

**CITY OF UKIAH
CITY COUNCIL AGENDA
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
March 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 27, 2017, a Special Meeting.
- b. Minutes of March 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 February 2017.
- b. Annual Review of the Mobilehome Park Rent Stabilization Fees per Resolution 2012-17 and Approval to Waive Fees for 2017 Billing Cycle.
- c. Authorize the City Manager to Execute Annual Renewal Agreement with Liebert Cassidy Whitmore (LCW) for Legal Services as Needed, Notification of Exceeding \$20,000, and Approve Corresponding Budget Amendment.
- d. Request Approval of Adjustment to Principal Planner and Building Official Salary Range and Change Title of Principal Planner to Planning Manager.

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. Status Report of New Courthouse Project and Consideration of Memorandum of Understanding with North Coast Railroad Authority (NCRA) Regarding Future Improvements to the Rail Crossing at Clay Street.

13. NEW BUSINESS

- a. Consideration and Possible Nomination to the City Selection Committee for an Alternate Cities Representative for LAFCo.
- b. Presentation, Discussion and Consideration of Implications of AB 2299, SB 1069, and AB 2406 for City's Existing Second Unit Ordinance.
- c. Authorize the City Manager to Negotiate and Execute an Emergency Management Mutual Aid Memorandum of Agreement Between the City of Ukiah and the City of Lakeport.
- d. Discussion and Consideration of the Funding Allocation Agreement Between the County of Mendocino and the City of Ukiah Fire Department for a Portion of the County's Proposition 172 Funds.

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: *Howard Jarvis Taxpayers Assn., et al. v. City of Ukiah, Mendocino County Superior Court, Case No. SCUK-CVG-17-68588 (Measure Y and Z)*

e. 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 March, 2017.

Kristine Lawler, City Clerk



ITEM NO.: 3a

MEETING DATE: March 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 that the

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

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.

At the February 15, 2017, City Council meeting, the City Attorney reported that a date (May 11th) had been finalized for the first session of mediation. In addition, the City had 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 Manager also reported 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.

At the March 1, 2017, City Council Meeting, the City Manager reported that the District remains nonresponsive to the requests for a joint meeting on the Fiscal Year 16/17 budget and recycled water project.

Discussion: The impacts of the District's litigation continues to negatively impact the ratepayers, system operations, and the community. At the March 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).

District Manager McMichael has responded to the City's request for a meeting to prepare the bid package to rebid the installation of the barscreen at the Wastewater Treatment Plant as previously directed by the City Council and District Board. District and City staff are scheduled to meet on March 15th.

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.

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 OF UKIAH
CITY COUNCIL MINUTES
Special Meeting – Workshop
Ukiah Valley Conference Center
200 S. School Street
Ukiah, CA 95482
February 27, 2017
9:00 a.m.**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Ukiah City Council met at a Special Meeting on February 27, 2017, having been legally noticed on February 23, 2017. Mayor Brown called the meeting to order at 9:06 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; Shannon Riley, Senior Management Analyst; Scott Shaver, I.T. Administrator; Tami Bartolomei, Community Service Administrator; Tim Eriksen, Director of Public Works (*departing at 4:16 p.m.*); Mel Grandi, Electric Utility Director (*arriving at 9:45 a.m.*); Kirk Thomsen, Interim Fire Chief; Kevin Thompson, Interim Director of Planning; Leigh Halvorsen, Senior Accountant; Sheri Mannion, Human Resources and Risk Management Director; Chris Dewey, Police Chief (*departing at 12:36 p.m.*); Sean White, Director of Water/Sewer Utilities (*departing at 4:16 p.m.*); Greg Owen, Airport Manager; Daphne Harris, Management Analyst - Finance; Dan Buffalo, Director of Finance; and Ashley Cocco, Deputy City Clerk.

MAYOR BROWN PRESIDING.

2. NEW BUSINESS

a. Discussion and Consideration of the Fiscal Year 2017-18 Budget Kick-off and 2016-17 Mid-Year Review – Finance.

Public Comment: Linda Sanders, Mark Hilliker, Susan Knopf, and Susan Sher.

Council received the following presentations:

Opening Remarks: 2016-17 Mid-Year Review, City-Wide Mid-Year Review, Cost Allocation Plan Review, CIP Review

Presenters: Sage Sangiacomo, City Manager and Dan Buffalo, Director of Finance.

Update on 2016-17 Goals and Objectives

Presenter: Dan Buffalo, Director of Finance.

RECESS 10:39 TO 10:51 A.M.

City Council, City Clerk, City Manager's Office

Presenter: Sage Sangiacomo, City Manager.

Information Technology

Presenter: Scott Shaver, I.T. Administrator.

Finance

Presenters: Dan Buffalo, Director of Finance; Lori Martin, Billing and Customer Service Manager; Leigh Halvorsen, Senior Accountant; and Mary Horger, Procurement Manager.

City Attorney

Presenters: Leigh Halvorsen, Senior Accountant and Sage Sangiacomo, City Manager.

City Treasurer

Presenter: Dan Buffalo, Director of Finance.

Human Resources/Risk Management

Presenter: Sheri Mannion, Human Resources/Risk Management Director.

Economic Development

Presenters: Shannon Riley, Senior Management Analyst and Sage Sangiacomo, City Manager.

Community Outreach/Public Info

Presenter: Sage Sangiacomo, City Manager.

Police

Presenter: Chris Dewey, Police Chief.

Fire

Presenter: Kirk Thomsen, Interim Fire Chief.

RECESS 12:36 TO 1:06 P.M.

Community Services

Presenters: Tami Bartolomei, Community Services Administrator; Jake Burgess, Recreation Supervisor; Jarrod Meyers, Parks Supervisor; Kerry Randall, Facilities Administrator; and Martin Bradley, Community Service Assistant.

Community Development

Presenters: Kevin Thompson, Interim Planning and Community Development Director and David Willoughby, Building Official.

Public Works

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

Airport

Presenter: Greg Owen, Airport Manager.

Electric Utility Department

Presenter: Mel Grandi, Electric Utility Director.

Visit Ukiah

Presenter: Shannon Riley, Senior Management Analyst.

RECESS 2:41 TO 2:56 P.M.

Budget Development Best Practices and Financial Policy Ad Hoc Report

Presenter: Dan Buffalo, Finance Director.

Department Priorities, Goals, and Objectives for Fiscal Year 2017-18

City Council, City Clerk, City Manager

Presenter: Sage Sangiacomo, City Manager.

Finance – Utility Billing, Purchasing, Accounting

Presenters: Dan Buffalo, Finance Director and Lori Martin, Billing and Customer Service Manager; and Mary Horger, Procurement Manager.

Human Resources/Risk Management

Presenter: Sheri Mannion, Human Resources/Risk Management Director.

Economic Development

Presenter: Shannon Riley, Senior Management Analyst.

Visit Ukiah

Presenter: Shannon Riley, Senior Management Analyst.

Successor Agency

Presenter: Sage Sangiacomo, City Manager.

Police – Dispatch, and Parking Enforcement

Presenter: Sage Sangiacomo, City Manager.

Fire

Presenter: Kirk Thomsen, Interim Fire Chief.

Community Services – Parks, Aquatics, Golf, Building Maintenance, Conference Center, Museum, Recreation, Alex Rorabaugh Recreation Center

Presenter: Tami Bartolomei, Community Services Supervisor.

Information Technology

Presenter: Scott Shaver, I.T. Administrator.

Community Planning

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

Building Inspection

Presenter: David Willoughby, Building Official.

Public Works – Garage, Traffic Signals, Engineering, Streets, Corporation Yard, Water, Wastewater, Landfill, Recycled Water, Transfer Station

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

Airport

Presenter: Greg Owen, Airport Manager.

Electric Distribution, Public Benefits

Presenter: Mel Grandi, Electric Utility Director.

CIP Planning

Presenter: Dan Buffalo, Finance Director.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 4:22 p.m.

Ashley Cocco, Deputy City Clerk

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

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

Ukiah City Council met at a Regular Meeting on March 1, 2017, having been legally noticed on February 24, 2017. Mayor Brown called the meeting to order at 6:00 p.m. Roll was taken with the following **Councilmembers Present:** Stephen G. Scalmanini, Councilmember Crane, Maureen Mulheren, Kevin Doble, and Jim O. Brown. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Ashley Cocco, Deputy City Clerk.

MAYOR BROWN PRESIDING.

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Proclamation of the Ukiah City Council Recognizing March as Women's History Month – City Clerk.

Presenter: Mayor Jim O. Brown.

Public Comment: Katarzyna Rolzinski.

Katarzyna Rolzinski received the Proclamation.

b. 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.

Presentation was received.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

a. Minutes of February 15, 2017, a Regular Meeting.

Motion/Second: Crane/Mulheren to approve Minutes of February 15, 2017, a Regular Meeting as submitted. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

6. RIGHT TO APPEAL DECISION

7. CONSENT CALENDAR

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

9. **COUNCIL REPORTS**

Presenters: Councilmember Mulheren and Mayor Brown.

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

Presenters: Sage Sangiacomo, City Manager; Tami Bartolomei, Community Services Administrator; Sean White, Water/Sewer Utilities Director; Mel Grandi, Electric Utility Director; and Dan Buffalo, Finance Director.

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

12. **UNFINISHED BUSINESS**

a. Discuss and Provide Direction for the Establishment of an Oversight Committee to Review Measure P Expenditures – Public Safety.

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

Report was received.

Council Direction to recruit the police officer and firefighter union presidents to head the Measure P Oversight Committee with the remaining three seats to be opened to the public; and to make applications available no later than March 6th with the selection process scheduled to begin by the April 5, 2017, Regular City Council meeting.

b. Update on the Sustainable Groundwater Management Act (SGMA) and Provide Direction on Groundwater Sustainability Agency Governance – Public Works.

Presenters: Sean White, Director of Water and Sewer; Jarod Thiele, Public Works Management Analyst; Maritza Flores Marquez, B.S.; and Sam Sandoval Solis, Ph. D.

Public Comment: Phil Baldwin, Don Crawford, and Susan Knopf.

RECESS 7:59 – 8:10 P.M.

Public Comment: Susan Knopf and Paul Zellman.

Motion/Second: Mulheren/Scalmanini to not approve Attachment #2 (the Russian River Flood Control and Water Conservation Improvement District's proposed Groundwater Sustainability Agency) at this time and bring back to the JPA members for further discussion. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

c. Authorize the Director of Public Works/City Engineer to Pay the Remainder of Fines to the State Water Resources Control Board for Administrative Civil Liability Order in the Amount of \$39,000 for the Wastewater Treatment Plant – Public Works.

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

Motion/Second: Crane/Mulheren to authorize the Director of Public Works/City Engineer to pay the remainder of fines to the State Water Resources Control Board for Administrative Civil Liability

Order in the amount of \$39,000 for the Wastewater Treatment Plant. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

13. NEW BUSINESS

a. Approve Reclassification and Title Changes for Water and Wastewater Positions and Approve the Addition of a Mechanic Position, Operator in Training Position, and Deletion of a Senior Wastewater Treatment Plant Operator/Mechanic – Public Works.

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

Motion/Second: Crane/Mulheren to approve reclassification and title changes for the Water and Wastewater positions and approve the addition of a Mechanic Position, Operator in Training position, and deletion of a Senior Wastewater Treatment Plant Operator/Mechanic. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

b. Receive an Overview of the Updated Electric Utility Public Benefit Programs, Consider Options and Provide Direction (EUD) – Electric Utility.

Presenters: Mel Grandi, Electric Utility Director; Mark Gosvener, Consultant with Efficiency Services Group; and Lori Martin, Billing and Customer Service Manager.

Overview was received.

Council direction provided to staff to bring back to Council with additional information regarding the proposed Public Benefit Programs and alternative options.

c. Discussion and Possible Letter of Support for Senate Bill 2 – Building Homes and Jobs Act – Administration.

Presenters: Shannon Riley, Senior Management Analyst.

Motion/Second: Doble/Mulheren to review Senate Bill 2 (Building Homes and Jobs Act) and determine whether to provide letter of support to the author, Senator Atkins. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

THE CITY COUNCIL DID NOT ADJOURN TO CLOSED SESSION.

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) (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: *Howard Jarvis Taxpayers Assn., et al. v. City of Ukiah*, Mendocino County Superior Court, Case No. SCU-K-CVG-17-68588 (Measure Y and Z)

e. 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

There being no further business, the meeting adjourned at 10:16 p.m.

Kristine Lawler, City Clerk



ITEM NO.: 7a

MEETING DATE: March 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: REPORT OF DISBURSEMENTS FOR THE MONTH OF FEBRUARY 2017

Summary: Payments made during the month of February 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.

Note: The City of Ukiah began disbursing accounts payable payments, including payroll for Ukiah Valley Fire District (UVFD) in February.

Background:

Accounts Payable check numbers (City): 3020341 – 3020411; 3020412 – 3020502; 3020503 – 3020595, 3020606 – 3020686

Accounts Payable Check numbers (UVFD): 3020596 – 3020605; 3020687 - 3020698

Accounts Payable Wire Transfer numbers: N/A

Payroll Check numbers: 504601 – 504645; 504646 – 504691

Payroll Manual check numbers: N/A

Void check numbers: 3019714, 3020268

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 February 2017.

ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: Sage Sangiacomo, City Manager
Contact/Prepared by: Daphne Harris, Management Analyst – Finance Department
Coordinated with: Dan Buffalo, Finance Director and Sage Sangiacomo, City Manager
Presenter: N/A
Attachment: 1. 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 FEBRUARY**

FUNDS:

100	General Fund	\$99,998.33	700	Sanitary Disposal Site Fund	\$13,094.76
105	Measure S General Fund	\$85,178.71	701	Landfill Corrective Fund	
110	Special General Fund		702	Disposal Closure Reserve Fund	
201	Worker's Comp Fund	\$177,808.39	704	Post Closure Fund - Solid Waste	\$0.00
202	Liability Fund		720	Golf Fund	\$214.78
203	Garage Fund	\$4,510.97	730	Conference Center Fund	\$10,508.21
204	Purchasing Fund	\$2,330.14	750	Visit Ukiah	\$0.00
205	Billing & Collections Fund	\$8,210.79	777	Airport Fund	\$5,523.22
206	Public Safety Dispatch Fund	\$4,079.75	778	Airport Capital Improvement Fund	\$3,420.00
207	Payroll Posting Fund	\$243,553.65	779	Special Aviation Fund	\$72,186.68
208	Building Maintenance/Corp Yard Fund	\$16,833.07	800	Electric Fund	\$724,512.75
209	IT Fund	\$19,804.16	801	Electric Capital Reserve Fund	\$8,049.75
220	Equipment Reserve Fund		803	Lake Mendocino Bond Reserve	
250	Special Revenue Fund	\$23,574.80	805	Street Lighting Fund	\$9,086.50
251	Special Projects Reserve Fund	\$1,897.54	806	Public Benefits Fund	\$4,642.78
300	Park Development Fund		820	Water Fund	\$60,345.38
301	Anton Stadium Fund	\$0.00	822	Water Capital Improvement Fund	\$371,817.80
302	Observatory Park Fund		830	Recycled Water Fund	\$309.56
304	Swimming Pool Fund	\$0.00			
305	Riverside Park Fund	\$0.00	840	City/District Sewer Fund	\$119,950.72
306	Skate Park Fund	\$0.00	841	Sewer Construction Fund	\$3,435,647.27
310	Museum Grants	\$84,429.70	843	Sewer Capital Fund	
311	Alex Rorbaugh Recreation Center Fund	\$3,085.77	900	Special Deposit Trust	\$8,414.49
312	Downtown Business Improvement Fund		901	General Service (Accts Recv)	\$934.56
313	LMHIF Housing Asset Fund		902	U.S.W. Billing & Collection	\$22,581.83
314	Winter Special Events	\$9,144.01	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	\$54,004.07
			915	UVFD	\$16,761.83
505	Signalization Fund		940	Sanitation District Special Fund	\$665.32
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	\$13,268.79	962	Redevelopment Housing Fund	
600	Community Development Block Grant		963	Housing Debt	
601	EDBG 94-333 Revolving Loan		964	RDA Capital Pass-Through	
602	Community Development Fund		965	Redevelopment Capital Improvement Fund	
603	08-HOME-4888		966	Redevelopment Debt Service	
604	CDBG Grant 09-STBG-6417		967	Housing Bond Proceeds	
605	11-HOME-7854 Fund	\$0.00	968	Non-Housing Bond Proceeds	
606	CDBG Grant 10-EDEF-7261		969	RDA Obligation Retirement Fund	
607	Prop 84 Grant Fund		844/944	Sewer Capital Projects Fund	\$7,676.86
609	13-CDBG-8940				
610	City RDA Projects Fund			Retainage Withheld	\$10,031.02
630	Asset Seizure Fund	\$1,275.00			
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	\$629.68			
691	Museum Fund	\$2,908.38			

PAYROLL CHECK NUMBERS: 504601 - 504645
DIRECT DEPOSIT NUMBERS: 80309 - 80511
PAYROLL PERIOD: 1/15/17 - 1/28/17
PAYROLL CHECK NUMBERS: 504646 - 504691
DIRECT DEPOSIT NUMBERS: 80512 - 80716
PAYROLL PERIOD: 1/29/17 - 2/11/17
PAYROLL CHECK NUMBERS:
DIRECT DEPOSIT NUMBERS:
PAYROLL PERIOD:

VOID CHECK NUMBERS:
3019714, 3020288

MANUAL CHECK NUMBERS:

WIRE TRANSFER NUMBERS:

TOTAL DEMAND PAYMENTS- A/P CHECKS \$5,742,181.51
TOTAL DEMAND PAYMENTS-WIRES* & EFT's \$59.00
TOTAL PAYROLL CHECKS & DIRECT DEPOSITS \$755,170.88
TOTAL PAYROLL EFT's (TAXES, PERS, VENDOR6) \$603,281.46
* vendor name(if applicable)

TOTAL PAYMENTS \$7,100,672.95

CERTIFICATION OF CITY CLERK

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

City Clerk

APPROVAL OF CITY MANAGER

I have examined this Register and approve same.

City Manager

CERTIFICATION OF DIRECTOR OF FINANCE

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

Director of Finance

List of Checks Presented for Approval on 2/2/2017

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 FORKLIFT INC	011044326	ANNUAL SERVICE OF WWTP FORKLIFT	\$216.74	84024425-52100	CONTRACTED SERVICES	\$216.74
Vendor Total:						\$216.74
AIMEE SHIELDS	FEB 17	TRANSCRIPTION SERVICES FOR POL	\$1,250.00	63520210-52100	CONTRACTED SERVICES	\$1,250.00
Vendor Total:						\$1,250.00
AT&T	000009115886	TELEPHONE	\$4,817.98	10022100-52180	SECURITY SERVICES	\$224.94
				10010000-55100	TELEPHONE	\$40.43
				10011100-55100	TELEPHONE	\$21.41
				10012100-55100	TELEPHONE	\$80.14
				10012200-55100	TELEPHONE	\$55.08
				10013400-55100	TELEPHONE	\$51.51
				10014000-55100	TELEPHONE	\$22.44
				10016100-55100	TELEPHONE	\$42.82
				10022100-55100	TELEPHONE	\$19.70
				10022300-55100	TELEPHONE	\$20.83
				10022810-55100	TELEPHONE	\$89.56
				10022840-55100	TELEPHONE	\$8.97
				10023100-55100	TELEPHONE	\$49.75

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000009115886	TELEPHONE	\$4,817.98	10023320-55100	TELEPHONE	\$21.41
				10024210-55100	TELEPHONE	\$58.72
				10024220-55100	TELEPHONE	\$45.13
				10520210-55100	TELEPHONE	\$689.99
				10521210-55100	TELEPHONE	\$342.60
				20324100-55100	TELEPHONE	\$56.41
				20413500-55100	TELEPHONE	\$25.92
				20513300-55100	TELEPHONE	\$136.19
				20620231-55100	TELEPHONE	\$129.28
				20822500-55100	TELEPHONE	\$38.79
				20824300-55100	TELEPHONE	\$164.13
				20922900-55100	TELEPHONE	\$40.79
				64020213-55100	TELEPHONE	\$12.46
				69122700-55100	TELEPHONE	\$393.14
				70024500-55100	TELEPHONE	\$12.44
				72022400-55100	TELEPHONE	\$173.01
				73022600-55100	TELEPHONE	(\$48.74)
				73022600-55100	TELEPHONE	\$357.20
				77725200-55100	TELEPHONE	\$115.04
				80026130-55100	TELEPHONE	\$221.97
				80026330-55100	TELEPHONE	\$200.67
				80026400-55100	TELEPHONE	\$207.20
				82024410-55100	TELEPHONE	\$89.70

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000009115886	TELEPHONE	\$4,817.98	82024410-55100	TELEPHONE	\$222.46
				82024411-55100	TELEPHONE	\$64.47
				84024420-55100	TELEPHONE	\$43.38
				84024425-55100	TELEPHONE	\$276.64
				Vendor Total:		\$4,817.98
BIG 5 SPORTS	40387	WILSON EVOLUTION BASKETBALL	\$118.64	10022821-54100	SUPPLIES	\$118.64
				Vendor Total:		\$118.64
BLUEPRINTS & COPIES	52709	PAPER,DRAFTING SUPPLIES,PLAN C	\$56.63	10016100-54160	HR - CITY LIABILITY & CONTRACT	\$56.63
				Vendor Total:		\$56.63
BOUTIN JONES INC	99225	LEGAL RETAINER FOR UVSD LITIGA	\$329.17	84424422-52100	CONTRACTED SERVICES	\$329.17
				Vendor Total:		\$329.17
BRYANT FUEL TECHNOLOGIES INC	794-2-2016	TANKS (METAL, PLASTIC, WOOD, A	\$72,196.68	77900000-80100	MACHINERY & EQUIPMENT	\$72,196.68
				Vendor Total:		\$72,196.68
BSN SPORTS	98660048	FOX 40 ECLIPSE WHISTLE X 2 DOZEN	\$123.82	10022831-54100	SUPPLIES	\$123.82
				Vendor Total:		\$123.82
CALIFORNIA ASSOCIATION OF TACTICAL TRAINERS	DV012317	SWAT DISPATCH TRAINING-CHRIS PITTMAN	\$689.00	20620231-57100	CONFERENCE & TRAINING	\$689.00
				Vendor Total:		\$689.00
CALIFORNIA FLORA NURSERY	80074	PLANTS FOR GRACE HUDSON MUSEUM	\$497.41	25024210-80230	INFRASTRUCTURE	\$74.61
				31022700-80230	INFRASTRUCTURE	\$422.80
				Vendor Total:		\$497.41
CANTEEN SERVICE	9563	MISCELLANEOUS SUPPLIES AS NEED	\$74.00	10011100-54100	SUPPLIES	\$74.00

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CANTEEN SERVICE	9562	MISCELLANEOUS SUPPLIES AS NEED	\$77.25	10011100-54100	SUPPLIES	\$77.25
					Vendor Total:	\$151.25
CINDY SAUERS	TR 01/17/17	REIMBRUSE TRAVEL EXPENSE	\$790.26	80026400-57100	CONFERENCE & TRAINING	\$790.26
					Vendor Total:	\$790.26
COMCAST	JAN.17	INTERNET SERVICES	\$154.39	73022600-55100	TELEPHONE	\$154.39
					Vendor Total:	\$154.39
CONSOLIDATED FABRICATORS CORP	183316	BARRELS, DRUMS, KEGS, AND CONT	\$7,303.56	80026110-54100	SUPPLIES	\$7,303.56
					Vendor Total:	\$7,303.56
CUMMINS PACIFIC LLC	025-19504	REPROGRAM TRANSMISSION	\$67.35	84024421-56130	EXTERNAL SERVICES	\$67.35
					Vendor Total:	\$67.35
CWEA	DV012517	REGISTRATION	\$550.00	84024425-57100	CONFERENCE & TRAINING	\$550.00
					Vendor Total:	\$550.00
DAVID WILLOUGHBY	DV012617	CERTIFICATION REIMBURSEMENT	\$120.00	10023320-57100	CONFERENCE & TRAINING	\$120.00
					Vendor Total:	\$120.00
DIANN LUCCHETTI	TR 1/17/16	REIMBURSE TRAVEL EXPENSE	\$686.51	80026400-57100	CONFERENCE & TRAINING	\$686.51
					Vendor Total:	\$686.51
DON WADDINGTON	TA 2/12/17	TRAVEL ADVANCE	\$1,182.98	82024414-57100	CONFERENCE & TRAINING	\$1,182.98
					Vendor Total:	\$1,182.98
DUDEK	20167233	RECIRCULATE THE EIR ENERGY ANA	\$5,420.00	10023100-52100	CONTRACTED SERVICES	\$5,420.00
					Vendor Total:	\$5,420.00

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
EFAX CORPORATE	860119	EFAX SERVICES	\$130.10	10012200-55100	TELEPHONE	\$130.10
					Vendor Total:	\$130.10
ELLIES MUTT HUT	613857	INTERVIEW PANEL LUNCH	\$56.05	10016100-54163	HR - INTERVIEW SUPPLIES	\$56.05
					Vendor Total:	\$56.05
EUREKA OXYGEN CO	432439	EQUIPMENT MAINTENANCE	\$167.38	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$167.38
	432438	EQUIPMENT MAINTENANCE	\$172.41	80026400-54100	SUPPLIES	\$172.41
					Vendor Total:	\$339.79
FASTENAL	CAUKA24512	PARTS	\$32.98	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$32.98
					Vendor Total:	\$32.98
FERGUSON ENTERPRISES INC 1423	1206448-1	INVENTORY STOCK	\$33.09	82000000-12104	INVENTORY - PURCHASES	\$33.09
					Vendor Total:	\$33.09
GCS ENVIRONMENTAL EQUIP SRVS	14853	PARTS & SUPPLIES AS NEEDED	\$152.03	10024220-56130	EXTERNAL SERVICES	\$152.03
					Vendor Total:	\$152.03
GENERAL SERVICES AGENCY	FEB 17	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00
	201612-4	SLA AGREEMENT	\$525.00	20620231-52100	CONTRACTED SERVICES	\$525.00
					Vendor Total:	\$575.00
HOME DEPOT CREDIT SERVICES	1014994	MISCELLANEOUS SUPPLIES AS NEED	\$4.29	10024220-54120	PW - SPECIAL SUPPLIES	\$4.29
					Vendor Total:	\$4.29
INTERCOUNTY MECHANICAL & ELECTRICAL INC	5634	BREAKER CHECK AT WWTP	\$330.00	84024425-52100	CONTRACTED SERVICES	\$330.00
					Vendor Total:	\$330.00

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INTERNATIONAL CODE COUNCIL	1000744824	PLAN REVIEW TRAINING	\$820.00	10023320-57100	CONFERENCE & TRAINING	\$820.00
	1000744390	CODE BOOK TABS	\$42.17	10023320-54100	SUPPLIES	\$42.17
					Vendor Total:	\$862.17
INTERWEST CONSULTING GROUP INC	28209	GIS SERVICES - ON-CALL AND AS	\$157.50	10023100-52100	CONTRACTED SERVICES	\$57.50
				82024410-52100	CONTRACTED SERVICES	\$100.00
					Vendor Total:	\$157.50
JUDY CHAN	FEB 17	RENT FOR 185 MASON ST	\$1,365.00	10022100-52600	RENT	\$1,365.00
					Vendor Total:	\$1,365.00
LACO ASSOCIATES	0038127	GEOTECHNICAL EXPLORATION AT 13	\$2,836.75	80100000-80230	INFRASTRUCTURE	\$2,836.75
					Vendor Total:	\$2,836.75
LARRY WALKER ASSOCIATES INC	00564.01-1	APPLICATION PREPARATION (NPDES	\$9,891.50	84024425-52114	COMPLIANCE STUDIES	\$9,891.50
					Vendor Total:	\$9,891.50
MARIN CONSULTING ASSOCIATION	DV012617	ASSERTIVE SUPERVISION TRAINING	\$300.00	10520210-57100	CONFERENCE & TRAINING	\$300.00
					Vendor Total:	\$300.00
MCMASTER-CARR SUPPLY CO	99104021	ALUMINUM PROPELLER	\$108.86	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$108.86
	98718890	HIGH-CAPACITY NARROW WEDGE V-BELT	\$229.66	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$229.66
					Vendor Total:	\$338.52
MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY	10025	HAZARDOUS WASTE DISPOSAL	\$27.50	84024425-59101	FEES	\$27.50
					Vendor Total:	\$27.50
MOIRS	135364	MISCELLANEOUS POOL SUPPLIES AS	\$517.29	82024411-58202	CHEMICALS	\$517.29

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MOIRS	135337	MISCELLANEOUS POOL SUPPLIES AS	\$639.80	84024425-58202	CHEMICALS	\$639.80
Vendor Total:						\$1,157.09
NOR-CAL POWDER COATING INC	50888	MAINTAINCE & REPAIR-FLOAT VALVE	\$100.00	82024411-56300	BUILDING MAINT. & REPAIR	\$7.88
				82024411-56300	BUILDING MAINT. & REPAIR	\$100.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.13)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.50)
				90000000-23013	STATE USE TAX LIABILITY	(\$7.25)
Vendor Total:						\$100.00
ONE TIME PAY VENDOR	20132-7	ENERGY REBATE REFUND	\$147.54	80626400-52100	CONTRACTED SERVICES	\$147.54
	115925-0	REBATE REFUND	\$210.00	80626400-52100	CONTRACTED SERVICES	\$210.00
	INV 011917	ENERGY REBATE REFUND	\$1,000.00	80626400-52100	CONTRACTED SERVICES	\$1,000.00
	115421-0	ENERGY REBATE REFUND	\$1,210.75	80626400-52100	CONTRACTED SERVICES	\$1,210.75
	116085-2	ENERGY REBATE REFUND	\$1,991.24	80626400-52100	CONTRACTED SERVICES	\$1,991.24
	DV012517	REC CLASS REFUND	\$60.00	10022800-44915	RECREATION PROGRAM INCOME	\$60.00
	115723-9	UTILITY REIMBURSEMENT	\$41.80	90100000-10421	UTILITY RECEIVABLES CLEARING	\$41.80
	115524-1	UTILITIES REFUND	\$44.75	90100000-10421	UTILITY RECEIVABLES CLEARING	\$44.75
Vendor Total:						\$4,706.08
OPERATING ENGINEER PUBLIC & MISC EMPLOYEES	86138 JAN 2017	FEB 2017 HEATH INS	\$2,530.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,530.00
Vendor Total:						\$2,530.00
PACE SUPPLY CORPORATION	CM023583699	MISCELLANEOUS ITEMS AS NEEDED	(\$2,528.97)	82024414-54100	SUPPLIES	(\$2,528.97)

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023583699	MISCELLANEOUS ITEMS AS NEEDED	\$2,769.62	82024414-54100	SUPPLIES	\$2,769.62
Vendor Total:						\$240.65
PERKOWSKI SCREEN PRINT	14531	SUPPLIES-COU LOG CAPS	\$389.25	80026400-54100	SUPPLIES	\$389.25
	14538	SUPPLIES-COU LOG CAPS	\$583.88	82024414-54100	SUPPLIES	\$291.94
				84024421-54100	SUPPLIES	\$291.94
Vendor Total:						\$973.13
PFM ASSET MANAGEMENT LLC	PFM-73109	FINANCIAL ADVISORY SERVICES	\$5,126.82	10015100-52100	CONTRACTED SERVICES	\$5,126.82
Vendor Total:						\$5,126.82
PHILLIPS SEABROOK ASSOCIATES	7029	STRUCT ENGN/PLAN CHCK/SUBSTIT	\$1,260.00	10023320-52100	CONTRACTED SERVICES	\$1,260.00
Vendor Total:						\$1,260.00
PITNEY BOWES INC	1003036405	POSTAGE MACHINE LEASE & SUPPLI	\$161.81	20513300-56120	EQUIPMENT MAINTENANCE & REPAIR	\$161.81
Vendor Total:						\$161.81
POWER INDUSTRIES INC	723349	PARTS-PARKER PTC DOT BKHD	\$152.32	10521210-56130	EXTERNAL SERVICES	\$152.32
Vendor Total:						\$152.32
RDL PROPERTY MANAGEMENT	DV 012717	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
Vendor Total:						\$2,000.00
REDWOOD COAST FUELS	1822476	CARDLOCK FUEL PURCHASES	\$4,641.41	10520210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,480.43
				10022100-56210	FUEL & FLUIDS	\$520.19
				10024210-56210	FUEL & FLUIDS	\$13.83
				10024220-56210	FUEL & FLUIDS	\$75.66

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1822476	CARDLOCK FUEL PURCHASES	\$4,641.41	10024220-56210	FUEL & FLUIDS	\$558.66
				10520210-56210	FUEL & FLUIDS	\$24.40
				10520210-56210	FUEL & FLUIDS	\$73.12
				10520224-56210	FUEL & FLUIDS	\$96.70
				20324100-56210	FUEL & FLUIDS	\$46.59
				20822500-56210	FUEL & FLUIDS	\$52.84
				80026400-56210	FUEL & FLUIDS	\$554.66
				82024411-56210	FUEL & FLUIDS	\$254.48
				82024412-56210	FUEL & FLUIDS	\$17.02
				82024414-56210	FUEL & FLUIDS	\$195.13
				82024414-56210	FUEL & FLUIDS	\$222.66
				84024421-56210	FUEL & FLUIDS	\$166.22
				84024421-56210	FUEL & FLUIDS	\$189.67
				84024425-56210	FUEL & FLUIDS	\$19.70
				31400000-54100	SUPPLIES	\$79.45
	1825794	CARDLOCK FUEL PURCHASES	\$42.93	84024421-56130	EXTERNAL SERVICES	\$42.93
	1818736	CARDLOCK FUEL PURCHASES	\$5,692.00	10022100-56210	FUEL & FLUIDS	\$695.37
				10024220-56210	FUEL & FLUIDS	\$1,065.20
				10520210-56210	FUEL & FLUIDS	\$22.48
				10520210-56210	FUEL & FLUIDS	\$67.78
				10520210-56210	FUEL & FLUIDS	\$1,549.19
				10520224-56210	FUEL & FLUIDS	\$158.80
				20324100-56210	FUEL & FLUIDS	\$102.27

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1818736	CARDLOCK FUEL PURCHASES	\$5,692.00	77725200-56210	FUEL & FLUIDS	\$49.98
				80026400-56210	FUEL & FLUIDS	\$1,040.66
				82024411-56210	FUEL & FLUIDS	\$279.40
				82024414-56210	FUEL & FLUIDS	\$18.57
				82024414-56210	FUEL & FLUIDS	\$147.81
				82024414-56210	FUEL & FLUIDS	\$190.35
				84024421-56210	FUEL & FLUIDS	\$125.92
				84024421-56210	FUEL & FLUIDS	\$162.15
				84024425-56210	FUEL & FLUIDS	\$16.07
	0057398	CARDLOCK FUEL PURCHASES	\$189.39	10024220-56210	FUEL & FLUIDS	\$66.40
				77725200-56210	FUEL & FLUIDS	\$122.99
	0056707	CARDLOCK FUEL PURCHASES	\$617.21	10024220-56210	FUEL & FLUIDS	\$183.86
				77725200-56210	FUEL & FLUIDS	\$125.93
				80026400-56210	FUEL & FLUIDS	\$75.56
				84024421-56210	FUEL & FLUIDS	\$231.86
	0058656	CARDLOCK FUEL PURCHASES	\$213.99	82024414-56210	FUEL & FLUIDS	\$107.00
				84024421-56210	FUEL & FLUIDS	\$106.99
	1824315	CARDLOCK FUEL PURCHASES	\$247.97	20324100-58410	GARAGE LUBRICANTS & PARTS	\$247.97
Vendor Total:						\$11,644.90
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	DV011317	WORKER'S COMP PREMIUMS	\$177,808.39	20112400-52525	WORKER'S COMP. EXPENSE	\$29,637.39
				20112400-52525	WORKER'S COMP. EXPENSE	\$148,171.00
				Vendor Total:		\$177,808.39

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RICHARD SEANOR	TR 1/24/17	TRAVEL REIMBURSEMENT	\$15.00	10024224-57100	CONFERENCE & TRAINING	\$15.00
Vendor Total:						\$15.00
SCHAT'S BAKERY	STMT-12/31/16	PROVIDE MISCELLANEOUS FOOD DISH	\$75.53	10016100-54163	HR - INTERVIEW SUPPLIES	\$45.68
				10010000-54100	SUPPLIES	\$29.85
Vendor Total:						\$75.53
SESAC	JAN-17	CONCERTS-ANNUAL LICENSE FEE 2017	\$397.00	90000000-23226	CONCERT SERIES	\$397.00
Vendor Total:						\$397.00
SHN CONSULTING ENGINEERS & GEOLOGISTS INC	90747	DESIGN & CONST. MGMNT FOR ZONE	\$3,863.75	82224413-80230	INFRASTRUCTURE	\$3,863.75
Vendor Total:						\$3,863.75
SIERRA CHEMICAL	SLS 10043023	LIQ SODIUM HYPOCHLORITE	\$3,140.17	84024425-58202	CHEMICALS	\$3,140.17
Vendor Total:						\$3,140.17
SOLID WASTES SYSTEMS INC	329336	MISCELLANEOUS DUMP FEES	\$95.13	10024220-54120	PW - SPECIAL SUPPLIES	\$95.13
	327482	MISCELLANEOUS DUMP FEES	\$249.78	10024220-54120	PW - SPECIAL SUPPLIES	\$249.78
	DEC-16	DEC16-RESIDENTIAL GARBAGE FEES	\$21,969.65	90200000-52170	UKIAH WASTE SOLUTIONS	\$21,969.65
Vendor Total:						\$22,314.56
STAPLES CREDIT PLAN	34906	OFFICE SUPPLIES, MISC AS NEEDE	\$115.65	10024220-54120	PW - SPECIAL SUPPLIES	\$115.65
	80419	OFFICE SUPPLIES, MISC AS NEEDE	\$53.93	10011100-54100	SUPPLIES	\$53.93
	85586	OFFICE SUPPLIES, MISC AS NEEDE	\$13.25	10012200-54100	SUPPLIES	\$13.25
	34181	OFFICE SUPPLIES, MISC AS NEEDE	\$17.61	10017100-54100	SUPPLIES	\$17.61
	80572	OFFICE SUPPLIES, MISC AS NEEDE	\$118.64	10022100-54100	SUPPLIES	\$118.64

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	78825	OFFICE SUPPLIES, MISC AS NEEDE	\$32.34	10022831-54100	SUPPLIES	\$32.34
	80898	OFFICE SUPPLIES, MISC AS NEEDE	\$7.64	10024210-54100	SUPPLIES	\$7.64
	76702	OFFICE SUPPLIES, MISC AS NEEDE	\$25.94	10520210-54100	SUPPLIES	\$25.94
	80597	OFFICE SUPPLIES, MISC AS NEEDE	\$27.04	20513300-54100	SUPPLIES	\$27.04
	80883	OFFICE SUPPLIES, MISC AS NEEDE	\$28.03	20922900-54100	SUPPLIES	\$28.03
	74194	OFFICE SUPPLIES, MISC AS NEEDE	\$38.16	69122700-54100	SUPPLIES	\$38.16
	87588	OFFICE SUPPLIES, MISC AS NEEDE	\$84.95	77725200-54100	SUPPLIES	\$84.95
	74811	OFFICE SUPPLIES, MISC AS NEEDE	\$99.45	77725200-54100	SUPPLIES	\$99.45
	79743	OFFICE SUPPLIES, MISC AS NEEDE	\$312.81	77725200-54100	SUPPLIES	\$312.81
	75001	OFFICE SUPPLIES, MISC AS NEEDE	\$101.05	82024414-54100	SUPPLIES	\$101.05
	78793	OFFICE SUPPLIES, MISC AS NEEDE	\$19.94	84024421-54100	SUPPLIES	\$19.94
	80337	OFFICE SUPPLIES, MISC AS NEEDE	\$35.13	84024425-54100	SUPPLIES	\$35.13
	78875	OFFICE SUPPLIES, MISC AS NEEDE	\$266.92	84024425-54100	SUPPLIES	\$266.92
Vendor Total:						\$1,398.48
SYAR INDUSTRIES INC	629735	ASPHALT AS NEEDED	\$1,126.81	10024220-54121	PW - ASPHALT CONCRETE	\$1,126.81
	Vendor Total:					\$1,126.81
TGIF REPAIRS INC	5034	PRINTER MAINTENANCE	\$706.34	20513300-56120	EQUIPMENT MAINTENANCE & REPAIR	\$706.34
	Vendor Total:					\$706.34
TRI AIR TESTING INC	103869	SUPPLIES-AIR ANALYSIS	\$172.00	10520210-54100	SUPPLIES	\$172.00
	Vendor Total:					\$172.00

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH DAILY JOURNAL	0005869975	CLASSIFIED ADVERTISEMENT	\$94.44	10023100-52100	CONTRACTED SERVICES	\$94.44
	0005873766	CLASSIFIED ADVERTISEMENT	\$155.56	10023100-52100	CONTRACTED SERVICES	\$155.56
	0005868333	CLASSIFIED ADVERTISEMENT	\$630.74	10016100-54162	HR - ADVERTISING	\$630.74
	0005858286	CLASSIFIED ADVERTISING	\$693.61	10016100-54162	HR - ADVERTISING	\$693.61
	0005870342	LEGAL NOTICE PUBLICATIONS FY 1	\$143.06	10011100-52150	LEGAL SERVICES/EXPENSES	\$143.06
	0005861829	CLASSIFIED ADVERTISEMENT	\$13.11	10520210-54100	SUPPLIES	\$13.11
Vendor Total:						\$1,730.52
UKIAH PAPER SUPPLY	1466046	JANITORIAL SUPPLIES, MISC AS N	\$480.39	84024425-56300	BUILDING MAINT. & REPAIR	\$480.39
	1465622	JANITORIAL SUPPLIES, MISC AS N	\$53.11	10022100-54100	SUPPLIES	\$53.11
	1465654	JANITORIAL SUPPLIES, MISC AS N	\$91.45	10022100-54100	SUPPLIES	\$91.45
	1466147	JANITORIAL SUPPLIES, MISC AS N	\$228.78	20822500-54100	SUPPLIES	\$228.78
	1465749	JANITORIAL SUPPLIES, MISC AS N	\$60.90	31122870-54100	SUPPLIES	\$60.90
	1465920	JANITORIAL SUPPLIES, MISC AS N	\$13.10	73022600-54100	SUPPLIES	\$13.10
	1466129	JANITORIAL SUPPLIES, MISC AS N	\$91.83	73022600-54100	SUPPLIES	\$91.83
	1465919	JANITORIAL SUPPLIES, MISC AS N	\$160.30	73022600-54100	SUPPLIES	\$160.30
	1466290	JANITORIAL SUPPLIES, MISC AS N	\$80.78	84024421-54100	SUPPLIES	\$80.78
Vendor Total:						\$1,260.64
UNITED SITE SERVICES	114-4823512	PORTABLE TOILET RENTAL	\$123.09	20822500-52100	CONTRACTED SERVICES	\$123.09
	114-4765219	PORTABLE TOILET RENTAL	\$136.29	80026330-52100	CONTRACTED SERVICES	\$136.29
Vendor Total:						\$259.38

List of Checks Presented for Approval on 2/2/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UPS	0000E19R5404 7	SHIPPING & DELIVERY SERVICES	\$22.78	80026400-54100	SUPPLIES	\$22.78
					Vendor Total:	\$22.78
WALMART COMMUNITY	5405	MISC ITEMS AS NEEDED	\$22.51	77725200-56300	BUILDING MAINT. & REPAIR	\$22.51
	7590	MISC ITEMS AS NEEDED	\$34.47	77725200-56300	BUILDING MAINT. & REPAIR	\$34.47
	3886	MISC ITEMS AS NEEDED	\$47.75	77725200-54100	SUPPLIES	\$47.75
	2944	MISC ITEMS AS NEEDED	\$53.91	80026400-54100	SUPPLIES	\$53.91
	2680	MISC ITEMS AS NEEDED	\$67.30	80026400-54100	SUPPLIES	\$67.30
	5860	MISC ITEMS AS NEEDED	\$27.69	82024411-54100	SUPPLIES	\$27.69
	4997	MISC ITEMS AS NEEDED	\$27.25	84024425-54100	SUPPLIES	\$27.25
					Vendor Total:	\$280.88
					INVOICE TOTAL:	\$358,779.67

List of Checks Presented for Approval on 2/9/2017

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		
ACTION RENTS	259025-5	EQUIPMENT & MACHINERY RENTAL A	\$54.40	80026330-54102	SMALL TOOLS	\$54.40
Vendor Total:						\$54.40
AFLAC	654618	CANCER/LIFE/ACC INSURANCE	\$6,507.60	20700000-20527	SECTION 125 (CANCER & LIFE)	\$6,507.60
Vendor Total:						\$6,507.60
AFLAC GROUP INSURANCE	A078470700	JAN 2017-AFLAC CRITICAL CARE INS	\$563.38	20700000-20538	AFLAC CRITICAL ILLNESS POLICY	\$563.38
Vendor Total:						\$563.38
ALLEN JAMES	DV013117	2017 WINTER/SPRING REC CLASSES	\$128.00	10022850-52100	CONTRACTED SERVICES	\$128.00
Vendor Total:						\$128.00
ANN BAKER LANDSCAPE	7	GHM CONST. ADMIN & EXHIBIT DEV	\$27,486.76	31022700-80230	INFRASTRUCTURE	\$27,486.76
Vendor Total:						\$27,486.76
ASHLEY COCCO	TR012717	TRAVEL EXP-CCAC EDUCATION WORKSHOP REGION 16	\$110.21	10011100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$110.21
Vendor Total:						\$110.21
AT BATTERY CO	A30029514	CSB SP 12120 12V/12.0 AH SEALED LEAD ACID BATTERY	\$86.80	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$86.80
Vendor Total:						\$86.80
BAY AREA BARRICADE SERVICE INC	343524	METRO A-CADE BARRICADE AND PARTS	\$779.88	10024220-54130	PW - SAFETY	\$779.88
Vendor Total:						\$779.88

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BELKORP AG	319578	PTO SWITCH TCA21027	\$22.84	10022100-56130	EXTERNAL SERVICES	\$22.84
Vendor Total:						\$22.84
BRETT CHAPMAN	TA022617	TRAFFIC COLLISION INVESTIGATION TRAINING	\$753.80	10520210-57100	CONFERENCE & TRAINING	\$753.80
Vendor Total:						\$753.80
BROADCASTING CORP OF MENDOCINO CO	590-00025-0000	REMOTE FOR PUMPKINFEST WEIGH OFF	\$900.00	90000000-23219	PUMPKINFEST	\$900.00
Vendor Total:						\$900.00
BWS DISTRIBUTORS INC	218764	CALIBRATION OF SMOKE DETECTORS & LABOR	\$124.43	80026400-52100	CONTRACTED SERVICES	\$124.43
Vendor Total:						\$124.43
CHEM DRY	16713	CARPET CLEANING SVCS	\$715.00	73022600-56300	BUILDING MAINT. & REPAIR	\$715.00
Vendor Total:						\$715.00
CLARK PEST CONTROL	19521202	PEST CONTROL SVCS	\$92.00	80026130-52100	CONTRACTED SERVICES	\$92.00
	19504543	PEST CONTROL SVCS	\$74.00	80026330-52100	CONTRACTED SERVICES	\$74.00
Vendor Total:						\$166.00
CONVERGENT COMPUTING	BILL43085	IT SERVICES	\$1,800.00	20922900-52100	CONTRACTED SERVICES	\$1,800.00
	BILL43170	IT SERVICES	\$1,800.00	20922900-52100	CONTRACTED SERVICES	\$1,800.00
Vendor Total:						\$3,600.00
COOPER COMPLIANCE CORPORATION	1500	COMPLIANCE RPT SVCS TO MEET FE	\$2,666.67	80026400-52100	CONTRACTED SERVICES	\$2,666.67
Vendor Total:						\$2,666.67
COUNTY OF MENDOCINO	DV020217	PARCEL QUEST DATA FOR GIS	\$30.00	20922900-54320	SOFTWARE	\$30.00
Vendor Total:						\$30.00

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CPS HR CONSULTING	SOP43260	FIRE CAPTAIN WRITTEN EXAM	\$433.40	10016100-54163	HR - INTERVIEW SUPPLIES	\$433.40
Vendor Total:						\$433.40
CROP PRODUCTION SERVICES	31900966	WEED SPRAYS & CHEMICALS AS NEE	\$94.61	10022100-54100	SUPPLIES	\$94.61
	31900965	WEED SPRAYS & CHEMICALS AS NEE	\$283.83	10022100-54100	SUPPLIES	\$283.83
Vendor Total:						\$378.44
CWEA	DV012717	RENEW LAB ANALYST GRADE IV CERT	\$98.00	84024425-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$98.00
Vendor Total:						\$98.00
DAVID WILLOUGHBY	TA021317	TRAVEL EXPENSE - ICC PALN REVIEW INSTITUTE	\$1,207.30	10023320-57100	CONFERENCE & TRAINING	\$1,207.30
Vendor Total:						\$1,207.30
DEEP VALLEY SECURITY	307562	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:						\$481.35

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DEPARTMENT OF JUSTICE	208294	FINGERPRINTING SERVICES	\$567.00	10020000-44420	FINGERPRINT FEES	\$567.00
Vendor Total:						\$567.00
DOUGLAS CRANE	TR011717	TRAVEL REIMBURSE- NCPA 2017 STRATEGIC ISSUES CONF	\$217.30	80026400-57100	CONFERENCE & TRAINING	\$217.30
Vendor Total:						\$217.30
DUDEK	20167781	RECIRCULATE THE EIR ENERGY ANA	\$2,780.00	10023100-52100	CONTRACTED SERVICES	\$2,780.00
Vendor Total:						\$2,780.00
FAMILY TREE SERVICE, INC.	011917	ALL LABOR, EQUIPMENT AND MATER	\$8,640.00	10022100-52100	CONTRACTED SERVICES	\$8,640.00
Vendor Total:						\$8,640.00
FEDERAL EXPRESS	5-681-60049	SHIPPING	\$129.21	10017100-54101	POSTAGE	\$21.01
				10520210-54101	POSTAGE	\$24.41
				10520210-54101	POSTAGE	\$24.69
				10520210-54101	POSTAGE	\$33.57
				77725200-54101	POSTAGE	\$25.53
Vendor Total:						\$129.21
GHD INC	75061	TRANSPORTATION IMPROVEMENTS RE	\$4,275.50	25024210-80230	INFRASTRUCTURE	\$4,275.50
	76698	TRANSPORTATION IMPROVEMENTS RE	\$9,608.00	25024210-80230	INFRASTRUCTURE	\$9,608.00
Vendor Total:						\$13,883.50
GINA GRECO	DV020217	POWER PILATES JAN & UNDO & RENEW	\$1,764.00	10022850-52100	CONTRACTED SERVICES	\$1,764.00
Vendor Total:						\$1,764.00
GREEN VALLEY CONSULTING ENGINEERS	7904	SUMMER 2015 STREET RECONSTRUCT	\$120.00	25124421-80230	INFRASTRUCTURE	\$57.00

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GREEN VALLEY CONSULTING ENGINEERS	7904	SUMMER 2015 STREET RECONSTRUCT	\$120.00	84424422-80230	INFRASTRUCTURE	\$63.00
	7905	WATER MAIN REPLACEMENT PROJECT	\$1,678.75	82224413-80230	INFRASTRUCTURE	\$1,678.75
	Vendor Total:					\$1,798.75
HARTFORD RETIREE PREMIUM ACCT	50011-FEB17	FEB 2017 RETIREE HEATH INSURANCE	\$1,612.22	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$1,612.22
					Vendor Total:	
HELIX LABORATORIES INC	18114	DEGREASER	\$815.54	84024421-54100	SUPPLIES	\$815.54
					Vendor Total:	
INDEPENDENT FEE ESTIMATES	010317	PERFORM INDEPENDENT FEE ESTIMA	\$3,420.00	77800000-52100	CONTRACTED SERVICES	\$980.00
				77800000-80230	INFRASTRUCTURE	\$2,440.00
				Vendor Total:		
INSTITUTE FOR ENVIROMENTAL HEALTH INC	162624	GIARDIA AND/OR CRYPTOSPORIDIUM EVALUATION	\$365.00	82024411-52100	CONTRACTED SERVICES	\$365.00
					Vendor Total:	
INTEGRITY SHRED	66557	DOCUMENT SHREDDING	\$28.50	20513300-52100	CONTRACTED SERVICES	\$28.50
					Vendor Total:	
INTERWEST CONSULTING GROUP INC	31144	GIS SERVICES - ON-CALL AND AS	\$866.25	10023100-52100	CONTRACTED SERVICES	\$866.25
					Vendor Total:	
JAMES REESE	17758	JANITORIAL SERVICES	\$490.00	73022600-56300	BUILDING MAINT. & REPAIR	\$490.00
					Vendor Total:	
KEOUGH'S LANDSCAPING INC	16485	LANDSCAPE MAINT.-ORCHARD SUBST	\$500.00	80026130-52100	CONTRACTED SERVICES	\$500.00
					Vendor Total:	

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
KRISTINE LAWLER	TR012717	TRAVEL - ORGANIZE & MANAGING A/P	\$54.04	10011100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$54.04
					Vendor Total:	\$54.04
LEGAL SHIELD	38295-JAN 2017	JAN 2017 PRE PAID LEGAL SERVICE	\$51.80	20700000-20526	PREPAID LEGAL - AFLAC	\$51.80
					Vendor Total:	\$51.80
LIEBERT CASSIDY WHITMORE	1433988	LEGAL RESPRESENTATION RETAINED	\$5,286.45	10016100-52100	CONTRACTED SERVICES	\$5,286.45
					Vendor Total:	\$5,286.45
MARY WILLIAMSON	TR121216	TRAVEL REIM DISASTER COST RECOVERY TRAINING	\$200.04	20413500-57100	CONFERENCE & TRAINING	\$200.04
					Vendor Total:	\$200.04
MATHESON TRI-GAS INC	14634793	OXYGEN & MISCELLANEOUS AS NEED	\$29.60	80026130-54100	SUPPLIES	\$29.60
					Vendor Total:	\$29.60
MEL GRANDI	TR011717	TRAVEL REIMB-NCPA 2017 STRATEGIC ISSUES CONF	\$215.16	80026400-57100	CONFERENCE & TRAINING	\$215.16
					Vendor Total:	\$215.16
MENDOCINO COUNTY FARM BUREAU	DV013117	AGRICULTURE & BUSINESS COALITION LUNCHEON	\$80.00	10010000-57100	CONFERENCE & TRAINING	\$80.00
					Vendor Total:	\$80.00
NFP NATIONAL ACCOUNT SERVICES	21/1/2017	FEB 2017 NFP INSURANCE	\$2,917.07	20700000-20523	P/R DEDUCT-LTD	\$2,624.57
				20700000-20512	REMIF LIFE	\$32.50
				20700000-20512	REMIF LIFE	\$260.00
					Vendor Total:	\$2,917.07
ONE TIME PAY VENDOR	DV013117	EAST COAST SWING REC CLASS	\$381.50	10022850-52100	CONTRACTED SERVICES	\$381.50
	DV013017	REC CLASS CANCELLED - REFUND	\$50.00	10022800-44915	RECREATION PROGRAM INCOME	\$50.00

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	DV013017.1	REC CLASS CANCELLED REFUND	\$50.00	10022800-44915	RECREATION PROGRAM INCOME	\$50.00
	89794-2	OVERPAYMENT REFUND	\$60.07	94000000-10420	UTILITY RECEIVABLES	\$60.07
	116821-0	UTILITIES REFUND	\$24.03	90100000-10421	UTILITY RECEIVABLES CLEARING	\$24.03
	76652-7	UTILITIES REFUND	\$31.14	90100000-10421	UTILITY RECEIVABLES CLEARING	\$31.14
	115844-3	UTILITIES REFUND	\$44.12	90100000-10421	UTILITY RECEIVABLES CLEARING	\$44.12
	115546-4	UTILITIES REFUND	\$55.95	90100000-10421	UTILITY RECEIVABLES CLEARING	\$55.95
	116864-0	UTILITIES REFUND	\$66.99	90100000-10421	UTILITY RECEIVABLES CLEARING	\$66.99
	65944-1	UTILITIES REFUNDS	\$99.00	90100000-10421	UTILITY RECEIVABLES CLEARING	\$99.00
	116396-3	UTILITIES REFUND	\$120.13	90100000-10421	UTILITY RECEIVABLES CLEARING	\$120.13
Vendor Total: -----						\$982.93
ONESOURCE DISTRIBUTORS LLC	S5324768.001	ELECTRICAL EQUIPMENT AND SUPPL	\$595.88	80000000-12104	INVENTORY - PURCHASES	\$595.88
	Vendor Total: -----					\$595.88
OPPERMAN & SON INC	1270060005	MISCELLANEOUS PARTS AS NEEDED	\$8.72	10024220-56130	EXTERNAL SERVICES	\$8.72
	1270060020	MISCELLANEOUS PARTS AS NEEDED	\$11.50	10024220-56130	EXTERNAL SERVICES	\$11.50
	1270090033	MISCELLANEOUS PARTS AS NEEDED	\$34.89	10024220-56130	EXTERNAL SERVICES	\$11.63
				20324100-56130	EXTERNAL SERVICES	\$11.63
				80026400-56130	EXTERNAL SERVICES	\$11.63
	1270120038	MISCELLANEOUS PARTS AS NEEDED	\$114.68	10024220-56130	EXTERNAL SERVICES	\$4.43
				10024220-56130	EXTERNAL SERVICES	\$56.00
				10520210-56130	EXTERNAL SERVICES	\$4.44

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OPPERMAN & SON INC	1270120038	MISCELLANEOUS PARTS AS NEEDED	\$114.68	10520210-56130	EXTERNAL SERVICES	\$4.95
				10520210-56130	EXTERNAL SERVICES	\$30.00
				80026400-56130	EXTERNAL SERVICES	\$4.57
				80026400-56130	EXTERNAL SERVICES	\$10.29
	1270180012	MISCELLANEOUS PARTS AS NEEDED	\$572.81	10024220-56130	EXTERNAL SERVICES	\$310.06
				20324100-58510	REIMBRSABLE JOBS	\$262.75
	1270100044	MISCELLANEOUS PARTS AS NEEDED	\$17.44	10521210-56130	EXTERNAL SERVICES	\$17.44
	1270240023	MISCELLANEOUS PARTS AS NEEDED	\$22.55	10521210-56130	EXTERNAL SERVICES	\$22.55
	1270200001	MISCELLANEOUS PARTS AS NEEDED	\$48.58	10521210-56130	EXTERNAL SERVICES	\$48.58
	1270120065	MISCELLANEOUS PARTS AS NEEDED	(\$4.58)	80026400-56130	EXTERNAL SERVICES	(\$4.58)
	1270120047	MISCELLANEOUS PARTS AS NEEDED	\$36.31	84024421-56130	EXTERNAL SERVICES	\$36.31
	1270180008	MISCELLANEOUS PARTS AS NEEDED	\$50.64	84024421-56130	EXTERNAL SERVICES	\$50.64
	1270310037	MISCELLANEOUS PARTS AS NEEDED	\$106.38	84024421-56130	EXTERNAL SERVICES	\$106.38
	1270310010	MISCELLANEOUS PARTS AS NEEDED	\$282.11	84024421-56130	EXTERNAL SERVICES	\$282.11
	1270160030	MISCELLANEOUS PARTS AS NEEDED	\$196.33	20324100-58510	REIMBRSABLE JOBS	\$196.33
Vendor Total:					\$1,498.36	
PARKINGZONE.COM	30907	SUPPLIES-WHITE CHALK	\$43.35	64020213-54100	SUPPLIES	\$43.35
						\$43.35
Vendor Total:					\$43.35	
PROFESSIONALCELLULAR & PAGING	A37033	ON CALL PAGER SERVICES	\$188.57	20922900-54100	SUPPLIES	\$188.57
						\$188.57
Vendor Total:					\$188.57	

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RICHARD SEANOR	TR020217	TRAVEL REIMB-RRWA STORM WATER RESOURCE PLAN MTG	\$70.64	10024224-57100	CONFERENCE & TRAINING	\$70.64
					Vendor Total:	\$70.64
RINO PACIFIC	CL17318	FUEL SERVICES AS NEEDED	\$52.14	82024414-56210	FUEL & FLUIDS	\$28.16
				84024421-56210	FUEL & FLUIDS	\$23.98
	CL17202	FUEL SERVICES AS NEEDED	\$147.75	82024414-56210	FUEL & FLUIDS	\$79.79
				84024421-56210	FUEL & FLUIDS	\$67.96
					Vendor Total:	\$199.89
SAFEWAY INC	JAN-17	MISCELLANEOUS PURCHASES AS REQ	\$675.78	84024420-57100	CONFERENCE & TRAINING	\$35.97
				84024420-57100	CONFERENCE & TRAINING	\$60.21
				10016100-54167	HR - EMPLOYEE DEVELOPMENT	\$59.97
				10010000-54100	SUPPLIES	\$57.68
				31400000-54100	SUPPLIES	\$7.96
				31400000-54100	SUPPLIES	\$154.51
				73022600-54100	SUPPLIES	\$31.36
				73022600-54100	SUPPLIES	\$39.33
				73022600-54100	SUPPLIES	\$82.46
				77725200-54100	SUPPLIES	\$85.20
				80026400-54100	SUPPLIES	\$61.13
					Vendor Total:	\$675.78
SCOTT BRANSON	TA022017	TRAVEL ADVANCE-FEEDER RELAY TESTING	\$490.23	80026130-57100	CONFERENCE & TRAINING	\$490.23
					Vendor Total:	\$490.23

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SHN CONSULTING ENGINEERS & GEOLOGISTS INC	90500	ENG SVCS FOR LOW GAP/N STATE	\$1,765.00	51024220-80230	INFRASTRUCTURE	\$1,765.00
	90229	ENG SVCS FOR LOW GAP/N STATE	\$11,503.79	51024220-80230	INFRASTRUCTURE	\$11,503.79
					Vendor Total:	\$13,268.79
SIERRA CHEMICAL	SLC10013710	CHLORINE PRODUCTS AS NEEDED	(\$1,825.00)	82024411-58202	CHEMICALS	(\$1,825.00)
	SLS10042182	CHLORINE PRODUCTS AS NEEDED	\$3,465.99	82024411-58202	CHEMICALS	\$3,465.99
					Vendor Total:	\$1,640.99
SIRI GRADING & PAVING INC	15-1622	Spec 15-17 GHM Landscape Impro	\$47,925.40	25024210-80230	INFRASTRUCTURE	\$10,000.00
				31022700-80230	INFRASTRUCTURE	\$37,925.40
					Vendor Total:	\$47,925.40
SMART GRID CONSUMER COLLABORATIVE	1651	Membership Dues	\$2,500.00	80100000-80100	MACHINERY & EQUIPMENT	\$2,500.00
					Vendor Total:	\$2,500.00
SWITZER ASSOCIATES	1638	PROFESSIONAL TRAINING SERVICES	\$275.00	63020210-57100	CONFERENCE & TRAINING	\$275.00
					Vendor Total:	\$275.00
SYAR INDUSTRIES INC	630811	ASPHALT AS NEEDED	\$2,015.28	82024414-54100	SUPPLIES	\$1,007.64
				84024421-54100	SUPPLIES	\$1,007.64
					Vendor Total:	\$2,015.28
TELSTAR INSTRUMENTS INC	88774	SUPPLIES-PHOENIX TRANSMITTER	\$883.29	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$883.29
					Vendor Total:	\$883.29
TGIF REPAIRS INC	5035	PRINTER SERVICE & REPAIRS	\$210.00	73022600-56120	EQUIPMENT MAINTENANCE & REPAIR	\$210.00
					Vendor Total:	\$210.00

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
THURSTON CHEVROLET	196826	PARTS & SERVICE REPAIRS AS NEE	\$198.87	82024414-56130	EXTERNAL SERVICES	\$198.87
					Vendor Total:	\$198.87
TRIPLE S CAMERA SHOP	108087	NEW OFFICER PHOTOS	\$33.46	10520210-54100	SUPPLIES	\$33.46
					Vendor Total:	\$33.46
TWO BROTHERS CATHODIC SERVICES INC	36889	ANNUAL WATER TANK SERVICE	\$700.00	82024411-52100	CONTRACTED SERVICES	\$700.00
					Vendor Total:	\$700.00
TYCO SIMPLEX GRINNELL	79130069	HALON SAFETY TEST/INSPECTION	\$488.50	20822500-56300	BUILDING MAINT. & REPAIR	\$488.50
					Vendor Total:	\$488.50
UKIAH AUTO PARTS	979100	AUTO & MACHINE PARTS & MATERIA	(\$88.03)	20324100-52100	CONTRACTED SERVICES	(\$88.03)
	978662	AUTO & MACHINE PARTS & MATERIA	\$88.03	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$88.03
	CM020817	AUTO & MACHINE PARTS & MATERIA	(\$39.39)	20324100-56112	EQUIPMENT PARTS FOR RESALE	(\$39.39)
	DIS-JAN17	AUTO & MACHINE PARTS & MATERIA	(\$16.16)	20324100-56112	EQUIPMENT PARTS FOR RESALE	(\$16.16)
	978425	AUTO & MACHINE PARTS & MATERIA	\$6.14	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$6.14
	978426	AUTO & MACHINE PARTS & MATERIA	\$18.41	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$18.41
	980348	AUTO & MACHINE PARTS & MATERIA	\$101.83	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$101.83
	977373	AUTO & MACHINE PARTS & MATERIA	\$10.45	10022100-56130	EXTERNAL SERVICES	\$10.45
	979340	AUTO & MACHINE PARTS & MATERIA	\$34.50	10022100-56130	EXTERNAL SERVICES	\$34.50
	977824	AUTO & MACHINE PARTS & MATERIA	\$124.71	10022100-56130	EXTERNAL SERVICES	\$124.71
	979986	AUTO & MACHINE PARTS & MATERIA	\$23.89	10520210-56130	EXTERNAL SERVICES	\$17.02

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH AUTO PARTS	979986	AUTO & MACHINE PARTS & MATERIA	\$23.89	10521210-56130	EXTERNAL SERVICES	\$6.87
	981429	AUTO & MACHINE PARTS & MATERIA	\$40.56	72022400-56130	EXTERNAL SERVICES	\$40.56
	979357	AUTO & MACHINE PARTS & MATERIA	\$270.01	82024411-56130	EXTERNAL SERVICES	\$270.01
	978397	AUTO & MACHINE PARTS & MATERIA	\$88.03	84024425-56130	EXTERNAL SERVICES	\$88.03
	976973	AUTO & MACHINE PARTS & MATERIA	\$21.55	10024220-54120	PW - SPECIAL SUPPLIES	\$21.55
	981282	AUTO & MACHINE PARTS & MATERIA	\$5.92	20324100-58510	REIMBRABLE JOBS	\$5.92
	977080	AUTO & MACHINE PARTS & MATERIA	\$51.74	20824300-54100	SUPPLIES	\$51.74
	978298	AUTO & MACHINE PARTS & MATERIA	\$44.85	80026330-54100	SUPPLIES	\$44.85
Vendor Total:						\$787.04
UNITED SITE SERVICES	114-4872340	PORTABLE TOILET RENTAL	\$136.27	80026330-52100	CONTRACTED SERVICES	\$136.27
	114-4921699	PORTABLE TOILET RENTAL	\$128.62	10022100-54100	SUPPLIES	\$128.62
Vendor Total:						\$264.89
VERIZON WIRELESS	9778971058	MOBILE PHONE SERVICES	\$1,169.93	10022100-54100	SUPPLIES	\$38.01
				10022300-54100	SUPPLIES	\$38.01
				10022840-54100	SUPPLIES	\$38.01
				10023100-55100	TELEPHONE	\$38.01
				10024210-55100	TELEPHONE	\$63.35
				10024220-55100	TELEPHONE	\$25.21
				10520210-55100	TELEPHONE	\$76.02
				20922900-55100	TELEPHONE	\$384.53
				77725200-55100	TELEPHONE	\$38.00

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
VERIZON WIRELESS	9778971058	MOBILE PHONE SERVICES	\$1,169.93	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:		\$1,169.93
VISION METERING LLC	154853	ELECTRICAL EQUIPMENT AND SUPPL	\$5,000.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$6.00)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$24.00)
				90000000-23013	STATE USE TAX LIABILITY	(\$360.00)
				80026200-54100	SUPPLIES	\$390.00
				80026200-54100	SUPPLIES	\$5,000.00
Vendor Total:		\$5,000.00				
WAGEWORKS INC	125A10508295	SEC 125 ADMIN FEES	\$93.20	10016100-52151	AFLAC & PERS INSUR ADMIN FEES	\$93.20
				Vendor Total:		\$93.20
WATER ENVIRONMENT FEDERATION	DV 012717	WEF MEMBER RENEWAL: 01800071	\$247.00	84024425-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$247.00
				Vendor Total:		\$247.00
WESTERN RENEWABLE ENERGY GENERATION	28987	WREGIS CERTIFICATE	\$2.97	80026400-52100	CONTRACTED SERVICES	\$2.97
	29348	WREGIS CERTIFICATE	\$4.47	80026400-52100	CONTRACTED SERVICES	\$4.47
	30045	WREGIS CERTIFICATE	\$4.68	80026400-52100	CONTRACTED SERVICES	\$4.68
	29696	WREGIS CERTIFICATE	\$6.17	80026400-52100	CONTRACTED SERVICES	\$6.17
Vendor Total:						\$18.29

List of Checks Presented for Approval on 2/9/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WILLOW COUNTY WATER DIST	40351-JAN17	UTILITIES	\$20.00	31122870-55210	UTILITIES	\$20.00
	40353-JAN17	UTILITIES	\$27.98	31122870-55210	UTILITIES	\$27.98
Vendor Total:						\$47.98
INVOICE TOTAL:						\$395,216.98

List of Checks Presented for Approval on 2/16/2017

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

 3-10-17 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ADAMSON POLICE PRODUCTS	INV233545	12V CLEAR SUPER LED SPOT LIGHT	\$149.78	10520210-56130	EXTERNAL SERVICES	\$149.78
Vendor Total:						\$149.78
ALHAMBRA NATIONAL WATER	5109554 0201617	DRINKING WATER SERVICES	\$36.94	69122700-54100	SUPPLIES	\$7.99
				77725200-54100	SUPPLIES	\$23.18
				84024425-54100	SUPPLIES	\$5.77
Vendor Total:						\$36.94
ALL IN ONE AUTO REPAIR & TOWING	49815	TRAFFIC PARKING ENFORCEMENT GAYLENE'S CAR	\$85.00	10520210-56130	EXTERNAL SERVICES	\$85.00
Vendor Total:						\$85.00
ALPHA ANALYTICAL LABORATORIES INC	6121798-UKIAHLF	Water Treating Chemicals (Not	\$1,833.00	70024500-52100	CONTRACTED SERVICES	\$1,833.00
		7012366-UKIAHSTP MISCELLANEOUS LABORATORY WORK	\$260.00	84024425-52100	CONTRACTED SERVICES	\$260.00
		7013867-UKIAHSTP MISCELLANEOUS LABORATORY WORK	\$260.00	84024425-52100	CONTRACTED SERVICES	\$260.00
		7011600-UKIAHSTP MISCELLANEOUS LABORATORY WORK	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
		7012071-UKIAHSTP MISCELLANEOUS LABORATORY WORK	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
		7012359-UKIAHSTP MISCELLANEOUS LABORATORY WORK	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00
		7013289-UKIAHSTP MISCELLANEOUS LABORATORY WORK	\$271.00	84024425-52100	CONTRACTED SERVICES	\$271.00

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALPHA ANALYTICAL LABORATORIES INC	7012766-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$650.00	84024425-52100	CONTRACTED SERVICES	\$650.00
	7013452-UKIAHSTP	Soil, Soil Vapor, and Groundwa	\$1,535.00	84024425-52100	CONTRACTED SERVICES	\$1,535.00
	7013721-UKIAHSTP	Soil, Soil Vapor, and Groundwa	\$1,728.00	84024425-52100	CONTRACTED SERVICES	\$1,728.00
	7012995-UKIAHSTP	Soil, Soil Vapor, and Groundwa	\$2,712.00	84024425-52100	CONTRACTED SERVICES	\$2,712.00
Vendor Total:						\$10,062.00
ALSCO-AMERICAN LINEN DIVISION	LSRO962035	LAUNDRY AND LINEN SERVICES	\$214.90	20324100-52100	CONTRACTED SERVICES	\$214.90
	LSRO959172	LAUNDRY AND LINEN SERVICES	\$218.12	20324100-52100	CONTRACTED SERVICES	\$218.12
Vendor Total:						\$433.02
ANIXTER	3417368-00	3/4 ANGLE STEEL BRACE K1818	\$432.07	80000000-12104	INVENTORY - PURCHASES	\$432.07
Vendor Total:						\$432.07
ARAMARK UNIFORM SERVICES	703121344	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	703152213	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	703162463	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	703131672	MAT & TOWEL SERVICE	\$69.61	31122870-56300	BUILDING MAINT. & REPAIR	\$69.61
	703152194	MAT & TOWEL SERVICE	\$69.61	31122870-56300	BUILDING MAINT. & REPAIR	\$69.61
	703121343	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	703141854	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	703162462	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	703121349	UNIFORM SVC-AIRPORT	\$66.75	77725200-54100	SUPPLIES	\$66.75
	703141860	UNIFORM SVC-AIRPORT	\$66.75	77725200-54100	SUPPLIES	\$66.75

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ARAMARK UNIFORM SERVICES	703152211	UNIFORM SVC-AIRPORT	\$66.75	77725200-54100	SUPPLIES	\$66.75
	703162468	UNIFORM SVC-AIRPORT	\$66.75	77725200-54100	SUPPLIES	\$66.75
	703131689	UNIFORM SVC-AIRPORT	\$78.27	77725200-54100	SUPPLIES	\$78.27
Vendor Total:						\$986.99
AT&T	0602 122454	LIVE SCAN	\$1,068.74	10520210-55100	TELEPHONE	\$1,068.74
	Vendor Total:					\$1,068.74
B & B INDUSTRIAL SUPPLY INC	184446	MISCELLANEOUS MATERIALS AS NEE	\$84.12	20822500-56300	BUILDING MAINT. & REPAIR	\$48.20
				20822500-54102	SMALL TOOLS	\$35.92
	209550	MISCELLANEOUS MATERIALS AS NEE	\$0.23	80026330-54100	SUPPLIES	\$0.23
	184822	MISCELLANEOUS MATERIALS AS NEE	\$50.57	80026400-54100	SUPPLIES	\$50.57
	184672	MISCELLANEOUS MATERIALS AS NEE	\$89.12	82024414-54100	SUPPLIES	\$89.12
	184654	MISCELLANEOUS MATERIALS AS NEE	\$14.35	84024421-54100	SUPPLIES	\$14.35
	184989	MISCELLANEOUS MATERIALS AS NEE	\$38.54	84024421-54100	SUPPLIES	\$38.54
	184741	MISCELLANEOUS MATERIALS AS NEE	\$165.05	84024421-54100	SUPPLIES	\$165.05
Vendor Total:						\$441.98
BAY AREA BARRICADE SERVICE INC	0343524-IN	METRO A-CADE BARRICADE AND PARTS-TAX	\$53.94	10024220-54130	PW - SAFETY	\$53.94
Vendor Total:						\$53.94
CA POLICE CHIEFS ASSOC	7575	REGISTRATION DEWEY/WYATT	\$1,300.00	10520210-57100	CONFERENCE & TRAINING	\$1,300.00
Vendor Total:						\$1,300.00

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CDW GOVERNMENT INC	GPN2172	PRINTRONIX RIBBON TWIN SPOOL 6-PK	\$297.77	20513300-54100	SUPPLIES	\$297.77
Vendor Total:						\$297.77
CHEVRON AND TEXACO BUSINESS CARD SVCS	649516	FUEL AS NEEDED UPD	\$666.18	10520210-56210	FUEL & FLUIDS	\$666.18
Vendor Total:						\$666.18
CLARK PEST CONTROL	19192126	PEST CONTROL SVCS	\$74.00	80026330-52100	CONTRACTED SERVICES	\$74.00
	19372674	PEST CONTROL SVCS	\$74.00	80026330-52100	CONTRACTED SERVICES	\$74.00
Vendor Total:						\$148.00
CODE PUBLISHING COMPANY	55507	CODIFICATION SERVICES AS PER A	\$350.00	10011100-52100	CONTRACTED SERVICES	\$350.00
Vendor Total:						\$350.00
CONVERGENT COMPUTING	BILL43299	IT SERVICES	\$1,800.00	20922900-52100	CONTRACTED SERVICES	\$1,800.00
Vendor Total:						\$1,800.00
CROSSFIT MENDOCINO	CFM022017	EDUCATIONAL/TRAINING SERVICES	\$333.33	10521210-57100	CONFERENCE & TRAINING	\$333.33
Vendor Total:						\$333.33
DAVID RAPPORT	6526	LEGAL SERVICES FOR FY 16/17	\$140.00	10017200-52100	CONTRACTED SERVICES	\$140.00
	6525	LEGAL SERVICES FOR FY 16/17	\$26,656.26	84424422-52100	CONTRACTED SERVICES	\$512.85
				84424422-52100	CONTRACTED SERVICES	\$2,551.97
				10014000-52150	LEGAL SERVICES/EXPENSES	\$6,140.31
				10014000-52150	LEGAL SERVICES/EXPENSES	\$8,750.75
				10514000-52150	LEGAL SERVICES/EXPENSES	\$2,208.94
				20414000-52150	LEGAL SERVICES/EXPENSES	\$887.09

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DAVID RAPPORT	6525	LEGAL SERVICES FOR FY 16/17	\$26,656.26	80014000-52150	LEGAL SERVICES/EXPENSES	\$3,435.15
				82014000-52150	LEGAL SERVICES/EXPENSES	\$642.21
				83024430-52150	LEGAL SERVICES/EXPENSES	\$309.56
				90214000-52150	LEGAL SERVICES/EXPENSES	\$612.18
				94024423-52150	LEGAL SERVICES/EXPENSES	\$605.25
				Vendor Total:		\$26,796.26
DAVID WILLOUGHBY	DEC-16	MILEAGE REIMBURSEMENT-DEC-16	\$84.78	10023320-56130	EXTERNAL SERVICES	\$84.78
	SEP-16	MILEAGE REIMBURSEMENT SEP-16	\$92.88	10023320-56130	EXTERNAL SERVICES	\$92.88
	JUL-16	MILEAGE REIMBURSMENT JUL-16	\$103.14	10023320-56130	EXTERNAL SERVICES	\$103.14
	OCT-16	MILEAGE REIMBURSEMENT-OCT-16	\$111.78	10023320-56130	EXTERNAL SERVICES	\$111.78
	JAN-17	MILEAGE REIMBURSEMENT JAN-17	\$112.35	10023320-56130	EXTERNAL SERVICES	\$112.35
	NOV-16	MILEAGE REIMBURSEMENT-NOV-16	\$116.10	10023320-56130	EXTERNAL SERVICES	\$116.10
	AUG-16	MILEAGE REIMURSEMENT AUG-16	\$138.78	10023320-56130	EXTERNAL SERVICES	\$138.78
Vendor Total:		\$759.81				
DELL MARKETING LP	10142133087	COMPUTER HARDWARE AND PERIPHER	\$1,443.75	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,443.75
	10135851289	COMPUTER ACCESSORIES AND SUPPL	\$1,695.29	20324100-54100	SUPPLIES	\$847.65
				20824300-54100	SUPPLIES	\$847.64
	10145882295	NETWORK ADAPTER AND CABLES	\$649.85	20922900-54100	SUPPLIES	\$649.85
	10143741770	COMPUTER HARDWARE AND PERIPHER	\$2,163.60	80026400-54100	SUPPLIES	\$2,163.60

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DELL MARKETING LP	10131441996	COMPUTER HARDWARE AND PERIPHER	\$1,707.94	82024414-54100	SUPPLIES	\$853.97
				84024421-54100	SUPPLIES	\$853.97
				Vendor Total:		\$7,660.43
DEPARTMENT OF JUSTICE	217607	CHEM TEST/SUPPORT CRIMINAL INV	\$210.00	10520210-52100	CONTRACTED SERVICES	\$210.00
	214065	FINGERPRINTING/LIVESCAN	\$160.00	10016100-54165	HR - NEW EMPLOYEE FINGERPRINT	\$160.00
	212691	CLETS-QUARTERLY FYE 2017	\$1,200.48	20620231-55100	TELEPHONE	\$1,200.48
Vendor Total:						\$1,570.48
DOGFATHER K9 CONNECTIONS	9682	K9 BOARDING AND CARE SERVICES	\$98.00	10520210-54100	SUPPLIES	\$98.00
						Vendor Total:
DORA'S GOURMET CAFE	18923	MISCELLANEOUS SERVICES, NO. 1	\$2,625.00	10520210-54100	SUPPLIES	\$2,625.00
						Vendor Total:
EFAX CORPORATE	873558	EFAX SERVICES	\$130.80	10012200-55100	TELEPHONE	\$130.80
						Vendor Total:
EMPLOYMENT DEVELOPMENT DEPT	L0400540192	SUI 4TH QTR 2016	\$9,860.00	20700000-20606	CITY CONTRIBUTION-UNEMP INS.	\$9,860.00
						Vendor Total:
FARWEST LINE SPECIALTIES LLC	223122	ELECTRIC SUPPLIES	\$450.16	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.65)
				80026400-54100	SUPPLIES	\$0.65
				80026400-54100	SUPPLIES	\$450.16
				Vendor Total:		\$450.16

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FISHER WIRELESS SVCS INC	227573	COMMUNICATION EQUIP & MISC REP	\$660.00	20620231-54100	SUPPLIES	\$660.00
					Vendor Total:	\$660.00
FLEETPRIDE	82662538	MISC PARTS & MATERIALS AS NEED	\$70.94	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.34)
				84024425-56130	EXTERNAL SERVICES	\$0.34
				84024425-56130	EXTERNAL SERVICES	\$70.94
					Vendor Total:	\$70.94
GCR TIRES & SERVICES	851-36118	TIRES, TUBES, REPAIRS & LABOR	\$708.57	10024220-56130	EXTERNAL SERVICES	\$708.57
	851-36201	TIRES, TUBES, REPAIRS & LABOR	\$33.94	10520210-56130	EXTERNAL SERVICES	\$33.94
	851-36029	TIRES, TUBES, REPAIRS & LABOR	\$294.73	10520210-56130	EXTERNAL SERVICES	\$294.73
	851-35946	TIRES, TUBES, REPAIRS & LABOR	\$349.02	10520210-56130	EXTERNAL SERVICES	\$349.02
	851-36044	TIRES, TUBES, REPAIRS & LABOR	\$18.00	20822500-56130	EXTERNAL SERVICES	\$18.00
	851-36045	TIRES, TUBES, REPAIRS & LABOR	\$18.00	80026400-56130	EXTERNAL SERVICES	\$18.00
	851-36058	TIRES, TUBES, REPAIRS & LABOR	\$325.07	80026400-56130	EXTERNAL SERVICES	\$325.07
	851-36205	TIRES, TUBES, REPAIRS & LABOR	\$20.00	80026430-56130	EXTERNAL SERVICES	\$20.00
	851-36119	TIRES, TUBES, REPAIRS & LABOR	\$726.91	82024414-51130	OVERTIME SALARIES & WAGES	\$726.91
					Vendor Total:	\$2,494.24
GOVERNMENT FINANCE OFFICERS ASSOC	2843526	BUDGET ANALYST TRAINING ACADEMY	\$925.00	10013400-57100	CONFERENCE & TRAINING	\$925.00
					Vendor Total:	\$925.00
GRANICUS INC	82779	SOFTWARE & SERVICES AGREEMENT	\$2,313.00	20922900-54320	SOFTWARE	\$2,313.00
					Vendor Total:	\$2,313.00

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
HARRIS COMPUTER SYSTEMS INC	CT032350	TIERED BASE CHARGE CREATION FO	\$3,990.00	20513300-52100	CONTRACTED SERVICES	\$3,990.00
Vendor Total:						\$3,990.00
HI-TECH EMERGENCY VEHICLE SVC INC	155788	PARTS AND LABOR	\$226.00	10521210-56130	EXTERNAL SERVICES	\$226.00
Vendor Total:						\$226.00
INTEGRITY SHRED	66718	DOCUMENT SHREDDING	\$28.50	10016100-52100	CONTRACTED SERVICES	\$28.50
	65246	DOCUMENT SHREDDING	\$57.00	10520210-54100	SUPPLIES	\$28.75
				20620231-54100	SUPPLIES	\$28.25
Vendor Total:						\$85.50
JENNIFER HIGBEE	DV020817	REIMBURSEMENT RENEWL FEE PESTICIDE APP	\$30.00	82024411-57100	CONFERENCE & TRAINING	\$30.00
Vendor Total:						\$30.00
JM SQUARED & ASSOC INC	117-7148	HYDROMATIC 4" GASKET	\$312.69	84024421-54100	SUPPLIES	\$312.69
Vendor Total:						\$312.69
JOANNE WALTZ	TA022717	TRAVEL ADVANCE FOR P3S SWEA CONF	\$518.40	84024425-57100	CONFERENCE & TRAINING	\$518.40
Vendor Total:						\$518.40
JOHNSON'S QUALITY TREE CARE AND LOGGING CO LLC	E3557	EMERGENCY TREE REMOVAL – TREE	\$2,500.00	10022100-52100	CONTRACTED SERVICES	\$2,500.00
Vendor Total:						\$2,500.00
JULIE WEBB	TA022717	TRAVEL ADVANCE CPRS CONF	\$420.97	10022810-57100	CONFERENCE & TRAINING	\$420.97
Vendor Total:						\$420.97
KAREN POPLAWSKI	DV020917	2017 WINTER/SPRING REC CLASS	\$338.10	10022850-52100	CONTRACTED SERVICES	\$338.10
Vendor Total:						\$338.10

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
KEN FOWLER MOTORS INC	99375	MISC AUTOMOTIVE PARTS AS NEEDE	\$181.87	10520210-56130	EXTERNAL SERVICES	\$181.87
	99245	MISC AUTOMOTIVE PARTS AS NEEDE	\$383.17	10520210-56130	EXTERNAL SERVICES	\$383.17
	99232	MISC AUTOMOTIVE PARTS AS NEEDE	\$490.18	10520210-56130	EXTERNAL SERVICES	\$490.18
	99502	MISC AUTOMOTIVE PARTS AS NEEDE	\$273.96	80026400-56130	EXTERNAL SERVICES	\$273.96
Vendor Total:						\$1,329.18
L D GIACOMINI ENTERPRISES INC	2017-5438	SERVICE-REMOVAL OF EMERG DEBRI	\$2,701.72	10024224-52100	CONTRACTED SERVICES	\$2,701.72
	Vendor Total:					\$2,701.72
LACO ASSOCIATES	0038208.1	PHASE ONE ENVIRONMENTAL SITE A	\$1,037.00	80026120-80230	INFRASTRUCTURE	\$1,037.00
	0038208	GEOTECHNICAL EXPLORATION AT 13	\$713.00	80100000-80230	INFRASTRUCTURE	\$713.00
Vendor Total:						\$1,750.00
LEAGUE OF CALIFORNIA CITIES	1460	2017 DUES	\$100.00	10012400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$100.00
	Vendor Total:					\$100.00
LES SCHWAB TIRE CENTER	64000283497	MISCELLANEOUS TIRE SERVICES AS	\$698.89	10521210-56130	EXTERNAL SERVICES	\$698.89
	64000283136	MISCELLANEOUS TIRE SERVICES AS	\$110.60	84024421-56130	EXTERNAL SERVICES	\$110.60
Vendor Total:						\$809.49
LINDA CHANCE JOHNSTON	DV020917	2017 WINTER/SPRING REC CLASS	\$235.20	10022850-52100	CONTRACTED SERVICES	\$235.20
	Vendor Total:					\$235.20
MARK CLEMENTI PHD	1-6-17	PRE-EMPLOYMENT PSYCHOLOGICAL EVAL	\$685.00	10520210-52100	CONTRACTED SERVICES	\$685.00
	Vendor Total:					\$685.00
MENDO MILL & LUMBER CO	K55575/1	BLADE SHARPENER	\$53.88	80026400-54100	SUPPLIES	\$53.88
	Vendor Total:					\$53.88

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENDOCINO COUNTY FARM SUPPLY	433702	MISCELLANEOUS PURCHASES AS REQ	\$21.29	20824300-56210	FUEL & FLUIDS	\$21.29
	433751	MISCELLANEOUS PURCHASES AS REQ	\$120.77	84024425-54100	SUPPLIES	\$120.77
	Vendor Total: -----					\$142.06
MICHAEL INGWELL	TA022517	TRAVEL ADVANCE	\$625.00	20922900-57100	CONFERENCE & TRAINING	\$625.00
	Vendor Total: -----					\$625.00
NCPA	FEB-17	FEB-17 NCPA	\$658,581.00	80026300-58104	NCPA MANAGEMENT SERVICES	\$50,506.00
				80026300-58101	NCPA PLANT GENERATION	\$244,536.00
				80026300-58102	NCPA POWER PURCHASES	\$263,333.00
				80026300-58105	NCPA THIRD PARTY SALES	(\$65,149.00)
				80026300-58103	NCPA TRANSMISSION	\$165,355.00
	Vendor Total: -----					\$658,581.00
NORTHWEST PUBLIC POWER ASSOCIATION	30211	REGISTRATION FEES	\$760.00	80026130-57100	CONFERENCE & TRAINING	\$760.00
	30456	ONLINE JOB ADVERTISEMENT-- LINEMAN	\$115.00	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$115.00
	18897	MEMBERSHIP RENEWAL 2017	\$6,746.44	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$6,746.44
	Vendor Total: -----					\$7,621.44
ONE TIME PAY VENDOR	DV 021017	WATER CONSTRUCTION FEES REFUND	\$6,492.40	84000000-44640	CONNECTION FEES	\$10.00
				84000000-44170	PLAN CHECK FEES	\$10.00
				90000000-23200	REFUNDABLE DEPOSITS TRUST	\$6,472.40
	110821-6	UTILITIES REFUND	\$92.84	90100000-10421	UTILITY RECEIVABLES CLEARING	\$92.84
	112955-0	UTILITIES REFUND	\$195.92	90100000-10421	UTILITY RECEIVABLES CLEARING	\$195.92
	Vendor Total: -----					\$6,781.16

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONESOURCE DISTRIBUTORS LLC	S5390638.002	SUPPLIES-AUTO SPLICE	\$80.91	80000000-12104	INVENTORY - PURCHASES	\$80.91
	S5347914.002	ELECTRICAL EQUIPMENT AND SUPPL	\$1,634.85	80000000-12104	INVENTORY - PURCHASES	\$1,634.85
	S5365123.001	SUPPLIES-BOLTS	\$199.30	80026110-54100	SUPPLIES	\$199.30
	S5188545.002	SUPPLIES-BRUSHWIRE	\$43.15	80026120-54100	SUPPLIES	\$43.15
Vendor Total: -----						\$1,958.21
PETERSON CAT	SW270043026	Generators, Portable and Stati	\$3,797.49	84024425-52100	CONTRACTED SERVICES	\$3,797.49
	PC060136072	PARTS & SERVICE REPAIRS AS NEE	\$40.42	10521210-56130	EXTERNAL SERVICES	\$40.42
Vendor Total: -----						\$3,837.91
PG&E CO	FEB-17-3822	UTILITIES	\$15,391.69	84024425-55200	PG&E	\$6,897.43
				10022100-55210	UTILITIES	\$108.05
				10022300-55210	UTILITIES	\$7.84
				10024220-55210	UTILITIES	\$7.84
				20822500-55210	UTILITIES	\$3,307.99
				69122700-55210	UTILITIES	\$195.30
				70024500-55210	UTILITIES	\$1,036.90
				73022600-55210	UTILITIES	\$394.60
				73022600-55210	UTILITIES	\$905.43
				77725200-55210	UTILITIES	\$62.38
				82024411-55210	UTILITIES	\$2,322.82
				84024421-55210	UTILITIES	\$145.11
	JAN-17-7075	UTILITIES	\$80.50	20822500-55210	UTILITIES	\$80.50

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PG&E CO	JAN-17 0853	UTILITIES	\$2,552.70	31122870-55210	UTILITIES	\$2,552.70
Vendor Total:						\$18,024.89
QUILL CORPORATION	4096170	OFFICE SUPPLIES, MISC AS NEEDE	\$192.54	20513300-54100	SUPPLIES	\$192.54
Vendor Total:						\$192.54
RAINBOW AGRICULTURAL SERVICES	5385412-00	PARTS & MISC SUPPLIES AS NEEDE	\$35.15	10024220-56130	EXTERNAL SERVICES	\$35.15
	5387117-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.14	10520210-54101	POSTAGE	\$43.14
	5384941-00	PARTS & MISC SUPPLIES AS NEEDE	\$118.64	10024220-54130	PW - SAFETY	\$118.64
	5385717-00	PARTS & MISC SUPPLIES AS NEEDE	\$14.77	10022100-54100	SUPPLIES	\$14.77
	5384100-00	PARTS & MISC SUPPLIES AS NEEDE	\$368.78	10022100-54100	SUPPLIES	\$368.78
	5389318-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.14	10520210-54100	SUPPLIES	\$43.14
	5379863-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5381659-00	PARTS & MISC SUPPLIES AS NEEDE	\$43.24	10520210-54100	SUPPLIES	\$43.24
	5381038-00	PARTS & MISC SUPPLIES AS NEEDE	\$62.70	10520210-54100	SUPPLIES	\$62.70
	5390138-00	PARTS & MISC SUPPLIES AS NEEDE	\$73.33	10520210-54100	SUPPLIES	\$73.33
	5385160-00	PARTS & MISC SUPPLIES AS NEEDE	\$161.79	20524412-54100	SUPPLIES	\$161.79
	5383984-00	PARTS & MISC SUPPLIES AS NEEDE	\$107.86	84024425-54100	SUPPLIES	\$107.86
Vendor Total:						\$1,115.78
RANDY BARTON	DV 020617	BOOT ALLOWANCE	\$109.60	84024425-54100	SUPPLIES	\$109.60
Vendor Total:						\$109.60

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1827074	CARDLOCK FUEL PURCHASES	\$370.82	10024220-56120	EQUIPMENT MAINTENANCE & REPAIR	\$123.61
				82024414-56120	EQUIPMENT MAINTENANCE & REPAIR	\$123.60
				84024421-56120	EQUIPMENT MAINTENANCE & REPAIR	\$123.61
	1824665	CARDLOCK FUEL PURCHASES	\$5,500.53	10022100-56210	FUEL & FLUIDS	\$894.71
				10022500-56210	FUEL & FLUIDS	\$36.55
				10024220-56210	FUEL & FLUIDS	\$459.31
				10520210-56210	FUEL & FLUIDS	\$24.31
				10520210-56210	FUEL & FLUIDS	\$72.51
				10520210-56210	FUEL & FLUIDS	\$1,581.64
				10520224-56210	FUEL & FLUIDS	\$100.70
				20822500-56210	FUEL & FLUIDS	\$94.19
				80026400-56210	FUEL & FLUIDS	\$978.90
				82024411-56210	FUEL & FLUIDS	\$219.16
				82024414-56210	FUEL & FLUIDS	\$203.28
				82024414-56210	FUEL & FLUIDS	\$287.44
				84024421-56210	FUEL & FLUIDS	\$173.16
				84024421-56210	FUEL & FLUIDS	\$244.86
				84024425-56210	FUEL & FLUIDS	\$129.81
	1827241	CARDLOCK FUEL PURCHASES	\$6,067.57	10022100-56210	FUEL & FLUIDS	\$711.70
				10024210-56210	FUEL & FLUIDS	\$9.06
				10024220-56210	FUEL & FLUIDS	\$903.10
				10520210-56210	FUEL & FLUIDS	\$26.80

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1827241	CARDLOCK FUEL PURCHASES	\$6,067.57	10520210-56210	FUEL & FLUIDS	\$145.75
				10520210-56210	FUEL & FLUIDS	\$1,549.76
				10520224-56210	FUEL & FLUIDS	\$149.52
				20324100-56210	FUEL & FLUIDS	\$141.17
				20822500-56210	FUEL & FLUIDS	\$13.94
				80026400-56210	FUEL & FLUIDS	\$959.89
				82024411-56210	FUEL & FLUIDS	\$339.29
				82024412-56210	FUEL & FLUIDS	\$38.06
				82024414-56210	FUEL & FLUIDS	\$267.81
				82024414-56210	FUEL & FLUIDS	\$302.46
				84024421-56210	FUEL & FLUIDS	\$228.14
				84024421-56210	FUEL & FLUIDS	\$257.65
				84024425-56210	FUEL & FLUIDS	\$23.47
	1828284	CARDLOCK FUEL PURCHASES	\$128.93	20324100-58410	GARAGE LUBRICANTS & PARTS	\$128.93
				Vendor Total:		\$12,067.85
REDWOOD EMPIRE AIKIKAI	DV 020917	INSTRUCTOR	\$136.00	10022850-52100	CONTRACTED SERVICES	\$64.00
				10022850-52100	CONTRACTED SERVICES	\$72.00
				Vendor Total:		\$136.00
REGIONAL GOVERNMENT SERVICES AUTHORITY	6478	FINANCIAL ADVISORY SERVICES	\$235.97	10013400-52100	CONTRACTED SERVICES	\$235.97
				Vendor Total:		\$235.97
REMY MOOSE MANLEY LLP	104611	RETAIN TO REP CITY IN LAWSUIT	\$961.00	90000000-21111	PLANNING PERMIT ESCROW	\$961.00
				Vendor Total:		\$961.00

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RICHARD ANDERSON	2017-0131-1	AGREEMENT FOR PROF.SVC'S FOR W	\$2,050.00	20922900-52100	CONTRACTED SERVICES	\$2,050.00
					Vendor Total:	\$2,050.00
ROCKWELL SOLUTIONS	1516	Pumps, Miscellaneous (Not Othe	\$1,492.80	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,492.80
					Vendor Total:	\$1,492.80
RYAN CAMERON	TA022517	TRAVEL ADVANCE	\$300.00	20922900-57100	CONFERENCE & TRAINING	\$300.00
					Vendor Total:	\$300.00
SALES & USE TAX	JAN-17	PRE-PAID SALES TAX	\$976.00	77725200-58401	AVIATION FUEL	\$516.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	\$4.00
				90000000-23237	DISTRICT USE TAX-MEASURE S	\$52.00
				90000000-23013	STATE USE TAX LIABILITY	\$404.00
					Vendor Total:	\$976.00
SCHAT'S BAKERY	STMT 12/31/16	PROVIDE MISCELLANOUS FOOD DISH	\$824.62	73022600-54100	SUPPLIES	\$59.70
				73022600-54100	SUPPLIES	\$77.89
				73022600-54100	SUPPLIES	\$182.17
				73022600-54100	SUPPLIES	\$504.86
	STMT 01/31/17	PROVIDE MISCELLANOUS FOOD DISH	\$840.49	73022600-54100	SUPPLIES	\$249.46
				73022600-54100	SUPPLIES	\$591.03
					Vendor Total:	\$1,665.11
SCHWEITZER ENGINEERING	PO#DVO012517	REGISTRATION-SCOTT BRANSON	\$1,275.00	80026130-57100	CONFERENCE & TRAINING	\$1,275.00
					Vendor Total:	\$1,275.00

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SD MYERS LLC	760504	SUPPLIES-POWER PAC	\$734.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.91)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.67)
				90000000-23013	STATE USE TAX LIABILITY	(\$53.22)
				80026130-54100	SUPPLIES	\$57.80
				80026130-54100	SUPPLIES	\$734.00
				Vendor Total:		\$734.00
SIERRA CHEMICAL	SLS 10043025	LIQ FERRIC CHLORIDE	\$7,110.93	84024425-58202	CHEMICALS	\$7,110.93
				Vendor Total:		\$7,110.93
SOLID WASTES SYSTEMS INC	331395	MISCELLANEOUS DUMP FEES	\$265.33	10024220-54120	PW - SPECIAL SUPPLIES	\$10.60
				10024220-54120	PW - SPECIAL SUPPLIES	\$10.60
				10024220-54120	PW - SPECIAL SUPPLIES	\$14.20
				10024220-54120	PW - SPECIAL SUPPLIES	\$16.96
				10024220-54120	PW - SPECIAL SUPPLIES	\$28.10
				10022100-54100	SUPPLIES	\$112.41
				31400000-54100	SUPPLIES	\$72.46
				Vendor Total:		\$265.33
TELECOM	8628	TELEPHONE PRODUCTS & SERVICES	\$105.00	20922900-52100	CONTRACTED SERVICES	\$105.00
	8634	TELEPHONE PRODUCTS & SERVICES	\$105.00	73022600-55100	TELEPHONE	\$105.00
				Vendor Total:		\$210.00
TELSTAR INSTRUMENTS INC	88775	PUMPING EQUIPMENT AND ACCESSOR	\$1,957.64	82024411-52100	CONTRACTED SERVICES	\$1,957.64
				Vendor Total:		\$1,957.64

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
THE LABOR COMPLIANCE MANAGERS	IWD007	LABOR COMPLIANCE OVERSIGHT WEL	\$3,000.00	82224413-80230	INFRASTRUCTURE	\$1,500.00
				82224413-80230	INFRASTRUCTURE	\$1,500.00
				Vendor Total:		\$3,000.00
THE UPHOLSTERY VAN	719253	UPHOLSTERY REPAIRS	\$160.00	82024412-56130	EXTERNAL SERVICES	\$160.00
				Vendor Total:		\$160.00
THE WATERSHED NURSERY	11100	SUPPLIES-LANDSCAPE PLANTS	\$577.66	25024210-80230	INFRASTRUCTURE	\$86.65
				31022700-80230	INFRASTRUCTURE	\$491.01
				Vendor Total:		\$577.66
THOMPSON'S PARTY RENTALS	01-021925-03	MISC PARTY RENTALS & SUPPLIES	\$772.82	73022600-54100	SUPPLIES	\$772.82
				Vendor Total:		\$772.82
TIM POMA	TA030117	TRAVEL ADVANCE CPRS PARKS	\$600.00	10022810-57100	CONFERENCE & TRAINING	\$600.00
				Vendor Total:		\$600.00
TNEMEC COMPANY INC	2240528	SUPPLIES	\$646.98	80026330-54100	SUPPLIES	\$646.98
				Vendor Total:		\$646.98
TRACTOR SUPPLY CREDIT PLAN	323077	MISCELLANEOUS SUPPLIES AS NEED	\$16.17	80026330-54100	SUPPLIES	\$16.17
				Vendor Total:		\$16.17
UKIAH TROPHIES & GIFTS	673977	BENCH PLAQUE	\$144.55	90000000-23212	ADOPT-A-TREE PROGRAM	\$144.55
				Vendor Total:		\$144.55
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN18857	JANITORIAL SVCS-WWTP FY 16/17	\$640.00	84024425-52100	CONTRACTED SERVICES	\$640.00
				Vendor Total:		\$640.00

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH VALLEY MEDICAL CENTER	DV.011817	DOWNTOWN ICE RINK	\$3,000.00	31400000-52100	CONTRACTED SERVICES	\$3,000.00
	DV 011817	DOWNTOWN ICE RINK	\$5,750.00	31400000-52100	CONTRACTED SERVICES	\$5,750.00
	1462 &1416	NOV-16 PRE-EMPLOYMENT & EMPLOYEE EXAMS	\$3,747.50	84024421-59101	FEES	\$107.89
				10016100-54161	HR - BACKGROUND & PHYSICALS	\$3,639.61
	1527	JAN-17 PRE-EMPLOYMENT & EMPLOYEE EXAMS	\$135.00	20324100-54100	SUPPLIES	\$135.00
	Vendor Total:					\$12,632.50
UKIAH WASTE SOLUTIONS INC	331296	BIOSOLID REMOVAL	\$8,086.08	84024425-52100	CONTRACTED SERVICES	\$8,086.08
					Vendor Total:	
UTILITY TRAINING ACADEMY INC	01301702	EDUCATIONAL/TRAINING SERVICES	\$2,500.00	80026120-52100	CONTRACTED SERVICES	\$1,136.35
				82024414-52100	CONTRACTED SERVICES	\$681.83
				84024421-52100	CONTRACTED SERVICES	\$681.82
				Vendor Total:		\$2,500.00
WELLS FARGO BANK CORP TRUST	DV 020617	WTP BONDS SEMI-ANNUAL PAYMENT	\$218,215.10	82224413-70102	BOND INTEREST PAYMENTS	\$222,009.38
				82200000-10260	CASH WITH FISCAL AGENT	(\$3,794.28)
	DV.020617	WWTP BONDS SEMI-ANNUAL PAYMENT	\$3,435,647.27	84124426-70102	BOND INTEREST PAYMENTS	\$1,425,650.00
				84124426-70202	BOND PRINCIPAL PAYMENTS	\$2,010,000.00
				84100000-10260	CASH WITH FISCAL AGENT	(\$2.73)
Vendor Total:					\$3,653,862.37	
WEST YOST ASSOCIATED	2031494	RRWA EXECUTIVE DIRECTOR SVCS	\$54,004.07	91190100-52100	CONTRACTED SERVICES	\$12,634.00
				91190100-52100	CONTRACTED SERVICES	\$13,531.50

List of Checks Presented for Approval on 2/16/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WEST YOST ASSOCIATED	2031494	RRWA EXECUTIVE DIRECTOR SVCS	\$54,004.07	91190100-52100	CONTRACTED SERVICES	\$27,838.57
Vendor Total:						\$54,004.07
WINE COUNTRY BALANCE	6865	ANNUAL BALANCE CALIBRATION	\$500.00	84024425-52100	CONTRACTED SERVICES	\$500.00
Vendor Total:						\$500.00
WORLD OIL ENVIRONMENTAL SERVICES	1500-00142732	DISPOSAL OF MISC. PRODUCTS AS	\$218.93	20324100-58410	GARAGE LUBRICANTS & PARTS	\$218.93
Vendor Total:						\$218.93
YOURMEMBERSHIP.COM INC	R26304442	APPA AD—LINEMAN	\$215.00	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$215.00
Vendor Total:						\$215.00
INVOICE TOTAL:						\$4,560,150.34

List of Checks Presented for Approval on 2/23/2017

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

 3.1.17  Dkt
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACME RIGGING & SUPPLY CO	282781	MISC RENTAL & SUPPLIES AS NEED	\$53.76	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$53.76
	283069	MISC RENTAL & SUPPLIES AS NEED	\$7.11	10024220-56130	EXTERNAL SERVICES	\$7.11
	282633	MISC RENTAL & SUPPLIES AS NEED	\$121.10	80026400-56130	EXTERNAL SERVICES	\$121.10
	282699	MISC RENTAL & SUPPLIES AS NEED	\$285.33	10024220-54102	SMALL TOOLS	\$285.33
	283068	MISC RENTAL & SUPPLIES AS NEED	\$345.06	84024425-54102	SMALL TOOLS	\$345.06
Vendor Total:						\$812.36
ALLEN JAMES	DV021317	INSTRUCTOR	\$428.00	10022850-52100	CONTRACTED SERVICES	\$428.00
	Vendor Total:					\$428.00
ALTEC INDUSTRIES INC	10699154	PARTS & MATERIALS AS NEEDED	\$254.72	10024220-56130	EXTERNAL SERVICES	\$254.72
	10700155	PARTS & MATERIALS AS NEEDED	\$173.03	80026400-56130	EXTERNAL SERVICES	\$173.03
	10679083	PARTS & MATERIALS AS NEEDED	\$324.10	80026400-56130	EXTERNAL SERVICES	\$324.10
Vendor Total:						\$751.85
BANK OF AMERICA	CA1-125-UKIAH	FINANCIAL SERVICES	\$4,716.92	82024414-52100	CONTRACTED SERVICES	\$4,716.92
Vendor Total:						\$4,716.92
BJ'S EMBROIDERY	12459	EMBRIDERY SERVICES	\$245.31	10024210-54100	SUPPLIES	\$81.77

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BJ'S EMBROIDERY	12459	EMBRIDERY SERVICES	\$245.31	82024410-54100	SUPPLIES	\$81.77
				84024420-54100	SUPPLIES	\$81.77
				Vendor Total:		\$245.31
BLR	17972641-B1	ANNUAL SUBSCRIPTION RENEWAL	\$558.93	10521210-57100	CONFERENCE & TRAINING	\$558.93
				Vendor Total:		\$558.93
BUSINESS CARD	SF-19800	PURCHASING CREDIT CARD, MISC.	\$5.00	10018000-52510	ADVERTISING & PROMOTION	\$5.00
	SF-20119	PURCHASING CREDIT CARD, MISC.	\$108.71	10018000-52510	ADVERTISING & PROMOTION	\$108.71
	M49S1K6AZDR 5W	PUBLIC SAFETY CREDIT CARD, MIS	\$59.80	10013400-57100	CONFERENCE & TRAINING	\$59.80
	SF-19798	PURCHASING CREDIT CARD, MISC.	\$1,209.00	10022810-57100	CONFERENCE & TRAINING	\$1,209.00
	SF-19789	PURCHASING CREDIT CARD, MISC.	\$116.77	20413500-57100	CONFERENCE & TRAINING	\$116.77
	SF-20304	PURCHASING CREDIT CARD, MISC.	\$987.90	20413500-57100	CONFERENCE & TRAINING	\$987.90
	TA040217	POLICE CREDIT CARD, MISC. PURC	\$674.00	20620231-57100	CONFERENCE & TRAINING	\$674.00
	SF-19438	PURCHASING CREDIT CARD, MISC.	\$2,568.40	20922900-57100	CONFERENCE & TRAINING	\$1,284.20
				20922900-57100	CONFERENCE & TRAINING	\$1,284.20
	7AK747645	CITY MGR DEPARTMENT CREDIT CAR	\$26.00	82024414-57100	CONFERENCE & TRAINING	\$26.00
	728301	CITY MGR DEPARTMENT CREDIT CAR	\$227.21	84024420-57100	CONFERENCE & TRAINING	\$227.21
	15062-31850	POLICE CREDIT CARD, MISC. PURC	\$118.94	10520210-52100	CONTRACTED SERVICES	\$118.94
	SF-19436	PURCHASING CREDIT CARD, MISC.	\$50.99	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.05)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.03)

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-19436	PURCHASING CREDIT CARD, MISC.	\$50.99	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.17)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.09)
				20822500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1.43
				20822500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$33.00
				90000000-23013	STATE USE TAX LIABILITY	(\$2.40)
				90000000-23013	STATE USE TAX LIABILITY	(\$1.31)
				10012100-54100	SUPPLIES	\$2.62
				10012100-54100	SUPPLIES	\$17.99
	SF-19433	PURCHASING CREDIT CARD, MISC.	\$64.35	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.08)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.30)
				20922900-54100	SUPPLIES	\$0.38
				20922900-54100	SUPPLIES	\$64.35
	SF-19787	PURCHASING CREDIT CARD, MISC.	\$208.07	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.25)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.97)
				20513300-54100	SUPPLIES	\$1.22
				20513300-54100	SUPPLIES	\$208.07
	SF-19437	PURCHASING CREDIT CARD, MISC.	\$424.26	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.50)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.98)
				90000000-23013	STATE USE TAX LIABILITY	(\$0.46)
				10024210-54100	SUPPLIES	\$0.73
				10024210-54100	SUPPLIES	\$106.06
				10024224-54100	SUPPLIES	\$0.73

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-19437	PURCHASING CREDIT CARD, MISC.	\$424.26	10024224-54100	SUPPLIES	\$106.06
				82024410-54100	SUPPLIES	\$0.74
				82024410-54100	SUPPLIES	\$106.07
				84024420-54100	SUPPLIES	\$0.74
				84024420-54100	SUPPLIES	\$106.07
	SF-19785	PURCHASING CREDIT CARD, MISC.	\$945.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.19)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$4.73)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$74.44
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$945.00
				90000000-23013	STATE USE TAX LIABILITY	(\$68.52)
	SF-19435	PURCHASING CREDIT CARD, MISC.	\$110.00	20413500-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$110.00
	SF-19799	PURCHASING CREDIT CARD, MISC.	\$15.00	20922900-54320	SOFTWARE	\$15.00
	SF-19784	PURCHASING CREDIT CARD, MISC.	\$267.95	10022810-54100	SUPPLIES	\$267.95
	011917	POLICE CREDIT CARD, MISC. PURC	\$25.00	10520210-54100	SUPPLIES	\$25.00
	sF-20218	POLICE CREDIT CARD, MISC. PURC	\$238.95	10520210-54100	SUPPLIES	\$238.95
SF-19978	PURCHASING CREDIT CARD, MISC.	\$334.40	80026400-54100	SUPPLIES	\$334.40	
Vendor Total:					\$8,785.70	
CA NARCOTICS OFFICERS ASSOC	DV021017	ANNUAL RENEWAL	\$100.00	10520210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$100.00
						Vendor Total:
CAROLLO ENGINEERS INC	0155042	DESIGN PHASES I&II RECYCLED WA	\$657.96	84424422-80230	INFRASTRUCTURE	\$657.96
						Vendor Total:

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CHRISTOPHER LONG	TA030617	TRAVEL ADVANCE	\$2,007.50	10520210-57100	CONFERENCE & TRAINING	\$2,007.50
Vendor Total:						\$2,007.50
CLARK PEST CONTROL	19389587	PEST CONTROL SVCS	\$92.00	80026130-52100	CONTRACTED SERVICES	\$92.00
	19389588	PEST CONTROL SVCS	\$92.00	80026130-52100	CONTRACTED SERVICES	\$92.00
Vendor Total:						\$184.00
CLOVER STORNETTA FARMS	5020064222	PROVIDE MISC GOODS AS NEEDED	\$30.26	73022600-54100	SUPPLIES	\$30.26
Vendor Total:						\$30.26
COMCAST	FEB 17	INTERNET SERVICE	\$149.31	31122870-52100	CONTRACTED SERVICES	\$149.31
	FEB.17	INTERNET SERVICES	\$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
				10520210-55100	TELEPHONE	\$60.57

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail					
COMCAST	FEB.17	INTERNET SERVICES	\$254.39	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:					\$403.70
				CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-497497	MISCELLANEOUS ELECTRICAL SUPPI	\$179.53	82024411-56300	BUILDING MAINT. & REPAIR
82024411-56300	BUILDING MAINT. & REPAIR	\$179.53							
90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.44)							
8821-497597	MISCELLANEOUS ELECTRICAL SUPPI	\$57.82	90000000-23237		DISTRICT USE TAX-MEASURE S	(\$0.27)			
			80026330-54100		SUPPLIES	\$0.27			
			80026330-54100		SUPPLIES	\$57.82			

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-497599	MISCELLANEOUS ELECTRICAL SUPPL	\$479.81	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.24)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2.24
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$479.81
				Vendor Total:		\$717.16
COPWARE INC	83722	ANNUAL LICENSE FOR 26-35 SWORN OFFICERS	\$540.00	10520210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$540.00
					Vendor Total:	\$540.00
CUES	472586	COMPUTER SOFTWARE FOR MICROCOM	\$1,800.00	84024421-54100	SUPPLIES	\$1,800.00
					Vendor Total:	\$1,800.00
DAVID MCQUEARY	TA030617	TRAVEL ADVANCE	\$1,120.25	10520210-57100	CONFERENCE & TRAINING	\$1,120.25
					Vendor Total:	\$1,120.25
DENNIS PARDINI	DV021517	REIMBURSEMENT	\$54.24	80026110-54100	SUPPLIES	\$54.24
					Vendor Total:	\$54.24
DEPARTMENT OF JUSTICE	213943	FINGERPRINTING SERVICES	\$445.00	10020000-44420	FINGERPRINT FEES	\$445.00
					Vendor Total:	\$445.00
DEPT OF FORESTRY & FIRE PROTECTION	139400	FIRE DISPATCHING SERVICES	\$50,571.78	10521210-52100	CONTRACTED SERVICES	\$50,571.78
					Vendor Total:	\$50,571.78
DG CREATIVE	83991	PRODUCTION SERVICES	\$85.00	10520214-54100	SUPPLIES	\$85.00
					Vendor Total:	\$85.00
DLT SOLUTIONS INC	4552878A	MAINT RENEWAL	\$719.08	20922900-54320	SOFTWARE	\$719.08
					Vendor Total:	\$719.08

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ELLIES MUTT HUT	698785	INTERVIEW LUNCH	\$31.50	10016100-54163	HR - INTERVIEW SUPPLIES	\$31.50
Vendor Total:						\$31.50
EVERGREEN JOB & SAFETY TRAINING INC	591	EDUCATIONAL/TRAINING SERVICES	\$2,028.00	80026110-52100	CONTRACTED SERVICES	\$1,014.00
				80026120-52100	CONTRACTED SERVICES	\$1,014.00
	591.1	CPR BOOKS AND CARDS	\$143.00	80026400-52100	CONTRACTED SERVICES	\$11.27
				80026400-52100	CONTRACTED SERVICES	\$143.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.18)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.72)
				90000000-23013	STATE USE TAX LIABILITY	(\$10.37)
Vendor Total:						\$2,171.00
FARWEST LINE SPECIALTIES LLC	225140	ELECTRICAL EQUIPMENT AND SUPPL	\$1,720.55	80026400-54100	SUPPLIES	\$1,720.55
	225310	SUPPLIES AS NEEDED	\$88.43	82024414-54100	SUPPLIES	\$44.22
				84024421-54100	SUPPLIES	\$44.21
Vendor Total:						\$1,808.98
FASTENAL	CAUKA24904	PARTS	\$51.19	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$51.19
Vendor Total:						\$51.19
FRED PRYOR SEMINARS	DV021017	REGISTRATION	\$256.00	10013400-57100	CONFERENCE & TRAINING	\$256.00
Vendor Total:						\$256.00
FRIEDMANS HOME IMPROVEMENT	35808852	MISC ITEMS AS NEEDED	\$3.91	20822500-56300	BUILDING MAINT. & REPAIR	\$3.91
	35793344	MISC ITEMS AS NEEDED	\$38.82	20822500-56300	BUILDING MAINT. & REPAIR	\$38.82

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35811660	MISC ITEMS AS NEEDED	\$47.91	20822500-56300	BUILDING MAINT. & REPAIR	\$47.91
	35792890	MISC ITEMS AS NEEDED	\$194.53	20822500-56300	BUILDING MAINT. & REPAIR	\$194.53
	35800358	MISC ITEMS AS NEEDED	\$196.68	20822500-56300	BUILDING MAINT. & REPAIR	\$196.68
	35805460	MISC ITEMS AS NEEDED	\$40.67	77725200-56300	BUILDING MAINT. & REPAIR	\$40.67
	35793558	MISC ITEMS AS NEEDED	\$90.36	77725200-56300	BUILDING MAINT. & REPAIR	\$90.36
	35805270	MISC ITEMS AS NEEDED	\$109.58	77725200-56300	BUILDING MAINT. & REPAIR	\$109.58
	35802009	MISC ITEMS AS NEEDED	\$276.80	77725200-56300	BUILDING MAINT. & REPAIR	\$276.80
	35799650	MISC ITEMS AS NEEDED	\$22.01	82024411-56300	BUILDING MAINT. & REPAIR	\$22.01
	35807403	MISC ITEMS AS NEEDED	\$22.13	82024411-56300	BUILDING MAINT. & REPAIR	\$22.13
	35792221	MISC ITEMS AS NEEDED	\$26.43	82024411-56300	BUILDING MAINT. & REPAIR	\$26.43
	35793990	MISC ITEMS AS NEEDED	\$31.08	82024411-56300	BUILDING MAINT. & REPAIR	\$31.08
	35801262	MISC ITEMS AS NEEDED	\$36.58	82024411-56300	BUILDING MAINT. & REPAIR	\$36.58
	35808204	MISC ITEMS AS NEEDED	\$39.61	82024411-56300	BUILDING MAINT. & REPAIR	\$39.61
	35812552	MISC ITEMS AS NEEDED	\$124.57	82024411-56300	BUILDING MAINT. & REPAIR	\$124.57
	35805115	MISC ITEMS AS NEEDED	\$241.64	82024411-56300	BUILDING MAINT. & REPAIR	\$241.64
	35801280	MISC ITEMS AS NEEDED	\$242.76	82024411-56300	BUILDING MAINT. & REPAIR	\$242.76
	35800041	MISC ITEMS AS NEEDED	(\$12.01)	20324100-52100	CONTRACTED SERVICES	(\$12.01)
	35800047	MISC ITEMS AS NEEDED	\$10.60	20324100-52100	CONTRACTED SERVICES	\$10.60
	35800030	MISC ITEMS AS NEEDED	\$134.24	20324100-52100	CONTRACTED SERVICES	\$134.24

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35800141	MISC ITEMS AS NEEDED	\$15.97	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$15.97
	33417548	MISC ITEMS AS NEEDED	\$21.15	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$21.15
	35797901	MISC ITEMS AS NEEDED	\$72.64	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$72.64
	35790393	MISC ITEMS AS NEEDED	\$73.57	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$73.57
	33417100	MISC ITEMS AS NEEDED	\$227.68	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$227.68
	35807762	MISC ITEMS AS NEEDED	\$14.66	10024220-56130	EXTERNAL SERVICES	\$14.66
	35807277	MISC ITEMS AS NEEDED	\$30.91	10024220-56130	EXTERNAL SERVICES	\$30.91
	35812518	MISC ITEMS AS NEEDED	\$52.74	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$52.74
	35788101	MISC ITEMS AS NEEDED	\$22.14	10022100-59400	OTHER EXPENSES	\$22.14
	35807464	MISC ITEMS AS NEEDED	\$10.76	10024220-54120	PW - SPECIAL SUPPLIES	\$10.76
	35789850	MISC ITEMS AS NEEDED	\$11.54	10024220-54120	PW - SPECIAL SUPPLIES	\$11.54
	35811398	MISC ITEMS AS NEEDED	\$64.56	10024220-54120	PW - SPECIAL SUPPLIES	\$64.56
	35800792	MISC ITEMS AS NEEDED	\$74.99	10024220-54120	PW - SPECIAL SUPPLIES	\$74.99
	35811944	MISC ITEMS AS NEEDED	\$79.22	10024220-54120	PW - SPECIAL SUPPLIES	\$79.22
	35807972	MISC ITEMS AS NEEDED	\$134.61	10024220-54120	PW - SPECIAL SUPPLIES	\$134.61
	35794424	MISC ITEMS AS NEEDED	\$160.09	10024220-54120	PW - SPECIAL SUPPLIES	\$160.09
	35806508	MISC ITEMS AS NEEDED	\$13.42	10024220-54102	SMALL TOOLS	\$13.42
	35788095	MISC ITEMS AS NEEDED	\$32.70	10024220-54102	SMALL TOOLS	\$32.70
	35788362	MISC ITEMS AS NEEDED	\$80.18	10024220-54102	SMALL TOOLS	\$80.18

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35793089	MISC ITEMS AS NEEDED	\$30.33	82024411-54102	SMALL TOOLS	\$30.33
	35791270	MISC ITEMS AS NEEDED	\$95.72	82024411-54102	SMALL TOOLS	\$95.72
	35807770	MISC ITEMS AS NEEDED	\$369.76	84024421-54102	SMALL TOOLS	\$369.76
	35812431	MISC ITEMS AS NEEDED	(\$77.92)	10022100-54100	SUPPLIES	(\$77.92)
	35805969	MISC ITEMS AS NEEDED	\$17.12	10022100-54100	SUPPLIES	\$17.12
	35797029	MISC ITEMS AS NEEDED	\$21.21	10022100-54100	SUPPLIES	\$21.21
	35802072	MISC ITEMS AS NEEDED	\$21.74	10022100-54100	SUPPLIES	\$21.74
	35793974	MISC ITEMS AS NEEDED	\$33.89	10022100-54100	SUPPLIES	\$33.89
	35796506	MISC ITEMS AS NEEDED	\$67.59	10022100-54100	SUPPLIES	\$67.59
	35812420	MISC ITEMS AS NEEDED	\$77.92	10022100-54100	SUPPLIES	\$77.92
	35812432	MISC ITEMS AS NEEDED	\$77.92	10022100-54100	SUPPLIES	\$77.92
	35812482	MISC ITEMS AS NEEDED	\$91.95	20822500-54100	SUPPLIES	\$91.95
	35801083	MISC ITEMS AS NEEDED	\$158.35	20822500-54100	SUPPLIES	\$158.35
	35795073	MISC ITEMS AS NEEDED	\$171.86	20822500-54100	SUPPLIES	\$171.86
	35796538	MISC ITEMS AS NEEDED	\$49.99	20922900-54100	SUPPLIES	\$49.99
	35787672	MISC ITEMS AS NEEDED	\$35.06	31400000-54100	SUPPLIES	\$35.06
	35800379	MISC ITEMS AS NEEDED	\$44.57	31400000-54100	SUPPLIES	\$44.57
	35805757	MISC ITEMS AS NEEDED	\$59.70	77725200-54100	SUPPLIES	\$59.70
	35793313	MISC ITEMS AS NEEDED	\$5.52	80026120-54100	SUPPLIES	\$5.52

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	357793310	MISC ITEMS AS NEEDED	\$26.13	80026120-54100	SUPPLIES	\$26.13
	35790301	MISC ITEMS AS NEEDED	\$31.60	80026130-54100	SUPPLIES	\$31.60
	35802529	MISC ITEMS AS NEEDED	\$59.05	80026130-54100	SUPPLIES	\$59.05
	35794270	MISC ITEMS AS NEEDED	\$3.80	80026330-54100	SUPPLIES	\$3.80
	35808089	MISC ITEMS AS NEEDED	\$20.37	80026330-54100	SUPPLIES	\$20.37
	35793060	MISC ITEMS AS NEEDED	\$67.48	80026330-54100	SUPPLIES	\$67.48
	35801169	MISC ITEMS AS NEEDED	\$11.83	80026400-54100	SUPPLIES	\$11.83
	35805613	MISC ITEMS AS NEEDED	\$64.36	80026400-54100	SUPPLIES	\$64.36
	35788105	MISC ITEMS AS NEEDED	\$141.96	80026400-54100	SUPPLIES	\$141.96
	35788269	MISC ITEMS AS NEEDED	\$161.79	82024410-54100	SUPPLIES	\$80.90
				84024420-54100	SUPPLIES	\$80.89
	35789448	MISC ITEMS AS NEEDED	\$16.36	82024411-54100	SUPPLIES	\$16.36
	35794709	MISC ITEMS AS NEEDED	\$112.59	82024411-54100	SUPPLIES	\$112.59
	35794705	MISC ITEMS AS NEEDED	\$225.18	82024411-54100	SUPPLIES	\$225.18
	35796936	MISC ITEMS AS NEEDED	\$4.01	82024414-54100	SUPPLIES	\$4.01
	35793568	MISC ITEMS AS NEEDED	\$14.17	82024414-54100	SUPPLIES	\$14.17
	35807349	MISC ITEMS AS NEEDED	\$25.83	82024414-54100	SUPPLIES	\$25.83
	35796681	MISC ITEMS AS NEEDED	\$76.55	82024414-54100	SUPPLIES	\$76.55
	35801090	MISC ITEMS AS NEEDED	\$20.00	84024421-54100	SUPPLIES	\$20.00

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35805499	MISC ITEMS AS NEEDED	\$23.69	84024421-54100	SUPPLIES	\$23.69
	35807906	MISC ITEMS AS NEEDED	\$29.21	84024421-54100	SUPPLIES	\$29.21
	35801317	MISC ITEMS AS NEEDED	\$37.30	84024421-54100	SUPPLIES	\$37.30
	35793064	MISC ITEMS AS NEEDED	\$183.13	84024421-54100	SUPPLIES	\$183.13
	35807206	MISC ITEMS AS NEEDED	\$12.64	84024425-54100	SUPPLIES	\$12.64
	35807231	MISC ITEMS AS NEEDED	\$80.60	84024425-54100	SUPPLIES	\$80.60
	35793956	MISC ITEMS AS NEEDED	\$112.59	84024425-54100	SUPPLIES	\$112.59
	35794024	MISC ITEMS AS NEEDED	\$225.18	84024425-54100	SUPPLIES	\$225.18
Vendor Total:						\$6,252.11
GENERAL PACIFIC INC	1275651	SUPPLIES	\$885.35	80000000-12104	INVENTORY - PURCHASES	\$885.35
	1272796	SPRING LOCK	\$196.79	80026200-54100	SUPPLIES	\$196.79
Vendor Total:						\$1,082.14
GHD INC	77104	DESIGN OF WELL #9	\$12,812.56	82024410-52100	CONTRACTED SERVICES	\$12,812.56
Vendor Total:						\$12,812.56
GOLDEN GATE BRIDGE TOLL	I691735542449	BRIDGE TOLL	\$7.50	10521210-54100	SUPPLIES	\$7.50
Vendor Total:						\$7.50
GOLDEN GATE K9 LLC	UPD1312017	ANNUAL K9 TRAINING	\$525.00	10520210-54100	SUPPLIES	\$525.00
Vendor Total:						\$525.00
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CI005803	PARTS	\$45.89	10521210-56130	EXTERNAL SERVICES	\$45.89
Vendor Total:						\$45.89

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GRAINGER INC	9354816069	PARTS NEEDED	\$79.72	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$79.72
					Vendor Total:	\$79.72
GRANITE CONSTRUCTION COMPANY	1115864	MISC ROCK & ROAD PATCH MATERIA	\$898.98	84024421-54100	SUPPLIES	\$898.98
					Vendor Total:	\$898.98
GREG OWEN	TR012917	TRAVEL REIMBURSEMENT	\$7.82	77725200-57100	CONFERENCE & TRAINING	\$7.82
					Vendor Total:	\$7.82
IBEW, LOCAL 1245	FEB 17	FEB 2017 ELECTRIC UNIT UNION DUES	\$1,590.48	20700000-20509	P/R DEDUCT.-UNION DUES	\$1,590.48
					Vendor Total:	\$1,590.48
INDIGO STUDIOS	1249	DRUG ED COLUMN/PRFM RPT CARD	\$1,000.00	63020210-52100	CONTRACTED SERVICES	\$1,000.00
					Vendor Total:	\$1,000.00
INTEGRITY SHRED	66571	DOCUMENT SHREDDING	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
					Vendor Total:	\$57.00
INTERCOUNTY MECHANICAL & ELECTRICAL INC	5702	HVAC VOLTAGE ISSUE FOR MAIN ME	\$1,768.70	73022600-56300	BUILDING MAINT. & REPAIR	\$1,768.70
					Vendor Total:	\$1,768.70
ITS GROUP INC	1111973F	STANDARD SERVICE LABOR-PORTAL	\$3,500.00	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,500.00
					Vendor Total:	\$3,500.00
J & M LOCK	34033	DUPLICATE KEYS, REPAIRS & MISC	\$12.36	10520210-56130	EXTERNAL SERVICES	\$12.36
	34034	DUPLICATE KEYS, REPAIRS & MISC	\$19.42	10022810-54100	SUPPLIES	\$19.42

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
J & M LOCK	34029	DUPLICATE KEYS, REPAIRS & MISC	\$70.12	10022810-54100	SUPPLIES	\$70.12
Vendor Total:						\$101.90
JAKE BURGESS	TA 3/1/17	TRAVEL ADVANCE	\$301.60	10022810-57100	CONFERENCE & TRAINING	\$301.60
Vendor Total:						\$301.60
JASON CHAPMAN	TA 3/05/17	TRAVEL ADVANCE	\$1,575.40	10520210-57100	CONFERENCE & TRAINING	\$1,575.40
Vendor Total:						\$1,575.40
KIMBALL MIDWEST	5396295	RETURN STOCK SUPPLIES	(\$1,307.07)	20324100-56112	EQUIPMENT PARTS FOR RESALE	(\$1,307.07)
	5396299	STOCK SUPPLIES	\$895.06	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$895.06
	5390755	STOCK PARTS	\$1,307.07	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$1,307.07
	5398045	PARTS	\$412.01	20324100-54100	SUPPLIES	\$412.01
Vendor Total:						\$1,307.07
LAND LOGISTICS INC	20161204	ON-CALL PLANNING SERVICES	\$562.50	10023100-52100	CONTRACTED SERVICES	\$562.50
Vendor Total:						\$562.50
LOUIS MALDONADO SR	DV021017	4 QTR-DEFENSIVE TACTICAL TRAIN	\$2,000.00	10520210-57100	CONFERENCE & TRAINING	\$2,000.00
Vendor Total:						\$2,000.00
MATTHEW SCOTT EDWARDS	TA 3/05/17	TRAVEL ADVANCE	\$1,575.40	10520210-57100	CONFERENCE & TRAINING	\$1,575.40
Vendor Total:						\$1,575.40
MENDOCINO ANIMAL HOSPITAL	155418	VETERINARY SERVICES	\$210.19	10520210-54100	SUPPLIES	\$210.19
Vendor Total:						\$210.19

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY	10538	HAZARDOUS WASTE DISPOSAL	\$108.40	77725200-56300	BUILDING MAINT. & REPAIR	\$108.40
Vendor Total:						\$108.40
ONE TIME PAY VENDOR	DV 021717	SEWER LATERAL REINBURSEMENT	\$1,561.91	84424422-52100	CONTRACTED SERVICES	\$1,561.91
	115758-5	UTILITIES REFUND	\$117.89	90100000-10421	UTILITY RECEIVABLES CLEARING	\$117.89
Vendor Total:						\$1,679.80
ONLINE INFORMATION SRVS INC	763523	UTILITY EXCHANGE REPORTING FY	\$205.50	20513300-52100	CONTRACTED SERVICES	\$205.50
Vendor Total:						\$205.50
OPERATING ENGINEERS UNION	1702-1	FEB 2017 PW UNION DUES	\$900.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$900.00
	1702--1	FEB 2017 MISC UNION DUES	\$935.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$935.00
Vendor Total:						\$1,835.00
PACIFIC ECORISK INC	12903	ENVIRONMENTAL AND ECOLOGICAL S	\$590.00	84024425-52100	CONTRACTED SERVICES	\$590.00
	12938	ENVIRONMENTAL AND ECOLOGICAL S	\$590.00	84024425-52100	CONTRACTED SERVICES	\$590.00
Vendor Total:						\$1,180.00
PARSON ENVIROMENTAL PRODUCTS INC	217111	PLUMBING EQUIPMENT, FIXTURES,	\$4,266.83	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$4.95)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$19.80)
				90000000-23013	STATE USE TAX LIABILITY	(\$287.10)
				84024421-54100	SUPPLIES	\$311.85
				84024421-54100	SUPPLIES	\$4,266.83
Vendor Total:						\$4,266.83

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PAYMENTUS GROUP INC	US17010028	CREDIT CARD PROCESSING SERVICE	\$2,071.00	20513300-52100	CONTRACTED SERVICES	\$2,071.00
Vendor Total:						\$2,071.00
PERKOWSKI SCREEN PRINT	14633	SUPPLIES-COU LOGO JACKETS	\$51.78	80026400-54100	SUPPLIES	\$51.78
Vendor Total:						\$51.78
PETERSON CAT	SW270043535	EMERGENCY CALL OUT SWITCHGEAR	\$1,871.26	84024425-52100	CONTRACTED SERVICES	\$1,871.26
	PC270041491	STORAGE CAPACITORS	\$5,223.18	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$5,223.18
Vendor Total:						\$7,094.44
PETERSON TRUCKS INC	CM266735P	CREDIT MEMO	(\$453.08)	80026400-56130	EXTERNAL SERVICES	(\$453.08)
	266735P	AUTOMOTIVE AND TRAILER EQUIPME	\$2,062.92	80026400-56130	EXTERNAL SERVICES	\$2,062.92
	267073P	SUPPLIES-BRAKE PARTS CLEANER	\$31.72	20324100-58410	GARAGE LUBRICANTS & PARTS	\$31.72
Vendor Total:						\$1,641.56
POLLARDWATER.COM	0066779	SUPPLIES- GAS MONITOR	\$826.63	84024421-54100	SUPPLIES	\$826.63
Vendor Total:						\$826.63
POLYDYNE INC	1112037	LIQ POLYMER ALKYLAMINE	\$3,452.00	84024425-58202	CHEMICALS	\$3,452.00
	1112039	LIQUID POLYMER EMULSION	\$4,242.72	84024425-58202	CHEMICALS	\$4,242.72
Vendor Total:						\$7,694.72
PORTOLA SYSTEMS INC	34236	I.T. SERVICES AS NEEDED	\$262.50	20922900-52100	CONTRACTED SERVICES	\$262.50
	34216	I.T. SERVICES AS NEEDED	\$400.00	20922900-52100	CONTRACTED SERVICES	\$400.00
Vendor Total:						\$662.50

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PR BUSHBY SHARPENING INC	5525	SUPPLIES-CHAINS	\$67.91	80026110-54100	SUPPLIES	\$67.91
Vendor Total:						\$67.91
PUBLIC SERVICE DEPARTMENT	DEC-16	UTILITIES	\$81,763.71	80626500-52133	MONTHLY DISCOUNT PROGRAM	\$83.23
				10012400-55210	UTILITIES	\$298.31
				10022100-55210	UTILITIES	\$5,894.80
				10022300-55210	UTILITIES	\$2,782.72
				10024214-55210	UTILITIES	\$550.10
				10024220-55210	UTILITIES	\$846.39
				20620231-55210	UTILITIES	\$64.71
				20822500-55210	UTILITIES	\$5,250.42
				20824300-55210	UTILITIES	\$1,809.86
				25024300-55210	UTILITIES	\$29.84
				64020213-55210	UTILITIES	\$545.81
				69122700-55210	UTILITIES	\$1,792.09
				73022600-55210	UTILITIES	\$1,913.95
				77725200-55210	UTILITIES	\$2,713.60
				80026400-55210	UTILITIES	\$2,725.52
				80526610-55210	UTILITIES	\$9,086.50
				82024410-55210	UTILITIES	\$90.06
				82024411-55210	UTILITIES	\$11,979.05
				82024414-55210	UTILITIES	\$821.06
				84024421-55210	UTILITIES	\$127.45

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PUBLIC SERVICE DEPARTMENT	DEC-16	UTILITIES	\$81,763.71	84024425-55210	UTILITIES	\$32,358.24
	DEC-16	UTILITIES	\$135.66	31122870-55210	UTILITIES	\$135.66
	Vendor Total:					\$81,899.37
REDWOOD TREE SERVICE STATIONS INC	JAN-17	CAR WASHES & INTERIOR CLEANING	\$167.00	10520210-56130	EXTERNAL SERVICES	\$7.00
				10520210-56130	EXTERNAL SERVICES	\$10.00
				10520210-56130	EXTERNAL SERVICES	\$10.00
				10520210-56130	EXTERNAL SERVICES	\$10.00
				10520210-56130	EXTERNAL SERVICES	\$10.00
				10520210-56130	EXTERNAL SERVICES	\$24.00
				10520210-56130	EXTERNAL SERVICES	\$24.00
				10520210-56130	EXTERNAL SERVICES	\$24.00
				10520210-56130	EXTERNAL SERVICES	\$24.00
				10520210-56130	EXTERNAL SERVICES	\$24.00
				10520210-56130	EXTERNAL SERVICES	\$24.00
				Vendor Total:		
RINO PACIFIC	CL17375	FUEL SERVICES AS NEEDED	\$133.19	82024414-56210	FUEL & FLUIDS	\$71.92
				84024421-56210	FUEL & FLUIDS	\$61.27
				Vendor Total:		
SCHNEIDER ELECTRIC IT USA INC	814230911	#WADVULTRA-AX-14 ONE (1) YEAR	\$3,600.00	20922900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,600.00
					Vendor Total:	
SHAPE PRODUCTS	5000486	SUPPLIES	\$513.56	84024425-54100	SUPPLIES	\$513.56
					Vendor Total:	
SPEEDY SIGNS	19202	SUPPLIES- SKATE PARK SIGNS	\$236.23	10022100-59400	OTHER EXPENSES	\$236.23
					Vendor Total:	

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STEVE MICHAEL BROWN	UKIAH-001	EIR FOR LANDFILL CLOSURE PROJE	\$10,210.00	70024500-52100	CONTRACTED SERVICES	\$10,210.00
Vendor Total:						\$10,210.00
TGIF REPAIRS INC	5176	PRINTER CLEAN AND SERVICE	\$210.00	80026400-52100	CONTRACTED SERVICES	\$210.00
Vendor Total:						\$210.00
THOMSON REUTERS BARCLAYS	PO44589	LIBRARY AND SUBSCRIPTION SERVI	\$1,166.00	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$1,166.00
Vendor Total:						\$1,166.00
UKIAH DAILY JOURNAL	5894547	CLASSIFIED ADVERTISEMENT	\$107.53	10023100-52100	CONTRACTED SERVICES	\$107.53
	5886769	CLASSIFIED ADVERTISEMENT	\$115.48	10023100-52100	CONTRACTED SERVICES	\$115.48
	5871749	EMPLOYMENT ADVERTISEMENT-LINEMAN	\$544.24	10016100-54162	HR - ADVERTISING	\$544.24
	5876011	EMPLOYMENT ADVERTISEMENT-DIRECTOR OF PLANNING	\$751.19	10016100-54162	HR - ADVERTISING	\$751.19
	5879264	CLASSIFIED ADVERTISEMENT	\$39.07	10520210-54100	SUPPLIES	\$39.07
Vendor Total:						\$1,557.51
UKIAH FORD	122782	PARTS & SERVICE REPAIRS AS NEE	\$29.56	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.04)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.15)
				10520210-56130	EXTERNAL SERVICES	\$29.56
				90000000-23013	STATE USE TAX LIABILITY	(\$2.18)
				64020213-54100	SUPPLIES	\$2.37
	122876	PARTS & SERVICE REPAIRS AS NEE	\$47.29	10024220-56130	EXTERNAL SERVICES	\$47.29
	122790	PARTS & SERVICE REPAIRS AS NEE	\$65.37	10024220-56130	EXTERNAL SERVICES	\$65.37
	122808	PARTS & SERVICE REPAIRS AS NEE	\$34.72	10520210-56130	EXTERNAL SERVICES	\$34.72

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH FORD	122952	PARTS & SERVICE REPAIRS AS NEE	\$175.62	10520210-56130	EXTERNAL SERVICES	\$175.62
	123020	PARTS & SERVICE REPAIRS AS NEE	\$54.60	20324100-56210	FUEL & FLUIDS	\$54.60
	Vendor Total:					\$407.16
UNITED SITE SERVICES	114-4963848	PORTABLE TOILET RENTAL	\$166.76	10022100-52100	CONTRACTED SERVICES	\$166.76
	114-4963850	PORTABLE TOILET RENTAL	\$166.76	10022100-52100	CONTRACTED SERVICES	\$166.76
	114-4963851	PORTABLE TOILET RENTAL	\$166.76	10022100-52100	CONTRACTED SERVICES	\$166.76
	114-4963852	PORTABLE TOILET RENTAL	\$166.76	10022100-52100	CONTRACTED SERVICES	\$166.76
	114-4968462	PORTABLE TOILET RENTAL	\$249.17	10022100-52100	CONTRACTED SERVICES	\$249.17
	Vendor Total:					\$916.21
US CELLULAR	0176732513	CELLULAR PHONE SERVICE	\$158.27	80026400-55100	TELEPHONE	\$42.75
				80026400-55100	TELEPHONE	\$45.39
				82024410-55100	TELEPHONE	\$18.11
				84024421-55100	TELEPHONE	\$18.11
				84024425-55100	TELEPHONE	\$33.91
				Vendor Total:		
USA BLUEBOOK	170116	PARTS RETURNED- CREDIT MEMO	(\$170.11)	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$170.11)
	159566	EQUIPMENT REPAIR-REPLACEMENT MIXER PROP	\$188.82	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$188.82
	153423	SUPPLIES-DANGER SIGN	\$62.59	82024411-54100	SUPPLIES	\$62.59
	168653	SUPPLIES-EYE WASH BOTTLES	\$53.66	84024425-54100	SUPPLIES	\$53.66
	Vendor Total:					\$134.96

List of Checks Presented for Approval on 2/23/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UTILITY DESIGN SERVICES LLC	33	DESIGN, ENGINEERING & CONSULTAN	\$6,489.85	80026400-52100	CONTRACTED SERVICES	\$6,489.85
					Vendor Total:	\$6,489.85
WESTERN WATER CONSTRUCTORS INC	6	SPEC 16-02 SITE DEVELOPMENT WE	\$152,694.95	82224413-80230	INFRASTRUCTURE	\$70,844.95
				82224413-80230	INFRASTRUCTURE	\$81,850.00
					Vendor Total:	\$152,694.95
XEROX CORP	087590418	COPIER LEASE-SEE ADD'L DESCRIP	\$640.98	20822500-52100	CONTRACTED SERVICES	\$640.98
	087960659	COPIER LEASE-SEE ADD'L DESCRIP	\$725.11	20822500-52100	CONTRACTED SERVICES	\$725.11
	087960664	COPIER LEASE-SEE ADD'L DESCRIP	\$1,501.27	20822500-52100	CONTRACTED SERVICES	\$1,501.27
	087960663	COPIER LEASE-SEE ADD'L DESCRIP	\$166.26	69122700-52100	CONTRACTED SERVICES	\$166.26
	087960661	COPIER LEASE-SEE ADD'L DESCRIP	\$222.25	69122700-52100	CONTRACTED SERVICES	\$222.25
	087960662	COPIER LEASE-SEE ADD'L DESCRIP	\$313.21	73022600-52100	CONTRACTED SERVICES	\$313.21
	087960660	COPIER LEASE-SEE ADD'L DESCRIP	\$465.27	10520210-94500	LEASE PAYMENTS	\$255.90
				10521210-94500	LEASE PAYMENTS	\$162.84
				20620231-94500	LEASE PAYMENTS	\$23.26
				64020213-94500	LEASE PAYMENTS	\$23.27
					Vendor Total:	\$4,034.35
					INVOICE TOTAL:	\$411,230.31

List of Checks Presented for Approval on 2/17/2017

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

W.C. Carpenter

David B Haas
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000009206436	TELEPHONE/CIRCUIT	\$32.38	91500000-55100	TELEPHONE	\$32.38
	UVFD JAN 17	SOUTH STATION FAX LINE	\$70.36	91500000-55100	TELEPHONE	\$70.36
Vendor Total:						\$102.74
LN CURTIS & SONS	INV76626	HOSE COUPLING EXPANSION RINGS	\$643.70	91500000-54100	SUPPLIES	\$643.70
	Vendor Total:					\$643.70
PG&E CO	UVFD JAN.17	TALMAGE GAS & ELECTRIC SERVICE	\$34.97	91500000-55200	PG&E	\$34.97
	UVFD JAN 17	SOUTH STATION GAS & ELECTRIC SERVICE	\$1,235.66	91500000-55200	PG&E	\$335.59
				91500000-55200	PG&E	\$900.07
	UVFD JAN-17	LOVERS LANE GAS & ELECTRIC SERVICE	\$1,607.31	91500000-55200	PG&E	\$1,607.31
Vendor Total:						\$2,877.94
PUBLIC SERVICE DEPARTMENT	UVFD DEC 16	LOVERS LANE SANITATION SERVICE	\$79.87	91500000-55210	UTILITIES	\$79.87
	UVFD DEC16	S STATE ST SANITATION SERVICE	\$125.97	91500000-55210	UTILITIES	\$125.97
Vendor Total:						\$205.84
US CELLULAR	0171987832	MCC AIR CARD	\$124.23	91500000-55100	TELEPHONE	\$124.23
Vendor Total:						\$124.23

List of Checks Presented for Approval on 2/17/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
VERIZON WIRELESS	9779649562	EQUIPMENT PURCHASE AND CELL PHONE SERVICE	\$1,056.35	91500000-55100	TELEPHONE	\$1,056.35
Vendor Total:						\$1,056.35
WASTE MANAGEMENT	2697022-2561-7	NORTH STATION GARBAGE SERVICE	\$54.70	91500000-55210	UTILITIES	\$54.70
	2448937-2561-8	SOUTH STATION GARBAGE SERVICE	\$54.70	91500000-55210	UTILITIES	\$54.70
Vendor Total:						\$109.40
WILLOW COUNTY WATER DIST	UVFD JAN.17	TALMAGE WATER SERVICE	\$24.00	91500000-55210	UTILITIES	\$24.00
	UVFD JAN-17	SOUTH STATION WATER SERVICE	\$26.67	91500000-55210	UTILITIES	\$26.67
	UVFD JAN 17	LOVERS LANE WATER SERVICE	\$52.27	91500000-55210	UTILITIES	\$52.27
Vendor Total:						\$102.94
WITMER PUBLIC SAFETY GROUP	E1561483	LEATHER FRONTS	\$330.44	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.38)
				90000000-23013	STATE USE TAX LIABILITY	(\$21.93)
				91500000-54100	SUPPLIES	\$22.31
				91500000-54100	SUPPLIES	\$330.44
	E1557642	TURNOUT GEAR BAGS	\$382.89	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.45)
				90000000-23013	STATE USE TAX LIABILITY	(\$26.10)
				91500000-54100	SUPPLIES	\$26.55
				91500000-54100	SUPPLIES	\$382.89
Vendor Total:						\$713.33
INVOICE TOTAL:						\$5,936.47

List of Checks Presented for Approval on 2/24/2017

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		
AFLAC	741869	CANCER, LIFE, ACC INS	\$73.70	20700000-20656	UVFD AFLAC	\$73.70
Vendor Total:						\$73.70
AT&T	UVFD FEB 17	SOUTH STATION FAX LINE	\$67.33	91500000-55100	TELEPHONE	\$67.33
Vendor Total:						\$67.33
CROSSFIT MENDOCINO	UVFD CFM02202017	TRAINING CLASSES	\$166.66	91500000-52100	CONTRACTED SERVICES	\$166.66
Vendor Total:						\$166.66
HOPLAND FIRE PROTECTION DIST	173101	CLERICAL SERVICES	\$387.75	91500000-52100	CONTRACTED SERVICES	\$387.75
Vendor Total:						\$387.75
LIEBERT CASSIDY WHITMORE	1433989	LEGAL REPRESENTATION	\$985.00	91500000-52100	CONTRACTED SERVICES	\$985.00
Vendor Total:						\$985.00
LIFE ASSIST	783596	MEDICAL SUPPLIES	\$2,077.56	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.46)
				91500000-54100	SUPPLIES	\$2.46
				91500000-54100	SUPPLIES	\$2,077.56
Vendor Total:						\$2,077.56
MASSEY SMALL ENGINE REPAIR	413553	CHAINS FOR CHAIN SAW	\$28.74	91500000-52100	CONTRACTED SERVICES	\$28.74

List of Checks Presented for Approval on 2/24/2017

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MASSEY SMALL ENGINE REPAIR	413567	MIXED FUEL FOR SMALL EQUIPMENT	\$43.13	91500000-52100	CONTRACTED SERVICES	\$43.13
	020917	LABOR FOR 6463 TRASH PUMP	\$60.00	91500000-52100	CONTRACTED SERVICES	\$60.00
Vendor Total:						\$131.87
MENDO MILL & LUMBER CO	K56256/1	IPAD MOUNTS FOR FIRE ENGINES	\$14.86	91500000-54100	SUPPLIES	\$14.86
	K56644/1	STATION 641 REPAIR SUPPLIES	\$36.80	91500000-54100	SUPPLIES	\$36.80
	K56270/1	NORTH STATION SINK AND AUTO FUSES	\$81.96	91500000-54100	SUPPLIES	\$81.96
Vendor Total:						\$133.62
MENDOCINO COUNTY AUDITOR-CONTROLLER	1719	PROPERTY TAX ADMIN REIMBURSEMENT	\$5,366.29	91500000-56130	EXTERNAL SERVICES	\$5,366.29
Vendor Total:						\$5,366.29
STAPLES CREDIT PLAN	80330	OFFICE SUPPLIES	\$40.43	91500000-54100	SUPPLIES	\$40.43
Vendor Total:						\$40.43
UKIAH VALLEY MEDICAL CENTER	1449	PRE-EMPLOYMENT AND EMPLOYEE EXAM	\$168.75	91500000-56130	EXTERNAL SERVICES	\$168.75
	1579	PRE-EMPLOYMENT AND EMPLOYEE EXAM	\$1,124.32	91500000-56130	EXTERNAL SERVICES	\$1,124.32
Vendor Total:						\$1,293.07
US CELLULAR	0176505723	MCC AIR CARD	\$124.46	91500000-55100	TELEPHONE	\$124.46
Vendor Total:						\$124.46
INVOICE TOTAL:						\$10,847.74



ITEM NO.: 7b

MEETING DATE: March 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: ANNUAL REVIEW OF THE MOBILEHOME PARK RENT STABILIZATION FEES PER RESOLUTION 2012-17 AND APPROVAL TO WAIVE FEES FOR 2017 BILLING CYCLE

Summary: The City Council will perform an annual review of the administration costs for the mobilehome park rent stabilization program. Staff recommends waiving the annual fees as there are no foreseeable arbitration costs and the mobilehome rent stabilization administrative fund balance is consistent with Resolution 2012-17.

Background and Discussion: Resolution 2012-17 (Attachment 1), which was adopted April 4, 2012, states that the City Council shall review the administration costs for the mobilehome park rent stabilization program, including the cost of any arbitrations, on an annual basis and make any adjustments so that the fee does not exceed the cost to administer Division 2, Chapter 8 of the Ukiah City Code (Attachment 2).

Resolution 2012-17 states that \$18,336 represents a reasonable estimate for the annual cost to administer Division 2, Chapter 8, and calls for an annual administration fee in the amount of \$48.00 per mobilehome park space subject to rent control to be paid by the City's six mobilehome parks, listed in the resolution. The City currently has \$27,039.50 in the mobilehome rent stabilization fund, and therefore, Staff recommends waiving the annual fees as there are no foreseeable arbitration costs and the mobilehome rent stabilization administrative fund balance is consistent with Resolution 2012-17.

FISCAL IMPACT:				
Budgeted Amount in 16-17 FY	Source of Funds (Title & No.)	Account Number	Budget Amendment Required	Previous Contract or Purchase Order No.
N/A	MH Rent	90000000.23251	Yes ☐ No ☒	N/A

RECOMMENDED ACTION(S): Approve waiving annual fee for mobilehome park rent stabilization fund and direct City Clerk to send a corresponding letter to the mobilehome park owners.

ALTERNATIVES: Give direction to Staff.

Citizens advised: Annual review is listed in Resolution 2012-17 and UCC Section §2715
Requested by: Resolution 2012-17 Directive
Prepared by/Contact: Kristine Lawler, City Clerk
Coordinated with: David Rapport, City Attorney and Sage Sangiacomo, City Manager.
Presenter: Kristine Lawler, City Clerk
Attachments: 1. Resolution 2012-17
2. Ukiah City Code Division 2, Chapter 8

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. 2012-17**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH
ADOPTING RENT STABILIZATION FEES FOR A 2012 ASSESSMENT
TO CITY OF UKIAH MOBILEHOME PARKS****WHEREAS:**

1. Ukiah City Code ("UCC") Section 2715, provides that "all or any portion of the costs to administer this chapter [Division 2, Chapter 8 of the UCC ("Chapter 8")] may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council"; and

2. Costs to administer the program were in excess of \$9,500 from December 2010 through January 13, 2012 (see attached Exhibit A), not including costs to establish a list of qualified arbitrators pursuant to UCC Section 2711.A.1.a; and

3. Additional costs were incurred by Accounting Department staff, and by Management Staff; and

4. With the elimination of redevelopment agencies by the State of California, all of the cost to administer Chapter 8 is borne by the City's General Fund; and

5. Under UCC Section 2708.C, the cost of arbitrations must be paid from the administration fee. \$18,336 represents a reasonable estimate for the annual cost to administer Chapter 8, including potential arbitrations, and the above-referenced cost; and

6. There are 382 mobilehome park spaces subject to rent control in the City of Ukiah, making the per space annual fee \$48 (\$18,336/382); and

7. Under UCC Section 2715, the owner who pays these fees may pass through to the tenant of the space 50 percent of the fees assessed for the space, and

8. Under UCC 2715, the resolution establishing the fee must specify the date by which the fee is due, but the fee may be paid by the park owners in quarterly installments;

9. There are six City of Ukiah mobilehome parks that are subject to the Rent Stabilization Ordinance, including Circle Trailer Court (60 units), Manor Home Mobile Estates (137 units), Shady Grove Mobile Home Park (4 units subject to rent control), Modern Mobile Home Park (26 units), Harold's Square Mobile Home Park (59 units), and Rancho Del Ray Mobile Home Park (96 units);

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council of the City of Ukiah approves an annual administration fee in the amount of \$48.00/mobilehome park space subject to rent control to be paid by the City's six mobilehome parks.

2. The fee is due on April 30 of each year, commencing on April 30, 2012, but may be paid in quarterly installments on April 30, July 30, October 30, and January 30.

3. The City Council shall review the administration costs, including the cost of any arbitrations, on an annual basis, during budget preparation as part of the annual fee review in May and June, commencing May 2013, and make any adjustments so that the fee does not exceed the cost to administer Chapter 8.

PASSED AND ADOPTED at a regular meeting of the City Council held on April 4, 2012, by the following roll call vote:

AYES: Councilmembers Thomas, Baldwin, Vice Mayor Crane, and Mayor Landis.

NOES: None.

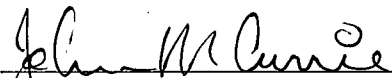
ABSENT: Councilmember Rodin.

ABSTAIN: None.



Mary Anne Landis, Mayor

ATTEST:



JoAnne Currie, City Clerk

CITY OF UKIAH FINANCE DEPT.
01/18/2012 16:56:31

Project History Report

CITY OF UKIAH
GL050S-V07.12 COVERPAGE
GL540R

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Report Selection:

Optional Report Title.....MHRENT

INCLUSIONS:

Fund & Account..... thru

Transaction Date..... thru

Source Codes..... thru

Journal Entry Dates..... thru

Journal Entry Ids..... thru

Reference..... thru

Job Cost No. N.....MHRENT thru MHRENT

Vendor/Customer..... thru

Invoice..... thru

Include Exp/Rev Closing Entries N

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP
J	KIM	01	WIDE	C1	Y	S	6	066	10	Y	Y

EXHIBIT A

CITY OF UKIAH FINANCE DEPT.
01/18/2012 16:56:31

Project History Report
MHRENT

CITY OF UKIAH
GL540R-V07.12 PAGE 1

DATE	DESCRIPTION	AMOUNT	VENDOR VEN/CUS/EXPL	INVOICE	P.O.	VOUCH	REFER	SOURCE/JE/ID
	MHRENT							
	MOBILE HOME RENT STABILI							
	940.200.732		PERS PPD 8.223% RETIRE CONT					
01/14/11	CODE-A, PER#-1, FUND- 940	2.14	PAYROLL INTERFACE				11411	P-011411-285
01/28/11	CODE-A, PER#-2, FUND- 940	13.94	PAYROLL INTERFACE				12811	P-012811-334
02/11/11	CODE-A, PER#-1, FUND- 940	4.83	PAYROLL INTERFACE				21111	P-021111-380
02/25/11	CODE-A, PER#-2, FUND- 940	7.77	PAYROLL INTERFACE				22511	P-022511-415
03/11/11	CODE-A, PER#-1, FUND- 940	0.27	PAYROLL INTERFACE				31111	P-031111-483
04/08/11	CODE-A, PER#-1, FUND- 940	12.33	PAYROLL INTERFACE				40811	P-040811-628
04/22/11	CODE-A, PER#-2, FUND- 940	6.70	PAYROLL INTERFACE				42211	P-042211-675
05/06/11	CODE-A, PER#-1, FUND- 940	2.14	PAYROLL INTERFACE				50611	P-050611-760
05/20/11	CODE-A, PER#-2, FUND- 940	3.22	PAYROLL INTERFACE				52011	P-052011-831
06/03/11	CODE-A, PER#-1, FUND- 940	2.15CR	PAYROLL INTERFACE				60311	P-060311-876
06/17/11	CODE-A, PER#-2, FUND- 940	0.27	PAYROLL INTERFACE				61711	P-061711-933
07/15/11	CODE-A, PER#-2, FUND- 940	0.57	PAYROLL INTERFACE				71511	P-063011-044
07/15/11	CODE-A, PER#-2, FUND- 940	1.04	PAYROLL INTERFACE				71511	P-071511-046
07/29/11	CODE-A, PER#-3, FUND- 940	6.43	PAYROLL INTERFACE				72911	P-072911-099
08/12/11	CODE-A, PER#-1, FUND- 940	8.58	PAYROLL INTERFACE				81211	P-081211-168
08/26/11	CODE-A, PER#-2, FUND- 940	5.90	PAYROLL INTERFACE				82611	P-082611-225
12/17/10	CODE-A, PER#-2, FUND- 940	10.46	PAYROLL INTERFACE				121710	P-121710-182
12/31/10	CODE-A, PER#-3, FUND- 940	4.83	PAYROLL INTERFACE				123110	P-123110-237
	940.200.732	89.27	PERS PPD 8.223% RETIRE CONT					
	100.1201.110.000		SALARIES, REGULAR					
01/13/12	CODE-A, PER#-1, FUND- 100	208.51	PAYROLL INTERFACE				11312	P-011312-910
01/14/11	CODE-A, PER#-1, FUND- 100	64.16	PAYROLL INTERFACE				11411	P-011411-285
01/28/11	CODE-A, PER#-2, FUND- 100	417.03	PAYROLL INTERFACE				12811	P-012811-334
02/11/11	CODE-A, PER#-1, FUND- 100	144.36	PAYROLL INTERFACE				21111	P-021111-380
02/25/11	CODE-A, PER#-2, FUND- 100	232.57	PAYROLL INTERFACE				22511	P-022511-415
03/11/11	CODE-A, PER#-1, FUND- 100	8.02	PAYROLL INTERFACE				31111	P-031111-483
04/08/11	CODE-A, PER#-1, FUND- 100	368.91	PAYROLL INTERFACE				40811	P-040811-628
04/22/11	CODE-A, PER#-2, FUND- 100	200.49	PAYROLL INTERFACE				42211	P-042211-675
05/06/11	CODE-A, PER#-1, FUND- 100	64.16	PAYROLL INTERFACE				50611	P-050611-760
05/20/11	CODE-A, PER#-2, FUND- 100	96.24	PAYROLL INTERFACE				52011	P-052011-831
06/03/11	CODE-A, PER#-1, FUND- 100	64.16CR	PAYROLL INTERFACE				60311	P-060311-876
06/17/11	CODE-A, PER#-2, FUND- 100	8.02	PAYROLL INTERFACE				61711	P-061711-933
07/15/11	CODE-A, PER#-2, FUND- 100	17.18	PAYROLL INTERFACE				71511	P-063011-044
07/15/11	CODE-A, PER#-2, FUND- 100	30.94	PAYROLL INTERFACE				71511	P-071511-046
07/29/11	CODE-A, PER#-3, FUND- 100	192.47	PAYROLL INTERFACE				72911	P-072911-099
08/12/11	CODE-A, PER#-1, FUND- 100	256.63	PAYROLL INTERFACE				81211	P-081211-168
08/26/11	CODE-A, PER#-2, FUND- 100	176.43	PAYROLL INTERFACE				82611	P-082611-225
09/09/11	CODE-A, PER#-1, FUND- 100	64.16	PAYROLL INTERFACE				90911	P-090911-313
09/23/11	CODE-A, PER#-2, FUND- 100	40.10	PAYROLL INTERFACE				92311	P-092311-368
10/07/11	CODE-A, PER#-1, FUND- 100	32.08	PAYROLL INTERFACE				100711	P-100711-546
10/21/11	CODE-A, PER#-2, FUND- 100	64.16	PAYROLL INTERFACE				102111	P-102111-612
11/18/11	CODE-A, PER#-1, FUND- 100	16.04	PAYROLL INTERFACE				111811	P-111811-724
12/17/10	CODE-A, PER#-2, FUND- 100	312.77	PAYROLL INTERFACE				121710	P-121710-182
12/30/11	CODE-A, PER#-3, FUND- 100	200.49	PAYROLL INTERFACE				123011	P-123011-856
12/31/10	CODE-A, PER#-3, FUND- 100	144.36	PAYROLL INTERFACE				123110	P-123110-237
	100.1201.110.000	3,296.12	SALARIES, REGULAR					

CITY OF UKIAH FINANCE DEPT.
01/18/2012 16:56:31

Project History Report
MHRENT

CITY OF UKIAH
GL540R-V07.12 PAGE 2

DATE	DESCRIPTION	AMOUNT	VENDOR VEN/CUS/EXPL	INVOICE	P.O.	VOUCH	REFER	SOURCE/JE/ID
	MHRENT							
	MOBILE HOME RENT STABILI							
	100.1201.141.000		RETIREMENT (PERS)					
01/13/12	CODE-A, PER#-1, FUND- 100	49.77	PAYROLL INTERFACE				11312	P-011312-910
01/14/11	CODE-A, PER#-1, FUND- 100	11.19	PAYROLL INTERFACE				11411	P-011411-285
01/28/11	CODE-A, PER#-2, FUND- 100	72.74	PAYROLL INTERFACE				12811	P-012811-334
02/11/11	CODE-A, PER#-1, FUND- 100	25.18	PAYROLL INTERFACE				21111	P-021111-380
02/25/11	CODE-A, PER#-2, FUND- 100	40.57	PAYROLL INTERFACE				22511	P-022511-415
03/11/11	CODE-A, PER#-1, FUND- 100	1.40	PAYROLL INTERFACE				31111	P-031111-483
04/08/11	CODE-A, PER#-1, FUND- 100	64.34	PAYROLL INTERFACE				40811	P-040811-628
04/22/11	CODE-A, PER#-2, FUND- 100	34.97	PAYROLL INTERFACE				42211	P-042211-675
05/06/11	CODE-A, PER#-1, FUND- 100	11.19	PAYROLL INTERFACE				50611	P-050611-760
05/20/11	CODE-A, PER#-2, FUND- 100	16.79	PAYROLL INTERFACE				52011	P-052011-831
06/03/11	CODE-A, PER#-1, FUND- 100	11.19CR	PAYROLL INTERFACE				60311	P-060311-876
06/17/11	CODE-A, PER#-2, FUND- 100	1.40	PAYROLL INTERFACE				61711	P-061711-933
07/15/11	CODE-A, PER#-2, FUND- 100	3.53	PAYROLL INTERFACE				71511	P-063011-044
07/15/11	CODE-A, PER#-2, FUND- 100	6.35	PAYROLL INTERFACE				71511	P-071511-046
07/29/11	CODE-A, PER#-3, FUND- 100	39.51	PAYROLL INTERFACE				72911	P-072911-099
08/12/11	CODE-A, PER#-1, FUND- 100	52.68	PAYROLL INTERFACE				81211	P-081211-168
08/26/11	CODE-A, PER#-2, FUND- 100	36.22	PAYROLL INTERFACE				82611	P-082611-225
09/09/11	CODE-A, PER#-1, FUND- 100	15.32	PAYROLL INTERFACE				90911	P-090911-313
09/23/11	CODE-A, PER#-2, FUND- 100	9.57	PAYROLL INTERFACE				92311	P-092311-368
10/07/11	CODE-A, PER#-1, FUND- 100	7.66	PAYROLL INTERFACE				100711	P-100711-546
10/21/11	CODE-A, PER#-2, FUND- 100	15.32	PAYROLL INTERFACE				102111	P-102111-612
11/18/11	CODE-A, PER#-1, FUND- 100	3.83	PAYROLL INTERFACE				111811	P-111811-724
12/17/10	CODE-A, PER#-2, FUND- 100	54.55	PAYROLL INTERFACE				121710	P-121710-182
12/30/11	CODE-A, PER#-3, FUND- 100	47.86	PAYROLL INTERFACE				123011	P-123011-856
12/31/10	CODE-A, PER#-3, FUND- 100	25.18	PAYROLL INTERFACE				123110	P-123110-237
	100.1201.141.000	635.93	RETIREMENT (PERS)					
	100.1201.151.000		GROUP INSURANCE					
01/13/12	CODE-A, PER#-1, FUND- 100	62.98	PAYROLL INTERFACE				11312	P-011312-910
01/14/11	CODE-A, PER#-1, FUND- 100	15.20	PAYROLL INTERFACE				11411	P-011411-285
01/28/11	CODE-A, PER#-2, FUND- 100	92.86	PAYROLL INTERFACE				12811	P-012811-334
02/11/11	CODE-A, PER#-1, FUND- 100	33.72	PAYROLL INTERFACE				21111	P-021111-380
02/25/11	CODE-A, PER#-2, FUND- 100	53.47	PAYROLL INTERFACE				22511	P-022511-415
03/11/11	CODE-A, PER#-1, FUND- 100	1.92	PAYROLL INTERFACE				31111	P-031111-483
04/08/11	CODE-A, PER#-1, FUND- 100	82.82	PAYROLL INTERFACE				40811	P-040811-628
04/22/11	CODE-A, PER#-2, FUND- 100	46.36	PAYROLL INTERFACE				42211	P-042211-675
05/06/11	CODE-A, PER#-1, FUND- 100	15.20	PAYROLL INTERFACE				50611	P-050611-760
05/20/11	CODE-A, PER#-2, FUND- 100	22.67	PAYROLL INTERFACE				52011	P-052011-831
06/03/11	CODE-A, PER#-1, FUND- 100	15.57CR	PAYROLL INTERFACE				60311	P-060311-876
06/17/11	CODE-A, PER#-2, FUND- 100	1.92	PAYROLL INTERFACE				61711	P-061711-933
07/15/11	CODE-A, PER#-2, FUND- 100	4.83	PAYROLL INTERFACE				71511	P-063011-044
07/15/11	CODE-A, PER#-2, FUND- 100	8.69	PAYROLL INTERFACE				71511	P-071511-046
08/12/11	CODE-A, PER#-1, FUND- 100	76.79	PAYROLL INTERFACE				81211	P-081211-168
08/26/11	CODE-A, PER#-2, FUND- 100	53.62	PAYROLL INTERFACE				82611	P-082611-225
09/09/11	CODE-A, PER#-1, FUND- 100	19.94	PAYROLL INTERFACE				90911	P-090911-313
09/23/11	CODE-A, PER#-2, FUND- 100	12.53	PAYROLL INTERFACE				92311	P-092311-368
10/07/11	CODE-A, PER#-1, FUND- 100	10.04	PAYROLL INTERFACE				100711	P-100711-546

CITY OF UKIAH FINANCE DEPT.
01/18/2012 16:56:31

Project History Report
MHRENT

CITY OF UKIAH
GL540R-V07.12 PAGE 3

DATE	DESCRIPTION	AMOUNT	VENDOR VEN/CUS/EXPL	INVOICE	P.O.	VOUCH	REFER	SOURCE/JE/ID
	MHRENT							
	MOBILE HOME RENT STABILI							
	100.1201.151.000		GROUP INSURANCE					
10/21/11	CODE-A, PER#-2, FUND- 100	19.94	PAYROLL INTERFACE				102111	P-102111-612
11/18/11	CODE-A, PER#-1, FUND- 100	5.03	PAYROLL INTERFACE				111811	P-111811-724
12/17/10	CODE-A, PER#-2, FUND- 100	70.91	PAYROLL INTERFACE				121710	P-121710-182
	100.1201.151.000	695.87	GROUP INSURANCE					
	100.1201.152.000		WORKER COMP INSURANCE					
01/13/12	CODE-A, PER#-1, FUND- 100	8.59	PAYROLL INTERFACE				11312	P-011312-910
01/14/11	CODE-A, PER#-1, FUND- 100	2.57	PAYROLL INTERFACE				11411	P-011411-285
01/28/11	CODE-A, PER#-2, FUND- 100	16.68	PAYROLL INTERFACE				12811	P-012811-334
02/11/11	CODE-A, PER#-1, FUND- 100	5.77	PAYROLL INTERFACE				21111	P-021111-380
02/25/11	CODE-A, PER#-2, FUND- 100	9.30	PAYROLL INTERFACE				22511	P-022511-415
03/11/11	CODE-A, PER#-1, FUND- 100	0.32	PAYROLL INTERFACE				31111	P-031111-483
04/08/11	CODE-A, PER#-1, FUND- 100	14.76	PAYROLL INTERFACE				40811	P-040811-628
04/22/11	CODE-A, PER#-2, FUND- 100	8.02	PAYROLL INTERFACE				42211	P-042211-675
05/06/11	CODE-A, PER#-1, FUND- 100	2.57	PAYROLL INTERFACE				50611	P-050611-760
05/20/11	CODE-A, PER#-2, FUND- 100	3.85	PAYROLL INTERFACE				52011	P-052011-831
06/03/11	CODE-A, PER#-1, FUND- 100	2.57CR	PAYROLL INTERFACE				60311	P-060311-876
06/17/11	CODE-A, PER#-2, FUND- 100	0.32	PAYROLL INTERFACE				61711	P-061711-933
07/15/11	CODE-A, PER#-2, FUND- 100	0.71	PAYROLL INTERFACE				71511	P-063011-044
07/15/11	CODE-A, PER#-2, FUND- 100	1.27	PAYROLL INTERFACE				71511	P-071511-046
07/29/11	CODE-A, PER#-3, FUND- 100	7.93	PAYROLL INTERFACE				72911	P-072911-099
08/12/11	CODE-A, PER#-1, FUND- 100	10.57	PAYROLL INTERFACE				81211	P-081211-168
08/26/11	CODE-A, PER#-2, FUND- 100	7.27	PAYROLL INTERFACE				82611	P-082611-225
09/09/11	CODE-A, PER#-1, FUND- 100	2.64	PAYROLL INTERFACE				90911	P-090911-313
09/23/11	CODE-A, PER#-2, FUND- 100	1.65	PAYROLL INTERFACE				92311	P-092311-368
10/07/11	CODE-A, PER#-1, FUND- 100	1.32	PAYROLL INTERFACE				100711	P-100711-546
10/21/11	CODE-A, PER#-2, FUND- 100	2.64	PAYROLL INTERFACE				102111	P-102111-612
11/18/11	CODE-A, PER#-1, FUND- 100	0.66	PAYROLL INTERFACE				111811	P-111811-724
12/17/10	CODE-A, PER#-2, FUND- 100	12.51	PAYROLL INTERFACE				121710	P-121710-182
12/30/11	CODE-A, PER#-3, FUND- 100	8.26	PAYROLL INTERFACE				123011	P-123011-856
12/31/10	CODE-A, PER#-3, FUND- 100	5.77	PAYROLL INTERFACE				123110	P-123110-237
	100.1201.152.000	133.38	WORKER COMP INSURANCE					
	100.1201.154.000		MEDICARE					
01/13/12	CODE-A, PER#-1, FUND- 100	3.02	PAYROLL INTERFACE				11312	P-011312-910
01/14/11	CODE-A, PER#-1, FUND- 100	0.91	PAYROLL INTERFACE				11411	P-011411-285
01/28/11	CODE-A, PER#-2, FUND- 100	5.92	PAYROLL INTERFACE				12811	P-012811-334
02/11/11	CODE-A, PER#-1, FUND- 100	2.05	PAYROLL INTERFACE				21111	P-021111-380
02/25/11	CODE-A, PER#-2, FUND- 100	3.30	PAYROLL INTERFACE				22511	P-022511-415
03/11/11	CODE-A, PER#-1, FUND- 100	0.11	PAYROLL INTERFACE				31111	P-031111-483
04/08/11	CODE-A, PER#-1, FUND- 100	5.23	PAYROLL INTERFACE				40811	P-040811-628
04/22/11	CODE-A, PER#-2, FUND- 100	2.84	PAYROLL INTERFACE				42211	P-042211-675
05/06/11	CODE-A, PER#-1, FUND- 100	0.91	PAYROLL INTERFACE				50611	P-050611-760
05/20/11	CODE-A, PER#-2, FUND- 100	1.36	PAYROLL INTERFACE				52011	P-052011-831
06/03/11	CODE-A, PER#-1, FUND- 100	0.91CR	PAYROLL INTERFACE				60311	P-060311-876
06/17/11	CODE-A, PER#-2, FUND- 100	0.11	PAYROLL INTERFACE				61711	P-061711-933
07/15/11	CODE-A, PER#-2, FUND- 100	0.25	PAYROLL INTERFACE				71511	P-063011-044
07/15/11	CODE-A, PER#-2, FUND- 100	0.45	PAYROLL INTERFACE				71511	P-071511-046

CITY OF UKIAH FINANCE DEPT.
01/18/2012 16:56:31

Project History Report
MHRENT

CITY OF UKIAH
GL540R-V07.12 PAGE 4

DATE	DESCRIPTION	AMOUNT	VENDOR VEN/CUS/EXPL	INVOICE	P.O.	VOUCH	REFER	SOURCE/JE/ID
	MHRENT							
	MOBILE HOME RENT STABILI							
	100.1201.154.000		MEDICARE					
07/29/11	CODE-A, PER#-3, FUND- 100	2.92	PAYROLL INTERFACE				72911	P-072911-099
08/12/11	CODE-A, PER#-1, FUND- 100	3.72	PAYROLL INTERFACE				81211	P-081211-168
08/26/11	CODE-A, PER#-2, FUND- 100	2.56	PAYROLL INTERFACE				82611	P-082611-225
09/09/11	CODE-A, PER#-1, FUND- 100	0.93	PAYROLL INTERFACE				90911	P-090911-313
09/23/11	CODE-A, PER#-2, FUND- 100	0.58	PAYROLL INTERFACE				92311	P-092311-368
10/07/11	CODE-A, PER#-1, FUND- 100	0.47	PAYROLL INTERFACE				100711	P-100711-546
10/21/11	CODE-A, PER#-2, FUND- 100	0.93	PAYROLL INTERFACE				102111	P-102111-612
11/18/11	CODE-A, PER#-1, FUND- 100	0.23	PAYROLL INTERFACE				111811	P-111811-724
12/17/10	CODE-A, PER#-2, FUND- 100	4.44	PAYROLL INTERFACE				121710	P-121710-182
12/30/11	CODE-A, PER#-3, FUND- 100	2.91	PAYROLL INTERFACE				123011	P-123011-856
12/31/10	CODE-A, PER#-3, FUND- 100	2.09	PAYROLL INTERFACE				123110	P-123110-237
	100.1201.154.000	47.33	MEDICARE					
	100.1201.155.000		UNEMPLOYMENT INSURANCE					
01/13/12	CODE-A, PER#-1, FUND- 100	2.09	PAYROLL INTERFACE				11312	P-011312-910
01/14/11	CODE-A, PER#-1, FUND- 100	0.96	PAYROLL INTERFACE				11411	P-011411-285
01/28/11	CODE-A, PER#-2, FUND- 100	6.26	PAYROLL INTERFACE				12811	P-012811-334
02/11/11	CODE-A, PER#-1, FUND- 100	2.17	PAYROLL INTERFACE				21111	P-021111-380
02/25/11	CODE-A, PER#-2, FUND- 100	3.49	PAYROLL INTERFACE				22511	P-022511-415
03/11/11	CODE-A, PER#-1, FUND- 100	0.12	PAYROLL INTERFACE				31111	P-031111-483
04/08/11	CODE-A, PER#-1, FUND- 100	5.53	PAYROLL INTERFACE				40811	P-040811-628
04/22/11	CODE-A, PER#-2, FUND- 100	3.01	PAYROLL INTERFACE				42211	P-042211-675
05/06/11	CODE-A, PER#-1, FUND- 100	0.96	PAYROLL INTERFACE				50611	P-050611-760
05/20/11	CODE-A, PER#-2, FUND- 100	1.44	PAYROLL INTERFACE				52011	P-052011-831
06/03/11	CODE-A, PER#-1, FUND- 100	0.96CR	PAYROLL INTERFACE				60311	P-060311-876
06/17/11	CODE-A, PER#-2, FUND- 100	0.12	PAYROLL INTERFACE				61711	P-061711-933
07/15/11	CODE-A, PER#-2, FUND- 100	0.17	PAYROLL INTERFACE				71511	P-063011-044
07/15/11	CODE-A, PER#-2, FUND- 100	0.31	PAYROLL INTERFACE				71511	P-071511-046
07/29/11	CODE-A, PER#-3, FUND- 100	1.93	PAYROLL INTERFACE				72911	P-072911-099
08/12/11	CODE-A, PER#-1, FUND- 100	2.57	PAYROLL INTERFACE				81211	P-081211-168
08/26/11	CODE-A, PER#-2, FUND- 100	1.76	PAYROLL INTERFACE				82611	P-082611-225
09/09/11	CODE-A, PER#-1, FUND- 100	0.64	PAYROLL INTERFACE				90911	P-090911-313
09/23/11	CODE-A, PER#-2, FUND- 100	0.40	PAYROLL INTERFACE				92311	P-092311-368
10/07/11	CODE-A, PER#-1, FUND- 100	0.32	PAYROLL INTERFACE				100711	P-100711-546
10/21/11	CODE-A, PER#-2, FUND- 100	0.64	PAYROLL INTERFACE				102111	P-102111-612
11/18/11	CODE-A, PER#-1, FUND- 100	0.16	PAYROLL INTERFACE				111811	P-111811-724
12/17/10	CODE-A, PER#-2, FUND- 100	1.56	PAYROLL INTERFACE				121710	P-121710-182
12/30/11	CODE-A, PER#-3, FUND- 100	2.01	PAYROLL INTERFACE				123011	P-123011-856
12/31/10	CODE-A, PER#-3, FUND- 100	0.72	PAYROLL INTERFACE				123110	P-123110-237
	100.1201.155.000	38.38	UNEMPLOYMENT INSURANCE					
	100.1401.250.000		MONTHLY RETAINER					
07/31/11	LEGAL SRVS-MOBILE HOME	198.40	29220 RAPPORT/DAVID J	5070	040530	101670		V-073111-157
08/31/11	AUG11 LEGAL SRVS-MOBL HM	192.00	29220 RAPPORT/DAVID J	5087	040530	102366		V-091511-332
10/03/11	LEGAL SRVS-CITY-MH	323.20	29220 RAPPORT/DAVID J	5124	040530	103033		V-102011-610
	100.1401.250.000	713.60	MONTHLY RETAINER					
MHRENT		5,649.88	**TOTAL					

CITY OF UKIAH FINANCE DEPT.
01/18/2012 16:56:31

Project History Report
MHRENT

CITY OF UKIAH
GL540R-V07.12 PAGE 5

DATE	DESCRIPTION	AMOUNT	VENDOR VEN/CUS/EXPL	INVOICE	P.O.	VOUCH	REFER	SOURCE/JE/ID
REPORT TOTALS:		5,649.88						

RECORDS PRINTED - 000168

City of Ukiah

D. Rapport Invoices-Mobile Home Rent Issues

Invoice <u>Date</u>	(predate) Direct <u>Charges</u>	Comingled <u>Charges *</u>	<u>Total</u>
08/31/10	40.00	115.20	155.20
09/30/10	1,883.20	977.60	2,860.80
10/31/10	643.20	140.80	784.00
11/30/10	12.80	46.40	59.20
12/31/10	248.00	0.00	248.00
01/31/11	449.60	0.00	449.60
02/28/11	27.20	0.00	27.20
04/30/11	<u>137.60</u>	<u>0.00</u>	<u>137.70</u>
	<u>3,441.60</u>	<u>1,280.00</u>	<u>4,721.60</u>

* these charges were lumped together without incremental specificity, although they included time spent on the mobilehome park rent stabilization effort in addition to other projects

CHAPTER 8 MOBILEHOME RENT STABILIZATION

SECTION:

- §2700: Findings And Purpose
- §2701: Definitions
- §2702: Base Rent
- §2703: Consumer Price Index, Utilities And Other Pass-Throughs
- §2704: In Place Transfer Rent Increases; Establishment Of New Base Rent
- §2705: Fair Return Rent Increases
- §2706: Rent Freeze Or Rent Rollback
- §2707: Time Of Allowed Rent Increase/Adjustment
- §2708: Arbitration
- §2709: Procedures For Fair Return Notice And Application And Petition Forms
- §2710: Procedure For Meet And Confer
- §2711: Procedures For Arbitration
- §2712: Refusal Of Mobilehome Owner To Pay Illegal Rent
- §2713: Disclosures
- §2714: Prospective Mobilehome Owner; Tenancy Twelve Months Or Less
- §2715: Rent Stabilization Administration Fees
- §2716: Amendment
- §2717: Violation

§2700 FINDINGS AND PURPOSE

A. The state of California has recognized, by the adoption of special legislation regulating tenancies of mobilehome owners in mobilehome parks, that there is a significant distinction between homeowners in mobilehome parks and other dwelling units, and the state likewise has recognized that homeowners in mobilehome parks, unlike apartment tenants or residents of other rental stock, are in the unique position of having made a substantial investment in a residence, the space for which is rented or leased as distinguished from owned.

The physical removal and relocation of a mobilehome from a rented or leased space within a mobilehome park can be accomplished only at substantial cost and inconvenience with a limited concurrent ability to find another location and, in many instances, the removal requires a separation of the mobilehome unit from appurtenances which have been made permanent, thus creating severe damage and depreciation in value to the mobilehome.

Because of the limited availability of vacant spaces in mobilehome parks, the age and condition of some mobilehomes and the cost of moving mobilehomes, it is extremely difficult, if not impossible, to move a mobilehome from one park to another within the city.

B. There is presently within the city and the surrounding areas a shortage of sites for the placement of mobilehomes.

- C. According to the Ukiah general plan housing element, mobilehomes presently constitute an important source of housing for persons of extremely low, very low, low, and moderate income levels, who as a group are unable to afford unreasonably large rent increases.
- D. A large number of persons living in mobilehomes are elderly, some of whom live on small fixed incomes. These persons may expend a substantial portion of their income on rent and may not be able to afford other housing within the city.
- E. Rents for sites within mobilehome parks in the city have, prior to the adoption of this chapter, increased substantially, with recent increases in one park exceeding by a substantial amount the annual increase in the cost of living.
- F. Space rent increases at the time of sale or other transfer of a mobilehome within a park have been shown to be substantially over the pretransfer rent. Such large rent increases at the time of sale of a mobilehome may unfairly depress the sales price of the mobilehome and work an economic hardship on the mobilehome owner. The annual rent increases and vacancy control provisions of this chapter prevent this economic hardship while protecting the property rights of owners.
- G. Because of the space shortage and potential for rapidly rising rents, regulation is necessary to assure that economic hardship to a substantial number of mobilehome owners in the city, many of whom are senior citizens on low fixed incomes, does not occur.
- H. It is the purpose of this chapter to establish a speedy and efficient method of reviewing certain requested mobilehome space rent increases in mobilehome parks to protect mobilehome owners from arbitrary, capricious or unreasonable site rent adjustments while ensuring owners and/or operators and investors a fair and reasonable return on their investment in their mobilehome park. (Ord. 1126, adopted 2010)

§2701 DEFINITIONS

For the purpose of this chapter, the following words, terms and phrases shall be defined as follows:

AFFECTED MOBILEHOME OWNERS: Those mobilehome owners whose space is not covered by a valid lease meeting the requirements of section 798.17(b) of the California Civil Code or otherwise legally exempt from local rent control regulation.

ARBITRATOR: A person who is neither a mobilehome owner nor has an interest in a mobilehome park of a nature that would require disqualification under the provisions of the political reform act if the person were a designated city employee, has experience in analysis of financial records, and meets one of the following criteria:

- A. Licensed attorney or CPA who is qualified by experience or training to conduct the arbitrations authorized by this chapter.
- B. Membership in the American Arbitration Association with expertise in rental dispute arbitration; or
- C. Service as a judge in a state or federal court.

CAPITAL IMPROVEMENT: Those improvements which directly and primarily benefit and serve the existing mobilehome owners by materially adding to the value of the park or adapting it to new uses, and which are required to be amortized over the useful life of the improvements pursuant to the provisions of the internal revenue code. "Capital improvement costs" means all costs reasonably and necessarily related to the planning, engineering and construction of capital improvements and shall include debt service costs, if any, incurred as a direct result of the capital improvement. Capital improvement does not include ordinary maintenance or repairs or capital replacements.

CAPITAL REPLACEMENT: A capital expenditure as defined by the internal revenue code which replaces, upgrades or repairs an existing improvement, such as, but not limited to, an on site water or electrical distribution or sewage collection system, a street, a parking area, or common facility, such as a laundry, community kitchen or meeting room. If the expenditure qualifies for treatment as a capital expenditure which must be depreciated under the internal revenue code, it is a capital replacement. If it can be fully deducted in one year as a business expense, it does not qualify as a capital replacement.

CITY: The city of Ukiah, California.

CLERK: Clerk of the Ukiah mobilehome rent stabilization program, who shall be an employee or independent contractor designated by the city manager as the clerk and assigned the clerk's duties as prescribed by this chapter or as needed for the proper implementation of this chapter.

CONSUMER PRICE INDEX OR CPI: The consumer price index for all urban consumers in the San Francisco/Oakland/San Jose area published by the United States bureau of labor statistics.

DEPARTMENT: The department of community development of the city of Ukiah.

MRL: The California mobilehome residency law.

MOBILEHOME:

A. A structure designed for human habitation and for being moved on a street or highway under permit pursuant to section 35790 of the Vehicle Code, including a manufactured home, as defined in section 18007 of the Health And Safety Code, and a mobilehome, as defined in section 18008 of the Health And Safety Code, but, except as provided in subsection B of this definition, does not include a recreational vehicle, as defined in section 799.29 of the Civil Code and section 18010 of the Health And Safety Code or a commercial coach as defined in section 18001.8 of the Health And Safety Code.

B. "Mobilehome", for purposes of this chapter, also includes trailers and other recreational vehicles of all types defined in section 18010 of the Health And Safety Code, other than motor homes, truck campers, and camping trailers, which are used for human habitation, if the occupancy criteria of either subsection B1 or B2 of this definition, are met:

1. The trailer or other recreational vehicle occupies a mobilehome site in the park, on November 15, 1992, under a rental agreement with a term of one month or longer, and the trailer or other recreational vehicle occupied a mobilehome site in the park prior to January 1, 1991.

2. The trailer or other recreational vehicle occupies a mobilehome site in the park for nine (9) or more continuous months commencing on or after November 15, 1992.

"Mobilehome" does not include a trailer or other recreational vehicle located in a recreational vehicle park subject to chapter 2.6 (commencing with section 799.20) of the Civil Code.

MOBILEHOME OWNER: A person who is the owner of a mobilehome and legally occupies the mobilehome within a mobilehome park. Unless otherwise indicated, mobilehome owner includes tenants.

MOBILEHOME PARK OR PARK: Any area of land within the city of Ukiah where two (2) or more mobilehome spaces are rented, or held out for rent, to accommodate mobilehomes used for human habitation.

MOBILEHOME SPACE: The site within a mobilehome park intended, designed or used for the location or accommodation of a mobilehome and any accessory structures or appurtenances attached thereto or used in conjunction therewith.

OWNER: The owner or operator of a mobilehome park or an agent or representative authorized to act on said owner's or operator's behalf in connection with the maintenance or operation of such park.

PARTY: As used in this chapter refers to any affected mobilehome owner and/or owner involved in proceedings under this chapter.

PROSPECTIVE MOBILEHOME OWNER: A person who is in the process of negotiating a tenancy in a mobilehome park.

RENT: The consideration paid for the use or occupancy of a mobilehome space.

RENT INCREASE: Any increase in base rent charged by an owner to a mobilehome owner or offered to a prospective mobilehome owner.

RENT STABILIZATION ADMINISTRATION FEE: The fee established from time to time by resolution of the city council in accordance with the provisions of this chapter.

TENANT: The person or persons who have signed a lease of a mobilehome park space as the lessee of the space. (Ord. 1126, adopted 2010)

§2702 BASE RENT

Except as provided in this chapter, an owner shall not demand, accept or retain rent for a mobilehome space exceeding the base rent which shall be the rent in effect for that space on November 19, 2010. If a previously rented mobilehome space was not rented on November 19, 2010, the base rent shall not exceed the rent in effect during the last month the space was rented prior to November 19, 2010, except as provided in this chapter. For a mobilehome space first rented after November 19, 2010, the owner shall establish the base rent. For parks annexed into the city after November 19, 2010, the base rent shall be the rent charged on the effective date of a park's annexation into the city. (Ord. 1126, adopted 2010)

§2703 CONSUMER PRICE INDEX, UTILITIES AND OTHER PASS-THROUGHS

A. Consumer Price Index: An owner, once in any twelve (12) month period, may impose a rent increase for a mobilehome space by one hundred percent (100%) of the percentage increase, if any, in the consumer price index (CPI) during the most recent twelve (12) month period ending in October; provided, however, the rental increase shall not exceed five percent (5%) of the previous rent charged for the space. If an owner has obtained a rent increase under subsection 2704B of this chapter, the owner may calculate the rent increase allowed by this subsection based upon the approved comparable rent as allowed in subsection 2704B of this chapter instead of upon the actual rent in effect at the time of the increase.

B. Review; Amendment: If the change in the CPI exceeds five percent (5%) for two (2) consecutive years, the clerk shall review the maximum rent increase and recommend an ordinance amendment if appropriate.

C. Government Mandated Expense Pass-Through: An owner may pass through to affected mobilehome owners any new or increase in government mandated capital expenditures and operating expenses including taxes (other than the 2 percent annual increase authorized by California constitution article XIII A, section 2(b)) and assessments, fees and mandated expenses due to code changes subject to the following procedure:

1. Upon a petition signed by one adult mobilehome owner for each of fifty percent (50%) of the spaces subject to rent control in a mobilehome park or fifty (50) spaces, whichever is less, and filed with the clerk within thirty (30) days of the date the owner gives notice of a government mandated expense pass-through to every affected mobilehome owner, the arbitrator, in accordance with the meet and confer and arbitration procedures provided in this chapter, may disallow or decrease the proposed pass-through based upon substantial evidence in the record that the pass-through is not legally proper, or is excessive, or that during the pass-through period the owner is including an unreasonably high financing cost and/or return on the expense being passed through.

D. Utilities: If not billed by the utility directly to the mobilehome owner, an owner may separately pass through to a mobilehome owner charges for all utilities, including, but not limited to, sewer, water, garbage, cable TV, gas and electricity, and any increases in such charges, subject to compliance with sections 3960 through 3963 of this code. Notwithstanding any provision to the contrary in this section, the owner shall not pass through any charge or expense for gas or electric service to the extent prohibited by section 739.5 of the California Public Utilities Code.

E. Capital Improvement Pass-Through: An owner may charge to the affected mobilehome owner as additional rent the pro rata share of new service and capital improvement costs including reasonable financing costs if, prior to initiating the service or incurring the capital improvement cost, the owner has:

1. Consulted with the mobilehome owners prior to initiating construction of the improvements or initiating the new service regarding the nature and purpose of the improvements or services and the estimated cost of the improvements or services;

2. Obtained the prior written consent of at least one adult mobilehome owner in each of a majority of the mobilehome spaces which are occupied by the mobilehome owner to the proposed service or capital improvement. Each space shall have only one vote.

F. **Capital Replacement Pass-Through:** Notwithstanding the provision of subsection E of this section, an owner may charge to the mobilehome owner as additional rent the pro rata share of capital replacement costs including reasonable financing costs, if not otherwise prohibited by law, subject to the following procedure:

1. The owner may seek advance approval for the proposed pass-through, before undertaking the capital project, by following the procedures set forth in sections 2709 to 2711 of this chapter. If the increase is approved by the arbitrator, it shall not be effective until the next regularly scheduled annual rent increase date, provided that the ninety (90) day notice is issued, the expense is actually incurred and that proper verification is submitted. This verification shall include, at a minimum, proof of actual costs and payment to vendors or contractors. In the event that the actual cost of the capital expense is less than the approved amount, the increase shall be adjusted to reflect this decreased amount;

2. The owner shall give notice of the proposed pass-through to each affected mobilehome owner no later than twelve (12) months after completion of the capital replacement work;

3. Upon a petition signed by one adult mobilehome owner of each of fifty percent (50%) of the spaces subject to rent control in a park or fifty (50) spaces subject to rent control, whichever is less, and filed with the clerk within thirty (30) days of the date the owner gives notice of the pass-through to every affected mobilehome owner, the arbitrator, in accordance with the arbitration procedure provided in this chapter, may disallow or decrease the pass-through for capital replacements based upon substantial evidence in the record that the capital replacement was not necessary, or that the cost of the capital replacement was excessive, or that during the pass-through period, the owner is including an unreasonably high financing cost and/or return on the expense being passed through. The owner shall have the burden of proving the necessity for and reasonable cost of the capital replacements. In determining whether the owner has met its burden of proving the necessity for and reasonable cost of the capital replacement, the arbitrator may consider, among other factors, the reasonableness of the owner's history of maintenance of the property or improvement to be replaced. The arbitrator's review will include, but not necessarily be limited to, the records reflecting past maintenance work and the cost.

G. **Billings; Charges Separate:** All charges passed through by the owner to the mobilehome owners pursuant to subsections C and D of this section and additional rent charged pursuant to subsections E and F of this section must be separate from the base rent and listed separately. All billings used to calculate a pass-through or additional rent to mobilehome owners must be disclosed within a reasonable time upon request by a mobilehome owner.

H. **Notice:** A written notice of each rent increase or new or increased capital improvement or capital replacement pass-through charge made under the provisions of this section shall be filed by the owner with the clerk, and provided to each affected mobilehome owner, at least ninety (90) days before the rent increase goes into effect or as required by the MRL. The notice shall identify the park

and shall specify the dollar amount of the increase, the percentage of the increase, an itemization of all new or increased pass-throughs and additional rent charges, the specific space affected, the date the increase will go into effect, how each increase was calculated, and the date the rent on each affected space was last increased. The notice shall also advise each affected mobilehome owner of any right to petition for review of a proposed rent increase and that a petition form may be requested from the clerk.

I. Filing Date: Whenever a time period is prescribed for filing an application or petition, the application or petition shall be deemed filed when it is first filed with the clerk, even if the clerk determines that the application or petition is not complete, provided that the clerk determines that application or petition is complete, as a result of additional submissions by the applicant or petitioner, within thirty (30) days of the initial filing. (Ord. 1126, adopted 2010)

§2704 IN PLACE TRANSFER RENT INCREASES; ESTABLISHMENT OF NEW BASE RENT

A. Whenever either of the following events occurs, an owner shall be permitted to charge a new base rent for the mobilehome space as provided in this section:

1. The termination of the tenancy of the affected mobilehome owner in accordance with the MRL¹; or

2. The voluntary permanent removal of a mobilehome by a mobilehome owner. A removal of the mobilehome from the space for the purpose of performing rehabilitation or capital improvements to the space or for the purpose of upgrading the mobilehome shall not constitute a voluntary removal of the mobilehome.

B. Upon the sale of a mobilehome in place, an owner may implement an increase of the base rent for that space in an amount equal to ten percent (10%) of the rent for that space then in effect.

C. Except as provided in subsections A and B of this section, an owner may not condition an in place transfer of a mobilehome or condition assignment of an existing lease to a prospective mobilehome owner, upon agreement to an increased rent in anticipation of the in place transfer. This subsection shall not apply to specific conditions included in a lease exempt from rent control which allows an owner to condition assignment in a manner prohibited by this section. For purposes of this subsection, "a lease exempt from rent control" means a lease meeting, in all respects, the criteria of Civil Code section 798.17(b), as such criteria are presently enacted or may hereafter be amended. (Ord. 1126, adopted 2010)

§2705 FAIR RETURN RENT INCREASES

If an owner presents evidence to the arbitrator, including any financial records requested by the arbitrator, which proves that the owner is denied a fair return by the rent control provisions of this chapter, the arbitrator may authorize an increase in rents as deemed appropriate by the arbitrator to provide a fair return to the owner. The arbitrator shall use the method set forth in subsection 2711C of this chapter to determine the fair return. (Ord. 1126, adopted 2010)

§2706 RENT FREEZE OR RENT ROLLBACK

- A. Upon the petition signed by one adult mobilehome owner of fifty percent (50%) of the spaces subject to rent control in a park or fifty (50) spaces subject to rent control, whichever is less, the arbitrator may prohibit future rent increases for spaces governed by this chapter, upon its determination that maintenance by the owner has been substantially reduced and is insufficient to adequately maintain the park in a habitable condition. The determination shall be based upon substantial evidence in the record. The prohibition may be continued until the arbitrator determines that maintenance by the owner has been restored to a reasonable level.
- B. Upon petition by one or more affected mobilehome owners, an arbitrator may prohibit future rent increases, or order a rollback of the existing rent as to those petitioners, upon its determination that after November 19, 2010, an owner instituted a rent increase inconsistent with the criteria established by this chapter. The determination shall be based upon substantial evidence in the record. The prohibition may be continued until the arbitrator determines that the rent has become consistent with this chapter. (Ord. 1126, adopted 2010)

§2707 TIME OF ALLOWED RENT INCREASE/ADJUSTMENT

- A. Once within a twelve (12) month period, the owner may implement a CPI rent adjustment (subsection 2703A of this chapter), if any, or a fair return increase (section 2705 of this chapter), but not both.
- B. A capital replacement pass-through under subsection 2703F of this chapter may only be implemented on the effective date of the CPI or fair return rent adjustment.
- C. The following increases or adjustments may be implemented at any time during the year:
1. Government mandated expense pass-through (subsection 2703C of this chapter);
 2. Utility pass-throughs (subsection 2703D of this chapter);
 3. Capital improvements (subsection 2703E of this chapter);
 4. In place transfer rent increases (section 2704 of this chapter).

Any increases subject to arbitration shall be implemented after the final ruling of the arbitrator.

- D. Rent freeze and rent rollbacks shall be implemented at the time they are ordered (section 2706 of this chapter). (Ord. 1126, adopted 2010)

§2708 ARBITRATION

- A. Matters Subject To Arbitration:

1. An owner shall file with the clerk:

- a. An application seeking to increase space rents beyond one hundred percent (100%) of the CPI to provide a fair return to the owner as allowed by section 2705 of this chapter.

2. Affected mobilehome owners may file with the clerk:

- a. A petition objecting to a government mandated expense pass-through as allowed by subsection 2703C of this chapter;
- b. A petition objecting to a capital replacement pass-through as allowed by subsection 2703F of this chapter;
- c. A petition for rent freeze as allowed by subsection 2706A of this chapter;
- d. A petition for rent rollback as allowed by subsection 2706B of this chapter.

B. Decision By Arbitrator: These petitions and applications shall be decided by the arbitrator.

C. Cost Of Arbitration: The cost of arbitration shall be paid by the clerk out of revenue from the rent stabilization administration fee. The arbitrator may reimburse the city by assessing the cost of the arbitration to either party if the arbitrator determines that the position taken by the party is frivolous. (Ord. 1126, adopted 2010)

§2709 PROCEDURES FOR FAIR RETURN NOTICE AND APPLICATION AND PETITION FORMS

A. Notice: At least ten (10) days prior to submission of a fair return application or a petition to the clerk, the applicant or petitioner shall mail or deliver a notice and a copy of the application or petition to the owner and each affected mobilehome owner in the park. The notice shall be on a form specified by the clerk. The supporting documents for the application or petition shall be available for review at the park's office and shall be posted on the city's website. One copy of the supporting documents shall be provided by the applicant or petitioner at no cost to the other party. All fair return notices shall include the following information:

1. The amount of the rent increase both in dollars and as a percentage of the existing rent, how it was calculated, an itemization of all pass-throughs and additional rent charges, information that explains and supports the level of increase proposed including, at a minimum, a summary of the owner's net operating income for the base year and the preceding twenty four (24) months and other relevant information that supports the level of rent increase desired, the effective date of the increase and that copies of the supporting documents shall be provided by the owner at no cost to the mobilehome owners' representative and be available to the mobilehome owners at the park's office for inspection and on the city's website;
2. The name, address and telephone number of the clerk or designee, a statement to inform the mobilehome owners to contact the clerk or designee for an explanation of the provisions of this chapter, and that a roster of affected mobilehome owners can be requested from the clerk; and
3. A copy of the official petition form which is to be used for the process established by this chapter.

B. Application/Petition Forms: The application or petition shall be filed with the clerk on the form prescribed by the clerk and must be accompanied by all supporting material necessary to support the request. The application and petition shall contain the following declaration: "I declare under penalty

of perjury that the foregoing is true and correct." The application shall be dated and subscribed by the applicant(s) and shall state the place of execution.

1. Within five (5) working days of receipt, the clerk shall complete a preliminary review of the application or petition. Applications or petitions which are incomplete will not be considered properly filed.
2. No further action shall take place on applications or petitions which are not properly filed, and the clerk may decline to accept such application and/or return them to the petitioner immediately after the preliminary review with a notice of the defects.
3. When the clerk determines that the application or petition is complete, the clerk shall send a written notice of confirmation of receipt of a completed application or petition to the parties.
4. In capital replacement proceedings and in government mandated capital expenditure and operating expense proceedings, affected mobilehome owners shall have thirty (30) calendar days after receipt of the confirmation of the completed application to file with the clerk a petition objecting to the rent increase signed by one adult tenant in at least fifty percent (50%) of the mobilehome spaces subject to rent control.

C. Insufficient Objection; Capital Replacement Or Government Mandated Pass-Through Proceeding; Clerk Action: If less than the required number of affected mobilehome owners object to a proposed capital replacement or government mandated pass-through, or if objection is withdrawn, including any amendments, before or after the meet and confer process, the clerk shall approve the requested pass-through. (Ord. 1126, adopted 2010)

§2710 PROCEDURE FOR MEET AND CONFER

Within ten (10) working days of the date of the clerk's notice of a completed application or petition and prior to assignment of an arbitrator, affected mobilehome owners and owners shall meet and confer with each other's representatives. The time, place and date of the meeting shall be agreed to by the parties or, if the parties cannot agree, determined by the clerk. Written notice of the scheduled meeting shall be given by the applicant or petitioner. At the meeting, representatives of the parties shall exchange documentary evidence that the parties, in good faith then know, will be used to support their respective positions in an arbitration and discuss the issues in dispute. In the case of an owner, all financial data upon which any proposed increase is claimed shall be supplied to affected mobilehome owner representatives at the time of the meet and confer meeting. The parties may request that the clerk provide a mediator, at no cost to the parties, to assist with the meet and confer process. The arbitrator may deny an application based on the applicant's failure to participate in good faith in the meet and confer process. (Ord. 1126, adopted 2010)

§2711 PROCEDURES FOR ARBITRATION

A. Notice Of Arbitration: The clerk shall give written notice to the applicant or petitioners and mobilehome owner representative that the application/petition has been referred to arbitration.

1. An arbitrator shall be appointed in the following manner:

a. **Qualified Arbitrators:** The clerk shall maintain a list of qualified arbitrators.

b. **Assignment Of Arbitrator And Hearing Date:** The clerk shall choose three (3) possible arbitrators and present them to the residents' representative and the owner. Within five (5) days each party may challenge one candidate. The one remaining shall be the selected arbitrator. If both parties challenge the same candidate, the clerk shall choose between the two (2) remaining candidates. The clerk shall set a date for the arbitration hearing no sooner than thirty (30) or no later than forty (40) days after the arbitrator is assigned. The owner and affected mobilehome owners shall be notified immediately in writing by the clerk of the date, time and place of the hearing and this notice shall be served either in person or by ordinary mail. The parties may agree, in writing, to extend these times. The arbitrator may extend the date for the arbitration hearing upon a showing of good cause.

2. The arbitrator shall conduct a hearing with the parties and/or their representatives. During this hearing process, the concerns of each party shall be discussed and the arbitrator shall indicate the amount and nature of information needed from any party in order to reach a determination. In fair return proceedings in section 2705 of this chapter, this shall include four (4) years of the income and expense portion of the general ledgers for the park. All information submitted shall be in writing and shall be certified in the same manner as set forth in subsection 2709B of this chapter. The applicant or petitioner shall have the burden of proof unless other sections of this chapter specify otherwise. Each party shall comply with the arbitrator's request for information within seven (7) days of the request. Additional information provided to the arbitrator shall be immediately available to the owner or affected mobilehome owner representative which will have seven (7) days to give written comment to the arbitrator. The arbitrator may proceed under this part regardless of whether any party defaults in providing any of the requested information.

B. Arbitration Determination:

1. Within twenty one (21) days of the hearing, but no later than ninety (90) days from the date of the owner's rent increase notice, the arbitrator shall deliver his or her decision on the application or petition and a bill for services to the clerk.

2. The rent increase in a fair return proceeding shall not exceed the increase requested in the application.

3. The clerk shall provide the result of the arbitrator's decision to the affected parties.

4. The arbitrator's decisions are final and not appealable to the city council.

C. Method To Determine A Fair Return:

1. **Base Year:** The base year for the purpose of this section shall be the last full fiscal year prior to the park becoming subject to this chapter. The arbitrator may establish an alternative base year if the owner is unable to produce records of the last full fiscal year prior to the park becoming subject to rent control.

2. **Maintenance Of Net Operating Income:** It shall be presumed that the net operating income produced by the property during the base year provided a fair return. An owner shall be entitled

to rents to earn a just and reasonable return and to maintain and increase their base year net operating income in accordance with subsection C4 of this section. This method is called maintenance of net operating income (MNOI) and shall be included in all applications.

3. Adjustment Of Base Year Net Operating Income: The applicant or the affected mobilehome owners may present evidence to rebut the presumption of fair and reasonable return based upon the base year net operating income. To make such a determination and in order to adjust to the base year net operating income, the arbitrator must make the following finding:

a. The owner's operating and maintenance expenses in the base year were unusually high or low in comparison to other years. In such instances, adjustments may be made in calculating such expenses so that the base year operating expenses reflect average expenses for the property over a reasonable period of time. In considering whether the base year net operating income yielded more or less than a fair net operating income, the arbitrator shall consider the following factors:

- (1) Substantial repairs were made due to damage caused by uninsured disaster or vandalism;
- (2) Maintenance and repairs were below accepted standards so as to cause significant deterioration of housing services;
- (3) Other expenses were unreasonably high or low notwithstanding prudent business practice; and
- (4) The rent in the base year was disproportionately low due to the fact that it was not established in an arms length transaction or other peculiar circumstances.

4. Fair Net Operating Income: The arbitrator shall submit a determination based on rental income which will provide the owner a net operating income which shall be increased by one hundred percent (100%) of the percentage increase in the CPI over the base year's CPI index. The base year CPI shall be the CPI for June 1. For purposes of this section, the current CPI shall be the CPI last reported as of the date of the completed application.

5. Net Operating Income Defined: "Net operating income of a mobilehome park" means the gross income of the park less the operating expenses of the park.

6. Gross Income Defined: "Gross income" means the sum of the following:

- a. Gross space rents computed as gross space rental income at one hundred percent (100%) occupancy (but excluding rent attributed to a space occupied by a park employee who receives the space rent free as part of the employee's compensation); plus
- b. Other income generated as a result of the operation of the park, including, but not limited to, fees for services actually rendered; plus
- c. All other pass-through revenue received from mobilehome owners except capital pass-throughs and gas and electric; minus

d. Uncollected space rents due to vacancy and bad debts to the extent that the same are beyond the owner's control. There is a rebuttable presumption that uncollected space rents in excess of the average of the current and past three (3) years' uncollected rents (each year's rent shall be adjusted by the change in the CPI between that year and the final year of the 4 year period) are excessive and shall not be deducted from gross income.

7. Operating Expenses Defined: "Operating expenses" means:

- a. Real property taxes and assessment;
- b. Advertising costs;
- c. Management and administrative expenses including the compensation of administrative personnel;
- d. Repair and maintenance expenses for the grounds and common facilities including, but not limited to, landscaping, cleaning and repair of equipment and facilities;
- e. In addition to the management expenses listed above, where the owner performs on site managerial or maintenance services which are uncompensated, the owner may include the reasonable value of such services. Owner performed labor shall be limited to five percent (5%) of gross income unless the arbitrator finds that such a limitation would be substantially unfair in a given case. No credit for such services shall be authorized unless an owner documents the hours utilized in performing such services and the nature of the services provided;
- f. Operating supplies such as janitorial supplies, gardening supplies, stationery and so forth;
- g. Insurance premiums related to operation of the park prorated over the life of the policy;
- h. Payroll taxes, business, utility, license and permit fees;
- i. Dues;
- j. Consultant services for park operation and maintenance;
- k. All operating expenses must be reasonable and necessary. Whenever a particular expense exceeds the normal industry or other comparable standard, the owner shall bear the burden of proving the reasonableness of the expense. To the extent that an arbitrator finds any expense to be unreasonable, the arbitrator shall adjust the expense to reflect the normal industry or other comparable standard;
- l. There is a rebuttable presumption that expenditures in the current year are unreasonable to the extent that they substantially exceed the average of the current and past three (3) years (each year's expenses shall be adjusted by the change in the CPI between that year and the final year of the 4 year period);

Operating expenses shall not include the following:

- a. Mortgage debt service expenses;

- b. Land lease expenses;
- c. Depreciation;
- d. Income taxes;
- e. Electric and gas expenses included in section 739.5 of the California Public Utilities Code;
- f. The cost of government mandated expenses (subsection 2703C of this chapter), capital improvements (subsection 2703E of this chapter), or capital replacements (subsection 2703F of this chapter).

8. Constitutionally Required Fair Return: Notwithstanding any other provisions of this chapter, the arbitrator is authorized to approve any rent increase that is constitutionally required by law to yield a fair return.

D. Subpoenas: The parties may obtain the issuance and service of a subpoena for the attendance of witnesses or the production of other evidence at the arbitration hearing. Subpoenas shall be issued and attested by the clerk. Issuance of the subpoena must be obtained upon the filing with the clerk of the city of an affidavit or declaration, under oath, setting forth the name and address of the proposed witness; specifying the exact things to be produced and the relevancy to the issues involved; and stating that the witness has the desired things in his/her possession or under his/her control.

Service of the subpoena on a witness to attend arbitration must be at least five (5) working days before the hearing. Service of a subpoena duces tecum must be at least twenty one (21) days before the hearing. Any party served with a subpoena duces tecum must produce copies of the requested items to the subpoenaing party no later than ten (10) days before the hearing.

A subpoena need not be issued when the affidavit or declaration is defective in any particular. No arbitration hearing may be continued due to the failure to file a timely request, or to timely serve a subpoena. Any person who refuses, without lawful excuse, to attend the arbitration or to produce relevant evidence as required by a subpoena served upon that person shall be guilty of a misdemeanor.

No subpoena shall issue until after the parties have met and conferred as required in section 2710 of this chapter.

E. Increases For Capital Expense: Increases attributed to a capital expense, as approved by the arbitrator to provide a park with a fair return, shall not be included in base rent. These increases must be separately itemized on the monthly rent invoice and terminate at the end of the approved amortized period. Advance approval and effective date of the increase shall be as allowed in subsection 2703F1 of this chapter.

F. Rent Increase Effective Date: Rent increases approved by the arbitrator, as determined necessary to provide an owner with a fair return, shall be allowed upon the effective date given by the applicant in the notice to the affected mobilehome owners, required in section 798.30 of the California Civil Code. (Ord. 1126, adopted 2010)

§2712 REFUSAL OF MOBILEHOME OWNER TO PAY ILLEGAL RENT

An affected mobilehome owner may refuse to pay any rent in excess of the maximum rent permitted by this chapter. The fact that such unpaid rent is in excess of the maximum rent shall be a defense in any action brought to recover possession of a mobilehome space for nonpayment of rent or to collect the illegal rent. (Ord. 1126, adopted 2010)

§2713 DISCLOSURES

An owner shall disclose to each prospective tenant the current and proposed base rent for the mobilehome space and the rental agreement options required by this section and section 2714 of this chapter, provide each prospective tenant with a copy of this chapter, and disclose to the prospective tenant that if the prospective tenant signs a lease with a term of more than one year, that lease will be exempt from rent control. The owner shall give the required disclosure and provide a copy of this chapter to the prospective tenant at the time that the owner, or owner's representative, receives the prospective tenant's application for tenancy. The required disclosures shall be made in a form approved by the clerk, and the owner shall obtain a signature of the prospective tenant on the disclosure form acknowledging receipt of the disclosures. An owner must retain the signed disclosure form throughout the entire tenancy of the tenant. This signed form shall be made available to the clerk upon reasonable written notice. (Ord. 1126, adopted 2010)

§2714 PROSPECTIVE MOBILEHOME OWNER; TENANCY TWELVE MONTHS OR LESS

All prospective tenants shall be offered the option of a tenancy of twelve (12) months or less upon terms consistent with the provisions of this chapter. This section shall not apply to prevent a mutually agreed upon assignment between an owner and an existing mobilehome owner of an existing lease, provided any such assignment does not violate subsection 2704C of this chapter. (Ord. 1126, adopted 2010)

§2715 RENT STABILIZATION ADMINISTRATION FEES

All or any portion of the costs to administer this chapter may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the city council. The fee shall be chargeable against the total number of mobilehome spaces in the city subject to rent control determined on a date certain each year to be established by the city council. The owner who pays these fees may pass through to the mobilehome owners, subject to rent control on the date established by the city council, fifty percent (50%) of the fees assessed against a mobilehome space. The fee shall be due on a date established by the city council but may be paid in quarterly installments by the owners. Owners of parks annexed to the city after November 19, 2010, shall be charged the fee established by resolution beginning on the effective date of the annexation. (Ord. 1126, adopted 2010)

§2716 AMENDMENT

Any amendment to this chapter shall require a prior public hearing before the city council with notice thereof published in a newspaper of general circulation in the city at least ten (10) days prior to the hearing. (Ord. 1126, adopted 2010)

§2717 VIOLATION

Every person who violates any provision of this chapter is guilty of a misdemeanor. This section shall not apply to the arbitrator or officers or employees of the city. (Ord. 1126, adopted 2010)

1 Civ.C. §§798.55 – 798.60, as amended, excepting §798.59.

**The Ukiah City Code is current through 1146, passed
January 15, 2014.**

Disclaimer: The City Clerk's Office has the official version of the Ukiah City Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.



ITEM NO.: 7c

MEETING DATE: March 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE ANNUAL RENEWAL AGREEMENT WITH LIEBERT CASSIDY WHITMORE (LCW) FOR LEGAL SERVICES AS NEEDED, NOTIFICATION OF EXCEEDING \$20,000, AND APPROVE CORRESPONDING BUDGET AMENDMENT

Summary: Council will consider authorizing the City Manager to execute annual renewal agreement with Liebert Cassidy Whitmore (LCW) on a time and expense basis for labor related legal services, receive notification of exceeding \$20,000, and approve corresponding budget amendment.

Background: The City has been contracting with LCW on an annual basis since January 2006, through its membership with the Redwood Empire Municipal Insurance Fund (REMIF) to provide employee training, consulting, representation, and other legal services pertaining to confidential employment relation matters as described in the 2017 renewal Agreement for Special Services (Attachment 1).

Discussion: Since 2006, LCW legal services have been utilized on a limited basis. An annual agreement is entered every year, through the City's membership with REMIF. The agreement for calendar year 2017 has yet to be executed. A recent employment related matter has resulted in an invoice in the amount of \$21,664, which has unexpectedly exceeded the \$20,000 Municipal Code threshold requiring prior Council approval for professional service contracts.

Additionally, it is expected that more time will be needed on this matter, and will exceed the FY 2016/17 budgeted amount for contractual services.

It is staff's recommendation that Council receive the report of the invoice from LCW exceeding \$20,000, and approve corresponding budget amendment. Staff would also like Council's approval to execute the renewal agreement with LCW for services for the 2017 calendar year, and approve its continued use on an as needed, time and expense basis. Overall cost to be monitored in accordance with the budgetary authority approved by Council in the corresponding fiscal year budgets.

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.
\$14,400	HR Fund Contractual Services	10016100.52100	Yes ☒ No ☐	COU No. 1314117

RECOMMENDED ACTION(S): Authorize the City Manager to execute an annual renewal agreement with Liebert Cassidy Whitmore (LCW) for legal services as needed, receive the report of exceeding \$20,000, and approve corresponding budget amendment.

ALTERNATIVES: Provide alternate direction to staff.

Citizens advised: N/A
Requested by: Sheri Mannion, Human Resources/Risk Management Director
Prepared by: Sheri Mannion, Human Resources/Risk Management Director and Mary Horger, Procurement Manager.
Coordinated with: Sage Sangiacomo, City Manager
Presenter: Sheri Mannion, Human Resources/Risk Management Director
Attachment: 1. Agreement for Special Services

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

AGREEMENT FOR SPECIAL SERVICES

This Agreement is entered into between the City of Ukiah, A Municipal Corporation, hereinafter referred to as "Agency," and the law firm of LIEBERT CASSIDY WHITMORE, A Professional Corporation, hereinafter referred to as "Attorney."

WHEREAS Agency has the need to secure expert training and consulting services to assist Agency in its workforce management and employee relations; and

WHEREAS Agency has determined that no less than seven (7) public agencies in the Mendocino County area have the same need and have agreed to enter into identical agreements with Attorney; and

WHEREAS Attorney is specially experienced and qualified to perform the special services desired by the Agency and is willing to perform such services;

NOW, THEREFORE, Agency and Attorney agree as follows:

Attorney's Services:

During the year beginning January 1, 2017, Attorney will provide the following services to Agency (and the other aforesaid public agencies):

1. Three (3) days of group training workshops covering such employment relations subjects as management rights and obligations, negotiation strategies, employment discrimination and affirmative action, employment relations from the perspective of elected officials, performance evaluation (administering evaluations), grievance and discipline administration for supervisors and managers, planning for and responding to concerted job actions, current court, administrative and legislative developments in personnel administration and employment relations, etc., with the specific subjects covered and lengths of individual workshop presentations to be determined by Agency and the other said local agencies.

It is expressly understood that the material used during these presentations, including written handouts and projected power points are provided solely for the contracted workshops. This agreement warrants there will be no future use of Liebert Cassidy Whitmore material in other trainings or formats without the expressed written permission of Liebert Cassidy Whitmore. Any such use will constitute a violation of this agreement and copyright provisions.

2. Availability of Attorney for Agency to consult by telephone. Consortium calls cover questions that the attorney can answer quickly with little research. They do not include the review of documents, in depth research, written responses (like an opinion letter) or advice on on-going legal matters. The caller will be informed if the question exceeds the scope of consortium calls. Should the caller request, the attorney can assist on items that fall outside the service, but these matters will be billed at the attorney's hourly rate. (See additional services section.)
3. Providing of a monthly newsletter covering employment relations developments.

Fee:

Fees will be paid by the Redwood Empire Municipal Insurance Fund (REMIF). Said fee will cover Attorney's time in providing said training and consultative services and the development and printing of written materials provided to attendees at the training programs.

Additional Services:

Attorney shall, as and when requested by Agency, make itself available to Agency to provide representational, litigation, and other employment relations services. The Agency will be billed for the actual time such representation services are rendered, including reasonable travel time, plus any necessary costs and expenses authorized by the Agency.

The range of hourly rates for Attorney time is from Two Hundred to Three Hundred Fifty Dollars (\$200.00 - \$350.00) per hour for attorney staff, One Hundred Ninety-Five Dollars (\$195.00) per hour for Labor Relations/HR Consultant and from Seventy-Five to One Hundred Sixty Dollars (\$75.00 - \$160.00) per hour for services provided by paraprofessional and litigation support staff. Attorneys, paraprofessional and litigation support staff bill their time in minimum units of one-tenth of an hour. Attorney reviews its hourly rates on an annual basis and if appropriate, adjusts them effective July 1.

Independent Contractor:

It is understood and agreed that Attorney is and shall remain an independent contractor under this Agreement.

Term:

The term of this Agreement is twelve (12) months commencing January 1, 2017. The term may be extended for additional periods of time by the written consent of the parties.

Condition Precedent:

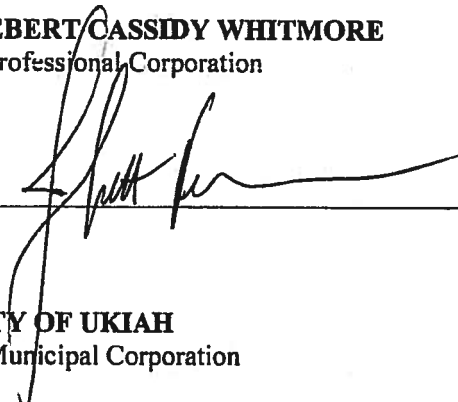
It is understood and agreed that the parties' aforesaid rights and obligations are contingent on no less than seven (7) local agency employers entering into a substantially identical Agreement with Attorney on or about January 1, 2017.

Dated: _____

12/12/16

LIEBERT/CASSIDY WHITMORE
A Professional Corporation

By _____



Dated: _____

CITY OF UKIAH
A Municipal Corporation

By _____



ITEM NO.: 7d

MEETING DATE: March 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: REQUEST APPROVAL OF ADJUSTMENT TO PRINCIPAL PLANNER AND BUILDING OFFICIAL SALARY RANGE AND CHANGE TITLE OF PRINCIPAL PLANNER TO PLANNING MANAGER

Summary: Council will consider staff's recommendation of an adjustment to the Principal Planner and Building Official salary range, and change the title of the Principal Planner to Planning Manager.

Background: In October 2016, staff advised the Council that the Community Development and Planning Department would be working with the Human Resources Department to evaluate its current staffing levels and coming back to Council with recommendations, as needed. An initial evaluation determined the department would be better served by reestablishing the Associate Planner position, which Council approved.

Discussion: After completing a classification and compensation study of the Planner series and Building Official position, the Human Resources Department found there are inequities in compensation and recommend adjusting the salary range of the Principal Planner and Building Official positions (Attachment 1). Job descriptions are available online at: www.cityofukiah.com/job-descriptions/.

In review of the Planner series, staff found an inequity in the hierarchy between Associate Planner, Senior Planner, and Principal Planner, and recommend increasing the salary range of the Principal Planner from Grade 2621 to the equivalent of Grade 2593, which is approximately a 10% increase. In addition, the current staff member requests the title be changed to Planning Manager. Principal Planner, Chief Planner, and Planning Manager are interchangeable titles within the planning field.

Additionally, staff found the salary level of the Building Official to be significantly lower than surrounding agencies, which are experiencing difficulty in the recruitment process. Staff recommends increasing the Building Official salary range from Grade 2636 to the equivalent of Grade 2595. This will result in an approximate 10% increase.

By increasing the salary levels for the Principal Planner and Building Official position, and changing the title of Principal Planner to Planning Manager, the City will be able to remain competitive in the market and retain high quality staff members.

Continued on Page 2

RECOMMENDED ACTION(S): Council to approve adjustment of Principal Planner and Building Official salary range, and change title of Principal Planner to Planning Manager.

ALTERNATIVES: Provide alternate direction to staff.

Citizens advised: N/A
Requested by: Sage Sangiacomo, City Manager
Contact/Prepared by: Sheri Mannion, Human Resources/Risk Management Director
Coordinated with: Sage Sangiacomo, City Manager
Presenter: Sheri Mannion, Human Resources/Risk Management Director
Attachment: 1. Revised Management Unit 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

The net cost of increasing the salaries of both positions is approximately \$22,425 per year. There will be no fiscal impact on the budget this fiscal year given savings from vacancies in the Department.

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

City of Ukiah Management Unit Salary Schedule <i>Revised for ASR 3/15/17</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
Community Services Administrator Finance Controller Principal Planner	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 Building Official	2595 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
Senior Planner	2655	5,376.57	5,645.40	5,927.67	6,224.05	6,535.25
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



ITEM NO.: 12a

MEETING DATE: March 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: STATUS REPORT OF NEW COURTHOUSE PROJECT AND CONSIDERATION OF MEMORANDUM OF UNDERSTANDING WITH NORTH COAST RAILROAD AUTHORITY (NCRA) REGARDING FUTURE IMPROVEMENTS TO THE RAIL CROSSING AT CLAY STREET

Summary: The Council will receive an update regarding the status of the new courthouse project and will consider a memorandum of understanding with North Coast Railroad Authority (NCRA) regarding future financial obligations.

Background and Discussion: In the spring of 2016, the State purchased 4.1 acres just south of the Historical Depot Building for the proposed new courthouse and associated parking. That acquisition included funding for site improvements related to the development, including the construction of new streets into the site and utility infrastructure.

Ultimately, these new streets will be deeded over to the City for ongoing maintenance. For this reason and more, City Staff has a strong interest in the functionality of the surrounding streets, the development of public infrastructure that will permit the build-out of the full 11 acres, the smooth integration of this project with the existing downtown, and the beautification of this important corridor. Therefore, the City of Ukiah has been an active partner in the planning of this infrastructure. For example, because NCRA was unable to pay for the costs of engineering prior to receiving the proceeds from the sale of their property to the State, the City entered into a memorandum of understanding (MOU) with NCRA that allowed the City to pay for the Phase One and Phase Two engineering for the site and be reimbursed after the sale (Attachment #1).

Though much of that engineering work has been completed, two significant parts of the project have delayed the completion of construction documents for bidding. First, a new bridge will need to be installed at Gibson Creek, which requires coordination with multiple agencies.

Secondly, a new railroad crossing at the East Clay Street extension needs to be permitted by the California State Public Utilities Commission (CPUC). On behalf of NCRA, City Staff applied for and was granted this full rail crossing. However, after further consideration and concerns regarding the construction budget, NCRA and City Staff agreed that it was unnecessary to construct a full rail crossing (with lights, gates, etc.).

Continued on Page 2

RECOMMENDED ACTION(S): Receive report and authorize the City Manager to negotiate and execute the Addendum to the Memorandum of Understanding between the City of Ukiah and NCRA.

ALTERNATIVES: Provide alternate direction to Staff.

Citizens advised:	N/A
Requested by:	North Coast Railroad Authority
Contact/Prepared by:	Shannon Riley, Senior Management Analyst
Coordinated with:	David Rapport, City Attorney
Presenters:	Shannon Riley, Senior Management Analyst
Attachments:	1 MOU between NCRA and the City of Ukiah 2 Addendum #1 to the MOU

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
Sage Sangiacomo, City Manager

in light of the fact that there are no plans for local rail service in the foreseeable future. Therefore, NCRA is seeking a modification to the CPUC ruling to allow for a reduced scope of work.

In order for the CPUC to consider this reduced scope, they require assurance that one of these agencies will assume financial responsibility for the construction of the full crossing if deemed necessary in the future. The NCRA Board has agreed to assume this responsibility and has passed a resolution to that effect.

Because the City of Ukiah is the applicant to the CPUC, Staff is recommending that Council authorize the City Manager to negotiate and execute the attached addendum to the MOU with NCRA, which absolves the City of future financial responsibility for the rail crossing (Attachment #2).

Staff will continue to facilitate the development of this project, including lobbying for additional commitments from the State. At this time, funding for the design and construction of the courthouse has been put on hold.

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. 1415-167

Memorandum of Understanding

Between

NORTH COAST RAILROAD AUTHORITY

and

CITY OF UKIAH

THIS MEMORANDUM OF UNDERSTANDING ("MOU"), is entered on March 11, 2015 ("Effective Date") in Ukiah, California, by and between North Coast Railroad Authority ("NCRA"), a public authority created by the North Coast Railroad Authority Act (Cal Gov't Code §93000 et seq.) and the City of Ukiah ("City"), a general law municipal corporation, NCRA and City may be called "a Party" in this MOU. Collectively, NCRA and City are called "the Parties." in this MOU.

RECITALS

1. The City and its former Redevelopment Agency have expended substantial effort and funds to assist NCRA in developing the Ukiah Railroad Depot Property, consisting of approximately 11 acres, known as Mendocino County Assessor's Parcel Numbers ("APN") 002-232-12, 13 and 002-282-18, 19, located South of East Perkins and West of Leslie Streets in Ukiah, California ("the Property"), as more particularly described in the attached Exhibit A
2. Those efforts and expenditure of funds have assisted NCRA in getting regulatory approval for the clean-up of contamination on a portion of the Property, rehabilitating the historic railroad depot on the Property, getting Public Utilities Commission approval for Clay Street to cross the railroad tracks to access the Property and having the California State Judicial Council of the Courts (JCC), formerly the Administrative Office of the Courts, select a portion of the Property located on APNs 002-282-19 and 002-232-13 ("the Site"), as more particularly depicted and described in the attached Exhibit B, consisting of approximately 4.1 acres, as the location for a new Courthouse to serve Mendocino County.
3. The City continues to work with NCRA to facilitate the full development of the Property by working with NCRA, JCC and other stakeholders to locate the Courthouse on the Site and to assist in designing the necessary infrastructure, including streets and utilities, to serve the Property.
4. The City has and continues to expend effort and funds to assist NCRA in developing the Property, because the Property is located on the primary gateway to the historic downtown, houses the historic train depot, which is leased and managed by the City, and is immediately adjacent to several City-owned parcels and the rail trail.
5. NCRA is vitally interested in the full development of the Property, because of the revenue it will receive from the sale of parcels comprising the Property or other revenues it may generate from the full development of the Property. It will also benefit from attractive and financially viable development on the Property in the event rail service is restored to serve Ukiah.

5. The purchase of the Site by the JCC is an essential step in the development of the Property. To secure the funding for that purchase, the sale of the Site to the JCC must close. Before that can occur, the actual cost to construct streets, utilities and storm drain facilities, serving the Property, must be determined. In addition, the JCC has indicated the construction of these improvements will need to begin in 2015 in order to accommodate the anticipated Courthouse construction schedule.

6. To satisfy these requirements, engineering is required to develop a design for the extension of Hospital Drive and Clay Street to intersect on the Property and Low Impact Design ("LID") storm drain facilities and utilities to serve the Property and construction documents sufficient to develop accurate engineer's estimates of construction costs. To commence construction in 2015, NCRA must receive permits from the City and to construct the required structure for crossing Gibson Creek a streambed alteration agreement under Fish & Wildlife Code §1602 from the California Department of Fish and Wildlife ("DFW"), a permit under Section 404 of the federal Clean Water Act ("CWA") from the U.S. Army Corp of Engineers and concurrence under Section 401 of the CWA from the North Coast Regional Water Quality Control Board.

7. NCRA does not have the funds currently to obtain and pay for these necessary engineering services, but recognizes that without them, it will not be able to sell the Site to the JCC which will adversely affect its ability to redevelop the entire Property.

8. Recognizing the importance of retaining the Courthouse in the downtown area of the City and considering the time and investment the City and its former Redevelopment Agency have already expended, the Ukiah City Council, at its meetings on November 5, 2014, and March 4, 2015, has approved contracts, utilizing Rau & Associates and GHD, Inc., totaling \$85,844.00, to design and prepare construction documents for these infrastructure improvements and obtain the permits required for their construction.

9. The Parties recognize that there may be additional expenses to complete these engineering tasks before NCRA can sell the Site to the JCC and subsequently generate sufficient funds to repay the City. (Collectively, the costs for the engineering described in Recital No. 6 and referenced in this Recital No. 9 are called "Development Costs" in this MOU.)

10. NCRA has certain priority obligations incurred in connection with developing the Property which it must satisfy before it will have sufficient funds from the sale or development of the Property to repay the City for the Development Costs. Those obligations total \$982,000 ("Prior Obligations") and are listed and described in the attached Exhibit C.

11. The purpose of this MOU is to memorialize NCRA's obligation to reimburse the City for the Development Costs from the revenue derived by NCRA from the sale, lease or other use or disposition of parcels comprising the Property ("Property Revenue"), after NCRA has satisfied the Prior Obligations.

AGREEMENT

In consideration of and reliance upon the above recitals and other valuable consideration, the adequacy and receipt of which is hereby acknowledged, the Parties agree as follows.

1. Reimbursement of Development Costs. NCRA agrees to reimburse the City for Development Costs as further provided in this MOU. The total undisputed Development Costs incurred and paid by City shall be considered a debt owed to the City by NCRA.

2. Documentation of Development Costs. City shall provide NCRA with documents evidencing that the City has incurred and paid Development Costs. NCRA shall have ten (10) days from the date such documents are received to request additional information or dispute the expense. If, within said ten (10) days, the City does not receive a request for additional information or written notice that NCRA disputes the expense, the documented expense shall be deemed approved by NCRA. The City shall respond to all requests for information or disputes within ten (10) days of their receipt. If NCRA continues to dispute a documented expense after it receives the City's response, the Parties shall meet through designated representatives and make their best, good faith effort to resolve the dispute. If the dispute is not resolved within thirty (30) days from the City's response, either party may initiate dispute resolution.

3. NCRA Use of Property Revenue. Until NCRA has reimbursed the City in full for undisputed Development Costs:

a. NCRA shall only use Property Revenue to pay Prior Obligations or to reimburse the City for Development Costs.

b. NCRA shall account to the City as follows:

(1). Within the ten (10) days of its receipt, NCRA shall provide the City with notice that it has received revenue from the sale, lease or other use or disposition of the parcels comprising the Property. The notice shall include the person or entity from whom the payment was received, the amount and the date of receipt.

(2) The disposition of each payment reported to the City pursuant to Section 2.b(1), above, including any amounts applied to satisfy in whole or in part a Prior Obligation and the balance of the Priority Obligations remaining after the payment was applied.

4. Miscellaneous.

a. Assignment. Neither party to this MOU may assign, transfer or convey any interest in this MOU to a third party without the written consent of the other party to this MOU. Should any assignment, transfer or conveyance be approved, an additional or subsequent assignment, transfer or conveyance must also be approved in writing by the Parties.

b. Entire MOU. This MOU contains the entire agreement of the parties concerning its subject matter and there are no other promises or conditions in any other agreement

whether oral or written. This MOU supersedes any prior written or oral MOUs between the parties.

- c. Amendment. This MOU may be modified or amended, if the amendment is made in writing, approved by all Parties and signed by authorized representatives of the Parties.
- d. Severability. If any provision of this MOU shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this MOU is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, and enforced as so limited.
- e. Waiver of Contractual Right. The failure of any party to enforce any provision of this MOU shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this MOU.
- f. Construction of this MOU. The Parties agree and their respective advisors believe that this Agreement is the product of all of their efforts, that it expresses their agreement and that it should not be interpreted in favor of or against either Party.
- g. Application of Law, Jurisdiction and Venue and Dispute Resolution. This MOU shall be governed by the laws of the State of California. Notwithstanding Code of Civil Procedure Section 394, the parties irrevocably consent to jurisdiction and venue in the state courts in Mendocino County. Disputes under Section 2 of this MOU shall be resolved by binding arbitration conducted pursuant to Part 3, Title 9 of the California Code of Civil Procedure, commencing with Section 1280.
- h. Paragraph Headings. The paragraph headings contained herein are for convenience and reference only and are not intended to define or limit the scope of this MOU.
- i. Third Party Beneficiaries. This MOU is for the sole and exclusive benefit of the Parties and their permitted successors and assigns. No other person or entity, private or public, has any rights under this Agreement or any standing to enforce the terms thereof.
- j. Notices. All notices required or permitted under this MOU shall be in writing and shall be deemed received when delivered in person, or by overnight courier, fax or email, if receipt has been acknowledged in writing, or 48 hours after deposited in the United States mail, postage prepaid, addressed as follows:

Contact Information

North Coast Railroad Authority

Partner representative:

Position:

Mitch Stogner
Executive Director

Address: 419 - M Talmage Rd.
Ukiah CA 95482
Telephone: 707-463-3280
Fax: 707-463-3283
E-mail: ncra.msstogner@sbcglobal.net

The City of Ukiah
Partner representative:
Position:
Address:

Telephone: Jane Chambers
Fax: City Manager
E-mail: 306 Seminary Ave
Ukiah, Ca 95482
707-463-6210
jchambers@cityofukiah.com

WHEREFORE, the Parties have entered this MOU on the Effective Date.

CITY

NCRA

City of Ukiah

By: Jane Chambers
Jane Chambers,
Executive Director

NORTH COAST RAILROAD AUTHORITY

By: Mitch St...

ATTEST:

Kristine Lawler
Kristine Lawler, City Clerk

Approved as to form:

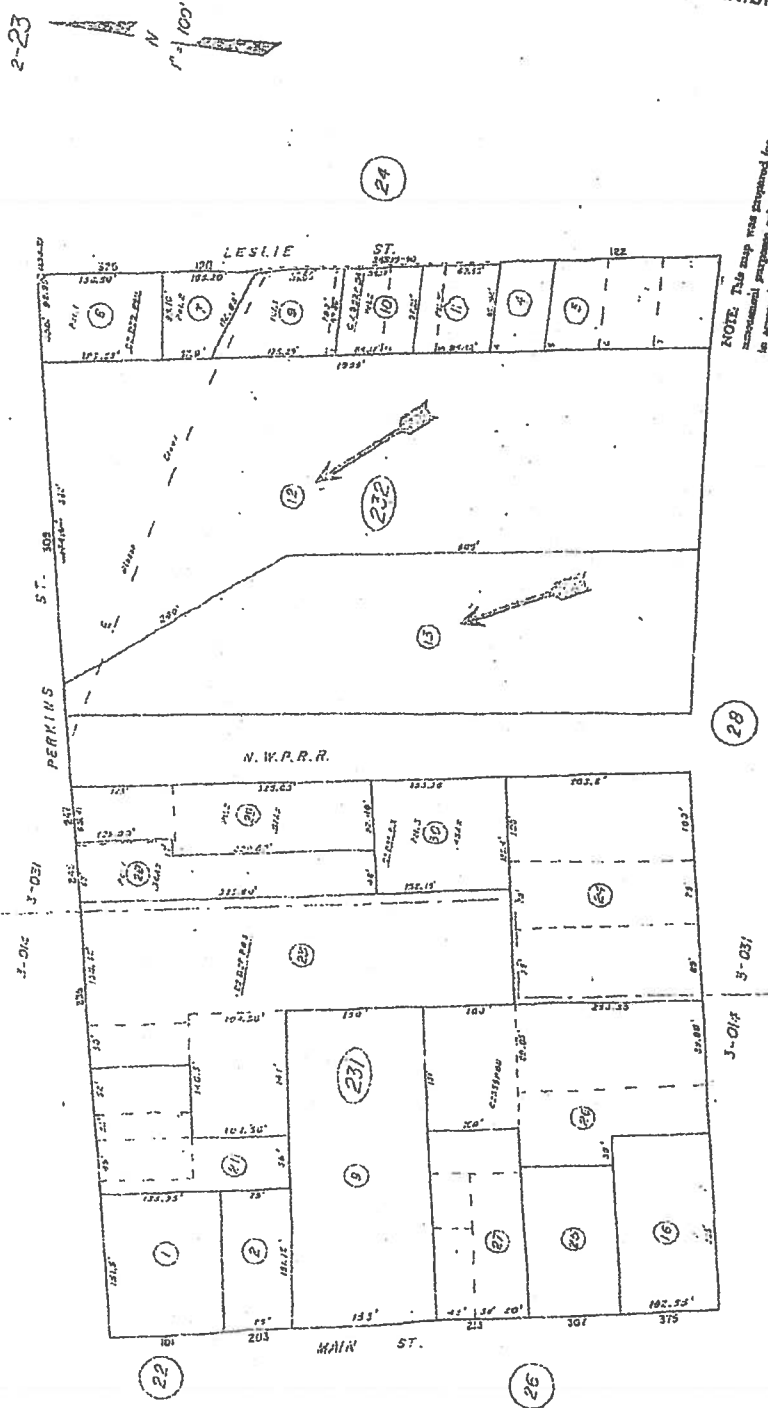
David J. Rapport
David J. Rapport, City Attorney

Approved as to form:

Christopher J. Neary
Christopher J. Neary

"Notice: This is neither a plat nor a survey. It is furnished merely as a convenience to aid you in locating the land indicated hereon with reference to streets and other land. No liability is assumed by reason of any reliance hereon."

UKIAH CITY
Lots 1, 2, 3, 4, 5, 6, 7 Percy's Addition



NOTE: This map was prepared for assessment purposes only. No liability is assumed for the data delineated hereon.

Assessor's Map
County of...

APR 27 2000

Exhibit "B"

All that certain real property lying and being in the City of Ukiah, County of Mendocino, State of California, more particularly described as follows:

Any and all lands and any and all interest thereto lying within the following described real property:

TRACT ONE:

Commencing at a point on the southerly right-of-way line of East Perkins Street, said point of commencement being the northwest corner of the real property described as Parcel 55 in a deed recorded in Mendocino County Official Records in Book 2328 at Page 251; said point of commencement also shown on a Record of Survey filed in Maps, Drawer 67, Page 50, Mendocino County Records; thence, easterly along the said southerly right-of-way line, North 78°58'28" East, 62.20 feet; thence, continuing along said southerly right-of-way line, North 78°41'04" East, 22.51 feet; thence, leaving the said right-of-way line, South 09°30'00" East, 750.43 feet, to the POINT OF BEGINNING; thence, South 09°30'00" East, 267.19 feet, more or less, to a point on the westerly projection of the north boundary of the lands of Rancho Del Rey Asset Partners LP, as described in a grant deed recorded January 11, 2012 in Document No. 2012-00465, Mendocino County Records; thence, continuing along the said northerly boundary, North 87°55'00" East, 232.96 feet; thence, leaving said boundary, North 10°43'38" West, 294.06 feet; thence South 81°19'56" West, 224.74 feet, to the Point of Beginning, containing 1.47 acres, more or less.

TRACT TWO:

Commencing at a point on the southerly right-of-way line of East Perkins Street, said point of commencement being the northwest corner of the real property described as Parcel 55 in a deed recorded in Mendocino County Official Records in Book 2328 at Page 251; said point of commencement also shown on a Record of Survey filed in Maps, Drawer 67, Page 50, Mendocino County Records; thence, easterly along the said southerly right-of-way line, North 78°58'28" East, 62.20 feet; thence, continuing along said southerly right-of-way line, North 78°41'04" East, 22.51 feet; thence, leaving the said right-of-way line, South 09°30'00" East, 258.42 feet, to the POINT OF BEGINNING; thence, South 09°30'00" East, 438.00 feet; thence, North 81°19'56" East, 207.89 feet; thence, North 35°34'13" East, 21.69 feet; thence, North 10°43'38" West, 389.22 feet; thence, along a curve to the right, with a radius of 430 feet, through a central angle of 6°01'28", and an arc length of 45.21 feet; thence North 04°42'10" West, 117.25 feet; thence, along a curve to the left, with a radius of 370 feet, through a central angle of 0°28'01", and an arc length of 3.02 feet; thence South 80°30'00" West, 150.33 feet, thence South 09°30'00" East, 128.44 feet, thence South 80°30'00" West, 76.01 feet, to the Point of Beginning, containing 2.63 acres, more or less.

A plat of the described parcel is shown on Exhibit B, attached hereto.

PTN. APN. 002-282-18; PTN. APN. 002-232-12; PTN. APN. 002-282-19; PTN. APN. 002-232-13

The basis of bearings for this legal description is between two found monuments as shown on that certain Record of Survey Map, filed for record on May 24, 2000, in Maps, Drawer 67, Page 50, Mendocino County Records.

This description of real property was prepared by me, or under my direction, in conformance with the Professional Land Surveyor's Act.

George C. Rau
George C. Rau R.C.E. 21908
My License Expires 09-30-2015

11-24-2014
Date



NCRA PRIOR OBLIGATIONS

The following are obligations of the NCRA that have prior claim to funds derived from the proposed sale of 4.1 acres to the Judicial Council of the Courts. Such proposed sale is to be at fair market value as determined by professional appraisal and approved by the parties. The appraisal has not been received as of the entry into this MOU, causing some variability and the notation of approximate amounts, factored from an assumed appraisal of \$2,000,000. Where noted, the percentage listed will be effective.

(1.)	CA Transportation Comm / CalTrans Repayment of previous advances per agreement	10% of sale proceeds approx. \$196,000
(2.)	Northwest Pacific Railroad Co. Reimbursement of capital cost and interest for remediation of soil contamination per agreement. Direct cost of \$628,288.06. Interest of \$24,406 incurred through January 31, 2015.	\$668,400 including estimated interest to July 31, 2015
(3.)	Guillon Inc. Project management fee to create and oversee project from program inception through sale of JCC parcel.	6% of sale proceeds approx. \$117,400
Approximate Total of Prior Obligations		\$982,000

**RECORDING REQUESTED BY
AND MAIL TO:**

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

Document transfer Tax \$0.00 and the value is less than \$100.00

Signature of City of Ukiah agent determining tax

GRANT OF EASEMENT

North Coast Rail Authority, ("GRANTOR(S)"), do hereby grant to the City of Ukiah, a Municipal Corporation, ("GRANTEE"), its successors and assigns forever, a non-exclusive easement for public street and public utility purposes, over, under, and through land situated in the City of Ukiah, Mendocino County, California, owned by Grantor and which is described as follows:

ALL THAT CERTAIN REAL PROPERTY situated in the County of Mendocino, State of California, more particularly described in Exhibit "A" attached hereto and made a part hereof.

Said grant of easement includes the right to use, construct, reconstruct, repair, maintain, and inspect curb, gutter, sidewalk, and other public street appurtenances; storm drain facilities and public utilities including, but not limited to, water lines; sewer lines; storm drains; electric power lines, poles and appurtenances; street lights; gas lines, and communication lines, poles and appurtenances; and the right to erect, maintain, and replace signs and markers warning of the location of said facilities and utilities; and the right to survey within said easement and to place or replace surveying stakes and monuments of a permanent nature therein.

Grantor(s) shall not obstruct or conduct any operation which will interfere with the use of such easement for the purposes as set forth herein.

Dated: 5-20-015

Mitch Stog

Grantor

Dated: _____

Grantor

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Sonoma

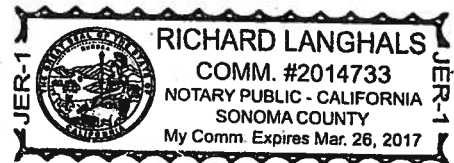
On 20 May 2015 before me, Richard Langhals, Notary Public
(Insert name and title of the officer)

personally appeared Mitch Stegner
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Richard Langhals (Seal)



CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the Grant of Easement dated _____ from North Coast Rail Authority, to the City of Ukiah, general law municipal corporation, is hereby accepted by order of the undersigned officer on behalf of the City Council pursuant to authority conferred by resolution of the City Council adopted on February 1, 1961, and the Grantee consents to recordation thereof by its duly authorized officer and agrees to be bound by the terms of such Grant of Easement.

This document is presented for recordation by the City of Ukiah pursuant to Section 27281 of the Government Code.

By: _____
Jane A. Chambers, City Manager

Date: _____

ACKNOWLEDGMENT

State of California)
) ss.
County of _____)

On _____, before me, _____ Notary Public,
personally appeared _____.

proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signatures on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

EXHIBIT "A"

All that certain real property lying and being in the City of Ukiah, County of Mendocino, State of California, more particularly described as follows:

A non-exclusive easement for public street and public utility purposes over the area described as follows:

Commencing at a point on the southerly right-of-way line of East Perkins Street, said point of commencement being the northwest corner of the real property described as Parcel 55 in a deed recorded in Mendocino County Official Records in Book 2328 at Page 251; said point of commencement also shown on a Record of Survey filed in Maps, Drawer 67, Page 50, Mendocino County Records; thence, easterly along the said southerly right-of-way line, North 78°58'28" East, 62.20 feet; thence, continuing along said southerly right-of-way line, North 78°41'04" East, 230.58 feet to the POINT OF BEGINNING; thence, continuing along said southerly right-of-way line, North 78°41'04" East, 101.34 feet; thence, leaving said southerly right-of-way line, South 35°49'54" West, 30.19 feet; thence, South 9°15'35" East, 92.43 feet; thence, along a curve to the right, with a radius of 430.00 feet, a central angle of 04° 33' 25", an arc distance of 34.20 feet; thence, South 4°42'10" East, 117.25 feet; thence, along a curve to the left, with a radius of 370.00 feet, a central angle of 06° 01' 29", an arc distance of 38.91 feet; thence, South 10°43'38" East, 391.65 feet; thence, South 54°06'55" East, 24.61 feet; thence, North 81°19'56" East, 30.62 feet; thence, along a curve to the right, with a radius of 426.00 feet, a central angle of 06° 06' 32", an arc distance of 45.42 feet; thence, North 87°26'28" East, 33.02 feet; thence, South 11°03'15" East, 52.58 feet; thence, South 87°26'28" West, 40.79 feet; thence, along a curve to the left, with a radius of 374.00 feet, a central angle of 06° 06' 32", an arc distance of 39.88 feet; thence, South 81°19'56" West, 394.86 feet, more or less, to the western edge of the real property described as Parcel 55 in a deed recorded in Mendocino County Official Records in Book 2328 at Page 251; said point also being on the eastern terminus of East Clay Street as it existed on November 24, 2014; thence, along the said western boundary and eastern terminus, North 11°03'14" West, 54.05 feet; thence, leaving the said western boundary and eastern terminus, North 81°19'56" East, 273.77 feet; thence, North 35°34'13" East, 21.69 feet; thence, North 10°43'38" West, 389.22 feet; thence along a curve to the right, having a radius of 430.00 feet, a central angle of 06° 01' 28", an arc distance of 45.21 feet; thence, North 4°42'10" West, 117.25 feet; thence, along a curve to the left, having a radius of 370.00 feet, a central angle of 04° 33' 25", an arc distance of 29.43 feet; thence, North 9°15'35" West, 90.76 feet; thence, North 55°03'16" West, 27.75 feet, more or less, to a point on the southerly right-of-way line of East Perkins Street, and to the point of beginning.

A plat of the described parcel is shown on Exhibit B, attached hereto.

PTN. APN. 002-282-18; PTN. APN. 002-232-12; PTN. APN. 002-282-19; PTN. APN. 002-232-13

The basis of bearings for this legal description is between two found monuments as shown on that certain Record of Survey Map, filed for record on May 24, 2000, in Maps, Drawer 67, Page 50, Mendocino County Records.

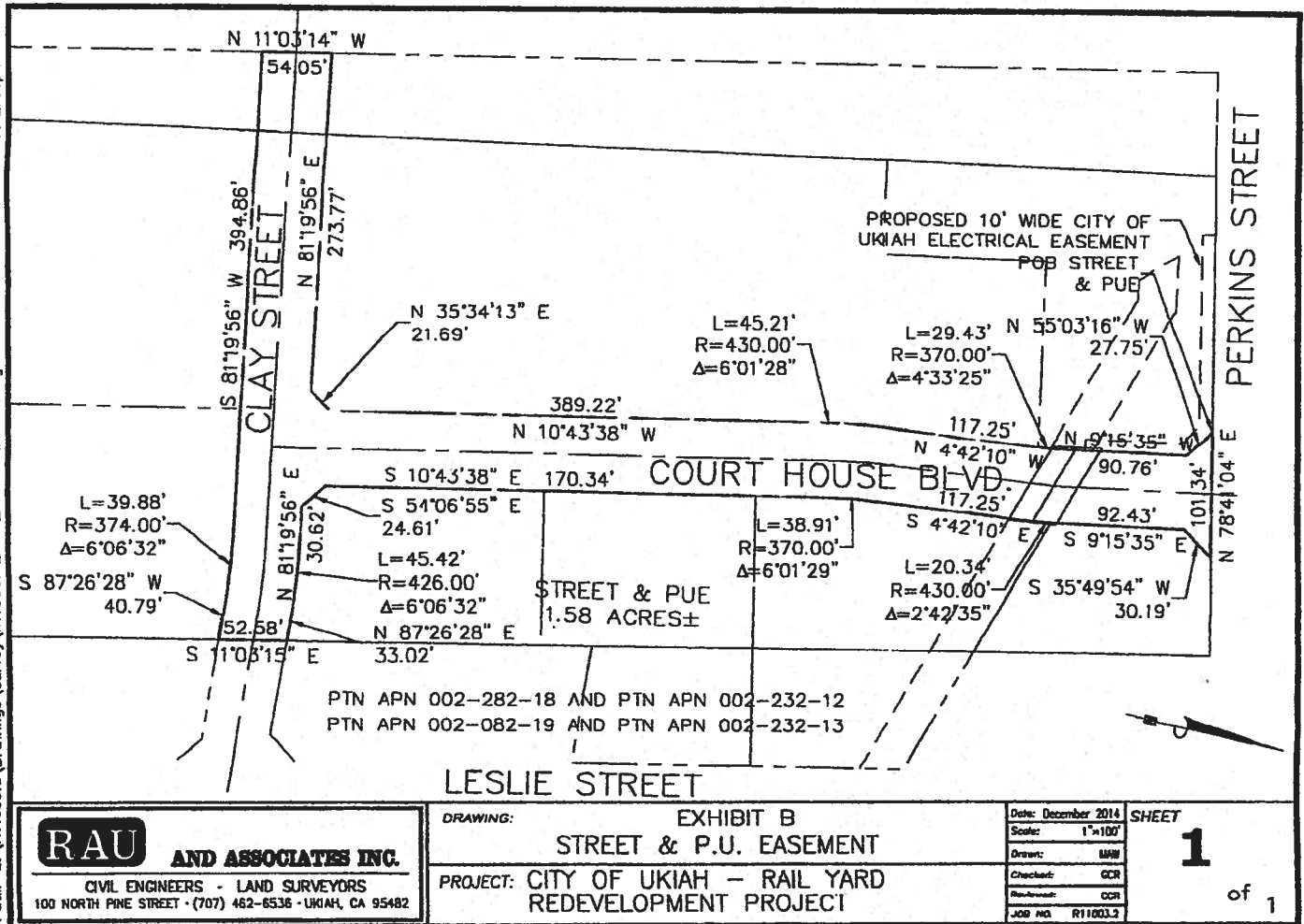
This description of real property was prepared by me, or under my direction, in conformance with the Professional Land Surveyor's Act.

George C. Rau
George C. Rau R.C.E. 21908
My License Expires 09-30-2015

January 23, 2015
Date



Xref: R11003.3_Prelim_Layout_Alt-02.dwg; R11003.3_Plots-REV.dwg Plot Date: Feb 25, 2015 at 2:36pm
 Path: Z:\R11003.3_Drawings\Survey\R11003.3_ROW_Parcels-Exhibit.dwg



**Addendum #1 to the
Memorandum of Understanding**

Between

NORTH COAST RAILROAD AUTHORITY

and

CITY OF UKIAH

This Addendum ("Addendum") to the Memorandum of Understanding ("MOU") between the North Coast Railroad Authority ("NCRA") and the City of Ukiah ("City"), which became effective on March 11, 2015, is entered on March __, 2017 ("Addendum Effective Date"). Except as expressly amended by this Addendum, the terms and conditions of the MOU remain in full force and effect.

RECITALS

1. The North Coast Railroad Authority (NCRA) is obligated to provide for the design and construction of street and utility improvements in connection with the sale of property to the State of California for the development of a new Mendocino County Superior Court facility at the Ukiah Depot Site, referred to in the MOU as "the Site"; and

2. The proposed public improvements include the extension of West Clay Street, a public street maintained by the City of Ukiah and currently terminating westerly of the NCRA railroad right of way, across said right of way ("the Clay Street Crossing") and into the Property, as described in Recital No. 2 in the MOU for the benefit of the Site and the Property; and

3. A Grant of Easement for public street and public utility purposes has been granted by the NCRA and accepted by the City of Ukiah within which the Clay Street Crossing improvements will be completed; and

4. The City of Ukiah, as applicant, has obtained approval for such crossing from the California Public Utility Commission and now, in conjunction with the NCRA, desires to amend the approval to allow for the improvement in two stages, initially minimal improvement in recognition of the inactive status of the rail line within the area and region; and

5. The City of Ukiah is not willing to incur responsibility for the future improvement of the crossing in the event such deferred improvement is allowed by the California Public Utility Commission, and the NCRA agrees to accept sole responsibility for such funding, constructing and maintaining such deferred improvements.

AGREEMENT

In consideration and reliance upon the above recitals, the MOU is hereby amended by adding the following provisions.

1. Any and all improvements at or in connection with the Clay Street Crossing required by the California Public Utility Commission ("PUC") to be constructed at such future time as specified by the PUC, including when the railway becomes active with rail traffic, shall be the sole financial responsibility of the

NCRA, including, but not limited to, the funding, construction, maintenance and repair thereof, and the City shall have no responsibility or financial liability therefor. NCRA agrees to fully comply with such requirements.

2. NCRA shall indemnify, defend and hold harmless the City of Ukiah and its officers and employees from and against any expense, liability, or damage arising from a requirement imposed by the PUC for improvements to or the installation of signals, crossing arms, safety devices, signs or other equipment at the Clay Street Crossing, including as a result of NCRA’s failure to comply or its delay in complying with said PUC requirements.

3. NCRA shall fully cooperate with the City and take all actions reasonably required to obtain a modification of the existing PUC order and/or a new order regarding the Clay Street Crossing imposing these requirements on NCPA rather than the City.

WHEREFORE, the Parties have entered this Addendum to the MOU on the Effective Date.

CITY

NCRA

City of Ukiah

NORTH COAST RAILROAD AUTHORITY

By: _____
Sage Sangiacomo, City Manager

By: _____
Mitch Stogner, Executive Director

ATTEST:

Kristine Lawler, City Clerk

Approved as to form:

Approved as to form:

David J. Rapport, City Attorney

Christopher J. Neary



ITEM NO.: 13a
MEETING DATE: March 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: CONSIDERATION AND POSSIBLE NOMINATION TO THE CITY SELECTION COMMITTEE FOR AN ALTERNATE CITIES REPRESENTATIVE FOR LAFCO

Summary: The City Council will consider a nomination to forward with the Mayor to the City Selection Committee for an Alternate Cities Representative for LAFCO.

Background: Pursuant to Government Code §50270 et seq., the City Selection Committee convenes meetings, as necessary, to appoint City representatives to various boards and commissions. The Committee consists of the Mayors or designees from the four incorporated cities in Mendocino County. The County will be holding a meeting of the City Selection Committee on Wednesday, March 22, 2017, for the purpose of selecting an Alternate Cities Representative for LAFCO, and an Alternate for the Fort Bragg, Willits, Point Arena seat on Sonoma Clean Power. While the Mayor can submit a nomination, a majority vote of the City Selection Committee is needed for actual appointment.

LAFCo:

Mendocino LAFCo is a seven-member Commission comprised of two city council members, two county supervisor members, two special district members, and one public member. LAFCo meets the first Monday of the month in the Board of Supervisor Chambers for approximately 1 – 3 hours depending on the business at hand. Those interested in learning more about LAFCo, its duties, functions, and powers, please refer to the following presentation: http://mendolafco.org/documents/role_of_lafco.pdf

VACANCY: One Alternate City Representative seat is available; appointees must be a mayor or city council member.

Discussion: The Ukiah City Council may consider and make a nomination for the Alternate Representative seat on LAFCo for the Mayor to take to the City Selection Committee for potential appointment. However, please note that the City of Ukiah currently holds the primary seat on LAFCo, and the City Selection Committee may prefer to have representatives from various cities. The seat on the Sonoma Clean Power is only available to be filled by a representative from Fort Bragg, Willits, or Point Arena.

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

RECOMMENDED ACTION(S): Consideration and possible selection of a nomination to the City Selection Committee for a potential appointment to LAFCo Alternative City Representative seat.

ALTERNATIVES: Do not nominate a member for potential appointment to LAFCo. If appropriate, provide alternate direction to the Mayor for the City Selection Committee.

Citizens advised: N/A
Requested by: County of Mendocino
Prepared by: Kristine Lawler, City Clerk
Coordinated with: Sage Sangiacomo, City Manager
Presenter: Sage Sangiacomo, City Manager
Attachments: None.

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to _____ ☐ Other _____
RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Approved: 
Sage Sangiacomo, City Manager



ITEM NO.: 13b

MEETING DATE: March 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: PRESENTATION, DISCUSSION AND CONSIDERATION OF IMPLICATIONS OF AB 2299, SB 1069, AND AB 2406 FOR CITY'S EXISTING SECOND UNIT ORDINANCE

Summary: As of January 1, 2017, three new State laws (AB 2299, SB 1069, and AB 2406) significantly affect the City's authority to regulate second units and related fees and effectively nullify existing provisions of the City Code regarding second units. Council will receive a presentation intended to provide information on the new laws so that they may consider how to proceed in light of the impact of these laws on the City's regulatory authority.

Background and Discussion: On January 1, 2017, three new State laws (AB 2299, SB 1069, and AB 2406) intended to address California's affordable housing crisis went into effect. These laws, particularly AB 2299 and SB 1069, which cross-reference and overlap each other, significantly affect the City's authority to regulate second units and related fees (See Attachment 1).

AB 2299 (Attachment 2) and SB 1069 (Attachment 3) rename "second units" as "accessory dwelling units" ("ADU"s), and limit local authority to regulate these units in residentially-zoned districts. The changes fall into four areas: Parking, Types and Size of Units, Approval Process and Timelines, and Water and Sewer Utility Fees.

For example, on a single family lot within a single family residential zone, local governments must treat the approval of an application to create an ADU as a ministerial decision without conducting a public hearing, if the unit meets criteria specified in the state statute or a local ordinance that complies with the state statute. Of particular concern is the fact that AB 2299 and SB 1069, as codified at Government Code Section 65852.2, may prohibit a local agency from requiring an ADU applicant to install a new or separate utility connection or impose a related connection fee or capacity charge for ADUs that are contained within an existing residence or accessory structure. For attached and detached ADUs that are not contained within an existing residence or accessory structure, this fee or charge must be proportionate to the burden of the unit on the water or sewer system and may not exceed the reasonable cost of providing the service.

Continued on Page 2

RECOMMENDED ACTION(S): Discuss, consider, and provide direction on amending the existing Second Unit Ordinance based on the information provided in this Presentation.

ALTERNATIVES: Consider not amending the Second Unit Ordinance and instead defaulting to State standards and requirements for regulation of second units.

Citizens advised:	N/A
Requested by:	Sage Sangiacomo, City Manager
Contact/Prepared by:	Darcy Vaughn, Assistant City Attorney
Presenter:	Darcy Vaughn, Assistant City Attorney
Coordinated with:	Kevin Thompson, Interim Planning Director
Attachments:	1. Comparison of AB 2299 / SB 1069 and Second Unit Ordinance and Recommendations for Amendments to Second Unit Ordinance 2. Text of AB 2299 3. Text of SB 1069 4. Text of AB 2406

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
Sage Sangiacomo, City Manager

AB 2406 (Attachment 4) creates special rules for Junior Accessory Dwelling Units (“JADU”s), which are ADUs 500 square feet in size or smaller that are located within an existing single-family residence within a single-family zone. Cities have the choice whether they adopt an ordinance specific to JADUs, or treat them as ADUs.

AB 2299 and SB 1069 both state that any existing local ADU ordinance that does not meet the law’s requirements became null and void, when the bills became effective on January 1, 2017. In such cases, a jurisdiction, like Ukiah, must approve accessory dwelling units based on Government Code Section 65852.2 and existing state standards until the jurisdiction adopts a compliant ordinance. The City is not required to amend its Second Unit Ordinance and can instead defer to the State for regulatory requirements for ADUs. However, by amending the City’s Ordinance to comply with AB 2299 and SB 1069, the City may still impose, within limits stated in AB 2299 and SB 1069, its own development standards and requirements and allowable areas for ADUs.

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

Comparison of AB 2299 and SB 1069 and Ukiah City Code Provisions Regulating Creation of Second Units and Recommended Amendments for Compliance with AB 2299 and SB 1069

*These regulations only apply to Accessory Dwelling Units located within single-family and multifamily residential zoned properties.

Provisions of AB 2299 and SB 1069, Codified at Gov't Code Section 65852.2	Conflicting Provisions of City Code	Recommended Amendment to Second Unit Ordinance
Section 65852.2 replaces all occurrences of "second unit" with "accessory dwelling unit" ("ADU").	Section 9016 in the City Zoning Ordinance currently refers to "second dwelling units" or "second units".	While a change is not required, changing references to "second dwelling units" or "second units" to "accessory dwelling unit" would make the City Code consistent with terms in State law.
Applications for permits for ADUs be processed within 120 days of receiving application.	None	While the City Code does not contain any provision that is inconsistent with this requirement, other jurisdictions who have already amended their zoning ordinances have included this provision by reference. I recommend that the City add language about the 120 day limit for processing ADU permit applications.
Applications for permits for ADUs must be considered ministerially without discretionary review or a hearing when the ADU is located within the footprint of an existing dwelling or accessory building.	None	While the City Code does not contain any provision that is inconsistent with this requirement, other jurisdictions who have already amended their zoning ordinances have included this provision by reference.
Required lot size: There is no explicit lot size requirement in AB 2299 and SB 1069. SB 1069, as codified at Gov't Code Section 56851.150, states, "It is the intent of the Legislature that an	Section 9016 in the City Zoning Ordinance states that the minimum lot size upon which a second unit may be placed is five thousand (5,000) square feet for an interior lot, and seven thousand (7,000) square feet for a corner lot.	The Department of Housing and Community Development has advised that "standards and allowable areas must not be designed or applied in a manner that burdens the development of ADUs". If the

accessory dwelling unit ordinance adopted by a local agency has the effect of providing for the creation of accessory dwelling units and that provisions in this ordinance relating to matters including unit size, parking, fees, and other requirements, are not so arbitrary, excessive, or burdensome so as to unreasonably restrict the ability of homeowners to create accessory dwelling units in zones in which they are authorized by local ordinance.”		minimum lot size would still allow most single family homes in single-family residential districts to develop an ADU, the size requirement probably does not thwart the state legislature’s intent.
Maximum size: Increased floor space of an attached ADU shall not exceed 50% of the existing living space and shall not exceed 1,200 square feet. The total area of floor space for a detached ADU shall not exceed 1,200 square feet. Minimum size- 150 square foot efficiency unit, as defined in the California Building Code	Section 9016 in the City Zoning Ordinance currently limits the size of a second unit to 10% of the total lot size, with a maximum size of 750 square feet. Section 9016 does not set forth a minimum size requirement for second units. Section 9224.13, subsection K in the Downtown Zoning Code states that the maximum size of a second unit shall be seven hundred fifty (750) square feet.	Amend City Code to state that an ADU that is attached to the primary dwelling shall not exceed 50% of the existing living space, and both detached and attached ADUs shall not exceed 1200 square feet. The City could amend the Code to indicate that the minimum size required by state law is a 150 square foot efficiency unit.
Setbacks: No setback shall be required for an existing garage that is converted to an ADU, beyond what would be required by local building and fire codes. A setback of no more than 5 feet from the side and rear lot lines shall be required for an ADU constructed above a garage.	Section 9016 in the City Zoning Ordinance states that the following setback requirements shall apply to all second dwelling units in the R-1 (single-family residential) zoning district: 1. Front Yard: The same as the existing single-family residence, but no closer than five feet (5’). 2. Side Yard, Single-Story: Side yard for single-story unit: Five feet (5’). 3. Side Yard, Two-Story: Side yard for two-story unit: Ten feet (10’).	Amend City Code to state that (1) No setback shall be required for an existing garage or accessory building that is converted to an Accessory Dwelling Unit as long as it meets fire and building code requirements and (2) An Accessory Dwelling Unit constructed above a garage shall have a minimum setback of five feet from the side and rear lot lines.

	4. Rear Yard, Single-Story: Rear yard for single-story unit: Five feet (5'). 5. Rear Yard, Two-Story: Rear yard for two-story unit: Ten feet (10'). Section 9224.13, subsection F of the Downtown Zoning Code states that for parcels that adjoin a differently zoned parcel, the side and rear yard setbacks for a second dwelling unit shall be as determined by the zoning of the parcel on which the second unit would be located or the adjoining parcel(s), whichever is greater.	
Parking Standards: Local governments may not impose parking standards if: (1) ADU is within ½ mile of public transit; (2) ADU is located within an architecturally and historically significant historic district; (3) ADU is part of an existing primary residence or an existing accessory structure; (4) on-street parking permits are required but not offered to ADU; (5) a car share vehicle is within one block of ADU. For ADUs not fitting any of the above categories, local governments may only require one parking space per unit or per bedroom, and spaces may be provided as tandem parking on an existing driveway. Off-street parking shall be permitted in setback areas in locations determined by the local agency or through tandem parking,	Section 9016, subsection G, in the City Zoning Ordinance states that parking requirements for the second unit shall be one off street space (independently accessible or tandem) for each bedroom in addition to the two (2) independently accessible parking spaces required for the existing single-family residence. If the primary residence was legally constructed at a time when on-site parking was not required, then only the parking space(s) for the second dwelling unit shall be required. Section 9021 in the City Zoning Ordinance states that second dwelling units require one additional on-site independently accessible parking space. Section 9224.13, subsection H in the Downtown Zoning Code states that parking shall be provided for the single-family residence as required by the zoning district in which the parcel is located. One additional parking space per bedroom shall be provided for the second unit.	AB 2299's prohibition of parking standards for ADUs located within ½ mile of public transit may preclude the City from requiring parking spots for most ADUs. All parking provisions in the City Code applicable to second dwelling units must be amended to incorporate AB 2299s's prohibition on parking standards in certain circumstances.

unless specific findings are made that parking in setback areas or tandem parking is not feasible based upon specific site or regional topographical or fire and life safety conditions, or that it is not permitted anywhere else in the jurisdiction.	The parking spaces for the single-family residence and the second unit shall be independently accessible.	
Sprinklers: Installation of sprinklers not required if not required for primary residence.	Section 5216 of the City Fire Prevention Code, amending Section 903.2 of the CA Fire Code as adopted by the City, requires that: A. Approved automatic sprinkler systems shall be provided in new buildings and structures requiring a fire flow of 2,000 gallons per minute or greater as determined by appendix B of this code. B. Approved automatic sprinkler systems shall be provided in additions to existing structures where the new total building area would require a fire flow of 2,000 gallons per minute or greater as determined by appendix B of this code. C. Approved automatic sprinkler systems shall be provided in existing structures which are remodeled, added to or altered, except for ordinary maintenance and repair not involving structural alterations, requiring a fire flow of 2,000 gallons per minute or greater as determined by appendix B of this code, and when the cost of such remodels, additions, or alterations within any 36 month period exceeds \$60,000. . . . E. Approved automatic sprinkler systems shall be provided in those new, additions to existing, remodeled, added to or altered buildings and structures which require a fire flow, as determined by appendix B of this code, in	Most one or two family dwellings would require fire flows only 1,000 gallons per minute according to Appendix B of the CA Fire Code, subparagraphs A-C are unlikely to apply. To the extent that any of these subparagraph descriptions could possibly apply to an ADU, Section 5216 of the City Code must be amended to indicate that these requirements do not apply to ADUs if sprinklers are not required for the primary residence associated with the ADU.

	excess of the capability of the available water supply.	
Utility Connection Fees: ADUs shall not be considered new residential uses for the purposes of calculating local agency connection fees or capacity charges for utilities, including water and sewer service. For an ADU that is contained within the existing space of an existing primary residence or accessory structure in a single-family residential zone, the local agency shall not require the applicant to install a new or separate utility connection directly between the accessory dwelling unit and the utility or impose a related connection fee or capacity charge. For all other ADUs, a local agency may require a new or separate utility connection directly between the ADU and the utility. Consistent with state law, the connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed ADU, based upon either its size or the number of its plumbing fixtures, upon the water or sewer system. This fee or charge shall not exceed the reasonable cost of providing this service.	Section 3702.5 of the City Code states that any structure located within the City in which plumbing is to be installed and to which a public sewer is available shall, at the expense of the owner of the property, connect the plumbing of such structure directly to the proper public sewer in accordance with the provisions of this ordinance Section 3731A of the City Code, while not explicitly referring to second units, would treat any second unit as a new residential use for the purpose of calculating sewer connection charges and would impose a sewer connection fee. Section 3861 of the City Code, while not explicitly referring to second units, would treat any second unit as a new residential use for the purpose of calculating water connection charges and would impose a water connection fee.	Section 3702.5 must be amended to state that no new sewer connection shall be required for an ADU that is contained within the existing space of an existing primary residence or accessory structure in a single-family residential zone. Sections 3731A and 3861 must be amended so as to not treat ADUs as new residential uses and to exempt ADUs that are contained within the existing space of an existing primary residence or accessory structure in a single-family residential zone from connection fees. Note that AB 2299 and SB 1069 apply only to “local agencies”, the definition of which does not include special districts. As such, the current noncompliance issues apply only to those areas of the City that are not in the Sanitation District overlap area. A clean-up bill, SB 229, has been introduced that will amend the utility connection fee provisions of Gov’t Code § 65852.2 to also apply to special districts. Once the state legislature SB 229 goes into effect, the Sanitation District will need to amend its ordinance pertaining to sewer connection fees.

Assembly Bill No. 2299

CHAPTER 735

An act to amend Section 65852.2 of the Government Code, relating to land use.

[Approved by Governor September 27, 2016. Filed with
Secretary of State September 27, 2016.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2299, Bloom. Land use: housing: 2nd units.

The Planning and Zoning Law authorizes the legislative body of a city or county to regulate, among other things, the intensity of land use, and also authorizes a local agency to provide by ordinance for the creation of 2nd units in single-family and multifamily residential zones, as specified. Existing law authorizes the ordinance to designate areas within the jurisdiction of the local agency where 2nd units may be permitted, to impose specified standards on 2nd units, and to provide that 2nd units do not exceed allowable density and are a residential use, as specified.

This bill would replace the term "second unit" with "accessory dwelling unit." The bill would, instead, require the ordinance to include the elements described above and would also require the ordinance to require accessory dwelling units to comply with specified conditions. This bill would require ministerial, nondiscretionary approval of an accessory dwelling unit under an existing ordinance. The bill would also specify that a local agency may reduce or eliminate parking requirements for any accessory dwelling unit located within its jurisdiction.

Existing law requires that parking requirements for 2nd units not exceed one parking space per unit or per bedroom. Under existing law, additional parking may be required provided that a finding is made that the additional parking requirements are directly related to the use of the 2nd unit and are consistent with existing neighborhood standards applicable to residential dwellings.

This bill would delete the above-described authorization for additional parking requirements.

By increasing the duties of local officials with respect to land use regulations, this bill would impose a state-mandated local program.

This bill would incorporate additional changes in Section 65852.2 of the Government Code proposed by SB 1069 that would become operative only if SB 1069 and this bill are both chaptered and become effective on or before January 1, 2017, and this bill is chaptered last.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

The people of the State of California do enact as follows:

SECTION 1. Section 65852.2 of the Government Code is amended to read:

65852.2. (a) (1) A local agency may, by ordinance, provide for the creation of accessory dwelling units in single-family and multifamily residential zones. The ordinance shall do all of the following:

(A) Designate areas within the jurisdiction of the local agency where accessory dwelling units may be permitted. The designation of areas may be based on criteria, that may include, but are not limited to, the adequacy of water and sewer services and the impact of accessory dwelling units on traffic flow and public safety.

(B) Impose standards on accessory dwelling units that include, but are not limited to, parking, height, setback, lot coverage, landscape, architectural review, maximum size of a unit, and standards that prevent adverse impacts on any real property that is listed in the California Register of Historic Places.

(C) Notwithstanding subparagraph (B), a local agency may reduce or eliminate parking requirements for any accessory dwelling unit located within its jurisdiction.

(D) Provide that accessory dwelling units do not exceed the allowable density for the lot upon which the accessory dwelling unit is located, and that accessory dwelling units are a residential use that is consistent with the existing general plan and zoning designation for the lot.

(E) Require the accessory dwelling units to comply with all of the following:

(i) The unit is not intended for sale separate from the primary residence and may be rented.

(ii) The lot is zoned for single-family or multifamily use.

(iii) The accessory dwelling unit is either attached to the existing dwelling or located within the living area of the existing dwelling or detached from the existing dwelling and located on the same lot as the existing dwelling.

(iv) The increased floor area of an attached accessory dwelling unit shall not exceed 50 percent of the existing living area.

(v) The total area of floorspace for a detached accessory dwelling unit shall not exceed 1,200 square feet.

(vi) No passageway shall be required in conjunction with the construction of an accessory dwelling unit.

(vii) No setback shall be required for an existing garage that is converted to a accessory dwelling unit, and a setback of no more than five feet from the side and rear lot lines shall be required for an accessory dwelling unit that is constructed above a garage.

(viii) Local building code requirements that apply to detached dwellings, as appropriate.

(ix) Approval by the local health officer where a private sewage disposal system is being used, if required.

(x) (I) Parking requirements for accessory dwelling units shall not exceed one parking space per unit or per bedroom. These spaces may be provided as tandem parking on an existing driveway.

(II) Offstreet parking shall be permitted in setback areas in locations determined by the local agency or through tandem parking, unless specific findings are made that parking in setback areas or tandem parking is not feasible based upon specific site or regional topographical or fire and life safety conditions, or that it is not permitted anywhere else in the jurisdiction.

(xi) When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit, and the local agency requires that those offstreet parking spaces be replaced, the replacement spaces may be located in any configuration on the same lot as the accessory dwelling unit, including, but not limited to, as covered spaces, uncovered spaces, or tandem spaces, or by the use of mechanical automobile parking lifts.

(2) The ordinance shall not be considered in the application of any local ordinance, policy, or program to limit residential growth.

(3) When a local agency receives its first application on or after July 1, 2003, for a permit pursuant to this subdivision, the application shall be considered ministerially without discretionary review or a hearing, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits, within 120 days after receiving the application. A local agency may charge a fee to reimburse it for costs that it incurs as a result of amendments to this paragraph enacted during the 2001–02 Regular Session of the Legislature, including the costs of adopting or amending any ordinance that provides for the creation of accessory dwelling units.

(4) Any existing ordinance governing the creation of accessory dwelling units by a local agency or any such ordinance adopted by a local agency subsequent to the effective date of the act adding this paragraph shall provide an approval process that includes only ministerial provisions for the approval of accessory dwelling units and shall not include any discretionary processes, provisions, or requirements for those units except as otherwise provided in this subdivision. In the event that a local agency has an existing accessory dwelling unit ordinance that fails to meet the requirements of this subdivision, that ordinance shall be null and void upon the effective date of the act adding this paragraph and that agency shall thereafter apply the standards established in this subdivision for the approval of accessory dwelling units, unless and until the agency adopts an ordinance that complies with this section.

(5) No other local ordinance, policy, or regulation shall be the basis for the denial of a building permit or a use permit under this subdivision.

(6) This subdivision establishes the maximum standards that local agencies shall use to evaluate proposed accessory dwelling units on lots zoned for residential use that contain an existing single-family dwelling. No additional standards, other than those provided in this subdivision, shall be utilized or imposed, except that a local agency may require an applicant for a permit issued pursuant to this subdivision to be an owner-occupant.

(7) A local agency may amend its zoning ordinance or general plan to incorporate the policies, procedures, or other provisions applicable to the creation of accessory dwelling units if these provisions are consistent with the limitations of this subdivision.

(8) An accessory dwelling unit that conforms to this subdivision shall be deemed to be an accessory use or an accessory building and shall not be considered to exceed the allowable density for the lot upon which it is located, and shall be deemed to be a residential use that is consistent with the existing general plan and zoning designations for the lot. The accessory dwelling units shall not be considered in the application of any local ordinance, policy, or program to limit residential growth.

(b) When a local agency that has not adopted an ordinance governing accessory dwelling units in accordance with subdivision (a) receives its first application on or after July 1, 1983, for a permit pursuant to this subdivision, the local agency shall accept the application and approve or disapprove the application ministerially without discretionary review pursuant to subdivision (a) within 120 days after receiving the application.

(c) A local agency may establish minimum and maximum unit size requirements for both attached and detached accessory dwelling units. No minimum or maximum size for a accessory dwelling unit, or size based upon a percentage of the existing dwelling, shall be established by ordinance for either attached or detached dwellings that does not permit at least an efficiency unit to be constructed in compliance with local development standards.

(d) Fees charged for the construction of accessory dwelling units shall be determined in accordance with Chapter 5 (commencing with Section 66000).

(e) This section does not limit the authority of local agencies to adopt less restrictive requirements for the creation of accessory dwelling units, provided those requirements comply with subdivision (a).

(f) Local agencies shall submit a copy of the ordinances adopted pursuant to subdivision (a) to the Department of Housing and Community Development within 60 days after adoption.

(g) As used in this section, the following terms mean:

(1) "Living area" means the interior habitable area of a dwelling unit including basements and attics but does not include a garage or any accessory structure.

(2) "Local agency" means a city, county, or city and county, whether general law or chartered.

(3) For purposes of this section, "neighborhood" has the same meaning as set forth in Section 65589.5.

(4) “Accessory dwelling unit” means an attached or a detached residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling is situated. An accessory dwelling unit also includes the following:

(A) An efficiency unit, as defined in Section 17958.1 of Health and Safety Code.

(B) A manufactured home, as defined in Section 18007 of the Health and Safety Code.

(C) “Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the accessory dwelling unit.

(h) Nothing in this section shall be construed to supersede or in any way alter or lessen the effect or application of the California Coastal Act (Division 20 (commencing with Section 30000) of the Public Resources Code), except that the local government shall not be required to hold public hearings for coastal development permit applications for accessory dwelling units.

SEC. 1.5. Section 65852.2 of the Government Code is amended to read:

65852.2. (a) (1) A local agency may, by ordinance, provide for the creation of accessory dwelling units in single-family and multifamily residential zones. The ordinance shall do all of the following:

(A) Designate areas within the jurisdiction of the local agency where accessory dwelling units may be permitted. The designation of areas may be based on criteria, that may include, but are not limited to, the adequacy of water and sewer services and the impact of accessory dwelling units on traffic flow and public safety.

(B) (i) Impose standards on accessory dwelling units that include, but are not limited to, parking, height, setback, lot coverage, landscape, architectural review, maximum size of a unit, and standards that prevent adverse impacts on any real property that is listed in the California Register of Historic Places.

(ii) Notwithstanding clause (i), a local agency may reduce or eliminate parking requirements for any accessory dwelling unit located within its jurisdiction.

(C) Provide that accessory dwelling units do not exceed the allowable density for the lot upon which the accessory dwelling unit is located, and that accessory dwelling units are a residential use that is consistent with the existing general plan and zoning designation for the lot.

(D) Require the accessory dwelling units to comply with all of the following:

(i) The unit is not intended for sale separate from the primary residence and may be rented.

(ii) The lot is zoned for single-family or multifamily use and contains an existing, single-family dwelling.

(iii) The accessory dwelling unit is either attached to the existing dwelling or located within the living area of the existing dwelling or detached from the existing dwelling and located on the same lot as the existing dwelling.

(iv) The increased floor area of an attached accessory dwelling unit shall not exceed 50 percent of the existing living area, with a maximum increase in floor area of 1,200 square feet.

(v) The total area of floorspace for a detached accessory dwelling unit shall not exceed 1,200 square feet.

(vi) No passageway shall be required in conjunction with the construction of an accessory dwelling unit.

(vii) No setback shall be required for an existing garage that is converted to a accessory dwelling unit, and a setback of no more than five feet from the side and rear lot lines shall be required for an accessory dwelling unit that is constructed above a garage.

(viii) Local building code requirements that apply to detached dwellings, as appropriate.

(ix) Approval by the local health officer where a private sewage disposal system is being used, if required.

(x) (I) Parking requirements for accessory dwelling units shall not exceed one parking space per unit or per bedroom. These spaces may be provided as tandem parking on an existing driveway.

(II) Offstreet parking shall be permitted in setback areas in locations determined by the local agency or through tandem parking, unless specific findings are made that parking in setback areas or tandem parking is not feasible based upon specific site or regional topographical or fire and life safety conditions, or that it is not permitted anywhere else in the jurisdiction.

(III) This clause shall not apply to a unit that is described in subdivision (d).

(xi) When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit, and the local agency requires that those offstreet parking spaces be replaced, the replacement spaces may be located in any configuration on the same lot as the accessory dwelling unit, including, but not limited to, as covered spaces, uncovered spaces, or tandem spaces, or by the use of mechanical automobile parking lifts. This clause shall not apply to a unit that is described in subdivision (d).

(2) The ordinance shall not be considered in the application of any local ordinance, policy, or program to limit residential growth.

(3) When a local agency receives its first application on or after July 1, 2003, for a permit pursuant to this subdivision, the application shall be considered ministerially without discretionary review or a hearing, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits, within 120 days after receiving the application. A local agency may charge a fee to reimburse it for costs that it incurs as a result of amendments to this paragraph enacted during the 2001–02 Regular Session of the Legislature, including the costs of adopting or amending any ordinance that provides for the creation of an accessory dwelling unit.

(4) An existing ordinance governing the creation of an accessory dwelling unit by a local agency or an accessory dwelling ordinance adopted by a

local agency subsequent to the effective date of the act adding this paragraph shall provide an approval process that includes only ministerial provisions for the approval of accessory dwelling units and shall not include any discretionary processes, provisions, or requirements for those units, except as otherwise provided in this subdivision. In the event that a local agency has an existing accessory dwelling unit ordinance that fails to meet the requirements of this subdivision, that ordinance shall be null and void upon the effective date of the act adding this paragraph and that agency shall thereafter apply the standards established in this subdivision for the approval of accessory dwelling units, unless and until the agency adopts an ordinance that complies with this section.

(5) No other local ordinance, policy, or regulation shall be the basis for the denial of a building permit or a use permit under this subdivision.

(6) This subdivision establishes the maximum standards that local agencies shall use to evaluate a proposed accessory dwelling unit on a lot zoned for residential use that contains an existing single-family dwelling. No additional standards, other than those provided in this subdivision, shall be utilized or imposed, except that a local agency may require an applicant for a permit issued pursuant to this subdivision to be an owner-occupant or that the property be used for rentals of terms longer than 30 days.

(7) A local agency may amend its zoning ordinance or general plan to incorporate the policies, procedures, or other provisions applicable to the creation of an accessory dwelling unit if these provisions are consistent with the limitations of this subdivision.

(8) An accessory dwelling unit that conforms to this subdivision shall be deemed to be an accessory use or an accessory building and shall not be considered to exceed the allowable density for the lot upon which it is located, and shall be deemed to be a residential use that is consistent with the existing general plan and zoning designations for the lot. The accessory dwelling unit shall not be considered in the application of any local ordinance, policy, or program to limit residential growth.

(b) When a local agency that has not adopted an ordinance governing accessory dwelling units in accordance with subdivision (a) receives its first application on or after July 1, 1983, for a permit to create an accessory dwelling unit pursuant to this subdivision, the local agency shall accept the application and approve or disapprove the application ministerially without discretionary review pursuant to subdivision (a) within 120 days after receiving the application.

(c) A local agency may establish minimum and maximum unit size requirements for both attached and detached accessory dwelling units. No minimum or maximum size for an accessory dwelling unit, or size based upon a percentage of the existing dwelling, shall be established by ordinance for either attached or detached dwellings that does not permit at least an efficiency unit to be constructed in compliance with local development standards. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence.

(d) Notwithstanding any other law, a local agency, whether or not it has adopted an ordinance governing accessory dwelling units in accordance with subdivision (a), shall not impose parking standards for an accessory dwelling unit in any of the following instances:

(1) The accessory dwelling unit is located within one-half mile of public transit.

(2) The accessory dwelling unit is located within an architecturally and historically significant historic district.

(3) The accessory dwelling unit is part of the existing primary residence or an existing accessory structure.

(4) When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.

(5) When there is a car share vehicle located within one block of the accessory dwelling unit.

(e) Notwithstanding subdivisions (a) to (d), inclusive, a local agency shall ministerially approve an application for a building permit to create within a single-family residential zone one accessory dwelling unit per single-family lot if the unit is contained within the existing space of a single-family residence or accessory structure, has independent exterior access from the existing residence, and the side and rear setbacks are sufficient for fire safety. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence.

(f) (1) Fees charged for the construction of accessory dwelling units shall be determined in accordance with Chapter 5 (commencing with Section 66000) and Chapter 7 (commencing with Section 66012).

(2) Accessory dwelling units shall not be considered new residential uses for the purposes of calculating local agency connection fees or capacity charges for utilities, including water and sewer service.

(A) For an accessory dwelling unit described in subdivision (e), a local agency shall not require the applicant to install a new or separate utility connection directly between the accessory dwelling unit and the utility or impose a related connection fee or capacity charge.

(B) For an accessory dwelling unit that is not described in subdivision (e), a local agency may require a new or separate utility connection directly between the accessory dwelling unit and the utility. Consistent with Section 66013, the connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed accessory dwelling unit, based upon either its size or the number of its plumbing fixtures, upon the water or sewer system. This fee or charge shall not exceed the reasonable cost of providing this service.

(g) This section does not limit the authority of local agencies to adopt less restrictive requirements for the creation of an accessory dwelling unit.

(h) Local agencies shall submit a copy of the ordinance adopted pursuant to subdivision (a) to the Department of Housing and Community Development within 60 days after adoption.

(i) As used in this section, the following terms mean:

(1) “Living area” means the interior habitable area of a dwelling unit including basements and attics but does not include a garage or any accessory structure.

(2) “Local agency” means a city, county, or city and county, whether general law or chartered.

(3) For purposes of this section, “neighborhood” has the same meaning as set forth in Section 65589.5.

(4) “Accessory dwelling unit” means an attached or a detached residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling is situated. An accessory dwelling unit also includes the following:

(A) An efficiency unit, as defined in Section 17958.1 of Health and Safety Code.

(B) A manufactured home, as defined in Section 18007 of the Health and Safety Code.

(5) “Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the accessory dwelling unit.

(j) Nothing in this section shall be construed to supersede or in any way alter or lessen the effect or application of the California Coastal Act (Division 20 (commencing with Section 30000) of the Public Resources Code), except that the local government shall not be required to hold public hearings for coastal development permit applications for accessory dwelling units.

SEC. 2. Section 1.5 of this bill incorporates amendments to Section 65852.2 of the Government Code proposed by both this bill and Senate Bill 1069. It shall only become operative if (1) both bills are enacted and become effective on or before January 1, 2017, (2) each bill amends Section 65852.2 of the Government Code, and (3) this bill is enacted after Senate Bill 1069, in which case Section 1 of this bill shall not become operative.

SEC. 3. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because a local agency or school district has the authority to levy service charges, fees, or assessments sufficient to pay for the program or level of service mandated by this act, within the meaning of Section 17556 of the Government Code.

Senate Bill No. 1069

CHAPTER 720

An act to amend Sections 65582.1, 65583.1, 65589.4, 65852.150, 65852.2, and 66412.2 of the Government Code, relating to land use.

[Approved by Governor September 27, 2016. Filed with
Secretary of State September 27, 2016.]

LEGISLATIVE COUNSEL'S DIGEST

SB 1069, Wieckowski. Land use: zoning.

The Planning and Zoning Law authorizes the legislative body of a city or county to regulate, among other things, the intensity of land use, and also authorizes a local agency to provide by ordinance for the creation of 2nd units in single-family and multifamily residential zones, as specified. That law makes findings and declarations with respect to the value of 2nd units to California's housing supply.

This bill would replace the term "second unit" with "accessory dwelling unit" throughout the law. The bill would additionally find and declare that, among other things, allowing accessory dwelling units in single-family or multifamily residential zones provides additional rental housing stock, and these units are an essential component of housing supply in California.

The Planning and Zoning Law authorizes the ordinance for the creation of 2nd units in single-family and multifamily residential zones to include specified provisions regarding areas where accessory dwelling units may be located, standards, including the imposition of parking standards, and lot density. Existing law, when a local agency has not adopted an ordinance governing 2nd units as so described, requires the local agency to approve or disapprove the application ministerially, as provided.

This bill would instead require the ordinance for the creation of accessory dwelling units to include the provisions described above. The bill would prohibit the imposition of parking standards under specified circumstances. The bill would revise requirements for the approval or disapproval of an accessory dwelling unit application when a local agency has not adopted an ordinance. The bill would also require the ministerial approval of an application for a building permit to create one accessory dwelling unit within the existing space of a single-family residence or accessory structure, as specified. The bill would prohibit a local agency from requiring an applicant for this permit to install a new or separate utility connection directly between the unit and the utility or imposing a related connection fee or capacity charge. The bill would authorize a local agency to impose this requirement for other accessory dwelling units.

This bill would incorporate additional changes in Section 65852.2 of the Government Code proposed by AB 2299 that would become operative only

if AB 2299 and this bill are both chaptered and become effective on or before January 1, 2017, and this bill is chaptered last.

By increasing the duties of local officials, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

The people of the State of California do enact as follows:

SECTION 1. Section 65582.1 of the Government Code is amended to read:

65582.1. The Legislature finds and declares that it has provided reforms and incentives to facilitate and expedite the construction of affordable housing. Those reforms and incentives can be found in the following provisions:

(a) Housing element law (Article 10.6 (commencing with Section 65580) of Chapter 3).

(b) Extension of statute of limitations in actions challenging the housing element and brought in support of affordable housing (subdivision (d) of Section 65009).

(c) Restrictions on disapproval of housing developments (Section 65589.5).

(d) Priority for affordable housing in the allocation of water and sewer hookups (Section 65589.7).

(e) Least cost zoning law (Section 65913.1).

(f) Density bonus law (Section 65915).

(g) Accessory dwelling units (Sections 65852.150 and 65852.2).

(h) By-right housing, in which certain multifamily housing are designated a permitted use (Section 65589.4).

(i) No-net-loss-in zoning density law limiting downzonings and density reductions (Section 65863).

(j) Requiring persons who sue to halt affordable housing to pay attorney fees (Section 65914) or post a bond (Section 529.2 of the Code of Civil Procedure).

(k) Reduced time for action on affordable housing applications under the approval of development permits process (Article 5 (commencing with Section 65950) of Chapter 4.5).

(l) Limiting moratoriums on multifamily housing (Section 65858).

(m) Prohibiting discrimination against affordable housing (Section 65008).

(n) California Fair Employment and Housing Act (Part 2.8 (commencing with Section 12900) of Division 3).

(o) Community redevelopment law (Part 1 (commencing with Section 33000) of Division 24 of the Health and Safety Code, and in particular Sections 33334.2 and 33413).

SEC. 2. Section 65583.1 of the Government Code is amended to read:

65583.1. (a) The Department of Housing and Community Development, in evaluating a proposed or adopted housing element for substantial compliance with this article, may allow a city or county to identify adequate sites, as required pursuant to Section 65583, by a variety of methods, including, but not limited to, redesignation of property to a more intense land use category and increasing the density allowed within one or more categories. The department may also allow a city or county to identify sites for accessory dwelling units based on the number of accessory dwelling units developed in the prior housing element planning period whether or not the units are permitted by right, the need for these units in the community, the resources or incentives available for their development, and any other relevant factors, as determined by the department. Nothing in this section reduces the responsibility of a city or county to identify, by income category, the total number of sites for residential development as required by this article.

(b) Sites that contain permanent housing units located on a military base undergoing closure or conversion as a result of action pursuant to the Defense Authorization Amendments and Base Closure and Realignment Act (Public Law 100-526), the Defense Base Closure and Realignment Act of 1990 (Public Law 101-510), or any subsequent act requiring the closure or conversion of a military base may be identified as an adequate site if the housing element demonstrates that the housing units will be available for occupancy by households within the planning period of the element. No sites containing housing units scheduled or planned for demolition or conversion to nonresidential uses shall qualify as an adequate site.

Any city, city and county, or county using this subdivision shall address the progress in meeting this section in the reports provided pursuant to paragraph (1) of subdivision (b) of Section 65400.

(c) (1) The Department of Housing and Community Development may allow a city or county to substitute the provision of units for up to 25 percent of the community's obligation to identify adequate sites for any income category in its housing element pursuant to paragraph (1) of subdivision (c) of Section 65583 where the community includes in its housing element a program committing the local government to provide units in that income category within the city or county that will be made available through the provision of committed assistance during the planning period covered by the element to low- and very low income households at affordable housing costs or affordable rents, as defined in Sections 50052.5 and 50053 of the Health and Safety Code, and which meet the requirements of paragraph (2). Except as otherwise provided in this subdivision, the community may substitute one dwelling unit for one dwelling unit site in the applicable income category. The program shall do all of the following:

(A) Identify the specific, existing sources of committed assistance and dedicate a specific portion of the funds from those sources to the provision of housing pursuant to this subdivision.

(B) Indicate the number of units that will be provided to both low- and very low income households and demonstrate that the amount of dedicated funds is sufficient to develop the units at affordable housing costs or affordable rents.

(C) Demonstrate that the units meet the requirements of paragraph (2).

(2) Only units that comply with subparagraph (A), (B), or (C) qualify for inclusion in the housing element program described in paragraph (1), as follows:

(A) Units that are to be substantially rehabilitated with committed assistance from the city or county and constitute a net increase in the community's stock of housing affordable to low- and very low income households. For purposes of this subparagraph, a unit is not eligible to be "substantially rehabilitated" unless all of the following requirements are met:

(i) At the time the unit is identified for substantial rehabilitation, (I) the local government has determined that the unit is at imminent risk of loss to the housing stock, (II) the local government has committed to provide relocation assistance pursuant to Chapter 16 (commencing with Section 7260) of Division 7 of Title 1 to any occupants temporarily or permanently displaced by the rehabilitation or code enforcement activity, or the relocation is otherwise provided prior to displacement either as a condition of receivership, or provided by the property owner or the local government pursuant to Article 2.5 (commencing with Section 17975) of Chapter 5 of Part 1.5 of Division 13 of the Health and Safety Code, or as otherwise provided by local ordinance; provided the assistance includes not less than the equivalent of four months' rent and moving expenses and comparable replacement housing consistent with the moving expenses and comparable replacement housing required pursuant to Section 7260, (III) the local government requires that any displaced occupants will have the right to reoccupy the rehabilitated units, and (IV) the unit has been found by the local government or a court to be unfit for human habitation due to the existence of at least four violations of the conditions listed in subdivisions (a) to (g), inclusive, of Section 17995.3 of the Health and Safety Code.

(ii) The rehabilitated unit will have long-term affordability covenants and restrictions that require the unit to be available to, and occupied by, persons or families of low- or very low income at affordable housing costs for at least 20 years or the time period required by any applicable federal or state law or regulation.

(iii) Prior to initial occupancy after rehabilitation, the local code enforcement agency shall issue a certificate of occupancy indicating compliance with all applicable state and local building code and health and safety code requirements.

(B) Units that are located either on foreclosed property or in a multifamily rental or ownership housing complex of three or more units, are converted

with committed assistance from the city or county from nonaffordable to affordable by acquisition of the unit or the purchase of affordability covenants and restrictions for the unit, are not acquired by eminent domain, and constitute a net increase in the community's stock of housing affordable to low- and very low income households. For purposes of this subparagraph, a unit is not converted by acquisition or the purchase of affordability covenants unless all of the following occur:

(i) The unit is made available for rent at a cost affordable to low- or very low income households.

(ii) At the time the unit is identified for acquisition, the unit is not available at an affordable housing cost to either of the following:

(I) Low-income households, if the unit will be made affordable to low-income households.

(II) Very low income households, if the unit will be made affordable to very low income households.

(iii) At the time the unit is identified for acquisition the unit is not occupied by low- or very low income households or if the acquired unit is occupied, the local government has committed to provide relocation assistance prior to displacement, if any, pursuant to Chapter 16 (commencing with Section 7260) of Division 7 of Title 1 to any occupants displaced by the conversion, or the relocation is otherwise provided prior to displacement; provided the assistance includes not less than the equivalent of four months' rent and moving expenses and comparable replacement housing consistent with the moving expenses and comparable replacement housing required pursuant to Section 7260.

(iv) The unit is in decent, safe, and sanitary condition at the time of occupancy.

(v) The unit has long-term affordability covenants and restrictions that require the unit to be affordable to persons of low- or very low income for not less than 55 years.

(vi) For units located in multifamily ownership housing complexes with three or more units, or on or after January 1, 2015, on foreclosed properties, at least an equal number of new-construction multifamily rental units affordable to lower income households have been constructed in the city or county within the same planning period as the number of ownership units to be converted.

(C) Units that will be preserved at affordable housing costs to persons or families of low- or very low incomes with committed assistance from the city or county by acquisition of the unit or the purchase of affordability covenants for the unit. For purposes of this subparagraph, a unit shall not be deemed preserved unless all of the following occur:

(i) The unit has long-term affordability covenants and restrictions that require the unit to be affordable to, and reserved for occupancy by, persons of the same or lower income group as the current occupants for a period of at least 40 years.

(ii) The unit is within an "assisted housing development," as defined in paragraph (3) of subdivision (a) of Section 65863.10.

(iii) The city or county finds, after a public hearing, that the unit is eligible, and is reasonably expected, to change from housing affordable to low- and very low income households to any other use during the next five years due to termination of subsidy contracts, mortgage prepayment, or expiration of restrictions on use.

(iv) The unit is in decent, safe, and sanitary condition at the time of occupancy.

(v) At the time the unit is identified for preservation it is available at affordable cost to persons or families of low- or very low income.

(3) This subdivision does not apply to any city or county that, during the current or immediately prior planning period, as defined by Section 65588, has not met any of its share of the regional need for affordable housing, as defined in Section 65584, for low- and very low income households. A city or county shall document for any housing unit that a building permit has been issued and all development and permit fees have been paid or the unit is eligible to be lawfully occupied.

(4) For purposes of this subdivision, “committed assistance” means that the city or county enters into a legally enforceable agreement during the period from the beginning of the projection period until the end of the second year of the planning period that obligates sufficient available funds to provide the assistance necessary to make the identified units affordable and that requires that the units be made available for occupancy within two years of the execution of the agreement. “Committed assistance” does not include tenant-based rental assistance.

(5) For purposes of this subdivision, “net increase” includes only housing units provided committed assistance pursuant to subparagraph (A) or (B) of paragraph (2) in the current planning period, as defined in Section 65588, that were not provided committed assistance in the immediately prior planning period.

(6) For purposes of this subdivision, “the time the unit is identified” means the earliest time when any city or county agent, acting on behalf of a public entity, has proposed in writing or has proposed orally or in writing to the property owner, that the unit be considered for substantial rehabilitation, acquisition, or preservation.

(7) In the third year of the planning period, as defined by Section 65588, in the report required pursuant to Section 65400, each city or county that has included in its housing element a program to provide units pursuant to subparagraph (A), (B), or (C) of paragraph (2) shall report in writing to the legislative body, and to the department within 30 days of making its report to the legislative body, on its progress in providing units pursuant to this subdivision. The report shall identify the specific units for which committed assistance has been provided or which have been made available to low- and very low income households, and it shall adequately document how each unit complies with this subdivision. If, by July 1 of the third year of the planning period, the city or county has not entered into an enforceable agreement of committed assistance for all units specified in the programs adopted pursuant to subparagraph (A), (B), or (C) of paragraph (2), the city

or county shall, not later than July 1 of the fourth year of the planning period, adopt an amended housing element in accordance with Section 65585, identifying additional adequate sites pursuant to paragraph (1) of subdivision (c) of Section 65583 sufficient to accommodate the number of units for which committed assistance was not provided. If a city or county does not amend its housing element to identify adequate sites to address any shortfall, or fails to complete the rehabilitation, acquisition, purchase of affordability covenants, or the preservation of any housing unit within two years after committed assistance was provided to that unit, it shall be prohibited from identifying units pursuant to subparagraph (A), (B), or (C) of paragraph (2) in the housing element that it adopts for the next planning period, as defined in Section 65588, above the number of units actually provided or preserved due to committed assistance.

(d) A city or county may reduce its share of the regional housing need by the number of units built between the start of the projection period and the deadline for adoption of the housing element. If the city or county reduces its share pursuant to this subdivision, the city or county shall include in the housing element a description of the methodology for assigning those housing units to an income category based on actual or projected sales price, rent levels, or other mechanisms establishing affordability.

SEC. 3. Section 65589.4 of the Government Code is amended to read:

65589.4. (a) An attached housing development shall be a permitted use not subject to a conditional use permit on any parcel zoned for an attached housing development if local law so provides or if it satisfies the requirements of subdivision (b) and either of the following:

(1) The attached housing development satisfies the criteria of Section 21159.22, 21159.23, or 21159.24 of the Public Resources Code.

(2) The attached housing development meets all of the following criteria:

(A) The attached housing development is subject to a discretionary decision other than a conditional use permit and a negative declaration or mitigated negative declaration has been adopted for the attached housing development under the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code). If no public hearing is held with respect to the discretionary decision, then the negative declaration or mitigated negative declaration for the attached housing development may be adopted only after a public hearing to receive comments on the negative declaration or mitigated negative declaration.

(B) The attached housing development is consistent with both the jurisdiction's zoning ordinance and general plan as it existed on the date the application was deemed complete, except that an attached housing development shall not be deemed to be inconsistent with the zoning designation for the site if that zoning designation is inconsistent with the general plan only because the attached housing development site has not been rezoned to conform with the most recent adopted general plan.

(C) The attached housing development is located in an area that is covered by one of the following documents that has been adopted by the jurisdiction

within five years of the date the application for the attached housing development was deemed complete:

(i) A general plan.

(ii) A revision or update to the general plan that includes at least the land use and circulation elements.

(iii) An applicable community plan.

(iv) An applicable specific plan.

(D) The attached housing development consists of not more than 100 residential units with a minimum density of not less than 12 units per acre or a minimum density of not less than eight units per acre if the attached housing development consists of four or fewer units.

(E) The attached housing development is located in an urbanized area as defined in Section 21071 of the Public Resources Code or within a census-defined place with a population density of at least 5,000 persons per square mile or, if the attached housing development consists of 50 or fewer units, within an incorporated city with a population density of at least 2,500 persons per square mile and a total population of at least 25,000 persons.

(F) The attached housing development is located on an infill site as defined in Section 21061.0.5 of the Public Resources Code.

(b) At least 10 percent of the units of the attached housing development shall be available at affordable housing cost to very low income households, as defined in Section 50105 of the Health and Safety Code, or at least 20 percent of the units of the attached housing development shall be available at affordable housing cost to lower income households, as defined in Section 50079.5 of the Health and Safety Code, or at least 50 percent of the units of the attached housing development available at affordable housing cost to moderate-income households, consistent with Section 50052.5 of the Health and Safety Code. The developer of the attached housing development shall provide sufficient legal commitments to the local agency to ensure the continued availability and use of the housing units for very low, low-, or moderate-income households for a period of at least 30 years.

(c) Nothing in this section shall prohibit a local agency from applying design and site review standards in existence on the date the application was deemed complete.

(d) The provisions of this section are independent of any obligation of a jurisdiction pursuant to subdivision (c) of Section 65583 to identify multifamily sites developable by right.

(e) This section does not apply to the issuance of coastal development permits pursuant to the California Coastal Act (Division 20 (commencing with Section 30000) of the Public Resources Code).

(f) This section does not relieve a public agency from complying with the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code) or relieve an applicant or public agency from complying with the Subdivision Map Act (Division 2 (commencing with Section 66473)).

(g) This section is applicable to all cities and counties, including charter cities, because the Legislature finds that the lack of affordable housing is of vital statewide importance, and thus a matter of statewide concern.

(h) For purposes of this section, “attached housing development” means a newly constructed or substantially rehabilitated structure containing two or more dwelling units and consisting only of residential units, but does not include an accessory dwelling unit, as defined by paragraph (4) of subdivision (j) of Section 65852.2, or the conversion of an existing structure to condominiums.

SEC. 4. Section 65852.150 of the Government Code is amended to read:

65852.150. (a) The Legislature finds and declares all of the following:

(1) Accessory dwelling units are a valuable form of housing in California.

(2) Accessory dwelling units provide housing for family members, students, the elderly, in-home health care providers, the disabled, and others, at below market prices within existing neighborhoods.

(3) Homeowners who create accessory dwelling units benefit from added income, and an increased sense of security.

(4) Allowing accessory dwelling units in single-family or multifamily residential zones provides additional rental housing stock in California.

(5) California faces a severe housing crisis.

(6) The state is falling far short of meeting current and future housing demand with serious consequences for the state’s economy, our ability to build green infill consistent with state greenhouse gas reduction goals, and the well-being of our citizens, particularly lower and middle-income earners.

(7) Accessory dwelling units offer lower cost housing to meet the needs of existing and future residents within existing neighborhoods, while respecting architectural character.

(8) Accessory dwelling units are, therefore, an essential component of California’s housing supply.

(b) It is the intent of the Legislature that an accessory dwelling unit ordinance adopted by a local agency has the effect of providing for the creation of accessory dwelling units and that provisions in this ordinance relating to matters including unit size, parking, fees, and other requirements, are not so arbitrary, excessive, or burdensome so as to unreasonably restrict the ability of homeowners to create accessory dwelling units in zones in which they are authorized by local ordinance.

SEC. 5. Section 65852.2 of the Government Code is amended to read:

65852.2. (a) (1) A local agency may, by ordinance, provide for the creation of accessory dwelling units in single-family and multifamily residential zones. The ordinance shall do all of the following:

(A) Designate areas within the jurisdiction of the local agency where accessory dwelling units may be permitted. The designation of areas may be based on criteria, that may include, but are not limited to, the adequacy of water and sewer services and the impact of accessory dwelling units on traffic flow and public safety.

(B) Impose standards on accessory dwelling units that include, but are not limited to, parking, height, setback, lot coverage, architectural review,

maximum size of a unit, and standards that prevent adverse impacts on any real property that is listed in the California Register of Historic Places.

(C) Provide that accessory dwelling units do not exceed the allowable density for the lot upon which the accessory dwelling unit is located, and that accessory dwelling units are a residential use that is consistent with the existing general plan and zoning designation for the lot.

(2) The ordinance shall not be considered in the application of any local ordinance, policy, or program to limit residential growth.

(3) When a local agency receives its first application on or after July 1, 2003, for a permit pursuant to this subdivision, the application shall be considered ministerially without discretionary review or a hearing, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits, within 120 days of submittal of a complete building permit application. A local agency may charge a fee to reimburse it for costs that it incurs as a result of amendments to this paragraph enacted during the 2001–02 Regular Session of the Legislature, including the costs of adopting or amending any ordinance that provides for the creation of accessory dwelling units.

(b) (1) When a local agency that has not adopted an ordinance governing accessory dwelling units in accordance with subdivision (a) receives its first application on or after July 1, 1983, for a permit pursuant to this subdivision, the local agency shall accept the application and approve or disapprove the application ministerially without discretionary review pursuant to this subdivision unless it adopts an ordinance in accordance with subdivision (a) within 120 days after receiving the application. Notwithstanding Section 65901 or 65906, every local agency shall ministerially approve the creation of an accessory dwelling unit if the accessory dwelling unit complies with all of the following:

(A) The unit is not intended for sale separate from the primary residence and may be rented.

(B) The lot is zoned for single-family or multifamily use.

(C) The lot contains an existing single-family dwelling.

(D) The accessory dwelling unit is either attached to the existing dwelling and located within the living area of the existing dwelling or detached from the existing dwelling and located on the same lot as the existing dwelling.

(E) The increased floor area of an attached accessory dwelling unit shall not exceed 50 percent of the existing living area, with a maximum increase in floor area of 1,200 square feet.

(F) The total area of floorspace for a detached accessory dwelling unit shall not exceed 1,200 square feet.

(G) Requirements relating to height, setback, lot coverage, architectural review, site plan review, fees, charges, and other zoning requirements generally applicable to residential construction in the zone in which the property is located.

(H) Local building code requirements that apply to detached dwellings, as appropriate.

(1) Approval by the local health officer where a private sewage disposal system is being used, if required.

(2) No other local ordinance, policy, or regulation shall be the basis for the denial of a building permit or a use permit under this subdivision.

(3) This subdivision establishes the maximum standards that local agencies shall use to evaluate proposed accessory dwelling units on lots zoned for residential use that contain an existing single-family dwelling. No additional standards, other than those provided in this subdivision or subdivision (a), shall be utilized or imposed, except that a local agency may require an applicant for a permit issued pursuant to this subdivision to be an owner-occupant or that the property be used for rentals of terms longer than 30 days.

(4) A local agency may amend its zoning ordinance or general plan to incorporate the policies, procedures, or other provisions applicable to the creation of accessory dwelling units if these provisions are consistent with the limitations of this subdivision.

(5) An accessory dwelling unit that conforms to this subdivision shall not be considered to exceed the allowable density for the lot upon which it is located, and shall be deemed to be a residential use that is consistent with the existing general plan and zoning designations for the lot. The accessory dwelling units shall not be considered in the application of any local ordinance, policy, or program to limit residential growth.

(c) A local agency may establish minimum and maximum unit size requirements for both attached and detached accessory dwelling units. No minimum or maximum size for an accessory dwelling unit, or size based upon a percentage of the existing dwelling, shall be established by ordinance for either attached or detached dwellings that does not otherwise permit at least an efficiency unit to be constructed in compliance with local development standards. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence.

(d) Parking requirements for accessory dwelling units shall not exceed one parking space per unit or per bedroom. These spaces may be provided as tandem parking on an existing driveway. Off-street parking shall be permitted in setback areas in locations determined by the local agency or through tandem parking, unless specific findings are made that parking in setback areas or tandem parking is not feasible based upon fire and life safety conditions. This subdivision shall not apply to a unit that is described in subdivision (e).

(e) Notwithstanding any other law, a local agency, whether or not it has adopted an ordinance governing accessory dwelling units in accordance with subdivision (a), shall not impose parking standards for an accessory dwelling unit in any of the following instances:

(1) The accessory dwelling unit is located within one-half mile of public transit.

(2) The accessory dwelling unit is located within an architecturally and historically significant historic district.

(3) The accessory dwelling unit is part of the existing primary residence or an existing accessory structure.

(4) When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.

(5) When there is a car share vehicle located within one block of the accessory dwelling unit.

(f) Notwithstanding subdivisions (a) to (e), inclusive, a local agency shall ministerially approve an application for a building permit to create within a single-family residential zone one accessory dwelling unit per single-family lot if the unit is contained within the existing space of a single-family residence or accessory structure, has independent exterior access from the existing residence, and the side and rear setbacks are sufficient for fire safety. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence.

(g) (1) Fees charged for the construction of accessory dwelling units shall be determined in accordance with Chapter 5 (commencing with Section 66000) and Chapter 7 (commencing with Section 66012).

(2) Accessory dwelling units shall not be considered new residential uses for the purposes of calculating local agency connection fees or capacity charges for utilities, including water and sewer service.

(A) For an accessory dwelling unit described in subdivision (f), a local agency shall not require the applicant to install a new or separate utility connection directly between the accessory dwelling unit and the utility or impose a related connection fee or capacity charge.

(B) For an accessory dwelling unit that is not described in subdivision (f), a local agency may require a new or separate utility connection directly between the accessory dwelling unit and the utility. Consistent with Section 66013, the connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed accessory dwelling unit, based upon either its size or the number of its plumbing fixtures, upon the water or sewer system. This fee or charge shall not exceed the reasonable cost of providing this service.

(h) This section does not limit the authority of local agencies to adopt less restrictive requirements for the creation of accessory dwelling units.

(i) Local agencies shall submit a copy of the ordinances adopted pursuant to subdivision (a) to the Department of Housing and Community Development within 60 days after adoption.

(j) As used in this section, the following terms mean:

(1) “Living area” means the interior habitable area of a dwelling unit including basements and attics but does not include a garage or any accessory structure.

(2) “Local agency” means a city, county, or city and county, whether general law or chartered.

(3) For purposes of this section, “neighborhood” has the same meaning as set forth in Section 65589.5.

(4) “Accessory dwelling unit” means an attached or a detached residential dwelling unit which provides complete independent living facilities for one

or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling is situated. An accessory dwelling unit also includes the following:

(A) An efficiency unit, as defined in Section 17958.1 of Health and Safety Code.

(B) A manufactured home, as defined in Section 18007 of the Health and Safety Code.

(k) Nothing in this section shall be construed to supersede or in any way alter or lessen the effect or application of the California Coastal Act (Division 20 (commencing with Section 30000) of the Public Resources Code), except that the local government shall not be required to hold public hearings for coastal development permit applications for accessory dwelling units.

SEC. 5.5. Section 65852.2 of the Government Code is amended to read:

65852.2. (a) (1) A local agency may, by ordinance, provide for the creation of accessory dwelling units in single-family and multifamily residential zones. The ordinance shall do all of the following:

(A) Designate areas within the jurisdiction of the local agency where accessory dwelling units may be permitted. The designation of areas may be based on criteria, that may include, but are not limited to, the adequacy of water and sewer services and the impact of accessory dwelling units on traffic flow and public safety.

(B) (i) Impose standards on accessory dwelling units that include, but are not limited to, parking, height, setback, lot coverage, landscape, architectural review, maximum size of a unit, and standards that prevent adverse impacts on any real property that is listed in the California Register of Historic Places.

(ii) Notwithstanding clause (i), a local agency may reduce or eliminate parking requirements for any accessory dwelling unit located within its jurisdiction.

(C) Provide that accessory dwelling units do not exceed the allowable density for the lot upon which the accessory dwelling unit is located, and that accessory dwelling units are a residential use that is consistent with the existing general plan and zoning designation for the lot.

(D) Require the accessory dwelling units to comply with all of the following:

(i) The unit is not intended for sale separate from the primary residence and may be rented.

(ii) The lot is zoned for single-family or multifamily use and contains an existing, single-family dwelling.

(iii) The accessory dwelling unit is either attached to the existing dwelling or located within the living area of the existing dwelling or detached from the existing dwelling and located on the same lot as the existing dwelling.

(iv) The increased floor area of an attached accessory dwelling unit shall not exceed 50 percent of the existing living area, with a maximum increase in floor area of 1,200 square feet.

(v) The total area of floorspace for a detached accessory dwelling unit shall not exceed 1,200 square feet.

(vi) No passageway shall be required in conjunction with the construction of an accessory dwelling unit.

(vii) No setback shall be required for an existing garage that is converted to a accessory dwelling unit, and a setback of no more than five feet from the side and rear lot lines shall be required for an accessory dwelling unit that is constructed above a garage.

(viii) Local building code requirements that apply to detached dwellings, as appropriate.

(ix) Approval by the local health officer where a private sewage disposal system is being used, if required.

(x) (I) Parking requirements for accessory dwelling units shall not exceed one parking space per unit or per bedroom. These spaces may be provided as tandem parking on an existing driveway.

(II) Offstreet parking shall be permitted in setback areas in locations determined by the local agency or through tandem parking, unless specific findings are made that parking in setback areas or tandem parking is not feasible based upon specific site or regional topographical or fire and life safety conditions, or that it is not permitted anywhere else in the jurisdiction.

(III) This clause shall not apply to a unit that is described in subdivision (d).

(xi) When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit, and the local agency requires that those offstreet parking spaces be replaced, the replacement spaces may be located in any configuration on the same lot as the accessory dwelling unit, including, but not limited to, as covered spaces, uncovered spaces, or tandem spaces, or by the use of mechanical automobile parking lifts. This clause shall not apply to a unit that is described in subdivision (d).

(2) The ordinance shall not be considered in the application of any local ordinance, policy, or program to limit residential growth.

(3) When a local agency receives its first application on or after July 1, 2003, for a permit pursuant to this subdivision, the application shall be considered ministerially without discretionary review or a hearing, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits, within 120 days after receiving the application. A local agency may charge a fee to reimburse it for costs that it incurs as a result of amendments to this paragraph enacted during the 2001–02 Regular Session of the Legislature, including the costs of adopting or amending any ordinance that provides for the creation of an accessory dwelling unit.

(4) An existing ordinance governing the creation of an accessory dwelling unit by a local agency or an accessory dwelling ordinance adopted by a local agency subsequent to the effective date of the act adding this paragraph shall provide an approval process that includes only ministerial provisions for the approval of accessory dwelling units and shall not include any discretionary processes, provisions, or requirements for those units, except as otherwise provided in this subdivision. In the event that a local agency

has an existing accessory dwelling unit ordinance that fails to meet the requirements of this subdivision, that ordinance shall be null and void upon the effective date of the act adding this paragraph and that agency shall thereafter apply the standards established in this subdivision for the approval of accessory dwelling units, unless and until the agency adopts an ordinance that complies with this section.

(5) No other local ordinance, policy, or regulation shall be the basis for the denial of a building permit or a use permit under this subdivision.

(6) This subdivision establishes the maximum standards that local agencies shall use to evaluate a proposed accessory dwelling unit on a lot zoned for residential use that contains an existing single-family dwelling. No additional standards, other than those provided in this subdivision, shall be utilized or imposed, except that a local agency may require an applicant for a permit issued pursuant to this subdivision to be an owner-occupant or that the property be used for rentals of terms longer than 30 days.

(7) A local agency may amend its zoning ordinance or general plan to incorporate the policies, procedures, or other provisions applicable to the creation of an accessory dwelling unit if these provisions are consistent with the limitations of this subdivision.

(8) An accessory dwelling unit that conforms to this subdivision shall be deemed to be an accessory use or an accessory building and shall not be considered to exceed the allowable density for the lot upon which it is located, and shall be deemed to be a residential use that is consistent with the existing general plan and zoning designations for the lot. The accessory dwelling unit shall not be considered in the application of any local ordinance, policy, or program to limit residential growth.

(b) When a local agency that has not adopted an ordinance governing accessory dwelling units in accordance with subdivision (a) receives its first application on or after July 1, 1983, for a permit to create an accessory dwelling unit pursuant to this subdivision, the local agency shall accept the application and approve or disapprove the application ministerially without discretionary review pursuant to subdivision (a) within 120 days after receiving the application.

(c) A local agency may establish minimum and maximum unit size requirements for both attached and detached accessory dwelling units. No minimum or maximum size for an accessory dwelling unit, or size based upon a percentage of the existing dwelling, shall be established by ordinance for either attached or detached dwellings that does not permit at least an efficiency unit to be constructed in compliance with local development standards. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence.

(d) Notwithstanding any other law, a local agency, whether or not it has adopted an ordinance governing accessory dwelling units in accordance with subdivision (a), shall not impose parking standards for an accessory dwelling unit in any of the following instances:

(1) The accessory dwelling unit is located within one-half mile of public transit.

(2) The accessory dwelling unit is located within an architecturally and historically significant historic district.

(3) The accessory dwelling unit is part of the existing primary residence or an existing accessory structure.

(4) When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.

(5) When there is a car share vehicle located within one block of the accessory dwelling unit.

(e) Notwithstanding subdivisions (a) to (d), inclusive, a local agency shall ministerially approve an application for a building permit to create within a single-family residential zone one accessory dwelling unit per single-family lot if the unit is contained within the existing space of a single-family residence or accessory structure, has independent exterior access from the existing residence, and the side and rear setbacks are sufficient for fire safety. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence.

(f) (1) Fees charged for the construction of accessory dwelling units shall be determined in accordance with Chapter 5 (commencing with Section 66000) and Chapter 7 (commencing with Section 66012).

(2) Accessory dwelling units shall not be considered new residential uses for the purposes of calculating local agency connection fees or capacity charges for utilities, including water and sewer service.

(A) For an accessory dwelling unit described in subdivision (e), a local agency shall not require the applicant to install a new or separate utility connection directly between the accessory dwelling unit and the utility or impose a related connection fee or capacity charge.

(B) For an accessory dwelling unit that is not described in subdivision (e), a local agency may require a new or separate utility connection directly between the accessory dwelling unit and the utility. Consistent with Section 66013, the connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed accessory dwelling unit, based upon either its size or the number of its plumbing fixtures, upon the water or sewer system. This fee or charge shall not exceed the reasonable cost of providing this service.

(g) This section does not limit the authority of local agencies to adopt less restrictive requirements for the creation of an accessory dwelling unit.

(h) Local agencies shall submit a copy of the ordinance adopted pursuant to subdivision (a) to the Department of Housing and Community Development within 60 days after adoption.

(i) As used in this section, the following terms mean:

(1) “Living area” means the interior habitable area of a dwelling unit including basements and attics but does not include a garage or any accessory structure.

(2) “Local agency” means a city, county, or city and county, whether general law or chartered.

(3) For purposes of this section, “neighborhood” has the same meaning as set forth in Section 65589.5.

(4) “Accessory dwelling unit” means an attached or a detached residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling is situated. An accessory dwelling unit also includes the following:

(A) An efficiency unit, as defined in Section 17958.1 of Health and Safety Code.

(B) A manufactured home, as defined in Section 18007 of the Health and Safety Code.

(5) “Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the accessory dwelling unit.

(j) Nothing in this section shall be construed to supersede or in any way alter or lessen the effect or application of the California Coastal Act (Division 20 (commencing with Section 30000) of the Public Resources Code), except that the local government shall not be required to hold public hearings for coastal development permit applications for accessory dwelling units.

SEC. 6. Section 66412.2 of the Government Code is amended to read:

66412.2. This division shall not apply to the construction, financing, or leasing of dwelling units pursuant to Section 65852.1 or accessory dwelling units pursuant to Section 65852.2, but this division shall be applicable to the sale or transfer, but not leasing, of those units.

SEC. 7. Section 5.5 of this bill incorporates amendments to Section 65852.2 of the Government Code proposed by both this bill and Assembly Bill 2299. It shall only become operative if (1) both bills are enacted and become effective on or before January 1, 2017, (2) each bill amends Section 65852.2 of the Government Code, and (3) this bill is enacted after Assembly Bill 2299, in which case Section 5 of this bill shall not become operative.

SEC. 8. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because a local agency or school district has the authority to levy service charges, fees, or assessments sufficient to pay for the program or level of service mandated by this act, within the meaning of Section 17556 of the Government Code.

Assembly Bill No. 2406

CHAPTER 755

An act to add Section 65852.22 to the Government Code, relating to housing, and declaring the urgency thereof, to take effect immediately.

[Approved by Governor September 28, 2016. Filed with
Secretary of State September 28, 2016.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2406, Thurmond. Housing: junior accessory dwelling units.

The Planning and Zoning Law authorizes a local agency to provide by ordinance for the creation of 2nd units in single-family and multifamily residential areas, as prescribed.

This bill would, in addition, authorize a local agency to provide by ordinance for the creation of junior accessory dwelling units, as defined, in single-family residential zones. The bill would require the ordinance to include, among other things, standards for the creation of a junior accessory dwelling unit, required deed restrictions, and occupancy requirements. The bill would prohibit an ordinance from requiring, as a condition of granting a permit for a junior accessory dwelling unit, additional parking requirements.

This bill would declare that it is to take effect immediately as an urgency statute.

The people of the State of California do enact as follows:

SECTION 1. Section 65852.22 is added to the Government Code, immediately following Section 65852.2, to read:

65852.22. (a) Notwithstanding Section 65852.2, a local agency may, by ordinance, provide for the creation of junior accessory dwelling units in single-family residential zones. The ordinance may require a permit to be obtained for the creation of a junior accessory dwelling unit, and shall do all of the following:

(1) Limit the number of junior accessory dwelling units to one per residential lot zoned for single-family residences with a single-family residence already built on the lot.

(2) Require owner-occupancy in the single-family residence in which the junior accessory dwelling unit will be permitted. The owner may reside in either the remaining portion of the structure or the newly created junior accessory dwelling unit. Owner-occupancy shall not be required if the owner is another governmental agency, land trust, or housing organization.

(3) Require the recordation of a deed restriction, which shall run with the land, shall be filed with the permitting agency, and shall include both of the following:

(A) A prohibition on the sale of the junior accessory dwelling unit separate from the sale of the single-family residence, including a statement that the deed restriction may be enforced against future purchasers.

(B) A restriction on the size and attributes of the junior accessory dwelling unit that conforms with this section.

(4) Require a permitted junior accessory dwelling unit to be constructed within the existing walls of the structure, and require the inclusion of an existing bedroom.

(5) Require a permitted junior accessory dwelling to include a separate entrance from the main entrance to the structure, with an interior entry to the main living area. A permitted junior accessory dwelling may include a second interior doorway for sound attenuation.

(6) Require the permitted junior accessory dwelling unit to include an efficiency kitchen, which shall include all of the following:

(A) A sink with a maximum waste line diameter of 1.5 inches.

(B) A cooking facility with appliances that do not require electrical service greater than 120 volts, or natural or propane gas.

(C) A food preparation counter and storage cabinets that are of reasonable size in relation to the size of the junior accessory dwelling unit.

(b) (1) An ordinance shall not require additional parking as a condition to grant a permit.

(2) This subdivision shall not be interpreted to prohibit the requirement of an inspection, including the imposition of a fee for that inspection, to determine whether the junior accessory dwelling unit is in compliance with applicable building standards.

(c) An application for a permit pursuant to this section shall, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits, be considered ministerially, without discretionary review or a hearing. A permit shall be issued within 120 days of submission of an application for a permit pursuant to this section. A local agency may charge a fee to reimburse the local agency for costs incurred in connection with the issuance of a permit pursuant to this section.

(d) For the purposes of any fire or life protection ordinance or regulation, a junior accessory dwelling unit shall not be considered a separate or new dwelling unit. This section shall not be construed to prohibit a city, county, city and county, or other local public entity from adopting an ordinance or regulation relating to fire and life protection requirements within a single-family residence that contains a junior accessory dwelling unit so long as the ordinance or regulation applies uniformly to all single-family residences within the zone regardless of whether the single-family residence includes a junior accessory dwelling unit or not.

(e) For the purposes of providing service for water, sewer, or power, including a connection fee, a junior accessory dwelling unit shall not be considered a separate or new dwelling unit.

(f) This section shall not be construed to prohibit a local agency from adopting an ordinance or regulation, related to parking or a service or a connection fee for water, sewer, or power, that applies to a single-family residence that contains a junior accessory dwelling unit, so long as that ordinance or regulation applies uniformly to all single-family residences regardless of whether the single-family residence includes a junior accessory dwelling unit.

(g) For purposes of this section, the following terms have the following meanings:

(1) “Junior accessory dwelling unit” means a unit that is no more than 500 square feet in size and contained entirely within an existing single-family structure. A junior accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure.

(2) “Local agency” means a city, county, or city and county, whether general law or chartered.

SEC. 2. This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the Constitution and shall go into immediate effect. The facts constituting the necessity are:

In order to allow local jurisdictions the ability to promulgate ordinances that create secure income for homeowners and secure housing for renters, at the earliest possible time, it is necessary for this act to take effect immediately.



ITEM NO.: 13c

MEETING DATE: March 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN EMERGENCY MANAGEMENT MUTUAL AID MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF UKIAH AND THE CITY OF LAKEPORT

Summary: City Council will consider authorizing the City Manager to negotiate and execute an Emergency Management Mutual Aid (EMMA) Memorandum of Agreement (MOA) between the City of Ukiah and the City of Lakeport for assistance for the 2017 February Winter Storms.

Background: February 17, 2017, the County of Lake declared a State Emergency and on February 22, 2017, the City of Lakeport declared a Local Emergency due to flooding. On February 23, 2017, an Emergency Management Mutual Aid (EMMA) request was sent to the State of California's Coastal Region. The Coastal Region consists of sixteen (16) counties including Lake and Mendocino. The purpose of EMMA is to provide emergency management personnel and technical specialists to support the disaster operations of affected jurisdictions during an emergency. The EMMA request asked for qualified staff to assist the City of Lakeport with the operation of an emergency sewer bypass system. Staff reported to Council at the March 1, 2017, meeting that City of Ukiah staff had been deployed to the City of Lakeport to assist with the request.

Discussion: Mutual Aid Agreements need to be executed between the City of Lakeport and the City of Ukiah for reimbursement of costs occurred while assisting the City of Lakeport. Attachment #1 is a draft EMMA MOA between the City of Ukiah and the City of Lakeport. If any necessary changes are made to the draft EMMA MOA they will be presented to Council.

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): Authorize the City Manager to negotiate and execute an Emergency Management Mutual Aid Memorandum of Agreement between the City of Ukiah and the City of Lakeport.

ALTERNATIVES: Redirect staff.

Citizens advised: N/A
Requested by: Sage Sangiacomo, City Manager
Contact/Prepared by: Tami Bartolomei, Community Services Administrator
Coordinated with: Sage Sangiacomo, City Manager; Dan Buffalo, Director of Finance; and David Rapport, City Attorney.
Presenter: Sage Sangiacomo, City Manager
Attachment: 1. EMMA MOA

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
Sage Sangiacomo, City Manager

POST-EVENT AGREEMENT

MEMORANDUM OF AGREEMENT (MOA) BETWEEN CITY OF UKIAH AND THE CITY OF LAKEPORT PERTAINING TO ASSISTANCE PROVIDED UNDER THE EMERGENCY MANAGEMENT MUTUAL AID (EMMA) PLAN

WHEREAS, this event and associated conditions will collectively be referred to as February Flood Event 2017; and

WHEREAS, in February 2017, this declared emergency event consists of flooding; and

WHEREAS, the following extreme conditions exist: Residential and commercial structures and public infrastructure are flooded or threatened by flood waters from Clear Lake and/or Forbes Creek; evacuation and closure orders are in place for areas flooded or threatened by flood caused by atmospheric rivers and extreme rainfall.

WHEREAS, the Emergency Management Mutual Aid Plan delineates the current state policy concerning Emergency Management Mutual Aid; and

WHEREAS, the Emergency Management Mutual Aid Plan describes the standard procedures used to acquire emergency management mutual aid resources and the method to ensure coordination of emergency management mutual aid planning and readiness; and

WHEREAS, the County emergency services director is the Operational Area Emergency Management Mutual Aid Coordinator; and

WHEREAS, Emergency Management Mutual Aid Plan provides, in pertinent part, "When an emergency develops or appears to be developing which cannot be resolved by emergency management resources within an Operational Area, it is the responsibility of the Operational Area Mutual Aid Coordinator to provide assistance and coordination to control the problem;" and

WHEREAS, the Emergency Management Mutual Aid Plan provides, in pertinent part, "A request for emergency management mutual aid requires the approval of an authorized official of the requesting jurisdiction;" and

WHEREAS, the emergency services director of the City of Lakeport requested the mutual aid assistance of City of Ukiah, pursuant to the Emergency Management Mutual Aid Plan to provide emergency management support in connection with the February Flood Event 2017; and

WHEREAS, the City of Ukiah provided emergency management mutual aid consisting of personnel to assist with emergency management services including running and monitoring the emergency sewer bypass system and those duties of a Maintenance Worker I and II in connection with the February Flood Event 2017; and

POST-EVENT AGREEMENT

WHEREAS, the City of Ukiah agrees to document all of its mutual aid assistance costs related to the February Flood Event 2017 as attachments to this MOA and submit to the City of Lakeport as soon as practicable; and

WHEREAS, the City of Ukiah agrees that any and or all meal reimbursement shall follow the City of Lakeport meal per diem rate of; breakfast \$13, lunch \$20 and dinner \$38; and

NOW, THEREFORE, IT IS HEREBY AGREED by and between the City of Lakeport and City of Ukiah that the City of Lakeport shall reimburse all reasonable costs associated with the City of Ukiah emergency management mutual aid assistance during the February Flood Event 2017.

Providing Jurisdiction

By _____
(Signature)

Name:

Title:

County:

Date:

Providing Agency *(If different from Providing Jurisdiction)*

By _____
(Signature)

Name:

Title:

Agency:

Date:

City of Lakeport

By _____
(Signature)

Name:

Title:

Date:



ITEM NO.: 13d

MEETING DATE: March 15, 2017

AGENDA SUMMARY REPORT

SUBJECT: DISCUSSION AND CONSIDERATION OF THE FUNDING ALLOCATION AGREEMENT BETWEEN THE COUNTY OF MENDOCINO AND THE CITY OF UKIAH FIRE DEPARTMENT FOR A PORTION OF THE COUNTY'S PROPOSITION 172 FUNDS

Summary: Council will discuss and consider the Funding Allocation Agreement between the County of Mendocino and the City of Ukiah Fire Department for the disbursement of a portion of the County's Proposition 172 funding as agreed upon by the County of Mendocino and the Mendocino County Association of Fire Districts.

Background: The Mendocino County Association of Fire Districts has been negotiating with the County of Mendocino for Proposition 172 funds to local fire departments. In this negotiation they came up with a formula that dispersed a portion of the 172 funds to certain local fire agencies recognized by the Local Agency Formation Commission (LAFCo). With every Fire Agency getting a base percentage, while the remainder of the money is split up in accordance to the percent of population of the unincorporated areas.

Discussion: Staff is working to research this formula and how it relates to incorporated cities. In addition, staff will be working with the County of Mendocino to determine future disbursements. The Funding Allocation Agreement is 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.
\$0	\$0	N/A	Yes ☐ No ☒	N/A

RECOMMENDED ACTION(S): Consider approval of the Funding Allocation Agreement with the County of Mendocino.

ALTERNATIVES: Provide staff direction.

Citizens advised: None.
Requested by: Kirk Thomsen, Interim Fire Chief
Contact/Prepared by: Sage Sangiacomo, City Manager
Coordinated with: David Rapport, City Attorney
Presenter: Kirk Thomsen, Interim Fire Chief
Attachment: 1. 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
Sage Sangiacomo, City Manager

COUNTY OF MENDOCINO
FUNDING ALLOCATION AGREEMENT

This Agreement, dated as of _____, 2017, is by and between the COUNTY OF MENDOCINO, hereinafter referred to as the Ukiah City Fire Department, hereinafter referred to as "FIRE AGENCY". The term of this agreement shall commence on the date this agreement is executed by the County and shall continue until June 30, 2017.

WHEREAS, the Ukiah City Fire Department, has been identified to provide the inhabitants, within Agency Boundaries, with protection against fire; and

WHEREAS, in 1992 the State of California implemented the Education Revenue Augmentation Fund (ERAF) "shift", which reduced city, county, and some special districts' revenue to provide funding for schools, causing an annual revenue loss of over \$14.35 million to Mendocino County;

WHEREAS, in an effort to reduce the impact of the ERAF shift the voters of California passed Proposition 172 in 1993, which provides public safety funding to cities and counties that provide police protection, prosecution, corrections, probation, fire protection, and/or coastal life guard services;

WHEREAS, the Mendocino County Board of Supervisors allocated the Proposition 172 revenue to the eligible functions that are provided directly by the County, which are the Sheriff, Jail, District Attorney, and Probation;

WHEREAS, Fire Agency is authorized by law to provide fire protection;

WHEREAS, California Government Code section 26227 provides that the Board of Supervisors of any county may appropriate and expend money from the county's general fund to finance programs deemed to be necessary to meet the social needs of the population of the county, including, but not limited to, the areas of health, law enforcement and public safety;

WHEREAS, Fire Agency has requested funding from the County, through the Mendocino County Association of Fire Districts, for support of fire protection (Attachment A);

WHEREAS, the Mendocino County Board of Supervisors has agreed to appropriate a portion of the total County Proposition 172 public safety sales tax revenue to certain local fire agencies recognized by the Local Agency Formation Commission (LAFCo) for support of fire protection services in Fiscal Year 2016-17; and

WHEREAS, the Mendocino County Association of Fire Districts has submitted a distribution formula, to which the Board of Supervisors has agreed and approved, for the appropriation based on a minimum distribution for each Fire Agency plus a variable distribution based on estimated population in the unincorporated area serviced by the agency.

NOW, THEREFORE, the parties agree as follows:

1. The County agrees to appropriate a portion of the County's Proposition 172 revenue and other funding, in Fiscal Year 2016-17, to LAFCo recognized local fire protection agencies;
2. The County accepts the Mendocino County Association of Fire Districts' distribution formula, as attached hereto, and incorporated herein (refer to Attachment A);
3. The County agrees to make a lump-sum, one-time payment to Fire Agency (for an amount not to exceed seven thousand nine hundred sixty and 00/100 Dollars (\$7,960.00));
4. The Fire Agency agrees to utilize the funds only for the purpose of local fire protection services;
5. The Fire Agency agrees to provide the County with a copy of its budget and revenue and expenditure detail for Fiscal Year 2016-17, which includes a clear accounting of where the funding is appropriated in the Fire Agency budget and its intended use. Accounting records of Fire Agency shall be kept in a manner approved by the County Auditor-Controller and shall be open to inspection by the County Auditor-Controller at any time during business hours for the purpose of determining whether the funds were utilized only for the purpose of fire protection services as required;
6. The term of this agreement shall commence on the date executed by the County, but only for the purposes of providing funding support for fire protection services by the Fire Agency in the current fiscal year;
7. The Fire Agency is a separate legal entity from the County with respect to all matters set forth in this agreement. This agreement is not intended, and shall not be construed to create the relationship of agent, servant, employee, joint venture, joint powers, or association between Fire Agency and County;
8. The Fire Agency agrees to cooperate and supply any documentation reasonably necessary for the convenience and information of the County;
9. The Fire Agency shall indemnify, defend, and hold harmless the COUNTY, its officers, agents, and employees, from and against any and all claims, liabilities, and losses whatsoever including damages to property and injuries to, or death of persons, reasonable attorney's fees, expert fees and court costs occurring or resulting, or alleged to be occurring or resulting, to any and all persons, firms or corporations furnishing or supplying work, services, materials, or supplies in connections with the Fire Agency's performance or its obligations as a provider of fire protection services, and from any and all claims, liabilities, and losses occurring or resulting, or alleged to be occurring or resulting, to any person, firm, or corporation for damage, injury, or death arising out of or connected with the Fire Agency's performance of its obligations as a provider of fire protection services.

10. The Fire Agency's shall comply with any and all applicable federal, state and local laws affecting the services covered by this agreement;
11. This agreement may only be modified by written agreement of the parties;
12. This agreement contains all the terms and conditions agreed upon by the parties for this fiscal year;
13. NOTICES: All notices, requests, demands, or other communications under this Agreement shall be in writing as follows:

To COUNTY: COUNTY OF MENDOCINO
Executive Office
501 Low Gap Road, Room 1010
Ukiah, CA 95482

To FIRE AGENCY: Ukiah City Fire Department
300 Seminary Avenue
Ukiah, CA 95482
ATTN: _____

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

Ukiah City Fire Department

COUNTY OF MENDOCINO

DEPARTMENT FISCAL REVIEW:

By: _____

DEPARTMENT NAME: Executive Office

Title: _____

DEPARTMENT HEAD

DATE

NAME AND ADDRESS OF AGENCY
REPRESENTATIVE:

Budgeted: ☒ Yes ☐ No

Budget Unit: 4016

Ukiah City Fire Department

Line Item: 863113

300 Seminary Avenue

Grant: ☐ Yes ☒ No

Ukiah, CA 95482

Grant No.: N/A

By signing above, signatory warrants and represents that he/she executed this Agreement in his/her authorized capacity and that by his/her signature on this Agreement, he/she or the entity upon behalf of which he/she acted, executed this Agreement

CARMEL J. ANGELO, Chief Executive Officer

By: _____

PURCHASING AGENT

INSURANCE REVIEW:

RISK MANAGER

By: _____
ALAN D. FLORA, Risk Manager

COUNTY COUNSEL REVIEW:

APPROVED AS TO FORM:

KATHARINE L. ELLIOTT,
County Counsel

By: _____
Deputy

EXECUTIVE OFFICE REVIEW:

APPROVAL RECOMMENDED

By: _____
CARMEL J. ANGELO, Chief Executive Officer

FISCAL REVIEW:

By: _____
Deputy CEO/Fiscal

Signatory Authority: \$0-25,000 Department; **\$25,001- 50,000 Purchasing Agent**; 50,001+ Board of Supervisors

Exception to Bid Process Required/Completed ☐ n/a

Allocation of County Support for Fire Districts (based on MCAFD formula)

	District	2% Distribution	Population	Population %	Population Distribution Amount	Total Distribution
1	Piercy FPD	7,960	126	0.21%	470	8,430
2	Leggett Valley Volunteer FPD	7,960	443	0.74%	1,653	9,613
3	Covelo FPD	7,960	2,645	4.43%	9,872	17,832
4	Long Valley FPD	7,960	2,476	4.15%	9,241	17,201
5	Westport Volunteer Fire Company	7,960	267	0.45%	997	8,957
6	Fort Bragg Fire Rural FPD	7,960	7,474	12.52%	27,896	35,856
	Fort Bragg City Fire District	7,960	-	-	-	7,960
7	Brooktrails CSD	7,960	3,350	5.61%	12,504	20,464
8	Little Lake FPD	7,960	3,980	6.66%	14,855	22,815
9	Potter Valley Volunteer CSD	7,960	1,906	3.19%	7,114	15,074
10	Redwood Valley-Calpella FPD	7,960	6,836	11.45%	25,515	33,475
11	Mendocino FPD	7,960	2,740	4.59%	10,225	18,185
12	Albion-Little River FPD	7,960	1,392	2.33%	5,194	13,154
13	Comptche CSD	7,960	501	0.84%	1,870	9,830
14	Ukiah Valley FPD	7,960	17,067	28.58%	63,701	71,661
	Ukiah City Fire District	7,960	-	-	-	7,960
15	Anderson Valley CSD	7,960	3,068	5.14%	11,451	19,411
16	Elk CSD	7,960	375	0.63%	1,400	9,360
17	Redwood Coast FPD	7,960	1,271	2.13%	4,744	12,704
18	South Coast FPD	7,960	1,709	2.86%	6,379	14,339
19	Hopland/Sanel Valley FPD	7,960	1,890	3.17%	7,054	15,014
20	Whale Gulch Volunteer Fire Company	7,960	200	0.33%	746	8,706
		175,120	59,715	100%	222,134	398,000

	County Funding	2%
Initial Budget (FY 16-17)	175,000	3,500
YE Projections	398,000	7,960

Population	
Total County Population	88,113
City of Ft Bragg	7,250
City of Point Arena	449
City of Ukiah	15,871
City of Willits	4,828
Total Unincorporated County	59,715

Note: This is a simplified presentation of the Allocation Funding calculations prepared and provided by the Mendocino County Association of Fire Districts (MCAFD). The information provided herein is represented to be accurate by the MCAFD.