTALL ELECTRIC SERVICE CENTER WAREHOUSE SHELVING AND PALLET RACKING SYSTEM TO NEXT LEVEL WAREHOUSE SOLUTIONS, INC., IN THE AMOUNT OF \$47,429.51 (EUD)

Summary: Submitted for the City Council's consideration and action is Staff's recommendation to award a contract to provide and install a material storage system (pallet and shelving) for the City's Electric Utility Service Center to Next Level Warehouse Solutions, Inc., in the amount of \$47,429.51.

Background: Drawings and specifications were sent out requesting bids to supply labor and materials for warehouse shelving and pallet racking storage system including installation. One company responded, Next Level Warehouse Solutions, Inc., of Sacramento, California (Attachment 1). Next Level Warehouse Solutions' proposal met all of the Utility's specifications and requirements to meet the Utility's needs. A copy of the Electric Utility's Service Center's warehouse layout is attached (Attachment 2) for reference.

Supporting information: Next Level Solutions was highly recommended by other Utilities including the City of Roseville Electric and Sacramento Municipal Utilities Department (SMUD).

Discussion: Staff recommends Council approve this work and award this contract to Next Level Warehouse Solutions, Inc. Funds for this project were budgeted in FY 16/17 and are currently available.

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$800,000	Electric Utility 801	80100000.80230	Yes ☐ No ☒	None

RECOMMENDED ACTION(S): Award contract to provide and install electric service center warehouse shelving and pallet racking to Next Level Warehouse Solutions, Inc., in the amount of \$47,429.51.

ALTERNATIVES: Provide Staff with direction

Citizens advised: N/A
Requested by: Mel Grandi, Electric Utility Director and Tim Santo, Interim Electric Supervisor.
Prepared by: Mary Williamson, Buyer
Coordinated with: Tim Santo, Interim Electric Supervisor and Mary Horger, Purchasing Supervisor.
Presenter: Mel Grandi, Electric Utility Director
Attachments: 1) Next Level Quote
2) Service Center Warehouse Layout

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



555 Display Way
Sacramento, CA 95838

DATE	QUOTE #
11/14/2016	28871

QUOTATION

City of Ukiah
Mary Williamson
300 Seminary Avenue
Ukiah, CA 95482

Ship To		Rep	Est. Ship Date	Terms	FOB	Ship Via	
Ukiah, CA		WD	11/14/2016	To Be Determined	Origins	CC PPD ADD	
QTY	ITEM	DESCRIPTION			Price	TOTAL	
		66 Units of Pacific Bin Shelving, Specific to Customer Needs; 15 Starter Sections with 4 Openings - Common Closed Sides & Backs 51 Add-On Units with 4 Openings - Common Closed Sides & Backs (3 Shelves in middle to be adjusted plus a top and a bottom.) 3" High Closed front Base Shelves to be rated as Class 1B (18 Gauge with reinforcement bar on front edge)					
15	Pacific	36" x 18" x 85" Tall, 5 Shelf Unit - Starter - Delta			265.72	3,985.80T	
51	Pacific	36" x 18" x 85" Tall, 5 Shelf Unit - Add-On - Delta			216.66	11,049.66T	
133	HW1109S	Seismic Footplate			5.00	665.00T	
198	BF362	Pacific Bin Front 36" x 1.5" high. Color: Gray. (price with adaptors for Delta Posts.)			4.68	926.64T	
100	DIV1818	18" Deep x 18" High Dividers			7.46	746.00T	
50	DIV1812	18" Deep x 12" High Dividers			6.56	328.00T	
51	Powers 3.5x3/8	3/8" x 3-1/2" Power Stud SD2			1.35	68.85T	
		Counter High Galvanized Bin Storage with Overhead Storage One Row, 3 Bays, 4 Beam Levels Per Bay with Wire Decking Upright, 12' tall x 24" deep, 14 gauge, 3" x 3" columns with 5x8 footplates			97.39	389.56T	
4	IF3014-144x24	Each, 96" x 4-1/8" Load Beams, 14 Gauge, 6,193# Capacity per level, Evenly distributed Static Load			41.00	984.00T	
24	I41140-096						
24	WD2446	Wire Deck, 24" Deep x 46" Wide, Galvanized			18.90	453.60T	
24	Next Level	Galvanized Bin, Bin Size: 11.75" Wide x 10" Tall x 24" Deep, Price is per bin			39.70	952.80T	
15	Next Level	Galvanized Bin, Bin Size: 18" Wide x 10" Tall x 24" Deep, Price is per bin Bins will have a few Stainless Steel welds that will be touched up with galvanized paint.			53.40	801.00T	
16	POW7424SD2	1/2" x 5-1/2" Power Stud SD2, California Approved Wedge Anchor			1.95	31.20T	
Quote Continued							
THANK YOU FOR CONSIDERING NEXT LEVEL					Sales Tax (8.75%)		
Phone #		Fax #		E-mail		TOTAL	
(916) 922-7225		(916) 922-2468		info@nextlevelwhse.com			



555 Display Way
Sacramento, CA 95838

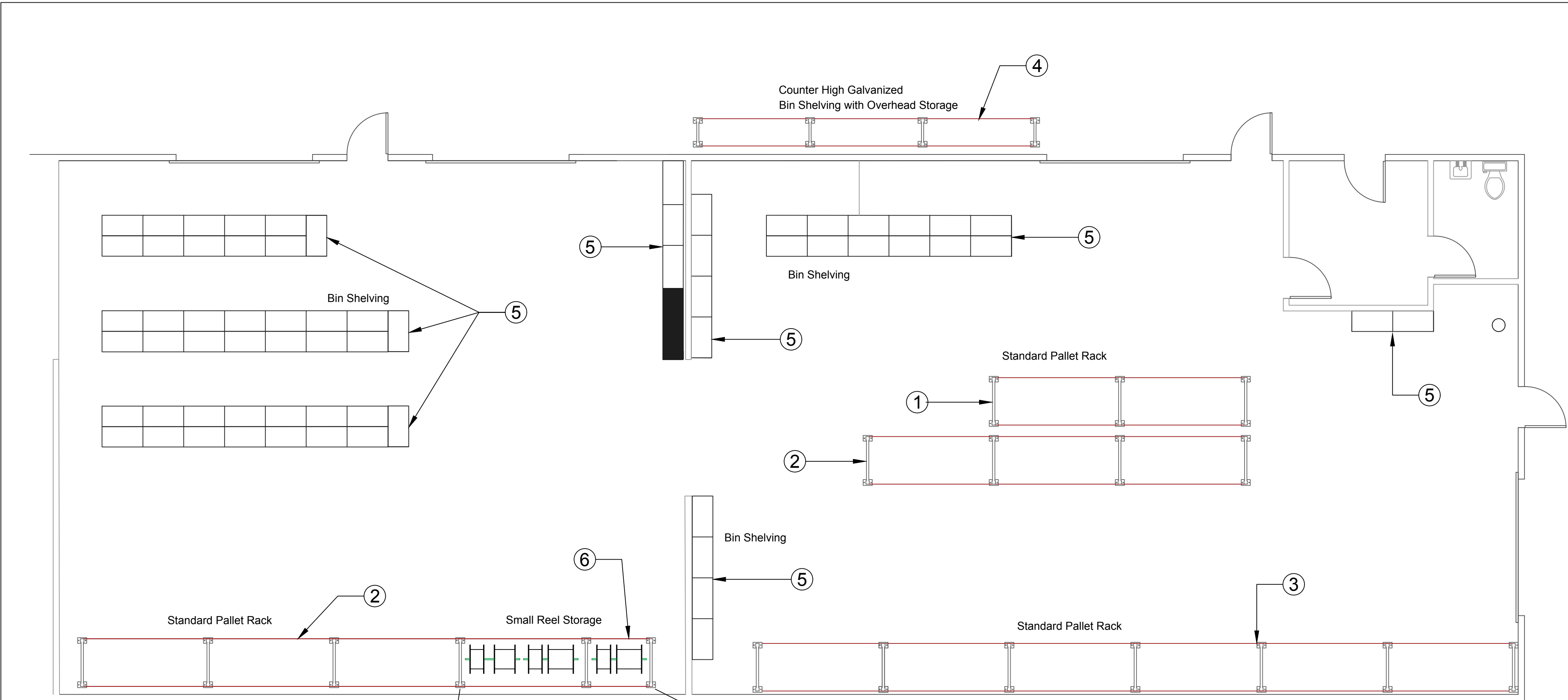
DATE	QUOTE #
11/14/2016	28871

QUOTATION

City of Ukiah
Mary Williamson
300 Seminary Avenue
Ukiah, CA 95482

Ship To		Rep	Est. Ship Date	Terms	FOB	Ship Via	
Ukiah, CA		WD	11/14/2016	To Be Determined	Origins	CC PPD ADD	
QTY	ITEM	DESCRIPTION			Price	TOTAL	
20	IF3014-144x42	Standard Pallet Racking - 15.5 Bays			110.75	2,215.00T	
60	I41140-108	Upright, 12' tall x 42" deep, 14 gauge, 3" x 3" columns with 5x8 footplates			42.90	2,574.00T	
		Each, 108" x 4-1/8" Load Beam, 14 Gauge, 5,207# Capacity per level, Evenly distributed Static Load					
4	HMH	Each, 54" x 4-1.8" Load Beam, 16 Gauge			26.34	105.36T	
64	WD4252	Wire Deck, 42" Deep x 52" Wide, Galvanized			22.90	1,465.60T	
80	POW7424SD2	1/2" x 5-1/2" Power Stud SD2, California Approved Wedge Anchor			1.94	155.20T	
3	Next Level	Small Reel Storage, per 45" Wide Unit			376.00	1,128.00T	
1	Assembly S	Prevailing Wages Non-Taxable Assembly. Contractor hourly Wage is for Modular Furniture Installer.			8,326.53	8,326.53	
		Assumes use of customer forklift, electricity available for tools and reasonably clear site in which to work.					
		Price also includes lodging, fuel and food for crew.					
1	Freight-NT	Non-Taxable Shipping and Handling			2,588.00	2,588.00	
1	Calcs	Permit Needs;					
1	Calcs	Seismic Calculations and Engineered Wet Stamped Drawings for Metal Shelving			1,250.00	1,250.00	
1	Calcs	Seismic Calculations and Engineered Wet Stamped Drawings for Pallet Racking			1,250.00	1,250.00	
1	Permit Fees	Permit Submittal Package			750.00	750.00	
2	Permit Inspection	Non-Taxable, Third Party Inspection			850.00	1,700.00	
1	Permit Fees	Permit Acquisition to be done by others			0.00	0.00	
1	Permit Fees	Non-Taxable Permit Fees from City/County to be determined.			0.00	0.00	
		All permit related prices above are non-taxable					
THANK YOU FOR CONSIDERING NEXT LEVEL					Sales Tax (8.75%) \$2,539.71		
Phone #		Fax #		E-mail		TOTAL \$47,429.51	
(916) 922-7225		(916) 922-2468		info@nextlevelwhse.com			

Next Level Warehouse Solutions takes no responsibility for the condition of the end users building regarding sprinklers, lighting, fire exits, fire safety devices, building slab capacity or any other engineered design/construction. Next Level is not responsible for any ADA modifications to the property, if required.



ITEM #	QTY	DESCRIPTION/DIMENSIONS
		STANDARD PALLET RACKING - Suggested Manufacturer Hannibal Industries, Color: Safety Orange
		BEAMS: 108" x 4.5" Face, 3 Pin Connector, Cap 5100 lbs. Static Load, 16 gauge
		UPRIGHT: 144" tall x 42" deep, 5"x 8" x 3/8" Thick Footplates, 2 holes for anchors, 14
		WIRE DECK: 42" deep x 52" wide, suggested mfr Worldwide Material Handling 2 1/2" x 4" wire mess pattern, outside waterfall edge, galvanized finish, 6 gauge, 2 per beam
		Configured As Follows:
①		1 runs 2 units long, 108" x 42" x 12' high with 2 levels of wire decking
②		2 runs 3 units long, 108" x 42" x 12' high with 2 levels of wire decking
③		1 run 6 units long, 108" x 42" x 12' high with 2 levels of wire decking
④		COUNTER HIGH GALVANIZED BIN STORAGE W/PALLET RACK - Suggested Mfr. Hannibal Industries, Color: Safety Orange
		BEAMS: 96" X 4" face, 3 Pin Connector, Cap 6900 lbs Static Load, 14 gauge
		UPRIGHT: 144" tall x 24" deep, 5"x 8" x 3/8" Thick Footplates, 2 holes for anchors, 14 gauge
		WIRE DECK: 24" deep x 46" wide, suggested mfr Worldwide Material Handling 2 1/2" x 4" wire mess pattern, outside waterfall edge, 3 channel supports for step beams, galvanized finish, 6 gauge, 2 per beam level, 4 pair per bay, Cap 3000 lb.
		BINS: All galvanized 18 gauge sheetmetal, all exposed edges to have 1/4" hem, all connecting edges to have stainless steel welds and be galvanized spot painted prior to
		Configured As Follows:
		1 run 3 units long, 96" x 24" deep x 12' high with 4 levels of wire decking, with 24 Bins 11.75" wide x 10" tall x 24" deep & 15 Bins; 18" wide, x 10" tall x 24" deep to be used on lower 2 levels of racking.
⑤	66 units	BIN STORAGE - Suggested Mfr. Pacific Compression Clip Shelving. All angle post design, units to share 24 gauge side panels and back panels, shelves and dividers to be adjustable on 1.5" increments. All units to be anchored with Western Pacific Seismic Floorplate #HW11095 (or equivalent).
	66	3" Bin Front on Bottom Shelves
	264	(4 adj shelves per unit) - 18 gauge Class 1B with 1" x 1/8" bar in front flange, (835 lb/shelf
	264	1 1/2" Bin Front
	100	20 gauge steel full shelf dividers 18" high x 18" deep
	50	20 gauge steel full shelf dividers 12" high x 18" deep
⑥	3	SMALL REEL STORAGE - Units to be all welded construction w/powder coat finish.
		47" wide x 20.5" deep x 44.5" high - 2 levels Per Unit
		In addition to the labor and materials the contractor will need to supply:
		Stamped Drawings and Calculations for the Pallet Racking in the Warehouse
		Stamped Drawings and Calculations for the Pallet Racking Outside Bin Storage
		Stamped Drawings and Calculations for the for the Bin Storage
		Correct Anchors for racking and shelving that the calculations above call out
		Include any necessary inspection reports

NOTE:

In addition to the labor and materials the vendor will need to supply:

- Three sets of Plans – wet stamped by the engineer, including the floor plan showing where the Pallet Racking and Shelving will be, how it is put together and how and where it will be anchored.
- Two sets of Structural Calculations
- A building permit application filled out and signed
- All correct anchors for racking and shelving that the calculations above call out
- Include any necessary inspection reports

Contractor will be responsible, in accordance with Construction Safety Orders of the Division of Industrial Safety, State of California, to ensure the least possible obstruction to traffic and inconvenience to the general public and adequate protection of persons and property in the vicinity of the work.

ELECTRIC DEPARTMENT

REVISION

SCALE

#

3/16" to 1'-0"

DRAWN BY

APPROVED BY

SBOZZOLI

NAME

ELECTRIC SERVICE

CENTER WAREHOUSE

DESIGN LAYOUT

DATE

8/15/2016

PROJECT #

0000

SHEET

1 of 1



ITEM NO.: 7d

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: AWARD PURCHASE OF A REPLACEMENT SIXTEEN-FOOT HYDRAULIC TILT FLATBED TRUCK, 2017 PETERBILT MODEL 337 WITH SCELZI BRAND BED, TO NATIONAL AUTO FLEET GROUP, WATSONVILLE, CALIFORNIA IN THE AMOUNT OF \$126,286.14 (EUD)

Summary: Council will consider awarding the purchase of a flatbed truck to National Auto Fleet Group in the amount of \$126,286.14 to replace a 1980 flatbed truck.

Background: During the course of the budget adoption for Fiscal Year 2016-2017, Council approved the replacement of a 1980 Ford LN600 flatbed truck (Electric Utility CIP Fund 80100000.80100). This truck is a multiuse truck used widely by the utility to move construction equipment and materials to and from jobsites. The thirty-seven-year-old truck has become unreliable and in need of significant repairs. The recommended replacement truck will include removable sides, under bed storage for equipment and tools, a hydraulic tilt bed, and additional weight capacity to transport equipment, transformers and materials. The Flatbed Tilt Truck Justification worksheet is included as Attachment #1. Overall the recommended action will provide a truck that will be reliable and provide additional versatility to meet today's system operation and customer expectations.

Staff requested bids through two Co-operative Purchasing Groups. The results are shown below:

National Auto Fleet Group	\$126,286.14	NJPA
Rush Truck Center	\$133,275.29	HGACBuy

Discussion: It is Staff's recommendation to award the purchase of a 2017 Peterbilt Model 337, with Scelzi brand bed to National Auto Fleet Group in the amount of \$126,286.14. The quote received from National Auto Fleet Group is provided as Attachment #2.

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$495,000	Electric Utility CIP Fund	80100000.80100	Yes ☐ No ☒	N/A

RECOMMENDED ACTION(S): Award purchase of a replacement sixteen-foot hydraulic tilt flatbed truck, 2017 Peterbilt Model 337 with Scelzi brand bed, to National Auto Fleet Group, Watsonville, California in the amount of \$126,286.14.

ALTERNATIVES: Do not approve recommended action, and provide alternate direction to Staff.

Citizens advised: N/A
Requested by: Mel Grandi, Electric Utility Director
Contact/Prepared by: Tim Santo, Interim Electric Utility Supervisor and Mary Williamson, Buyer.
Coordinated with: Mary Horger, Procurement Manager
Presenter: Mel Grandi, Electric Utility Director
Attachments: 1. Flatbed Tilt Truck Justification worksheet
2. National Auto Fleet Group quote

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



Flatbed Tilt Truck Justification

Proposed Vehicle: Flatbed Utility Truck

Department: Electric Utility

Area of use: Construction and Maintenance

Prepared by: Diann Lucchetti

1 VEHICLE PURPOSE

Need for vehicle within Department fleet

This vehicle is used widely by the utility to move construction equipment and materials to and from jobsites. This vehicle's main purpose is to get the Utility's large pad-mount transformers to and from the job location.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #2110. A 1980 Ford LN600 flatbed truck with 65,344 miles on it and 2,631 PTO (Power Take Off) hours.

Funding: 801 Capital

Estimated Value: \$800.

2.2 Maintenance Costs

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

Overall Mechanical Condition: This vehicle is in poor condition. This thirty seven year old truck has many failing parts such as the clutch and carbureted system. These parts are not readily available.

Maintenance Costs: For the past year this vehicle has incurred approximately \$1,400 in maintenance costs.

Out of Service Time: None

Parts Availability: None

Associated Safety Issues: None

2.3 Shared Resources

Define any resources currently available within the City of Ukiah fleet which could be utilized for this purpose.

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

2017 Peterbilt Model 337, with Scelzi brand bed

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability
Alternative fueled vehicles for this type of use are not readily available.

4.2 CARB STANDARDS

CARB STANDARDS
The purchase will meet all CARB regulations.



National Auto Fleet Group

A Division of Chevrolet of Watsonville

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

1/04/2017

Quote: 339

Mary Williamson
City of Ukiah
300 Seminary Ave
Ukiah, CA 95482

Dear Mary Williamson,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration. **ONE (1) New/Unused (Peterbilt Model 337 Chassis, with Scelzi Enterprises 16' Flatbed Dump per attached specifications)** delivered to your department yard by Mr. Anderson with Peterbilt for

(1) One Unit	
Chassis	\$ 91,712.00
Flatbed Dump	\$ 24,815.00
Tax (7.875%)	\$ 9,176.50
Total	\$125,703.50

This vehicle(s) is available under the **National Joint Powers Alliance Bid Number 102811**. Please reference this Bid Number on all Purchase Orders.

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

Sincerely,

Jesse Cooper
National Fleet Manager
jcooper@Nationalautofleetgroup.com
Office (855) 289-6572
Fax (831) 480-8497





Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office, 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE**124704***Page 1 of 3*

Customer: KANSAS CITY PETERBILT

Date: 12/29/16

Address: CITY OF UKIAH

Phone: (913) 441-2888

FAX: (913) 422-5029

8915 WOODEND ROAD

Contact: JIM ANDERSON

KANSAS CITY, KS 66111

Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	PETERBILT 337, REG CAB, DRW, DIESEL, WHITE	Customer	

Quantity	Part No / Description	Price
----------	-----------------------	-------

PAINT BODY WHITE
UNDER CAB FUEL TANK

1 EA FB-DUMP**8' X 16' FLATBED DUMP**

- "NO" TAILPLATE
- 1 1/8" HARDWOOD FLOOR
- CROSSMEMBERS ON 12" CENTERS
- ROPE HOOKS ON EACH CROSSMEMBER
- A.J. BAER STAKE POCKETS
- L.E.D. SEAL BEAM CLEARANCE LIGHTS & OEM TAILLIGHTS
- DUMP BODY DOCK BUMPER 60" WIDE
- CAB +2" PERFORATED HEADBOARD 10 GUAGE HEADBOARD 12 X 24 WINDOW

2EA - WHELEN MODEL MPBB WORK LAMPS IN HEADBOARD, RECESSED IN TOP
CORNERS (1) PER SIDE

1EA - CONVERSION HOIST CS6620

1EA - PTO HOT SHIFT FOR ALLISON AUTO

1EA - SLIDING BINDER TRACK, BOTH SIDES

1EA - 7GA SIDES AND END SILL

7EA - SLIDING BINDERS, FIVE FORWARD TWO AFTER

7EA - SLIDING HOOKS, FIVE FORWARD TWO AFTER

7EA - 30' X 4" SEWN LOOP STRAP ASSY'S

1EA - PAINTED BREAKER WINCH BAR

1EA - DUMP HITCH WITH PH15 PINTLE HOOK

1EA - 7-WAY PINT RECEPT #12063

4EA - IONSVIA SERIES WHELEN WARNING STROBES 2 IN GRILLE 2 RECESSED IN
REAR SILL OR UNDER SILL PROTECTED



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office, 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE**124704***Page 2 of 3*

Customer: KANSAS CITY PETERBILT
Address: CITY OF UKIAH
8915 WOODEND ROAD
KANSAS CITY, KS 66111

Date: 12/29/16
Phone: (913) 441-2888 FAX: (913) 422-5029
Contact: JIM ANDERSON
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	PETERBILT 337, REG CAB, DRW, DIESEL, WHITE	Customer	
Quantity	Part No / Description				Price

2EA - POCKETS IN DECK TO ACCEPT A 4" X 2" TUBE MTD SLIGHTLY BEHIND
AXLE, WIDTH APART TBD CUSTOM TO MFG THEIR OWN REEL HOLDER

- 1 EA FB-SIDERACK
SET OF 42" TALL STAINLESS STEEL STAKES WITH STEEL SLATS AND WESTERN
GATE LATCHES
- 2 EA TOOLBOX
60" X 18" X 18" UNDERBODY TOOLBOXES (1EA) SIDE @ FRONT -FRAME
MOUNTED
- 1 EA HWD FEE
HAZARDOUS WASTE DISPOSAL FEE
- 1 EA WEIGHT CERTIFICATE
WEIGHT CERTIFICATE OF COMPLETED UNIT
- 1 EA WILL CALL
CUSTOMER TO PICK UP COMPLETED UNIT IN FRESNO, CA
- CONTACT:
TIM SANTO
707-467-5778



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office, 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE

124704

Page 3 of 3

Customer: KANSAS CITY PETERBILT

Date: 12/29/16

Address: CITY OF UKIAH

Phone: (913) 441-2888

FAX: (913) 422-5029

8915 WOODEND ROAD

Contact: JIM ANDERSON

KANSAS CITY, KS 66111

Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	PETERBILT 337, REG CAB, DRW, DIESEL, WHITE	Customer	
Quantity	Part No / Description				Price

Disclaimer:

**SCELZI ENTERPRISES INC. DOES NOT GUARANTEE A PERFECT COLOR MATCH
DUE TO INCONSISTENCIES IN FACTORY PAINTS AND PROCEDURES**

**REVISIONS AFTER APPROVAL DATE ARE
SUBJECT TO ADDITIONAL CHARGES**

PRICES SUBJECT TO CHANGE WITHOUT NOTICE

THIS WORK

AUTHORIZED BY: _____ DATE: _____

Payment in full on completion of job if credit arrangements have not been made in advance.

The above quotation is submitted according to specifications submitted by customer. Any alterations or changes increasing production costs will be charged for accordingly.

ESTIMATE

PREPARED BY: Villalobos, Nicole

SALESMAN: ROBERT DIAS

**CITY OF UKIAH
EQUIPMENT SPECIFICATION #E32808
FOR ONE (1) NEW 2017 PETERBILT MODEL 337, 33000 GVW OR
EQUIVALENT, 2 WHEEL DRIVE WITH CAB AND CHASSIS ONLY AND
ONE SCELZI #FD-DUMP BED**

The City of Ukiah invites bids for furnishing one (1) new 2017 Peterbilt Model 337, 33,000 GVE, w/12,000 Front Axle Load, and 21,000 Rear Axle (Or equivalent) Two Wheel drive truck & chassis only and one Scelzi #FD-DUMP Bed per Work Order/Estimate #122639 (or equivalent).

The following specifications shall be considered minimum; however, bidders who feel they can supply a comparable vehicle that does not fully meet the detailed specifications are encouraged to submit bids. All deviations from these specifications shall be described in the bid proposal. There will be no trade-ins involved in this bid.

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

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

Please contact Mary Williamson at (707) 467-5777 if you have any questions regarding these specifications.

GENERAL INSTRUCTIONS TO BIDDERS

Each bidder shall attach to his bid a complete detailed description of the unit he proposes to furnish. All equipment catalogued as standard shall be furnished and included in the purchase price of the unit.

Bidders may quote or not quote the Dump Bed. If quoting the Dump bed the bidder shall show prices of truck and bed separate.

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

The vehicle furnished under these specifications is to carry the standard warranty offered to the general public. A complete detailed description of the standard warranty shall be provided with the bid.

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

The successful bidder shall supply the vehicle fully equipped and ready for service at the time of delivery. Dealer shall process registration and title transfer for exempt license plates to the Department of Motor Vehicles on behalf of the City of Ukiah.

2017 PETERBILT MODEL 337, 33,000 GVW, w/12,000 FRONT AXLE LOAD, and 21,000 REAR AXLE LOAD, TWO WHEEL DRIVE TRUCK & CHASSIS ONLY

General Specifications

- ENGINE – PACCAR PX9 370, Diesel ✓ ok
- TRANSMISSION – 6-Speed, Allison 3000, (Dash mounted push button shifter), oil temp gauge ✓ ok
Drivers Display
- Dash Mounted Single Acting PTO Control ✓ ok
- 4 x 2 Wheel Drive, w/Dual Rear Wheels ✓ ok
- Premium Dual Batteries ✓ ok
- Back-up Alarm ✓ ok
- Spare Tire – not available
- Trailer Towing Package w/wiring provision for Electronic Brake Controller & 7-way socket connection ✓ ok
- C-Brake by Jacobs PX-9 ✓ ok
- PAINT – **WHITE** no exceptions ✓ ok
- CAB w/Rear Window, Additional Ceiling mounted dome reading lights, Unibilt Cab Air Suspension ✓ ok
- SEATS- Air Ride Driver and Passenger w/Armrests ✓ ok
- AIR CONDITIONING ✓ ok
- RADIO - AM/FM Stereo, Bluetooth for phone, personal cell phone connectivity to vehicle audio system ✓ ok
- POWER STEERING- w/adjustable Steering Column ✓ ok
- MANUALS- ALL Service Manuals ✓ ok (1) Set
- BUMPERS – Front –Steel Style Aero Bumper Painted Black w/2 Tow pins ✓ ok
- MIRROR – Heated and Motorized w/2 Convex 8" mirrors and Round LED Turn signals ok ✓
- Day Running Lights ✓ ok
- Air Locking Rear Differential ✓ ok
- Power Equipment Group – Power Windows & Locks, Cruise Control ✓ ok
- VHF Radio Wiring mounted in Header w/VH (Motorola) – CB power points with Antenna brackets
LH & RH, No Motorola option
- 6" Spot Light, Round LED LH ✓ ok
- BED –Scelzi FD-DUMP per Work Order/Estimate #122639 or equivalent ✓ ok



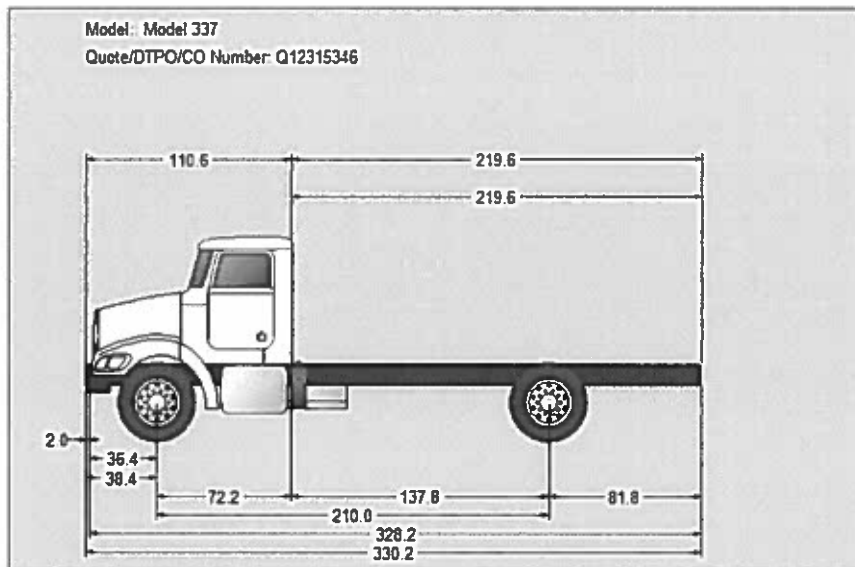
Kansas City Peterbilt K150
8915 Woodend Road

City of Ukiah
300 Seminary Ave

Kansas City, Kansas United States 66111
Phone: (913) 441-2888
Fax:
Email:

Ukiah, California United States 95482
Phone: (707) 467-5777
Fax:
Contact Email:
Prepared for:

Horizontal Dimensions



Unpublished options may require review/approval.
 Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:23:43 PM
 Effective Date: Jan 1, 2017
 Prepared by: ID: jimanderson

Incomplete

Model Number: Model 337
 Quote/DTPO/CO: Q12315346
 Version Number: 34.01



Kansas City Peterbilt K150
8915 Woodend Road

City of Ukiah
300 Seminary Ave

Kansas City, Kansas United States 66111
Phone: (913) 441-2888
Fax:
Email:

Ukiah, California United States 95482
Phone: (707) 467-5777
Fax:
Contact Email:
Prepared for:

Fuel Tanks

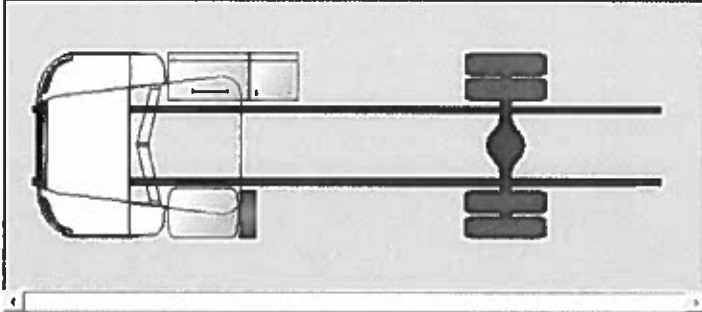
☒ Summary
☐ Right ☒ Left

Location
☐ In Cab
☒ Under Cab
☐ Back Of Cab 1
☐ Between Rails
☐ Del Tank

Type
☐ Battery Box
☐ Chain Box
☒ Fuel Tank
☐ Hydraulic Tank
☐ Tool Box

Material
☒ Aluminum
☐ Steel

Diameter
☒ 23.0 in
☐ 26.0 in
☐ Rectangular



☒ Top View Right Side Available Space: 79.35 in. Current Wheelbase Space: 210
☐ Side View Left Side Available Space: 98.85 in. Required Wheelbase Space: 132

Sales Code	Description	Price	Weight
5554040	26in Aluminum 50 Gallon Fuel Tank LH U/C	200	-119
5554070	26in Aluminum 60 Gallon Fuel Tank LH U/C	239	-117
5554100	26in Aluminum 70 Gallon Fuel Tank LH U/C	277	-115
5554160	26in Aluminum 90 Gallon Fuel Tank LH U/C	353	-112

Unpublished options may require review/approval.
 Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:23:25 PM
 Effective Date: Jan 1, 2017
 Prepared by: ID: jimanderson

Complete

Model Number: Model 337
 Quote/DTPO/CO: Q01815466
 Version Number: 34.01



MEDIUM DUTY

Warranty Quick Reference Guide

This is a Quick Reference Guide "ONLY"

It is an itemized general listing of the components and/or items used in the assembly of a Peterbilt Vehicle and their respective level of warranty coverage. This list is NOT to be construed as all-inclusive. Refer to the complete text of the Peterbilt Warranty Agreement Cat. No.4984, 7539, 7974 for specific details on the terms, conditions and limitations of said agreement.

BASIC VEHICLE WARRANTY

12 Months / Unlimited Miles / Kilometers whichever comes first

Air Cleaner System (Excludes Filter Element)	Charge Air Cooler	Hubometer	Suspension - Continued
Air Conditioner System	Charge Air Cooler Hoses & Clamps	Ignition Timer	Height Control Valve Bracket
Accumulator	Circuit Breakers	Instruments	Height Control Valve Linkage
Actuators, HVAC	Clamps, Turbocharger Air Inlet	Lift/Tag/Pusher Axle	Shock Bracket & Stud
Blend, Mode, Fresh Air Doors	Clock (Analog / Digital)	Lift/Tag/Pusher Suspension	Spring, Air
Blower Motor & Wheel	Clutch, Clutch Linkage	Light Fixture (Excludes Bulb)	Spring Bracket
Coil, Heater	Collision Avoidance System	Mirror	Spring, Leaf
Compressor, Freon	Control Cable	Mud Flap Bracket (Excludes Mud Flap)	Spring Pin
Condenser	Cooling Module	Muffler	Spring Saddles
Control, HVAC	Cruise Control Component	Muffler Clamps	Spring Shackle & Pins
Drain Valve & Hose	Deck Plate Lamp	Muffler Standpipe	Tie Rods
Expansion Valve	DEF Heater Control Relay	Navigation System (Smart Nav)	Tracking Rods & Brackets
Evaporator	DEF Heater Coolant Control Valve	Plating (Includes Chrome)	U-Bolts & U-Bolt Saddles
Freeze Control Switch	DEF Heated Lines	Power Steering Pump	Cab
Hardlines, Refrigerant	DEF Heating Elements	Power Steering Reservoir	Height Control Valve
Heater Hoses & Clamps	DEF Heating Fittings on Supply Module	Quarter Fender	Height Control Valve Bracket
Low/High Pressure Switches	DEF Lamp	Radiator (Includes Header Gasket)	Height Control Valve Linkage
O-rings	DEF Tank	Radiator Cap	Spring, Air
Receiver -Dryer	Door Latch, Lock and Hinge	Radiator Mounting Brackets	Sleeper
Resistor	Door Pad and Soft Trim	Radiator Mounting Bushings	Height Control Valve
Airshield	Driveline, U-Joint and Center Bearing	Radiator Tie Rods	Height Control Valve Bracket
Air System	Driveline Midship Plate	Radio/CB (Unlimited Mileage)	Height Control Valve Linkage
Air Compressor (Bendix)	Electrical Power Distribution Box	Seat Assembly	Spring, Air
Air Dryer & Purge Valve	Electrical Printed Circuit & Harness (Excludes Fuse)	Seat Belt	Suspension Bushings
Air Governor	Engine Related Components	Seat Structure	Switches
Air Tank & Drain Valve	Engine Brake (PACBrake)	Shift Control	Throttle Linkage and Cable
Alternator	Dipstick and Tube	Shock Absorber	Transfer Case
Antenna	Fan, Fan Clutch and Sending Unit	Slack Adjuster	Transmission Shift Control & Oil Cooler
Auxiliary Heater Assembly (Espar)	Fan Shroud	Sleeper Boot	Turbocharger Piping, Clamps & Gaskets to Inlet of SCR
Auxiliary Transmissions	Heater	Sleeper Extender	Upholstery
Battery (PACCAR)	Manufactured Messaging Products	Speaker	Valve, All
Battery/Tool Box Assembly	Mount	Starter	Vent - Fresh Air
Battery Hold Downs	Shutdown System	Steering	Visor (Outside and Inside)
Brake	Exhaust Stanchion	Shaft and U-Joint	Weather Stripping
Chamber	Exhaust piping, clamps, gaskets	Drag Link	Wheel Bearing (Wear Not Covered)
Camshaft	Fairing	Gear Mounting Bracket	Window Defroster Fan
Spider	Fuel	Pitman Arm	Window Lift (Includes Power Lift)
Drum (Excludes Scored or Heat Checked)	Tank	Steering Wheel and Column	Window Regulator
Bumper (Includes Aerodynamic Type)	Tank Strap, Cap and Vent	Step	Windshield Washer
Cab	Fuel Water Separator and/or Heater	Supplemental Restraint System (Rollover Airbag)	Wiper Arm (Excludes Wiper Blade)
Heater and Duct	Gauge and Sending Unit	Suspension	Wiper Motor and Control Valve
Side Extender	Heat Shield	Axle	Wiring and Connectors (Excludes Rubbed or Loose)
Skirt	Hood Assist Spring and Hook	Beams	
Water Leak	Horn - Air or Electric	Dowel Pin	
Tilt Mechanism (Includes Pump)	Hose and Fitting (Excludes Rubbed or Loose)	Height Control Valve	
	Hub Assembly (Includes Bearing)		
	Hub Caps		

PAINT

- Cab, Hood, Sleeper Paint	12 Months 100,000 Miles / 160,000 Kilometers
- Frame Paint - Black Only	12 Months 100,000 Miles / 160,000 Kilometers
- Frame Paint - All colors other than black	6 Months 50,000 Miles / 80,000 Kilometers
- Frame Paint - Logger, Mixer, Dump, Refuse, Oil Field & Construction applications	3 Months 25,000 Miles / 40,000 Kilometers

MAJOR COMPONENTS

24 Months or Unlimited Miles / Kilometers whichever shall occur first. 100% Parts and Labor

Axle - Eaton, Meritor and Dana Spicer Axles, Non-Driving and Driving, Single Speed, On-Highway with a Capacity of 46,000 Lbs. or Less (Includes Axle Input and Output Seals)(Excludes Axle Shaft Flange Gaskets, Brake Drums, Brake Shoes, Filters, Hub Assemblies, Hub Caps and Gaskets, Wheel Bearings and Wheel Seals)
Brakes - Bendix and Meritor (except Air disc Brakes)
 Applies to Brackets, Cam Shafts, Slack Adjusters and Spiders
Cab, Hood, Hood Half-Fenders and Sleeper Structure
 Cab Fasteners (Excludes Add-On Aerodynamic Devices)
Sheppard and TRW Steering Gears
Manual Transmissions (Excludes Oil Coolers and Shift Controls)
Eaton Auto Shift Transmission

FRAME RAILS, GUSSETS, CROSSMEMBERS AND CAB / HOOD / or SLEEPER CORROSION

36 Months or Unlimited Miles / Kilometers whichever shall occur first. 100% Parts and labor

Frame Side Rails, Crossmembers, Gussets, A-Braces

Cab, Hood and Sleeper perforation caused by corrosion from within. Corrosion warranty applies to perforation - an actual hole in a cab, hood or sleeper panel due to corrosion. Warranty does not apply to corrosion caused by damage to a cab panel or finish paint.

OTHER COVERAGES

12 Months or 50,000 Miles/80,000 Kilometers whichever shall occur first. 100% Parts and Labor

Axle Shaft Flange Gaskets

Hub Cap Gaskets

Wheel Seals (Except LMS)

All Gaskets and Seals not specified above

General Warranty Exclusions

- The following components are warranted directly to you by their respective manufacturer, and are not warranted by Peterbilt Motors Company: Engine and Engine Manufacturer's Accessories, Engine Brake (except PAC Brake), Automatic Transmissions, Tires, Tubes, Fifth Wheel, Pintle Hooks, Hitch, Wheels and Batteries not listed.
- Peterbilt does not warrant antifreeze, lubricants, bulbs, fuses, filters, mud flaps, reflectors, winter fronts, wiper nozzles or wiper blades. Trade accessories such as fire extinguishers, chains, emergency kits and tools are not warranted.
- Peterbilt is not responsible for storage deterioration, wear, and changes in adjustment resulting from normal service. This includes brake and clutch linings, drive belts, wheel balance and axle alignments or upholstery.
- Peterbilt does not warrant metallic chassis (frame) paint. Peterbilt is not responsible for paint chipping or fading, peeling from frame bolts relating to maintenance, or paint peeling from road chemical damage.
- Damage due to accident, misuse, negligence, improper or inadequate maintenance, or unauthorized modification is not warranted. Failure of replacement parts used to repair above conditions are not warrantable.
- Vibrations, squeaks, fitting and hose leaks, unusual noises, rattles, loose nuts/bolts and hose and electrical connections can develop during the early shakedown trips of the vehicle. Up to 25,000 miles/40,000 kilometers, but not later than 90 days after date of delivery, the necessary adjustments will be made without charge. Such developments after this period are usually the result of use and are not warrantable items.
- Peterbilt is not responsible for damage resulting from engine horsepower/torque upgrades.

NON - WARRANTABLE COMPONENTS/ITEMS

File with Engine Manufacturer

Engine (see engine coverage)

Engine Accessories

Air Compressor (Engine Manufacturer)

Add-on Aerodynamic Device (Dealer Installed)

Antifreeze Solution

Automatic Transmission (Allison)

Brake Lining

Bulb

Fifth Wheel

Filter Element

Fire Extinguisher

Flag and Flare Kit

Fuel

Fuse

Headlight and Light Bulb

Lubricant

Mudflap

Pintle Hook

Non-Original Equipment

Power Converter

Reflector

Refrigerator

Tire

Tow Pin

Wheels

Winter Front and Bug Screen

Wiper Blade

Wiper Nozzle

NON - WARRANTABLE:

WEAR, DETERIORATION and/or ADJUSTMENTS

Peterbilt assumes no responsibility for wear and/or Deterioration of parts or Changes in Adjustment as a result of Normal Service.

Examples:

Brake Adjustment

Brake Drum

Brake Lining

Bushings (Serviceable)

Clutch Facing

Engine Accessory Belt

Fuse

Key Fob

Wheel Bearings

Mattress

Paint Chip and/or Fade

Soft Trim and Upholstery

Stainless Steel Discoloration

Tightening a Bolt and/or Fitting

Wheel and/or Axle Alignment

Window and Windshield Glass

This list is NOT to be construed as all-inclusive

NON - WARRANTABLE FUNCTIONS OR ACTS

Any Vehicle on Which the Odometer has been Altered

Any Vehicle that has been Altered or Modified in a Manner Unauthorized by Peterbilt

Damage Due to Accidents

Dyno Testing (Without Prior Regional Authorization)

Improper or Insufficient Maintenance Service

Misuse

Negligence

Storage (Includes Deterioration)

Towing and Road Calls

Transport

Troubleshooting and Road Testing



City of Ukiah
 Extended Warranty Options:
 Peterbilt 337
 PX9 Engine – 370 HP

Pick the Desired Extended Warranty Coverage that best represents the

Protection Plan 1 - Coverage is 100 percent parts and labor with no deductibles on internally lubricated components and major engine systems including turbo charger, water pump, and fuel injectors.

5 Years/100,000 Miles -	\$2150
5 Years/150,000 Miles -	\$2700
5 Years/200,000 Miles -	\$3600
5 Years/250,000 Miles -	\$4650

Aftertreatment - Coverage is 100 percent parts and labor with no deductibles on the DEF controller / dosing unit / dosing valve, SCR catalyst, catalytic converter particulate filter, SCR/DPF temperature sensor interface module, and other related aftertreatment parts as detailed in Cummins Bulletin #3381446.

5 Years/100,000 Miles -	\$600
5 Years/150,000 Miles -	\$700
5 Years/200,000 Miles -	\$900
5 Years/250,000 Miles -	\$1150

Tow Coverage: 1 Year Base Vehicle Towing – US -

Included in Purchase

8915 Woodend Road, Kansas City, KS 66111
 (913) 441-2888 x 258 or (913) 207-4330 Cell
 (913) 422-5029 Fax
jimanderson@kcpete.com



Kansas City Peterbilt K150
8915 Woodend Road

City of Ukiah
300 Seminary Ave

Kansas City, Kansas United States 66111
Phone: (913) 441-2888
Fax:
Email:

Ukiah, California United States 95482
Phone: (707) 467-5777
Fax:
Contact Email:
Prepared for:

Vehicle Summary

Unit		Chassis	
Model:	Model 337	Fr Axle Load (lbs):	12000
Type:	Full Truck	Rr Axle Load (lbs)	21000
Description:	33K 370HP SA	G.C.W. (lbs):	62000
Application		Road Conditions:	
Intended Serv.:	City Delivery	Class A (Highway)	95
Commodity:	Construction Materials	Class B (Hwy/Mtn)	5
Body		Class C (Off-Hwy)	0
Type:	End Dump	Class D (Off-Road)	0
Length (ft):	10	Maximum Grade:	6
Height (ft):	13.5	Wheelbase (in):	210
Max Laden Weight (lbs):	1000	Overhang (in):	81.79999
Trailer		Fr Axle to BOC (in):	72.2
No. of Trailer Axles:	0	Cab to Axle (in):	137.8
Type:		Cab to EOF (in):	219.6
Length (ft):	0	Overall Comb. Length (in):	317
Height (ft):	0.0	Special Req.	
Kingpin Inset (in):	0		
Corner Radius (in):	0		
Restrictions			
Length (ft):	40		
Width (in):	102		
Height (ft):	13.5		

Approved by: _____

Date: _____

Note: All sales are F.O.B. designated plant of manufacture.

	Ask your dealer for a quote today, or visit our website @ www.paccarfinancial.com .
	PACCAR Financial offers innovative finance, lease and insurance programs customized to meet your needs.

Unpublished options may require review/approval.

Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:26:13 PM
 Effective Date: Jan 1, 2017
 Prepared by: ID: jmanderson

Complete

Model Number: Model 337
 Quote/DTPO/CO: Q42515547
 Version Number: 34.01



Kansas City Peterbilt K150
8915 Woodend Road

City of Ukiah
300 Seminary Ave

Kansas City, Kansas United States 66111
Phone: (913) 441-2888
Fax:
Email:

Ukiah, California United States 95482
Phone: (707) 467-5777
Fax:
Contact Email:
Prepared for:

	Description	Weight
Base Model		
	Model 337	10,070
	Construction Materials	0
	City Delivery Truck or tractor which hauls freight, typically operating within a 100-mile radius, on public streets and highways and other paved surfaces. Typically includes package and freight delivery.	0
	End Dump	0
	California Registry Required for all vehicles that will be registered in the State of California.	0
Configuration		
	Not Applicable Secondary Manufacturer	0
Frame & Equipment		
	10-3/4in Steel Rails To 354in 10.75x3.5x.375 Dimension, 2,136,000 RBM; Yield Strength: 120,000 psi. Section Modulus: 17.8 cubic inches. Weight: 1.74 lbs/inch pair	597
	Custom Wheelbase or Overhang Engineering approval may be required.	0
	Three-Piece Crossmembers	0
	EOF Square without Xmbr For use with body builder installed crossmember.	0
	Omit Rear Mudflaps and Hangers	0
Front Axle & Equipment		
	Dana Spicer E1202IL 12,000 LB	0
	Taper Leaf Springs, Shocks 12,000 lb	0
	Power Steering Sheppard HD94 For use with 10,000 to 13,200 lb. axle ratings.	0
	Power Steering Reservoir Frame Mounted	0
	PHP10 Aluminum LMS Hubs 11-1/4in bolt circle. Includes a supplier extended coverage up to 3 years / 350,000 miles for bearings & seals.	0

Unpublished options may require review/approval.
 Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:26:13 PM
 Effective Date: Jan 1, 2017
 Prepared by: ID: jimanderson

Complete

Model Number: Model 337
 Quote/DTPO/CO: Q42515547
 Version Number: 34.01



Description	Weight
Dana Spicer Wide Track IPO Std, Front Axle 71in KPI IPO 69in for E1202, E1322, E1462, D2000F front axles. For improved turning radius.	5
Bendix Air Cam Front Drum Brakes 16.5x5 For use with 10,000 lbs to 14,600 lbs steer axles. Includes automatic slack adjusters & outboard mounted brake drums.	0
Gusseted Cam Brackets, Steer Axle	0
Heavy Duty CAM Bushings, Steer Axle	0

Rear Axle & Equipment

Dana Spicer S23-170 23,000 lb Laser factory axle alignment to improve handling & reduce tire wear. Magnetic rear axle oil drain plug captures & holds any metal fragments in drive axle lube to extend service life. Parking brakes on all drive axles for optimal performance. Cognis EMGARD® FE 75W-90 synthetic axle lube provides over 1% fuel economy improvement. Reduces wear & extends maintenance intervals, resulting in increased uptime. Provides improved fluid flow to protect components in extreme cold conditions & withstand the stress from high temperatures, extending component life.	225
PHP10 Iron PreSet PLUS Hubs	0
Long Stroke Parking Brakes, Drive Axle(s)	20
Diff Lock Rear-Rear Or Single Drive Axle (Air Rocker Switch occupies the space of one gauge)	24
Rear Brake Camshaft Reinforcement	9
Gusseted Cam Brackets, Drive Axle(s)	2
SBM Valve Full trucks require a spring brake modulation (SBM) system for emergency braking application. This system requires an SBM valve and a relay valve with spring brakes on the rear axles. The SBM valve allows the foot valve to operate the rear axle spring brakes if a failure exists in the rear air system.	0
Stability System Not Selected or Not Available	0
Single Drive Axle (Model 337)	0
Anti-Lock Braking System (ABS) 4S4M ABS-6. Includes air braking system.	0
Bendix Air Cam Rear Drum Brakes 16.5x7 Includes Automatic Slack Adjusters & Outboard Mounted Brake Drums.	0
Heavy Duty CAM Bushings, Drive Axle(s)	0
Ratio 5.25 Rear Axle	0
Reyco 79KB Taper Leaf 21,000 lb	0
Reyco Helper Springs 4,500 lbs For use with Reyco 79KB suspension	62

Engine & Equipment

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:26:13 PM
Effective Date: Jan 1, 2017
Prepared by: ID: jimanderson

Complete

Model Number: Model 337
Quote/DTPO/CO: Q42515547
Version Number: 34.01



Description		Weight
PACCAR PX-9 370@1900 GOV@2100 1250@1400		0
Performance (2017 Emissions)		
N21320	N205 120..Standard Maximum Speed Limit [LSL]	
N21330	N207 0....Expiration Distance	
N21340	P005 120..Hard Maximum Speed Limit	
N21350	P001 70...Maximum Accelerator Pedal Vehicle Speed	
N21360	P110 0....Accelerator Lower Droop	
N21370	P059 70...Maximum Cruise Speed	
N21380	P111 0....Cruise Control Lower Droop	
N21400	N203 252..Reserve Speed Function Reset Distance	
N21410	N202 0....Maximum Cycle Distance	
N21420	N206 10...Maximum Active Distance	
N21430	N201 0....Reserve Speed Limit Offset	
N21440	P015 YES..Engine Protection Shutdown	
N21450	P026 NO...Gear Down Protection	
N21460	P046 1400.Max PTO Speed	
N21470	P062 NO...Cruise Control Auto Resume	
N21480	P068 NO...Auto Engine Brake in Cruise	
N21500	N209 0....Expiration Distance	
N21510	P520 YES..Enable Idle Shutdown Park Brake Set	
N21520	P030 5....Timer Setting	
N21530	P233 YES..Enable Impending Shutdown Warning	
N21540	P234 60...Timer For Impending Shutdown Warning	
N21550	P516 35...Engine Load Threshold	
N21570	P031 NO...Idle Shutdown Manual Override	
N21590	P230 YES..Enable Hot Ambient Automatic Override	
N21610	P172 40...Low Ambient Temperature Threshold	
N21620	P173 60...Intermediate Ambient Temperature Threshold	
N21630	P171 80...High Ambient Temperature Threshold	
Engine Idle Shutdown Timer Disabled		0
Enable EIST Ambient Temp Override		0
Eff EIST NA Expiration Miles		0
Effective VSL Setting NA		0
CARB Engine Idling Compliance		0
PACCAR PX-7, PX-9 and MX, Cummins ISL, ISM and ISX diesel engines will include the required factory installed serialized sticker on the drivers door to identify them as meeting the NOx idling standard.		
PACCAR 160 Amp Alternator, Brushed		0
Immersion Type Block Heater 110-120V		2
Standard location is center left hand under cab and includes a weather-proof cover that protects the receptacle. This pre-heater keeps the coolant in the engine block from freezing when the engine is not running.		
PACCAR 12V Starter		0
2 PACCAR Premium 12V Starting Batteries 2000 CCA		0
Threaded stud type terminal. Stranded copper battery cables are double aught (00) or larger to reduce resistance.		
Battery Jumper Terminal Mounted Under Hood		4
LH Frame Rail. Not available with PX-7 engines.		

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:26:13 PM
Effective Date: Jan 1, 2017
Prepared by: ID: jimanderson

Complete

Model Number: Model 337
Quote/DTPO/CO: Q42515547
Version Number: 34.01



Description	Weight
Batteries In RH BOC Box	0
DM Advantage ON/OFF Fan Clutch	0
18.7 CFM Air Compressor N/A X15. Furnished on engine. Teflon lined stainless steel braided compressor discharge line.	0
C-Brake By Jacobs, PX-9	90
Spin-on Fuel Filter/Water Separator, Unheated Frame Mounted. In addition to the fuel filter supplied with the engine.	0
Engine Protection Shutdown Includes oil pressure, oil temperature, coolant temperature, and intake manifold temperature.	0
High Efficiency Cooling System Cooling module is a combination of steel and aluminum components, with aluminum connections to maximize performance and cooling capability. Silicone radiator & heater hoses enhance value, durability, & reliability. Constant tension band clamps reduce leaks. ClimaTech extended life coolant extends maintenance intervals which reduces maintenance costs. Anti-freeze effective to -30 degrees F helps protect the engine. Low coolant level sensor warns of low coolant condition to prevent engine damage. Radiator Size by Model: 587: 1330 sq in, 579/367 FEPTO 1325 sq in, 567/365/367: 1440 sq in, 384/386: 1301 sq in, 365 FEPTO: 1184 sq in, 389/367 HH: 1669 sq in, 348: 1000 sq in, 320: 1242 sq in.	0
Radial Seal, Dry Type Air Cleaner, Frontal Air Intake. Molded rubber air intake connections with lined stainless steel clamps seal to prevent contaminants in air intake.	0
Exhaust Single RH Side Of Cab DPF/SCR RH Under Cab (2017).	29
Curved Tip Standpipe(s)	0
24in Ht, 5in Dia Chrome, Clear Coat Standpipe(s)	0

Transmission & Equipment

Allison 3000 RDS-P Transmission, Gen 5 Rugged Duty Series. Includes Rear Transmission Support except on MX engines, TranSynd Automatic Transmission Fluid, and Water Oil Heat Exchange. Also includes features that monitor the transmission fluid, filter and clutch condition. Will display percent life remaining for the transmission fluid, filter and clutches on the shift selector. This information may be displayed using the Mode and Up and Down buttons. A wrench icon will also be included to indicate when the transmission fluid, filter or clutches need servicing. (Suited for vehicles operating on/off highway and/or requiring PTO operation) Forward Ratios: 1st-3.49, 2nd-1.86, 3rd-1.41, 4th-1.00, 5th-0.75, 6th-0.65 / Reverse Ratios: DR-(5.03)	110
1760 HD Driveline, 2 Midship Bearings	80

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed:	1/4/2017 3:26:13 PM	Complete	Model Number:	Model 337
Effective Date:	Jan 1, 2017		Quote/DTPO/CO:	Q42515547
Prepared by:	ID: jimanderson		Version Number:	34.01



Description	Weight
(1) Dash Mounted Single Acting Air PTO Control Standard with PTO engaged indicator light on Class 8 units. Occupies the space of one gauge. Specing PTO switch does not ensure the PTO will fit.	0
LH PTO Access Dipstick Tube Routing, Allison Trans	0
Allison FuelSense Not Desired	0
Allison 6-Speed Configuration, Close Ratio Gears 3000 Series Transmissions	0
Dash Mounted Push Button Shifter	0
Air & Trailer Equipment	
Bendix AD-IS EP Air Dryer with Heater And Coalescing Filter; Extended Purge	0
Berg Pull Cord Drain Valve(s) - All Air Tanks	0
Nylon Chassis Hose	0
Steel Painted Air Tanks All air tanks are steel with painted finish except when Code 4543330 Polish Aluminum Air Tanks is also selected (then exposed air tanks outside the frame rails will be polished aluminum). Peterbilt will determine the optimal size and location of required air tanks. Narratives requesting a specific air tank size or location will not be accepted for factory installation. See ECAT to determine number or location of air tanks installed.	0
Wiring Provision For F/O Brake Controller For trucks that have trailer connections tailored to the light trailer with cab pre-wire for trailer brake controllers. Not available with option 4620080.	0
Body Connections 5ft BOC Junction Box contains light and power circuits for Body Connections located 5ft from BOC.	4
A&E Conn EOF, 7-Way Socket & 4ft Additional Lines (coiled and strapped to frame, without gladhands)	0
Tires & Wheels	
FF: BR 14ply 11R22.5 R268 Ecopia Diameter = 41.5 inches; SLR = 19.3 inches	8
RR: BR 16ply 11R22.5 M799 Diameter = 42.0 inches; SLR = 19.5 inches	36
Code-rear Tire Qty 04	0
FF: Accur Std Armor 50291PK 22.5X8.25 Heavy Duty, 2 Hand Holes	28
RR: Accur Std Armor 50291PK 22.5X8.25 Heavy Duty, Two Hand Holes	56
Code-rear Rim Qty 04	0
Fuel Tanks	

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:26:13 PM
Effective Date: Jan 1, 2017
Prepared by: ID: jimanderson

Complete

Model Number: Model 337
Quote/DTPO/CO: Q42515547
Version Number: 34.01



Description	Weight
26in Aluminum 70 Gallon Fuel Tank LH U/C Includes steps for cab access. Paddle handle filler cap with threadless filler neck. Top draw fuel plumbing reduces chance of introducing air into the fuel system during low fuel level conditions due to the central placement of fuel pickup tube. Wire braid fuel lines increase durability & reduce potential for leaks.	-115
Location LH U/C 70 Gallon	0
DEF Tank Mounted LH BOC Models 210, 220 and 320 mounted LH cab fender.	0
Standard DEF To Fuel Ratio 2:1 Or Greater	0
DEF Tank Small	0
Battery Box & Bumper	
Aluminum Space Saver Battery Box RH BOC Battery Access From Side	-84
Aftertreatment RH U/C Alum Non-Slip Cab Entry Step. DPF/SCR for diesel engines, catalyst for natural gas engines. On Models 579 specifying chassis fairings, the box will be aerodynamic.	0
Steel Styled Aero Bumper Painted Black Two Tow Pins	0
Cab & Equipment	
Alum Cab 110in BBC Metton Hood With bright finish crown. Includes view window RH door and convex mirror over RH door.	0
Thermal Insulation Package in Cab Includes thick, closed-cell foam in floor, special mylar-faced foam in walls and roof structure.	2
Peterbilt UltraRide Driver Seat	0
Peterbilt UltraRide Passenger Seat	0
Drivers Armrest - RH Only Required in Model 587 with Evolution LX seats. Optional with Evolution ST and Rolltek Seats.	2
Passenger Armrest - LH only Required with Evolution LX seats, optional with Evolution ST Seats.	2
Air Ride Driver	0
High Back Driver	0
Vinyl Driver	0
Air Ride Passenger	43
High Back Passenger	0
Vinyl Passenger	0
Adjustable Steering Column - Tilt/Telescope	11

Unpublished options may require review/approval.
 Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:26:13 PM
 Effective Date: Jan 1, 2017
 Prepared by: ID: jimanderson

Complete

Model Number: Model 337
 Quote/DTPD/CO: Q42515547
 Version Number: 34.01



Description	Weight
Steering Wheel with Peterbilt Logo Steering Wheel with embossed Peterbilt logo over horn button.	0
Interior Grey/Black Includes rugged charcoal instrument panels, glare-resistant gray dash, black bezels on gauges, (2) power ports, monochromatic molded door pads with durable in-mold color, gray molded back wall, 18 inch 4-spoke soft-touch steering wheel, soft-touch steering column cover, power lift passenger window, extruded rubber floor covering, header-mounted dome light, foot well lighting, integrated "dead pedal", (4) inside entry grab handles, (2) inside sunvisors, (2) coat hooks, (2) cup holders and map bin in dash.	0
Dark Window Tint ipo STD Tint - Day Cab	0
Day Cab Rear Window	0
One Piece Curved Windshield	0
Combo Fresh Air Heater/Air Conditioner With radiator mounted condenser, dedicated side window defrosters, Bi-Level Heater/Defroster Controls, 54,500 BTU/HR, and silicone heater hoses.	0
Outside Sunvisor - Stainless Steel Not available with 2.1M high roof sleeper.	4
Mirrors SSTL Each Side Heated and Motorized with Switch on Door. Right Click on option to See Picture in Product Portfolio.	2
(2) Convex 8 Inch SS Mirror Center mounted under mirror bracket. If rear view mirrors are heated, the convex mirrors will be heated. Option includes dual door stops.	4
Power Package Includes power door locks and power windows.	0
(1) Air Horn 15in Painted Mounted under cab.	8
Standard Speaker Package For Cab (2) Speakers	4
ConcertClass Without CD, Includes BT Phone and Audio, AM/FM, WB, USB and MP3.	10
CB Terminals/Wiring Mtd Under Header	0
CB Antenna Mounting, LH Mirror	0
CB Antenna Mounting, RH Mirror	0
Rear Wall Deep Record/Map Pocket	2
Plug-In Auto Reset Circuit Breaker in place of fuses in junction box.	0
Peterbilt Electric Windshield Wipers With Intermittent Feature.	0
Unibilt Cab Air Suspension Includes dual air bag suspension, leveling valve, and tracking rod.	25

Unpublished options may require review/approval.

Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:26:13 PM
Effective Date: Jan 1, 2017
Prepared by: ID: jimanderson

Complete

Model Number: Model 337
Quote/DTPO/CO: Q42515547
Version Number: 34.01



Description	Weight
Triangle Reflector Kit Shipped Loose	13
5 lb 3A:40BC Fire Extinguisher Cab Mounted	8
Backup Alarm (107dB)	3
Main Transmission Oil Temperature Gauge Located in Driver Information Display	0
Air Restriction Indicator Mounted on air cleaner or intake piping.	0
(1) Additional Electric Switch Without Wiring	0
Main Instrumentation Panel, Graphics Display Includes speedometer with tripodometer, tachometer with hourmeter and outside air temperature display, voltmeter, engine oil pressure, engine coolant temperature, fuel level, primary and secondary air pressure gauges. Includes standard warning light package: high water temperature, low oil pressure, and low air pressure warning lights w/audible alarms, high beam, turn signal, low fuel, parking brake, and ice warning indicators; seat belt reminder; rocker switches with long-life LED indicators; multi-function turn stalk with flash-to-pass feature (night mode flashes headlights and marker lights; day mode flashes headlights only), intermittent windshield wiper and headlamp beam control. Hydraulic braked trucks do not include air pressure gauges.	0
Headlights Composite Fender Mounted Integral Park, Turn, and Side Marker	0
(5) Marker Lights, Aero LED Light Emitting Diodes	0
(1) 6in Spotlight, Round Halogen LH	4
Daytime Running Lights (Required on Canadian units)	0
(2) Addl Dome/Reading Lights, Ceiling Mounted	0

Paint

Standard Paint Color Selection	0
(1) Color Axalta Two Stage - Cab/Hood Base Coat/Clear Coat N85020 A - L0006EY WHITE - Stand N85400 HOOD TOP L0006EY WHITE - Stand N85500 CAB ROOF L0006EY WHITE - Stand N85200 FRAME N0001EA BLACK N85700 BUMPER N0001EA BLACK N85300 FENDER L0006EY WHITE - Stand	0

Options Not Subject To Discount

Chassis to Receive Extended Warranty 1 Year Base Vehicle Towing - US	0
---	---

Miscellaneous

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed: 1/4/2017 3:26:13 PM
Effective Date: Jan 1, 2017
Prepared by: ID: jimanderson

Complete

Model Number:
Quote/DTPO/CO:
Version Number:

Model 337
Q42515547
34.01



Description	Weight
2017 EPA Emissions Engine Warranty Only	0
Presentation Created Using Featured Spec For Model	0
Total Weight	11409

Prices and Specifications Subject to Change Without Notice.

Unpublished options may require review/approval.
Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed:	1/4/2017 3:26:13 PM	Complete	Model Number:	Model 337
Effective Date:	Jan 1, 2017		Quote/DTPO/CO:	Q42515547
Prepared by:	ID: jimanderson		Version Number:	34.01



AGENDA SUMMARY REPORT

SUBJECT: AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE A MANAGEMENT AGREEMENT FOR THE ALEX RORABAUGH RECREATION CENTER

Summary: Council will consider authorizing the City Manager to negotiate and execute a management agreement between the Ukiah Valley Cultural and Recreation Center and the City of Ukiah for the Alex Rorabaugh Recreation Center.

Background: Ukiah Valley Cultural and Recreation Center (UVCRC) a nonprofit corporation, built and owns the Alex Rorabaugh Recreation Center (ARRC). The ARRC is a 21,000 square foot multi-purpose community center and gymnasium located at 1640 South State Street. The City of Ukiah Community Services Department provides operational services for the facility under a management agreement with the UVCRC. The partnership allows the UVCRC and the City to leverage the strengths of each organization to maintain and improve the facility and operations. The agreement utilized the City's experience in recreation and leisure programming and facility management while ensuring that the UVCRC remains responsible to its mission and financial performance.

February 2011, the City entered the facility management role for the ARRC facility. The management agreement was written with a "one-year review" on the first anniversary of the agreement, which was February 15, 2013. Upon completing the one-year review, the City was then to enter a five-year term for operations. However, the City and the UVCRC elected to amend the agreement to install another review at the end of the second year and subsequently did the same for the third and fourth year. The City and the UVCRC continued to refine and adjust operations to ensure sustainability, the extended terms resulted in continued discussions and collaborations to improve efficiencies. Those discussion results are now implemented into the Management Agreement.

Discussion: Staff recommends Council authorize the City Manager to negotiate and execute a continuing Management Agreement (Attachment 1) for the Alex Rorabaugh Recreation Center with the Ukiah Valley Cultural and Recreation Center. Under the agreement, the term is extended for two-years with an additional two-year option.

FISCAL IMPACT:				
Budgeted Amount in 16-17 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 ☒	COU No. 021511-A3, -A4, -A5

RECOMMENDED ACTION(S): Authorize the City Manager to negotiate and execute a Memorandum of Agreement for the Alex Rorabaugh Recreation Center with the Ukiah Valley Cultural and Recreation Center.

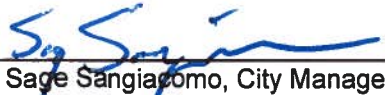
ALTERNATIVES: Remand to staff with direction.

Citizens advised: N/A
Requested by: Ukiah Valley Cultural and Recreation Center
Contact/Prepared by: Tami Bartolomei, Community Services Administrator
Coordinated with: Kerry Randall, Facility Administrator and Maya Simerson, Project and Grant Administrator.
Presenter: Tami Bartolomei, Community Services Administrator
Attachment: 1. Memorandum of 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

CITY OF UKIAH AND UKIAH VALLEY CULTURAL AND RECREATION CENTER MANAGEMENT AGREEMENT FOR THE ALEX RORABAUGH RECREATION CENTER

This Agreement ("Agreement") amends, restates and replaces all prior agreements between the City of Ukiah ("City") and the Ukiah Valley Cultural and Recreation Center ("UVCRC"), including amendment numbers 1-5, and is made and entered this 15th day of February, 2017 ("Effective Date"), by and between the City, a California general law city ("City"), and the UVCRC, non-profit public benefit corporation for operation of the Alex Rorabaugh Recreation Center ("ARRC") located at 1640 South State Street, Ukiah California.

Recitals

- A. Under an Agreement for the Construction, Operation, Maintenance of a Gymnasium by and between the Ukiah Unified School District and Ukiah Valley Cultural and Recreational Center, dated 2/15/17, 2009, the UVCRC has a right of possession and use of the ARRC, a 21,000 square foot community recreation center which includes multipurpose rooms, gymnasium, court yard, office space, and kitchen.
- B. The City of Ukiah is experienced in operating community facilities and collaborative recreation/leisure activities in the Ukiah Valley area.
- C. The City and the UVCRC desire to take advantage of the City's experience in recreation/leisure programming and facility management to ensure responsibility for the ARRC's operations including its financial performance, while remaining in line with the ARRC's mission to engage, inspire and mobilize people, programs, partners and funding – to provide a safe place, especially for kids, to learn, play and recreate.
- D. The parties believe they can maximize the programs offered and better control the expenses of operating the ARRC if the City, using City employees, manages the operation of the facility.
- E. The parties desire to set forth the terms and conditions of their relationship in this Agreement with further details of the actual ARRC operations to be set forth in a Center Operating Plan.
- F. The City and UVCRC commit themselves to work together in the spirit of partnership for the success of the ARRC, subject to the terms and conditions of this Agreement, and to deal with each other with fairness, respect, cooperation, and good faith in the operation of the ARRC and performance of the Agreement. The City and UVCRC commit to promptly resolve disputes over this Agreement and/or ARRC operations.

NOW THEREFORE, the parties agree as follows

Agreement

1. Parties to the Agreement

City is the City of Ukiah, 300 Seminary Avenue, Ukiah, California 95482, with its principal contact for purposes of this Agreement as follows:

City Manager
300 Seminary Avenue
Ukiah, CA 95482
Phone: 707-463-6221
Fax: 707-463-6740

UVCRC is the Ukiah Valley Cultural and Recreation Center or Alex Rorabaugh Recreation Center (ARRC) 1640 South State Street #1, Ukiah, California 95482, with its principal contact for purposes of this Agreement as follows:

Board Member or his/her designee
ARRC
1640 South State Street #1
Ukiah, CA 95482
Phone: 707-462-8562
Fax:

2. Term

2.1 The term of this Agreement shall commence on 2/15/17 2017 and terminate at midnight on FEB 15, 2019, unless earlier terminated by either party as provided in Section 2.2. The term of this Agreement shall be two (2) years. However, the parties may agree to extend the Agreement for an additional two-year term or additional terms of any length to which they agree in writing. Upon expiration of a term, this Agreement will continue on a month-to-month basis, until either party gives notice of termination in writing not less than thirty (30) days in advance of the proposed termination date.

2.2 In addition to the provisions of Section 5.6 below, either party may request an early termination of this Agreement. Such a request must be made in writing, and must be made a minimum of six months in advance of proposed termination date, unless City and UVCRC mutually agree to a lesser time. Provided that such written request is timely made, termination shall occur upon the specified termination date.

3. Management and Staffing

City and UVCRC agree to cooperatively manage and operate the ARRC as a successful recreation center for the benefit of the public. A "Facilities Administrator" or other classification as determined by the City, shall be employed by the City and responsible for all ARRC operations.

The initial Center Operating Plan (COP) is attached to this Agreement and is incorporated into this Agreement by this reference. The COP, among other things, details staff duties and operating relationships. The parties hereby authorize the City of Ukiah City Manager ("City Manager") and the UVCRC Board to modify in writing the COP from time to time as may be necessary to facilitate efficient operations of the ARRC consistent with the intent of this Agreement.

A Facilities Attendant shall be employed by the City and directly supervised by the Facilities Administrator. The City shall provide the UVCRC with opportunities for meaningful and substantial input on the ongoing performance of the Facilities Attendant. The Facilities Administrator shall have operational authority for the management and operation of the ARRC. The duties and responsibilities of the Facilities Administrator shall include, but not be limited to:

- a. Managing the ARRC so that it is developed and maintained as a successful recreational center.
- b. Managing rental and use of the facility.
- c. Preparing and administering the annual budget and work plan for development and operation of the ARRC.
- d. Preparing the progress reports and annual budget for the preceding fiscal year for approval by the City Council.
- e. Organizing, scheduling, and directing City employees, volunteers, and independent contractors assigned to the ARRC.
- f. Reporting on status of operations at the ARRC as requested, including, but not limited to, providing reports intended for the City Council and UVCRC Board of Directors.
- g. Performing all duties that are usual and customary and normally associated with the position of a Facilities Administrator of a public recreation center.

Notwithstanding the parties' agreement to cooperatively manage and operate the ARRC, City employees working at the ARRC are employed solely by the City, and the City retains all responsibilities associated with their employment. UVCRC employees working at the ARRC are employed solely by the UVCRC, and the UVCRC retains all responsibilities associated with their employment. The parties agree to cooperate fully with each other in resolving any employment issues. The UVCRC agrees to indemnify and hold the City, its agents, officers and employees harmless from any claim or damage resulting from an employment matter involving an ARRC UVCRC employee acting within the scope of employment. The City agrees to indemnify and hold the UVCRC, its agents, officers and employees harmless from any claim or damage resulting from an employment matter involving a City employee acting within the scope of employment. "Employment matter", as used herein means any claim or liability arising out of the employer/employee relationship or which could be asserted by an employee against his or her employer.

The ARRC staff for a joint event may be comprised of employees of both the City and the UVCRC pending availability. It is acknowledged and agreed between the parties that to achieve the optimum performance of the total ARRC staff, City employees may be directed to work at the ARRC on UVCRC activities within the scope of this Agreement and UVCRC employees may be directed to work at the ARRC on City activities within the scope of this Agreement. However, UVCRC shall have the exclusive authority to oversee and direct the activities of its employees and volunteers and the City shall have the exclusive authority to oversee and direct the activities of its employees and volunteers. The UVCRC shall have no authority over or control the performance of City employees and the City and its employees, including the Facilities Administrator shall have no authority over or control the performance of UVCRC employees or volunteers.

The Facilities Administrator for the City and the UVCRC Board Member or his/her designee shall meet periodically to evaluate ARRC operations and shall prepare no later than July 30th of each year and present as soon as practicable thereafter an annual report on ARRC operations to the City Council and the Board of Directors of the UVCRC. The report shall include user satisfaction data as well as data on the financial performance of the ARRC. The Facility Administrator and Board Member may jointly request assistance from the City and UVCRC staff in development of the annual report.

4. Grounds and Facilities

The UVCRC shall retain all of its right, title and interest, as such may appear in the grounds, buildings, structures and all other improvements, and its equipment. Subject to approval of the Facilities Administrator, certain equipment owned by the UVCRC may be used at the ARRC provided however, any such equipment must be identified in writing attached to the COP and the equipment must be clearly identifiable or marked as UVCRC property on the equipment itself. Items must be identified in writing within thirty (30) days of the Effective Date.

The City and UVCRC agree that both parties shall continue joint use of the grounds, buildings, equipment and other improvements at the ARRC in furtherance of this Agreement. The parties shall jointly determine the most effective use of the ARRC grounds, buildings, equipment and other improvements subject to the approval of the City's Community Services Administrator, or such other individual designated in writing by the City Manager, in consultation with a Board Member or his/her designee for the UVCRC.

5. Budget and Funding

5.1 The parties agree that it is the intent of the arrangement governed by this Agreement that revenues generated by ARRC programs and usage will be sufficient to cover operating expenses (including, but not limited to, maintenance and contributions to any capital improvement reserves established in the budget). (For purposes of this Agreement, "fiscal year" shall mean the twelve consecutive months beginning July 1 of the year first referenced and ending June 30

of the year last referenced. For example, "fiscal year 2008/09" means the period beginning July 1, 2008 and ending June 30, 2009).

- a. In February of each year, the Facilities Administrator and UVCRC Board Member or his/her designee shall develop budget assumptions related to the ARRC operating budget for the following fiscal year.
- b. Before March 15, or on another mutually agreed-upon date, the Facilities Administrator and the UVCRC Board Member or his/her designee shall develop preliminary proposed annual ARRC operating budget and work plan. The budget will include estimated costs and revenue from rental and activities as well as agreed-upon capital improvement reserves. The UVCRC may agree to the preliminary proposed ARRC operating budget and work plan or terminate this Agreement subject to the notification provisions of section 5.6.
- c. The proposed annual budget and work plan and the latest progress report will be included in the City Manager's Recommended Budget, which must be submitted to the City Council no later than May 15 each year. Once the City Council has established the annual operating budget, the UVCRC may agree to the ARRC operating budget or terminate this Agreement subject to the notification provisions of section 5.6.
- d. Once the annual budget and work plan is approved by the City Council, that annual budget and work plan shall be implemented by the Facilities Administrator for the upcoming fiscal year.

5.2 The City shall pay an agreed-upon amount for City programs held at the ARRC and other identified usage including but not limited to rental of office space. The foregoing payments shall be made quarterly to the ARRC revenue fund managed by the City of Ukiah and shall be due by July 15, October 15, January 15 and April 15. City will provide detailed usage reports along with the documentation of the payments to a UVCRC Board member or his/her designee.

5.3 The City and UVCRC may agree to a mid-year budget adjustment to the ARRC budget in special circumstances including but not limited to, a significant unexpected expense affecting the ARRC operations which could not be reasonably anticipated or controlled.

5.4 The City shall provide UVCRC with monthly reports on the operating position of the ARRC. Both parties agree to maintain agreed-upon customer service standards and accessibility over the course of the year, while recognizing that operations may change over the year in order to meet financial objectives for ARRC operations.

5.5 As part of the annual budget and work plan adoption process, the parties will agree on a method for separately accounting for fee-based activities and usage. Any net operating gain or loss shall follow the procedures as set forth in the COP "Budgeting Section".

5.6 In the event that the UVCRC does not agree to the annual budget and work plan as approved by the City Council, this Agreement shall terminate. The UVCRC will notify the City in writing that this Agreement shall be terminated six months from the date of notification, or on another date as agreed-upon by the parties. Distribution of net operating gain or loss shall be suspended during the six-month notice period. Likewise, the UVCRC shall not be obligated to pay the amount of revenue shortfalls, as described in section 5.5, during the six-month notice period. The parties acknowledge and agree that such a termination will require a substantial amount of time to accommodate ongoing obligations at the ARRC and to enable full separation of responsibilities and obligation of the parties. The parties agree to cooperate reasonably with one another in such an event to facilitate such a separation as expeditiously as possible. Termination of this Agreement as provided in the Section (with each party bearing its own costs) shall be sole remedy of the parties.

6. Programing and Pricing

6.1 The City and UVCRC will agree upon programming and pricing as part of the annual budget and work plan process. This includes rates for office rental and room rental.

6.2 The parties acknowledge that the scope of community services offered at the ARRC, including youth, family, intergenerational, special event, and adaptive programming may evolve over time.

6.3 It is intended that the annual City Council approval of the budget and work plan will authorize the City manager to adjust prices and programming as needed in accordance with a City Council adopted policy or directive.

7. Reserved Uses

7.1 In an effort to continue active fundraising and accommodate shared use agreements a series of partnerships and reserved uses have been outlined. These reserved uses may change from time to time. The changes or additions to these reserved uses will be agreed upon jointly between the UVCRC and the City and will be documented appropriately.

The current "reserved uses" are set forth as follows:

"Exhibit B" Ukiah Unified School District:
Addendum to Agreement: Use of Property

"Exhibit C" Ukiah Valley Cultural Recreational Center: Use of Property

8. Revenues and Marketing

- 8.1 The parties agree that Ukiah Valley residents are intended to be the primary beneficiaries of the ARRC, although the ARRC will be available for the use of non-residents as well. To that end, the parties desire to develop a marketing plan and activity program pricing structure that will accomplish the foregoing goal and will provide adequate revenues to cover annual operating expenditures. The parties also intend to jointly and/or individually seek grants or other sources of funding which may be available to provide existing or expanded services and programs at the ARRC. Both parties agree to cooperate fully, one with the other, in such endeavors.
- 8.2 The parties agree that there shall be no discrimination based upon race, color, creed, religion, gender, marital status, age, disability, national origin, sexual orientation, or ancestry, in any activity or membership offered pursuant to this Agreement.

9. Audits, Record Retention and Inspection

The parties understand and agree that the City is a public entity and as such is subject to various laws including, but not limited to, the California Public Records Act, and as such members of the public as well as representatives of governmental agencies have access to and the right to examine, audit, excerpt, copy or transcribe any pertinent transaction, activity, or other records of each party relating to this Agreement. Such material, including, but not limited to, all pertinent costs, accounting, and financial records shall be retained by each party for a period of at least five (5) years after their creation date.

Each party grants the other party, at the requesting party's expense, the right to conduct at any reasonable time an audit and re-audit of the books, records and business conducted related to this Agreement and observe the operation of the business so that the accuracy of the above records and any of the invoices for services provided can be confirmed.

In the event of any dispute between the parties as to financial matters, the parties agree, as their sole remedy, to mutually choose an independent auditor to conduct an investigation of the disputed matter. If the parties are unable to mutually choose an independent auditor, each party shall identify one auditor and those two auditors shall choose a third, independent auditor to conduct the investigation. The auditor so named shall be deemed to have been mutually chosen by the parties. If, as a result of the investigation of the mutually chosen auditor, any adjustment in payment is required by either party, such payment shall be made

within sixty (60) days of receipt of written demand for same. The decision of the mutually chosen auditor shall be final and binding upon the parties.

10 Dispute Resolution

10.1 Operational Issues

Except as otherwise specifically set forth in this Agreement, any dispute concerning day to day operational decisions in the implementation of this Agreement as further detailed in the COP shall be resolved by the Community Services Administrator and the Executive Director of the UVCRC. For any disputes which cannot be resolved by these individuals, either party may request that the Ukiah City Manager resolve the dispute after first consulting with the UVCRC Board President. The decision of the City Manager shall be final.

10.2 Other Issues

Should other disputes arise between the parties for which a dispute resolution mechanism or remedy is not otherwise specifically set forth in this Agreement, and the parties are unable to resolve such matters between themselves by negotiation after the complaining party has provided the other party written notice of the complaint and a reasonable opportunity to cure the problem, then such disputes shall be resolved through mediation. Both parties shall participate in mediation for a minimum of a 60-day period prior to taking the dispute through the court process. In the event the dispute is not resolved through mediation then the item shall be resolved in the courts of the County of Mendocino County in accordance with applicable law and procedure, including any claims procedures that may be required by law with respect to a general law city.

10.3 Termination Option

If either party seeks judicial redress of a dispute as set forth in section 10.2, that action shall give either party the opportunity to terminate this Agreement by providing the other party six months advance written notice of such desire to terminate. The action to terminate this Agreement described in this section is not intended nor shall it adversely affect the process set forth in section 10.2.

11 Indemnification

The City agrees to indemnify defend and hold harmless UVCRC, its agents, officer and employees, from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including, but not limited to, bodily injury, death, personal injury, or property damage arising from or connected with City's operations or its services under this Agreement, including any Worker's Compensation suits,

liability or expense, arising from or connected with services performed by or on behalf of the City by any person pursuant to this Agreement. City's duty to indemnify UVCRC shall survive the expiration or other termination of this Agreement.

11.1 The UVCRC agrees to indemnify, defend and hold harmless City, its agents, officer and employees, from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including, but not limited to, bodily injury, death, personal injury, or property damage arising from or connected with UVCRC's operations or its services under this Agreement, including any Worker's Compensation suits, liability or expense, arising from or connected with services performed by or on behalf of the UVCRC by any person pursuant to this Agreement. UVCRC's duty to indemnify City shall survive the expiration or other termination of this Agreement.

12 Insurance

12.1 General Requirements. Without limiting UVCRC's indemnification of City of Limiting City's indemnification of UVCRC, UVCRC and City shall each provide and maintain at their own expense throughout the term of this Agreement, the following insurance coverage:

- (1) UVCRC shall provide insurance covering its operations under this agreement as further provided below in subsection 2.:
- (2) The City shall provide the following coverage under its Memorandum of Coverage with the Redwood Empire Municipal Insurance Fund ("REMIF"):
 - a. During the term of this Agreement, the ARCC shall be insured against damage or loss to the structure and its contents resulting from fire, lighting and other risks under Redwood Empire Municipal Insurance Fund ("REMIF") memorandum of coverage ("MOC") excluding damage or loss resulting from flooding or earthquake. Such coverage shall terminate upon termination of this Agreement. In the event of a loss or damage to the ARRC, UVCRC agrees to comply with all MOC requirements, including, but not limited to, the time and manner of reporting a covered event and paying from the ARRC Operating fund by the UVCRC the portion of damage subject to the \$10,000 deductible under the REMIF coverage. UVCRC agrees that City shall have no liability for any damage or loss to the ARRC or its contents however caused, including, but not limited to, the negligence of the City or its officers, agents, contractors, employees or volunteers, is to the coverage afforded under the MOC.
 - b. Through REMIF, the City shall provide exclusive coverage for claims, damages, liability and expense arising from events and coverage provided by the City shall be limited to general liability, workers' compensation, and auto liability coverage available to the City through REMIF.
 - c. For claims, damages, liability and expense not arising out of events and programs conducted by the UVCRC at the ARRC, UVCRC shall provide the insurance specified in

this subsection (3). This subsection shall also apply to the insurance the City is required to provide under subsection (2).

Insurance provided by UVCRC and by City shall be provided by insurers satisfactory to City's Risk Manager and satisfactory to the UVCRC's Board, respectively, and a certificate or other evidence of coverage and certified copies of additional insured endorsements satisfactory to City and UVCRC, respectively, shall be delivered to the City's Risk Manager and to the UVCRC Board, respectively, before the effective date of this agreement. It is recognized that City currently provides general liability, workers' compensation, and auto liability insurance coverage through a combination of self-insurance, pooled coverage and purchased excess insurance coverage. Such evidence of coverage shall specifically identify this Agreement and shall contain the express condition that City or UVCRC, as applicable, is to be given at least thirty (30) days advance written notice of any modification or termination of any program of insurance. All such insurance provided by UVCRC or City shall be primary to and not contributing with any other insurance maintained by the other party. With the exception of workers' compensation insurance, all such insurance provided by UVCRC and by City shall name "City of Ukiah" its elected officials, officers, employees, agents and representatives," "Ukiah Valley Cultural and Recreation Center, its officers, employees, agents, and representatives," and "Ukiah Unified School District," as additional insureds.

At all times during the term of this Agreement, UVCRC and City shall provide and maintain the following forms and amounts of insurance:

- a. Liability
Comprehensive General Liability Insurance written on a commercial general liability form or a comprehensive general liability form covering the hazards of premises-operations, products/completed operations, independent contractors, advertising, contractual, broad form of property damage, and personal injury with a combined single limit of not less than Two Million Dollars (\$2,000,000) per occurrence and an aggregate limit of not less than Four Million Dollars (\$4,000,000).
- b. Workers' Compensation
Insurance in an amount and form to meet all applicable requirements of the Labor Code of the State of California, including Employer's Liability.
- c. Comprehensive Automobile Liability
Endorsed for all owned, non-owned, and hired vehicles with a combined single limit of not less than Two Million Dollars (\$2,000,000) per accident.
- d. Failure to Comply
Failure on the part of UVCRC or City to procure or maintain required insurance shall constitute a material breach of contract upon which City or UVCRC, respectively, may immediately terminate this Agreement. Notwithstanding this requirement, in the event that UVCRC or City fails to procure or keep in effect at all times the insurance coverage required herein, city or UVCRC, respectively, may in its discretion procure said insurance

on behalf of UVCRC or City, respectively, and charge UVCRC or City, respectively, the full cost of the insurance and administration costs.

12.2 The parties agree and will ensure that all staff are trained in all safety related matters as required by law or appropriate for the services provided at the ARRC. This includes both California and Federal criminal history checks as part of pre-employment screening.

13 Notices

Any notice, consent, authorization or other communication to be given shall be in writing and deemed duly given and received when (a) delivered personally, (b) transmitted by facsimile, (c) one business day after being deposited for next-day delivery with a nationally recognized overnight delivery service, or (d) three business days after being mailed by first class mail, charges and postage prepaid, and in all cases properly addressed to the party to receive such notice at the last address furnished for such purpose by the party to whom notice is directed.

In the case of notices to be given to the City, notice shall be addressed as follows:

City Manager
City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482
Phone: 707-463-6200
Fax: 707-463-6740

With a copy to:
City Clerk
City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482
Phone: 707-463-6200
Fax: 707-463-6740

In the case of notices to be given to the UVCRC, notice shall be addressed as follows:

Board President
Ukiah Valley Cultural and Recreation Center
1640 South State Street #1
Ukiah, CA 95482
Phone: 707- 462-8562
Fax:

Either party may change its address or other contact information by giving notice in writing to the other party as specified in this section.

14. Amendments

This Agreement shall only be amended by a writing signed by both parties after approval by the City Council and UVCRC Board of Directors.

15. Appropriations

The payment of any obligations of the City described in this Agreement is subject to the annual appropriation of funds for said payments by the City Council. This provision does not affect any obligation of the City for payment of funds attributable to a fiscal year for which an annual budget has been approved.

16. Miscellaneous Provisions

16.1 Good Faith and Cooperation

The City and UVCRC agree that it is in their mutual best interest and in the best interest of the public that the ARRC be operated and managed as herein agreed and, to that end, the parties shall in all instances cooperate and act in good faith in compliance with all of the terms, covenants, and conditions of this Agreement and shall deal fairly with each other.

16.2 Severability

If any provision of this Agreement, or the application of such provision to any party or circumstance, shall be held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement, or the application of such provision to such party or circumstance other than those to which it is held to be invalid or unenforceable, shall not be affected thereby.

16.3 Governing Law

This Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of California, without regard to that state's conflict of laws principles.

16.4 Entire Agreement

This Agreement contains the entire agreement of the parties and supersedes all prior to contemporaneous written or oral negotiations, correspondence, understandings and agreements between the parties regarding the subject matter hereof.

16.5 Parties in Interest

Nothing in this Agreement shall confer any rights or remedies under or by reason of this Agreement on any party other than the UVCRC and the City nor shall anything in this Agreement relieve or discharge the obligation or liability of any third party to any party to this Agreement nor shall any provision give any third party any right of subrogation or action over or against any party to this Agreement.

16.6 Waiver

Failure of either party to complain of any action, non-action or default of the other party shall not constitute a waiver of such party's rights hereunder with respect to such action, non-action or default. Waiver by the UVCRC or City of any right or any default hereunder shall not constitute a waiver of any subsequent default of the same obligation or for any other default, past, present or future. No payment by a party, or acceptance by the other party, of a lesser amount than shall be due from one party to the other shall be treated otherwise than as a payment on account. The acceptance by a party of a check for a lesser amount, with an endorsement or statement thereon, or upon any letter accompanying such check, that such lesser amount is payment in full, shall be given no effect, and a party may accept such check without prejudice to any rights or remedies which it may have against the other party.

16.7 Construction

This Agreement has been negotiated by the parties and their respective legal counsel and will be fairly interpreted in accordance with its terms and without strict construction in favor of or against any party.

16.8 No Assignment

This Agreement, nor any part of it nor any right or obligation arising from it shall be assigned without the express written consent of the parties.

16.9 Independent Contractor Status

The parties shall at all times be acting as independent contractors. This Agreement is not intended, and shall not be construed to create the relationship of servant, employee, partner, joint venture or association as between the parties. The parties understand and agree that any of their personnel furnishing services to the ARRC under this Agreement are employees solely of the party which hired such personnel for purposes of workers' compensation liability and for purposes of receiving all other types of employee benefits. The parties shall bear the sole responsibility and liability for furnishing workers' compensation benefits to any personnel hired by them for injuries arising from or connected with services performed under this Agreement, and shall bear the sole responsibility and liability for furnishing all other employee benefits to any personnel hired by them.

IN WITNESS, WHEREOF, the UVCRC and the City have executed this Agreement as of the day and year first above written.

UVCRC

By: Thomas Hise

Name: Thomas Hise

Title: Chairman of the Board

Approved as to form:

City of Ukiah

By: _____
David Rapport
City Attorney

By: _____
Sage Sangiacomo
City Manager



ITEM NO.: 7f

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: AWARD PURCHASE OF A REPLACEMENT AERIAL BUCKET TRUCK WITH A 2017 ALTEC MODEL AM60E TO ALTEC INDUSTRIES, INC., DIXON, CA IN THE AMOUNT OF \$314,264.67 (EUD)

Summary: Award the purchase of a replacement Aerial Bucket Truck with insulated boom for the Electric Utility Department (EUD) to Altec Industries, Inc. in the amount of \$314,264.67.

Background: During the course of the budget approval process for fiscal year 2016-2017, Council approved the replacement of a 2007 double bucket truck (Electric CIP Fund (80100000.80100). This truck will be utilized in the daily operations in the maintenance and construction of the overhead electrical distribution system.

Compliance Requirements: As of December 2008 the [California Air Resources Board \(CARB\)](#) established the [2008 California Statewide Truck and Bus Rule](#) which—with variance according to vehicle type, size and usage—require that on-road diesel heavy trucks and buses in California be retrofitted, repowered, or replaced to reduce particulate matter (PM) emissions by at least 85%. Retrofitting the engines with CARB-approved diesel particulate filters requires an expensive upgrade and restricts vehicle availability.

The Department considered many factors in making the recommendation to replace the existing bucket truck. These include:

1. The trucks condition and equipment's age
2. Mechanic's evaluation and recommendation
3. Work Improvement – Do more work in less time:
 - a. Hot line work - Rubber Gloving will be completed in less time and done safer
 - b. Five-foot higher platform height (Totaling 60 feet); crews will reach more places without moving equipment
4. CARB compliance costs (\$25,000 to \$28,000) plus operational impacts/restrictions.
5. Operational safety: the existing bucket truck has two individual buckets separated from each other vs. the new truck will have a single bucket that holds two linemen. The single bucket has the

RECOMMENDED ACTION(S): Award purchase of a replacement Aerial Bucket Truck with a 2017 Altec Model AM60E to Altec Industries, Inc., Dixon, California in the amount of \$314,264.67.

ALTERNATIVES: Do not approve recommended action, and provide alternate direction to Staff.

Citizens advised: N/A
Requested by: Mel Grandi, Electric Utility Director
Contact/Prepared by: Tim Santo, Interim Electric Utility Supervisor, Mary Williamson, Buyer
Coordinated with: Mary Horger, Procurement Manager
Presenters: Mel Grandi, Electric Utility Director
Attachments: 1) NJPA Quote-Bucket Truck
2) Altec Quote-Bucket Truck
3) Vehicle Replacement Justification Worksheet

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

following advantages:

- a. Overall size is smaller and can maneuver into tighter workspaces
 - b. Linemen can much better assist each other improving efficiency while lowering costs
 - c. Safer work environment especially during emergencies where CPR and other critical procedures can be administered within the bucket saving precious moments
6. Issues related to refitting a double bucket boom to a single bucket and costs.

In accordance with Ukiah Municipal Code Section 1522, purchase may be made through cooperative purchasing agreements. Purchasing obtained a bid based on pricing through the National Joint Powers Alliance (NJPA) Contract, (Attachment 1) which is a national, competitively bid cooperative purchasing agreement.

Discussion: It is Staff's recommendation to award the purchase of 2017 Altec Model AM60E Aerial Bucket Truck to Altec Industries, Inc. (Attachment 2) in the amount of \$314,264.67. The Vehicle Justification Worksheet is attached (Attachment 3).

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$495,000	Electric Utility CIP Fund	80100000.80100	Yes ☐ No ☒	N/A



Altec Industries, Inc.

Opportunity Number: 774398

Quotation Number: 346047

NJPA Contract #: 031014-ALT

Date: 2/6/2017

Quoted for: City of Ukiah

Customer Contact: Tim Santo

Phone: /Fax: /Email:

Quoted by: Mohammad Shehadeh

Phone: /Fax: /Email: 707-467-5778 / TSanto@CityofUkiah.com

Altec Account Manager: Randy Ecker

REFERENCE ALTEC MODEL

AM60	Overcenter Aerial Device with Material Handling (Insulated)	\$185,462
Per NJPA Specifications plus Options below		

(A.) NJPA OPTIONS ON CONTRACT (Unit)

1	AM60-ESR	Extended Side Reach (AM60E)	\$3,231
2			

(A1.) NJPA OPTIONS ON CONTRACT (General)

1	BK	WATER CASK (Includes Bracket)	\$175
2	CH	Cone Holder, Fold Over Post Style	\$236
3	CH	Cone Holder, Fold Over Post Style	\$236
4	LTC	LOWER TOOL CIRCUIT	\$352
5	PSWI2	PURE SINE WAVE INVERTER.2400 Watts Continuous. GFCI Outlet at Rear.	\$2,525
6	DP	Dica Pads and Pad Holder - 24" x 24" x 1", With Rope Handle (Pair)	\$615
7	DP	Dica Pads and Pad Holder - 24" x 24" x 1", With Rope Handle (Pair)	\$615
8	SPOT1	TWO (2) POST-MOUNTED SPOTLIGHTS. Mounted One (1) on Each Side of the Chassis. Controls are	\$551
9	VRI	120 Volt GFCI Receptacle, Includes Weather-Resistant Enclosure	\$198
10	VRI	120 Volt GFCI Receptacle, Includes Weather-Resistant Enclosure	\$198
11	VRI	120 Volt GFCI Receptacle, Includes Weather-Resistant Enclosure	\$198
12	VRI	120 Volt GFCI Receptacle, Includes Weather-Resistant Enclosure	\$198

NJPA OPTIONS TOTAL: \$194,789**(B.) OPEN MARKET ITEMS (Customer Requested)**

1	UNIT	ADD Hydraulic Tool Circuit, ADD Unit/Tool Selector Valve, ADD Liner/Scuff Pad, ADD 39" Tall Pedestal, ADD Outtrigger Grab Handle, ADD Platform Tilt/Dump at Lower Controls, ADD Custom Liner Labels, Add Non-Skid on In/Out Step, ADD Split Engine Start/Stop at Upper/Lower Controls, ADD Extra Capacity Placard	\$3,971
2	UNIT & HYDRAULIC ACC	ADD Custom Reservoir ILO Standard, ADD Subbase Storage, ADD Custom Pump, ADD Operational brake in Cab	\$4,496
3	BODY	Custom Steel Body ILO Standard	\$13,875
4	BODY & CHASSIS ACC	ADD Two (2) Compartment Top Access Step, ADD Custom Material Rail, ADD Outboard and L-Shaped Grab Handles, ADD Custom Wire Rack, ADD Custom Ladder Storage, ADD Top Opening Box 18.75 x 54, ADD Top Opening Box 18 x 72 x 18, ADD Top Opening Box 20 x 16, ADD Custom Hotstick Box, 10lb Fire Extinguisher ILO 5lb, ADD Outtrigger Valve Handle Guards, ADD Vise Mounting Bracket, ADD Sight Rods, ADD Tripod/Sign Holder, ADD Gripstrut Walkway, ADD Wire Rack Cover, ADD Pullout Saw Horse Assembly, ADD Custom Front Bumper Storage	\$13,716
5	ELECTRICAL	Truck Lite LED Lights ILO Standard, Federal Signal 252657-02SB LED Strobe ILO Standard, ADD 34.5"L Directional Light Bar, ADD Three (3) Truck Light 81360 LED Work Lights, ADD StarBeam HID Remote Controlled Spotlight, ADD PTO Hour Meter, ADD Engine Hour Meter, 2000 Watt Inverter ILO 2400 Watts, ADD fourplex GFCI Outlet, ADD Remote Start/Stop, ADD FA Secondary Stowage, ADD Two Speed Throttle System, ADD, Two (2) Truck Lite 8013 LED Lights, DELETE Copper U Shaped Grounding Lug, ADD PG&E Wiring Standards	\$7,000
6	FINISHING	Finishing Paint, Custom Decals, Regional Build	\$19,594
7	CHASSIS	2018 Peterbilt 348 with 370 HP ILO Standard 2013 International 7300 SBA	\$32,155
8	OTHER		

OPEN MARKET OPTIONS TOTAL: \$94,807**SUB-TOTAL FOR UNIT/BODY/CHASSIS:** \$289,596

Licensing: \$65

ESTIMATED SALES TAX (8.125%): \$23,530

Delivery to Customer: \$350

TOTAL FOR UNIT/BODY/CHASSIS: \$313,540**(C.) ADDITIONAL ITEMS (items are not included in total above)**

1			
---	--	--	--

****Pricing valid for 45 days******NOTES****PAINT COLOR:** White to match chassis, unless otherwise specified**WARRANTY:** Standard Altec Warranty - One (1) year parts warranty One (1) year labor warranty Ninety (90) days warranty for travel charges (Mobile Service) Limited Lifetime Structural Warranty. Chassis to include standard warranty, per the manufacturer. (Parts only warranty on mounted equipment for overseas customers)**TO ORDER:** To order, please contact the Altec Inside Sales Representative listed above.**CHASSIS:** Per Altec Commercial Standard**DELIVERY:** No later than 310-340 days ARO, FOB Customer Location**TERMS:** Net 30 days**BEST VALUE:** Altec boasts the following "Best Value" features: Altec ISO Grip Controls for Extra Protection, Only Lifetime Warranty on Structural Components in Industry, Largest Service Network in Industry (Domestic and Overseas), Altec SENTRY Web/CD Based Training, Dedicated/Direct Gov't Sales Manager, In-Service Training with Every Order.**TRADE-IN:** Equipment trades must be received in operational condition (as initial inspection) and DOT compliant at the time of pick-up. Failure to comply with these requirements, may result in customer bill-back repairs.**BUILD LOCATION:** Dixon, CA

February 6, 2017
Our 88th Year

ATTACHMENT 2

Ship To:CITY OF UKIAH
300 SEMINARY AVE
UKIAH, CA 95482-5400
US**Bill To:**CITY OF UKIAH
300 SEMINARY AVE
UKIAH, CA 95482-5400
United StatesAttn:
Phone: 707-463-6200
Email:**Altec Quotation Number:** 346047 - 3
Account Manager: Randy Ecker
Technical Sales & Support: Mohammad Shehadeh

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	<u>Unit</u>	
1.	ALTEC Model AM60E articulating overcenter aerial device with an insulating lower arm, insulating upper boom and the Altec ISO-Grip (U.S. Patent No. 7,416,053) system, an upper control system incorporating high resistance components at the boom tip, for installation over rear axle, built in accordance to ALTECS standard specifications and to include the following features: A. Ground to Bottom of Platform Height: 61.0 feet at 4.0 feet from centerline of rotation (18.6 m at 1.2 m) B. Working Height: 66.0 feet (20.1 m) C. Maximum Reach to Edge of Platform with Upper Boom Overcenter: 53.8 feet (16.4 m) D. Maximum Reach to Edge of Platform with Upper Boom Non-overcenter and Lower Boom at 124 degrees: 47.1 feet at 27.5 foot platform height (14.3 m at 8.5 m) E. Pedestal and Turntable: Box structure design with large service openings, 1.55 inch (32 mm) top plate of pedestal and stiffened . inch (32 mm) bottom plate of turntable machined after welding to provide a rigid, flat mounting surface for the rotation bearing. This extends the life of the bearing and reduces life cycle cost. F. Rotation: Continuous rotation provided by worm gear drive, equipped with extended shaft for manual rotation, driving a shear ball bearing rotation gear. The fully adjustable rotation drive assembly includes an external eccentric ring adjustment of the gearbox pinion gear to the main rotation bearing, permitting the ability to easily adjust backlash, reduce boom side play and ensure proper tooth contact over the life of the unit. This reduces life cycle cost. G. Lift Cylinders: The rod eye is both thread and weld fastened to the rod while the blind end of the cylinder is of cast steel, one piece design, which houses internal (unexposed), cartridge-type, bi-directional counter-balance holding valves. Self-aligning, spherical ball-type bushings are used at each end of the cylinder. H. Lower Boom: Constructed of two fixture-welded, (80,000 PSI [551,580 kPa] yield) high strength low alloy steel side plates. Insulator provides 24 inches (610 mm) of isolation in the lower boom. The inner surface of the fiberglass insulator has a	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

Page 1 of 20

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	wax coating molded in during manufacture to provide a dry, smooth inner surface which will cause moisture to bead. The outer surface has a smooth gelcoat finish. The AM60E lower boom articulation is 0 degrees to 124 degrees.	
I.	Lower Boom Stow Protection: To help prevent excessive down pressure by boom structures when stowing.	
J.	Lower Boom Pivot Pin: high strength chrome plated steel with self-lubricating, replaceable, non-metallic bearing.	
K.	Upper Boom: Utilizes a fixture welded, high strength low alloy steel structure designed to accept Altec fiberglass upper boom section. Steel/glass attachment is bolted and bonded. The fiberglass section provides a minimum of 150 inches (3810 mm) of isolation in the upper boom. The inner surface of the fiberglass boom has a wax coating molded in during manufacture to provide a dry, smooth inner surface which will cause moisture to bead. The outer surface has a smooth gelcoat finish. Upper boom articulation is 0 degrees to 200 degrees	
L.	Boom Linkage, Altec Patented Walking Link: This design features uniform speed of upper boom, and provides smooth, continuous, self-adjusting, low maintenance operation.	
M.	Side-by-Side Boom Stow: This design offers low travel height, low center of gravity and provides easy platform access	
N.	Upper Boom Hold Down Device: Manual locking system.	
O.	Platform Leveling System: The platform is leveled by a single leveling chain with fiberglass rods in upper and lower boom, designed to maintain the dielectric integrity of the aerial device. Controls for tilting the platform are located at the platform. The mechanism for tilting the platform includes one dual acting cylinder incorporating counterbalance load holding valves to lock the platform in the event of hydraulic line failure.	
P.	Platform: Totally enclosed, fiberglass.	
Q.	ISO-GripSystem: The Altec ISO-Grip(Patent Applied For) System includes the following boom tip components that can provide an additional layer of secondary electrical contact protection. This is not a primary protection system.1. Control Handle: An insulated single handle controller that is dielectrically tested to 40 kV AC with no more than 400 microampers of leakage. The control handle is green in color to differentiate it from other non-tested controllers. The handle also includes an interlock guard that reduces the potential for inadvertent boom operation. 2. Auxiliary Control Covers: Non-tested blue silicon covers for auxiliary controls. 3. Control Console: Non-tested non-metallic control console plate. 4. Boom Tip Covers: Non-tested non-metallic boom tip covers. The covers are not dielectrically tested, but they may provide some protection against electrical hazards.	
R.	Outrigger/Boom Interlock System: Helps prevent operator from using unit until all outriggers are lowered.	
S.	Outrigger/Unit Selector Control: Located near the outrigger controls, allows operator to divert hydraulic oil from machine circuit for outrigger operation. This reduces the potential for inadvertent outrigger movement during machine operation if outrigger controls are bumped.	
T.	Outrigger Motion Alarm: Provides audible alarm when any of the outriggers are in motion.	
U.	Back-up Alarm, installed	
V.	Preventative Maintenance: Unit owner can select means of tracking maintenance intervals by calendar time or PTO hours. If the owner selects calendar driven cycles, preventative maintenance is required no more frequently than every 6 months. If the owner selects PTO hour driven cycles, preventative maintenance interval is likely to be greater than 6 months. Both programs allow the equipment	

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	owner to lower life cycle costs through higher product uptime and lower maintenance costs.	
W.	ISO 9001: This aerial device is designed and manufactured in a facility that is certified to meet ISO 9001 requirements.	
X.	Manuals: Two (2) Operators and two (2) Maintenance/ Parts manuals	
Y.	Paint: Altec Powder Coat Paint Process which provides a finish-painted surface that is highly resistant to chipping, scratching, abrasion and corrosion. Paint is electro-statically applied to the inside as well as outside of fabricated parts then high temperature cured prior to assembly ensuring maximum coverage and protection	
2.	375 - Automatic Upper Boom Latch	1
3.	217 - Single, Two-Man Side-Mounted Platform - 24 X 48 X 42 Inches (610 X 1219 X 1067 Mm); Platform Is Rated Up To 800 Pounds (363 Kg). Platform Rotates 90 Degrees To End Of Boom With Altec Patented Rotator. Includes Two Sets Of Quick Disconnects And Controls For Hydraulic Tools.	1
4.	Soft Platform Cover For Two Man Platform (24x48)	1
5.	259 - Polyethylene Platform Liner For Two Man Platform, 50 Kv Rating (Minimum)	1
6.	237 - Platform Capacity Rating Of 300 Lbs. Per Operator, 300 Lbs. For Single Man Platform, 600 Lbs. For Two Man Platform	1
A.	All Capacities Are Based On Bare Platforms, Liner Weight Is Not Included	
7.	297 - Hydraulic Tool Circuit, With One Set Of Quick Disconnect Couplings And Control Valve, Installed At Tailshelf To Supply 8.0 Gpm And 2,000 Psi To Operate Either Open Or Closed Center Tools to include: - One set of quick disconnect couplings and control valve installed. Couplings to be located curbside rear of the tailshelf. - The flow divider is to be located at the curbside rear to allow operator access for adjustment. - Tool circuit will operate either open or closed center tools, and provide a variable flow rate of 0-10.0 gpm at 2,000 psi at engine operating speed.	1
	NOTE: Upper and lower tool circuit to be set at 5GPM per minute.	
8.	338 - Pilot Pressure - System Operates At 350 To 3,000 Psi (24 To 207 Bar), And 17 Gpm (64.4 Lpm). System Is Closed Center, Pressure Compensating.	1
9.	Twist style single handle controller. The controller is positioned so that when you are standing in the platform with the platform in the stowed position facing the controller the handle points towards the elbow of the unit and the head of the controller points toward rear of the truck. Unit rotation is driven by a twist action of the control handle. This style of controller is only available with a pilot pressure system.	1
10.	219 - Hydraulic Extend Jib - Material Handling, Hydraulically Articulated Jib, -30 Degrees To +90 Degrees Tilt Angle (Relative To The Upper Boom). Jib Can Be Hydraulically Extended To 54.4 Inches (1382 Mm) From Mounting Shaft To Load Line. The Jib Is Hydraulically Extended And Retracted In Two 18 Inch (457 Mm) Increments For A Total Of 36 Inches (914 Mm) Under Full Load.	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	A. Capacities Up To 2000 Pounds (907 Kg) Based On Boom Position B. Load Chart Based On Platform Configuration C. Hydraulically Articulated Jib With -30 Degrees To 90 Degrees Tilt Angle Relative To The Upper Boom. Jib Is One Piece, 4 Inches Square X 63 Inches Long (102 X 1600 Mm) D. Hydraulically Extendible Jib Telescopes In And Out 18 Inches (457 Mm). Jib May Be Manually Re-Pinned Under Load And Telescoped An Additional 18 Inches For A Total Movement Of 36 Inches (914 Mm) Under Load E. Hydraulically Powered Winch That Is Rated To 2,000 Pounds (907 Kg) Full Drum, Mounted On End Of Upper Boom And Includes 80 Feet (24 M) Of 1/2 Inch (13 Mm) Double-Braided Synthetic Rope F. Auxiliary Winch Line Control Valve At Turntable	
11.	236 - Maximum Jib Rating - Applied To All AM Series Machines, This Rating Provides The Maximum Jib Capacity At All Lower Boom Positions.	1
12.	393 - 12 VDC Electrical System Voltage	1
13.	Engine Start/Stop with Secondary Stowage System, 12 VDC electric powered. Includes pump and motor, operates from chassis battery. Control is captive air operated from the platform and momentary switch operated from the lower controls. This option allows the operator to start and stop the operation of the units as well as completely stow the booms and platform in a situation wherein the primary hydraulic source fails.	1
14.	470 - Primary Outrigger, X-Frame With Fold-Up Shoe - Provides 174 (4429 Mm) Maximum Spread And Weighs 1,500 Pounds (680 Kg)	1
15.	450 - Auxiliary Outrigger, A-Frame With Fold-Up Shoe - Provides 153 (3886 Mm) Maximum Spread And Weighs 1,350 Pounds (612 Kg)	1
16.	320 - Category B, 46 kV And Below - Includes Lower Test Electrode System The unit is to be labeled only as a category C 46KV and below.	1
17.	Powder coat unit Altec White.	1
18.	Additional Unit Option Provide a platform tilt/dump at lower controls	1
19.	Additional Unit Option Bucket liner to be dielectric tested and installed without bolts. Liner to include two (2) 4" X 6" labels, one installed on the inside of the liner and one installed on the outside of the liner stating: Manufacturer, Model Number, and Date of Test. Labels to be filled out with a "sharpie industrial strength" marker and have clear tape installed over the labels.	1
20.	Additional Unit Option Seal lower boom and upper boom insert with silicone to prevent moisture seepage	1
21.	Additional Unit Option Install grab handle (970088284) one each side of the rear of the primary outrigger (Ref O/R 970100117)	1
22.	Additional Unit Option Pedestal to be 39" tall to clear chassis cab.	1
23.	Additional Unit Option To include a platform floor liner/scuff pad designed to fit inside the platform liner. Scuff pad to include a corner step located in the curbside front corner of the platform when the platform is in the stowed position. Must fit tightly and not rock	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	when weighted.	
24.	Additional Unit Option Unit/tool selector valve installed rear body curbside underneath subbase storage	1
25.	Additional Unit Option Hydraulic Reservoir, 35 Gallon, installed between outrigger and cab	1
26.	Custom Option to include an anti-skid coating on top and down 1" on the sides of the in/out rectangular step mounted on the platform	1
27.	Custom Option Split engine start/stop and emergency 12VDC at upper and lower controls. to include: - The upper controls are to be a dual plunger system. Provide separate labels near each plunger identifying its function. - The lower controls to include a separate emergency stop switch NOTE: Emergency system to be wired ignition hot and to be connected to truck batteries only.	1
28.	Custom Option Install a green placard stating "Lanyard Anchor Point" near the anchor attachment points	1
29.	Custom Option Install extra capacity placard and indicator to bottom side of boom to allow the operator to read when the upper boom is in the overcenter position.	1
<u>Unit & Hydraulic Acc.</u>		
30.	AM50/50E/55/55E/60/60E Series Unit Installation Components	1
31.	Hook, Material Handling, 1-Ton With Latch, Installed On End Of Aerial Winch Line	1
32.	Custom Reservoir Hydraulic Reservoir, 35 Gallon, installed between outrigger and cab	1
33.	AM50/55/60/50E/55E/60E Subbase Note: The subbase and outriggers are to be installed on the chassis frame with no spacer blocks and attached with grade 8 bolts and lock nuts/washers, no huck bolts allowed for mounting. Ensure that the mounting bolts are accessible for maintenance. All shear plate bolts should be marked with a white torque stripe.	1
34.	Custom Subbase Storage to include: - drop down door with slam latch and barrel lock. - provision for padlock separate from the slam latch. - 24"W x 36"D pull out drawer on 500 pound capacity Grant Slides. Drawer shall have two latching mechanism and removable egg crate dividers on 4 inch centers.	1
35.	267 - Pump, Right-Hand Rotation, 19 GPM	1
36.	HVI-22 Hydraulic Oil (Standard).	40
37.	Standard Pump For PTO Aerial piston pump	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
38.	Custom Pump 21 GPM pump for AM E-Series	1
39.	Hot shift PTO for automatic transmission Note: the PTO needs to be wired so that it will not engage without the transmission in neutral and the park brake set. The operational brake must be engaged to engage the PTO.	1
40.	Muncie PTO (Altec Standard) Flush Mounted	1
41.	Standard PTO/Transmission Functionality for Automatic Transmissions - If chassis is in gear, and PTO switch is activated, PTO will not engage. Chassis will remain in gear. Once the chassis is shifted back into gear the PTO will disengage. For some truck configurations the PTO switch must be turned off to allow the transmission to shift into gear.	1
42.	Additional Unit/Hydraulic Accessory Install an Operational brake in cab to include an ignition hot indicator light on the dash to show when the brake is activated	1

Body

43.	Altec Body	1
44.	Steel Body	1
45.	Aerial Service Line With Step (ASLS)	1
46.	Body Is To Be Built In Accordance With The Following Altec Standard Specifications:	1
	A. Basic Body Fabricated From A40 Grade 100% Zinc Alloy Coated Steel. B. All Doors Are Full, Double Paneled, Self-Sealed With Built-In Drainage For Maximum Weather-Tightness. Stainless Steel Hinge Rods Extend Full Length Of Door. C. Heavy-Gauge Welded Steel Frame Construction With Structural Channel Crossmembers. D. Integrated Door Header Drip Rail At Top For Maximum Weather Protection. E. Fender Panels Are Either Roll Formed Or Have Neoprene Fenderettes Mechanically Fastened. F. Steel Treated For Improved Primer Bond And Rust Resistance. G. Automotive Type Non-Porous Door Seals Fastened To The Door Facing.	
47.	Approximate Body Length (Engineering to Determine Final Length) 206"	1
48.	94 Body Width	1
49.	Custom Body Compartment Height Streetside compartment top will be equal in height to the curbside compartment top boxes.	1
	46 Inch Body Compartment Height on the Curbside.	
50.	18 Body Compartment Depth	1
51.	Finish Paint Body Altec White (Applies To Steel And Aluminum)	1
52.	Undercoat Body	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
53.	2 Inch x 4 Inch Drop-In Wood Cargo Retaining Board At Top Of Side Access	1
54.	Treadplate On Streetside Compartment Tops (Not a Walking Surface)	1
55.	Treadplate On Curbside Compartment Tops (Not a Walking Surface)	1
56.	Custom Body Lighting Truck-Lite model 80162C, to include: - Use bolts with nuts to install compartment lights and wiring, not pop rivets or self drilling screws. - All body lighting to be switched with master switch in the cab. - Four (4) lights in each vertical compartment except the first verticals. Vertical compartments should have two (2) lights on each side wall. The lower light should be 4-6" above the compartment floor. Horizontal compartments should have overhead and/or side wall mounted lights as necessary to illuminate the entire compartment.	8
57.	Stainless Steel Rotary Paddle Latches With Keyed Locks	8
58.	All Locks Keyed Alike Including Accessories (Preferred Option)	1
59.	Gas Shock (Gas Spring) Rigid Door Holders On All Vertical Doors	1
60.	Standard Master Body Locking System (Standard Placement Is At Rear. Sidepacks With A Throughshelf/Hotstick Door At Rear, Standard Placement Is At The Front)	8
61.	Two Chock Holders On Each Side of Body With Retaining Lip In Fender Panel For Scientific Development Inc. W75 wheel chocks. Ensure when installing the chock holder to include brace to the body to help support the weight of the chock and chock holder.	1
62.	1st Vertical (SS) - Locking Swivel Hooks On An Adjustable Rail - Left Wall Hooks placed 6" below the top of the compartment.	4
63.	1st Vertical (SS) - Locking Swivel Hooks On An Adjustable Rail - Right Wall Two (2) rows of two (2) 1/2" adjustable locking swivel hooks on each side wall.	4
64.	1st Vertical (SS) - First and Second Verticals Combined, Opened With Two (2) Overlapping Doors	1
65.	Custom 1st Vertical (SS) Compartmentation 60" Wide, ROM roll up door, to include: - Two (2) rows of hooks on back wall. 14" long constructed of 3/4" pipe with fully welded 3" high x 3" deep triangular gussets with end tabs. Reinforce body back wall with 7GA plate full height and width of back wall. Lower row to be offset from upper row.	1
66.	1st Horizontal (SS) - Fixed Shelf With Lip, No Slots, No Dividers (Plain Shelf) 54" Wide Compartment, Doors must open all the way flat against the body. - Installed 13" below the compartment top - Extends through the streetside 2nd horizontal.	1
67.	1st Horizontal (SS) - Fixed Shelf With Removable Dividers On 4 Inch Centers On Bottom of Compartment	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
68.	2nd Horizontal (SS) - Fixed Shelf With Removable Dividers On 4 Inch Centers On Bottom of Compartment 54" Wide Compartment, Doors must open all the way flat against the body.	1
69.	Custom Rear Vertical (SS) Compartmentation 38"W to include: - Barn Doors - two (2) rows of five (5) 1/2" L style hooks 1-3-1 - Reinforce cargo wall with 3/16" backing plate at hook locations - First row installed as high as possible, second row installed 15" down from top row - Hooks welded top and bottom	1
70.	1st Vertical (CS) - Locking Swivel Hooks On An Adjustable Rail - Left Wall	2
71.	1st Vertical (CS) - Locking Swivel Hooks On An Adjustable Rail - Rear Wall	5
72.	1st Vertical (CS) - Locking Swivel Hooks On An Adjustable Rail - Right Wall	2
73.	1st Vertical (CS) - First and Second Verticals Combined, Opened With Two (2) Overlapping Doors 36" Wide, to have removable panel for access to outrigger pins.	1
74.	Custom 1st Vertical (CS) Compartmentation Two (2) Drawers installed with a 22" clear opening below drawers. - One (1) 10"D full width drawer with removable dividers on 4" centers - One (1) 6"D full width drawer with removable dividers on 4" centers - All drawers installed on Grantt Style Slides.	1
	Reference DJ#42264188.	
75.	3rd Vertical (CS) - Gripstrut (Preferred) Access Steps w/ Two (2) Sloped Grab Handles, Vented Battery Storage (Keyed Lock) 24"W	1
76.	1st Horizontal (CS) - Fixed Shelf With Removable Dividers On 4 Inch Centers 54" Wide Compartment, Each shelf to span the first and second horizontal. - First shelf will be 13" up from the bottom of the compartment. - Second shelf will be 13" up from the first shelf.	2
77.	1st Horizontal (CS) - Fixed Shelf With Removable Dividers On 4 Inch Centers On Bottom of Compartment	1
78.	2nd Horizontal (CS) - Fixed Shelf With Removable Dividers On 4 Inch Centers On Bottom of Compartment 54" Wide Compartment	1
79.	Rear Vertical (CS) - Adjustable Shelf With Removable Dividers On 4 Centers 38" Wide Compartment, - 12" open space from the top of the compartment to the top shelf.	5
80.	Custom Rear Vertical (CS) Compartmentation Barn Doors	1
81.	18" L Steel Tailshelf, Width To Match Body to include: - light channels for the installation of the S/T/T lights. - A PG&E style vise bracket with retainer pin and lanyard. - two (2) pocket style lashing rings installed one (1) each side along the	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	front edge of the tailshelf approximately 28" in from the edge. (Ref DJ#41663721) - One (1) D-Ring installed each side of the tailshelf.	
82.	Steel Outrigger Valve Cover/Guards Installed At Rear Of Tailshelf	1
83.	Treadplate Steel Floor	1
84.	Treadplate Steel Tailshelf	1
85.	Additional Body Option Provide a minimum of two (2) drainage holes with splash guards and plugs in each compartment and two drainage holes in the front of the cargo area.	1
	NOTE: splash guards not required in/under the access step area or where the pad holders will be installed.	
86.	Additional Body Option All edges, inside and outside, are to be rounded and ground smooth, and all exposed edges hemmed. Trim lock is to be used on edges which are not hemmed	1
87.	Additional Body Option Minimize all exposed threads in compartments and around body where items are bolted on. Two threads exposed with lock nut installed as required by PG&E	1
88.	Additional Body Option Rod type metal hinges shall be rolled into the door hem	1
89.	Additional Body Option Lock cylinders to be barrel style locks. All compartments keyed alike and oriented the same, ie you should turn all locks the same direction to lock and in the opposite direction to unlock. Provide a minimum of four (4) keys with each unit. Each unit in a run of 5 or more shall have different keys. Minimize the slack in the barrel lock, while locked	1
90.	Additional Body Option to include: - All vertical doors to have gas struts installed with metal nuts that hold the doors open at 90 degrees in relation to the body. - All horizontal doors to open fully down, do not install chains. - Provide rubber bumpers to preclude horizontal doors from striking the side of the body, only one bumper per location is needed, NOTE: bumper is not needed on door and body	1
91.	Additional Body Option provide 2 point rotary type door locks for all body compartments. Latch to catch top and bottom for vertical compartments.	1
92.	Additional Body Option Body flooring to consist of 12GA treadplate installed with adequate support to resist oil canning	1
93.	Additional Body Option Adjustable shelves to be interchangeable with other compartments of the same size	1
94.	Additional Body Option Ensure access to outrigger pins if removal for service is needed, if needed supply a removable panel in the front of the body to allow for pin removal.	1
95.	Additional Body Option minimum 5" tire chain clearance around rear wheel cutouts	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
96.	Additional Body Option All adjustable and fixed shelves need to be as deep as possible and if adjustable, should fit into any position, even if there is a light there. (Shelves may need the corners notched around the lights so that they can retain the full depth of the compartment and still be adjustable).	1
97.	Additional Body Option all adjustable shelves should have a lip that runs the full width of the shelf	1
<u>Body and Chassis Accessories</u>		
98.	ICC (Underride Protection) Bumper Installed At Rear	1
99.	Custom Towing Device Premier model 2200 air cushion pintle hook, installed 30" to center of eye unloaded. Pintle hook to be installed at the rear on a 1/2" thick formed channel and gusset to the frame to provide sufficient bracing for the towing of a 40,000 lb trailer. NOTE: No breakaway eye is required.	1
100.	Set Of D-Rings for Trailer Safety Chain, installed one each side of towing device mount. two (2) 1" diameter, each to have a 20,000lb load rating installed one (1) each side of pintle hook	1
101.	Cable Step Installed At Rear, Double Step with Rigid Top Step one (1) installed each side at the rear for access at the rear of the truck, to include: - welded on - step is to be installed so 1 at the bottom step is no more than 22" from the ground. - Use angle braces to the back of the step to limit inward flex. - Flatbar or angle iron reinforcement each side of gripstrut, attached to side and bottom.	2
102.	Rigid Step Mounted Beneath Side Access Steps (Installed To Extend Approx. 2" Outward)	1
103.	Compartment Top Access Step from Body Floor installed as follows: - One (1) street side in front of the pedestal and ladder box for access to the street side compartment top from the cargo area. - One (1) curbside in front of the pedestal to access the curbside compartment top from the cargo area.	2
104.	Platform Access Step From Top of Body Compartment installed one (1) on the curbside compartment top as follows: - Step to be installed so that the edge of the step to the edge of the platform is approx seven inches. - Step to include a pipe style grab handle that is replaceable/removeable and held in by retaining pins. The top of the handle when installed should be 3 inches below the lip of the platform. Secure pin to the step with safety chains so it can not be lost	1
105.	Custom Material Rail to include the PG&E custom hook (1/4" x 3" flat bar style hook rail) installed as high as possible in the following locations:	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	- One mounted on gripstrut above the ladder box forward and aft of pedestal to run full length of ladder box. - One mounted to transverse top box, as high as possible, on right side of latch. - To include twelve (12) 1/2" thick removable hooks for use on the material rails shipped loose.	
106.	Platform Rest, Rigid with Rubber Tube installed one (1) centered under the platform	1
107.	Lower Boom Rest Weldment to be installed between the cab and the body on the auxilliary outrigger. Boom rest is to be installed such that it keeps the travel height of the machine as low as possible. Cab clearance should be as close to 3" as possible.	1
	NOTE: Travel height should be no more than 13' 0"	
108.	Mounting Brackets for Lights, Located on Lower Boom Rest	1
109.	Plastic Outrigger Pad, 24" x 24" x 1", Black With Handle DICA brand.	4
110.	Custom Outrigger Pad to be large enough to hold two (2) 24" x 24" x 1" dica pads, holders to be installed under 1st vertical, one (1) curb side, one (1) street side. Holders to include retainer chain (#2 chain) and hasp that will latch from side to side (back to front)	2
111.	Mud Flap Without Altec Logo (Pair)	1
112.	Wheel Chocks, Rubber with Metal Hairpin Style Handle, 9.75" L X 7.75" W X 5.00" H (Pair)	1
113.	U-Shaped Grab Handle to include: - two (2) "L" shaped grab handles with gussets installed on the top of the tail shelf connecting to the rear of the body, outboard, one (1) each side to allow for assistance in rear access. - two handles welded to rear outrigger housing, pointing towards the rear to assist in rear access. - all grab handles at the rear on the tailshelf to be pipe style grab handles. NOTE: All pipe style grab handles installed on the body are to be welded on and to to be installed on a mounting plate with gussets on each end and the mounting plate welded to the truck.	2
114.	Custom Grab Handle additional outboard grab handle each side at the rear spaced 4" down from the "L" shaped grab handle. This handle will be used to hang ropes	2
115.	Fold Over, Post Style Cone Holder For Installation On A Front Bumper (Holds up to four 15"x15" large cones) the post should be hinged in addition to the base, installed on the truck front bumper. (Ref 970212468)	1
	NOTE: do not paint PG&E Orange	
116.	Slope Indicator Assembly For Machine With Outriggers - one (1) installed each side on the back of the tailshelf - one (1) installed each side on the side of the tailshelf	4

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
117.	Cone Holder, Post Style, With Hinged Plate and Latch Installed streetside rear as close to the wire rack box as possible.	1
118.	Water Cask Bracket Only, For 3 or 5 Gallon (Sheet Metal) shipped loose	1
119.	Water Cask 5 Gallon (Plastic) shipped loose	1
120.	Custom Wire Rack/Reel T-style wire reel holder, installed streetside rear of tailshelf. Similar to 970234766 but meeting the following requirements: - Manufactured from steel - 1" OD pipe - 6" clear space horizontally. - Add 2" to the height of the center vertical square tubing. - Retaining pin must have a keeper. Not ball type. - Include a washer to divide reel/pin.	1
121.	Custom Ladder Storage 130"L x 9"W x 20"H, to include: - gripstrut walkway installed on top - To include a pipe style grabhandle mounted at the rear of the box to aid in accessing the street side compartment top from the cargo area access step. - To include a roller on the bottom of the ladder storage portion with a chain and snap retainer at the rear and a removable cleanout access hole at the front. - Interior of box should be clear to allow ladder to slide freely. - Attach the ladder box to the side pack with a bolt at the front and rear - installed along the streetside cargo flush with the rear of the body as low as possible to clear the outriggers.	1
122.	Batteries Located Under Steps in Body	1
123.	Top Opening Box, Treadplate Single Lid, Gas Props, Hasp Lock, Handle Parallel To Ground And Centered (2 Handles for Boxes Greater Than 108") 18"D x 72"W x 18"H, to include: - box lid should open without hitting the boom when stowed. - Box is to be installed on top of the transverse at the front of the body offset to the streetside as far as possible to give room for the generator to be mounted on the curbside compartment top.	1
124.	Top Opening Box, Gripstrut Single Lid, Gas Props, Hasp Lock, Handle Parallel To Ground And Centered (2 Handles for Boxes Greater Than 108") 18.75"D x approx 54"W x as tall as the transverse mounted top box, to include: - louvers facing the bed area - installed on the top of the streetside compartment top just behind the top mounted transverse box in front of the hotstick box.	1
125.	Additional Top Opening Storage Box 1 20"H x 16"W x as long as possible, to include: - Bolted down on 1/4" spacers in bed area between the end of the ladder box and the transverse compartment. - for the storage of grounds	1
126.	Custom Hotstick Box 132"L x 18.75"W x 15.5"H, installed on top of street side pack, to	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	include:	
	- PVC tubes with caps installed in the bottom portion of the hotstick box. One (1) 4" tube, three (3) 3" tubes, six (6) 2" tubes	
	- There should be a plain shelf with no divider installed approx 4" down from the top of the box for storage of long tools.	
	- Box may need to be made shorter to fit onto the top of the street side side pack.	
	- Box to include a weather tight double panel rear access door with a 2-point rotary latch with lock to match the body latches.	
	- Bolt on style rubber stop.	
	- To include gripstrut installed on the top of the box that is on the same plane and is the same height as the gripstrut installed on the top of the ladder/long tool storage box.	
	- installed on top of the street side compartment flush with the back of the body	
127.	Triangular Reflector Kit, Shipped Loose	1
128.	10 LB Fire Extinguisher With Light Duty Bracket, Shipped Loose	1
129.	Vise Mounting Bracket, 2 Square Tube Horizontal Receiver Type with 9 x 9 Mounting Plate installed in the curbside subbase tube. Vise bracket should be designed so that when installed it should be even with the decking of the tailshelf. Reference DJ#41663721.	1
130.	Sight Rods, Nylon, Fluorescent Orange (Pair) Mounted on Boom Stow	1
131.	Vinyl manual pouch for storage of all operator and parts manuals	1
132.	Outrigger Valve Handle Guards	1
133.	Additional Body/Chassis Accessory to include the combination two tripod and sign holder installed on the curbside front outrigger. Hinged with a rotary latch to hold in place and a cable stop retainer. The sign holder pin must rotate to horizontal to release. Install sign holder as close to the body and as far away from the exhaust as possible.	1
134.	Additional Body/Chassis Accessory to include a battery box installed street side between the cab and the body for the storage of the chassis batteries. Batteries mounted on a rubber pad.	1
135.	Additional Body/Chassis Accessory add provisions to the curb side front bumper to allow a license plate to be installed.	1
136.	Additional Body/Chassis Accessory provide a door/guard over the outrigger controls each side at the rear. The door should have a paddle latch without lock.	1
137.	Additional Body/Chassis Accessory PG&E style vise bracket with retainer pin and lanyard (Ref 3155-007-02). Confirm that retainer pin is long enough for access. Vise to be installed on the curbside rear corner of the tail shelf.	1
138.	Additional Body/Chassis Accessory provide clear access to the proximity sensors on the rear outriggers	1
139.	Additional Body/Chassis Accessory gripstrut walkway, 76"L, installed on top of Ladder Storage box	1
140.	Additional Body/Chassis Accessory lockable cover for wire rack, steel, to include:	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	- fully enclose rack and 14" diameter wire reels - should lock on one (1) side	
141.	Additional Body/Chassis Accessory to include a pullout saw horse assembly mounted at the rear as follows: - Assembly to include two (2) pieces of 2x2 square tubing installed one (1) each side of the inboard frame rails above the pintle hook channel. - Rails to be in sockets that will allow the tubing to be pulled out approximately 24" to make a work area. - Rails should include a retaining lip on the end. - Sockets should include fold over style keepers with lanyards each side to secure the rails.	1
142.	Additional Body/Chassis Accessory Custom Front Bumper Storage: - Three (3) compartments with top opening lids, slam latches - Two Dividers to be perpendicular to bumper (this will create the "compartments") - Gas shocks to keep lids from contacting front grille - Side Compartments to have expanded metal bottoms for cleanout / drainage - Bumper to be full width of the truck, - Sides to be swept back at angle Reference DJ# 41579377, but without the cab guard.	1

Electrical Accessories

143.	Compartment Lights Wired To Dash Mounted Master Switch Included in DLB installed switches	1
144.	Custom Lighting Package to include Truck Lite flush mounted LED stop, turn, tail, back-up, marker and identification lights installed per FMVSS 108 as follows: - Install two (2) 4" Truck Lite 44302R tail/turn lights installed one (1) each side in the light channels as the outboard most light. (Note the stop and turn lights are to be split into separate circuits) - Install two (2) 4" Truck Lite 44302R tail/stop lights installed one (1) each side in the light channels inboard of the tail/turn light. (Note the stop and turn lights are to be split into separate circuits) - Install two (2) 4" Truck Lite 44350C back-UQ lights installed one (1) each side in the light channels inboard of the tail/stop light. - Install three (3) 2.5" Truck Lite 1 0250R identification lights installed centered at the rear above the pintle hook. - Install two (2) 2.5" Truck Lite 1 052A reflective intermediate marker lights installed one (1) each side in the front corner of the body facing forward. - Install two (2) 2.5" Truck Lite 1 052A reflective intermediate marker lights installed one (1) each side in the front lower corner of the body facing outboard. - Install two (2) 2.5" Truck Lite 1052 red reflective marker lights installed one (1) each side in the lower corner of the tail shelf facing outboard. - Install two (2) 2.5" Truck Lite 1052 red reflective marker lights installed one (1) each side in the outboard corner of the light channels facing the rear. - License Plate light centered above license plate	1
145.	Custom Strobe Light to include three Federal Signal 252657-02SB LED strobe lights installed with diffuser and branch guard (FS # 448330) in the following locations:	3

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	- one (1) installed on curbside of boom stow. - one (1) installed on street side of boom stow. - one (1) installed on the top of the rear outrigger.	
146.	Directional Light Bar, Amber, LED, 34.5" Long Installed recessed in tailshelf	1
147.	Post mounted spotlight, halogen, mounted on driver's side of cab	1
148.	Post mounted spotlight, halogen, mounted on passenger's side of cab	1
149.	Custom Flood Light to include three (3) Truck Lite 81360 LED work lights installed as follows: - One (1) mounted on the boomstow, offset to the street side to clear transverse box lid, to light up the cargo area. - One (1) mounted each side at the rear of the body, as high as possible. - All flood lights to be wired to a single master switch in the cab	3
150.	Custom Remote Spot/Flood StarBeam HID remote controlled spotlight with the following options: - Install on curb side of transverse box. Mount on vertical tube with multiple pinning positions. - Mounting brackets to be receiver type brackets designed to allow the light to be pulled out past the cab/body and pinned in the usable position and also pinned in the stored position retracted within the cab/body. - Light to include a hardwired joystick controller mounted in the chassis cab on a mounting bracket, not stuck to the dash with velcro. - Light to include wireless radio remote controls. - Light to include a master switch with indicator light in the cab. - Light heads to automatically turn off when stowed, regardless of switch position. - The rotational stop shall be positioned so that when initially activating the light it must rotate clockwise first, the stop will prevent a counterclockwise movement first, so the light doesn't immediately shine into the back window before moving into position.	1
151.	Dual Tone Back-Up With Outrigger Motion Alarm	1
152.	Altec Standard Multi-Point Grounding System	3
153.	PTO Hour Meter, Analog, with 100,000 Hour Display	1
154.	Engine Hour Meter, Analog, with 100,000 Hour Display	1
155.	6-Way Trailer Receptacle (Pin Type) Installed At Rear	1
156.	Custom Cab Controls to include: - PTO - Strobe Light - Compartment Light - Work Light - Flood Light - Dome Light	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
157.	2000 Watt Pure-Sine Wave Inverter	1
158.	Deep Cycle Auxiliary Battery For Vented Applications (Group 31)	1
159.	120 Volt GFCI Receptacle Includes Weather-resistant Enclosure to include four (4) duplex weather proof GFCI outlets hard wired to the inverter. Each outlet is to be GFCI protected and have its own reset at each outlet location. Outlets with decal, to be located as follows: - One (1) duplex outlet installed under the curb side first vertical. - One (1) duplex outlet surface mounted on the street side front of the body, approximately centered up and down, facing street side. - One (1) duplex outlet flush mounted in the curbside side skirt of the tailshelf facing curbside. - One (1) duplex outlet flush mounted in the street side side skirt of the tailshelf facing street side.	4
160.	Custom Electrical Receptacle to include one (1) four plex weather proof GFCI outlet, hard wired to the inverter. Outlet to be mounted inside the second vertical curbside on the right hand wall towards the bottom below the drawers. Each outlet is to be GFCI protected and have its own reset at the outlet and include a decal.	1
161.	PreWire Power Distribution Module (Includes Operators Manual)	1
162.	Install secondary stowage system.	1
163.	Install Remote Start/Stop system in Final Assembly.	1
164.	Install Two Speed Throttle System.	1
165.	Altec Modular Panel System (AMPS) - Includes Mounting Panel and Accessory Switches	1
166.	PTO Indicator Light Installed In Cab	1
167.	Custom Electrical Option to include two (2) Truck Lite Model 8013 LED lights installed in the chassis cab on the roof	2
168.	Additional Electrical Accessory All wiring to conform to the following PG&E standards: - All wiring, both internal and external, to be loomed (should be the black split style loom) and fully protected. Loom to be securely fastened to the inside of compartment walls with metal clips or nut/bolts. (Do not use glue-on clips or Tech screws.) - All 11 OV external wiring to be run in liquid tight conduit - Install rubber or plastic grommets when/where wiring passes through compartment walls and frame rails. - All junction boxes are to be weather tight and covered. - Special attention should be placed in the quality of wiring, trucks should be highly uniform from one truck to the next, anything less than that uniformity and high quality will be rejected by PG&E at time of delivery. - All grounds for lighting to be bolted, not riveted. - All battery grounds should run directly to the truck frame. - All auxiliary lighting to be wired ignition hot.	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
169.	Additional Electrical Accessory to include installing the chassis batteries and upfitter circuit breakers in a box street side between the cab and the body. NOTE: Circuit breakers should be installed on the side wall not the floor and all breaker and battery terminations should include rubber boots.	1
170.	Additional Electrical Accessory all chassis batteries are to be grounded directly to the chassis frame	1

Finishing Details

171.	Powder Coat Unit Altec White	1
172.	Finish Paint Body Accessories Above Body Floor Altec White	1
173.	Altec Standard; Components mounted below frame rail shall be coated black by Altec. i.e. step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, etc. Components mounted to under side of body shall be coated black by Altec. i.e. Wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps, and ladders.	1
174.	Apply Non-Skid Coating to all walking surfaces	1
175.	English Safety And Instructional Decals	1
176.	Vehicle Height Placard - Installed In Cab	1
177.	Custom Decal/Placard to include: - Install green anchor attachment point decal at all lanyard attachment points. - Install a lubrication chart to show lubrication points, recommended lubricant, service interval and method of lubrication. Chart to be located at pre-paint.	1
178.	Placard, HVI-22 Hydraulic Oil	1
179.	Dielectric test unit according to ANSI requirements.	1
180.	Stability test unit according to ANSI requirements.	1
181.	Non-Focus Factory Build	1
182.	Delivery Of Completed Unit	1
183.	Inbound Freight	1
184.	Additional Finishing Detail The final exit of the exhaust tip should face rearward	1
185.	Additional Finishing Detail An inversion test must be performed per the PG&E Inversion Test Procedure verifying the operational brake is functioning properly	1
186.	Additional Finishing Detail The truck is to include the following items: - Two (2) copies of Aerial, PTO/Hydraulic pump operating manual.	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	- Two (2) copies of Aerial, PTO/Hydraulic pump service and maintenance manual. - As built drawings (electrical, pneumatic, and hydraulic) MUST BE included in these manuals. - Two (2) copies of Aerial, PTO/Hydraulic pump parts manual. - Two (2) copies of Hydraulic system diagram (with components itemized by component manufacturer number). - A manual for all auxiliary components added to the vehicle. - Provide a detail list of all added parts, including but not limited to PTO's, pumps, filters, torsion bars, battery isolator etc. List to include your part number, original manufacturer, and original manufacturer part number. - Provide copies of the following for each complete vehicle: weight slip (total weight and rear axle weight), dielectric test (boom and liner), stability test, and proof test. At time of vehicle inspection Provide a certified weight slip indicating rear axle and total weight of vehicle. - Hard copy of the weight slip, dielectric test (boom and liner), stability test, and registration. Place in the cab. - Soft copy of the weight slip, dielectric test (boom and liner), stability test, and registration.	
187.	Additional Finishing Detail adhesive weather seal around the subbase door	1
188.	Additional Finishing Detail All compartments are to be water tight with an automotive grade bulb type weather seal and all metal seams should be sealed with an appropriate sealer	1
189.	AM60E FA Installation	1
<u>Chassis</u>		
190.	Chassis	1
191.	Altec Supplied Chassis	1
192.	2018 Model Year	1
193.	Peterbilt 348	1
194.	6x4 Tandem Axle	1
195.	Other Clear Cab To Axle Length 134" CT, to be clear.	1
196.	Regular Cab	1
197.	Chassis Cab	1
198.	Chassis Color - White	1
199.	Paccar PX-9	1
200.	370 HP Engine Rating	1
201.	Allison 3000 RDS Automatic Transmission	1
202.	GVWR 56,000 LBS	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
203.	16,000 LBS Front GAWR	1
204.	40,000 LBS Rear GAWR	1
205.	315/80R22.5 Front Tire	1
206.	12R22.5 Rear Tire	1
207.	Air Brakes	1
208.	Park Brake In Rear Wheels	1
209.	3365040 - Peterbilt Vertical Exhaust (Right-Horizontal-Under Cab-Vertical)	1
210.	Peterbilt - Altec Body Builder Pass-Thru Only (7853050)	1
211.	Chassis Idle Engine Shut-Down Required	1
212.	50-State Emissions	1
213.	Clean Idle Certification	1
214.	Peterbilt 50 Gallon Fuel Tank (Under Cab Left Hand)	1
215.	Peterbilt 11 Gallon DEF Tank (Under Cab Left Hand)	1
216.	Chassis Without Front Frame Extensions	1
217.	Battery Under Cab Left Hand	1
218.	No Air Horn	1
219.	AM/FM Radio with personal cell phone connectivity to vehicle audio system	1
220.	Bluetooth	1
221.	Air Conditioning	1
222.	Cruise Control	1
223.	Keyless Entry	1
224.	Power Door Locks	1
225.	Power Windows	1
226.	Vinyl Split Bench Seat	1
227.	Air Ride Drivers Seat	1
228.	Additional Chassis Option Power Steering with adjustable steering column	1
229.	Additional Chassis Option ALL Chassis Service Manuals	1
230.	Additional Chassis Option Option 6113050 - Aluminum Stainless Steel Clad Channel	1

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	Bumper	
231.	Additional Chassis Option Heated and Motorized 8" Convex Mirrors	1
232.	Additional Chassis Option Daytime Running Lights	1
233.	Additional Chassis Option Air Locking Rear Differential / Tandem Lock	1
234.	Additional Chassis Option CAB w/Rear Window, Additional Ceiling mounted dome reading lights, Cabmate air suspension	1
235.	Additional Chassis Option C-Brake by Jacobs PX-9	1
<u>Additional Pricing</u>		
236.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1
237.	Federal Excise Tax Item: If provided, Quote subtotal is an Estimate only. Final determined at invoicing.	1

Altec Industries, Inc.

BY

Mohammad Shehadeh

Notes:



Aerial Bucket Truck Justification

Proposed Vehicle: Altec Aerial Bucket Truck

Department: Electric Utility

Area of use: Construction

Prepared by: Diann Lucchetti

1 VEHICLE PURPOSE

Need for vehicle within Department fleet

This vehicle is used widely by the utility in the daily operations in the maintenance and construction of the overhead electrical distribution system.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #2212. A 2007 AM55 bucket truck with 18,535 miles on it and 1,290 PTO (Power Take Off) hours.

Funding: 801 Capital

Estimated Value: \$40,000.

2.2 Maintenance Costs

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

Overall Mechanical Condition: This vehicle is in good condition.

Maintenance Costs: For the past year this vehicle has incurred approximately \$11,300 in maintenance costs.

CARB compliance costs (\$25,000 to \$28,000) and operational impacts

Out of Service Time: None

Parts Availability: None

Associated Safety Issues: None

2.3 Shared Resources

Define any resources currently available within the City of Ukiah fleet which could be utilized for this purpose.

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

2017 Altec Model AM60E Aerial Bucket Truck

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability
Alternative fueled vehicles for this type of use are not readily available.

4.2 CARB STANDARDS

CARB STANDARDS
The purchase will meet all CARB regulations.



ITEM NO.: 7g

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: ADOPTION OF RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A CALRECYCLE TIRE-DERIVED AGGREGATE GRANT AND EXECUTE ALL RELATED DOCUMENTS

Summary: Staff is requesting that the City Council consider adopting a resolution authorizing the City Manager to apply for a CalRecycle Tire-Derived Aggregate grant and execute all related documents.

Background and Discussion: Staff has been in discussion with its consultant, GHD, regarding storm water low impact development requirements related to the reconstruction of Airport Park Boulevard. GHD has designed a storm water bio-retention system which would utilize tire-derived aggregate (TDA). TDA consists of tires shredded into chunks which can then be used in certain backfill locations. At staff's request, GHD has prepared a TDA grant application in the amount of \$48,875. The grant will pay for TDA (estimated at 889 cubic yards) and installation, as well as some engineering and testing costs. If the City is successful with this grant application the costs for the bio-retention TDA backfill will be paid by CalRecycle rather than the City. Staff requests that City Council approve the attached resolution (Attachment 1).

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
N/A	CalRecycle TDA grant	N/A	Yes ☐ No ☒	N/A

RECOMMENDED ACTION(S): Adopt resolution authorizing the City Manager to apply for a CalRecycle tire-derived aggregate grant and execute all related documents.

ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: Tim Eriksen, Director of Public Works / City Engineer
Contact/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. Resolution for Adoption

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

RESOLUTION NO. 2017-

RESOLUTION OF THE CITY OF UKIAH AUTHORIZING SUBMITTAL OF APPLICATION FOR THE TIRE-DERIVED AGGREGATE GRANT PROGRAM (FY 2016/17)

WHEREAS, Public Resources Code sections 40000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE, BE IT RESOLVED, that the City of Ukiah authorizes the submittal of application(s) to CalRecycle for the Tire-Derived Aggregate Grant Program (FY 2016/17); and

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized and empowered to execute in the name of the City of Ukiah all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project.

PASSED AND ADOPTED this 15th day of February, 2017, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk



ITEM NO.: 7h

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: REQUEST APPROVAL TO RECLASSIFY THE POWER ENGINEER JOB SERIES

Summary: Staff is requesting approval from City Council to reclassify the Power Engineer job series.

Background and Discussion: In late 2014, the Electric Utility Department revised the Electrical Distribution Engineer job description and created a Power Engineer series of two exempt classifications (Power Engineer or Assistant Power Engineer) that would provide flexibility of hiring someone at either of the two levels, commensurate with their skills, education, and experience. One position has been budgeted in FY 2016/17 and is currently vacant.

After reviewing the needs of the Electric Utility Department, staff recommends reclassifying the Power Engineer series to Senior Power Engineer or Power Engineer, eliminating the Assistant Power Engineer position. See attached revised job description (Attachment 1) and salary schedule (Attachment 2). Recommended compensation is in line with industry standard and within the City's established Management Unit Classification/Salary Schedule.

Upon council approval, staff will conduct an open recruitment to fill the vacancy.

FISCAL IMPACT:				
Budgeted Amount in 16-17 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): Approve the recommended proposal to reclassify the Power Engineer Job Series.

ALTERNATIVES: Do not approve recommended action.

Citizens advised: N/A
Requested by: Sage Sangiacomo, City Manager
Prepared by: Sheri Mannion, Director of Human Resources/Risk Management
Coordinated with: Sage Sangiacomo, City Manager; Mel Grandi, Electric Utility Director; and Cindy Sauers, Design Support.
Presenter: Sheri Mannion, Director of Human Resources/Risk Management
Attachments: 1. Senior Power Engineer or Power Engineer Job Description
2. Management Unit Classification/Salary Schedule

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



JOB DESCRIPTION

SENIOR POWER ENGINEER or POWER ENGINEER

(Exempt/Management Position)

DEFINITION

The City of Ukiah is looking for a highly qualified and motivated individual to plan, organize, direct and coordinate the engineering activities of the Electric Department. Responsibilities include system design, operation and asset management for the electric distribution system which includes the substation(s), distribution system, hydroelectric plant, SCADA and advanced metering infrastructure.

This is an exempt, management level position in the Electric Utility Department. General direction is provided by the Electric Utility Director. Leadership responsibilities include the direct supervision over assigned personnel, which may include various consultants and/or contractors.

Power Engineer: The Power Engineer provides technical staff assistance to the Electric Utility Director and works with staff in the coordination of operations. Under general direction, the Power Engineer performs engineering studies, prepares load forecasts, prepares plans and cost estimates for electric utility construction projects, and makes feasibility and economic studies of alternative plans.

Senior Power Engineer: The Senior Power Engineer provides highly responsible and technical staff assistance to the Electric Utility Director and assists in the coordination of operations and maintenance activities of the utility department and outside agencies, as needed. The Senior Power Engineer must work closely and effectively with the Electric Operations Superintendent providing highly responsive technical support to assist in the efficient and prudent operation of the Electric Department.

DISTINGUISHING CHARACTERISTICS

Power Engineer: This is a mid-level class within the Power Engineering series. This class is distinguished from the journey level by the performance of more routine tasks and duties. Employees at this level are expected to perform under general and technical direction from the Assistant Utility Director or the Utility Director.

Senior Power Engineer: This is the journey level class within the Power Engineering series and is distinguished from the Power Engineer level by assignment of the full range of duties, including supervision and management of the department functions. Employees at this level receive occasional instruction or assistance as new, unusual or unique situations arise.

SUPERVISION RECEIVED AND EXERCISED

Power Engineer: Receives general supervision from the Electric Utility Director or as assigned. May exercise technical and functional supervision over technical staff.

Senior Power Engineer: Receives direction from Electric Utility Director or as assigned. Exercises technical and functional supervision over technical staff.

EXAMPLES OF DUTIES:

Power Engineer:

- Provide technical assistance to engineering, technical services and field staff as well as customers to identify and solve various problems related to construction, operation and delivery of power.
- Work closely with the Electric Operations Superintendent in the review and evaluation of work methods and procedures.

- Review project plans and drawings with supervisors and other staff as appropriate; recommend changes based on field observations and operational requirements; provide technical advice and assistance on difficult work problems.
- Research and develop material specifications and standards for electric equipment and construction practices.
- Perform system protection and coordination studies and review system protection equipment settings and operations, adjusting as necessary to provide a highly reliable distribution system.
- Complete distribution modeling including underground and overhead distribution systems design, voltage drop/correction, load flow, power factor correction, and system protection.
- Maintain up-to-date knowledge of and oversee the implementation of local, state, and federal regulatory compliance activities related to area of assignment.
- Assist and support the Electric Operations Superintendent in the development, review and updating of safety training, procedures and standard operating procedures.
- Perform a variety of advanced technical and professional engineering tasks using sound engineering judgment, including project planning, analysis, design, construction management, contract administration; special studies and report preparation for various utility construction projects related to distribution line, metering, substation, and power engineering.
- Assists in the preparation of the capital improvement plans and budget.
- Assists in the preparation of presentations and at times will be required to attend meetings outside of normal business hours.
- Serve as construction manager for various large or technical electric projects, oversee preparation of bid documents, oversee contractor performance and compliance with project plans and specifications; coordinate, schedule and oversee specialty inspections; review and approve payment requests and review technical submittals. Prepare and/or oversee the preparation of project documents including project justifications, budget analyses, preliminary cost estimates, and schedule.
- Prepares reports, presentations, analyses, and estimates for new or modified services and facilities, as well as long range maintenance and capital improvement needs. Justifies and recommends specific proposals and projects. Participates in the preparation of the Capital Improvement Plan and budget of the utility. Prepares the budget recommendations including projecting project costs, staffing needs and anticipated expenditures by fiscal year with detailed breakdowns and justification as assigned.
- Build and maintain positive working relationships with co-workers, other City employees, and the public using principles of good customer service.

Senior Power Engineer (Must perform all duties listed above, in addition)

- Develop and implement division goals, objectives, policies, procedures, and metrics to operate the Electric department using best practices.
- Direct, oversee, and participate in the development of the Electric Operations work plan; prioritize work activities, projects, and programs; monitor and correct workflow issues.
- Manages the activities and operations of the Engineering division of the Electric Utility Department; develops and implements goals, objectives, policies and procedures to enable the division to meet the business goals of the Department and the City.
- Directs and manages day-to-day operation of the Engineering department and assists in the work load management of the Electrical Department.
- Identifies and implements necessary system expansions/modifications to provide sufficient capacity and quality of power to serve new and existing loads under both normal and emergency conditions.
- Prepares multi-year capital improvement plans and budget.
- Prepares presentations and presents at meetings outside normal business hours. Represent the department to outside agencies and organizations, participate in outside community and professional groups and committees.
- Recommends the assignment of work, provide or coordinate staff training, conduct performance evaluations, implement discipline procedures as required, and maintain high standards necessary for the efficient and professional operation of the Department.
- Manage the operation and maintenance of the 3.5 MW hydroelectric generation plant.

QUALIFICATIONS

Knowledge of:

- Principles and practices of electrical engineering as applied to the design and construction of an electrical power transmission and distribution (T&D) system.
- Methods and materials used in the construction, operation, and maintenance of an electrical (T&D) system.
- Safety practices and State and Federal regulations relating to T&D system operation, maintenance and construction.
- Computer applications: MS Office, Computer Aided Drafting and distribution system analysis software.
- Principles and practices of organization, administration, budget, and personnel management.
- Pertinent State, Federal and local rules, regulations and ordinances.

Ability to:

- Properly interpret and make decisions in accordance with Federal and State laws, regulations, and policies.
- Communicate clearly and concisely, orally and in writing.
- Perform technical electrical engineering work of a complex nature.
- Review plans and documents for conformance to regulations.
- Develop design drawings for customers and construction teams.
- Gather data and make accurate engineering computations.
- Prepare plans and specifications, neatly and accurately.
- Establish and maintain cooperative relationships with those contacted in the course of work.
- Tolerate changes in outside temperature from winter to summer and tolerate dust, pollen, wind and rain.
- Sit or stand for long periods of time.
- Walk on uneven or steep ground.
- Supervise, train and evaluate assigned staff.
- Work flexible hours when required.

Education:

Both positions require a Bachelor's Degree from an accredited college or university in electrical engineering, preferably Power Engineering. Registration as a Professional Engineer in California or ability to obtain P.E. License in two years required.

Experience:

Power Engineer: Three years of increasingly responsible experience in electrical engineering work within the Electrical Utility industry.

Senior Power Engineer: Five years of increasingly responsible experience in electrical engineering work in the Electric Utility industry. Supervisory experience desirable.

City of Ukiah Management Unit Salary Schedule <i>Revised for ASR Dated February 15, 2017</i>						
Job Class Title	Grade	Monthly				
		Step 0	Step 1	Step 2	Step 3	Step 4
Senior Power Engineer Deputy Director of Public Works	2571 2573	8,227.10	8,638.46	9,070.38	9,523.90	10,000.10
Electrical Supervisor Water, Sewer & Street Supervisor	2594 2599	7,387.97	7,757.37	8,145.24	8,552.50	8,980.13
Power Engineer	2580	7,319.43	7,685.40	8,069.67	8,473.15	8,896.81
Senior Civil Engineer	2589	6,959.41	7,307.38	7,672.75	8,056.39	8,459.21
Senior Management Analyst	2591	6,862.01	7,205.11	7,565.37	7,943.64	8,340.82
Associate Power Engineer		6,587.49	6,916.86	7,262.70	7,625.84	8,007.13
Community Services Administrator Finance Controller	2593 2592	6,443.53	6,765.71	7,104.00	7,459.20	7,832.16
Information Technology Administrator Wastewater Treatment Plant Supervisor Water Treatment Plant Supervisor	2599 2596 2598	6,136.70	6,443.54	6,765.72	7,104.01	7,459.21
Principal Planner	2621	5,843.96	6,136.16	6,442.97	6,765.12	7,103.38
Building Official City Clerk	2636 2637	5,636.47	5,918.29	6,214.20	6,524.91	6,851.16
Airport Manager Fleet Maintenance Supervisor	2671 2674	5,119.33	5,375.30	5,644.07	5,926.27	6,222.58
Billing & Customer Service Manager Facility Administrator Museum Director Parks/Golf Superintendent Procurement Manager Recreation Supervisor Senior Accountant	2689 2685 2684 2686 2683 2681 2687	4,940.48	5,187.50	5,446.88	5,719.22	6,005.18
Associate Planner Management Analyst	2735 2715	4,705.21	4,940.47	5,187.49	5,446.86	5,719.20

Reportable Special Compensation

Management Incentive Pay	15 days (120 hours) per fiscal year
Water Division Certificate Pay	2.5%-7.5% added to base

Ashley Cocco

From: Sheri Mannion
Sent: Monday, February 13, 2017 11:48 AM
To: Jim O. Brown
Cc: Kristine Lawler; Ashley Cocco; Mel Grandi
Subject: RE: Council Inquiry - Reclassify Power Engineer ASR
Attachments: 02-15-17 7h Attachment 2 - Revised Mgmt Unit Salary Schedule (Amended).pdf
Categories: Follow-up

Hi Jim,

Sorry for the confusion on the ASR to Reclassify the Power Engineer Job Series. We've gone back and forth a few times on the title of the lower level Power Engineer (Assistant or Associate) and never hired at that level. It should be Assistant Power Engineer. I've attached an amended Salary Schedule reflecting the correction.

Kristine & Ashley – please process the amendment. Thank you ☺

Sheri Mannion

Human Resources/Risk Management Director

City of Ukiah

300 Seminary Ave, Ukiah, CA 95482

Phone (707) 463-6244

Fax (707) 376-0241

smannion@cityofukiah.com

From: Ashley Cocco
Sent: Monday, February 13, 2017 11:32 AM
To: Sheri Mannion; Lorraine Limbird
Cc: Kristine Lawler
Subject: Council Inquiry - Reclassify Power Engineer ASR

Hi Sheri,

Mayor Brown stopped by this morning inquiring about the Assistant Power Engineer position title. He says he was confused because the ASR mentions the job title as "Assistant Power Engineer" and the attached salary schedule strikes though the "Associate Power Engineer". Please contact him at: jimobrown@pacific.net.

Thank you,



Ashley Cocco
Deputy City Clerk
acocco@cityofukiah.com
City of Ukiah
300 Seminary Ave., Ukiah, CA 95482
P: (707) 467-5720 – F: (707) 463-6204

City of Ukiah
Management Unit Salary Schedule
Revised for ASR Dated February 15, 2017

Job Class Title	Grade	Monthly				
		Step 0	Step 1	Step 2	Step 3	Step 4
Senior Power Engineer Deputy Director of Public Works	2571 2573	8,227.10	8,638.46	9,070.38	9,523.90	10,000.10
Electrical Supervisor Water, Sewer & Street Supervisor	2594 2599	7,387.97	7,757.37	8,145.24	8,552.50	8,980.13
Power Engineer	2580	7,319.43	7,685.40	8,069.67	8,473.15	8,896.81
Senior Civil Engineer	2589	6,959.41	7,307.38	7,672.75	8,056.39	8,459.21
Senior Management Analyst	2591	6,862.01	7,205.11	7,565.37	7,943.64	8,340.82
Assistant Power Engineer		6,587.49	6,916.86	7,262.70	7,625.84	8,007.13
Community Services Administrator Finance Controller	2593 2592	6,443.53	6,765.71	7,104.00	7,459.20	7,832.16
Information Technology Administrator Wastewater Treatment Plant Supervisor Water Treatment Plant Supervisor	2599 2596 2598	6,136.70	6,443.54	6,765.72	7,104.01	7,459.21
Principal Planner	2621	5,843.96	6,136.16	6,442.97	6,765.12	7,103.38
Building Official City Clerk	2636 2637	5,636.47	5,918.29	6,214.20	6,524.91	6,851.16
Airport Manager Fleet Maintenance Supervisor	2671 2674	5,119.33	5,375.30	5,644.07	5,926.27	6,222.58
Billing & Customer Service Manager Facility Administrator Museum Director Parks/Golf Superintendent Procurement Manager Recreation Supervisor Senior Accountant	2689 2685 2684 2686 2683 2681 2687	4,940.48	5,187.50	5,446.88	5,719.22	6,005.18
Associate Planner Management Analyst	2735 2715	4,705.21	4,940.47	5,187.49	5,446.86	5,719.20

Reportable Special Compensation

Management Incentive Pay	15 days (120 hours) per fiscal year
Water Division Certificate Pay	2.5%-7.5% added to base

**AGENDA SUMMARY REPORT****SUBJECT: ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR AND SUBMIT AN APPLICATION FOR A HOUSING-RELATED PARKS PROGRAM GRANT**

Summary: Council will consider action to adopt a resolution directing and authorizing the City Manager to apply for and submit an application package to the Housing-Related Parks Program. If the application is approved, the applicant is authorized and directed to enter into, execute, and deliver a State of California Standard Agreement.

Background: The State of California, Department of Housing and Community Development has issued a Notice of Funding Availability under its Housing-Related Parks Program (HRP). This grant program is an incentive program totaling approximately \$35 million for affordable housing activity during the 2016 Designated Program Year that becomes available to eligible cities and counties that meet the threshold requirements. The 2016 Notice of Funding Awards will award funds to eligible jurisdictions on a per-bedroom basis for each residential unit affordable to low- and very-low-income households permitted during the designated program year. In addition, units substantially rehabilitated, converted from market-rate to affordable (multifamily rental units only), and preserved with certificates of occupancy issued during the designated program year are also eligible to receive funding. For the 2014/15 funding year, the City of Ukiah received a HRP grant in the amount of \$142,800 for improvements to Oak Manor Park. These improvements have been well received by the community and this grant would allow more improvements to our parks.

Discussion: Staff has worked with the Community Development Commission and Rural Community Housing Development Commission in identifying qualifying projects. Four housing projects have been identified and will be used to prepare the grant application. The total funds the City could receive would be \$507,700. Please find this amount referenced in the attached resolution (Attachment 1).

If the City is awarded HRP funds staff will be looking at amenities enhancements like multi-use courts at those parks that meets the "Qualifying Park Project" location as determined by the U.S. Department of Housing and Urban Development.

Staff is recommending adoption of the resolution and that City Council direct and authorize the City Manager to apply for and submit an application package to the Housing-Related Parks Program for the 2016 Designated Program Year. There is no match component to this grant funding and the grant is anticipated to cover all costs associated with the projects.

FISCAL IMPACT:				
Budgeted Amount in 16-17 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): Adopt resolution authorizing the City Manager to apply for and submit an application for a Housing-Related Parks Program grant.

ALTERNATIVES: Remand to staff with direction.

Citizens advised: None
Requested by: N/A
Prepared by: Tami Bartolomei, Community Services Administrator
Coordinated with: Maya Simerson, Project and Grant Administrator
Presenter: Tami Bartolomei, Community Services Administrator
Attachment: 1. Resolution

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

RESOLUTION 2017-**RESOLUTION OF THE CITY COUNCIL OF UKIAH AUTHORIZING APPLICATION FOR HOUSING-RELATED PARKS GRANT WHEREAS:**

- A. The State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability dated November 16, 2016 (NOFA), under its Housing-Related Parks (HRP) Program.
- B. *Ukiah* (Applicant) desires to apply for a HRP Program grant and submit the 2015 Designated Program Year Application Package released by the Department for the HRP Program.
- C. The Department is authorized to approve funding allocations for the HRP Program, subject to the terms and conditions of the NOFA, Program Guidelines, Application Package, and Standard Agreement.

THEREFORE, IT IS RESOLVED THAT:

- 1. Applicant is hereby authorized and directed to apply for and submit to the Department the HRP Program Application Package released November 2016 for the 2016 Designated Program Year in the amount not to exceed \$507,700. If the application is approved, the Applicant is hereby authorized and directed to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) in an amount not to exceed \$507,700, and any and all other documents required or deemed necessary or appropriate to secure the HRP Program Grant from the Department, and all amendments thereto (collectively, the "HRP Grant Documents").
- 2. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement. Funds are to be used for allowable capital asset project expenditures to be identified in **Exhibit A** of the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. Applicant hereby agrees to use the funds for eligible capital asset(s) in the manner presented in the application as approved by the Department and in accordance with the NOFA and Program Guidelines and Application Package.
- 3. The City Manager, Sage Sangiacomo is authorized to execute in the name of Applicant the HRP Program Application Package and the HRP Grant Documents as required by the Department for participation in the HRP Program.

PASSED AND ADOPTED this 15th Day of February, 2017, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk

The undersigned [title of officer] of the Applicant here before named does hereby attest and certify that the forgoing is a true and full copy of a resolution of the Ukiah City Council adopted at a duly convened meeting on the date above-mentioned, which has not been altered, amended or repealed.



ITEM NO.: 7j

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: AWARD PURCHASE OF A REPLACEMENT ELECTRIC UTILITY TECHNICIAN TRUCK WITH A 2017 FORD F-350-XL SUPER CAB AND CHASSIS WITH SCELZI SERVICE BODY TO UKIAH FORD IN THE AMOUNT OF \$52,678.41 (EUD)

Summary: Council will consider awarding the purchase of a replacement technician truck for the Electric Utility Department (EUD) to Ukiah Ford in the amount of \$52,678.41.

Background: During the course of the budget adoption process for Fiscal Year 2016-2017, Council approved the replacement of a 1997 GMC ¾ ton utility truck (Electric CIP Fund 80100000.80100). This truck is used daily by an assigned Electrical Technician responding to emergency calls and performing maintenance on various control and protection systems at the Distribution Substation, Hydroelectric Power Plant, and for testing and analysis at customer facilities.

Staff requested bids from twenty-three companies. Three responded with the results shown below:

Downtown Ford Sales	\$52,489.72 (Attachment 1)
Ukiah Ford	\$52,678.41 (Attachment 2)
Hansel Ford	\$53,125.24 (Attachment 3)

Discussion: The lowest bid received was from Downtown Ford Sales in the amount of \$52,489.72. However, Ukiah Ford's bid was within 5% of the lowest bid, and based on the City's recently adopted Local Preference policy, the bid may be awarded to Ukiah Ford in the amount of \$52,678.41.

It is therefore Staff's recommendation to award the purchase for a 2017 Ford F-350-XL super cab and chassis with a Scelzi Service Body to Ukiah Ford in the amount of \$52,678.41. The Technician Truck Justification worksheet is included as Attachment 4.

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$495,000	Electric CIP Fund	80100000.80100	Yes ☐ No ☒	N/A

RECOMMENDED ACTION(S): Award purchase of an Electric Utility Technician Truck a 2017 Ford F-350-XI Super Cab and chassis with Scelzi service body to Ukiah Ford in the Amount of \$52,678.41 (EUD).

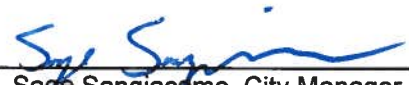
ALTERNATIVES: Do not approve recommended action, and provide alternate direction to Staff.

Citizens advised: N/A
Requested by: Mel Grandi, Electric Utility Director
Contact/Prepared by: Mary Williamson, Buyer and Tim Santo, Electric Utility Interim Supervisor.
Coordinated with: Mary Horger, Procurement Manager
Presenter: Mel Grandi, Electric Utility Director
Attachments: 1) Downtown Ford quote
2) Ukiah Ford quote
3) Hansel Ford quote
4) Vehicle Justification Worksheet

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

1320 Airport Road

Ukiah CA. 95482

Phone 707-467-5777, Fax 707-313-3831

6 PAGES**REQUEST FOR BID**

FAX OR EMAIL RESPONSE WILL BE ACCEPTED

RETURN THIS FORM**THIS IS NOT AN ORDER****DATE:** 12/19/2016**REQ. NO.**Submitted by:
(Company Name
& Address)**~~DOWNTOWN FORD SALES~~**525 North 16th Street
Sacramento, CA 95811**BIDS WILL BE RECEIVED UNTIL**
1:30 p.m. 12-Jan 2017

AT THE OFFICE OF THE BUYER

1320 AIRPORT ROAD

BY: Mary Williamson

Email: mwilliamson@cityofukiah.com

BIDS ARE REQUESTED FOR THE FOLLOWING ITEMS:

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

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	NEW 2017 FULL SIZE FORD F-350-XL TRUCK, 2 WHEEL DRIVE WITH SUPER CAB AND CHASSIS ONLY- OR EQUIVALENT	29,824	29,824
1	SCELZI SERVICE BODY #SB-108-79-49-38-VO (WORK ORDER/ESTIMATE #120999) OR EQUIVALENT As per attached: CITY OF UKIAH SPECIFICATION #E32807 Price shall include all equipment, accessories and optional items including All Service Manuals	18,455	18,455
		Net tax	8.75
		Tax (8.375 %):	3801.97
		Shipping:	400.-
		TOTAL:	52,489.72
		Payment Terms:	net

SIGNATURE: 	DATE: 1/3/17	LEAD TIME ARO : 150 days
PRINT NAME: Sandra Scott	PHONE: 916 442-6931	EMAIL: SandraScott@ downtownfordsales.com

TERMS:

1. LOCAL PREFERENCE: Local Vendors shall be given an allowance of five percent (5%), up to a maximum allowance of \$2,500, on any bid for supplies, equipment and/or materials per Ukiah City Code Section 1522.D.4. A Local Vendor is defined as one which, 1) conducts business in an office or other business premises with a physical location in Mendocino County, 2) holds a valid business license issued by Mendocino County or one of the cities in Mendocino County for that business location, and 3) has conducted business in compliance with 1) and 2) for not less than six (6) months prior to requesting the preference. The City shall receive satisfactory proof that a business qualifies as a local vendor before it may receive the local preference. In the event that there is a tie bid, where one bidder is local, the other is not, and the bid is equal in price and quality, the award shall go to the Local Vendor.
2. Right is reserved to reject any and all bids.
3. Right is reserved to accept separate items unless specifically denied by bidder.
4. Right is reserved to reject a bid from any bidder who has previously failed to perform adequately for the City of Ukiah.
5. In CASE OF DEFAULT, the City of Ukiah may procure the items quoted on from other sources and hold the original bidder liable for any increased costs.
6. The price, terms, delivery point, and delivery date may individually or collectively be the basis of the awarding of the bid.
7. In submitting the bid, bidder agrees that the bid shall remain open and may not be revoked or withdrawn for 60 days from the bid due date, unless a different time period is specified in RFB.
8. Bidder agrees to perform according to its bid, if the City's acceptance is communicated to the bidder within the time specified in number 7 above.

**CITY OF UKIAH
EQUIPMENT SPECIFICATION #E32807
FOR ONE (1) NEW 2017 FULL SIZE FORD F-350-XL TRUCK
OR EQUIVALENT, 2 WHEEL DRIVE WITH SUPER CAB & CHASSIS ONLY
AND ONE (1) SCELZI SERVICE BODY**

The City of Ukiah invites bids for furnishing one (1) new 2017 full size Ford F-350-XL, (Or equivalent) Two Wheel drive truck & chassis with Super Cab and one Scelzi Service Body #SB-108-79-49-38-VO per Work Order/Estimate #120999 (or equivalent).

The following specifications shall be considered minimum; however, bidders who feel they can supply a comparable vehicle that does not fully meet the detailed specifications are encouraged to submit bids. All deviations from these specifications shall be described in the bid proposal. There will be no trade-ins involved in this bid.

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

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

Please contact Mary Williamson at (707) 467-5777 if you have any questions regarding these specifications.

GENERAL INSTRUCTIONS TO BIDDERS

Each bidder shall attach to his bid a complete detailed description of the unit he proposes to furnish. All equipment catalogued as standard shall be furnished and included in the purchase price of the unit.

Bidders may quote or not quote the Service Body. If quoting the service body, the bidder shall show prices of truck and service body separate. ✓

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

The vehicle furnished under these specifications is to carry the standard warranty offered to the general public. A complete detailed description of the standard warranty shall be provided with the bid.

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

The successful bidder shall supply the vehicle fully equipped and ready for service at the time of delivery. Dealer shall process registration and title transfer for exempt license plates to the Department of Motor Vehicles on behalf of the City of Ukiah. ✓

Specification E32807- Page 1 of 2

FULL SIZE FORD F-350-XL TRUCK OR EQUIVALENT, 2 WHEEL DRIVE WITH SUPER CAB & CHASSIS ONLY

General Specifications

- ENGINE – 6.2L V8, Gasoline
- TRANSMISSION – 6-Speed Select Shift Automatic
- 4 x 2 Wheel Drive
- Spare Tire
- Single Rear Wheels
- Trailer Towing Package w/integrated Trailer Brake Controller
- Extra Heavy Service Suspension Package
- PAINT – **WHITE** no exceptions
- CAB – Super
- SEATS/UPHOLSTRY-Vinyl Front 40/20/40 Split Bench Seat
- AIR CONDITIONING
- RADIO - AM/FM Stereo, Bluetooth – for cell phone connectivity to vehicle audio system
- POWER STEERING
- Power Door Locks & Windows
- MANUALS- ALL Service Manuals
- BUMPERS – Front
- Factory Installed Upfitter Switches – (wired hot at all times)
- Tele TT Mirror – Power
- Day Running Lights
- 50 State Emission
- Power Equipment Group
- Rear View Camera & Prep Kit (872)
- Cruise Control
- Box –Scelzi #SB-108-79-49-38-VO per Work Order/Estimate #120999 or equivalent

Specification E32807- Page 2 of 2



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office: 2316 E. Annadale, Fresno, CA 93705
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE

120999

Page 1 of 3

Customer: CITY OF UKIAH
Address: ELECTRICAN DEPARTMENT
1320 AIRPORT RD.
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 467-5778 FAX:
Contact: TIM SANTO
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	

Quantity	Part No / Description	Price
----------	-----------------------	-------

PAINT BODY WHITE
MID-SHIP FUEL TANK

***NOTE: ALL UPFITTER SWITCHES TO BE WIRED HOT

1 EA SB-108-79-49-38-VO
SERVICE BODY SRW 60CA-108 LONG, 79 WIDE, 49 FLOOR WIDTH, 38 TALL
VERTICAL OPEN TOP \$0.00/EA

1EA - ALL LIGHTS TO BE L.E.D.

1EA - MANUAL MASTER BAR LOCK SYSTEM

1EA - 3 PIECE ROLLER TOP RAISED 8" WITH BI-FOLD DOOR

***NOTE RT TO HAVE A LOCK OUT DEVICCE WHEN IN THE OPEN POSITION

1EA - FULL HEIGHT TAILGATE

1EA - LED LIGHTING ACROSS THE TOP OF THE FRONT BULKHEAD TO SUPPLY
LIGHTING UNDER ROLLER TOP WIRED TO SWITCH IN DASH

1EA - 1500 WATT INVERTER #VLT12-1500 MOUNTED DRIVERS SIDE REAR
COMPARTMENT WIRED TO AUXILLARY BATTERY

1EA - AUXILIARY BATTERY 12 VOLT DEEP CYCLE SET UP FOR INVERTER
INCLUDES BATTERY BOX AND IN LINE BATTERY ISOLATOR, MOUNT DRIVERS
REAR COMPARTMENT

1EA - WHELEN L31HAF STROBE MOUNTED ON PEDESTAL DRIVERS FRONT
COMPARTMENT WIRED TO UP FITTER SWITCH ON DASH

1EA - UNITY 6" LED SPOT LIGHT MOUNTED DRIVERS FRONT DOOR POST #335V
WITH #189 INSTALL KIT

1 EA BUMPER
6" DIAMOND PLATE STEP BUMPER - POWDER COATED GRAY \$0.00/EA



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office: 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE

120999

Page 2 of 3

Customer: CITY OF UKIAH
Address: ELECTRICAN DEPARTMENT
1320 AIRPORT RD.
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 467-5778 FAX:
Contact: TIM SANTO
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	
Quantity	Part No / Description				Price

1EA - BOLT ON NON REMOVABLE VISE STAND #SVS-121 MOUNTED PASSENGER SIDE

1EA - CLASS 4 RECIEVER HITCH WITHOUT INSERT

1EA - 7 PRONG RV PLUG #12707

1EA - INSTALL OEM REAR VIEW CAMERA KIT

1 EA	LADDER RACK 2 X 2 SINGLE SIDED LADDER RACK MOUNTED PASSENGER SIDE (PAINTED WHITE)	\$0.00 /EA
1 EA	TAX UKIAH SALES TAX @ 8.125%	\$0.00 /EA
1 EA	HWD FEE HAZARDOUS WASTE DISPOSAL FEE	\$0.00 /EA
1 EA	WEIGHT CERTIFICATE WEIGHT CERTIFICATE OF COMPLETED UNIT	\$0.00 /EA
1 EA	TRANSPORTATION ONE WAY TO UKIAH, CA	\$0.00 /EA

CONTACT
TIM SANTO
707-467-5778



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office: 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free (800) 858-2883

WORK ORDER / ESTIMATE

120999

Page 3 of 3

Customer: CITY OF UKIAH
Address: ELECTRICAN DEPARTMENT
1320 AIRPORT RD.
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 467-5778 FAX:
Contact: TIM SANTO
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	
Quantity	Part No / Description				Price

Disclaimer:

**SCELZI ENTERPRISES INC. DOES NOT GUARANTEE A PERFECT COLOR MATCH
DUE TO INCONSISTENCIES IN FACTORY PAINTS AND PROCEDURES**

**REVISIONS AFTER APPROVAL DATE ARE
SUBJECT TO ADDITIONAL CHARGES**

PRICES SUBJECT TO CHANGE WITHOUT NOTICE

THIS WORK
AUTHORIZED BY _____

DATE _____

Total:

Payment in full on completion of job if credit arrangements have not been made in advance.

The above quotation is submitted according to specifications submitted by customer. Any alterations or changes increasing production costs will be charged for accordingly.

ESTIMATE
PREPARED BY: Villalobos, Nicole
SALESMAN ROBERT DIAS

Sandra Scott

From: Mary Williamson <mwilliamson@cityofukiah.com>
Sent: Monday, December 19, 2016 2:15 PM
To: grahamenos@downtownfordsales.com; jgazdowicz@hanselauto.com; kurtfleetman@harpermotors.com; mpardue@hanselauto.com; dodgesales@hoblit.com; rayskfm@hotmail.com; dmora@lithia.com; tonyromano@maitachevy.com; william_vreeland@mcconnellchevy.com; duane.fiene@novatochevrolet.com; redblufford@yahoo.com; gmartin@platinum-chevy.com; MitchL@seinc.com; gmc.trucks@yahoo.com; curtis@sportautocenter.com; dtaylor@thurstonautoplaza.com; j.lanzit@att.net; schlatwk@yahoo.com; trevor.sanderson@vbbn.com; jhernandez@woodlandmotors.com; freeman@woodlandmotors.com; ed@zumwaltford.com
Subject: New Full Size Truck
Attachments: Sub-Tech Truck 2017-RFB.xls; Scan0145.pdf

Attached you will find our RFB for 1 New Full Size Ford F-350-XL (or equivalent) with Scelzi Service Body (or equivalent) per City of Ukiah Specification # E32807 (also attached).

If you choose to submit a bid; you will need to return to me NO later than 1:30 on January 12th 2017. Please feel free to contact me with any questions you may have.

Due to the Holiday Schedule I will be out some days in the next few weeks but will be here at least part of each week.

Thank you,

Mary Williamson

Buyer

City of Ukiah

Ph 707-467-5777- PLEASE NOTE NEW PHONE NUMBER

Fx 707-313-3831 - And FAX number

email: mwilliamson@cityofukiah.com

All City offices are open Monday thru Friday, 8 a.m. to 5 p.m, with the exception of the Electric Utility Department which is only open Monday thru Thursday.

CITY of UKLAH

1320 Airport Road

Ukiah CA. 95482

Phone 707-467-5777, Fax 707-313-3831

REQUEST FOR BID

FAX OR EMAIL RESPONSE WILL BE ACCEPTED

RETURN THIS FORM

THIS IS NOT AN ORDER

6 PAGES

DATE: 12/19/2016

REO. NO.

Submitted by:
(Company Name
& Address)

REDWOOD FORD (UKIAH FORD)

1170 S. STATE ST

UKIAH, CA 95482

**BIDS WILL BE RECEIVED UNTIL
1:30 p.m. 12-Jan 2017**

AT THE OFFICE OF THE BUYER

1320 AIRPORT ROAD

BY: Mary Williamson

Email: mwilliamson@cityofukiah.com

BIDS ARE REQUESTED FOR THE FOLLOWING ITEMS:

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

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	NEW 2017 FULL SIZE FORD F-350-XL TRUCK, 2 WHEEL DRIVE WITH SUPER CAB AND CHASSIS ONLY- OR EQUIVALENT		
1	SCELZI SERVICE BODY #SB-108-79-49-38-VO (WORK ORDER/ESTIMATE #120999) OR EQUIVALENT As per attached: CITY OF UKIAH SPECIFICATION #E32807 Price shall include all equipment, accessories and optional items including All Service Manuals	<i>48,685</i> <i>37.75</i> <i>FILING & TIRE FEE</i>	<i>48,685</i> <i>37.75</i>
		Tax (8.375 %):	<i>3,955.66</i>
		Shipping:	<i>+</i>
		TOTAL:	<i>52,678.41</i>
		Payment Terms:	<i>USUAL</i>
SIGNATURE: <i>John C. Ukiah</i>		DATE: <i>1-9-17</i>	LEAD TIME ARO: <i>6-8 WKS</i>
PRINT NAME: <i>JOHN LANZET</i>		PHONE: <i>707-468-0091</i>	EMAIL: <i>johnc.ukiahford</i>

TERMS:

1. **LOCAL PREFERENCE:** Local Vendors shall be given an allowance of five percent (5%), up to a maximum allowance of \$2,500, on any bid for supplies, equipment and/or materials per Ukiah City Code Section 1522.D.4. A Local Vendor is defined as one which, 1) conducts business in an office or other business premises with a physical location in Mendocino County, 2) holds a valid business license issued by Mendocino County or one of the cities in Mendocino County for that business location, and 3) has conducted business in compliance with 1) and 2) for not less than six (6) months prior to requesting the preference. The City shall receive satisfactory proof that a business qualifies as a local vendor before it may receive the local preference. In the event that there is a tie bid, where one bidder is local, the other is not, and the bid is equal in price and quality, the award shall go to the Local Vendor.
2. Right is reserved to reject any and all bids.
3. Right is reserved to accept separate items unless specifically denied by bidder.
4. Right is reserved to reject a bid from any bidder who has previously failed to perform adequately for the City of Ukiah.
5. **IN CASE OF DEFAULT,** the City of Ukiah may procure the items quoted on from other sources and hold the original bidder liable for any increased costs.
6. The price, terms, delivery point, and delivery date may individually or collectively be the basis of the awarding of the bid.
7. In submitting the bid, bidder agrees that the bid shall remain open and may not be revoked or withdrawn for 60 days from the bid due date, unless a different time period is specified in RFB.
8. Bidder agrees to perform according to its bid, if the City's acceptance is communicated to the bidder within the time specified in number 7 above.

UKIAH FORD		F&I MGR:			
BUYER:	CITY OF UKIAH			DEAL #:	
STOCK #:	2017 FORD TRUCK	S-DTY F-350			
TOTAL PRICE	48685.00	TOTAL TRADE	0.00	TRUTH IN LENDING	
WARR PREMIUM	0.00	TOTAL PAYOFF	0.00	-----	
AFTMKT PREM	0.00	TOT NET TRADE	0.00	APR	0.00 %
TOTAL FEES	37.75	TOTAL CASH	0.00	AMT FINANCED	52678.41
TOTAL TAXES	3955.66	TOTAL REBATES	0.00	FINANCE CHARGE	0.00
		-----		TOTAL OF PYMTS	52678.41
GROSS PRICE	52678.41	TOTAL DOWN	0.00	TOTAL DOWN	0.00
TOTAL DOWN	0.00			DEF PYMT PRICE	52678.41
		DEAL DATE		01/08/2017	
		1ST PYMT DATE		01/08/2017	
		LST PYMT DATE		01/08/2017	
DEC LIFE PREM	0.00			DEFERRED PAYMENT	
LEV LIFE PREM	0.00				
A&H PREMIUM	0.00	TERM	1	DUE	
IUI PREMIUM	0.00	PAYMENT	52678.41	DUE	
		IRREG PMTS		DUE	
AMOUNT FIN	52678.41	FINAL PAYMENT	0.00		

CASH DEAL

PRINTER OUTPUT (Y/N) N

**CITY OF UKIAH
EQUIPMENT SPECIFICATION #E32807
FOR ONE (1) NEW 2017 FULL SIZE FORD F-350-XL TRUCK
OR EQUIVALENT, 2 WHEEL DRIVE WITH SUPER CAB & CHASSIS ONLY
AND ONE (1) SCELZI SERVICE BODY**

The City of Ukiah invites bids for furnishing one (1) new 2017 full size Ford F-350-XL, (Or equivalent) Two Wheel drive truck & chassis with Super Cab and one Scelzi Service Body #SB-108-79-49-38-VO per Work Order/Estimate #120999 (or equivalent).

The following specifications shall be considered minimum; however, bidders who feel they can supply a comparable vehicle that does not fully meet the detailed specifications are encouraged to submit bids. All deviations from these specifications shall be described in the bid proposal. There will be no trade-ins involved in this bid.

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

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

Please contact Mary Williamson at (707) 467-5777 if you have any questions regarding these specifications.

GENERAL INSTRUCTIONS TO BIDDERS

Each bidder shall attach to his bid a complete detailed description of the unit he proposes to furnish. All equipment catalogued as standard shall be furnished and included in the purchase price of the unit.

Bidders may quote or not quote the Service Body. If quoting the service body, the bidder shall show prices of truck and service body separate.

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

The vehicle furnished under these specifications is to carry the standard warranty offered to the general public. A complete detailed description of the standard warranty shall be provided with the bid.

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

The successful bidder shall supply the vehicle fully equipped and ready for service at the time of delivery. Dealer shall process registration and title transfer for exempt license plates to the Department of Motor Vehicles on behalf of the City of Ukiah.

FULL SIZE FORD F-350-XL TRUCK OR EQUIVALENT, 2 WHEEL DRIVE WITH SUPER CAB & CHASSIS ONLY

General Specifications

- ENGINE – 6.2L V8, Gasoline
- TRANSMISSION – 6-Speed Select Shift Automatic
- 4 x 2 Wheel Drive
- Spare Tire
- Single Rear Wheels
- Trailer Towing Package w/integrated Trailer Brake Controller
- Extra Heavy Service Suspension Package
- PAINT – **WHITE** no exceptions
- CAB – Super
- SEATS/UPHOLSTRY-Vinyl Front 40/20/40 Split Bench Seat
- AIR CONDITIONING
- RADIO - AM/FM Stereo, Bluetooth – for cell phone connectivity to vehicle audio system
- POWER STEERING
- Power Door Locks & Windows
- MANUALS- ALL Service Manuals
- BUMPERS – Front
- Factory Installed Upfitter Switches – (wired hot at all times)
- Tele TT Mirror – Power
- Day Running Lights
- 50 State Emission
- Power Equipment Group
- Rear View Camera & Prep Kit (872)
- Cruise Control
- Box –Scelzi #SB-108-79-49-38-VO per Work Order/Estimate #120999 or equivalent

Specification E32807- Page 2 of 2

==>

Dealer: F72438

2017 F-SERIES SD

Page: 1 of 2

Order No: 2323 Priority: B4 Ord FIN: QE259 Order Type: 5B Price Level: 750

Ord PEP: 630A Cust/Flt Name: CITY OF UKIAH PO Number:

RETAIL

RETAIL

X3E	F350 4X2S/CCCSR	\$35515	TELE TT MIR-PWR	
	.168" WHEELBASE		9800# GVWR	PKG
Z1	OXFORD WHITE		425	50 STATE EMISS NC
A	VNYL 40/20/40			JOB #1 BUILD
S	MEDIUM EARTH GR		52B	BRAKE CONTROLR 270
630A	PREF EQUIP PKG		525	CRUISE CONTROL 235
	.XL TRIM		585	AMFM/CD/CLK 275
572	.AIR CONDITIONER	NC	59H	HI MNT STOP LMP NC
996	6.2L EFI V8 ENG	NC		
44P	6-SPD AUTOMATIC	NC		
TBK	.LT245 BSW AS 17	NC		
X37	3.73 REG AXLE	NC		
512	SPARE TIRE/WHL2	350		
61J	JACK	NC		
90L	PWR EQUIP GROUP	915		
F1=Help				
F4=Submit				

* THIS IS NOT AN INVOICE *

* MORE ORDER INFO NEXT PAGE *

F8=Next

F3/F12=Veh Ord Menu

F2=Return to Order

F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC05307

==>

Dealer: F72438

2017 F-SERIES SD

Page: 2 of 2

Order No: 2323 Priority: B4 Ord FIN: QE259 Order Type: 5B Price Level: 750

Ord PEP: 630A Cust/Flt Name: CITY OF UKIAH PO Number:

RETAIL

RETAIL

65M MID-SHIP TANK NC

67X XTR HS SUSPEN 125

68D FIXED PAYLOAD NC

872 RR CAM & PREP K 415

91M SYNC SYSTEM 365

942 DAY RUNNING LTS 45

SP DLR ACCT ADJ

SP FLT ACCT CR

FUEL CHARGE

B4A NET INV FLT OPT NC

DEST AND DELIV 1295

TOTAL BASE AND OPTIONS 39805

TOTAL 39805

THIS IS NOT AN INVOICE

F7=Prev

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC05307



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office, 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE
120999

Page 1 of 3

Customer: UKIAH FORD
Address: CITY OF UKIAH
P.O. BOX 788
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 468-0091 FAX: (707) 468-1487
Contact: JOHN LANZIT
Terms: Net 10

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	

Quantity	Part No / Description	Price
----------	-----------------------	-------

PAINT BODY WHITE
MID-SHIP FUEL TANK

*****NOTE: ALL UPFITTER SWITCHES TO BE WIRED HOT**

1 EA SB-108-79-49-38-VO \$16,724.00/EA
SERVICE BODY SRW 60CA-108 LONG, 79 WIDE, 49 FLOOR WIDTH, 38 TALL
VERTICAL OPEN TOP

1EA - ALL LIGHTS TO BE L.E.D.

1EA - MANUAL MASTER BAR LOCK SYSTEM

1EA - 3 PIECE ROLLER TOP RAISED 8" WITH BI-FOLD DOOR

*****NOTE: RT TO HAVE A LOCK OUT DEVICCE WHEN IN THE OPEN POSITION**

1EA - FULL HEIGHT TAILGATE

1EA - LED LIGHTING ACROSS THE TOP OF THE FRONT BULKHEAD TO SUPPLY
LIGHTING UNDER ROLLER TOP WIRED TO SWITCH IN DASH

1EA - 1500 WATT INVERTER #VLT12-1500 MOUNTED DRIVERS SIDE REAR
COMPARTMENT WIRED TO AUXILLARY BATTERY

1EA - AUXILIARY BATTERY 12 VOLT DEEP CYCLE SET UP FOR INVERTER
INCLUDES BATTERY BOX AND IN LINE BATTERY ISOLATOR, MOUNT DRIVERS
REAR COMPARTMENT

1EA - WHELEN L31HAF STROBE MOUNTED ON PEDESTAL DRIVERS FRONT
COMPARTMENT WIRED TO UP FITTER SWITCH ON DASH

1EA - UNITY 6" LED SPOT LIGHT MOUNTED DRIVERS FRONT DOOR POST #335V
WITH #189 INSTALL KIT

1 EA BUMPER \$0.00/EA
6" DIAMOND PLATE STEP BUMPER - POWDER COATED GRAY



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office, 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE

120999

Page 2 of 3

Customer: UKIAH FORD
Address: CITY OF UKIAH
P.O. BOX 788
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 468-0091 FAX: (707) 468-1487
Contact: JOHN LANZIT
Terms: Net 10

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	

Quantity	Part No / Description	Price
----------	-----------------------	-------

1EA - BOLT ON NON REMOVABLE VISE STAND #SVS-121 MOUNTED PASSENGER SIDE

1EA - CLASS 4 RECEIVER HITCH WITHOUT INSERT

1EA - 7 PRONG RV PLUG #12707

1EA - INSTALL OEM REAR VIEW CAMERA KIT

1 EA	LADDER RACK 2 X 2 SINGLE SIDED LADDER RACK MOUNTED PASSENGER SIDE (PAINTED WHITE)	\$0.00/EA
1 EA	HWD FEE HAZARDOUS WASTE DISPOSAL FEE	\$25.00/EA
1 EA	WEIGHT CERTIFICATE WEIGHT CERTIFICATE OF COMPLETED UNIT	\$28.00/EA
1 EA	TRANSPORTATION ONE WAY TO UKIAH, CA	\$810.00/EA



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office, 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE

120999

Page 3 of 3

Customer: UKIAH FORD
Address: CITY OF UKIAH
P.O. BOX 788
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 468-0091 FAX: (707) 468-1487
Contact: JOHN LANZIT
Terms: Net 10

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	
Quantity	Part No / Description				Price

Disclaimer: **SCELZI ENTERPRISES INC. DOES NOT GUARANTEE A PERFECT COLOR MATCH
DUE TO INCONSISTENCIES IN FACTORY PAINTS AND PROCEDURES**

**REVISIONS AFTER APPROVAL DATE ARE
SUBJECT TO ADDITIONAL CHARGES**

PRICES SUBJECT TO CHANGE WITHOUT NOTICE

THIS WORK
AUTHORIZED BY: _____ DATE: _____

Total: \$17,587.00

Payment in full on completion of job if credit arrangements have not been made in advance.

The above quotation is submitted according to specifications submitted by customer. Any alterations or changes increasing production costs will be charged for accordingly.

ESTIMATE
PREPARED BY: Villalobos, Nicole
SALESMAN: ROBERT DIAS

CITY of UKIAH

1320 Airport Road

Ukiah CA. 95482

Phone 707-467-5777, Fax 707-313-3831

6 PAGES**REQUEST FOR BID**

FAX OR EMAIL RESPONSE WILL BE ACCEPTED

RETURN THIS FORM

THIS IS NOT AN ORDER

DATE: 12/19/2016

REQ. NO.

Submitted by:
(Company Name
& Address)HANSEL FORD
3075 CORBY AVE
SANTA ROSA, CA 95407BIDS WILL BE RECEIVED UNTIL
1:30 p.m. 12-Jan 2017

AT THE OFFICE OF THE BUYER

1320 AIRPORT ROAD

BY: Mary Williamson

Email: mwilliamson@cityofukiah.com

BIDS ARE REQUESTED FOR THE FOLLOWING ITEMS:

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

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	NEW 2017 FULL SIZE FORD F-350-XL TRUCK, 2 WHEEL DRIVE WITH SUPER CAB AND CHASSIS ONLY- OR EQUIVALENT		
1	SCELZI SERVICE BODY #SB-108-79-49-38-VO (WORK ORDER/ESTIMATE #120999) OR EQUIVALENT As per attached: CITY OF UKIAH SPECIFICATION #E32807 Price shall include all equipment, accessories and optional items including All Service Manuals		48985. ⁰⁰
			8.75
			29.00
		Tax (8.375 %):	4102.49
		Shipping:	-
		TOTAL:	53125.24
		Payment Terms:	NET 30 DAYS

SIGNATURE: [Signature] DATE: 12/29/16 LEAD TIME ARO: 120-150 DAYS
 PRINT NAME: JOE GAZDOWICZ PHONE: 707-543-7351 EMAIL: JGAZDOWICZ@HANSEL

TERMS:

1. LOCAL PREFERENCE: Local Vendors shall be given an allowance of five percent (5%), up to a maximum allowance of \$2,500, on any bid for supplies, equipment and/or materials per Ukiah City Code Section 1522.D.4. A Local Vendor is defined as one which, 1) conducts business in an office or other business premises with a physical location in Mendocino County, 2) holds a valid business license issued by Mendocino County or one of the cities in Mendocino County for that business location, and 3) has conducted business in compliance with 1) and 2) for not less than six (6) months prior to requesting the preference. The City shall receive satisfactory proof that a business qualifies as a local vendor before it may receive the local preference. In the event that there is a tie bid, where one bidder is local, the other is not, and the bid is equal in price and quality, the award shall go to the Local Vendor.
2. Right is reserved to reject any and all bids.
3. Right is reserved to accept separate items unless specifically denied by bidder.
4. Right is reserved to reject a bid from any bidder who has previously failed to perform adequately for the City of Ukiah.
5. In CASE OF DEFAULT, the City of Ukiah may procure the items quoted on from other sources and hold the original bidder liable for any increased costs.
6. The price, terms, delivery point, and delivery date may individually or collectively be the basis of the awarding of the bid.
7. In submitting the bid, bidder agrees that the bid shall remain open and may not be revoked or withdrawn for 60 days from the bid due date, unless a different time period is specified in RFB.
8. Bidder agrees to perform according to its bid, if the City's acceptance is communicated to the bidder within the time specified in number 7 above.

**CITY OF UKIAH
EQUIPMENT SPECIFICATION #E32807
FOR ONE (1) NEW 2017 FULL SIZE FORD F-350-XL TRUCK
OR EQUIVALENT, 2 WHEEL DRIVE WITH SUPER CAB & CHASSIS ONLY
AND ONE (1) SCELZI SERVICE BODY**

The City of Ukiah invites bids for furnishing one (1) new 2017 full size Ford F-350-XL, (Or equivalent) Two Wheel drive truck & chassis with Super Cab and one Scelzi Service Body #SB-108-79-49-38-VO per Work Order/Estimate #120999 (or equivalent).

The following specifications shall be considered minimum; however, bidders who feel they can supply a comparable vehicle that does not fully meet the detailed specifications are encouraged to submit bids. All deviations from these specifications shall be described in the bid proposal. There will be no trade-ins involved in this bid.

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

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

Please contact Mary Williamson at (707) 467-5777 if you have any questions regarding these specifications.

GENERAL INSTRUCTIONS TO BIDDERS

Each bidder shall attach to his bid a complete detailed description of the unit he proposes to furnish. All equipment catalogued as standard shall be furnished and included in the purchase price of the unit.

Bidders may quote or not quote the Service Body. If quoting the service body, the bidder shall show prices of truck and service body separate.

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

The vehicle furnished under these specifications is to carry the standard warranty offered to the general public. A complete detailed description of the standard warranty shall be provided with the bid.

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

The successful bidder shall supply the vehicle fully equipped and ready for service at the time of delivery. Dealer shall process registration and title transfer for exempt license plates to the Department of Motor Vehicles on behalf of the City of Ukiah.

Specification E32807- Page 1 of 2

FULL SIZE FORD F-350-XL TRUCK OR EQUIVALENT, 2 WHEEL DRIVE WITH SUPER CAB & CHASSIS ONLY

General Specifications

- ENGINE – 6.2L V8, Gasoline
- TRANSMISSION – 6-Speed Select Shift Automatic
- 4 x 2 Wheel Drive
- Spare Tire
- Single Rear Wheels
- Trailer Towing Package w/integrated Trailer Brake Controller
- Extra Heavy Service Suspension Package
- PAINT – **WHITE** no exceptions
- CAB – Super
- SEATS/UPHOLSTRY-Vinyl Front 40/20/40 Split Bench Seat
- AIR CONDITIONING
- RADIO - AM/FM Stereo, Bluetooth – for cell phone connectivity to vehicle audio system
- POWER STEERING
- Power Door Locks & Windows
- MANUALS- ALL Service Manuals
- BUMPERS – Front
- Factory Installed Upfitter Switches – (wired hot at all times)
- Tele TT Mirror – Power
- Day Running Lights
- 50 State Emission
- Power Equipment Group
- Rear View Camera & Prep Kit (872)
- Cruise Control
- Box –Scelzi #SB-108-79-49-38-VO per Work Order/Estimate #120999 or equivalent

Specification E32807- Page 2 of 2



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office, 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE

120999

Page 1 of 3

Customer: CITY OF UKIAH
Address: ELECTRICAN DEPARTMENT
1320 AIRPORT RD.
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 467-5778 FAX:
Contact: TIM SANTO
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN#
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	

Quantity	Part No / Description	Price
----------	-----------------------	-------

PAINT BODY WHITE
MID-SHIP FUEL TANK

***NOTE: ALL UPFITTER SWITCHES TO BE WIRED HOT

1 EA SB-108-79-49-38-VO \$0.00/EA
SERVICE BODY SRW 60CA-108 LONG, 79 WIDE, 49 FLOOR WIDTH, 38 TALL
VERTICAL OPEN TOP

1EA - ALL LIGHTS TO BE L.E.D.

1EA - MANUAL MASTER BAR LOCK SYSTEM

1EA - 3 PIECE ROLLER TOP RAISED 8" WITH BI-FOLD DOOR

***NOTE: RT TO HAVE A LOCK OUT DEVICCE WHEN IN THE OPEN POSITION

1EA - FULL HEIGHT TAILGATE

1EA - LED LIGHTING ACROSS THE TOP OF THE FRONT BULKHEAD TO SUPPLY
LIGHTING UNDER ROLLER TOP WIRED TO SWITCH IN DASH

1EA - 1500 WATT INVERTER #VLT12-1500 MOUNTED DRIVERS SIDE REAR
COMPARTMENT WIRED TO AUXILLARY BATTERY

1EA - AUXILIARY BATTERY 12 VOLT DEEP CYCLE SET UP FOR INVERTER
INCLUDES BATTERY BOX AND IN LINE BATTERY ISOLATOR, MOUNT DRIVERS
REAR COMPARTMENT

1EA - WHELEN L31HAF STROBE MOUNTED ON PEDESTAL DRIVERS FRONT
COMPARTMENT WIRED TO UP FITTER SWITCH ON DASH

1EA - UNITY 6" LED SPOT LIGHT MOUNTED DRIVERS FRONT DOOR POST #335V
WITH #189 INSTALL KIT

1 EA BUMPER \$0.00/EA
6" DIAMOND PLATE STEP BUMPER - POWDER COATED GRAY



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annexdale Office 2318 E. Annexdale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE

120999

Page 2 of 3

Customer: CITY OF UKIAH
Address: ELECTRICAN DEPARTMENT
1320 AIRPORT RD.
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 467-5778 FAX:
Contact: TIM SANTO
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	

Quantity	Part No / Description	Price
----------	-----------------------	-------

1EA - BOLT ON NON REMOVABLE VISE STAND #SVS-121 MOUNTED PASSENGER SIDE

1EA - CLASS 4 RECIEVER HITCH WITHOUT INSERT

1EA - 7 PRONG RV PLUG #12707

1EA - INSTALL OEM REAR VIEW CAMERA KIT

1 EA	LADDER RACK 2 X 2 SINGLE SIDED LADDER RACK MOUNTED PASSENGER SIDE (PAINTED WHITE)	\$0.00 /EA
------	--	------------

1 EA	TAX UKIAH SALES TAX @ 8.125%	\$0.00 /EA
------	---------------------------------	------------

1 EA	HWD FEE HAZARDOUS WASTE DISPOSAL FEE	\$0.00 /EA
------	---	------------

1 EA	WEIGHT CERTIFICATE WEIGHT CERTIFICATE OF COMPLETED UNIT	\$0.00 /EA
------	--	------------

1 EA	TRANSPORTATION ONE WAY TO UKIAH, CA	\$0.00 /EA
------	--	------------

CONTACT:
TIM SANTO
707-467-5778



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office: 2315 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 859-2863

WORK ORDER / ESTIMATE

120999

Page 3 of 3

Customer: CITY OF UKIAH
Address: ELECTRICAN DEPARTMENT
1320 AIRPORT RD.
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 467-5778 FAX:
Contact: TIM SANTO
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	
Quantity	Part No / Description				Price

Disclaimer:

SCELZI ENTERPRISES INC. DOES NOT GUARANTEE A PERFECT COLOR MATCH
DUE TO INCONSISTENCIES IN FACTORY PAINTS AND PROCEDURES

REVISIONS AFTER APPROVAL DATE ARE
SUBJECT TO ADDITIONAL CHARGES

PRICES SUBJECT TO CHANGE WITHOUT NOTICE

THIS WORK
AUTHORIZED BY: _____

DATE: _____

Total:

Payment in full on completion of job if credit arrangements have not been made in advance

The above quotation is submitted according to specifications submitted by customer. Any alterations or changes increasing production costs will be charged for accordingly.

ESTIMATE
PREPARED BY: Villalobos, Nicole
SALESMAN ROBERT DIAS

CITY of UKIAH

1320 Airport Road
Ukiah CA. 95482
Phone 707-467-5777, Fax 707-313-3831

6 PAGES

REQUEST FOR BID

FAX OR EMAIL RESPONSE WILL BE ACCEPTED

RETURN THIS FORM
THIS IS NOT AN ORDER

DATE: 12/19/2016

REQ. NO.

Submitted by:
(Company Name
& Address)

HANSEL FORD
3075 CORBY AVE
SANTA ROSA, CA 95407

BIDS WILL BE RECEIVED UNTIL
1:30 p.m. 12-Jan 2017
AT THE OFFICE OF THE BUYER
1320 AIRPORT ROAD
BY: Mary Williamson
Email: mwilliamson@cityofukiah.com

BIDS ARE REQUESTED FOR THE FOLLOWING ITEMS:

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

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	NEW 2017 FULL SIZE FORD F-350-XL TRUCK, 2 WHEEL DRIVE WITH SUPER CAB AND CHASSIS ONLY- OR EQUIVALENT		
1	SCELZI SERVICE BODY #SB-108-79-49-38-VO (WORK ORDER/ESTIMATE #120999) OR EQUIVALENT As per attached: CITY OF UKIAH SPECIFICATION #E32807 Price shall include all equipment, accessories and optional items including All Service Manuals		48985. ⁰⁰
	(see Tire fee Elec. Title Fee		8.75 29.00
	Tax (8.375 %):		4102.49
	Shipping:		-
	TOTAL:		53125.24
	Payment Terms:		NET 30 DAYS

SIGNATURE: [Signature] DATE: 12/29/16 LEAD TIME ARO : 120-150 DAYS
PRINT NAME: JOE GAZDOWICZ PHONE: 707-543-7351 EMAIL: JGAZDOWICZ@HANSEL

TERMS:

1. LOCAL PREFERENCE: Local Vendors shall be given an allowance of five percent (5%), up to a maximum allowance of \$2,500, on any bid for supplies, equipment and/or materials per Ukiah City Code Section 1522.D.4. A Local Vendor is defined as one which, 1) conducts business in an office or other business premises with a physical location in Mendocino County, 2) holds a valid business license issued by Mendocino County or one of the cities in Mendocino County for that business location, and 3) has conducted business in compliance with 1) and 2) for not less than six (6) months prior to requesting the preference. The City shall receive satisfactory proof that a business qualifies as a local vendor before it may receive the local preference. In the event that there is a tie bid, where one bidder is local, the other is not, and the bid is equal in price and quality, the award shall go to the Local Vendor.
2. Right is reserved to reject any and all bids.
3. Right is reserved to accept separate items unless specifically denied by bidder.
4. Right is reserved to reject a bid from any bidder who has previously failed to perform adequately for the City of Ukiah.
5. In CASE OF DEFAULT, the City of Ukiah may procure the items quoted on from other sources and hold the original bidder liable for any increased costs.
6. The price, terms, delivery point, and delivery date may individually or collectively be the basis of the awarding of the bid.
7. In submitting the bid, bidder agrees that the bid shall remain open and may not be revoked or withdrawn for 60 days from the bid due date, unless a different time period is specified in RFB.
8. Bidder agrees to perform according to its bid, if the City's acceptance is communicated to the bidder within the time specified in number 7 above.

**CITY OF UKIAH
EQUIPMENT SPECIFICATION #E32807
FOR ONE (1) NEW 2017 FULL SIZE FORD F-350-XL TRUCK
OR EQUIVALENT, 2 WHEEL DRIVE WITH SUPER CAB & CHASSIS ONLY
AND ONE (1) SCELZI SERVICE BODY**

The City of Ukiah invites bids for furnishing one (1) new 2017 full size Ford F-350-XL, (Or equivalent) Two Wheel drive truck & chassis with Super Cab and one Scelzi Service Body #SB-108-79-49-38-VO per Work Order/Estimate #120999 (or equivalent).

The following specifications shall be considered minimum; however, bidders who feel they can supply a comparable vehicle that does not fully meet the detailed specifications are encouraged to submit bids. All deviations from these specifications shall be described in the bid proposal. There will be no trade-ins involved in this bid.

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

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

Please contact Mary Williamson at (707) 467-5777 if you have any questions regarding these specifications.

GENERAL INSTRUCTIONS TO BIDDERS

Each bidder shall attach to his bid a complete detailed description of the unit he proposes to furnish. All equipment catalogued as standard shall be furnished and included in the purchase price of the unit.

Bidders may quote or not quote the Service Body. If quoting the service body, the bidder shall show prices of truck and service body separate.

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

The vehicle furnished under these specifications is to carry the standard warranty offered to the general public. A complete detailed description of the standard warranty shall be provided with the bid.

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

The successful bidder shall supply the vehicle fully equipped and ready for service at the time of delivery. Dealer shall process registration and title transfer for exempt license plates to the Department of Motor Vehicles on behalf of the City of Ukiah.

Specification E32807- Page 1 of 2

FULL SIZE FORD F-350-XL TRUCK OR EQUIVALENT, 2 WHEEL DRIVE WITH SUPER CAB & CHASSIS ONLY

General Specifications

- ENGINE – 6.2L V8, Gasoline
- TRANSMISSION – 6-Speed Select Shift Automatic
- 4 x 2 Wheel Drive
- Spare Tire
- Single Rear Wheels
- Trailer Towing Package w/integrated Trailer Brake Controller
- Extra Heavy Service Suspension Package
- PAINT – *WHITE* no exceptions
- CAB – Super
- SEATS/UPHOLSTRY-Vinyl Front 40/20/40 Split Bench Seat
- AIR CONDITIONING
- RADIO - AM/FM Stereo, Bluetooth – for cell phone connectivity to vehicle audio system
- POWER STEERING
- Power Door Locks & Windows
- MANUALS- ALL Service Manuals
- BUMPERS – Front
- Factory Installed Upfitter Switches – (wired hot at all times)
- Tele TT Mirror – Power
- Day Running Lights
- 50 State Emission
- Power Equipment Group
- Rear View Camera & Prep Kit (872)
- Cruise Control
- Box –Scelzi #SB-108-79-49-38-VO per Work Order/Estimate #120999 or equivalent

Specification E32807- Page 2 of 2



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office: 2316 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE

120999

Page 1 of 3

Customer: CITY OF UKIAH
Address: ELECTRICAN DEPARTMENT
1320 AIRPORT RD.
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 467-5778 FAX:
Contact: TIM SANTO
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN#
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	

Quantity	Part No / Description	Price
----------	-----------------------	-------

PAINT BODY WHITE
MID-SHIP FUEL TANK

***NOTE: ALL UPFITTER SWITCHES TO BE WIRED HOT

1 EA SB-108-79-49-38-VO \$0.00/EA

SERVICE BODY SRW 60CA-108 LONG, 79 WIDE, 49 FLOOR WIDTH, 38 TALL
VERTICAL OPEN TOP

1EA - ALL LIGHTS TO BE L.E.D.

1EA - MANUAL MASTER BAR LOCK SYSTEM

1EA - 3 PIECE ROLLER TOP RAISED 8" WITH BI-FOLD DOOR

***NOTE: RT TO HAVE A LOCK OUT DEVICCE WHEN IN THE OPEN POSITION

1EA - FULL HEIGHT TAILGATE

1EA - LED LIGHTING ACROSS THE TOP OF THE FRONT BULKHEAD TO SUPPLY
LIGHTING UNDER ROLLER TOP WIRED TO SWITCH IN DASH

1EA - 1500 WATT INVERTER #VLT12-1500 MOUNTED DRIVERS SIDE REAR
COMPARTMENT WIRED TO AUXILLARY BATTERY

1EA - AUXILIARY BATTERY 12 VOLT DEEP CYCLE SET UP FOR INVERTER
INCLUDES BATTERY BOX AND IN LINE BATTERY ISOLATOR, MOUNT DRIVERS
REAR COMPARTMENT

1EA - WHELEN L31HAF STROBE MOUNTED ON PEDESTAL DRIVERS FRONT
COMPARTMENT WIRED TO UP FITTER SWITCH ON DASH

1EA - UNITY 6" LED SPOT LIGHT MOUNTED DRIVERS FRONT DOOR POST #335V
WITH #189 INSTALL KIT

1 EA BUMPER \$0.00/EA

6" DIAMOND PLATE STEP BUMPER - POWDER COATED GRAY



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annex Office 2318 E. Annals, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free (800) 850-2583

WORK ORDER / ESTIMATE

120999

Page 2 of 3

Customer: CITY OF UKIAH
Address: ELECTRICAN DEPARTMENT
1320 AIRPORT RD.
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 467-5778 FAX:
Contact: TIM SANTO
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN#
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	

Quantity	Part No / Description	Price
----------	-----------------------	-------

1EA - BOLT ON NON REMOVABLE VISE STAND #SVS-121 MOUNTED PASSENGER SIDE

1EA - CLASS 4 RECIEVER HITCH WITHOUT INSERT

1EA - 7 PRONG RV PLUG #12707

1EA - INSTALL OEM REAR VIEW CAMERA KIT

1 EA	LADDER RACK 2 X 2 SINGLE SIDED LADDER RACK MOUNTED PASSENGER SIDE (PAINTED WHITE)	\$0.00 /EA
------	--	------------

1 EA	TAX UKIAH SALES TAX @ 8.125%	\$0.00 /EA
------	---------------------------------	------------

1 EA	HWD FEE HAZARDOUS WASTE DISPOSAL FEE	\$0.00 /EA
------	---	------------

1 EA	WEIGHT CERTIFICATE WEIGHT CERTIFICATE OF COMPLETED UNIT	\$0.00 /EA
------	--	------------

1 EA	TRANSPORTATION ONE WAY TO UKIAH, CA	\$0.00 /EA
------	--	------------

CONTACT:
TIM SANTO
707-467-5778



Scelzi Enterprises, Inc.
Custom Truck Body Manufacturing

Annadale Office: 2315 E. Annadale, Fresno, CA 93706
Phone: 559-237-5541 Fax: 559-237-5554 Toll Free: (800) 858-2883

WORK ORDER / ESTIMATE

120999

Page 3 of 3

Customer: CITY OF UKIAH
Address: ELECTRICAN DEPARTMENT
1320 AIRPORT RD.
UKIAH, CA 95482

Date: 09/30/16
Phone: (707) 467-5778 FAX:
Contact: TIM SANTO
Terms: C.O.D.

Make	Year	Model	Vehicle Info	Type	VIN #
	2017	CUSTTRUCK	FORD, F-350, SUPER CAB, SRW, GAS, WHITE, 60"CA	Customer	
Quantity	Part No / Description				Price

Disclaimer:

SCELZI ENTERPRISES INC. DOES NOT GUARANTEE A PERFECT COLOR MATCH
DUE TO INCONSISTENCIES IN FACTORY PAINTS AND PROCEDURES

REVISIONS AFTER APPROVAL DATE ARE
SUBJECT TO ADDITIONAL CHARGES

PRICES SUBJECT TO CHANGE WITHOUT NOTICE

THIS WORK
AUTHORIZED BY: _____

DATE: _____

Total:

Payment in full on completion of job if credit arrangements have not been made in advance

The above quotation is submitted according to specifications submitted by customer. Any alterations or changes increasing production costs will be charged for accordingly.

ESTIMATE
PREPARED BY: Villalobos, Nicole
SALESMAN: ROBERT DIAS



On-Call Sub Tech. Truck Justification

Proposed Vehicle: On Call Utility Truck

Department: Electric Utility

Area of use: Construction and Maintenance

Prepared by: Diann Lucchetti

1 VEHICLE PURPOSE

Need for vehicle within Department fleet

The vehicle is assigned to hydro and substation operations and is used for after-hours emergency response and daily construction maintenance activities. Maintenance tools, test equipment and plant drawings will be commonly stored on this truck.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #3711. A 1997 GMC ¾ ton service truck with 112,809 miles on it.

Funding: 801 Capital

Estimated Value: \$1,000-1,500.

2.2 Maintenance Costs

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

Overall Mechanical Condition: This vehicle is less than fair condition. This ten year old truck has many failing parts including the interior which is also coming apart. Parts for this vehicle are becoming harder and harder to come by an in some cases have had to resort to junk yard searches.

Maintenance Costs: For the past year this vehicle has incurred approximately \$2,500 in maintenance costs.

Out of Service Time: None

Parts Availability: None

Associated Safety Issues: None

2.3 Shared Resources

Define any resources currently available within the City of Ukiah fleet which could be utilized for this purpose.

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

2017 Ford F-350-XL super cab and chassis with a Scelzi Service Body

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability
Alternative fueled vehicles for this type of use are not readily available.

4.2 CARB STANDARDS

CARB STANDARDS
The purchase will meet all CARB regulations.



ITEM NO.: 12a

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: PRESENTATION REGARDING FEASIBILITY ANALYSIS FOR A HOTEL IN DOWNTOWN UKIAH

Summary: The City Council will receive a presentation on the downtown hotel feasibility study that was recently performed.

Background: The City of Ukiah and Visit Ukiah recently partnered to commission a study to determine whether a hotel might be feasible in downtown Ukiah. Through a request for proposals (RFP) process, CBRE, Inc. was selected. CBRE is established in the Bay Area and has specific experience in Northern California, especially with other public agencies.

The feasibility analysis for a downtown hotel was not site specific; instead, it focused on three hypothetical locations, each with different characteristics. The completed 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 included:

- Analysis of the hypothetical 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)

The recruitment of a hotel as a downtown anchor is consistent with the City Council's strategic plan, the general plan, and other long-range planning documents. Therefore, 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.

Continued on Page 2

RECOMMENDED ACTION(S): Receive presentation and, if desired, provide direction to Staff.

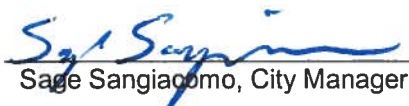
ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: N/A
Prepared by: Shannon Riley, Senior Management Analyst
Coordinated with: CBRE, Inc.
Presenter: Shannon Riley, Senior Management Analyst
Attachment: 1. Market Study and Statement of Estimated Annual Operating Results for a proposed hotel in downtown Ukiah

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

Currently, the transient occupancy tax (TOT) revenue generated by hotel stays in Ukiah is over \$1.5 million. This revenue is critical to the City's general services, including police and fire, streets, parks, and more. Visit Ukiah has maintained that the community is failing to capture additional TOT and sales tax revenue from an important visitor demographic due to the lack of a higher end hotel in the downtown, and the feasibility study supports that.

Discussion: The three hypothetical locations studied were City parking lots A, E, and C. Parking lot A, bordered by West Standley, Oak, and West Perkins Streets, was selected because it has a more serene feel and is not subject to the two-story height restrictions imposed by the airport overlay. Parking lot E is where the Ukiah Valley Conference Center is located; this was selected because of the proximity to the Conference Center and the ability to help maximize the facility's potential and attract more meetings and conventions to the area. Parking lot C, bordered by E. Smith, Main, and E. Standley Streets, was selected because of its proximity to and visibility from a primary corridor (Perkins Street). The characteristics of these sites would also apply to other nearby locations.

The study finds that there is sufficient market demand to support the development of a new hotel in Historic Downtown Ukiah. The specific recommendation is for an "upscale hotel affiliated with a major hotel company as a "soft brand". Soft brands allow hotels to be part of a major hotel company's sales and marketing platforms, including access to their central reservation systems and guest loyalty programs; however, can retain their unique design, orientation, and independent status. As such, soft-branded hotels do not have to conform to all the stringent standards typically required by traditional hotels.

The study further explains that, "...the proposed hotel would be positioned as the highest quality hotel in the local market and would cater to guests seeking an authentic wine country experience in Historic Downtown Ukiah".

Of the three hypothetical locations evaluated, CBRE recommends a setting similar to Parking lot A, which is walking distance to restaurant and retail amenities and the nearby Ukiah Valley Conference Center. This setting provides, "...good ambiance for an upscale, independent hotel along tree-lined streets and would provide guests with a wine country hotel experience". Further, sites in this area are not restricted to two stories by the Ukiah Municipal Airport Master Plan.

This recommendation is supported by projected occupancy rates, operating income, historic performance of the competitive market, and an evaluation of the current lodging inventory, all of which are detailed in the study.

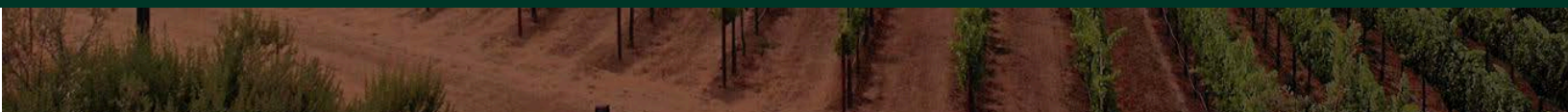
A representative from CBRE Inc. will present the downtown hotel feasibility study and be available to answer questions and discuss opportunities related to the study.

FISCAL IMPACT:				
Budgeted Amount in 16-17 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 ☒	COU No. 1617-096 COU No. 1617-096-A1



**Market Study &
Statement of Estimated
Annual Operating Results**

Proposed Hotel Ukiah Ukiah, California



Date of the Report:
November 4, 2016

Prepared for:
Mr. Sage Sangiacomo
City Manager

Ms. Shannon Riley
Senior Management Analyst/Visit Ukiah Administrator

City of Ukiah
300 Seminary Avenue
Ukiah, California 95482

Prepared By:
CBRE Hotels
101 California Street, 44th Floor
San Francisco, California 94010

16-490SF-0113

Chris Kraus
Managing Director
CBRE Hotels



CBRE, Inc.
101 California Street, 44th Floor
San Francisco, CA 94111

+1 415 652 4483 Mobile

chris.kraus@cbre.com
www.cbrehotels.com

November 4, 2016

Mr. Sage Sangiacomo
City Manager

Ms. Shannon Riley
Senior Management Analyst/Visit Ukiah Administrator

City of Ukiah
300 Seminary Avenue
Ukiah, California 95482

Re: Market Demand and Analysis of Economic Feasibility
Proposed Hotel – Downtown Ukiah
Ukiah, California 95482
CBRE, Inc. File No. 16-490SF-0113

Dear Mr. Sangiacomo and Ms. Riley:

In accordance with your request, we have completed our analysis, which is a study of the potential market demand and preparation of a statement of estimated annual operating results for the development of hotel to be located in Historic Downtown Ukiah (the "Hotel" or "Subject"). Pursuant to our engagement, we have prepared this letter report summarizing our findings.

The conclusions set forth are based on an analysis of the existing and potential future supply and demand for the competitive lodging market as of the completion of our fieldwork in September, October, and November of 2016.

The purpose of this analysis is for use by representatives of the City of Ukiah to evaluate the potential market and financial performance of a hotel in Historic Downtown Ukiah. The intended users will include city representatives and the intended use will be for soliciting interest from the private sector for the development of a hotel in the local market.

As in all studies of this type, the estimated results are based on competent and efficient management and presume no significant change in the status of the competitive lodging market from that as set forth in this report. The terms of our engagement are such that we have no

obligation to revise our conclusions to reflect events or conditions that occur subsequent to the date of completion of our fieldwork. However, we are available to discuss the necessity for revisions in view of changes in the economy or market factors impacting the competitive lodging market.

Since the future performance of the proposed Hotel is based on estimates and assumptions that are subject to uncertainty and variation, we do not present them as results that will actually be achieved. However, our analysis has been conscientiously prepared on the basis of information obtained during the course of this assignment and on our experience in the industry. This report is subject to the Certification and Assumptions and Limiting Conditions presented in the Addenda.

After you have had an opportunity to review this report, please feel free to contact us with any questions or comments. Thank you for the opportunity to work with you on this interesting engagement.

Yours sincerely,

CBRE HOTELS



By: Chris Kraus
Managing Director
chris.kraus@cbre.com | 415.652.4483



By: Miky Kuo
Director
miky.kuo@cbre.com | 415.772.0358

A. EXECUTIVE SUMMARY

1. INTRODUCTION

CBRE Hotels was formally retained on September 6, 2016 by Mr. Sage Sangiacomo of the City of Ukiah to conduct a study of the potential market demand and estimated financial performance for a proposed Hotel to be located in Historic Downtown Ukiah. As a component of this analysis, we first determined the market potential for a proposed hotel in the local market and offered our recommendations as to the most appropriate size and type of lodging facility. At your specific request, we have also evaluated three hypothetical hotel sites in Historic Downtown Ukiah and ranked them in terms of suitability for the development of the recommended Hotel. Based on the recent performance of comparable hotels in the market, we then provided our projections of the occupancy and average daily room rate (“ADR”) the proposed Hotel could achieve for its first ten years of operation. From this, we then prepared a statement of the estimated annual operating results for the proposed Hotel’s first ten years of operation.

For the purpose of this analysis, we have assumed that after a nearly three year pre-development and construction period, the proposed Hotel would be open and available for occupancy by January 1, 2020.

2. SCOPE AND METHODOLOGY OF WORK

Specifically, in conducting the study of the potential market demand, we:

- Met with representatives of the City of Ukiah to fully understand the goals and objectives for the study;
- Conducted a detailed tour of Historic Downtown Ukiah and personally inspected three hypothetical hotel sites suitable for a hotel development. We assessed the impact of each site’s accessibility, visibility, and location relative to demand generators and proximity to downtown amenities such as retail and restaurants;
- Conducted market research in the area, including interviews with key demand generators, inspection and evaluation of existing hotels, and discussions with people familiar with development patterns and the local hotel market;
- Researched and analyzed current economic and demographic trends to determine their impact on future lodging demand in the market;
- Researched the competitive lodging supply in and around Ukiah, with a particular focus on the hotels that would compete most directly with a hotel in the downtown neighborhood;
- Reviewed the historical performance of the competitive lodging market over the last 11 years;

- Estimated the anticipated growth in supply and demand for lodging accommodations in the local market area;
- Prepared a forecast of future performance for the competitive lodging market;
- Evaluated the appropriateness of the available sites in the City of Ukiah for the development of a hotel and recommended the most optimal site of the three hypothetical sites available;
- Provided a recommendation for the sizing, concept, potential brand affiliations, amenities to be provided, and timing of the proposed Hotel;
- Developed a forecast of the likely occupancy levels and the average daily room rates the proposed Hotel could reasonably achieve over its first ten years of operation; and,
- Developed a statement of the estimated annual operating results for the proposed Hotel for its first ten years of operation, assuming an opening date of January 1, 2020.

Several sources were used in compiling the background information and preparing the analyses contained in this report. These sources include CBRE's *Trends® in the Hotel Industry*, data gathered through direct interviews with representatives of local businesses, data provided by sources in the lodging chains with which the competitive properties are affiliated, and data from various local government agencies.

3. HYPOTHETICAL DEVELOPMENT SITES

We have evaluated and inspected three hypothetical development sites, currently controlled by the City of Ukiah in terms of their individual attributes and constraints for development. In doing so, we have examined the size and location, access and visibility, ambiance, present utilization, and relationship to demand generators and area amenities such as retail, restaurants, and the existing conference center of these three hypothetical sites. Based on our evaluation and inspection of the three hypothetical sites, we are of the opinion that **Parking Lot A (West Standley and Oak Streets)**, or similar, would be the optimal location for the development of a downtown hotel. It is well located in Historic Downtown Ukiah and has the appropriate ambiance for the proposed Hotel. The vicinity of **Parking Lot C (East Standley and Main Streets)** would be the secondary choice for the development of the proposed Hotel. Finally, we are of the opinion that the Ukiah Valley **Conference Center/Parking Lot E (School and Church Streets)** would not be appropriate for the development of the proposed Hotel due to the prohibitive cost of redeveloping the Ukiah Valley Conference Center and building above it.

4. RECOMMENDED HOTEL DEVELOPMENT

As will be discussed in further detail later in this report, we have determined that there is sufficient market demand to support the development of a new hotel in Historic Downtown Ukiah.

Based on our research, we recommend that the proposed Hotel be positioned as an upscale hotel affiliated with a major hotel company as a “soft brand.” Soft brands allow hotels to be part of a major hotel company’s sales and marketing platforms, including access to their central reservation systems and guest loyalty programs, however, can retain their unique, design, orientation, and independent status. As such, soft-branded hotels do not have to conform to all the stringent standards typically required by traditional hotels. Examples of “soft brands” that may be appropriate for the proposed Hotel include, but are not limited to, Ascend Hotel Collection (Choice Hotels), BW Premier Collection (Best Western), Lexington Legacy Hotels, and IBC Hotels.

We envision that the proposed Hotel would be positioned as the highest quality hotel in the local market and would cater to guests seeking an authentic wine country experience in Historic Downtown Ukiah. While subject to further refinement, we recommend that the proposed Hotel contain approximately 75 guestrooms, one meeting room of between 1,500 to 2,500 square feet, a full-service restaurant/bar (operated or leased), possibly a tasting room, and typical amenities found at hotels (fitness center, business center, etc.). The recommended Hotel would be the only hotel in the Ukiah market containing a restaurant.

5. PROJECTED OCCUPANCY AND AVERAGE DAILY RATE

Based on our analysis of the competitive market and the local and regional demand generators, we are of the opinion that there would be sufficient demand for the recommended Hotel in Downtown Ukiah. Furthermore, we would recommend that the proposed Hotel be developed on **Parking Lot A (West Standley and Oak Streets)** or similar setting. Based on the recommended Hotel’s competitive positioning, we have projected the occupancy and ADR of the proposed Subject over its first five years of operation (assumed opening date of January 1, 2020).

Proposed Ukiah Hotel Projected Performance								
Year	Hypothetical ADR	Market Growth	Introductory Discount	Actual ADR	Percent Change	Occupancy	RevPAR	Percent Change
2015	\$130.00	-						
2016	\$140.40	8.0%						
2017	\$147.00	5.0%						
2018	\$153.00	4.0%						
2019	\$158.00	3.0%						
2020	\$163.00	3.0%	2.0%	\$160.00	-	65%	\$103.45	-
2021	\$168.00	3.0%	0.0%	\$168.00	5.0%	68%	\$114.76	10.9%
2022	\$173.00	3.0%	0.0%	\$173.00	3.0%	72%	\$124.50	8.5%
2023	\$178.00	3.0%	0.0%	\$178.00	2.9%	72%	\$128.09	2.9%
2024	\$183.00	3.0%	0.0%	\$183.00	2.8%	72%	\$131.69	2.8%

Source: **CBRE Hotels**

6. ESTIMATED ANNUAL OPERATING RESULTS

Based on our analysis of market demand and the estimated occupancy for the proposed Hotel, we have estimated the revenues and expenses for the proposed Hotel's first ten years of operation. This results in a net operating income ("NOI") before fixed charges of interest, depreciation, amortization, and income taxes, but after deducting an FF&E reserve in an amount of 4.0 percent. The following table presents a summary of the estimated operating results of the proposed Hotel for the first ten years of operation.

Summary of Estimated Annual Operating Results			
Year	Total Revenue	Net Operating Income ¹	Ratio to Total Revenues
2020	\$3,982,000	\$873,000	21.9%
2021	4,320,000	1,060,000	24.5%
2022	4,668,000	1,244,000	26.6%
2023	4,803,000	1,281,000	26.7%
2024	4,941,000	1,312,000	26.6%
2025	5,079,000	1,344,000	26.5%
2026	5,239,000	1,393,000	26.6%
2027	5,400,000	1,440,000	26.7%
2028	5,561,000	1,484,000	26.7%
2029	5,726,000	1,527,000	26.7%

¹ Income before the deduction of depreciation, interest, amortization, and income taxes, but after the deduction of a reserve for capital replacement.

B. SITE RECOMMENDATION

1. AVAILABLE HOTEL SITES

As we understand it, there are three hypothetical sites in Historic Downtown Ukiah that may be appropriate for a hotel development. These three sites are controlled by the City of Ukiah and have different attributes. These three sites are discussed below and are identified on the map on the following page.

SITE NO. 1 - Parking Lot A (West Standley and Oak Streets)

- The site encompasses and entire city block bound by Pine Street to the west, Standley Street to the north, Oak Street to the east, and Perkins Street to the south;
- The existing use is as a city controlled surface parking lot;
- The site is located in Historic Downtown Ukiah and is walking distance to restaurant and retail amenities and is two blocks from Ukiah Valley Conference Center;

- The site has direct access from the Perkins Street Exit off Highway 101 (approximately $\frac{3}{4}$ of a mile);
- Based on the Ukiah Municipal Airport Master Plan Compatibility Zoning Map dated July 1996, developments above three stories are permitted on this site; and,
- The site has good ambiance for an upscale, independent hotel along tree lined streets and would provide guests with a wine country hotel experience.

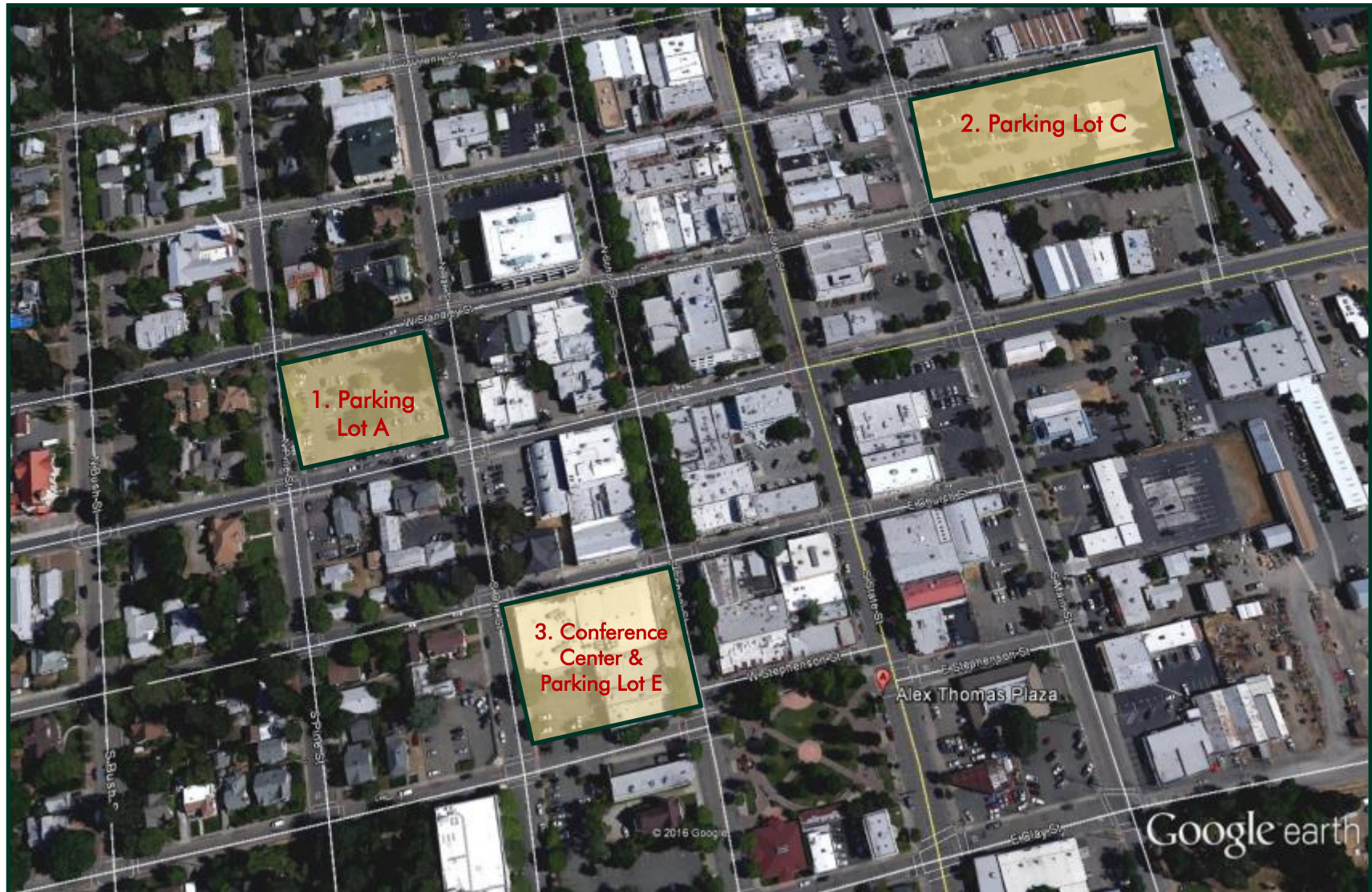
SITE NO. 2 - Parking Lot C (East Standley and Main Streets)

- The site is bound by Main Street to the west, Smith Street to the north, Mason Street to the east, and Standley Street to the south;
- It is the largest of the three hypothetical sites with the ability to be combined with the adjacent commercial building site to the east;
- The existing uses include a city controlled surface parking lot on the west side and a commercial building on the east side;
- It is not located within the boundaries of Historic Downtown Ukiah. Guests would have to cross State Street to reach Historic Downtown amenities. State Street is a busy, two-way, north/south arterial;
- This location does not possess the ideal ambiance for an upscale, full-service, wine country hotel;
- Based on the Ukiah Municipal Airport Master Plan Compatibility Zoning Map dated July 1996, developments above three stories are not permitted on this site; and,
- The site is the closest to Highway 101 and the Perkins Street Exit (approximately $\frac{1}{2}$ mile).

SITE NO. 3 – Ukiah Valley Conference Center & Parking Lot E (School and Church Streets)

- A hotel would be developed above the existing Ukiah Valley Conference Center;
- As part of the hotel development, the Ukiah Valley Conference Center would be renovated and updated;
- The hotel would effectively be part of the Ukiah Valley Conference Center and have access to its meeting and catering facilities;
- The site is located in Historic Downtown Ukiah and walking distance to restaurant and retail amenities. It is the closest to Alex Thomas Plaza;

- Based on the Ukiah Municipal Airport Master Plan Compatibility Zoning Map dated July 1996, developments above three stories are permitted on this site; and,
- The development cost of a hotel at this site would likely also include the cost to renovate the Ukiah Valley Conference Center. As such, we are of the opinion that the total development cost of a hotel on this site would be prohibitive in attracting private investment.

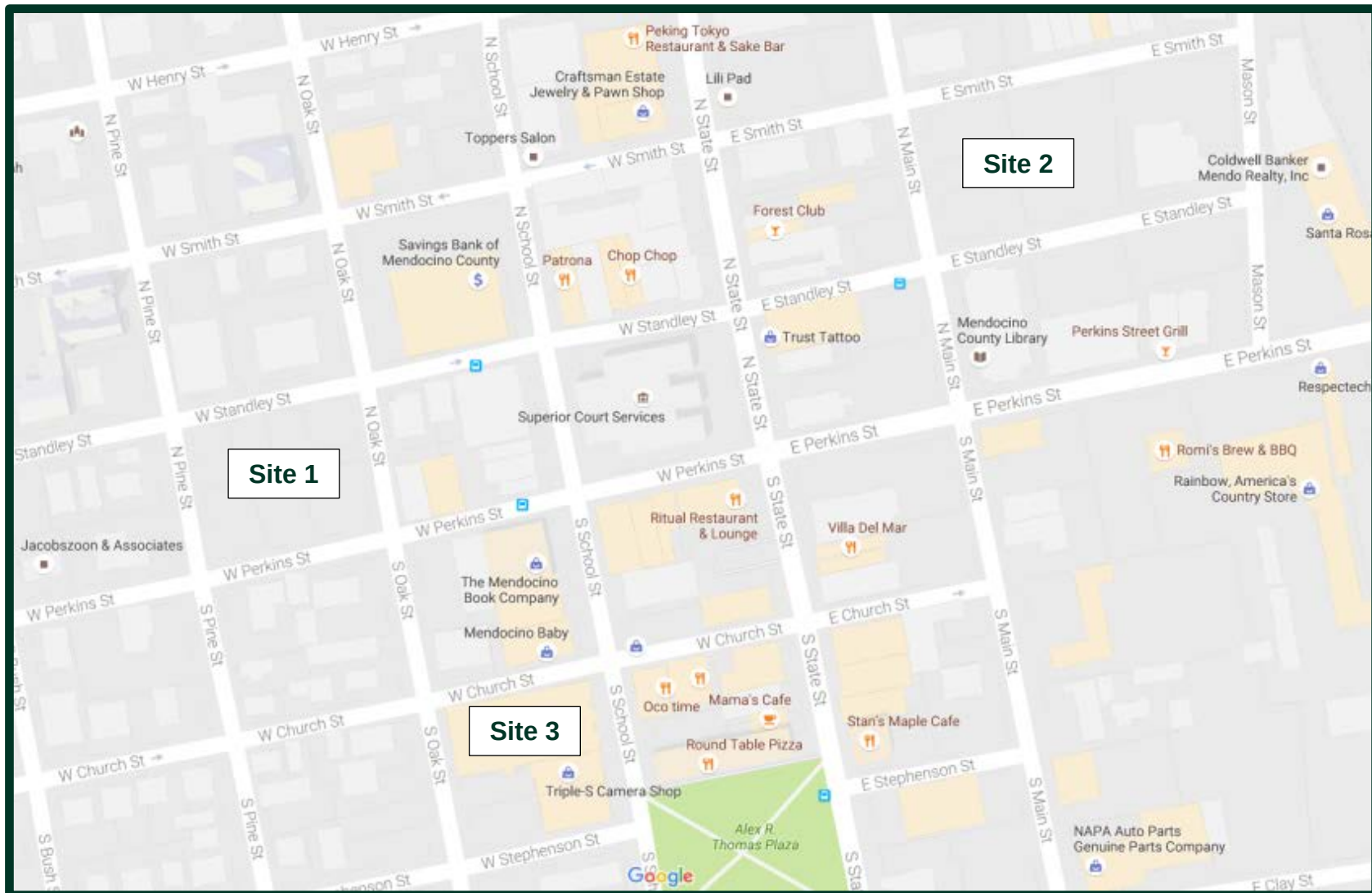


Hypothetical City Controlled Hotel Development Sites in Historic Downtown Ukiah

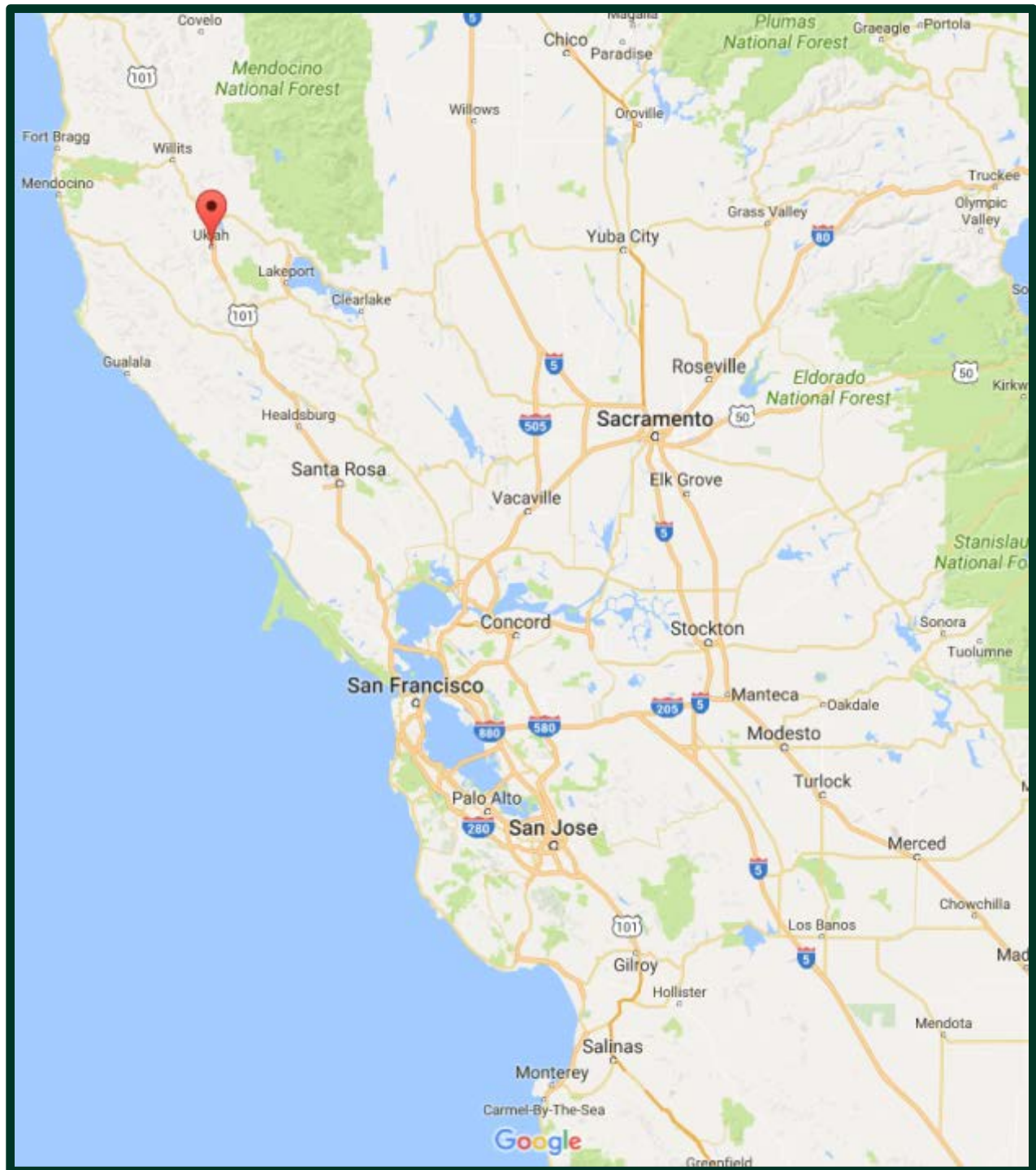
Upon inspection of the three hypothetical sites in Ukiah and review of their individual attributes, we would rank the three sites in the following order:

1. **Parking Lot A:** Parking Lot A is the optimal site for the development of a hotel. The site has good ambiance for a wine country hotel and is proximate to Historic Downtown Ukiah amenities. While it will not have visibility from Highway 101, it can be easily accessed from the Perkins Street Exit off Highway 101. The site is rectangular in shape and at grade with its surroundings. Based on our physical inspection, this site is adequate in size and would be well suited for the development of a hotel
2. **Parking Lot C:** Among the three identified sites, Parking Lot C is the second best site for the development of a hotel. Like Parking Lot A, this site will not have visibility from Highway 101, but it is the closest to the Perkins Street Exit off Highway 101. This site is the largest of the three sites. Based on our inspection, this site is adequate in shape and size for the development of a hotel. We are of the opinion, however, that this location would not provide the ideal setting for an upscale, wine country hotel.
3. **Ukiah Valley Conference Center & Parking Lot E:** Conference Center & Parking Lot E is well located in the heart of Historic Downtown Ukiah for the development of a hotel. If a hotel were to be developed in this location, it would be constructed above the existing facility. A hotel developed above the conference center would have access to conference center facilities. That being said, we are of the opinion that the cost to develop a hotel above the conference center would be prohibitive in attracting private investment.

Presented on the following pages are local and regional maps illustrating the three hypothetical development sites and the location of Ukiah.



Local Map



Regional Map

C. AREA REVIEW

As previously stated, the proposed Subject will be located in Ukiah, California. Provided in the following section is an overview of the regional and local markets.

1. STATE OF CALIFORNIA

Over the past fifteen years, California has experienced the full spectrum of the economic cycle. It entered into a recession in the early 2000s, followed by a period of economic recovery and growth beginning in mid-year 2003. This recovery period was marked by a decline in the state's unemployment rate, an increase in the employment base, and strong growth in the state's gross domestic product, fueled by a diversifying knowledge-based economy. In conjunction with the strengthening of the national economy and a booming real estate market, California's economy prospered from mid-year 2003 through mid-year 2007. Beginning in the second half of 2007, the Californian economy slowed due to a national recession driven by the national mortgage credit crisis. This most recent recession lasted approximately 20 months and is believed to have ended in August 2009.

After multi-billion dollar shortfalls in recent years, including a \$26.6 billion budget gap in 2011, California ended the 2014/15 fiscal year with revenues for the General Fund totaling \$6.8 billion more than anticipated one year ago when the 2014/15 budget was enacted. This is 6.4 percent higher than projected. Compared to the previous fiscal year, California revenues were \$12.7 billion higher, an increase of 12.5 percent over prior year levels. For the entire 2014/15 fiscal year that ended June 30th, personal income tax led the surge, accounting for \$5.8 billion of the \$6.8 billion windfall. Corporation taxes beat projections by \$1.6 billion, while retail sales and use taxes for the year came in \$395.9 million lower than expected. Of the \$12.7 billion revenue increase over the 2013/14 fiscal year, \$10.1 billion or 80 percent consisted of personal income taxes.

2. MENDOCINO COUNTY

The proposed Hotel lies within Mendocino County, which is located in Northern California, to the north of Sonoma County, to the west of Lake, Glenn, and Tehama Counties, and to the south of Humboldt and Trinity Counties. Mendocino County is approximately 3,500 square miles and features approximately 80 miles of coastal frontage along the Pacific Ocean. The county's southern boundary is approximately 115 miles north of San Francisco while the county's northern border is approximately 180 miles south of the Oregon border.

Mendocino County is traversed by U.S. Highway 101 in its interior, and by Highway 1 along the Pacific Coast. Several routes connect these major highways including Highway 128 and Highway 20. Most of Mendocino County's major cities are situated along these highways. The cities of Hopland, Ukiah (the county seat and largest city, as well as the subject of this report), Willits,

Laytonville, and Leggett all straddle Highway 1. Gualala, Anchor Bay, Point Arena, Manchester, Elk, Albion, Little River, Mendocino, Fort Bragg, and Westport are all small, former logging communities along Highway 1.

Mendocino County is characterized by picturesque terrain including breathtaking coastal views, rolling, vineyard-covered hills, redwood forests, and rugged mountains. It is known for outdoor recreational activities such as camping, diving, fishing, whale watching, ocean-kayaking, and hiking.

Population: According to the California Department of Finance Demographic Research Unit, Mendocino County has a 2016 population of approximately 88,400, representing an increase of 0.2 percent over 2015 levels. The City of Ukiah is the largest city with approximately 16,200 residents as of January 1, 2016. The countywide population has grown at a compound annual growth rate (CAGR) of 0.1 percent since 2010, slower than the statewide CAGR of 0.9 percent over the same period.

Employment: The major employers in Mendocino County consist primarily of government, hospitals, agriculture, and tourism/gaming. Historically, the economy in Mendocino County has been driven by the timber and commercial fishing industries, but employment in these industries has decreased considerably over the past three decades as a result of environmental preservation efforts and the modernization of processing techniques. The following table summarizes the largest employers in the county, as of 2016.

Major Employers in Mendocino County - 2016			
Employer	Location	Employer	Location
City of Ukiah	Ukiah	Mendocino Redwood Co LLC	Calpella
Coyote Valley Casino	Redwood Valley	Raley's	Ukiah
Dharma Realm Buddhist Assn	Talmage	Redwood Empire Packing Inc.	Ukiah
Fetzer Vineyards	Hopland	Safeway	Fort Bragg
Forestry & Fire Protection	Willits	Trinity Youth Services	Ukiah
Hillside Health Center	Ukiah	Ukiah Campus	Ukiah
Hopland Sho Ka Wah Casino	Hopland	Ukiah City Civic Center	Ukiah
Little River Inn Golf & Tennis	Little River	Ukiah High School	Ukiah
Mendocino Coast District Hospitality	Fort Bragg	Ukiah Valley Medical Center	Ukiah
Mendocino College	Ukiah	Walmart	Ukiah
Mendocino County	Ukiah		
Source: State of California Employment Development Department			

As of August 2016, Mendocino County reported a total labor force of approximately 40,900 people. Unemployment for the county was 5.0 percent, on par with the statewide unemployment rate 4.9 percent.

Transportation: Primary transportation through Mendocino County is provided by U.S. Highway 101 and State Highways 1, 20, 128, 162, and 253. Highway 101 travels north to the Oregon Border and south to San Francisco. Highway 1, also known as the Pacific Coast Highway, travels south to San Francisco and north through Mendocino County, where it connects to Highway 101.

Highway 128 travels southeast from Highway 1, where it connects with Highway 101 in Cloverdale. Highways 20, 128, 162, and 253 travel in east-west directions.

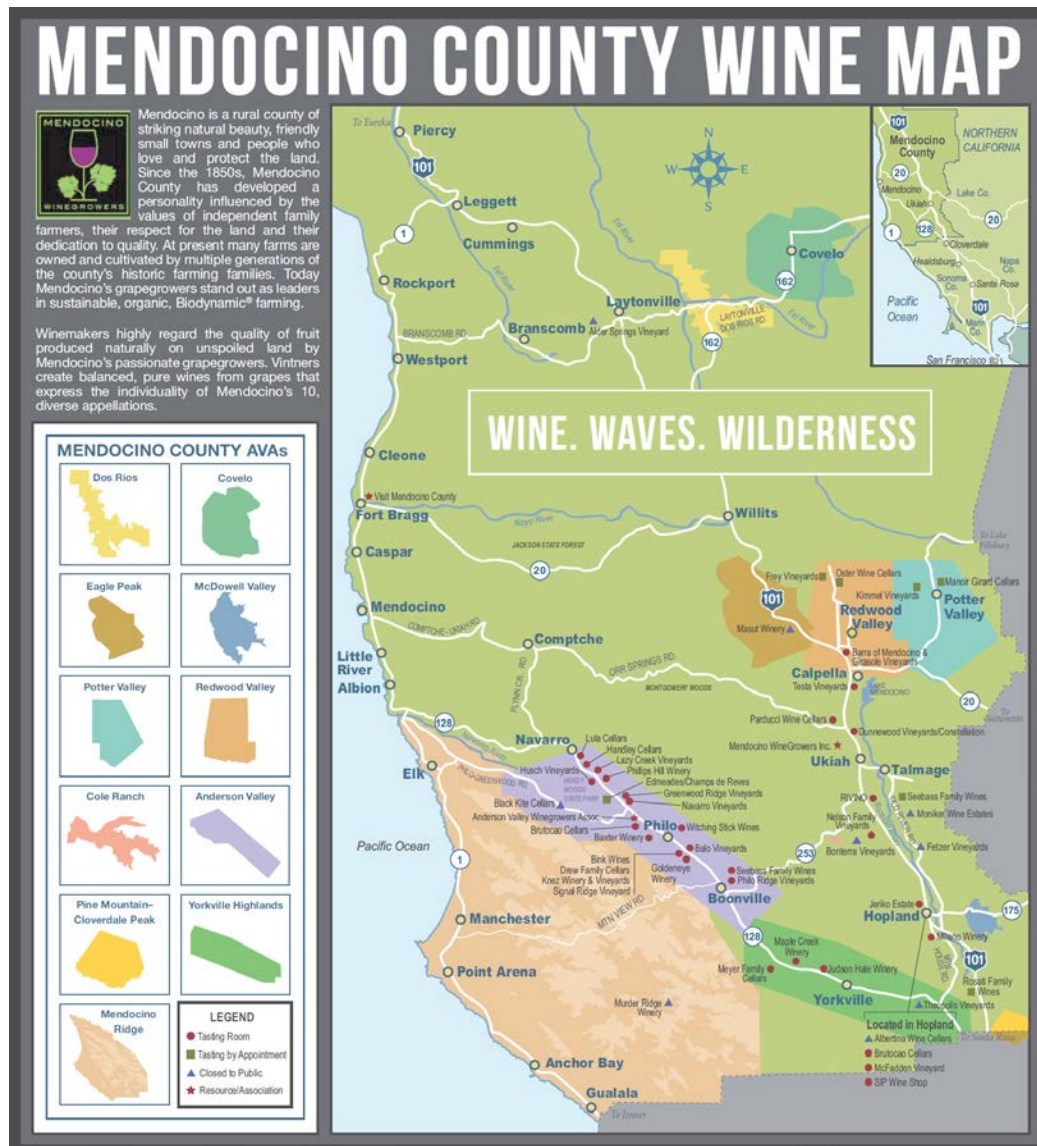
Public transportation is provided by the Mendocino Transit Authority (MTA), serving Ukiah, Mendocino Valley, and other coastal communities. MTA operates several routes, most of which radiate from the main city of Ukiah.

Mendocino County has two public airports: the Round Valley Airport and the Little River Airport. The Round Valley Airport is an unmanned airport with a paved runway, runway lights, and a tie down area that serves a remote area of the County. The Little River Airport, which serves the central Mendocino coast, provides more thorough services, is located 3 miles southeast of Little River, and has one runway.

The Ukiah Municipal Airport is a public airport located just south approximately 1.5 miles south of Downtown Ukiah. It is a general aviation airport situated on 160 acres and has one runway. The airport opened in the 1930's and has 87 aircrafts based on site.

Tourism: The Mendocino coast is a popular weekend getaway for many San Francisco Bay Area residents. Among the attractions are the coastal scenery, state parks and beaches, and other outdoor activities. Among the most popular destinations are the Russian River, the Albion River, Sinkyone Wilderness State Park, Van Damme State Park, Hendy Woods State Park, Mendocino Headlands State Park, and Navarro River Redwoods State Park. Popular outdoor activities include camping, hiking, rafting, canoeing & kayaking, and diving. Additionally, Mendocino County is known for its many excellent wineries. Indeed, the vineyards in this region are leaders in sustainable, organic, and Biodynamic grape growing practices. Displayed below is a map highlighting some of the county's most popular wineries.

Ukiah serves as the starting point for visitors traveling along the Pacific Coast. From Ukiah, visitors head west along Highway 253 to Boonville which then connects to Highway 128. Heading north along Highway 128 from Boonville, through Philo and Navarro, visitors traverse through the heart of Anderson Valley. Anderson Valley is Mendocino County's most well-known wine growing region. Only fifteen miles long, Anderson Valley is home to a unique group of vineyards and wineries producing a broad range of excellent wines including world class Pinot Noir and Alsace Varietals. Highway 128 then connects to Highway 1, also known as the Pacific Coast Highway.



Climate: The Mendocino coast is characterized by seasonal weather conditions with lower temperatures and greater precipitation during winter months and higher temperatures and little precipitation during the summer. The average high temperature in July in Mendocino County is 81.3 degrees F, while the average low in January is 36 degrees F. However, it should be noted that Mendocino County has a range of microclimates which are largely influenced by the geography and topography of the region.

3. CITY OF UKIAH

The first Anglo settler to dwell in what is now Ukiah was John Parker, a vaquero who worked for pioneer cattleman James Black. Black had taken possession of a block of grazing land just south of present-day Ukiah, and Parker constructed his cabin on the banks of what was known as Wilson Creek. In 1857, seven more settlers arrived in the city. The first United States post office

opened in the city in 1858, and by 1859 the population of Ukiah had grown to approximately 100 people. Ukiah was incorporated in 1876, but it was not until 1889 that the San Francisco and North Pacific Railroad completed its line from Cloverdale (30 miles south) to Ukiah, finally linking Ukiah to the national rail network.

Present day Ukiah is the largest city in Mendocino County and serves as the county seat. With its accessible location along the busy north/south Highway 101 corridor and near the east/west Highway 20 corridor, Ukiah serves as a hub for both Mendocino County and much of neighboring Lake County. The city has an estimated population of approximately 16,075 people. However, as the Mendocino County seat and the business/education/shopping center for much of the region, the weekday population swells to roughly 35,000, generating significant lodging demand.

Ukiah is surrounded by natural beauty and hosts a variety of recreational activities, including the county's only 18-hole golf course, three disc golf courses, Lake Mendocino for boating, fishing, hiking, and camping, and thousands of acres of BLM land for recreation and off-road vehicle use. It possesses a vibrant and diversified economy and a mix of small town charm and big city culture. For these reasons, Ukiah is rapidly being discovered by visitors looking for an easy, inspiring getaway. Since 2010 visitor spending in Ukiah has increased by nearly 50 percent. Presented below is a summary of several of the attributes of the City of Ukiah.

- Ukiah was voted "Best in California" and "6th Best Small Town in the U.S." by Norman Crampton's *The 100 Best Small Towns in America* and one of the "8 Great Places You've Never Heard Of" by Mother Earth News.
- Ukiah is centrally located to over 30 winery tasting rooms, making it an ideal location for residents of nearby San Francisco or Sacramento interested in a weekend of wine-tasting as an alternative to the more expensive and crowded Napa or Sonoma Counties. The region is also a national leader in organic vineyard practices and has been dubbed the greenest wine region in America. In June and November, the city hosts the weekend-long event A Taste of Redwood Valley, a celebration of the region's wineries. Wine tourism is one of the primary lodging demand generators in Ukiah.
- Downtown Ukiah is home to a multitude of visitor attractions, including a bustling restaurant scene largely focused around local, organically grown produce, meats, and wines; the Grace Hudson Museum and Sun House, an art and history museum that features the intricate basketry of the local Pomo Indian tribe; and a wide variety of family-owned boutiques appealing to window shoppers, souvenir seekers, and locals alike. Additionally, Ukiah is home to the City of 10,000 Buddhas, one of the largest Buddhist communities in the Western Hemisphere, and Montgomery Woods Redwood

Grove, one of the most pristine redwood tree groves anywhere. Historic Vichy Springs, the only warm and naturally carbonated mineral baths in North America, is just outside the city limits. Orr Hot Springs, the first commercial hot springs in the country, is approximately 25 minutes outside of town.

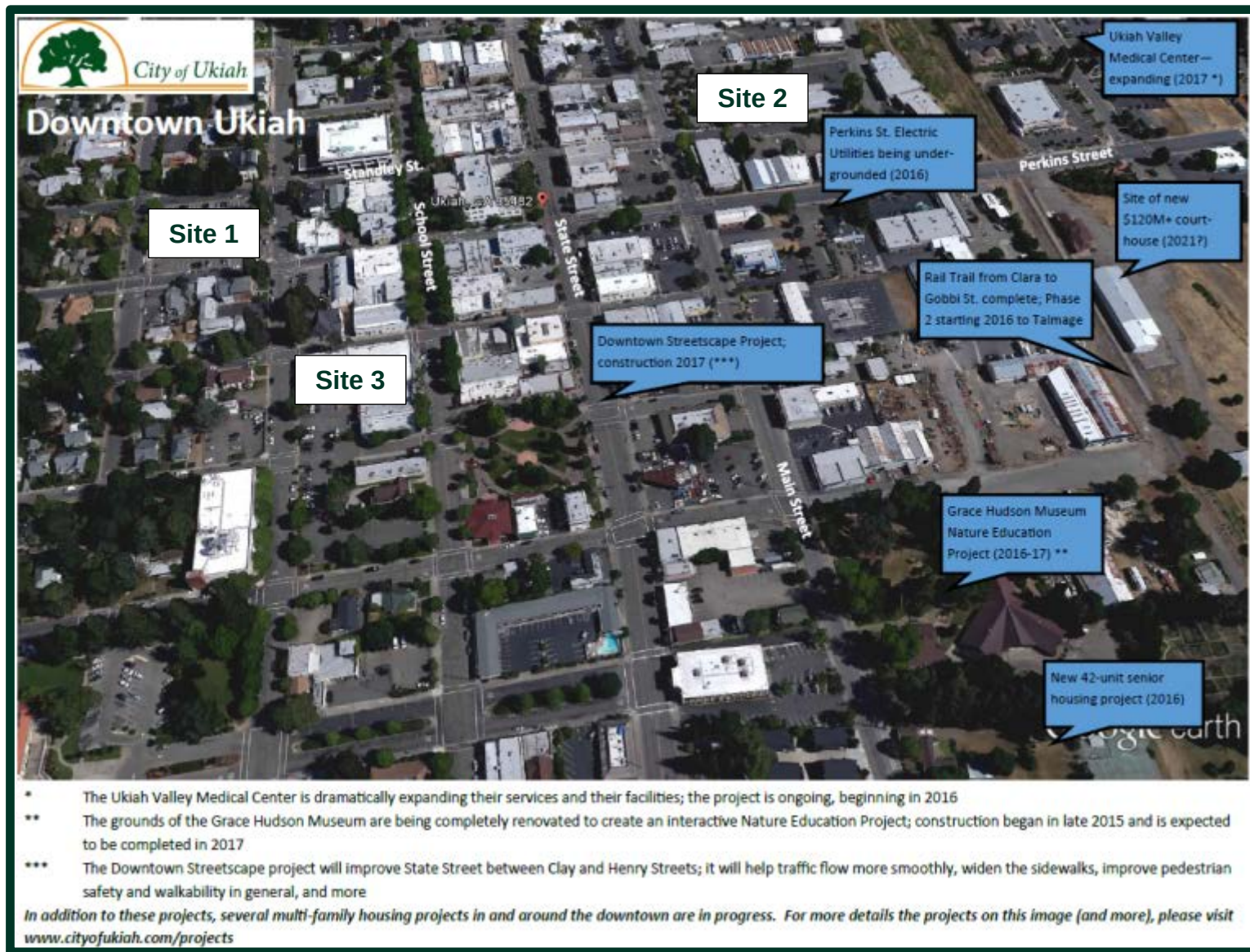
- The region's multitude of wineries, combined with its spectacular natural beauty and abundance of visitor attractions, make it a popular destination for events such as weddings and reunions.
- A variety of major projects will bring significant changes to Ukiah over the next several years. Some of these include the new Costco development planned near Talmage Road and Highway 101; the new Ukiah Courthouse, which is anticipated to cost more than \$100 million; a new affordable senior housing project and more multi-family housing to support the growing population; an extension of the existing Rail Trail, which will create a safe and efficient pedestrian and bike pathway through the city; and the Downtown Streetscape Project between Mill and Henry Streets, which will include widened sidewalks, bulbouts for greater pedestrian safety, and improved traffic circulation. Additionally, an expansion of the Ukiah Valley Medical Center, which serves 122,000 people annually, was approved in 2014. This expansion will help the facility's efforts to advance its trauma designation from level 4 to level 3.
- Ukiah has a vibrant economy and a friendly business climate, in part due to its comprehensive workforce development network which includes education, training, support services, and the facilitation of business development, job retention, and expansion. On average, the City of Ukiah's development fees are 50 to 60 percent lower than other cities in the area, and there are no school impact fees.
- A long list of innovators and industry leaders are based in the Ukiah area. Among others, Maverick Enterprises, a privately owned company that produces capsules and alternative closures for the wine, distilled spirits, and specialty food and beverage industries, and Factory Pipe, which makes specialized mufflers for snowmobiles and jet skis, are based in Ukiah. Solar Living Institute, which manages the Solar Living Center, a 12-acre renewable energy and sustainable living demonstration site that is visited by 200,000 people annually, is located in nearby Hopland. Advance Power, which was the first California business to be solar and wind powered and has been a leader in the energy production industry since 1978, is located just north of Ukiah in Redwood Valley. The area is also home to Parducci Wine Cellars, the first carbon neutral winery in the U.S., and Fetzer Winery, the sixth largest wine producer in the U.S., the first California winery

to operate on 100 percent renewable energy, the first winery to achieve zero waste, and the site of the largest solar array in the wine industry.

- Ukiah offers an array of post-secondary educational opportunities. Mendocino College, founded in 1973, is located in Ukiah and is part of the Mendocino-Lake Community College District. The 127-acre campus enrolls approximately 5,150 students and employs 55 full-time and 200 adjunct faculty members. Sonoma State University offers an upper-division extension program in Ukiah leading to a Bachelor of Arts in Liberal Studies, with an emphasis on American Studies. In nearby Hopland, the University of California Davis operates a Research and Extension Center, one of nine such centers operated by the UC Division of Agriculture and Natural Resources.
- The map on the following page illustrates the relative location of the three hypothetical sites to some of the development projects in Downtown Ukiah.

4. CONCLUSION

After review of the general economic and demographic information for the City of Ukiah and the greater Mendocino County area, we are of the opinion that the local and regional economies are poised for continued economic growth. Due to its abundance of visitor attractions and proximity to major population centers, Ukiah is projected to remain a very desirable visitor destination. As such, growth in lodging demand, both from individual business and leisure travelers as well as group demand generated from social functions, is expected to continue to increase.



D. HOTEL MARKET ANALYSIS

1. NATIONAL MARKET OVERVIEW

The research division of CBRE Hotels (formerly PKF Hospitality Research) owns the database for *Trends® in the Hotel Industry*, the statistical review of U.S. hotel operations, which first appeared in 1935 and has been published every year since. Beginning in 2007, the powerful *Hotel Horizons®* was unveiled. *Hotel Horizons®* is an economics-based hotel forecasting model that projects five years of supply, demand, occupancy, ADR, and revenue per available room (“RevPAR”) for the U.S. lodging industry with a high degree of accuracy. *Hotel Horizons®* reports are published on a quarterly basis for 59 markets and six national chain-scales.

Based on the *September - November 2016 National Edition of Hotel Horizons®*, revenue per available room for the U.S. lodging market grew by 8.1 percent in 2011, 6.7 percent in 2012, 5.2 percent in 2013, 8.1 percent in 2014, and 6.2 percent in 2015. As a point of comparison, RevPAR declined by 16.7 percent in 2009, the largest percentage decline since CBRE Hotels/PKF Hospitality Research began tracking lodging performance in 1935. This significant drop was a direct result of the severe national and global recession which began in the fall of 2007 and lasted well into 2009. Further, it resulted in a 40.0 percent decrease in hotels’ net operating income (“NOI”), subsequently impacting hotel values throughout the nation.

For the following three years (2016, 2017, and 2018), the overall U.S. lodging market is projected to achieve RevPAR growth rates of 3.6 percent, 3.9 percent, and 3.7 percent, respectively, with ADR gains leading these increases. However, it should be noted that these RevPAR growth rates are below the growth experienced over the last five years as the national lodging recovery cycle is nearing an end as supply growth is beginning to have a negative impact on occupancy and subsequently ADR growth.

2. COMPETITIVE LODGING MARKET OVERVIEW

In our analysis of the competitive market for the proposed Hotel, we have identified nearly all of the existing hotels in the Ukiah market. The existing competitive hotel supply in the City of Ukiah, which represents a self-contained lodging market along the Highway 101 corridor, consists of upper midscale, midscale, and economy hotels (per Smith Travel Research chain scale definitions). Based on our research, we have identified nine properties as representing the primary competitive market for the proposed Hotel. The total number of rooms in the competitive supply is 522. Competitive properties were identified on the basis of location, room product offered, guest type, and overall quality. These hotels are identified in the table below and we have provided a table highlighting the primary facilities of each hotel on the next table.

Competitive Market					
Hotel	City	Rooms	Opening Date	Chain Class	Affiliation
Best Western Orchard Inn	Ukiah	54	2001	Midscale	Best Western
Super 8 Ukiah	Ukiah	54	1981	Economy	Wyndham
Days Inn Ukiah	Ukiah	54	1959	Economy	Wyndham
Quality Inn Ukiah	Ukiah	40	1960	Midscale	Choice
Motel 6 Ukiah	Ukiah	70	1970	Economy	Motel 6
Fairfield Inn & Suites Ukiah Mendocino	Ukiah	56	2005	Upper Midscale	Marriott
Hampton Inn Ukiah	Ukiah	76	2002	Upper Midscale	Hilton
Comfort Inn & Suites Ukiah	Ukiah	63	2007	Upper Midscale	Choice
Travelodge Ukiah	Ukiah	55	1997	Economy	Wyndham
Subtotal		522	-	-	
Proposed Ukiah Hotel		75	-	-	
Total		597	-	-	

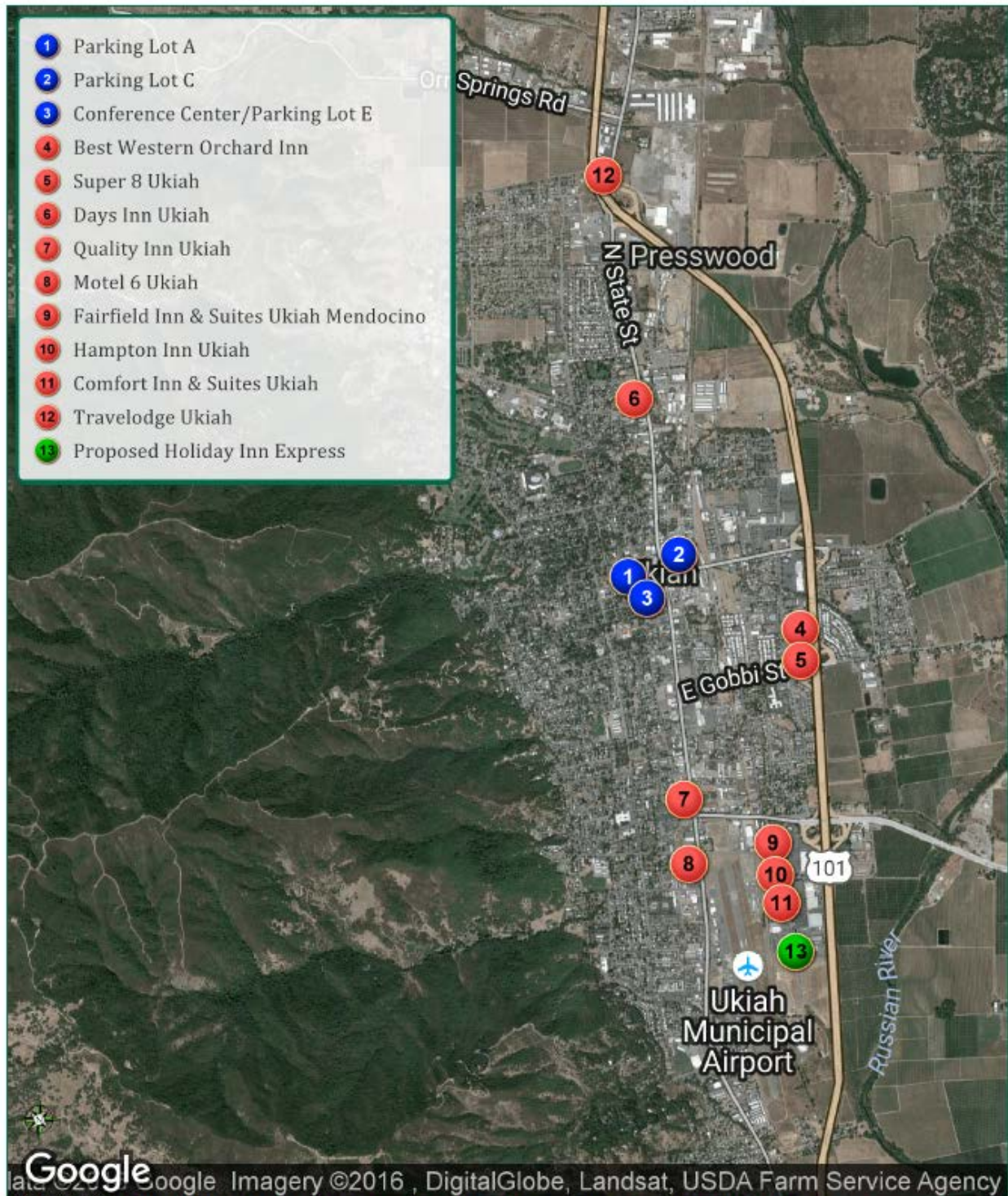
As noted, these hotels range in size between 40 guestrooms (Quality Inn Ukiah) and 76 guestrooms (Hampton Inn Ukiah) and opened between 1959 and 2007.

It should be noted that while other hotels in the regional market may be deemed competitive to the proposed Hotel, the selected properties were useful in illustrating the general performance of the local hotel market. Specifically, we have excluded independent hotels and motels from our sample. A map of the competitive market has been presented on page 25.

SUMMARY OF UKIAH HOTELS				
Property	Best Western Orchard Inn	Super 8 Ukiah	Days Inn Ukiah	Quality Inn Ukiah
				
Address	555 S Orchard Ave	693 S Orchard Ave	950 N State St	1050 S State St
Year Opened	2001	1981	1959	1960
Number of Rooms	54	54	54	40
Affiliation	Best Western	Wyndham	Wyndham	Choice Hotels
Amenities				
Food & Beverage	Complimentary Breakfast	Complimentary Breakfast	Complimentary Breakfast	Complimentary Breakfast
Recreation	Fitness Center, Outdoor Pool	Fitness Center, Outdoor Pool	Fitness Center, Outdoor Pool	Fitness Center
Meeting Space	N/A	N/A	N/A	N/A
Property	Motel 6 Ukiah	Fairfield Inn & Suites Ukiah	Hampton Inn Ukiah	Comfort Inn & Suites Ukiah
				
Address	1208 S State St	1140 Airport Park Blvd	1160 Airport Park Blvd	1220 Airport Rd
Year Opened	1970	2005	2002	2007
Number of Rooms	70	56	76	63
Affiliation	Motel 6	Marriott	Hilton	Choice Hotels
Amenities				
Food & Beverage	N/A	Complimentary Breakfast	Complimentary Breakfast	Complimentary Breakfast
Recreation	Outdoor Pool	Fitness Center, Indoor Pool	Fitness Center, Outdoor Pool	Fitness Center, Outdoor Pool
Meeting Space	N/A	414 sq. ft.	1,800 sq. ft.	N/A

SUMMARY OF UKIAH HOTELS		
Property	Travelodge Ukiah	
		
Address	1720 N State St	
Year Opened	1997	
Number of Rooms	55	
Affiliation	Travelodge	
Amenities		
Restaurant	Complimentary Breakfast	
Recreation	Fitness Center, Outdoor Pool	
Meeting Space	N/A	

Proposed Hotel Ukiah Competitive Hotel Map



© 2016 CBRE Limited. Data © Teatime, Google, AerialExpress, DigitalGlobe, Landsat, USDA, USDA Farm Service Agency. The information contained herein ("Information") is intended for informational purposes only and should not be relied upon by recipient hereof. Although the information is believed to be correct, its accuracy, completeness or timeliness cannot be guaranteed and has not been verified by either CBRE Limited or any of its affiliates. CBRE Limited and its affiliates are collectively referred to herein as "CBRE". CBRE neither guarantees, warrants nor assumes any responsibility or liability of any kind with respect to the accuracy, completeness, or timeliness of, or decisions based upon or in connection with, the information. The recipient of the information should take such steps as the recipient may deem appropriate with respect to using the information. The information may change and any property described herein may be withdrawn from the market at any time without notice or obligation of any kind on the part of CBRE. The information is protected by copyright and shall be fully enforced.

CBRE

3. HISTORICAL PERFORMANCE OF THE COMPETITIVE MARKET

Presented in the following table is a summary of the historical supply and demand and the resulting occupancy percentages for the identified competitive market for the period 2005 to 2015 as well as year-to-date (“YTD”) August 2016 and 2015. Also included are the competitive market’s average daily rate (“ADR”) and revenue per available room (“RevPAR”) figures. RevPAR is an industry standard which equates to the total revenue generated by available rooms and thereby measures the operational success of a market or individual property.

Proposed Ukiah Hotel Historical Performance of the Competitive Market									
Year	Annual Supply	Percent Change	Occupied Rooms	Percent Change	Market Occupancy	ADR	Percent Change	RevPAR	Percent Change
2005	152,205		89,649		58.9%	\$70.26		\$41.38	
2006	167,535	10.1%	100,018	11.6%	59.7%	\$73.63	4.8%	\$43.96	6.2%
2007	178,850	6.8%	100,871	0.9%	56.4%	\$77.17	4.8%	\$43.52	-1.0%
2008	190,530	6.5%	107,459	6.5%	56.4%	\$78.27	1.4%	\$44.14	1.4%
2009	190,530	0.0%	95,074	-11.5%	49.9%	\$76.87	-1.8%	\$38.36	-13.1%
2010	190,530	0.0%	101,934	7.2%	53.5%	\$75.06	-2.4%	\$40.16	4.7%
2011	190,530	0.0%	109,555	7.5%	57.5%	\$76.39	1.8%	\$43.92	9.4%
2012	190,530	0.0%	111,460	1.7%	58.5%	\$76.21	-0.2%	\$44.58	1.5%
2013	190,530	0.0%	118,129	6.0%	62.0%	\$78.99	3.6%	\$48.97	9.8%
2014	190,530	0.0%	120,987	2.4%	63.5%	\$86.98	10.1%	\$55.23	12.8%
2015	190,530	0.0%	129,179	6.8%	67.8%	\$96.87	11.4%	\$65.68	18.9%
CAGR	2.3%	-	3.7%	-	58.6%	3.3%	-	4.7%	-
YTD Aug '15	127,020	-	84,849	-	66.8%	\$94.39	-	\$63.05	-
YTD Aug '16	127,020	0.0%	85,866	1.2%	67.6%	\$101.94	8.0%	\$68.91	9.3%

Source: CBRE Hotels

- As can be noted from the table above, supply for the competitive market has increased at a compound annual growth rate (“CAGR”) of 2.3 percent from 2005 to 2015. During this period, the two additions to supply were the 56-room Fairfield Inn & Suites Ukiah Mendocino (October 2005) and the 63-room Comfort Inn & Suites Ukiah (July 2007).
- Demand, as measured by occupied room nights for the competitive market, has increased at a CAGR of 3.7 percent from 2005 through 2015. During this period, demand growth ranged from a decline of 11.5 percent to an increase of 11.6 percent. Prior to the recent recession (2005 to 2008), demand growth ranged from 0.9 percent to 11.6 percent. Occupancy declined slightly from 58.9 percent in 2005 to 56.4 percent in 2008 as the two aforementioned additions to supply were absorbed by the competitive market. Demand declined 11.5 percent and occupancy reached a low of 49.9 percent in 2009 due to the effects of the last economic recession. Following the recession, demand growth ranged from 1.7 percent to 7.5 percent, between 2010 and 2015. Occupancy increased from 53.5 percent in 2010 to a record high of 67.8 percent in 2015. As of year-to-date (“YTD”) August 2016, demand increased 1.2 percent over YTD August 2015, resulting in occupancy of 67.6 percent. Demand growth following the recent recession has been driven by the economic growth benefitting all of Northern California.

- The competitive market's occupancy over this 11-year period ranged from 49.9 percent (2009) to 67.8 percent (2015), with an average of 58.6 percent. As a point of comparison, the long-run average occupancy for the U.S. lodging market is 62.1 percent. As noted, occupancy of the competitive lodging market has been below the long-run national average for nine of the past 11 years. Only recently as of 2013 has the Ukiah lodging market achieved an occupancy level above 62 percent. The performance of the competitive market is indicative of the location of Ukiah relative to local and regional demand generators, the small size of the market, and the relatively low quality/condition of the existing hotels. Overall, Ukiah represents a tertiary hotel market that is quite sensitive to economic changes effecting lodging demand. It will typically be one of the first markets to be affected by economic downturns and the last to benefit from economic growth. At recent occupancy levels (67.8 percent in 2015), however, the competitive market is effectively operating at maximum annual capacity due to seasonality and demand segmentation. As such, the competitive market is unable to accommodate additional demand during peak periods; thereby creating unsatisfied demand.
- ADR for the competitive market increased at a CAGR of 3.3 percent from 2005 to 2015. During this period, ADR growth for the competitive market ranged from a decline of 2.4 percent to growth of 11.4 percent. ADR increased 4.8 percent in both 2006 and 2007 due to the additions of the Fairfield Inn & Suites and the Comfort Suites. These two hotels were able to achieve ADR premiums over the competitive supply and thus provided a "lift" to the aggregate ADR of the competitive market. It is interesting to note that when occupancy was at its lowest point during the recent recession in 2009, ADR only declined 1.8 percent. Comparatively, the ADR of the national lodging market declined 8.6 percent in 2009. As occupancy in the competitive market reached record levels in 2014 and 2015, hotel general managers have been able to aggressively increase asking room rates during periods of peak demand. This strategy has yielded double-digit ADR growth of 10.1 percent in 2014 and 11.4 percent in 2015, well above the CAGR of 3.3 percent. This trend has continued as the competitive market achieved 8.0 percent ADR growth as of YTD August 2016 over YTD August 2015.
- With healthy increases in both occupancy and ADR between 2005 and 2015, RevPAR growth has ranged from a decline of 13.1 percent to growth of 18.9 percent. The competitive market achieved record double-digit RevPAR growth levels in 2014 and 2015. YTD August 2016 RevPAR growth tapered to 9.3 percent over YTD August 2015. With the competitive market effectively operating at maximum annual capacity, RevPAR growth was driven primarily by ADR growth.
- In 2015, the occupancy of the individual properties ranged from approximately 45 to 80 percent. We further estimate that ADR of the individual hotels ranged from approximately

\$50 to \$130 in 2015. As the individual upper midscale hotels have historically achieved significantly stronger occupancy and ADR than the individual midscale and economy hotels, it is evident that there is more demand for the higher quality lodging products in Ukiah.

- We estimate the demand segmentation of the competitive market is comprised of approximately 95 percent transient commercial and leisure demand and 5 percent group demand. We further estimate that the transient demand is comprised of approximately 50 percent commercial demand and 50 percent leisure demand.
- As illustrated in the chart below, occupancy in the competitive market does exhibit seasonal patterns. The strongest months are the months of June through October when occupancy is in the 70 percent to 80 percent range. April, May, and November are shoulder months with occupancy in the high-50 to low-60 percent range. January, February, March and December are the slowest months with occupancy in the high 40 to mid-50 percent range.

Competitive Market Seasonality (Monthly)				
Monthly Occupancy	2013	2014	2015	3-Year Avg.
January	44%	49%	54%	49%
February	52%	55%	62%	56%
March	51%	53%	56%	53%
April	55%	60%	61%	58%
May	65%	62%	67%	65%
June	75%	71%	76%	74%
July	76%	75%	78%	76%
August	75%	84%	81%	80%
September	71%	73%	84%	76%
October	68%	67%	74%	70%
November	61%	61%	63%	62%
December	51%	54%	57%	54%
	62%	63%	68%	64%

- The chart on the following page illustrates the demand in the competitive market by day of the week. Commercial travel drives demand on Tuesday and Wednesday with occupancy of 70 percent. Leisure travel drives demand on Friday and Saturday with occupancy of 69 percent and 73 percent, respectively. Saturday is historically the busiest day of the week. Monday and Thursday are shoulder periods with a mix of commercial and leisure demand. Sundays are the slowest day of the week with average occupancy of approximately 50 percent.

Competitive Market Seasonality (Weekly)				
Day of Week	TTM 8/14	TTM 8/15	TTM 8/16	3-Year Avg.
Sunday	48%	48%	53%	50%
Monday	60%	63%	66%	63%
Tuesday	67%	70%	72%	70%
Wednesday	68%	71%	72%	70%
Thursday	63%	66%	69%	66%
Friday	67%	69%	70%	69%
Saturday	71%	73%	76%	73%
Year	63%	66%	68%	66%

4. ADDITIONS TO SUPPLY

During the course of our research, we have identified one new hotel project that has been proposed.

- **Upper Midscale Hotel:** A 92-room, upper midscale hotel has been proposed near Highway 101 in Ukiah. While it is in preliminary planning stages, it is currently scheduled to open in January 2019. We have included the annualized addition of this hotel in our projection of future supply and demand.

5. RECOMMENDED HOTEL PRODUCT

Based on the information obtained during the course of this assignment and a review of the individual performance levels of the competitive hotels, we have determined that there is sufficient market demand to support the development of a new hotel in Historic Downtown Ukiah. As discussed earlier, we are of the opinion that the vicinity of **Parking Lot A (West Standley and Oak Streets)** would be the optimal site for such a hotel development.

Based on our research, we recommend that the proposed Hotel be positioned as an independent, upscale hotel, affiliated with one of the major hotel companies as a “soft brand.” As discussed earlier, soft brands allow hotels to be part of a major hotel company’s sales and marketing platforms, including access to their central reservation systems and guest loyalty programs, while retaining their unique, design, orientation, and independent status. As such, soft-branded hotels do not have to conform to all the stringent standards typically required by traditional hotels. Examples of “soft brands” that may be appropriate for the proposed Hotel include, but are not limited to, Ascend Hotel Collection (Choice Hotels), BW Premier Collection (Best Western), Lexington Legacy Hotels, and IBC Hotels.

While subject to further refinement, we recommend that the proposed Hotel contain up to 75 guestrooms, restaurant/bar, approximately 1,500 to 2,500 square feet of meeting space, a full-service restaurant/bar (operated or leased), possibly a tasting room, and typical amenities found at upscale hotels (fitness center, business center, etc.). For the purpose of our analysis, we have

assumed that the proposed Hotel would be open and available for occupancy by January 1, 2020. We have summarized the recommended facilities in the table below.

Proposed Ukiah Hotel Summary of Recommended Facilities	
Room Count:	Up to 75 guestrooms
Chain Scale:	Upscale
Gross Building Area:	48,750 SF
Gross Square Feet Per Room:	+/-650 SF
Floors:	Up to four stories
Food & Beverage Facilities:	Restaurant and Bar
Meeting Space:	1,500 to 2,500 square feet
Other:	business center, fitness center, whirlpool, sundries shop

We envision that the proposed Hotel would be uniquely positioned as the highest quality hotel in the local market and would cater to guests seeking an authentic wine country experience in Downtown Ukiah. The proposed Hotel would be located in picturesque Historic Downtown Ukiah and would be the only hotel with a restaurant and bar in Ukiah. We expect that the restaurant and bar would be utilized by both hotel guests and local patrons and could either be operated by the hotel operator, or leased to a local restaurateur. Furthermore, based on our interviews with representatives of local wineries, wine grower's associations, hotel owners/operators, and the conference center, we are of the opinion that there is demand for an upscale hotel product in Ukiah, which currently does not exist. This is further supported by the fact that the two existing highest quality hotels achieve the strongest levels of performance. Therefore, we deem a full-service, upscale hotel to be the most appropriate hotel product to serve the unmet lodging needs of Ukiah. The recommended Hotel would capture existing unsatisfied demand, existing demand seeking a higher-end experience and would induce new demand into the Ukiah market.

E. PROJECTED MARKET AND SUBJECT PERFORMANCE

1. PROJECTED PERFORMANCE OF THE COMPETITIVE MARKET

Presented in the following table is a summary of our occupancy and ADR projections for the competitive market for the years 2016 through 2024, coinciding with the proposed Hotels' first five full years of operation. As discussed, we have assumed that the proposed Hotel would be open and available for occupancy by January 1, 2020 and the Holiday Inn Express would be delivered in 2019.

Proposed Ukiah Hotel Projected Performance of the Competitive Market									
Year	Annual Supply	Percent Change	Occupied Rooms	Percent Change	Market Occupancy	ADR	Percent Change	RevPAR	Percent Change
2015	190,530	0.0%	129,179	6.8%	68%	\$96.87	11.4%	\$65.68	18.9%
2016	190,530	0.0%	133,100	3.0%	70%	\$105.00	8.0%	\$73.35	11.7%
2017	190,530	0.0%	131,500	-1.2%	69%	\$110.00	5.0%	\$75.92	3.5%
2018	190,530	0.0%	129,600	-1.4%	68%	\$114.00	4.0%	\$77.54	2.1%
2019	221,555	16.3%	141,800	9.4%	64%	\$117.00	3.0%	\$74.88	-3.4%
2020	248,930	12.4%	149,400	5.4%	60%	\$121.00	3.0%	\$72.62	-3.0%
2021	248,930	0.0%	149,400	0.0%	60%	\$125.00	3.0%	\$75.02	3.3%
2022	248,930	0.0%	149,400	0.0%	60%	\$129.00	3.0%	\$77.42	3.2%
2023	248,930	0.0%	149,400	0.0%	60%	\$133.00	3.0%	\$79.82	3.1%
2024	248,930	0.0%	149,400	0.0%	60%	\$137.00	3.0%	\$82.22	3.0%
CAGR	3.4%	-	1.5%	-	-	3.4%	-	1.4%	-

Source: CBRE Hotels

- Supply in the competitive market is projected to increase by 16.3 percent in 2019 due the annualized addition of the 85-room Holiday Inn Express in January 2019. Supply is then projected to increase 12.4 percent following the assumed addition of the 75-room proposed Hotel in January 2020.
- Consistent with YTD occupancy and demand trends, we project occupancy to increase slightly to 70 percent in 2016. We project occupancy to then decline slightly to 69 percent in 2017 and 68 percent in 2018. While all indicators suggest that lodging demand growth in Northern California will remain strong, normal economic cycles suggest a more reasonable long-term stabilized occupancy level lower than current record highs. In 2019, following the addition of the proposed 85-room Holiday Inn Express, we project occupancy to decline to 64 percent. We then project occupancy to decline to 60 percent in 2020 following the addition of the proposed Hotel. Occupancy is projected to decline following these additions as demand growth will trail the rapid increase in supply. Occupancy is projected to stabilize at 60 percent from 2020 onward. As a point of comparison the occupancy of the competitive market averaged 58.6 percent from 2005 through 2015. This projection of stabilized occupancy assumes that the upscale and upper midscale hotels (including the proposed Subject) operate at above 70 percent

occupancy while the midscale and economy hotels operate at below 60 percent occupancy.

- Based on the performance of the competitive market through YTD August 2016, we project ADR to increase 8.0 percent through year-end 2016, resulting in a market ADR of \$105. Going forward, ADR growth is projected to taper to 5.0 percent in 2017, 4.0 percent in 2018, and 3.0 percent from 2019 onward, consistent with our long-term outlook for inflation. As a point of comparison, ADR increased at a CAGR of 3.3 percent from 2005 through 2015.

2. PROJECTED PERFORMANCE OF THE PROPOSED HOTEL

Based upon our analysis contained herein, including a review of the overall competitive market and of each identified hotel, we have provided our occupancy and ADR projections for the proposed Hotel's first five years of operation, as stated in calendar years. In providing these projections, we have considered the following advantages and disadvantages impacting the future performance of the proposed Subject.

- The proposed Hotel will represent the newest and only upscale (per Smith Travel Research chain scale classifications) hotel in Ukiah.
- The proposed Hotel will be a unique lodging facility in Ukiah. It will be the only hotel with a restaurant/bar and will have the most amount of meeting space (1,500 to 2,500 square feet). The restaurant/bar will be utilized by both hotel guests and local patrons.
- The proposed Hotel will be well located in Downtown Historic Ukiah and will allow guests to walk to downtown restaurant and retail amenities. The location has excellent ambiance and will provide guests with an authentic wine country experience.
- The proposed Hotel will have a "soft-brand" and will be affiliated with a national hotel chain. As such, the proposed Subject will benefit from a strong national marketing brand association and guest loyalty program.

Based upon the aforementioned, the proposed Subject's occupancy is projected to stabilize at **72 percent by 2022**, the Subject's third year of operation. During the first and second years of operation, we project the Subject to achieve occupancy of 65 and 68 percent as the proposed Hotel gains recognition in the local market. It should be noted that a stabilized occupancy level of 72 percent results in a market penetration of 120 percent (2022), which is deemed reasonable based on the location, number of rooms, and market share achieved by the other branded, upper midscale hotels in the competitive market. This is also deemed reasonable due to the proposed addition of a 92-room, upper midscale hotel in 2019. At this level of performance, we estimate that approximately 85 to 90 percent of the captured demand would be from the transient business and leisure market segments.

Based on the individual attributes and performance levels of the individual competitive hotels, we believe that the proposed Subject could achieve an **ADR of \$130** under the hypothetical condition that it was open in 2015. This ADR is approximately \$33 above the 2015 ADR for the competitive market (\$97), which is warranted due to its high-quality product, brand affiliation, and unique location. Furthermore, this would position the proposed Hotel at the top of the competitive market. It should be noted that we have included a 2.0 percent introductory discount for the proposed Hotel in its first year of operation, which is typical as hotels offer discounts and promotions to create awareness in the local market. This results in an ADR upon opening in **2020 of \$160**.

Based on the analysis contained herein, we have provided our projections for the proposed 75-room Hotel in the table below. Our projections for both occupancy and ADR for the proposed Subject's first five years of operation are presented in the following table. In providing our projections, we have assumed that the Hotel would be open and available for occupancy by January 1, 2020.

Proposed Ukiah Hotel Projected Performance								
Year	Hypothetical ADR	Market Growth	Introductory Discount	Actual ADR	Percent Change	Occupancy	RevPAR	Percent Change
2015	\$130.00	-						
2016	\$140.40	8.0%						
2017	\$147.00	5.0%						
2018	\$153.00	4.0%						
2019	\$158.00	3.0%						
2020	\$163.00	3.0%	2.0%	\$160.00	-	65%	\$103.45	-
2021	\$168.00	3.0%	0.0%	\$168.00	5.0%	68%	\$114.76	10.9%
2022	\$173.00	3.0%	0.0%	\$173.00	3.0%	72%	\$124.50	8.5%
2023	\$178.00	3.0%	0.0%	\$178.00	2.9%	72%	\$128.09	2.9%
2024	\$183.00	3.0%	0.0%	\$183.00	2.8%	72%	\$131.69	2.8%

Source: **CBRE Hotels**

Although it is possible that the proposed Subject will experience growth in occupancy and ADR above those estimated in this report, it is also possible that sudden economic downturns, unexpected additions to the room supply, or other external factors will force the property below the selected point of stability. Consequently, the estimated occupancy and ADR levels are representative of the most likely potential operations of the proposed Subject over the projected holding period based on our analysis of the market as of the date of this report.

F. ESTIMATED ANNUAL OPERATING RESULTS

Based on the projections of occupancy and average daily rate presented above, we have provided our projections of estimated annual operating results for the proposed Hotel for the ten-year period 2020 to 2029. In preparing these projections, we have relied upon the actual financial performance of a sample of branded, upscale hotels in California (presented in Addendum A). This information was obtained from confidential financial statements submitted in compilation of the 2016 edition (summarizing year-end 2015 data) of CBRE Hotels' publication *Trends® in the Hotel Industry*. In addition, in providing our cash flow projections, we have utilized the assumptions below. Direct or departmental revenues and expenses, which typically vary with occupancy, are generally analyzed on a per-occupied-room ("POR") basis, while undistributed expenses, which are more fixed in nature, are typically analyzed on total expense or a per-available-room ("PAR") basis.

1. Departmental Revenues and Expenses

- **Rooms Revenue** is based on the number of occupied rooms multiplied by the ADR for each respective year as previously presented in this report. For the first year of operation (2020), rooms revenue is projected to be \$2,846,000 (17,790 occupied rooms X \$160 ADR). We project rooms revenue to increase to \$3,410,000 (19,710 occupied rooms X \$173 ADR) in 2022, when the proposed Hotel's occupancy is expected to stabilize.
- **Rooms Expense** consists of salaries and wages, employee benefits, commissions, cleaning supplies, complimentary guest services, laundry and dry cleaning, linen, operating supplies, reservation costs, uniforms, and other items related to the rooms department. Rooms expense is estimated to be approximately \$26 POR in 2016 dollars and is projected to increase to approximately \$31 POR (\$549,000) in 2020, the Hotel's first year of operation. This estimate of rooms expense equates to approximately 18.0 percent of rooms revenue upon reaching operational stabilization.
- **Food and Beverage Revenue** is generated from the restaurant, catering, and meeting room, and audio/video equipment rentals. It is assumed that the restaurant will be utilized by both hotel guests and local patrons and operated by the hotel operator. We estimate food and beverage revenue of approximately \$20 POR from hotel guests and \$600,000 for total local sales, in 2016 dollars. Food and beverage revenue is projected to increase to \$22.50 POR from hotel guests and \$675,000 for total local sales in 2020 (\$1,076,000 total), the Hotel's first year of operation.
- **Food and Beverage Expense** includes product costs, payroll and related expenses, and other items such as laundry and linen, china, glassware and silverware, uniform costs, supplies, and other miscellaneous items. Food and beverage expense for the proposed

Hotel is estimated to be approximately 95 percent of departmental revenue in 2020 and is projected to decrease to 85 percent upon achieving operational stabilization in 2022.

- **Other Operated Departments Revenue** includes income associated with minor departments such as telecommunications, movies, and miscellaneous sources. We estimate other operated departments revenue of \$2.00 POR in 2016 dollars and is projected to increase to \$2.25 POR (\$40,000) in 2020, the Hotel's first year of operation. This estimate of other operated departments revenue equates to approximately 1.0 percent of the proposed Hotel's total revenue upon achieving operational stabilization.
- **Other Operated Departments Expense** includes expenses associated with other operated departments revenue. Other operated departments expense is estimated to be approximately 60 percent of departmental revenue throughout the projection period.
- **Rentals and Other Income** includes revenue from attrition, cancellation fees, vending machines, and other miscellaneous income. We estimate rentals and other income of \$1.00 POR in 2016 dollars and is projected to increase to approximately \$1.13 POR (\$20,000), in 2020, the Hotel's first year of operation. This estimate of rentals and other income equates to approximately 0.5 percent of the proposed Hotel's total revenue upon achieving operational stabilization. It should be noted that we have not accounted for any lease income from a potential wine tasting room or other retail vendor at the hotel.

2. Undistributed Operating Expense

- **Administrative and General Expense (A&G)** includes the salary and wages of the general manager and office staff, cash overages and shortages, credit card commissions, bad debt expense, security, accounting expense, and office supplies. We estimate administrative and general expense to be approximately 8.5 percent of total revenues in 2020, the proposed Hotel's first year of operation. A&G expense is then projected to stabilize at 8.0 percent of total revenue upon achieving operational stabilization in 2022.
- **Marketing Expense** includes the cost of advertising, printing of brochures, salary associated with sales and marketing personnel, frequent stay programs, and other costs associated with an ongoing sales and promotion program. We have also included franchise-related fees (royalties, marketing assessments, loyalty programs) in this category. We estimate marketing expense to be approximately 10.7 percent of total revenues in 2020, the proposed Hotel's first year of operation. Marketing expense is then projected to stabilize at 10.5 percent of total revenue upon achieving operational stabilization in 2022.
- **Property Operations and Maintenance Expense ("POM")** is a function of building age and usage. This expense category is comprised of engineering salaries, wages, employee benefits, normal maintenance of the building, normal maintenance of electrical,

mechanical, and other operating supplies. We estimate POM expense of \$1,550 PAR in 2016 dollars and is projected to increase to approximately \$1,745 PAR (\$131,000), in 2020, the Hotel's first year of operation. This estimate of POM expense equates to approximately 3.0 percent of the proposed Hotel's revenue upon achieving operational stabilization.

- **Utility Costs** include electricity, gas, water, sewer, and waste removal. These costs vary among hotels given the different building characteristics, HVAC systems, and building age. We estimate utility expense of \$2,050 PAR in 2016 dollars and is projected to increase to approximately \$2,300 PAR (\$173,000), in 2020, the Hotel's first year of operation. This estimate of utility expense equates to approximately 4.0 percent of the proposed Hotel's revenue upon achieving operational stabilization.
- **Information and Telecommunications Systems (IT)** includes the cost of providing all information technology and telecommunications for both guests and hotel operations. We estimate IT expense of \$600 PAR in 2016 dollars and is projected to increase to approximately \$675 PAR (\$51,000), in 2020, the Hotel's first year of operation. This estimate of IT expense equates to approximately 1.2 percent of the proposed Hotel's revenue upon achieving operational stabilization.
- **Management Fees:** For the purpose of our analysis, we have assumed a professional management company, with experience operating lodging facilities similar in tier to the proposed Hotel, will be retained by ownership to operate the proposed Hotel for a market rate management fee of 4.0 percent of total revenues.
- **Property Taxes:** Our property tax projections are based on the following estimated development costs for the proposed Hotel and an estimated property tax rate of 1.1 percent.

Proposed Hotel Ukiah	
Hard Construction Costs (includes construction contingency)	\$8,530,000
FF&E and OS&E (includes signage and landscaping)	\$1,350,000
Total	\$9,880,000

This results in property tax expenses that stabilize at 2.6 percent of total revenues by the third year of operation, or approximately \$113,000.

- **Insurance Expense** is for both general liability and property coverage. We estimate insurance expense of \$550 PAR in 2016 dollars and is projected to increase to approximately \$619 PAR (\$46,000), in 2020, the Hotel's first year of operation. This estimate of insurance expense equates to approximately 1.0 percent of the proposed Hotel's revenue upon achieving operational stabilization.

- We have projected a reserve for capital replacement expense of 4.0 percent of total hotel revenues for the proposed Hotel. Over the first three years of operation, we project the reserve to “ramp up” from 2.0 percent in year one, to 3.0 percent in year two, and 4.0 percent thereafter.
- With the exception of property taxes, all other revenues and expenses are projected to increase at 3.0 percent per annum throughout the projection period. Property taxes are projected to increase at a rate of 2.0 percent per year in accordance with California law.

Based upon this analysis, we project that the Hotel will achieve a total net operating income (“NOI”) of \$873,000 in its first year of operation, increasing to \$1,244,000 by 2022, at which point occupancy and ADR growth will have stabilized. We have summarized our projections of total revenue, NOI, and ratio of NOI to total revenues in the table below. It should be noted that NOI is reflected before a deduction for interest, depreciation, amortization, and taxes on income. Our ten-year pro-forma for the proposed Subject is presented on pages 35 and 36.

Summary of Estimated Annual Operating Results			
Year	Total Revenue	Net Operating Income ¹	Ratio to Total Revenues
2020	\$3,982,000	\$873,000	21.9%
2021	4,320,000	1,060,000	24.5%
2022	4,668,000	1,244,000	26.6%
2023	4,803,000	1,281,000	26.7%
2024	4,941,000	1,312,000	26.6%
2025	5,079,000	1,344,000	26.5%
2026	5,239,000	1,393,000	26.6%
2027	5,400,000	1,440,000	26.7%
2028	5,561,000	1,484,000	26.7%
2029	5,726,000	1,527,000	26.7%

¹ Income before the deduction of depreciation, interest, amortization, and income taxes, but after the deduction of a reserve for capital replacement.

Proposed Hotel Ukiah										
Projected Operating Results										
Calendar Years										
	2020		2021		2022		2023		2024	
Number of Units:	75		75		75		75		75	
Number of Annual Rooms Available:	27,375		27,375		27,375		27,375		27,375	
Number of Rooms Occupied:	17,790		18,620		19,710		19,710		19,710	
Annual Occupancy:	65.0%		68.0%		72.0%		72.0%		72.0%	
Average Daily Rate:	\$160.00		\$168.00		\$173.00		\$178.00		\$183.00	
Revenue Per Available Room:	\$104.00		\$114.24		\$124.56		\$128.16		\$131.76	
	Amount	Ratio	Amount	Ratio	Amount	Ratio	Amount	Ratio	Amount	Ratio
Revenues										
Rooms	\$2,846,000	71.5%	\$3,128,000	72.4%	\$3,410,000	73.1%	\$3,508,000	73.0%	\$3,607,000	73.0%
Food & Beverage	1,076,000	27.0%	1,127,000	26.1%	1,187,000	25.4%	1,223,000	25.5%	1,259,000	25.5%
Other Operated Departments	40,000	1.0%	43,000	1.0%	47,000	1.0%	48,000	1.0%	50,000	1.0%
Rentals and Other Income	20,000	0.5%	22,000	0.5%	24,000	0.5%	24,000	0.5%	25,000	0.5%
Total Revenues	3,982,000	100.0%	4,320,000	100.0%	4,668,000	100.0%	4,803,000	100.0%	4,941,000	100.0%
Departmental Expenses										
Rooms	549,000	19.3%	578,000	18.5%	612,000	17.9%	630,000	18.0%	649,000	18.0%
Food & Beverage	1,022,000	95.0%	1,015,000	90.1%	1,009,000	85.0%	1,039,000	85.0%	1,071,000	85.1%
Other Operated Departments	24,000	60.0%	26,000	60.5%	28,000	59.6%	29,000	60.4%	30,000	60.0%
Total Departmental Expenses	1,595,000	40.1%	1,619,000	37.5%	1,649,000	35.3%	1,698,000	35.4%	1,750,000	35.4%
Departmental Profit	2,387,000	59.9%	2,701,000	62.5%	3,019,000	64.7%	3,105,000	64.6%	3,191,000	64.6%
Undistributed Expenses										
Administrative & General	340,000	8.5%	356,000	8.2%	372,000	8.0%	383,000	8.0%	395,000	8.0%
Marketing (Including Franchise Fees)	425,000	10.7%	458,000	10.6%	490,000	10.5%	504,000	10.5%	519,000	10.5%
Property Operation and Maintenance	131,000	3.3%	135,000	3.1%	139,000	3.0%	143,000	3.0%	147,000	3.0%
Utility Costs	173,000	4.3%	178,000	4.1%	184,000	3.9%	189,000	3.9%	195,000	3.9%
Information and Telecommunications Systems	51,000	1.3%	52,000	1.2%	54,000	1.2%	55,000	1.1%	57,000	1.2%
Total Undistributed Operating Expenses	1,120,000	28.1%	1,179,000	27.3%	1,239,000	26.5%	1,274,000	26.5%	1,313,000	26.6%
Gross Operating Profit	1,267,000	31.8%	1,522,000	35.2%	1,780,000	38.1%	1,831,000	38.1%	1,878,000	38.0%
Base Management Fee	159,000	4.0%	173,000	4.0%	187,000	4.0%	192,000	4.0%	198,000	4.0%
Fixed Expenses										
Property Taxes	109,000	2.7%	111,000	2.6%	113,000	2.4%	115,000	2.4%	118,000	2.4%
Insurance	46,000	1.2%	48,000	1.1%	49,000	1.0%	51,000	1.1%	52,000	1.1%
Total Fixed Expenses	155,000	3.9%	159,000	3.7%	162,000	3.5%	166,000	3.5%	170,000	3.4%
Net Operating Income	953,000	23.9%	1,190,000	27.5%	1,431,000	30.7%	1,473,000	30.7%	1,510,000	30.6%
FF&E Reserve	80,000	2.0%	130,000	3.0%	187,000	4.0%	192,000	4.0%	198,000	4.0%
Net Operating Income After Reserve	\$873,000	21.9%	\$1,060,000	24.5%	\$1,244,000	26.6%	\$1,281,000	26.7%	\$1,312,000	26.6%
Source: CBRE Hotels	Full Year of Operation									

Proposed Hotel Ukiah Projected Operating Results Calendar Years											
Number of Units:		75		75		75		75		75	
Number of Annual Rooms Available:		27,375		27,375		27,375		27,375		27,375	
Number of Rooms Occupied:		19,710		19,710		19,710		19,710		19,710	
Annual Occupancy:		72.0%		72.0%		72.0%		72.0%		72.0%	
Average Daily Rate:		\$188.00		\$194.00		\$200.00		\$206.00		\$212.00	
Revenue Per Available Room:		\$135.36		\$139.68		\$144.00		\$148.32		\$152.64	
Revenues											
Rooms		\$3,705,000 72.9%		\$3,824,000 73.0%		\$3,942,000 73.0%		\$4,060,000 73.0%		\$4,179,000 73.0%	
Food & Beverage		1,297,000 25.5%		1,336,000 25.5%		1,376,000 25.5%		1,417,000 25.5%		1,460,000 25.5%	
Other Operated Departments		51,000 1.0%		53,000 1.0%		55,000 1.0%		56,000 1.0%		58,000 1.0%	
Rentals and Other Income		26,000 0.5%		26,000 0.5%		27,000 0.5%		28,000 0.5%		29,000 0.5%	
Total Revenues		5,079,000 100.0%		5,239,000 100.0%		5,400,000 100.0%		5,561,000 100.0%		5,726,000 100.0%	
Departmental Expenses											
Rooms		669,000 18.1%		689,000 18.0%		709,000 18.0%		731,000 18.0%		753,000 18.0%	
Food & Beverage		1,103,000 85.0%		1,136,000 85.0%		1,170,000 85.0%		1,205,000 85.0%		1,241,000 85.0%	
Other Operated Departments		31,000 60.8%		32,000 60.4%		33,000 60.0%		34,000 60.7%		35,000 60.3%	
Total Departmental Expenses		1,803,000 35.5%		1,857,000 35.4%		1,912,000 35.4%		1,970,000 35.4%		2,029,000 35.4%	
Departmental Profit		3,276,000 64.5%		3,382,000 64.6%		3,488,000 64.6%		3,591,000 64.6%		3,697,000 64.6%	
Undistributed Expenses											
Administrative & General		406,000 8.0%		419,000 8.0%		431,000 8.0%		444,000 8.0%		457,000 8.0%	
Marketing (Including Franchise Fees)		534,000 10.5%		550,000 10.5%		567,000 10.5%		584,000 10.5%		601,000 10.5%	
Property Operation and Maintenance		152,000 3.0%		156,000 3.0%		161,000 3.0%		166,000 3.0%		171,000 3.0%	
Utility Costs		201,000 4.0%		207,000 4.0%		213,000 3.9%		219,000 3.9%		226,000 3.9%	
Information and Telecommunications Systems		59,000 1.2%		60,000 1.1%		62,000 1.1%		64,000 1.2%		66,000 1.2%	
Total Undistributed Operating Expenses		1,352,000 26.6%		1,392,000 26.6%		1,434,000 26.6%		1,477,000 26.6%		1,521,000 26.6%	
Gross Operating Profit		1,924,000 37.9%		1,990,000 38.0%		2,054,000 38.0%		2,114,000 38.0%		2,176,000 38.0%	
Base Management Fee		203,000 4.0%		210,000 4.0%		216,000 4.0%		222,000 4.0%		229,000 4.0%	
Fixed Expenses											
Property Taxes		120,000 2.4%		122,000 2.3%		125,000 2.3%		127,000 2.3%		130,000 2.3%	
Insurance		54,000 1.1%		55,000 1.0%		57,000 1.1%		59,000 1.1%		61,000 1.1%	
Total Fixed Expenses		174,000 3.4%		177,000 3.4%		182,000 3.4%		186,000 3.3%		191,000 3.3%	
Net Operating Income		1,547,000 30.5%		1,603,000 30.6%		1,656,000 30.7%		1,706,000 30.7%		1,756,000 30.7%	
FF&E Reserve		203,000 4.0%		210,000 4.0%		216,000 4.0%		222,000 4.0%		229,000 4.0%	
Net Operating Income After Reserve		\$1,344,000 26.5%		\$1,393,000 26.6%		\$1,440,000 26.7%		\$1,484,000 26.7%		\$1,527,000	

G. CONCLUSION

Based on the preceding work program, we have made a determination of the market viability for a hotel in Historic Downtown Ukiah. In conclusion, we are of the opinion that there is sufficient market demand to support the development of a 75-room, upscale hotel in Historic Downtown Ukiah. Furthermore, we are of the opinion that the vicinity of Parking Lot A (West Standley and Oak Streets) is the optimal site for the development of the recommended Hotel.

This completes our analysis of the potential market demand and preparation of a statement of estimated annual operating results for a proposed hotel in Ukiah. After you have had an opportunity to review this letter, please feel free to contact us with any questions or comments. Thank you for this opportunity and we look forward to working with you on this engagement in the future.

Yours sincerely,

CBRE Hotels



By: Chris Kraus
Managing Director
chris.kraus@cbre.com | 415.652.4483



By: Miky Kuo
Director
miky.kuo@cbre.com | 415.772.0358

ADDENDA

ADDENDUM A

COMPARABLE FINANCIALS

Proposed Hotel Ukiah

Operating Results of Comparable Hotels

	Hotel A			Hotel B			Hotel C		
	Ratio	Per Room	P.O.R.	Ratio	Per Room	P.O.R.	Ratio	Per Room	P.O.R.
Revenues									
Rooms	61.0%	\$18,157	\$97.15	93.2%	\$33,473	\$121.67	91.0%	\$35,212	\$120.87
Food & Beverage	35.2%	10,461	55.97	5.5%	1,991	7.24	6.5%	2,526	8.67
Other Operated Departments	2.7%	814	4.36	1.1%	408	1.48	2.1%	797	2.73
Rentals and Other Income	1.0%	311	1.66	0.1%	38	0.14	0.4%	156	0.54
Total Revenues	100.0%	29,744	159.14	100.0%	35,910	130.52	100.0%	38,691	132.81
Departmental Expenses									
Rooms	23.0%	4,169	22.31	19.9%	6,672	24.25	22.7%	7,985	27.41
Food & Beverage	84.6%	8,850	47.35	108.9%	2,168	7.88	129.1%	3,262	11.20
Other Operated Departments	69.6%	566	3.03	56.2%	229	0.83	56.6%	451	1.55
Total Departmental Expenses	45.7%	13,585	72.69	25.3%	9,069	32.96	30.2%	11,697	40.15
Departmental Profit	54.3%	16,158	86.45	74.7%	26,841	97.56	69.8%	26,994	92.66
Undistributed Expenses									
Administrative & General	10.0%	2,985	15.97	8.7%	3,108	11.30	8.2%	3,189	10.95
Marketing (Including Franchise Fees)	10.2%	3,026	16.19	10.9%	3,906	14.20	13.8%	5,339	18.32
Property Operation and Maintenance	4.3%	1,291	6.91	3.5%	1,268	4.61	3.2%	1,254	4.31
Utility Costs	5.1%	1,506	8.06	4.6%	1,670	6.07	3.7%	1,423	4.89
Information and Telecommunications Systems	1.7%	500	2.67	2.0%	704	2.56	0.0%	0	0.00
Total Undistributed Operating Expenses	31.3%	9,308	49.80	29.7%	10,654	38.73	29.0%	11,205	38.46
Gross Operating Profit	23.0%	6,851	36.66	45.1%	16,187	58.84	40.8%	15,789	54.20
Base Management Fee	3.0%	892	4.77	3.0%	1,077	3.92	4.0%	1,548	5.31
Fixed Expenses									
Property Taxes	2.4%	709	3.79	2.9%	1,059	3.85	2.4%	910	3.12
Insurance	4.4%	1,298	6.94	1.4%	511	1.86	1.9%	744	2.56
Total Fixed Expenses	6.7%	2,006	10.74	4.4%	1,570	5.71	4.3%	1,654	5.68
Net Operating Income	13.3%	3,952	21.15	37.7%	13,540	49.21	32.5%	12,587	43.21
FF&E Reserve/Capital Expenditures	4.0%	1,190	6.37	4.0%	1,436	5.22	4.0%	1,548	5.31
Net Operating Income After Reserve	9.3%	\$2,762	\$14.78	33.7%	\$12,103	\$43.99	28.5%	\$11,040	\$37.89

Source: **CBRE Hotels**

Proposed Hotel Ukiah

Operating Results of Comparable Hotels

	Hotel D			Hotel E			Weighted Average		
	Ratio	Per Room	P.O.R.	Ratio	Per Room	P.O.R.	Ratio	Per Room	P.O.R.
Revenues									
Rooms	91.7%	\$33,109	\$109.97	86.3%	\$36,732	\$127.73	85.2%	\$31,147	\$116.35
Food & Beverage	7.6%	2,727	9.06	12.0%	5,112	17.78	12.9%	4,711	17.60
Other Operated Departments	0.7%	259	0.86	1.3%	574	2.00	1.6%	577	2.16
Rentals and Other Income	0.0%	0	0.00	0.4%	160	0.56	0.4%	175	0.68
Total Revenues	100.0%	36,096	119.89	100.0%	42,578	148.06	100.0%	36,573	136.61
Departmental Expenses									
Rooms	22.4%	7,426	24.66	17.8%	6,527	22.70	21.0%	6,539	24.43
Food & Beverage	101.9%	2,780	9.23	90.4%	4,619	16.06	94.6%	4,457	16.65
Other Operated Departments	62.6%	162	0.54	46.2%	265	0.92	58.9%	340	1.27
Total Departmental Expenses	28.7%	10,368	34.44	26.8%	11,411	39.68	31.0%	11,336	42.35
Departmental Profit	71.3%	25,727	85.45	73.2%	31,167	108.38	69.0%	25,236	94.27
Undistributed Expenses									
Administrative & General	8.4%	3,021	10.03	12.6%	5,379	18.71	9.7%	3,545	13.24
Marketing (Including Franchise Fees)	15.5%	5,604	18.61	13.0%	5,532	19.24	12.9%	4,710	17.60
Property Operation and Maintenance	3.5%	1,273	4.23	3.2%	1,383	4.81	3.5%	1,295	4.84
Utility Costs	4.2%	1,533	5.09	3.5%	1,507	5.24	4.2%	1,521	5.68
Information and Telecommunications Systems	1.4%	520	1.73	0.0%	0	0.00	0.9%	563	2.23
Total Undistributed Operating Expenses	33.1%	11,951	39.69	32.4%	13,802	48.00	31.2%	11,403	42.59
Gross Operating Profit	38.2%	13,776	45.75	40.8%	17,365	60.39	37.8%	13,834	51.67
Base Management Fee	2.5%	902	3.00	5.5%	2,342	8.14	3.7%	1,357	5.07
Fixed Expenses									
Property Taxes	0.0%	0	0.00	3.4%	1,448	5.04	2.2%	1,026	3.97
Insurance	0.1%	37	0.12	0.7%	306	1.06	1.6%	584	2.18
Total Fixed Expenses	0.1%	37	0.12	4.1%	1,754	6.10	3.8%	1,391	5.19
Net Operating Income	35.6%	12,836	42.63	31.2%	13,270	46.14	30.3%	11,086	41.41
FF&E Reserve/Capital Expenditures	4.0%	1,444	4.80	4.0%	1,703	5.92	4.0%	1,463	5.46
Net Operating Income After Reserve	31.6%	\$11,393	\$37.84	27.2%	\$11,566	\$40.22	26.3%	\$9,623	\$35.95

Source: CBRE Hotels

ADDENDUM B

CERTIFICATION

Certification

We, Chris Kraus and Miky Kuo, certify that, to the best of our knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are our personal, impartial, and unbiased professional analyses, opinions, conclusions, and recommendations.
3. We have no present or prospective interest in or bias with respect to the property that is the subject of this report and have no personal interest in or bias with respect to the parties involved with this assignment.
4. We have performed no (or the specified) services, as an appraiser or in any other capacity regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. We have no bias with respect to any property that is the subject of this report or to the parties involved with this assignment.
6. Our compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this report.
7. Chris Kraus and Miky Kuo have made personal inspections of the identified hotel sites.
8. No one has provided significant professional assistance to the persons signing this report.
9. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.
10. Valuation & Advisory Services operates as an independent economic entity within CBRE, Inc. Although employees of other CBRE, Inc. divisions may be contacted as a part of our routine market research investigations, absolute client confidentiality and privacy were maintained at all times with regard to this assignment without conflict of interest.
11. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
12. As of the date of this report, Chris Kraus has completed the continuing education program for Designated Members of the Appraisal Institute.
13. Chris Kraus is a Certified General Real Estate Appraiser in the State of California.



Chris Kraus
Managing Director
chris.kraus@cbre.com
415.652.4483



Miky Kuo
Director
miky.kuo@cbre.com
415.772.0358

Addendum C

ASSUMPTIONS AND LIMITING CONDITIONS

Assumptions and Limiting Conditions

1. CBRE, Inc. through its appraiser (collectively, "CBRE") has inspected through reasonable observation the subject property. However, it is not possible or reasonably practicable to personally inspect conditions beneath the soil and the entire interior and exterior of the improvements on the subject property. Therefore, no representation is made as to such matters.
2. The report, including its conclusions and any portion of such report (the "Report"), is as of the date set forth in the letter of transmittal and based upon the information, market, economic, and property conditions and projected levels of operation existing as of such date. The dollar amount of any conclusion as to value in the Report is based upon the purchasing power of the U.S. Dollar on such date. The Report is subject to change as a result of fluctuations in any of the foregoing. CBRE has no obligation to revise the Report to reflect any such fluctuations or other events or conditions which occur subsequent to such date.
3. Unless otherwise expressly noted in the Report, CBRE has assumed that:
 - (i) Title to the subject property is clear and marketable and that there are no recorded or unrecorded matters or exceptions to title that would adversely affect marketability or value. CBRE has not examined title records (including without limitation liens, encumbrances, easements, deed restrictions, and other conditions that may affect the title or use of the subject property) and makes no representations regarding title or its limitations on the use of the subject property. Insurance against financial loss that may arise out of defects in title should be sought from a qualified title insurance company.
 - (ii) Existing improvements on the subject property conform to applicable local, state, and federal building codes and ordinances, are structurally sound and seismically safe, and have been built and repaired in a workmanlike manner according to standard practices; all building systems (mechanical/electrical, HVAC, elevator, plumbing, etc.) are in good working order with no major deferred maintenance or repair required; and the roof and exterior are in good condition and free from intrusion by the elements. CBRE has not retained independent structural, mechanical, electrical, or civil engineers in connection with this appraisal and, therefore, makes no representations relative to the condition of improvements. CBRE appraisers are not engineers and are not qualified to judge matters of an engineering nature, and furthermore structural problems or building system problems may not be visible. It is expressly assumed that any purchaser would, as a precondition to closing a sale, obtain a satisfactory engineering report relative to the structural integrity of the property and the integrity of building systems.
 - (iii) Any proposed improvements, on or off-site, as well as any alterations or repairs considered will be completed in a workmanlike manner according to standard practices.
 - (iv) Hazardous materials are not present on the subject property. CBRE is not qualified to detect such substances. The presence of substances such as asbestos, urea formaldehyde foam insulation, contaminated groundwater, mold, or other potentially hazardous materials may affect the value of the property.
 - (v) No mineral deposit or subsurface rights of value exist with respect to the subject property, whether gas, liquid, or solid, and no air or development rights of value may be transferred. CBRE has not considered any rights associated with extraction or exploration of any resources, unless otherwise expressly noted in the Report.
 - (vi) There are no contemplated public initiatives, governmental development controls, rent controls, or changes in the present zoning ordinances or regulations governing use, density, or shape that would significantly affect the value of the subject property.
 - (vii) All required licenses, certificates of occupancy, consents, or other legislative or administrative authority from any local, state, nor national government or private entity or organization have been or can be readily obtained or renewed for any use on which the Report is based.
 - (viii) The subject property is managed and operated in a prudent and competent manner, neither inefficiently or super-efficiently.
 - (ix) The subject property and its use, management, and operation are in full compliance with all applicable federal, state, and local regulations, laws, and restrictions, including without limitation environmental laws, seismic hazards, flight patterns, decibel levels/noise envelopes, fire hazards, hillside ordinances, density, allowable uses, building codes, permits, and licenses.
 - (x) The subject property is in full compliance with the Americans with Disabilities Act (ADA). CBRE is not qualified to assess the subject property's compliance with the ADA, notwithstanding any discussion of possible readily achievable barrier removal construction items in the Report.

- (xi) All information regarding the areas and dimensions of the subject property furnished to CBRE are correct, and no encroachments exist. CBRE has neither undertaken any survey of the boundaries of the subject property nor reviewed or confirmed the accuracy of any legal description of the subject property.

Unless otherwise expressly noted in the Report, no issues regarding the foregoing were brought to CBRE's attention, and CBRE has no knowledge of any such facts affecting the subject property. If any information inconsistent with any of the foregoing assumptions is discovered, such information could have a substantial negative impact on the Report. Accordingly, if any such information is subsequently made known to CBRE, CBRE reserves the right to amend the Report, which may include the conclusions of the Report. CBRE assumes no responsibility for any conditions regarding the foregoing, or for any expertise or knowledge required to discover them. Any user of the Report is urged to retain an expert in the applicable field(s) for information regarding such conditions.

4. CBRE has assumed that all documents, data and information furnished by or behalf of the client, property owner, or owner's representative are accurate and correct, unless otherwise expressly noted in the Report. Such data and information include, without limitation, numerical street addresses, lot and block numbers, Assessor's Parcel Numbers, land dimensions, square footage area of the land, dimensions of the improvements, gross building areas, net rentable areas, usable areas, unit count, room count, rent schedules, income data, historical operating expenses, budgets, and related data. Any error in any of the above could have a substantial impact on the Report. Accordingly, if any such errors are subsequently made known to CBRE, CBRE reserves the right to amend the Report, which may include the conclusions of the Report. The client and intended user should carefully review all assumptions, data, relevant calculations, and conclusions of the Report and should immediately notify CBRE of any questions or errors within 30 days after the date of delivery of the Report.
5. CBRE assumes no responsibility (including any obligation to procure the same) for any documents, data or information not provided to CBRE, including without limitation any termite inspection, survey or occupancy permit.
6. All furnishings, equipment and business operations have been disregarded with only real property being considered in the Report, except as otherwise expressly stated and typically considered part of real property.
7. Any cash flows included in the analysis are forecasts of estimated future operating characteristics based upon the information and assumptions contained within the Report. Any projections of income, expenses and economic conditions utilized in the Report, including such cash flows, should be considered as only estimates of the expectations of future income and expenses as of the date of the Report and not predictions of the future. Actual results are affected by a number of factors outside the control of CBRE, including without limitation fluctuating economic, market, and property conditions. Actual results may ultimately differ from these projections, and CBRE does not warrant any such projections.
8. The Report contains professional opinions and is expressly not intended to serve as any warranty, assurance or guarantee of any particular value of the subject property. Other appraisers may reach different conclusions as to the value of the subject property. Furthermore, market value is highly related to exposure time, promotion effort, terms, motivation, and conclusions surrounding the offering of the subject property. The Report is for the sole purpose of providing the intended user with CBRE's independent professional opinion of the value of the subject property as of the date of the Report. Accordingly, CBRE shall not be liable for any losses that arise from any investment or lending decisions based upon the Report that the client, intended user, or any buyer, seller, investor, or lending institution may undertake related to the subject property, and CBRE has not been compensated to assume any of these risks. Nothing contained in the Report shall be construed as any direct or indirect recommendation of CBRE to buy, sell, hold, or finance the subject property.
9. No opinion is expressed on matters which may require legal expertise or specialized investigation or knowledge beyond that customarily employed by real estate appraisers. Any user of the Report is advised to retain experts in areas that fall outside the scope of the real estate appraisal profession for such matters.
10. CBRE assumes no responsibility for any costs or consequences arising due to the need, or the lack of need, for flood hazard insurance. An agent for the Federal Flood Insurance Program should be contacted to determine the actual need for Flood Hazard Insurance.
11. Acceptance or use of the Report constitutes full acceptance of these Assumptions and Limiting Conditions and any special assumptions set forth in the Report. It is the responsibility of the user of the Report to read in full, comprehend and thus become aware of all such assumptions and limiting conditions. CBRE assumes no responsibility for any situation arising out of the user's failure to become familiar with and understand the same.

12. The Report applies to the property as a whole only, and any pro ration or division of the title into fractional interests will invalidate such conclusions, unless the Report expressly assumes such pro ration or division of interests.
13. The allocations of the total value estimate in the Report between land and improvements apply only to the existing use of the subject property. The allocations of values for each of the land and improvements are not intended to be used with any other property or appraisal and are not valid for any such use.
14. The maps, plats, sketches, graphs, photographs, and exhibits included in this Report are for illustration purposes only and shall be utilized only to assist in visualizing matters discussed in the Report. No such items shall be removed, reproduced, or used apart from the Report.
15. The Report shall not be duplicated or provided to any unintended users in whole or in part without the written consent of CBRE, which consent CBRE may withhold in its sole discretion. Exempt from this restriction is duplication for the internal use of the intended user and its attorneys, accountants, or advisors for the sole benefit of the intended user. Also exempt from this restriction is transmission of the Report pursuant to any requirement of any court, governmental authority, or regulatory agency having jurisdiction over the intended user, provided that the Report and its contents shall not be published, in whole or in part, in any public document without the written consent of CBRE, which consent CBRE may withhold in its sole discretion. Finally, the Report shall not be made available to the public or otherwise used in any offering of the property or any security, as defined by applicable law. Any unintended user who may possess the Report is advised that it shall not rely upon the Report or its conclusions and that it should rely on its own appraisers, advisors and other consultants for any decision in connection with the subject property. CBRE shall have no liability or responsibility to any such unintended user.



ITEM NO.: 12b

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: REVIEW OF DRAFT PERFORMANCE AGREEMENT BETWEEN THE CITY OF UKIAH AND THE ECONOMIC DEVELOPMENT FINANCING CORPORATION (EDFC) FOR FISCAL YEAR 2016-17

Summary: The City Council will review the draft performance agreement between the City of Ukiah and the Economic Development and Financing Corporation for services provided for the 2016-17 fiscal year.

Background: At the January 18, 2017, City Council meeting, the Council received an update on services provided by the Economic Development and Financing Corporation (EDFC) and authorized funding in the amount of \$11,982.75 upon approval of a mutually agreeable service contract between the two entities. The funding amount is based on a formula that was developed when EDFC was created in 1995; 50 cents per capita for the County of Mendocino and 75 cents per capita for each incorporated city.

Discussion: Since the January 18th meeting, City Staff has met with EDFC Executive Director, John Kuhry, and developed the attached draft performance agreement (Attachment #1). The agreement is similar to prior agreements with EDFC and is consistent with EDFC's mission and the needs of the City. Additionally, it is similar to the expectations of EDFC from the City of Fort Bragg. Therefore, EDFC is not being required to fulfill different reporting requirements for different jurisdictions.

The agreement also requires regular communication and quarterly reports from EDFC, which Staff hopes will ensure improved coordination of efforts. As specified in the agreement, an annual report to the City Council will be required prior to June 1, 2017.

At this time, Staff is recommending that Council authorize the City Manager to negotiate and execute the 2016-17 performance agreement, whereupon \$11,982.75 would be disbursed to EDFC.

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order Nos.
\$12,000	N/A	10017100.52100	Yes ☐ No ☒	COU No. 1516-132, 1516-132-A1

RECOMMENDED ACTION(S): Authorize the City Manager to negotiate and execute the agreement between Economic Development and Financing Corporation (EDFC) and the City of Ukiah.

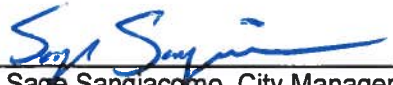
ALTERNATIVES: Provide alternate direction to Staff.

Citizens advised: N/A
Requested by: Economic Development and Financing Corporation
Prepared by: Shannon Riley, Senior Management Analyst
Coordinated with: John Kuhry, EDFC Executive Director
Presenter: Shannon Riley, Senior Management Analyst
Attachment: 1. Draft Agreement Between the City of Ukiah and the Economic Development and Financing Corporation

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

PERFORMANCE AGREEMENT
between the
CITY OF UKIAH
and the
ECONOMIC DEVELOPMENT AND FINANCING CORPORATON

This Agreement is made and entered on February __, 2017 between the City of Ukiah, a California general law municipal corporation, herein called "City," and the Economic Development and Financing Corporation (EDFC), a California not-for-profit corporation formed pursuant to and in compliance with the laws of the State of California, herein called "EDFC." Individually, EDFC and City may be referred to in this Agreement as a "Party," and collectively as "the Parties."

RECITALS

1. The City is desirous of creating a vital economic development climate through collaborative projects and the promotion of locally owned and operated small businesses.
2. EDFC is organized to provide assistance to individuals and small business owners by coordinating economic development activities in Mendocino County and in particular, the City of Ukiah, for the purpose of creating, expanding or retaining businesses. EDFC has expertise in economic development and in securing financing in the form of loans, grants, capital and venture capital funding, to assist with the development, expansion and/or retention of businesses.
3. EDFC was created in 1995 by the County of Mendocino and its incorporated cities in order to facilitate a countywide approach to economic development. At that time, a formula was developed for funding, whereby each city would pay 75 cents per capita per year and the County would pay 50 cents per capita per year. This formula, however, is not binding; compensation may also be based on performance of the agreed-upon scope of services and other terms outlined in this Agreement.

NOW, THEREFORE, in consideration of the above-recited facts and terms and conditions stated below, the Parties agree as follows:

A. TERM

This Agreement shall be effective from July 1, 2016 and shall terminate on June 30, 2017

B. SCOPE OF SERVICES

EDFC shall perform the Scope of Services set forth in Exhibit A.

C. RECORDS, REPORTS AND ACCOUNTABILITY

EDFC shall maintain a bookkeeping system and books of account in accordance with generally accepted accounting principles consistently applied, which outline the accounting and utilization of City funds paid to the EDFC for services defined in this agreement. City shall have access to said books of account during regular business hours for purposes of inspection and audit. EDFC shall fully cooperate with the City and its agents and accountants during any such inspection and audit, including, but not limited to, making its employees, accountants, bookkeepers, or officials available to provide any requested information or documents. As stated in the Scope of Services in Exhibit A, EDFC shall furnish detailed annual reports by June 1, 2017.

D. FINANCIAL COMPENSATION BY CITY

In consideration of the EDFC's performance of the above services, and under the terms of this Agreement, the City shall pay the EDFC the sum of Eleven thousand, nine-hundred eighty-two dollars and seventy-five cents (\$11,982.75) for fiscal year 2016-17 in order for the EDFC to accomplish the specific scope of work identified in Exhibit A. This sum of money shall constitute the entirety of City's financial contribution to the EDFC during the effective dates of this Agreement.

The compensation provided in this paragraph shall be paid to EDFC in installments as follows:

Terms of Payment. Payment to EDFC for services rendered in accordance with this contract shall be based upon submission of annual invoices for the work satisfactorily performed prior to the date of the invoice, which amounts shall be due and payable thirty (30) days after receipt by the City. The invoices shall be accompanied with a description of work performed on behalf of the City and the amount of time spent on each item. Invoices shall be accompanied by documentation sufficient to enable the City to determine progress made.

E. INSURANCE AND INDEMNIFICATION

During the term of this Agreement, the EDFC agrees to indemnify and hold harmless the City, its officers, agents, and employees from and against any and all claims, losses, defense costs, or liability of any kind or nature which the City, its officers, agents, and employees may sustain or incur or which may be imposed upon them for injury to or death of persons, or damage to property as a result of, arising out of, or in any manner connected with the EDFC's performance under the terms of this Agreement, excepting only liability arising out of the sole and active negligence of the City.

Without limiting the EDFC's indemnification, it is agreed that the EDFC shall maintain in force at all times during the performance of this Agreement, the following policy or policies of insurance summarized below and fully detailed in Exhibit A approved by the City and issued by admitted California insurers approved by the City covering its operations:

1. Comprehensive General Liability, including contractual liability, products, and completed operations and business automotive liability, all of which shall include coverage for both bodily injury and property damage with a combined single limit of One Million Dollars (\$1,000,000).
2. Worker's Compensation coverage at statutory limits.

The certificates of insurance and endorsements shall be completed to the satisfaction of the City.

Should the EDFC fail to comply with this paragraph then, the City shall have the right to immediately terminate this Agreement without further notice to EDFC.

F. RELATIONSHIP BETWEEN EDFC AND CITY

Nothing in this Agreement shall be construed as making the EDFC or any of its employees or representatives, the agent or employee of the City for any purpose, or any employee of the City an employee of the EDFC or creating between the City and the EDFC the relationship of legal partners or joint ventures. It is understood that the contractual relationship of the EDFC to the City is that of an independent contractor.

The key contact person involved in the implementation and administration of this Agreement with EDFC will be John Kuhry, Executive Director of EDFC. The key contact person for City of Ukiah will be Sage Sangiacomo, City Manager, or his designee.

G. TERMINATION FOR NON-PERFORMANCE

If any Party to this Agreement breaches any provision thereof, then the other Party may give the defaulting Party a notice to remedy such violation within thirty (30) days. The other Party may terminate the Agreement: (a) if such violation is not remedied within said 30 days; or (b) if the breach cannot be remedied within such time period.

Should this contract be terminated for breach on the part of the EDFC, in addition to any other remedies or compensation to which the City may be entitled, EDFC shall not be entitled to any further installment payments not yet paid at the time of breach.

A waiver by either Party of performance of any provision of this Agreement shall not amount to a future waiver of the strict performance of such provisions or of any other provision of this Agreement.

H. NON-PERFORMANCE DUE TO CONDITION BEYOND CONTROL OF PARTIES

If either Party is unable to perform its obligations under this Agreement due to conditions beyond its reasonable control, such as, but not limited to, changes in local, state, or federal laws or regulations arising from legislative changes, judicial interpretations of existing law, vote by the citizens of Ukiah, or administrative action, and not due to the fault or neglect of any Party, such failure to perform shall not be deemed a violation of this Agreement provided the Party whose performance is so prevented performs its obligation as soon as practicable after the occurrence of the event preventing performance under this Agreement. Such Party shall use reasonable diligence to put itself again in a position to carry out its obligations hereunder, and in the event such Party does not or cannot within a reasonable time put itself again in a position to do so, the other Party may, at its option, terminate this Agreement.

J. MISCELLANEOUS PROVISIONS

1. WAIVER OR MODIFICATION INEFFECTIVE UNLESS IN WRITING

No waiver or modification of the Agreement or of any covenant, condition, or limitations herein contained shall be valid unless in writing and duly executed by the Party to be charged therewith. Furthermore, no evidence of any waiver or modification shall be offered or received in evidence in a proceeding, arbitration, or litigation between the parties arising out of or affecting this Agreement, or the rights or obligations of any Party hereunder, unless such waiver or modification is in writing and duly executed. The provisions of this paragraph may not be waived, except as herein set forth.

2. SEVERABILITY

In the event any section, subsection, provision, or clause of this Agreement or any combination thereof is found to be unenforceable at law, inequity, or under any presently existing or hereafter enacted legislation, regulation, or order of the United States, any state or subdivision thereof or any municipality, those findings shall not in any way affect the other sections, subsections, provisions, or clauses of this Agreement, which shall continue in full force and effect, and the unenforceable provisions shall be interpreted in a manner that imposes the maximum restriction or obligation permitted by applicable law.

Every provision of this Agreement is intended to be severable. If any term or provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Agreement.

3. NOTICE

Whenever notice is permitted or required by this Agreement, it shall be deemed given when deposited in the U.S. Mail with proper first class postage affixed thereto and addressed or personally delivered to:

City of Ukiah
Attention: Sage Sangiacomo
300 Seminary Ave.
Ukiah, CA 95482

Economic Development & Financing Corporation
Attn: John Kuhry
631 S. Orchard Ave.
Ukiah, CA. 95482

4. DUPLICATE ORIGINALS

This Agreement may be executed in one or more duplicate originals, each bearing the original signatures of the parties. When so executed, each such duplicate original shall be admissible to establish the existence and terms of this Agreement.

5. AUTHORITY

The parties hereto acknowledge that they have the authority to execute this Agreement on behalf of the entity that they represent as herein set forth below.

6. GOVERNING LAW AND JURISDICTION

The interpretation and enforcement of this Agreement shall be governed by the laws of the State of California. All legal actions arising under this Agreement shall be filed in the California state courts in Mendocino County, which shall have jurisdiction and venue over any such actions or proceedings.

7. ENTIRE AGREEMENT

This Agreement supersedes any and all other agreements, either, oral or in writing, between the parties hereto with respect to the terms and conditions contained herein, and contains all of the covenants and agreements between the parties with respect to this Agreement in any manner whatsoever. Each Party to this agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any Party, or anyone acting on behalf of any Party, which is not embodied herein, and that no other agreements, statement, or promise not contained in this agreement shall be valid or binding.

8. PLAIN MEANING

This Agreement shall be interpreted in accordance with its plain meaning, neither for nor against any Party.

9. HEADINGS AND CONTEXT

The headings of this Agreement are inserted for convenience only and do not define, limit or extend the scope or intent of this agreement or any provision thereof. When the context permits, a word or phrase used in the singular means the plural and when used in any gender, its meaning also includes all genders.

10. MERGER

This Agreement constitutes the entire understanding between the parties as to the terms and conditions contained herein, all previous understandings being merged herein.

11. ADEQUATE ASSURANCES

Each Party shall execute, acknowledge and deliver such additional documents, writings or assurances as the other may periodically require so as to give full force and effect to the terms and provisions of this Agreement.

12. CONSTRUCTION OF AGREEMENT

This Agreement has been reviewed by separate counsel for both parties. Any ambiguity existing in this Agreement shall not be construed against either Party as the drafter of this Agreement.

13. TIME

Time is of the essence of this Agreement.

Acknowledgement:

IN WITNESS WHEREOF, this Agreement is executed by the City of Ukiah and the EDFC, by their duly authorized representatives, on the Effective Date.

CITY OF UKIAH

ECONOMIC DEVELOPMENT &
FINANCING CORPORATION

By: _____
Sage Sangiacomo, City Manager

By: _____
_____, Chairperson

ATTEST: _____
Kristine Lawler, City Clerk

EXHIBIT A**ECONOMIC DEVELOPMENT & FINANCING CORPORATION
SCOPE OF SERVICES**

Contractor shall provide the following services:

1. Assist the City during the term of this agreement with support and coordination of economic development activities that encourage job retention, business expansion and business relocation within and to the City of Ukiah by coordinating activities with the County of Mendocino, tribal governments, Workforce Investment Board (WIB), MPIC Inc., West Company/Mendocino SBDC, Sonoma-Mendocino Economic Development District, the Ukiah Main Street Program and the Greater Ukiah Chamber of Commerce.

Performance Indicators

- § Help organize and co-host at least one Access to Capital Workshop, Job Fair, or similar event.
- § Develop a centralized publication (or online platform) that contains current economic and demographic data for the Ukiah area.
- § In quarterly reports provided to the City (no later than 30 days after the end of each quarter), detail coordination efforts with partners.
- § Update and redistribute the Resource Guide.

2. Provide services and programming as the local Community Development Financial Institution (CDFI).
3. Assist with locating grant funding, loans, private and public capital, and venture capital funds to support Ukiah businesses and the City of Ukiah. Of particular interest are grants and low-interest loans that would assist with façade improvements and code-required improvements (seismic retrofits, fire sprinklers, ADA improvements, etc.).

Performance Indicators

- § Provide regular updates to City Staff via quarterly reports.
- § In the year-end report, detail the number of businesses assisted and the total amount of funds awarded to EDFC in the contract year that support economic development activities in the Greater Ukiah Valley.

4. Meet as needed with the City of Ukiah Business Liaison and inform the Liaison (by phone or email) when assistance is either requested by or provided to a business within the Ukiah city limits.

Performance Indicator

- § Contact Business Liaison as required.

5. Communicate activities, service delivery, and fiscal reports to the City.

Performance Indicator

- § Submit a detailed annual report to the City Staff and City Council regarding activities and services during contract period and including the work plan for the up-coming year.



ITEM NO.: 12c

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: POSSIBLE ADOPTION OF A MARIJUANA DISPENSARY ORDINANCE AMENDING CHAPTER 8 IN DIVISION 6; TABLE 3 IN SECTION 9223.1 OF ARTICLE 18, CHAPTER 2 IN DIVISION 9; AND SECTION 9254 IN ARTICLE 19, CHAPTER 2 IN DIVISION 9 OF THE UKIAH CITY CODE, ENTITLED "MEDICAL MARIJUANA DISPENSARIES"

Summary: On January 18, 2017, the City Council conducted a public hearing and on a 4-0-1 (Councilmember Crane absent) vote introduced an ordinance that establishes a Dispensary Use Permit process and standards that will allow medical marijuana dispensaries to operate in the City. On February 1, 2017, the City Council unanimously adopted a revision to Section 5707D in the Ordinance. The revised Ordinance is now presented for possible adoption by the City Council.

Background: The Ordinance (Attachment 1) was drafted through an Ad Hoc Committee comprised of Councilmember Mulheren and Mayor Brown and supported by the City Manager, Planning Director, City Attorney, Assistant City Attorney, and Chief of Police. The Ad Hoc Committee was created by the City Council on July 1, 2015, in response to (1) the enactment of the MMRSA - specifically, to address any regulatory gaps in the City's current regulation of medical marijuana distribution, delivery, and cultivation that would allow for sole State jurisdiction over these activities; and (2) to consider the City's policy objectives with regard to the marijuana industry given the proliferation of marijuana businesses within the County's jurisdiction. Though the MMRSA was later amended in order to preserve local authority over marijuana-related industry and activities or to give local government entities additional time to adopt ordinances to regulate the operation of marijuana businesses, the City Council thought it prudent to proceed with drafting and adopting an ordinance allowing and regulating medical marijuana dispensaries and the operation of such businesses.

In drafting the ordinance, the Ad Hoc Committee considered different versions of the standards and requirements for hearings on applications for Dispensary Use Permits. The current version reflects a wide array of community, Planning Commission, Ad Hoc and Council input. The Ordinance is now ready for consideration for adoption.

FISCAL IMPACT:				
Budgeted Amount in 16-17 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): Adopt Marijuana Dispensary Ordinance amending Chapter 8 in Division 6; Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9; and Section 9254 in Article 19, Chapter 2 in Division 9 of the Ukiah City Code, entitled "Medical Marijuana Dispensaries"

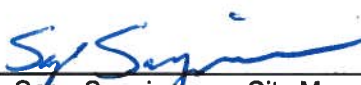
ALTERNATIVES: Do not adopt Ordinance and provide instructions to staff.

Citizens advised: Publically noticed pursuant to Ukiah City Code
Requested by: City Council
Contact/Prepared by: Kevin Thompson, Interim Planning Director and Darcy Vaughn, Assistant City Attorney
Coordinated with: Marijuana Legislation and Policy Ad Hoc
Presenters: Kevin Thompson, Interim Planning Director and Darcy Vaughn, Assistant City Attorney
Attachment: 1. Ordinance

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

ORDINANCE NO.**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING CHAPTER 8 IN DIVISION 6; TABLE 3 IN SECTION 9223.1 OF ARTICLE 18, CHAPTER 2 IN DIVISION 9; AND SECTION 9254 IN ARTICLE 19, CHAPTER 2 IN DIVISION 9 OF THE UKIAH CITY CODE, ENTITLED "MEDICAL MARIJUANA DISPENSARIES"**

The City Council of the City of Ukiah hereby ordains as follows.

SECTION 1

Chapter 8 in Division 6 of the Ukiah City Code is hereby amended to read as follows:

§ 5700 FINDINGS AND PURPOSE

The City Council adopts the ordinance codified in this Chapter based upon the following findings:

(A) In 1970, Congress enacted the Controlled Substances Act ("CSA") which, among other things, makes it illegal to import, manufacture, distribute, possess or use marijuana in the United States.

(B) In 1996, the voters of the state of California approved Proposition 215, or the Compassionate Use Act of 1996, codified at Health and Safety Code §11362.5 *et seq.* (the "Act").

(C) The Act creates a limited exception from criminal liability for seriously ill persons who are in need of medical marijuana for specified medical purposes and who obtain and use medical marijuana under limited, specified circumstances.

(D) On January 1, 2004, SB 420 went into effect. SB 420, codified as Health and Safety Code §§ 11362.7 – 11362.83 and known as the "Medical Marijuana Program" ("MMP") was enacted by the state legislature to clarify the scope of the act and to allow cities and other governing bodies to adopt and enforce rules and regulations consistent with SB 420.

(E) After the enactment of the MMP and in response to the MMP's explicit reservation of local authority to regulate medical marijuana cultivation and distribution, the City Council took legislative notice of the fact that California cities and counties that had permitted the establishment of medical marijuana dispensaries had experienced serious adverse impacts associated with and resulting from such dispensaries, including an increase in crime, including burglaries, robberies, violence, illegal sales of marijuana, use of marijuana by minors and other persons without medical need in the areas immediately surrounding such medical marijuana dispensaries; and malodorous smells, indoor fire hazards, mold, fungus, and pests caused by indoor cultivation at dispensaries.

(F) To address these potential adverse impacts, in 2007, the City Council enacted Ordinance 1095, §1 ("Medical Marijuana Dispensaries Ordinance"), which prohibited and declared a public nuisance medical marijuana dispensaries in the City of Ukiah.

(G) The 2007 Medical Marijuana Dispensaries Ordinance also states that the City Council's intention is to prohibit the operation and location of dispensaries in the City "until such time as their legality is clearly established and a proposal can be developed that would satisfy the city council that the facility could operate without causing [serious adverse impacts]".

(H) On October 9, 2015, the Governor signed into law AB 266, AB 243, and SB 643, which together comprise the Medical Marijuana Regulation & Safety Act ("MMRSA"). The MMRSA, which went into effect on January 1, 2016, created a statewide regulatory structure for the medical marijuana industry that also allows local governments to regulate the operation of marijuana businesses within their jurisdiction, pursuant to local ordinances. Specifically, the MMRSA allows the City of Ukiah to issue permits or licenses to operate marijuana businesses or prohibit their operation, to regulate or expressly prohibit the delivery of medical marijuana within its boundaries, and to regulate or expressly prohibit the cultivation of marijuana within its boundaries. Pursuant to the MMRSA, if the City opts not to expressly prohibit or regulate the cultivation, processing, delivery, and/or dispensing of medical marijuana, the State will be the sole licensing authority for these activities in the City.

(I) To protect the public health, safety, and welfare, it is the desire of the City Council to modify the City Code consistent with the MMP and the MMRSA, regarding the location and operation of medical marijuana dispensaries, delivery of medical marijuana within the boundaries of the City, and cultivation of medical marijuana within the boundaries of the City.

(J) There have been a number of marijuana dispensing-related incidents in California, some including acts of violence committed by persons without a legitimate medical need to use marijuana.

(K) The City Council finds that medical marijuana dispensing which exceeds the limitations set forth in these regulations will likely result in an unreasonable risk of crime and other adverse impacts and will likely create offensive odors to persons living nearby.

(L) It is the City Council's intention that nothing in this Chapter shall be construed to (1) allow persons to engage in conduct that endangers others or causes a public nuisance; (2) allow the use of marijuana for non-medical purposes; or (3) allow any activity relating to the distribution or consumption of marijuana that is otherwise illegal.

(M) Pursuant to California Health and Safety Code § 11362.71 *et seq.*, the State Department of Health through the state's counties, is to be responsible for establishing and maintaining a voluntary medical marijuana identification card program for qualified patients and primary caregivers.

(N) Health and Safety Code § 11362.71(b) requires every county health department, or its designee, to implement a procedure to accept and process applications from those seeking to join the identification program in the manner set forth in § 11362.71 *et seq.*

(O) This Chapter is compatible with the general objectives of the general plan, in that a Medical Marijuana Dispensary use will be conditionally permitted in commercial and industrial districts, being similar to other permitted and conditionally permitted uses, such as pharmacies and medical clinics, and in that the use will be subject to strict review and conditions.

(P) This Chapter will not be detrimental to the public health, safety and general welfare or adversely affect the orderly development of property, because the uses permitted under this Chapter will be subject to careful review, limited in scope and location, and subject to strict operating requirements, avoiding or limiting potential negative effects.

(Q) It is the purpose and intent of this Chapter to regulate medical marijuana dispensaries in order to promote the health, safety, morals, and general welfare of residents and businesses within the City.

§ 5701 INTERPRETATION AND APPLICABILITY.

(A) This Chapter is not intended to create a positive conflict with the CSA, but rather to implement the MMRSA and related state laws.

(B) Nothing in this Chapter is intended, nor shall it be construed, to exempt any marijuana-related activity from any and all applicable local and state construction, electrical, plumbing, land use, or any other building, fire, or land use standards or permitting requirements.

(C) Nothing in this Chapter is intended, nor shall it be construed, to make legal any cultivation, transportation, sale, or other use of marijuana that is otherwise prohibited under California law.

(D) All processing and distribution of medical marijuana within City limits shall be subject to the provisions of this Chapter, even if the processing, distribution, or cultivation existed or occurred prior to adoption of this Chapter.

(E) Nothing in this Chapter is intended, nor shall it be construed, to allow or permit any “commercial cannabis activity,” as defined in Business and Professions Code § 19300.5(j), or any commercial or non-commercial activity involving marijuana use for recreational or other non-medical purposes that is not otherwise authorized in the Ukiah City Code.

§ 5702 DEFINITIONS.

For the purpose of this Chapter, the following words and phrases shall have the following meaning:

(A) “Accessory building” shall have the same meaning as set forth in City Code § 9278.

(B) “Applicant” means a person who is required to file an application for a permit under this Chapter, including an individual owner, managing partner, officer of a corporation, or any other operator, manager, employee, or agent of a Dispensary.

(C) “City” means the City of Ukiah.

(D) “Delivery” shall have the same definition as set forth in California Business and Professions Code § 19300.5, and as it may be amended.

(E) “Dispensary Use Permit” means a permit required to operate a Medical Marijuana Dispensary within the City and that is issued pursuant to this Chapter.

(F) “Drug paraphernalia” or “paraphernalia” shall have the same definition as set forth in City Code § 6071.

(G) “Identification card” shall have the same definition as in California Health and Safety Code § 11362.7, and as it may be amended.

(H) “Medical Marijuana Dispensary” or “Dispensary” means a “Dispensary” as defined in California Business and Professions Code § 19300.5, as it now reads or may be amended in the future.

(I) "On-Site" means an activity or accessory use that is related to the primary use – i.e. lawful, retail distribution of medical marijuana – and is located on the same legal parcel as the primary use.

(J) "Permittee" means the person to whom a Dispensary Use Permit is issued.

(K) "Person" means any individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character.

(L) "Person with an identification card" shall have the same definition as set forth in California Health and Safety Code § 11362.7, and as it may be amended.

(M) "Physician" means a licensed medical doctor (M.D.) or a doctor of osteopathic medicine (D.O.).

(N) "Primary caregiver" shall have the same definition as set forth in California Health and Safety Code § 11362.7, and as it may be amended.

(O) "Qualified patient" shall have the same definition as set forth California Health and Safety Code § 11362.7, and as it may be amended.

(P) "School" means an institution of learning for minors, whether public or private, offering a regular course of instruction required by the California Education Code. This definition includes an elementary school, middle or junior high school, senior high school, or any special institution of education, but it does not include a vocational or professional institution of higher education, including any other college or university.

(Q) "Use Permit" shall have the same definition as set forth in City Code § 9261 and as it may be amended.

(R) "Youth-oriented facility" means a public park, church, museum, library, or licensed daycare facility.

(S) "Zoning Administrator" means the Zoning Administrator of the City of Ukiah or the authorized representative thereof.

§ 5703 DISPENSARY USE PERMIT REQUIRED TO OPERATE.

(A) It is unlawful for any person to engage in, conduct or carry on, or to permit to be engaged in, conducted or carried on, in or upon any premises in the City the operation of a Medical Marijuana Dispensary unless the person first obtains and continues to maintain in full force and effect a Dispensary Use Permit from the City as required in this Chapter.

(B) After January 1, 2018, or such time when State implementing regulations are in effect for the MMRSA, whichever is earlier, it shall be unlawful to operate any business or conduct any activity in the City for which a State license is required under the MMRSA without also having a valid State license pursuant to the MMRSA. Prior to implementation of the State license program pursuant to MMRSA, any operation of a Dispensary, cultivation of medical marijuana, or delivery of medical marijuana permitted by the City shall be conducted in accordance with this Chapter, the City's Zoning and Land Use Ordinances, and all laws pertaining to the equivalent license classification under the MMRSA.

(C) The grant of a Dispensary Use Permit by the City shall not create an entitlement or vested right in the permittee to any permit or license to operate any commercial, non-medical marijuana businesses or conduct any commercial, non-medical marijuana activities within the City.

§ 5704 TERM OF PERMITS AND RENEWALS REQUIRED.

(A) Dispensary Use Permits issued under this Chapter shall expire one year following the date of their issuance which date shall appear on the face of the permit.

(B) Dispensary Use Permits may be renewed by the Zoning Administrator for additional one-year periods upon application by the permittee, unless the permit is suspended or revoked in accordance with the provisions of this Chapter.

(C) Applications for renewal shall be made at least 45 days before the expiration date of the permit and shall be accompanied by the nonrefundable application fee referenced in Section 5706 and all information necessary for the Zoning Administrator to evaluate the renewal request in light of the criteria listed in (F) below. In acting on an application for renewal the Zoning Administrator shall follow the procedures set forth in Section 5711(B) and (C), except that all references therein to the Planning Commission shall be deemed to refer to the Zoning Administrator. Upon timely application to renew a permit, the permit being renewed shall remain in effect until final action is taken to grant or deny the renewal application.

(D) Applications for renewal made less than 45 days before the expiration date shall be processed in the same manner as a timely renewal application but shall not stay the expiration date of the permit.

(E) Renewal applications shall be subject to duly noticed public hearings in accordance to the procedures set forth for minor use permit applications in Section 9262 of Division 9, Chapter 2, Article 20 of the City Code.

(F) In determining whether to renew a Dispensary Use Permit, the Zoning Administrator will consider the following non-exclusive criteria, in addition to those criteria set forth in this Chapter at Section 5710:

(1) Whether the Dispensary operated by the permittee has generated an excessive number of calls for police service compared to similarly situated businesses of the same size as the Dispensary.

(2) Whether there have been excessive secondary criminal or public nuisance impacts in the surrounding area or neighborhood, including, but not limited to, disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, littering, loitering, illegal parking, loud noises, or lewd conduct.

(3) Whether the Dispensary operated by the permittee has a history of inadequate safeguards or procedures that show it is likely that it will not comply with the operating requirements and standards in this Chapter.

(4) Whether the Dispensary has failed to pay fees, penalties, or taxes required by this Code or has failed to comply with the production of records or other reporting requirements of this Chapter.

(5) Whether it appears that the permittee has, in its renewal application, provided a false statement of material fact or has knowingly omitted a material fact.

(6) Whether the renewal applicant or one or more of its officers, employees, partners, managers or members with management responsibilities ("Managers") has been convicted of a felony, or has engaged in misconduct that is substantially related to the qualifications, functions or duties of a Dispensary operator. A conviction within the

meaning of this Chapter means a plea or verdict of guilty, or a conviction following a plea of nolo contendere. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any Manager has been convicted of a felony, if the person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar federal statute or state law where the expungement was granted.

(7) Whether the renewal applicant or Dispensary has previously or is currently engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

(G) The Zoning Administrator shall make findings of fact and either grant, grant conditionally, or deny the application for renewal of a Dispensary Use Permit. An applicant aggrieved by the Zoning Administrator's decision to issue or to deny a Dispensary Use Permit renewal may appeal such decision to the Planning Commission by filing an appeal. All determinations of the Zoning Administrator regarding Dispensary Use Permit renewals shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the Planning Department within ten (10) days of the date the decision was made. The appeal fee will be in addition to the nonrefundable renewal application fee. Appeals may be filed by an applicant.

The Planning Commission shall conduct a duly noticed public hearing on the appeal in accordance to the applicable procedures as set forth in Section 9266 of Division 9, Chapter 2, Article 20 of the City Code, except that all references therein to the City Council shall be deemed to refer to the Planning Commission. At the close of the public hearing, the Planning Commission may affirm, reverse, or modify the appealed decision of the Zoning Administrator. All Planning Commission decisions on appeals of the Zoning Administrator's decision with regard to an application for a Dispensary Use Permit renewal are final for the City.

§ 5705 GENERAL TAX LIABILITY.

As a prerequisite to obtaining a permit pursuant to the terms hereof, an operator of a Dispensary shall also be required to apply for and obtain a Business License or exemption from the City of Ukiah and obtain a seller's permit or exemption from the State Board of Equalization pursuant to Division 2, Part 2, Chapter 2, Article 2 of the Cal. Revenue and Taxation Code, commencing with Section 6066e. Dispensary sales shall be subject to sales tax consistent with State law.

§ 5706 IMPOSITION OF FEES.

Every application for a Dispensary Use Permit or renewal shall be accompanied by an application fee, as established by resolution of the City Council from time to time. This application or renewal fee shall not include fingerprinting, photographing, and background check costs and shall be in addition to any other business license fee or permit fee imposed by this Code or other governmental agencies. Fingerprinting, photographing, and background check fees will be as established by resolution adopted by the City Council from time to time.

§ 5707 LIMITATION ON LOCATION OF DISPENSARIES.

(A) A Dispensary may only be located within the C1, C2, CN, M, and PD (Commercial) zoning districts and in the GU, UC, and DC downtown zoning districts as designated in the General Plan, Zoning Map.

(B) A Dispensary shall be in a visible location that provides good views of the Dispensary entrance, windows and premises from a public street.

(C) A Dispensary shall not be allowed in the following areas at the time of its permitted establishment:

(1) Within 600 feet of a School, with that distance measured as the horizontal distance in a straight line from the property line of the School to the closest property line of the lot on which the Dispensary is to be located without regard to intervening structures, pursuant to California Health and Safety Code § 11362.768; or

(2) Within 250 feet of a Youth-oriented facility other than a School, or another Dispensary, with that distance measured by street frontage from the property line of the Youth-oriented facility to the closest property line of the lot on which the Dispensary is to be located, and not radial distance; or

(3) Abutting, on any side of the parcel upon which the Dispensary is located, a parcel occupied by a Youth-oriented facility, a School, or another Dispensary; or

(4) Within any residential zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation.

(5) On a parcel having a residential unit, or on a parcel directly abutting a residentially-zoned property, unless there are intervening non-residential uses between the Dispensary and the residential unit or the residentially-zoned property that the Planning Commission or, on appeal, the City Council determines sufficient to provide an appropriate separation.

(D) A waiver of the provisions in subsections (C)(2)-(5) of this Section may be granted if the applicant demonstrates on plans and materials presented for review and the Planning Commission determines that a physical barrier or other condition exists which achieves the same purpose and intent as the distance separation requirements established herein, and that, as a result, the Planning Commission makes a finding of no adverse impact resulting from the proposed location of the Dispensary.

§ 5708 OPERATING REQUIREMENTS.

Dispensary operations shall be established and managed only in compliance with the following standards:

(A) Criminal History. Any applicant, his or her agent or employees, volunteer workers, or any person exercising managerial authority of a Dispensary on behalf of the applicant shall not have been convicted of any of the felony offenses enumerated in Health and Safety Code § 19323(b)(5), or of a felony or misdemeanor involving moral turpitude, or on probation for a drug offense, or engaged in misconduct related to the qualifications, functions or duties of a permittee.

(B) Minors.

(1) It is unlawful for any permittee, operator, or other person in charge of any Dispensary to employ any person who is not at least 21 years of age.

(2) Persons under the age of 18 shall not be allowed on the premises of a Dispensary unless they are a qualified patient or a primary caregiver, and they are in the presence of their parent or guardian.

(3) The entrance to a Dispensary shall be clearly and legibly posted with a notice indicating that persons under the age of 18 are precluded from entering the premises unless they are a qualified patient or a primary caregiver, and they are in the presence of their parent or guardian.

(4) The burden of proof is on the Dispensary personnel to establish compliance with this subsection (B) by clear and convincing evidence.

(C) Dispensary Access.

(1) The entrance into the Dispensary building shall be locked at all times with entry strictly controlled; e.g., a buzz-in electronic/mechanical entry system with a vestibule is highly encouraged. A viewer shall be installed in the door that allows maximum angle of view of the exterior entrance.

(2) Dispensary personnel shall monitor site activity, control loitering and site access.

(3) Only Dispensary staff, primary caregivers, qualified patients and persons with bona fide purposes for visiting the site shall be allowed on the premises at a Dispensary.

(4) Potential patients or caregivers shall not visit a Dispensary without first having obtained a valid written recommendation from their physician recommending use of medical marijuana.

(5) Only a primary caregiver and qualified patient shall be in the designated dispensing area with Dispensary personnel. All other authorized visitors shall remain in the designated waiting area in the front entrance/lobby.

(6) Restrooms shall remain locked and under the control of management.

(D) Dispensing Operations.

(1) The Dispensary may possess no more dried marijuana or plants per qualified patient or caregiver than permitted in strict accordance with California Health and Safety Code § 11362.77 and any other applicable State law, and as amended.

(2) A Dispensary shall only dispense to qualified patients or caregivers with:

(a) a currently valid physician's approval or recommendation in compliance with the criteria in California Health and Safety Code § 11362.5 *et seq.* and valid official identification, such as a Department of Motor Vehicles driver's license or State Identification Card, or

(b) a currently valid California Medical Marijuana Identification Card or a Patient ID Center Identification Card.

(3) For qualified patients or caregivers without a California Medical Marijuana Identification Card or a Patient ID Center Identification Card, prior to dispensing medical marijuana, the Dispensary shall obtain verbal, online, or signed verification from the recommending physician's office personnel that the individual requesting medical marijuana is a qualified patient.

(4) A Dispensary shall not have a physician on-site to evaluate patients and provide a recommendation for medical marijuana.

(5) Patient records shall be maintained and verified as needed, and at least annually verified with the qualifying patient's medical doctor or doctor of osteopathy unless the patient has provided a California Medical Marijuana Identification Card or a Patient ID Center Identification Card.

(6) Information on prior year's operations shall be provided annually, as required in this Chapter. The operator shall adjust the operations as necessary to address issues.

(E) Hours of Operation. Hours of Operation are limited to 9:00 a.m. to 9:00 p.m., seven days a week.

(F) Consumption Restrictions.

(1) Marijuana shall not be consumed on the premises of the Dispensary. The term "premises" includes the actual building, as well as any accessory structures, parking areas, or other surroundings within 200 feet of the Dispensary's entrance.

(2) Dispensary operations shall not result in illegal redistribution of medical marijuana obtained from the Dispensary, or use in any manner that violates local, State or City Codes.

(3) No person may consume marijuana, by smoking or vaporization, in any public places. Public places shall include, but are not limited to, city owned parks and/or city sponsored events where designated as nonsmoking areas by resolution of the City Council, streets, sidewalks, alleys, highways, public parking lots as defined in City Code § 6000 and as amended, enclosed places and places of employment as defined in City Code §§ 4503 and 4505 and as amended, and any other property owned or leased by the City, or in which the City holds a right-of-way easement, and which is open to members of the general public, except while actively passing through on the way to another destination. Nothing in this Section is intended, nor shall it be construed to be inconsistent with the California Indoor Clean Air Act of 1976, Health and Safety Code § 118875 *et seq* and as amended.

(G) Retail Sales and Cultivation.

(1) No cannabis shall be cultivated on the premises of the Dispensary, except in compliance with this Chapter and with City Code §§ 6093 and 9254 and Health and Safety Code § 11362.5 *et seq*. The space devoted to on-site cultivation at a permitted Dispensary shall not exceed twenty-five percent of the total floor area, but in no case more than five hundred square feet. Cultivation shall be limited to interior areas of buildings.

(a) Except for immature nursery stock marijuana plants, marijuana plants grown by the Dispensary shall only be utilized for production of processed marijuana to dispense to patients.

(b) A security plan for the growing area shall be submitted to the Ukiah Police Chief for review and approval. Such plan shall include: security alarms and surveillance systems; physical measures to prevent access to the area by anyone other than Dispensary staff; and physical measures to prevent vehicle penetration of the growing area.

(c) The cultivation area shall include a one-hour firewall assembly and shall not create excessive humidity or mold conditions. The cultivation area shall have an air treatment system that prevents odors generated from the cultivation of marijuana on the Dispensary property from being detected by any reasonable person of normal sensitivity outside the Dispensary property, as set forth in City Code § 5708(I)(4). The medical marijuana cultivation area shall be in compliance with the current, adopted edition of the California Building Code as regards Natural Ventilation or Mechanical Ventilation.

(d) Cultivation facilities are strongly encouraged to utilize the most water-efficient and environmentally-responsible cultivation practices available. The City reserves the right to require annual reports on cultivation facility practices, including but not limited to cultivation mediums and water use methods.

(e) The cultivation use shall comply with applicable stormwater, wastewater, and Building Code requirements and any applicable State or Federal law, including the Clean Water Act, 33 U.S.C. § 1251 *et seq*.

(2) With the approval of the Planning Commission, a Dispensary may conduct or engage in the commercial sale of specific products, goods or services in addition to the provision of medical marijuana and other items permitted by these regulations on terms and conditions consistent with this Chapter and applicable law.

(3) Up to 150 square feet of the total square footage of the Dispensary may be utilized for display and sales of devices necessary for administering medical marijuana, including but not limited to rolling papers and related materials and devices, pipes, water pipes, and vaporizers. Such devices may only be provided to qualified patients or primary caregivers and only in accordance with Health and Safety Code § 11364.5 and as amended.

(4) Retail sales of medical marijuana that violate California law or this Chapter are expressly prohibited.

(5) A Dispensary shall meet all the operating criteria for the dispensing of medical marijuana as is required pursuant to California Health and Safety Code § 11362.5 *et seq* and as amended.

(6) The provision of locally-grown and organic marijuana is encouraged.

(H) Operating Plans.

(1) Floor Plan. A Dispensary shall have a lobby waiting area at the entrance to receive clients, and a separate and secure designated area for dispensing medical marijuana to qualified patients or designated caregivers. The primary entrance shall be located and maintained clear of barriers, landscaping and similar obstructions so that it is clearly visible from public streets, sidewalks or site driveways.

(2) Storage. A Dispensary shall have suitable locked storage on premises, identified and approved as a part of the security plan, for after-hours storage of medical marijuana.

(3) Minimum Staffing Levels. The premises shall be staffed with at least one person during hours of operation who shall not be responsible for dispensing medical marijuana.

(4) Odors Control. The Dispensary shall have an air treatment system that prevents odors generated from the storage and cultivation of marijuana on the Dispensary property from being detected by any reasonable person of normal sensitivity outside the Dispensary property. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.

(5) Security Plans. A Dispensary shall provide adequate security on the premises, as approved by the Chief of Police and reviewed by the Planning Commission, including lighting and a premise and panic alarm system monitored by a licensed operator, to insure the safety of persons and to protect the premises from theft.

(6) Security Cameras. Security surveillance cameras shall be installed to monitor the main entrance and exterior of the premises to discourage loitering, crime, illegal or nuisance activities.

(7) Security Video Retention. Security video shall be maintained for 90 days.

(8) Alarm System. Professionally monitored premise and panic alarm system shall be installed and maintained in good working condition.

(9) Emergency Contact. A Dispensary shall provide the Chief of Police with the name, e-mail address, phone number and facsimile number of an on-site community relations staff person to whom one can provide notice if there are operating problems associated with the Dispensary. The Dispensary shall make every good faith effort to encourage neighborhood residents to call this person to try to solve operating problems, if any, before any calls or complaints are made to the City.

(I) Signage and Notices.

(1) A notice shall be clearly and legibly posted in the Dispensary indicating that smoking, ingesting or consuming marijuana on the premises or in the vicinity of the Dispensary is prohibited. The notice shall be posted in both English and Spanish.

(2) Signs on the premises shall not obstruct the entrance or windows.

(3) Address identification shall comply with illuminated address signs requirements.

(4) Business identification signage shall be limited to that needed for identification only, consisting of a single window sign or wall sign that shall comply with City Code § 3227 and any other City Code provisions regulating signage.

(J) Employee Records. Each owner or operator of a Dispensary shall maintain a current register of the names of all volunteers and employees currently working at or employed by the Dispensary, and shall disclose such registration for inspection by any City officer or official for purposes of determining compliance with the requirements of this Chapter.

(K) Patient Records. Information identifying the names of patients, their medical conditions, or the names of their primary caregivers is confidential and such disclosure is prohibited pursuant to the federal Health Insurance Portability and Accountability Act of 1996 (42 U.S.C. Sec. 1320d *et seq.*) and the Confidentiality of Medical Information Act (California Civil Code § 56 *et seq.*). In order to protect patient confidentiality, the Dispensary shall maintain records of all qualified patients with a valid identification card and primary caregivers with a valid identification card using only the identification card number issued by the State, or its agent, pursuant to California Health and Safety Code § 11362.7 *et seq.* Such records may be maintained on or off-site, and shall be made available for inspection by any City official authorized to enforce this Chapter for purposes of determining compliance with the requirements of this Chapter.

(L) Staff Training. Dispensary staff shall receive appropriate training for their intended duties to ensure understanding of rules and procedures regarding dispensing in compliance with state and local law, and the Dispensary shall employ properly trained or use professionally-hired security personnel in accordance with the conditions of its permit.

(M) Site Management.

(1) The operator of the establishment shall take all reasonable steps to discourage and correct objectionable conditions that constitute a nuisance in parking areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours if directly related to the patrons of the subject Dispensary.

(a) "Reasonable steps" shall include calling the police in a timely manner; and requesting those engaging in objectionable activities to cease those activities, unless personal safety would be threatened in making the request.

(b) "Nuisance" includes, but is not limited to, disturbances of peace, open public consumption of marijuana or alcohol, excessive pedestrian or vehicular traffic, illegal drug activity, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct or excessive police detentions and arrests.

(2) The operator shall take all reasonable steps to reduce loitering in public areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours.

(3) The operator shall provide Dispensary patients with a list of the rules and regulations governing medical marijuana use and consumption within the City and recommendations on sensible marijuana etiquette.

(N) Compliance with Other Requirements. The operator shall comply with all applicable provisions of local, state or federal laws, regulations or orders, as well as any condition imposed on any permits issued pursuant to applicable laws, regulations or orders.

(O) Confidentiality. The information provided for purposes of this Section shall be maintained by the City as confidential information, and shall not be disclosed as public records unless pursuant to subpoena issued by a court of competent jurisdiction or otherwise compelled by court order.

(P) Display of Permit. Every Dispensary shall display at all times during business hours the permit issued pursuant to the provisions of this Chapter for such Dispensary in a conspicuous place so that the same may be readily seen by all persons entering the Dispensary.

(Q) Reporting and Payment of Fees. Each permittee shall file an annual statement with the Planning Department: (1) indicating the number of patients served by the Dispensary within the previous calendar year, (2) the continuing accuracy of the information in the prior year's

Dispensary Use Permit application, (3) documenting any changes or additions to that information as of the date for renewal of the Permit, any citizen complaints, City Code violations, and calls for law enforcement during the prior year, the applicant's compliance with applicable City and State law governing the operation of dispensaries, and (4) including any additional information the Planning Department deems necessary to administer this Chapter, and pay all annual permit fees.

(R) Alcoholic Beverages. No Dispensary shall hold or maintain a license from the State Division of Alcoholic Beverage Control for the sale of alcoholic beverages, or operate a business on the premises that sells alcoholic beverages. No alcoholic beverages shall be allowed or consumed on the premises.

(S) Dispensaries shall comply with the parking requirements for medical office uses.

(T) Inspections. During normal business hours, Dispensaries permitted under this Chapter shall provide access for administrative inspections by City officials or officers to verify compliance with this Chapter. Any Dispensary's refusal to comply with this Section shall be deemed a violation of this Chapter.

§ 5709 APPLICATION PREPARATION AND FILING.

(A) Application Filing. A complete Dispensary Use Permit application submittal packet shall be submitted in accordance with City Code § 9262, including a detailed written statement as to how the proposed Dispensary complies with Sections 5707 and 5708, and any other information or submissions required by this Chapter. All applications for Dispensary Use Permits shall be filed with the Planning Department, using forms provided by the City, and accompanied by the applicable filing fee and any other applicable fees or charges. It is the responsibility of the applicant to provide information required for approval of the permit. The application shall be made under penalty of perjury.

(B) Eligibility for Filing. Applications may only be filed by the owner of the subject property, or person with a lease signed by the owner or duly authorized agent allowing them to occupy the property for the intended use. If the applicant is a lessee, a copy of the duly executed lease currently in effect must accompany the application.

(C) Filing Date. The filing date of any application shall be the date when the City receives the last submission of information or materials required in compliance with the submittal requirements specified herein.

(D) Effect of Incomplete Filing. Upon notification that an application submittal is incomplete, the applicant shall submit any additional documents or information required to complete the application within thirty (30) days of the date the applicant is notified in writing by the Planning Department that the application is incomplete. If the applicant fails to complete the application within said thirty (30) days, the application shall be deemed withdrawn and a new application submittal that complies with Sections 5709(A) and (F) shall be required in order to proceed with the application.

(E) Effect of Other Permits or Licenses. The fact that an applicant possesses other types of state or City permits or licenses does not exempt the applicant from the requirement of obtaining a Dispensary Use Permit.

(F) Submittal Requirements. Any application for a Dispensary Use Permit shall include the following information.

(1) Applicant(s) Name. The full name (including any current or prior aliases, or other legal names the applicant is or has been known by, including maiden names), present address, and telephone number of the applicant;

(2) Applicant(s) Mailing Address. The address to which notice of action on the application is to be mailed;

(3) Previous Addresses. Previous addresses for the past five years immediately prior to the present address of the applicant;

(4) Verification of Age. Written proof that the applicant is over the age of 21 years of age;

(5) Physical Description. Applicant's height, weight, color of eyes and hair;

(6) Photographs. Passport quality photographs for identification purposes;

(7) Employment History. All business, occupation, or employment of the applicant for the five years immediately preceding the date of the application;

(8) Tax History. The Dispensary business tax history of the applicant, including whether such person, in previously operating in this or another city, county or state under license has had a business license revoked or suspended, the reason therefor, and the business or activity or occupation in which the applicant engaged subsequent to such action of suspension or revocation;

(9) Management Information. The name or names and addresses of the person or persons having the management or supervision of applicant's business;

(10) Criminal Background. A background investigation verifying whether the person or person having the management or supervision of applicant's business has been convicted of a crime(s), the nature of such offense(s), and the sentence(s) received therefor;

(11) Employee Information. Number of employees, volunteers, and other persons who will work at the Dispensary;

(12) Plan of Operations. A plan of operations describing how the Dispensary will operate consistent with the intent of State law and the provisions of this Chapter, including but not limited to:

(a) Ensuring that the Dispensary will not engage in retail sales of medical marijuana that violate California law or this Chapter.

(b) Controls that will assure medical marijuana will be dispensed to qualifying patients or caregivers only.

(c) Controls that will ensure access to Dispensary premises is adequately monitored and restricted to pre-approved qualified patients and caregivers.

(13) Written Project Description. A written description summarizing the proposed Dispensary use size, number of patients, characteristics and intent;

(14) Written Response to Dispensary Standards. The applicant shall provide a comprehensive written response identifying how the Dispensary plan complies with the each of the standards for review in this Chapter, specifically the limitation on location and operating requirements in Sections 5707 and 5708;

(15) Written Response to Criteria for Review Section. The applicant shall provide a written response indicating the method by which each of the criteria for review enumerated in Section 5710 has been satisfied;

(16) Security Plan. A detailed security plan outlining the proposed security arrangements for insuring the safety of persons and to protect the premises from theft. The plan shall include installation of security cameras, a premise and panic alarm system monitored by a licensed operator, and a security assessment of the site conducted by a qualified professional;

(17) Floor Plan. A sketch or diagram showing the interior configuration of the premises, including a statement of the total floor area occupied by the Dispensary. The sketch or diagram need not be professionally prepared, but must be drawn to a designated

scale or drawn with marked dimensions of the interior of the premises to an accuracy of plus or minus six inches;

(18) Site Plan. A sketch or diagram showing exterior configuration of the premises, including the outline of all structures, parking and landscape areas, and property boundaries. The sketch or diagram need not be professionally prepared, but must be drawn to a designated scale or drawn with marked dimensions to an accuracy of plus or minus six inches;

(19) Accessibility Evaluation. A written evaluation of accessibility to and within the building, and identification of any planned accessibility improvements.

(20) Neighborhood Context Map. An accurate straight-line drawing depicting the building and the portion thereof to be occupied by the Dispensary, and: (a) the property lines of any School within 600 feet of the property line of the Dispensary for which a permit is requested, (b) the property lines of any Dispensary within 250 feet of the primary entrance of the Dispensary for which a permit is requested, and (c) the property lines of any youth-oriented facility or residential zone or use within 250 feet of the primary entrance of the Dispensary;

(21) Lighting Plan. A lighting plan showing existing and proposed exterior premises and interior lighting levels that would be the minimum necessary to provide adequate security lighting for the use and comply with all City standards regarding lighting design and installation. All lighting shall be fully hooded and downcast, and shall not shine towards the night sky, adjacent property or any street.

(22) City Authorization. Written authorization for the City, its agents and employees to seek verification of the information contained within the application;

(23) Statement of Owner's Consent. A statement in writing by the applicant that he or she certifies under penalty of perjury that the applicant has the consent of the property owner and landlord to operate a Dispensary at the location;

(24) Applicant's Certification. A statement in writing by the applicant that he or she certifies under penalty of perjury that all the information contained in the application is true and correct;

(25) Other Information. Such other information as deemed necessary by the Planning Department to demonstrate compliance with this Chapter including all City and State Codes, including operating requirements established in this Chapter.

(G) Renewal. Applications for one-year renewal shall be accompanied by the following minimum information:

(1) The operator shall report the number of patients served and pay applicable fees, as required by this Chapter.

(2) The operator shall provide a detailed description of any adjustments and changes proposed or that have occurred in Dispensary operations to address issues, or comply with laws.

(3) The operator shall identify any problems encountered during operations and how they have been addressed.

(4) The operator shall identify how the Dispensary has managed its operations to comply with the operating requirements of this Chapter and with State law.

§ 5710 CRITERIA FOR REVIEW.

In addition to the findings required in City Code § 9262, the Planning Commission shall consider the following criteria in determining whether to grant or deny a Dispensary Use Permit, and the Zoning Administrator shall consider the following criteria in determining whether to grant or deny renewals of a Dispensary Use Permit:

(A) That the Dispensary Use Permit is consistent with the intent of the Compassionate Use Act of 1996, the MMRSA, and related State law, the provisions of this Chapter and the City Code, including the application submittal and operating requirements herein.

(B) That the Dispensary location is not identified as having significant crime issues (e.g., based upon crime reporting statistics as maintained by the Police Department).

(C) That there have not been significant numbers of calls for police service, crimes or arrests in the area or to an existing Dispensary location.

(D) That an applicant or employee is not under 21 years of age.

(E) That all required application materials have been provided and/or the Dispensary has operated successfully in a manner that shows it would comply with the operating requirements and standards specified in this Chapter.

(F) That all required application or annual renewal fees have been paid and reporting requirements have been satisfied in a timely manner.

(G) That the location is not prohibited by the provisions of this Chapter or any local or state law, statute, rule or regulation and no significant nuisance issues or problems are anticipated or have resulted from Dispensary operations.

(H) That the site plan, floor plan, and security plan have incorporated features necessary to assist in reducing potential crime-related problems and as specified in the operating requirements in Section 5708. These features may include, but are not limited to, security on-site; procedure for allowing entry; openness to surveillance and control of the premises; the perimeter, and surrounding properties; reduction of opportunities for congregating and obstructing public ways and neighboring property; illumination of exterior areas; and limiting furnishings and features that encourage loitering and nuisance behavior.

(I) That no Dispensary use, owner, permittee, agent, or employee has violated any provision of this Chapter including grounds for suspension, modification or revocation of a permit.

(J) That all reasonable measures have been incorporated into the plan and/or consistently taken to successfully control the establishment's patrons' conduct resulting in disturbances, vandalism, crowd control inside or outside the premises, traffic control problems, marijuana use in public, or creation of a public or private nuisance, or interference with the operation of another business.

(K) That the Dispensary would not adversely affect the health, peace or safety of persons living or working in the surrounding area, overly burden a specific neighborhood with special needs or high impact uses, or contribute to a public nuisance; or that the Dispensary has resulted in repeated nuisance activities including disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct, or police detentions or arrests.

(L) That any provision of the City Code or condition imposed by a City issued permit, or any provision of any other local, or State law, regulation, or order, or any condition imposed by permits issued in compliance with those laws has not been violated.

(M) That the applicant has not violated any local or State law, statute, rule or regulation respecting the distribution, possession, or consumption of marijuana.

(N) That the applicant has not knowingly made a false statement of material fact or has knowingly omitted to state a material fact in the application for a permit.

(O) That the applicant, his or her agent or employees, or any person who is exercising managerial authority on behalf of the applicant has not been convicted of a felony, or of a misdemeanor involving moral turpitude, or has engaged in misconduct related to the qualifications, functions or duties of a permittee.

(P) That the applicant has not engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

(Q) That adequate parking will be provided at a rate of one space for every 200 gross square feet of retail space, office space, and similar floor areas, pursuant to City Code § 9198(F)(1).

§ 5711 INVESTIGATION AND ACTION ON APPLICATION.

After the making and filing of a complete application for the Dispensary Use Permit and the payment of the fees, the applicant shall complete a fingerprint background check and the Police Department shall conduct an investigation of the application. In processing the application:

(A) The Planning Department shall refer the application to any other City departments as necessary to complete the review of the application.

(B) Following provision of complete application materials, inter-departmental review, and compliance with the California Environmental Quality Act, the Planning Department shall schedule the Dispensary Use Permit for Planning Commission review. In making a decision to grant or deny the application the Planning Commission shall follow the notice and hearing procedures and make the findings required by City Code § 9262(C)-(F) and shall either grant or deny the application in accordance with the provisions of this Chapter.

(C) In approving a Dispensary Use Permit, the Planning Commission may impose conditions, restrictions or require revisions to the proposal to comply with the purpose and intent of this Chapter.

(D) The Planning Department shall cause a written notice of the Planning Commission decision to issue or deny a permit to be mailed to the applicant by U.S. mail.

§ 5712 APPEAL FROM PLANNING COMMISSION DETERMINATION.

(A) An applicant aggrieved by the Planning Commission decision to issue or to deny a Dispensary Use Permit may appeal such decision to the City Council by filing an appeal. All determinations of the Planning Commission regarding Dispensary Use Permits shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the City Council within ten (10) days of the date the decision was made. Appeals may be filed by an applicant or any interested party. An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken.

(B) The City Council shall conduct a duly noticed public hearing on the appeal in accordance to the procedures applicable to an appeal of a decision to grant or deny a use permit as set forth in Division 9, Chapter 2, Article 20 of the City Code. At the close of the public hearing, the City Council may affirm, reverse, or modify the appealed decision of the Planning Commission. All City Council decisions on appeals of the Planning Commission's decision with regard to an application for a Dispensary Use Permit are final for the City.

§ 5713 REVOCATION.

(A) Any Dispensary Use Permit issued under the terms of this Chapter may be revoked by the Zoning Administrator, when it shall appear to the Administrator that the use for which the Dispensary Use Permit was granted is not being conducted in compliance with the Dispensary Use Permit as conditioned, the permittee has violated any of the requirements of this Chapter, or the Dispensary is operated in a manner that violates the provisions of this Chapter, including the criteria for review and operating requirements sections, or conflicts with State law.

(B) The Zoning Administrator shall conduct revocation proceedings in compliance with Section 9262(H) of this Code, except that all references therein to the Planning Commission shall be deemed to refer to the Zoning Administrator. Notice of the hearing required by said Section shall be given in compliance with Section 9262(C). In addition, notice of the revocation hearing, including a description of the facts and violations relied upon in seeking revocation, shall be served on the permit holder by personal service, overnight courier or registered United States Mail, return receipt requested, not later than ten (10) day prior to the hearing. Service shall be deemed complete when received by the permit holder or forty-eight hours after deposit in the United States Mail, whichever occurs first. Notice shall be sent to the address as shown on the permit application or to an address which the permit holder has requested in writing that the City use for official communications. The address shall not be a Post Office box, but must be a physical address.

(C) If any person holding a permit or acting under the authority of such permit under this Chapter is convicted of a public offense in any court for any offense that would constitute a violation of their Dispensary Use Permit or this Chapter, the Zoning Administrator may revoke such permit forthwith without any further action thereof, other than giving notice of revocation to the permittee.

(D) The final decision of the Zoning Administrator to revoke a Dispensary Use Permit may be appealed to the Planning Commission. The appeal hearing shall be conducted in compliance with City Code Section 9266, except that all references therein to the City Council in an appeal of a Zoning Administrator decision shall be deemed to refer to the Planning Commission.

§ 5714 EFFECT OF REVOCATION.

When a final decision has been made revoking any Dispensary Use Permit provided for in this Chapter, no new application for a Dispensary Use Permit shall be accepted from the applicant and no such Permit shall be issued to such person or to any corporation or other business entity, including but not limited to, a partnership or limited liability company, in which he or she shall have any direct or indirect beneficial, financial or ownership interest for a period of three years after the action revoking the Permit.

§ 5715 TRANSFER OF PERMITS.

(A) A permittee shall not operate a Dispensary under the authority of a Dispensary Use Permit at any place other than the address of the Dispensary stated in the application for the permit.

(B) A permittee shall not transfer ownership or control of a Dispensary, including by transferring a controlling interest in the permittee, or transfer a Dispensary Use Permit to another person or entity unless and until the transferee obtains its own Dispensary Use Permit. Any other assignment of a Dispensary Use Permit is prohibited.

(C) No Dispensary Use Permit may be transferred when the Zoning Administrator or Planning Commission have notified the permittee that the permit has been or may be revoked.

(D) Any attempt to transfer a Dispensary Use Permit either directly or indirectly in violation of this Section is declared void, and the permit shall be deemed revoked.

§ 5716 TIME LIMIT FOR FILING APPLICATIONS UPON ANNEXATION.

Any Dispensary that was legally established in Mendocino County ("County") and which is subsequently annexed into the City must apply for and obtain a Dispensary Use Permit in compliance with the provisions of this Chapter within 90 days from the date the annexation becomes effective. Continued operation of a Dispensary without a permit more than 90 days after annexation shall constitute a violation of this Chapter, unless an extension of the 90 day period is approved by the Planning Commission upon the applicant's demonstration of reasonable grounds to do so.

§ 5717 MARIJUANA DELIVERY.

(A) A permitted Dispensary located in the City may deliver marijuana to qualified patients and caregivers at their residence in the City. Such permissible delivery of marijuana to qualified patients shall be limited to delivery by lawfully-operated, permitted dispensaries located within the jurisdictional limits of the City. Any individual engaging in the activity of delivering medical marijuana from a permitted Dispensary to a qualified patient must have a business license in accordance with Division 2, Chapter 1, Article 3 of the City Code.

All other marijuana delivery is a prohibited activity in the City, except where the City is preempted by federal or state law from enacting a prohibition on such activity.

(B) In conformity with City Code § 6001, it shall be unlawful for any qualified individual engaging in the activity of delivering medical marijuana from a permitted Dispensary to a qualified patient to be in an intoxicated condition or under the influence of narcotic drugs within the corporate City limits of the City in, on, or about any automobile, motorcycle, motor vehicle, street car, railroad car or other vehicle.

§ 5718 VIOLATIONS.

(A) It is unlawful for any person, individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character to violate any provision or fail to comply with any of the requirements of this Chapter.

(B) A violation of this Chapter shall be subject to the enforcement and penalties specified in City Code § 5722.

§ 5719 REMEDIES.

This Chapter shall be subject to enforcement pursuant to Division 8, Article 22 of this Code.

§ 5720 SEPARATE OFFENSE FOR EACH DAY.

Any person who violates any provision of this Chapter shall be guilty of a separate offense for each and every day during any portion of which any such person commits, continues, permits, or causes a violation thereof, and shall be penalized accordingly.

§ 5721 HOLD HARMLESS.

As a condition of approval of any permit issued pursuant to this Chapter for medical marijuana cultivation, processing, or distribution, the permittee shall indemnify, defend and hold harmless the City of Ukiah and its agents, officers, elected officials, and employees for any claims, damages, or injuries brought by a permittee's clients or employees, adjacent or nearby property owners or other third parties due to permitted uses or operations, and for any expense incurred by City as a result of or in defense of any such claim..

§ 5722 PENALTIES.

(A) It shall be unlawful and constitute a misdemeanor for any person to violate the provisions of this Chapter, punishable by a fine of not more than one thousand dollars (\$1,000.00) or imprisonment in the county jail for a period of not more than six (6) months or both. This penalty shall not apply, if prohibited by state law.

(B) The penalty provided herein is in addition to any other penalty or remedy available at law or in equity, whether civil or criminal, for any violation of this Chapter or engaging in activity requiring a City license or permit, including, without limitation, a business license or building permit, without first obtaining such permit or license.

§ 5723 JUDICIAL REVIEW.

Judicial review of a decision made under this Chapter may be had by filing a petition for a writ of mandate with the superior court in accordance with the provisions of the California Code of Civil Procedure § 1094.5.

Any such petition shall be filed within 90 days after the day the decision becomes final as provided in California Code of Civil Procedure § 1994.6 which shall be applicable for such actions.

SECTION 2

Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9 of the Ukiah City Code is hereby amended by adding a new permit category, DUP – Use Allowed with a Dispensary Use Permit, to the heading column entitled “Use Categories and Specific Uses”, by specifying that a Medical marijuana dispensary is an allowable use with a Dispensary Use Permit in the General Urban (GU), Urban Center (UC), and Downtown Core (DC) zoning districts, and replacing the reference to section 5702 in the column entitled “Additional Zoning Requirements by Code Section” with references to Section 5703 and Section 5707.

SECTION 3

Section 9254 in Article 19, Chapter 2 in Division 9 of the Ukiah City Code is hereby amended to read as follows (unchanged text is omitted and is shown by “* * *”):

§9254 MARIJUANA CULTIVATION

* * *

B. Cultivation of Marijuana:

* * *

2. Indoor Cultivation: Except as permitted in Chapter 8 in Division 6 of this Code, it is hereby declared to be unlawful and a public nuisance for any person owning, leasing, occupying, or having charge or possession of any parcel within any residential zoning district (R-1, R-2, R-3 and CN districts) in the city of Ukiah to cause or allow such parcel to be used for the cultivation of more than twelve (12) mature and twenty four (24) immature marijuana plants within a fully enclosed and secure structure on the parcel.

3. Indoor Cultivation Of Marijuana Restricted To Qualified Patients And Primary Caregivers: It is hereby declared to be unlawful and a public nuisance for any person owning, leasing, occupying, or having charge or possession of any parcel within the city of Ukiah to cause or allow such parcel to be used for the cultivation of marijuana, unless (a) the person is a qualified patient or primary caregiver, growing the amount of marijuana per qualified patient authorized by Health and Safety Code section 11362.77(a) – (b) and (d) – (f), not to exceed the per parcel limit in subsection B2 of this Section, or (b) the person is operating a Medical Marijuana Dispensary pursuant to a valid Dispensary Use Permit, within the C1, C2, CN, M, and PD (Commercial) zoning districts and in the GU, UC, and DC downtown zoning districts, and the space devoted to on-site cultivation at the permitted Dispensary does not exceed twenty-five percent of the total floor area, but in no case more than five hundred square feet.

SECTION 4.

1. SEVERABILITY.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council of the City of Ukiah hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

2. EFFECTIVE DATE.

This Ordinance shall be published as required by law in a newspaper of general circulation in the City of Ukiah, and shall become effective thirty (30) days after its adoption.

Introduced by title only on January 18, 2017, by the following roll call vote:

AYES:	Councilmembers Scalmanini, Mulheren, Doble, and Mayor Brown
NOES:	None
ABSENT:	Councilmember Crane
ABSTAIN:	None

Adopted on February 15, 2017, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk

February 14, 2017

RE: Medical Marijuana Dispensary Ordinance

Dear City Councilperson,

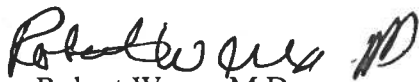
Enclosed is a petition from 30 plus physicians [and more will follow before your meeting]. These represent by far the vast majority of physicians practicing in Ukiah. They represent all specialties from the cradle to hospice. Even with their busy schedules they most willing to consider and sign this petition.

This petition is to ban Medical Marijuana Dispensaries within the city limits of Ukiah. It is unfortunate that this ordinance has advanced this far so rapidly without the input of the well trained, up to date, physicians of Ukiah. They care for the vast majority of the citizens and your constituents in Ukiah. The city staff and the city council have put a lot of effort into this ordinance. I think the problem is the lack of dialogue between city staff, the council, and the physicians of the Ukiah area. This is a problem from both sides. Due to the severe shortage of physicians here in rural Ukiah [which is even worse than nationwide], they do not have the time or additional energy to attend city council meetings. Similarly, you and the city can't get in to discuss city medical issues with the physicians. You have great difficulty getting in even when you are ill.

That is why, as a less busy, semi-retired Doc, I have the time and pull to get their input to you. And their input is "don't do it". It isn't necessary for their Ukiah area patients and the physicians don't want it. If it was necessary they would be equally happy to sign a petition to have these "Medical Dispensaries". Moreover they would send their patients to you and encourage it. But they haven't. Why?--because the necessity for wide-spread use of marijuana for health reasons is medically unsubstantiated. Moreover, it can cause more harm than good, as we have presented to you before.

However, the train, although all geared up, has not yet left the station. The trip is not urgent. The people who truly medically benefit from Medical Marijuana have managed to get it for the past 20 years. And, additionally they certainly can get it from "Medical Dispensaries" outside of our city limits. Please put the train on the siding for 6 months or a year. Have a dialogue between you supervisors, the City, and the physicians of Ukiah. I will work to ensure this. See how this new state law plays out in the County and the State. If then, you, the City, the physicians, and their patients agree that the trip will be worthwhile, you can pull the train out of the siding and send it off. However, now such a trip is unnecessary, unwarranted, and will do far more harm than good to the citizens of Ukiah.

Sincerely Yours,


Robert Werra, M.D.

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

NAME

PRINT

SIGNATURE

ROBERT WERRA MD

THOMAS E. KILKENNY

~~Robert Werra MD~~
Thomas E. Kilkenny, MD



ROBERT RUSHTON, MD
844 SO. DORA ST.
UKIAH, CA 95482-5711

Gary R. Teran

Jan Joseph

Susan Cordes, MD


Jan Joseph MD
Dr. Cordes

Monty Green M.D.

MONTA YUEN GREEN, M.D.

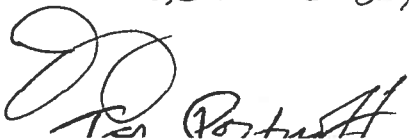
232A Hospital Dr.
Ukiah, CA 95482



Randall Woessner MD

Geoffrey Rice

Jorge Alvarez, MD


Dr. Portus

Ralph S. Davis MD

Blossom Rice





February 9, 2017

To: Mendocino County Board of Supervisors

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you severely limit Medical Marijuana Dispensaries within our County, as well as limiting widespread growing of marijuana in Mendocino County.

NAME

PRINT

SIGNATURE

ROBERT WERRA MD
THOMAS E. KILKENNY, MD

Robert Werra MD
Thomas E. Kilkenney, M.D.

ROBERT RUSHTON, M.D.
844 SO. DORA ST.
UKIAH, CA 95482-5711

Guy R. Teran

Susan Cordes, MD

Guy R. Teran
Susan Cordes

Monita Green M.D.

MONITA YUEN GREEN, M.D.

202A Hospital Dr.
UKIAH, CA 95482

Randall Woessner

Groby Rue

Randall Woessner

Groby Rue

TORIE ALLEN

Tori Postaff

Torie Allen
Tori Postaff

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

NAME

PRINT

VINCENT P. VALENTE

Gary DeCroua MD

DONALD COURSEY, MD

Michael Young MD

James O'Dorisio, MD

SIGNATURE



Gary DeCroua MD

Donald Z Coursey MD.



James E O'Dorisio, MD

February 9, 2017

To: Ukiah City Council

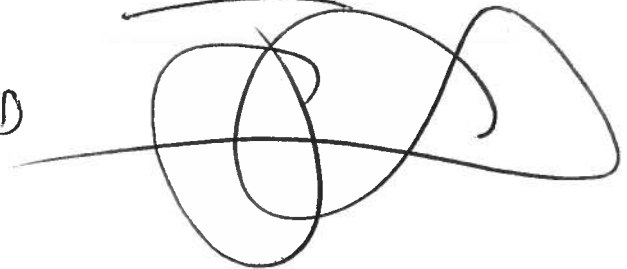
As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

PRINT

NAME

SIGNATURE

J. Drew Colfax, MD, JD

A handwritten signature in black ink, consisting of several overlapping loops and a horizontal line extending to the left.

February 9, 2017

To: Ukiah City Council

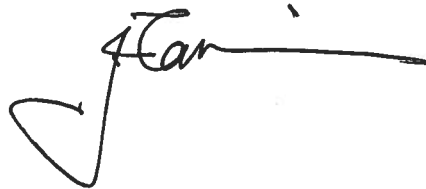
As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

PRINT

NAME

SIGNATURE

Joanne LaMonica MD

A handwritten signature in black ink, appearing to read 'Joanne', with a large, stylized loop at the beginning and a horizontal line extending to the right.

Wed Feb 15

P. M. Dispensing

To Chief City Rep.
More Physician Petitions

Post Wren
2 Lookout Dr, Ukiah

cell 391 8931

Home 468 5051

~~Post~~

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

PRINT

Miriam Ida Harris, MD

NAME

SIGNATURE

A handwritten signature in black ink, appearing to be 'Miriam', written over a horizontal line.

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

NAME

PRINT

Philip Tamangha

David DeBooy

SIGNATURE



David DeBooy

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

PRINT

NAME

SIGNATURE

HARRY MATOSSIAN MD

A handwritten signature in black ink, appearing to read 'Harry Matossian', followed by a long horizontal flourish.

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

PRINT

Noemi Doohan

NAME

SIGNATURE

A handwritten signature in black ink, appearing to be 'Noemi Doohan', written in a cursive style.

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

NAME

PRINT

RECEIVED MENDOCINO

Ronald W Slaughter

Casen Johnston

Mario Espindola

Laurence W Hartley

SIGNATURE

Ronald W Slaughter

Casen Johnston

Mario Espindola

Laurence W Hartley

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

PRINT

Steven Wirth, MD

NAME

SIGNATURE

S. Wirth MD

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

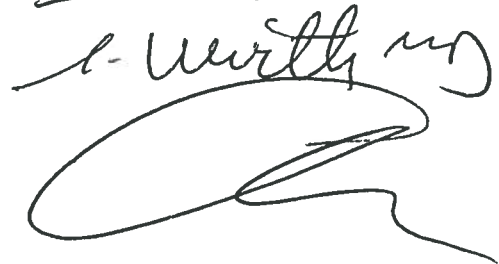
PRINT

Steven Wirth, MD

Peter Cho MD

NAME

SIGNATURE

Handwritten signature of Steven Wirth, MD, in black ink. The signature is cursive and includes the letters 'MD' at the end.

February 9, 2017

To: Ukiah City Council

As a physician in the Ukiah and Mendocino County area, because of the lack of demonstrated medical benefits and documented dangers to adults and particularly to children and adolescents, I would request that you ban Medical Marijuana Dispensaries within the city limits of Ukiah.

<u>PRINT</u>	<u>NAME</u>	<u>SIGNATURE</u>
Darius Wimb		
Gary Fassa		



ITEM NO.: 12d

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE SONOMA COUNTY WATER AGENCY IN THE AMOUNT OF \$34,000 AND APPROVAL OF A CONTRIBUTION TO THE INLAND WATER AND POWER COMMISSION IN THE AMOUNT OF \$4,400 BOTH OF WHICH ARE FOR JOINT-FUNDED WATER PLANNING STUDIES

Summary: The Council will consider approving a contract with the Sonoma County Water Agency for \$34,000 to participate in a United States Geological Survey (USGS) Groundwater Study and contributing \$4,400 to the Inland Water and Power Commission (IWPC) to fund a reservoir operations model being created by UC Davis (UCD).

Background: On May 6, 2015, City Staff provided information to the City Council regarding the new regulations by the State of California to comply with the Sustainable Groundwater Management Act (SGMA). This Act, SGMA, requires that groundwater basins of "medium priority" are monitored and have a groundwater management plan. On May 20th of 2015, Council created a SGMA Ad Hoc and appointed Councilmembers Crane and Doble to the committee. On May 18th, 2016, Council approved a contract with UC Davis to conduct a Groundwater Characterization Study. On October 19th City Staff provided Council with an update on SGMA as well as other related water issues including a number of proposed studies. Proposed studies include developing a detailed USGS groundwater/surface water model for the Russian River watershed, as well as other UCD studies being sponsored by the IWPC. In October, the estimated combined cost of these studies was approximately \$280,000 over the next five years with shared annual costs of approximately \$15,000 per agency for four years.

Discussion: Since the October 19th update, the scope and costs of the proposed studies have been finalized. The scope of costs associated with the USGS study are in Attachments 1 and 2. The scope and cost of the UC Davis Study is in Attachment 3. The actual annual costs for the City will be \$13,900

Continued on Page 2

RECOMMENDED ACTION(S): Authorize the City Manager to Negotiate and Execute an agreement with the Sonoma County Water Agency in the amount of \$34,000 and approval of a contribution to the Inland Water and Power Commission in the amount of \$4,400 both of which are for Joint-Funded Water Planning Studies.

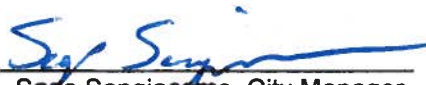
ALTERNATIVES: Remand to Staff with direction.

Citizens advised:	N/A
Requested by:	N/A
Prepared by/Contact:	Sean White, Water and Sewer Director and Jarod Thiele, Public Works Analyst.
Coordinated with:	N/A
Presenter:	Sean White, Water and Sewer Director.
Attachments:	1. Proposal from USGS "Hydrologic Characterization and a Coupled Watershed and Groundwater-Flow Model of the Russian River Watershed, California" 2. Draft Cooperative Agreement to Provide Funding and Support for Hydrologic Characterization, and a Coupled Watershed and Groundwater Flow Model of the Russian River Watershed 3. Proposal from UC Davis: "Hydrologic Characterization and Modeling for Evaluating Water Management Strategies on the Upper Eel River and Upper Russian River"

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

(\$8,500 to USGS and \$4,400 to IWPC) in the first year, and then \$8,500 to USGS for the subsequent three years.

It is important to note that the UC Davis study is not related to SGMA, but instead the operation of the Potter Valley Project, which is due for relicensing. However the operation of Lake Pillsbury has a significant effect on Lake Mendocino, which in turn may impact groundwater resources in the Ukiah Valley.

It is anticipated that when these two products are complete, there will be a final contract with UC Davis to link these products with other recently completed studies. This will create a unified tool that will incorporate the operation of Lake Pillsbury and the Potter Valley diversion, Lake Mendocino, and Ukiah Valley Groundwater. This final product will greatly enhance our ability to sustainably manage the regions water supply portfolio. Cost of this final project is not yet determined, but other UC Davis projects have ranged between \$30,000 and \$50,000.

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$120,000	Water Administration	82024410.52100	Yes ☐ No ☒	N/A

SUMMARY

Title: Hydrologic Characterization and a Coupled Watershed and Groundwater-Flow Model of the Russian River Watershed, California

Cooperating agency: Sonoma County Water Agency (SCWA) and California State Water Resources Control Board (State Board)

Period of project: 2016-2019

Geographic Scope: Potter Valley, Ukiah Valley, Sanel Valley, Alexander and Cloverdale areas of Alexander Valley, Healdsburg area of Santa Rosa Valley, Santa Rosa Valley, and Lower Russian River Valley as defined by California Department of Water Resources in Bulletin 118.

Problem Most basins in the Russian River watershed (RRW) currently rely on a combination of Russian River water and groundwater to meet demand. The primary uses of water in the RRW include agricultural irrigation, municipal supplies, rural domestic uses that are outside of municipal system (i.e., private wells and municipal water companies) and commercial uses (e.g., wineries). Current and future challenges to managing RRW water resources include: available flows for fisheries, extreme events due to climate change, flood impacts, increasing water-supply demands, decreasing water availability, and streamflow and groundwater storage depletion.

Objectives: The primary objectives of this project are to: 1) refine the understanding of the RRW hydrologic system based on an analysis of new and available field data; and 2) develop a coupled watershed/groundwater-flow model for the RRW that will facilitate improved management of the region's water resources.

Relevance and Benefits: This study will assist SCWA, the State Board, and other stakeholders to better understand the potential impacts of increasing groundwater demand on water levels and in developing strategies for efficient surface-water/groundwater management. The USGS will address significant issues of stream-aquifer interaction and develop new, transferable tools for analyzing multi-basin water management. The study addresses the priority water-resource issue "A Water Census of the United States: Quantifying, Forecasting, and Securing Freshwater for America's Future" identified in "Facing tomorrow's challenges—U.S. Geological Survey science in the decade 2007–2017."

Approach: Specific tasks will be: 1) interpret available data, collect new data, and characterize the geohydrology of RRW — including refining hydrologic budgets and conceptual models of the hydrologic system; 2) development and application of a coupled watershed and groundwater-flow model; and 3) describe the results of the study in a USGS report.

Anticipated products: A USGS Scientific Investigations Report will describe the updated geohydrologic characterization of the RRW and the development, calibration, and application of the coupled surface-water/groundwater-flow model.

Hydrologic Characterization and a Coupled Watershed and Groundwater-Flow Model of the Russian River Watershed, California

PROBLEM

The Russian River Watershed (RRW; fig. 1) is a diverse region of 1,500 square miles of urban, agricultural and forested lands in northern Sonoma County and southern Mendocino County, California. The Russian River is prone to droughts and floods (highest recurrent flood damages in California). This flashiness is due in large part to the prevalence of atmospheric rivers for the region, which comprise, on average, nearly 50 percent of precipitation. This highly variable hydrology presents significant challenges for flood, water supply and environmental water managers.

The recently enacted California Sustainable Groundwater Management Act (SGMA) identifies two of the basins (Santa Rosa Plain and Ukiah Valley) within the RRW as medium-priority basins; therefore, groundwater-sustainability agencies will need to be formed in each basin by June 30, 2017 and groundwater sustainability plans will need to be developed by January 2022. In addition, other basins within the RRW could be reprioritized into high/medium priority once the California State Department of Water Resources conducts basin reprioritization in winter 2017. This work will help support those management efforts.

Most basins in the RRW currently rely on a combination of Russian River water and groundwater to meet demand. The primary uses of water in the RRW include agricultural irrigation, municipal supplies, rural domestic uses that are outside of municipal systems (i.e., private wells and mutual water companies) and commercial uses (e.g., wineries and

recreation). Current and future challenges to managing RRW water resources include: available flows for fisheries, extreme events due to climate change, flood impacts, increasing water-supply demands, decreasing water availability, and streamflow and groundwater-storage depletion.

SCOPE

This proposal describes a cooperative project that will study and report on the water resources in the RRW (fig. 1). The Sonoma County Water Agency (SCWA) and California State Water-Resources Control Board (Water Board), in cooperation with the U.S. Geological Survey (USGS), will be responsible for different portions of this study.

OBJECTIVES

The primary objectives of this project are to: 1) refine the understanding of the RRW hydrologic system based on an analysis of new and available field data; and 2) develop a coupled watershed/groundwater-flow model for the RRW that will facilitate improved management of the region's water resources.

Specific elements in objective 1 are to: quantify present-day hydrologic conditions, including a hydrologic budget and distributed recharge estimates; quantify changes in groundwater levels and streamflow that have occurred during the past few decades and relate these changes to water-resources development, changes in land use, and environmentally-based management [e.g., the Biological Opinion (National Marine Fisheries Service, 2008) and the Federal Energy Regulatory Commission license for the Potter Valley Project (Federal Energy Regulatory Commission, 2004)]; quantify groundwater and surface-water interchange; characterize the geochemistry of the RRW;

improve the definition of the hydrostratigraphy and the groundwater-flow system; and evaluate the potential changes to streamflow in the Russian River and its tributaries associated with future projections of groundwater pumping and climate change.

Specific elements in objective 2 are to develop a numerical model that: 1) simulates past and present surface-water and groundwater conditions, including reservoir releases and stream diversions (addressed by including consideration of: A) water rights into the reservoir and river operations model, MODSIM, and B) riparian evapotranspiration into GSFLOW); 2) quantifies spatially and temporally distributed groundwater and surface-water exchanges; 3) can be efficiently coupled to output from global circulation models (GCMs) to assess the impacts of potential climate change on future hydrologic conditions (Huntington and Niswonger, 2012); and 4) can be readily applied to evaluate potential impacts from land- and water-use changes on future hydrology.

Development of the coupled watershed/groundwater-flow model for RRW will be documented in a USGS report and the model will be available to SCWA, the Water Board, other interested parties and the public to test and analyze various potential future water-management scenarios.

RELEVANCE AND BENEFITS

Groundwater is a critical resource, which is closely connected with surface-water resources in the RRW and is expected to be an important component of water supply in the future. Municipal, commercial, rural-residential and agricultural users consumptively use both surface water and groundwater in the RRW. Studies in this cooperative project

will provide much of the hydrologic information needed by SCWA, the Water Board, and other RRW stakeholders to better understand the potential impacts of climate variability and change, and associated changes in groundwater use on groundwater levels, stream discharge, stream-aquifer interaction, and water quality. The project also will provide the information and models needed by SCWA, the Water Board, and others for improved decision making regarding the RRW's surface- and groundwater resources. Development of an integrated hydrologic and reservoir/river operations model for the RRW will allow for better management of all water resources in the watershed.

The proposed study addresses the USGS science strategy direction "A Water Census of the United States: Quantifying, Forecasting, and Securing Freshwater for America's Future" (U.S. Geological Survey, 2007). Specifically, the study addresses freshwater availability, documents water-storage capabilities of the aquifer system, and refines and develops surface-water/groundwater models to help better understand the aquifer system.

GENERAL HYDROLOGIC DESCRIPTION OF THE RUSSIAN RIVER WATERSHED

The drainage area of the Russian River is in the northern part of the California Coast Ranges section of the Pacific Border province (Fenneman, 1931). The northern Coast Ranges trend northwestward, parallel to the major structural features of the region. The mountain range that lies west of the Russian River valley and extends to the coast is commonly called the Mendocino Range, or the Mendocino Highlands. The highland area east of the lower and middle Russian River valley areas is known as the Mayacmas

Mountains (fig. 1). The altitude of the highlands ranges from about 2,000 to 6,000 ft. The highest point in the Coast Ranges, at an altitude of 6,381 ft, is on Mount Sanhedrin, about 15 mi northeast of Willits. The altitude of the divide on the west side of the Russian River ranges from 1,400 to 3,000 ft; and on the east side, from 3,000 to 4,000 ft. The altitude of the mountains bordering the Russian River increases slightly from south to north.

The proposed study area is drained by the Russian River (fig. 1), a principal river in the northern coastal area of California between San Francisco and Eureka. The Russian River begins about 16 mi north of Ukiah and flows southward for about 90 mi through alluvium-filled valleys and mountain gorges to Rio Dell. There the river turns abruptly westward, crosses the Coast Ranges, and flows to the Pacific Ocean at Jenner, California. The entire river is about 110 mi long, but the drainage basin through which it flows is about 85 mi long. The valley of the Russian River ranges in width from 12 to 32 mi and the watershed has an area of about 1,485 square mi. There are 12 USGS-operated stream gages on the Russian River. Lake Sonoma and Lake Mendocino (which receive water from the Potter Valley Project) are reservoirs that supply water to the Russian River. The supplied reservoir water is important for Chinook salmon and steelhead trout fisheries and for water supply. Lake Sonoma supplies water during the fall and winter to sustain Chinook salmon and steelhead trout habitat. Lake Mendocino is an important source of water for cities and agriculture within the upper Russian River basin above the confluence of Dry Creek. Both reservoirs are important for municipal, industrial, rural, and recreational uses.

A comprehensive hydrologic characterization or modeling study of the RRW has not been reported. Cardwell (1965) described the geohydrology of selected subbasins within the RRW (Potter Valley, Ukiah Valley, Sanel Valley, Alexander and Cloverdale areas of Alexander Valley, Healdsburg area of Santa Rosa Valley, and Lower Russian River Valley). In addition to the aforementioned subbasins, Cardwell (1958) and Nishikawa (2013) described a seventh subbasin, the Santa Rosa Valley. Metzger and others (2006) updated the description of the geohydrology and geochemistry of the Alexander Valley. The California Department of Water Resources (2003) has also described the seven RRW groundwater subbasins.

As described by Cardwell (1965), the rocks in the Russian River valley may be divided into three general groups on the basis of age and water-bearing properties. These groups are, from oldest to youngest, 1) consolidated rocks of Jurassic and Cretaceous age, 2) deformed poorly consolidated or unconsolidated continental, volcanic, and marine rocks of Cenozoic (Pliocene and Pleistocene) age, and 3) under-formed and unconsolidated alluvial deposits of Quaternary age, comprising the terrace deposits of Pleistocene age, dissected alluvium of Pleistocene and Recent age, and alluvium of Recent age.

The oldest rocks in the area are those of the Franciscan and Knoxville Formations of Jurassic and Cretaceous age. These formations constitute the bedrock in most of the northern Coast Ranges. The Franciscan and Knoxville Formations in the vicinity of Healdsburg and Alexander Valley are overlain by a thick unnamed conglomerate of Late Cretaceous (?) age. Wells tapping the conglomerate in the upland area between the

northwestern parts of Dry Creek and Alexander Valleys supply adequate water for domestic use.

In the middle Russian River valley area (Healdsburg area and Alexander Valley), the Sonoma Volcanics of Pliocene age, the marine Wilson Grove (formally called the Merced) Formation of Pliocene and Pleistocene (?) age, and the continental Glen Ellen Formation of Pliocene (?) and Pleistocene age crop out discontinuously. Although these formations are of limited areal extent, they are important sources of groundwater locally.

In the upper Russian River valley (Potter Valley, Ukiah Valley, and Sanel Valley), continental deposits considered to be equivalent to the Glen Ellen Formation crop out along the margins of the present alluvial valleys. These deposits are an important source of water for domestic and stock supplies.

Alluvium includes most of the unconsolidated deposits of Recent age that underlie and form the present alluvial plains in the Russian River valley. The alluvium is the principal source of groundwater in all the valley areas. The stream-channel deposits are differentiated from the alluvium in areas where these deposits are spatially extensive.

APPROACH

In order to better understand surface-water and groundwater issues in RRW, the USGS is proposing to characterize the integrated hydrologic system of the RRW. This study will include the effects of variability in climate, geology, biota, and human activities (including regulatory effects) on water availability and surface-water flow in the RRW.

The characterization of the RRW will require the development of a Geographic Information System (GIS) database, data compilation, data collection, and the development of a coupled hydrologic and reservoir/river operations model. Specifically, the USGS-developed integrated Groundwater Surface-water Flow model (GSFLOW; Markstrom and others, 2008) and the reservoir and river operations model MODSIM (Labadie and others, 2000) will be used.

GSFLOW allows for an improved numerical representation of dynamic surface-water/groundwater interactions (Markstrom and others, 2008). This model has been successfully applied in the Santa Rosa Plain groundwater study (Woolfenden and Nishikawa, 2014) and several other watersheds across the world (e.g., see list provided at: <http://water.usgs.gov/ogw/gsfLOW/>). In addition, a recent study reviewed available surface-water/groundwater models for application to modeling the Alexander Valley and found that GSFLOW was one of two preferred models (Kennedy/Jenks Consultants, 2015). During these recent studies, tools have been developed that allow much faster and more streamlined development of GSFLOW models and the analyses of their results. This proposed study will take advantage of these tools.

Development of a useful tool to understand and analyze the integrated hydrologic system (GSFLOW model) is aided by broad information about climate, hydrogeology, vegetation, land use, water management, and other system variables that affect the flow and storage of water within the RRW. For this project, there are both data collection and modeling tasks needed to characterize and analyze the system. The data

collection/analysis and modeling activities will be conducted in parallel such that each can inform the other.

Task 1: Stakeholder Outreach

An important component of this project is outreach to the various stakeholders in the RRW, including local agencies, communities, water managers, and agricultural entities. In order to help solicit information and data that will benefit the project, it is important that this stakeholder input be received early in the process. This outreach will be conducted to receive broad stakeholder input regarding the identification of important water-resources issues in the RRW. It will also be used to help gather data and insights into the hydrologic system and how it is utilized and managed. Although groundwater is managed locally on an informal basis, there are two agencies that manage the Russian River: the SCWA (water supply) and the Army Corps of Engineers (flood protection). Local stakeholders will provide important insight to improve understanding the Russian River system in addition to the challenges in using and managing water resources in the watershed. Stakeholder meetings and information dissemination will occur throughout the life of the project so that all parties are kept up to date on study findings.

Of primary importance for this task is gathering stakeholder input as early in the project as possible. This will facilitate the process of data compilation that will eventually benefit the development of the model. In addition, a positive start to stakeholder outreach may result in broader “buy-in” from RRW water users regarding making data available to the study or allowing the USGS to collect data from their properties.

The Russian River Independent Science Review Panel (RRISRP) was established by a group of local water suppliers, and agricultural and watershed organizations in an effort to “establish a sound scientific basis for future water supply and watershed management decision making in the Russian River.” The possibility of the RRISRP acting as the project’s independent technical review committee will be explored. In addition, the RRISRP is scheduled to publish a conceptual model report by May 2016. The geographic scope of this report is the upper river above Dry Creek and will focus on tributaries, specifically surface-water/groundwater interactions and possible impacts to riparian ecosystems. This study will consider the RRISRP conceptual model when developing the GSFLOW model. The committee may also provide guidance regarding model development (e.g., assumptions, model construction, etc.) and defining future water-use, water-availability and management scenarios for simulation by the model.

Task 2: Data Collection and Analysis

In order to better understand the integrated hydrologic system and improve the model’s ability to simulate key hydrologic processes, a number of data collection activities, syntheses, and analyses will be undertaken. Specifically this task will involve three parts:

- a. Data compilation and development of an integrated GIS database
- b. Data collection
- c. Data interpretation and geohydrologic characterization

These steps are important for accurate evaluation of surface-water/groundwater interaction, reliability of the surface-water/groundwater system given present-day and future water-use forecasts, and future climate-change impacts.

Task 2a: Data compilation and development of an integrated GIS database

The first part of task 2 will involve data compilation and development of information necessary for model input files—a GIS will be the primary means of organizing data for archiving, searching, interrelating, and displaying hydrologic and related information. Data compilation will include compiling maps of climate, surficial geology, vegetation, land use, well locations, stream networks and reservoir information, and digitizing of drillers' logs. Drillers' logs and geophysical data will be used to define and map alluvial thickness, regionally extensive aquifers (coarse-grained material) and aquitards (fine-grained material), depth to bedrock, and other general hydrogeologic features. Although data may be sparse, groundwater-level data, aquifer-test data, and streamflow records will be compiled to help develop an understanding of the hydrogeology and the flow system, and for use as observations/prior-information for model calibration.

Data used to estimate annual groundwater discharge will also be compiled. These data include: pumping, land-use, vegetation type, and vegetation density. For example, data from previous studies analyzing vineyards and riparian evapotranspiration will be compiled and used. Pumping data will be evaluated to determine the areal distribution and quantity of pumpage for each of the developed aquifers. The only known pumping data is from municipal sources. Agricultural pumpage will be estimated based on

stakeholder input, land-use data, irrigation-system efficiency, reference evapotranspiration, and crop-coefficients to determine the consumptive use of water. The vegetation data will be used to estimate evapotranspiration associated with riparian vegetation along the Russian River and its tributaries.

The USGS will work collaboratively with SCWA, the Water Board, and other local stakeholders to develop the GIS database of the RRW. The USGS will work with SCWA to convert an existing HEC-ResSim operations model (Klipsch and Hurst, 2007) developed by SCWA into MODSIM for simulating reservoir and river operations, which will be coupled to GSFLOW. SCWA staff will review the MODSIM model and provide quality control to confirm that the MODSIM results agree with the existing databases that have been developed for the RRW by SCWA, other local stakeholders, and the USGS. Additional sources of data include the California Department of Water Resources (DWR), California Department of Public Health, Mendocino County, the California Nevada River Forecast Center, and the Sonoma County Department of Health Services. The GIS will form the basis for all tasks, including the identification of data gaps and the determination of needs for new data collection. All GIS metadata will be documented according to USGS guidelines (<http://gio.usgs.gov/egis/metadata/>).

Task 2b: Data collection

This task involves collection and analysis of new data, with a focus on water-quality sampling of the RRW. These efforts will be designed on the basis of the preliminary model results and error evaluations. Data-collection campaigns for the RRW characterization will be designed according to the need to further refine understanding of

the hydrologic conceptualization of the system. Where possible and practical, preliminary model simulations will help guide the collection and characterization. Specific tasks will include refining hydrologic budgets and updating conceptual models of the groundwater-flow system based on the new data and the results of ongoing USGS geologic studies in the basin.

Water-quality samples will be collected from selected wells, springs, and streams. These activities will require significant landowner and stakeholder participation. Initially, existing wells will be used and selected based on compiled data in the GIS and in consultation with SCWA and stakeholder technical staff. Sampling will focus on delineating the source and age of groundwater in the main water-bearing zones (aquifers) and characterizing the current water quality. The sampling will build on recent water-quality data collected as part of the USGS Groundwater Ambient Monitoring and Assessment (GAMA) program (Kulongoski and others, 2006; 2010; Mathany and others, 2011). For this study, water-quality analysis will include basic inorganic constituents and nutrients. The stable isotopes of oxygen and hydrogen will be used to provide information on sources of recharge, and tritium/helium and/or carbon-14 analyses will be used to provide information on groundwater age and travel time. Specific analyses of constituents of particular concern, such as arsenic, iron, manganese, and nitrate also will be conducted.

Specifically, 5-10 wells per groundwater subbasin will be sampled per year for the first two years of the project. All wells will be analyzed at the USGS National Water Quality

Laboratory (NWQL) for major and minor ions; basic nutrients; and trace metals. The stable isotopes of oxygen and hydrogen will be analyzed at the Reston Stable Isotope Laboratory. Selected wells will be analyzed for tritium/helium and/or carbon-14 age-dating analyses. Sampling locations will be chosen based on a review of existing water-quality data.

All water-level and water-quality data will be entered into the USGS NWIS (National Water Information System) database. Approximately 10 percent of the number of environmental samples collected will be added as quality-control samples. These samples will include field blanks and sequential replicates, and will be targeted for selected groups of constituents as needed. All data collection and documentation of metadata will be done according to USGS guidelines with the aid of the California Water Science Center Data Program.

Task 2c: Data Interpretation and Geohydrologic Characterization

The geohydrologic characterizations of the RRW, based on previous USGS and DWR studies, will be analyzed and updated based on new interpretations and data collected for this study. This will involve reassessing the hydrostratigraphy and geometry of the water-bearing units, quantifying the distribution and quantity of recharge and discharge (including pumpage), and evaluation of geochemical characteristics of the basin. The main goals are to develop an updated representation of the hydrostratigraphy and geologic structures of the basin; obtain improved estimates of the hydraulic properties of the water-bearing deposits; quantify the groundwater budget; evaluate the dynamics of

surface-water/groundwater interaction; characterize the general geochemical characteristics and the sources and ages of groundwater; and identify geochemical and hydrogeologic data gaps.

As part of this study, USGS geologists in Denver, CO, working closely with project personnel from this study, will develop a geologic framework model of the major water-bearing units in the RRW. The overall goal of the framework modeling is to define the three-dimensional geology; this will be accomplished through areal geologic mapping, geophysical surveys, and various topical studies (including geochronology, sediment transport patterns, and fault histories). Researchers will use these data along with newly collected geochemical data to reassess the hydrostratigraphy, structures, and geometry of the major water-bearing units of the groundwater basin. Digital geometries of major water-bearing units (aquifers) will be created as part of this task. This framework model will provide the starting point for our reassessment of the geohydrology of the area and will be the foundation used to develop the GSFLOW model.

Parameterization of the GSFLOW model will incorporate all available information regarding land use and vegetation, topography, geologic and soils maps, groundwater-level records, stable isotopes, and synoptic and continuous flow measurements made at various locations along the river. GSFLOW will be used to simulate evapotranspiration within riparian areas on the basis of soil moisture, water-table altitude, vegetation types and densities, and satellite data such as Normalized Difference Vegetation Index (NDVI). MODSIM will be used to estimate surface-water diversion amounts on the basis of

priority, supply, and demand. For parcels that receive surface water and use groundwater, it will be assumed that surface water will be used first, and any residual water demand will be met by groundwater. Wells that have been geographically located and wells with locations inferred on the basis of known water use will be activated within the model automatically to supplement surface-water shortfalls. Surface-water and groundwater demands will be estimated on a seasonal basis using land-use maps, industrial and municipal requirements, and crop water requirements for agricultural areas.

In addition, SCWA is currently working with the USGS to enhance and develop climate scenarios based on the BCM (Flint and Flint, 2007a; Flint and Flint, 2007b; Flint and Flint, 2011; Flint and others, 2011; Flint and Flint, 2012; Flint and others, 2012; Flint and others, in prep). As much as possible, this study will build on, utilize, and/or do comparisons with this work. In particular, an examination of the differences in, and uncertainty of, the BCM-derived estimates and those developed as part of this study will be undertaken.

There will be a particular focus on collecting information on the changing dynamics of stream/aquifer interaction along the Russian River as groundwater pumpage has increased since groundwater was first extracted in the RRW. Gaging-station records will be analyzed to determine: 1) seasonal periods with flow consisting primarily of groundwater discharge, and 2) seasonal depletion of streamflow caused by groundwater pumping and evapotranspiration of riparian vegetation along the Russian River. Stream gage records, synoptic seepage runs, and previous analyses by SCWA, will provide

historic and current information to define gaining and losing reaches of the stream. Specific plans for seepage runs will be made after historic data are reviewed and field reconnaissance completed. However, in general, two seepage runs are planned: one in the fall and the second in the spring.

In addition to data gaps indicated by the preliminary GSFLOW model, gaps in the geochemical and hydrogeologic data also will be identified using the available data compiled in Task 2b and the new data collected in this task. These gaps may include identifying wells where depth-dependent water-quality data are needed or locations where multiple-piezometer monitoring sites are needed. If available, these additional data will help refine the three-dimensional characterization of the RRW.

Task 3: Development of a GSFLOW model

The goal of this task is to develop a GSFLOW model of the RRW (fig. 1). This will be accomplished in two steps: step 1 will be to develop an preliminary, transient GSFLOW model that is capable of doing scoping runs and to identify data gaps, and step 2 will be to develop a final, refined and fully calibrated transient model capable of investigating the complex surface-water/groundwater interactions in the RRW. Woolfenden and Nishikawa (2014) describe the results of a GSFLOW model of the Santa Rosa Plain watershed (called the Santa Rosa Plain Hydrologic Model or SRPHM). Due to its regional nature, it is anticipated that the horizontal and vertical discretization of the RRW model will be much coarser than the SRPHM (1,000 ft by 1,000 ft). The Santa Rosa Plain watershed will not be simulated explicitly; where the SRPHM borders the Healdsburg

area of Santa Rosa Valley will be treated as a boundary condition in the preliminary and final RRW models. GSFLOW model boundaries will follow the RRW topographic divides throughout the basin and will be treated as no-flow boundaries, with the exception of the Santa Rosa Plain watershed, where the boundary will follow a buffered area adjacent to the river.

The preliminary, transient model will be coarse in its representation of geology, land use, and water use and will rely on easily accessible data. The simulation horizon will be the period of record of the most complete pumpage dataset. The model will be calibrated and evaluated according to sub-watershed budgets, average groundwater levels from available data, and correspondence between climate variability and streamflow variability. Model errors will be evaluated to identify sensitive parameters affecting the solution and regions in the model that require further refinement in parameterization and(or) data to constrain the solution. In this manner, the model will be used to focus data mining and data collection and in-depth characterization of the hydrologic system in areas where the model unsatisfactorily simulates historical hydrologic conditions.

Utilizing the integrated GIS database from Task 2a, all the required input files for the GSFLOW model will be developed. The automated calibration software PEST (Doherty, 2010) will then be used to refine initial hydraulic parameters and to explore heterogeneities in hydraulic properties within hydrogeologic units required to improve simulations results relative to observation data. Calibration with PEST will include using pilot points and regularization. Pilot points are arbitrary points in space that facilitate

estimation of spatially-distributed hydraulic properties of an aquifer; for example, hydraulic conductivity. Because cell-by-cell estimation of aquifer properties is not possible, pilot points offer a compromise between strict piecewise-constant zonal (i.e., ‘zonation’) approaches and under-determined cell-by-cell estimation of spatially-distributed aquifer properties. Regularization helps not only to stabilize the numerical aspects of the inverse problem, also it allows the modeler to impart expert knowledge (commonly referred to as “soft” knowledge) in to the parameter estimation problem. Calibration will combine the geohydrologic characterization from task 2C and within-geologic unit characterization through the pilot point and regularization methods provided by PEST.

The GSFLOW model will be developed in three phases. The first phase will consist of the development, calibration, and application of the Precipitation Runoff Modeling System (PRMS) component of the model. The PRMS model will be calibrated to measured stream-discharge data. This work will be closely integrated with existing BCM modeling work in the watershed and the GIS database developed for task 2A.

The second phase will consist of the development, calibration, and application of the groundwater-flow model (MODFLOW) component of the GSFLOW model. Specifically, steady-state and transient versions of the MODFLOW model will be developed. The models will be calibrated to measured groundwater-level, stream-discharge, and geochemistry data (e.g., age-dating or stable-isotope data). It should be noted that groundwater flow through fracture apertures (fracture-flow) in the Franciscan Formation,

which dominates much of the watershed area, will not be simulated explicitly, but rather approximated as flow through an equivalent porous media. The use of the equivalent-porous-media approach is suitable at the scale of this model; however, it may not be appropriate at local scales where fracture flow is predominant. The focus of the model will be to accurately simulate the interactions of surface water and groundwater that predominantly occur in the alluvial portion of the system.

The third phase consists of combining the MODFLOW and PRMS models into the coupled GSFLOW model. This phase will include additional calibration of the integrated model using combined transient surface-water and groundwater targets. Typically, when MODFLOW and PRMS models are calibrated separately, and are then combined for GSFLOW simulations, modest additional calibration is required to account for changes in surface and groundwater exchanges in the integrated model.

Task 4: Coupling GSFLOW with MODSIM

A reservoir management and river operations model will be developed using the MODSIM software on the basis of the existing HEC ResSim model developed by SCWA. To the extent possible, historical measurements of reservoir releases and river diversions will be specified in the GSFLOW model. However, historical measurements of water use are not completely available. For this case, MODSIM will be used to simulate historical river diversions that are unknown and can be estimated on the basis of water-right priorities, simulated water supply, and water demand. For example, MODSIM is effective for estimating reservoir releases and river diversions during water-

supply shortfalls, when the distribution of available water is complicated by priority and shortfalls are supplemented by groundwater wells. MODSIM can calculate water allocation constrained by management objectives, such as minimum instream flows for fish passage. Additionally, MODSIM will be used for simulating water distribution for future hydrologic conditions and for basin management scenarios. The combined GSFLOW-MODSIM model provides comprehensive simulation of hydrologic processes to estimate water supply that is coupled with operations/planning impacts for representing water use and distribution by humans. The tool provides detailed transient analysis of water-use forecasts, climate-change impacts, and other water-management issues of interest to the broader stakeholder community.

Following completion of final transient integrated GSFLOW-MODSIM model, future hydrologic and water-use conditions will be simulated for the next century relying on CMIP5 projections of future climate change conditions (Stocker and others, 2013). SCWA, in cooperation with the USGS, has developed multiple downscaled climate futures (240 m spatial resolution, 1 day time steps) for the next century using the CMIP5 projections. These climate data sets will be used to simulate hydrologic and water-supply forecasts in the RRW using six different climate projections for the next century. In addition to incorporating climate forecasts that represent climate change scenarios, changes in land use and water demand will be incorporated into the future hydrologic simulations using the integrated GSFLOW-MODSIM model.

Deliverables

The USGS will provide quarterly updates to the Water Board, SCWA, and local stakeholders via telephone or WebEx. In addition, USGS personnel will meet in person with the Water Board, SCWA, and local stakeholders on at least an annual basis.

A USGS Scientific Investigations Report characterizing the hydrology of the RRW and summarizing results of the GSFLOW model of the RRW will be completed for colleague review by the first quarter of FFY19, and it should be approved for publication by the end of the fourth quarter of FFY19. The characterization of the RRW will be based on the hydrogeologic and geochemical analyses. The GSFLOW model will be documented by describing the conceptual model, model development, model calibration (including any relevant tables and figures), model results (including any relevant groundwater and surface-water hydrographs and hydrologic budget information), and water-use scenarios. The report will include an integrated assessment of the response of surface- and groundwater resources to changes in water demands and climatic influences. The model will be developed to help water managers and interested stakeholder better manage their watershed system demands by providing water-use scenarios and estimating the effects of water-use decisions both numerically and graphically. Uncertainty analyses generally will be incorporated into these model runs, particularly with regard to the impact of pumping, given the sparseness of available data. An agreed-upon set of scenarios will be developed based on input solicited from participating water managers and interested stakeholders. One of these scenarios will evaluate the impact of climate change on water supply

reliability. All pre- and post processors will be made available to SCWA, state, and stakeholders.

All models developed for this study will be archived according to the new Policy and Guidelines for Archival of Surface-Water, Groundwater, and Water–Quality Model Applications

(<http://water.usgs.gov/admin/memo/GW/gw2015.02.pdf><http://water.usgs.gov/admin/memo/GW/gw2015.02.pdf>):

OFFICE OF GROUNDWATER TECHNICAL MEMORANDUM 2015.02
OFFICE OF SURFACE WATER TECHNICAL MEMORANDUM 2015.01
OFFICE OF WATER QUALITY TECHNICAL MEMORANDUM 2015.01.

In addition to the formal reports, progress reports, and frequent meetings, a website will be developed to facilitate communication and coordination with SCWA and other relevant stakeholders. The USGS will provide technical assistance to the State Board and SCWA with the model during the life of the project; however, formal training in the use of the model is beyond the scope of this study. It is expected that this assistance will increase during the final six months of the project when the model is completed and the report is going through the review process.

SCHEDULE

A project timeline is shown in Table 1. More details on some of the tasks are below:

1) By the end of the second quarter of Federal Fiscal Year 2017 (FFY17), the preliminary, transient GSFLOW model of the RRW will be completed. This initial,

transient model will provide water-resource managers with an overview of the integrated hydrologic system. As this model is developed, it will help guide the data-collection efforts. In addition, stakeholder and RRICRP input will guide the data-collection and model-building efforts.

2) By the end of the second quarter of FFY18, the final, transient GSFLOW model of the RRW will be completed. The transient model will incorporate climate variability and other dynamic changes in the system. In addition, it will be compared with newly collected geologic, geophysical, and geochemical data and updated accordingly.

3) By the end of FFY18, The MODSIM model will be completed and coupled to GSFLOW to incorporate transient reservoir outflow to the Russian River. This model will allow the cooperators to review the components and parts of the model and determine what additional stresses or forecasting runs will be necessary.

4) All data compilation and collection tasks will be completed by the end of FFY17.

5) All geochemical and geohydrologic analyses will be completed by the end of FFY18.

6) During the life of the project, the USGS will provide technical assistance to the State Board and SCWA on the use of the model.

7) At the end of the project (end of 4 years), the site characterization and model report will be published along with the archive and release of the model. The report, model, and all documentation will all be publicly available and online.

	FFY16				FFY17				FFY18				FFY19			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Task 1.																
Stakeholder Outreach	x	x	x	x	x	x	x	x	x	x	x	X	x	x	x	x
Task 2a: Data compilation/GIS	x	x	x	x	x	x										
Task 2b: Data collection	x	x	x	x	x	x	x	x								
Task 2c: Geohydrologic Characterization		x	x	x	x	x	x	x	x							
Modeling Tasks.																
Task 3: GSFLOW model																
Initial, transient GSFLOW Model	x	x	x	x	x	x										
Final, transient GSFLOW Model	x	x					x	x	x	x						
Task 4: Coupling GSFLOW with MODSIM																
Couple GSFLOW w/ MODSIM							x	x	x	x	x	X				
Model Scenarios and Forecasting									x	x		x	x			
Transient Model complete for review												x				

Deliverables																	
Quarterly Updates	x	x	x	x	x	x	x	x	x	x	x	X					
Website Technical Assistance	x	x	x	x	x	x	x	x	x	x	x	X	x	x	x		
	x	x	x	x	x	x	x	x	x	x	x	X	x	x	x		
Report																	
Manuscript Review										x	x	X	x				
Editorial review													x				
Final Review														x			
Publish Report																x	

Table 1. Work plan by federal fiscal year, quarter, and task.

BUDGET

SCWA, the Water Board, and USGS will share the costs of the project. The availability of federal matching funds (FMFs) for this project is uncertain at this point. Depending on availability, the FMFs from earlier FFYs may need to be adjusted and/or postponed into later FFYs. Possible USGS and SCWA/Water Board funding by FFY is presented below.

	FFY16	FFY17	FFY18	FFY19	Total
USGS	\$57,500	\$76,300	\$72,800	\$48,100	\$254,700
Cooperators	\$420,500	\$479,600	\$296,200	\$182,700	\$1,379,000
TOTAL	\$478,000	\$555,900	\$369,000	\$230,800	\$1,633,700

Table 2. Possible cooperator and USGS federal matching funds by federal fiscal year.

Personnel

The project will employ a GS-13 hydrologist, a GS-12 hydrologist, a GS-11 geochemist/geologist, a GS-9 physical scientist, a GS-9 information specialist, 3 GS-9 hydrologic technicians, and a GS-7 GIS specialist. The years and percentages of full time for each employee are presented in table 3.

Federal fiscal year (October 1 – September 30)	FFY16	FFY17	FFY18	FFY19
GS-13 hydrologist	10%	10%	10%	10%
GS-12 hydrologist	25%	25%	63%	29%
GS-11 geochemist/geologist	23%	38%	25%	17%
GS-9 physical scientist	16%	16%		
GS-9 information spec.	8%	8%	8%	8%
GS-9 hydro techs (total)		11%		
GS-7 GIS specialist	21%	21%	14%	14%

Table 3. Personnel used by federal fiscal year with percentages of full time for each employee.

REFERENCES

- California Department of Water Resources, 2003, California's groundwater: Bulletin 118-update 2003, 246 p.
- Cardwell, G.T., 1958, Geology and ground water in the Santa Rosa and Petaluma areas, Sonoma County, California: U.S. Geological Survey Water Supply Paper 1427, 273 p., 5 pl.
- Cardwell, G.T., 1965, Geology and ground water in Russian River valley areas and in Round, Laytonville, and Little Lake Valleys Sonoma and Mendocino Counties, California: U.S. Geological Water Supply Paper 1548, 154 p., 7 pl.
- Doherty, John, 2010, PEST User Manual, PEST: Model-Independent Parameter Estimation. User Manual 5th Edition. Watermark Numerical Computing.
- Fenneman, N.M., 1931, Physiography of western United States: New York, McGraw-Hill Book Co., 493 p.
- Flint, L.E., Flint, A.L., and Stern, M.A., in prep, Spatially downscaled Locally Constructed Analogs (LOCA) future climate for California, U.S. Geological Survey Data Release (pending).
- Flint, L.E. and Flint, A.L., 2012, Downscaling climate change scenarios for ecologic applications, *Ecological Processes*, 1:1.
- Flint, L.E., Flint, A.L., Stolp, B.J., and Danskin, W.R., 2012, A basin-scale approach for assessing water resources in a semiarid environment: San Diego region, California and Mexico, *Hydrology and Earth System Sciences*, 16, 1-17.
- Flint, A.L., Flint, L.E., and Masbruch, M.D., 2011, Input ,calibration, uncertainty, and limitations of the Basin Characterization Model: Appendix 3 of Conceptual Model of the great Basin Carbonate and Alluvial Aquifer System (eds. V.M. Heilweil and L.E. Brooks), U.S. Geological Survey Scientific investigations Report 2010-5193.
- Flint, A.L, and Flint, L.E., 2007a, Application of the Basin Characterization Model to estimate in-place recharge and runoff potential in the Basin and Range carbonate-rock aquifer system, White Pine County, Nevada, and adjacent areas in Nevada and Utah: U.S. Geological Survey Scientific Investigations Report 2007-5099, 19 p. <http://pubs.water.usgs.gov/sir20075099>.
- Flint, L.E., and Flint, A.L., 2007b, Regional analysis of groundwater recharge, in Stonestrom, D.A., Constantz, Jim, Ferre, T.P.A., and Leake, S.A., eds., *Groundwater recharge in the arid and semiarid southwestern United States*: U.S.

- Geological Survey Professional Paper 1703-B, p. 29-60,
<http://pubs.usgs.gov/pp/pp1703/b/>.
- Huntington, J.L., and Niswonger, R.G., 2012, Role of surface-water and groundwater interactions on projected summertime streamflow in snow dominated regions: An integrated modeling approach, *Water Resources Research*, v. 48, no. 11.
- Kennedy/Jenks Consultants, 2015, FINAL Coupled SurfaceWater/GroundwaterModeling Scoping Study for Alexander Valley: San Francisco, Calif., variably paged.
- Klipsch, J.D., and Hurst, M.B., 2007, HEC-ResSim Reservoir System Simulation User's Manual Version 3.0. USACE, Davis, CA, 512 p.
- Kulongoski, J.T., Belitz, Kenneth, and Dawson, B.J., 2006, Ground-water quality data in the North San Francisco Bay hydrologic provinces, California, 2004: Results from the California Ground-Water Ambient Monitoring and Assessment (GAMA) Program: U.S. Geological Survey Data Series Report 167, 100 p.
- Kulongoski, J.T., Belitz, Kenneth, Landon, M.K., and Farrar, C.D., 2010, Status and understanding of groundwater quality in the North San Francisco Bay groundwater basins, 2004: California GAMA Priority Basin Project: U.S. Geological Survey Scientific Investigations Report 2010-5089, 88 p.
- Labadie, J.W., Baldo, M.L., and Larson, R., 2000, MODSIM: decision support system for river basin management: Documentation and user manual. Dept. of Civil Eng., Colo. State Univ., Ft. Collins, CO., 68 p.
- Markstrom, S.L., Niswonger, R.G., Regan, R.S., Prudic, D.E., and Barlow, P.M., 2008, GSFLOW—Coupled groundwater and surface-water flow model based on the integration of the Precipitation-Runoff Modeling System (PRMS) and the Modular Ground-Water Flow Model (MODFLOW-2005): U.S. Geological Survey Techniques and Methods 6-D1, 240 p.
- Mathany, T.M., Dawson, B.J., Shelton, J.L., and Belitz, Kenneth, 2011, Groundwater-quality data in the northern Coast Ranges study unit, 2009: Results from the California GAMA Program: U.S. Geological Survey Data-Series 609, 92 p.
- Metzger, L.F., Farrar, C.D., Koczot, K.M., and Reichard, E.G., 2006, Geohydrology and Water Chemistry of the Alexander Valley, Sonoma County, California: U.S. Geological Survey Scientific Investigations Report 2006-5115, 83 p.
- Nishikawa, Tracy, ed., 2013, Hydrogeologic and geochemical characterization of the Santa Rosa Plain watershed, Sonoma County, California, U.S. Geological Survey Scientific Investigations Report 2013-5118, 178 p.

Stocker, T.F., Qin, Dahe, Plattner, Gian-Kasper, Tignor, M.M.B., Allen, S.K., Boschung, Judith, Nauels, Alexander, Xia, Yu, Bex, Vincent, and Midgley, P.M., eds., 2013, *Climate Change 2013: The Physical Science Basis*, Cambridge University Press, New York, 1,535 p.

U.S. Geological Survey, 2007, *Facing tomorrow's challenges—U.S. Geological Survey science in the decade 2007–2017*: U.S. Geological Survey Circular 1309, x + 70 p.

Woolfenden, L.R., and Nishikawa, Tracy, eds., 2014, *Simulation of groundwater and surface-water resources of the Santa Rosa Plain watershed, Sonoma County, California*: U.S. Geological Survey Scientific Investigations Report 2014–5052, 258 p., <http://dx.doi.org/10.3133/sir20145052>

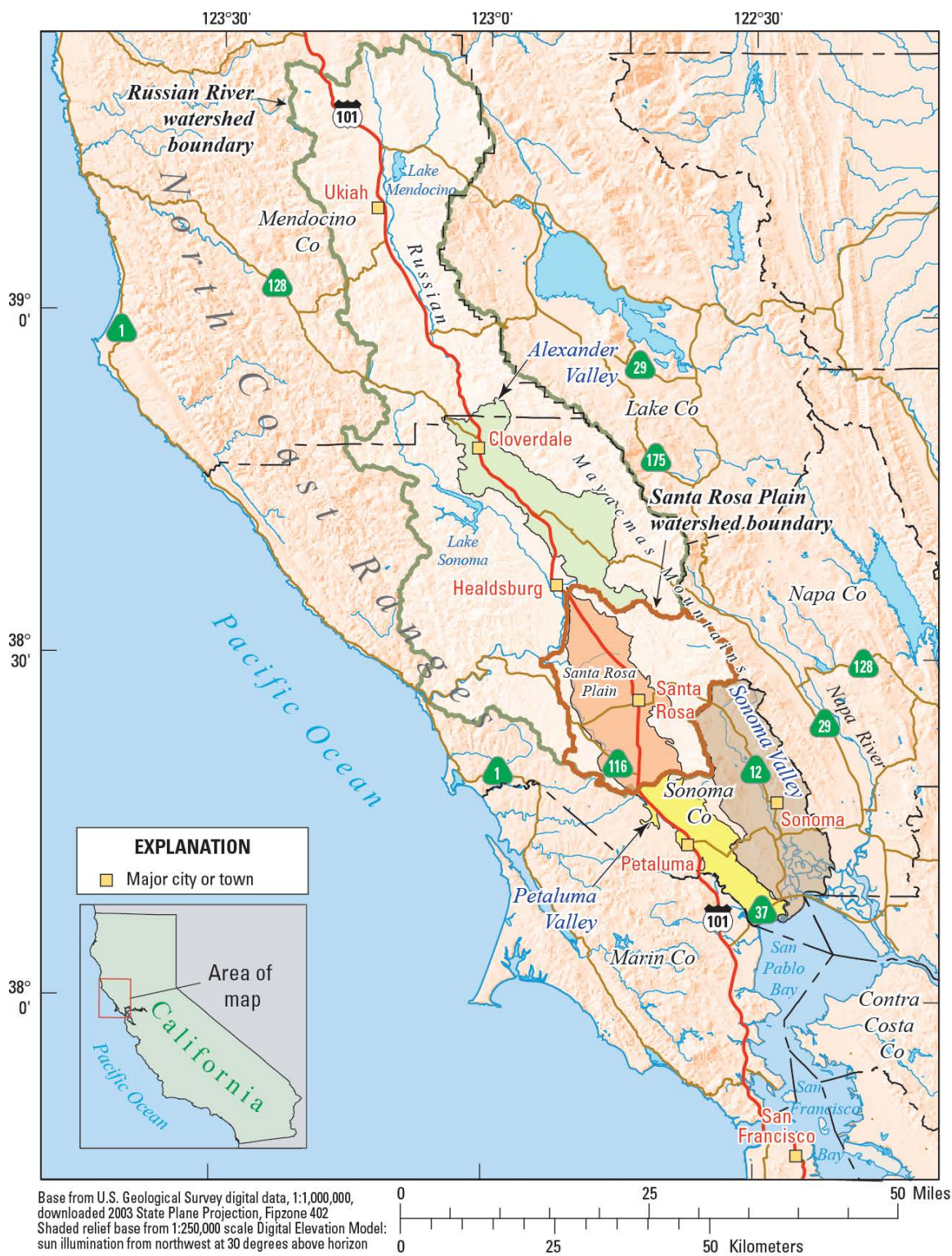


Figure 1. Boundaries of the Russian River watershed, Santa Rosa Plain watershed, Alexander Valley, Sonoma Valley, and Petaluma Valley, Sonoma County, CA.

Job Hazard Analysis For New Projects

- Check the numbered box(s) for all significant safety concerns this project should address. Significant safety concerns are commonly those that require training, purchase of safety equipment, or specialized preparation to address potentially hazardous conditions.
- Identify any unlisted safety concerns at bottom of the page.
- Provide details on the back of this page.

Proposal Number: 2016-02

Project Title (Short) Russian River Evaluation

Project Chief or Proposal Author Tracy Nishikawa

√	Safety Concerns
1. √	Wading, bridge, boat, or cableway measurements or sampling
2.	Working on ice covered rivers or lakes
3.	Measuring or sampling during floods
4.	Well drilling; borehole logging
5. √	Electrical hazards in the work area
6.	Construction
7. √	Working in remote areas, communication, office call in procedures
8. √	Ergonomics, carpal tunnel syndrome
9. √	Field Vehicles appropriate for task?- Safety screens, equipment restraints.
10.	All terrain vehicles, snowmobiles
11.	Helicopter or fixed wing aircraft usage
12.	Site access
13. √	Hypothermia or heat stroke
14. √	Hantavirus, Lyme Disease, Histoplasmosis, Pfiesteria, Others?
15. √	Contaminated water with sanitary, biological, or chemical concerns
16. √	Immunizations
17. √	Laboratory or mobile laboratory. Chemical hygiene plan.
18.	Hazardous waste disposal
19.	Hazardous waste site operations
20. √	Confined space
21.	Radioactivity
22. √	Respiratory protection
23.	Scuba Diving
24.	Electrofishing
25.	

Box no.	For each numbered box checked on the previous page, briefly: A. Describe the safety concern as it relates to this project. B. Describe how this safety concern will be addressed. Include training, safety equipment and other actions that will be required. C. Estimate costs.
1	1. Wading, bridge, boat, or cableway measurements or sampling: PFDs: Personal Floatation Devices (PFDs) will be provided to field personnel and must be worn when working in, over, or near a water body. Any exceptions, which are extremely rare, must be approved by the employee's supervisor, the CAWSC Safety Coordinator, and the CAWSC Director. Inflatable PFDs will be orally inflated at least twice per year to ensure these devices remain inflated for at least 24 hours. PFDs that fail this check will be immediately removed from service, quarantined, and destroyed. Hydrostatic inflatable PFDs will be auto-inflated and re-armed every four years or as indicated by the inflation device's expiration date. Wafer inflatable PFDs will be auto-inflated and re-armed annually or as indicated by the inflation device's expiration date. Results of all checks will be sent to the CAWSC Safety Coordinator.
5	5. Electrical hazards in the work area: All personnel will be informed of the DOI Learn course titled, "Safety: Electrical Safety Design" and encouraged to complete this course if they are not familiar with electrical hazards. No additional costs are expected.
7	7. Working in remote areas, communication, office call in procedures: Some parts of the study area may be remote. Center call-in procedures apply. Site-specific call in procedures for CAWSC facilities are located HERE
8	8. Ergonomics, carpal tunnel syndrome: Ergonomic assessments of employee workstations are available upon request to the safety coordinator. The CAWSC has developed an SOP for procuring approved ergonomic equipment. Employees should contact Stephen Schmitt, safety coordinator, for additional information.
9	9. Field vehicles appropriate for task? – safety screens, equipment restraints: The California Water Science Center uses vehicles for data collection activities, supply runs, and travel to and from meetings and conferences. Vehicle Safety Maintenance and Inspection: Vehicle maintenance resides with the person primarily responsible for upkeep of that vehicle. This person is to complete the USGS Vehicle Safety Inspection Checklist annually and file locally (i.e. in the location where the vehicle is stored). The checklist form can be accessed from the Center's Safety webpage. Cargo Barriers: Vehicles shall contain appropriate safety barriers to protect occupants from potential cargo projectiles. This pertains to vehicles in which the passenger and

	cargo compartments are not separate. Note: any modification to GSA vehicles (G-vehicles) must first be approved by GSA Fleet Service. Contact the CAWSC Vehicle Coordinator for information. Training: All employees who use any vehicles, including personal vehicles, while working for the USGS will complete an approved driver safety training course every three years. This requirement can be satisfied by successfully completing the 4-hour DOI Learn training compliance module titled “NSC Defensive Driving II”. Alternatively employees can take the following free online course, http://www.dgs.ca.gov/orim/Programs/DDTOnlineTraining.aspx. The Certificate of Completion should be filed at the employee’s duty station and a copy should be sent to the CAWSC Safety Coordinator. Supplemental driver safety training is available to employees who may be driving utility trucks.
13	13. Hypothermia or heat stroke: Heat stress, from exertion or hot environments, places workers at risk for illnesses such as heat stroke, heat exhaustion, or heat cramps. Symptoms include rapid pulse, heavy sweating, fatigue, dizziness, nausea, irritability, and muscle cramps. First Aid includes stopping work activities, moving to cool, shaded area, removing excess clothes, applying cool water to body, increasing fluid intake (water or Sports drink), seeking medical attention (if symptoms are severe or do not improve). Prevention includes monitoring the physical condition of yourself and coworkers, wearing light-colored, loose-fitting, breathable clothing (like cotton, not synthetics), scheduling heavy work for coolest parts of day, frequent breaks in shaded areas, and frequent water intake. Field personnel will be provided with First Aid training, adequate water, Sports drinks, shade, sunscreen (for body and lips), and shade (umbrella or canopy cover).
14	14. Hantavirus, Lyme Disease, Histoplasmosis, Pfiesteria, Others?: Hantavirus infection is a rare but serious illness. Typical symptoms are flu-like and include fever, headache, nausea, vomiting, muscle aches, diarrhea, abdominal pain and shortness of breath. These symptoms can occur any time between three days to six weeks (usually occurring around 14 days) after exposure. The usual host of this virus is the deer mouse, although other rodent species have been shown to be infected. The virus spreads by inhalation of air contaminated with rodent saliva, urine, and feces or if this matter is introduced to the body via eye rubbing or through broken skin. NEVER REMOVE DROPPINGS BY SWEEPING OR VACUUMING. Instead, wear respirator mask rated N-100 (see Safety Coordinator for CAWSC Respirator SOPs) and wear plastic or rubber gloves, ventilate area for at least 30 minutes, dampen carcass and droppings with bleach disinfectant (100 mL bleach to 900 mL water), damp mop contaminated area, thoroughly wash hands, face, and clothes after cleaning.
15	15. Contaminated water with sanitary, biological, or chemical concerns: Surface water in some areas may have low to moderate levels of contamination from sewage or agricultural runoff. Although concentrations are likely to be not

Collateral Duty Safety Officer

Yes_ ☒ _ No_ ☐ _

and/or copy of JHA given to
Collateral Duty Safety Officer

Yes_ ☐ _ No_ ☐ _

District Chief _____ Date _____

Regional Program Officer _____ Date _____

For accessibility assistance with this document, please contact the Sonoma County Water Agency Technical Writing Section at (707) 547-1900, Fax at (707) 544-6123, or TDD through the California Relay Service (by dialing 711).

rv: s:\techw\agreements\1617-072.docx version: 1/17/2017 2:47:00 PM

TW 16/17-072

DRAFT Cooperative Agreement to Provide Funding and Support for Hydrologic Characterization, and a Coupled Watershed and Groundwater Flow Model of the Russian River Watershed

This agreement (“Agreement”) is by and between **Sonoma County Water Agency**, a body corporate and politic of the State of California (“Water Agency”) and **City of Ukiah, County of Mendocino, Mendocino County Russian River Flood Control and Water Conservation Improvement District, and Redwood Valley County Water District**, (collectively referred to as “Participants”). The Effective Date of this Agreement is the date the Agreement is last signed by the parties to the Agreement, unless otherwise specified in Article 9.1 (Term of Agreement).

RECITALS

- A. The Water Agency operates two reservoirs in the Russian River Watershed, Lake Mendocino and Lake Sonoma, by collecting and releasing water stored in these reservoirs to supplement the Russian River’s natural flows. These releases are necessary to maintain the minimum instream flow requirements in the Water Agency’s water right permits, meet the demands for diversions into the Water Agency’s water transmission system, and meet the needs of other Russian River water users in Mendocino and Sonoma counties.
- B. The Water Agency’s transmission system provides water to several municipal water suppliers in Sonoma and Marin counties, which deliver water to their customers for residential, governmental, commercial, and industrial purposes.
- C. Residents, farmers, businesses, water districts, tribes, and municipalities in Mendocino County rely on surface water and groundwater resources within the Russian River Watershed as the primary source of water supply for drinking water, agricultural irrigation, and industrial and commercial uses.
- D. The recently enacted Sustainable Groundwater Management Act (SGMA) requires the formation of Groundwater Sustainability Agencies and development of Groundwater Sustainability Plans within two groundwater basins located in the Russian River Watershed: the Santa Rosa Plain Groundwater Subbasin and the Ukiah Valley Groundwater Basin. Additional groundwater basins or subbasins within the Russian River Watershed could also be subject to SGMA requirements when the California Department of Water Resources re-prioritizes basins in 2017.
- E. SGMA also requires an improved understanding of water resource conditions through the development of modeling tools capable of simulating surface water and groundwater interaction.
- F. The Water Agency and Participants wish to develop an updated assessment of surface water and groundwater conditions and a modeling platform to facilitate the integrated management of water resources and assist in complying with SGMA requirements.

- G. The Water Agency, the United States Geological Survey (USGS), and the California State Water Resources Control Board (State Board) have proposed a study to evaluate the groundwater resources of the Russian River Watershed. The objective of the study is to develop an updated assessment of the hydrogeology, geochemistry, and geology of the Russian River Watershed based on an analysis of new and available field data and develop a coupled watershed/groundwater-flow model that will facilitate improved management of the region's water resources.
- H. The base cost of the overall study is estimated to be approximately \$1,633,700 over four years. USGS is contributing a total of \$254,700 in federal matching funds to the study over the four-year study period. The State Board has agreed to contribute \$689,500 towards the study under a separate agreement between the State Board and USGS. The balance of \$689,500 would be paid through the Water Agency's share of \$489,500 and Participants' share of \$200,000. Total costs are shown in Exhibit A.
- I. This Cooperative Agreement between the Water Agency and Participants provides for the Participants share of \$200,000 to be allocated to "Total Local Funds" as shown in Exhibit A. It also establishes a working relationship among the Participants' technical staffs, together with tools and protocols that will be necessary for the success of the study, as well as any future surface water and groundwater management strategies.
- J. Water Agency and USGS contributions are provided for in a related agreement between USGS and Water Agency.

In consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

AGREEMENT

1. RECITALS

- 1.1. The above recitals are true and correct.

2. LIST OF EXHIBITS

- 2.1. The following exhibits are attached hereto and incorporated herein:
 - a. Exhibit A: Cost Allocation
 - b. Exhibit B: Study Description
 - c. Exhibit C: Draft Joint Funding Agreement with USGS
- 2.2. In case of any conflict between the terms of the Agreement and the exhibits, the terms of these documents control and prevail in the following order: 1) Agreement, 2) Exhibit A, 3) Exhibit B, and 4) Exhibit C.

3. COMMUNICATION/DESIGNATED REPRESENTATIVES

- 3.1. The persons designated below shall, upon execution of this Agreement, have authority to grant discretionary approvals identified in this Agreement. Except

as otherwise specifically provided in this Agreement, any notice, submittal, or communication required or permitted to be served on a party, may be served by personal delivery to the person or the office of the person identified below. Service may also be made by mail, by placing first-class postage, and addressed as indicated below, and depositing in the United States mail to:

Water Agency	
Project Manager: _____ 404 Aviation Boulevard Santa Rosa, CA 95403-9019 Phone: _____ Email: _____	
City of Ukiah	County of Mendocino
Contact: Sean White _____ _____ Phone: _____ Email: swwhite@cityofukiah.com	Contact: Sarah Dukett _____ _____ Phone: _____ Email: duketts@co.mendocino.ca.us
Mendocino County Russian River Flood Control and Water Conservation Improvement District	Redwood Valley County Water District
Contact: Tamara Alaniz _____ _____ Phone: _____ Email: rrfc@pacific.net	Contact: Bill Koehler _____ _____ Phone: _____ Email: gmrvcwd@pacific.net

4. **COST SHARING**

The estimated total cost to complete the four-year groundwater study as outlined in this Agreement is \$1,633,700. Participants and Water Agency shall share in the \$689,500 Total Local Funds of the study as listed in Exhibit A.

5. **WATER AGENCY'S RESPONSIBILITIES**

- 5.1. Prepare and negotiate a proposed agreement with USGS to provide funding to support the groundwater study in generally the form attached as Exhibit C. Water Agency will keep Participants reasonably informed during the negotiations and consult prior to committing to any terms of agreements or amendments thereto potentially affecting the Participants.

- 5.2. Act as liaison with USGS, compile existing data sources, and provide technical review, project management, and project coordination. This responsibility includes coordinating any necessary technical review meetings and providing status updates to Participants at such meetings and as needed.
- 5.3. Coordinate with Participants and assist with data acquisition.
- 5.4. Distribute draft copies of reports received from USGS to Participants, notifying Participants of any USGS requirement regarding confidentiality, and distribute final copies of reports received from USGS to Participants, including electronic data files related to GIS and hydrologic modeling.
- 5.5. Distribute final reports to the public during the term of the study.
- 5.6. If requested, assist Participants' staffs in making any presentations to Participants' governing boards or other public forums regarding the study.
- 5.7. Maintain complete and accurate records of all transactions in compliance with generally accepted accounting principles for enterprise accounting as promulgated by the American Institute of Certified Public Accountants and the Governmental Accounting Standards Board. Maintain complete project files with all correspondence, including letters and meeting notes. Such records shall be available to all parties at all reasonable times for inspection and analysis.
- 5.8. Invoice Participants for Participants' share of the study cost as described in Paragraph 6.1, below, and in Exhibit A of this Agreement as follows:
 - a. FY 16/17: Upon execution of the agreement with USGS.
 - b. FY 17/18: Approximately July 1, 2017.
 - c. FY 18/19: Approximately July 1, 2018.
 - d. FY 19/20: Approximately July 1, 2019.

6. PARTICIPANTS' RESPONSIBILITIES

- 6.1. Within 60 calendar days of receipt of each Water Agency invoice as described in Paragraph 5.8 above, Participants shall deposit with Water Agency their shares of the study cost as described in Exhibit A of this Agreement.
- 6.2. Participants shall provide technical review and comment on draft work products and study results during the course of the study and shall attend technical review meetings to the extent practicable. Participants shall maintain the confidentiality of any draft USGS reports to the extent Water Agency notifies them that such confidentiality is requested by the USGS, subject to Participants' obligations under the California Public Records Act. Participants shall make available to Water Agency and USGS all technical data in its possession relevant to the study.

- 6.3. Participants shall have the right to review and approve any changes in scope or funding for the study that could potentially affect the Participants including an increased financial commitment.
- 6.4. Participants shall cooperate with Water Agency efforts to obtain additional funding for related studies.

7. TERMINATION

- 7.1. Any party may terminate its participation in this Agreement by giving 180 calendar days advance written notice to the other parties of its intent to terminate its participation in this Agreement. Termination shall not relieve the terminating party of its obligation to pay costs and expenses related to the agreement between Water Agency and USGS or otherwise allocated prior to the effective date of the termination. Water Agency's right to terminate may be exercised by Water Agency's General Manager.

8. INDEMNIFICATION

- 8.1. Except as provided in Paragraph 8.2 below, each party shall indemnify, defend, protect, hold harmless, and release the other, their officers, agents, and employees, from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of such indemnifying party or its agents, employees, contractors, subcontractors, or invitees. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party or its agents, employees, contractors, subcontractors, or invitees under workers' compensation acts, disability benefit acts, or other employee benefit acts.
- 8.2. In addition, the parties acknowledge that pursuant to Article 5 of this Agreement, Water Agency will enter into and administer an agreement with USGS on behalf of the parties to this Agreement. The parties agree to coordinate on defense of any claims against the Water Agency that arise out of Water Agency's performance under said Article 5. If any such claim is made against Water Agency, the parties shall meet and discuss that defense and appropriate assignment of the costs thereof and of any settlement or judgment taking into account and consistent with the mutual indemnification provision in Paragraph 8.1.

9. ADDITIONAL REQUIREMENTS

- 9.1. Term of Agreement: This Agreement shall expire on October 31, 2020 unless terminated earlier pursuant to the provisions of Paragraph 7.
- 9.2. Authority to Amend Agreement: Changes to the Agreement may be authorized only by written amendment, signed by all parties to this Agreement. Changes to

lengthen time schedules or make minor modifications to the scope of work, which do not increase the amount paid under the Agreement, may be executed by the Water Agency's General Manager in a form approved by County Counsel and by Participants Designated Representatives.

- 9.3. No Waiver of Breach: The waiver by Water Agency of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.
- 9.4. Making of Agreement: Participants and Water Agency acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the Agreement's interpretation; the language of the Agreement will not be construed against one party in favor of another. Participants and Water Agency acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.
- 9.5. Construction: To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.
- Participants and Water Agency acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. Participants and Water Agency acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.
- 9.6. No Third-Party Beneficiaries: Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
- 9.7. Applicable Law and Forum: This Agreement shall be construed and interpreted according to the substantive law of California excluding the law of conflicts. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Sonoma.
- 9.8. Captions: The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.
- 9.9. Merger: This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to

Code of Civil Procedure section 1856. . Each Party acknowledges that, in entering into this Agreement, it has not relied on any representation or undertaking, whether oral or in writing, other than those which are expressly set forth in this Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

9.10. Survival of Terms: All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

9.11. Time of Essence: Time is and shall be of the essence of this Agreement and every provision hereof.

9.12. Entire Agreement: This Agreement is the entire Agreement between the parties.

10. **COUNTERPART SIGNATURES**

10.1. This Agreement may be executed in counterpart and each of these executed counterparts shall have the same force and effect as an original instrument and as if all of the parties to the aggregate counterparts had signed the same instrument.

/

/

/

/

/

/

/

/

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date last signed by the parties to the Agreement.

Sonoma County Water Agency

TW 16/17-072

By: _____

Grant Davis
Water Agency General Manager
Authorized per Water Agency's Board
of Directors Action on

By: _____

Water Agency Division Manager -
Administrative Services

Approved as to form:

By: _____

Cory O'Donnell, Deputy County Counsel

City of Ukiah

By: _____

County of Mendocino

By: _____

**Mendocino County Russian River Flood
Control and Water Conservation
Improvement District**

By: _____

Redwood Valley County Water District

By: _____

Exhibit A

Russian River Watershed Study Cost Allocation Required Cost Allocation for Years 1 through 4

Study Year	Water Agency	City of Ukiah	County of Mendocino	Mendocino County Russian River Flood Control and Water Conservation Improvement District	Redwood Valley County Water District	Total Local Funds (Water Agency + Participants)	State Water Board	USGS	TOTALS
FY 16/17	\$160,250	\$8,500	\$25,000	\$8,250	\$8,250	\$360,250	\$210,250	\$500	\$628,000
FY 17/18	\$164,800	\$8,500	\$25,000	\$8,250	\$8,250	\$164,800	\$239,800	\$600	\$480,900
FY 18/19	\$98,100	\$8,500	\$25,000	\$8,250	\$8,250	\$98,100	\$148,100	\$700	\$319,000
FY 19/20	\$66,350	\$8,500	\$25,000	\$8,250	\$8,250	\$66,350	\$91,350	\$800	\$205,800
Total Cash Funding	\$489,500	\$34,000	\$100,000	\$33,000	\$33,000	\$689,500	\$689,500	\$5400	\$1,633,700

Exhibit B

Study Description

Exhibit C

Draft Joint Funding Agreement with USGS

Form 9-1366
(April 2015)

**U.S. DEPARTMENT OF THE INTERIOR
GEOLOGICAL SURVEY**

JOINT FUNDING AGREEMENT

FOR

WATER RESOURCES INVESTIGATIONS

Customer #: 6000000828
Agreement #: 17WSCA600082810
Project #:
TIN #: 94-60000539
Fixed Cost
Agreement YES

THIS AGREEMENT is entered into as of the, 13 day of September, 2016 by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the SONOMA COUNTY WATER AGENCY, party of the second part.

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation between the Sonoma County Water Agency and the USGS to study the Hydrologic Characterization and a Coupled Watershed and Groundwater-Flow Model of the Russian River Watershed (see attached Statement of Work) herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50; and 43 USC 50b.
2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$0.00 .

(a) by the party of the first part during the period	Amount	Date	to	Date
	\$127,309.00	10/01/2016		10/31/2020

(b) by the party of the second part during the period	Amount	Date	to	Date
	\$689,500.00	10/01/2016		10/31/2020

USGS DUNS is 1761-38857. The amounts in both 2(a) and 2(b) above are for the Federal Fiscal Year 2017 (FFY17) only. Total USGS funding for this agreement is \$127,309. Total SCWA funding for this agreement is \$689,500.00. Total cost of this agreement is \$816,809.00

 - (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0.00

Description of the USGS regional/national program:
No additional contributions
 - (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
 - (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.
3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.
4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.
5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.
6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

https://webforms.usgs.gov/_layouts/Print.FormServer.aspx

8/17/2016

9-1366 (Continuation)

Customer #:

6000000828

Agreement #:

17WSCA600082810

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.
8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at costs, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered quarterly. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

U.S. Geological Survey United States Department of the Interior <u>USGS Point of Contact</u>	SONOMA COUNTY WATER AGENCY <u>Customer Point of Contact</u>
Name: Irene A. Rios, Budget Analyst Address: 4165 Spruance Rd, Ste. 200 San Diego, CA 92101 Telephone: (619) 225-6156 Email: iaros@usgs.gov	Name: Donald Seymour Address: 404 Aviation Boulevard Santa Rosa, CA 95403 Telephone: (707) 547-1930 Email:

Signatures and Date

Signature:	Date:	Signature:
Name: Eric G. Reichard Title: Director, USGS California Water Science Center	Name: Grant Davis Title: Water Agency General Manager	Date:

Reviewed as to funds:

By: _____
Water Agency Division Manager-
Administrative Services

Approved as to form:

By: _____
Deputy County Counsel



Hydrologic Characterization and Modeling for Evaluating Water Management Strategies on the Upper Eel River and Upper Russian River

Project: Hydrologic Characterization and Modeling for Evaluating Water Management Strategies on the Upper Eel River and Upper Russian River

Institutions: Mendocino County Inland Water and Power Commission (MCIWPC)

Amount: Total: \$155,408
Cost Shared UC Davis: \$97,223
Cost Shared MCIWPC: **\$58,185**

P.I.: Samuel Sandoval Solis, PhD

Co-Investigator: Bruno Britos

Institution: University of California, Davis

Department: Land, Air and Water Resources

Mail Address: One Shields Avenue, P.E.S. 1111, Davis, CA, 95616

Office Address: Veihmeyer Hall 135, Davis, CA, 95616

Ph.: (530) 750-9722

Email: samsandoval@ucdavis.edu

Start Date: 11/01/2016 End Date: 05/31/2018

Project Narrative

The Eel River originates on the southern flank of 6,740-foot (2,050 m) Bald Mountain, in the Upper Lake Ranger District of the Mendocino National Forest in Mendocino County. The river flows south through a narrow canyon in Lake County before entering Lake Pillsbury, the reservoir created by Scott Dam. Below the dam the river flows west, re-entering Mendocino County. At Cape Horn Dam, about 12 miles approximately east of Willits, water is diverted from the Eel River basin through a 1-mile tunnel to the East Fork of the Russian River and through a hydroelectric power facility known as Potter Valley Project (PVP). Water released at the outlet of the power plant first provides agricultural water for the community of Potter Valley in Mendocino County. The remaining water not consumed in Potter Valley is stored in Coyote Valley Dam (CVD). Water diverted from CVD is used along the Russian River mainstem for several water uses: agriculture, municipal and environmental. Thus, there is a need for evaluating changes in water transfer volumes from the Eel river into the Russian River due to the upcoming relicensing of the PVP hydroelectric plant [operated by PG&E and licensed by FERC, Project No.77, Expiration Date: 2022]. This study proposes: (a) a hydrologic characterization of the Upper Eel River and comparison of unimpaired and impaired flow conditions, and (b) quantifying the impact of changes in water diverted from upper main Eel River into the Russian River.

Objectives, Tasks and Products

Objective 1: Hydrologic characterization of the Upper Eel River Basin (From its headwater up to Below North Fork).



Task (s): Collection of streamflow, climate, land use, infrastructure and water demand data for the Upper Eel River. Estimate the natural flow at different control points and compare it with current impaired flow conditions.

Product: A report and a hydrologic information system (HIS). The natural flow regime at Scott and Cape Horn dam.

Objective 2: Construction of a decision support system (DSS) for the Upper Eel and Upper Russian River Basins.

Task (s): Construction, calibration and validation of a hydrologic and water planning model for the Upper Eel and Russian River Basin.

Product: A hydrologic and water planning model for the Upper Eel and Upper Russian River Basins.

Objective 3: Evaluation of current and alternative water management strategies

Task (s): Evaluate the current and alternative water management strategies, such as:

- Current climate conditions,
- Increase/reduction in water demands,
- Evaluate other alternatives that are interesting for the stakeholders and water managers.

Product: A report that describes the system performance for the different alternatives evaluated.

Objective 4: Fostering a collaborative modeling process for the construction of the hydrologic and water planning model and definition of alternatives.

Task (s): Outreach, such as attending meetings, field trips, conference calls, webinars, etc., with the Mendocino County Inland Water and Power Commission to determine the scope, application and limitations of the model to build

Product: A list of the meetings and events attended for outreach purpose.

Budget, contributing funds and cost share

The following table shows the budget for this project, as well as the cost share by UC Davis and Mendocino County Inland Water and Power Commission (MCIWPC) for the extent of the project.

	UC Davis		MCIWPC		Total
	Contributing Funds	Share	Contributing Funds	Share	
Salaries	\$38,522	68%	\$17,943	32%	\$56,465
Benefits	\$499	68%	\$234	32%	\$733
Tuition and fees	\$35,960	70%	\$15,517	30%	\$51,477
Travel	\$0	0%	\$2,000	100%	\$2,000
Supplies	\$0	0%	\$1,000	100%	\$1,000
Geodatabase	\$0	0%	\$6,000	100%	\$6,000
Direct Cost	\$74,981	64%	\$42,694	36%	\$117,675
Indirect Cost	\$22,242	59%	\$15,491	41%	\$37,733
Total Cost	\$97,223	63%	\$58,185	37%	\$155,408



Budget Justification

Salaries.

*Monthly salary costs assume a 3% increase in each subsequent fiscal year

Graduate Student researcher (GSR) III, Bruno Ramiro Britos will be hired to assist in the construction of the model and evaluation of different water management strategies, and writing the report(s). The full time salary for a GSR III is expected to be \$3,781 per month. Mr. Britos will be hired for 3 quarter during each academic year at 48% of the monthly salary, and 1 quarter in summer at 100% of the monthly salary.

Benefits.

Benefits are based on federally approved Composite Benefit Rates. It is anticipated that the GSR III's composite benefit rate will remain at 1.3%. Total cost will be \$733 for the project.

Graduate Student Researcher III (GRS III) tuition and Fees:

Tuition and fee support for the GSR III will cost \$4,594 for every quarter. This project considers the appropriate tuition and fees for Graduate Student researcher (GSR) III, Bruno Ramiro Britos, for 2 academic years.

Travel

The budget considers at least eight filed trips to the Eel River and Mendocino county. Each trip will cost \$250. Total \$2,000 for traveling

Supplies

This project considers buying one desktop computer, \$1,000 for this computer.

Geodatabase

This projects consider the construction of a geodatabase to compile and share the input data and results.

Direct Cost

The direct cost of the project is \$117,675

Indirect Cost

The direct cost of the project is \$37,733

Total Cost

The total cost of the project is \$155,408



Contributing funds UC Davis

The contributing funds from UC Davis come from two different funding sources: (a) a Fulbright Scholarship awarded to Mr. Bruno Ramiro Britos [\$43,531], (b) as well as funds from UC Davis that internally come from Graduate Studies Office [\$20,230] and the Hydrologic Sciences graduate Group [\$11,220]. These contributing funds add up to \$74,981. The indirect cost savings associated with this direct cost contributing fund are \$22,242. Thus, the total contributing funds from UC Davis are \$97,223, which represent 63% of the total cost of the project.

Contributing funds MCIWPC

The contributing funds from MCIWPC are requested to supplement the salary, benefits, tuition and fees for GSR III Bruno Ramiro Britos. In addition, contributing from MCIWPC are requested to cover travel, supplies and the construction of a geodatabase for the project. **The direct cost requested to MCIWPC are \$42,694. The indirect cost associated with this cost is \$15,491. Thus the total contributing funds requested to MCIWPC are \$58,185 which represents the 37% of the total cost of the project.**



Appendix A – Detailed budget description of contributing fundings from UC Davis and MCIWPC

1 – Total cost of the project

Task		Cost 2016 -2017	Cost 2017 -2018	Subtotal
Salaries	Requested Salary GSR III	\$27,810	\$28,653	\$56,463
	Cost-share Fulbright-Scholarship	\$0	\$0	\$0
	Total Requested Salary	\$27,810	\$28,653	\$56,463
Benefits (1.3% of Total Requested Salary)		\$112	\$361	\$733
GSR Tuition/Fees	Requested Non-Resident tuition/fees	\$24,513	\$26,964	51,477
	Cost-share by Fulbright	\$0	\$0	\$0
	Cost-share by HSGG	\$0	\$0	\$0
	Total Requested GSR Tuition and Fees	\$24,513	\$26,964	\$51,477
Travel		\$2,000	-	\$2,000
Supplies		\$1,000	-	\$1,000
Geodatabase		\$6,000	-	\$6,000
Total Requested Direct costs		\$61,684	\$55,989	\$117,673
Total Requested Indirect Cost-Base		\$37,171	\$29,025	\$66,196
Indirect Costs (57% of Indirect Cost-Base)		\$21,187	\$16,544	\$37,731
Total Project Cost		\$82,871	\$72,533	\$155,404

2 – Estimation of contributing funds from MCIWPC once UC Davis funds have been considered

Task		Cost 2016 -2017	Cost 2017 -2018	Subtotal
Salaries	Requested Salary GSR III	\$27,810	\$28,653	\$56,463
	Cost-share Fulbright-Scholarship	\$19,260	\$19,260	\$38,520
	Total Requested Salary	\$8,550	\$9,393	\$17,943
Benefits (1.3% of Total Requested Salary)		\$112	\$122	\$234
GSR Tuition/Fees	Requested Resident tuition/fees	\$16,617	\$15,131	31,748
	Cost-share by Fulbright	\$2,506	\$2,506	\$5,011
	Cost-share by HSGG	\$11,220	-	\$11,220
	Total Requested GSR Tuition and Fees	\$2,892	\$12,625	\$15,517
Travel		\$2,000	-	\$2000
Supplies		\$1,000	-	\$1,000
Geodatabase		\$6,000	-	\$6,000
Total Requested Direct costs		\$20,554	\$22,140	\$42,694
Total Requested Indirect Cost-Base		\$17,662	\$9,515	\$27,177
Indirect Costs (57% of Indirect Cost-Base)		\$10,067	\$5,424	\$15,491
Total Project Cost		\$30,621	\$27,564	\$58,185



ITEM NO.: 12e

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: APPROVE PLANS AND SPECIFICATIONS FOR TALMAGE ROAD INTERCHANGE PROJECT, SPECIFICATION NO. 16-05, DIRECT STAFF TO ADVERTISE FOR BIDS, AND DIRECT STAFF TO MAKE CHANGES TO THE SPECIFICATIONS NECESSARY TO OBTAIN A CALTRANS ENCROACHMENT PERMIT

Summary: The City Council will consider approving the plans and specifications number 16-05 for the Talmage Road Interchange Project. City Council will also consider directing staff to advertise for bids for this project and to make any changes necessary to obtain a Caltrans encroachment permit.

Background and Discussion: Per section §22039 of the Public Contracts Code, staff is requesting Council's approval of plans and specifications number 16-05 for the Talmage Road Interchange Project. The engineer's estimate, for construction contract items only, for this project is \$1,803,179. In addition, staff estimates costs in the amount of \$360,636 for construction management, inspection, and materials testing. These additional services will be advertised through a request for proposals.

The proposed project will construct the following: new alignment of US 101 and Talmage Road interchange, a retaining wall, new sidewalk, curb and gutter, new traffic signals at intersection of Talmage Road and US 101 interchange, minor widening of Talmage Road, etc. For reference, please see the exhibit map showing the proposed improvements, Attachment #3.

The attached plans and specifications are marked 95% complete and the geometry and major design elements will not be changed. However, there are still a few remaining items to complete prior to advertising for bids. The City will be working with Caltrans regarding a minor relinquishment of City right of way to allow for construction of the new off ramp alignment. Section 13 of the specifications will need to be updated to merge the Caltrans format into the City's format for specifications. Upon review of the specifications, staff determined that a detailed public notification section, similar to that used in the 2016 Sewer & Water Replacement project, will need to be added. In addition, the City needs to obtain Caltrans final approval of the project. Lastly, the City needs to obtain final iBank authorization on the loan to construct the project.

Continued on Page 2

RECOMMENDED ACTION(S): 1) Approve plans and specifications for the Talmage Road Interchange Project, Specification No. 16-05 and direct staff to advertise for bids and 2) Authorize the City Engineer to make changes to the specifications and plans necessary to obtain a Caltrans encroachment permit.

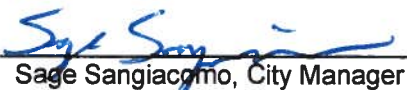
ALTERNATIVES: N/A

Citizens advised:	N/A
Requested by:	Tim Eriksen, Director of Public Works / City Engineer
Contact/Prepared by:	Rick Seanor, Deputy Director of Public Works
Coordinated with:	Sage Sangiacomo, City Manager and Mary Horger, Procurement Manager.
Presenter:	Tim Eriksen, Director of Public Works / City Engineer
Attachments:	1. specifications 2. plans 3. exhibit map of proposed improvements

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 plans and specifications for the project are available for City Council and public review at the Ukiah Civic Center Engineering Department, 300 Seminary Avenue, Ukiah, California. In addition, the plans and specifications are available for review as Attachments #1 (specifications) and #2 (plans).

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
N/A	iBank loan	N/A	Yes ☒ No ☐	N/A



ITEM NO.: 12f

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: THE UKIAH CITY COUNCIL TO ADOPT THE RESOLUTION AND EXHIBIT A SUPERSEEDING RESOLUTION NO. 2016-66, PROPOSED ELECTRIC RATE ADJUSTMENTS (EUD)

Summary: Council will consider the adoption of Resolution and Exhibit A, superseding Resolution No. 2016-66, Proposed Electric Rate Adjustments to correct a clerical error.

Background: On December 7, 2016, Council approved Resolution No. 2016-66 with Exhibit A as an attachment, Electric Utility Rate Schedule of proposed electric rate adjustments.

Discussion: Since the adoption of Resolution No. 2016-66, Staff has been working closely with the Finance Department in implementing the approved rate changes with our finance software. During this process, Electric Staff recognized a clerical error in the General Service Rate Table in Exhibit A. The Summer/Winter labels were found reversed. The corrected table is included with the Resolution and Exhibit A, (Attachment 1) of this ASR.

Resolution No. 2016-66 and the original Exhibit A is provided as (Attachment 2) for your reference.

The Resolution is currently under development and will be presented at the February 15, 2017 City Council meeting.

FISCAL IMPACT:				
Budgeted Amount in 16-17 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): Adopt the Resolution and Exhibit A superseding Resolution No. 2016-66, proposed Electric Rate Adjustments (EUD).

ALTERNATIVES: Provide alternate direction to Staff.

Citizens advised: N/A
Requested by: Mel Grandi, Electric Utility Director
Prepared by: Diann Lucchetti, Electric Utility Program Coordinator
Coordinated with: Dan Buffalo, Finance Director
Presenter: Mel Grandi, Electric Utility Director
Attachments: 1) Resolution and Exhibit A (Will be presented at City Council meeting)
2) Resolution No. 2016-66 and Exhibit 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

RESOLUTION NO. 2016- 66**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH ADOPTING ELECTRIC UTILITY RATE SCHEDULE ADJUSTMENTS FOR FIVE-YEAR PERIOD COMMENCING JANUARY 1, 2017**

WHEREAS: The City of Ukiah ("City") provides electric utility services to residents and businesses in the City and Ukiah Electric Utility is the City's publicly owned electric utility with the City Council providing local governance and oversight; and

WHEREAS: The City has operated the municipal utility for more than 110 years and the electric rates are based on the cost to provide service; and

WHEREAS: The electric energy costs for the citizens of Ukiah are significantly lower than what others pay in Mendocino county; and

WHEREAS: In accordance with the Ukiah City Code Division 4, Chapter 6, Sections 3950 through 3957, the City Council will hold a public hearing on December 7, 2016, to receive the City Manager's Report on electric utility energy rates and consider adoption by resolution of proposed electric rate increases. Legal notices were published successfully in accordance with City Code section 3953; and

WHEREAS: Since 2007, the electric utility has experienced cost increases across all categories while revenues have remained essentially flat. Capital investment was accelerated to address deferred maintenance and to implement newer proven technologies resulting in improved reliability and safety. During this period of accelerated system investment, expenditures exceeded revenues by about \$1.4 million dollars; and

WHEREAS: The electric utility faces increased cost pressures from a number of areas. First, utility infrastructures such as poles, wires and equipment need to be replaced at a stepped up rate to maintain the reliability of the system. Second, new technologies such as automated meter reading and system control are needed to improve the utility's reliability and to meet future regulatory requirements. Other costs such as medical and pension costs continue to rise; and

WHEREAS: To meet these challenges and maintain an adequate cash reserve, a phased rate change over four years will be implemented. Five 3% rate adjustments will be implemented starting on January 1, 2017, with four remaining rate changes that will be implemented every year at the beginning of the fiscal year on July 1st. The phased approach of 3% provides a modest change per year approximating inflation. Under California Proposition 26, court rulings have indicated that electric rates must meet cost of service requirements. A cost of service of the electric rate classes shows that the phased approach of the across-the-board rate increases will meet Proposition 26 requirements; and

WHEREAS: In addition to the phased rate approach, the residential rate structure will add a basic monthly charge based on the customer's usage. Cost of service indicates a fixed basic charge is appropriate to cover the infrastructure maintenance; and

WHEREAS: The City Manager, staff and the Electric Rate Ad-Hoc committee recommend proceeding with proposed electric rate adjustments outlined on Exhibit A; and

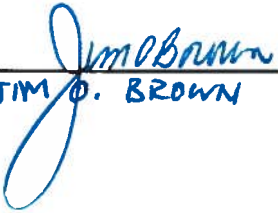
WHEREAS: During the fourth quarter of every year through 2020, the Electric Department shall conduct a review of the rates to determine whether the annual adjustments adequately account for the actual increases or decreases of the Utility's reasonable operating costs.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Ukiah hereby adopts the Proposed Electric Rates, as set forth in Exhibit A.

BE IT FURTHER RESOLVED that the rate schedule adopted by this Resolution shall be effective on January 1, 2017, unless otherwise ordered by the City Council. 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 December 7, 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 7th day of December 2016, by the following roll call vote:

AYES: Councilmembers Scalmanini, Crane, Mulheren, Doble, and Brown
NOES: None
ABSENT: None
ABSTAIN: None



JIM O. BROWN, Mayor

ATTEST:



Kristine Lawler, City Clerk

Proposed City of Ukiah Electric Rates

Winter Rates effective November 1-April 30 Summer Rates effective May 1-October 31

(The amended rates will apply to the first full month's consumption following the rate's effective date)

Residential Single Phase: Electric Rate E1 (Basic Service), E2 (All Electric)

All Electric Rate (E2) will be closed to new customers effective 1/1/2017. Current customers will be allowed to stay on the rate no matter how they qualified. Other rate discounts and or adjustments to baseline quantities for various programs such as but not exclusive of senior and life support will remain the same. The minimum charge will be billed if the sum of the basic and the energy charges are less than the minimum charge amount.

<u>Rate by effective date</u>	1/1/2017	7/1/2017	7/1/2018	7/1/2019	7/1/2020
Base line Quantities, per kWh, \$/kWh	\$0.12040	\$0.12410	\$0.12790	\$0.13180	\$0.13580
Exceeding Base line Quantities, per kWh, \$/kWh	\$0.15800	\$0.16280	\$0.16770	\$0.17280	\$0.17800
Minimum Monthly Billing, \$/Month	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Basic Monthly Charge for Monthly KWh less than 200 kWh per month, \$/Month	\$0.50	\$0.52	\$0.54	\$0.56	\$0.58
Basic Monthly Charge for Monthly KWh greater than or equal to 200 kWh per month and less than 550 kWh per month, \$/Month	\$1.00	\$1.03	\$1.07	\$1.11	\$1.15
Basic Monthly Charge for Monthly KWh greater than or equal to 550 kWh per month, \$/Month	\$1.50	\$1.55	\$1.60	\$1.65	\$1.70

BASELINE QUANTITIES (kWh PER MONTH)

	WINTER	SUMMER
Basic Service (E1)	360	360
All Electric (E2)	660	360

General Service: Electric Rate E5, E6, C5, C6, E55, E51

This rate schedule is applicable to general commercial and non-commercial residential lighting, heating and all single phase and three phase alternating current loads in which energy use is less than 144,000 kWh per meter for 12 consecutive months. This schedule will not be applicable to commercial uses permitted by the City under a Home Occupation Permit.

Effective Date	1/1/2017	7/1/2017	7/1/2018	7/1/2019	7/1/2020
Energy Rates, \$/kWh					
Winter	\$0.17066	\$0.17578	\$0.18106	\$0.18650	\$0.19210
Summer	\$0.12663	\$0.13043	\$0.13435	\$0.13839	\$0.14255
Base Charge, \$/month					
Single Phase (E5)	\$8.66	\$8.92	\$9.19	\$9.47	\$9.76
Poly-phase (E6)	\$9.69	\$9.99	\$10.29	\$10.60	\$10.92
X-Ray (E51)	\$21.63	\$22.28	\$22.95	\$23.64	\$24.35
Minimum Charge, \$/Month					
2nd Meter (E55)	\$8.66	\$8.92	\$9.19	\$9.47	\$9.76

General Service with Demand: Electric Rate E7, C7

This rate is applicable to commercial and non-residential lighting, heating, and all single phase and three phase loads in which energy use is 144,000 kWh or greater per meter for 12 consecutive months. The customer bill will consist of a basic month charge, energy and demand charges.

DEMAND CHARGE

The customer will be billed for demand according to the customer's "maximum kilowatt demand" each month. The number of kilowatt (kW) used will be recorded over 15 minute intervals: the highest 15 minute average kW use in the month will be the customer's maximum demand.

Effective Date	1/1/2017	7/1/2017	7/1/2018	7/1/2019	7/1/2020
Energy Rates, \$/kWh					
Winter	\$0.09094	\$0.09367	\$0.09649	\$0.09939	\$0.10238
Summer	\$0.11295	\$0.11634	\$0.11984	\$0.12344	\$0.12715
Basic Charge, \$/Month	\$72.72	\$74.91	\$77.16	\$79.48	\$81.87
Demand Charge, \$/kW					
Winter	\$4.18	\$4.31	\$4.44	\$4.58	\$4.72
Summer	\$6.65	\$6.85	\$7.06	\$7.28	\$7.50

General Large Industrial Service with Demand: E-I

This schedule is applicable to large industrial production, lighting, heating and all single and three phase loads in which energy use is an average of 75,000 kWh monthly or greater with a demand of 200 kW monthly or greater for at least six consecutive months (multiple meters at a single location will be combined).

The Industrial rate is applicable to large manufacturing facilities, defined as businesses or corporations that produce products for either wholesale or retail sales or businesses that contract to fulfill obligations to produce specific components.

DEMAND CHARGE

The customer will be billed for demand according to the customer's "maximum kilowatt demand" each month. The number of kilowatt (kW) used will be recorded over 15 minute intervals: the highest 15 minute average kW use in the month will be the customer's maximum demand.

Effective Date	1/1/2017	7/1/2017	7/1/2018	7/1/2019	7/1/2020
Energy Rates \$/kWh					
Winter	\$0.07034	\$0.07246	\$0.07464	\$0.07688	\$0.07919
Summer	\$0.09235	\$0.09513	\$0.09799	\$0.10093	\$0.10396
Base Charge					
\$/Month	\$72.72	\$74.91	\$77.16	\$79.48	\$81.87
Demand Charge \$/kW					
Winter	\$4.18	\$4.31	\$4.44	\$4.58	\$4.72
Summer	\$6.65	\$6.85	\$7.06	\$7.28	\$7.50

From: [Diann Lucchetti](#)
To: [Kristine Lawler](#)
Subject: Council Correspondence
Date: Wednesday, February 15, 2017 10:11:06 AM

Dear Council,

Please find attached the Resolution and Exhibit A, as referenced in the staff report, for Agenda Item 12f - *The Ukiah City Council to Adopt the Resolution and Exhibit A Superseding Resolution No. 2016-66, Proposed Electric Rate Adjustments* that is being submitted to you prior to tonight's meeting to give you a chance to review it ahead of time.

Sincerely,

Diann Lucchetti
City of Ukiah
Electric Utility Program Coordinator
dlucchetti@cityofukiah.com
Direct Ph. (707) 467-5711

RESOLUTION NO. 2017-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING ELECTRIC UTILITY RATE TABLE TO CORRECT ERROR IN EXHIBIT A, AS ADOPTED BY RESOLUTION NO. 2016-66

WHEREAS: On December 7, 2016, the City of Ukiah ("City") adopted Resolution No. 2016-66, establishing in Exhibit A, attached thereto, a revised Rate Schedule for electric services to residents and businesses in the City; and

WHEREAS: The City has discovered that the rate schedule in Exhibit A inadvertently reversed the Summer/Winter labels in the Rate Table contained therein;

WHEREAS: The City needs to correct this inadvertent error to avoid charging rates unintended by the City Council and unsupported by the rate study upon which the revised rates are based;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Ukiah hereby corrects the Rate Table as set forth in the rate schedule to read as set forth in the attached revised Exhibit A, which shall be deemed the Rate Schedule for the City's Electric Utility, effective January 1, 2017.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Ukiah on the 15th day of February 2017, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk

Proposed City of Ukiah Electric Rates

Winter Rates effective November 1-April 30

Summer Rates effective May 1-October 31

(The amended rates will apply to the first full month's
consumption following the rate's effective date)

Residential Single Phase: Electric Rate E1 (Basic Service), E2 (All Electric)

All Electric Rate (E2) will be closed to new customers effective 1/1/2017. Current customers will be allowed to stay on the rate no matter how they qualified. Other rate discounts and or adjustments to baseline quantities for various programs such as but not exclusive of senior and life support will remain the same. The minimum charge will be billed if the sum of the basic and the energy charges are less than the minimum charge amount.

<u>Rate by effective date</u>	1/1/2017	7/1/2017	7/1/2018	7/1/2019	7/1/2020
Base line Quantities, per kWh, \$/kWh	\$0.12040	\$0.12410	\$0.12790	\$0.13180	\$0.13580
Exceeding Base line Quantities, per kWh, \$/kWh	\$0.15800	\$0.16280	\$0.16770	\$0.17280	\$0.17800
Minimum Monthly Billing, \$/Month	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Basic Monthly Charge for Monthly KWh less than 200 kWh per month, \$/Month	\$0.50	\$0.52	\$0.54	\$0.56	\$0.58
Basic Monthly Charge for Monthly KWh greater than or equal to 200 kWh per month and less than 550 kWh per month, \$/Month	\$1.00	\$1.03	\$1.07	\$1.11	\$1.15
Basic Monthly Charge for Monthly KWh greater than or equal to 550 kWh per month, \$/Month	\$1.50	\$1.55	\$1.60	\$1.65	\$1.70

BASELINE QUANTITIES (kWh PER MONTH)

	WINTER	SUMMER
Basic Service	360	360
All Electric	660	360

General Service: Electric Rate E5, E6, C5, C6, E55, E51

This rate schedule is applicable to general commercial and non-commercial residential lighting, heating and all single phase and three phase alternating current loads in which energy use is less than 144,000 kWh per meter for 12 consecutive months. This schedule will not be applicable to commercial uses permitted by the City under a Home Occupation Permit.

Effective Date	1/1/2017	7/1/2017	7/1/2018	7/1/2019	7/1/2020
Energy Rates, \$/kWh					
Winter	\$0.12663	\$0.13043	\$0.13435	\$0.13839	\$0.14255
Summer	\$0.17066	\$0.17578	\$0.18106	\$0.18650	\$0.19210
Base Charge, \$/month					
Single Phase (E5)	\$8.66	\$8.92	\$9.19	\$9.47	\$9.76
Poly-phase (E6)	\$9.69	\$9.99	\$10.29	\$10.60	\$10.92
X-Ray (E51)	\$21.63	\$22.28	\$22.95	\$23.64	\$24.35
Minimum Charge , \$/Month					
2nd Meter (E55)	\$8.66	\$8.92	\$9.19	\$9.47	\$9.76

General Service with Demand: Electric Rate E7, C7

This rate is applicable to commercial and non-residential lighting, heating, and all single phase and three phase loads in which energy use is 144,000 kWh or greater per meter for 12 consecutive months. The customer bill will consist of a basic month charge, energy and demand charges.

DEMAND CHARGE

The customer will be billed for demand according to the customer's "maximum kilowatt demand" each month. The number of kilowatt (kW) used will be recorded over 15 minute intervals: the highest 15 minute average kW use in the month will be the customer's maximum demand.

Effective Date	1/1/2017	7/1/2017	7/1/2018	7/1/2019	7/1/2020
Energy Rates, \$/kWh					
Winter	\$0.09094	\$0.09367	\$0.09649	\$0.09939	\$0.10238
Summer	\$0.11295	\$0.11634	\$0.11984	\$0.12344	\$0.12715
Basic Charge, \$/Month	\$72.72	\$74.91	\$77.16	\$79.48	\$81.87
Demand Charge, \$/kW					
Winter	\$4.18	\$4.31	\$4.44	\$4.58	\$4.72
Summer	\$6.65	\$6.85	\$7.06	\$7.28	\$7.50

General Large Industrial Service with Demand: E-1

This schedule is applicable to large industrial production, lighting, heating and all single and three phase loads in which energy use is an average of 75,000 kWh monthly or greater with a demand of 200 kW monthly or greater for at least six consecutive months (multiple meters at a single location will be combined).

The Industrial rate is applicable to large manufacturing facilities, defined as businesses or corporations that produce products for either wholesale or retail sales or businesses that contract to fulfill obligations to produce specific components.

DEMAND CHARGE

The customer will be billed for demand according to the customer's "maximum kilowatt demand" each month. The number of kilowatt (kW) used will be recorded over 15 minute intervals: the highest 15 minute average kW use in the month will be the customer's maximum demand.

Effective Date	1/1/2017	7/1/2017	7/1/2018	7/1/2019	7/1/2020
Energy Rates \$/kWh					
Winter	\$0.07034	\$0.07246	\$0.07464	\$0.07688	\$0.07919
Summer	\$0.09235	\$0.09513	\$0.09799	\$0.10093	\$0.10396
Base Charge					
\$/Month	\$72.72	\$74.91	\$77.16	\$79.48	\$81.87
Demand Charge \$/kW					
Winter	\$4.18	\$4.31	\$4.44	\$4.58	\$4.72
Summer	\$6.65	\$6.85	\$7.06	\$7.28	\$7.50



ITEM NO.: 13a

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: APPROVAL OF AMENDMENT #1 TO THE CONTRACT WITH LARRY WALKER AND ASSOCIATES FOR ENGINEERING SERVICES AND TECHNICAL ASSISTANCE RELATED TO THE CITY'S NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT RENEWAL FOR THE WASTEWATER TREATMENT PLANT IN THE AMOUNT OF \$54,710

Summary: Council will consider approving a contract amendment to Larry Walker and Associates for Engineering Services and Technical Assistance related to the National Pollutant Discharge Elimination System (NPDES) Permit for the City's Wastewater Treatment Plant.

Background: The City, with the assistance of Larry Walker and Associates (LWA), has filed an application for renewal of its NPDES for the Waste Water Treatment Plant. The original contract amount was \$9,900 (COU No. 1617-146, Attachment #1) and was related to assisting in the preparation of the application for renewal of the NPDES permit. Since the original application was submitted, the North Coast Regional Water Quality Control Board (Board) has requested additional technical information to support the application.

Discussion: Larry Walker and Associates has extensive experience negotiating NPDES Permits in the North Coast Region, and a proven track record of successful permit processes in other Russian River communities. This permit renewal will include a number of significant operational changes, including recycled water, and LWA's recent experience in Healdsburg will be particularly helpful. City staff is requesting the approval of amendment #1 to the contract with LWA in an amount not to exceed \$54,710 for additional engineering services and technical assistance (Attachment #2.)

LWA will provide representation at meetings with the Board, Ukiah City Council, and Ukiah Valley Sanitation District meetings on an as needed basis. Funds for this contract will be expended from the Wastewater Treatment Plant account #84024425.52114 and were budgeted in the current fiscal year.

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$100,000	WWTP Operations	84024425.52114	Yes ☐ No ☒	COU No. 1617-146

RECOMMENDED ACTION(S): Approve amendment #1 to the contract with Larry Walker and Associates for engineering services and technical assistance related to the City's National Pollutant Discharge Elimination System (NPDES) permit renewal for the Wastewater Treatment Plant in the amount of \$54,710.

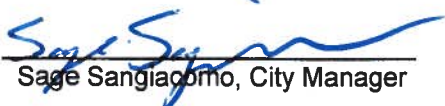
ALTERNATIVES: Do not approve amendment and provide direction to staff.

Citizens advised: N/A
Requested by: Sean White, Director of Water and Sewer
Prepared by: Jarod Thiele, Public Works Management Analyst
Coordinated with: Tim Eriksen, Director of Public Works/City Engineer
Presenters: Sean White, Director of Water and Sewer and Jarod Thiele, Public Works Management Analyst.
Attachments: 1) Original Contract with Larry Walker and Associates - COU No. 1617-146
2) Proposal from Larry Walker and Associates

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

COU No. 1617146

AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES
[Design Professional]

This Agreement, made and entered into this 2nd day of December, 2016 ("Effective Date"), by and between CITY OF UKIAH, CALIFORNIA, hereinafter referred to as "City" and Larry Walker Associates, a corporation [sole proprietorship, corporation, partnership, limited partnership, limited liability company, etc] organized and in good standing under the laws of the state of California, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

- a. City requires consulting services related to the preparation of NPDES permit application for the City of Ukiah Wastewater Treatment Plant.
- b. Consultant represents that it has the qualifications, skills, experience and properly licensed to provide these services, and is willing to provide them according to the terms of this Agreement.
- c. City and Consultant agree upon the Scope-of-Work and Work Schedule attached hereto as Attachment "A", describing contract provisions for the project and setting forth the completion dates for the various services to be provided pursuant to this Agreement.

TERMS OF AGREEMENT

1.0 DESCRIPTION OF PROJECT

- 1.1 The Project is described in detail in the attached Scope-of-Work (Attachment "A").

2.0 SCOPE OF SERVICES

- 2.1 As set forth in Attachment "A".
- 2.2 Additional Services. Additional services, if any, shall only proceed upon written agreement between City and Consultant. The written Agreement shall be in the form of an Amendment to this Agreement.

3.0 CONDUCT OF WORK

- 3.1 Time of Completion. Consultant shall commence performance of services as required by the Scope-of-Work upon receipt of a Notice to Proceed from City and shall complete such services by December 31, 2016. Consultant shall complete the work to the City's reasonable satisfaction, even if contract disputes arise or Consultant contends it is entitled to further compensation.

4.0 COMPENSATION FOR SERVICES

- 4.1 Basis for Compensation. For the performance of the professional services of this Agreement, Consultant shall be compensated on a time and expense basis not to exceed a guaranteed maximum dollar amount of \$9,900.00. Labor charges shall be based upon hourly billing rates for the various classifications of personnel employed by Consultant to perform the Scope of

Work as set forth in the attached Attachment A, which shall include all indirect costs and expenses of every kind or nature, except direct expenses. The direct expenses and the fees to be charged for same shall be as set forth in Attachment A. Consultant shall complete the Scope of Work for the not-to-exceed guaranteed maximum, even if actual time and expenses exceed that amount.

- 4.2 Changes. Should changes in compensation be required because of changes to the Scope-of-Work of this Agreement, the parties shall agree in writing to any changes in compensation. "Changes to the Scope-of-Work" means different activities than those described in Attachment "A" and not additional time to complete those activities than the parties anticipated on the date they entered this Agreement.
- 4.3 Sub-contractor Payment. The use of sub-consultants or other services to perform a portion of the work of this Agreement shall be approved by City prior to commencement of work. The cost of sub-consultants shall be included within guaranteed not-to-exceed amount set forth in Section 4.1.
- 4.4 Terms of Payment. Payment to Consultant for services rendered in accordance with this contract shall be based upon submission of monthly invoices for the work satisfactorily performed prior to the date of invoice less any amount already paid to Consultant, which amounts shall be due and payable thirty (30) days after receipt by City. The invoices shall provide a description of each item of work performed, the time expended to perform each task, the fees charged for that task, and the direct expenses incurred and billed for. Invoices shall be accompanied by documentation sufficient to enable City to determine progress made and the expenses claimed.

5.0 ASSURANCES OF CONSULTANT

- 5.1 Independent Contractor. Consultant is an independent contractor and is solely responsible for its acts or omissions. Consultant (including its agents, servants, and employees) is not City's agent, employee, or representative for any purpose.

It is the express intention of the parties hereto that Consultant is an independent contractor and not an employee, joint venturer, or partner of City for any purpose whatsoever. City shall have no right to, and shall not control the manner or prescribe the method of accomplishing those services contracted to and performed by Consultant under this Agreement, and the general public and all governmental agencies regulating such activity shall be so informed.

Those provisions of this Agreement that reserve ultimate authority in City have been inserted solely to achieve compliance with federal and state laws, rules, regulations, and interpretations thereof. No such provisions and no other provisions of this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between Consultant and City.

Consultant shall pay all estimated and actual federal and state income and self-employment taxes that are due the state and federal government and shall furnish and pay worker's compensation insurance, unemployment insurance and any other benefits required by law for himself and his employees, if any. Consultant agrees to indemnify and hold City and its officers, agents and employees harmless from and against any claims or demands by federal, state or local government agencies for any such taxes or benefits due but not paid by Consultant, including the legal costs associated with defending against any audit, claim, demand or law suit.

Consultant warrants and represents that it is a properly licensed professional or professional organization with a substantial investment in its business and that it maintains its own offices and staff which it will use in performing under this Agreement.

- 5.2 Conflict of Interest. Consultant understands that its professional responsibility is solely to City. Consultant has no interest and will not acquire any direct or indirect interest that would conflict with its performance of the Agreement. Consultant shall not in the performance of this Agreement employ a person having such an interest. If the City Manager determines that the Consultant has a disclosure obligation under the City's local conflict of interest code, the Consultant shall file the required disclosure form with the City Clerk within 10 days of being notified of the City Manager's determination.

6.0 INDEMNIFICATION

- 6.1 Insurance Liability. Without limiting Consultant's obligations arising under Paragraph 6.2 Consultant shall not begin work under this Agreement until it procures and maintains for the full period of time allowed by law, surviving the termination of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with its performance under this Agreement.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office ("ISO) Commercial General Liability Coverage Form No. CG 20 10 10 01 and Commercial General Liability Coverage – Completed Operations Form No. CG 20 37 10 01.
2. ISO Form No. CA 0001 (Ed. 1/87) covering Automobile Liability, Code 1 "any auto" or Code 8, 9 if no owned autos and endorsement CA 0025.
3. Worker's Compensation Insurance as required by the Labor Code of the State of California and Employers Liability Insurance.
4. Errors and Omissions liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

B. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall apply separately to the work performed under this Agreement, or the aggregate limit shall be twice the prescribed per occurrence limit.
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.

3. Worker's Compensation and Employers Liability: Worker's compensation limits as required by the Labor Code of the State of California and Employers Liability limits of \$1,000,000 per accident.
4. Errors and Omissions liability: \$1,000,000 per occurrence.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects to the City, its officers, officials, employees and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages

- a. The City, its officers, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Consultant, products and completed operations of the Consultant, premises owned, occupied or used by the Consultant, or automobiles owned, hired or borrowed by the Consultant for the full period of time allowed by law, surviving the termination of this Agreement. The coverage shall contain no special limitations on the scope-of-protection afforded to the City, its officers, officials, employees or volunteers.
- b. The Consultant's insurance coverage shall be primary insurance as respects to the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its officers, officials, employees or volunteers.
- d. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. Worker's Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses arising from Consultant's performance of the work, pursuant to this Agreement.

3. Professional Liability Coverage

If written on a claims-made basis, the retroactivity date shall be the effective date of this Agreement. The policy period shall extend from ----- to -----.

4. All Coverages

Each Insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

E. Acceptability of Insurers

Insurance is to be placed with admitted California insurers with an A.M. Best's rating of no less than A- for financial strength, AA for long-term credit rating and AMB-1 for short-term credit rating.

F. Verification of Coverage

Consultant shall furnish the City with Certificates of Insurance and with original Endorsements effecting coverage required by this Agreement. The Certificates and Endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates and Endorsements are to be on forms provided or approved by the City. All Certificates and Endorsements are to be received and approved by the City before Consultant begins the work of this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, at any time. If Consultant fails to provide the coverages required herein, the City shall have the right, but not the obligation, to purchase any or all of them. In that event, after notice to Consultant that City has paid the premium, the cost of insurance may be deducted from the compensation otherwise due the contractor under the terms of this Contract.

G. Subcontractors

Consultant shall include all sub-contractors or sub-consultants as insured under its policies or shall furnish separate certificates and endorsements for each sub-contractor or sub-consultant. All coverage for sub-contractors or sub-consultants shall be subject to all insurance requirements set forth in this Paragraph 6.1.

- 6.2 Indemnification. Notwithstanding the foregoing insurance requirements, and in addition thereto, Consultant agrees, for the full period of time allowed by law, surviving the termination of this Agreement, to indemnify the City for any claim, cost or liability that arises out of, or pertains to, or relates to any negligent act or omission or the willful misconduct of Consultant and its agents in the performance of services under this contract, 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 sole negligence, willful misconduct or defects in design by the City, or arising from the active negligence of the 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 Consultant, include their officers, employees, agents, and subcontractors.

7.0 CONTRACT PROVISIONS

- 7.1 Documents and Ownership of Work. All documents furnished to Consultant by City and all documents or reports and supportive data prepared by Consultant under this Agreement are owned and become the property of the City upon their creation and shall be given to City immediately upon demand and at the completion of Consultant's services at no additional cost to City. Deliverables are identified in the Scope-of-Work, Attachment "A". All documents produced by Consultant shall be furnished to City in digital format and hardcopy. Consultant shall produce the digital format, using software and media approved by City.
- 7.2 Governing Law. Consultant shall comply with the laws and regulations of the United States, the State of California, and all local governments having jurisdiction over this Agreement. The interpretation and enforcement of this Agreement shall be governed by California law and any action arising under or in connection with this Agreement must be filed in a Court of competent jurisdiction in Mendocino County.
- 7.3 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.
- 7.4 Severability. If any term of this Agreement is held invalid by a court of competent jurisdiction, the remainder of this Agreement shall remain in effect.
- 7.5 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.
- 7.6 Assignment. Consultant's services are considered unique and personal. Consultant shall not assign, transfer, or sub-contract its interest or obligation under all or any portion of this Agreement without City's prior written consent.
- 7.7 Waiver. No waiver of a breach of any covenant, term, or condition of this Agreement shall be a waiver of any other or subsequent breach of the same or any other covenant, term or condition or a waiver of the covenant, term or condition itself.
- 7.8 Termination. This Agreement may only be terminated by either party: 1) for breach of the Agreement; 2) because funds are no longer available to pay Consultant for services provided under this Agreement; or 3) City has abandoned and does not wish to complete the project for which Consultant was retained. A party shall notify the other party of any alleged breach of the Agreement and of the action required to cure the breach. If the breaching party fails to cure the breach within the time specified in the notice, the contract shall be terminated as of that time. If terminated for lack of funds or abandonment of the project, the contract shall terminate on the date notice of termination is given to Consultant. City shall pay the Consultant only for services performed and expenses incurred as of the effective termination date. In such event, as a condition to payment, Consultant shall provide to City all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Consultant under this Agreement. Consultant shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder, subject to off-set for any direct or consequential damages City may incur as a result of Consultant's breach of contract.

Attachment "A"

November 20, 2016

Mr. Sean White
Director of Water and Sewer
City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482

LARRY
WALKER



ASSOCIATES

Subject: Proposal for Preparation of NPDES Permit Application for City of Ukiah Wastewater Treatment Plant

Dear Mr. White:

Larry Walker Associates, Inc. (LWA) is a privately-owned firm headquartered in Davis, California, with five other California offices (San Jose, Berkeley, Ventura, Santa Monica, and Carlsbad) and an office in Seattle, Washington. LWA provides water quality regulatory and technical expertise to public agencies throughout California. The firm currently has a staff of more than 40 employees that offer a wide range of highly specialized water quality consulting services, including regulatory and permit assistance, monitoring and data evaluation, stormwater management and assessment, total maximum daily load (TMDL) development and implementation, water quality modeling, and pollution prevention.

During more than 35 years of service to its clients, LWA has earned a solid reputation and significant expertise with NPDES permits, Waste Discharge Requirements (WDRs), and Water Recycling Requirements (WRRs). LWA has the insight and foresight that comes only with years of involvement in the development and implementation of federal and state laws and regulations, and the practices of federal and state regulatory agencies in California. LWA has a track record of innovation and success in assisting public agencies throughout the state with wastewater and recycled water regulatory issues.

The City of Ukiah (City) has requested assistance from LWA during preparation of the NPDES permit application (also called the Report of Waste Discharge) for the Ukiah Wastewater Treatment Plant (WWTP). The permit application is due to the North Coast Regional Water Quality Control Board by December 30, 2016. The scope of work, designated project staff, budget, and schedule are described in the following paragraphs.

Scope of Work

The NPDES permit application will include a cover letter, EPA Form 1, EPA Form 2A, EPA Form 2S, and California Form 200. LWA will assemble and review effluent and receiving water data, complete the required forms, and identify additional supporting documentation (as needed). LWA will help the City prepare a cover letter to summarize activities underway to improve WWTP performance, identify desired changes for the reissued permit, address data invalidation and potential effluent compliance problems, and (if needed) propose strategies to resolve compliance issues. LWA will prepare the permit application package in consultation with City

staff and a draft will be submitted to the City for review and approval prior to submittal to the Regional Water Quality Control Board.

Project Staff

Denise Conners (LWA Associate) will lead project efforts and serve as the City's main point of contact. Denise has extensive experience in the North Coast Region working with public agencies during reissuance of wastewater NPDES permits, implementation of NPDES permit provisions, negotiation of compliance activities, and development of recycled water programs. In particular, Denise has worked with the Russian River County Sanitation District, Occidental County Sanitation District, Airport Larkfield Wikiup Sanitation Zone, and City of Healdsburg on wastewater and recycled water regulatory issues. Denise's resume is provided as **Attachment 1**. Jenny Bayley and Suzanne Brown (LWA Project Engineers) will compile and review the water quality datasets and prepare the NPDES permit application.

Budget and Schedule

The NPDES permit application will be prepared on a time and materials basis according to the LWA 2016/17 standard billing rates provided as **Attachment 2**. The cost for these services will not exceed \$9,900.

LWA has the staff and resources available to begin this work immediately. A draft NPDES permit application will be submitted to the City for review by December 27, 2016. LWA will incorporate changes specified by the City and produce a final permit application for City signature and submittal by December 30, 2016.

Thank you for the opportunity to provide this proposal and we look forward to working with you on the project. Please contact me at (530) 753-6400 or denisec@lwa.com if you have any questions or suggested changes to the scope, budget, or schedule presented herein.

Sincerely,



Denise H. Conners
Associate

Attachment 1 – Resume for Denise Conners

Attachment 2 – LWA Rate Schedule (Effective July 1, 2016 through June 30, 2017)



ATTACHMENT 1

Denise H. Conners
Associate

EDUCATION

M.S., Civil & Environmental
Engineering, 1991, University of
California, Davis

B.S., Environmental Studies
(Water Chemistry), 1982, San
Jose State University

YEARS OF EXPERIENCE

With LWA: 20
With other Firms: 4

PROFESSIONAL AFFILIATIONS

Member, California Association
of Sanitation Agencies
Regulatory Work Group
(2011 to present)

Member, WaterReuse
Association (2003 to present)

Member, California WaterReuse
Legislative and Regulatory
Committee (2010 to present)

Ms. Conners is an Associate and serves as a Project Manager for LWA's work in the wastewater, recycled water, and regulatory assistance fields. She has extensive experience with negotiation of NPDES and WDR permit conditions, development of recycled water programs, and implementation of permit-required special studies. She has 24 years of experience in the field and has been responsible for obtaining/reissuing wastewater NPDES and land discharge permits; permitting/planning of recycled water programs; advising clients on regulatory compliance issues; and planning/implementing technical studies to assess impacts of discharges to receiving waters.

Regulatory Assistance

Wastewater NPDES Permit Assistance, Russian River County Sanitation District, Guerneville, CA. 2009 to Present

Assisted the District during the 2009 and 2014 NPDES permit reissuance. Activities included negotiation of permit and CDO provisions, verification of effluent limit calculations, and preparation of formal comments on the Tentative Order. Prepared workplans and special studies to establish new receiving water monitoring locations, assess land disposal impacts on groundwater quality, derive a copper Water-Effect Ratio (WER), and determine feasibility of compliance with ammonia and nitrate effluent limits. Supported District during negotiation of 2015 Administrative Civil Liability. Provide ongoing advice related to NPDES permit and CDO compliance, Basin Planning activities, and regulatory developments.

Wastewater NPDES Permit Assistance, Occidental County Sanitation District, Occidental, CA. 2009 to Present

Assisted the District during the 2012 NPDES permit reissuance. Activities included negotiation of permit and CDO conditions, verification of effluent limit calculations, and preparation of formal comments on the Tentative Order. Prepared Pollution Prevention Plan to comply with CDO provisions. Developed workplan to assess impacts to receiving water quality. Provide ongoing advice related to NPDES permit compliance and regulatory developments.

Wastewater NPDES Permit Assistance, City of Healdsburg, Healdsburg, CA. 2010 to Present

Assisted the City during the 2010 and 2016 NPDES permit reissuances. Activities included preparation of the 2015 Report of Waste Discharge, verification of effluent limit calculations and compliance assessments, derivation of appropriate ammonia and copper effluent limits, and preparation of formal comments on the Tentative Orders.

Wastewater NPDES Permit Assistance, Sonoma Valley County Sanitation District, Sonoma, CA. 2008 to Present

Assisted the District during the 2008 and 2014 NPDES permit reissuances. Activities included negotiation of permit and CDO conditions, verification of effluent limit calculations, development of appropriate effluent and receiving water monitoring requirements, and preparation of formal comments on the Tentative Orders. Conducted special studies to assess options for copper and cyanide effluent limit compliance. Prepared chronic toxic TRE workplan and assisted the District during TRE implementation. Participate in Nutrient Technical Workgroup and Nutrient Stakeholder Advisory Group on behalf of the District. Supported

District during negotiation of 2015 Administrative Civil Liability and settlement agreement. Provide ongoing advice related to NPDES permit compliance and regulatory developments.

Wastewater NPDES Permit Assistance, Town of Yountville, Yountville, CA. 2008 to Present

Assisted the Town during the 2010 and 2015 NPDES permit reissuances. Activities included preparation of the Reports of Waste Discharge, negotiation of dilution credits for priority pollutant effluent limits, and development of appropriate receiving water and effluent monitoring requirements. Developed pollution prevention program and prepare annual reports. Provide ongoing advice related to pollution prevention, NPDES permit compliance, and regulatory developments.

Wastewater NPDES Permit Assistance, City of Calistoga, Calistoga, CA. 2005 to Present

Assisted the City during the 2006, 2010 and 2016 NPDES permit reissuances. Activities included preparation of the Reports of Waste Discharge, negotiation of permit and CDO conditions, verification of effluent limit calculations, and preparation of formal comments on the Tentative Orders. Provide ongoing advice related to NPDES permit/CDO compliance and regulatory developments.

Wastewater NPDES Permit Assistance, Mt. View Sanitary District, Martinez, CA. 2009 to Present

Supported District during negotiation of 2009 Administrative Civil Liability. Assisted District during 2010 and 2016 NPDES permit reissuances. Activities included preparation of the Report of Waste Discharge, derivation of appropriate ammonia effluent limits, implementation/approval of site-specific copper translator study, review of effluent datasets, evaluation of permit compliance, and negotiation of permit conditions with the Regional Water Board. Provide ongoing regulatory compliance advice.

Wastewater NPDES Permit Assistance, Delta Diablo, Antioch, CA. 2008 to Present

Assisted the District during the 2009 and 2014 NPDES permit reissuances. Activities included preparation of the Reports of Waste Discharge, verification of effluent limit calculations, and preparation of formal comments on the Tentative Orders. Provide ongoing advice related to NPDES permit compliance, Suisun Bay water quality issues, pretreatment program implementation, and regulatory developments.

Wastewater NPDES Permit Assistance, Sanitary District No. 5 of Marin County, Tiburon, CA. 2008 to Present

Assisted the District during the 2008 and 2013 NPDES permit reissuances for the Main Wastewater Treatment Plant. Activities included preparation of the Reports of Waste Discharge, verification of effluent limit calculations, and preparation of formal comments on the Tentative Orders. Prepared 2015 Report of Waste Discharge for reissuance of the Paradise Cove Wastewater Treatment Plant. Provide ongoing advice related to NPDES permit compliance and regulatory developments.

Wastewater NPDES Permit Assistance, Sewerage Agency of Southern Marin, Mill Valley, CA. 2008 to Present

Assisted the Agency during the 2012 NPDES permit reissuance. Activities included preparation of the Report of Waste Discharge, verification of effluent limit calculations, negotiation of wet weather blending approval, and preparation of formal comments on the Tentative Order. Assembled and managed a team of

experts in order to conduct an audit of the Agency's facilities after wastewater spills in 2008. Prepared audit report and submitted findings to the Regional Water Board to comply with Cleanup and Abatement Order. Provide ongoing advice related to NPDES permit compliance and regulatory developments.

Wastewater Technical Studies

Russian River County Sanitation District, Guerneville, CA. 2009 to Present

Managed dye study and water quality modeling project to determine appropriate upstream/downstream monitoring locations in the Russian River. Developed workplan and conducted copper Water-Effect Ratio (WER) study. Final WER was approved by the Regional Water Board and copper effluent limits (based on the WER) were included in the District's 2014 NPDES permit. Prepare annual reports to assess compliance with agronomic rates, evaluate groundwater quality associated with operation of land application site.

Occidental County Sanitation District, Occidental, CA. 2009 to Present

Prepared workplan to determine appropriate monitoring locations and constituents to assess impacts of seasonal effluent discharges on receiving water quality. Prepare annual reports to assess compliance with agronomic rates.

City of Healdsburg, Healdsburg, CA. 2010 to 2016

Prepared workplan approach for a Basin Plan Amendment to change EC/TDS objectives. Developed special studies to determine background/site-specific conditions for revising ammonia and copper effluent limits. Developed strategy for copper CDO compliance.

Delta Diablo, Antioch, CA. 2008 to 2015

Conducted Antidegradation Analysis to support approval for changed discharge volume and quality in 2009 and 2014 NPDES permits. Managed dilution modeling project to identify mixing zone characteristics and support a dilution credit for ammonia effluent limits. Managed water quality modeling projects to identify and mitigate regulatory issues associated with discharge of reverse osmosis brine to Suisun Bay. Provided advice on current and future water quality regulations during update to the District's wastewater treatment plant master plan. Supervised Local Limits evaluation and proposed revisions.

Mt. View Sanitary District, Martinez, CA. 2009 to 2015

Managed site-specific copper translator study. The project included workplan preparation, receiving water monitoring, calculation of site-specific translators, and technical documentation to support regulatory approval. Revised copper effluent limits based on the site-specific translators were included in 2016 NPDES permit.

City of Calistoga, Calistoga, CA. 2005 to Present

Managed dye study and dilution modeling project to support mixing zones in the Napa River and establish dilution credits for priority pollutant effluent limits. Advised the City during implementation special studies and compliance assessments for disinfection byproducts and metals. Prepared strategy for CDO compliance.

Town of Yountville, Yountville, CA. 2008 to Present

Managed dye study and dilution modeling project to support mixing zones in the Napa River and establish dilution credits for priority pollutant effluent limits. Assessed impacts to effluent quality prior to accepting wastewater from gas pipeline integrity tests.

City of St. Helena, St. Helena, CA. 2010

Managed dye study and dilution modeling project to support mixing zones in the Napa River and establish dilution credits for priority pollutant effluent limits.

Recycled Water

Russian River County Sanitation District, Guerneville, CA. 2009 to Present

Negotiated master water recycling requirements with the North Coast Regional Water Quality Control Board. Prepared a Recycled Water BMP/Operations and Management Plan and conducted the Groundwater Assimilative Capacity Analysis to comply with 2014 permit requirements. Provide ongoing advice related to recycled water regulations and possible impacts to groundwater and surface waters.

City of Healdsburg, Healdsburg, CA. 2010 to Present

Developed recycled water program that includes landscape irrigation, agricultural irrigation, construction uses, aggregate processing, street sweeping, sewer cleaning, and fire suppression. Prepared Notice of Intent for Statewide General Order and received approval from the Division of Drinking Water and North Coast Regional Water Quality Control Board in July 2016.

Sonoma Valley County Sanitation District, Sonoma, CA. 2008 to Present

Prepared CCR Title 22 Engineering Report to obtain DDW approval to produce and deliver "disinfected tertiary recycled water." Developed recycled water program and received approval under the San Francisco Bay Regional Water Board's General Water Reuse Permit (Order No. 96-011). Managed tracer study to define modal contact time for recycled water disinfection and received approval of study results from DDW. Provide ongoing advice related to recycled water regulations and possible impacts to groundwater and surface waters.

City of Calistoga, Calistoga, CA. 2005 to Present

Prepared CCR Title 22 Engineering Report and obtained DDW approval to produce and deliver "disinfected tertiary recycled water." Prepared application for recycled water program approval under the San Francisco Bay Regional Water Board's General Water Reuse Permit (Order No. 96-011). Provide ongoing advice related to recycled water regulatory compliance and possible impacts to groundwater and surface waters.

Town of Yountville, Yountville, CA. 2008 to Present

Prepared CCR Title 22 Engineering Report and obtained DDW approval to produce and deliver "secondary 2.2 disinfected recycled water." Developed recycled water program and received approval under the San Francisco Bay Regional Water Board's General Water Reuse Permit (Order No. 96-011). Provide ongoing advice related to recycled water regulatory compliance and possible impacts to groundwater and surface waters.

Papers & Presentations

Use of Napa Sanitation District Recycled Water for Vineyard Irrigation - Water Quality Assessment and Community Outreach

WaterReuse National Symposium, Los Angeles, CA. 2006

Regulatory Incentives and Disincentives to Recycled Water Production

California WaterReuse Association Annual Conference, Los Angeles, CA. 2015

ATTACHMENT 2

LARRY WALKER ASSOCIATES

Rate Schedule Effective July 1, 2016 – June 30, 2017

PERSONNEL	Rate \$/Hour	REIMBURSABLE COSTS	
<i>Administrative</i>	\$ 80	Travel:	
<i>Technical Assistant</i>	\$ 90	Local mileage	Current IRS rate
<i>Contract Administrator</i>	\$145	Transportation	Actual expense
<i>Project Staff I-B</i>	\$140	Auto rental	Actual commercial rate
<i>Project Staff I-A</i>	\$160	Fares	Actual expense
<i>Project Staff II-B</i>	\$175	Room	Actual expense
<i>Project Staff II-A</i>	\$195	Subsistence ⁽¹⁾	\$48 per day
<i>Senior Staff</i>	\$220	The rate for each meal as follows: ⁽¹⁾	
<i>Associate</i>	\$245	Breakfast	\$ 9
<i>Vice President</i>	\$270	Lunch	\$13
<i>President</i>	\$295	Dinner	\$21
		Incidentals	\$ 5
		Report Reproduction and Copying:	
		Actual expense	
		Black and white copy, in-house	\$0.08
		Color copy, in-house	\$0.89
		Binding, in-house	\$1.95

Special Postage and Express Mail:

Actual expense

Other Direct Costs:

Actual expense

Daily Equipment Rental Rates:

All single parameter field meters	
(pH, EC, D.O., Turbidity)	\$25 each
Multi-parameter field meters	\$35
Peristaltic Sampling Pump	\$35
Professional grade GPS unit	\$25
Digital Flow Meter	\$45
Digital Fluorometer	\$45
Multi-parameter Data Sonde	
(with telemetry)	
- first day	\$200
- each additional day	\$ 40

Subcontractors:

Actual expense plus 10% fee

Note: ⁽¹⁾ Charged when overnight lodging is required.

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/05/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Dealey, Renton & Associates P. O. Box 12675 Oakland, CA 94604-2675 510 465-3090	CONTACT NAME: Doris Chambers	
	PHONE (A/C, No, Ext): 510 465-3090	FAX (A/C, No): 510 452-2193
	E-MAIL ADDRESS: dchambers@dealeyrenton.com	
INSURED Larry Walker Associates, Inc. 707 Fourth Street, Suite 200 Davis, CA 95616-4124	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Travelers Indemnity Co. of Conn	NAIC #: 25682
	INSURER B: Travelers Property Casualty Co	25674
	INSURER C: American Automobile Ins. Co.	21849
	INSURER D: Greenwich Insurance Company	22322
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS															
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X	X	6803C998380	04/01/2016	04/01/2017	<table border="1"> <tr><td>EACH OCCURRENCE</td><td>\$2,000,000</td></tr> <tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$300,000</td></tr> <tr><td>MED EXP (Any one person)</td><td>\$5,000</td></tr> <tr><td>PERSONAL & ADV INJURY</td><td>\$2,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td>\$4,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG</td><td>\$4,000,000</td></tr> <tr><td></td><td>\$</td></tr> </table>	EACH OCCURRENCE	\$2,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000	MED EXP (Any one person)	\$5,000	PERSONAL & ADV INJURY	\$2,000,000	GENERAL AGGREGATE	\$4,000,000	PRODUCTS - COMP/OP AGG	\$4,000,000		\$
EACH OCCURRENCE	\$2,000,000																				
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000																				
MED EXP (Any one person)	\$5,000																				
PERSONAL & ADV INJURY	\$2,000,000																				
GENERAL AGGREGATE	\$4,000,000																				
PRODUCTS - COMP/OP AGG	\$4,000,000																				
	\$																				
B	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS	X	X	BA3C999002	04/01/2016	04/01/2017	<table border="1"> <tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$1,000,000</td></tr> <tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr> <tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr> <tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr> <tr><td></td><td>\$</td></tr> </table>	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000																				
BODILY INJURY (Per person)	\$																				
BODILY INJURY (Per accident)	\$																				
PROPERTY DAMAGE (Per accident)	\$																				
	\$																				
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$	X	X	CUP3C999260	04/01/2016	04/01/2017	<table border="1"> <tr><td>EACH OCCURRENCE</td><td>\$1,000,000</td></tr> <tr><td>AGGREGATE</td><td>\$1,000,000</td></tr> <tr><td></td><td>\$</td></tr> </table>	EACH OCCURRENCE	\$1,000,000	AGGREGATE	\$1,000,000		\$								
EACH OCCURRENCE	\$1,000,000																				
AGGREGATE	\$1,000,000																				
	\$																				
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y ☐ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	X		WZP81031046	04/01/2016	04/01/2017	<table border="1"> <tr><td>☒ PER STATUTE ☐ OTH-ER</td><td></td></tr> <tr><td>E.L. EACH ACCIDENT</td><td>\$1,000,000</td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$1,000,000</td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$1,000,000</td></tr> </table>	☒ PER STATUTE ☐ OTH-ER		E.L. EACH ACCIDENT	\$1,000,000	E.L. DISEASE - EA EMPLOYEE	\$1,000,000	E.L. DISEASE - POLICY LIMIT	\$1,000,000						
☒ PER STATUTE ☐ OTH-ER																					
E.L. EACH ACCIDENT	\$1,000,000																				
E.L. DISEASE - EA EMPLOYEE	\$1,000,000																				
E.L. DISEASE - POLICY LIMIT	\$1,000,000																				
D	Professional Liability			PEC003092706	04/01/2016	04/01/2017	<table border="1"> <tr><td>\$2,000,000 per claim</td></tr> <tr><td>\$4,000,000 annl aggr.</td></tr> </table>	\$2,000,000 per claim	\$4,000,000 annl aggr.												
\$2,000,000 per claim																					
\$4,000,000 annl aggr.																					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GENERAL LIABILITY POLICY EXCLUDES CLAIMS ARISING OUT OF THE PERFORMANCE OF PROFESSIONAL SERVICES.

REF: NPDES Permit Application, LWA Project No. 564.01. All operations of the Named Insured. The City of Ukiah, its officers, officials, employees and volunteers are named as Additional Insured to General and Auto Liability per policy form wording. Insurance is Primary and Non-contributory with Severability of Interest clause. Waiver of Subrogation applies to Workers Compensation coverages per policy form wording.
(See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

City of Ukiah
Attn: Mary Horgor
411 West Clay Street
Ukiah, CA 95482

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



© 1988-2014 ACORD CORPORATION. All rights reserved.

DESCRIPTIONS (Continued from Page 1)

Cancellation provisions are solely as shown on this certificate. Professional Liability Deductible:
\$50,000 /claim. All Other Liability Deductibles: \$0

POLICY NUMBER: 6803C998380

COMMERICAL GENERAL LIABILITY
ISSUE DATE: 04/01/2016

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED (ARCHITECTS, ENGINEERS AND SURVEYORS)

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

NAME OF PERSON(S) OR ORGANIZATION(S): City of Ukiah
Attn: Mary Horger
411 West Clay Street
Ukiah, CA 95482

PROJECT/LOCATION OF COVERED OPERATIONS:

NAME OF PERSON OR ORGANIZATION CONTINUATION: The City of Ukiah, its officers, officials, employees and volunteers

PROVISIONS

A The following is added to WHO IS AN INSURED (Section II):

The person or organization shown in the Schedule above is an additional insured on this Coverage Part, but only with respect to liability for bodily injury, "property damage" or "personal injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf.

- a. In the performance of your ongoing operations;
- b. In connection with premises owned by or rented to you; or
- c. In connection with your work and included within the "products-completed operations hazard."

Such person or organization does not qualify as an additional insured for "bodily injury", "property damage" or "personal injury" for which that person or organization has assumed liability in a contract or agreement.

The insurance provided to such additional insured is limited as follows:

- d. This insurance does not apply to the rendering of or failure to render any "professional services".
 - e. The limits of insurance afforded to the additional insured shall be the limits which you agreed in that "contract or agreement requiring insurance" to provide for that additional insured, or the limits shown in the Declarations for this Coverage Part, whichever are less. This endorsement does not increase the limits of insurance stated in the LIMITS OF INSURANCE (Section III) for this Coverage Part.
- B. The following is added to Paragraph a. of 4. Other Insurance in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):
However, if you specifically agree in a contract or agreement requiring insurance that, for the additional insured shown in the Schedule, the insurance provided to that additional insured under this

COMMERICAL GENERAL LIABILITY

Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured, and we will not share with the other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal injury" for which coverage is sought arises out of an offense committed;

after you have entered into that "contract or agreement requiring insurance" for such additional insured. But this insurance still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured when the additional insured is also an additional insured under any other insurance.

- C. The following is added to Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

We waive any rights of recovery we may have against the additional insured shown in the Schedule above because of payments we make for "bodily injury", "property damage" or "personal

injury" arising out of "your work" on or for the project, or at the location, shown in the Schedule above, performed by you, or on your behalf, under a "contract or agreement requiring insurance" with that additional insured. We waive these rights only where you have agreed to do so as part of the "contract or agreement requiring insurance" with that additional insured entered into by you before, and in effect when, the "bodily injury" or "property damage" occurs, or the "personal injury" offense is committed.

- D. The following definition is added to DEFINITIONS (Section V):

"Contract or agreement requiring insurance" means that part of any contract or agreement under which you are required to include the person or organization shown in the Schedule as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs, and the "personal injury" is caused by an offense committed:

- a. After you have entered into that contract or agreement;
- b. While that part of the contract or agreement is in effect; and
- c. Before the end of the policy period.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED

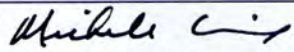
This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
GARAGE COVERAGE FORM
MOTOR CARRIER COVERAGE FORM
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" under the Who Is An Insured Provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement effective 04/01/2016	
Named Insured Larry Walker Associates, Inc.	Countersigned by  (Authorized Representative)

SCHEDULE

Name of Person(s) or Organization(s):

NAME OF PERSON OR ORGANIZATION CONTINUATION: The City of Ukiah, its officers, officials, employees and volunteers

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to the endorsement.)

Each person or organization shown in the Schedule is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured Provision contained in **Section II** of the Coverage Form.

Insured: Larry Walker Associates, Inc.

Policy Number: WZP81031046

Effective Date: 04/01/2016

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**WAIVER OF OUR RIGHT TO RECOVER FROM
OTHERS ENDORSEMENT - CALIFORNIA**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be % of the California workers' compensation premium otherwise due on such remuneration.

SCHEDULE

Person or Organization

Job Description

SCHEDULE CONTINUATION: The City of Ukiah, its officers, officials, employees and volunteers

City of Ukiah

Attn: Mary Horger

411 West Clay Street

Ukiah, CA 95482

Countersigned by



Authorized Representative

7.9 Execution of Agreement. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. Alternatively, this Agreement may be executed and delivered by facsimile or other electronic transmission, and in more than one counterpart, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. When executed using either alternative, the executed agreement shall be deemed an original admissible as evidence in any administrative or judicial proceeding to prove the terms and content of this Agreement.

8.0 NOTICES

Any notice given under this Agreement shall be in writing and deemed given when personally delivered or deposited in the mail (certified or registered) addressed to the parties as follows:

CITY OF UKIAH
DEPT. OF PUBLIC WORKS
300 SEMINARY AVENUE
UKIAH, CALIFORNIA 95482-5400

LARRY WALKER ASSOCIATES
DENISE H. CONNORS
707 4TH STREET, SUITE 200
DAVIS, CALIFORNIA 95616

9.0 SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement the Effective Date:

CONSULTANT

BY: Brian Laurensen

12/2/16
Date

PRINT NAME: BRIAN LAURENSEN

94-2610668
IRS IDN Number

CITY OF UKIAH

BY: Sage Sangiacomo
SAGE SANGIACOMO
CITY MANAGER

12-7-16
Date

ATTEST

Kristine Lawler
KRISTINE LAWLER
CITY CLERK

12-9-16
Date

707 4th Street, Suite 200
Davis, CA 95616

530.753.6400
530.753.7030 fax

www.lwa.com

February 1, 2017

Mr. Sean White
Director of Water and Sewer
City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482



Subject: City of Ukiah Wastewater Treatment Plant NPDES Permit and Cease and Desist Order Reissuance (February 1 to December 31, 2017)

Dear Mr. White:

The City of Ukiah (City) has requested assistance from Larry Walker Associates, Inc. (LWA) during the 2017 reissuance of the NPDES permit¹ and Cease and Desist Order (CDO)² for the Ukiah Wastewater Treatment Plant (WWTP). The new orders are expected to be adopted by the North Coast Regional Water Quality Control Board (Regional Water Board) during the summer of 2017. LWA prepared the NPDES permit application and understands the City's long term plans to implement a recycled water program and eliminate discharges to the Russian River. LWA has worked extensively with the Regional Water Board on behalf of other public agencies and comprehends the regulatory issues that will be addressed by the new permit. In particular, the City will need to demonstrate compliance with Basin Plan wet season discharge requirements and develop plans to comply with final ammonia and nitrate effluent limitations. The focus of LWA's efforts during NPDES permit reissuance will be to obtain regulatory requirements that meet the City's future planning and operational needs, can be complied with using cost effective measures, and provide effective and reasonable protection of the beneficial uses of the Russian River. The scope of work, designated project staff, budget, and schedule are described in the following paragraphs.

Scope of Work

Task 1 – Communicate with Regional Water Board Staff

Communicate with Regional Water Board staff on a regular basis during the permit reissuance process. Clarify results provided in technical study reports, discuss operational procedures, identify compliance issues, and negotiate permitting approaches. Conduct meetings and/or phone, email conversations with Regional Water Board staff as needed to develop appropriate permit and CDO conditions at the direction of City staff. As needed, attend one meeting in Santa Rosa with City and Regional Water Board staff to discuss tentative permit provisions.

¹ NPDES Permit CA0022888, Order No. R1-2012-0068

² CDO No. R1-2012-0069

Task 2 – Review and Prepare Comments on Tentative Orders

Review the Tentative Order and Tentative CDO (public draft versions) to ensure proper implementation of regulations and policies and identify WWTP operational concerns. After initial review, consult with City staff to identify necessary changes, and prepare written comments to explain and support the requested changes. Prepare formal written comments on the Tentative Order and Tentative CDO to address any revisions identified by the City and lay groundwork for an appeal if the requested revisions are not made by the Regional Water Board. Prepare draft comment letter for City review and approval prior to submittal to the Regional Water Board. Attend one meeting in Ukiah with City staff to discuss comments on the Tentative Order.

Task 3 – Prepare for and Attend Permit Adoption Hearing

Negotiate changes to the Tentative Order and Tentative CDO after the end of public comment period. Provide assistance to City staff during preparation of testimony for the permit adoption hearing. Assist with language to either (1) express support for the permit as-is and praise assistance from Regional Water Board staff; (2) express objection to specific and significant provisions (possibly reaching an agreement with Regional Water Board staff and Board members that was not possible without the pressure of a public forum); or (3) counter comments from other public entities that may be introduced during the public hearing. Attend the permit adoption hearing and provide technical support (as needed) for the City.

Task 4 – Proof Final Orders and Develop Compliance Plan

Review the adopted orders to identify changes or mistakes that could render the content of a particular provision different than originally intended. Compile a list of special studies, status reports, and monitoring requirements from the final adopted permit and CDO. Prepare schedule and compliance plan to help the City keep track of required activities and assist with compliance efforts during the permit and CDO term.

Task 5 - Additional Regulatory Assistance

After authorization by City staff, complete additional assignments not described in Tasks 1 through 4. Activities may include update of ammonia/nitrate pollution prevention plan, changes to the recycled water program, assessment of watershed and groundwater studies, and assistance during enforcement proceedings.

Task 6 - Project Management

Provide management activities to ensure tasks are completed on time and within budget. Prepare monthly documentation of project activities and budget status. Communicate with City staff regarding contract obligations and project expectations.

Budget and Schedule

The cost for LWA assistance will be \$54,710 as detailed in **Attachment 1**. Project activities are expected to begin in February or March 2017 and will conclude with permit implementation in October or November 2017. LWA has the staff and resources available to begin work immediately.

Project Staff

Denise Conners will lead project efforts and serve as the City's main point of contact. Denise has extensive experience in the North Coast Region working with public agencies during reissuance of wastewater NPDES permits, implementation of NPDES permit provisions, negotiation of compliance activities, and development of recycled water programs. Denise will communicate with Regional Water Board staff, review draft permits, prepare written comments, and attend project meetings. Laura Foglia, Ph.D. will review technical reports and provide expertise on surface water/groundwater interactions. Airy Krich-Brinton will conduct the Reasonable Potential Analysis and calculate effluent limitations. Jenny Bayley will compile and review water quality datasets, support technical analyses, and prepare compliance plans. Resumes for the LWA project team members are provided in **Attachment 2**.

Thank you for the opportunity to provide this proposal and we look forward to working with you on the project. Please contact me at (530) 753-6400 or denisec@lwa.com if you have any questions or suggested changes to the scope, budget, or schedule presented herein.

Sincerely,

A handwritten signature in black ink, appearing to read 'Denise', with a stylized flourish at the end.

Denise H. Conners
Associate

Attachment 1 – Cost Estimate for NPDES Permit and CDO Reissuance (February 1 to December 31, 2017)
Attachment 2 – LWA Project Team Resumes

ATTACHMENT 1

WWTP NPDES Permit and Cease and Desist Order Reissuance Larry Walker Associates Cost Estimate

City of Ukiah
Professional Services by Larry Walker Associates

Cost Estimate
WWTP NPDES Permit and Cease and Desist Order (CDO) Reissuance
February 1 to December 31, 2017

Task No.	Proposed Task	LWA Labor Hours (1)					Total Hours	Labor Cost	Other Direct Costs		Total Project Costs
		Project Manager	Senior Engineer	Project Engineer IIA	Project Engineer IA	Contract Admin.					
		Denise Conners	Laura Foglia	Airy Krich-Brinton	Jenny Bayley	Michelle Boeckx					
	Cost/hour:	\$245	\$220	\$195	\$160	\$145					
1	Communicate with Regional Water Board Staff										
	Hold emails/phone calls with Regional Water Board staff to discuss permit and CDO conditions. Attend (1) meeting in Santa Rosa with City and Regional Water Board staff.	24	8	4	4		40	\$9,060	\$100	(2)	\$9,160
2	Review and Prepare Comments on Tentative Orders										
	Review tentative permit and CDO to identify potential compliance issues, inappropriate regulatory policy applications, and mistakes. Prepare comment letters for City review and submittal to Regional Water Board staff. Attend (1) meeting in Ukiah with City staff.	26	16	20	8		70	\$15,070	\$150	(2)	\$15,220
3	Prepare for and Attend Permit Adoption Hearing										
	Negotiate changes to draft orders after the end of public comment period. Prepare for and attend Regional Water Board Permit Adoption Hearing in Santa Rosa. As needed, prepare City staff presentation on compliance concerns and help City staff respond to questions posed from Board members.	20	4		8		32	\$7,060	\$100	(2)	\$7,160
4	Proof Final Orders and Develop Compliance Plan										
	Review final adopted permit and CDO to ensure all changes have been incorporated properly. Develop compliance plan and schedule for tracking submittal dates.	8			16		24	\$4,520			\$4,520
5	Additional Regulatory Assistance										
	Contingency activities, as authorized by City staff. Examples include update of ammonia/nitrate pollution prevention plan, changes to the recycled water program, assessment of watershed and groundwater studies, and assistance during enforcement proceedings.	24	24		24		72	\$15,000	\$150	(2)	\$15,150
6	Project Management										
	Prepare/review monthly spreadsheets and invoices, track budgets and schedules.		8			12	20	\$3,500			\$3,500
Total Project Costs (3)		102	60	24	60	12	258	\$54,210	\$500		\$54,710

Notes: (1) LWA typically adjusts hourly rates on July 1st of each year. The hourly rates shown are based on the 2016/17 Rate Schedule. The City will be given 30 days notice of any proposed rate increase.
(2) Estimated travel and parking costs to attend meetings, site visits, or events.
(3) Estimated project costs are based on the best available information at time of production. If it appears the budget may be exceeded, LWA will notify the City (before incurring additional costs) to discuss an approach.

ATTACHMENT 2

**WWTP NPDES Permit and Cease and Desist Order Reissuance
Larry Walker Associates
Project Team Resumes**



Denise H. Conners

Associate

EDUCATION

M.S., Civil & Environmental Engineering, 1991, University of California, Davis

B.S., Environmental Studies (Water Chemistry), 1982, San Jose State University

YEARS OF EXPERIENCE

With LWA: 20
With other Firms: 4

PROFESSIONAL AFFILIATIONS

Member, California Association of Sanitation Agencies Regulatory Work Group (2011 to present)

Member, WaterReuse Association (2003 to present)

Member, California WaterReuse Legislative and Regulatory Committee (2010 to present)

Ms. Conners is an Associate and serves as a Project Manager for LWA's work in the wastewater, recycled water, and regulatory assistance fields. She has extensive experience with negotiation of NPDES and WDR permit conditions, development of recycled water programs, and implementation of permit-required special studies. She has 24 years of experience in the field and has been responsible for obtaining/reissuing wastewater NPDES and land discharge permits; permitting/planning of recycled water programs; advising clients on regulatory compliance issues; and planning/implementing technical studies to assess impacts of discharges to receiving waters.

Regulatory Assistance

Wastewater NPDES Permit Assistance, Russian River County Sanitation District, Guerneville, CA. 2009 to Present

Assisted the District during the 2009 and 2014 NPDES permit reissuance. Activities included negotiation of permit and CDO provisions, verification of effluent limit calculations, and preparation of formal comments on the Tentative Order. Prepared workplans and special studies to establish new receiving water monitoring locations, assess land disposal impacts on groundwater quality, derive a copper Water-Effect Ratio (WER), and determine feasibility of compliance with ammonia and nitrate effluent limits. Supported District during negotiation of 2015 Administrative Civil Liability. Provide ongoing advice related to NPDES permit and CDO compliance, Basin Planning activities, and regulatory developments.

Wastewater NPDES Permit Assistance, Occidental County Sanitation District, Occidental, CA. 2009 to Present

Assisted the District during the 2012 NPDES permit reissuance. Activities included negotiation of permit and CDO conditions, verification of effluent limit calculations, and preparation of formal comments on the Tentative Order. Prepared Pollution Prevention Plan to comply with CDO provisions. Developed workplan to assess impacts to receiving water quality. Provide ongoing advice related to NPDES permit compliance and regulatory developments.

Wastewater NPDES Permit Assistance, City of Healdsburg, Healdsburg, CA. 2010 to Present

Assisted the City during the 2010 and 2016 NPDES permit reissuances. Activities included preparation of the 2015 Report of Waste Discharge, verification of effluent limit calculations and compliance assessments, derivation of appropriate ammonia and copper effluent limits, and preparation of formal comments on the Tentative Orders.

Wastewater NPDES Permit Assistance, Sonoma Valley County Sanitation District, Sonoma, CA. 2008 to Present

Assisted the District during the 2008 and 2014 NPDES permit reissuances. Activities included negotiation of permit and CDO conditions, verification of effluent limit calculations, development of appropriate effluent and receiving water monitoring requirements, and preparation of formal comments on the Tentative Orders. Conducted special studies to assess options for copper and cyanide effluent limit compliance. Prepared chronic toxic TRE workplan and assisted the District during TRE implementation. Participate in Nutrient Technical Workgroup and Nutrient Stakeholder Advisory Group on behalf of the District. Supported

District during negotiation of 2015 Administrative Civil Liability and settlement agreement. Provide ongoing advice related to NPDES permit compliance and regulatory developments.

Wastewater NPDES Permit Assistance, Town of Yountville, Yountville, CA. 2008 to Present

Assisted the Town during the 2010 and 2015 NPDES permit reissuances. Activities included preparation of the Reports of Waste Discharge, negotiation of dilution credits for priority pollutant effluent limits, and development of appropriate receiving water and effluent monitoring requirements. Developed pollution prevention program and prepare annual reports. Provide ongoing advice related to pollution prevention, NPDES permit compliance, and regulatory developments.

Wastewater NPDES Permit Assistance, City of Calistoga, Calistoga, CA. 2005 to Present

Assisted the City during the 2006, 2010 and 2016 NPDES permit reissuances. Activities included preparation of the Reports of Waste Discharge, negotiation of permit and CDO conditions, verification of effluent limit calculations, and preparation of formal comments on the Tentative Orders. Provide ongoing advice related to NPDES permit/CDO compliance and regulatory developments.

Wastewater NPDES Permit Assistance, Mt. View Sanitary District, Martinez, CA. 2009 to Present

Supported District during negotiation of 2009 Administrative Civil Liability. Assisted District during 2010 and 2016 NPDES permit reissuances. Activities included preparation of the Report of Waste Discharge, derivation of appropriate ammonia effluent limits, implementation/approval of site-specific copper translator study, review of effluent datasets, evaluation of permit compliance, and negotiation of permit conditions with the Regional Water Board. Provide ongoing regulatory compliance advice.

Wastewater NPDES Permit Assistance, Sanitary District No. 5 of Marin County, Tiburon, CA. 2008 to Present

Assisted the District during the 2008 and 2013 NPDES permit reissuances for the Main Wastewater Treatment Plant. Activities included preparation of the Reports of Waste Discharge, verification of effluent limit calculations, and preparation of formal comments on the Tentative Orders. Prepared 2015 Report of Waste Discharge for reissuance of the Paradise Cove Wastewater Treatment Plant. Provide ongoing advice related to NPDES permit compliance and regulatory developments.

Wastewater NPDES Permit Assistance, Sewerage Agency of Southern Marin, Mill Valley, CA. 2008 to Present

Assisted the Agency during the 2012 NPDES permit reissuance. Activities included preparation of the Report of Waste Discharge, verification of effluent limit calculations, negotiation of wet weather blending approval, and preparation of formal comments on the Tentative Order. Assembled and managed a team of experts in order to conduct an audit of the Agency's facilities after wastewater spills in 2008. Prepared audit report and submitted findings to the Regional Water Board to comply with Cleanup and Abatement Order. Provide ongoing advice related to NPDES permit compliance and regulatory developments.

Wastewater Technical Studies

Russian River County Sanitation District, Guerneville, CA. 2009 to Present

Managed dye study and water quality modeling project to determine appropriate upstream/downstream monitoring locations in the Russian River. Developed workplan and conducted copper Water-Effect Ratio (WER) study. Final WER was approved by the Regional Water Board and copper effluent limits (based on the WER) were included in the District's 2014 NPDES permit. Prepare annual reports to assess compliance with agronomic rates, evaluate groundwater quality associated with operation of land application site.

Occidental County Sanitation District, Occidental, CA. 2009 to Present

Prepared workplan to determine appropriate monitoring locations and constituents to assess impacts of seasonal effluent discharges on receiving water quality. Prepare annual reports to assess compliance with agronomic rates.

City of Healdsburg, Healdsburg, CA. 2010 to 2016

Prepared workplan approach for a Basin Plan Amendment to change EC/TDS objectives. Developed special studies to determine background/site-specific conditions for revising ammonia and copper effluent limits. Developed strategy for copper CDO compliance.

Delta Diablo, Antioch, CA. 2008 to 2015

Conducted Antidegradation Analysis to support approval for changed discharge volume and quality in 2009 and 2014 NPDES permits. Managed dilution modeling project to identify mixing zone characteristics and support a dilution credit for ammonia effluent limits. Managed water quality modeling projects to identify and mitigate regulatory issues associated with discharge of reverse osmosis brine to Suisun Bay. Provided advice on current and future water quality regulations during update to the District's wastewater treatment plant master plan. Supervised Local Limits evaluation and proposed revisions.

Mt. View Sanitary District, Martinez, CA. 2009 to 2015

Managed site-specific copper translator study. The project included workplan preparation, receiving water monitoring, calculation of site-specific translators, and technical documentation to support regulatory approval. Revised copper effluent limits based on the site-specific translators were included in 2016 NPDES permit.

City of Calistoga, Calistoga, CA. 2005 to Present

Managed dye study and dilution modeling project to support mixing zones in the Napa River and establish dilution credits for priority pollutant effluent limits. Advised the City during implementation special studies and compliance assessments for disinfection byproducts and metals. Prepared strategy for CDO compliance.

Town of Yountville, Yountville, CA. 2008 to Present

Managed dye study and dilution modeling project to support mixing zones in the Napa River and establish dilution credits for priority pollutant effluent limits. Assessed impacts to effluent quality prior to accepting wastewater from gas pipeline integrity tests.

City of St. Helena, St. Helena, CA. 2010

Managed dye study and dilution modeling project to support mixing zones in the Napa River and establish dilution credits for priority pollutant effluent limits.

Recycled Water

Russian River County Sanitation District, Guerneville, CA. 2009 to Present

Negotiated master water recycling requirements with the North Coast Regional Water Quality Control Board. Prepared a Recycled Water BMP/Operations and Management Plan and conducted the Groundwater Assimilative Capacity Analysis to comply with 2014 permit requirements. Provide ongoing advice related to recycled water regulations and possible impacts to groundwater and surface waters.

City of Healdsburg, Healdsburg, CA. 2010 to 2016

Developed recycled water program that includes landscape irrigation, agricultural irrigation, construction uses, aggregate processing, street sweeping, sewer cleaning, and fire suppression. Prepared Notice of Intent for Statewide General Order and received approval from DDW and the Regional Water Board in July 2016.

Sonoma Valley County Sanitation District, Sonoma, CA. 2008 to Present

Prepared CCR Title 22 Engineering Report to obtain DDW approval to produce and deliver “disinfected tertiary recycled water.” Developed recycled water program and received approval under the San Francisco Bay Regional Water Board’s General Water Reuse Permit (Order No. 96-011). Managed tracer study to define modal contact time for recycled water disinfection and received approval of study results from DDW. Provide ongoing advice related to recycled water regulations and possible impacts to groundwater and surface waters.

City of Los Angeles, Bureau of Sanitation, Regulatory Affairs Division, Los Angeles, CA. 2015 to 2016

Managed team of technical consultants and prepared CCR Title 22 Engineering Report for the Terminal Island Water Reclamation Plant Advanced Water Purification Facility. The Engineering Report was submitted to DDW to support production and delivery of “full advanced treated recycled water” for groundwater injection at the Dominguez Gap Barrier. Helped City prepare presentation materials for the Engineering Report public hearing. DDW approval of the Engineering Report was received in December 2015. The Regional Water Board adopted Water Recycling Requirements in October 2016.

Monterey Regional Water Pollution Control Agency, Monterey, CA. 2016 to Present

Prepared presentation materials for the Pure Water Monterey Engineering Report public hearing. Helped MRWPCA respond to public comments and finalize the Engineering Report. Provided review of draft Water Recycling Requirements and prepared formal comments on behalf of MRWPCA. DDW approval of the Engineering Report was received in November 2016. Water Recycling Requirements are scheduled for adoption by the Regional Water Board in March 2017.

City of Calistoga, Calistoga, CA. 2005 to Present

Prepared CCR Title 22 Engineering Report and obtained DDW approval to produce and deliver “disinfected tertiary recycled water.” Prepared application for recycled water program approval under the San Francisco Bay Regional Water Board’s General Water Reuse Permit (Order No. 96-011). Provide ongoing advice related to recycled water regulatory compliance and possible impacts to groundwater and surface waters.

Town of Yountville, Yountville, CA. 2008 to Present

Prepared CCR Title 22 Engineering Report and obtained DDW approval to produce and deliver “secondary 2.2 disinfected recycled water.” Developed recycled water program and received approval under the San Francisco Bay Regional Water Board’s General Water Reuse Permit (Order No. 96-011). Provide ongoing advice related to recycled water regulatory compliance and possible impacts to groundwater and surface waters.

Papers & Presentations

Use of Napa Sanitation District Recycled Water for Vineyard Irrigation - Water Quality Assessment and Community Outreach

WaterReuse National Symposium, Los Angeles, CA. 2006

Regulatory Incentives and Disincentives to Recycled Water Production

California WaterReuse Association Annual Conference, Los Angeles, CA. 2015

Work History

Larry Walker Associates, Inc., 1992 to 1995, 2003 - Present

Nolte and Associates, Inc., 1991 to 1992

University of California, Davis, 1989 to 1990



Laura Foglia, Ph.D.

Senior Engineer

EDUCATION

Ph.D. in Environmental
Engineering, 2006, ETH Zurich
Switzerland

M.S., Physics, 1999,
University of Milan, Italy

YEARS OF EXPERIENCE

With LWA: 8

With UC Davis: 8

With Technical University
Darmstadt: 3

PROFESSIONAL AFFILIATIONS

AGU, American Geophysical
Union

EGU, European Geophysical
Union

IAHS, International Association
of Hydrological Sciences

Secretary of International
Commission of Groundwater,
IAHS

Dr. Foglia is a Senior Engineer with Larry Walker Associates (LWA). At LWA, Dr. Foglia assists with projects in the areas of hydrological modelling, groundwater management assistance, and TMDL development. She was involved in the first Pilot Project promoted by the Central Valley Salinity Alternatives for Long-Term Sustainability (CV-SALTS) coalition, a collaborative basin planning effort aimed at protecting vulnerable and essential water resources, in 2009. Since January 2016, Dr. Foglia is also an Adjunct Faculty Staff in the Land, Air, and Water Resources Department at University of California, Davis where she teaches a graduate class on model calibration, supervises students, and works on the Scott Valley project for the assistance of the Scott Valley community with the development of the groundwater management plan.

Scott Valley Groundwater Study, Scott Valley, CA

As part of the LAWR Department at UC Davis, Dr. Foglia provided research services for the Scott Valley groundwater/surface water management project, funded by the North Coast Regional Water Quality Board. The aim of the project is to assist the Scott Valley community with the development of a groundwater management plan that can lead to better streamflow conditions mainly during the summer months, preserving the water needed for agriculture activity. Dr. Foglia assisted with the development of a new GIS-based, irrigation driven, conceptual model for the analysis of the soil/water balance in the Scott Valley watershed. She worked closely with the stakeholders, communities, and landowners.

CV-SALTS Salt & Nutrient Sources Pilot Implementation Study, Central Valley, CA

Dr. Foglia managed and performed analysis of salt loads in the Central Valley aquifers for the completion of a Salt and Nitrate Sources Pilot Implementation Study on behalf of the Central Valley Salinity Coalition (CVSC) to help develop a Basin Plan Amendment (BPA) to address the issue of salt and nutrient management in California's Central Valley. The resulting methodology provided a defensible means to relate downstream impacts to upstream sources in watersheds. The objectives were to develop and document procedures and methodologies to quantify the significant salt and nitrate sources in the Central Valley and to pilot test them by applying them in three areas to validate the region-wide applicability.

Technical University Darmstadt (TUDa), Germany

During her three-year employment at Technical University Darmstadt (TUDa), Germany, Dr. Foglia managed and developed proposals related to water resources management and tools to assist authorities and stakeholders complying with the new EU Water regulation. She was actively involved with MARSOL (www.marsol.eu) and FREEWAT (www.freewat.eu).

MARSOL aims at demonstrating that Managed Aquifer Recharge (MAR) is a sound, safe and sustainable strategy that can be applied with great confidence and therefore offering a key approach for tackling water scarcity in Southern Europe and around the world.

FREEWAT represents a key project in the framework of the new EU regulation and aims at promoting water management and planning by simplifying the application of the Water Directives. FREEWAT will be an open source and public domain GIS integrated modelling environment for the simulation of water quantity and quality in surface water and groundwater with an integrated water management and planning module. FREEWAT is expected to be a modelling tool widely applied by stakeholders in and outside of Europe. Testing in US and California case studies are in progress.

Relevant University Research Grants

2015 FREEWAT- H2020 - Water 2014 one stage: 642224 grant. EU Contribution: €1,411,078. Co-PI (PI: Dr Rudy Rossetto, SSSA, Pisa, Italy), April 2015-Sep. 2017.

2014 North Coast Regional Board, California, grant extension for Scott Valley management plan. Principal Investigator: Prof. Thomas Harter, UC Davis.

2013 MARSOL-Grant Agreement no:619120 FP7-ENV-2013-WATER-INNO-DEMO, PI: Prof. Christoph Schueth, TU Darmstadt. Total Costs: €8,039,988, Dec. 2013-Nov. 2016.

2007 Joint inversion of groundwater flow and environmental tracer data for aquifer characterization, 2007-2009, UC Center for Water Resources, co PI (PI: Prof. Timothy Ginn).

Journal Articles

De Filippis, G., Foglia, L., Giudici, M., Mehl, S.W., Margiotta, S., and Negri, S. (2016) Seawater intrusion in karstic, coastal aquifers: current challenges and future scenarios in the Taranto area (southern Italy), *Science of Total Environment*, in press.

Rossetto, R., Borsi, I., Foglia, L., 2015, FREEWAT: FREE and open source software tools for WATER resource management, *Rend. Online Soc. Geol. It.*, Vol. 35 (2015), pp. 252-255, doi: 10.3301/ROL.2015.113.

Rasa E., Foglia L., Mackay D.M., and K.M. Scow, (2013) Effect of different transport observations on inverse modeling results: Case study of a long term tracer test at a high resolution groundwater monitoring site, *Hydrogeology Journal* 21: 1539-1554, DOI 10.1007/s10040-013-1026-8.

Foglia, L., A. McNally, and T. Harter (2013), Coupling a spatiotemporally distributed soil water budget with stream-depletion functions to inform stakeholder-driven management of groundwater-dependent ecosystems, *Water Resour. Res.*, 49, doi:10.1002/wrcr.20555.

Foglia, L., S. W. Mehl, M. C. Hill, and P. Burlando (2013), Evaluating model structure adequacy: The case of the Maggia Valley groundwater system, southern Switzerland, *Water Resour. Res.*, 49, doi:10.1029/2011WR011779.

Work History

Larry Walker Associates, Inc., Senior Engineer. 2007-present (not continuously)

Adjunct Professor, Land Air and Water Resources, UC Davis. Jan. 2016 - present

Technical University of Darmstadt, Germany, Assistant Professor w/o tenure track, research group of Prof. Christoph Schueth. March 2013-Dec. 2015

University of California, Davis, Department of Land, Air and Water Resources, Post-Doctoral associate, Prof. Thomas Harter. Aug. 2011-June 2013

University of California, Davis, Civil and Environmental Engineering Department, Post-Doctoral associate, Prof. Tim Ginn. 2007-2009

USGS National Research Program, Boulder, Colorado, Visiting researcher, Dr. Mary Hill. Oct.-Dec. 2003, Oct.-Dec. 2004, June-July 2005, May 2006, March 2007

University of Applied Sciences, Southern Switzerland (SUPSI), Institute for Earth Sciences (IST), and ETH Zurich, Scientific collaborator & Doctoral Student. 1999-2006



Airy Krich-Brinton

Project Engineer II

EDUCATION

M.S., Civil & Environmental Engineering, 2005, University of California, Davis

B.S., Civil Engineering, 1998, Rensselaer Polytechnic Institute, Troy

B.A., Physics, 1998, Pitzer College, Claremont

REGISTRATIONS

Passed the Fundamentals of Engineering exam. Professional exam is pending.

YEARS OF EXPERIENCE

With LWA: 18
With other Firms: 0

Ms. Krich-Brinton serves as a Project Engineer for LWA, performing specialized work in the water quality, regulatory and stormwater areas. Over the past 17 years, she has applied her organizational, statistical, and analytical skills to provide assistance to over 50 municipalities in California. Ms. Krich-Brinton has performed wastewater and stormwater data analyses; developed pollution prevention strategies, created models for performing the reasonable potential analysis and calculating water quality based effluent limits following the State Implementation Plan, and prepared Reports of Waste Discharge for NPDES permit renewal. Representative projects include the following.

Wastewater/Regulatory Assistance

Ms. Krich-Brinton has assisted over 50 municipalities in California with their NPDES and WDR permits, including renewal and comments, compliance and special studies. She has analyzed wastewater discharge data for over 50 municipalities in California, performing reasonable potential analyses, effluent limits calculations, compliance predictions, dilution analyses, and preparing infeasibility analysis reports.

Permit Renewal Applications: Report of Waste Discharge (multiple clients in CA). 2000-2016

Ms. Krich-Brinton has assisted more than twenty clients with Reports of Waste Discharge for NPDES permit renewal applications, including eight in the San Francisco Bay Region and ten in the Central Valley Region. Specific clients include the City of Modesto (2016), City of Pacifica (2016), Linda County Water District (2016), City of Calistoga (2015), San Mateo (2012), Sewerage Agency of Southern Marin (2012), South Bayside System Authority (2011), City of St. Helena (2015), Sonoma Valley County Sanitation District (2013), City of Yountville (2014), Sacramento Regional County Sanitation District (2015), City of Davis (2012), City of Stockton (2009), City of Rio Vista (2009), and the City of Turlock (2014). The preparation of Reports of Waste Discharge using required California and USEPA forms includes compiling appropriate datasets for wastewater and biosolids, calculating and formatting statistics, organizing pretreatment program information, developing narratives and schematics of the wastewater processes, and updating location maps. She also assists with the preparation and attachment of additional information to support permit limit requests or present special studies.

Review of the Reasonable Potential Analysis and Effluent Limits Calculation (multiple clients in CA). 1999-2016

A reasonable potential analysis is used by Regional Water Quality Control Boards to determine which constituents require permitted effluent limits. Ms. Krich-Brinton is expert at performing the reasonable potential analysis following the methods used by the Regional Water Boards in each Region of California, and comparing Tentative Orders with procedures in the State Implementation Plan and Technical Support Document using water quality objectives/criteria from the California Toxics Rule, Basin Plans, and others, as necessary. Region-specific information such as General Permits and site-specific objectives are always considered. In addition, Ms. Krich-Brinton tracks and calculates the various water quality objectives developed for ammonia in California, many of which are dependent on pH, temperature and salinity using complex equations.

Metals criteria are often dependent upon the hardness of the water, and require

translation from dissolved to the total fraction. Ms. Krich-Brinton has performed analyses of hardness and receiving water flow or precipitation relationships to support the use of appropriate and reasonable hardness values, and performed translator studies to support the adoption of site specific translators for metals objectives.

Ms. Krich-Brinton has performed reasonable potential analyses for various clients in accordance with the Ocean Plan procedures (set forth by the State Water Resources Control Board), including the City of Los Angeles' Hyperion Treatment Plant (2010), the Los Angeles County Sanitation District's Joint Plant (2009), and the Carmel Area Wastewater District (2012). The Ocean Plan form of the analysis is completely different from that developed for inland surface waters, and requires individual analyses of each pollutant's dataset.

Ms. Krich-Brinton calculates water quality-based effluent limits in accordance with the State Implementation Plan procedures (both steady-state and dynamic model where appropriate) to determine the accuracy of effluent limits presented in NPDES permit Tentative Orders, taking into account allowable dilution, reasonable water hardness, and ambient background conditions. She uses a statistical method for predicting compliance with potential effluent limits, to assess the need for infeasibility analyses to request interim limits and compliance schedules.

She has provided wastewater regulatory services to the following clients, among many others:

City of Burlingame	City of Burbank	City of Manteca
East Bay Municipal Utilities District	City of Camarillo	City of Modesto
Mountain View SD	City of Thousand Oaks	City of Redding
City of Pinole	City of Simi Valley	City of Rio Vista
City of Richmond	Los Angeles CSD	City of Roseville
City of San Mateo	City of Ojai	Sacramento Regional CSD
Sewerage Agency of Southern Marin	City of Los Angeles RAD	City of Stockton
South Bayside System Authority	CA Department of Water Resources	City of Tracy
City of St. Helena	Victor Valley Wastewater Reclamation Authority	City of Turlock
Sonoma Valley CSD	City of Davis	City of Vacaville
West County Agency	City of Fresno	City of Walnut Grove
City of Yountville	Linda County Water District	City of Yuba City

Infeasibility Analyses and In-Permit Compliance Schedule Requests (multiple clients in CA). 2000-2015

Ms. Krich-Brinton has performed infeasibility analyses or in-permit compliance schedule requests for over 24 municipalities that would require interim permit limits for compliance purposes, including the Russian River County Sanitation District (2008), Sonoma Valley County Sanitation District (2008), Camarillo Sanitary District (2014), City of Simi Valley (2014), City of Davis (2010-2013), Linda County Water District (2011), City of Manteca (2014), City of Modesto (2008), Sacramento Regional County Sanitation District (2010), and the City of Turlock (2008-2014). The infeasibility analysis includes graphical presentations of effluent water quality data compared with proposed effluent limits, comparisons

between effluent and influent water quality datasets, statistical compliance predictions using calculated effluent statistics and proposed effluent limits, a summary of the pretreatment and pollution prevention programs, and applicable & appropriate source control activities with a proposed compliance schedule.

Los Osos Creek Regulatory Review, Los Osos Community Services District, CA. 2015

Ms. Krich-Brinton prepared a prediction of the regulatory requirements associated with discharging treated wastewater from the new Los Osos Water Recycling Facility to the Los Osos Creek, on behalf of the Los Osos Community Services District. Potential effluent limits were determined by a review of permits issued to three treatment plants with similar treatment processes and receiving water conditions within Region 3: the San Luis Obispo Water Resource Recovery Facility, the California Men's Colony Wastewater Treatment Plant, and the City of Lompoc Regional Wastewater Reclamation Plant. Likely monitoring requirements were determined, and other considerations such as the Biological Integrity Assessment Implementation Plan, Proposed Policy for Nutrients in Inland Surface Waters, State Policy on Bacteria, and the impact of increased surface water flow in Los Osos Creek with respect to water rights were discussed. The permitting process requirements were provided, and all water quality standards and objectives currently or potentially applicable to Los Osos Creek based on the applicable beneficial uses for surface and groundwater.

Copper and Chloride Quarterly Report, City of Thousand Oaks, CA 2014-2016

Since 2014, Ms. Krich-Brinton has prepared the quarterly progress reports required by the City of Thousand Oaks' Time Schedule Orders for copper and chloride on behalf of the City. She has tracked and reported on the nine tasks required for compliance with final copper limits, and the nine separate tasks required for compliance with final chloride limits, some of which are region-wide.

Nutrient Management Plan Reports, City of Manteca, CA. 2010-2016

Ms. Krich-Brinton has developed and prepared annual Nutrient Management Plan reports as required by the City's NPDES permit for crop irrigation with treated wastewater. She developed a mass and water balance which incorporates projected nutrient and water uptake capacities for three types of crops, individual field irrigation rates, fertilizer application rates and precipitation. She presented graphical and tabular summaries of annual water and mass loadings, data and field observations. As a special study, she determined the amount of additional farmland necessary to increase the volume of irrigation by specified amounts and remain within permitted nutrient and hydraulic limits. She has also prepared five annual Groundwater Reports (2012-2016).

Pretreatment Program Annual Report, City of Victorville, CA. 2016

Ms. Krich-Brinton prepared the first annual Pretreatment Program report for the City of Victorville's Industrial Wastewater Treatment Plant (IWWTP), to comply with the new waste discharge requirements. Through the use of data and graphs, the report showed how nitrogen exceedances at the IWWTP were the indirect result of high salinity in industrial concentrations.

Effluent Limits Study, City of Turlock, CA. 2015

Ms. Krich-Brinton calculated the effluent limits for constituents of concern (including ammonia, bis(2-ethylhexyl)phthalate and disinfection byproducts) under various regulatory scenarios for the City of Turlock's Water Quality Control Facility, for the purpose of commenting on the draft NPDES permit. The statistical

concentrations necessary for compliance, the dilutions necessary to result in effluent limits above those concentrations, and trigger concentrations that use no more than 10% of the available assimilative capacity were developed.

North Valley Regional Recycled Water Project, City of Turlock, City of Modesto, CA. 2013-2015

Ms. Krich-Brinton assisted the Cities of Turlock and Modesto with the statistics and regulatory requirements necessary to implement the North Valley Recycled Water Project, under which treated effluent would be discharged to the Delta Mendota Canal for reuse as irrigation, instead of to the San Joaquin River. She projected future downstream concentrations based on possible dilution scenarios, calculated likely effluent limits, and determined the potential for compliance based on future treatment plant capabilities.

Mixing Zone Request, Sacramento County Sanitation District, CA. 2015

Ms. Krich-Brinton prepared a mixing zone request designed to satisfy the requirements for allowing dilution in the calculation of effluent limits for constituents showing reasonable potential. The mixing zone request included a compliance analysis with the State Implementation Plan, a presentation of facility performance levels, a simple analysis of antidegradation (and explanation of why the full antidegradation analysis was not required), and an evaluation of consistency with the antidegradation policy including anti-backsliding.

Dilution Analysis for Permit Renewal Assistance, William E. Warne Power Plant, CA. 2015

Ms. Krich-Brinton developed a spreadsheet tool to calculate the receiving water dilutions necessary to result in effluent limits with which the Power Plant can comply, for presentation to the Los Angeles Regional Board during NPDES permit renewal negotiations. The Regional Board used the resulting dilutions when assigning effluent limits in the WEWPP's renewed NPDES permit.

Trend Analysis, Sacramento Regional County Sanitation District, CA. 2009, 2013, 2014, 2015

Ms. Krich-Brinton has provided many types of permit assistance to Regional San, including a statistical and graphical trend analysis involving the compilation of historical and distributed spatial Sacramento River data and a regression analyses with time, flow and season (2009, 2013), a predictive trend analyses for ammonia concentrations that appeared to be increased due decreasing flow in a concentration effect (2014) and a similar analysis for salinity (2015). She has also prepared statistical compliance predictions for metals, organics and nutrients. In 2016, she updated the trend analysis to include nutrient source loadings from four significant POTWs which discharge within the Central Valley, showing the predicted nutrient load decrease due to planned treatment plant upgrades through 2030.

Antidegradation Report, Sacramento Regional County Sanitation District, CA. 2014-2015

Ms. Krich-Brinton developed and presented graphical and statistical evidence showing that the increase in discharge from the wastewater treatment plant expansion would not degrade the quality of the receiving water. She performed a mass balance analysis for multiple constituents of concern, using pilot plant data with statistical increases for variation as necessary and appropriate dilution scenarios. She developed a spreadsheet calculation tool to determine the effluent concentrations that utilize less than ten percent of the available assimilative capacity in the receiving water, at various receiving water

concentrations and flows.

Water Softener Program Summary, Morro Bay, CA. 2016

Ms. Krich-Brinton compiled outreach materials relating to the water softener program in the City of Fillmore (Salinity Control Program), with comparisons to the Inland Empire, Santa Paula, and LACSD.

n-Nitrosodi-methylamine Analysis, San Luis Obispo, CA. 2016

Ms. Krich-Brinton compiled concentration data and prepared detailed graphs to assist with an analysis of analytical levels and reporting limits for NDMA.

Regulatory Issues

Stormwater and Wastewater Regulatory Issues Tracking, Sacramento Stormwater Program and others, CA. 2012-2016

Ms. Krich-Brinton tracks and compiles the regulatory activities of the USEPA, State Water Resources Control Board, California Regional Water Quality Control Boards and other regulatory bodies. The tracking matrix includes regulatory policies affecting stormwater dischargers and wastewater dischargers within California, such as the Phase II Small MS4 General Permit, the Industrial General Permit, the Bay Delta Conservation Plan, the Recycled Water Policy, and the California Policy for Toxicity Assessment and Control. The matrix also tracks policies affecting specific regions such as the San Francisco Bay Area, Los Angeles and San Diego. Meeting dates, deadlines for comment submittals, and links to the latest updated information are included.

Test of Significant Toxicity, City of Pacifica, CA. 2016

Ms. Krich-Brinton performed a parallel analysis of the City's chronic toxicity data to determine whether the State Water Resources Control Board's Test of Significant Toxicity (TST) would produce different results than a compliance comparison with the City's NPDES permit limits.

Work History

Larry Walker Associates, Inc. 1999-Present



Jennifer Bayley, EIT

Project Engineer I

EDUCATION

B.S., Chemical Engineering,
2011, University of California,
Berkeley

REGISTRATIONS

Engineer-in-Training Certificate
No. 146962

YEARS OF EXPERIENCE

With LWA: 3
With other Firms: 0

PROFESSIONAL AFFILIATIONS

Member, California Water
Environment Association

Ms. Bayley is a Project Engineer with LWA, focusing on multiple water quality service areas. Ms. Bayley joined LWA after completing her undergraduate work at UC Berkeley, in addition to an internship with LWA. Ms. Bayley has participated in a number of projects, including data analysis, pollution prevention, and regulatory compliance. Descriptions for representative projects are provided below.

Wastewater

City of Colfax Wastewater Treatment Plant – Colfax, CA 2013-present

Prepared a pollution prevention plan for arsenic which included analyzing water quality data, describing potential pollutant sources, as well as clearly identifying the City of Colfax's existing pollution prevention efforts, potential supplemental future activities, pollution prevention goals, and an implementation schedule.

Reviewed monthly monitoring data to confirm that the wastewater treatment plant is in compliance with the monitoring and reporting requirements of its NPDES permit. This effort involved confirming that all required results and monitoring was conducted and reported in the monthly Self-Monitoring Reports.

Furthermore, Ms. Bayley has provided assistance in preparing additional NPDES-required submittals, including a groundwater quality assessment report, annual reports on salinity reduction progress, and a water balance update evaluating the facility's storage capacity.

Pollution Prevention Plan – William E. Warne Power Plant, Castaic, CA 2013

Assessed water quality data for metals and chlorinated pollutants to prepare a pollution prevention plan (PPP). The report includes a summary of influent and effluent quality, graphical presentations of effluent water quality data compared with both interim and final effluent limits, a description of pollutant sources, and discussion of potential minimization strategies and reductions. The PPP also provides an overview of existing pollution prevention activities and supplemental future efforts, short-term and long-term pollution prevention goals, associated costs, and an implementation schedule.

City of Sacramento Combined Sewer System – Sacramento, CA 2014-present

Provides assistance in the preparation for and collection of NPDES permit-required water quality samples at discharge locations from the combined system as well as the receiving water, the Sacramento River. Ms. Bayley also updates the existing Microsoft Access water quality database and supports data preparation for event reporting and electronic submittals through the California Integrated Water Quality System (CIWQS).

Pretreatment Local Limits Development – White Slough Water Pollution Control Facility, Lodi, CA 2014-2015

Prepared a sampling and analysis plan for the collection of additional monitoring data to support local limits development, which included identifying potential pollutants of concern, compiling appropriate datasets for wastewater and biosolids as well as calculating statistics. Subsequently, assisted in deriving technically- and scientifically-based local limits considering the local limits monitoring results and loading estimate evaluations.

Antidegradation Analysis – North Valley Regional Recycled Water Program 2015

Assisted in the preparation of a 'simple' antidegradation analysis for the Cities of Modesto and Turlock to estimate water quality impacts associated with a request to discharge Title 22 recycled water to the Delta Mendota Canal through development of the North Valley Regional Recycled Water Program.

Chronic Toxicity Review – California Integrated Water Quality System 2015

Reviewed information submitted within electronic Self-Monitoring Reports (eSMRs) through the CIWQS to prepare a comparison of chronic toxicity monitoring results from select publicly-owned treatment works located in the Central Valley equipped with ultraviolet disinfection and those with chlorination disinfection facilities.

Regulatory Assistance

Permit Applications – Report of Waste Discharge 2014-2015

Assisted in preparing Reports of Waste Discharge for NPDES permit renewals for the City of Ukiah, Town of Yountville, and the City of Calistoga as well for the proposed new discharges from the Cities of Modesto and Turlock through development of the North Valley Regional Recycled Water Program. The preparation of the reports from standard California and USEPA forms includes compiling appropriate datasets for wastewater and biosolids quality, calculating and formatting statistics, organizing pretreatment program information, as well as reviewing narratives and schematics of the wastewater processes.

Regulatory Options and Data Evaluation – Thermalito Power Plant, Oroville, CA 2013

Reviewed water quality data to determine regulatory options for the discharge of wastewater from the Thermalito power plant. Specifically, the evaluation focused on the levels of dioxins in comparison with water quality criteria. Ms. Bayley assisted in developing a report that provided discussions of the regulatory framework, permit options, a characterization of the wastewater from the power plant based on the analytical data, and descriptions of disposal options for the wastewater.

Work History

Larry Walker Associates, Inc., June 2013-present



ITEM NO.: 13b

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: NOTIFICATION OF ACQUISITION OF EMERGENCY BOILER RENTAL AND INSTALLATION FROM BAY CITY BOILER AND ENGINEERING, INC. IN THE AMOUNT OF \$22,925, AUTHORIZATION OF CONTINUED BOILER RENTAL IN THE AMOUNT OF \$3,500 PER MONTH PLUS ANY APPLICABLE TAXES, APPROVAL OF PURCHASE OF TWO NEW BOILERS IN THE AMOUNT OF \$99,726.94 FROM RITE BOILER FOR THE DIGESTERS AT THE WASTEWATER TREATMENT PLANT AND APPROVAL OF CORRESPONDING BUDGET AMENDMENT

Summary: Council will receive a report on the emergency acquisition of a rental boiler and will consider purchasing two new boilers for the digesters at the Wastewater Treatment Plant.

Background: On December 27, 2016, a series of electrical failures in one of the two boilers that provide heat to the digesters at the Wastewater Treatment Plant began. A service technician from the local area was called in to look at it and determined that it needed extensive repairs. In order to assess the extent of repairs needed, staff requested a quote from RF McDonald in Hayward to provide this determination. They conducted a site visit and estimated it would cost approximately \$10,000 to open up and inspect the unit in order to make a recommendation on whether to repair or replace the existing unit. There are two boilers at the Wastewater Treatment Plant (WWTP), which provide heat for the two digesters, both installed in 1995.

Given the cost to provide an assessment of the repairs needed, staff felt it was prudent to get a cost estimate to replace the failed boiler. The lowest estimate came from the original manufacturer with the additional benefit being the minimal amount of modification required to install a new unit. Their estimate for replacement was approximately \$50,000 not including installation.

In mid-January 2017, the second boiler started to leak water indicating that it too was about ready to cease operation. Given the fact the digesters must be continuously heated; it was necessary to get a rental boiler in service as soon as possible.

Continued on Page 2

RECOMMENDED ACTION(S): Authorize the continued boiler rental in the amount of \$3,500 per month plus any applicable taxes, approve the purchase of two new boilers in the amount of \$99,726.94 from Rite Boiler for the digesters at the Wastewater Treatment Plant and approve the corresponding budget amendment.

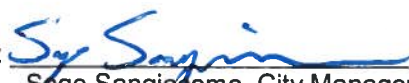
ALTERNATIVES: Remand to Staff with direction.

Citizens advised: None
Requested by: Sage Sangiacomo, City Manager
Prepared by: Jarod Thiele, Public Works Management Analyst and Mary Horger, Procurement Manager.
Coordinated with: Sean White, Director of Water and Sewer; Andrew Luke, WWTP Supervisor; Dave Kirch, Fleet Maintenance Supervisor; and Tim Eriksen, Director of Public Works/City Engineer.
Presenters: Sean White, Director of Water and Sewer and Jarod Thiele, Public Works Management Analyst.
Attachments: 1) Quote for rental boiler
2) Quote for rental boiler installation
3) Quote for replacement boilers

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 Purchasing Department contacted several vendors and received a quote from Bay City Boiler and Engineering, Inc. to provide a rental boiler in the amount of \$3,500 per month (Attachment #1) and an installation cost of \$19,425 (Attachment #2). They were the only company that had an available boiler for immediate installation, and their rental fee was the same as other monthly rental fees charged for the same sized boiler.

Discussion: Given the fact the both boilers are over twenty years old and the associated cost to make an assessment of the repairs is \$10,000, staff is recommending replacement of both boilers with like units. Rite Boiler has provided a quote to provide both units (Attachment #3). The new boilers are far more advanced in design compared to the old ones allowing them to be serviced and cleaned much easier which will allow for a longer useful life.

The current lead time for the new boilers is eight to nine weeks. This means the City will continue to rent the temporary unit until the new boilers arrive and can be installed. The Purchasing Department is simultaneously working on releasing bid documents for the installation of the new boilers, if approved. Staff will return to Council at a future date to recommend a company to install them.

Since funds were not budgeted for this replacement, staff is requesting an approval of a budget amendment, which would transfer funds from Wastewater Fund balance to Wastewater Treatment Plant Infrastructure #84024425.80230.

FISCAL IMPACT:				
Budget Amendment in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
\$140,000	Wastewater Treatment Plant Infrastructure	84024425.80230	Yes ☒ No ☐	N/A



BAY CITY BOILER & ENGINEERING CO., INC.

23312 Cabot Boulevard • Hayward
CA 94545 • (510) 786-3711 • Fax (510) 786-3716

Repairs • Service • Installation • New Construction • Sales • 24 Hour Service

January 31, 2017

City of Ukiah WWTP
Ukiah CA

Attention: Mary Horger

Subject: Hot Water Heater Rental

Dear Mrs. Mary:

Our Proposal to Include:

Rental Boiler

1. Provide a Temporary Hot Water Boiler for temporary hot water use for one month.
2. Boiler: 2,000,000 BTU/hr Natural Gas fired
3. Start-up and delivery will be billed at our standard T & M rates
4. 50 Feet of Hot water hose and Natural gas hose are included
5. Dispose of any work related debris and leave area broom clean.

Lump Sum Price:.....\$3,500/month

REQUIREMENTS (Each Unit)

Electrical: 120V/1Ph/60Hz (23 FLA)
Natural Gas: 3.5" WC – 14" WC @ 2,000 CFH
Weight (Dry): 1,543 Lbs.

Option 2. Extend Rental Boiler Usage per Month

1. Operate current rental boiler for an additional month.
2. Partial rental rates are not an option. Additional rental rates are for one month minimum.

Lump Sum Price:.....\$3,500.00 per additional month

Authorized ASME Boiler & Pressure Vessel Code fabrication facility holding National Board Repair Stamp
CA State Lic #320288 (C-4,C-20) • NV State Lic #0043883 (C-1) • AZ State Lic #124667 (L-7)



Thank you for giving me this opportunity to quote you on this job. If you have any questions, please contact me at any time.

Sincerely,
Pete Ellery
Pete Ellery
Project Manager

Customer Acceptance

Company Name: _____

Name of Authorized Individual: _____

Signature: _____

Billing Address: _____

Amount: _____

Purchase Order: _____

Date: _____

Thank You for your Business!!

Terms, Conditions, & Exclusions:

1. This proposal is valid for 30 days, unless otherwise specified.
2. This proposal is contingent upon approval of the customer's credit.
3. The proposal does not include any engineering, design, structural or seismic calculations or drawings unless specifically identified in the scope of work.



4. This proposal assumes that existing valves necessary to isolate the equipment to enable us to perform our work are in good working order. Any demobilization/remobilization costs resulting from failure of customer's valves to allow proper isolation will be charged to the customer.
5. We do not assume responsibility or give any warranty for equipment which is not of our own manufacturer, except to extend to customer any express warranty of the original equipment manufacturer, which may be so extended.
6. We warrant that our work shall be performed in a good and workmanlike manner, shall be of good quality, and free from faults and defects. The term of our warranty is one year from the date of substantial completion of the work.
7. This proposal is based upon our standard general liability insurance limit of \$1,000,000. Additional insurance is available and can be priced upon request.
8. We exclude all permits except those specifically identified in the scope of work.
9. We shall have no obligation to perform any work that would require the handling of or exposure to hazardous materials, including but not limited to asbestos and lead paint. We will require a copy of the asbestos and lead paint survey prior to starting the work. Any demobilization/remobilization costs resulting from discovery of hazardous materials will be charged to the customer.
10. This proposal assumes straight time, normal weekdays, Monday through Friday, between the hours of 7:00AM and 3:30 PM, unless otherwise specified.
11. This proposal assumes that temporary power and water will be provided by others.
12. The payment schedule shall be monthly in an amount equal to the value of the work completed to date, including equipment and materials stored on site. A schedule of values will be submitted upon acceptance of this proposal quantifying major milestones of the project and the values of each such milestone.
13. Payment terms are net 30 days on all invoices unless otherwise agreed to. We reserve the right to suspend or terminate any further work in the event payment is not made when due.
14. We reserve the right to take action to collect any invoice which is not paid when due. Any costs incurred in the collection of past due amounts including, but not limited to, attorney fees and expenses, shall be paid by the Customer. We also assess a late payment SERVICE CHARGE of 1.5% on the day following the due date and monthly thereafter against all amounts remaining unpaid on each such date.
15. The price as specified includes all taxes unless otherwise stated in the proposal.
16. Customer to provide parking for two (2) utility trucks during duration of project.
17. Work will be scheduled upon receiving this proposal signed by an authorized representative from your company or property owner. If it is the policy of your organization to issue work order numbers, purchase orders, or contracts then please proceed with this paperwork such that this work can be scheduled.
- 18. Any dispute, claim or controversy arising out of or relating to this work or the breach, termination, enforcement, interpretation or validity thereof, including the determination of the scope or applicability of this agreement to arbitrate, shall be determined by binding arbitration in San Mateo County, California, before one arbitrator. The arbitration shall be administered by the Judicial Arbitration and Mediation Service (JAMS) pursuant to its Streamlined Arbitration Rules and Procedures. Judgment on the arbitration award may be entered in any court having jurisdiction. The arbitrator shall, in the arbitration award, allocate all or part of the costs of the arbitration, including the fees of the arbitrator and the reasonable attorneys' fees of the prevailing party. This clause shall not preclude parties from seeking provisional remedies in aid of arbitration from a court of appropriate jurisdiction.**



BAY CITY BOILER & ENGINEERING CO., INC.

23312 Cabot Blvd. • Hayward, CA 94545
Phone • (510) 786-3711 • Fax (510) 786-3716

Repairs • Service • Installation • New Construction • Sales • 24 Hour Service

Date : February 1, 2017

Attn: Mary Horger

**City of Ukiah WWTP
Ukiah, CA**

Subject: Rental Boiler

We are pleased to submit our proposal to provide and perform the following:

Installation & Removal

- 1. Mobilize and set up equipment.**
- 2. Offload rental boiler and temporary hoses.**
- 3. Set rental boiler on side walk next to the boiler room door for hook up.**
- 4. Isolate and disconnect the existing boiler's water inlet and outlet to the boiler.**
- 5. Complete piping to allow for required primary/secondary piping arrangement.**
- 6. Make hose connections from system to rental boiler.**
- 7. Disconnect existing natural gas line and connect to the rental boiler.**
- 8. Complete electrical connections to rental boiler.**
- 9. Start up and make adjustments.**
- 10. After rental usage is completed we will disconnect and remove the rental boiler.**
- 11. Clean up and break down equipment.**

We estimate this work to take approximately 2 to 3 days to install and 1 day to disconnect.

This quote does not cover the following:

- Permits State, City, Local and Air Quality Board**
- Engineering, Seismic Calculations, Drawing and Inspections are not covered in this quote.**
- Any Electrical upgrades to existing systems**
- Any removal of asbestos is not covered in this quote.**
- This quote is quoted on straight time basis, any overtime or premium time necessary to accomplish work will be quote separately upon request.**

Project to be billed on a time and material basis, not to exceed: \$19,425.00

F.O.B. Point : Hayward, Ca

Authorized A.S.M.E. Boiler & Pressure Vessel Code fabrication facility holding National Board Repair Stamp

CA State Lic # 320288 (C-4)

24 HOUR SERVICE

Bay City Boiler & Engineering Co., Inc.
23312 Cabot Blvd.
Hayward, California 94545
Telephone (510) 786-3711 ~ Fax (510) 786-3716

Page 2

This proposal is based on the following Qualifications, Terms & Conditions.

1. This proposal is valid for 30 days, unless otherwise specified.
2. This proposal is contingent upon approval of the customer's credit.
3. The proposal does not include any engineering, design, structural or seismic calculations unless specifically identified in the scope of work.
4. This proposal assumes that existing valves necessary to isolate the equipment to enable us to perform our work are in good working order. Any demobilization/remobilization costs resulting from failure of customer's valves to allow proper isolation will be charged to the customer.
5. We do not assume responsibility or give any warranty for equipment which is not of our own manufacturer, except to extend to customer any express warranty of the original equipment manufacturer, which may be so extended.
6. We warrant that our work shall be performed in a good and workmanlike manner, shall be of good quality, and free from faults and defects. The term of our warranty is one year from the date of substantial completion of the work.
7. This proposal is based upon our standard general liability insurance limit of \$1,000,000. Additional insurance is available and can be priced upon request.
8. We exclude all permits except those specifically identified in the scope of work.
9. We shall have no obligation to perform any work that would require the handling of or exposure to hazardous materials, including but not limited to asbestos and lead paint. We will require a copy of the asbestos and lead paint survey prior to starting the work.
10. This proposal assumes straight time, normal weekdays, Monday through Friday, between the hours of 7:00AM and 3:30 PM, unless otherwise specified.
11. This proposal assumes that temporary power and water will be provided by others.
12. The payment schedule shall be monthly in an amount equal to the value of the work completed to date, including equipment and materials stored on site. A schedule of values will be submitted upon acceptance of this proposal quantifying major milestones of the project and the values of each such milestone.
13. Payment terms are net 30 days on all invoices unless otherwise agreed to. We reserve the right to suspend or terminate any further work in the event payment is not made when due.
14. We reserve the right to take action to collect any invoice which is not paid when due. Any costs incurred in the collection of past due amounts including, but not limited to, attorney fees and expenses, shall be paid by the Customer. We also assess a late payment SERVICE CHARGE of 1.5% on the day following the due date and monthly thereafter against all amounts remaining unpaid on each such date.
15. Consequential Damage Waiver – In no event shall Bay City Boiler and Engineering Company, Inc. be liable to you or any person, corporation or other type of legal entity for any special, direct, indirect, incidental, liquidated or consequential damage of any kind, including but not limited to, loss of product, loss of time, loss of use, loss of production, loss of savings or revenues, cost of replacement goods, labor cost or other charges in connection with product use or malfunction, the repair or replacement of

Authorized A.S.M.E. Boiler & Pressure Vessel Code fabrication facility holding National Board Repair Stamp
CA State Lic # 320288 (C-4)

24 HOUR SERVICE

Bay City Boiler & Engineering Co., Inc.
23312 Cabot Blvd.
Hayward, California 94545
Telephone (510) 786-3711 ~ Fax (510) 786-3716

Page 3

defective parts whether such claims are alleged in strict liability, negligence, tort, contract or otherwise and even if Bay City Boiler & Engineering Company, Inc. is informed in advance of the possibility of such damages.

16. The price as specified includes all taxes unless otherwise stated in the proposal.

Sincerely,

Pete Ellery

Pete Ellery
(Project Manager)

Contract Accepted By

Date

Please Print Name Here

Contract P. O. #

(Send copy of purchase order)


Rite ENGINEERING & MANUFACTURING CORPORATION

5832 Garfield Avenue Commerce, California 90040

 Phone (562) 862-2135 • Fax (562) 861-9821 • www.riteboiler.com

February 9, 2017

To: Mary Horger via e-mail: Mary Horger <mhorger@cityofukiah.com>

Hi Mary:

Per your request and our discussions, we are pleased to offer the following:

(2) Rite indoor A180WGG 43 Horsepower 125 PSI Hot Water Boilers with (2) probe low water cut-offs and relief valve set @ 125 PSI. With Powerflame CR2-GG-15 6-14" water column supply natural gas pressure and 8.5" *minimum digester gas pressure. With 1/2** HP blower motor, 460/60/3 motor with stepdown transformer for controls, CSD-1, Cal Code, full modulation firing. See first attachment regarding burner specifications. The burner can't be UL Listed because of the digester gas but it will be built to UL standards. The probe low water cut-off will be at the back of the boiler so they will not interfere with the supply water pipe as they currently do now. With ceramic fiber combustion chamber with firebox access door***, hinged headplates, draft gauge and 18" barometric damper shipped loose. The Digester gas train will be standard aluminum body and brass valves, but the pipe nipples and fittings will be schedule 40 and 150 PSI rated 316 stainless steel. The boilers will include manual push-pull soot scrapers installed to help keep the heat exchanger fire side free of siloxaine and other deposits.

We will install inches of water column gas pressure gauges before and after the natural gas main pressure regulator on each boiler, as well as the same make gauges on the digester train. The gauges will include test valves so you can turn off the pressure to the gauges when not testing. Test valves will prolong the life of the gas pressure gauges - especially if used on the digester side.

Your cost net FOB Commerce, CA: \$45,325 X 2 = \$90,650. These boilers will have the same vent and water connection sizes and locations as the original 1995 boilers. The new boilers will have ceramic fiber combustion chambers in lieu of refractory combustion chamber.

*The original Gordon Piatt burner was good for 6" water column digester gas pressure. The Powerflame burner is asking for minimum 8.5" digester gas pressure. Quote is based on minimum 8.5" pressure. Please let me know what the digester gas pressure supply to the inlet of the burner is - if it is less than 8.5" or more than 14" when firing or off please advise and I will re-quote. Note: I am still working with PowerFlame on the question of how low the supply digester gas pressure can go. According to Andrew Luke in a previous e-mail, he did not think the minimum 8.5" supply pressure was a big concern at the moment.

**The original Gordon Piatt burner had a 1 HP blower motor 460/60/3. The Powerflame will have a 1/2 HP blower motor 460/60/3. At most this will necessitate a change in the circuit breaker setting and probably not even that.

***This feature was not on the 1995 boilers. This feature will allow manway access into the combustion chamber without having to open the burner door. See last two attachments of what this looks like.

The original boilers were provided with standard right hand gas train and controls. We can supply one boiler left hand and one right hand in order to provide free space between the two boilers if that would be an improvement. We can also provide the firebox access doors on either side of the boiler although generally they are put on the side opposite the gas train and controls so they are not blocked off by the fuel piping. See attachments. There is no extra charge for this option.

Quote good for 60 days. Current lead time 8-10 weeks. Freight to Ukiah, CA: \$1485. Price does not include tax, installation or start-up. Let me know if you have any questions. Thanks!

Best Regards,

Jack Coe
President



125 PSI Hot Water Boilers Power Burner Fired

PRODUCT DESCRIPTION

Rite Power Burner Fired Watertube Boilers are found at the heart of better engineered closed-loop heating systems all over North America. From conventional space heating to low temperature return systems to industrial process loads, Rite offers 47 basic models, ranging from 480 – 12,499 MBH input (11 – 300 Boiler Horsepower). These heavy duty, long lasting boilers have been providing heat to schools, commercial buildings, airports, dairies and the automotive industry (to name a few) – **Safe-ly and reliably for nearly fifty years.**

So simple to maintain and operate, Rite Boilers feature **complete waterside access** so that virtually all scale and mud deposits can be seen and mechanically cleaned during a single scheduled maintenance shutdown. The result – **Better fuel efficiency and lower operating cost over the life of your boiler investment.** Consider a few of our other standard features: Floating heads that eliminate pressure vessel cracks and broken welds caused by thermal stress cycling (backed by **Rite's 25 year Thermal Shock Warranty**), Top supply and return water connections, Rugged Heat Exchangers with minimal pressure drop at normal flow rates can also handle the boiler firing under no flow conditions, Rite's bolted/gasketed headplates that virtually eliminate any possibility of hydraulic explosion in the event that safety devices fail – and you have a better boiler by design.

RITE POWER BURNER FEATURES

Rite Power Burner Fired Low Pressure Water Boilers must be specified when Low NOx emissions are required or fuels other than natural gas will be used. While Power Burners are more expensive and use more electrical power than atmospheric, they do have one advantage: by controlling the amount of air they use for combustion, Power Burners achieve higher combustion efficiencies than atmospheric – especially at less than full fire rate.

RITE POWER BURNER FIRED BOILERS vs. "FORCED DRAFT BOILERS"

Both use Power Burners to combust the fuel, but the similarities end there. Forced draft boilers require larger fan motors to "push" the products of combustion out a sealed combustion chamber and into a positive pressure stack. Should a leak develop in the combustion chamber or stack of a forced draft boiler – potentially toxic flue gasses could escape into the boiler room.

Rite Power Burner Fired Boilers use smaller fan motors to combust the fuel only. All Rite Boilers are designed to operate with negative pressure combustion chambers and stacks, which means flue gasses are **safely** under negative draft conditions from the time the fuel is burned until they exit the stack.





125 PSI Water Heating Boilers

Models & Ratings / Power Burner Fired

STACK / DRAFT REQUIREMENTS

- UL listed for use with Type B Vent when power burner is for natural or L.P. gas fired only.
- Type 304 stainless steel lined stack is required when equipped with #2 oil or combination gas & #2 oil burner.
- Minimum stack height for natural or L.P. gas fired burners is 10 feet.
- Minimum height for #2 oil or combination gas & #2 oil fired boilers is 15 ft.
- The stack should be supported independently of the boiler and an adjustable length section of stack should be installed after the barometric damper to allow for future separation. All Rite Boilers have internal stack supports to handle the weight of the stack during installation.
- Power Burner fired boilers are supplied with barometric damper (shipped loose) and a draft gauge (installed) to help set and maintain a draft between -.05" to -.09" W.C. for all fuels and firing rates.

AIR REQUIREMENTS

Adequate Combustion/Ventilation Air is vital for safe, efficient operation. Refer to the latest edition of the Uniform Mechanical Code or consult your local Building and Safety Department for specific requirements.

Warning: Do not install in a room that will develop negative pressure without utilizing a properly sized induced draft fan.

ELECTRICAL REQUIREMENTS

- A single point 1 or 3 phase supply is required to the burner panel. See separate Burner Price Lists for standard electrical power requirements.

NATURAL GAS SUPPLY REQUIREMENTS

- See Burner Data Sheets.

#2 OIL SUPPLY REQUIREMENT

- Supply to oil pump: minimum gravity flow to maximum 3 psi.

WATER TEMPERATURES & PRESSURE DROPS

- Minimum return water temperature is 135° F (after start-up). Lower temperature return factory options available.
- Maximum practical supply water temperature is 235° F. Higher temperature/pressure Rite Boilers are available (Section I Boilers).
- Pressure drop for all models is less than 3 feet of total head.

ELEVATION DERATION

Ratings given below are for elevations up to 2000 feet. Ratings should be reduced at the rate of 4% for every 1000 feet above 2000 feet.

B.T.U. FORMULA

- BTU Output @ 0-2000' elevation = 60 x 8.3 x T x G.P.M.

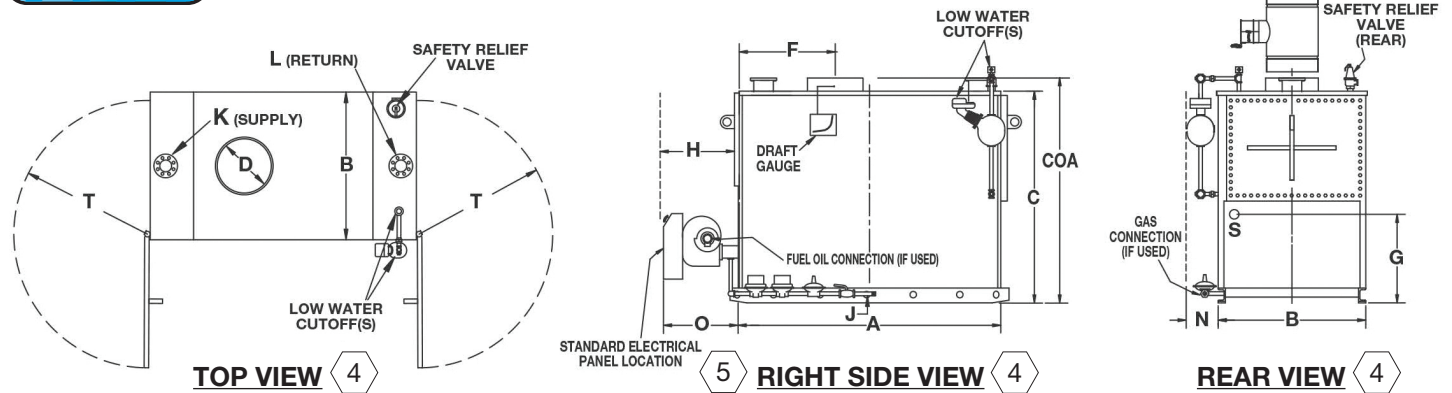
BOILER MODEL	Input MBH	Nominal Output		E.D.R.	Heating Surface Sq. Ft.	Water Content Gallons	G.P.M. 20° F Rise	G.P.H. 100° F Rise	Nominal Shipping Weight (lbs)
		MBH	Boiler Horsepower						
48 W *	480	384	11	2400	49	21	38	465	900
55 W *	550	440	13	2750	56	23	44	535	1000
63 W *	630	506	15	3162	63	24	51	615	1100
76 W *	760	608	18	3800	75	27	61	740	1300
85 W *	850	680	20	4250	88	40	69	930	2100
90 W *	900	720	21	4500	88	40	72	875	2100
105 W *	1050	840	25	5250	101	43	84	1015	2250
120 W *	1200	960	28	6000	115	47	97	1165	2400
135 W *	1350	1080	32	6750	131	50	110	1315	2550
150 W *	1500	1200	35	7500	145	54	120	1460	2700
165 W *	1650	1320	39	8250	159	57	135	1600	2850
180 W *	1800	1440	43	9000	174	61	145	1750	3000
200 W *	2000	1600	47	10000	192	66	160	1950	3250
A150 W *	1500	1200	35	7500	160	71	120	1460	2700
A165 W *	1650	1320	39	8250	168	75	135	1600	2950
A180 W *	1800	1440	43	9000	190	79	145	1750	3275
A200 W *	2000	1600	47	10000	205	83	160	1950	3525
225 W *	2250	1800	53	11250	230	89	180	2190	3775
250 W *	2500	2000	59	12500	252	94	200	2430	4100
275 W *	2750	2200	65	13750	273	100	220	2670	4425
300 W *	3000	2400	71	15000	295	105	240	2920	4750
325 W *	3250	2600	77	16250	318	111	265	3160	5075
350 W *	3500	2800	83	17500	340	116	285	3400	5400
375 W *	3750	3000	89	18750	362	122	305	3650	5725
400 W *	4000	3200	95	20000	383	127	325	3900	6600
425 W *	4250	3400	101	21250	405	133	345	4140	7000
450 W *	4500	3600	107	22500	428	139	365	4380	7350
475 W *	4750	3800	113	23750	450	145	385	4630	7700
500 W *	5000	4000	119	25000	473	151	405	4870	8100
550 W *	5500	4400	131	27500	526	190	445	5370	8800
600 W *	6000	4800	143	30000	574	213	485	5850	9500
A650 W *	6500	5200	155	32500	622	240	520	6250	10300
A700 W *	7000	5600	167	35000	670	255	560	6720	11000
A750 W *	7500	6000	180	37500	722	270	600	7200	11700
A400 W *	4000	3200	95	20000	390	160	325	3900	6800
A450 W *	4500	3600	107	22500	440	180	365	4380	7400
A500 W *	5000	4000	119	25000	486	195	405	4870	8000
A550 W *	5500	4400	131	27500	535	215	445	5370	8500
A600 W *	6000	4800	143	30000	584	235	485	5850	9000
650 W *	6500	5200	155	32500	632	250	520	6250	9600
700 W *	7000	5600	167	35000	680	275	560	6720	10100
750 W *	7500	6000	180	37500	730	290	600	7200	10700
840 W *	8400	6700	200	41875	800	320	650	7800	15500
940 W *	9400	7500	225	46875	900	345	770	9270	16250
1050 W *	10500	8400	250	52500	1000	370	810	9740	17000
1150 W *	11500	9200	275	57500	1100	395	925	11000	17750
1250 W *	12499	9999	300	62494	1200	420	1005	12100	18500

* Add **G** for natural gas or propane, **O** for #2 oil or **GO** for combination gas & #2 oil.

Rev. 2/2014



125 PSI Water Heating Boilers Models & Dimensions / Power Burner Fired



• **DIMENSIONS ARE IN INCHES - SUBJECT TO PRODUCTION TOLERANCES AND CHANGE WITHOUT NOTICE. CERTIFIED DIMENSIONS AVAILABLE UPON REQUEST.**

• **BOILERS APPROVED FOR INSTALLATION ON NON-COMBUSTIBLE FLOORS ONLY.**

- ① Barometric Dampers will be shipped one size smaller than **D** dimension for stacks up to 25 feet of vertical height (as shown below in column **E**), full size (same as **D** dimension) for stacks 25 to 50 feet tall and one size larger for stacks over 50 feet tall. Barometric Damper Tee by others.
- ② May vary - sizes shown are for UL gas trains at standard supply pressures. Gas connections can be male or female NPT. All other threaded connections are female NPT, except where noted.
- ③ Flanges are ANSI 150 lb SA-105 flat face.
- ④ Standard right hand construction shown illustrated above. Left hand construction available at no extra charge.
- ⑤ Models 48-375 have **hinged burner doors** - **Do Not** stub electrical conduit up in front of door or run rigid conduit direct to the panel as this will prevent access to the combustion chamber.

BOILER MODEL	A Length Jacket	B Width Jacket	C Height Flush	COA Height Overall	D Stack Dia.	E ① Draft Control	F Stack Conn.	G	H Tube Maint.	J ② Gas Conn.	K ③ Water Supply	L ③ Water Return	N Side Space	O Power Burner	S Drain	T Head Swing
48 W *	40	33	54	58	10	9 BARO	15	32	40	3/4	2 MNPT	2 MNPT	10	26	1	20
55 W *	45	33	54	58	10	9 BARO	16	32	45	1	2 MNPT	2 MNPT	10	26	1	20
63 W *	50	33	54	58	10	9 BARO	18	32	50	1	2 MNPT	2 MNPT	10	26	1	20
76 W *	58	33	54	58	12	10 BARO	20	32	58	1	2 MNPT	2 MNPT	10	26	1	20
85 W *	46	39	68	72	12	10 BARO	18	39	46	1	3 FL	3 FL	12	26	1 1/4	26
90 W *	46	39	68	72	12	10 BARO	18	39	46	1	3 FL	3 FL	12	26	1 1/4	26
105 W *	52	39	68	72	12	10 BARO	20	39	52	1	3 FL	3 FL	12	26	1 1/4	26
120 W *	58	39	68	72	14	12 BARO	22	39	58	1 1/4	3 FL	3 FL	12	31	1 1/4	26
135 W *	64	39	68	72	14	12 BARO	24	39	64	1 1/4	3 FL	3 FL	12	31	1 1/4	26
150 W *	70	39	68	72	16	14 BARO	26	39	70	1 1/4	3 FL	3 FL	12	31	1 1/4	26
165 W *	76	39	68	72	16	14 BARO	28	39	76	1 1/4	3 FL	3 FL	12	31	1 1/4	26
180 W *	82	39	68	72	16	14 BARO	30	39	82	1 1/4	3 FL	3 FL	12	31	1 1/4	26
200 W *	90	39	68	72	18	16 BARO	33	39	90	1 1/2	3 FL	3 FL	12	31	1 1/4	26
A150 W *	55	46	72	76	16	14 BARO	20	40	55	1 1/4	4 FL	4 FL	14	31	1 1/2	34
A165 W *	59	46	72	76	16	14 BARO	21	40	59	1 1/2	4 FL	4 FL	14	31	1 1/2	34
A180 W *	65	46	72	76	16	14 BARO	22	40	65	1 1/2	4 FL	4 FL	14	31	1 1/2	34
A200 W *	69	46	72	76	18	16 BARO	23	40	69	1 1/2	4 FL	4 FL	14	31	1 1/2	34
225 W *	73	46	72	76	18	16 BARO	25	40	73	1 1/2	4 FL	4 FL	16	31	1 1/2	34
250 W *	79	46	72	76	20	18 BARO	27	40	79	2	4 FL	4 FL	16	35	1 1/2	34
275 W *	85	46	72	76	20	18 BARO	29	40	85	2	4 FL	4 FL	16	35	1 1/2	34
300 W *	91	46	72	76	20	18 BARO	31	40	91	2	4 FL	4 FL	16	35	1 1/2	34
325 W *	97	46	72	76	22	20 BARO	33	40	97	2	4 FL	4 FL	16	35	1 1/2	34
350 W *	103	46	72	76	22	20 BARO	35	40	103	2	4 FL	4 FL	16	35	1 1/2	34
375 W *	109	46	72	76	22	20 BARO	35	40	109	2	4 FL	4 FL	16	35	1 1/2	34
400 W *	82	57	83	87	24	20 BARO	28	46	82	2	4 FL	4 FL	16	35	2	44
425 W *	87	57	83	87	24	20 BARO	28	46	87	2	4 FL	4 FL	16	35	2	44
450 W *	91	57	83	87	26	24 BARO	31	46	91	2	4 FL	4 FL	16	35	2	44
475 W *	95	57	83	87	26	24 BARO	31	46	95	2	4 FL	4 FL	16	35	2	44
500 W *	100	57	83	87	26	24 BARO	34	46	100	2	4 FL	4 FL	16	35	2	44
550 W *	109	57	83	87	28	24 BARO	37	46	109	2 1/2	4 FL	4 FL	16	35	2	44
600 W *	118	57	83	87	28	24 BARO	40	46	118	2 1/2	4 FL	4 FL	16	35	2	44
A650 W *	129	57	83	87	28	24 BARO	45	46	129	2 1/2	5 FL	5 FL	16	35	2	44
A700 W *	138	57	83	87	28	24 BARO	48	46	138	2 1/2	5 FL	5 FL	16	35	2	44
A750 W *	147	57	83	87	30	28 BARO	51	46	147	2 1/2	5 FL	5 FL	16	35	2	44
A400 W *	79	67	83	87	22	20 BARO	29	46	79	2	4 FL	4 FL	16	35	2	56
A450 W *	87	67	83	87	24	20 BARO	32	46	87	2	4 FL	4 FL	16	35	2	56
A500 W *	95	67	83	87	26	24 BARO	34	46	95	2	4 FL	4 FL	16	35	2	56
A550 W *	102	67	83	87	26	24 BARO	37	46	102	2 1/2	4 FL	4 FL	16	35	2	56
A600 W *	109	67	83	87	28	24 BARO	39	46	109	2 1/2	4 FL	4 FL	16	35	2	56
650 W *	117	67	83	87	28	24 BARO	42	46	117	2 1/2	5 FL	5 FL	16	35	2	56
700 W *	124	67	83	87	28	24 BARO	44	46	124	2 1/2	5 FL	5 FL	16	35	2	56
750 W *	132	67	83	87	30	28 BARO	47	46	132	2 1/2	5 FL	5 FL	16	35	2	56
840 W *	116	82	91	95	30	28 BARO	43	54	116	2 1/2	6 FL	6 FL	18	42	2	69
940 W *	128	82	91	95	32	28 BARO	47	54	128	2 1/2	6 FL	6 FL	18	42	2	69
1050 W *	140	82	91	95	34	28 BARO	51	54	140	2 1/2	6 FL	6 FL	18	42	2	69
1150 W *	152	82	91	95	36	28 BARO	55	54	152	2 1/2	6 FL	6 FL	18	42	2	69
1250 W *	164	82	91	95	36	28 BARO	59	54	164	2 1/2	6 FL	6 FL	18	42	2	69

* Add **G** for natural gas or propane, **O** for #2 oil or **GO** for combination gas & #2 oil.

Rev. 2/2014



ITEM NO.: 13c

MEETING DATE: February 15, 2017

AGENDA SUMMARY REPORT**SUBJECT: CONSIDERATION AND POSSIBLE APPROVAL OF DEBT MANAGEMENT POLICY**

Summary: SB 1029 requires state and local government debt issuers to report information regarding proposed and outstanding debt to the California Debt and Investment Advisory Commission. Council will therefore consider the proposed Debt Management Policy.

Background: Existing law requires issuers of public debt to provide information to the California Debt and Investment Advisory Commission (CDIAC) at the time the debt is proposed and at the time the debt is sold. Specifically, Government Code (GC) section 8855(i) requires issuers to report to CDIAC no later than 30 days prior to the sale of debt or their intent to issue debt. GC section 8855(i) also requires issuers to report on the final sale of a debt no later than 21 days after the sale.

On September 12, 2016, Governor Brown signed SB 1029 that amends GC 1029 section 8855 to place additional reporting obligations on issuers of public debt in California. As amended, GC section 8855(h)(3) will require CDIAC to "Collect, maintain, and provide comprehensive information on all state and all local debt authorization and issuance, track and report on all state and local outstanding debt until fully repaid or redeemed, and serve as a statistical clearinghouse for all state and local debt authorization and issuance, track and report on all state and local outstanding debt until fully repaid or redeemed, and serve as a statistical clearinghouse for all state and local debt".

Discussion: Amend Debt Management policies for the City of Ukiah to be compliant with new regulations. Staff is working on the final details of the policy. Council will be presented with a final copy highlighting the major points of the updated Debt Management Policy.

FISCAL IMPACT:

Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required
N/A	N/A	N/A	Yes ☐ No ☒

RECOMMENDED ACTION(S): Approve the Debt Management Policy.**ALTERNATIVES:** N/A

Citizens advised: N/A
Requested by: Sage Sangiacomo, City Manager
Prepared by: Daphne Harris, Management Analyst – Finance Department
Coordinated with: Dan Buffalo, Finance Director
Presenter: Dan Buffalo, Finance Director
Attachment: 1. Debt Management Policy (Attachment will be forthcoming)

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