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

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1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Introduction of Ukiah's New Poet Laureate.

b. Proclamation of Lesbian, Gay, Bisexual, and Transgender (LGBT) Pride Week: July 17 - 24, 2016.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

a. Minutes of July 6, 2016, a Regular Meeting.

6. RIGHT TO APPEAL DECISION

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

7. CONSENT CALENDAR

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

a. Report of Disbursements for Month of June.

b. Adoption of Resolution Making Appointments to the Board of Appeals; Design Review Board; Parks, Recreation, and Golf Commission; and Paths, Open Space, and Creeks Commission.

c. Adoption of Resolution Approving an Application for Proposition 1 California Urban Rivers Grant Program for Development of Riverside Park.

d. Approval of Purchase of Body Worn Cameras from Data 911 in an Amount not to Exceed $21,683.38 plus Applicable Sales and Shipping Costs and Approval of Corresponding Budget Amendment.

e. Approve an Agreement for Professional Services for Website Design and Maintenance with Rich Anderson and Authorize the Mayor to Execute the Agreement.

f. Approval of Notice of Completion for Crosswalk at North State Street and Garrett Drive, Specification No. 15-11.

g. Adoption of Resolution Approving Termination of Participation in PERS Health Plan by Fire Unit Employees.

h. Update on the Groundwater Resource Evaluation in the Vicinity of the Ukiah Golf Course and Request for Council to Consider Approval of the Design of a Water-Efficient Irrigation System for the Area.

i. Authorize the City Manager to Negotiate and Enter into a Contract with L.S. Mitchell Architect, Inc. for Consulting Services to Assist the Electric Utility Department with the Design and Building Plans for the 1350 Hastings Road Property in an Amount Not to Exceed $120,000 and Approval of Corresponding Budget Amendment (EUD).

8. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

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

9. COUNCIL REPORTS

10. CITY MANAGER/CITY CLERK REPORTS

11. PUBLIC HEARINGS (6:15 PM)

a. Discussion and Possible Adoption of Negative Declaration and Introduction of Ordinance Adding Division 9, Chapter 2, Article 15.6 to the Zoning Code Related to Development and Operating Standards for Community Gardens, Live Entertainment, Outdoor Dining, Sidewalk Cafes, and Specialty Food and Beverage Sales with Tasting.

b. Discussion and Possible Adoption of Revisions to the City Code Amending the Maximum Fence Height from Six Feet to Seven Feet in All Zoning Districts; and Amending the Parking Lot Tree Shading Requirement from Ten Years to Fifteen Years Applicable in the R-2, R-3, C-N, C-1, C-2, P-D, P-F.

12. UNFINISHED BUSINESS

13. NEW BUSINESS

a. Authorize the City Manager to Negotiate and Execute a Sole Source Contract with Aaronson Law Offices, for the Purpose of Providing Independent Police Auditing Services for the City of Ukiah and Approve Corresponding Budget Amendment.

b. Discussion and Possible Adoption of Resolution Establishing a Public Art Policy and Fees.

c. Update Regarding Visit Ukiah Activities and Progress.

d. Receive the Electric Utility Department’s Fiscal Year 2016-2017 Operating Budget Significant Change Overview Report (EUD).

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

a. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: City of Ukiah v. Questex, LTD, et al, Mendocino County Superior Court, Case No. SCUK- CVPT-15-66036

b. **Conference with Legal Counsel – Existing Litigation**
(Government Code Section 54956.9(d)(1))
Name of case: *Ukiah Valley Sanitation District v. City of Ukiah*, Sonoma County Superior Court, Case No. SCV 256737

c. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *County of Mendocino v. Solid Waste System, Inc. et al.,* Mendocino County Superior Court, Case No. SCUK-CVG-11-59459

d. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *Ukiah Citizens for Safety First v. City of Ukiah*, Mendocino County Superior Court, Case No. SCUKCVPT 14-63579

15. **ADJOURNMENT**

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

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

Dated this 15th day of July, 2016.
Kristine Lawler, City Clerk

PROCLAMATION

OF THE
UKIAH CITY COUNCIL

RECOGNIZING

Lesbian, Gay, Bisexual, and Transgender (LGBT) Pride Week, July 17 – 24, 2016

WHEREAS, throughout the United States during the months of June and July, celebrations, rallies, and parades will be held recognizing the diversity and strength that has developed in the Lesbian, Gay, Bisexual, and Transgender (LGBT) community; and

WHEREAS, lesbian, gay bisexual, and transgender individuals in Ukiah are productive, compassionate, and contributing members of the community; and

WHEREAS, the United States Constitution clearly provides that all citizens are entitled to equal protection and basic civil rights under the law; and

WHEREAS, the Supreme Court of the United States of America has affirmed the right of same sex couples to be wed; and

WHEREAS, the Pride Alliance Network in Mendocino County was formed as a non-profit organization in October 2003 to help create safety, self-respect, and support for LGBT communities and their supportive families and friends; and

WHEREAS, the Pride Alliance Network; the Mendocino County Chapter of Parents, Families and Friends of Lesbians and Gays (PFLAG), the LGBT community and other community organizations support LGBT Pride Week in Ukiah and throughout Mendocino County.

NOW, THEREFORE, BE IT RESOLVED, that the Ukiah City Council hereby proclaims July 17 – 24, 2016 as:

"LGBT Pride Week in the City of Ukiah"

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

____

Stephen G. Scalmanini, Mayor

Attachment 1

Agenda Item 5a

CITY OF UKIAH
CITY COUNCIL MINUTES
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
July 6, 2016
6:00 p.m.

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1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

Ukiah City Council met at a Regular Meeting on July 6, 2016, having been legally noticed on July 1, 2016. Mayor Scalmanini called the meeting to order at 6:05 p.m. Roll was taken with the following **Councilmembers Present:** Douglas F. Crane, Maureen Mulheren, Jim O. Brown, Stephen G. Scalmanini. **Councilmember Absent by Prearrangement:** Kevin Doble. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Ashley Cocco, Deputy City Clerk.

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

a. Minutes of June 15, 2016, a Regular Meeting.

b. Minutes of June 29, 2016, a Special Meeting.

Motion/Second: Crane/Mulheren to approve Minutes of June 15, 2016, a Regular Meeting, as submitted, and June 29, 2016, a Special Meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Brown, Scalmanini. NOES: None. ABSENT: Doble. ABSTAIN: None.

6. RIGHT TO APPEAL DECISION

7. CONSENT CALENDAR

a. Adoption of Ordinance Amending the Traffic Engineering Committee (TEC) to Include a Position for an Active Transportation Representative –*City Clerk*.

ORDINANCE NO. 1166

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING DIVISION 8, CHAPTER 1, ARTICLE 2, SECTION 7030 OF THE UKIAH CITY CODE WHICH ESTABLISHES THE CITY TRAFFIC ENGINEER; OFFICE ESTABLISHED

b. Adoption of Resolution (*2016-39*) Amending Resolution 2016-26 – Calling for Election – Adding Office of Treasurer – *City Clerk*.

c. Authorize City Manager to Accept a Federal Aviation Administration Grant Offer (*COU No. 1617-076*) for $230,345 to Complete Runway 15-33 Pavement Rehabilitation and Taxiway Realignment Design and Approval of Corresponding Budget Amendment -*Airport*.

d. Authorization for City Manager to Negotiate and Execute Visit Ukiah (Transient Occupancy Tax Program) Contract (*COU No. 1617-077*) with Sunset Magazine in Amount of $32,190, to be Paid Out of Measure X Funds (Lodging Bed Tax) *-Administration*.

e. Notification of Software License Renewal (*Purchase Order 44260*) for Box, Inc. in the Amount of $23,400 *–Information Technology*.

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

8. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

9. COUNCIL REPORTS

Presenter: Councilmember Mulheren.

10. CITY MANAGER/CITY CLERK REPORTS

Presenters: Sage Sangiacomo, City Manager and Tim Eriksen, Public Works Director/City Engineer.

11. PUBLIC HEARINGS (6:15 PM)

a. Conduct a Public Hearing to Consider and Approve a Resolution Authorizing the Submittal of a 2016 State Community Development Block Grant Application; and Approval of Corresponding Budget Amendments if Awarded the Grant *– Administration.*

Presenters: Shannon Riley, Senior Management Analyst and Craig Schlatter, Development and Sustainability Manager Community Development Corporation (CDC).

PUBLIC HEARING WAS OPENED AT 6:19 PM.

Public Comment: Pamela Patterson, West Company CEO and California Association of Micro Enterprise Opportunity (CAMEO) Chair.

PUBLIC HEARING WAS CLOSED AT 6:41 PM.

Motion/Second: Brown/Mulheren to approve Resolution (*2016-40*) authorizing the submittal of a 2016 State Community Development Block Grant Application and the City Manager to execute all related documents. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Brown, Scalmanini. NOES: None. ABSENT: Doble. ABSTAIN: None.

Motion/Second: Brown/Mulheren to approve the corresponding budget amendments if the State Community Development Block Grant is awarded. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Brown, Scalmanini. NOES: None. ABSENT: Doble. ABSTAIN: None.

12. UNFINISHED BUSINESS

a. Adopt Resolution to Rescind Resolution 2014-31 to Terminate Mandatory Water Conservation and Continue Voluntary Water Conservation Practices *–Public Works.*

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

Motion/Second: Crane/Brown to adopt Resolution (*2016-41*) to rescind *Resolution 2014-31* terminating mandatory water conservation and continue voluntary water conservation practices. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Brown, Scalmanini. NOES:

None. ABSENT: Doble. ABSTAIN: None.

b. Authorize the City Manager to Negotiate and Execute an Agreement with the Sonoma County Water Agency for a High Efficiency Fixture Retrofit Grant Program *–Public Works.*

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

Motion/Second: Brown/Mulheren to authorize the City Manager to negotiate and execute an agreement (*COU No. 1617-078*) with the Sonoma County Water Agency for a high efficiency fixture retrofit grant program. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Brown, Scalmanini. NOES: None. ABSENT: Doble. ABSTAIN: None.

c. Receive and File the June 30, 2015, Comprehensive Annual Financial Report and Authorize the Mayor and City Manager to Sign the Confirmation of Services Letter for the Audit of the June 30, 2016, Financial Statements *–Finance.*

Presenter: David Spilman, Interim Finance Director.

Motion/Second: Crane/Brown to receive and file the June 30, 2015, Comprehensive Annual Financial Report and authorize the Mayor and City Manager to sign the confirmation of services letter for the audit of the June 30, 2016, financial statements (*COU No. 1415-197-A1*). Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Brown, Scalmanini. NOES: None. ABSENT: Doble. ABSTAIN: None.

d. Update and Discussion on the Fiscal Year 2016-17 Budget Schedule *–Finance.*

Presenter: David Spilman, Interim Finance Director.

Council Consensus directs staff to schedule two, four-hour meetings, upon confirmation with Councilmember Doble, for Monday, July 25, 2016, and Thursday July 28, 2016, from 1:00 to 4:00 p.m., leaving the schedule open until 8:00 p.m.

e. Receive Status of Bidding Effort for Specification No. 16-03 Grace Hudson Museum Roof Replacement Project and Consider Authorizing Staff to Proceed with a Negotiated Contract Process *–Community Services.*

Presenters: Sherrie Smith-Ferri, Museum Director; Tami Bartolomei, Community Services Administrator; and Mary Horger, Purchasing Supervisor.

Motion/Second: Mulheren/Crane to approve pursuing the negotiated contract (*COU No. 1617-084*) process for Specification No. 16-03 Grace Hudson Museum Roof Replacement Project. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Brown, Scalmanini. NOES: None. ABSENT: Doble. ABSTAIN: None.

13. NEW BUSINESS

a. Designation of Voting Delegate and Alternates for 2016 League of California Cities Annual Conference – October 5 – 7, 2016 *–Administration.*

Presenter: Sage Sangiacomo, City Manager.

Motion/Second: Crane/Brown to designate a voting delegate, Councilmember Mulheren who will represent the City of Ukiah, and alternates Shannon Riley and Sage Sangiacomo for the 2016

League Annual Conference, and authorize the City Clerk to submit the Voting Delegate/Alternate Form (Attachment 3) on their behalf. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Brown, Scalmanini. NOES: None. ABSENT: Doble. ABSTAIN: None.

Council adjourned to Closed Session at 8:00 p.m.

14. CLOSED SESSION

a. Conference with Legal Counsel – Existing Litigation
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: City of Ukiah v. Questex, LTD, et al, Mendocino County Superior Court, Case No. SCUK- CVPT-15-66036

b. Conference with Legal Counsel – Existing Litigation
(Government Code Section 54956.9(d)(1))
Name of case: *Ukiah Valley Sanitation District v. City of Ukiah*, Sonoma County Superior Court, Case No. SCV 256737

c. Conference with Legal Counsel – Existing Litigation
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *County of Mendocino v. Solid Waste System, Inc. et al.,* Mendocino County Superior Court, Case No. SCUK-CVG-11-59459

d. Conference with Legal Counsel – Existing Litigation
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *Ukiah Citizens for Safety First v. City of Ukiah*, Mendocino County Superior Court, Case No. SCUKCVPT 14-63579

15. ADJOURNMENT
There being no further business, the meeting adjourned at 9:30 p.m.

____
Ashley Cocco, Deputy City Clerk

City of Ukiah

ITEM NO.: 7a

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: REPORT OF DISBURSEMENTS FOR THE MONTH OF JUNE

Summary:

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

Background:

Accounts Payable check numbers: 3016999 – 3017101, 3017102 – 3017175, 3017176 – 3017270, 3017271 - 3017424

Accounts Payable Wire Transfer numbers:

Payroll Check numbers: 503896 – 503936, 503937 – 503991

Payroll Manual check numbers:

Void check numbers: 3017000, 3016897, 3016962, 3017301, 3017306, 3016421

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

FISCAL IMPACT:			
Budgeted Amount in 16-17FY	**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 JUNE 2016

ALTERNATIVES: N/A

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

COUNCIL ACTION DATE: ____________: ☐ Approved ☐ Continued to ________________ ☐ Other _______

RECORDS APPROVED: ☐ Agreement: ________________ ☐ Resolution: __________ ☐ Ordinance: ________

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

Approved: Sage Sangiacomo
Sage Sangiacomo, City Manager

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

FUNDS:

100	General Fund	$190,476.48
105	Measure S General Fund	$103,720.55
110	Special General Fund	
201	Worker's Comp Fund	$486.88
202	Liability Fund	
203	Garage Fund	$4,769.20
204	Purchasing Fund	$6,688.87
205	Billing & Collections Fund	$31,773.35
206	Public Safety Dispatch Fund	$92,792.95
207	Payroll Posting Fund	$210,170.75
208	Building Maintenance/Corp Yard Fund	$0.00
209	IT Fund	$0.00
220	Equipment Reserve Fund	$116,867.37
250	Special Revenue Fund	$1,412.08
251	Special Projects Reserve Fund	$38,779.50
300	Park Development Fund	$3,190.25
301	Anton Stadium Fund	$0.00
302	Observatory Park Fund	
304	Swimming Pool Fund	$0.00
305	Riverside Park Fund	$0.00
306	Skate Park Fund	$0.00
310	Museum Grants	
311	Alex Rorbaugh Recreation Center Fund	$899.45
312	Downtown Business Improvement Fund	
500	2106 Gas Tax Fund	
501	2107 Gas Tax Fund	$77,083.38
503	2105 Gas Tax Fund	
505	Signalization Fund	
506	Bridge Fund	
507	1998 STIP Augmentation Fund	
508	SB325 Reimbursement Fund	
509	S.T.P. Fund	
510	Trans-Traffic Congest Relief Fund	
600	Community Development Block Grant	
601	EDBG 94-333 Revolving Loan	
602	Community Development Fund	
603	08-HOME-4688	
604	CDBG Grant 09-STBG-6417	
605	11-HOME-7654 Fund	$0.00
606	CDBG Grant 10-EDEF-7261	
607	Prop 84 Grant Fund	
609	13-CDBG-8940	$181,141.28
610	City RDA Projects Fund	
630	Asset Seizure Fund	$6,375.48
631	Asset Seizure Fund (Drug/Alcohol)	
633	H & S Education 11489(B)(2)(A1)	
634	Federal Asset Seizure Grants	
635	SUP Law Enforcement Service Fund	$2,500.00
637	Local Law Enforcement Block Grant	
638	Asset Forfeiture 11470.2 H & S	
639	Special Revenue - Police	$0.00
640	Parking District Fund	$810.12
691	Museum Fund	$2,668.90

700	Sanitary Disposal Site Fund	$4,148.20
701	Landfill Corrective Fund	
702	Disposal Closure Reserve Fund	
704	Post Closure Fund - Solid Waste	$0.00
720	Golf Fund	$363.55
730	Confernence Center Fund	$5,036.07
750	Visit Ukiah	$0.00
777	Airport Fund	$52,069.66
778	Airport Capital Improvement Fund	
779	Special Aviation Fund	
800	Electric Fund	$911,049.50
801	Electric Capital Reserve Fund	$1,729.99
803	Lake Mendocino Bond Reserve	
805	Street Lighting Fund	$12,240.29
806	Public Benefits Fund	$45,957.44
820	Water Fund	$67,075.37
822	Water Capital Improvement Fund	$5,340.00
840	City/District Sewer Fund	$116,086.11
841	Sewer Contruction Fund	
843	Sewer Capital Fund	
900	Special Deposit Trust	$14,795.45
901	General Service (Accts Recv)	$1,072.82
902	U.S.W. Billing & Collection	$17,941.71
903	Public Safety - AB 109	$0.00
905	Federal Emergency Shelter Grant	
905	Mendocino Emergency Service Authority	
911	Russian River Watershed Association	$27,042.34
940	Sanitation District Special Fund	
943	Sanitation District Capital Improvement Fund	
952	REDIP Sewer Enterprise Fund	
960	Community Redevelopment Agency	
961	RDA Housing Pass-Through	
962	Redevelopment Housing Fund	
963	Housing Debt	
964	RDA Capital Pass-Through	
965	Redevelopment Capital Improvement Fund	
966	Redevelopment Debt Service	$7,175.00
967	Housing Bond Proceeds	
968	Non-Housing Bond Proceeds	
969	RDA Obligation Retirement Fund	$4,408.80
844/944	Sewer Capital Projects Fund	$544,043.01
	Retainage Withheld	$17,647.50

PAYROLL CHECK NUMBERS: 503896 - 503936
DIRECT DEPOSIT NUMBERS: 76730 - 76972
PAYROLL PERIOD: 5/22/16 - 6/04/16
PAYROLL CHECK NUMBERS: 503937 - 503991
DIRECT DEPOSIT NUMBERS: 76973 - 77192
PAYROLL PERIOD: 6/5/16 - 6/18/16
PAYROLL CHECK NUMBERS:
DIRECT DEPOST NUMBERS:
PAYROLL PERIOD:

TOTAL DEMAND PAYMENTS- A/P CHECKS	$2,927,829.65
TOTAL DEMAND PAYMENTS-WIRES* & EFT's	$60.00
TOTAL PAYROLL CHECKS & DIRECT DEPOSITS	$857,896.11
TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS)	$643,624.75

* vendor name(if applicable)

VOID CHECK NUMBERS:
3017000, 3016897, 3016962, 3017301,
3017306, 3016421
MANUAL CHECK NUMBERS:

WIRE TRANSFER NUMBERS:

TOTAL PAYMENTS $4,429,410.51

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.

Interim Director of Finance

Account Code Summary

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

Account Code Summary

0517462	FTHB Activity Delivery
0517467	FTHB - PIR
0600000	CDBG Grant 10-EDEF-7261 Fund
0617441	Grant - CDBG 606
0617451	General Administration
0617452	AD ED Direct Financial Assistance
0617453	ED Direct Financial Assistance
0717443	Grant Prop 84
0724413	Prop 84 Water Distribution Cap
0900000	13-CDBG-8940
0917458	13-CDBG-8940
3020210	Asset Seizure Expenditure
3120210	Drug & Alcohol Education
3320210	H&S Asset Seizure Expenditure
3420250	Fed Asset Seizure Expenditure
3520210	SLESF
3820210	Asset Forfeiture 11470
4020213	Parking Enforcement
9122700	Museum
0024500	Landfill 700
0224500	Landfill Closure
0424500	Landfill Post closure
2022400	Golf
3022600	Conference Center
5017110	Visit Ukiah
7725200	Airport Operations
7817411	FAA Grant
0026100	Electric Administration
0026110	Electric Overhead
0026120	Electric Underground
80026130	Electric Substation
80026140	Reimbursable Work for Others
80026200	Electric Metering
80026300	Electric Generation
80026312	Mendocino Hydro
80026330	Hydro Electric
80026400	Electric Administration
80026410	Electric General Administration
80026430	Interdepartmental Charges
80326330	Hydro Plant
80526610	Street Lighting
80626500	Public Benefit
82024410	Water
82024411	Water - Production O&M
82024413	Water - Distribution Capital
82024414	Water - Distribution O&M
82024415	Water - Production Capital
82224413	Water - Distribution Capital
84024420	Wastewater
84024421	Wastewater City - O&M
84024422	Wastewater City - Capital
84024425	Wastewater Treatment - O&M
84124426	Wastewater Treatment - Capital
84224420	Wastewater
84324422	Wastewater City - Capital
84424421	Wastewater City Capital - O&M
84424422	Wastewater City - Capital
90000000	Special Deposit Trust Fund
91190100	Russian River Watershed Assoc
96900000	Successor Agency

List of Checks Presented for Approval on 6/3/2016

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

6-13-16

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCOUNTEMPS	45760655	TEMPORARY SERVICES - PURCHASIN	$810.00	*20413500-52100*	*CONTRACTED SERVICES*	*$810.00*
					Vendor Total:	*$810.00*
ADAMSON POLICE PRODUCTS	INV211832	PARTS AS NEEDED	$18.94	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.02)*
				82024414-56130	*EXTERNAL SERVICES*	*$0.02*
				82024414-56130	*EXTERNAL SERVICES*	*$18.94*
					Vendor Total:	*$18.94*
AIMEE SHIELDS	JUNE-16	TRANSCRIPTION SERVICES	$2,500.00	*63520210-52100*	*CONTRACTED SERVICES*	*$2,500.00*
					Vendor Total:	*$2,500.00*
ALL-GUARD ALARM SYSTEMS INC	A72335	JUNE 2016- WWTP MONITORING	$74.00	*84024425-52180*	*SECURITY SERVICES*	*$74.00*
					Vendor Total:	*$74.00*
ALLEN JAMES	DV 052316	INSTRUCTOR	$544.00	*10022850-52100*	*CONTRACTED SERVICES*	*$544.00*
					Vendor Total:	*$544.00*
ALPHA ANALYTICAL LABORATORIES INC	6042335-UKIAHSTP	ENVIRONMENTAL AND ECOLOGICAL S	$1,728.00	*84024425-52100*	*CONTRACTED SERVICES*	*$1,728.00*
					Vendor Total:	*$1,728.00*
AMADOU CAMARA	DV 052716	INSTRUCTOR	$235.20	*10022850-52100*	*CONTRACTED SERVICES*	*$235.20*
					Vendor Total:	*$235.20*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ANIXTER	3139812-00	ELECTRICAL EQUIPMENT AND SUPPL	$29,930.08	*80000000-12104*	*INVENTORY - PURCHASES*	*$29,930.08*
					Vendor Total:	*$29,930.08*
APPLE INC	4382481418	COMPUTER HARDWARE AND PERIPHER	$851.54	*10022300-54100*	*SUPPLIES*	*$34.77*
				10022300-54100	*SUPPLIES*	*$391.00*
				10022840-54100	*SUPPLIES*	*$34.77*
				10022840-54100	*SUPPLIES*	*$391.00*
					Vendor Total:	*$851.54*
ARAMARK UNIFORM SERVICES	000702736810	MAT & TOWELS - TEMPORARY	$93.75	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$93.75*
	000702756853	MAT & TOWELS - TEMPORARY	$93.75	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$93.75*
	000702736809	MAT & TOWELS - TEMPORARY	$73.75	*73022600-56300*	*BUILDING MAINT. & REPAIR*	*$73.75*
	000702756852	MAT & TOWELS - TEMPORARY	$73.75	*73022600-56300*	*BUILDING MAINT. & REPAIR*	*$73.75*
	000702723841	MAT & TOWELS - TEMPORARY	$60.52	*31122870-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$60.52*
	000702744018	MAT & TOWELS - TEMPORARY	$60.52	*31122870-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$60.52*
	000702723857	UNIFORM SVC - AIRPORT FYE 2016	$53.18	*77725200-54100*	*SUPPLIES*	*$53.18*
	000702733892	UNIFORM SVC - AIRPORT FYE 2016	$53.18	*77725200-54100*	*SUPPLIES*	*$53.18*
	000702744034	UNIFORM SVC - AIRPORT FYE 2016	$53.18	*77725200-54100*	*SUPPLIES*	*$53.18*
	000702753978	UNIFORM SVC - AIRPORT FYE 2016	$53.18	*77725200-54100*	*SUPPLIES*	*$53.18*
					Vendor Total:	*$668.76*
ASHLEY COCCO	DV 052316	EMPLOYEE REIMBURSEMENT	$32.18	*10010000-54100*	*SUPPLIES*	*$32.18*
					Vendor Total:	*$32.18*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT BATTERY CO	A30002811	EQUIPMENT MAINTENANCE & REPAIRS	$226.87	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.11)*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$0.11*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$226.87*
					Vendor Total:	*$226.87*
AT&T	0602033091	LIVE SCAN	$1,080.13	*10520210-55100*	*TELEPHONE*	*$1,080.13*
					Vendor Total:	*$1,080.13*
AVIATION FUEL HANDLING TECHNOLOGY	1193	BUILDING MAINTENANCE & REPAIRS	$275.18	*77725200-56300*	*BUILDING MAINT. & REPAIR*	*$275.18*
					Vendor Total:	*$275.18*
B & B INDUSTRIAL SUPPLY INC	178096	MISC MATERIALS AS NEEDED, FYE	$26.69	*20324100-56130*	*EXTERNAL SERVICES*	*$26.69*
					Vendor Total:	*$26.69*
BNY WESTERN TRUST CO	DV053116	UKIAH RDA 2011 LOAN# UKIAHRDA11A	$5,000.00	*96695604-70102*	*BOND INTEREST PAYMENTS*	*$5,000.00*
					Vendor Total:	*$5,000.00*
BOB KROFCHIK	029	SUNDAYS IN THE PARK DESIGN	$700.00	*90000000-23226*	*CONCERT SERIES*	*$700.00*
	028	MOONLIGHT MOVIE MADNESS DESIGN	$30.00	*90000000-23235*	*MOVIES IN THE PLAZA*	*$30.00*
	030	GRAPHIC DESIGN FOR RECREATION	$2,400.00	*10022850-54100*	*SUPPLIES*	*$2,400.00*
					Vendor Total:	*$3,130.00*
BOUTIN JONES INC	92706	LEGAL RETAINER FOR UVSD LITIGA	$4,721.60	*84424422-52100*	*CONTRACTED SERVICES*	*$4,721.60*
					Vendor Total:	*$4,721.60*
BOX INC	INV03729045	Application Service Provider (	$23,400.00	*20922900-54320*	*SOFTWARE*	*$23,400.00*
					Vendor Total:	*$23,400.00*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 18839	PURCHASING CREDIT CARD, MISC P	$4.70	*10018000-52510*	*ADVERTISING & PROMOTION*	*$0.38*
				10018000-52510	*ADVERTISING & PROMOTION*	*$4.70*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.01)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.02)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($0.35)*
	SF-D 17575	PURCHASING CREDIT CARD, MISC P	$40.75	*10018000-52510*	*ADVERTISING & PROMOTION*	*$3.31*
				10018000-52510	*ADVERTISING & PROMOTION*	*$40.75*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.05)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.20)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($3.06)*
	SF-D-18841	PURCHASING CREDIT CARD, MISC P	$21.96	*10013400-57100*	*CONFERENCE & TRAINING*	*$5.49*
				10016100-57100	*CONFERENCE & TRAINING*	*$5.49*
				20413500-57100	*CONFERENCE & TRAINING*	*$5.49*
				20922900-57100	*CONFERENCE & TRAINING*	*$1.79*
				20922900-57100	*CONFERENCE & TRAINING*	*$5.49*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.03)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.11)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($1.65)*
	SF-D 18841	PURCHASING CREDIT CARD, MISC P	$23.00	*10013400-57100*	*CONFERENCE & TRAINING*	*$5.75*
				10016100-57100	*CONFERENCE & TRAINING*	*$5.75*
				20413500-57100	*CONFERENCE & TRAINING*	*$5.75*
				20922900-57100	*CONFERENCE & TRAINING*	*$1.88*
				20922900-57100	*CONFERENCE & TRAINING*	*$5.75*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 18841	PURCHASING CREDIT CARD, MISC P	$23.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.03)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.12)
				90000000-23013	STATE USE TAX LIABILITY	($1.73)
	SF-D18841	PURCHASING CREDIT CARD, MISC P	$29.53	10013400-57100	CONFERENCE & TRAINING	$7.38
				10016100-57100	CONFERENCE & TRAINING	$7.38
				20413500-57100	CONFERENCE & TRAINING	$7.38
				20922900-57100	CONFERENCE & TRAINING	$2.40
				20922900-57100	CONFERENCE & TRAINING	$7.39
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.04)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.15)
				90000000-23013	STATE USE TAX LIABILITY	($2.21)
	SF-D 18844	PURCHASING CREDIT CARD, MISC P	$75.00	10013400-57100	CONFERENCE & TRAINING	$25.00
				10016100-57100	CONFERENCE & TRAINING	$25.00
				20513300-57100	CONFERENCE & TRAINING	$25.00
	TA04/26-04/28/16	CITY MGR DEPARTMENT CREDIT CAR	$595.00	10017100-57100	CONFERENCE & TRAINING	$48.35
				10017100-57100	CONFERENCE & TRAINING	$595.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.74)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($2.98)
				90000000-23013	STATE USE TAX LIABILITY	($44.63)
	SF-D 18842	PURCHASING CREDIT CARD, MISC P	$918.56	20922900-57100	CONFERENCE & TRAINING	$918.56
	TA 06/01-06/03/16	POLICE CREDIT CARD, MISC PURCH	$150.00	63020210-57100	CONFERENCE & TRAINING	$12.19
				63020210-57100	CONFERENCE & TRAINING	$150.00

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	TA 06/01-06/03/16	POLICE CREDIT CARD, MISC PURCH	$150.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.19)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.75)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($11.25)*
	SF-D 18830	PURCHASING CREDIT CARD, MISC P	$88.10	*75017110-57100*	*CONFERENCE & TRAINING*	*$7.16*
				75017110-57100	*CONFERENCE & TRAINING*	*$88.10*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.11)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.44)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($6.61)*
	TA 04/25-04/29/16	CITY MGR DEPARTMENT CREDIT CAR	($89.27)	*82024410-57100*	*CONFERENCE & TRAINING*	*($89.27)*
				82024410-57100	*CONFERENCE & TRAINING*	*$7.26*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.11)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.45)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($6.70)*
	TA 04/26-04/28/16	CITY MGR DEPARTMENT CREDIT CAR	$595.00	*10012100-52100*	*CONTRACTED SERVICES*	*$48.35*
				10012100-52100	*CONTRACTED SERVICES*	*$595.00*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.74)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.98)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($44.63)*
	03566J	POLICE CREDIT CARD, MISC PURCH	$138.27	*10520210-52100*	*CONTRACTED SERVICES*	*$11.16*
				10520210-52100	*CONTRACTED SERVICES*	*$138.27*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.17)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.69)*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	03566J	POLICE CREDIT CARD, MISC PURCH	$138.27	90000000-23013	STATE USE TAX LIABILITY	($10.30)
	5780	POLICE CREDIT CARD, MISC PURCH	$162.19	10520210-52100	CONTRACTED SERVICES	$162.19
	SF-D 19402	PURCHASING CREDIT CARD, MISC P	$19.98	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.02)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.10)
				20922900-57300	MEMBERSHIPS & SUBSCRIPTIONS	$1.62
				20922900-57300	MEMBERSHIPS & SUBSCRIPTIONS	$19.98
				90000000-23013	STATE USE TAX LIABILITY	($1.50)
	042116	POLICE CREDIT CARD, MISC PURCH	$25.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.03)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.13)
				90000000-23013	STATE USE TAX LIABILITY	($1.88)
				10520210-54100	SUPPLIES	$2.04
				10520210-54100	SUPPLIES	$25.00
	050416	POLICE CREDIT CARD, MISC PURCH	$25.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.03)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.13)
				90000000-23013	STATE USE TAX LIABILITY	($1.88)
				10520210-54100	SUPPLIES	$2.04
				10520210-54100	SUPPLIES	$25.00
	SF-D 19403	PURCHASING CREDIT CARD, MISC P	$25.47	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.03)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.13)
				20922900-57300	MEMBERSHIPS & SUBSCRIPTIONS	$2.07
				20922900-57300	MEMBERSHIPS & SUBSCRIPTIONS	$25.47

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 19403	PURCHASING CREDIT CARD, MISC P	$25.47	*90000000-23013*	*STATE USE TAX LIABILITY*	*($1.91)*
	SF-D 19931	PURCHASING CREDIT CARD, MISC P	$40.60	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.05)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.20)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($3.05)*
				20413500-54100	*SUPPLIES*	*$3.30*
				20413500-54100	*SUPPLIES*	*$40.60*
	SF-D 18826	PURCHASING CREDIT CARD, MISC P	$48.08	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.06)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.24)*
				20922900-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$3.91*
				20922900-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$48.08*
				90000000-23013	*STATE USE TAX LIABILITY*	*($3.61)*
	SF-D 18786	POLICE CREDIT CARD, MISC PURCH	$55.78	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.07)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.28)*
				10520210-54201	*PRISONER EXPENSE*	*$4.53*
				10520210-54201	*PRISONER EXPENSE*	*$55.78*
				90000000-23013	*STATE USE TAX LIABILITY*	*($4.18)*
	SF-D 15937	PURCHASING CREDIT CARD, MISC P	$63.80	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.08)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.32)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($4.79)*
				82024411-54100	*SUPPLIES*	*$5.19*
				82024411-54100	*SUPPLIES*	*$63.80*
	SF-D 15930	PURCHASING CREDIT CARD, MISC P	$106.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.13)*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 15930	PURCHASING CREDIT CARD, MISC P	$106.00	90000000-23237	DISTRICT USE TAX-MEASURE S	($0.50)
				90000000-23013	STATE USE TAX LIABILITY	($7.50)
				80026400-54100	SUPPLIES	$8.13
				80026400-54100	SUPPLIES	$106.00
	SF-D 18827	PURCHASING CREDIT CARD, MISC P	$136.23	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.17)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.58)
				20922900-56120	EQUIPMENT MAINTENANCE & REPAIR	$10.97
				20922900-56120	EQUIPMENT MAINTENANCE & REPAIR	$136.23
				90000000-23013	STATE USE TAX LIABILITY	($10.22)
	5801	HR/RISK MGMT CREDIT CARD, MISC	$200.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.25)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($1.00)
				10016100-54162	HR - ADVERTISING	$16.25
				10016100-54162	HR - ADVERTISING	$200.00
				90000000-23013	STATE USE TAX LIABILITY	($15.00)
	SF-D 18843	PURCHASING CREDIT CARD, MISC P	$203.40	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.25)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($1.02)
				90000000-23013	STATE USE TAX LIABILITY	($15.26)
				20922900-54100	SUPPLIES	$16.53
				20922900-54100	SUPPLIES	$203.40
	SF-D 15938	PURCHASING CREDIT CARD, MISC P	$204.38	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.26)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($1.02)
				90000000-23013	STATE USE TAX LIABILITY	($15.33)

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 15938	PURCHASING CREDIT CARD, MISC P	$204.38	*80026400-54100*	*SUPPLIES*	*$16.61*
				80026400-54100	*SUPPLIES*	*$204.38*
	SF-D 15934	PURCHASING CREDIT CARD, MISC P	$336.19	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.33)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($1.32)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($19.80)*
				80026110-54100	*SUPPLIES*	*$21.45*
				80026110-54100	*SUPPLIES*	*$336.19*
	5798	HR/RISK MGMT CREDIT CARD, MISC	$400.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.30)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.00)*
				10016100-54162	*HR - ADVERTISING*	*$32.30*
				10016100-54162	*HR - ADVERTISING*	*$400.00*
				90000000-23013	*STATE USE TAX LIABILITY*	*($30.00)*
	SAC146525	HR/RISK MGMT CREDIT CARD, MISC	$437.56	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.55)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.19)*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$35.56*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$437.56*
				90000000-23013	*STATE USE TAX LIABILITY*	*($32.82)*
	SAC146530	HR/RISK MGMT CREDIT CARD, MISC	$441.72	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.55)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.21)*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$35.89*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$441.72*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SAC146530	HR/RISK MGMT CREDIT CARD, MISC	$441.72	*90000000-23013*	*STATE USE TAX LIABILITY*	*($33.13)*
	041316.1	HR/RISK MGMT CREDIT CARD, MISC	$450.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.56)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.25)*
				10016100-54162	*HR - ADVERTISING*	*$36.56*
				10016100-54162	*HR - ADVERTISING*	*$450.00*
				90000000-23013	*STATE USE TAX LIABILITY*	*($33.75)*
	041316	HR/RISK MGMT CREDIT CARD, MISC	$462.44	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.58)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.31)*
				10016100-54162	*HR - ADVERTISING*	*$37.57*
				10016100-54162	*HR - ADVERTISING*	*$462.44*
				90000000-23013	*STATE USE TAX LIABILITY*	*($34.68)*
	44230.1	PHOTOGRAPHIC EQUIPMENT, FILM,	$507.97	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.62)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.50)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($37.43)*
				80026110-54100	*SUPPLIES*	*$40.55*
				80026110-54100	*SUPPLIES*	*$507.97*
	1270894	HR/RISK MGMT CREDIT CARD, MISC	$568.50	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.71)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.84)*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$46.19*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$568.50*
				90000000-23013	*STATE USE TAX LIABILITY*	*($42.64)*
	44230	PHOTOGRAPHIC EQUIPMENT, FILM,	$960.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($1.20)*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	44230	PHOTOGRAPHIC EQUIPMENT, FILM,	$960.00	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($4.80)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($72.00)*
				80026110-54100	*SUPPLIES*	*$78.00*
				80026110-54100	*SUPPLIES*	*$960.00*
	SF-D 18787	POLICE CREDIT CARD, MISC PURCH	$222.53	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.88)*
				10520210-54201	*PRISONER EXPENSE*	*$0.88*
				10520210-54201	*PRISONER EXPENSE*	*$222.53*
	SF-D 15940	PURCHASING CREDIT CARD, MISC P	$864.99	*10024220-54102*	*SMALL TOOLS*	*$864.99*
	SF-D 18828	PURCHASING CREDIT CARD, MISC P	$856.24	*20822500-54100*	*SUPPLIES*	*$856.24*
	44207	FURNITURE: CAFETERIA, CHAPEL,	$2,477.99	*20822500-54100*	*SUPPLIES*	*$2,477.99*
	CM041416	PURCHASING CREDIT CARD, MISC P	($54.06)	*77725200-54100*	*SUPPLIES*	*($54.06)*
	SF-D 15936	PURCHASING CREDIT CARD, MISC P	$83.71	*82024414-54100*	*SUPPLIES*	*$41.86*
				84024421-54100	*SUPPLIES*	*$41.85*
					Vendor Total:	*$12,922.29*
CEMBRE	516003155	ELECTRICAL EQUIPMENT AND SUPPL	$1,159.16	*80026110-54100*	*SUPPLIES*	*$579.58*
				80026120-54100	*SUPPLIES*	*$579.58*
					Vendor Total:	*$1,159.16*
CHOUINARD & MYHRE INC	1604116	CONSULTING SERVICES	($320.44)	*20922900-52100*	*CONTRACTED SERVICES*	*($320.44)*
	16042006	CONSULTING SERVICES	$3,878.50	*20922900-52100*	*CONTRACTED SERVICES*	*$3,878.50*
					Vendor Total:	*$3,558.06*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COMCAST	1296-05/12/16	UTILITIES	$147.25	*31122870-52100*	*CONTRACTED SERVICES*	*$147.25*
					Vendor Total:	*$147.25*
COMPUTER OPTIONS INC	BILL39598	IT SERVICES	$450.00	*20922900-52100*	*CONTRACTED SERVICES*	*$450.00*
					Vendor Total:	*$450.00*
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-496736	MISC ELECTRICAL SUPPLIES AS NE	$234.76	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($1.09)*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$1.09*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$234.76*
					Vendor Total:	*$234.76*
COTTIE LOUISE MORRISON	DV 052716	INTRUCTOR	$448.00	*10022850-52100*	*CONTRACTED SERVICES*	*$448.00*
					Vendor Total:	*$448.00*
COUNTY OF MENDOCINO	DV 060116	SPANISH MTN SUBLEASE MO RENT-N	$50.00	*20620231-52100*	*CONTRACTED SERVICES*	*$50.00*
					Vendor Total:	*$50.00*
COUNTY OF MENDOCINO COUNTY CLERK-RECORDER	DV 060216	NOTICE OF DETERMINATION (CEQA)	$2,260.25	*10023100-57100*	*CONFERENCE & TRAINING*	*$1,264.00*
				10023100-52100	*CONTRACTED SERVICES*	*$766.00*
				10023100-54101	*POSTAGE*	*$230.25*
					Vendor Total:	*$2,260.25*
DAN QUARLES	DV 052516	EMPLOYEE REIMBURSEMENT	$50.82	*80026400-54100*	*SUPPLIES*	*$50.82*
					Vendor Total:	*$50.82*
DANNY PIFFERO	7222	SUPPLIES AS NEEDED	$756.88	*10022100-54100*	*SUPPLIES*	*$756.88*
					Vendor Total:	*$756.88*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DEPT OF FORESTRY & FIRE PROT	132145	SECURITY, FIRE, SAFETY, AND EM	$45,637.97	*20620231-52100*	*CONTRACTED SERVICES*	*$45,637.97*
	133824	Firefighting Services, Forestr	$46,141.51	*20620231-52100*	*CONTRACTED SERVICES*	*$46,141.51*
					Vendor Total:	*$91,779.48*
ECS IMAGING INC	11427	DATA PROCESSING, COMPUTER, PRO	$16,868.00	*20922900-54320*	*SOFTWARE*	*$16,868.00*
					Vendor Total:	*$16,868.00*
EMD MILLIPORE CORP	7594171	SUPPLIES AS NEEDED	$657.34	*84024425-54100*	*SUPPLIES*	*$657.34*
					Vendor Total:	*$657.34*
FILETRAIL	2016-0350	HOSTED FILE MANAGMENT SYSTEM	$475.00	*10011100-52100*	*CONTRACTED SERVICES*	*$475.00*
					Vendor Total:	*$475.00*
FISHER WIRELESS SVCS INC	226093	COMMUNICATION EQUIP & MIS REPA	$76.82	*10520210-56130*	*EXTERNAL SERVICES*	*$76.82*
	7495	COMMUNICATION EQUIP & MIS REPA	$348.30	*10520210-56130*	*EXTERNAL SERVICES*	*$348.30*
					Vendor Total:	*$425.12*
FLOYD WILLIAMS	UA 05/23/16	UNIFORM ALLOWANCE	$1,000.00	*10521210-51270*	*UNIFORM ALLOWANCE*	*$1,000.00*
					Vendor Total:	*$1,000.00*
GEARY, SHEA, O'DONNELL, GRATTAN, & MITCHELL	40826	TRIAL COUNSEL IN UVSD VS. COU	$7,831.25	*84424422-52100*	*CONTRACTED SERVICES*	*$7,831.25*
	40881	TRIAL COUNSEL IN UVSD VS. COU	$18,301.75	*84424422-52100*	*CONTRACTED SERVICES*	*$18,301.75*
					Vendor Total:	*$26,133.00*
GENERAL PACIFIC INC	1257159	ELECTRICAL EQUIPMENT AND SUPPL	$2,796.11	*80026200-54102*	*SMALL TOOLS*	*$2,796.11*
					Vendor Total:	*$2,796.11*
GRANITE CONSTRUCTION COMPANY	976908	MISC ROCK & ROAD PATCH MTLS AS	$1,827.40	*82024414-54100*	*SUPPLIES*	*$1,827.40*
					Vendor Total:	*$1,827.40*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GROENIGER & CO	1172756	PARTS AS NEEDED	$938.53	*82000000-12104*	*INVENTORY - PURCHASES*	*$938.53*
					Vendor Total:	*$938.53*
HF SCIENTIFIC INC	00204078	PARTS AS NEEDED	$149.75	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$149.75*
					Vendor Total:	*$149.75*
HOME DEPOT CREDIT SERVICES	9024304	MISCELLANEOUS SUPPLIES AS NEED	$151.31	*84024421-54102*	*SMALL TOOLS*	*$151.31*
					Vendor Total:	*$151.31*
HOME ENERGY ASSISTANCE PROGRAM	76891-1	UTILITIES REFUND	$199.08	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$199.08*
					Vendor Total:	*$199.08*
HOPLAND FIRE PROTECTION DIST	05192016	SERVICES OF FIRE CHIEF JOHN BA	$3,500.00	*10521210-52100*	*CONTRACTED SERVICES*	*$3,500.00*
					Vendor Total:	*$3,500.00*
IBEW, LOCAL 1245	MAY-16	MAY 2016 ELECTRIC UNIT UNION DUES	$1,433.94	*20700000-20509*	*P/R DEDUCT.-UNION DUES*	*$1,433.94*
					Vendor Total:	*$1,433.94*
INDUSTRIAL FILTER MANUFACTURERS	189542	EQUIPMENT MAINTENANCE & REPAIRS	$557.73	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.62)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.50)*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$40.61*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$557.73*
				90000000-23013	*STATE USE TAX LIABILITY*	*($37.49)*
					Vendor Total:	*$557.73*
INTEGRITY SHRED	58755	DOCUMENT SHREDDING SERVICES	$57.00	*10520210-54100*	*SUPPLIES*	*$28.50*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INTEGRITY SHRED	58755	DOCUMENT SHREDDING SERVICES	$57.00	*20620231-54100*	*SUPPLIES*	*$28.50*
					Vendor Total:	*$57.00*
INTERCOUNTY MECHANICAL & ELECTRICAL INC	5103	CONTRACTED SERVICES	$558.38	*77725200-56300*	*BUILDING MAINT. & REPAIR*	*$558.38*
					Vendor Total:	*$558.38*
JENSEN PRECAST CORP	NC69055	WATER SUPPLY, GROUNDWATER, SEW	$1,671.61	*84024421-54100*	*SUPPLIES*	*$1,671.61*
					Vendor Total:	*$1,671.61*
KAREN POPLAWSKI	DV 052616	INSTRUCTOR	$154.00	*10022850-52100*	*CONTRACTED SERVICES*	*$154.00*
					Vendor Total:	*$154.00*
KELLY DENHAM	DV 052416	EMPLOYEE REIMBURSEMENT	$53.78	*20620232-57100*	*CONFERENCE & TRAINING*	*$53.78*
					Vendor Total:	*$53.78*
KRISTINE LAWLER	DV 052316	EMPLOYEE REIMBURSEMENT	$167.86	*10010000-54100*	*SUPPLIES*	*$167.86*
					Vendor Total:	*$167.86*
LIEBERT CASSIDY WHITMORE	DV 052616	RENEWAL LIEBERT ONLINE SUBSCRIPTION	$895.50	*10016100-57300*	*MEMBERSHIPS & SUBSCRIPTIONS*	*$895.50*
					Vendor Total:	*$895.50*
MARGARET AGNEW	DV 052616	INSTRUCTOR	$154.00	*10022850-52100*	*CONTRACTED SERVICES*	*$154.00*
					Vendor Total:	*$154.00*
MICHAEL TUFTS	2016-206(B)	POLYGRAPH & INVESTIGATION SERVICES	$350.00	*10520210-52100*	*CONTRACTED SERVICES*	*$350.00*
	2016-267	POLYGRAPH & INVESTIGATION SERVICES	$65.00	*10016100-54161*	*HR - BACKGROUND & PHYSICALS*	*$65.00*
					Vendor Total:	*$415.00*
MOIRS	129793	MISC POOL SUPPLIES AS NEEDED,	$196.04	*82024411-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$196.04*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MOIRS	129415	MISC POOL SUPPLIES AS NEEDED,	$200.08	*82024411-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$200.08*
	129414	MISC POOL SUPPLIES AS NEEDED,	$222.45	*82024411-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$222.45*
					Vendor Total:	*$618.57*
MUNICIPAL MAINTENANCE EQUIPMENT	0109847-IN	MISCELLANEOUS PARTS AS NEEDED,	$186.67	*84024421-56130*	*EXTERNAL SERVICES*	*$186.67*
	0109934-IN	MISCELLANEOUS PARTS AS NEEDED,	$279.38	*84024421-56130*	*EXTERNAL SERVICES*	*$279.38*
					Vendor Total:	*$466.05*
NATIONAL DOCUMENT SOLUTIONS	0072268	Offset Printing, General, Smal	$145.98	*90000000-23226*	*CONCERT SERIES*	*$145.98*
					Vendor Total:	*$145.98*
NOR-CAL RECYCLED ROCK & AGGREGATES INC	11542	SUPPLIES AS NEEDED	$634.00	*82024414-54100*	*SUPPLIES*	*$634.00*
					Vendor Total:	*$634.00*
ONE TIME PAY VENDOR	113285-1	UTILITIES REFUND	$73.83	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$73.83*
	113631-6	UTILITIES REFUND	$133.95	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$133.95*
	113483-2	UTILITIES REFUND	$136.41	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$136.41*
	109943-1	UTILITIES REFUND	$140.36	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$140.36*
					Vendor Total:	*$484.55*
ONESOURCE DISTRIBUTORS LLC	S5101513.002	ELECTRICAL EQUIPMENT AND SUPPL	$29.19	*80026110-54100*	*SUPPLIES*	*$29.19*
					Vendor Total:	*$29.19*
OPERATING ENGINEERS UNION	1605--1	MAY 2016 PW UNION DUES	$1,083.00	*20700000-20509*	*P/R DEDUCT.-UNION DUES*	*$1,083.00*
	1605-1	MAY 2016 MISC UNION DUES	$1,378.00	*20700000-20509*	*P/R DEDUCT.-UNION DUES*	*$1,378.00*
					Vendor Total:	*$2,461.00*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023292378	MISCELLANEOUS ITEMS AS NEEDED,	$7.77	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.04)*
				82024411-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$0.04*
				82024411-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$7.77*
	023304917	MISCELLANEOUS ITEMS AS NEEDED,	$38.99	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.18)*
				84024421-54100	*SUPPLIES*	*$0.18*
				84024421-54100	*SUPPLIES*	*$38.99*
	023299071-01	MISCELLANEOUS ITEMS AS NEEDED,	$103.36	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.48)*
				82000000-12104	*INVENTORY - PURCHASES*	*$0.48*
				82000000-12104	*INVENTORY - PURCHASES*	*$103.36*
	023301814	MISCELLANEOUS ITEMS AS NEEDED,	$133.25	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.62)*
				84024421-54100	*SUPPLIES*	*$0.62*
				84024421-54100	*SUPPLIES*	*$133.25*
	02302126	MISCELLANEOUS ITEMS AS NEEDED,	$139.31	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.65)*
				84024421-54100	*SUPPLIES*	*$0.65*
				84024421-54100	*SUPPLIES*	*$139.31*
	023299071	MISCELLANEOUS ITEMS AS NEEDED,	$157.68	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.73)*
				82000000-12104	*INVENTORY - PURCHASES*	*$0.73*
				82000000-12104	*INVENTORY - PURCHASES*	*$157.68*
	023265202	MISCELLANEOUS ITEMS AS NEEDED,	$223.27	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($1.04)*
				80000000-12104	*INVENTORY - PURCHASES*	*$1.04*
				80000000-12104	*INVENTORY - PURCHASES*	*$223.27*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023282062	MISCELLANEOUS ITEMS AS NEEDED,	$414.51	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($1.93)*
				82024414-54100	*SUPPLIES*	*$1.93*
				82024414-54100	*SUPPLIES*	*$414.51*
					Vendor Total:	*$1,218.14*
PACIFIC ECORISK INC	11854	ENVIRONMENTAL AND ECOLOGICAL S	$581.00	*84024425-52100*	*CONTRACTED SERVICES*	*$581.00*
	11855	ENVIRONMENTAL AND ECOLOGICAL S	$581.00	*84024425-52100*	*CONTRACTED SERVICES*	*$581.00*
	11856	ENVIRONMENTAL AND ECOLOGICAL S	$581.00	*84024425-52100*	*CONTRACTED SERVICES*	*$581.00*
	11853	ENVIRONMENTAL AND ECOLOGICAL S	$1,615.00	*84024425-52100*	*CONTRACTED SERVICES*	*$1,615.00*
					Vendor Total:	*$3,358.00*
PAYMENTUS GROUP INC	US16010025	JAN16 TRANSACTION FEES	$1,207.75	*20513300-52100*	*CONTRACTED SERVICES*	*$1,207.75*
	US16040021	APR-16 TRANSACTION FEES	$1,343.00	*20513300-52100*	*CONTRACTED SERVICES*	*$1,343.00*
	US16030037	MAR-16 TRANSACTION FEES	$1,494.53	*20513300-52100*	*CONTRACTED SERVICES*	*$1,494.53*
					Vendor Total:	*$4,045.28*
PETERSON CAT	PC060131218	MISC PARTS AS NEEDED, FYE 2016	$577.82	*10022500-56130*	*EXTERNAL SERVICES*	*$577.82*
					Vendor Total:	*$577.82*
PHILLIPS SEABROOK ASSOCIATES	6288	STRUCT ENGNG/PLAN CHCK/SUBSTIT	$450.00	*10023320-52100*	*CONTRACTED SERVICES*	*$450.00*
					Vendor Total:	*$450.00*
POWER INDUSTRIES INC	707641	PARTS AS NEEDED	$228.00	*10022500-56130*	*EXTERNAL SERVICES*	*$228.00*
	707530	PARTS AS NEEDED	$193.52	*84024421-56130*	*EXTERNAL SERVICES*	*$193.52*
	1112502	PARTS AS NEEDED	$293.01	*84024421-56130*	*EXTERNAL SERVICES*	*$293.01*
					Vendor Total:	*$714.53*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PUBLIC FINANCIAL MANAGEMENT	PFM-65922	FINANCIAL ADVISORY SERVICES	$5,847.32	*10015100-52100*	*CONTRACTED SERVICES*	*$5,847.32*
					Vendor Total:	*$5,847.32*
PUBLIC SERVICE DEPARTMENT	107700-7	UTILITIES	$321.80	*10012400-55210*	*UTILITIES*	*$321.80*
					Vendor Total:	*$321.80*
QUILL CORPORATION	4744396	OFFICE SUPPLIES, MISC AS NEEDE	$101.09	*20513300-54100*	*SUPPLIES*	*$101.09*
	4747359	OFFICE SUPPLIES, MISC AS NEEDE	$158.06	*20513300-54100*	*SUPPLIES*	*$158.06*
					Vendor Total:	*$259.15*
REDWOOD EMPIRE AIKIKAI	DV 052716	INSTRUCTOR	$96.00	*10022850-52100*	*CONTRACTED SERVICES*	*$96.00*
					Vendor Total:	*$96.00*
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	JUN-16	JUNE 2016 REMIF	$194,269.50	*20700000-20524*	*NON-EMPLOYEE HEALTH INS.PREM*	*$379.50*
				20700000-20524	*NON-EMPLOYEE HEALTH INS.PREM*	*$2,077.00*
				20700000-20524	*NON-EMPLOYEE HEALTH INS.PREM*	*$6,913.00*
				20700000-20520	*P/R DEDUCT.- MEDICAL INS*	*$168,676.00*
				20700000-20510	*REMIF DENTAL*	*$13,815.00*
				20700000-20511	*REMIF VISION*	*$2,409.00*
					Vendor Total:	*$194,269.50*
REGIONAL GOVERNMENT SERVICES AUTHORITY	5925.0	INTERIM FINANCE DIR JIM MCADLE	$13,176.00	*10013400-52100*	*CONTRACTED SERVICES*	*$13,176.00*
	5925	FINANCIAL ADVISORY SERVICES -	$14,312.50	*10013400-52100*	*CONTRACTED SERVICES*	*$14,312.50*
					Vendor Total:	*$27,488.50*
REXEL INC	J466143	MISC ELECTRICAL SUPPLIES AS NE	$291.44	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$1.35*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REXEL INC	J466143	MISC ELECTRICAL SUPPLIES AS NE	$291.44	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$291.44*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($1.35)*
	J315152	MISC ELECTRICAL SUPPLIES AS NE	$6.36	*82024411-56300*	*BUILDING MAINT. & REPAIR*	*$0.03*
				82024411-56300	*BUILDING MAINT. & REPAIR*	*$6.36*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.03)*
	J420959	MISC ELECTRICAL SUPPLIES AS NE	$7.90	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.04)*
				80026120-54100	*SUPPLIES*	*$0.04*
				80026120-54100	*SUPPLIES*	*$7.90*
	J305509	MISC ELECTRICAL SUPPLIES AS NE	$965.88	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($4.49)*
				10022822-54100	*SUPPLIES*	*$4.49*
				10022822-54100	*SUPPLIES*	*$965.88*
					Vendor Total:	*$1,271.58*
RICK PINTANE	UA 05/22/16	UNIFORM ALLOWANCE	$194.43	*10520210-51270*	*UNIFORM ALLOWANCE*	*$194.43*
					Vendor Total:	*$194.43*
RODNEY HUFFMAN	TR 05/24/16	TRAVEL REIMBURSEMENT	$30.00	*80026400-57100*	*CONFERENCE & TRAINING*	*$30.00*
					Vendor Total:	*$30.00*
SAFEWAY INC	431206-051916-1583	MISC SUPPLIES AS NEEDED, FYE 2	$44.58	*10016100-54167*	*HR - EMPLOYEE DEVELOPMENT*	*$44.58*
	722271-051816-1583	MISC SUPPLIES AS NEEDED, FYE 2	$45.46	*10010000-54100*	*SUPPLIES*	*$45.46*
	726829-050616-1583	MISC SUPPLIES AS NEEDED, FYE 2	$10.30	*69122700-54100*	*SUPPLIES*	*$10.30*
	439830-042716-1583	MISC SUPPLIES AS NEEDED, FYE 2	$74.53	*73022600-54100*	*SUPPLIES*	*$74.53*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SAFEWAY INC	728987-051116-1583	MISC SUPPLIES AS NEEDED, FYE 2	$60.35	*77725200-54100*	*SUPPLIES*	*$60.35*
					Vendor Total:	*$235.22*
SNAP-ON INDUSTRIAL	ARV/28978087	SUPPLIES AS NEEDED	$526.99	*20324100-54102*	*SMALL TOOLS*	*$526.99*
					Vendor Total:	*$526.99*
SONOMA MEDIA INVESTMENTS LLC	30029550	2016 SUBSCRIPTION RENEWAL (52 WEEKS)	$351.42	*10012400-57300*	*MEMBERSHIPS & SUBSCRIPTIONS*	*$351.42*
					Vendor Total:	*$351.42*
SOUTHWIRE C/O YOUNG & COMPANY	90693164	ELECTRICAL CABLES AND WIRES (N	$19,564.62	*80000000-12104*	*INVENTORY - PURCHASES*	*$19,564.62*
					Vendor Total:	*$19,564.62*
STAPLES CREDIT PLAN	3301335229	SUPPLIES AS NEEDED	$469.24	*10012200-54100*	*SUPPLIES*	*$9.94*
				10013400-54100	*SUPPLIES*	*$3.74*
				10013400-54100	*SUPPLIES*	*$142.24*
				20413500-54100	*SUPPLIES*	*$100.15*
				20413500-54100	*SUPPLIES*	*$106.58*
				20413500-54100	*SUPPLIES*	*$106.59*
	3301335225	SUPPLIES AS NEEDED	$231.82	*10013400-54100*	*SUPPLIES*	*$231.82*
	3301335224	SUPPLIES AS NEEDED	$242.72	*10013400-54100*	*SUPPLIES*	*$156.37*
				20413500-54100	*SUPPLIES*	*$86.35*
	15626	SUPPLIES AS NEEDED	$16.53	*10022810-54100*	*SUPPLIES*	*$16.53*
	12549	SUPPLIES AS NEEDED	$79.98	*10022810-54100*	*SUPPLIES*	*$79.98*
	14753	SUPPLIES AS NEEDED	($9.73)	*20922900-54100*	*SUPPLIES*	*($9.73)*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	14435	SUPPLIES AS NEEDED	$31.36	*20922900-54100*	*SUPPLIES*	*$31.36*
	58756	SUPPLIES AS NEEDED	$48.42	*69122700-54100*	*SUPPLIES*	*$48.42*
	11386	SUPPLIES AS NEEDED	$83.08	*77725200-54100*	*SUPPLIES*	*$83.08*
	1557873951	SUPPLIES AS NEEDED	$273.45	*77725200-54100*	*SUPPLIES*	*$273.45*
	1558330451	SUPPLIES AS NEEDED	$324.32	*77725200-54100*	*SUPPLIES*	*$324.32*
	12635	SUPPLIES AS NEEDED	$16.21	*80026110-54100*	*SUPPLIES*	*$16.21*
	16106	SUPPLIES AS NEEDED	$44.94	*80026400-54100*	*SUPPLIES*	*$44.94*
	15812	SUPPLIES AS NEEDED	$49.73	*80026400-54100*	*SUPPLIES*	*$49.73*
	16229	SUPPLIES AS NEEDED	$90.80	*80026400-54100*	*SUPPLIES*	*$90.80*
	12514	SUPPLIES AS NEEDED	$49.80	*82024411-54100*	*SUPPLIES*	*$49.80*
	3301335231	SUPPLIES AS NEEDED	$279.59	*82024411-54100*	*SUPPLIES*	*$279.59*
	14647	SUPPLIES AS NEEDED	$368.63	*82024411-54100*	*SUPPLIES*	*$368.63*
					Vendor Total:	*$2,690.89*
STATE WATER RESOURCES CONTROL BOARD	DV 052416	RENEWAL D-3 CERTIFICATE	$90.00	*82024411-57100*	*CONFERENCE & TRAINING*	*$90.00*
					Vendor Total:	*$90.00*
STERICYCLE INC	3003429738	SHARPS DISPOSAL AS NEEDED, FYE	$52.41	*10520210-54201*	*PRISONER EXPENSE*	*$52.41*
					Vendor Total:	*$52.41*
STERLING WATER TECHNOLOGIES LLC	5089	LIQUID POLYMER EMULSION	$4,159.68	*84024425-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$4,159.68*
					Vendor Total:	*$4,159.68*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
THE BANK OF NEW YORK MELLON	252-1946146	MAY-16 TO JUNE-17; ADMIN FEES	$2,175.00	*96695604-52500*	*TRUSTEE FEES*	*$2,175.00*
					Vendor Total:	*$2,175.00*
THE EMBLEM AUTHORITY	21401	UPD KEY FOBS	$299.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.36)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($1.50)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($22.43)*
				63020210-54100	*SUPPLIES*	*$24.29*
				63020210-54100	*SUPPLIES*	*$299.00*
					Vendor Total:	*$299.00*
THOMAS & ASSOCIATES	28859	EQUIPMENT MAINTENANCE & REPAIRS	$97.30	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$97.30*
					Vendor Total:	*$97.30*
TIM SANTO	TR 05/17/16	TRAVEL REIMBURSEMENT	$30.00	*80026400-57100*	*CONFERENCE & TRAINING*	*$30.00*
					Vendor Total:	*$30.00*
UKIAH PAPER SUPPLY	I456283	JANITORIAL SUPPLIES, MISC AS N	$399.81	*10022100-54100*	*SUPPLIES*	*$399.81*
	CM454284	JANITORIAL SUPPLIES, MISC AS N	($234.63)	*10521210-54100*	*SUPPLIES*	*($234.63)*
	454284	JANITORIAL SUPPLIES, MISC AS N	$234.63	*10521210-54100*	*SUPPLIES*	*$234.63*
	I456736	JANITORIAL SUPPLIES, MISC AS N	$193.73	*20822500-54100*	*SUPPLIES*	*$193.73*
	I456434	JANITORIAL SUPPLIES, MISC AS N	$116.68	*20824300-54100*	*SUPPLIES*	*$116.68*
	456121	JANITORIAL SUPPLIES, MISC AS N	$70.84	*73022600-54100*	*SUPPLIES*	*$70.84*
	456369	JANITORIAL SUPPLIES, MISC AS N	$111.34	*73022600-54100*	*SUPPLIES*	*$111.34*
	455910	JANITORIAL SUPPLIES, MISC AS N	$250.70	*73022600-54100*	*SUPPLIES*	*$250.70*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH PAPER SUPPLY	456175	JANITORIAL SUPPLIES, MISC AS N	$176.72	*77725200-54100*	*SUPPLIES*	*$176.72*
	I456377	JANITORIAL SUPPLIES, MISC AS N	$214.51	*80026120-54100*	*SUPPLIES*	*$214.51*
	I456818	JANITORIAL SUPPLIES, MISC AS N	$71.50	*84024421-54100*	*SUPPLIES*	*$71.50*
					Vendor Total:	*$1,605.83*
UKIAH ROUND TREE GLASS	153635	GLASS REPLACEMENT SERVICES	$285.00	*10520210-56130*	*EXTERNAL SERVICES*	*$285.00*
					Vendor Total:	*$285.00*
UKIAH WASTE SOLUTIONS INC	310836	BIOSOLID REMOVAL	$6,729.12	*84024425-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$6,729.12*
					Vendor Total:	*$6,729.12*
UNION BANK OF CALIFORNIA	979732	TRUSTEE FEES	$1,181.00	*10015100-52100*	*CONTRACTED SERVICES*	*$875.00*
				96995601-52100	*CONTRACTED SERVICES*	*$153.00*
				96995669-52100	*CONTRACTED SERVICES*	*$153.00*
					Vendor Total:	*$1,181.00*
UNITED SITE SERVICES	114-4026033	PORTABLE TOILET RENTAL	$166.78	*10022100-52100*	*CONTRACTED SERVICES*	*$166.78*
	114-4026036	PORTABLE TOILET RENTAL	$166.78	*10022100-52100*	*CONTRACTED SERVICES*	*$166.78*
	114-4026037	PORTABLE TOILET RENTAL	$166.78	*10022100-52100*	*CONTRACTED SERVICES*	*$166.78*
	114-4026039	PORTABLE TOILET RENTAL	$166.78	*10022100-52100*	*CONTRACTED SERVICES*	*$166.78*
	114-4028590	PORTABLE TOILET RENTAL	$249.19	*10022100-52100*	*CONTRACTED SERVICES*	*$249.19*
	114-4012189	PORTABLE TOILET RENTAL	$179.54	*10022822-54100*	*SUPPLIES*	*$179.54*
					Vendor Total:	*$1,095.85*
UNIVAR USA INC	SJ738098	SODIUM BISULFITE AS PER CONTRA	$4,537.98	*84024425-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$4,537.98*
					Vendor Total:	*$4,537.98*

List of Checks Presented for Approval on 6/3/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UTILITY TREE SERVICE INC	63B00416	ROADSIDE, GROUNDS, RECREATIONA	$5,622.00	*80026110-52100*	*CONTRACTED SERVICES*	*$5,622.00*
	64I88516	ROADSIDE, GROUNDS, RECREATIONA	$5,622.00	*80026110-52100*	*CONTRACTED SERVICES*	*$5,622.00*
					Vendor Total:	*$11,244.00*
WALMART COMMUNITY	LC060116	MISC ITEMS AS NEEDED, FYE 2016	$0.16	*10013400-54100*	*SUPPLIES*	*$0.16*
	08494	MISC ITEMS AS NEEDED, FYE 2016	$34.97	*10022810-54100*	*SUPPLIES*	*$34.97*
	04698	MISC ITEMS AS NEEDED, FYE 2016	$71.22	*77725200-54100*	*SUPPLIES*	*$71.22*
	09924	MISC ITEMS AS NEEDED, FYE 2016	$52.47	*80026130-54100*	*SUPPLIES*	*$52.47*
	02867	MISC ITEMS AS NEEDED, FYE 2016	$23.23	*80026400-54100*	*SUPPLIES*	*$23.23*
					Vendor Total:	*$182.05*
WESCO DISTRIBUTION INC	757869	PARTS AS NEEDED	$299.29	*80000000-12104*	*INVENTORY - PURCHASES*	*$299.29*
	781551	PARTS AS NEEDED	$617.74	*80000000-12104*	*INVENTORY - PURCHASES*	*$617.74*
					Vendor Total:	*$917.03*
WESCO GRAPHICS INC	41743	PRODUCTION OF RECREATION GUIDE	$4,756.27	*10022850-54100*	*SUPPLIES*	*$4,756.27*
					Vendor Total:	*$4,756.27*
					INVOICE TOTAL:	***$558,097.61***

List of Checks Presented for Approval on 6/10/2016

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		
ACCOUNTEMPS	45811449	TEMPORARY SERVICES - PURCHASIN	$1,080.00	*20413500-52100*	*CONTRACTED SERVICES*	*$1,080.00*
					Vendor Total:	*$1,080.00*
ACME RIGGING & SUPPLY CO	278107	MISC RENTAL & SUPPLIES AS NEED	$135.65	*82024411-57100*	*CONFERENCE & TRAINING*	*$135.65*
	277609	MISC RENTAL & SUPPLIES AS NEED	$724.03	*84024421-56130*	*EXTERNAL SERVICES*	*$724.03*
	278099	MISC RENTAL & SUPPLIES AS NEED	$94.59	*80026120-54100*	*SUPPLIES*	*$94.59*
	278012	MISC RENTAL & SUPPLIES AS NEED	$214.04	*80026120-54100*	*SUPPLIES*	*$214.04*
	277728	MISC RENTAL & SUPPLIES AS NEED	$110.26	*84024425-54100*	*SUPPLIES*	*$110.26*
					Vendor Total:	*$1,278.57*
AFMAN SUPPLY	407787	FARE COLLECTION EQUIPMENT AND	$1,527.61	*80000000-12104*	*INVENTORY - PURCHASES*	*$835.07*
				82000000-12104	*INVENTORY - PURCHASES*	*$385.36*
				82024411-54100	*SUPPLIES*	*$307.18*
					Vendor Total:	*$1,527.61*
ALPINE AWARDS	5510197	CLOTHING: ATHLETIC, CASUAL, DR	$2,420.00	*10022840-54100*	*SUPPLIES*	*$2,420.00*
					Vendor Total:	*$2,420.00*
ANIXTER	3217383-00	ELECTRICAL EQUIPMENT AND SUPPL	$253.27	*80000000-12104*	*INVENTORY - PURCHASES*	*$253.27*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ANIXTER	3217383-01	ELECTRICAL EQUIPMENT AND SUPPL	$521.16	*80000000-12104*	*INVENTORY - PURCHASES*	*$521.16*
	3217331-00	PARTS AS NEEDED	$603.34	*80000000-12104*	*INVENTORY - PURCHASES*	*$603.34*
	3210819-00	ELECTRICAL EQUIPMENT AND SUPPL	$879.32	*80000000-12104*	*INVENTORY - PURCHASES*	*$879.32*
	3217383-02	ELECTRICAL EQUIPMENT AND SUPPL	$979.48	*80000000-12104*	*INVENTORY - PURCHASES*	*$979.48*
	3210819-01	ELECTRICAL EQUIPMENT AND SUPPL	$4,844.00	*80000000-12104*	*INVENTORY - PURCHASES*	*$4,844.00*
					Vendor Total:	*$8,080.57*
AT&T	JUNE16	911 SYSTEM	$223.51	*20620231-52100*	*CONTRACTED SERVICES*	*$223.51*
					Vendor Total:	*$223.51*
BAUER COMPRESSORS INC	0000211727	Tanks and Cylinders (Not Other	$14,962.34	*22021210-54100*	*SUPPLIES*	*$14,962.34*
					Vendor Total:	*$14,962.34*
CA BUILDING OFFICIALS	DV 052616	TRAINING ON NEW CODES	$645.00	*10023320-57100*	*CONFERENCE & TRAINING*	*$645.00*
					Vendor Total:	*$645.00*
CLARK PEST CONTROL	18384541	PEST CONTROL SVCS	$74.00	*80026330-52100*	*CONTRACTED SERVICES*	*$74.00*
	18384006	PEST CONTROL SVCS	$140.00	*84024425-52100*	*CONTRACTED SERVICES*	*$140.00*
					Vendor Total:	*$214.00*
COMMUNITY DEVELOPMENT COMMISSION OF MENDOCINO	DV 053116	CREEKSIFE VILLAGE REHAB PROJECT	$13,497.09	*60917458-52100*	*CONTRACTED SERVICES*	*$13,497.09*
					Vendor Total:	*$13,497.09*
DANIEL STEEL & MACHINE INC	13511	PARTS AS NEEDED	$248.69	*10024220-56130*	*EXTERNAL SERVICES*	*$248.69*
					Vendor Total:	*$248.69*
DAVID RAPPORT	6424	LEGAL SERVCIES FOR FY 15/16	$27,164.95	*84424422-52100*	*CONTRACTED SERVICES*	*$719.10*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DAVID RAPPORT	6424	LEGAL SERVCIES FOR FY 15/16	$27,164.95	*84424422-52100*	*CONTRACTED SERVICES*	*$5,356.18*
				10014000-52150	*LEGAL SERVICES/EXPENSES*	*$463.21*
				10014000-52150	*LEGAL SERVICES/EXPENSES*	*$9,974.81*
				10514000-52150	*LEGAL SERVICES/EXPENSES*	*$4,193.65*
				20414000-52150	*LEGAL SERVICES/EXPENSES*	*$890.45*
				70014000-52150	*LEGAL SERVICES/EXPENSES*	*$2,307.07*
				80014000-52150	*LEGAL SERVICES/EXPENSES*	*$112.43*
				82014000-52150	*LEGAL SERVICES/EXPENSES*	*$829.74*
				84014000-52150	*LEGAL SERVICES/EXPENSES*	*$1,515.56*
				90214000-52150	*LEGAL SERVICES/EXPENSES*	*$802.75*
					Vendor Total:	*$27,164.95*
DELL MARKETING LP	XJXC774D5	#CX2-00093 WINENTFORSAWMDOP AL	$64,320.32	*20922900-54320*	*SOFTWARE*	*$64,320.32*
	XJX9C38K9	SUPPLIES AS NEEDED	$53.11	*20922900-54100*	*SUPPLIES*	*$53.11*
	XJX991XT7	SUPPLIES AS NEEDED	$74.36	*20922900-54100*	*SUPPLIES*	*$74.36*
					Vendor Total:	*$64,447.79*
DENBESTE LANDSCAPE SUPPLIES	589191	MISC LANDSCAPE SUPPLIES AS NEE	$384.97	*82024411-56300*	*BUILDING MAINT. & REPAIR*	*$1.43*
				82024411-56300	*BUILDING MAINT. & REPAIR*	*$384.97*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($1.43)*
					Vendor Total:	*$384.97*
EEL RIVER FUELS	498523	MISC FUEL AND OIL AS NEEDED, F	$75.32	*84024425-56210*	*FUEL & FLUIDS*	*$75.32*
					Vendor Total:	*$75.32*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
EFFICIENCY SERVICES GROUP LLC	1091	ADMIN OF EUD PUBLIC BENEFITS P	$3,433.15	*80626500-52137*	*PUBLIC BENEFITS PROGRAM MGMT*	*$3,433.15*
					Vendor Total:	*$3,433.15*
ELLIES MUTT HUT	698777	LUNCH INTERVIEW	$88.55	*10016100-54167*	*HR - EMPLOYEE DEVELOPMENT*	*$88.55*
					Vendor Total:	*$88.55*
FEDERAL EXPRESS	5-423-04874	SHIPPING SERVICES	$285.72	*10011100-54101*	*POSTAGE*	*$20.13*
				10017100-54101	*POSTAGE*	*$19.57*
				10520210-54101	*POSTAGE*	*$10.62*
				10520210-54101	*POSTAGE*	*$19.57*
				10520210-54101	*POSTAGE*	*$32.75*
				10520210-54101	*POSTAGE*	*$32.75*
				10520210-54101	*POSTAGE*	*$37.04*
				10011100-54100	*SUPPLIES*	*$29.63*
				10520210-54100	*SUPPLIES*	*$22.75*
				10520214-54100	*SUPPLIES*	*$34.58*
				84024425-54100	*SUPPLIES*	*$11.85*
				84024425-54100	*SUPPLIES*	*$14.48*
					Vendor Total:	*$285.72*
FERRANTI CONSTRUCTION INC	6429	CONSTRUCTION SERVICES, HEAVY	$20,433.00	*80026120-54100*	*SUPPLIES*	*$20,433.00*
					Vendor Total:	*$20,433.00*
GAYLENE BARTHOLF	UA 05/31/16	UNIFORM ALLOWANCE	$43.25	*10520218-51270*	*UNIFORM ALLOWANCE*	*$43.25*
					Vendor Total:	*$43.25*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GINA GRECO	DV 060316	INSTRUCTOR	$1,214.50	*10022850-52100*	*CONTRACTED SERVICES*	*$1,214.50*
					Vendor Total:	*$1,214.50*
GRANITE CONSTRUCTION COMPANY	978988	MISC ROCK & ROAD PATCH MTLS AS	$191.64	*10024220-54121*	*PW - ASPHALT CONCRETE*	*$191.64*
	981726	MISC ROCK & ROAD PATCH MTLS AS	$371.47	*82024414-54100*	*SUPPLIES*	*$371.47*
	981727	MISC ROCK & ROAD PATCH MTLS AS	$103.45	*84024421-54100*	*SUPPLIES*	*$103.45*
					Vendor Total:	*$666.56*
GREG BLANCETT	DV 060316	EMPLOYEE REIMBURSEMENT	$350.00	*84024425-57100*	*CONFERENCE & TRAINING*	*$350.00*
					Vendor Total:	*$350.00*
GRILL BROS PARTNERSHIP	220824-2	EQUIPMENT & MACHINERY RENTAL A	$443.75	*84024425-52100*	*CONTRACTED SERVICES*	*$24.38*
				84024425-52100	*CONTRACTED SERVICES*	*$443.75*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.38)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($1.50)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($22.50)*
	220621-2	EQUIPMENT & MACHINERY RENTAL A	$242.30	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.31)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($1.21)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($18.17)*
				84024421-54100	*SUPPLIES*	*$19.69*
				84024421-54100	*SUPPLIES*	*$242.30*
					Vendor Total:	*$686.05*
HANSEL TOYOTA/SCION	190096	AUTOMOTIVE ACCESSORIES FOR AUT	$1,510.09	*82024411-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$755.04*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
HANSEL TOYOTA/SCION	190096	AUTOMOTIVE ACCESSORIES FOR AUT	$1,510.09	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$755.05*
					Vendor Total:	*$1,510.09*
HARI OM	DV 060216	ENERGY REBATE FOR SOLAR PHOTOVOLTIAC	$25,000.00	*80626500-52136*	*PHOTOVOLTAIC RATES/INCENTIVE*	*$25,000.00*
					Vendor Total:	*$25,000.00*
INFOSEND INC	105926	UB PRINT & MAIL SERVICES	$7,620.00	*20513300-52100*	*CONTRACTED SERVICES*	*$7,620.00*
					Vendor Total:	*$7,620.00*
INTERNATIONAL CODE COUNCIL	DV 052616	2016 EDITION CODE BOOKS	$1,194.13	*10023320-54100*	*SUPPLIES*	*$1,194.13*
					Vendor Total:	*$1,194.13*
JCPENNY CORPORATION INC	DV 053116	ENERGY REBATE FOR HVAC	$1,174.50	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$1,174.50*
					Vendor Total:	*$1,174.50*
JOHN DEERE FINANCIAL	248425	PARTS AS NEEDED	$52.77	*77725200-56300*	*BUILDING MAINT. & REPAIR*	*$52.77*
	CM249102	CREDIT MEMO	($68.49)	*20324100-56112*	*EQUIPMENT PARTS FOR RESALE*	*($68.49)*
	249102	PARTS AS NEEDED	$68.49	*20324100-56112*	*EQUIPMENT PARTS FOR RESALE*	*$68.49*
	244383	PARTS AS NEEDED	$103.77	*10022100-56130*	*EXTERNAL SERVICES*	*$103.77*
	247438	PARTS AS NEEDED	$45.14	*10024220-56130*	*EXTERNAL SERVICES*	*$45.14*
	247242	PARTS AS NEEDED	$45.40	*10024220-56130*	*EXTERNAL SERVICES*	*$45.40*
					Vendor Total:	*$247.08*
JUSTIN WYATT	TA 06/21-06/23/16	TRAVEL ADVANCE	$1,440.00	*63020210-57100*	*CONFERENCE & TRAINING*	*$1,440.00*
					Vendor Total:	*$1,440.00*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
KIMBALL MIDWEST	4913077	PARTS AS NEEDED	$113.24	*20324100-56112*	*EQUIPMENT PARTS FOR RESALE*	*$113.24*
					Vendor Total:	*$113.24*
LACAL EQUIPMENT	0234628-IN	SUPPLIES AS NEEDED	$570.42	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.71)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.86)*
				84024425-56130	*EXTERNAL SERVICES*	*$46.43*
				84024425-56130	*EXTERNAL SERVICES*	*$570.42*
				90000000-23013	*STATE USE TAX LIABILITY*	*($42.86)*
					Vendor Total:	*$570.42*
MARTIN BRADLEY	DV 060216	EMPLOYEE REIMBURSEMENT	$81.66	*10018000-52510*	*ADVERTISING & PROMOTION*	*$42.75*
				10022810-54100	*SUPPLIES*	*$9.72*
				10022810-54100	*SUPPLIES*	*$29.19*
					Vendor Total:	*$81.66*
MENDOCINO COUNTY FARM SUPPLY	426319	MISC. SUPPLIES AS NEEDED, FYE	$19.90	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$19.90*
					Vendor Total:	*$19.90*
MERLIN E SWITZER	1524	PROFESSIONAL TRAINING	$275.00	*63020210-57100*	*CONFERENCE & TRAINING*	*$275.00*
					Vendor Total:	*$275.00*
NANCY SAWYER	TA 06/20-06/23/16	TRAVEL ADVANCE	$656.21	*10520214-57100*	*CONFERENCE & TRAINING*	*$656.21*
					Vendor Total:	*$656.21*
NORTHERN SAFETY CO INC	901934535	SUPPLIES AS NEEDED	$700.51	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.81)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($3.25)*
				10024220-54130	*PW - SAFETY*	*$52.80*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
NORTHERN SAFETY CO INC	901934535	SUPPLIES AS NEEDED	$700.51	*10024220-54130*	*PW - SAFETY*	*$700.51*
				90000000-23013	*STATE USE TAX LIABILITY*	*($48.74)*
					Vendor Total:	*$700.51*
ONE TIME PAY VENDOR	DV 053116	CANCELLATION REFUND	$100.00	*10022100-46360*	*PARKS RENTAL*	*$100.00*
	DV 052516	CANCELLATION REFUND	$175.00	*10022100-46360*	*PARKS RENTAL*	*$175.00*
	DV 060316	2016 SUMMER RECREATION CLASS REFUND	$40.00	*10022800-44915*	*RECREATION PROGRAM INCOME*	*$40.00*
	112703-4	UTILITIES REFUND	$25.11	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$25.11*
	106282-7	UTILITIES REFUND	$35.62	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$35.62*
	113968-2	UTILITIES REFUND	$91.18	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$91.18*
	65788-2	UTILITIES REFUND	$93.50	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$93.50*
					Vendor Total:	*$560.41*
ONESOURCE DISTRIBUTORS LLC	S5135726.001	PARTS AS NEEDED	$185.67	*80000000-12104*	*INVENTORY - PURCHASES*	*$185.67*
	S5078393.001	PARTS AS NEEDED	$370.31	*80000000-12104*	*INVENTORY - PURCHASES*	*$370.31*
	S5101513.001	ELECTRICAL EQUIPMENT AND SUPPL	$829.32	*80026110-54100*	*SUPPLIES*	*$829.32*
					Vendor Total:	*$1,385.30*
OREILLY AUTO PARTS	2707-226335	PARTS AS NEEDED	$79.03	*10520210-56130*	*EXTERNAL SERVICES*	*$79.03*
					Vendor Total:	*$79.03*
PACE SUPPLY CORPORATION	023314967	MISCELLANEOUS ITEMS AS NEEDED,	$71.52	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$0.33*
				20822500-56300	*BUILDING MAINT. & REPAIR*	*$16.31*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.33)*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023314967	MISCELLANEOUS ITEMS AS NEEDED,	$71.52	*20822500-54102*	*SMALL TOOLS*	*$55.21*
	023309578	MISCELLANEOUS ITEMS AS NEEDED,	$25.95	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.12)*
				82024414-54100	*SUPPLIES*	*$0.12*
				82024414-54100	*SUPPLIES*	*$25.95*
	023317810	MISCELLANEOUS ITEMS AS NEEDED,	$38.07	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.18)*
				84024421-54100	*SUPPLIES*	*$0.18*
				84024421-54100	*SUPPLIES*	*$38.07*
	023317543	MISCELLANEOUS ITEMS AS NEEDED,	$45.62	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.21)*
				84024421-54100	*SUPPLIES*	*$0.21*
				84024421-54100	*SUPPLIES*	*$45.62*
	023311475	MISCELLANEOUS ITEMS AS NEEDED,	$48.52	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.23)*
				10022100-59400	*OTHER EXPENSES*	*$0.23*
				10022100-59400	*OTHER EXPENSES*	*$48.52*
					Vendor Total:	*$229.68*
PHILLIPS SEABROOK ASSOCIATES	6328	STRUCT ENGNG/PLAN CHCK/SUBSTIT	$515.15	*10023320-52100*	*CONTRACTED SERVICES*	*$515.15*
					Vendor Total:	*$515.15*
PORTOLA SYSTEMS INC	15265	COMPUTER HARDWARE AND PERIPHER	$101,905.03	*22022900-54100*	*SUPPLIES*	*$101,905.03*
	15298	NETWORKING SOLUTIONS SERVICES	$1,076.32	*63820210-54100*	*SUPPLIES*	*$1,076.32*
					Vendor Total:	*$102,981.35*
POWER INDUSTRIES INC	708467	SUPPLIES AS NEEDED	$75.69	*84024421-56130*	*EXTERNAL SERVICES*	*$75.69*
					Vendor Total:	*$75.69*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PR BUSHBY SHARPENING INC	205946	CHAIN SHARPENING SERVICES	$49.00	*10022100-54100*	*SUPPLIES*	*$49.00*
					Vendor Total:	*$49.00*
PRECISION GENERAL CONTRACTORS, INC.	DV 053116	CREEKSIDE VILLAGE REHAD PROJECT	$167,644.19	*60917458-52100*	*CONTRACTED SERVICES*	*$167,644.19*
					Vendor Total:	*$167,644.19*
PRIDE & JOY	DV 060116	6/12/16 CONCERT PRIDE & JOY	$2,500.00	*90000000-23226*	*CONCERT SERIES*	*$2,500.00*
					Vendor Total:	*$2,500.00*
REDWOOD COAST FUELS	1781650	CARDLOCK FUEL PURCHASES, FYE 2	$5,357.26	*10022100-56210*	*FUEL & FLUIDS*	*$653.77*
				10024220-56210	*FUEL & FLUIDS*	*$922.68*
				10520210-56210	*FUEL & FLUIDS*	*$76.61*
				10520210-56210	*FUEL & FLUIDS*	*$1,992.12*
				10520224-56210	*FUEL & FLUIDS*	*$180.94*
				20524412-56210	*FUEL & FLUIDS*	*$21.58*
				20822500-56210	*FUEL & FLUIDS*	*$43.30*
				80026400-56210	*FUEL & FLUIDS*	*$669.49*
				82024411-56210	*FUEL & FLUIDS*	*$270.62*
				82024414-56210	*FUEL & FLUIDS*	*$28.88*
				82024414-56210	*FUEL & FLUIDS*	*$196.30*
				84024421-56210	*FUEL & FLUIDS*	*$24.60*
				84024421-56210	*FUEL & FLUIDS*	*$167.22*
				84024425-56210	*FUEL & FLUIDS*	*$109.15*
					Vendor Total:	*$5,357.26*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REOA LTD	1075	OFFICIATING OF ADULT SOFTBALL	$5,103.00	*10022822-52100*	*CONTRACTED SERVICES*	*$5,103.00*
					Vendor Total:	*$5,103.00*
RINO PACIFIC	CL14320	FUEL AS NEEDED	$862.57	*82024414-56210*	*FUEL & FLUIDS*	*$465.79*
				84024421-56210	*FUEL & FLUIDS*	*$396.78*
					Vendor Total:	*$862.57*
RIVER OAK CHARTER SCHOOL	DV 060216	DEPOSIT REFUND	$300.00	*10022100-46350*	*PLAZA RENTAL*	*$300.00*
					Vendor Total:	*$300.00*
SNAP-ON INDUSTRIAL	ARV/29011487	AUTOMOTIVE SHOP AND RELATED EQ	$2,350.73	*20324100-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$2,350.73*
					Vendor Total:	*$2,350.73*
SONOMA MEDIA INVESTMENTS LLC	10850475	EMPLOYMENT ADVERTISMENT	$431.20	*10016100-54162*	*HR - ADVERTISING*	*$431.20*
					Vendor Total:	*$431.20*
SPENCER BREWER III	DV 060716	MANAGEMENT OF SUNDAY'S CONCERT	$500.00	*90000000-23226*	*CONCERT SERIES*	*$500.00*
					Vendor Total:	*$500.00*
STACY ROWE	DV 060316	INSTRUCTOR	$32.00	*10022850-52100*	*CONTRACTED SERVICES*	*$32.00*
					Vendor Total:	*$32.00*
SYAR INDUSTRIES INC	603834	ASHPALT AS NEEDED, FYE 2016	$2,018.99	*82024414-54100*	*SUPPLIES*	*$1,009.50*
				84024421-54100	*SUPPLIES*	*$1,009.49*
					Vendor Total:	*$2,018.99*
TIM POMA	DV 060116	EMPLOYEE REIMBURSEMENT	$59.04	*10022810-54100*	*SUPPLIES*	*$59.04*
					Vendor Total:	*$59.04*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH ROUND TREE GLASS	153636	PARTS AS NEEDED	$64.88	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$64.88*
	153338	PARTS AS NEEDED	$14.60	*31122870-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$14.60*
	153240	PARTS AS NEEDED	$112.45	*31122870-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$112.45*
					Vendor Total:	*$191.93*
UKIAH SEVENTHDAY ADVENTIST CHURCH	DV 053116	ENERGY REBATE FOR COMMERICAL LIGHTING	$916.73	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$916.73*
					Vendor Total:	*$916.73*
UKIAH VALLEY MEDICAL CENTER	871	APRIL 2016 EMPLOYEE & PRE-EMPLOYMENT EXAM	$2,324.89	*10520210-52100*	*CONTRACTED SERVICES*	*$1,257.02*
				80026400-52100	*CONTRACTED SERVICES*	*$26.40*
				10016100-54161	*HR - BACKGROUND & PHYSICALS*	*$882.45*
				10024220-54120	*PW - SPECIAL SUPPLIES*	*$135.00*
				20324100-54100	*SUPPLIES*	*$24.02*
					Vendor Total:	*$2,324.89*
UNITED SITE SERVICES	114-4026040	PORTABLE TOILET RENTAL	$136.29	*80026330-52100*	*CONTRACTED SERVICES*	*$136.29*
					Vendor Total:	*$136.29*
US POST OFFICE	DV 060616	POSTAGE PERMIT 243	$251.52	*10022850-54100*	*SUPPLIES*	*$251.52*
					Vendor Total:	*$251.52*
USA BLUEBOOK	956779	SUPPLIES AS NEEDED	$257.20	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$257.20*
	923084	SUPPLIES AS NEEDED	$1,196.84	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$1,196.84*
					Vendor Total:	*$1,454.04*
WESCO DISTRIBUTION INC	754709	PARTS AS NEEDED	$108.02	*80000000-12104*	*INVENTORY - PURCHASES*	*$108.02*
	783063	PARTS AS NEEDED	$427.09	*80000000-12104*	*INVENTORY - PURCHASES*	*$427.09*

List of Checks Presented for Approval on 6/10/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WESCO DISTRIBUTION INC	759520	PARTS AS NEEDED	$577.39	*80000000-12104*	*INVENTORY - PURCHASES*	*$577.39*
					Vendor Total:	*$1,112.50*
WILLOW COUNTY WATER DIST	40351-05/23/16	UTILITIES	$20.00	*31122870-55210*	*UTILITIES*	*$20.00*
	40353-05/23/16	UTILITIES	$27.80	*31122870-55210*	*UTILITIES*	*$27.80*
	81154-05/23/16	UTILITIES	$149.91	*84024425-58201*	*WATER PURCHASES*	*$149.91*
					Vendor Total:	*$197.71*
WYVERN RESTAURANTS INC	02-4730	CATERING SERVICES	$131.80	*82024410-57100*	*CONFERENCE & TRAINING*	*$131.80*
					Vendor Total:	*$131.80*
ZUMAR INDUSTRIES INC	0164858	SIGNAGE AS NEEDED	$232.42	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($1.02)*
				10024220-54127	*PW - SIGN POSTS/SHEETING*	*$1.02*
				10024220-54127	*PW - SIGN POSTS/SHEETING*	*$232.42*
					Vendor Total:	*$232.42*
					INVOICE TOTAL:	***$504,038.35***

List of Checks Presented for Approval on 6/17/2016

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

Signature 6-20-16

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCOUNTEMPS	45863204	TEMPORARY SERVICES - PURCHASIN	$1,080.00	*10013400-52100*	*CONTRACTED SERVICES*	*$270.00*
				20413500-52100	*CONTRACTED SERVICES*	*$810.00*
					Vendor Total:	*$1,080.00*
ADAMSON POLICE PRODUCTS	INV213151	PARTS AS NEEDED	$72.75	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.07)*
				20324100-58510	*REIMBRSABLE JOBS*	*$0.07*
				20324100-58510	*REIMBRSABLE JOBS*	*$72.75*
					Vendor Total:	*$72.75*
ALPHA ANALYTICAL LABORATORIES INC	6051541-UKIAH	MISCELLANEOUS LAB WORK AS NEED	$105.00	*82024411-52100*	*CONTRACTED SERVICES*	*$105.00*
	6051614-UKIAH	MISCELLANEOUS LAB WORK AS NEED	$300.00	*82024411-52100*	*CONTRACTED SERVICES*	*$300.00*
	6053212-UKIAH	MISCELLANEOUS LAB WORK AS NEED	$400.00	*82024411-52100*	*CONTRACTED SERVICES*	*$400.00*
	6051080-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	$271.00	*84024425-52100*	*CONTRACTED SERVICES*	*$271.00*
	6051744-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	$271.00	*84024425-52100*	*CONTRACTED SERVICES*	*$271.00*
	6052345-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	$271.00	*84024425-52100*	*CONTRACTED SERVICES*	*$271.00*
	6052883-UKIAHSTP	MISCELLANEOUS LAB WORK AS NEED	$271.00	*84024425-52100*	*CONTRACTED SERVICES*	*$271.00*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALPHA ANALYTICAL LABORATORIES INC	6052390-UKIAHSTP	ENVIRONMENTAL AND ECOLOGICAL S	$1,728.00	*84024425-52100*	*CONTRACTED SERVICES*	*$1,728.00*
					Vendor Total:	*$3,617.00*
ALTEC INDUSTRIES INC	10574620	PARTS & MAT'LS AS NEEDED, FYE	$14.23	*80026400-56130*	*EXTERNAL SERVICES*	*$14.23*
					Vendor Total:	*$14.23*
ANIXTER	3139823-02	ELECTRICAL EQUIPMENT AND SUPPL	$29,930.08	*80000000-12104*	*INVENTORY - PURCHASES*	*$29,930.08*
	3139823-01	ELECTRICAL EQUIPMENT AND SUPPL	$29,930.08	*80000000-12104*	*INVENTORY - PURCHASES*	*$29,930.08*
					Vendor Total:	*$59,860.16*
ANTONIO MUNOZ	CFM062016	HEALTH RELATED SERVICES (FOR H	$333.33	*10521210-57100*	*CONFERENCE & TRAINING*	*$333.33*
					Vendor Total:	*$333.33*
B & B INDUSTRIAL SUPPLY INC	178451	MISC MATERIALS AS NEEDED, FYE	$66.98	*10520210-56130*	*EXTERNAL SERVICES*	*$66.98*
	178636	MISC MATERIALS AS NEEDED, FYE	$15.12	*10521210-56130*	*EXTERNAL SERVICES*	*$15.12*
	178667	MISC MATERIALS AS NEEDED, FYE	$29.72	*20324100-56130*	*EXTERNAL SERVICES*	*$29.72*
	178758	MISC MATERIALS AS NEEDED, FYE	$6.83	*80026400-56130*	*EXTERNAL SERVICES*	*$6.83*
	178513	MISC MATERIALS AS NEEDED, FYE	$69.31	*82024414-54100*	*SUPPLIES*	*$69.31*
	178688	MISC MATERIALS AS NEEDED, FYE	$30.26	*84024421-54100*	*SUPPLIES*	*$30.26*
					Vendor Total:	*$218.22*
BICOASTAL MEDIA LLC	3113-1	AIRPORT DAYS ADVERTISING	$330.00	*77725200-54100*	*SUPPLIES*	*$330.00*
	3113-2	AIRPORT DAYS ADVERTISING 2016	$330.00	*77725200-54100*	*SUPPLIES*	*$330.00*
					Vendor Total:	*$660.00*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BJ'S EMBROIDERY	12314	UNIFORM SUPPLIES AS NEEDED	$787.15	*10022100-54100*	*SUPPLIES*	*$787.15*
					Vendor Total:	*$787.15*
BLUEPRINTS & COPIES	52255	PAPER,DRAFTING SUPPLIES, COPIE	$493.05	*20413500-54100*	*SUPPLIES*	*$493.05*
					Vendor Total:	*$493.05*
BSN SPORTS	97937741	Baseball Equipment	$1,152.59	*10022822-54100*	*SUPPLIES*	*$1,152.59*
					Vendor Total:	*$1,152.59*
BUSINESS CARD	SF-D 18839	PURCHASING CREDIT CARD, MISC P	$4.70	*10018000-52510*	*ADVERTISING & PROMOTION*	*$0.38*
				10018000-52510	*ADVERTISING & PROMOTION*	*$4.70*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.01)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.02)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($0.35)*
	SF-D 17575	PURCHASING CREDIT CARD, MISC P	$40.75	*10018000-52510*	*ADVERTISING & PROMOTION*	*$3.31*
				10018000-52510	*ADVERTISING & PROMOTION*	*$40.75*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.05)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.20)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($3.06)*
	SF-D-18841	PURCHASING CREDIT CARD, MISC P	$21.96	*10013400-57100*	*CONFERENCE & TRAINING*	*$5.49*
				10016100-57100	*CONFERENCE & TRAINING*	*$5.49*
				20413500-57100	*CONFERENCE & TRAINING*	*$5.49*
				20922900-57100	*CONFERENCE & TRAINING*	*$1.79*
				20922900-57100	*CONFERENCE & TRAINING*	*$5.49*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D-18841	PURCHASING CREDIT CARD, MISC P	$21.96	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.03)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.11)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($1.65)*
	SF-D 18841	PURCHASING CREDIT CARD, MISC P	$23.00	*10013400-57100*	*CONFERENCE & TRAINING*	*$5.75*
				10016100-57100	*CONFERENCE & TRAINING*	*$5.75*
				20413500-57100	*CONFERENCE & TRAINING*	*$5.75*
				20922900-57100	*CONFERENCE & TRAINING*	*$1.88*
				20922900-57100	*CONFERENCE & TRAINING*	*$5.75*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.03)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.12)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($1.73)*
	SF-D18841	PURCHASING CREDIT CARD, MISC P	$29.53	*10013400-57100*	*CONFERENCE & TRAINING*	*$7.38*
				10016100-57100	*CONFERENCE & TRAINING*	*$7.38*
				20413500-57100	*CONFERENCE & TRAINING*	*$7.38*
				20922900-57100	*CONFERENCE & TRAINING*	*$2.40*
				20922900-57100	*CONFERENCE & TRAINING*	*$7.39*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.04)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.15)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($2.21)*
	SF-D 18844	PURCHASING CREDIT CARD, MISC P	$75.00	*10013400-57100*	*CONFERENCE & TRAINING*	*$25.00*
				10016100-57100	*CONFERENCE & TRAINING*	*$25.00*
				20513300-57100	*CONFERENCE & TRAINING*	*$25.00*

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	TA04/26-04/28/16	CITY MGR DEPARTMENT CREDIT CAR	$595.00	10017100-57100	CONFERENCE & TRAINING	$48.35
				10017100-57100	CONFERENCE & TRAINING	$595.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.74)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($2.98)
				90000000-23013	STATE USE TAX LIABILITY	($44.63)
	SF-D 18842	PURCHASING CREDIT CARD, MISC P	$918.56	20922900-57100	CONFERENCE & TRAINING	$918.56
	TA 06/01-06/03/16	POLICE CREDIT CARD, MISC PURCH	$150.00	63020210-57100	CONFERENCE & TRAINING	$12.19
				63020210-57100	CONFERENCE & TRAINING	$150.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.19)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.75)
				90000000-23013	STATE USE TAX LIABILITY	($11.25)
	SF-D 18830	PURCHASING CREDIT CARD, MISC P	$88.10	75017110-57100	CONFERENCE & TRAINING	$7.16
				75017110-57100	CONFERENCE & TRAINING	$88.10
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.11)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.44)
				90000000-23013	STATE USE TAX LIABILITY	($6.61)
	TA 04/25-04/29/16	CITY MGR DEPARTMENT CREDIT CAR	($89.27)	82024410-57100	CONFERENCE & TRAINING	($89.27)
				82024410-57100	CONFERENCE & TRAINING	$7.26
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.11)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.45)
				90000000-23013	STATE USE TAX LIABILITY	($6.70)
	TA 04/26-04/28/16	CITY MGR DEPARTMENT CREDIT CAR	$595.00	10012100-52100	CONTRACTED SERVICES	$48.35

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	TA 04/26-04/28/16	CITY MGR DEPARTMENT CREDIT CAR	$595.00	*10012100-52100*	*CONTRACTED SERVICES*	*$595.00*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.74)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.98)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($44.63)*
	03566J	POLICE CREDIT CARD, MISC PURCH	$138.27	*10520210-52100*	*CONTRACTED SERVICES*	*$11.16*
				10520210-52100	*CONTRACTED SERVICES*	*$138.27*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.17)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.69)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($10.30)*
	5780	POLICE CREDIT CARD, MISC PURCH	$162.19	*10520210-52100*	*CONTRACTED SERVICES*	*$162.19*
	SF-D 19402	PURCHASING CREDIT CARD, MISC P	$19.98	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.02)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.10)*
				20922900-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$1.62*
				20922900-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$19.98*
				90000000-23013	*STATE USE TAX LIABILITY*	*($1.50)*
	042116	POLICE CREDIT CARD, MISC PURCH	$25.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.03)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.13)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($1.88)*
				10520210-54100	*SUPPLIES*	*$2.04*
				10520210-54100	*SUPPLIES*	*$25.00*
	050416	POLICE CREDIT CARD, MISC PURCH	$25.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.03)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.13)*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	050416	POLICE CREDIT CARD, MISC PURCH	$25.00	90000000-23013	STATE USE TAX LIABILITY	($1.88)
				10520210-54100	SUPPLIES	$2.04
				10520210-54100	SUPPLIES	$25.00
	SF-D 19403	PURCHASING CREDIT CARD, MISC P	$25.47	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.03)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.13)
				20922900-57300	MEMBERSHIPS & SUBSCRIPTIONS	$2.07
				20922900-57300	MEMBERSHIPS & SUBSCRIPTIONS	$25.47
				90000000-23013	STATE USE TAX LIABILITY	($1.91)
	SF-D 19931	PURCHASING CREDIT CARD, MISC P	$40.60	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.05)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.20)
				90000000-23013	STATE USE TAX LIABILITY	($3.05)
				20413500-54100	SUPPLIES	$3.30
				20413500-54100	SUPPLIES	$40.60
	SF-D 18826	PURCHASING CREDIT CARD, MISC P	$48.08	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.06)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.24)
				20922900-56120	EQUIPMENT MAINTENANCE & REPAIR	$3.91
				20922900-56120	EQUIPMENT MAINTENANCE & REPAIR	$48.08
				90000000-23013	STATE USE TAX LIABILITY	($3.61)
	SF-D 18786	POLICE CREDIT CARD, MISC PURCH	$55.78	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.07)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.28)
				10520210-54201	PRISONER EXPENSE	$4.53

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 18786	POLICE CREDIT CARD, MISC PURCH	$55.78	10520210-54201	PRISONER EXPENSE	$55.78
				90000000-23013	STATE USE TAX LIABILITY	($4.18)
	SF-D 15937	PURCHASING CREDIT CARD, MISC P	$63.80	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.08)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.32)
				90000000-23013	STATE USE TAX LIABILITY	($4.79)
				82024411-54100	SUPPLIES	$5.19
				82024411-54100	SUPPLIES	$63.80
	SF-D 15930	PURCHASING CREDIT CARD, MISC P	$106.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.13)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.50)
				90000000-23013	STATE USE TAX LIABILITY	($7.50)
				80026400-54100	SUPPLIES	$8.13
				80026400-54100	SUPPLIES	$106.00
	SF-D 18827	PURCHASING CREDIT CARD, MISC P	$136.23	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.17)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.58)
				20922900-56120	EQUIPMENT MAINTENANCE & REPAIR	$10.97
				20922900-56120	EQUIPMENT MAINTENANCE & REPAIR	$136.23
				90000000-23013	STATE USE TAX LIABILITY	($10.22)
	5801	HR/RISK MGMT CREDIT CARD, MISC	$200.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.25)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($1.00)
				10016100-54162	HR - ADVERTISING	$16.25
				10016100-54162	HR - ADVERTISING	$200.00
				90000000-23013	STATE USE TAX LIABILITY	($15.00)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 18843	PURCHASING CREDIT CARD, MISC P	$203.40	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.25)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($1.02)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($15.26)*
				20922900-54100	*SUPPLIES*	*$16.53*
				20922900-54100	*SUPPLIES*	*$203.40*
	SF-D 15938	PURCHASING CREDIT CARD, MISC P	$204.38	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.26)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($1.02)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($15.33)*
				80026400-54100	*SUPPLIES*	*$16.61*
				80026400-54100	*SUPPLIES*	*$204.38*
	SF-D 15934	PURCHASING CREDIT CARD, MISC P	$336.19	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.33)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($1.32)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($19.80)*
				80026110-54100	*SUPPLIES*	*$21.45*
				80026110-54100	*SUPPLIES*	*$336.19*
	5798	HR/RISK MGMT CREDIT CARD, MISC	$400.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.30)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.00)*
				10016100-54162	*HR - ADVERTISING*	*$32.30*
				10016100-54162	*HR - ADVERTISING*	*$400.00*
				90000000-23013	*STATE USE TAX LIABILITY*	*($30.00)*
	SAC146525	HR/RISK MGMT CREDIT CARD, MISC	$437.56	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.55)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.19)*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SAC146525	HR/RISK MGMT CREDIT CARD, MISC	$437.56	*80026400-57300*	*MEMBERSHIPS & SUBSCRIPTIONS*	*$35.56*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$437.56*
				90000000-23013	*STATE USE TAX LIABILITY*	*($32.82)*
	SAC146530	HR/RISK MGMT CREDIT CARD, MISC	$441.72	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.55)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.21)*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$35.89*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$441.72*
				90000000-23013	*STATE USE TAX LIABILITY*	*($33.13)*
	041316.1	HR/RISK MGMT CREDIT CARD, MISC	$450.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.56)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.25)*
				10016100-54162	*HR - ADVERTISING*	*$36.56*
				10016100-54162	*HR - ADVERTISING*	*$450.00*
				90000000-23013	*STATE USE TAX LIABILITY*	*($33.75)*
	041316	HR/RISK MGMT CREDIT CARD, MISC	$462.44	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.58)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.31)*
				10016100-54162	*HR - ADVERTISING*	*$37.57*
				10016100-54162	*HR - ADVERTISING*	*$462.44*
				90000000-23013	*STATE USE TAX LIABILITY*	*($34.68)*
	44230.1	PHOTOGRAPHIC EQUIPMENT, FILM,	$507.97	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.62)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.50)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($37.43)*
				80026110-54100	*SUPPLIES*	*$40.55*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	44230.1	PHOTOGRAPHIC EQUIPMENT, FILM,	$507.97	*80026110-54100*	*SUPPLIES*	*$507.97*
	1270894	HR/RISK MGMT CREDIT CARD, MISC	$568.50	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.71)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.84)*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$46.19*
				80026400-57300	*MEMBERSHIPS & SUBSCRIPTIONS*	*$568.50*
				90000000-23013	*STATE USE TAX LIABILITY*	*($42.64)*
	44230	PHOTOGRAPHIC EQUIPMENT, FILM,	$960.00	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($1.20)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($4.80)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($72.00)*
				80026110-54100	*SUPPLIES*	*$78.00*
				80026110-54100	*SUPPLIES*	*$960.00*
	SF-D 18787	POLICE CREDIT CARD, MISC PURCH	$222.53	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.88)*
				10520210-54201	*PRISONER EXPENSE*	*$0.88*
				10520210-54201	*PRISONER EXPENSE*	*$222.53*
	SF-D 15940	PURCHASING CREDIT CARD, MISC P	$864.99	*10024220-54102*	*SMALL TOOLS*	*$864.99*
	SF-D 18828	PURCHASING CREDIT CARD, MISC P	$856.24	*20822500-54100*	*SUPPLIES*	*$856.24*
	44207	FURNITURE: CAFETERIA, CHAPEL,	$2,477.99	*20822500-54100*	*SUPPLIES*	*$2,477.99*
	CM041416	PURCHASING CREDIT CARD, MISC P	($54.06)	*77725200-54100*	*SUPPLIES*	*($54.06)*
	SF-D 15936	PURCHASING CREDIT CARD, MISC P	$83.71	*82024414-54100*	*SUPPLIES*	*$41.86*
				84024421-54100	*SUPPLIES*	*$41.85*
					Vendor Total:	*$12,922.29*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CA CONTRACTORS SUPPLIES INC	T27017	SUPPLIES AS NEEDED	$259.42	*20824300-54100*	*SUPPLIES*	*$259.42*
					Vendor Total:	*$259.42*
CANTEEN SERVICE	9021	MISCELLANEOUS SUPPLIES AS NEED	$283.35	*10011100-54100*	*SUPPLIES*	*$283.35*
	5975:000084	WATER FILTRATION SERVICE POLIC	$45.00	*10520210-54100*	*SUPPLIES*	*$22.50*
				20620231-54100	*SUPPLIES*	*$22.50*
					Vendor Total:	*$328.35*
CDW GOVERNMENT INC	DCJ8280	SUPPLIES AS NEEDED	$127.27	*20620231-54100*	*SUPPLIES*	*$127.27*
					Vendor Total:	*$127.27*
CEDRIC CROOK	TA 07/06-07/09/16	TRAVEL ADVANCE	$568.25	*10520210-57100*	*CONFERENCE & TRAINING*	*$568.25*
					Vendor Total:	*$568.25*
CHOUINARD & MYHRE INC	1605074	CONSULTING SERVICES	$175.38	*20922900-52100*	*CONTRACTED SERVICES*	*$175.38*
					Vendor Total:	*$175.38*
COMPUTER OPTIONS INC	BILL39700	IT SERVICES	$900.00	*20922900-52100*	*CONTRACTED SERVICES*	*$900.00*
					Vendor Total:	*$900.00*
CROP PRODUCTION SERVICES	29966908	WEED,SPRAYS & CHEMS AS NEEDED,	$90.28	*10022100-54100*	*SUPPLIES*	*$90.28*
	30026671	WEED,SPRAYS & CHEMS AS NEEDED,	$180.57	*10022100-54100*	*SUPPLIES*	*$180.57*
					Vendor Total:	*$270.85*
CWEA	000015948I	MEMBERSHIPS & CERTIFICATIONS	$86.00	*84024425-57300*	*MEMBERSHIPS & SUBSCRIPTIONS*	*$86.00*
					Vendor Total:	*$86.00*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CYBERNETICS	793223	Software Maintenance/Support	$3,439.00	*20922900-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$3,391.63*
				20922900-54100	*SUPPLIES*	*$47.37*
					Vendor Total:	*$3,439.00*
DAPHINE HARRIS	CR 061316	COURSE REIMBURSEMENT	$322.00	*10013400-57100*	*CONFERENCE & TRAINING*	*$322.00*
					Vendor Total:	*$322.00*
DARLENE R SIMPSON	7969	CONST. SPEC. 15-11 CROSSWALK A	$29,695.00	*50124220-80230*	*INFRASTRUCTURE*	*$29,695.00*
	8057	CONST. SPEC. 15-11 CROSSWALK A	$51,445.40	*50124220-80230*	*INFRASTRUCTURE*	*$51,445.40*
					Vendor Total:	*$81,140.40*
DAVE SENG	893E	SIGNAGE SERVICES	$973.13	*90000000-23226*	*CONCERT SERIES*	*$973.13*
					Vendor Total:	*$973.13*
DAVID WILLOUGHBY	APR-2016	MILEAGE REIMBURSEMENT	$75.60	*10023320-57100*	*CONFERENCE & TRAINING*	*$75.60*
	MAY-2016	MILEAGE REIMBURSEMENT	$77.76	*10023320-56130*	*EXTERNAL SERVICES*	*$77.76*
	JAN-2016	MILEAGE REIMBURSEMENT	$102.06	*10023320-56130*	*EXTERNAL SERVICES*	*$102.06*
	JUN-2016	MILEAGE REIMBURSEMENT	$110.16	*10023320-56130*	*EXTERNAL SERVICES*	*$110.16*
	MAR-2016	MILEAGE REIMBURSEMENT	$115.02	*10023320-56130*	*EXTERNAL SERVICES*	*$115.02*
	APR-16	MILEAGE REIMBURSEMENT	$118.80	*10023320-56130*	*EXTERNAL SERVICES*	*$118.80*
	FEB-2016	MILEAGE REIMBURSEMENT	$140.94	*10023320-56130*	*EXTERNAL SERVICES*	*$140.94*
					Vendor Total:	*$740.34*
DEEP VALLEY SECURITY	295643.0	SECURITY SYSTEM AT OBSERVATORY	$39.95	*10022100-52180*	*SECURITY SERVICES*	*$39.95*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DEEP VALLEY SECURITY	295943	ALARM SERVICES AS REQUIRED, FY	$481.35	*10022100-52180*	*SECURITY SERVICES*	*$56.90*
				10022822-52180	*SECURITY SERVICES*	*$22.95*
				20822500-52180	*SECURITY SERVICES*	*$42.95*
				20824300-52180	*SECURITY SERVICES*	*$27.25*
				69122700-52180	*SECURITY SERVICES*	*$85.90*
				73022600-52180	*SECURITY SERVICES*	*$41.90*
				73022600-52180	*SECURITY SERVICES*	*$74.90*
				80026400-52180	*SECURITY SERVICES*	*$24.50*
				82024411-52180	*SECURITY SERVICES*	*$44.95*
				82024414-52180	*SECURITY SERVICES*	*$29.57*
				84024421-52180	*SECURITY SERVICES*	*$29.58*
					Vendor Total:	*$521.30*
DIALED IN ATHLETICS	1114	SUPPLIES AS NEEDED	$794.60	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.86)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($3.44)*
				10022810-54100	*SUPPLIES*	*$4.30*
				10022810-54100	*SUPPLIES*	*$794.60*
					Vendor Total:	*$794.60*
E & M ELECTRIC & MACHINERY, INC	286963	PARTS AS NEEDED	$459.02	*82024411-56300*	*BUILDING MAINT. & REPAIR*	*$459.02*
					Vendor Total:	*$459.02*
EDMO DISTRIBUTORS INC	1404897	SUPPLIES AS NEEDED	$290.77	*77725200-54100*	*SUPPLIES*	*$290.77*
					Vendor Total:	*$290.77*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ERNEST WIPF	38417	DELIVERY OF VARIOUS MATERIALS	$597.60	*82024414-54100*	*SUPPLIES*	*$597.60*
	38584	DELIVERY OF VARIOUS MATERIALS	$1,195.20	*84024421-54100*	*SUPPLIES*	*$1,195.20*
					Vendor Total:	*$1,792.80*
FREDERIC NICHOLS	2016-9823928-01	CONTRACTED SERVICES	$750.00	*10012100-52100*	*CONTRACTED SERVICES*	*$750.00*
					Vendor Total:	*$750.00*
FRIEDMANS HOME IMPROVEMENT	35525826	MISC ITEMS AS NEEDED, FYE 2016	$71.46	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$71.46*
	35503795	MISC ITEMS AS NEEDED, FYE 2016	$75.88	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$75.88*
	35521470	MISC ITEMS AS NEEDED, FYE 2016	$76.02	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$76.02*
	35532019	MISC ITEMS AS NEEDED, FYE 2016	$83.56	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$83.56*
	35522325	MISC ITEMS AS NEEDED, FYE 2016	$112.97	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$112.97*
	35530725	MISC ITEMS AS NEEDED, FYE 2016	$122.46	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$122.46*
	35511986	MISC ITEMS AS NEEDED, FYE 2016	$156.80	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$156.80*
	35523873	MISC ITEMS AS NEEDED, FYE 2016	$163.45	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$163.45*
	35535803	MISC ITEMS AS NEEDED, FYE 2016	$165.37	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$165.37*
	35525115	MISC ITEMS AS NEEDED, FYE 2016	$177.56	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$177.56*
	35540218	MISC ITEMS AS NEEDED, FYE 2016	$205.92	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$135.04*
				20822500-54102	*SMALL TOOLS*	*$70.88*
	35513134	MISC ITEMS AS NEEDED, FYE 2016	$207.48	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$176.69*
				20822500-54102	*SMALL TOOLS*	*$30.79*
	35503148	MISC ITEMS AS NEEDED, FYE 2016	$144.40	*77725200-56300*	*BUILDING MAINT. & REPAIR*	*$144.40*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35534427	MISC ITEMS AS NEEDED, FYE 2016	$219.80	*77725200-56300*	*BUILDING MAINT. & REPAIR*	*$219.80*
	35522638	MISC ITEMS AS NEEDED, FYE 2016	$405.49	*77725200-56300*	*BUILDING MAINT. & REPAIR*	*$405.49*
	S1948811	MISC ITEMS AS NEEDED, FYE 2016	$0.50	*82024411-56300*	*BUILDING MAINT. & REPAIR*	*$0.50*
	35531432	MISC ITEMS AS NEEDED, FYE 2016	$19.54	*82024411-56300*	*BUILDING MAINT. & REPAIR*	*$19.54*
	35465683	MISC ITEMS AS NEEDED, FYE 2016	$26.93	*82024411-56300*	*BUILDING MAINT. & REPAIR*	*$26.93*
	35531424	MISC ITEMS AS NEEDED, FYE 2016	$84.26	*82024411-56300*	*BUILDING MAINT. & REPAIR*	*$84.26*
	35522321	MISC ITEMS AS NEEDED, FYE 2016	$349.72	*31122870-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$349.72*
	35515637	MISC ITEMS AS NEEDED, FYE 2016	$10.49	*82024411-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$10.49*
	35512814	MISC ITEMS AS NEEDED, FYE 2016	$54.39	*82024411-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$54.39*
	35515809	MISC ITEMS AS NEEDED, FYE 2016	$75.24	*82024411-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$75.24*
	35535846	MISC ITEMS AS NEEDED, FYE 2016	$7.57	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$7.57*
	35525479	MISC ITEMS AS NEEDED, FYE 2016	$18.68	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$18.68*
	35531392	MISC ITEMS AS NEEDED, FYE 2016	$31.05	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$31.05*
	35511257	MISC ITEMS AS NEEDED, FYE 2016	$41.52	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$41.52*
	35533905	MISC ITEMS AS NEEDED, FYE 2016	$84.85	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$84.85*
	35520931	MISC ITEMS AS NEEDED, FYE 2016	$157.86	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$157.86*
	35524968	MISC ITEMS AS NEEDED, FYE 2016	$22.75	*20324100-56112*	*EQUIPMENT PARTS FOR RESALE*	*$22.75*
	35523627	MISC ITEMS AS NEEDED, FYE 2016	$9.52	*10024220-56130*	*EXTERNAL SERVICES*	*$9.52*
	35522243	MISC ITEMS AS NEEDED, FYE 2016	$26.71	*10024220-56130*	*EXTERNAL SERVICES*	*$26.71*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35521131	MISC ITEMS AS NEEDED, FYE 2016	$12.98	*77725200-56130*	*EXTERNAL SERVICES*	*$12.98*
	35521800	MISC ITEMS AS NEEDED, FYE 2016	$11.66	*80026400-56130*	*EXTERNAL SERVICES*	*$11.66*
	35505781	MISC ITEMS AS NEEDED, FYE 2016	$23.79	*10024220-54124*	*PW - CONCRETE/SUPPLIES*	*$23.79*
	35530028	MISC ITEMS AS NEEDED, FYE 2016	$56.31	*10024220-54124*	*PW - CONCRETE/SUPPLIES*	*$56.31*
	35513103	MISC ITEMS AS NEEDED, FYE 2016	$8.41	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$8.41*
	35511642	MISC ITEMS AS NEEDED, FYE 2016	$12.47	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$12.47*
	35530179	MISC ITEMS AS NEEDED, FYE 2016	$15.19	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$15.19*
	35505299	MISC ITEMS AS NEEDED, FYE 2016	$17.68	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$17.68*
	35513963	MISC ITEMS AS NEEDED, FYE 2016	$30.11	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$30.11*
	35534227	MISC ITEMS AS NEEDED, FYE 2016	$36.65	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$36.65*
	35506418	MISC ITEMS AS NEEDED, FYE 2016	$46.11	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$46.11*
	35505278	MISC ITEMS AS NEEDED, FYE 2016	$292.99	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$292.99*
	35532656	MISC ITEMS AS NEEDED, FYE 2016	$21.03	*10024220-54102*	*SMALL TOOLS*	*$21.03*
	35534453	MISC ITEMS AS NEEDED, FYE 2016	$84.66	*10024220-54102*	*SMALL TOOLS*	*$84.66*
	35534710	MISC ITEMS AS NEEDED, FYE 2016	$302.75	*10024220-54102*	*SMALL TOOLS*	*$302.75*
	35508443	MISC ITEMS AS NEEDED, FYE 2016	$33.88	*84024425-54102*	*SMALL TOOLS*	*$33.88*
	35533833	MISC ITEMS AS NEEDED, FYE 2016	$12.12	*10022300-54106*	*SPECIALTY SUPPLIES*	*$12.12*
	35533824	MISC ITEMS AS NEEDED, FYE 2016	$32.64	*10022300-54106*	*SPECIALTY SUPPLIES*	*$32.64*
	35507084	MISC ITEMS AS NEEDED, FYE 2016	$23.36	*10022100-54100*	*SUPPLIES*	*$23.36*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35506665	MISC ITEMS AS NEEDED, FYE 2016	$23.44	*10022100-54100*	*SUPPLIES*	*$23.44*
	35522347	MISC ITEMS AS NEEDED, FYE 2016	$41.58	*10022100-54100*	*SUPPLIES*	*$41.58*
	35532737	MISC ITEMS AS NEEDED, FYE 2016	$53.14	*10022100-54100*	*SUPPLIES*	*$53.14*
	35503448	MISC ITEMS AS NEEDED, FYE 2016	$8.40	*20524412-54100*	*SUPPLIES*	*$8.40*
	35522570	MISC ITEMS AS NEEDED, FYE 2016	$10.35	*20524412-54100*	*SUPPLIES*	*$10.35*
	35523093	MISC ITEMS AS NEEDED, FYE 2016	$208.68	*77725200-54100*	*SUPPLIES*	*$208.68*
	35531115	MISC ITEMS AS NEEDED, FYE 2016	$1.45	*80026120-54100*	*SUPPLIES*	*$1.45*
	35532074	MISC ITEMS AS NEEDED, FYE 2016	$15.34	*80026120-54100*	*SUPPLIES*	*$15.34*
	35496913	MISC ITEMS AS NEEDED, FYE 2016	$15.79	*80026120-54100*	*SUPPLIES*	*$15.79*
	35532465	MISC ITEMS AS NEEDED, FYE 2016	$26.71	*80026120-54100*	*SUPPLIES*	*$26.71*
	35512470	MISC ITEMS AS NEEDED, FYE 2016	$75.04	*80026120-54100*	*SUPPLIES*	*$75.04*
	35517654	MISC ITEMS AS NEEDED, FYE 2016	$1.90	*80026200-54100*	*SUPPLIES*	*$1.90*
	35505854	MISC ITEMS AS NEEDED, FYE 2016	$29.32	*82024411-54100*	*SUPPLIES*	*$29.32*
	35506823	MISC ITEMS AS NEEDED, FYE 2016	$29.71	*82024411-54100*	*SUPPLIES*	*$29.71*
	35507923	MISC ITEMS AS NEEDED, FYE 2016	$77.59	*82024411-54100*	*SUPPLIES*	*$77.59*
	35517769	MISC ITEMS AS NEEDED, FYE 2016	$110.24	*82024411-54100*	*SUPPLIES*	*$110.24*
	35525588	MISC ITEMS AS NEEDED, FYE 2016	$18.21	*82024414-54100*	*SUPPLIES*	*$18.21*
	35506649	MISC ITEMS AS NEEDED, FYE 2016	$20.06	*82024414-54100*	*SUPPLIES*	*$20.06*
	35515318	MISC ITEMS AS NEEDED, FYE 2016	$39.76	*82024414-54100*	*SUPPLIES*	*$39.76*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35517070	MISC ITEMS AS NEEDED, FYE 2016	$47.66	*82024414-54100*	*SUPPLIES*	*$47.66*
	35502473	MISC ITEMS AS NEEDED, FYE 2016	$48.73	*82024414-54100*	*SUPPLIES*	*$48.73*
	35504670	MISC ITEMS AS NEEDED, FYE 2016	$99.97	*82024414-54100*	*SUPPLIES*	*$99.97*
	35505265	MISC ITEMS AS NEEDED, FYE 2016	$122.20	*82024414-54100*	*SUPPLIES*	*$122.20*
	35505160	MISC ITEMS AS NEEDED, FYE 2016	$4.70	*84024421-54100*	*SUPPLIES*	*$4.70*
	35503227	MISC ITEMS AS NEEDED, FYE 2016	$48.79	*84024421-54100*	*SUPPLIES*	*$48.79*
					Vendor Total:	*$5,663.75*
GABRIEL OTT	DV 060816	INSTRUCTOR	$525.00	*10022850-52100*	*CONTRACTED SERVICES*	*$525.00*
					Vendor Total:	*$525.00*
GARTON TRACTOR INC	CU24178	SUPPLIES AS NEEDED	$46.32	*84024425-56210*	*FUEL & FLUIDS*	*$46.32*
					Vendor Total:	*$46.32*
GCR	851-33043	TIRES,TUBES,REPAIR & LABOR AS	$668.62	*80026400-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$668.62*
	851-33023	TIRES,TUBES,REPAIR & LABOR AS	$18.00	*10024220-56130*	*EXTERNAL SERVICES*	*$18.00*
	851-32835	TIRES,TUBES,REPAIR & LABOR AS	$36.00	*10520210-56130*	*EXTERNAL SERVICES*	*$36.00*
	851-33049	TIRES,TUBES,REPAIR & LABOR AS	$63.89	*10520210-56130*	*EXTERNAL SERVICES*	*$63.89*
	851-32718	TIRES,TUBES,REPAIR & LABOR AS	$295.27	*10520210-56130*	*EXTERNAL SERVICES*	*$295.27*
	851-32819	TIRES,TUBES,REPAIR & LABOR AS	$183.13	*80026400-56130*	*EXTERNAL SERVICES*	*$183.13*
	851-32888	TIRES,TUBES,REPAIR & LABOR AS	$604.29	*82024414-56130*	*EXTERNAL SERVICES*	*$604.29*
					Vendor Total:	*$1,869.20*
GENERAL PACIFIC INC	1257919	PARTS AS NEEDED	$324.38	*80026200-54100*	*SUPPLIES*	*$324.38*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GENERAL PACIFIC INC	1255717	PARTS AS NEEDED	$508.19	*80026400-54100*	*SUPPLIES*	*$508.19*
					Vendor Total:	*$832.57*
GHD INC	64778	TRANSPORTATION IMPROVEMENTS RE	$1,384.50	*25024210-80230*	*INFRASTRUCTURE*	*$1,384.50*
					Vendor Total:	*$1,384.50*
GRAYBAR ELECTRIC CO INC	985320964	DATA PROCESSING, COMPUTER, PRO	$5,490.81	*20922900-54320*	*SOFTWARE*	*$5,490.81*
					Vendor Total:	*$5,490.81*
HOPLAND FIRE PROTECTION DIST	06072016	SERVICES OF FIRE CHIEF JOHN BA	$3,500.00	*10521210-52100*	*CONTRACTED SERVICES*	*$3,500.00*
					Vendor Total:	*$3,500.00*
IDEXX DISTRIBUTION INC	3002991920	SUPPLIES AS NEEDED	$193.80	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.23)*
				82024411-54100	*SUPPLIES*	*$0.23*
				82024411-54100	*SUPPLIES*	*$193.80*
	3002890817	SUPPLIES AS NEEDED	$187.12	*82024411-54100*	*SUPPLIES*	*$187.12*
					Vendor Total:	*$380.92*
INTERCOUNTY MECHANICAL & ELECTRICAL INC	5019-B	AIR CONDITIONING, HEATING, AND	$2,440.98	*84024425-52100*	*CONTRACTED SERVICES*	*$1,170.98*
				84024425-52100	*CONTRACTED SERVICES*	*$1,270.00*
					Vendor Total:	*$2,440.98*
INTERWEST CONSULTING GROUP INC	27142	GIS SERVICES - ON-CALL AND AS	$735.00	*80026400-52100*	*CONTRACTED SERVICES*	*$735.00*
	26085	GIS SERVICES - ON-CALL AND AS	$1,522.50	*80026400-52100*	*CONTRACTED SERVICES*	*$1,522.50*
	25643	GIS SERVICES - ON-CALL AND AS	$1,706.25	*80026400-52100*	*CONTRACTED SERVICES*	*$1,706.25*
	24788	GIS SERVICES - ON-CALL AND AS	$2,547.50	*80026400-52100*	*CONTRACTED SERVICES*	*$2,547.50*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INTERWEST CONSULTING GROUP INC	27143	GIS SERVICES - ON-CALL AND AS	$285.00	*25124210-54320*	*SOFTWARE*	*$285.00*
	26086	GIS SERVICES - ON-CALL AND AS	$397.50	*25124210-54320*	*SOFTWARE*	*$292.50*
				25124410-54320	*SOFTWARE*	*$105.00*
	27436	GIS SERVICES - ON-CALL AND AS	$630.00	*25124210-54320*	*SOFTWARE*	*$630.00*
					Vendor Total:	*$7,823.75*
J & M LOCK	32810	DUPLICATE KEYS,REPAIRS,&MISC.,	$14.71	*20822500-56300*	*BUILDING MAINT. & REPAIR*	*$14.71*
	32813	DUPLICATE KEYS,REPAIRS,&MISC.,	$23.03	*10022100-54100*	*SUPPLIES*	*$23.03*
	32812	DUPLICATE KEYS,REPAIRS,&MISC.,	$134.63	*10022100-54100*	*SUPPLIES*	*$134.63*
					Vendor Total:	*$172.37*
JENNIFER COURSEY	1135	DRUG ED COLUMN/PRFM RPT CARD	$800.00	*63020210-52100*	*CONTRACTED SERVICES*	*$800.00*
					Vendor Total:	*$800.00*
KEN FOWLER	96260	MISC AUTOMOTIVE PARTS AS NEEDE	$27.51	*10520210-56130*	*EXTERNAL SERVICES*	*$27.51*
	96267	MISC AUTOMOTIVE PARTS AS NEEDE	$70.04	*10521210-56130*	*EXTERNAL SERVICES*	*$70.04*
	96120	MISC AUTOMOTIVE PARTS AS NEEDE	$386.42	*10521210-56130*	*EXTERNAL SERVICES*	*$386.42*
					Vendor Total:	*$483.97*
LACO ASSOCIATES	00036799	UPDATE SWPPP FOR WWTP	$412.50	*84024425-52100*	*CONTRACTED SERVICES*	*$412.50*
	0037326	UPDATE SWPPP FOR WWTP	$871.00	*84024425-52100*	*CONTRACTED SERVICES*	*$871.00*
	0037344	EVAL WATER RESOURCES @ UKIAH G	$5,340.00	*82224413-80230*	*INFRASTRUCTURE*	*$5,340.00*
					Vendor Total:	*$6,623.50*

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LEIGH HALVORSEN	DV 052416	EMPLOYEE REIMBURSEMENT	$30.00	*10013400-54100*	*SUPPLIES*	*$30.00*
					Vendor Total:	*$30.00*
MARCIA BALL BAND INC	07.24.16	07/24/16 CONCERT - MARCIA BALL	$3,750.00	*90000000-23226*	*CONCERT SERIES*	*$3,750.00*
					Vendor Total:	*$3,750.00*
MCMASTER-CARR SUPPLY CO	62241551	PARTS AS NEEDED	$240.18	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$240.18*
					Vendor Total:	*$240.18*
MENDOCINO COUNTY AUDITOR-CONTROLLER	DV 060816	MAY 2016 REVENUE TOTAL	$275.00	*90000000-23070*	*COUNTY SURCHG, PKG ENFORCE*	*$66.00*
				90000000-23070	*COUNTY SURCHG, PKG ENFORCE*	*$209.00*
					Vendor Total:	*$275.00*
MENDOCINO COUNTY FARM SUPPLY	426760	MISC. SUPPLIES AS NEEDED, FYE	$19.50	*20824300-56210*	*FUEL & FLUIDS*	*$19.50*
	426669	MISC. SUPPLIES AS NEEDED, FYE	$233.03	*77725200-54100*	*SUPPLIES*	*$233.03*
					Vendor Total:	*$252.53*
NCPA	JUNE-16	JUNE 2016 NCPA	$649,196.00	*80026300-58104*	*NCPA MANAGEMENT SERVICES*	*$44,610.00*
				80026300-58101	*NCPA PLANT GENERATION*	*$217,906.00*
				80026300-58102	*NCPA POWER PURCHASES*	*$266,580.00*
				80026300-58105	*NCPA THIRD PARTY SALES*	*($18,262.00)*
				80026300-58103	*NCPA TRANSMISSION*	*$138,362.00*
					Vendor Total:	*$649,196.00*
ONE TIME PAY VENDOR	DV 060616	FULL COMPROMISE & SETTLEMENT OF CLAIM OF DAMAGES	$171.00	*10024220-52100*	*CONTRACTED SERVICES*	*$171.00*
	DV 060216	CURB RAMP REIMBURSEMENT	$11,500.00	*25124210-80230*	*INFRASTRUCTURE*	*$11,500.00*

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ONE TIME PAY VENDOR	DV052516	SUPPLIES REIMBURSEMENT	$86.49	*10013400-54100*	*SUPPLIES*	*$86.49*
	111213-5	UTILITIES REFUND	$31.35	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$31.35*
					Vendor Total:	*$11,788.84*
ONLINE INFORMATION SRVS INC	716457	UTILITY EXCHANGE REPORTING FY1	$213.60	*20513300-52100*	*CONTRACTED SERVICES*	*$213.60*
					Vendor Total:	*$213.60*
OPERATING ENGINEER PUBLIC& MISC EMPLOYEES	86139 JUNE-16	HEALTH INS JULY 2016	$3,256.00	*20700000-20524*	*NON-EMPLOYEE HEALTH INS.PREM*	*$3,256.00*
					Vendor Total:	*$3,256.00*
OPPERMAN & SON INC	CM1261270032	MISC. PARTS AS NEEDED, FYE 201	($10.75)	*20324100-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*($10.75)*
	1261260057	MISC. PARTS AS NEEDED, FYE 201	$28.99	*20324100-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$10.75*
				10520210-56130	*EXTERNAL SERVICES*	*$3.83*
				77725200-56130	*EXTERNAL SERVICES*	*$14.41*
	1261330017	MISC. PARTS AS NEEDED, FYE 201	$41.30	*20324100-56112*	*EQUIPMENT PARTS FOR RESALE*	*$41.30*
	1261380060	MISC. PARTS AS NEEDED, FYE 201	$38.47	*10024220-56130*	*EXTERNAL SERVICES*	*$38.47*
	1261240025	MISC. PARTS AS NEEDED, FYE 201	$176.64	*10024220-56130*	*EXTERNAL SERVICES*	*$88.32*
				10024220-56130	*EXTERNAL SERVICES*	*$88.32*
	1261440014	MISC. PARTS AS NEEDED, FYE 201	$70.56	*10521210-56130*	*EXTERNAL SERVICES*	*$70.56*
	1261520046	MISC. PARTS AS NEEDED, FYE 201	$341.35	*10521210-56130*	*EXTERNAL SERVICES*	*$341.35*
	1261250051	MISC. PARTS AS NEEDED, FYE 201	$797.50	*10521210-56130*	*EXTERNAL SERVICES*	*$797.50*
	1261260001	MISC. PARTS AS NEEDED, FYE 201	$797.50	*10521210-56130*	*EXTERNAL SERVICES*	*$797.50*
	CM1261450004	MISC. PARTS AS NEEDED, FYE 201	($46.39)	*77725200-56130*	*EXTERNAL SERVICES*	*($46.39)*

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OPPERMAN & SON INC	1261380053	MISC. PARTS AS NEEDED, FYE 201	$53.57	*77725200-56130*	*EXTERNAL SERVICES*	*$53.57*
	1261310001	MISC. PARTS AS NEEDED, FYE 201	$558.07	*77725200-56130*	*EXTERNAL SERVICES*	*$558.07*
	1261310012	MISC. PARTS AS NEEDED, FYE 201	$31.42	*82024414-56130*	*EXTERNAL SERVICES*	*$31.42*
	1261310010	MISC. PARTS AS NEEDED, FYE 201	$43.25	*82024414-56130*	*EXTERNAL SERVICES*	*$21.62*
				84024421-56130	*EXTERNAL SERVICES*	*$21.63*
	1261410009	MISC. PARTS AS NEEDED, FYE 201	$119.89	*82024414-56130*	*EXTERNAL SERVICES*	*$119.89*
	1261380036	MISC. PARTS AS NEEDED, FYE 201	$12.98	*84024421-56130*	*EXTERNAL SERVICES*	*$12.98*
	1261380037	MISC. PARTS AS NEEDED, FYE 201	$32.46	*84024421-56130*	*EXTERNAL SERVICES*	*$32.46*
	1261270010	MISC. PARTS AS NEEDED, FYE 201	$33.44	*84024421-56130*	*EXTERNAL SERVICES*	*$33.44*
	1261450046	MISC. PARTS AS NEEDED, FYE 201	$33.65	*84024421-56130*	*EXTERNAL SERVICES*	*$33.65*
	1261250047	MISC. PARTS AS NEEDED, FYE 201	$37.04	*84024421-56130*	*EXTERNAL SERVICES*	*$37.04*
	1261260044	MISC. PARTS AS NEEDED, FYE 201	$7.72	*20324100-58510*	*REIMBRSABLE JOBS*	*$7.72*
	1261300027	MISC. PARTS AS NEEDED, FYE 201	$51.34	*20324100-58510*	*REIMBRSABLE JOBS*	*$51.34*
	1261250029	MISC. PARTS AS NEEDED, FYE 201	$65.55	*20324100-58510*	*REIMBRSABLE JOBS*	*$65.55*
					Vendor Total:	*$3,315.55*
PACE SUPPLY CORPORATION	023319632	MISCELLANEOUS ITEMS AS NEEDED,	$117.71	*90000000-23257*	*COURT COST TRUST*	*($0.55)*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$0.55*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$117.71*
	023320913	MISCELLANEOUS ITEMS AS NEEDED,	$26.36	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.12)*
				82024414-54100	*SUPPLIES*	*$0.12*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023320913	MISCELLANEOUS ITEMS AS NEEDED,	$26.36	*82024414-54100*	*SUPPLIES*	*$26.36*
	023319621-1	MISCELLANEOUS ITEMS AS NEEDED,	$39.24	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.18)*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$0.18*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$39.24*
					Vendor Total:	*$183.31*
PACIFIC ECORISK INC	12163	ENVIRONMENTAL AND ECOLOGICAL S	$581.00	*84024425-52100*	*CONTRACTED SERVICES*	*$581.00*
	12166	ENVIRONMENTAL AND ECOLOGICAL S	$581.00	*84024425-52100*	*CONTRACTED SERVICES*	*$581.00*
					Vendor Total:	*$1,162.00*
PAYMENTUS GROUP INC	US16050026	MAY 2016 TRANSACTION FEES	$1,501.40	*20513300-52100*	*CONTRACTED SERVICES*	*$1,501.40*
					Vendor Total:	*$1,501.40*
PETER M ESCOVEDO	07.10.16	7/10/16 CONCERT-PETE ESCOVEDO-	$3,250.00	*90000000-23226*	*CONCERT SERIES*	*$3,250.00*
					Vendor Total:	*$3,250.00*
PETERSON TRUCKS INC	257663P	PARTS AS NEEDED	$358.58	*20324100-58510*	*REIMBRSABLE JOBS*	*$358.58*
					Vendor Total:	*$358.58*
POWER INDUSTRIES INC	709034	PARTS AS NEEDED	$247.54	*84024421-56130*	*EXTERNAL SERVICES*	*$247.54*
					Vendor Total:	*$247.54*
R EMMETT JONES	MAY-16	MANAGEMENT ADVISORY SERVICES 2	$1,237.50	*70024500-52100*	*CONTRACTED SERVICES*	*$1,237.50*
					Vendor Total:	*$1,237.50*
REDWOOD TOXICOLOGY LAB INC	00169820165	DRUG SCREENING TESTING	$22.00	*10520210-52100*	*CONTRACTED SERVICES*	*$22.00*
					Vendor Total:	*$22.00*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD TREE SERVICE STATIONS INC	STMT 05/31/16	CAR WASHES & INTERIOR CLEANING	$375.00	*10024220-56130*	*EXTERNAL SERVICES*	*$21.00*
				10024220-56130	*EXTERNAL SERVICES*	*$24.00*
				10024220-56130	*EXTERNAL SERVICES*	*$24.00*
				10520210-56130	*EXTERNAL SERVICES*	*$10.00*
				10520210-56130	*EXTERNAL SERVICES*	*$10.00*
				10520210-56130	*EXTERNAL SERVICES*	*$10.00*
				10520210-56130	*EXTERNAL SERVICES*	*$13.00*
				10520210-56130	*EXTERNAL SERVICES*	*$16.00*
				10520210-56130	*EXTERNAL SERVICES*	*$16.00*
				10520210-56130	*EXTERNAL SERVICES*	*$21.00*
				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*
				82024411-56130	*EXTERNAL SERVICES*	*$10.00*
				82024411-56130	*EXTERNAL SERVICES*	*$16.00*
				82024411-56130	*EXTERNAL SERVICES*	*$16.00*
				82024411-56130	*EXTERNAL SERVICES*	*$24.00*
				82024411-56130	*EXTERNAL SERVICES*	*$24.00*
					Vendor Total:	*$375.00*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RICHARD SEANOR	TR 06/07/16	TRAVEL REIMBURSEMENT	$15.00	*10024210-57100*	*CONFERENCE & TRAINING*	*$15.00*
					Vendor Total:	*$15.00*
RIOTRONICS	10592	SUPPLIES AS NEEDED	$181.52	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.20)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.83)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($12.38)*
				80026200-54100	*SUPPLIES*	*$13.41*
				80026200-54100	*SUPPLIES*	*$181.52*
					Vendor Total:	*$181.52*
ROY DOUGLASS	20549	ANNUAL & QTRLY 2 YR SERVICE ON	$674.50	*82024411-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$674.50*
					Vendor Total:	*$674.50*
SHN CONSULTING ENGINEERS & GEOLOGISTS INC	88278	CONSTRUCTION MGMT & INSPECTION	$24,412.45	*84424422-80230*	*INFRASTRUCTURE*	*$24,412.45*
					Vendor Total:	*$24,412.45*
SIRCHIE FINGER PRINT LABS	0255237-IN	EVIDENCE COLLECTION SUPPLIES	$133.06	*10520214-57100*	*CONFERENCE & TRAINING*	*$0.72*
				10520214-57100	*CONFERENCE & TRAINING*	*$133.06*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*($0.14)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.58)*
					Vendor Total:	*$133.06*
SPORT & CYCLE INC	201947	WOMENS SOFTBALLS	$670.14	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.74)*
				10022822-54100	*SUPPLIES*	*$0.74*
				10022822-54100	*SUPPLIES*	*$670.14*
					Vendor Total:	*$670.14*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STATE CONTROLLER'S OFFICE	DV 060916	WARRENTS ISSUED LISTING	$100.00	*10013400-52100*	*CONTRACTED SERVICES*	*$100.00*
					Vendor Total:	*$100.00*
STATE OF CALIFORNIA	168567	FINGERPRINTING SERVICES	$260.00	*10020000-44420*	*FINGERPRINT FEES*	*$260.00*
	168688	NEW EMPLOYEE FINGERPRINTING/LIVESCAN	$128.00	*10016100-54165*	*HR - NEW EMPLOYEE FINGERPRINT*	*$128.00*
					Vendor Total:	*$388.00*
STERLING WATER TECHNOLOGIES LLC	5149	LIQUID POLYMER EMULSION	$3,552.52	*84024425-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$3,552.52*
	5201	LIQUID POLYMER EMULSION	$4,159.68	*84024425-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$4,159.68*
	5232	LIQUID POLYMER EMULSION	$4,159.68	*84024425-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$4,159.68*
					Vendor Total:	*$11,871.88*
TECHNICAL SAFETY SERVICES INC	IN0164820	CONTRACTED SERVICES	$280.00	*84024425-52100*	*CONTRACTED SERVICES*	*$280.00*
					Vendor Total:	*$280.00*
TELEDYNE ISCO INC	S020125602	Refrigeration Accessories and	$1,016.92	*84024425-54100*	*SUPPLIES*	*$1,016.92*
					Vendor Total:	*$1,016.92*
THANKSGIVING COFFEE COMPANY	0374213	MISC COFFEE SUPPLIES AS NEEDED	$50.75	*73022600-54100*	*SUPPLIES*	*$50.75*
	0373825	MISC COFFEE SUPPLIES AS NEEDED	$96.50	*73022600-54100*	*SUPPLIES*	*$96.50*
					Vendor Total:	*$147.25*
THE PEAVEY CORPORATION	318455	NARCO METH POUCHES	$56.58	*10520210-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$56.58*
					Vendor Total:	*$56.58*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
THURSTON AUTO PLAZA	191260	PARTS & SERVICE REPAIRS AS NEE	$303.36	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($1.40)*
				82024411-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$151.68*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$1.40*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$151.68*
					Vendor Total:	*$303.36*
TIM POMA	DV 061016	EMPLOYEE REIMBURSEMENT	$175.20	*10022840-54100*	*SUPPLIES*	*$175.20*
					Vendor Total:	*$175.20*
TRACTOR SUPPLY CREDIT PLAN	100287430	MISCELLANEOUS SUPPLIES AS NEED	$18.37	*10022500-56130*	*EXTERNAL SERVICES*	*$18.37*
	100287408	MISCELLANEOUS SUPPLIES AS NEED	$46.48	*10022500-56130*	*EXTERNAL SERVICES*	*$46.48*
	100156760	MISCELLANEOUS SUPPLIES AS NEED	$75.68	*10022500-56130*	*EXTERNAL SERVICES*	*$75.68*
	100286469	MISCELLANEOUS SUPPLIES AS NEED	$37.83	*10024220-56130*	*EXTERNAL SERVICES*	*$37.83*
	100289506	MISCELLANEOUS SUPPLIES AS NEED	$69.16	*20822500-56130*	*EXTERNAL SERVICES*	*$69.16*
	100192439	MISCELLANEOUS SUPPLIES AS NEED	$21.60	*10024220-54120*	*PW - SPECIAL SUPPLIES*	*$21.60*
	100288518	MISCELLANEOUS SUPPLIES AS NEED	$138.38	*84024421-54102*	*SMALL TOOLS*	*$138.38*
					Vendor Total:	*$407.50*
TRINIDAD ARTEAGA	349814	TOOLS AS NEEDED	$270.26	*10024220-54102*	*SMALL TOOLS*	*$270.26*
					Vendor Total:	*$270.26*
TRIPLE S CAMERA SHOP	106235	PHOTOGRAPHY SERVICES	$26.98	*10520214-57100*	*CONFERENCE & TRAINING*	*$26.98*
					Vendor Total:	*$26.98*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH AUTO DISMANTLERS	JUNE-16	TOWING SERVICES	$75.00	*10520210-52100*	*CONTRACTED SERVICES*	*$75.00*
					Vendor Total:	*$75.00*
UKIAH CAR CENTER LLC	119940	PARTS & SERVICE REPAIRS AS NEE	$35.44	*10520210-56130*	*EXTERNAL SERVICES*	*$35.44*
	120273	PARTS & SERVICE REPAIRS AS NEE	$52.35	*10520210-56130*	*EXTERNAL SERVICES*	*$52.35*
	120231	PARTS & SERVICE REPAIRS AS NEE	$64.86	*10520210-56130*	*EXTERNAL SERVICES*	*$64.86*
	120092	PARTS & SERVICE REPAIRS AS NEE	$20.27	*82024414-56130*	*EXTERNAL SERVICES*	*$20.27*
					Vendor Total:	*$172.92*
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN17972	JANITORIAL SVCS-CORP YARD & WW	$425.00	*84024425-52100*	*CONTRACTED SERVICES*	*$425.00*
					Vendor Total:	*$425.00*
US POST OFFICE	dv 060716	POSTAGE DUE ACCOUNT	$30.00	*20513300-54101*	*POSTAGE*	*$30.00*
					Vendor Total:	*$30.00*
UTILITY TREE SERVICE INC	66I89716	ROADSIDE, GROUNDS, RECREATIONA	$3,513.75	*80026110-52100*	*CONTRACTED SERVICES*	*$3,513.75*
	64P73316	ROADSIDE, GROUNDS, RECREATIONA	$5,622.00	*80026110-52100*	*CONTRACTED SERVICES*	*$5,622.00*
	65P50616	ROADSIDE, GROUNDS, RECREATIONA	$5,622.00	*80026110-52100*	*CONTRACTED SERVICES*	*$5,622.00*
					Vendor Total:	*$14,757.75*
VERIZON WIRELESS	9765696340	MOBILE PHONES	$1,056.27	*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*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
VERIZON WIRELESS	9765696340	MOBILE PHONES	$1,056.27	*10520210-55100*	*TELEPHONE*	*$76.02*
				20922900-55100	*TELEPHONE*	*$308.87*
				77725200-55100	*TELEPHONE*	*$38.00*
				80026400-55100	*TELEPHONE*	*$152.04*
				82024410-55100	*TELEPHONE*	*$82.36*
				82024411-55100	*TELEPHONE*	*$38.01*
				84024420-55100	*TELEPHONE*	*$44.35*
				84024421-55100	*TELEPHONE*	*$114.03*
	9764048082	MOBILE PHONES	$1,207.62	*10022300-54100*	*SUPPLIES*	*$72.34*
				10022840-54100	*SUPPLIES*	*$104.84*
				10023100-55100	*TELEPHONE*	*$38.01*
				10024210-55100	*TELEPHONE*	*$63.35*
				10024220-55100	*TELEPHONE*	*$25.21*
				10520210-55100	*TELEPHONE*	*$76.02*
				20922900-55100	*TELEPHONE*	*$308.48*
				77725200-55100	*TELEPHONE*	*$38.00*
				80026400-55100	*TELEPHONE*	*$152.04*
				82024410-55100	*TELEPHONE*	*$107.65*
				82024411-55100	*TELEPHONE*	*$38.01*
				84024420-55100	*TELEPHONE*	*$69.64*
				84024421-55100	*TELEPHONE*	*$114.03*
					Vendor Total:	*$2,263.89*

List of Checks Presented for Approval on 6/17/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
VWR INTERNATIONAL INC	8045044826	EQUIPMENT MAINTENANCE & REPAIRS	$963.56	*84024425-54100*	*SUPPLIES*	*$963.56*
					Vendor Total:	*$963.56*
WEST YOST ASSOCIATED	202869	PREP OF 2015 URBAN WATER MGMT	$4,873.50	*82024410-52100*	*CONTRACTED SERVICES*	*$4,873.50*
	2029868	RRWA EXECUTIVE DIRECTOR SERVIC	$27,042.34	*91190100-52100*	*CONTRACTED SERVICES*	*$27,042.34*
					Vendor Total:	*$31,915.84*
ZACHARY LUPETIN	06/26/16	6/22/16 CONCERT-DUSTBOWL REVIV	$2,500.00	*90000000-23226*	*CONCERT SERIES*	*$2,500.00*
					Vendor Total:	*$2,500.00*
					INVOICE TOTAL:	***$988,076.88***

List of Checks Presented for Approval on 6/24/2016

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

6-27-16
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCOUNTEMPS	45933419	TEMPORARY SERVICES - PURCHASIN	$810.00	*20413500-52100*	*CONTRACTED SERVICES*	*$810.00*
					Vendor Total:	*$810.00*
AFLAC	616482	CANCER/LIFE/ACC INS	$6,629.02	*20700000-20527*	*SECTION 125 (CANCER & LIFE)*	*$6,629.02*
					Vendor Total:	*$6,629.02*
AL SMATSKY	26	DESIGN, ENGINEERNG & CONSULTAN	$1,950.00	*80026400-52100*	*CONTRACTED SERVICES*	*$1,950.00*
					Vendor Total:	*$1,950.00*
ALHAMBRA NATIONAL WATER	5109554 060616	DRINKING WATER SERVICES, FYE 2	$145.62	*69122700-54100*	*SUPPLIES*	*$17.93*
				77725200-54100	*SUPPLIES*	*$57.61*
				84024425-54100	*SUPPLIES*	*$70.08*
					Vendor Total:	*$145.62*
ALSCO-AMERICAN LINEN DIVISION	LSRO904390	LAUNDRY SERVICES	$204.74	*20324100-52100*	*CONTRACTED SERVICES*	*$204.74*
	LSRO907697	LAUNDRY SERVICES	$204.74	*20324100-52100*	*CONTRACTED SERVICES*	*$204.74*
	LSRO910759	LAUNDRY SERVICES	$204.74	*20324100-52100*	*CONTRACTED SERVICES*	*$204.74*
					Vendor Total:	*$614.22*
ANDREW PHILLIPS	UA 06/03/16	UNIFORM ALLOWANCE	$376.84	*10520210-51270*	*UNIFORM ALLOWANCE*	*$376.84*
					Vendor Total:	*$376.84*

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ASSOC OF CALIFORNIA AIRPORTS	DV 061016	ACA MEMBERSHIP & CONFERENCE	$175.00	77725200-57100	CONFERENCE & TRAINING	$175.00
					Vendor Total:	$175.00
AT&T	000008044670	TELEPHONE	$4,986.29	10010000-55100	TELEPHONE	$41.11
				10011100-55100	TELEPHONE	$21.71
				10012100-55100	TELEPHONE	$81.16
				10012200-55100	TELEPHONE	$55.87
				10013400-55100	TELEPHONE	$52.13
				10014000-55100	TELEPHONE	$22.62
				10016100-55100	TELEPHONE	$43.40
				10022100-55100	TELEPHONE	$19.24
				10022100-55100	TELEPHONE	$226.14
				10022300-55100	TELEPHONE	$20.97
				10022810-55100	TELEPHONE	$90.65
				10022840-55100	TELEPHONE	$9.11
				10023100-55100	TELEPHONE	$50.35
				10023320-55100	TELEPHONE	$21.71
				10024210-55100	TELEPHONE	$59.47
				10024220-55100	TELEPHONE	$45.43
				10520210-55100	TELEPHONE	$708.03
				10521210-55100	TELEPHONE	$355.62
				20324100-55100	TELEPHONE	$56.57
				20413500-55100	TELEPHONE	$26.29

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000008044670	TELEPHONE	$4,986.29	20513300-55100	TELEPHONE	$137.94
				20620231-55100	TELEPHONE	$129.61
				20822500-55100	TELEPHONE	$39.20
				20824300-55100	TELEPHONE	$165.95
				20922900-55100	TELEPHONE	$41.24
				64020213-55100	TELEPHONE	$12.62
				69122700-55100	TELEPHONE	$444.04
				70024500-55100	TELEPHONE	$12.58
				72022400-55100	TELEPHONE	$173.00
				73022600-55100	TELEPHONE	$0.01
				73022600-55100	TELEPHONE	$354.50
				77725200-55100	TELEPHONE	$114.41
				80026130-55100	TELEPHONE	$220.63
				80026330-55100	TELEPHONE	$204.22
				80026400-55100	TELEPHONE	$208.25
				82024410-55100	TELEPHONE	$89.24
				82024410-55100	TELEPHONE	$224.55
				82024411-55100	TELEPHONE	$85.46
				84024420-55100	TELEPHONE	$43.55
				84024425-55100	TELEPHONE	$277.71
	000008175126	TELEPHONE	$5,039.76	10010000-55100	TELEPHONE	$41.20
				10011100-55100	TELEPHONE	$21.77
				10012100-55100	TELEPHONE	$81.42

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000008175126	TELEPHONE	$5,039.76	*10012200-55100*	*TELEPHONE*	*$55.95*
				10013400-55100	*TELEPHONE*	*$52.26*
				10014000-55100	*TELEPHONE*	*$21.14*
				10016100-55100	*TELEPHONE*	*$43.56*
				10022100-55100	*TELEPHONE*	*$19.29*
				10022100-55100	*TELEPHONE*	*$226.30*
				10022300-55100	*TELEPHONE*	*$21.01*
				10022810-55100	*TELEPHONE*	*$90.92*
				10022840-55100	*TELEPHONE*	*$9.15*
				10023100-55100	*TELEPHONE*	*$50.51*
				10023320-55100	*TELEPHONE*	*$21.77*
				10024210-55100	*TELEPHONE*	*$59.65*
				10024220-55100	*TELEPHONE*	*$45.49*
				10520210-55100	*TELEPHONE*	*$709.21*
				10521210-55100	*TELEPHONE*	*$356.61*
				20324100-55100	*TELEPHONE*	*$56.60*
				20413500-55100	*TELEPHONE*	*$26.36*
				20513300-55100	*TELEPHONE*	*$138.27*
				20620231-55100	*TELEPHONE*	*$130.01*
				20822500-55100	*TELEPHONE*	*$39.31*
				20824300-55100	*TELEPHONE*	*$165.95*
				20922900-55100	*TELEPHONE*	*$41.35*
				64020213-55100	*TELEPHONE*	*$12.63*

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000008175126	TELEPHONE	$5,039.76	69122700-55100	TELEPHONE	$485.95
				70024500-55100	TELEPHONE	$12.62
				72022400-55100	TELEPHONE	$173.00
				73022600-55100	TELEPHONE	$18.92
				73022600-55100	TELEPHONE	$355.05
				77725200-55100	TELEPHONE	$115.40
				80026130-55100	TELEPHONE	$215.76
				80026330-55100	TELEPHONE	$201.75
				80026400-55100	TELEPHONE	$222.64
				82024410-55100	TELEPHONE	$89.29
				82024410-55100	TELEPHONE	$224.59
				82024411-55100	TELEPHONE	$65.69
				84024420-55100	TELEPHONE	$43.59
				84024425-55100	TELEPHONE	$277.82
	CM0000080446 70	CREDIT MEMO	($874.75)	10011100-55100	TELEPHONE	($8.33)
				10012100-55100	TELEPHONE	($33.32)
				10012200-55100	TELEPHONE	($24.99)
				10013400-55100	TELEPHONE	($37.49)
				10016100-55100	TELEPHONE	($16.66)
				10017100-55100	TELEPHONE	($8.33)
				10022100-55100	TELEPHONE	($4.17)
				10022810-55100	TELEPHONE	($24.99)
				10023100-55100	TELEPHONE	($33.32)

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	CM000008044670	CREDIT MEMO	($874.75)	10023320-55100	TELEPHONE	($8.33)
				10024210-55100	TELEPHONE	($33.32)
				10024220-55100	TELEPHONE	($8.33)
				10520210-55100	TELEPHONE	($208.31)
				10521210-55100	TELEPHONE	($91.64)
				20413500-55100	TELEPHONE	($8.33)
				20513300-55100	TELEPHONE	($79.14)
				20620231-55100	TELEPHONE	($24.99)
				20922900-55100	TELEPHONE	($33.32)
				69122700-55100	TELEPHONE	($24.99)
				70024500-55100	TELEPHONE	($8.33)
				72022400-55100	TELEPHONE	($4.17)
				73022600-55100	TELEPHONE	($16.66)
				73022600-55100	TELEPHONE	($8.33)
				77725200-55100	TELEPHONE	($16.66)
				80026400-55100	TELEPHONE	($58.32)
				82024410-55100	TELEPHONE	($24.99)
				82024411-55100	TELEPHONE	($16.66)
				84024425-55100	TELEPHONE	($8.33)
	000008044272	T1 TO INTERNET	$858.75	10011100-55100	TELEPHONE	$8.16
				10012100-55100	TELEPHONE	$32.71
				10012200-55100	TELEPHONE	$24.54
				10013400-55100	TELEPHONE	$35.80

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000008044272	T1 TO INTERNET	$858.75	10016100-55100	TELEPHONE	$16.38
				10017100-55100	TELEPHONE	$8.18
				10022100-55100	TELEPHONE	$4.09
				10022810-55100	TELEPHONE	$24.54
				10023100-55100	TELEPHONE	$32.71
				10023320-55100	TELEPHONE	$8.18
				10024210-55100	TELEPHONE	$32.71
				10024220-55100	TELEPHONE	$8.18
				10520210-55100	TELEPHONE	$205.44
				10521210-55100	TELEPHONE	$89.96
				20413500-55100	TELEPHONE	$8.18
				20513300-55100	TELEPHONE	$77.70
				20620231-55100	TELEPHONE	$24.54
				20922900-55100	TELEPHONE	$32.71
				69122700-55100	TELEPHONE	$24.54
				70024500-55100	TELEPHONE	$8.18
				72022400-55100	TELEPHONE	$4.09
				73022600-55100	TELEPHONE	$8.18
				73022600-55100	TELEPHONE	$16.36
				77725200-55100	TELEPHONE	$16.36
				80026400-55100	TELEPHONE	$57.25
				82024410-55100	TELEPHONE	$24.54
				82024411-55100	TELEPHONE	$16.36

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000008044272	T1 TO INTERNET	$858.75	84024425-55100	TELEPHONE	$8.18
	000008174728	T1 TO INTERNET	$858.75	10011100-55100	TELEPHONE	$8.16
				10012100-55100	TELEPHONE	$32.71
				10012200-55100	TELEPHONE	$24.54
				10013400-55100	TELEPHONE	$36.80
				10016100-55100	TELEPHONE	$16.36
				10017100-55100	TELEPHONE	$8.18
				10022100-55100	TELEPHONE	$4.09
				10022810-55100	TELEPHONE	$24.54
				10023100-55100	TELEPHONE	$32.71
				10023320-55100	TELEPHONE	$8.18
				10024210-55100	TELEPHONE	$32.71
				10024220-55100	TELEPHONE	$8.18
				10520210-55100	TELEPHONE	$204.46
				10521210-55100	TELEPHONE	$89.96
				20413500-55100	TELEPHONE	$8.18
				20513300-55100	TELEPHONE	$77.70
				20620231-55100	TELEPHONE	$24.54
				20922900-55100	TELEPHONE	$32.71
				69122700-55100	TELEPHONE	$24.54
				70024500-55100	TELEPHONE	$8.18
				72022400-55100	TELEPHONE	$4.09
				73022600-55100	TELEPHONE	$8.18

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000008174728	T1 TO INTERNET	$858.75	73022600-55100	TELEPHONE	$16.36
				77725200-55100	TELEPHONE	$16.36
				80026400-55100	TELEPHONE	$57.25
				82024410-55100	TELEPHONE	$24.54
				82024411-55100	TELEPHONE	$16.36
				84024425-55100	TELEPHONE	$8.18
	000008177035	T1 TO INTERNET	$858.75	10011100-55100	TELEPHONE	$8.18
				10012100-55100	TELEPHONE	$32.71
				10012200-55100	TELEPHONE	$24.54
				10013400-55100	TELEPHONE	$36.80
				10016100-55100	TELEPHONE	$16.36
				10017100-55100	TELEPHONE	$8.16
				10022100-55100	TELEPHONE	$4.09
				10022810-55100	TELEPHONE	$24.54
				10023100-55100	TELEPHONE	$32.71
				10023320-55100	TELEPHONE	$8.18
				10024210-55100	TELEPHONE	$32.71
				10024220-55100	TELEPHONE	$8.18
				10520210-55100	TELEPHONE	$204.46
				10521210-55100	TELEPHONE	$89.96
				20413500-55100	TELEPHONE	$8.18
				20513300-55100	TELEPHONE	$77.70
				20620231-55100	TELEPHONE	$24.54

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000008177035	T1 TO INTERNET	$858.75	20922900-55100	TELEPHONE	$32.71
				69122700-55100	TELEPHONE	$24.54
				70024500-55100	TELEPHONE	$8.18
				72022400-55100	TELEPHONE	$4.09
				73022600-55100	TELEPHONE	$8.18
				73022600-55100	TELEPHONE	$16.36
				77725200-55100	TELEPHONE	$16.36
				80026400-55100	TELEPHONE	$57.25
				82024410-55100	TELEPHONE	$24.54
				82024411-55100	TELEPHONE	$16.36
				84024425-55100	TELEPHONE	$8.18
	000008174728.01	T1 TO INTERNET	$1,733.51	10011100-55100	TELEPHONE	$16.51
				10012100-55100	TELEPHONE	$66.04
				10012200-55100	TELEPHONE	$49.53
				10013400-55100	TELEPHONE	$74.29
				10016100-55100	TELEPHONE	$33.02
				10017100-55100	TELEPHONE	$16.51
				10022100-55100	TELEPHONE	$8.25
				10022810-55100	TELEPHONE	$49.53
				10023100-55100	TELEPHONE	$66.04
				10023320-55100	TELEPHONE	$16.51
				10024210-55100	TELEPHONE	$66.04
				10024220-55100	TELEPHONE	$16.51

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T	000008174728.01	T1 TO INTERNET	$1,733.51	10520210-55100	TELEPHONE	$412.74
				10521210-55100	TELEPHONE	$181.60
				20413500-55100	TELEPHONE	$16.51
				20513300-55100	TELEPHONE	$156.84
				20620231-55100	TELEPHONE	$49.53
				20922900-55100	TELEPHONE	$66.04
				69122700-55100	TELEPHONE	$49.53
				70024500-55100	TELEPHONE	$16.51
				72022400-55100	TELEPHONE	$8.25
				73022600-55100	TELEPHONE	$16.51
				73022600-55100	TELEPHONE	$33.02
				77725200-55100	TELEPHONE	$33.02
				80026400-55100	TELEPHONE	$115.57
				82024410-55100	TELEPHONE	$49.53
				82024411-55100	TELEPHONE	$33.02
				84024425-55100	TELEPHONE	$16.51
	000008046544	MTD CIRCUIT	$752.93	10520210-55100	TELEPHONE	$752.93
	0008	MTD CIRCUIT	$866.27	10520210-55100	TELEPHONE	$866.27
					Vendor Total:	$15,080.26
AT&T MOBILITY	832118877X06142016	DATA & VOICE	$153.84	10022300-55100	TELEPHONE	$52.66
				20620231-55100	TELEPHONE	$12.70
				77725200-55100	TELEPHONE	$24.92
				82024410-55100	TELEPHONE	$12.70

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T MOBILITY	832118877X061 42016	DATA & VOICE	$153.84	*82024411-55100*	*TELEPHONE*	*$12.70*
				82024411-55100	*TELEPHONE*	*$12.76*
				84024421-55100	*TELEPHONE*	*$25.40*
	832056341X061 42016	APN MODEMS FOR PATROL CARS	$500.80	*10520210-55100*	*TELEPHONE*	*$500.80*
	875108535X061 42016	VOICE & DATA CELL PHONES	$63.50	*82024411-55100*	*TELEPHONE*	*$25.40*
				84024421-55100	*TELEPHONE*	*$38.10*
					Vendor Total:	*$718.14*
BENJAMIN CARTER	DV 061616	INSTRUCTOR	$240.00	*10022850-52100*	*CONTRACTED SERVICES*	*$240.00*
					Vendor Total:	*$240.00*
BEST BEST & KRIEGER LLP	773456	RDA LEGAL SERVICES AS NEEDED	$4,102.80	*96995669-52100*	*CONTRACTED SERVICES*	*$4,102.80*
					Vendor Total:	*$4,102.80*
BJ'S EMBROIDERY	12320	SUPPLIES AS NEEDED	$34.60	*20524412-54100*	*SUPPLIES*	*$34.60*
					Vendor Total:	*$34.60*
BORIS PROKOP	UKIAH-2016-03	ASSIST EUD WITH REGULATORY & M	$6,050.00	*80026400-52100*	*CONTRACTED SERVICES*	*$6,050.00*
					Vendor Total:	*$6,050.00*
BOUTIN JONES INC	93303	LEGAL RETAINER FOR UVSD LITIGA	$3,322.80	*84424422-52100*	*CONTRACTED SERVICES*	*$3,322.80*
					Vendor Total:	*$3,322.80*
BRETT CHAPMAN	UA 06/08/16	UNIFORM ALLOWANCE	$895.35	*10520210-51270*	*UNIFORM ALLOWANCE*	*$895.35*
					Vendor Total:	*$895.35*
BREWSTER AMES APARTMENTS	105679-5	ENERGY REBATE	$200.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$200.00*
					Vendor Total:	*$200.00*

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 19151	PURCHASING CREDIT CARD, MISC P	$17.09	10018000-52510	ADVERTISING & PROMOTION	$1.39
				10018000-52510	ADVERTISING & PROMOTION	$17.09
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.02)
				90000000-23235	MOVIES IN THE PLAZA	($0.09)
				90000000-23013	STATE USE TAX LIABILITY	($1.28)
	SF-D 8696	PURCHASING CREDIT CARD, MISC P	$130.07	10018000-52510	ADVERTISING & PROMOTION	$10.57
				10018000-52510	ADVERTISING & PROMOTION	$130.07
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.16)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.65)
				90000000-23013	STATE USE TAX LIABILITY	($9.76)
	SF-D18845	PURCHASING CREDIT CARD, MISC P	$25.00	10013400-57100	CONFERENCE & TRAINING	$2.03
				10013400-57100	CONFERENCE & TRAINING	$25.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.02)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.13)
				90000000-23013	STATE USE TAX LIABILITY	($1.88)
	SF-D 19410	PURCHASING CREDIT CARD, MISC P	$1,148.20	10013400-57100	CONFERENCE & TRAINING	$1,148.20
	SF-D 18846	PURCHASING CREDIT CARD, MISC P	$50.00	10016100-57100	CONFERENCE & TRAINING	$4.06
				10016100-57100	CONFERENCE & TRAINING	$25.00
				20413500-57100	CONFERENCE & TRAINING	$25.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	($0.06)
				90000000-23237	DISTRICT USE TAX-MEASURE S	($0.25)
				90000000-23013	STATE USE TAX LIABILITY	($3.75)

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 19411	PURCHASING CREDIT CARD, MISC P	$1,148.20	*10016100-57100*	*CONFERENCE & TRAINING*	*$1,148.20*
	SF-D 19409	PURCHASING CREDIT CARD, MISC P	$1,161.19	*20413500-57100*	*CONFERENCE & TRAINING*	*$1,161.19*
	SF-D19408	PURCHASING CREDIT CARD, MISC P	$257.79	*20922900-57100*	*CONFERENCE & TRAINING*	*$257.79*
	SF-D 19412	PURCHASING CREDIT CARD, MISC P	$1,148.20	*20922900-57100*	*CONFERENCE & TRAINING*	*$1,148.20*
	SF-D 15945	PURCHASING CREDIT CARD, MISC P	$29.06	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.03)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.15)*
				82024411-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$2.36*
				82024411-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$29.06*
				90000000-23013	*STATE USE TAX LIABILITY*	*($2.18)*
	6291457	HR/RISK MGMT CREDIT CARD, MISC	$44.93	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.06)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.22)*
				10016100-54164	*HR - FORMS & OTHER DIV. EXP.*	*$3.65*
				10016100-54164	*HR - FORMS & OTHER DIV. EXP.*	*$44.93*
				90000000-23013	*STATE USE TAX LIABILITY*	*($3.37)*
	SF-D 19407	PURCHASING CREDIT CARD, MISC P	$179.98	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.22)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.90)*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$14.62*
				84024425-56120	*EQUIPMENT MAINTENANCE & REPAIR*	*$179.98*
				90000000-23013	*STATE USE TAX LIABILITY*	*($13.50)*
	SF-D 15959	PURCHASING CREDIT CARD, MISC P	$213.94	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.24)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.99)*

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 15959	PURCHASING CREDIT CARD, MISC P	$213.94	*90000000-23013*	*STATE USE TAX LIABILITY*	*($14.80)*
				80026120-54100	*SUPPLIES*	*$16.03*
				80026120-54100	*SUPPLIES*	*$213.94*
	44265-01	COMPUTER ACCESSORIES AND SUPPL	$527.08	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.61)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.44)*
				20922900-54100	*SUPPLIES*	*$3.05*
				20922900-54100	*SUPPLIES*	*$527.08*
	44265-02	COMPUTER ACCESSORIES AND SUPPL	$527.08	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.61)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($2.44)*
				20922900-54100	*SUPPLIES*	*$3.05*
				20922900-54100	*SUPPLIES*	*$527.08*
	SF-D 18840	PURCHASING CREDIT CARD, MISC P	$666.49	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.77)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($3.10)*
				80026400-54100	*SUPPLIES*	*$3.87*
				80026400-54100	*SUPPLIES*	*$666.49*
	44250	MATERIAL HANDLING, CONVEYORS,	$1,599.99	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($2.00)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($8.00)*
				80100000-80230	*INFRASTRUCTURE*	*$130.00*
				80100000-80230	*INFRASTRUCTURE*	*$1,599.99*
				90000000-23013	*STATE USE TAX LIABILITY*	*($120.00)*
	SF-D 15955	PURCHASING CREDIT CARD, MISC P	$182.95	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*$0.85*
				80026200-54102	*SMALL TOOLS*	*($0.85)*

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 15955	PURCHASING CREDIT CARD, MISC P	$182.95	*80026200-54102*	*SMALL TOOLS*	*$182.95*
	SF-D 17581	PURCHASING CREDIT CARD, MISC P	$423.41	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($1.64)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.41)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($24.62)*
				10022810-54100	*SUPPLIES*	*$26.67*
				10022810-54100	*SUPPLIES*	*$423.41*
	SF-D 19405	PURCHASING CREDIT CARD, MISC P	$295.04	*84024425-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$295.04*
	SF-D 18847	PURCHASING CREDIT CARD, MISC P	$218.55	*90000000-23239*	*PEG - ADELPHIA TRUST*	*$218.55*
	SF-D 15950	PURCHASING CREDIT CARD, MISC P	$402.34	*84024421-54102*	*SMALL TOOLS*	*$402.34*
	SF-D 15954	PURCHASING CREDIT CARD, MISC P	$184.90	*80026120-54100*	*SUPPLIES*	*$184.90*
	SF-D 18837-02	PURCHASING CREDIT CARD, MISC P	$79.52	*80026400-54100*	*SUPPLIES*	*$79.52*
	SF-D 18837-03	PURCHASING CREDIT CARD, MISC P	$79.52	*80026400-54100*	*SUPPLIES*	*$79.52*
	SF-D 18837-01	PURCHASING CREDIT CARD, MISC P	$141.15	*80026400-54100*	*SUPPLIES*	*$141.15*
					Vendor Total:	*$10,881.67*
CALPERS	100000014766155	UNFUNDED ACCRUED LIABILITY	$42,934.00	*10520210-51211*	*PERS UNFUNDED LIABILITY*	*$42,934.00*
	100000014766147	UNFUNDED ACCRUED LIABILITY	$23,263.00	*10521210-51211*	*PERS UNFUNDED LIABILITY*	*$23,263.00*
					Vendor Total:	*$66,197.00*
CANON SOLUTIONS AMERICA INC	4019311171	COPIER LEASE & USAGE	$1,534.16	*10012200-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$673.06*
				10012200-54100	*SUPPLIES*	*$861.10*
					Vendor Total:	*$1,534.16*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CANTEEN SERVICE	9022	MISCELLANEOUS SUPPLIES AS NEED	$691.28	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.86)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($3.46)*
				90000000-23013	*STATE USE TAX LIABILITY*	*($51.85)*
				10022300-54100	*SUPPLIES*	*$56.17*
				10022300-54100	*SUPPLIES*	*$691.28*
					Vendor Total:	*$691.28*
CAROLLO ENGINEERS INC	0149032	DESIGN PHASES I&II RECYCLED WA	$132,614.49	*84424422-80230*	*INFRASTRUCTURE*	*$132,614.49*
	0149562	DESIGN PHASES I&II RECYCLED WA	$136,467.49	*84424422-80230*	*INFRASTRUCTURE*	*$136,467.49*
					Vendor Total:	*$269,081.98*
CHEVRON AND TEXACO BUSINESS CARD SVCS	47634397	FUEL AS NEEDED	$539.37	*10520210-56210*	*FUEL & FLUIDS*	*$539.37*
					Vendor Total:	*$539.37*
CHRISTOPHER LONG	UA 06/14/16	UNIFORM ALLOWANCE	$750.22	*10520210-51270*	*UNIFORM ALLOWANCE*	*$750.22*
					Vendor Total:	*$750.22*
CLARK PEST CONTROL	18297919	PEST CONTROL SVCS	$90.00	*80026130-52100*	*CONTRACTED SERVICES*	*$90.00*
	18499251	PEST CONTROL SVCS	$95.00	*80026400-52100*	*CONTRACTED SERVICES*	*$95.00*
					Vendor Total:	*$185.00*
COLANTUONO HIGHSMITH & WHATLEY PC	29310	UVSD DETACHMENT FROM UKIAH	$325.00	*84424422-52100*	*CONTRACTED SERVICES*	*$325.00*
					Vendor Total:	*$325.00*
COMCAST	4635-06/10/16	INTERNET SERVICES	$252.32	*10011100-55100*	*TELEPHONE*	*$2.40*
				10012100-55100	*TELEPHONE*	*$9.61*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COMCAST	4635-06/10/16	INTERNET SERVICES	$252.32	10012200-55100	TELEPHONE	$7.21
				10013400-55100	TELEPHONE	$10.81
				10016100-55100	TELEPHONE	$4.81
				10017100-55100	TELEPHONE	$2.40
				10022100-55100	TELEPHONE	$1.20
				10022810-55100	TELEPHONE	$7.21
				10023100-55100	TELEPHONE	$9.61
				10023320-55100	TELEPHONE	$2.40
				10024210-55100	TELEPHONE	$9.61
				10024220-55100	TELEPHONE	$2.40
				10520210-55100	TELEPHONE	$0.02
				10520210-55100	TELEPHONE	$60.08
				10521210-55100	TELEPHONE	$26.43
				20413500-55100	TELEPHONE	$2.40
				20513300-55100	TELEPHONE	$22.83
				20620231-55100	TELEPHONE	$7.21
				20922900-55100	TELEPHONE	$9.61
				64020213-55100	TELEPHONE	$2.40
				69122700-55100	TELEPHONE	$7.21
				70024500-55100	TELEPHONE	$2.40
				72022400-55100	TELEPHONE	$1.20
				73022600-55100	TELEPHONE	$4.81
				77725200-55100	TELEPHONE	$4.81

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COMCAST	4635-06/10/16	INTERNET SERVICES	$252.32	*80026400-55100*	*TELEPHONE*	*$16.82*
				82024410-55100	*TELEPHONE*	*$7.21*
				82024411-55100	*TELEPHONE*	*$4.81*
				84024425-55100	*TELEPHONE*	*$2.40*
					Vendor Total:	*$252.32*
COMPUTER OPTIONS INC	BILL39824	IT SERVICES	$3,375.00	*20922900-52100*	*CONTRACTED SERVICES*	*$3,375.00*
					Vendor Total:	*$3,375.00*
COOPER COMPLIANCE CORPORATION	1398	COMPLIANCE RPT SVCS TO MEET FE	$2,666.67	*80026400-52100*	*CONTRACTED SERVICES*	*$2,666.67*
					Vendor Total:	*$2,666.67*
DARLENE R SIMPSON	8051	Equipment With Operator, Renta	$3,000.00	*84024425-52100*	*CONTRACTED SERVICES*	*$3,000.00*
					Vendor Total:	*$3,000.00*
DAVE DOWNEY	DV 061616	INSTRUCTOR	$400.00	*10022850-52100*	*CONTRACTED SERVICES*	*$400.00*
					Vendor Total:	*$400.00*
DAVID KIRCH	TA 07/05-07/08/16	TRAVEL ADVANCE	$402.00	*82024414-57100*	*CONFERENCE & TRAINING*	*$201.00*
				84024421-57100	*CONFERENCE & TRAINING*	*$201.00*
	DV 061416	BOOT ALLOWANCE	$150.00	*20324100-54100*	*SUPPLIES*	*$150.00*
					Vendor Total:	*$552.00*
DEREK SODERQUIST	DV 061416	2016 SUNDAYS IN THE PARK	$200.00	*90000000-23226*	*CONCERT SERIES*	*$200.00*
					Vendor Total:	*$200.00*
DEVIL PUPS YOUTH PROGRAM	060116	EDUCATIONAL/TRAINING SERVICES	$1,800.00	*63020210-57100*	*CONFERENCE & TRAINING*	*$1,800.00*
					Vendor Total:	*$1,800.00*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DIALED IN ATHLETICS	1149	SUPPLIES AS NEEDED	$131.15	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($0.15)*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*($0.61)*
				10022824-54100	*SUPPLIES*	*$0.76*
				10022824-54100	*SUPPLIES*	*$131.15*
					Vendor Total:	*$131.15*
DON BROWN	TA 07/05-07/08/16	TRAVEL ADVANCE	$402.00	*82024414-57100*	*CONFERENCE & TRAINING*	*$201.00*
				84024421-57100	*CONFERENCE & TRAINING*	*$201.00*
					Vendor Total:	*$402.00*
DONALD B DAME	1030	CONTRACTED SERVICES	$2,639.13	*80026400-52100*	*CONTRACTED SERVICES*	*$2,639.13*
					Vendor Total:	*$2,639.13*
EDMO DISTRIBUTORS INC	1405860	SUPPLIES AS NEEDED	$68.31	*77725200-54100*	*SUPPLIES*	*$68.31*
					Vendor Total:	*$68.31*
EFAX CORPORATE C/O J2 GLOBAL COMMUNICATIONS	775479	EFAX SERVICES	$131.50	*10012200-55100*	*TELEPHONE*	*$131.50*
					Vendor Total:	*$131.50*
EFFICIENCY SERVICES GROUP LLC	1119	ADMIN OF EUD PUBLIC BENEFITS P	$3,672.27	*80626500-52137*	*PUBLIC BENEFITS PROGRAM MGMT*	*$3,672.27*
					Vendor Total:	*$3,672.27*
EPIC AVIATION LLC	6864356	JET FUEL	$15,144.96	*77725200-58401*	*AVIATION FUEL*	*$15,144.96*
	6865216	JET FUEL	$28,897.84	*77725200-58401*	*AVIATION FUEL*	*$28,897.84*
					Vendor Total:	*$44,042.80*
ERNEST WIPF	38523	SEWER LATERAL - CLAY STREET	$496.34	*84024421-52100*	*CONTRACTED SERVICES*	*$496.34*
	DV061716	REIMBURSE DOUBLE PERMIT PAYMENT	$61.47	*90000000-23234*	*GENERAL PLAN UPDATE FEES*	*$8.02*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ERNEST WIPF	DV061716	REIMBURSE DOUBLE PERMIT PAYMENT	$61.47	*10023300-42230*	*PLUMBING PERMITS*	*$53.45*
	38124	LESLIE STREET UNDERGROUNDING E	$50,787.50	*80026120-80230*	*INFRASTRUCTURE*	*$50,787.50*
	38295	SEED, SOD, SOIL, AND INOCULANT	$10,233.21	*10022100-54100*	*SUPPLIES*	*$10,233.21*
					Vendor Total:	*$61,578.52*
FARWEST LINE SPECIALTIES	204233	CLOTHING: ATHLETIC, CASUAL, DR	$1,658.88	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($1.92)*
				82024414-54100	*SUPPLIES*	*$829.44*
				84024421-54100	*SUPPLIES*	*$1.92*
				84024421-54100	*SUPPLIES*	*$829.44*
	211692	ELECTRICAL EQUIPMENT AND SUPPL	$2,095.20	*90000000-23252*	*DISTRICT USE TAX-LIBRARIES*	*($2.43)*
				80026110-54100	*SUPPLIES*	*$2.43*
				80026110-54100	*SUPPLIES*	*$2,095.20*
					Vendor Total:	*$3,754.08*
FIRST ALARM	896075	ALARM MONITORING	$134.61	*10520210-52180*	*SECURITY SERVICES*	*$15.53*
				10520210-52180	*SECURITY SERVICES*	*$103.55*
				20822500-52180	*SECURITY SERVICES*	*$15.53*
	907693	ALARM MONITORING	$160.68	*10520210-52180*	*SECURITY SERVICES*	*$103.50*
				20822500-52180	*SECURITY SERVICES*	*$57.18*
	896056	ALARM MONITORING	$199.00	*10520210-52180*	*SECURITY SERVICES*	*$99.50*
				20822500-52180	*SECURITY SERVICES*	*$99.50*
					Vendor Total:	*$494.29*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRANK ROMANO	9156	K9 BOARDING CARE SERVICES	$321.00	*10520210-54100*	*SUPPLIES*	*$321.00*
					Vendor Total:	*$321.00*
FRANK ROMANO	UPD04302016	ANNUAL K9 TRAINING	$500.00	*63020210-54100*	*SUPPLIES*	*$500.00*
					Vendor Total:	*$500.00*
GRANICUS INC	77205	SOFTWARE & SERVICES AGREEMENT	$2,313.00	*20922900-54320*	*SOFTWARE*	*$2,313.00*
					Vendor Total:	*$2,313.00*
GREEN VALLEY CONSULTING ENGINEERS	7770	SUMMER 2015 STREET RECONSTRUCT	$14,025.00	*25124421-80230*	*INFRASTRUCTURE*	*$14,025.00*
					Vendor Total:	*$14,025.00*
HACH COMPANY	9954060	SUPPLIES AS NEEDED	$237.12	*84024425-54100*	*SUPPLIES*	*$237.12*
	9951362	SUPPLIES AS NEEDED	$630.74	*84024425-54100*	*SUPPLIES*	*$630.74*
					Vendor Total:	*$867.86*
HARRIS COMPUTER SYSTEMS INC	MN00091179	SOFTWARE MAINTENANCE	$17,166.60	*20513300-52100*	*CONTRACTED SERVICES*	*$17,166.60*
					Vendor Total:	*$17,166.60*
HARTFORD RETIREE PREMIUM ACCT	50011-JULY16	JULY 2016-RETIREE HEALTH INSURANCE	$2,069.49	*20700000-20524*	*NON-EMPLOYEE HEALTH INS.PREM*	*$2,069.49*
					Vendor Total:	*$2,069.49*
INDUSTRIAL SCIENTIFIC	1887602	EQUIPMENT MAINTENANCE & REPAIRS	$355.19	*84024425-54100*	*SUPPLIES*	*$355.19*
					Vendor Total:	*$355.19*
INTEGRITY SHRED	59199	DOCUMENT SHREDDING SERVICES	$57.00	*10520210-54100*	*SUPPLIES*	*$28.50*
				20620231-54100	*SUPPLIES*	*$28.50*
					Vendor Total:	*$57.00*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INTERCOUNTY MECHANICAL & ELECTRICAL INC	5261	Electrical Equipment (Except C	$1,314.27	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	$1,314.27
					Vendor Total:	$1,314.27
JAMES REESE	17027	CLEANING SERVICES	$210.00	73022600-56300	BUILDING MAINT. & REPAIR	$210.00
					Vendor Total:	$210.00
JENNIFER ANNE DUTTON	113989-8	ELECTRIC/PV CREDIT	$28.24	90100000-10421	UTILITY RECEIVABLES CLEARING	$28.24
					Vendor Total:	$28.24
JENNIFER COURSEY	1139	DRUG ED COLUMN/PRFM RPT CARD	$800.00	63020210-52100	CONTRACTED SERVICES	$800.00
					Vendor Total:	$800.00
JOHN DEERE FINANCIAL	259068	PARTS AS NEEDED	$70.27	77725200-56300	BUILDING MAINT. & REPAIR	$70.27
	254932	PARTS AS NEEDED	$16.26	77725200-56130	EXTERNAL SERVICES	$16.26
					Vendor Total:	$86.53
KATE MAYFIELD	DV 061316	EMPLOYEE REIMBURSEMENT	$50.69	20822500-56210	FUEL & FLUIDS	$50.69
					Vendor Total:	$50.69
KATIE HEATH	DV 061616	INSTRUCTOR	$300.00	10022850-52100	CONTRACTED SERVICES	$300.00
					Vendor Total:	$300.00
KEOUGH'S LANDSCAPING INC	15469	LANDSCAPE MAINT.-ORCHARD SUBST	$500.00	80026130-52100	CONTRACTED SERVICES	$500.00
					Vendor Total:	$500.00
KEVIN JENNINGS	DV 061416	EMPLOYEE REIMBURSEMENT	$70.28	10012100-54100	SUPPLIES	$70.28
					Vendor Total:	$70.28

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
LAURENCE THOMPSON	DV 061416	2016 SUNDAYS IN THE PARK	$100.00	*90000000-23226*	*CONCERT SERIES*	*$100.00*
					Vendor Total:	*$100.00*
LES HJULMAND	DV 061416	2016 SUNDAYS IN THE PARK	$150.00	*90000000-23226*	*CONCERT SERIES*	*$150.00*
					Vendor Total:	*$150.00*
LILY MENDOZA	DV 061616	INSTRUCTOR	$60.00	*10022850-52100*	*CONTRACTED SERVICES*	*$60.00*
					Vendor Total:	*$60.00*
LINCOLN EQUIPMENT INC	SI290904	WATER AND WASTEWATER TREATING	$5,391.18	*10022300-54106*	*SPECIALTY SUPPLIES*	*$5,391.18*
					Vendor Total:	*$5,391.18*
LS MITCHELL ARCHITECT INC	626	ARCHITECT SERVICES FOR 1350 HA	$350.00	*80026400-52100*	*CONTRACTED SERVICES*	*$350.00*
					Vendor Total:	*$350.00*
MATHESON TRI-GAS INC	13330219	OXYGEN & MISC AS NEEDED, FYE 2	$58.47	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.27)*
				82024414-54100	*SUPPLIES*	*$0.27*
				82024414-54100	*SUPPLIES*	*$58.47*
	13326074	OXYGEN & MISC AS NEEDED, FYE 2	$67.32	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($0.31)*
				84024421-54100	*SUPPLIES*	*$0.31*
				84024421-54100	*SUPPLIES*	*$67.32*
	13492316	OXYGEN & MISC AS NEEDED, FYE 2	$486.47	*90000000-23237*	*DISTRICT USE TAX-MEASURE S*	*($2.26)*
				84024425-54100	*SUPPLIES*	*$2.26*
				84024425-54100	*SUPPLIES*	*$486.47*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MATHESON TRI-GAS INC	13454824	OXYGEN & MISC AS NEEDED, FYE 2	$28.05	*80026130-54100*	*SUPPLIES*	*$28.05*
					Vendor Total:	*$640.31*
MATTHEW J JOSEPH FINNEGAN	1	CONTRACTED SERVICES	$607.75	*10520210-52100*	*CONTRACTED SERVICES*	*$607.75*
					Vendor Total:	*$607.75*
MENDOCINO ANIMAL HOSPITAL	139118	CINTRACTED SERVICES	$293.10	*10020217-52100*	*CONTRACTED SERVICES*	*$293.10*
					Vendor Total:	*$293.10*
MERLIN E SWITZER	1535	PD PROFESSIONAL TRAINING	$275.00	*63020210-57100*	*CONFERENCE & TRAINING*	*$275.00*
					Vendor Total:	*$275.00*
MUNISERVICES LLC	0000041835	BUSINESS LICENSE PROCESSING	$3,348.00	*10013400-52100*	*CONTRACTED SERVICES*	*$3,348.00*
					Vendor Total:	*$3,348.00*
OFFICE DEPOT	840267296001	OFFICE SUPPLIES & MISC. AS NEE	$32.82	*10010000-54100*	*SUPPLIES*	*$14.99*
				10012200-54100	*SUPPLIES*	*$17.83*
	839736052001	OFFICE SUPPLIES & MISC. AS NEE	$39.44	*10012200-54100*	*SUPPLIES*	*$39.44*
	839736226001	OFFICE SUPPLIES & MISC. AS NEE	$679.98	*10012200-54100*	*SUPPLIES*	*$679.98*
	839812698001	OFFICE SUPPLIES & MISC. AS NEE	$6.48	*10013400-54100*	*SUPPLIES*	*$6.48*
	839812699001	OFFICE SUPPLIES & MISC. AS NEE	$11.34	*10013400-54100*	*SUPPLIES*	*$11.34*
	840506472001	OFFICE SUPPLIES & MISC. AS NEE	$38.91	*10013400-54100*	*SUPPLIES*	*$38.91*
	839812620001	OFFICE SUPPLIES & MISC. AS NEE	$39.55	*10013400-54100*	*SUPPLIES*	*$39.55*
	840518134001	OFFICE SUPPLIES & MISC. AS NEE	$29.91	*64020213-54100*	*SUPPLIES*	*$29.91*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OFFICE DEPOT	839081658001	OFFICE SUPPLIES & MISC. AS NEE	$35.32	*64020213-54100*	*SUPPLIES*	*$35.32*
	839081544001	OFFICE SUPPLIES & MISC. AS NEE	$45.83	*64020213-54100*	*SUPPLIES*	*$45.83*
	841782383001	OFFICE SUPPLIES & MISC. AS NEE	$48.36	*64020213-54100*	*SUPPLIES*	*$48.36*
	840999702001	OFFICE SUPPLIES & MISC. AS NEE	$808.15	*80026400-54100*	*SUPPLIES*	*$808.15*
	841468921001	OFFICE SUPPLIES & MISC. AS NEE	$47.60	*82024410-54100*	*SUPPLIES*	*$47.60*
	839176127001	OFFICE SUPPLIES & MISC. AS NEE	$146.24	*84024425-54100*	*SUPPLIES*	*$146.24*
	841021695001	OFFICE SUPPLIES & MISC. AS NEE	$333.36	*84024425-54100*	*SUPPLIES*	*$333.36*
					Vendor Total:	*$2,343.29*
ONE TIME PAY VENDOR	69297-0.2	ENERGY REBATE	$10.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$10.00*
	103445-3.2	ENERGY REBATE	$20.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$20.00*
	11564-2	ENERGY REBATE	$20.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$20.00*
	111627-6.2	ENERGY REBATE	$50.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$50.00*
	39578-0	ENERGY REBATE	$50.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$50.00*
	55-2055	ENERGY REBATE	$50.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$50.00*
	44619-5.2	ENERGY REBATE	$80.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$80.00*
	104908-9	ENERGY REBATE	$100.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$100.00*
	10624-5.2	ENERGY REBATE	$100.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$100.00*
	107144-8.2	ENERGY REBATE	$100.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$100.00*
	114584-6	ENERGY REBATE	$100.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$100.00*

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	49697-6	ENERGY REBATE	$100.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$100.00*
	72342-9.2	ENERGY REBATE	$100.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$100.00*
	8408-206435	ENERGY REBATE	$100.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$100.00*
	11888-5	ENERGY REBATE	$159.54	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$159.54*
	32707-2	ENERGY REBATE	$163.46	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$163.46*
	62010-4	ENERGY REBATE	$185.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$185.00*
	106276-9	ENERGY REBATE	$200.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$200.00*
	113740-5	ENERGY REBATE	$209.09	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$209.09*
	107413-7	ENERGY REBATE	$220.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$220.00*
	113623-3.2	ENERGY REBATE	$253.43	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$253.43*
	9550-5	ENERGY REBATE	$273.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$273.00*
	15859-2	ENERGY REBATE	$285.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$285.00*
	76963-8	ENERGY REBATE	$295.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$295.00*
	50953-9	ENERGY REBATE	$345.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$345.00*
	10698-9.2	ENERGY REBATE	$450.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$450.00*
	114941-8	ENERGY REBATE	$549.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$549.00*
	10564-3	ENERGY REBATE	$797.50	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$797.50*
	107144-8	ENERGY REBATE	$1,000.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$1,000.00*
	40373-3	ENERGY REBATE	$1,000.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$1,000.00*

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	45976-8	ENERGY REBATE	$1,000.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$1,000.00*
	113623-3	ENERGY REBATE	$1,229.00	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$1,229.00*
	115297-4	ENERGY REBATE	$1,722.50	*80626500-52135*	*ENERGY CONSERVATION PROGRAM*	*$1,722.50*
	DV 052416	FIRE SERVICE OVERCHARGE REFUND	$12,545.83	*82000000-44756*	*FIRE SERVICE-4" METER*	*$1,932.48*
				82024410-59300	*REFUNDS*	*$10,613.35*
	DV061616	REIMBURSEMENT FOR 2 CURB RAMPS	$10,700.00	*25124210-80230*	*INFRASTRUCTURE*	*$10,700.00*
	DV061716	REFUND REC CLASS	$45.00	*10022800-44915*	*RECREATION PROGRAM INCOME*	*$45.00*
	DV 061516	REIMBURSEMENT	$108.11	*10022840-54100*	*SUPPLIES*	*$108.11*
	110649-1	UTILITY REFUND	$84.19	*90100000-10421*	*UTILITY RECEIVABLES CLEARING*	*$84.19*
					Vendor Total:	*$34,799.65*
PACE SUPPLY CORPORATION	023327290	MISCELLANEOUS ITEMS AS NEEDED,	$26.36	*82024414-54100*	*SUPPLIES*	*$26.36*
	023335115	MISCELLANEOUS ITEMS AS NEEDED,	$94.39	*82024414-54100*	*SUPPLIES*	*$94.39*
	023309589	MISCELLANEOUS ITEMS AS NEEDED,	$94.99	*84024421-54100*	*SUPPLIES*	*$94.99*
					Vendor Total:	*$215.74*
PG&E CO	JUNE-3822	UTILITIES	$2,244.86	*10024220-56210*	*FUEL & FLUIDS*	*$8.11*
				84024425-55200	*PG&E*	*$245.86*
				10022100-55210	*UTILITIES*	*($23.55)*
				10022300-55210	*UTILITIES*	*$16.52*
				20822500-55210	*UTILITIES*	*($790.48)*
				69122700-55210	*UTILITIES*	*($43.78)*
				70024500-55210	*UTILITIES*	*$543.31*

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PG&E CO	JUNE-3822	UTILITIES	$2,244.86	*73022600-55210*	*UTILITIES*	*($282.42)*
				73022600-55210	*UTILITIES*	*($134.24)*
				77725200-55210	*UTILITIES*	*$39.28*
				82024411-55210	*UTILITIES*	*$2,590.71*
				84024421-55210	*UTILITIES*	*$75.54*
					Vendor Total:	*$2,244.86*
PLEASANT VIEW DAIRY	0100484254	PROVIDE MISC GOODS AS NEEDED,	$15.15	*73022600-54100*	*SUPPLIES*	*$15.15*
					Vendor Total:	*$15.15*
PR BUSHBY SHARPENING INC	783193	EQUIPMENT MAINTENANCE	$32.00	*10022100-56130*	*EXTERNAL SERVICES*	*$32.00*
					Vendor Total:	*$32.00*
PRE-PAID LEGAL SERVICES INC	38295-JUNE16	JUNE 2016 PREPAID LEGAL	$51.80	*20700000-20526*	*PREPAID LEGAL - AFLAC*	*$51.80*
					Vendor Total:	*$51.80*
PUBLIC SERVICE DEPARTMENT	5/25/16	UTILITIES	$88,340.76	*80626500-52133*	*MONTHLY DISCOUNT PROGRAM*	*$244.27*
				10012400-55210	*UTILITIES*	*$321.80*
				10017100-55210	*UTILITIES*	*$68.46*
				10022100-55210	*UTILITIES*	*$11,392.63*
				10022300-55210	*UTILITIES*	*$2,973.87*
				10024220-55210	*UTILITIES*	*$85.62*
				10024220-55210	*UTILITIES*	*$224.71*
				10026630-55210	*UTILITIES*	*$580.41*
				20620231-55210	*UTILITIES*	*$64.19*

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PUBLIC SERVICE DEPARTMENT	5/25/16	UTILITIES	$88,340.76	20822500-55210	UTILITIES	$5,804.92
				20824300-55210	UTILITIES	$102.88
				20824300-55210	UTILITIES	$919.83
				25024300-55210	UTILITIES	$27.58
				64020213-55210	UTILITIES	$585.51
				69122700-55210	UTILITIES	$1,307.10
				73022600-55210	UTILITIES	$1,881.21
				77725200-55210	UTILITIES	$1,836.39
				80026400-55210	UTILITIES	$1,227.70
				80526610-55210	UTILITIES	$12,240.29
				82024411-55210	UTILITIES	$15,733.99
				82024414-55210	UTILITIES	$258.65
				84024421-55210	UTILITIES	$66.70
				84024425-55210	UTILITIES	$30,392.05
	5/26/16	SEWER SERVICE FOR ARRC	$106.59	31122870-55210	UTILITIES	$106.59
					Vendor Total:	$88,447.35
RAU & ASSOCIATES INC	201600080	PHASE 1 ENG FOR RAILROAD CENTE	$1,242.00	25124210-52100	CONTRACTED SERVICES	$1,242.00
					Vendor Total:	$1,242.00
REDWOOD COAST FUELS	1786334	CARDLOCK FUEL PURCHASES, FYE 2	$6,166.43	10022100-56210	FUEL & FLUIDS	$605.53
				10024210-56210	FUEL & FLUIDS	$19.51
				10024220-56210	FUEL & FLUIDS	$881.41
				10520210-56210	FUEL & FLUIDS	$14.30
				10520210-56210	FUEL & FLUIDS	$67.96

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1786334	CARDLOCK FUEL PURCHASES, FYE 2	$6,166.43	10520210-56210	FUEL & FLUIDS	$2,087.46
				10520224-56210	FUEL & FLUIDS	$78.76
				20324100-56210	FUEL & FLUIDS	$46.72
				20524412-56210	FUEL & FLUIDS	$21.53
				20822500-56210	FUEL & FLUIDS	$139.06
				77725200-56210	FUEL & FLUIDS	$60.88
				80026400-56210	FUEL & FLUIDS	$1,000.00
				82024411-56210	FUEL & FLUIDS	$297.19
				82024414-56210	FUEL & FLUIDS	$178.28
				82024414-56210	FUEL & FLUIDS	$207.43
				84024421-56210	FUEL & FLUIDS	$151.86
				84024421-56210	FUEL & FLUIDS	$176.70
				84024425-56210	FUEL & FLUIDS	$131.85
					Vendor Total:	$6,166.43
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	JUN.16	JULY 2016 REMIF EAP INS	$486.88	20112400-52525	WORKER'S COMP. EXPENSE	$486.88
					Vendor Total:	$486.88
REGIONAL GOVERNMENT SERVICES AUTHORITY	6015	FINANCIAL ADVISORY SERVICES -	$11,124.00	10013400-52100	CONTRACTED SERVICES	$11,124.00
	6015.01	INTERIM FINANCE DIR JIM MCADLE	$16,812.50	10013400-52100	CONTRACTED SERVICES	$16,812.50
					Vendor Total:	$27,936.50
REOA LTD	1076	OFFICIATING OF ADULT SOFTBALL	$3,882.00	10022822-52100	CONTRACTED SERVICES	$3,882.00
					Vendor Total:	$3,882.00

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RINO PACIFIC	CL14508	FUEL AS NEEDED	$496.80	*82024414-56210*	*FUEL & FLUIDS*	*$268.27*
				84024421-56210	*FUEL & FLUIDS*	*$228.53*
					Vendor Total:	*$496.80*
RODS SHOES	1066	SUPPLIES AS NEEDED	$33.52	*82024411-54100*	*SUPPLIES*	*$33.52*
					Vendor Total:	*$33.52*
RYAN PROCESS INC	R1605020	Water Quality Monitoring Equip	$5,076.31	*82024411-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$5,076.31*
					Vendor Total:	*$5,076.31*
SAFEWAY INC	436866-033016-1583	MISC SUPPLIES AS NEEDED, FYE 2	$40.77	*73022600-54100*	*SUPPLIES*	*$40.77*
					Vendor Total:	*$40.77*
SBOE SALES & USE TAX	MAY 16	PRE-PAID SALES AND USE TAX	$695.00	*77725200-58401*	*AVIATION FUEL*	*$567.00*
				90000000-23252	*DISTRICT USE TAX-LIBRARIES*	*$15.00*
				90000000-23237	*DISTRICT USE TAX-MEASURE S*	*$28.00*
				90000000-23013	*STATE USE TAX LIABILITY*	*$85.00*
					Vendor Total:	*$695.00*
SEAN WHITE	6/26 - 6/30/16	TRAVEL ADVANCE	$1,720.50	*82024410-57100*	*CONFERENCE & TRAINING*	*$1,720.50*
					Vendor Total:	*$1,720.50*
SELENA ALEXANDRIA PEREZ	DV61616	INSTRUCTOR	$60.00	*10022850-52100*	*CONTRACTED SERVICES*	*$60.00*
					Vendor Total:	*$60.00*
SHORELINE ENVIRONMENTAL RESOURCES INC	2048	HAZ WASTE BIN RENTAL AND DISPO	$372.00	*80026400-52100*	*CONTRACTED SERVICES*	*$372.00*
					Vendor Total:	*$372.00*

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SIERRA CHEMICAL	SLS10034334	SODIUM HYDROCHLORITE 12.5% PER	$3,148.62	*84024425-58202*	*WATER TREATMENT PLANT CHEMICAL*	*$3,148.62*
					Vendor Total:	*$3,148.62*
SILVA SEPTIC INC	63280	PORTABLE RESTROOM SERVICES	$176.20	*84024425-52100*	*CONTRACTED SERVICES*	*$176.20*
	63749	PORTABLE RESTROOM RENTAL	$173.00	*84024425-52100*	*CONTRACTED SERVICES*	*$173.00*
					Vendor Total:	*$349.20*
SIRI GRADING & PAVING INC	DV061516	SPEC 15-18 - OAK MANOR PARK UP	$3,190.25	*30022200-80230*	*INFRASTRUCTURE*	*$3,190.25*
					Vendor Total:	*$3,190.25*
SLAM DUNK PIZZA	2	EMERGENCY OUTAGE - CALLOUT LUNCH	$70.80	*80026400-54100*	*SUPPLIES*	*$70.80*
					Vendor Total:	*$70.80*
SNAP-ON INDUSTRIAL	ARV/29017042	PARTS AS NEEDED	$39.88	*20324100-54102*	*SMALL TOOLS*	*$39.88*
	ARV/28985100	PARTS AS NEEDED	$55.72	*20324100-54102*	*SMALL TOOLS*	*$55.72*
	ARV/29002367	PARTS AS NEEDED	$58.04	*20324100-54102*	*SMALL TOOLS*	*$58.04*
					Vendor Total:	*$153.64*
SOLID WASTES SYSTEMS INC	MAY 16	RESIDENTIAL GARBAGE FEES	$17,138.96	*90200000-52170*	*UKIAH WASTE SOLUTIONS*	*$17,138.96*
					Vendor Total:	*$17,138.96*
SPENCER BREWER III	Concert 6/26/16	MANAGEMENT OF SUNDAY'S CONCERT	$500.00	*90000000-23226*	*CONCERT SERIES*	*$500.00*
					Vendor Total:	*$500.00*
STACY ROWE	DV61416	INSTRUCTOR	$32.00	*10022850-52100*	*CONTRACTED SERVICES*	*$32.00*
					Vendor Total:	*$32.00*
STAPLES CREDIT PLAN	3301335227	SUPPLIES AS NEEDED	$160.84	*10022100-54100*	*SUPPLIES*	*$89.25*

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	3301335227	SUPPLIES AS NEEDED	$160.84	*10022810-54100*	*SUPPLIES*	*$71.59*
	3304041884	ACADEMIC PLANNER	$18.69	*10022810-54100*	*SUPPLIES*	*$18.69*
	3304041882	DIVIDERS AND FOLDERS	$19.51	*10022810-54100*	*SUPPLIES*	*$19.51*
	3304041887	OFFICE SUPPLIES	$77.71	*10022810-54100*	*SUPPLIES*	*$77.71*
	3301335230	SUPPLIES AS NEEDED	$113.59	*10022810-54100*	*SUPPLIES*	*$113.59*
	3304041880	PAPER SUPPLIES	$187.23	*10022810-54100*	*SUPPLIES*	*$187.23*
	3304041875	KEYBOARD AND MOUSE	$131.02	*20513300-54100*	*SUPPLIES*	*$131.02*
	3304041878	BANDAGES	$3.64	*73022600-54100*	*SUPPLIES*	*$3.64*
	3304041877	GENERAL OFFICE SUPPLIES	$27.18	*73022600-54100*	*SUPPLIES*	*$27.18*
	3304041876	GENERAL OFFICE SUPPLIES	$67.59	*73022600-54100*	*SUPPLIES*	*$67.59*
	3304041879	TAPE LABELER	$64.66	*80026400-54100*	*SUPPLIES*	*$64.66*
	3304041881	TASK CHAIRS	$1,297.44	*80026400-54100*	*SUPPLIES*	*$1,297.44*
					Vendor Total:	*$2,169.10*
STATE WATER RESOURCES CONTROL BOARD	DV062116	REGISTRATION FEE	$65.00	*82024410-59101*	*FEES*	*$65.00*
	DV62116	REGISTRATION FEE	$65.00	*82024410-59101*	*FEES*	*$65.00*
	DV6212016	REGISTRATION FEE	$65.00	*82024410-59101*	*FEES*	*$65.00*
	DV061616	WATER TREATMENT 2 CERTIFICATION	$80.00	*82024410-57300*	*MEMBERSHIPS & SUBSCRIPTIONS*	*$80.00*
	DV61616	WATER TREATMENT 2 CERTIFICATION	$80.00	*82024410-57300*	*MEMBERSHIPS & SUBSCRIPTIONS*	*$80.00*
					Vendor Total:	*$355.00*

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STEVEN BUTLER	124	GENERAL I.T. SERVICES ON AN AS	$450.00	*20922900-52100*	*CONTRACTED SERVICES*	*$450.00*
					Vendor Total:	*$450.00*
TEAM GHILOTTI INC	815803	N. STATE SEWER MAIN PROJECT SP	$221,022.00	*84424422-80230*	*INFRASTRUCTURE*	*$221,022.00*
					Vendor Total:	*$221,022.00*
THE REED GROUP INC	1615	PERFORM WATER & WASTE WATER RA	$2,760.00	*82024410-52100*	*CONTRACTED SERVICES*	*$2,760.00*
					Vendor Total:	*$2,760.00*
TIM CONRAD	DV061616	INSTRUCTOR	$290.00	*10022850-52100*	*CONTRACTED SERVICES*	*$290.00*
					Vendor Total:	*$290.00*
UKIAH OXYGEN	SC KR428933	SUPPLIES	$2.18	*73022600-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$2.18*
	KR 428933	SUPPLIES	$145.00	*73022600-56120*	*EQUIPMENT MAINTENANCE & REPAIR*	*$145.00*
	429195	EQUIPMENT MAINTENANCE & REPAIR	$82.50	*20822500-56210*	*FUEL & FLUIDS*	*$82.50*
	429258	EQUIPMENT MAINTENANCE & REPAIRS	$954.89	*10022100-54100*	*SUPPLIES*	*$954.89*
					Vendor Total:	*$1,184.57*
UKIAH TROPHIES & GIFTS	606280	TROPHIES AND MEDALS	$87.58	*10022810-54100*	*SUPPLIES*	*$87.58*
	606266	TROPHIES AND ENGRAVING	$117.32	*10022810-54100*	*SUPPLIES*	*$117.32*
	606267	ENGRAVING	$13.52	*10022824-54100*	*SUPPLIES*	*$13.52*
					Vendor Total:	*$218.42*
UKIAH VALLEY FIRE DISTRICT	51	Intergovernmental/Inter-Agency	$7,511.05	*10021000-44560*	*OES RESPONSE REIMBRSMNT*	*$7,511.05*
					Vendor Total:	*$7,511.05*

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH WASTE SOLUTIONS INC	313152	BIOSOLID REMOVAL	$12,351.84	*84024425-52100*	*CONTRACTED SERVICES*	*$12,351.84*
					Vendor Total:	*$12,351.84*
UNITED ROTARY BRUSH CORP	CI185755	MISC. SUPPLIES AS NEEDED, FYE	$757.14	*10024220-56130*	*EXTERNAL SERVICES*	*$757.14*
					Vendor Total:	*$757.14*
UNITED SITE SERVICES	114-4086063	PORTABLE TOILET RENTAL	$136.29	*10022832-54100*	*SUPPLIES*	*$136.29*
					Vendor Total:	*$136.29*
US CELLULAR	01403034674	CELL PHONES	$158.72	*80026400-55100*	*TELEPHONE*	*$36.24*
				80026400-55100	*TELEPHONE*	*$61.32*
				82024410-55100	*TELEPHONE*	*$17.04*
				84024421-55100	*TELEPHONE*	*$17.04*
				84024425-55100	*TELEPHONE*	*$27.08*
					Vendor Total:	*$158.72*
WILLIAM HEATH III	DV 061616	INSTRUCTOR	$845.20	*10022850-52100*	*CONTRACTED SERVICES*	*$845.20*
					Vendor Total:	*$845.20*
WYVERN RESTAURANTS INC	02-4830	LUNCH MEETING	$76.68	*82024411-54100*	*SUPPLIES*	*$76.68*
					Vendor Total:	*$76.68*
XEROX CORP	084836135	COPIER LEASE-SEE ADD'L DESCRIP	$798.63	*20822500-52100*	*CONTRACTED SERVICES*	*$798.63*
	084836131	COPIER LEASE-SEE ADD'L DESCRIP	$803.58	*20822500-52100*	*CONTRACTED SERVICES*	*$803.58*
	084909535	COPIER LEASE-SEE ADD'L DESCRIP	$207.67	*69122700-52100*	*CONTRACTED SERVICES*	*$207.67*
	084836134	COPIER LEASE-SEE ADD'L DESCRIP	$346.63	*73022600-52100*	*CONTRACTED SERVICES*	*$346.63*

List of Checks Presented for Approval on 6/24/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
XEROX CORP	084836133	COPIER LEASE-SEE ADD'L DESCRIP	$227.41	*10520210-94500*	*LEASE PAYMENTS*	*$125.08*
				10521210-94500	*LEASE PAYMENTS*	*$79.59*
				20620231-94500	*LEASE PAYMENTS*	*$11.37*
				64020213-94500	*LEASE PAYMENTS*	*$11.37*
	084836132	COPIER LEASE-SEE ADD'L DESCRIP	$523.24	*10520210-94500*	*LEASE PAYMENTS*	*$287.78*
				10521210-94500	*LEASE PAYMENTS*	*$183.13*
				20620231-94500	*LEASE PAYMENTS*	*$26.16*
				64020213-94500	*LEASE PAYMENTS*	*$26.17*
					Vendor Total:	*$2,907.16*
ZAB ENTERPRISES INC	STMT 05/31/16	PROVIDE MISC. FOOD DISHES AS N	$962.97	*73022600-54100*	*SUPPLIES*	*$962.97*
					Vendor Total:	*$962.97*
					INVOICE TOTAL:	***$1,028,039.02***

City of Ukiah

ITEM NO.: 7b

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: ADOPTION OF RESOLUTION MAKING APPOINTMENTS TO THE BOARD OF APPEALS; DESIGN REVIEW BOARD; PARKS, RECREATION, AND GOLF COMMISSION; AND PATHS, OPEN SPACE, AND CREEKS COMMISSION

Summary: Council to review and possibly adopt a resolution making appointments to the Board of Appeals; Design Review Board; Parks, Recreation, and Golf Commission; and Paths, Open Space, and Creeks Commission.

Background: Resolution 2014-48 sets forth the procedure for filling vacancies on City Commissions and Boards is attached (Attachment 1).

<u>Reappointment of Expired Terms:</u> On June 30, 2016, the terms of five boards and commissions members expired, three of which have submitted applications for reappointment.

- June 20, 2016 - incumbent Lawrence S. Mitchell submitted his application to be reappointed to the Member position on the Building Appeals Board and is nominated by Vice Mayor Brown.
- June 21, 2016 - incumbent Susan Knopf submitted her application to be reappointed to the Commissioner - At Large, City Resident position on the Parks, Recreation, and Golf Commission and is nominated by Vice Mayor Brown.
- June 29, 2016 - Christopher Watt submitted his application to be reappointed to the Commissioner - Resident in City Sphere of Influence position on the Paths, Open Space, and Creeks Commission and is nominated by Councilmember Mulheren.

All applications (Attachment 2) have been reviewed by the City Clerk and meet the criteria for appointment to their respective assignments. Attachment 4 includes the nomination letters from Councilmembers.

<u>Design Review Board:</u> On April 5, 2016, Nicholas Thayer resigned from the Design Review Board leaving the position of *Member – City Resident/Property or Business Owner,* nominated by Councilmember Crane,

Continued to page 2

RECOMMENDED ACTION(S): Accept and approve the listed table of nominations and associated Resolution making appointments to the Board of Appeals; Design Review Board; Parks, Recreation, & Golf Commission; and Paths, Open Space, & Creeks Commission.

ALTERNATIVES: Do not approve one or all of the nominations and remand to Staff with direction.

Citizens advised:	Laura Fogg, Thomas Hise, Susan Knopf, Lawrence S. Mitchell, and Christopher John Watt.
Requested by:	N/A
Contact/Prepared by:	Ashley Cocco, Deputy City Clerk
Coordinated with:	Kristine Lawler, City Clerk
Presenter:	Kristine Lawler, City Clerk
Attachments:	1. Policy Resolution 2014-48 2. Applications of Laura Fogg, Thomas Hise, Susan Knopf, Lawrence S. Mitchell, and Christopher John Watt 3. City of Ukiah Code §1161 4. Written Nominations 5. Resolution making appointments

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

vacant. Two applications have been received to fill the unexpired term ending in November 2016 – one from Laura Fogg and the other from Thomas Hise. City of Ukiah Code Section §1161 (Attachment 3) states "If a board member vacates his or her term of office, the City Councilmember who nominated that Board member … may nominate a replacement to serve the remainder of that Board member's term of office, who shall be appointed, if the nomination is approved by a majority vote of the City Council". Councilmember Crane has nominated Thomas Hise (Attachment 4).

Discussion: Councilmembers may pull any of the nominations that they would like to discuss and vote on separately. Otherwise, the nominations may be enacted by a single motion and roll call vote by the City Council approving the attached resolution (Attachment 5).

BOARD/ COMMISSION	NAME	POSITION	NOMINATED BY COUNCILMEMBER
Board of Appeals	Lawrence S. Mitchell - incumbent	Member (Term Expires July 2019)	Brown
Design Review Board	Thomas Hise	Member - City Resident/Property or Business Owner (Term Expires November 2016)	Crane
Parks, Recreation, and Golf Commission	Susan Knopf - incumbent	Commissioner - At Large, City Resident (Term Expires July 2019)	Brown
Paths, Open Space, and Creeks Commission	Christopher John Watt - incumbent	Commissioner - Resident in City Sphere of Influence (Term Expires July 2019)	Mulheren

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

RESOLUTION NO. 2014-48

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING PROCEDURE FOR FILLING VACANCIES ON CITY BOARDS AND COMMISSIONS

WHEREAS,

1. Ukiah City Code 1151 and 1161 provides that members of the Design Review Board and Planning Commission shall be appointed in accordance with a procedure established by resolution of the City Council; and

2. The City Council has determined that using a uniform procedure will insure fair and consistent treatment of candidates and Councilmembers; and

3. The City Council has determined to amend its procedures for appointing board members and commissioners.

NOW, THEREFORE, BE IT RESOLVED, that the Ukiah City Council hereby adopts the following amended procedure for filling vacancies on the City's boards and commissions:

- The City Council shall develop a pool of applicants for vacancies by posting a general advertisement once a year, preferably in June before the June 30th expirations, in a newspaper of general circulation in Ukiah, and by noticing available vacancies as they occur on the city's website, in the library, on popular social media sites (Facebook and Twitter), and in the glass cabinet located in front of the Civic Center subject to Government Code Section 54970-54974. Applications shall be received, reviewed for eligibility, and brought forward as they are submitted.

- If more applications have been received than position(s) available, the City Council will conduct interviews for the position.

- All applications received shall be kept on file in the City Clerk's office for a period of one (1) year.

- Incumbents seeking reappointment for an additional term only need to complete the contact portion of the application and not the questionnaire.

- City staff seeking appointment in their capacity as City staff and elected officials seeking appointment in their capacity as elected officials do not need to fill out an application.

- **Nominations:** Each Councilmember, including the Mayor, shall have the right to nominate a candidate from the available pool of applicants.

    a. The right to place a name before the City Council for consideration shall rotate among the Councilmembers based on seniority with the most senior Councilmember going first.

    b. The Council shall vote on nominations presented.

    c. A councilmember's right to make a nomination shall rotate to the next most senior Councilmember, once that Councilmember's nomination is approved by a majority vote of the Councilmembers present, or the Councilmember agrees to pass the nomination to the next most senior Councilmember.

    d. This process for rotating the right to nominate candidates among Councilmembers to fill vacancies shall be followed for each separate board or commission.

1. The City Clerk shall maintain a record of the last Councilmember to make a nomination for each board or commission.

2. When another vacancy must be filled on that board or commission, the next Councilmember in line to make a nomination for that board or commission shall make the first nomination to fill the vacancy.

PASSED AND ADOPTED this 17th day of December, 2014, by the following roll call vote:

AYES: Councilmembers Mulheren, Doble, Brown, Scalmanini, and Mayor Crane
NOES: None
ABSTAIN: None
ABSENT: None

Douglas F. Crane

Douglas F. Crane, Mayor

ATTEST:

Kristine Lawler

Kristine Lawler, City Clerk

Attachment 2

CITY OF UKIAH
DESIGN REVIEW BOARD APPLICATION FOR APPOINTMENT

A. General Information

Full Name	Laura Fogg	Date	17 June '16
Residence Address (Physical Address, not PO)	Ukiah CA 95482		
Mailing Address (if different from above)	same		
Home Phone		Work Phone	( )
Email		Cell Phone	
Employer	retired		
Business Address	—		
Job Title/Position	—	Employed Since	—

How long have you resided in:	Ukiah?	19 yrs	Mendocino County?	36 yrs	California?	68 yrs

Please list community groups or organizations you are affiliated with and list any offices held.	Art Center Ukiah - Boardmember Corner Gallery - secretary Design Committee - Main St. Program Mendocino Quilt Artists

B. Please answer the following on a separate sheet(s) of paper and attach.

1. Why are you applying to serve on the City of Ukiah's Design Review Board?
2. What is your understanding of the purpose, role and responsibility of the Design Review Board?
3. Do you live within the Ukiah City Limits?
4. Do you own a business in the Downtown District?
5. How do you believe your own skills, experience, expertise and perspectives will be beneficial to the work of the Design Review Board?
6. What type of design/architectural experience do you have?
7. Are there any other City of Ukiah Committees/Commissions in which you are interested, and on which you would be willing to serve?
8. What type of design/architectural experience do you have? Or, do you have experience in community, city, urban or environmental planning, construction trades, engineering or surveying, historical or cultural preservation, or are you a director of the Ukiah Main Street Program.

THE CITY OF UKIAH RECEIVED JUN 17 2016 CITY MGR. CLERK DEPT. UKIAH, CALIFORNIA

Laura Fogg
Signature of Applicant

17 June '16
Date

Thank you for your interest in serving your community and the City of Ukiah.

Please return this application and attachments to the City Clerk's office at 300 Seminary Avenue, Ukiah, CA 95482. If you have any questions, please contact the City Clerk's office at (707) 463-6217.

Laura Fogg

Application for Design Review Board

1. I am applying to be on the Design Review Board because I am interested in supporting our community as we move towards inclusion of public art on both private and city-owned sites. I feel that downtown Ukiah is on the beginning end of a positive movement towards the realization of dreams that were projected in the Form-Based Zoning meetings that were held about ten years ago. I am excited about the new downtown courthouse and the plan to redesign five blocks of State Street, and I would like to have the opportunity to participate in some of the decision making as plans for new construction and art installations are brought before the Planning Commission and City Council.
2. I understand that the Design Review Board acts in an advisory capacity to the City Planning Commission on matters concerning the esthetic impact of proposed buildings and art installations within the City limits. I believe that the purpose of the Board is to support Planning Commission members with well researched and supported recommendations that the Commission members may not have the time or expertise to explore themselves. I know that the Board must make recommendations that are consistent with City policies and regulations.
3. I do live within the Ukiah City limits
4. I am not a business owner, though I am a member of the Corner Gallery
5. I have a degree from UC Berkeley in Art History, and I am a practicing artist. I have recently become active on the board of the Art Center Ukiah and as a member of the Design Committee of the Main Street Program. In my extensive travels I have been impressed with the small towns, both in the US and abroad, that have managed to retain their character and evolve into unique and thriving centers for art and commerce, and I am hoping to work with others to achieve a similar outcome for downtown Ukiah. I like working with other people, and have been trained through my career at MCOE in practices of active listening and conflict resolution. I received the Art Champion Award in 2012 in recognition of my artistic contributions to the community.
6. My only architectural experience is designing several of my own home remodels and additions (my current house and garden were on the house tour and garden tour several years ago), plus consulting with my partner on a development that he is planning in Ukiah.
7. I am not interested in any other commissions or committees at this time.
8. My direct experience with design and architecture is all art-related, and I was married to a county planner for 15 years...which resulted in much discussion about urban and environmental planning. I participated actively on a daily basis in the Form-Based Zoning meetings that were held in Ukiah about ten years ago.

CITY OF UKIAH
DESIGN REVIEW BOARD APPLICATION FOR APPOINTMENT

THE CITY OF UKIAH
RECEIVED
JUL 05 2016
CITY CLERK DEPT.
UKIAH, CALIFORNIA

A. General Information

Full Name	Thomas Hibe	Date	7/1/2016
Residence Address (Physical Address, not PO)	Ukiah, CA 95482		
Mailing Address (if different from above)	(same)		
Home Phone		Work Phone	(707) 744-1921
Email		Cell Phone	
Employer	self employed / Architect		
Business Address	(same)		
Job Title/Position	Architect	Employed Since	1976
How long have you resided in: Ukiah?		Mendocino County? 25yrs	California? 70yrs
Please list community groups or organizations you are affiliated with and list any offices held.	(Please see attached Biography)		

B. Please answer the following on a separate sheet(s) of paper and attach.

1. Why are you applying to serve on the City of Ukiah's Design Review Board?
2. What is your understanding of the purpose, role and responsibility of the Design Review Board?
3. Do you live within the Ukiah City Limits?
4. Do you own a business in the Downtown District?
5. How do you believe your own skills, experience, expertise and perspectives will be beneficial to the work of the Design Review Board?
6. What type of design/architectural experience do you have?
7. Are there any other City of Ukiah Committees/Commissions in which you are interested, and on which you would be willing to serve?
8. What type of design/architectural experience do you have? Or, do you have experience in community, city, urban or environmental planning, construction trades, engineering or surveying, historical or cultural preservation, or are you a director of the Ukiah Main Street Program.

Tom Hibe
Signature of Applicant

7/1/2016
Date

Thank you for your interest in serving your community and the City of Ukiah.

Please return this application and attachments to the City Clerk's office at 300 Seminary Avenue, Ukiah, CA 95482. If you have any questions, please contact the City Clerk's office at (707) 463-6217.

T H O M A S   H I S E   A I A
A R C H I T E C T / B U I L D E R

DATE: *July 1, 2016*

TO: *City of Ukiah / Office of the City Clerk*
300 Seminary Avenue
Ukiah, CA 95482

ATTN: *Ashley Cocco / Deputy City Clerk*

SUBJECT: *Application to Serve / Design Review Board*

Dear Ms. Cocco,

I am writing to express my interest in serving on the City of Ukiah's Design Review Board, and to be considered for filling the current vacancy created by Nick Thayer's departure. I am available and willing to serve, and feel I am uniquely qualified to perform the duties of the position.

I am a past member of the Design Review Board (2009 to 2014), and from (2011 to 2014) as the Chair of the Board. I was originally appointed by Councilmember Phil Baldwin, and when Councilmember Mulheren was elected to the City Council, I was replaced by her appointment of Colin Morrow.

In preparation for completing this application, and to refresh my understanding of the "Purpose, Role, and Responsibility" of the Design Review Board, I found the descriptions in the Application Instructions and on the City of Ukiah's website, to be years out-of-dated. I have marked-up both documents as I understand the "Purpose, Roles, and Responsibility" to be currently. If I am appointed to the Design Review Board, I would gladly take on the task of updating both documents, including any changes or misunderstanding I may have since last serving on this Board.

I do not live or have a business located within the City limits of Ukiah, although Ukiah has been my primary town of recognition for nineteen (19) years, having lived on the east side of the valley since (1997), and prior to that in Hopland since (1991). I am aware that I can only be appointed as a "Community a Large" Board member. The City's website currently list both Alan Nicholson and Colin Morrow as "Community-at-large" Board members, but I believe this to be a clerical error (in the case of Colin Morrow's status), and understand that Colin Morrow lives and has a business in the City limits of Ukiah, and therefore there is a "Community-at-Large" appointment available. Please disregard my application if this this turns out to not be the case.

I have been a licensed Architect in the State of California and in active practice since (1983), and the last twenty-five (25) years, in the greater Ukiah Valley. I am also a licensed General Building Contractor, and skilled in most of the building trades and "small scale" land development. If appointed, I feel I would add to the depth and leadership of an already very skilled and competent team. I have proven that as a Board member, I will act responsibly and even handed, placing the community interests above my own personal preferences or interests, showing poise an compassion when tensions are high and being firm where called for, and that I work cooperatively with others. I have attached my current Professional Biography and a list of Personal & Professional References for consideration with this application.

In closing, regardless of the outcome of the Council's selection, I would like to thank the City Staff and City Council for their thoughtful consideration of my application. I feel the Design Review Board adds immeasurable value to our community, and has my highest respect and support.

Sincerely,

Thomas Hise Architect / Builder

CA License Numbers: C14042 & B369767
707 / 744-1921   580 Vichy Hills Drive Ukiah, CA 95482   hiseaia@pacific.net

PROFESSIONAL BIOGRAPHY

- *PROFESSIONAL BACKGROUND*
  - *Registered Architect: State of California #C014042 (since 1983)*
  - *Owner & Principal Architect / Thomas Hise AIA Architects*
  - *Licensed General Building Contractor: State of California #B369767 (since 1979)*
    Supplemental Specialty License C-6: Cabinet & Millwork
  - *Member Redwood Empire Chapter of the American Institute of Architects (AIA)*
  - *Chair of City of Ukiah Design Review Board (2009 to 2014)*
  - *Vice Chair of City of Palo Alto Architectural Review Board (1991 to 1994)*
  - *Guest Lecturer San Francisco Institute of Architecture / Masters of Architecture Program*
  - *Instructor of Design & House Building / Building Education Center / Berkeley, CA (1980 to 1992)*
  - *Expert Witness in Architecture, Construction Technology, & Land Development*

- *EDUCATIONAL BACKGROUND*
  - *Bachelor of Science in Architecture (5 yr. Professional Degree / 1975)*
    California State Polytechnic University / San Luis Obispo, CA
  - *Associate of Arts in Architecture / Modesto Community College, Modesto, CA (1970)*
  - *Green Professional Certificate Program / Sonoma State University*
  - *Advanced Professional Training / American Disabilities Act (ADA), California Building Code, & Teambuilding & Leadership Trainings (too numerous to list)*

- *MILITARY SERVICE*
  - *United States Army / Sargent (E-%) Active Duty Non-Combat Training Specialist (1966 to 1968)*
    Inactive Army Reserve (1968 to 1972)

- *PUBLISHED PROJECTS*
  - *Chesavage Residence: Fine Home Building Magazine*
  - *Treese Residence: San Francisco Examiner Home Magazine*
  - *Killeen Residence: San Jose Mercury News Home Magazine*
  - *Strate-Hise Kitchen Renovation: San Francisco Examiner Feature Project*

- *AWARDS & HONORS*
  - *Santa Clara Valley Chapter of American Institute of Architects*
    Honor Award for Furniture Design / Palo Alto Community Church Renovation
  - *Society of American Registered Architects / Design Excellence Award*
    Lenzen Avenue Senior Housing / (94) Units / Lenzen Avenue, San Clara, CA
    Architectural Design Group, Palo Alto CA

- *COMMUNITY SERVICE*
  - *Chairman of the Board of Directors / Alex Rorabaugh Recreation Center (2013 to present)*
    Active Member of the Board of Directors (1997 to present)
  - *South Ukiah Rotary Club Vice President (2002 to 2003) President (2003 to 2004)*
  - *City of Ukiah Façade Improvement Study (2008 to 2011)*
  - *City of Ukiah Downtown Improvement Plan Participant / Smart Code Zoning Program ((2008)*
  - *International Professional Exchange Program / Architectural Intern Mentor*
    Graduate Student, Lima, Peru (2005 to 2007)
  - *Leadership Mendocino Graduate Class V (1994)*
  - *President of Hopland Chamber of Commerce (1995 to 1998)*
  - *Pro-Bono Clients*
    School of the Performing Arts & Cultural Education (SPACE) / Ukiah, CA
    Ukiah Valley Association for the Handicapped (UVAH) Ukiah, CA
    Other Church & Civic Organizations (too numerous to list)

CA License Numbers: C14042 & B369767
707 / 744-1921   580 Vichy Hills Drive Ukiah, CA 95482   hiseaia@pacific.net

PERSONAL & PROFESSIONAL REFERENCES

- Allan Autentico / Construction Cost Estimator
  4180 Langner Avenue
  Santa Rosa, CA 95407
  Phone: (707) 584-5236
  Email: aautentico@prodigy.net

- Tod Kong / CPA
  Alden & Kong Accounting
  13460 South Highway 101
  Hopland, CA 95449
  Phone: (707) 744-1272
  Email: aldenkong@pacific.net

- Dave Duncan / Structural Engineer
  P.O. Box 1348
  Mendocino, CA95460
  Phone: (707) 964-9604
  Email: duncanse@mcn.org

- Ron Franz / Franz Engineering & Surveying
  2335 Appolinaris Drive
  Ukiah, CA 95482
  Phone: (707) 462-1087
  Email: rfranz@comcast.net

- Carlisle Becker / Landscape Architect
  Founder & Chair of the Environmental Design Program
  University of California Berkeley
  2124 Oregon Street
  Berkeley, CA 94705
  Phone: (510) 704-1457
  Email: carlisle@cbla.com

- Dana O'Bergin / Low Income Housing Developer
  2950 South State Street #17
  Ukiah, CA 95482
  Phone: (707) 489-0136
  Email: condo-minimum-logic@yahoo.com

- Reverend Stanford Hampson / (Retired)
  Unity Spiritual Center of Palo Alto
  195 Windsor River Road
  Windsor, CA 95492
  Phone: (707) 239-8021

- John Moon / Construction Manager (Retired)
  1731 Wildwood Drive
  Ukiah, CA 95482
  Phone: (707) 463-1462
  Email: jmoon@pacific.net

CITY OF UKIAH

PARKS, RECREATION & GOLF COMMISSION APPLICATION FOR APPOINTMENT

A. General Information

Full Name	Susan Knopf	Date	6-21-16
Residence Address (Physical Address, not PO)	Ukiah CA 95482		
Mailing Address (if different from above)			
Home Phone		Work Phone	( )
Email		Cell Phone	( )
Employer	retired		
Business Address			
Job Title/Position		Employed Since	

How long have you resided in:	Ukiah?	1972	Mendocino County?	1972	California?	1945

Please list community groups or organizations you are affiliated with and list any offices held.	In addition to original application I am now a Certified California Naturalist, and am an active volunteer with the Redwood Valley Outdoor Education Project.

B. Please answer the following on a separate sheet(s) of paper and attach.

1. Why are you applying to serve on the City of Ukiah's Parks, Recreation and Golf Commission?
2. What is your understanding of the purpose, role and responsibility of the Parks, Recreation and Golf Commission?
3. How do you believe your own skills, experience, expertise and perspectives will be beneficial to the work of the Parks, Recreation and Golf Commission?
4. What do you believe is the single most important parks, recreation, and golf issue facing our community? And why?
5. In your opinion what type or types of parks development or recreational and golf programs should the City encourage?
6. In your opinion what type or types of parks development or recreational and golf programs should the City discourage?
7. What kind of ideal community do you envision for Ukiah?
8. Are there any other City of Ukiah Committees/Commissions in which you are interested and on which you would be willing to serve?

Susan Knopf 6/21/16

Signature of Applicant Date

THE CITY OF UKIAH
RECEIVED
JUN 21 2016
CITY MGR.
CLERK DEPT.
UKIAH, CALIFORNIA

Thank you for your interest in serving your community and the City of Ukiah.

Please return this application and attachments to the City Clerk's office at 300 Seminary Avenue, Ukiah, CA 95482. If you have any questions, please contact the City Clerk's office at (707) 463-6217.

CITY OF UKIAH
BUILDING APPEALS BOARD APPLICATION FOR APPOINTMENT

A. General Information

Full Name	LAWRENCE S. MITCHELL					Date	6.15.16
Residence Address (Physical Address, not PO)	UKIAH, CA 95482						
Mailing Address (if different from above)	SAME						
Home Phone				Work Phone	(707) 462-8778		
Email	ukiaharch@gmail.com			Cell Phone			
Employer	L.S. MITCHELL ARCHITECT, INC.						
Business Address	135 W. GOBBI ST., STE. 203, UKIAH, CA 95482						
Job Title/Position	PRESIDENT			Employed Since	1976		
How long have you resided in:	Ukiah?	68	Mendocino County?	68	California?	68	
Please list community groups or organizations you are affiliated with and list any offices held. List all Certifications and Licenses.	AMERICA INSTITUTE OF ARCHITECTS, REDWOOD EMPIRE CHAPTER, NEW LIFE COMMUNITY CHURCH, UKIAH HIGH SCHOOL CLASS OF 1966, VOLUNTEER AT HOPLAND FIELD STATION						

B. Please answer the following on a separate sheet(s) of paper and attach.

1. Do you consider yourself qualified to interpret the California Building Codes? YES
2. Can you remain fair, impartial and objective in your rulings on the Board? YES
3. Can you convene board meetings during the weekdays? YES
4. What is your understanding of the purpose, role and responsibility of the Appeals Board? TO HEAR & DECIDE APPEALS OF ORDERS, DECISIONS, OR DETERMINATIONS MADE BY THE BUILDING OFFICIALS.
5. List your qualifications according to the instruction sheet. LICENSED DESIGN PROFESSIONAL SINCE 1983, IN GOOD STANDING.
6. How do you believe your own skills, experience, expertise and perspectives will be beneficial to the work of the Appeals Board? FOR THE LARGE PART IT IS WHAT I DO DAILY, IN MY PRACTICE.
7. Are there any other City of Ukiah Committees/Commissions in which you are interested and on which you would be willing to serve? NO NOT AT THIS TIME.

Lawrence Mitchell — 6/15/16

Signature of Applicant — Date

Thank you for your interest in serving your community and the City of Ukiah.

Please return this application and attachments to the City Clerk's office at 300 Seminary Avenue, Ukiah, CA 95482. If you have any questions, please contact the City Clerk's office at (707) 463-6217.

CITY OF UKIAH

PATHS, OPEN SPACE, AND CREEKS COMMISSION APPLICATION FOR APPOINTMENT

A. General Information

Full Name	CHRISTOPHER JOHN WATT	Date	6/20/16
Residence Address (Physical Address, not PO)	UKIAH, CA 95482		
Mailing Address (if different from above)			
Home Phone		Work Phone	(707) 462-0222
Email		Cell Phone	
Employer	LACO ASSOCIATES, INC.		
Business Address	311 SOUTH MAIN STREET, UKIAH, CA 95482		
Job Title/Position	PRINCIPAL ENG. GEOLOGIST	Employed Since	1997
How long have you resided in:	Ukiah? 6	Mendocino County? 6	California? 44
Please list community groups or organizations you are affiliated with and list any offices held.	LEADERSHIP MENDOCINO, MENDOCINO COUNTY FARM BUREAU, NORTH COAST BUILDERS EXCHANGE		

B. Please answer the following on a separate sheet(s) of paper and attach.

1. Why are you applying to serve on the City of Ukiah's Paths, Open Space, and Creeks Commission?
2. What is your understanding of the purpose, role and responsibility of the Paths, Open Space, and Creeks Commission?
3. How do you believe your own skills, experience, expertise and perspectives will be beneficial to the work of the Paths, Open Space, and Creeks Commission?
4. In your opinion, what type of programs or development should the City encourage?
5. What kind of ideal community do you envision for Ukiah?
6. Do you have any known projects or conflict of interest related to this Commission?
7. Are there any other City of Ukiah Committees/Commissions in which you are interested and on which you would be willing to serve?

Christopher Watt — 6/20/16

Signature of Applicant — Date

Thank you for your interest in serving your community and the City of Ukiah.

Please return this application and attachments to the City Clerk's office at 300 Seminary Avenue, Ukiah, CA 95482. If you have any questions, please contact the City Clerk's office at (707) 463-6217.

THE CITY OF UKIAH
RECEIVED
JUN 29 2016
CITY MGR. CLERK DEPT.
UKIAH, CALIFORNIA

Attachment 3

CHAPTER 4
COMMISSIONS AND BOARDS

ARTICLE 4B. DESIGN REVIEW BOARD

SECTION:

§1160 CREATION

There is hereby created a Design Review Board for the City of Ukiah ("City"). (Ord. 1136, §2, adopted 2012)

§1161 MEMBERS; APPOINTMENT

Board shall consist of a total of five (5) members, of which at least three (3) members shall be residents of the City or a business owner in the City and up to two (2) members shall be at-large without a residence or business located within the City. If no at-large candidates are available, the City Council may fill the board seats with City residents or City business owners. At or near the beginning of his or her four (4) year term of office, each member of the City Council may nominate one Board member who shall be appointed to the Board, if approved by a majority vote of the City Council. Each Board member's term of office shall coincide with the four (4) year term of office of the City Council member who nominated him or her, regardless of whether that City Council member serves his or her full four (4) year term.

If a Board member vacates his or her office before the expiration of his or her term of office, the City Council member who nominated that Board member (or a City Council member elected or appointed to fill the remaining unexpired term of office of the City Council member who appointed the Board member) may nominate a replacement to serve the remainder of that Board member's term of office, who shall be appointed, if the nomination is approved by a majority vote of the City Council.

If a City Council member's nomination receives less than a majority vote, he or she may nominate additional candidates, one at a time, until one of them is appointed by a majority vote of the City Council. Board members shall be nominated and voted upon at a single City Council meeting, unless a different procedure is approved by a majority vote of the City Council. If a City Council member fails to nominate a Board member within sixty (60) days after the vacancy occurs, a majority of the City Council shall fill the vacancy following the procedure used to appoint members to other City Commissions and Boards. (Ord. 1136, §2, adopted 2012)

§1162 RESIDENCY

If Board members, other than the at-large members, move outside the City limits after appointment or they no longer own a business in the City limits for Board members qualified to serve on that basis, their terms are thereby terminated. (Ord. 1136, §2, adopted 2012)

§1163 QUALIFICATIONS OF BOARD MEMBERS

Board members shall have sufficient education and/or experience to perform and fulfill the duties required in section 1169 of this code. This education and/or experience may consist of a college degree, professional license, or employment experience in architecture and design, landscape architecture, building contracting, urban planning, civil engineering, or similar field of study. Alternatively, the City Council may determine that a combination of education and/or experience in lieu of a college degree, professional license, or employment experience may qualify a candidate for the Board. (Ord. 1136, §2, adopted 2012)

§1164 EXPENSES OF MEMBERS; NO COMPENSATION

The members of the Board shall receive no compensation. (Ord. 1136, §2, adopted 2012)

§1165 CHAIRMAN; OFFICERS

The Board shall elect a chairperson from among the appointed members for a term of one year and, subject to other provisions of law, may elect such other officers, such as a vice-chairperson, as it may determine. (Ord. 1136, §2, adopted 2012)

§1166 MEETINGS; RULES; RECORD

The Board shall hold at least one regular meeting each month at a time and place established by the Board, unless a lack of business or a lack of a quorum occurs. The Board shall adopt rules for the conduct of business and shall keep a written record of its findings and determinations, and overall business, which record shall be a public record. The City Manager may assign a City staff member to serve as the Board's recording secretary, who shall prepare minutes for the Board's approval. Alternatively, if no recording secretary is assigned to the Board, the Board may assign meeting recording duties to a Board member, who shall prepare minutes for the Board's approval. (Ord. 1136, §2, adopted 2012)

§1167 ATTENDANCE

If a Board member absents himself or herself from four (4) regular meetings in any twelve (12) month period without the prior approval of the Board, the City Council member who appointed him or her may vacate that Board member's seat and fill it as any other vacancy. (Ord. 1136, §2, adopted 2012)

§1168 BOARD TO ACT IN ADVISORY CAPACITY

Such Board shall act in an advisory capacity to the City staff, Zoning Administrator, Planning Commission and City Council in all matters pertaining to site development permit applications, planned development applications and precise development plans, and urban design. (Ord. 1136, §2, adopted 2012)

§1169 DUTIES OF THE BOARD

It shall be the function and duty of the Design Review Board to review proposed site development permit applications, planned development applications and precise development plans, work with staff and the applicants to ensure design consistency with the Ukiah General Plan, Zoning Code, and Design Review Guidelines, and make recommendations concerning architecture, site design layout, landscaping, parking, signage, exterior lighting, and other aspects of urban design to City staff, Zoning Administrator, Planning Commission and City Council as appropriate. (Ord. 1136, §2, adopted 2012)

ATTACHMENT 4

MEMORANDUM

City of Ukiah

Date: July 13, 2016

To: Kristine Lawler, City Clerk

From: Councilmember Crane

Subject: Nomination for Design Review Board

I nominate Thomas Hise for the Design Review Board as a City Resident/Property or Business Owner to be considered for appointment at the July 20, 2016, City Council Meeting to fill the unexpired term ending November 2016.

Signature Douglas F Crane

MEMORANDUM

City of Ukiah

Date: July 13, 2016

To: Kristine Lawler, City Clerk

From: Vice Mayor Brown

Subject: Nomination for Parks, Recreation, and Golf Commission

I nominate Susan Knopf for the Parks, Recreation, and Golf Commission as a Commissioner – At Large, City Resident to be considered for reappointment at the July 20, 2016, City Council Meeting.

Signature Jim O. Brown

MEMORANDUM

City of Ukiah

Date: July 13, 2016

To: Kristine Lawler, City Clerk

From: Vice Mayor Brown

Subject: Nomination for Board of Appeals

I nominate Lawrence S. Mitchell for the Board of Appeals as a Member to be considered for reappointment at the July 20, 2016, City Council Meeting.

Signature Jim O Brown

MEMORANDUM

Date: July 13, 2016

To: Kristine Lawler, City Clerk

From: Councilmember Mulheren

Subject: Nomination for Paths, Open Space, and Creeks Commission

City of Ukiah

I nominate Christopher John Watt for the Paths, Open Space, and Creeks Commission as a Commissioner – Resident in the City Sphere of Influence to be considered for reappointment at the July 20, 2016, City Council Meeting.

Signature Maureen Mulheren

Maureen Mulheren

Attachment 5

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH MAKING APPOINTMENTS TO THE BOARD OF APPEALS; DESIGN REVIEW BOARD; PARKS, RECREATION, AND GOLF COMMISSION; AND PATHS, OPEN SPACE, AND CREEKS COMMISSION

WHEREAS, the annual expiration of terms for City Boards and Commissions occurred on June 30, 2016; and

WHEREAS, the vacancies were duly advertised in the Office of the City Clerk, the Ukiah Branch of the Mendocino County Library, the Public View Binder, and Civic Center Glass Case on July 5, 2016; and

WHEREAS, the vacancies were published in the Ukiah Daily Journal on July 12, 2016.

NOW, THEREFORE, BE IT RESOLVED, that the Ukiah City Council approved the nominations, submitted per procedures outlined in Resolution 2014-48, and do hereby appoint the following persons and terms:

BOARD/ COMMISSION	NAME	POSITION	NOMINATED BY COUNCILMEMBER
Board of Appeals	Lawrence S. Mitchell - incumbent	Member (Term Expires July 2019)	Brown
Design Review Board	Thomas Hise	Member - City Resident/Property or Business Owner (Term Expires November 2016)	Crane
Parks, Recreation, and Golf Commission	Susan Knopf - incumbent	Commissioner - At Large, City Resident (Term Expires July 2019)	Brown
Paths, Open Space, and Creeks Commission	Christopher John Watt - incumbent	Commissioner - Resident in City Sphere of Influence (Term Expires July 2019)	Mulheren

PASSED AND ADOPTED this 20th day of July 2016, by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

____
Stephen G. Scalmanini, Mayor

ATTEST:

____
Kristine Lawler, City Clerk

Attachment 5

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH MAKING APPOINTMENTS TO THE BOARD OF APPEALS; DESIGN REVIEW BOARD; PARKS, RECREATION, AND GOLF COMMISSION; AND PATHS, OPEN SPACE, AND CREEKS COMMISSION

WHEREAS, the annual expiration of terms for City Boards and Commissions occurred on June 30, 2016; and

WHEREAS, the vacancies were duly advertised in the Office of the City Clerk, the Ukiah Branch of the Mendocino County Library, the Public View Binder, and Civic Center Glass Case on July 5, 2016; and

WHEREAS, Colin Morrow has agreed to change his position description to *City Resident/Property or Business Owner,* leaving the *Community at Large* position open; and

WHEREAS, the vacancies were published in the Ukiah Daily Journal on July 12, 2016.

NOW, THEREFORE, BE IT RESOLVED, that the Ukiah City Council approved the nominations, submitted per procedures outlined in Resolution 2014-48, and do hereby appoint/reappoint the following persons and terms:

BOARD/ COMMISSION	NAME	POSITION	NOMINATED BY COUNCILMEMBER
Board of Appeals	Lawrence S. Mitchell - incumbent	Member (Term Expires July 2019)	Brown
Design Review Board	Colin Morrow - incumbent	Member - City Resident/Property or Business Owner (Term expires November 2018)	Mulheren
Design Review Board	Thomas Hise	Member – Community at Large (Filling unexpired term ending November 2016)	Crane
Parks, Recreation, and Golf Commission	Susan Knopf - incumbent	Commissioner - At Large, City Resident (Term expires July 2019)	Brown
Paths, Open Space, and Creeks Commission	Christopher John Watt - incumbent	Commissioner - Resident in City Sphere of Influence (Term expires July 2019)	Mulheren

PASSED AND ADOPTED this 20th day of July 2016, by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

____
Stephen G. Scalmanini, Mayor

ATTEST:

____
Kristine Lawler, City Clerk

CITY OF UKIAH *MEMORANDUM*

Date: July 19, 2016

To: City Council

From: Kristine Lawler, City Clerk

Subject: Agenda Item 7b - Revised Resolution

It has come to our attention that Thomas Hise, Councilmember Crane's nomination to the Design Review Board, does not fit the position description, *City Resident/Property or Business Owner* that is currently open. However, Colin Morrow, Councilmember Mulheren's nominee, has agreed to change his position description of *Community at Large*, to the *City Resident/Property or Business Owner*, which he does fit the criteria. Therefore, attached is a revised resolution adding Colin Morrow with the new position description, and a corresponding 'Whereas' in the body of the text; and changing the position description for Thomas Hise to the *Community at Large*.

If you choose to adopt the resolution, and this is acceptable to you, then the recommendation is to approve the consent calendar/agenda item 7b with the revised resolution.

ITEM NO.: 7c

MEETING DATE: July 20, 2016

City of Ukiah

AGENDA SUMMARY REPORT

SUBJECT: ADOPTION OF RESOLUTION APPROVING AN APPLICATION FOR PROPOSITION 1 CALIFORNIA URBAN RIVERS GRANT PROGRAM FOR DEVELOPMENT OF RIVERSIDE PARK

Summary: Council to consider adopting a resolution approving staff to submit an application for Proposition 1 funding, California Urban Rivers Grant Program for the continued development of Riverside Park.

Background: Riverside Park is located at the terminus of East Gobbi Street and includes forty-two acres of park land along the Russian River. The northern park area consists of active users including Ukiah Youth Baseball and Rusty Bowl BMX. Both of these groups maintain their portion of the park, through a lease agreement, and collaborate with the City in shared functions such as parking, security, scheduling, and general maintenance.

The City was successful in securing past grant funding for five acres of park development that provides river access and restored riparian habitat. That 5-acre section of work included the main park entrance and the northern most trail near the river.

Discussion: City staff has identified Proposition 1 California Urban Rivers Program as a possible source of funding for the continued development of Riverside Park. The deadline for the grant is October 3, 2016.

The grant application is currently being drafted and cost estimates are underway. The primary components in the application include restoring the natural ecosystem function and resiliency as a model for community based responses to climate change. This includes removing debris and soil compaction, grading out a more natural and useful topography, and restoring integrated plant communities. Designing a habitat restoration process that doesn't use irrigation, as irrigation uses electricity to pump water supply thus using reducing energy consumption. The plan would also improve soil carbon sequestration and soil water retention and infiltration. As riparian forest and floodplain habitats are heavily degraded and/or developed regionally, this is an important habitat type to increase in this area. The degraded habitat areas of Riverside Park are a good fit for this grant.

There is a support contract with Ann Baker, Landscape Architecture who will be utilized with the writing of the grant, design and graphic illustration elements of the project for the California Urban Rivers Grant Program. Attachment 1 is a resolution approving the application for grant funds for the California Urban Rivers Grant Program under the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 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.
$9,750	Parks Contracted Services	10022100.52100	Yes ☒ No ☐	1314-190-(A1-A2) 1415-200

RECOMMENDED ACTION(S): Adopt a resolution approving the application for the Proposition 1 California Urban Rivers Grant for the development of Riverside Park.

ALTERNATIVES: Remand to Staff with direction.

Citizens advised: N/A
Requested by: Tami Bartolomei, Community Services Administrator
Prepared by: Tami Bartolomei, Community Services Administrator
Coordinated with: Katie Marsolan, Project Analyst and Ann Baker, Landscape Architecture
Presenter: Tami Bartolomei, Community Services Administrator
Attachment: 1. Resolution

COUNCIL ACTION DATE: ____________: ☐ Approved ☐ Continued to________________ ☐ Other ______

RECORDS APPROVED: ☐ Agreement: ______________ ☐ Resolution: __________ ☐ Ordinance: ________

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

Approved: ______________________
Sage Sangiacomo, City Manager

Attachment 1

Resolution No: ______________________
RESOLUTION CITY OF UKIAH
APPROVING THE APPLICATION FOR GRANT FUNDS FOR THE CALIFORNIA URBAN RIVERS GRANT PROGRAM UNDER THE WATER QUALITY, SUPPLY, AND INFRASTRUCTURE IMPROVEMENT ACT OF 2014 (Proposition 1)
____

WHEREAS, the Legislature and Governor of the State of California have provided Funds for the program shown above; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedures established by the California Natural Resources Agency require a resolution certifying the approval of application(s) by the Applicants governing board before submission of said application(s) to the State; and

WHEREAS, the Applicant, if selected, will enter into an agreement with the State of California to carry out the Project

NOW, THEREFORE, BE IT RESOLVED that the Ukiah City Council

1. Approves the filing of an application for the *City of Ukiah Riverside Park Phase Two Project*;
2. Certifies that Applicant understands the assurances and certification in the application; and,
3. Certifies that Applicant or title holder will have sufficient Funds to operate and maintain the Project(s) consistent with the land tenure requirements; or will secure the resources to do so; and,
4. Certifies that it will comply with all provisions of Section 1771.5 of the California Labor Code; and,
5. If applicable, certifies that the project will comply with any laws and regulations including, but not limited to, the *California Environmental Quality Act* (CEQA), legal requirements for building codes, health and safety codes, disabled access laws, and, that prior to commencement of construction, all applicable permits will have been obtained; and,
6. Certifies that applicant will work towards the State Planning Priorities intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety as included in Government Code Section 65041.1, and
7. Appoints the City Manager, Sage Sangiacomo, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned Project(s).

Approved and adopted the __________day of __________ 20____. I, the undersigned, hereby certify that the foregoing Resolution Number __________ was duly adopted by the ______________________. Ukiah City Council
Following Roll Call Vote:
AYES:
NOES:
ABSENT:
ABSTAIN:

____
Clerk/Secretary for the Governing Board

City of Ukiah

ITEM NO.: 7d

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: APPROVAL OF PURCHASE OF BODY WORN CAMERAS FROM DATA 911 IN AN AMOUNT NOT TO EXCEED $21,683.38 PLUS APPLICABLE SALES AND SHIPPING COSTS AND APPROVAL OF CORRESPONDING BUDGET AMENDMENT

Summary: The City of Ukiah Police Department is replacing the eight-year-old and outdated body worn digital evidence cameras, with new cameras from Data 911. Data 911 is our current sole source approved patrol car mobile data computer and patrol car video vendor, and the new desired body cameras are specifically designed to work in combination with our existing equipment and software.

Background: In 2008, the Ukiah Police Department began the process of replacing an aging VHS tape video recording system located within the patrol cars with a digital body worn camera produced by Vievu. These cameras are designed to capture officer interactions.

In April of 2013, the Ukiah City Council authorized the sole source purchase of mobile computer terminals, in-car video systems, and server data management software from Data 911. This system allows officer access to computer information from their patrol cars and captures video images from the car, which are not able to be captured from an officer's body camera. The server data management system catalogs and saves digital evidence in compliance with evidence retention laws.

Data 911 was selected as a sole source vendor after an extensive evaluation of vendors and products and staff determination that Data 911 best fits the needs of Ukiah for reliability, cost, and length of use.

Discussion: Typically electronics are planned to be replaced in three to five years. After three to five years, technology has improved and day-to-day wear and tear impacts performance.

After eight years of continuous rugged patrol duty use, the department's existing Vievu body cameras have reached the end of their life, and many of the cameras are failing on a regular basis. Body worn cameras have become vital in the collection and preservation of evidence by officers.

Replacing the existing cameras from our current vendor Vievu, would cost $895 each, that is an estimated $40,000 dollars to replace the entire department's cameras.

Continued on Page 2

RECOMMENDED ACTION(S): Approve the purchase of body worn cameras from Data 911 in an amount not to exceed $21,683.38 plus applicable sales and shipping costs and approval of corresponding budget amendment.

ALTERNATIVES: N/A

Citizens advised:	N/A
Requested by:	Chris Dewey, Police Chief
Prepared by/Contact:	Chris Dewey, Police Chief
Coordinated with:	Sage Sangiacomo, City Manager and Mary Horger, Purchasing Supervisor
Presenter:	Chris Dewey, Police Chief
Attachment:	1. Data 911 Proposal

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

Data 911 now also produces officer body worn cameras which work with our existing mobile patrol car computer terminals and in-car camera video system. The officer worn video cameras from Data 911 cost $450.00 each, totally approximately $21,683.38 to replace the entire department's cameras.

Recommendations: Approve the purchase of body worn cameras from Data 911 in an amount not to exceed $21,683.38 plus applicable sales and shipping costs and approval of corresponding budget amendment.

Funding for this purchase will be made from the department's Asset Forfeiture Account. These funds are intended to supplement law enforcement not supplant general fund expenditures. The use of these funds for this purchase is consistent with asset forfeiture spending guidelines.

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.**
$21,683.38	Asset Forfeiture	63820210.54100	Yes ☒ No ☐	N/A

Attachment 1

Data911

2021 Challenger Dr.
Alameda, Ca. 94501

Quote Number:	115528
Printed Date:	07/07/2016
Ship Method:	Best Way Ground
Assigned To:	Michael Mattal

Invoice to:
Chris Dewey
Ukiah Police Dept (CA)
300 Seminary Ave.
Ukiah CA 95482
United States

Deliver to:
Chris Dewey
Ukiah Police Dept (CA)
300 Seminary Ave.
Ukiah CA 95482
United States

Qty	Part Number	Item Description	Unit Price	Ext Price
40	VXW10003	BX1; Body Worn Camera, Includes Camera, Clip, Charging Dock, A/C power adapter, USB mini charging cable	$450.0000	$18,000.00
4	VXW10004	BX1; Eight Gang Dock	$495.0000	$1,980.00
1.0000	SH00001	Shipping (sales tax not calculated on shipping) *For Product: Small Parts* *Method: Ground*	$79.0000	$79.00

Subtotal	**$20,059.00**
USA: CA; Mendocino, Ukiah @ 8.13%	$1,624.38
Not rated @ 0%	$0.00
Total	**$21,683.38**
Paid to date	$0.00

Remit Purchase Order To:
Data911
2021 Challenger Dr.
Alameda, Ca. 94501
sales@data911.com
F: (510) 865-9090

Pricing subject to prepayment or credit approval

City of Ukiah

ITEM NO.: 7e

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: APPROVE AN AGREEMENT FOR PROFESSIONAL SERVICES FOR WEBSITE DESIGN AND MAINTENANCE WITH RICH ANDERSON AND AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT

Summary: Council will consider approving an agreement for professional services for website design and maintenance with Rich Anderson. The cityofukiah.com website is maintained and designed to inform our community about meetings, events, recreation opportunities, and City of Ukiah department information.

Background: Since the major website renovation about six years ago the City has been working with Rich Anderson to perform the duties associated with the maintenance and design of the site. Mr. Anderson has been a part-time employee for the duration of the work and conducts most work for the City from a private office. Due to certain factors it has become more appropriate for Mr. Anderson to perform this work as a professional service provider.

Discussion: The services provided to support this professional services agreement are to provide website support and development services to the City of Ukiah. This includes WordPress design improvements, optimizations, presentation development, website maintenance, installing updates, technical services, maintaining, upgrading, and replacing current design elements, providing direction and support on ways to optimize website usability, developing content and graphics, providing training to City employees, troubleshooting technical problems, interfacing with staff and third party vendors (e.g. Granicus, Code Publishing, and RecDesk) to facilitate website solution development, and other related tasks assigned by City staff.

This service will continue to be funded through the Internet Technology fund and is not to exceed a cost of $45,000 per year. The cost has been budgeted in the FY16/17 in non-regular salaries and will then be transferred to contracted services.

Staff recommends that Council approve the agreement for professional services with Rich Anderson and authorize the Mayor to execute. Please see the attached draft agreement as 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.
$45,000	IT Contracted Services	20922900.52100	Yes ☐ No ☒	N/A

RECOMMENDED ACTION(S): Approve an agreement for professional services for website design and maintenance with Rich Anderson and authorize the Mayor to execute.

ALTERNATIVES: Do not authorize and remand to Staff with direction.

Citizens advised: N/A
Requested by: N/A
Prepared by: Maya Simerson, Project Administrator and Scott Shaver, IT Coordinator
Coordinated with: Mary Horger, Purchasing Supervisor and Sheri Mannion, Senior Management Analyst
Presenter: Scott Shaver, IT Coordinator
Attachment: 1. Website Development and Maintenance Service Agreement

COUNCIL ACTION DATE: ____________: ☐ Approved ☐ Continued to ________________ ☐ Other ________

RECORDS APPROVED: ☐ Agreement: ________________ ☐ Resolution: __________ ☐ Ordinance: ________

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

Approved: ______________________
Sage Sangiacomo, City Manager

AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES

This Agreement, made and entered into this _____ day of _________, 2016 ("Effective Date"), by and between CITY OF UKIAH, CALIFORNIA, hereinafter referred to as "City" and Richard Anderson, a sole proprietorship organized and in good standing under the laws of the state of California, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

a. City requires consulting services related to website development.

b. Consultant represents that it has the qualifications, skills, experience and properly licensed to provide these services, and is willing to provide them according to the terms of this Agreement.

c. City and Consultant agree upon the Scope-of-Work and Work Schedule attached hereto as Attachment "A", describing contract provisions for the project and setting forth the completion dates for the various services to be provided pursuant to this Agreement.

TERMS OF AGREEMENT

1.0 DESCRIPTION OF PROJECT

1.1 The Project is described in detail in the attached Scope-of-Work (Attachment "A").

2.0 SCOPE OF SERVICES

2.1 As set forth in Attachment "A".

2.2. Additional Services. Additional services, if any, shall only proceed upon written agreement between City and Consultant. The written Agreement shall be in the form of an Amendment to this Agreement.

3.0 CONDUCT OF WORK

3.1 Term. The term of this agreement begins on the Effective Date and shall continue for an indefinite term and until terminated in accordance with paragraph 7.08.

3. 2 Time of Completion. Consultant shall commence performance of services as required by the Scope-of-Work upon receipt of a Notice to Proceed from City and shall complete each task to the City's satisfactions within various timeframes depending on the project from receipt of the Notice to Proceed. Consultant shall complete the work to the City's reasonable satisfaction, even if contract disputes arise or Consultant contends it is entitled to further compensation.

4.0 COMPENSATION FOR SERVICES

4.1 Basis for Compensation. For the performance of the professional services of this Agreement, Consultant shall be compensated on a time and expense basis not to exceed a guaranteed maximum dollar amount of $45,000 per fiscal year. Labor charges shall be based upon hourly billing rates for the various classifications of personnel employed by Consultant to perform the Scope of Work as set forth in the attached Attachment B, which shall include all indirect costs and expenses of every kind or natureConsultant shall complete the Scope of Work for the not-to-exceed guaranteed maximum, even if actual time and expenses exceed that amount.

4.2 Changes. Should changes in compensation be required because of changes to the Scope-of-Work of this Agreement, the parties shall agree in writing to any changes in compensation. "Changes to the Scope-of-Work" means different activities than those described in Attachment "A" and not additional time to complete those activities than the parties anticipated on the date they entered this Agreement.

4.3 Sub-contractor Payment. The use of sub-consultants or other services to perform a portion of the work of this Agreement shall be approved by City prior to commencement of work. The cost of sub-consultants shall be included within guaranteed not-to-exceed amount set forth in Section 4.1.

4.4 Terms of Payment. Payment to Consultant for services rendered in accordance with this contract shall be based upon submission of monthly invoices for the work satisfactorily performed prior to the date of the invoice less any amount already paid to Consultant, which amounts shall be due and payable thirty (30) days after receipt by City. The invoices shall provide a description of each item of work performed, the time expended to perform each task, the fees charged for that task, and the direct expenses incurred and billed for. Invoices shall be accompanied by documentation sufficient to enable City to determine progress made and to support the expenses claimed.

5.0 ASSURANCES OF CONSULTANT

5.1 Independent Contractor. Consultant is an independent contractor and is solely responsible for its acts or omissions. Consultant (including its agents, servants, and employees) is not the City's agent, employee, or representative for any purpose.

It is the express intention of the parties hereto that Consultant is an independent contractor and not an employee, joint venturer, or partner of City for any purpose whatsoever. City shall have no right to, and shall not control the manner or prescribe the method of accomplishing those services contracted to and performed by Consultant under this Agreement, and the general public and all governmental agencies regulating such activity shall be so informed.

Those provisions of this Agreement that reserve ultimate authority in City have been inserted solely to achieve compliance with federal and state laws, rules, regulations, and interpretations thereof. No such provisions and no other provisions of this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between Consultant and City.

Consultant shall pay all estimated and actual federal and state income and self-employment taxes that are due the state and federal government and shall furnish and pay worker's compensation insurance, unemployment insurance and any other benefits required by law for himself and his employees, if any. Consultant agrees to indemnify and hold City and its officers, agents and employees harmless from and against any claims or demands by federal, state or local government agencies for any such taxes or benefits due but not paid by Consultant, including the legal costs associated with defending against any audit, claim, demand or law suit.

Consultant warrants and represents that it is a properly licensed professional or professional organization with a substantial investment in its business and that it maintains its own offices and staff which it will use in performing under this Agreement.

5.2 Conflict of Interest. Consultant understands that its professional responsibility is solely to City. Consultant has no interest and will not acquire any direct or indirect interest that would conflict with its performance of the Agreement. Consultant shall not in the performance of this Agreement employ a person having such an interest. If the City Manager determines that the Consultant has a disclosure obligation under the City's local conflict of interest code, the Consultant shall file the required disclosure form with the City Clerk within 10 days of being notified of the City Manager's determination.

6.0 INDEMNIFICATION

6.1 Indemnification Consultant agrees, for the full period of time allowed by law, surviving the termination of this Agreement, to indemnify the City for any claim, cost or liability that arises out of, or pertains to, or relates to any negligent act or omission or the willful misconduct of Consultant in the performance of services under this contract by Consultant, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the sole negligence, willful misconduct or defects in design by the City, or arising from the active negligence of the City.

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

References in this paragraph to City or Consultant, include their officers, employees, agents, and subcontractors.

7.0 CONTRACT PROVISIONS

7.1 Ownership of Work. All documents furnished to Consultant by City and all documents or reports and supportive data prepared by Consultant under this Agreement are owned and become the property of the City upon their creation and shall be given to City immediately upon demand and at the completion of Consultant's services at no additional cost to City. Deliverables are identified in the Scope-of-Work, Attachment "A". All documents produced by Consultant shall be furnished to City in digital format and hardcopy. Consultant shall produce the digital format, using software and media approved by City.

7.2 Governing Law. Consultant shall comply with the laws and regulations of the United States, the State of California, and all local governments having jurisdiction over this Agreement. The interpretation and enforcement of this Agreement shall be governed by

California law and any action arising under or in connection with this Agreement must be filed in a Court of competent jurisdiction in Mendocino County.

7.3 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.

7.4 Severability. If any term of this Agreement is held invalid by a court of competent jurisdiction, the remainder of this Agreement shall remain in effect.

7.5 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.

7.6 Assignment. Consultant's services are considered unique and personal. Consultant shall not assign, transfer, or sub-contract its interest or obligation under all or any portion of this Agreement without City's prior written consent.

7.7 Waiver. No waiver of a breach of any covenant, term, or condition of this Agreement shall be a waiver of any other or subsequent breach of the same or any other covenant, term or condition or a waiver of the covenant, term or condition itself.

7.8 Termination. This Agreement may only be terminated by either party in writing with a 30 day notice: 1) for breach of the Agreement; 2) because funds are no longer available to pay Consultant for services provided under this Agreement; or 3) City has abandoned and does not wish to complete the project for which Consultant was retained. A party shall notify the other party of any alleged breach of the Agreement and of the action required to cure the breach. If the breaching party fails to cure the breach within the time specified in the notice, the contract shall be terminated as of that time. If terminated for lack of funds or abandonment of the project, the contract shall terminate on the date notice of termination is given to Consultant. City shall pay the Consultant only for services performed and expenses incurred as of the effective termination date. In such event, as a condition to payment, Consultant shall provide to City all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Consultant under this Agreement. Consultant shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder, subject to off-set for any direct or consequential damages City may incur as a result of Consultant's breach of contract.

7.9 Execution of Agreement. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. Alternatively, this Agreement may be executed and delivered by facsimile or other electronic transmission, and in more than one counterpart, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. When executed using either alternative, the executed agreement shall be deemed an original admissible as evidence in any administrative or judicial proceeding to prove the terms and content of this Agreement.

8.0 NOTICES

Any notice given under this Agreement shall be in writing and deemed given when personally delivered or deposited in the mail (certified or registered) addressed to the parties as follows:

CITY OF UKIAH	RICHARD ANDERSON
ATTN: SCOTT SHAVER, I.T. ADMINISTRATOR	7933 Southwest Oviatt Drive

300 SEMINARY AVENUE
UKIAH, CALIFORNIA 95482-5400

Beaverton, OR 97007

9.0 SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement the Effective Date:

CONSULTANT

BY: ___________________________ ____________________
Date

PRINT NAME: _Richard Anderson__

____
IRS IDN Number

CITY OF UKIAH

BY: ___________________________ ____________________
Date

MAYOR

ATTEST

_____________________________ ____________________
CITY CLERK Date

ATTACHMENT A: Scope of Work

Website Developer
Consultant will provide website support and development services to the City of Ukiah. This includes WordPress design improvements, optimizations, presentation development, website maintenance, installing updates, technical services, maintaining, upgrading, and replacing current design elements, providing direction and support on ways to optimize website usability, developing content and graphics, providing training to City employees, troubleshooting technical problems, interfacing with staff and 3rd party vendors (e.g. Granicus, Code Publishing, and RecDesk) to facilitate website solution development, and other related tasks assigned by City staff.

ATTACHMENT B: Compensation for Services
Consultant will bill $50.00 per hour not to exceed 900 hours per fiscal year.

City of Ukiah

ITEM NO.: 7f

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: APPROVAL OF NOTICE OF COMPLETION FOR CROSSWALK AT NORTH STATE STREET AND GARRETT DRIVE, SPECIFICATION NO. 15-11

Summary: Staff is requesting the approval of a Notice of Completion for the Crosswalk at North State Street and Garrett Drive.

Background and Discussion: The City Council awarded a contract on December 2, 2015, to Gregg Simpson Trucking of Ukiah, California in the amount of $136,734.63, and on April 6, 2016, a change order in the amount of $35,735, for the subject project. The work on the contract was completed by the contractor in substantial conformance with the approved plans and specifications on July 12, 2016. The final contract cost, based on actual quantities constructed is $181,279.83, which was within the authorized amount. Final payment of the retention will be made to the contractor after thirty-five days from the date the Notice of Completion (Attachment 1) is filed with the County Recorder.

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): 1. Accept the work as complete; 2. Direct the City Clerk to file the Notice of Completion with the County Recorder for Crosswalk at North State Street and Garrett Drive, Specification No. 15-11.

ALTERNATIVES: N/A

Citizens advised: Darlene Simpson, Gregg Simpson Trucking
Requested by: Tim Eriksen, Director of Public Works Director/City Engineer
Prepared by: Ben Kageyama, Senior Civil Engineer
Coordinated with: Sage Sangiacomo, City Manager
Presenter: Tim Eriksen, Public Works Director/City Engineer
Attachment: 1. Notice of Completion for Specification No. 15-11

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

Attachment 1

Please return to:

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

No fee pursuant to Government Code 27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN:

1. That the real property described is owned by the following whose address is: City of Ukiah, a Municipal Corporation, 300 Seminary Avenue, Ukiah, California 95482-5400.

2. That the nature of the title to the Crosswalk at North State Street and Garrett Drive, Specification No. 15-11 of all said owners is that of fee simple.

3. That on the 12th day of July, 2016, the Contract work for this project was actually completed.

4. That the name and address of the Contractor is Gregg Simpson Trucking, 11 Highland Court, Ukiah, CA 95482.

5. That the real property herein referred to is situated in the County of Mendocino, State of California, and is described as follows: City-owned property identified as North State Street within the City of Ukiah.

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

City Council Approval CITY OF UKIAH, a Municipal Corporation

________________ By: __________________________ ____________________
Date Kristine Lawler, City Clerk Date

State of California

County of Mendocino

City of Ukiah

ITEM NO.: 7g

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: ADOPTION OF RESOLUTION APPROVING TERMINATION OF PARTICIPATION IN PERS HEALTH PLAN BY FIRE UNIT EMPLOYEES

Summary: The City and the Fire bargaining unit agreed in their 2015-2018 Memorandum of Understanding to convert their group health plan from the Public Employees' Medical and Hospital Care Act (PERS Health) to the REMIF health plan, currently Anthem Blue Cross. The Fire Unit is the sole remaining labor group within the City under contract with PERS Health, and this conversion will bring all City employees under the same health plan for consistency in administration.

Background: The Fire Unit elected health coverage under the PERS Plan in 2001, at a time when premiums and health plan options were more favorable towards public safety groups. In recent years the premiums have escalated and plan offerings in our geographical area have declined. PERS Health does not allow employees to enroll in other City plans while under contract with them. Most of the Fire Unit employees have since elected outside health coverage for this reason. With the adoption of their 2015-2018 MOU, the Fire Unit has agreed to terminate the PERS Health Plan contract so they can be eligible to enroll in the REMIF Health Plan, consistent with all other City employees.

Discussion: In order to terminate the PERS health insurance contract, PERS requires a resolution (Attachment 1) be approved by the City Council and submitted no later than August 15, 2016, for termination at the end of the PERS Health plan year on December 31, 2016. Once the group terminates their PERS contract, they are prohibited from a new contract with PERS for five years from the termination date. In the meantime, REMIF has approved the addition of the Fire bargaining unit to our existing self-insured Anthem Blue Cross health plan effective January 1, 2017. A special open enrollment period will be designated in December for Fire Unit employees desiring to enroll in the REMIF health plans. The REMIF health plan functions on a fiscal year basis, therefore, this will be considered a mid-year addition to the plan. Under REMIF plan rules, a 5.5% surcharge will be applied to Fire Unit premiums for the remainder of this plan year and the following full plan year (18 months total), after which the group would revert to the same premium structure as the remainder of the City. Per the Fire Unit's 2015-2018 MOU, this temporary surcharge will be paid by the City.

Staff recommends adoption of the attached resolution electing to cease to be subject to the Public Employees' Medical and Hospital Care Act with respect to a recognized employee organization, in order

RECOMMENDED ACTION(S): Adopt resolution approving termination of PERS Health Plan contract for Fire Unit employees, effective December 31, 2016.

ALTERNATIVES: 1. Do not adopt the resolution; 2. Refer to Staff for additional information.

Citizens advised:	N/A
Requested by:	Ukiah Fire Bargaining Unit
Prepared by:	Melody Harris, Human Resources Director
Coordinated with:	Ukiah Fire Bargaining Unit and Sage Sangiacomo, City Manager
Presenter:	Melody Harris, Human Resources Director
Attachment:	1. Resolution Electing to Cease to be Subject to the Public Employees' Medical and Hospital Care Act (PERS) With Respect to a Recognized Employee Organization

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

to initiate the process of converting their health coverage to the REMIF Anthem Blue Cross health plan effective January 1, 2017.

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*	Corresponding Payroll Accounts	Fire Department	Yes ☐ No ☒	N/A

* Amount contingent on open enrollment; a mid-year budget adjustment will be considered if necessary to cover any surcharge impacts.

Attachment 1

RESOLUTION NO. 2016-

ELECTING CEASE TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

WHEREAS, Government Code Section §22938 provides that a contracting agency which has elected to be subject to the Public Employees' Medical and Hospital Care Act (the "Act") may cease to be so subject by proper application by the contracting agency; and

WHEREAS, City of Ukiah is a contracting agency under Government Code Section §22920 and subject to the Act for participation by members of 002 Fire Unit.

NOW, THEREFORE, BE IT RESOLVED, City of Ukiah elects to cease to be subject to the Act; and that the coverage under the Act cease on December 31, 2016.

PASSED AND ADOPTED this 20^{th} day of July 2016, by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Stephen G. Scalmanini, Mayor

ATTEST:

Kristine Lawler, City Clerk

City of Ukiah

ITEM NO.: 7h

MEETING DATE: 7/20/2016

AGENDA SUMMARY REPORT

SUBJECT: UPDATE ON THE GROUNDWATER RESOURCE EVALUATION IN THE VICINITY OF THE UKIAH GOLF COURSE AND REQUEST FOR COUNCIL TO CONSIDER APPROVAL OF THE DESIGN OF A WATER-EFFICIENT IRRIGATION SYSTEM FOR THE AREA

Summary: Staff is requesting consideration of reallocation of the remaining water resource source study funds for the design of a water-efficient irrigation system for the Todd Grove Recreation Area, including the Ukiah Golf Course.

Background: In March of 2015, Council approved staff to work with LACO Associates to evaluate the water resources in the vicinity of the golf course. The consultants performed seismic refraction surveys in several areas. The results in the tested areas showed some limited findings, but not the data that was hoped to be found. Staff continued to work with LACO to refine and retest alternative locations with similar results. While a couple of areas have been located where moderate yields are possible, the overall findings are not substantial.

Discussion: It has been recognized that the supply and cost of water must be addressed for the long term sustainability of maintaining an affordable and quality municipal golf course. With recycled water a possible solution within the next five years, our focus shifted from developing a water source to conserving potable water and developing updated irrigation systems to distribute recycled water.

Like the Ukiah Golf Course, the Todd Grove Park, Anton Stadium, Giorno Park, and Lions Field will all need either new or retrofitted infrastructure to accept the use of recycled water. When you combine these community resources into a larger Todd Grove Recreation Area you create a more substantial application for future grant funding. By using the funds remaining from the water source development project to create a complete plan for the conservation of potable water, staff can be prepared to submit a solid grant request to have all of these assets ready to convert to recycled water.

The combined estimated cost for the development of a new water source that was approved in March of 2015, was $102,500. The testing that was performed expended $30,500 leaving $72,000 to be re-directed towards the development of irrigation plans and specifications. Given the benefits to the municipal system and available resources, staff recommends the project continue to be expensed from the Water Capital Fund.

Continued on Page 2

RECOMMENDED ACTION(S): Receive update on the groundwater resource evaluation in the vicinity of the Ukiah Golf Course and re-direct remaining water development funding for water conservation development in the amount of $ 72,000.

ALTERNATIVES: Remand to staff with direction.

Citizens advised:	N/A
Requested by:	N/A
Prepared by:	Maya Simerson, Program Administrator and Sean White, Water/Sewer Utilities Director
Coordinated with:	Sage Sangiacomo, City Manager and Jarod Thiele, Public Works Project Analyst
Presenter:	Maya Simerson, Program Administrator
Attachment:	N/A

COUNCIL ACTION DATE: ____________: ❑ Approved ❑ Continued to__________________ ❑ Other _______

RECORDS APPROVED: ❑ Agreement: ___________________ ❑ Resolution: ___________ ❑ Ordinance: ________

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

Approved: ______________________
Sage Sangiacomo, City Manager

If approved, staff will work to obtain irrigation design plans and all necessary documents to be ready for a grant application for recycled water in the coming months. The Todd Grove Recreation Area, and specifically the Ukiah Golf Course, are valuable community assets that with proper planning will enhance the community for years to come.

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.**
$72,000	Water Capital Fund	82224413.80230	Yes ☐ No ☒	N/A

City of Ukiah

ITEM NO.: 7i

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A CONTRACT WITH L.S. MITCHELL ARCHITECT, INC. FOR CONSULTING SERVICES TO ASSIST THE ELECTRIC UTILITY DEPARTMENT WITH THE DESIGN AND BUILDING PLANS FOR THE 1350 HASTINGS ROAD PROPERTY IN AN AMOUNT NOT TO EXCEED $120,000 AND APPROVAL OF CORRESPONDING BUDGET AMENDMENT (EUD)

Summary: The City Council will receive a report for authorization for the City Manager to negotiate and enter into a contract with L.S. Mitchell Architect, Inc. for engineering and design services for the 1350 Hastings Road property.

Background: On March 10, 2015, the City of Ukiah and L.S. Mitchell Architect, Inc. entered into a contract in the amount of $15,000, (COU No. 1415-170), for consulting services related to site development services for adaptive reuse of property located at 1350 Hastings Road, Ukiah, California. This initial work scope focused on site design related to electric utility work flow and City-County related site requirements. The design/support services provided the utility with the necessary design of the storm water retention, grading, fencing, gates, compaction and hazardous materials testing, public and employee parking, initial shop space and office layouts, and work flow patterns needed to optimize the Department's effectiveness.

Discussion: Mr. Mitchell is extremely familiar with the site, building and access requirements of the parcel. He is also familiar with the Electric Utility's needs related to optimized work flow, material storage, indoor work spaces, office requirements and projected needs of the department. Considering Mr. Mitchell's professional experience coupled with his knowledge and in depth work with the project, staff recommends that the City Council authorize the City Manager to negotiate and enter into a contract with L.S. Mitchell Architect, Inc. as a sole source service provider in an amount not to exceed $120,000. The draft contract and work plan are attached for review (Attachment #1). Alternatively, staff estimates higher costs and staff workload associated with selecting a firm not as familiar with the needs and goals of the project.

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.
$4,745,000	Electric Capital	80100000 - Capital	Yes ☐ No ☒	COU No. 1415-170

RECOMMENDED ACTION(S): Authorize City Manager to negotiate and enter into a contract with L.S. Mitchell Architect, Inc. for consulting services to assist the Electric Utility Department with the design and building plans for the 1350 Hastings Road property in an amount not to exceed $120,000 and approval of corresponding budget amendment (EUD).

ALTERNATIVES: Do not approve authorization for City Manager to enter into a contract with L.S. Mitchell Architect and remand to staff with direction.

Citizens advised: N/A
Requested by: Mel Grandi, Electric Utility Director
Prepared by: Mel Grandi, Electric Utility Director and Diann Lucchetti, Electric Utility Program Coordinator
Coordinated with: N/A
Presenter: Mel Grandi, Electric Utility Director
Attachment: 1. Draft Contract and Work Outline

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

L.S. Mitchell Architect, Inc.

BUILDING ARCHITECT – LAND PLANNER
(707) 462-8778 FAX (707) 462-1511
135 WEST GOBBI STREET, SUITE 201
UKIAH, CALIFORNIA 95482-5465

AGREEMENT FOR ARCHITECTURAL SERVICES

PROJECT: *CONSULTATION SERVICES RE: 1350 HASTINGS ROAD, UKIAH, CA*

OWNER: *CITY OF UKIAH*
3000 SEMINAR AVENUE
UKIAH, CA 95482

CLIENT: *CITY OF UKIAH, ELECTRICAL UTILITY DEPARTMENT*
411 CLAY STREET
UKIAH, CA 95482

SITE:	*1350 HASTINGS ROAD* *UKIAH, CA 95482*	**AP Number:**	*180-070-19-00*

The Owner and Architect agree as follows:

1. **ARCHITECT'S BASIC SERVICE:** The Architect's professional services shall consist of:

SEE ATTACHED FILE INFORMATION & WORK OUTLINE

2. **ARCHITECT'S ADDITIONAL SERVICES:**
   a. Any work let under separate construction contracts.
   b. If after a scheme has been approved, the Owner makes a decision, which for its proper execution, involves additional services and expense for changes in or additions to the previously approved Drawings, Specifications or other documents; or if the Architect be put to labor or expense by delays caused by the Owner or Contractor, or by the delinquency or insolvency of either, or as a result of damage by fire or other casualty, the Architect is to be paid by the Owner for such additional services and expenses.
   c. Plans, Specifications and obtaining bids to complete the following categories:
      i. Furniture, fabrics, special finish materials, special built-in equipment and special lighting.
      ii. Landscaping.
      iii. Signs and graphics.
      iv. Additive/Deductive change orders.
   d. Construction Administration, including obtaining bids, awarding and general administration of construction contract, periodic visits to the site, preparation and issuance of certificates of payment.
   e. Preparation of Building Permit Application form(s) and a Plot Plan, and assembling of plans and other documents such as are necessary to comprise a complete application package consistent with normal requirement of the Administrative Authority having Jurisdiction for a project of this type and scope. The Architect shall submit said package to the County Building Department, for review and approval. In the event the City/County makes comment(s) or has question(s) of the Architect relative to Work within his scope of service and the plan check, the Architect shall promptly respond. If the comment(s) or question(s) relates to issues beyond the Architects scope of service, he shall promptly notify the Owner for disposition.
3. **COMPENSATION:**
   a. For Basic services, the Architect shall be paid as follows: Billing for labor, material and reimbursable expenses will be submitted at the first of each month. Labor charges will be in accordance with the schedule outlined in paragraph 3b below. No deduction is to be made on account of penalty, liquidated damages or other sums withheld from payments to contractors.

Type: FIXED FEE OF $110,506.00 – 15,000.00 = $95,506.00

b. The Architect shall be paid for additional services as outlined in paragraph 2, as follows:

• Lawrence S. Mitchell	$125.00 per hour	• Clerical	$35.00 per hour
• Staff Architect	$100.00 per hour	• Expenses	1.1 x Invoice
• Technical/Drafting	$45./55.00 hour	• Software Time	N//A

c. Expenses include Architect's costs incurred in the interest of the project for travel and out-of-town expenses, fees paid for approvals, cost of reproduction of documents and Consultants not included in Architect's basic services.

d. The Owner agrees to pay the Architect within thirty calendar days after date of billing and to pay interest at the current lawful rate per month on billings due beyond that thirty-day period. In the event it is necessary for the Architect to file suit to enforce payment, the Owner agrees to pay the attorneys' fees.

4. SURVEYS, BORINGS & TESTS:

The Owner will furnish a certified survey of the building site together with full information regarding existing structures, rights, zoning and other restrictions, easements, boundaries and contours of the building site and also with respect to sewer, water, gas and electrical services. The Owner shall pay for soils investigation and foundation design criteria recommendations, and other testing and/or special inspection or reports as required.

5. ADMINISTRATION:

When Construction Phase Services are included in Basic Services, the Architect will make such periodic visits to the Work as he deems necessary to ascertain whether the Work is being executed in conformity with Drawings, Specifications or directions. The Architect will not be responsible for and will not have control or charge of construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, and he will not be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents. Initial CSM /____

6. REPRODUCTIONS:

The Architect will furnish the Client reproduction of documents for the Owners use upon request. Reproduction costs will be billed as a reimbursable expense.

7. SUCCESSORS & ASSIGNMENTS:

The Owner and the Architect each binds himself, his partners, successors, legal representatives and assigns to the other party to this Agreement and to the partners, successors, legal representatives and assigns of such other party in respect of all covenants of this Agreement. Neither the Owner nor the Architect shall assign or transfer his interest in this Agreement without the written consent of the other.

8. OWNERSHIP OF DRAWINGS & SPECIFICATIONS:

As instruments of service is that of the Architect, whether the work for Owner and Design Professional have discussed their risks, rewards and benefits of the project and the Design Professional's total fee for services.

9. LIMITATION OF LIABILITY:

Owner and Design Professional have discussed their risks, rewards and benefits of the project and the Design Professional's total fee for services. The risks have been allocated such that the Owner agrees that to the fullest extent permitted by law, Design Professional's total liability to Owner for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this Agreement from any cause or causes shall not exceed the total amount of **$1,000,000.00**. Such causes include, but are not limited to, Design Professional's negligence, errors, omissions, strict liability, breach of contract or breach of warranty. Initial CSM /____

10. LEGAL ACTION:

In the event of legal action by either party to enforce or interpret this Contract, the prevailing party shall recover attorney's fees and court costs incurred in said litigation.

11. **ADDITIONAL PROVISIONS:** (Items checked below)

a. [X] Letter, dated: March 21, 2016
b. [X] Proposed Architectural Service Agreement (3 Pages)
~~c.~~ [X] Phase Deployment & Generic Description of Terms (3 Pages)
~~d. [ ] Service Matrix (4 Pages)~~
e. [X] Job Cost Factors (1 Page)
f. [X] Professional Fee Budget Estimate (3 Pages)
~~g. [ ] Planning Schedule~~
h. [X] Consultant Questionnaire (1 Page)
i. [X] Office / Project Organizational Chart (1 Page)

12. SCOPE OF THE AGREEMENT:

This is the entire Agreement between the parties and there are no agreements, conditions or representations between the parties except as expressed herein.

13. TERMINATION:

Either party may terminate the design service agreement for this project upon 7 days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination, or in the event the project is suspended or permanently abandoned. In the event the agreement is terminated, at no fault of the Architect, the Architect shall be compensated for services performed to date, together with reimbursable expenses then due and termination expenses. Termination expenses are expenses directly attributable to termination, including a reasonable amount for overhead and profit.

The above is mutually agreed to this 21 day of March, *2016*.

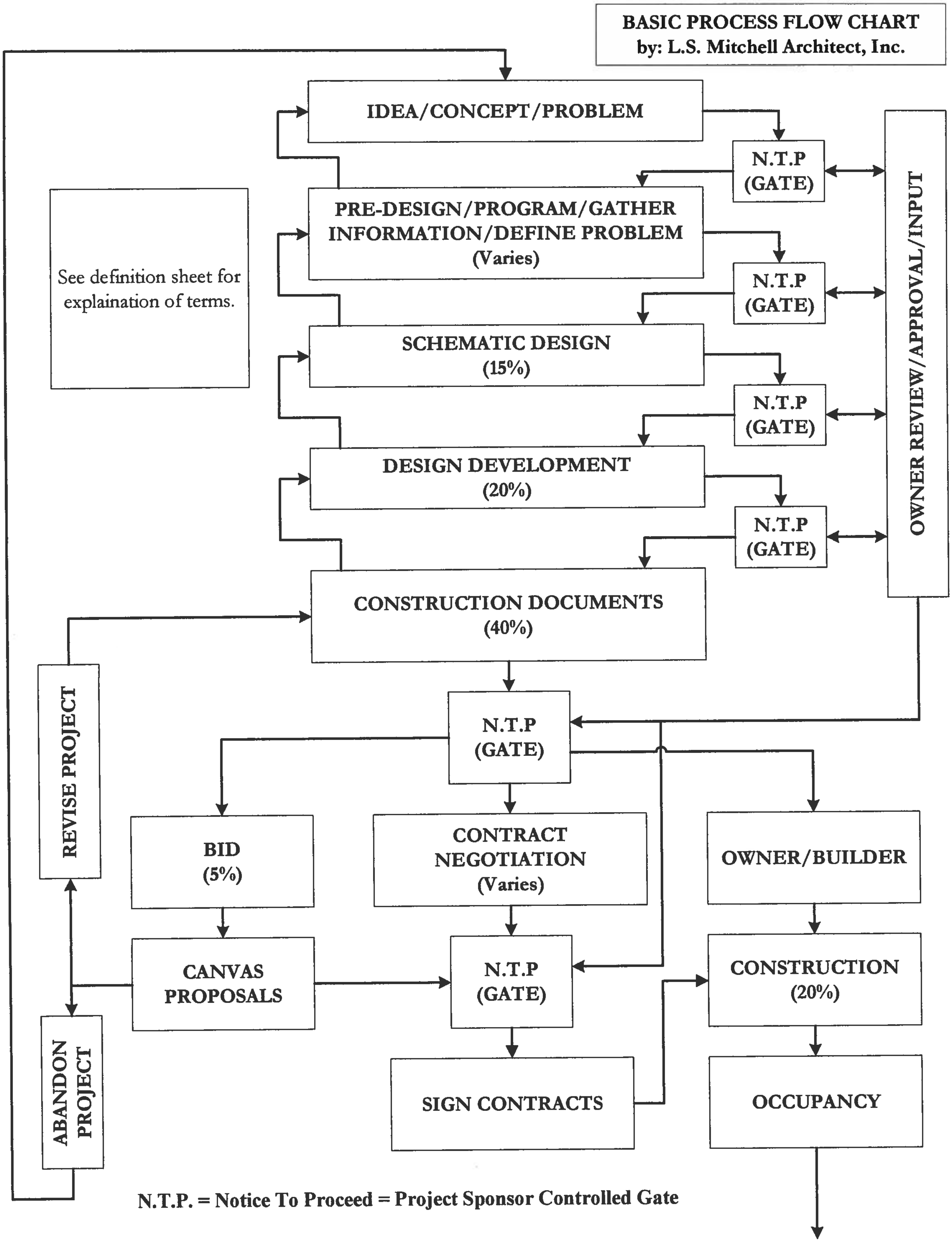
Name

Title

Name

Title

LAWRENCE S. MITCHELL, AIA
Architect, C-13860 [11.30.17]
Lawrence Mitchell



N.T.P. = Notice To Proceed = Project Sponsor Controlled Gate

PROJECT DESCRIPTION:

Relocate existing City of Ukiah – Electric Utility Field Operations from the existing City of Ukiah corporation yard to the building and site located at 1350 Hastings Road also in Ukiah.

DISTRIBUTION OF SERVICE:

PHASE I

STAGE ONE	**(PD)**	**PREDESIGN**
STAGE TWO	**(AS)**	**SITE ANALYSIS**
STAGE THREE	**(SD)**	**SCHEMATIC DESIGN**

PHASE II

STAGE FOUR	**(DD)**	**DESIGN DEVELOPMENT**
STAGE FIVE	**(CD)**	**CONSTRUCTION DOCUMENTS**
STAGE SIX	**(B/CN)**	**BID/CONTRACT NEGOTIATION**
STAGE SEVEN	**(CA)**	**CONTRACT ADMINISTRATION**

STAGE EIGHT	**(PC)**	**POST-CONSTRUCTION**
STAGE NINE	**(SUP)**	**SUPPLEMENTAL**

PRE-DESIGN (PD):

Review proposed plan and possibly present alternate concept(s) for group review. Interview users and elevate all interior wall surfaces and plan cabinetry. Develop equipment list and establish power & gas load criteria. Discuss quality issues with group and prepare outline specifications. In this phase, the architect seeks to understand user needs and translates those needs into a list of space definitions, the requirements of those spaces, and the relationships among the spaces. This leads directly to the programming stage where occupancy requirements and space relationships are coordinated with budget considerations and funding. Because of the project history and the design work completed to date this would be more of a review, familiarization, and confirmation process than a start from scratch effort.

SITE ANALYSIS (SA):

Again as a result of the project history the Architect would review site design concept and to a limited extent test it against building conceptual design, the applicable Codes, and the site. Regardless of building type, the questions of feasibility and site characteristics must be considered first, and it is highly important that architectural (and often engineering) services be available during these preliminary studies. Physical and environmental conditions at the site may exert strong influence on the type of structure required to house the contemplated functions; and when market potential and financial analysis are being carried out by economic consultants, the concurrent availability of architectural consultation will bring technical considerations to bear on the many factors that call for joint resolution.

Zoning and permit consultation and coordination. Upon completion of the schematic design phase assemble and submit application package to the City and shepherd it through the technical and planning hearing schedule. Consultant service would be focused and limited during this process.

SCHEMATIC DESIGN (SD):

Normally in this phase, the needs expressed in the program are translated into a three-dimensional building design. This is the creative part of the process where the architect can take the concepts outlined in the program, combine them with the human interaction and non-specific input of the programming activity and let creativity take control. When all concerned has approved the program, the project is ready to proceed through the schematic and design development phases of basic architectural and engineering services. In this case because of the advance stage of the concept the architect would review previous decisions and test them with the aid of consultants against the results of the pre-design interviews and the Code. The results of this phase would be schematic plans suitable for review by the Planners, agency staff, and funding sources.

DESIGN DEVELOPMENT (DD):

Once schematic documentation have been accepted and approved by the local organization and the City, the conceptual ideas expressed in schematics are turned into a building on paper. The architect will research various building materials and systems and begins to finalize how the facility will be built.

CONSTRUCTION DOCUMENTATIONS (CD):

These documents consist of working drawings, legal documents, and technical specifications. These and other documents required for bidding and construction are prepared from the definitive design drawings and outline specification developed in the design phase.

BID AND CONTRACT NEGOTIATIONS (B/CN):

If construction is to be accomplished by competitive-bid lump-sum contract, invitations to bid (or advertisements with public work) are issued and bids are received on a specified date at the end of the bidding period. After analyzing and checking the bids, the architect makes recommendations to the owner, who then proceeds to award the contract and authorize the start of construction.

CONSTRUCTION ADMINISTRATION (CA):

During the process of constructing the project, the architect and his engineering consultant team carries out its contract administration functions as delineated in the agreement between owner and architect. With the Architect in the lead, this includes general administrative tasks, coordination of consultant activities, document checking, agency consulting, schedule monitoring, and coordination of Owner supplied data. It included periodic site visits and observation of the work to confirm that construction is in accordance with the design concept. It includes review shop drawings and other submittals, and generally the representation of the Owner and issuance of requests for proposals (RFP's) and change orders (CO's) during construction. It involves the review of substitutions proposed by the Contractor or his forces, provision responses to request for information (RFI's), and the issuance supplemental instructions when required. Review of the contractor's periodic applications for payment and the monitoring of the schedule of values are also included. The work is *substantially complete* when construction of the building is sufficient that the owner can take occupancy and a punch list has been prepared. The project is eligible for close out, and *Final completion* is when the items of work listed on the punch list have been completed, final inspection has happened, and the Owner has accepted the Work and final payment has been made.

POST-CONSTRUCTION (PC):

No work proposed.

SUPPLEMENTAL (SUP):

No work proposed.

01. Project Development Phase: PHASE I
   a. Obtain plans of existing facility, both site(s) and building(s)
   b. Assist in development of schedule
   c. Assist in establishing channels of communication
   d. Assist in determining responsibility for dimensions
   e. Assist in determining drawing standards and specifications format
   f. Assist in determining number of meetings and number of site visits and building access
   g. Assist in auditing existing developing space inventory of existing locations for new space planning
   h. Negotiate fees and payment schedule
   i. Review and execute contract
   j. Meet with Tenant Representatives separately and start planning activities and listing of needs and goals
   k. Audit existing furniture and equipment for space planning
   l. Audit existing systems, both environmental and life safety
   m. Analyze data and lists

02. Schematic Design Phase (Prepare preliminary graphic scheme):
   a. Develop preliminary probable cost statement
   b. Submit scheme and cost to Owner/Tenant for review
   c. Develop general information for construction documents
   d. Review and analyze Owner/Tenant responses
   e. Prepare response and plan revisions as necessary
   f. Submit revisions for second review (if necessary)
   g. Assist in Further Project Scheduling
   h. Assist in Updating Statement of Probable Construction Cost

03. Design Development Phase (systems integration): PHASE II
   a. Project Administration
   b. Discipline Coordination and Document Checking
   c. Agency Consulting and Coordination
   d. Coordination of Owner Supplied Data and Information
   e. Coordinate and Oversee System Design Integration and Documentation
   f. Material Research and Specification
   g. Assist in Further Project Scheduling
   h. Assist in Updating Statement of Probable Construction Cost

04. Construction Document Phase:
   a. Project Administration
   b. Discipline Coordination and Document Checking
   c. Agency Consulting and Coordination
   d. Coordination of Owner Supplied Data and Information
   e. Coordinate and Oversee System Design Integration and Documentation
   f. Material Research and Specification
   g. Assist in Further Project Scheduling
   h. Assist in Updating Statement of Probable Construction Cost
   i. Make final check of documents

j. Submit to Owner

PHASE II, CONT'D

05. Bid/Negotiation Phase:

a. Agency Consulting and Coordination Bid Materials and Coordination
b. Issue Addenda
c. Provide Clarification and Respond to Request for Information (RFI)
d. Assist with Bid Opening and Log Results
e. Assist with Evaluation and Canvas Proposal
f. Assist with Preparation and Execution of Construction Agreements

06. Construction Administration /Observation Phase:

a. Project Administration
b. Discipline Coordination and Document Checking
c. Agency Consulting and Coordination
d. Progress Review (Site Visit) and Construction Observation
e. Issue Field Reports
f. Assist with Schedule Monitoring
g. Attend Meetings
h. Assist in Establishing Communication Procedures
i. Assist in Establishing Testing and Inspection Procedures
j. Evaluate and Track Submittals
k. Coordinate with Agency Inspections and Reviews
l. Review Testing and Inspection Reports and Initiate Appropriate Actions
m. Review and Certify Periodic Draws or Applications for Payment
n. Assist with Changes and Related Documentation
o. Assist with Project Close-out Including Collection of O&M Data & Documentation and Preparation of Punch List(s)

07. Post Construction Services

a. Project Administration
b. Discipline Coordination and Document Checking
c. Agency Consulting and Coordination
d. Progress Review (Site Visit) and Construction Observation
e. Issue Field Reports
f. Assist with Project Out-Fitting

Factors for Estimating Job Costs

Job:	*1350 Hastings Road* *Ukiah, CA 95482*	Civil:	*Franz Engineering, Inc.*
Client:	*City of Ukiah – Electric Utility, Phase II*	Structural:	*ZFA Associates, Inc.*
		Mechanical:	*15000, Inc. (Matt Torre, M.E.)*
		Electrical:	*Sonoma Electrical Engineering, Inc.*
Architect:	*L.S. Mitchell Architect, Inc. (Lawrence S. Mitchell, AIA)*	Landscape:	*Daly Landscape Architecture, Inc.*

JOB REQUIREMENTS	YES	NO	JOB REQUIREMENTS	YES	NO
Make field measurements –confirm existing		X	Soil conservation		X
Draw existing systems		X	HVAC	X	
Use existing drawings		X	Energy conservation	X	
We receive utilities site plan		X	Fuel analysis		X
Red line on plans		X	Electrical power	X	
We do working drawings	X/Except Civil		Electrical lighting	X	
Paper supplied by others		X	Site lighting	X	
Sepias by others		X	Fire and security system	X	
We provide paper	2/2/6		Sound systems	X/ Assisted Listening	
Specification on drawings		X	Telephone system	X	
Specification Master - CSI		X	Power study		X
Specification Master - Short Form		X	Flat fee		X
Shop drawing review	X		Percentage		X
Construction review, - trips	X(See Budget)		Time and materials	X/N.T.E.	
Analysis of bids	X		Partial payments		X
Observation and reporting	X		Down payment		X
Tenant drawings		X	1-1/2% per month unpaid balance	X	
Cost estimate	X/by phase		Overtime authorized		X
Plumbing, inside	X		Limitation of liability	$1,000,000.00	
Plumbing, site		X	**Special conditions:**		
Private disposal system		X	Civil Engineering	Furnished by Owner	X
Private water system		X	Topographic Survey	Furnished by Owner	X
Fire protection system (Alteration of Existing)	X/Performance		Geotechnical Engineering	Furnished by Owner	X
Site storm drainage		X	Site Work Observation & Testing	Furnished by Owner	X
Inside storm drainage		X	Interior ACM & LCM Survey	Furnished by Owner	X

TRAVEL / MEETING BUDGET

Travel / Meeting Budget for: ***Ukiah Electric Utility - Field Operations***

			Units		
Trips to Site					
Travel Time	=		5.0 Min		
Distance	=		1.5 Miles		
Return Travel	=		5.0 Min		
Distance	=		1.5 Miles		
Time There	=		30.0 Min		
			Rate		EXT
40 Min	X	$	100.00	=	$ 66.67
3 Miles	X		0.55	=	1.65
- -	X		-	=	-
Total Estimated Trip Cost					$ 68.32

Project Phase of Service			
Pre-proposal	=	0	
Proposal	=	1	
Program/Master Plan	=	0	
Building Zone Survey	=	0	
Schematic Design	=	0	
Planning Permits	=	0	
Design Development	=	2	
Construction Document	=	2	
Bid			
Pre-Bid Conference	=	1	
Bid Opening	=	1	
Bid Report	=	1	
Construction			
Pre-Const. Conference	=	1	
Site Work	=	1	(Assumes < 30 days)
Pre-Const. Conference	=	1	
Building Work	=	12	(Assumes < 120 days)
Post-Construction			
Warrantee	=	1	(@ 180 days)
	=		
Total Trip Count	=	24	

Trip Count X Rate		=	Budget Amount
24	$ 68.32	=	$ 1,640.00

ARCHITECTURAL SERVICES for: City of Ukiah Electric Utility - Field Operations										
	REPRODUCTION/COPIES BUDGET									
	PROJECT LIFE CYCLE COST BY PHASE OF SERVICE	%	Civil	Landscape	Architectural	Structural	Mechanical	Electrical	Energy	Subtotal by Phase
	Status		N.I.C.	I.C.	I.C.	I.C.	I.C.	I.C.	I.C.	
	BASE QUOTE >>>>>>>>>>>>>>>>>>		$-	$ -	$ 500.00	$ -	$ -	$ -	$ -	$ 500.00
i.	PRE-DESIGN	25.0%	-	-	100.00	-	-	-	-	100.00
ii.	SITE ANALYSIS	0.0%	-	-	-	-	-	-	-	-
D-1.0	DESIGN									
D-1.1	SCHEMATIC	15.0%	-	-	75.00	-	-	-	-	$ 75.00
D-1.2	DESIGN DEVELOPMENT	20.0%	-	-	100.00	-	-	-	-	100.00
D-1.3	CONSTRUCTION DOCUMENT	40.0%	-	-	225.00	-	-	-	-	225.00
C-1.0	CONSTRUCTION									
C-1.1	BIDDING / NEGTIATION	0.0%	-	-	-	-	-	-	-	-
C-1.2	CONSTRUCTION	0.0%	-	-	-	-	-	-	-	-
	Subtotal =	100.0%			$ 500.00					
C-2.0	POST-CONSTRUCTION	0.0%	-	-	-	-	-	-	-	-
										$ 500.00

ARCHITECTURAL SERVICES for: Building Adaptation - City of Ukiah Electric Utility - Field Operations										
	FEE & BUDGET SUMMARY									
	SERVICES		0%	15%	43%	6%	14%	18%	3%	
	PROJECT LIFE CYCLE - PHASE	%	Civil	Landscape	Architectural	Structural	Mechanical	Electrical	Energy	Subtotal by
			N.I.C.	I.C.	I.C.	I.C.	I.C.	I.C.	I.C.	Phase
	BASE QUOTE >>>>>>>>>>>>>>>>>>>>		$ -	$ 17,006.00	$ 48,000.00	$ 7,000.00	$ 15,000.00	$ 20,000.00	$ 3,500.00	$ 110,506.00
i.	PRE-DESIGN	0.0%	-	1,700.00	3,500.00	-	-	-	-	5,200.00
ii.	SITE ANALYSIS	0.0%	-	-	4,300.00	-	-	-	-	4,300.00
	Subtotal =									$ 9,500.00
D-1.0	DESIGN									
D-1.1	SCHEMATIC	15.0%	-	2,550.90	7,200.00	1,050.00	2,250.00	3,000.00	-	$ 16,050.90
D-1.2	DESIGN DEVELOPMENT	20.0%	-	3,401.20	9,600.00	1,400.00	3,000.00	4,000.00	-	21,401.20
D-1.3	CONSTRUCTION DOCUMENT	40.0%	-	6,802.40	19,200.00	2,800.00	6,000.00	8,000.00	3,500.00	46,302.40
C-1.0	CONSTRUCTION									
C-1.1	BIDDING / NEGTIATION	5.0%	-	850.30	2,400.00	350.00	750.00	1,000.00	-	5,350.30
C-1.2	CONSTRUCTION	20.0%	-	3,401.20	9,600.00	1,400.00	3,000.00	4,000.00	-	21,401.20
	Subtotal =	100.0%								$ 110,506.00
C-2.0	POST-CONSTRUCTION	0.0%	-	-	-	-	-	-	-	-
C-3.0	OTHER	0.0%	-	-	-	-	-	-	-	-
	Subtotal =									-
O1.0	OTHER									
O1.1	TRAVEL & MEETINGS				1,640.00					1,640.00
O1.2	REPRODUCTION & COPIES				500.00					500.00
	Subtotal =									$ 2,140.00
								Project Total =		$ 122,146.00

LSM	0.55	100	55.00		$ 48,000.00					
-	-	100	-		9,940.00					
-	-	85	-		$ 57,940.00					
-	-	55	-							
-	-	45	-							
Drafter	0.35	38	13.30							
-	-	0	-							
Clerical	0.10	35	3.50							
	Composite Hour Value	=	71.80	hrs.	669.00					
				days	167.25	weeks	33.45			

CONSULTANT QUESTIONNAIRE

NAME OF COMPANY *L.S. Mitchell Architect, Inc.*

FEDERAL TAX I.D. NUMBER *45-5218361*

DBA *SAME AS ABOVE*

STREET ADDRESS *135 West Gobbi Street, Suite #203*

CITY *Ukiah* TELEPHONE *707-462-8778*

CONTACT PERSON *LAWRENCE S. MITCHELL, AIA* TELEPHONE *707-462-8778*

STATE LICENSE NO. *C-13860* TYPE *ARCHITECT*

BANK REFERENCES: *Savings Bank of Mendocino County, Ukiah, Main Branch Office (707) 462-6613*

Provide Names, Addresses and Telephone numbers for three past clients of similar projects:

Project Name	Contact Person	Address	Telephone #
1. *Tenant Improvement*	*Dan Thomas*	*290 E. Gobbi St., Ukiah*	*707-462-1425*
2. *Feasibility Study*	*Dr. Donald Coursey, etal*	*1165 S. Dora St., Ukiah*	*707-462-8855*
3. *Office Addition*	*Dr. Paul Otto*	*205 W. Clay St., Ukiah*	*707-462-1644*

HOW LONG IN BUSINESS? *1976 (+/- 39 year)* HOW MANY EMPLOYEES? *2.50*

ARE YOU AN EQUAL OPPORTUNITY EMPLOYER? *YES*

ARE YOU ELIGIBLE TO PERFORM FEDERAL GOVERNMENT WORK? *YES*

NAME AND ADDRESS OF INSURANCE CARRIER(S): *General Liability & Professional Liability – Dealey, Renton & Associates, Insurance Brokers, P.O. Box 12675, Oakland, CA 94604-2675*

Conflict of Interest: Are you or any member of your family related to (1) any employee of the Owner or member of the governing board of the Owner?

No *XXX*_____; Yes______. (2) If yes, please explain relationship:

Lawrence Mitchell

Signature

Date *March 6, 2016*

END OF FORM

FORM OF NON-COLLUSIVE AFFIDAVIT

AFFIDAVIT

State of California)
County of Mendocino) ss
City of Ukiah)

Lawrence S. Mitchell, hereby attests and says:

That he is the party making the foregoing proposal for bid, that such proposal or bid is genuine and not collusive or sham; that said bidder has no colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not, in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other bidder, or to secure any advantage against the Owner or any person interested in the proposed contract, and that all statements in said proposal for bid are true.

Architects' Project I.D.: Adapt Existing - Ukiah Electric Utility – Field Operations

Location: 1350 Hastings Road, Ukiah, CA 95482

Lawrence Mitchell
Signature

Lawrence S. Mitchell, Architect
Name and Title

Date: **March 6, 2016**

(Signature can be notarized if so desired.)

END OF FORM

L.S. Mitchell Architect, Inc.
Building Architects & Land Planners

Lawrence S. Mitchell, AIA
Architect/President/Principal
Principal-in-charge/Team Leader

- Administration
- Contractor/Consultant Coordination
- Agency/Utility Coordination
- Coordination of Owner Supplied Data
- Design
- Marketing
- Material Research/Specification Writing
- Programming

CAD Draftsperson

BYRON MITCHELL

- Field Survey
- Schematic Design
- Design Development
- Production Drawing
- Coordination
- Research
- Construction Documentation

CAD Draftsperson

VACANT

- Field Survey
- Schematic Design
- Design Development
- Production Drawing
- Coordination
- Research
- Construction Documentation

CAD Draftsperson (Contract)

VACANT

- Field Survey
- Schematic Design
- Design Development
- Production Drawing
- Coordination
- Research
- Construction Documentation

Bookkeeper/ Secretary

TEMPORARY

- Office Administration
- Typing/Publishing
- Accounting
- A/R
- A/P
- Reception

L.S. Mitchell Architect, Inc.

Building Architects & Land Planners

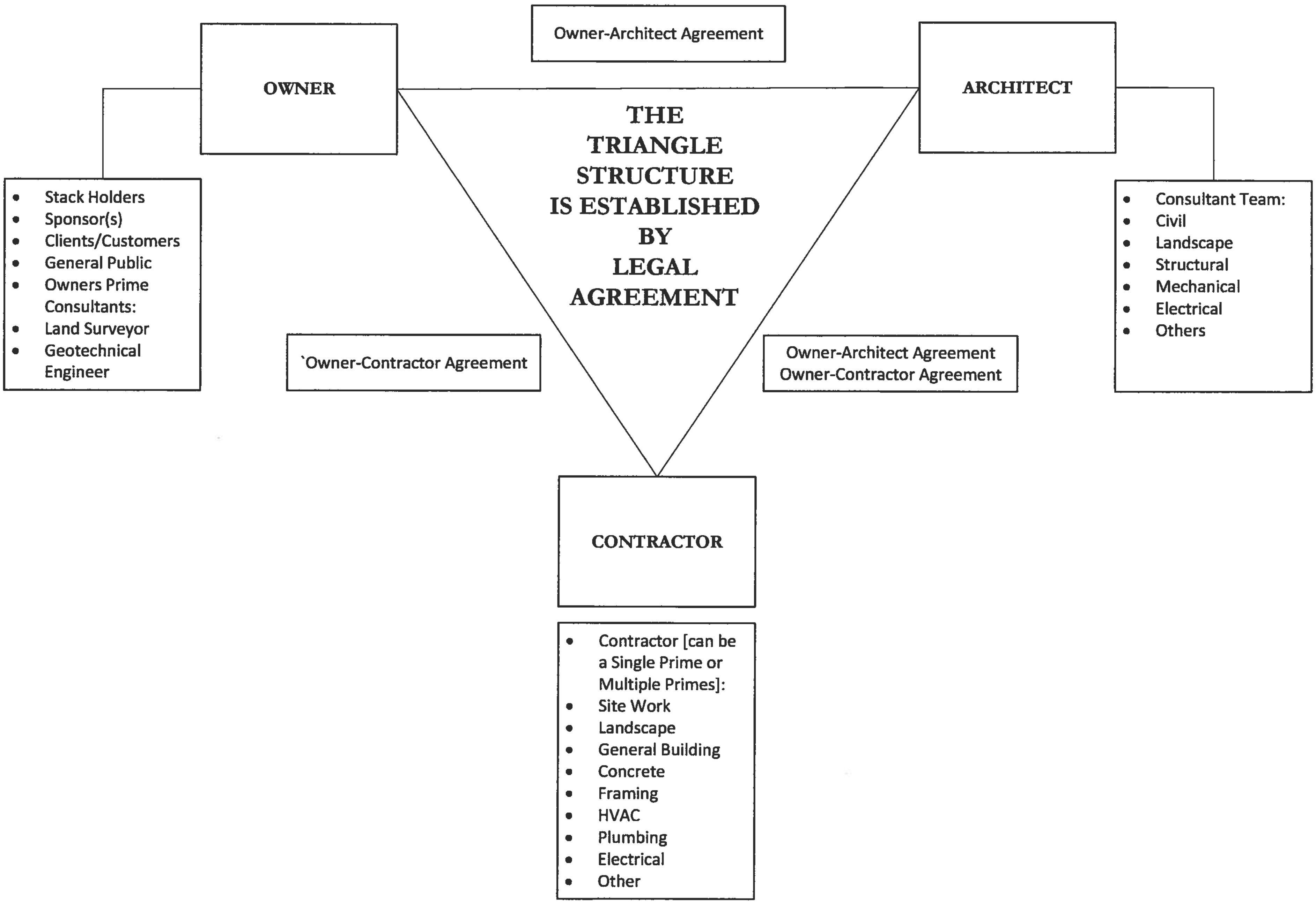
Lawrence S. Mitchell, AIA
Architect/Proprietor/Team Leader

Civil Engineer	Landscape Architect	Structural Engineer	Mechanical Engineer	Electrical Engineer	Energy Compliance	-
Franz Engineering	Daly Landscape Architecture	ZFA Associates	15000 Inc.	Sonoma Electrical Engineers	Save Energy Consulting	-
RON FRANZ, P.E. Project Manager	Michael Daley, ASLA Project Manager	David Cooper, S.E. Project Manager	Matt Torre Project Manager	Martin Wobig, P.E. Project Manager	Skeer Project Manager	-
• Topography • Grading & Paving • Drainage • Related CDs • Dedication Instrument • Public Work	• Concept Design • Plant Selection • Irrigation & Equipment • Related CDs	• Concept Design • Building Structure • Interior Equipment • Related CDs	• Plumbing • HVAC • Ventilation • Process Piping • Related CDs	• Concept Design • Power & Distribution • Lighting & Control • Related CDs	• Energy Compliance Documentation • Related CDs	• -

QUALITY CONTROL — L.S. Mitchell Architect, Inc.
Building Architect and Land Planner — Lawrence Mitchell, AIA
Project Manager

- Information Coordination
- Pier Review
- Document Review/Checking
- Quality Control
- -

RELATIONSHIP AND BASIC TASK SUBDIVISIONS



City of Ukiah

ITEM NO.: 11a

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: DISCUSSION AND POSSIBLE ADOPTION OF NEGATIVE DECLARATION AND INTRODUCTION OF ORDINANCE ADDING DIVISION 9, CHAPTER 2, ARTICLE 15.6 TO THE ZONING CODE RELATED TO DEVELOPMENT AND OPERATING STANDARDS FOR COMMUNITY GARDENS, LIVE ENTERTAINMENT, OUTDOOR DINING, SIDEWALK CAFES, AND SPECIALTY FOOD AND BEVERAGE SALES WITH TASTING

Summary: Council will receive and review a proposed zoning ordinance text amendment establishing development and operating standards for the following uses: community gardens, live entertainment, outdoor dining, sidewalk cafes, and specialty food and beverage sales with tasting.

Background: With the adoption of the downtown zoning code in 2013, the City established operating standards for the uses listed above, however the standards apply to the downtown area only. These very specific standards ensure compatibility with the surrounding neighborhood. Further, this amendment provides operational standards equivalent to the conditions of approval that would be generated through a discretionary approval process. For this reason, staff believes these standards should apply to other commercial areas of the City in addition to downtown.

The Planning Commission conducted two public hearings to consider these amendments on May 11, 2016, and June 6, 2016, (See Attachment #1 for minutes). By motion, the Planning Commission unanimously recommended the proposed amendments.

Discussion: The proposed ordinance amendment will streamline the entitlement process for the subject uses. This amendment furthers an entitlement streamlining initiative untaken by the Planning Department at the direction of the City Council. The goal is to establish common sense development and operating standards that if complied with, would eliminate the need for a discretionary approval process (Use Permit). If an applicant wishes to deviate from the established standards, they have the option to apply for a Major Use Permit which is considered by the Planning Commission.

Continued on Page 2

RECOMMENDED ACTION(S): 1. Adopt Negative Declaration and 2. Introduce by title only the proposed ordinance adding Division 9, Chapter 2, Article 15.6.

ALTERNATIVES:	Provide direction to Staff.
Citizens advised:	Publically noticed pursuant to Ukiah City Code
Requested by:	City Council
Prepared by:	Kevin Thompson, Principal Planner
Coordinated with:	Charley Stump, Planning and Community Development Director
Presenter:	Kevin Thompson, Principal Planner
Attachments:	1. Planning Commission Minutes 2. Negative Declaration 3. Draft Ordinance

COUNCIL ACTION DATE: ____________: ☐ Approved ☐ Continued to__________________ ☐ Other _______

RECORDS APPROVED: ☐ Agreement: __________________ ☐ Resolution: __________ ☐ Ordinance: ________

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

Approved: [signature]
Sage Sangiacomo, City Manager

The following table describes each proposed amendment and how it relates to the current regulations:

Use	Current Zoning Regulations	Proposed Amendment	Summary of Proposed Standards
Community Gardens	Allowed in the downtown zoning district. No provisions in zoning ordinance allowing community gardens in other districts.	Would be allowed by right in all zoning districts provided the proposed standards are met.	• Hours of operations • Design/fencing/structures • Parking requirements • Noise parameters
Live Entertainment	Requires Major Use Permit in C-N, C-1 and C-2.	Would be allowed by right in C-N, C-1 and C-2 zoning districts provided the proposed standards are met.	• Hours of operations • Frequency limited to twice weekly • Requires a Management Plan approved by Police and Planning Depts. • Use Permit may be required for deviations of standards
Outdoor Dining	Allowed in the downtown zoning district. No provisions in zoning ordinance to allow outdoor dining in other districts.	Would be allowed in C-N, C-1 and C-2 zoning districts provided the proposed standards are met.	• Location of dining, • Hours of operation • Tables, chairs, signage • Maintenance
Sidewalk Cafes	Allowed in the downtown zoning district. No provisions in zoning ordinance to allow sidewalk cafes in other districts.	Would be allowed by right in C-N, C-1 and C-2 zoning districts provided the proposed standards are met.	• Location of dining • Hours of operation • Tables, chairs, signage • Maintenance • ADA Sidewalk clearance
Specialty Food and Beverage Sales with Tasting.	Allowed in the downtown zoning district. No provisions in zoning ordinance to allow specialty food and beverage sales in other districts.	Would be allowed in C-N, C-1, C-2 and PF zoning districts provided the proposed standards are met.	• Hours of operation • Live entertainment • Outdoor seating • Use Permit may be required for deviations of standards.

DEFINITIONS:

COMMUNITY GARDEN: An area of land managed and maintained by a group of individuals to grow and harvest food crops and/or nonfood, ornamental crops, such as flowers primarily for personal or group use, consumption or donation. Community gardens may be divided into individual plots for cultivation by one or more individuals or may be farmed collectively by members of the group and may include areas maintained and used by group members. May also include occasional educational or promotional events related to garden activities.

LIVE ENTERTAINMENT: Any activity provided for pleasure, enjoyment, recreation, relaxation, diversion or similar purpose by a person or persons that are physically present when the activity is provided to a patron or group of patrons. Such entertainment may include music or vocals, dance, disc jockey, comedy or magic. Live entertainment may be amplified or non-amplified. Live entertainment does not include an

SPECIALTY FOOD AND BEVERAGE SALES WITH TASTINGS: A retail beverage and/or food store characterized by its small size, a limited number of high quality specialty food items and/or beverages typically including premium wine and beer. This use may also include tastings of the products sold on site.

Proposed Definitions:

OUTDOOR DINING- A designated area on the premise of a retail food establishment or restaurant, but outside the principal building, and where patrons may sit at tables while consuming food and beverages ordered from and served by a waiter or waitress.

SIDEWALK CAFES- A designated area of a public sidewalk where patrons may sit at tables while consuming food and beverages ordered from and served by a waiter or waitress.

Environmental / CEQA Review: The Planning Department Staff has prepared an Initial Environmental Study (IS) in order to evaluate the potential impacts that could result from the zoning ordinance amendments (Attachment #2). Due to the specificity of the standards, the IS concluded the zoning ordinance amendments could not have a significant effect on the environment and a Negative Declaration was prepared.

Public Comment: The comment period for the Negative Declaration was April 18, 2015, through May 9, 2015. No comments were received from outside agencies or citizens.

Recommendation:

1. Conduct a Public Hearing
2. Adopt the Negative Declaration (Attachment #2)
3. Introduce the Ordinance by title only (Attachment #3)

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

UKIAH PLANNING COMMISSION
May 11, 2016
Minutes

COMMISSIONERS PRESENT	**COMMISSIONERS ABSENT**
Mike Whetzel, Chair	
Christopher Watt	
Laura Christensen	
Mark Hilliker	
Linda Sanders	

STAFF PRESENT	**OTHERS PRESENT**
Kevin Thompson, Principal Planner	Listed below, Respectively
Michelle Johnson, Assistant Planner	
Cathy Elawadly, Recording Secretary	

1. CALL TO ORDER

The regular meeting of the City of Ukiah Planning Commission was called to order by Chair Whetzel at 6:00 p.m. in the Council Chambers of the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE - Everyone cited.

4. APPROVAL OF MINUTES – The minutes from the March 23, 2016 meeting are included for review and approval.

M/S Sanders/Christensen to approve March 23, 2016 minutes, as submitted. Motion carried 5-0.

5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

6. APPEAL PROCESS

Chair Whetzel read the appeal process. For matters heard at this meeting the final date to appeal is May 23, 2016 at 5:00 p.m.

7. SITE VISIT VERIFICATION

8. VERIFICATION OF NOTICE – Confirmed by Staff.

9. PUBLIC PRESENTATION

10. PUBLIC HEARING

10A. Amendment to Zoning Ordinance text for maximum fence height and parking lot shade tree requirement. Consideration and possible action on recommendations for approval of the proposed ordinance to the Ukiah City Council for revisions to the City Code amending the maximum fence height from six feet to seven feet in all zoning districts; and amending the parking lot tree shading requirement from 10 years to 15 years applicable in the R-2, R-3, C-N, C-1, C-2, P-D and P-F zoning districts.

Assistant Planner Johnson:

- Gave a staff report as provided for on pages 1-3 of the staff report/proposed ordinance (attachment 1) and PowerPoint presentation incorporated into the minutes herein as attachment 1.

- Recommends Planning Commission make a recommendation to City Council for approval of amendment to Zoning Ordinance text to allow for maximum fence height of seven feet to be consistent with the California Building Code and parking lot shade tree requirement to provide a tree canopy coverage of 50% over all paved areas within 15 years of planting as opposed to current standard of 10 years of planting.

Commissioner Sanders:

- Asked if people were seeking exemptions to the existing fence standard to be able to build a seven-foot tall fence as the primary reason for prompting the zoning ordinance amendment or is the intent to simply to streamline the process.
- Is it possible for a person to build a fence that is eight-foot in height? Is a building permit necessary? Can a person seek an exemption to the fence height requirements?
- Would a person need justification to request a variance to increase fence height?
- Related to the ordinance amendment in attachment 1 of the staff report concerning the tree shading requirements asked staff to cite the remainder of the ordinance text because she does not have a copy of page 2 of the ordinance.

Commissioner Watt:

- Requested clarification whether a variance or use permit is necessary to increase fence height.
- A fence would have to be properly engineered for compliance with the California Building Code such that project plans would be necessary. According to the fence ordinance a use permit would be necessary to increase the fence height above seven feet.
- Preference would be a minor use permit for review by the Zoning Administrator as opposed to review by the Planning Commission for a major use permit.

Commissioner Hilliker:

- Is there anything in the City code that relates to gates and placement and/or frequency of placement.
- Gates are an important component for fences particularly for emergency access services.

Commissioner Christensen:

- It may be the reason for the zoning ordinance change is because people have trouble accurately measuring fence height. Is of the opinion people constructing a fence should be able to measure correctly.

Assistant Planner Johnson:

- The intent for the zoning code amendment for fence height is to be consistent with the California Building Code standard in this regard.
- To deviate from the fence height standard would require approval of a variance. Currently six feet is the maximum height for a fence. The zoning code amendment would allow for a seven-foot maximum fence height.
- To clarify, a request for a variance must be substantiated with findings. To increase the fence height to exceed the maximum would require a use permit.
- It is likely the Planning Director would have to make a determination concerning a request to exceed the fence height requirement as to whether the use permit is a major/minor or that either is necessary depending upon the scope of the proposed project.
- The zoning code does not specifically address gates for fences but the California Building Code may have specific rules in this regard.
- The Ukiah Police and Fire Departments reviewed the zoning ordinance amendment for fence height and had no comments.
- The tree shading ordinance reads, 'Parking lots with 12 or more parking stall shall have a tree placed between every 4 parking stalls within a continuous linear planting strip rather than individual planting wells, unless clearly infeasible. Parking lot trees shall primarily be deciduous species, and shall be designed to provide a tree canopy coverage of 50% over all paved areas within 15 years

of planting. Based upon the design of the parking lot, a reduced number of trees may be approved through the discretionary review process.'

Commissioner Sanders:

- Requested clarification the discretionary review process would be the Zoning Administrator or the Planning Commission?
- The 50% shade coverage for parking lots within 15 years is a City of Davis standard the City has been applying to projects for some time now so the concept is not new. Is fine with this becoming an 'actual' City of Ukiah ordinance.

Assistant Planner Johnson:

- The type of discretionary review would depend upon the scope of the project. The Zoning Administrator reviews minor projects and the Planning Commission reviews major projects.

Principal Planner Thompson:

- A use permit is required to increase fence height. City code states, 'Fences exceeding six feet (6') in height to enclose commercial or industrial uses, or tennis courts, swimming pools, or similar areas, may be erected subject to the obtaining of a use permit therefor. (Ord. 793, §2, adopted 1982).'

PUBLIC HEARING OPENED: 6:16 p.m.

PUBLIC HEARING CLOSED: 6:16 p.m.

M/S Watt/Hilliker to recommend City Council approve amendment to Zoning Ordinance text for maximum fence height and parking lot shade tree requirement. Motion carried (5-0).

10B. Amendment to Zoning Ordinance text providing specific site planning, development and/or operational standards for the following uses:

1. Community Gardens
2. Live Entertainment
3. Outdoor Dining
4. Sidewalk Cafes
5. Specialty Food and Beverage Sales with Tasting.

Principal Planner Thompson:

- Gave a staff report as provided for on pages 1-4 of the staff report/Initial Environmental Study and Negative Declaration/proposed ordinance and PowerPoint presentation incorporated herein in the minutes as attachment 2.

Commissioner Sanders:

- Referenced page 2 of the staff report and corresponding table regarding definitions for Outdoor Dining/Sidewalk Cafes and sees Sidewalk Cafes and Outdoor Dining are different in that Outdoor Dining includes parking stalls whereas Sidewalk Cafes are located on public sidewalks.

Principal Planner Thompson:

- The parking requirement concerning Outdoor Dining pertains to private property and noted the removal of parking for the Outdoor Dining program only pertains to the Downtown area. A private property owner cannot eliminate parking on the site to establish 'Outdoor Dining.' Approval of a use permit would be required if a private property owner wanted to establish 'Outdoor Dining' where parking stalls would have to be eliminated for the project.

Assistant Planner Johnson:

- Cited Super Taco and the Mutt Hut as examples of restaurants that were interested in establishing 'Outdoor Dining.'

Commissioner Sanders:

- 'Outdoor Dining' would be allowed in commercial areas only.
- Related to 'Specialty Food and Beverage Sales with Tasting' asked if examples could be provided. 'Taste of the Downtown' is likely an example, but understands the proposed zoning change pertains to outside of the Downtown Zoning Code area.

.

Principal Planner Thompson:

- Specialty Food and Beverage Sales would be tasting room established in a storefront or visible location. It is not associated with a 'special event' type of establishment. Specialty Food and Beverage Sales is essentially relates to tasting rooms seen all around the County.

Chair Whetzel:

- Cited a 'Specialty Food and Beverage Sales' type of business located in Hopland that serves finger foods where such foods can be 'fixed' on site.

Commissioner Sanders:

- Asked if 'Specialty Food and Beverage Sales' establishments are located outside of a building establishment and is not to function for outside consumption.
- Related to the Initial Environmental Study/Negative Declaration in the staff report:

  Section 9173.2, Community Gardens asked about deer fencing/fencing material types and design for open fencing.

  Section 9173.4, Outdoor Dining expressed concern about the potential for restaurants to 'take over' public sidewalks and questions the legality in this regard particularly when there are ADA requirements that pertain. Is pleased to see the Planning Department provides for standards relative to outdoor dining for those establishments outside of the Downtown area.
- Related to the issue of street trees and while the City has an ordinance that addresses street trees in general would like to see an ordinance in the future pertinent to sidewalk cafes since standards are presently being formulated for such establishes that would protect street trees from being damaged or removed and allows for sufficient clearance so they can flourish and survive in such locations.
- Related to code section 9173.3, Live Entertainment, lighting and security, would like to see language in the code standards that address compliance with the International Dark Sky Association standards such that all lighting is shielded and downcast to be consistent with the conditions of approval concerning lighting with what the Planning Commission has required over the years for projects.

Commissioner Watt:

- Finds the table on page 2 of the staff report helpful.
- Inquired if the definitions for the various uses, i.e., community gardens, live entertainment, outdoor dining, sidewalk cafes, specialty food and beverage sales with tasting are from the DZC?
- Related to the community garden use, asked if the sale of garden produce by way of a market stand is allowed on the site?
- How will the proposed ordinance amendments for the various uses affect those same project uses that required use permit approval in the past?
- Related to page 3 of the Initial Environmental Study, section C, herbicides and pesticides, concerning community gardens, asked if this standard is consistent with what is required for other use permits for this use type. It would appear acceptable if the use of herbicides/pesticides is necessary provided they be applied through organic means by carefully reading the instructions and/or contacting the garden team leader or other qualified professionals/organizations for assistance in the application thereof.
- Requested clarification community gardens standards do not apply to 'home gardens.' Community gardens cannot be considered commercial establishments because nothing is being sold.
- Related to section G, Signs for the community garden the standard states, 'signs are limited to identification, informational and directional signs in conformance with the City of Ukiah sign

ordinance requirements,' and asked if this implies the ordinance has the permitting requirements in it.

- Related to section J, Prohibitions, for the community garden, is of the opinion this language appears to be nonsensical for a community garden use.
- Is of the opinion some of the prescriptive standards proposed in the proposed zoning amendments may be 'over-the-top' and/or excessive and not really relevant/vital.
- Related to code section 9173.5, sidewalk café, section F, Food and Beverages states, '……….that the service of beer or wine or both solely for on-premises consumption by customers within the areas of the sidewalk café may be authorized by the Planning Director and Police Department……..' This language suggests/assumes the café has an ABC license issued to operate and asked if more language will be incorporated.

Chair Whetzel:

- Related to the proposed zoning code amendment for community gardens, live entertainment, outdoor dining, sidewalk cafes and specialty food and beverage sales with tasting asked if there a threshold regarding major/minor use permits should someone want to deviate from a particular established standard, such as a proposed time change for live music relative to live entertainment.

Principal Planner Thompson:

- The Initial Environmental Study/Negative Declaration is included for Commission review/comment. The proposed ordinance regarding Division 9, Chapter 2, Article 15.6 standards for specific land uses related to development and operating standards for community gardens, live entertainment, outdoor dining, sidewalk cafes, and specialty food and beverage sales with tasting are also included for discussion and possible revision/modification.
- Confirmed Specialty Food and Beverage Sales are not located outside of a building establishment where outside of building consumption is not allowed. Page 3 of the staff report provides for a definition of 'Specialty Food and Beverage Sales with Tasting' as 'A retail beverage and/or food store characterized by its small size, a limited number of high quality specialty food items and/or beverages typically including premium wine and beer. This use may also include tastings of the products sold on site.'
- The intent of open fencing is likely so that people can see into the garden and elaborated on material types/design for open fencing.
- Encroachment into the public right-of-way is being monitored for compliance by the City, particularly with regard to obstructions on City sidewalks, such as signs, table, chairs, etc. The rules for outdoor dining for the new zoning ordinance will be the same as those for outdoor dining in the Downtown area requiring a five-foot clearance in the public-right-of way. On-site outdoor dining may be allowed in specific zoning districts provided it is incidental to and part of the operation of the restaurant located on the same parcel and must comply with standards and requirements with regard to tables, chairs, signage and furniture possibly encroaching in the public right-of-way as specifically addressed in section 1973.4 for outdoor dining on pages 5 through 7 of the Initial Environmental Study/Negative Declaration and pages 4 through 7 of the proposed ordinance. Alternatively, the proposed new ordinance allows for 'sidewalk cafes' in certain zoning districts provided it is incidental to and part of the operation of a restaurant on the same parcel and complies with standards and requirements as addressed on pages 7 through 10 of the Initial Environment Study/Negative Declaration and pages 7 through 11 of the proposed ordinance. The propose of a sidewalk café is to allow such an operation in association with an allowed restaurant use where the sidewalk café is clearly incidental to the restaurant use and will not negatively impact the right-of-way. A sidewalk cafe requires the approval of an encroachment permit from the City Department of Public Works and Planning/Community Development departments. Again, a sidewalk café may be allowed provide it complies with City Code section 9173.4 and only when the sidewalk café is incidental to and part of the operation of an adjacent restaurant.
- Essentially the difference between sidewalk cafes and outdoor dining establishments is that sidewalk cafes are typically located in the public right-of-way area and as such must comply with city sidewalk encroachment standards/rules whereas outdoor dining establishments typically occur on private property where they too must comply with City standards pertinent to

- landscaping/parking requirements, potential obstructions within pedestrian walkways and other applicable rules as provided for in new City code section 9173.4.
- Confirmed the aforementioned definitions of uses are from the DZC.
- To allow outdoor sales requires approval of a minor use permit. While a market stand for the sale of produce is a good idea and may likely be a consideration in the future the intent of the community garden zoning amendment is to establish proposed standards with regard to hours of operation, design, fencing, structure types, parking requirements, noise parameters, etc.
- Related to those uses that formerly required use permit approval and are now being streamlined with the proposed ordinance amendments no change would be made to the existing use permit where the use would essentially continue as conditioned unless a modification to the use permit is proposed at which time the Planning Commission would review the proposed modification and make a determination.
- The language for the community garden pertinent to use of herbicides and pesticides is from the DZC and states 'all pest and weed control shall be accomplished though organic means using the least toxic methods available.'
- The intent of the ordinance amendments for community gardens, live entertainment outdoor dining, sidewalk cafes, specialty food and beverage sales with tasting is to establish common sense development and operational standards for these uses so as to streamline the entitlement process that if complied with would eliminate the need for a discretionary review approval process. Staff is hopeful the standards will be recognized and followed without creating code enforcement problems. The development and operational standards proposed in the zoning ordinance amendments are currently contained in the DZC that was adopted in 2012 and would provide consistency between the Zoning Ordinance and the DZC.
- Confirmed the standards for development and operation of community garden standards do not apply to an individual's garden at home.
- Related to signage for the community garden, confirmed this standard is driven by the City Sign Ordinance requirements.
- Again, the development and operational standards for the various uses proposed for a zoning ordinance amendment came from the DZC.
- Related to sidewalk café, section F, Food and Beverages, staff relies on 'ABC' to issue liquor licenses and monitor compliance.
- Related to the proposed zoning ordinance amendment the Planning Director would make a determination should someone request an exception to a particular standard where a use permit would likely be necessary for review by the Zoning Administrator for a minor use permit or Planning Commission for a major use permit.

PUBLIC HEARING OPENED: 6:37 p.m.

Roley Tibbetts, Owner of The Office:

- Six years ago he went through the use permit process to allow for live entertainment at his bar establishment.
- Is pleased the City is presently considering streamlining the use permit process by eliminating discretionary review for such uses as community gardens, live entertainment, outdoor dining, sidewalk cafes, and specialty food and beverages sales with tasting.
- Would like to see the Ukiah Planning Department be 'more user friendly.' Approximately a year ago he contacted the Planning Department to amend his use permit and was told he would need to apply for another major use permit to add more days for live music. Asked if the proposed zoning ordinance amendment would benefit persons with existing use permits. Unlike the current zoning regulations live music would be allowed by right in the C-N, C-1 and C-2 zoning districts provided the proposed standards are met. The Office is located in the C-1 zoning district.

Don Delahoyd, Owner of The PUB:

- Not long ago he also went through the discretionary review process for approval of a use permit to allow live music at The PUB.

- The Downtown Core zoning designation in the DZC district appears to have a different set of rules than the rest of the zoning districts that can make it more difficult for establishments in other zoning districts to do business. Requests review of the development and operational standards in this regard. Is of the opinion the standards should be 'fair/equal' in all zoning districts.
- It may be with the new standards for the proposed zoning ordinance amendment for live music that the existing use permit standards for The PUB may no longer apply or that a use permit is even necessary. Allowing live music two days a month is not really realistic and/or economically feasible.
- Recalls in the past live music for his business was allowed without a use permit.

Kim Richards, Owner of The Office Bar:
- Asked about how amplified music should be looked at under the new standards.
- She paid a substantial amount of money for the existing use permit to allow for live entertainment and would like a refund for some of those associated costs for having to go through the discretionary review process when this process will be eliminated provided an applicant complies with the standards.

Phil Baldwin, Ukiah Resident:
- His concern with allowing live music by right is the potential disturbance of the peace and the precedence-setting nature and/or issue of unintended consequences of amplified music outdoors.

Commissioner Watt:
- If The PUB has an existing use permit that allows for live music two days a month until midnight would the zoning ordinance for live entertainment allow The PUB to have live entertainment during the week until 11:00 p.m. without any modification to the use permit. It appears the existing use permit allows music for only two nights a month until midnight.
- It may be The PUB should review the existing use permit conditions for live entertainment with planning staff when the new standards are adopted.

Principal Planner Thompson:
- Would like the opportunity to review the existing use permit for The Office to see if an amendment to the existing permit is possible with the new standards. Noted the proposed zoning ordinance amendment must first be approved by City Council with a recommendation by the Planning Commission.
- Related to live entertainment many of the same standards for the existing zoning code regulations are the same for the proposed amendment.
- Acknowledged while the standards for live music will change with the zoning ordinance amendment those businesses with exiting use permits for live entertainment would have to be evaluated/assessed according to the rules for the use permits when they were granted. Under the new rules businesses wanting to have live entertainment will have to comply with the standards in the zoning ordinance amendment or apply for a use permit.
- Under the new standards for live music, a business is allowed to have live music provided it complies with the standards in the zoning ordinance and this includes compliance with the City's Noise Ordinance. Amplified music must not violate the City of Ukiah noise ordinance.
- Related to Live Entertainment a Management Plan is also necessary for the zoning ordinance amendment as was required for a use permit and must be reviewed and approved by the Ukiah Police and Fire Departments and Planning Director before live entertainment is allowed by right. (See new code section 9173.3 for live entertainment).
- Does not know if a refund is possible, but will review the conditions of the existing use permit.

Chair Whetzel:
- The PUB and The Office can look at themselves as being the 'pioneers for initiating change in the process of allowing for live music.'

Phil Baldwin:

- Requested clarification outdoor music is not allowed by right under the new zoning ordinance for live entertainment because the establishments that do have live music are located in residential areas.
- Has concern about cafes being allowed to have outdoor music. What about the outdoor café on Dora Street.

Principal Planner Thompson:
- Outdoor music is not allowed without approval of a use permit. Again, live music must comply with the City's noise ordinance and the required management plan. Is of the opinion the new zoning ordinance amendment for live entertainment has 'stricter' standards in some ways than what was required for a use permit to allow live entertainment in terms of time, hours of operation, etc.
- Referred to new code section 9173.5, sidewalk café, section C5, live entertainment that states, 'A sidewalk café shall not be used for live entertainment. Live entertainment at sidewalk cafes may be authorized in compliance with section 0224.6 of this code' and this same standard is in the DZC for sidewalk cafes.
- Related to the outdoor café on Dora Street; A use permit would be required to allow outdoor music for review by the Planning Commission.

Chair Whetzel:
- Requested clarification The Office has a use permit to allow for outdoor music.

Roley Tibbetts:
- Confirmed The Office has a use permit that allows for outdoor music.
- The rules for the Downtown area and other zoning districts differ and cited the parking and off-street parking requirements as an example. For approval of a use permit to allow live music at The PUB, The PUB had to provide for off-street parking to comply with the parking requirements.
- Again, the Downtown area does not have the same parking requirements as the other zoning districts as it relates to off-street parking. This does not appear to be fair since The PUB had to provide off-street parking and is located approximately only four blocks away from the Downtown core.

Chair Whetzel:
- The PUB was required to provide the necessary parking based on the maximum number of occupants the building can have as well as comply with the parking requirements for the C-1 zoning district.

Commissioner Sanders:
- Her recollection concerning the original intent of the DZC was to encourage development in the Downtown urban core and have people move into the downtown and frequent the area by walking and not using cars.

Chair Whetzel:
- Recalls one objective of the DZC was to limit the amount of parking and provide for a more walkable environment.

Principal Planner Thompson:
- Many of the buildings in the Downtown core cover the entire lot that restricts available parking.

PUBLIC HEARING CLOSED: 6:50 p.m.

Commissioner Hilliker:
- Does the zoning ordinance amendment trigger the requirement for additional bicycle parking?

Principal Planner Thompson:
- Bicycle parking standards/requirements will remain the same for projects.

Commissioner Christensen:

- Has empathy for the owners of The PUB and The OFFICE and/or other establishments that had to go through the use permit process and the associated costs incurred thereof, but is encouraged that the proposed zoning ordinance amendment for certain uses is a step toward making the process more user friendly.

Commissioner Sanders:

- While preservation and protection of street trees are addressed in other City documents such as the Street Tree Ordinance would like to make certain street trees are preserved/protected for sidewalk cafes that operate on public property.

There was a general discussion about the protection of street and how this can best be accomplished. Would an encroachment permit protect street trees? How are street trees protected now?

Principal Planner Thompson:

- The City has rules regarding the protection of street trees. The Public Works Department/Planning Department ensures the protection of street trees for all projects that would include developments on private property such as outdoor dining.

Commissioner Hilliker:

- Wants to make certain street trees are protected as much as possible for projects that would include outdoor dining/sidewalk café establishments and that the appropriate measures are in place for the protection thereof.

Commissioner Watt:

- Realistically speaking how many street trees would exist in the locations of sidewalk cafes? The trees are essentially located in designated planter areas in the public right-of-way. Is it the intent that sidewalk cafes would encroach right upon the designated planter areas?
- It may be necessary to include language in the zoning ordinance amendment for sidewalk cafes that says, 'there shall be no damage to City property.' This would cover everything from damaging/removing street trees to drilling holes in sidewalks. It may be all that is necessary is to have a general statement about protection of City property?
- It may be all that is necessary to address the protection of street trees for sidewalk cafes is a reference to the City Street Ordinance.

Chair Whetzel:

- A sidewalk café would have to comply with a clearance standard.

Principal Planner Thompson:

- It may be that language could be added to the zoning ordinance for sidewalk cafés that addresses the treatment/protection of street trees.

There was further Commission/staff discussion regarding the zoning ordinance amendment for live entertainment with regard to hours of operation, frequency of music that could be included in the management plan or zoning ordinance document as to whether modification should be considered in this regard.

Commission consensus:

- Is fine with the zoning ordinance language for community gardens (Section 9173.2).
- Is fine with possibly modifying the zoning ordinance language for Live Entertainment (Section 9173.3), (A) with regard to frequency of music to more appropriately correspond/comply with other use permit holders for live entertainment.
- Is fine with the zoning ordinance language for outdoor dining (Section 9173.4).

- Is fine with modification to the zoning ordinance language for sidewalk café Section 9173.5) with the addition of section 10 to address protection of street trees.
- Is fine with the zoning ordinance language for specialty food and beverage sales with tastings (section 9173.6).

M/S Sanders/Watt to recommend City Council approve Planning Commission agenda item 10B, amendment to Zoning Ordinance text providing specific site planning, development and/or operational standards for community gardens, live entertainment, outdoor dining, sidewalk cafes, and specialty food and beverage sales with tasting with modification/addition of language to address frequency of music for live entertainment and protection of street trees for sidewalk cafes, as discussed above. Motion carried (5-0).

11. <u>PLANNING DIRECTOR'S REPORT</u>

- There is update on the status of the Costco project or the Palace Hotel.
- The Housing Element has not yet been adopted by the HCD and is working on this matter.
- Staff is working on a Public Art Policy that the Planning Commission will have the opportunity to review.
- POSCC is working on establishing creek setback standards.

Commissioner Sanders:

- Would like staff to give the Wagenseller Neighborhood an idea when the next community park planning meeting will be held.

Principal Planner Thompson:

- Is working on the Wagenseller park matter and will provide the proper noticing to the neighborhood when a date and time is established for the next meeting.

  Referred to page 2 of the Planning Commission minutes of March 23, 2016 regarding the presentation concerning Public Workshop: Alternative Fuels Readiness Project Presented by Juliette Bohn of JPB Consulting and asked about another regulation that can have a local impact is the California Building Code where the 2016 update requires all new buildings install electrical vehicle charging stations depending upon the number of parking spaces required for the development and/or can accommodate. Is of the opinion this could affect future projects. Is the 2016 California Building Code reviewed by City Council? Parking is a sensitive issue in Ukiah.

Principal Planner Thompson:

- The California Building Code is a State regulation.

12. <u>PLANNING COMMISSIONERS' REPORT</u>

Commissioner Sanders:

- The City of Ukiah recently celebrated Arbor Day where a Proclamation was read at a City Council meeting and gave an overall summary of the presentation.

Chair Whetzel:

- Asked about upcoming Planning Commission meetings.
- Airport Day is June 4 and invites everyone to attend.

Principal Planner Thompson will advise the Planning Commission of future meetings. There will likely be no regular Commission meeting May 25, 2016.

13. <u>ADJOURNMENT</u>

There being no further business, the meeting adjourned at 7:14 p.m.

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Cathy Elawadly, Recording Secretary

UKIAH PLANNING COMMISSION
June 8, 2016
Minutes

COMMISSIONERS PRESENT
Mike Whetzel, Chair
Laura Christensen
Mark Hilliker
Linda Sanders

COMMISSIONERS ABSENT
Christopher Watt

STAFF PRESENT
Kevin Thompson, Principal Planner
Michelle Johnson, Assistant Planner
Shannon Riley, Senior Management Analyst
Cathy Elawadly, Recording Secretary

OTHERS PRESENT
Listed below, Respectively

1. CALL TO ORDER

The regular meeting of the City of Ukiah Planning Commission was called to order by Chair Whetzel at 6:00 p.m. in the Council Chambers of the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE - Everyone cited.

4. APPROVAL OF MINUTES – The minutes from the May 11, 2016 meeting will included for review and approval at the next regular Planning Commission meeting.

5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

6. APPEAL PROCESS

Chair Whetzel read the appeal process. For matters heard at this meeting the final date to appeal is June, 20, 2016 at 5:00 p.m.

7. SITE VISIT VERIFICATION

8. VERIFICATION OF NOTICE – Confirmed by Staff.

9. PUBLIC HEARING

9A. Amendment to Zoning Ordinance text providing specific site planning, development and/or operational standards for the following uses:

1. **Community Gardens**
2. **Live Entertainment**
3. **Outdoor Dining**
4. **Sidewalk Cafes**
5. **Specialty Food and Beverage Sales and Tasting.**

Principal Planner Thompson:

- This agenda item is in follow-up to the Planning Commission meeting of May 11, 2016 relative to the proposed Zoning Ordinance text amendment.
- The intent of the aforementioned amendment is to establish specific site planning, development and operational standards for community gardens, live entertainment, outdoor dining, sidewalk cafes and specialty food and beverage sales and tasting.

- After consideration from the Planning Commission/staff discussion at the May 11, 2016 meeting, it appeared the prudent approach should be to modify City Code section 9173.3, Live Entertainment (A) to state, 'Live entertainment shall end at 11:00 p.m. and limited to twice weekly,' to possibly be more compatible with other use permit holders for live entertainment and/or to more appropriately address potential noise impacts to the neighborhood since some restaurant/bar establishments exist in residential neighborhood districts. There are no other changes to the requirements for live entertainment and/or to the requirements for the management plan.
- Based on Commission/staff discussion at the May 11, 2016 Planning Commission meeting regarding the protection of street trees for sidewalk cafes, staff added subsection 10 to City code section 9173.5, Sidewalk Café, to read, 'Any proposed seating in the vicinity of street trees shall comply with the City's Management Guidelines adopted December 1, 2010.'
- Staff recommends approval of the proposed zoning ordinance text amendments that requires a recommendation from the Planning Commission for approval by City Council.

Commissioner Hilliker:

- Requested clarification related to the fence height requirements and a recent change in the zoning ordinance to increase the building height from six feet to seven feet in the residential zoning district.
- Referred to page 3 of the proposed Ordinance Amendment, City Code section 9173.2, Community Gardens, item J, Prohibitions, that reads, 'Smoking, drinking alcoholic beverages, using illegal drugs, and gambling are prohibited. Weapons, pets and other animals (except service animals) are also prohibited,' asked if the City has a standard for service animals concerning an identification program? Acknowledged the State has some standards, but they are vague. People buy vests for their dogs and say they are a service dog and this is essentially taking advantage of the situation.
- Related to Live Entertainment, section B, Management Plan asked if there is a timeline for submission of a Plan prior to an event? Is an establishment required to submit a management plan one week or two weeks prior to an event for review purposes.
- It may be the Police Department has a specific rule concerning a timeframe for submittal of a management plan concerning review thereof.
- Advised of a grammatical error on page 4 of the Zoning Ordinance, item B, Management Plan, language that reads, 'If the Management Plan is found acceptable by the Police and Fire Departments, as well as the Director of Planning and Community Development, the Director shall make corresponding findings and approve it **in** writing.
- Referred to page 5 of the Zoning Ordinance, Code section 9173.4, Outdoor Dining, language that reads, 'On-site outdoor dining may be allowed in the C-N, C-1 and C-2 zoning districts provided it is incidental to and part of the operation of a restaurant located on the same parcel, and it complies with the standards and requirements listed below,' and noted the Fire Department used to barbeque at Ukiah Concerts in the Park events and this was not 'incidental' to any restaurant it just happen to be where the setup occurred. Does this language need to be changed to reflect this type of event/operation as it relates to outdoor dining?

Principal Planner Thompson:

- The intent of the Zoning Ordinance amendment concerning an increase in fence height to a seven-foot height is to be consistent with the California Building Code requirements in this regard.
- Is not aware of a standard for service animals.
- Is not sure if a management plan explicitly provides for an exact timeframe but a management plan does have to be reviewed and approved by the City Police Department and Planning Director prior to an event so an applicant has to coordinate this accordingly to be able to have a planned live entertainment event
- Staff initially asked for a specific timeframe concerning management plan submittals and review as part of the Planning Commission approval for live entertainment projects to allow for sufficient time to effectively review a plan but finds it to be a good idea the City Police Department reviews and approves management plans for live entertainment
- Barbeques and other like operations at concerts in the park would likely fall under the 'Special Events' category where vendors are subject to the rules that regulate this type of operation.

Commissioner Christensen:

- Referred to City code section 9173.3, Live Entertainment, and asked about the advantage to adding to section A, 'Live entertainment shall end at 11:00 p.m. and *limited to twice weekly,*' as it relates to those business owners that paid the cost of going through the use permit process to allow for live entertainment.

Principal Planner Thompson:

- Does not know if the added language is necessarily an advantage or disadvantage to those businesses that have an existing use permit for live entertainment per se but does pertain to potential noise impacts to the neighborhood. It is really the only limitation that was not part of the regulations for live entertainment. There was some concern if a business wanted to have live music seven days a week that this could be a problem/potential impact to the neighborhood and this is the reason for the limitation to twice weekly. After review of existing use permits approved for live music found they contained frequency of music limitation rules. Adding the language provided consistency with the rules that allow for live music by right provided there is compliance with the zoning code regulations in Code section 9173.3 and with the rules for existing use permits for live entertainment. If an establishment wants to exceed the 'twice weekly' rule, approval of a use permit would be required.

PUBLIC HEARING OPENED: 6:12 p.m.

PUBLIC HEARING CLOSED: 6:12 p.m.

M/S Sanders/Hilliker to recommend City Council adopt the Initial Environmental Study and Negative Declaration for the City of Ukiah Zoning Ordinance amendments providing specific site planning, development and/or operational standards for the following uses: Community Gardens, Live Entertainment, Outdoor Dining, Sidewalk Cafes, and Specialty Food and Beverage Sales and Tasting. staff. Motion carried (4-0).

M/S Sanders/Christensen to recommend City Council approve Amendment to Zoning Ordinance text providing specific site planning, development and/or operation standards for the following uses: Community Gardens, Live Entertainment, Outdoor Dining, Sidewalk Cafes, and Specialty Food and Beverage Sales and Tasting, as modified by staff and as discussed above. Motion carried (4-0).

9.

9B. Provide Direction/Input on the Proposed Public Art Policy.

Principal Planner Thompson gave a staff report and PowerPoint presentation:

- Requests the Commission review the proposed Public Art Policy and provide comments/suggestions.
- This policy is similar to those found in other cities and provides for a procedure for artists seeking to place artwork on public property in the City.
- The process requires a recommendation from the DRB and approval by Planning Commission prior to the placement of art on public property.
- The DRB reviewed the draft Public Art Policy and provided minor comments that have been incorporated into the draft document.
- The intent is to establish criteria for review of the proposed artwork including criteria for location and site selection.

Commissioner Sanders:

- Referred to page 5 of the draft policy, VII. Indemnification, and inquired about the definition.
- What is the minimum insurance cost for the artist?

Commissioner Hilliker:

- Questions how to determine whether the artwork is suitable for the public.
- The 'location' for the artwork would not likely be a problem.

- Is of the opinion art is a matter of personal preference and difficult to define as to what is acceptable/quality as opposed to art that is not.
- The proposed public arts policy contains a lot of information and finds the document ‘far reaching.’ While the document is a good start more time is necessary to look at whether or not the document should become policy.

Commissioner Christensen:

- Art is very subjective so to try and set rules/standards what a person can or cannot consider as art is difficult.
- While art should not be offensive this too is subjective. The question is how to make a ‘black and white’ determination about art. Do we have to set forth policy that is essentially black and white?
- Referred to the policy document and questioned the qualification that the artist must be a professional. Why are we limiting artwork to only a professional? What is deemed as ‘professional art?’ Every artist who becomes a professional starts out as an amateur. What about an amateur artist who wants to install artwork that would be exceptional/incredible in our town.

Principal Planner Thompson:

- The section concerning ‘Indemnification’ of the draft Public Arts Policy basically indemnifies the City from liability related to placement of the artwork and is specifically addressed on page 5 of the policy document.
- The City requires a one million dollar liability, which is typical of anything in the public right-of-way. Has no knowledge what the actual cost is to the artist.
- The DRB questioned the criteria related to ‘qualifications’ and noted the initial language reads, ‘Artist shall be selected based on their qualifications as demonstrated by past work and the appropriateness of their concepts to the particular project.’ The DRB recommended changing ‘shall’ to ‘may.’ Also, concerning page 3 of the draft policy, section 2, Process for Review by Appropriate Commission and Planning Commission, the DRB modified the language in this section that formerly read, ‘The following criteria shall be used by the Appropriate Commissions and Planning Commission when considering the selection of artwork for installation in public places’ to read ‘The following factors may be used by the DRB and Planning Commission when considering the selection of artwork for installation in public places.’ The aforementioned language changes essentially ‘softens’ some of the issues/questions that concern the definition of art/artists. Changing the language from ‘shall’ to ‘may’ with regard to qualifications does not limit/restrict whether the artist is a professional or amateur.
- Having a public art policy is a way for the City to have some checks and balances when it comes to displaying public art and provides for some level of screening/filtering of applications.

Commissioner Christensen:

- Requested clarification changing the aforementioned language using the term ‘may’ rather than ‘shall’ would mean if a particular artwork was proposed for public display it would come before the DRB and Planning Commission for approval?
- Referred to page 6 of the draft policy, section VIII. Temporary Art, item 3. Location related to installations and has knowledge of an artist that goes by the name Christo that does ‘whacky’ art such ‘wrapping a bridge,’ etc., all of which could be considered temporary art. What if Christo wanted to wrap the Mendocino County Courthouse? The point is as odd as this may be we would not want to disallow this type of art before having the opportunity to look at the scope of the project.
- Referred to page 6 of the draft policy, Temporary Art, line 12 that states, ‘The City encourages the development of context-sensitive temporary public art installations within the Downtown,’ and asked what ‘context-sensitive temporary public art’ means.

Principal Planner Thompson:

- The process is set up where the DRB will first review the project with a recommendation to the Planning Commission.

- Related to the matter of art that may be odd/whacky the DRB had an opinion that an art policy should not be limiting as to the kind of artwork that can be publicly displayed because such art could be very 'cool' and creative.
- The draft policy provides for guidelines having strategies/standards that address how art for public display should be considered unlike the zoning code regulations that are precise and easy to quantify, such as building setback requirements. While the public art guidelines provide for some criteria the DRB and Planning Commission have a lot of latitude and discretion in their review of artwork for public installation.
- The intent of the guidelines is not to discourage and/or placate to a particular style of art.
- Deferred discussion regarding definition of 'context-sensitive temporary public art' to the public hearing.

Chair Whetzel:

- On behalf of Commissioner Watts asked if any examples of approved public art displayed in other communities would be considered acceptable art in Ukiah.

Assistant Planner Johnson:

- The intent of the art examples was to show a variety of different artwork and how they look in other communities.

Chair Whetzel:

- Using the criteria and art examples does Ukiah have any artwork that would apply?
- It would be nice to have pictures of art from other communities that may work in Ukiah and apply the criteria in the Public Art Policy.

It was noted the only artwork Ukiah has displayed is murals.

Principal Planner Thompson:

- The murals Ukiah has are on private property and Planning Commission approval was required.
- Referred to the art examples of public art displayed in the region and talked about the public art displayed in Gyserville.

PUBLIC HEARING OPENED: 6:30 p.m.

Principal Planner Thompson:

- Asked if Senior Management Analyst Riley has knowledge what a million dollar liability insurance policy costs.

Senior Management Analyst Riley:

- Has no knowledge what a million dollar liability insurance policy costs. Typically, an artist would have a sponsoring organization or the like. Most non-profit organizations or businesses in general carry a one to two million dollar liability insurance policy and this is a standard business practice. We would not, for example, expect an individual artist/non-professional artist per se to have that type of coverage. The hope is that there would be a sponsoring organization to assist an artist.

Commissioner Sanders:

- Asked if the aforementioned information relative to 'Indemnification' on page 5 of the Public Arts Policy is clear as it relates to an individual artist. .

Principal Planner Thompson:

- The Public Arts Policy does not go into specific detail about insurance liability coverage for individual artists. Could include this information on the application form.
- According to the City Risk Management, an artist or artist sponsor would be required to provide one million dollar insurance coverage and depending upon the type of art, the coverage could be more or less and/or what the City feels is adequate coverage.

Commissioner Sanders:

- Is of the opinion including insurance liability information on the application to display art publicly is important.

Laura Fogg:

- Is a local artist and affiliated with the Arts Center in Ukiah as a board member and also serves on the design committee for the Ukiah Main Street Program.
- Highly supports approval of the Public Arts Policy and thanked staff for rewriting the document to fit the needs of Ukiah.
- Important the process of approving art for public installation will be streamlined. Is pleased the multiple levels of review that were in the original draft policy document were eliminated such that there is one design review committee.
- Would like to see representation from the local art community participating or serving on the DRB primarily because of their art expertise.
- Members of the local art community have provided input in the redrafting of the Public Art Policy.
- Referred to examples of public art in other communities and is of the opinion Mendocino County has the opportunity to have a lot of public art installed. Understands Mendocino County has more artists per capita than any county in the country.
- It is time to start thinking about art projects in Ukiah.

Alyssum Wier, Executive Director of the Arts Council of Mendocino County:

- Is pleased the City is considering adoption of a Public Art Policy.
- As the momentum for public art moves our way, people are going to expect this in Ukiah.
- Public art encourages tourism. Ukiah has a strong identity that can be communicated artistically.
- Art expression is something that can be talked about and be creative with. Public art is about creating conversations.
- Having a Public Art Policy in place will likely provide opportunities to install public art where in the past such opportunities have come up but no action could be taken.
- The Arts Council of Mendocino County is available for assistance anytime there is a need to partner on an art opportunity/issue.

Principal Planner Thompson:

- The DRB talked about the most appropriate approach for evaluating artwork:
    - The DRB would review perspective artwork with a recommendation to the Planning Commission.
    - One or some of the DRB is an art professional.
    - The DRB evaluates the artwork having the artist present together with any other sponsoring artist(s).
- It became apparent with the bi-laws and operating procedures of the DRB that the best approach would be for the DRB to review the artwork and make a recommendation to City Council having the artist present to introduce the project together with any other artist(s) desiring to be present to participate in the discussion.

Assistant Planner Johnson:

- The proposed public artwork is to be viewed by the community so the people viewing the art may not be professional artists or have an eye for art so we have to be objective and careful not to bring in artists to only make decisions on public art projects because they have an eye for art whereas the overall community does not. The intent is for the artwork installed to be enjoyable.

Senior Management Analyst Riley:

- Definition of 'context-sensitive temporary public art.' refers to/is collated with the environment pertinent to landscaping/architecture as to where the artwork should be placed in connection with the rural surroundings and not so much about the political aspect.

Laura Fogg:

- Related to the timing of adopting a public arts policy, the art community is hoping this policy will move forward expeditiously. Without a policy nothing can be approved.
- Having a policy provides for an opportunity for people to seek grants and/or funding of various kinds for art projects.

Chair Whetzel:
- Has the art community/organizations reviewed the draft policy and asked if changes are proposed for consideration other than having artist(s) present during DRB evaluation of artwork.

Laura Fogg:
- Supports the concept of having artist(s) present during DRB evaluation of artwork.
- Supports adoption of the Public Art Policy, as rewritten for Ukiah. With regard to the policy, the art community consolidated ‘temporary art’ with ‘permanent art’ but sees they are separate subjects in the draft document.

Rick Hansen, Executive Director of Ukiah Main Street Program:
- Acknowledged the Ukiah Main Street Program has a design committee of which Laura Fogg is a member. This committee has been instrumental in bringing the matter of establishing a public art policy to the forefront. As was mentioned above, consideration for establishing a public art policy became important when a local artist was doing chalk drawings on sidewalks in the Downtown. There was then a debate about the need for a governing mechanism concerning public art.
- Supports adoption of the Public Art Policy.

Commissioner Sanders:
- Related to the public art examples for Sebastopol and Healdsburg do these municipalities have their own arts commission?
- Is there a current vacancy on the DRB? If an artist wanted to be a part of the DRB, could he/she apply?

Principal Planner Thompson:
- Has no knowledge about Sebastopol, but Healdsburg does not have an art commission while Santa Rosa does.
- The matter of having an arts commission was discussed with the DRB and one of the concerns about having such a committee is that it does not meet regularly making it difficult to maintain and monitor.
- Is of the opinion the DRB is the closest fit we have for the job of evaluating artwork.
- Understands the City of Sebastopol uses their DRB to evaluate artwork.
- Confirmed there is a vacancy on the DRB. If an artist wanted to serve on the DRB this person would have to contact Councilmember Crane because he is the councilmember responsible for selecting a person for this particular seat on the Board.
- If having an art committee is not something we can do right now, it is something that could be considered in the future.

There was Commission/staff discussion about the review process.

Commissioner Christensen:
- If there was a seat on the DRB earmarked for an artist and if each Councilmember appoints the individual members this could cumbersome.

Principal Planner Thompson:
- Supports allowing the DRB review art projects for the interim but if there is interest later on about having a separate art committee that would review art projects this could be a consideration.

Chair Whetzel:
- If we do get an art project is it possible to formulate an Ad Hoc committee?

Principal Planner Thompson:

- For expedience reasons the DRB meets regularly and is of the opinion the Board would be very conscientious/reasonable about evaluating a particular project. People from the art community can participate in the discussion.

PUBLIC HEARING CLOSED: 6:55 p.m.

The Planning Commission made no changes to the Public Art Policy and supports adoption by City Council.

M/S Sanders/Hilliker to recommend City Council adopt the Public Art Policy, as presented. Motion carried (4-0).

10. PLANNING DIRECTOR'S REPORT

Principal Planner Thompson:

- City Council recently approved 'modest' fee increases for the Planning and Building Departments.
- City Council also adopted the City of Ukiah Housing Element.
- It is likely the next regular Planning Commission meeting of June 24th will be cancelled. Staff will advise the Commission accordingly.

11. PLANNING COMMISSIONERS' REPORT

Commissioner Hilliker:

- Talked about his recent visits to art exhibits and found them to be impressive.

Commissioner Sanders:

- Sees the PEP Senior Housing project is moving along and is fully involved in excavation. Is pleased to have knowledge the sidewalk will go behind the large Oak Tree on Cleveland Lane. Her concern and that of the Tree Advisory Group (TAG) and Museum is the fate of the three Dogwood trees that are located near the gate on the Museum property. It may be the meandering walkway will conflict with these trees and asked if these trees are slated for removal.

Chair Whetzel:

- Has a brochure from the California League of Cities concerning an upcoming planning conference. He has attended this conference before and finds the conference very informative. Asked if the City Planning Department has budgeted money for Planning Commission education.

Principal Planner Thompson:

- There is a list of trees that will be removed for the project. Will provide the list to Commissioner Sanders.
- Money budgeted for Planning Commission education is being worked on.

12. ADJOURNMENT

There being no further business, the meeting adjourned at 7:38 p.m.

____

Cathy Elawadly, Recording Secretary

City of Ukiah

Initial Environmental Study

and

Negative Declaration

Project Information:

Project Title:	City of Ukiah Zoning Ordinance Amendments
Lead Agency:	City of Ukiah, Planning and Community Development
Project Location:	City-wide
Project Sponsor and Address:	City of Ukiah, 300 Seminary Drive, Ukiah Ca. 95482
General Plan Designation:	Because the project applies to all land in the City, it encompasses multiple General Plan designations
Zoning:	Because the project applies to all land in the City, it encompasses multiple zoning designations
Assessor's Parcel No.	N/A
Contact Person:	Kevin Thompson, Principal Planner
Phone Number:	(707) 463-6207
Date Prepared:	April 14, 2016
Public Review Period:	April 18, 2016 – May 9, 2016

Project Description

The project is to update / amendment the City of Ukiah Zoning Ordinance to provide specific site planning, development, and/or operational standards for the following uses:

1. Community Gardens
2. Live Entertainment
3. Outdoor Dining
4. Sidewalk Cafes
5. Specialty Food and Beverage Sales with Tasting.

Each one of the uses listed above are proposed to have specific standards that if met, will be approved administratively.

Standards include: hours of operation, parking, noise, sidewalk clearances, signage, and maintenance standards among others.

The standards for each use are intended to mitigate any potentially adverse impacts associated with the specific use. The following section includes the complete text from the proposed Zoning Ordinance amendments:

Article 15.6. STANDARDS FOR SPECIFIC LAND USES

§9173 PURPOSE

Article 15.6, section 9173 of this code provides site planning, development, and/or operational standards for certain land uses that are allowed in certain zoning districts without discretionary review. The standards for each use are intended to mitigate any potentially adverse impacts associated with the specific use.

§9173.1 APPLICABILITY

The land uses and activities included in section 91723 of this code shall comply with the provisions of the section applicable to the specific land use, in addition to all other applicable provisions of this article and the Ukiah City Code.

A. Where Allowed: The uses that are subject to the standards in section 9173 of this code shall only be located in the zoning districts indicted herein.

B. Development Standards: The standards for specific land uses included in section 9173 of this code are required and supplement those included in the Ukiah City Code. In the event of any conflict between the requirements of section 9173 of this code and those included elsewhere in the City Code, the requirements of section 9173 of this code shall control.

§9173.2 COMMUNITY GARDENS

Community gardens may be located in any zoning district provided they comply with the following standards and requirements:

A. Days and Hours of Operation: Seven (7) days a week from seven o'clock (7:00) A.M. until dusk.

B. Fencing: Fencing is discouraged. When fencing is required to prevent vandalism or theft, trespassing, and/or encroachment by animals, fencing shall comply with the following:

> 1. Open Fencing: Open fencing (such as chain link, wrought iron, deer) up to six (6) feet in height, measured from the grade adjacent to the fence to the top of the fence, is allowed at the property line or set back from the property line. This type of fencing allows the garden to be protected and maximizes the size of the garden while creating an open, pedestrian-oriented use consistent with the purposes of this code.
>
> 2. Solid Fencing: Solid fencing (such as wood, masonry) is prohibited since this closes off the site to the public realm, presents a solid unbroken surface which is not pedestrian-oriented, and reduces the size of the garden.

C. Herbicides and Pesticides: All pest and weed control shall be accomplished through organic means using the least toxic methods available. If unsure how to combat pests, weeds, and diseases organically, contact the garden team leader or other qualified professionals or organizations for guidance and resources.

D. Motorized Equipment: Use of motorized equipment (such as weed eaters, leaf blowers, rototillers) shall be limited to weekdays from eight o'clock (8:00) A.M. to seven o'clock (7:00) P.M. and weekends and holidays recognized by the City of Ukiah from ten o'clock (10:00) A.M. to five o'clock (5:00) P.M.

E. Noise: Compliance with the City of Ukiah noise ordinance is required, except as indicated in subsection D of this section, Motorized Equipment, which may be more restrictive.

F. Parking: A minimum of one parking space along the street frontage of the community garden shall be provided. Vehicle use by members of the community garden should be limited to taking supplies to and from the garden, rainy or poor weather, or a disability. Users of the garden shall be encouraged to walk or bike to the site in order to reduce the need for parking and parking impacts on neighboring uses.

G. Signs: Signs are limited to identification, informational, and directional signs in conformance with the City of Ukiah sign ordinance requirements.

H. Structures – Accessory: The following accessory structures are allowed: tool sheds, greenhouses, cold-frames, hoop houses, compost bins, rain barrel systems, picnic tables, benches, bike racks, garden art, and fences subject to the development standards of the zoning district in which the community garden is located and the requirements of this section. Commercially maintained portable bathrooms are allowed as accessory structures; provided, that they comply with accessibility standards and comply with the development standards of the zoning district in which the community garden is located.

I. Water Use: Every effort shall be made to reduce water usage. Drip irrigation is required where feasible. Mulch and compost shall be used in order to reduce the amount of water needed for garden plots.

J. Prohibitions: Smoking, drinking alcoholic beverages, using illegal drugs, and gambling are prohibited. Weapons, pets and other animals (except service animals) are also prohibited. (Ord. 1139, §2 (Exh. A, 5.030), adopted 2012)

9173.3 LIVE ENTERTAINMENT

Live entertainment uses may occur in the C-1, C-2, and P-F zoning districts provided they comply with the following standards and requirements:

A. Live entertainment shall end at 11:00 p.m.

B. Live entertainment shall not violate the City of Ukiah noise ordinance

C. The number of people within a building where live entertainment is performing shall not exceed the occupancy standards contained in the California Building Code or Ukiah City Code.

D. Businesses desiring to have live entertainment shall provide adequate security during and after live entertainment events.

E. Parking shall generally comply with the Ukiah City Code, although on-street parking within commercial zoning districts may be included in the number of parking spaces provided for the live entertainment

F. Any building proposed for live entertainment shall comply with all Fire Code requirements and shall be reviewed and approved by the Ukiah Fire Marshal.

B. Management Plan: Prior to the conduct of live entertainment, the property owner shall submit a Management Plan addressing the items listed below. The Management Plan shall be submitted to the Director of Planning and Community Development for review and action. The Director shall distribute the Plan to the Ukiah Police and Fire Departments for review. The Management Plan shall, at a minimum, include the following:

1. Potential for loitering and how the business will preclude loitering.

2. Adequacy of lighting for security and safety purposes.

3. Adequacy of parking.

4. Compatibility and suitability with the existing and allowed uses in the area and/or character of the area, including but not limited to proximity to sensitive land uses such as residences, schools, parks, daycare facilities, and churches.

5. Likelihood the use would facilitate the vitality, economic viability, and/or provide recreational or entertainment opportunities in an existing commercial area without presenting a significant impact on health and safety.

6. Details regarding how security will be provided during and after live entertainment events.

7. Other information deemed necessary on a case-by-case basis.

If the Management Plan is found acceptable by the Police and Fire Departments, as well as the Director of Planning and Community Development, the Director shall make corresponding findings and approve it in writing.

C. Relief from any of the standards or requirements may be sought through the Use Permit process. The Director of Planning and Community Development shall determine whether or not a certain Use Permit is minor or Major. The determination shall be based, in part on how much relief is being sought and the location of the proposed live entertainment and its potential to disrupt the area.

§9173.4 OUTDOOR DINING

On-site outdoor dining may be allowed in the C-N, C-1 and C-2 zoning districts provided it is incidental to and part of the operation of a restaurant located on the same parcel, and it complies with the standards and requirements listed below;

A. Purpose: The provisions of this section are intended to allow outdoor dining in association with a restaurant located on the same parcel as the outdoor dining, where the outdoor dining is clearly incidental to the adjacent restaurant use and will not negatively impact the operations and function of the existing restaurant, including parking facilities, pedestrian access and circulation, and disabled access facilities.

B. Location of Outside Dining: Outdoor dining shall be located on the same site as the restaurant which the outdoor dining will serve. Outdoor dining facilities, such as tables, chairs, umbrellas, etc., shall not be located in pedestrian walkways, required parking spaces, or disabled access facilities (such as parking spaces, walkways, entries, etc.). Outdoor dining areas may be located in landscaped areas if located in such a manner as to not damage the landscaping.

C. Hours of Operation: Days and hours of operation for the outdoor dining shall not extend beyond the hours of operation for the restaurant which it serves. Tables, chairs, and all other furniture used in the operation of outdoor dining shall be removed from any pedestrian walkways and stored indoors at night and whenever the cafe is not in operation.

D. Live Entertainment: Outdoor dining shall not be used for live entertainment unless in compliance with section 9173.3 of this code.

E. Tables, Chairs, Furniture, Signage:

1. In order to provide adequate and safe ingress/egress, a minimum unobstructed pedestrian walkway width of forty-eight inches (48") or the width of the doors, whichever is greater, shall be maintained. The required width of the unobstructed pedestrian walkway shall extend from the front of the door(s) to the public sidewalk. A reduced width may be approved by the Building Official in compliance with the building code.

2. A minimum of sixty inches (60") of unobstructed space shall be maintained between exits and any furniture or fixtures related to outdoor dining, or as required by the building code, whichever is greater.

3. All outdoor dining furniture, including tables, chairs, umbrellas, and planters, shall be movable.

4. Umbrellas shall be secured with a minimum base of not less than sixty (60) pounds and shall leave a vertical clearance of seven feet (7') from the sidewalk surface.

5. Outdoor heaters are allowed subject to fire and building code compliance. Non-live music and/or speakers may be used provided the music does not violate the City of Ukiah noise ordinance.

6. No signage shall be allowed in the outdoor dining area except for the name of the establishment on an awning or umbrella fringe and in compliance with this section and Division 3, Chapter 7 of this code (sign ordinance).

F. Maintenance: The property and/or business owner are responsible for maintaining all outdoor dining furnishings and the outdoor dining area in good condition, including but not limited to the following:

1. All outdoor dining furnishings and all exterior surfaces within the outdoor dining area shall be easily cleanable and kept clean and free of debris.

2. The outdoor dining area and adjacent areas kept in a clean and safe condition.

G. Food and Beverages: Outdoor dining areas may only serve food and nonalcoholic beverages prepared or stocked for sale at the adjoining indoor restaurant; provided, however, that the service of beer or wine or both solely for on-premises consumption by customers within the outdoor dining area may be authorized by the Planning Director and Police Department if each of the following requirements are met:

1. The outdoor dining operation is duly licensed, or prior to the service of any beer or wine will be duly licensed by State authorities to sell beer or wine for consumption within the outdoor dining area.

2. The authorized outdoor dining area is identified in a manner which will clearly separate and delineate it from the areas of the sidewalk that will remain open to pedestrian traffic.

3. One or more signs, as approved as part of the encroachment permit, are posted during all times the sidewalk cafe is in operation, which shall give notice to the cafe’s customers that the drinking of beer or wine or the carrying of any open container which contains beer or wine is prohibited and unlawful outside the delineated outdoor dining area.

Outdoor dining areas authorized by the Planning Department and Police Department and in compliance with the requirements of this section are exempt from section 6000 of this code.

H. Service Requirements:

1. Service areas (such as busing and service stations) may be located within the outdoor dining area. Service areas shall comply with subsection B of this section (Location of Outside Dining). Outdoor food preparation in the outdoor dining area is prohibited.

2. Restrooms for the outdoor dining area shall be provided in the adjoining indoor restaurant. Seating for the outdoor dining may be counted in determining the restroom requirements for the indoor restaurant at the discretion of the Building Official.

I. Revocation: The outdoor dining may be revoked by the City upon finding that one or more of the requirements of this section have been violated or that the outdoor dining is being operated in a manner that constitutes a nuisance.

§9173.5 SIDEWALK CAFE

A sidewalk cafe may be allowed in the C-N, C-1, and C-2 zoning districts provided it is incidental to and part of the operation of a restaurant located on the same parcel, and it complies with the standards and requirements listed below;

A. Purpose: The provisions of this section are intended to allow a sidewalk cafe to operate in association with an allowed restaurant use, where the sidewalk cafe is clearly incidental to the restaurant use and will not negatively impact the right-of-way.

B. Permit Requirements: A sidewalk cafe shall require the approval of an encroachment permit from the Department of Public Works and Planning and Community Development Department.

C. Limitations and Requirements: A sidewalk cafe may be allowed only where allowed by section 9173.4 and only when the sidewalk cafe is incidental to and part of the operation of an adjacent restaurant and when in compliance with the following requirements of this section.

1. Where Permissible: A sidewalk cafe may be located on a public sidewalk immediately adjacent to and abutting the indoor restaurant which operates the cafe; provided, that the area in which the sidewalk cafe extends is no farther along the sidewalk frontage than the operating indoor restaurant.

2. Location of Sidewalk Cafes: Each cafe shall be confined to a defined location on the sidewalk immediately adjacent to the restaurant which operates the cafe.

3. Hours of Operation: Sidewalk cafes may operate on days whenever fair weather would enhance outdoor dining. The hours of operation shall not exceed eight o'clock (8:00) A.M. to nine o'clock (9:00) P.M. Tables, chairs, and all other furniture used in the operation of a sidewalk cafe shall be removed from the sidewalk and stored indoors at night and whenever the cafe is not in operation. Additional hours may be authorized with Zoning Administrator approval of a minor use permit.

4. Sidewalk Clearances: A sidewalk cafe may be allowed only where the sidewalk is wide enough to adequately accommodate the usual pedestrian traffic in the area, to comply with California State accessibility standards and federal ADA requirements, and the operation of the proposed cafe.

5. Live Entertainment: A sidewalk cafe shall not be used for live entertainment. Live entertainment at sidewalk cafes may be authorized in compliance with section 9224.6 of this code.

D. Tables, Chairs, Furniture, Signage:

1. All tables and chairs comprising a sidewalk cafe shall be situated in a safe fashion and away from any sidewalk or street barrier including a bollard, and shall not be within eight feet (8') feet of any designated bus stop.

2. The dining area shall not impede the use of public furnishings such as lighting, benches, etc.

3. In order to provide adequate and safe ingress/egress, a minimum unobstructed public sidewalk width of forty-eight inches (48") shall be maintained for the entire length of the sidewalk cafe. The required width shall extend from the front of the door(s) to the end of the sidewalk cafe.

4. A minimum of sixty inches (60") of unobstructed space shall be maintained between exits and any furniture or fixtures related to the sidewalk cafe, or as required by the building code, whichever is greater.

5. All sidewalk cafe furniture, including tables, chairs, umbrellas, and planters, shall be movable.

6. Umbrellas shall be secured with a minimum base of not less than sixty (60) pounds and shall leave a vertical clearance of seven feet (7') from the sidewalk surface.

7. Outdoor heaters are allowed subject to fire and building code compliance. Music and/or speakers may be authorized with Zoning Administrator approval of a minor use permit.

8. No signage shall be allowed at the sidewalk cafe except for the name of the establishment on an awning or umbrella fringe and in compliance with this section and the sign ordinance (Division 3, Chapter 7 of this code).

9. All furnishings and other items associated with the sidewalk cafe shall be removed from the sidewalk during nonoperating hours of the cafe. Storage of these items outside may be authorized with Zoning Administrator approval of a minor use permit.

E. Maintenance: The permittee is responsible for maintaining all outdoor dining furnishings and the sidewalk cafe area in good condition, including but not limited to the following:

1. All outdoor dining furnishings and all exterior surfaces within the sidewalk cafe area shall be easily cleanable and kept clean and free of debris.

2. The sidewalk cafe area and adjacent areas kept in a clean and safe condition.

F. Food and Beverages: A sidewalk cafe may serve only food and nonalcoholic beverages prepared or stocked for sale at the adjoining indoor restaurant; provided, however, that the service of beer or wine or both solely for on-premises consumption by customers within the areas of the sidewalk cafe may be authorized by the Planning Director and Police Department as part of the required encroachment permit if each of the following requirements are met:

1. The sidewalk cafe operation is duly licensed, or prior to the service of any beer or wine will be duly licensed by State authorities to sell beer or wine for consumption within the area of the sidewalk cafe.

2. The area in which the sidewalk cafe is authorized is identified in a manner, as part of the encroachment permit, which will clearly separate and delineate it from the areas of the sidewalk that will remain open to pedestrian traffic.

3. One or more signs, as approved as part of the encroachment permit, are posted during all times the sidewalk cafe is in operation, which shall give notice to the cafe's customers that the drinking of beer or wine or the carrying of any open container which contains beer or wine is prohibited and unlawful outside the delineated area of the sidewalk cafe. Sidewalk cafes authorized by the Planning Department and Police Department as part of the required encroachment permit and in compliance with the requirements of this section are exempt from section 6000 of this code.

G. Service Requirements:

1. The outdoor preparation of food and busing and service stations are prohibited at the sidewalk cafe. Outdoor service station may be authorized with Zoning Administrator approval of a minor use permit.

2. Restrooms for the sidewalk cafe shall be provided in the adjoining indoor restaurant. Seating for the sidewalk cafe may be counted in determining the restroom requirements for the indoor restaurant at the discretion of the Building Official.

3. Trash and refuse receptacles for the sidewalk cafe shall not be permitted within the area designated for the sidewalk cafe or on adjacent sidewalk areas and the permittee shall remove trash and litter as they accumulate. Trash and/or refuse containers may be authorized within the outdoor dining area or adjacent sidewalk areas with Zoning Administrator approval of a minor use permit.

H. Power to Prohibit Operation of the Sidewalk Cafe: The City shall have the right and power, acting through the City Manager or designee, to prohibit the operation of a sidewalk cafe at any time because of anticipated or actual problems or conflicts in the use of the sidewalk area. Such problems may arise from, but are not limited to, scheduled festivals and similar events, or parades or marches, or repairs to the street or sidewalk, or from demonstrations or emergencies occurring in the area. To the extent possible, the permittee shall be given prior written notice of any time period during which the operation of the sidewalk cafe will be prohibited by the City, but any failure to give prior written notice shall not affect the right and power of the City to prohibit the cafe's operation at any particular time.

I. Conditions: In connection with granting the encroachment permit for a sidewalk cafe, conditions may be imposed in granting approval as deemed necessary for the proposed operation to meet the operating requirements of this section.

J. Modifications: In the event the City determines during the operation of an approved sidewalk cafe that additional or revised conditions are necessary in order for the sidewalk cafe to comply with the requirements of this section, the City shall have the ability to add additional conditions to the approved encroachment permit.

K. Revocation: The encroachment permit to operate a sidewalk cafe may be revoked by the City upon finding that one or more conditions of the permit or this section have been violated or that the sidewalk cafe is being operated in a manner that constitutes a nuisance, or that the operation of the sidewalk cafe unduly impedes the movement of pedestrians past the sidewalk cafe. (Ord. 1139, §2 (Exh. A, 5.080), adopted 2012)

§9173.6 SPECIALTY FOOD AND BEVERAGE SALES WITH TASTINGS

Specialty food and beverage sales with tastings may be allowed in the C-N, C-1, C-2, and P-F zoning districts provided they comply with the following standards and requirements:

A. Days and Hours of Operation: Days and hours of operation shall be limited to daily from ten o'clock (10:00) A.M. to ten o'clock (10:00) P.M. Additional hours may be authorized with Zoning Administrator approval of a minor use permit.

B. Live Entertainment: Live entertainment is allowed in compliance with section 9173.3 of this code and may perform until eight o'clock (8:00) P.M. Other arrangements for live entertainment may be authorized with Zoning Administrator approval of a minor use permit.

C. Outdoor Seating: Outdoor seating is allowed in compliance with the applicable requirements for outdoor dining included in section 9173.4 of this code or sidewalk cafes in section 9173.5 of this code.

D. Minor Use Permit: An application for a minor use permit to allow additional operating hours and/or live entertainment in a manner that exceeds the operating characteristics required in this section may be authorized with Zoning Administrator approval of a minor use permit. An application for a minor use permit shall address the following considerations:

1. Potential for loitering and how the business will preclude loitering.

2. Adequacy of lighting for security and safety purposes.

3. Adequacy of parking.

4. Compatibility and suitability with the existing and allowed uses in the area and/or character of the area, including but not limited to proximity to sensitive land uses such as residences, schools, parks, daycare facilities, and churches.

5. Likelihood the use would facilitate the vitality, economic viability, and/or provide recreational or entertainment opportunities in an existing commercial area without presenting a significant impact on health and safety.

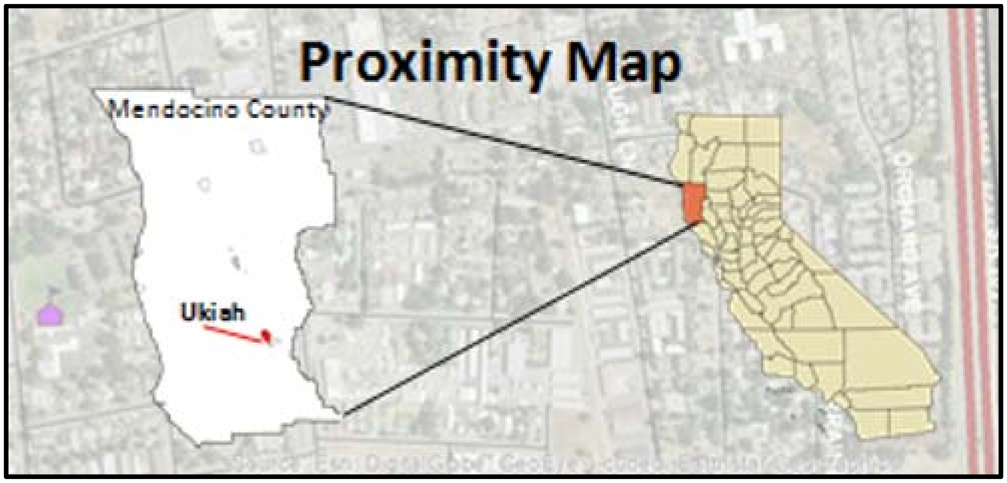
6. Details regarding how security will be provided during and after live entertainment events.

7. Other information deemed necessary on a case-by-case basis.

E. Minor Use Permit Findings: The above considerations shall be incorporated as findings for approval, conditional approval, or disapproval of a use permit for a specialty food and beverage sales with tastings in addition to the findings required by Article 20 of this Code.

Environmental Setting

The Project is located in the City of Ukiah, Mendocino County, California. The City of Ukiah is located approximately 110 miles north of San Francisco, and is situated along US 101 in southeastern Mendocino County. US 101 freeway traverses the City of Ukiah in a north/south direction. State Route (SR) 222, also known as Talmage Road, is a short east/west state highway that intersects US 101 in the southern portion of the City of Ukiah. US 101 connects Ukiah to Santa Rosa and San Francisco, providing major regional access to the City. SR 253, located at the south end of Ukiah, begins at US 101 and travels in an east/west direction connecting Ukiah with SR 1 along the coast.



Environmental Checklist

The Project's potential level of impact is indicated as follows:

Potentially Significant	Potentially significant environmental impacts.
Potentially Significant and Mitigable	Potentially significant impacts which can be mitigated to less then significant levels.
Less than Significant	Impacts which are considered less than significant and do not require mitigation.
No Impact	No impacts related to the project.

Environmentally Factors Potentially Affected

None of the environmental factors would be potentially affected by this project. The environmental factors below are discussed in this document.

1. Aesthetics	10. Land Use Planning
2. Agricultural Resources	11. Mineral Resources
3. Air Quality	12. Noise
4. Biological Resources	13. Population and Housing
5. Cultural Resources	14. Public Services
6. Geology and Soils	15. Recreation
7. Greenhouse Gas Emissions	16. Transportation and Circulation
8. Hazardous Materials	17. Utilities and Service Systems
9. Hydrology and Water Quality	18. Mandatory Findings of Significance

Determination (Completed by the Lead Agency)

On the basis of this initial evaluation:

X I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.

☐ I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.

☐ I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.

☐ I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

☐ I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Purpose of this Initial Study

This Initial Study has been prepared consistent with CEAQ Guidelines Section 15063, to determine if the project, as proposed, may have a significant effect upon the environment. Based upon the finding contained in this report, the Initial Study will be used in support of the preparation of a negative declaration.

Evaluation of Environmental Impacts

1. A brief explanation is required for all answers expect “No Impact” answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A “No Impact” answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g. the project fall outside a fault rupture zone). A “No Impact” answer should be explained where it is based on project-specific factors as well as general standards (e.g. the project will not expose sensitive receptors to pollutants, based on the project-specific screening analysis).

2. All answers must take into account the whole action involved, including offsite as well as onsite, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.

3. Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less then significant with mitigation or less than significant. “Potentially Significant Impact” is appropriate if there is substantial evidence that an effect may be significant. If there are one or more “Potentially Significant Impact” entries when the determination is made, an EIR is required.

4. “Negative Declaration: Potentially Significant Unless Mitigation Incorporated” applies where the incorporation of mitigation measures has reduced an effect from “Potentially Significant Impact” to a Less Than Significant Impact”. The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level mitigation measures from Section XVII, “Earlier Analysis” may be cross-referenced.

5. Earlier analysis may be used where, pursuant to the tiering, program EIR, or other CEAQ process, an effect had been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:

   a. Earlier Analysis Used. Identify and state where they are available for review
   b. Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of an adequately analyzed in an earlier document pursuant to applicable legal standards and state whether such effects were addressed by mitigation measures based in the earlier analysis.
   c. Mitigation Measures. For effects that are “Less than Significant with Mitigation Measures Incorporated.” Describe the mitigation measures, which were incorporated or refined from the earlier document and the extent to which they address site specific conditions for the project.

6. Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g. general plans, zoning ordinances). Reference to previously prepared or outside document should, where appropriate, include a reference to the page where the statement is substantiated.

7. Supporting Information Sources: A sources list should be attached, and other sources used or individuals contacted should be cited in the discussion.

I. AESTHETICS. Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Have a substantial adverse effect on a scenic vista?				X
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?				X
c) Substantially degrade the existing visual character or quality of the site and its surroundings?				X
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?				X

No Impact a-d: The proposed Zoning Ordinance amendments, by themselves do not propose or authorize any development. They do contain development standards which could lead to future intensification of established land uses. The Zoning Ordinance Amendments provide regulations, performance and design standards designed to mitigate any impacts caused by projects that result from these amendments. Specifically, they include standards to protect aesthetics through design requirements for community gardens, outdoor dining, and sidewalk cafes. Projects will be subject to performance standards and design standards. As such the project will have no impact

II. AGRICULTURE AND FORESTRY RESOURCES: Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?				X
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?				X
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?				X
d) Result in the loss of forest land or conversion of forest land to non-forest use?				X

e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?				x

No Impact a-e: The proposed Zoning Ordinance amendments, by themselves do not propose or authorize any development. There are no properties within the City of Ukiah that qualify as unique farmland or are under Williamson Act contracts. Further, forested areas within the City are generally found on the hillsides west of town, these areas are zoned RH1, (Residential Hillside). This zoning designation does not allow the uses described in the project description. As such the project will have no impact.

III. AIR QUALITY. Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Conflict with or obstruct implementation of the applicable air quality plan?				x
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?				x
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?				x
d) Expose sensitive receptors to substantial pollutant concentrations?				x
e) Create objectionable odors affecting a substantial number of people?				x

No Impact a-e: The proposed Zoning Ordinance amendments, by themself do not propose or authorize any development. They do contain development standards which could lead to future intensification of established land uses. The Zoning Ordinance Amendments provides regulations, performance standards and design standards designed to mitigate any impacts caused by project that result from these amendments. Possible land use intensifications resulting from these amendments are not anticipated to contribute to air pollution. Specific projects will be subject to performance standards and design standards. As such the project will have no impact.

IV. BIOLOGICAL RESOURCES: **Would the project**	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans,				x

policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?				
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?				x
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?				x
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?				x
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?				x
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?				x

No Impact a-f: The Zoning Ordinance amendments, by themself do not propose or authorize any development. They contain development standards which could lead to future intensification of established land uses. Possible land use intensifications resulting from this action are not anticipated to affect biological resources because they will generally take place within the urbanized infill areas. The Zoning Ordinance Amendments provides regulations, performance standards and design standards designed to mitigate any impacts caused by projects that result from these amendments. Specific projects will be subject to performance standards and design standards. As such the project will have no impact.

<u>**V. CULTURAL RESOURCES.**</u> **Would the project:**	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Cause a substantial adverse change in the significance of a historical resource as defined in § 15064.5				x
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to § 15064.5				x
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?				x
d) Disturb any human remains, including those interred outside of formal cemeteries?				x

No Impacts a-d: The Zoning Ordinance amendments, by themself do not propose or authorize any development. They contain development standards which could lead to future intensification of established land uses. Future projects that occur pursuant to the proposed Zoning Ordinance amendments would be required to conform to all applicable regulations, performance standards and design standards contained in the proposed amendments.

The City maintains an inventory of historically significant structures. Projects proposing modification of historical buildings must apply for and receive approval of a demolition permit from both the Demolition Committee and the City Council. During this process, the City Council must conduct a public hearing to review and determine if the structure is historically significant and if so, whether or not the proposed demolition or façade changes would adversely impact the historical resources of Ukiah. If the City Council finds that the residence is historically significant, the permit cannot be immediately issued. The house is not listed on the Ukiah Historical and Architectural Survey Update, prepared in 1999. As such the project will have no impact.

VI. GEOLOGY AND SOILS. Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				x
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.				x
ii) Strong seismic ground shaking?				x
iii) Seismic-related ground failure, including liquefaction?				x
iv) Landslides?				x
b) Result in substantial soil erosion or the loss of topsoil?				x
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?				x
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?				x
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?				x

No Impact a-e: The Zoning Ordinance amendments, by themself do not propose or authorize any development. They contain development standards which could lead to future intensification of established land uses. Future projects that occur pursuant to the proposed Zoning Ordinance amendments would be required to conform to all applicable regulations, performance standards and design standards of the proposed amendments and site-specific geotechnical studies as determined appropriate by the City and will comply with applicable building code regulations.

The 2013 California Building Code (CBC) and local ordinances and requirements address potential impacts related to geologic conditions. All septic systems or alternative wastewater disposal systems must comply with existing City of Ukiah Ordinance Code 3798. All structures constructed in the City are required to meet soil suitability and safety requirements, based on underlying soil types and Alquist-Priolo designation. The proposed project does not increase density or infill as established by the General Plan and will not allow for or promote the construction of new buildings at risk of geologic hazard. As such the project will have no impact.

VII. GREENHOUSE GAS EMISSIONS. **Would the project:**	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?				x
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?				x

No Impact a-b: The Zoning Ordinance amendment do not contribute to the inducement of growth that would contribute to increased greenhouse gas emissions. They establish operational standards for a variety of uses, none of which evolve the development of any additional housing. As such the project will have no impact.

VIII. HAZARDS AND HAZARDOUS MATERIALS. **Would the project:**	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?				x
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?				x
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?				x
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?				x
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?				x

f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?				x
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?				x
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?				x

No Impact a-h: The Zoning Ordinance amendments, by themself do not propose or authorize any development. The Zoning Ordinance Amendments contains implementation measures which may lead to future intensification of established land uses. The Zoning Ordinance Amendments intends to provide regulations, performance standards and design standards designed to mitigate any impacts caused by projects that result from these amendments. Specific projects will be subject to performance standards and design standards. The proposed Zoning Ordinance amendments will not interfere with any emergency response plan of emergency evacuation plan, will not create any potential health hazard or expose people to existing source of health hazard. As such the project will have no impact.

<u>IX. HYDROLOGY AND WATER QUALITY.</u> **Would the project:**	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Violate any water quality standards or waste discharge requirements?				x
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?				x
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?				x
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?				x
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?				x
f) Otherwise substantially degrade water quality?				x

g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?				x
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?				x
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?				x
j) Inundation by seiche, tsunami, or mudflow?				x

No Impact a-j: The Zoning Ordinance amendments do not place any structures in the 100-year flood plain or put persons or structures at risk due to dam or levee failure or inundation as the document is a policy amendment and does not include actual construction. The Zoning Ordinance Amendments contains development standards which may lead to future intensification of established land uses. The Zoning Ordinance Amendments provide regulations, performance standards and design standards designed to mitigate any impacts caused by projects that result from these amendments. Specific projects will be subject to performance standards and design standards. As such the project will have no impact.

X. LAND USE AND PLANNING. Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Physically divide an established community?				x
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?				x
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?				x

No Impact a-c: The Zoning Ordinance amendments are designed to provide specific standards and guidelines for the uses described in the project description. The Zoning Ordinance amendments do not propose any actions that would divide established communities in the City of Ukiah. They contain development standards which may lead to future intensification of established land uses. They provide regulations, performance standards and design standards designed to mitigate any impacts caused by projects that result from these amendments. Specific projects will be subject to performance standards and design standards.

The proposed Zoning Ordinance amendments are applicable Citywide and are not site-specific. The amendments are internally consistent with the Zoning Ordinance, which is designed to facilitate orderly development within the City. The amendments are designed to achieve General Plan goals for a vibrant urban environment. In conforming to these regulations each proposal will further the goals and policies of the Zoning Ordinance and the General Plan. Generally, the projects listed in the project description do not disrupt or divide the physical arrangement of established communities given their scale and size; therefore the proposed Zoning Ordinance Amendments will not disrupt or divide the physical arrangement of an established community. As such the project will have no impact.

<u>**XI. MINERAL RESOURCES.**</u> **Would the project:**	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?				x

No Impact: The proposed Zoning Ordinance amendments establishes operational standards for: Community Gardens, Live Entertainment, Outdoor Dining, Sidewalk Cafes, Specialty Food and Beverage Sales with Tasting and would not affect mineral resources. As such the project will have no impact.

<u>**XII. NOISE**</u> **Would the project result in:**	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?				x
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?				x
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?				x
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?			x	
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?				x
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?				x

No Impact a-f: The Zoning Ordinance amendments are designed to provide specific standards and guidelines for the uses described in the project description. They contain standards which may lead to future intensification of established land uses including the potential addition of live music to an existing business. The Zoning Ordinance amendment intends to provide regulations, performance standards and adherence to the City's noise ordinance. These standards are designed to mitigate any impacts caused by projects that result from these amendments. Specific projects will be subject to performance standards as follows:

1. Live entertainment shall end at 11:00 p.m.
2. Live entertainment shall not violate the City of Ukiah noise ordinance
3. The number of people within a building where live entertainment is performing shall not exceed the occupancy standards contained in the California Building Code or Ukiah City Code.

4. Businesses desiring to have live entertainment shall provide adequate security during and after live entertainment events.
5. Parking shall generally comply with the Ukiah City Code, although on-street parking within commercial zoning districts may be included in the number of parking spaces provided for the live entertainment
6. Any building proposed for live entertainment shall comply with all Fire Code requirements and shall be reviewed and approved by the Ukiah Fire Marshal.

Potential impacts are considered less than significant.

XIII. POPULATION AND HOUSING. Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?				x
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?				x
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?				x

No Impact a-c: The Zoning Ordinance amendment do not contribute to the inducement of growth or the displacement of any existing housing or people. They establish operational standards for a variety of uses, none of which evolve the development of any additional housing. As such the project will have no impact.

XIV. PUBLIC SERVICES.	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				x
Fire protection?				x
Police protection?				x
Schools?				x
Parks?				x

Other public facilities?				x

No Impact: The Zoning Ordinance amendments are designed to provide specific standards and guidelines for the uses described in the project description. The Zoning Ordinance Amendments contain implementation measures which may lead to future intensification of established land uses. No additional public services are anticipated as result of any intensification of land uses that could result from these Zoning Ordinance amendments. As such the project will have no impact.

XV. RECREATION.	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?				x
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?				x

No Impact a-b: The Zoning Ordinance amendment do not contribute to the inducement of growth therefore will not increase the need for recreational opportunities in Ukiah. They establish operational standards for a variety of uses, none of which evolve the development of any additional housing or population growth. As such the project will have no impact.

XVI. TRANSPORTATION/TRAFFIC. Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?				x
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?				x
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?				x
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?				x

e) Result in inadequate emergency access?				x
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?				x

No Impact a-f: The Zoning Ordinance amendments are designed to provide specific standards and guidelines for the uses described in the project description. The Zoning Ordinance Amendments contains development standards which may lead to future intensification of established land uses. The Zoning Ordinance amendments do not propose any actions that would increase traffic or create conflicts with any congestion management plan in the City of Ukiah. The Zoning Ordinance Amendments provides regulations, performance standards and design standards designed to mitigate any impacts caused by projects that result from these amendments. Specific projects will be subject to performance standards and design standards. As such the project will have no impact.

XVII. UTILITIES AND SERVICE SYSTEMS. Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?				x
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?				x
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?				x
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?				x
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?				x
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?				x
g) Comply with federal, state, and local statutes and regulations related to solid waste?				x

No Impact a-g: The Zoning Ordinance amendments, by itself does not propose or authorize any development. However it contains implementation measures which may lead to future intensification of established land uses. The Zoning Ordinance Amendments intends to provide regulations, performance standards and design standards designed to mitigate any impacts caused by projects that result from these amendments. Specific projects will be subject to performance standards and design standards. Further, any land use intensification resulting from these Zoning Ordinance amendments are viewed as minor, typically occurring in conjunction with an existing use or business and not requiring any major utility upgrades. As such the project will have no impact.

XVIII. MANDATORY FINDINGS OF SIGNIFICANCE.	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?				x
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?				x
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?				x

A. As discussed in the preceding sections, the project <u>does not</u> have the potential to significantly degrade the quality of the environment, including effects on animals or plants, or to eliminate historic or prehistoric sites.

B. As discussed in the preceding sections, both short-term and long-term environmental effects associated with the project will be <u>less than significant</u>.

C. When impacts associated with the project are considered alone or in combination with other impacts, the project-related impacts are <u>insignificant</u>.

D. The above discussions <u>do not</u> identify <u>any</u> substantial adverse impacts to people as a result of the project.

Attachment 3

ORDINANCE NO.

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH ADDING DIVISION 9, CHAPTER 2, ARTICLE 15.6, SECTIONS §9173, §9173.1, §9173.2, §9173.3, §9173.4, §9173.5, §9173.6 TO THE ZONING CODE RELATED TO DEVELOPMENT AND OPERATING STANDARDS FOR: COMMUNITY GARDENS, LIVE ENTERTAINMENT, OUTDOOR DINING, SIDEWALK CAFES, SPECIALTY FOOD AND BEVERAGE SALES WITH TASTING AND AMENDING SECTION §9278 ADDING DEFINITIONS OF OUTDOOR DINNING AND SIDEWALK CAFES.

The City Council hereby ordains as follows:

SECTION ONE – FINDINGS

1. Pursuant to the procedures set forth in the Ukiah Municipal Code section 9265, the Official Zoning Ordinance for the City of Ukiah is amended to include development and operational standards for Community Gardens, Live Entertainment, Outdoor Dining, Sidewalk Cafes, Specialty Food and Beverage Sales with Tasting.

2. Planning Department staff prepared an initial environmental study (IS) in order to evaluate the potential impacts that could result from the Project. Due to the specificity of the standards, the IS concluded the Zoning Ordinance amendments could not have a significant effect on the environment and a Negative Declaration was prepared.

3. The Planning Commission held a duly noticed public hearing on May 11, 2016 and June 16, 2016 after giving notice of said hearing in the manner, for the period, and in the form required by the Ukiah City Code and Government Code sections 65090 and 65091 to consider the Negative Declaration for the Zoning Ordinance Amendments. At the meeting, the Planning Commission received public comment, discussed the initial environmental study, and voted 5-0 to recommend the City Council adopt the negative declaration for the Zoning Ordinance amendments.

4. At the May 11, 2016 and June 16, 2016 public hearing, the Planning Commission conducted a public hearing to consider the Zoning Ordinance Amendments. After receiving public testimony, considering the staff report, and due deliberation, the Planning Commission voted 5-0 to recommend the City Council approve the Zoning Ordinance amendments.

5. The Project is consistent with General Plan Goal ED-1 by supporting economic development, strong businesses, and CD-3 by promoting aesthetically pleasing urbanscapes, and CD-10 preserving and enhancing neighborhood character.

SECTION TWO

Article 15.6 of Chapter 2 of Division 9 of the Ukiah City Code is hereby added to read as follows.

Article 15.6. STANDARDS FOR SPECIFIC LAND USES

§9173 PURPOSE

Sections 9173.2-9173.6 in this Article 15.6 provide site planning, development, and/or operational standards for certain land uses that are allowed in certain zoning districts without discretionary review. The standards for each use are intended to mitigate any potentially adverse impacts associated with the specific use.

§9173.1 APPLICABILITY

The land uses and activities included in sections 9173.2-91.734.6 of this code shall comply with the provisions of the section applicable to the specific land use, in addition to all other applicable provisions of this article and the Ukiah City Code.

A. Where Allowed: The uses that are subject to the standards in sections 9173.2-9173.6 of this code shall only be located in the zoning districts indicted herein.

B. Development Standards: The standards for specific land uses included in sections 9173.2-9173.6 of this code are required and supplement those included in the Ukiah City Code. In the event of any conflict between the requirements of sections 9173.2-9173.6 of this code and those included elsewhere in the City Code, the requirements of sections 9173.2-9173.6 of this code shall control.

§9173.2 COMMUNITY GARDENS

Community gardens may be located in any zoning district provided they comply with the following standards and requirements:

A. Days and Hours of Operation: Seven (7) days a week from seven o'clock (7:00) A.M. until dusk.

B. Fencing: Fencing is discouraged. When fencing is required to prevent vandalism or theft, trespassing, and/or encroachment by animals, fencing shall comply with the following:

> 1. Open Fencing: Open fencing (such as chain link, wrought iron, deer) up to six (6) feet in height, measured from the grade adjacent to the fence to the top of the fence, is allowed at the property line or set back from the property line. This type of fencing allows the garden to be protected and maximizes the size of the garden while creating an open, pedestrian-oriented use consistent with the purposes of this code.
>
> 2. Solid Fencing: Solid fencing (such as wood, masonry) is prohibited since this closes off the site to the public realm, presents a solid unbroken surface which is not pedestrian-oriented, and reduces the size of the garden.

C. Herbicides and Pesticides: All pest and weed control shall be accomplished through organic means using the least toxic methods available. If unsure how to combat pests, weeds, and diseases organically, contact the garden team leader or other qualified professionals or organizations for guidance and resources.

D. Motorized Equipment: Use of motorized equipment (such as weed eaters, leaf blowers, rototillers) shall be limited to weekdays from eight o'clock (8:00) A.M. to seven o'clock (7:00) P.M. and weekends and holidays recognized by the City of Ukiah from ten o'clock (10:00) A.M. to five o'clock (5:00) P.M.

E. Noise: Compliance with the City of Ukiah noise ordinance is required, except as indicated in subsection D of this section, Motorized Equipment, which may be more restrictive.

F. Parking: A minimum of one parking space along the street frontage of the community garden shall be provided. Vehicle use by members of the community garden should be limited to taking supplies to and from the garden, rainy or poor weather, or assisting gardeners with a disabilities Users of the garden shall be encouraged to walk or bike to the site in order to reduce the need for parking and parking impacts on neighboring uses.

G. Signs: Signs are limited to identification, informational, and directional signs in conformance with the City of Ukiah sign ordinance requirements.

H. Structures – Accessory: The following accessory structures are allowed: tool sheds, greenhouses, cold-frames, hoop houses, compost bins, rain barrel systems, picnic tables, benches, bike racks, garden art, and fences subject to the development standards of the zoning district in which the community garden is located and the requirements of this section. Commercially maintained portable bathrooms are allowed as accessory structures; provided, that they comply with accessibility standards and comply with the development standards of the zoning district in which the community garden is located.

I. Water Use: Every effort shall be made to reduce water usage. Drip irrigation is required where feasible. Mulch and compost shall be used in order to reduce the amount of water needed for garden plots.

J. Prohibitions: Smoking, drinking alcoholic beverages, using illegal drugs, and gambling are prohibited. Weapons, pets and other animals (except service animals) are also prohibited. (Ord. 1139, §2 (Exh. A, 5.030), adopted 2012)

§9173.3 LIVE ENTERTAINMENT

Live entertainment uses may occur in the C-1, C-2, and P-F zoning districts provided they comply with the following standards and requirements:

A. Live entertainment shall end at 11:00 p.m. and is limited to two times a week [performances? days? Duration?].
B. Live entertainment shall not violate the City of Ukiah noise ordinance
C. The number of people within a building where live entertainment is performing shall not exceed the occupancy standards contained in the California Building Code or Ukiah City Code.
D. Businesses desiring to have live entertainment shall provide adequate security during and after live entertainment events.
E. Parking shall generally comply with the Ukiah City Code, although on-street parking within commercial zoning districts may be included in the number of parking spaces provided for the live entertainment.
F. Any building proposed for live entertainment shall comply with all Fire Code requirements and shall be reviewed and approved by the Ukiah Fire Marshal.

B. Management Plan: Prior to the conduct of live entertainment, the applicant [what about a lessee?] shall submit a Management Plan addressing the items listed below. The Management Plan shall be submitted to the Director of Planning and Community Development for review and action. The Director shall distribute the Plan to the Ukiah Police and Fire Departments for review. The Management Plan shall, at a minimum, include the following:

1. Potential for loitering and how the business will preclude loitering.

2. Adequacy of lighting for security and safety purposes.

3. Adequacy of parking.

4. Compatibility and suitability with the existing and allowed uses in the area and/or character of the area, including, but not limited to, proximity to sensitive land uses such as residences, schools, parks, daycare facilities, and churches.

5. Likelihood the use would facilitate the vitality, economic viability, and/or provide recreational or entertainment opportunities in an existing commercial area without presenting a significant impact on health and safety.

6. Details regarding how security will be provided during and after live entertainment events.

7. Other information deemed necessary on a case-by-case basis.

If the Management Plan is found acceptable by the Police and Fire Departments, as well as the Director of Planning and Community Development, the Director shall make corresponding findings and approve it writing.

C. Relief from any of the standards or requirements may be sought through the Use Permit process. The Director of Planning and Community Development shall determine whether or not a certain Use Permit is minor or major. The determination shall be based, in part. on how much relief is being sought and the location of the proposed live entertainment and its potential to disrupt the area.

§9173.4 OUTDOOR DINING

On-site outdoor dining may be allowed in the C-N, C-1 and C-2 zoning districts, provided it is incidental to and part of the operation of a restaurant located on the same parcel, and it complies with the standards and requirements listed below.

A. Purpose: The provisions of this section are intended to allow outdoor dining in association with a restaurant located on the same parcel as the outdoor dining, where the outdoor dining is clearly incidental to the adjacent restaurant use and will not negatively impact the operations and function of the existing restaurant, including parking facilities, pedestrian access and circulation, and disabled access facilities.

B. Location of Outside Dining: Outdoor dining shall be located on the same site as the restaurant which the outdoor dining will serve. Outdoor dining facilities, such as tables, chairs, umbrellas, etc., shall not be located in pedestrian walkways, required parking spaces, or disabled access facilities (such as parking spaces, walkways, entries, etc.). Outdoor dining areas may be located in landscaped areas if located in such a manner as to not damage the landscaping.

C. Hours of Operation: Days and hours of operation for the outdoor dining shall not extend beyond the hours of operation for the restaurant which it serves. Tables, chairs, and all other furniture used in the operation of outdoor dining shall be removed from any pedestrian walkways and stored indoors at night and whenever the cafe is not in operation.

D. Live Entertainment: Outdoor dining shall not be used for live entertainment unless in compliance with section 9173.3 of this code.

E. Tables, Chairs, Furniture, Signage:

1. In order to provide adequate and safe ingress/egress, a minimum unobstructed pedestrian walkway width of forty-eight inches (48") or the width of the doors, whichever is greater, shall be maintained. The required width of the unobstructed

pedestrian walkway shall extend from the front of the door(s) to the public sidewalk. A reduced width may be approved by the Building Official in compliance with the building code.

2. A minimum of sixty inches (60") of unobstructed space shall be maintained between exits and any furniture or fixtures related to outdoor dining, or as required by the building code, whichever is greater.

3. All outdoor dining furniture, including tables, chairs, umbrellas, and planters, shall be movable.

4. Umbrellas shall be secured with a minimum base of not less than sixty (60) pounds and shall leave a vertical clearance of seven feet (7') from the sidewalk surface.

5. Outdoor heaters are allowed subject to fire and building code compliance. Non-live music and/or speakers may be used provided the music does not violate the City of Ukiah noise ordinance.

6. No signage shall be allowed in the outdoor dining area except for the name of the establishment on an awning or umbrella fringe and in compliance with this section and Division 3, Chapter 7 of this code (sign ordinance).

F. Maintenance: The property and/or business owner are responsible for maintaining all outdoor dining furnishings and the outdoor dining area in good condition, including, but not limited to, the following:

1. All outdoor dining furnishings and all exterior surfaces within the outdoor dining area shall be easily cleanable and kept clean and free of debris.

2. The outdoor dining area and adjacent areas kept in a clean and safe condition.

G. Food and Beverages: Outdoor dining areas may only serve food and nonalcoholic beverages prepared or stocked for sale at the adjoining indoor restaurant; provided, however, that the service of beer or wine or both, solely for on-premises consumption by customers within the outdoor dining area, may be authorized by the Planning Director and Police Department if each of the following requirements are met:

1. The outdoor dining operation is duly licensed, or prior to the service of any beer or wine, will be duly licensed by State authorities to sell beer or wine for consumption within the outdoor dining area.

2. The authorized outdoor dining area is identified in a manner which will clearly separate and delineate it from the areas of the sidewalk that will remain open to pedestrian traffic.

3. One or more signs, as approved as part of the encroachment permit, are posted during all times the sidewalk cafe is in operation, which shall give notice to the cafe’s customers that the drinking of beer or wine or the carrying of any open container which contains beer or wine is prohibited and unlawful outside the delineated outdoor dining area.

Outdoor dining areas authorized by the Planning Department and Police Department and in compliance with the requirements of this section are exempt from section 6000 of this code.

H. Service Requirements:

1. Service areas (such as busing and service stations) may be located within the outdoor dining area. Service areas shall comply with subsection B of this section (Location of Outside Dining). Outdoor food preparation in the outdoor dining area is prohibited.

2. Restrooms for the outdoor dining area shall be provided in the adjoining indoor restaurant. Seating for the outdoor dining may be counted in determining the restroom requirements for the indoor restaurant at the discretion of the Building Official.

I. Revocation: The outdoor dining may be revoked by the City upon finding that one or more of the requirements of this section have been violated or that the outdoor dining is being operated in a manner that constitutes a nuisance.

§9173.5 SIDEWALK CAFE

A sidewalk cafe may be allowed in the C-N, C-1, and C-2 zoning districts provided it is incidental to and part of the operation of a restaurant and it complies with the standards and requirements listed below;

A. Purpose: The provisions of this section are intended to allow a sidewalk cafe to operate in association with an allowed restaurant use, where the sidewalk cafe is clearly incidental to the restaurant use and will not negatively impact the right-of-way.

B. Permit Requirements: A sidewalk cafe shall require the approval of an encroachment permit from the Department of Public Works and Planning and Community Development Department.

C. Limitations and Requirements: A sidewalk cafe may be allowed only where allowed by section 9173.4 and only when the sidewalk cafe is incidental to and part of the operation of an adjacent restaurant and when in compliance with the following requirements of this section.

1. Where Permissible: A sidewalk cafe may be located on a public sidewalk immediately adjacent to and abutting the indoor restaurant which operates the cafe; provided, that the area in which the sidewalk cafe extends is no farther along the sidewalk frontage than the operating indoor restaurant.

2. Location of Sidewalk Cafes: Each cafe shall be confined to a defined location on the sidewalk immediately adjacent to the restaurant which operates the cafe.

3. Hours of Operation: Sidewalk cafes may operate on days whenever fair weather would enhance outdoor dining. The hours of operation shall not exceed eight o’clock (8:00) A.M. to nine o’clock (9:00) P.M. Tables, chairs, and all other furniture used in the operation of a sidewalk cafe shall be removed from the sidewalk and stored indoors at night and whenever the cafe is not in operation. Additional hours may be authorized with Zoning Administrator approval of a minor use permit.

4. Sidewalk Clearances: A sidewalk cafe may be allowed only where the sidewalk is wide enough to adequately accommodate the usual pedestrian traffic in the area, to comply with California State accessibility standards and federal ADA requirements, and the operation of the proposed cafe.

5. Live Entertainment: A sidewalk cafe shall not be used for live entertainment. Live entertainment at sidewalk cafes may be authorized in compliance with section 9224.6 of this code.

D. Tables, Chairs, Furniture, Signage:

1. All tables and chairs comprising a sidewalk cafe shall be situated in a safe fashion and away from any sidewalk or street barrier including a bollard, and shall not be within eight feet (8') feet of any designated bus stop.

2. The dining area shall not impede the use of public furnishings such as lighting, benches, etc.

3. In order to provide adequate and safe ingress/egress, a minimum unobstructed public sidewalk width of forty-eight inches (48") shall be maintained for the entire length of the sidewalk cafe. The required width shall extend from the front of the door(s) to the end of the sidewalk cafe.

4. A minimum of sixty inches (60") of unobstructed space shall be maintained between exits and any furniture or fixtures related to the sidewalk cafe, or as required by the building code, whichever is greater.

5. All sidewalk cafe furniture, including tables, chairs, umbrellas, and planters, shall be movable.

6. Umbrellas shall be secured with a minimum base of not less than sixty (60) pounds and shall leave a vertical clearance of seven feet (7') from the sidewalk surface.

7. Outdoor heaters are allowed subject to fire and building code compliance. Music and/or speakers may be authorized with Zoning Administrator approval of a minor use permit.

8. No signage shall be allowed at the sidewalk cafe except for the name of the establishment on an awning or umbrella fringe and in compliance with this section and the sign ordinance (Division 3, Chapter 7 of this code).

9. All furnishings and other items associated with the sidewalk cafe shall be removed from the sidewalk during nonoperating hours of the cafe. Storage of these items outside may be authorized with Zoning Administrator approval of a minor use permit.

10. Any proposed seating in the vicinity of street trees shall comply with the City's Management Guidelines adopted December 1, 2010.

E. Maintenance: The permittee is responsible for maintaining all outdoor dining furnishings and the sidewalk cafe area in good condition, including, but not limited to, the following:

1. All outdoor dining furnishings and all exterior surfaces within the sidewalk cafe area shall be easily cleanable and kept clean and free of debris.

2. The sidewalk cafe area and adjacent areas shall be kept in a clean and safe condition.

F. Food and Beverages: A sidewalk cafe may serve only food and nonalcoholic beverages prepared or stocked for sale at the adjoining indoor restaurant; provided, however, that the service of beer or wine or both solely for on-premises consumption by customers within the areas of the sidewalk cafe may be authorized by the Planning Director and Police Department as part of the required encroachment permit if each of the following requirements are met:

1. The sidewalk cafe operation is duly licensed, or prior to the service of any beer or wine will be duly licensed by State authorities to sell beer or wine for consumption within the area of the sidewalk cafe.

2. The area in which the sidewalk cafe is authorized is identified in a manner, as part of the encroachment permit, which will clearly separate and delineate it from the areas of the sidewalk that will remain open to pedestrian traffic.

3. One or more signs, as approved as part of the encroachment permit, are posted during all times the sidewalk cafe is in operation, which shall give notice to the cafe's customers that the drinking of beer or wine or the carrying of any open container which contains beer or wine is prohibited and unlawful outside the delineated area of the sidewalk cafe. Sidewalk cafes authorized by the Planning Department and Police Department as part of the required encroachment permit and in compliance with the requirements of this section are exempt from section 6000 of this code.

G. Service Requirements:

1. The outdoor preparation of food and busing and service stations are prohibited at the sidewalk cafe. Outdoor service station may be authorized with Zoning Administrator approval of a minor use permit.

2. Restrooms for the sidewalk cafe shall be provided in the adjoining indoor restaurant. Seating for the sidewalk cafe may be counted in determining the restroom requirements for the indoor restaurant at the discretion of the Building Official.

3. Trash and refuse receptacles for the sidewalk cafe shall not be permitted within the area designated for the sidewalk cafe or on adjacent sidewalk areas and the permittee shall remove trash and litter as they accumulate. Trash and/or refuse containers may be authorized within the outdoor dining area or adjacent sidewalk areas with Zoning Administrator approval of a minor use permit.

H. Power to Prohibit Operation of the Sidewalk Cafe: Any encroachment permit issued for a sidewalk cafe shall provide that the City shall have the right and power, acting through the City Manager or designee, to prohibit the operation of a sidewalk cafe at any time because of anticipated or actual problems or conflicts in the use of the sidewalk area. Such problems may arise from, but are not limited to, scheduled festivals and similar events, or parades or marches, or repairs to the street or sidewalk, or from demonstrations or emergencies occurring in the area. To the extent possible, the permittee shall be given prior written notice of any time period during which the operation of the sidewalk cafe will be prohibited by the City, but any failure to give prior written notice shall not affect the right and power of the City to prohibit the cafe's operation at any particular time.

I. Conditions: In connection with granting the encroachment permit for a sidewalk cafe, conditions may be imposed in granting approval as deemed necessary for the proposed operation to meet the operating requirements of this section.

J. Modifications: In the event the City determines during the operation of an approved sidewalk cafe that additional or revised conditions are necessary in order for the sidewalk cafe to comply with the requirements of this section, the City shall have the ability to add additional conditions to the approved encroachment permit.

K. Revocation: The encroachment permit to operate a sidewalk cafe may be revoked by the City upon finding that one or more conditions of the permit or this section have been violated or that the sidewalk cafe is being operated in a manner that constitutes a nuisance, or that the operation of the sidewalk cafe unduly impedes the movement of pedestrians past the sidewalk cafe. (Ord. 1139, §2 (Exh. A, 5.080), adopted 2012) Revocations may be appealed per the process outlined in Section 5613 of the City of Ukiah Municipal Code. [Is any opportunity for an appeal provided?]

§9173.6 SPECIALTY FOOD AND BEVERAGE SALES WITH TASTINGS

Specialty food and beverage sales with tastings may be allowed in the C-N, C-1, C-2, and P-F zoning districts provided they comply with the following standards and requirements:

A. Days and Hours of Operation: Days and hours of operation shall be limited to daily from ten o'clock (10:00) A.M. to ten o'clock (10:00) P.M. Additional hours may be authorized with Zoning Administrator approval of a minor use permit.

B. Live Entertainment: Live entertainment is allowed in compliance with section 9173.3 of this code and may perform until eight o'clock (8:00) P.M. Other arrangements for live entertainment may be authorized with Zoning Administrator approval of a minor use permit.

C. Outdoor Seating: Outdoor seating is allowed in compliance with the applicable requirements for outdoor dining included in section 9173.4 of this code or sidewalk cafes in section 9173.5 of this code.

D. Minor Use Permit: An application for a minor use permit to allow additional operating hours and/or live entertainment in a manner that exceeds the operating characteristics required in this section may be authorized with Zoning Administrator approval of a minor use permit. An application for a minor use permit shall address the following considerations:

1. Potential for loitering and how the business will preclude loitering.

2. Adequacy of lighting for security and safety purposes.

3.Adequacy of parking.

4. Compatibility and suitability with the existing and allowed uses in the area and/or character of the area, including but not limited to proximity to sensitive land uses such as residences, schools, parks, daycare facilities, and churches.

5. Likelihood the use would facilitate the vitality, economic viability, and/or provide recreational or entertainment opportunities in an existing commercial area without presenting a significant impact on health and safety.

6. Details regarding how security will be provided during and after live entertainment events.

7. Other information deemed necessary on a case-by-case basis.

E. Minor Use Permit Findings: The above considerations shall be incorporated as findings for approval, conditional approval, or disapproval of a use permit for a specialty food and beverage sales with tastings in addition to the findings required by Article 20 of this Code.

§9278 DEFINITIONS

OUTDOOR DINING- A designated area on the premise of a retail food establishment or restaurant, but outside the principal building, and where patrons may sit at tables while consuming food and beverages ordered from and served by a waiter or waitress.

SIDEWALK CAFES- A designated area of a public sidewalk where patrons may sit at tables while consuming food and beverages ordered from and served by a waiter or waitress.

SECTION THREE

1. **Severability:** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of the Ordinance. The City Council of the City of Ukiah hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases may be held invalid or unconstitutional.

2. **Publication:** Within fifteen (15) days after its adoption, this Ordinance shall be published once in a newspaper of general circulation in the City of Ukiah. In lieu of publishing the full text of the Ordinance, the City may publish a summary of the Ordinance once 5 days prior to its adoption and again within fifteen (15) days after its adoption.

3. **Effective Date:** The ordinance and shall become effective thirty (30) days after its adoption.

Introduced by title only on ____________________ by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Adopted on ____________________, 2016 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Stephen G. Scalmanini, Mayor

ATTEST:

____
Kristine Lawler, City Clerk

City of Ukiah

ITEM NO.: 11b

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT:	**DISCUSSION AND POSSIBLE ADOPTION OF REVISIONS TO THE CITY CODE AMENDING THE MAXIMUM FENCE HEIGHT FROM SIX FEET TO SEVEN FEET IN ALL ZONING DISTRICTS; AND AMENDING THE PARKING LOT TREE SHADING REQUIREMENT FROM TEN YEARS TO FIFTEEN YEARS APPLICABLE IN THE R-2, R-3, C-N, C-1, C-2, P-D, P-F**

Summary: Council will receive and review a proposed zoning ordinance that would amend the Ukiah City Code to allow fence heights to be seven-feet rather than a maximum of six-feet, and require parking lots to be shaded in fifteen years rather than ten years.

Background: The proposed changes to the zoning code regarding fence height is because vertical fence boards are often pre-cut to six-foot lengths and the boards are raised off the ground a few inches, the typical wood fence installation exceeds six feet and was previously not exempt from the Building & Planning permitting requirement of the code. In addition; fence builders have experienced difficulty in accurately measuring fence height because of irregularities in the ground surface. The intent in raising the height from six (6) feet to seven (7) feet for permit exemption is to avoid difficulty in making this determination. The thought is that most fences will be only a few inches higher than six feet and well below a height of seven feet, making the determination of whether a permit is required readily apparent. In addition, the building code was recently changed to allow seven-feet rather than a maximum of six-feet.

The reason for the proposed code amendment change regarding tree shade coverage is that the expected canopy cover of 50% in a ten (10) year period is basically impossible. This was discovered by authors of technical tree shading studies during the Walmart Expansion and Costco projects. The fifteen (15) year coverage is consistent with City of Davis's current requirement; and was used in the evaluation of the Walmart Expansion and Costco Projects, and has been "accepted" by the Planning Commission and City Council. This proposed amendment codifies this "acceptance".

Continued on Page 2

RECOMMENDED ACTION(S): 1. Conduct a Public Hearing; and 2. Introduce by title the proposed ordinance Amending Division 9, Chapter 2, Article 3, Section 9016(A), and Article 16, Section 9178(B) related to Fence Height; Article 4, Section 9037(B)(1)(E), Article 5, Section 9052(B)(1)(E), Article 6, Section 9068(D)(1)(E), Article 7, Section 9087(D)(1)(E), Article 8, Section 9101(D)(1)(E), and Article 15, Section 9170.7(E)(5) related to Tree Shade Requirements.

ALTERNATIVES:	Provide direction to Staff.
Citizens advised:	Publically noticed pursuant to Ukiah City Code
Requested by:	Planning and Community Development
Prepared by:	Michelle Johnson, Assistant Planner
Coordinated with:	Charley Stump, Planning and Community Development Director
Presenter:	Michelle Johnson, Assistant Planner
Attachments:	1. Planning Commission Minutes 2. Draft Ordinance (redline and clean copies)

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

The Planning Commission conducted one public hearing to consider these amendments on May 11, 2016 (Attachment 1). By motion, the Planning Commission unanimously recommended the proposed amendments.

Discussion: The proposed revisions to the shade tree requirement are consistent with the Goals and Policies found in the vision statement of the General Plan that reads; "We envision development that complements rather than compromises the natural beauty of this valley. We envision pleasant places for people to come together, beautiful public spaces, streets with greenery and good design, and downtown plaza. We envision outdoor recreational development, including trees and shady spaces for people to enjoy." The recommended shade revision changes the shade requirement by making it easier to achieve and it promotes new tree planting that adds beauty, design and shade to public spaces making these spaces more inviting and enjoyable for all of the community. The revisions to the fence height requirement are consistent with Goal GP-4: Establish specific criteria for project approval and provide better explanation and clarification of the permitting process.

The following describes each proposed amendment and how it relates to the current regulations:

A. Changing the maximum fence height in all zones from 6-feet to 7-feet.

Section 9178 (B) Fences and hedges and other screen planting, may be erected in any district, subject to the following conditions:

1. Subject to the provisions of paragraphs 2 and 3 of this subsection, no fence shall be constructed exceeding seven feet (7') in height, and no hedge or other screen planting shall be grown or permitted to grow, exceeding six feet (6') in height measured from the original grade on the lot.

2. No fence shall be constructed and no hedge or other screen planting shall be grown or permitted to grow, exceeding three feet in height measured from the original grade on the lot, in any required front yard or to the front of any front setback line.

3. Fences exceeding seven feet (7') in height to enclose commercial or industrial uses, or tennis courts, swimming pools, or similar areas, may be erected subject to the obtaining of a use permit therefor. (Ord. 793, §2, adopted 1982)

B. Changing the parking lot tree shading requirement from 10 years to 15 years.

Section 9016 (A & B) Applies to the following zoning districts: R-2, R-3, C-N, C-1, C-2, P-D, P-F:

Parking lots with twelve (12) or more parking stalls shall have a tree placed between every four (4) parking stalls within a continuous linear planting strip, rather than individual planting wells, unless clearly infeasible. Parking lot trees shall primarily be deciduous species, and shall be designed to provide tree canopy coverage of fifty percent (50%) over all paved areas within fifteen (15) years of planting. Based upon the design of the parking lot, a reduced number of trees may be approved through the discretionary review process.

Environmental / CEQA Review: The proposed changes to the shade requirement are exempt from the environmental review according to Section 15061 (b)(3) of the California Environmental Quality Act (CEQA) Guidelines because CEQA applies only to projects which have the potential for causing a significant effect on the environment; where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment, the activity is not subject to CEQA. In this case the modification is still considered a benefit to the environment because it still mandates the shading of parking lots. In the case of the change to the fence height, one additional foot of height is inconsequential in terms of physical impacts on the environment.

Public Comment: No comments were received from outside agencies or citizens.

Recommendation:

1. Conduct a Public Hearing
2. Introduce the Ordinance by title only (Attachment 2)

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

UKIAH PLANNING COMMISSION
May 11, 2016
Minutes

COMMISSIONERS PRESENT	COMMISSIONERS ABSENT
Mike Whetzel, Chair	
Christopher Watt	
Laura Christensen	
Mark Hilliker	
Linda Sanders	

STAFF PRESENT	OTHERS PRESENT
Kevin Thompson, Principal Planner	Listed below, Respectively
Michelle Johnson, Assistant Planner	
Cathy Elawadly, Recording Secretary	

1. CALL TO ORDER

The regular meeting of the City of Ukiah Planning Commission was called to order by Chair Whetzel at 6:00 p.m. in the Council Chambers of the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE - Everyone cited.

4. APPROVAL OF MINUTES – The minutes from the March 23, 2016 meeting are included for review and approval.

M/S Sanders/Christensen to approve March 23, 2016 minutes, as submitted. Motion carried 5-0.

5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

6. APPEAL PROCESS

Chair Whetzel read the appeal process. For matters heard at this meeting the final date to appeal is May 23, 2016 at 5:00 p.m.

7. SITE VISIT VERIFICATION

8. VERIFICATION OF NOTICE – Confirmed by Staff.

9. PUBLIC PRESENTATION

10. PUBLIC HEARING

10A. Amendment to Zoning Ordinance text for maximum fence height and parking lot shade tree requirement. Consideration and possible action on recommendations for approval of the proposed ordinance to the Ukiah City Council for revisions to the City Code amending the maximum fence height from six feet to seven feet in all zoning districts; and amending the parking lot tree shading requirement from 10 years to 15 years applicable in the R-2, R-3, C-N, C-1, C-2, P-D and P-F zoning districts.

Assistant Planner Johnson:

- Gave a staff report as provided for on pages 1-3 of the staff report/proposed ordinance (attachment 1) and PowerPoint presentation incorporated into the minutes herein as attachment 1.

- Recommends Planning Commission make a recommendation to City Council for approval of amendment to Zoning Ordinance text to allow for maximum fence height of seven feet to be consistent with the California Building Code and parking lot shade tree requirement to provide a tree canopy coverage of 50% over all paved areas within 15 years of planting as opposed to current standard of 10 years of planting.

Commissioner Sanders:

- Asked if people were seeking exemptions to the existing fence standard to be able to build a seven-foot tall fence as the primary reason for prompting the zoning ordinance amendment or is the intent to simply to streamline the process.
- Is it possible for a person to build a fence that is eight-foot in height? Is a building permit necessary? Can a person seek an exemption to the fence height requirements?
- Would a person need justification to request a variance to increase fence height?
- Related to the ordinance amendment in attachment 1 of the staff report concerning the tree shading requirements asked staff to cite the remainder of the ordinance text because she does not have a copy of page 2 of the ordinance.

Commissioner Watt:

- Requested clarification whether a variance or use permit is necessary to increase fence height.
- A fence would have to be properly engineered for compliance with the California Building Code such that project plans would be necessary. According to the fence ordinance a use permit would be necessary to increase the fence height above seven feet.
- Preference would be a minor use permit for review by the Zoning Administrator as opposed to review by the Planning Commission for a major use permit.

Commissioner Hilliker:

- Is there anything in the City code that relates to gates and placement and/or frequency of placement.
- Gates are an important component for fences particularly for emergency access services.

Commissioner Christensen:

- It may be the reason for the zoning ordinance change is because people have trouble accurately measuring fence height. Is of the opinion people constructing a fence should be able to measure correctly.

Assistant Planner Johnson:

- The intent for the zoning code amendment for fence height is to be consistent with the California Building Code standard in this regard.
- To deviate from the fence height standard would require approval of a variance. Currently six feet is the maximum height for a fence. The zoning code amendment would allow for a seven-foot maximum fence height.
- To clarify, a request for a variance must be substantiated with findings. To increase the fence height to exceed the maximum would require a use permit.
- It is likely the Planning Director would have to make a determination concerning a request to exceed the fence height requirement as to whether the use permit is a major/minor or that either is necessary depending upon the scope of the proposed project.
- The zoning code does not specifically address gates for fences but the California Building Code may have specific rules in this regard.
- The Ukiah Police and Fire Departments reviewed the zoning ordinance amendment for fence height and had no comments.
- The tree shading ordinance reads, 'Parking lots with 12 or more parking stall shall have a tree placed between every 4 parking stalls within a continuous linear planting strip rather than individual planting wells, unless clearly infeasible. Parking lot trees shall primarily be deciduous species, and shall be designed to provide a tree canopy coverage of 50% over all paved areas within 15 years

of planting. Based upon the design of the parking lot, a reduced number of trees may be approved through the discretionary review process.'

Commissioner Sanders:

- Requested clarification the discretionary review process would be the Zoning Administrator or the Planning Commission?
- The 50% shade coverage for parking lots within 15 years is a City of Davis standard the City has been applying to projects for some time now so the concept is not new. Is fine with this becoming an 'actual' City of Ukiah ordinance.

Assistant Planner Johnson:

- The type of discretionary review would depend upon the scope of the project. The Zoning Administrator reviews minor projects and the Planning Commission reviews major projects.

Principal Planner Thompson:

- A use permit is required to increase fence height. City code states, 'Fences exceeding six feet (6') in height to enclose commercial or industrial uses, or tennis courts, swimming pools, or similar areas, may be erected subject to the obtaining of a use permit therefor. (Ord. 793, §2, adopted 1982).'

PUBLIC HEARING OPENED: 6:16 p.m.

PUBLIC HEARING CLOSED: 6:16 p.m.

M/S Watt/Hilliker to recommend City Council approve amendment to Zoning Ordinance text for maximum fence height and parking lot shade tree requirement. Motion carried (5-0).

10B. Amendment to Zoning Ordinance text providing specific site planning, development and/or operational standards for the following uses:

1. Community Gardens
2. Live Entertainment
3. Outdoor Dining
4. Sidewalk Cafes
5. Specialty Food and Beverage Sales with Tasting.

Principal Planner Thompson:

- Gave a staff report as provided for on pages 1-4 of the staff report/Initial Environmental Study and Negative Declaration/proposed ordinance and PowerPoint presentation incorporated herein in the minutes as attachment 2.

Commissioner Sanders:

- Referenced page 2 of the staff report and corresponding table regarding definitions for Outdoor Dining/Sidewalk Cafes and sees Sidewalk Cafes and Outdoor Dining are different in that Outdoor Dining includes parking stalls whereas Sidewalk Cafes are located on public sidewalks.

Principal Planner Thompson:

- The parking requirement concerning Outdoor Dining pertains to private property and noted the removal of parking for the Outdoor Dining program only pertains to the Downtown area. A private property owner cannot eliminate parking on the site to establish 'Outdoor Dining.' Approval of a use permit would be required if a private property owner wanted to establish 'Outdoor Dining' where parking stalls would have to be eliminated for the project.

Assistant Planner Johnson:

- Cited Super Taco and the Mutt Hut as examples of restaurants that were interested in establishing 'Outdoor Dining.'

Commissioner Sanders:

- 'Outdoor Dining' would be allowed in commercial areas only.
- Related to 'Specialty Food and Beverage Sales with Tasting' asked if examples could be provided. 'Taste of the Downtown' is likely an example, but understands the proposed zoning change pertains to outside of the Downtown Zoning Code area.

.

Principal Planner Thompson:

- Specialty Food and Beverage Sales would be tasting room established in a storefront or visible location. It is not associated with a 'special event' type of establishment. Specialty Food and Beverage Sales is essentially relates to tasting rooms seen all around the County.

Chair Whetzel:

- Cited a 'Specialty Food and Beverage Sales' type of business located in Hopland that serves finger foods where such foods can be 'fixed' on site.

Commissioner Sanders:

- Asked if 'Specialty Food and Beverage Sales' establishments are located outside of a building establishment and is not to function for outside consumption.
- Related to the Initial Environmental Study/Negative Declaration in the staff report:

  Section 9173.2, Community Gardens asked about deer fencing/fencing material types and design for open fencing.

  Section 9173.4, Outdoor Dining expressed concern about the potential for restaurants to 'take over' public sidewalks and questions the legality in this regard particularly when there are ADA requirements that pertain. Is pleased to see the Planning Department provides for standards relative to outdoor dining for those establishments outside of the Downtown area.
- Related to the issue of street trees and while the City has an ordinance that addresses street trees in general would like to see an ordinance in the future pertinent to sidewalk cafes since standards are presently being formulated for such establishes that would protect street trees from being damaged or removed and allows for sufficient clearance so they can flourish and survive in such locations.
- Related to code section 9173.3, Live Entertainment, lighting and security, would like to see language in the code standards that address compliance with the International Dark Sky Association standards such that all lighting is shielded and downcast to be consistent with the conditions of approval concerning lighting with what the Planning Commission has required over the years for projects.

Commissioner Watt:

- Finds the table on page 2 of the staff report helpful.
- Inquired if the definitions for the various uses, i.e., community gardens, live entertainment, outdoor dining, sidewalk cafes, specialty food and beverage sales with tasting are from the DZC?
- Related to the community garden use, asked if the sale of garden produce by way of a market stand is allowed on the site?
- How will the proposed ordinance amendments for the various uses affect those same project uses that required use permit approval in the past?
- Related to page 3 of the Initial Environmental Study, section C, herbicides and pesticides, concerning community gardens, asked if this standard is consistent with what is required for other use permits for this use type. It would appear acceptable if the use of herbicides/pesticides is necessary provided they be applied through organic means by carefully reading the instructions and/or contacting the garden team leader or other qualified professionals/organizations for assistance in the application thereof.
- Requested clarification community gardens standards do not apply to 'home gardens.' Community gardens cannot be considered commercial establishments because nothing is being sold.
- Related to section G, Signs for the community garden the standard states, 'signs are limited to identification, informational and directional signs in conformance with the City of Ukiah sign

ordinance requirements,' and asked if this implies the ordinance has the permitting requirements in it.

- Related to section J, Prohibitions, for the community garden, is of the opinion this language appears to be nonsensical for a community garden use.
- Is of the opinion some of the prescriptive standards proposed in the proposed zoning amendments may be 'over-the-top' and/or excessive and not really relevant/vital.
- Related to code section 9173.5, sidewalk café, section F, Food and Beverages states, '……….that the service of beer or wine or both solely for on-premises consumption by customers within the areas of the sidewalk café may be authorized by the Planning Director and Police Department……..' This language suggests/assumes the café has an ABC license issued to operate and asked if more language will be incorporated.

Chair Whetzel:

- Related to the proposed zoning code amendment for community gardens, live entertainment, outdoor dining, sidewalk cafes and specialty food and beverage sales with tasting asked if there a threshold regarding major/minor use permits should someone want to deviate from a particular established standard, such as a proposed time change for live music relative to live entertainment.

Principal Planner Thompson:

- The Initial Environmental Study/Negative Declaration is included for Commission review/comment. The proposed ordinance regarding Division 9, Chapter 2, Article 15.6 standards for specific land uses related to development and operating standards for community gardens, live entertainment, outdoor dining, sidewalk cafes, and specialty food and beverage sales with tasting are also included for discussion and possible revision/modification.
- Confirmed Specialty Food and Beverage Sales are not located outside of a building establishment where outside of building consumption is not allowed. Page 3 of the staff report provides for a definition of 'Specialty Food and Beverage Sales with Tasting' as 'A retail beverage and/or food store characterized by its small size, a limited number of high quality specialty food items and/or beverages typically including premium wine and beer. This use may also include tastings of the products sold on site.'
- The intent of open fencing is likely so that people can see into the garden and elaborated on material types/design for open fencing.
- Encroachment into the public right-of-way is being monitored for compliance by the City, particularly with regard to obstructions on City sidewalks, such as signs, table, chairs, etc. The rules for outdoor dining for the new zoning ordinance will be the same as those for outdoor dining in the Downtown area requiring a five-foot clearance in the public-right-of way. On-site outdoor dining may be allowed in specific zoning districts provided it is incidental to and part of the operation of the restaurant located on the same parcel and must comply with standards and requirements with regard to tables, chairs, signage and furniture possibly encroaching in the public right-of-way as specifically addressed in section 1973.4 for outdoor dining on pages 5 through 7 of the Initial Environmental Study/Negative Declaration and pages 4 through 7 of the proposed ordinance. Alternatively, the proposed new ordinance allows for 'sidewalk cafes' in certain zoning districts provided it is incidental to and part of the operation of a restaurant on the same parcel and complies with standards and requirements as addressed on pages 7 through 10 of the Initial Environment Study/Negative Declaration and pages 7 through 11 of the proposed ordinance. The propose of a sidewalk café is to allow such an operation in association with an allowed restaurant use where the sidewalk café is clearly incidental to the restaurant use and will not negatively impact the right-of-way. A sidewalk cafe requires the approval of an encroachment permit from the City Department of Public Works and Planning/Community Development departments. Again, a sidewalk café may be allowed provide it complies with City Code section 9173.4 and only when the sidewalk café is incidental to and part of the operation of an adjacent restaurant.
- Essentially the difference between sidewalk cafes and outdoor dining establishments is that sidewalk cafes are typically located in the public right-of-way area and as such must comply with city sidewalk encroachment standards/rules whereas outdoor dining establishments typically occur on private property where they too must comply with City standards pertinent to

landscaping/parking requirements, potential obstructions within pedestrian walkways and other applicable rules as provided for in new City code section 9173.4.
- Confirmed the aforementioned definitions of uses are from the DZC.
- To allow outdoor sales requires approval of a minor use permit. While a market stand for the sale of produce is a good idea and may likely be a consideration in the future the intent of the community garden zoning amendment is to establish proposed standards with regard to hours of operation, design, fencing, structure types, parking requirements, noise parameters, etc.
- Related to those uses that formerly required use permit approval and are now being streamlined with the proposed ordinance amendments no change would be made to the existing use permit where the use would essentially continue as conditioned unless a modification to the use permit is proposed at which time the Planning Commission would review the proposed modification and make a determination.
- The language for the community garden pertinent to use of herbicides and pesticides is from the DZC and states 'all pest and weed control shall be accomplished though organic means using the least toxic methods available.'
- The intent of the ordinance amendments for community gardens, live entertainment outdoor dining, sidewalk cafes, specialty food and beverage sales with tasting is to establish common sense development and operational standards for these uses so as to streamline the entitlement process that if complied with would eliminate the need for a discretionary review approval process. Staff is hopeful the standards will be recognized and followed without creating code enforcement problems. The development and operational standards proposed in the zoning ordinance amendments are currently contained in the DZC that was adopted in 2012 and would provide consistency between the Zoning Ordinance and the DZC.
- Confirmed the standards for development and operation of community garden standards do not apply to an individual's garden at home.
- Related to signage for the community garden, confirmed this standard is driven by the City Sign Ordinance requirements.
- Again, the development and operational standards for the various uses proposed for a zoning ordinance amendment came from the DZC.
- Related to sidewalk café, section F, Food and Beverages, staff relies on 'ABC' to issue liquor licenses and monitor compliance.
- Related to the proposed zoning ordinance amendment the Planning Director would make a determination should someone request an exception to a particular standard where a use permit would likely be necessary for review by the Zoning Administrator for a minor use permit or Planning Commission for a major use permit.

PUBLIC HEARING OPENED: 6:37 p.m.

Roley Tibbetts, Owner of The Office:
- Six years ago he went through the use permit process to allow for live entertainment at his bar establishment.
- Is pleased the City is presently considering streamlining the use permit process by eliminating discretionary review for such uses as community gardens, live entertainment, outdoor dining, sidewalk cafes, and specialty food and beverages sales with tasting.
- Would like to see the Ukiah Planning Department be 'more user friendly.' Approximately a year ago he contacted the Planning Department to amend his use permit and was told he would need to apply for another major use permit to add more days for live music. Asked if the proposed zoning ordinance amendment would benefit persons with existing use permits. Unlike the current zoning regulations live music would be allowed by right in the C-N, C-1 and C-2 zoning districts provided the proposed standards are met. The Office is located in the C-1 zoning district.

Don Delahoyd, Owner of The PUB:
- Not long ago he also went through the discretionary review process for approval of a use permit to allow live music at The PUB.

- The Downtown Core zoning designation in the DZC district appears to have a different set of rules than the rest of the zoning districts that can make it more difficult for establishments in other zoning districts to do business. Requests review of the development and operational standards in this regard. Is of the opinion the standards should be 'fair/equal' in all zoning districts.
- It may be with the new standards for the proposed zoning ordinance amendment for live music that the existing use permit standards for The PUB may no longer apply or that a use permit is even necessary. Allowing live music two days a month is not really realistic and/or economically feasible.
- Recalls in the past live music for his business was allowed without a use permit.

Kim Richards, Owner of The Office Bar:

- Asked about how amplified music should be looked at under the new standards.
- She paid a substantial amount of money for the existing use permit to allow for live entertainment and would like a refund for some of those associated costs for having to go through the discretionary review process when this process will be eliminated provided an applicant complies with the standards.

Phil Baldwin, Ukiah Resident:

- His concern with allowing live music by right is the potential disturbance of the peace and the precedence-setting nature and/or issue of unintended consequences of amplified music outdoors.

Commissioner Watt:

- If The PUB has an existing use permit that allows for live music two days a month until midnight would the zoning ordinance for live entertainment allow The PUB to have live entertainment during the week until 11:00 p.m. without any modification to the use permit. It appears the existing use permit allows music for only two nights a month until midnight.
- It may be The PUB should review the existing use permit conditions for live entertainment with planning staff when the new standards are adopted.

Principal Planner Thompson:

- Would like the opportunity to review the existing use permit for The Office to see if an amendment to the existing permit is possible with the new standards. Noted the proposed zoning ordinance amendment must first be approved by City Council with a recommendation by the Planning Commission.
- Related to live entertainment many of the same standards for the existing zoning code regulations are the same for the proposed amendment.
- Acknowledged while the standards for live music will change with the zoning ordinance amendment those businesses with exiting use permits for live entertainment would have to be evaluated/assessed according to the rules for the use permits when they were granted. Under the new rules businesses wanting to have live entertainment will have to comply with the standards in the zoning ordinance amendment or apply for a use permit.
- Under the new standards for live music, a business is allowed to have live music provided it complies with the standards in the zoning ordinance and this includes compliance with the City's Noise Ordinance. Amplified music must not violate the City of Ukiah noise ordinance.
- Related to Live Entertainment a Management Plan is also necessary for the zoning ordinance amendment as was required for a use permit and must be reviewed and approved by the Ukiah Police and Fire Departments and Planning Director before live entertainment is allowed by right. (See new code section 9173.3 for live entertainment).
- Does not know if a refund is possible, but will review the conditions of the existing use permit.

Chair Whetzel:

- The PUB and The Office can look at themselves as being the 'pioneers for initiating change in the process of allowing for live music.'

Phil Baldwin:

- Requested clarification outdoor music is not allowed by right under the new zoning ordinance for live entertainment because the establishments that do have live music are located in residential areas.
- Has concern about cafes being allowed to have outdoor music. What about the outdoor café on Dora Street.

Principal Planner Thompson:
- Outdoor music is not allowed without approval of a use permit. Again, live music must comply with the City's noise ordinance and the required management plan. Is of the opinion the new zoning ordinance amendment for live entertainment has 'stricter' standards in some ways than what was required for a use permit to allow live entertainment in terms of time, hours of operation, etc.
- Referred to new code section 9173.5, sidewalk café, section C5, live entertainment that states, 'A sidewalk café shall not be used for live entertainment. Live entertainment at sidewalk cafes may be authorized in compliance with section 0224.6 of this code' and this same standard is in the DZC for sidewalk cafes.
- Related to the outdoor café on Dora Street; A use permit would be required to allow outdoor music for review by the Planning Commission.

Chair Whetzel:
- Requested clarification The Office has a use permit to allow for outdoor music.

Roley Tibbetts:
- Confirmed The Office has a use permit that allows for outdoor music.
- The rules for the Downtown area and other zoning districts differ and cited the parking and off-street parking requirements as an example. For approval of a use permit to allow live music at The PUB, The PUB had to provide for off-street parking to comply with the parking requirements.
- Again, the Downtown area does not have the same parking requirements as the other zoning districts as it relates to off-street parking. This does not appear to be fair since The PUB had to provide off-street parking and is located approximately only four blocks away from the Downtown core.

Chair Whetzel:
- The PUB was required to provide the necessary parking based on the maximum number of occupants the building can have as well as comply with the parking requirements for the C-1 zoning district.

Commissioner Sanders:
- Her recollection concerning the original intent of the DZC was to encourage development in the Downtown urban core and have people move into the downtown and frequent the area by walking and not using cars.

Chair Whetzel:
- Recalls one objective of the DZC was to limit the amount of parking and provide for a more walkable environment.

Principal Planner Thompson:
- Many of the buildings in the Downtown core cover the entire lot that restricts available parking.

PUBLIC HEARING CLOSED: 6:50 p.m.

Commissioner Hilliker:
- Does the zoning ordinance amendment trigger the requirement for additional bicycle parking?

Principal Planner Thompson:
- Bicycle parking standards/requirements will remain the same for projects.

Commissioner Christensen:

- Has empathy for the owners of The PUB and The OFFICE and/or other establishments that had to go through the use permit process and the associated costs incurred thereof, but is encouraged that the proposed zoning ordinance amendment for certain uses is a step toward making the process more user friendly.

Commissioner Sanders:

- While preservation and protection of street trees are addressed in other City documents such as the Street Tree Ordinance would like to make certain street trees are preserved/protected for sidewalk cafes that operate on public property.

There was a general discussion about the protection of street and how this can best be accomplished. Would an encroachment permit protect street trees? How are street trees protected now?

Principal Planner Thompson:

- The City has rules regarding the protection of street trees. The Public Works Department/Planning Department ensures the protection of street trees for all projects that would include developments on private property such as outdoor dining.

Commissioner Hilliker:

- Wants to make certain street trees are protected as much as possible for projects that would include outdoor dining/sidewalk café establishments and that the appropriate measures are in place for the protection thereof.

Commissioner Watt:

- Realistically speaking how many street trees would exist in the locations of sidewalk cafes? The trees are essentially located in designated planter areas in the public right-of-way. Is it the intent that sidewalk cafes would encroach right upon the designated planter areas?
- It may be necessary to include language in the zoning ordinance amendment for sidewalk cafes that says, 'there shall be no damage to City property.' This would cover everything from damaging/removing street trees to drilling holes in sidewalks. It may be all that is necessary is to have a general statement about protection of City property?
- It may be all that is necessary to address the protection of street trees for sidewalk cafes is a reference to the City Street Ordinance.

Chair Whetzel:

- A sidewalk café would have to comply with a clearance standard.

Principal Planner Thompson:

- It may be that language could be added to the zoning ordinance for sidewalk cafés that addresses the treatment/protection of street trees.

There was further Commission/staff discussion regarding the zoning ordinance amendment for live entertainment with regard to hours of operation, frequency of music that could be included in the management plan or zoning ordinance document as to whether modification should be considered in this regard.

Commission consensus:

- Is fine with the zoning ordinance language for community gardens (Section 9173.2).
- Is fine with possibly modifying the zoning ordinance language for Live Entertainment (Section 9173.3), (A) with regard to frequency of music to more appropriately correspond/comply with other use permit holders for live entertainment.
- Is fine with the zoning ordinance language for outdoor dining (Section 9173.4).

- Is fine with modification to the zoning ordinance language for sidewalk café Section 9173.5) with the addition of section 10 to address protection of street trees.
- Is fine with the zoning ordinance language for specialty food and beverage sales with tastings (section 9173.6).

M/S Sanders/Watt to recommend City Council approve Planning Commission agenda item 10B, amendment to Zoning Ordinance text providing specific site planning, development and/or operational standards for community gardens, live entertainment, outdoor dining, sidewalk cafes, and specialty food and beverage sales with tasting with modification/addition of language to address frequency of music for live entertainment and protection of street trees for sidewalk cafes, as discussed above. Motion carried (5-0).

11. <u>PLANNING DIRECTOR'S REPORT</u>

- There is update on the status of the Costco project or the Palace Hotel.
- The Housing Element has not yet been adopted by the HCD and is working on this matter.
- Staff is working on a Public Art Policy that the Planning Commission will have the opportunity to review.
- POSCC is working on establishing creek setback standards.

Commissioner Sanders:

- Would like staff to give the Wagenseller Neighborhood an idea when the next community park planning meeting will be held.

Principal Planner Thompson:

- Is working on the Wagenseller park matter and will provide the proper noticing to the neighborhood when a date and time is established for the next meeting.

  Referred to page 2 of the Planning Commission minutes of March 23, 2016 regarding the presentation concerning Public Workshop: Alternative Fuels Readiness Project Presented by Juliette Bohn of JPB Consulting and asked about another regulation that can have a local impact is the California Building Code where the 2016 update requires all new buildings install electrical vehicle charging stations depending upon the number of parking spaces required for the development and/or can accommodate. Is of the opinion this could affect future projects. Is the 2016 California Building Code reviewed by City Council? Parking is a sensitive issue in Ukiah.

Principal Planner Thompson:

- The California Building Code is a State regulation.

12. <u>PLANNING COMMISSIONERS' REPORT</u>

Commissioner Sanders:

- The City of Ukiah recently celebrated Arbor Day where a Proclamation was read at a City Council meeting and gave an overall summary of the presentation.

Chair Whetzel:

- Asked about upcoming Planning Commission meetings.
- Airport Day is June 4 and invites everyone to attend.

Principal Planner Thompson will advise the Planning Commission of future meetings. There will likely be no regular Commission meeting May 25, 2016.

13. <u>ADJOURNMENT</u>

There being no further business, the meeting adjourned at 7:14 p.m.

____

Cathy Elawadly, Recording Secretary

Attachment 2: Redline

ORDINANCE NO. _________

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING DIVISION 9, CHAPTER 2, ARTICLE 3, SECTION 9016.A, AND ARTICLE 16, SECTION 9178.B RELATED TO FENCE HEIGHT; ARTICLE 4, SECTION 9037B.1.e, ARTICLE 5, SECTION 9052.B.1.e, ARTICLE 6, SECTION 9068.D.1.e, ARTICLE 7, SECTION 9087.D.1.e, ARTICLE 8, SECTION 9101.D.1.e, AND ARTICLE 15, SECTION 9170.7.E.5 RELATED TO TREE SHADING REQUIREMENTS.

The city council of the City of Ukiah does ordain as follows:

SECTION ONE

1. **Subsection A under “Fences” in Section 9016, Division 9, Chapter 2, Article 3 of the Ukiah City Code is amended to read as follows**.

   Fences:

   A. Fences shall be limited to a maximum height of ~~six feet (6’)~~ seven feet (7’). Fences exceeding ~~six feet (6’)~~ seven feet (7’) in height may be erected subject to the securing of a use permit.

2. **Subsection B in Section 9178 in Division 9, Chapter 2, Article 16 of the Ukiah City Code is amended as follows:**

   B. Fences and hedges and other screen planting, may be erected in any district, subject to the following conditions:

      1. Subject to the provisions of paragraphs 2 and 3 of this subsection, no fence shall be constructed, and no hedge or other screen planting shall be grown or permitted to grow, exceeding ~~six feet (6’)~~ seven feet (7’) in height measured from the original grade on the lot.

      2. No fence shall be constructed and no hedge or other screen planting shall be grown or permitted to grow, exceeding three feet in height measured from the original grade on the lot, in any required front yard or to the front of any front setback line.

      3. Fences exceeding ~~six feet (6’)~~ seven feet (7’) in height to enclose commercial or industrial uses, or tennis courts, swimming pools, or similar areas, may be erected subject to the obtaining of a use permit therefor.

3. **The following sections and articles in Division 9, Chapter 2 of the Ukiah City Code:**

a. Subsection B.1.e in Section 9037; Article 4;

b. Subsection D.1.e in Section 9052; Article 5;

c. Subsection D.1.e in Section 9068; Article 6;

d. Subsection D.1.e in Section 9087; Article 7,

e. Subsection D.1.e in Section 9101; Article 8; and

f. Subsection E.5 in Section 9170.7; Article 15

are amended to read as follows:

"Parking lots with twelve (12) or more parking stalls shall have a tree placed between every four (4) parking stalls within a continuous linear planting strip rather than individual planting wells, unless clearly infeasible. Parking lot trees shall primarily be deciduous species, and shall be designed to provide a tree canopy coverage of fifty percent (50%) over all paved areas within ~~ten (10)~~ fifteen (15) years of planting. Based upon the design of the parking lot, a reduced number of trees may be approved through the discretionary review process."

SECTION TWO

1. **Severability:** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of the Ordinance. The City Council of the City of Ukiah hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases may be held invalid or unconstitutional.

2. **Publication:** Within fifteen (15) days after its adoption, this Ordinance shall be published once in a newspaper of general circulation in the City of Ukiah. In lieu of publishing the full text of the Ordinance, the City may publish a summary of the Ordinance once 5 days prior to its adoption and again within fifteen (15) days after its adoption.

3. **Effective Date:** The ordinance and shall become effective thirty (30) days after its adoption.

Introduced by title only on ____________________ by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Adopted on ___________________, 2016 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN

____
Steve Scalmanini, Mayor

ATTEST:

____
Kristine Lawler, City Clerk

ORDINANCE NO. ________

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING DIVISION 9, CHAPTER 2, ARTICLE 3, SECTION 9016.A, AND ARTICLE 16, SECTION 9178.B RELATED TO FENCE HEIGHT; ARTICLE 4, SECTION 9037B.1.e, ARTICLE 5, SECTION 9052.B.1.e, ARTICLE 6, SECTION 9068.D.1.e, ARTICLE 7, SECTION 9087.D.1.e, ARTICLE 8, SECTION 9101.D.1.e, AND ARTICLE 15, SECTION 9170.7.E.5 RELATED TO TREE SHADING REQUIREMENTS.

The city council of the City of Ukiah does ordain as follows:

SECTION ONE

4. **Subsection A under "Fences" in Section 9016, Division 9, Chapter 2, Article 3 of the Ukiah City Code is amended to read as follows**.

   Fences:

   C. Fences shall be limited to a maximum height of seven feet (7'). Fences exceeding seven feet (7') in height may be erected subject to the securing of a use permit.

5. **Subsection B in Section 9178 in Division 9, Chapter 2, Article 16 of the Ukiah City Code is amended as follows:**

   D. Fences and hedges and other screen planting, may be erected in any district, subject to the following conditions:

      4. Subject to the provisions of paragraphs 2 and 3 of this subsection, no fence shall be constructed, and no hedge or other screen planting shall be grown or permitted to grow, exceeding seven feet (7') in height measured from the original grade on the lot.

      5. No fence shall be constructed and no hedge or other screen planting shall be grown or permitted to grow, exceeding three feet in height measured from the original grade on the lot, in any required front yard or to the front of any front setback line.

      6. Fences exceeding seven feet (7') in height to enclose commercial or industrial uses, or tennis courts, swimming pools, or similar areas, may be erected subject to the obtaining of a use permit therefor.

6. **The following sections and articles in Division 9, Chapter 2 of the Ukiah City Code:**

a. Subsection B.1.e in Section 9037; Article 4;

b. Subsection D.1.e in Section 9052; Article 5;

c. Subsection D.1.e in Section 9068; Article 6;

d. Subsection D.1.e in Section 9087; Article 7,

e. Subsection D.1.e in Section 9101; Article 8; and

f. Subsection E.5 in Section 9170.7; **Article 15**

are amended to read as follows:

"Parking lots with twelve (12) or more parking stalls shall have a tree placed between every four (4) parking stalls within a continuous linear planting strip rather than individual planting wells, unless clearly infeasible. Parking lot trees shall primarily be deciduous species, and shall be designed to provide a tree canopy coverage of fifty percent (50%) over all paved areas within fifteen (15) years of planting. Based upon the design of the parking lot, a reduced number of trees may be approved through the discretionary review process."

SECTION TWO

4. **Severability:** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of the Ordinance. The City Council of the City of Ukiah hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases may be held invalid or unconstitutional.

5. **Publication:** Within fifteen (15) days after its adoption, this Ordinance shall be published once in a newspaper of general circulation in the City of Ukiah. In lieu of publishing the full text of the Ordinance, the City may publish a summary of the Ordinance once 5 days prior to its adoption and again within fifteen (15) days after its adoption.

6. **Effective Date:** The ordinance and shall become effective thirty (30) days after its adoption.

Introduced by title only on ____________________ by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Adopted on ___________________, 2016 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN

____
Steve Scalmanini, Mayor

ATTEST:

____
Kristine Lawler, City Clerk

ITEM NO.: 13a

MEETING DATE: July 20, 2016

City of Ukiah

AGENDA SUMMARY REPORT

SUBJECT: AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE A SOLE SOURCE CONTRACT WITH AARONSON LAW OFFICES, FOR THE PURPOSE OF PROVIDING INDEPENDENT POLICE AUDITING SERVICES FOR THE CITY OF UKIAH AND APPROVE CORRESPONDING BUDGET AMENDMENT

Summary: The City of Ukiah desires to hire an independent police auditor to enhance the department's oversight, public accountability, and to assist in the evaluation of the overall performance of the City's police department. This action is part of the department's long-term strategic plan, within the goal area of Continued Accountability. Staff recommends that Attorney Robert Aaronson be hired to fill this role. Mr. Aaronson is a long-time police auditor specializing in police accountability, and currently provides these services for the cities of Santa Cruz, Davis and Santa Rosa.

Background: In 2008, the City Council authorized the department to begin the process of creating a long-term strategic plan. The goal was to build on the accomplishments of the department, and to measure in a quantifiable manner, the department's ability to deliver quality service to the community through clearly definable goals and performance measures.

Key to the department's planning process was obtaining broad participation from our community to define what is important in terms of safety and quality of life to the citizens of Ukiah.

The information the department gathered from the community, community key leaders, City Council, City leadership, and departmental staff, served as our basis for our decision making about the future of the department and the police services the department provides. The community and staff's input also provided the foundation for the department's core values, vision and mission statements.

As a result of this planning, the department established five specific goals for the delivery of police services, in the department's strategic plan entitled *Measuring What Matters Most*.

The specific goals of the plan include:

- Reducing Crime and the Fear of Crime
- Improving the Quality of Life in Our Neighborhoods
- Enhancing Community and Police Partnerships
- Developing Personnel
- Continued Accountability

Continued on Page 2

RECOMMENDED ACTION(S): Authorize the City Manager to negotiate and execute a sole source contract with the Aaronson Law Offices, for the purpose of providing independent police auditing services for the City of Ukiah and approve corresponding budget amendment.

ALTERNATIVES: Provide Staff with alternative direction

Citizens advised:	Police Department's Strategic Planning Process
Requested by:	Chris Dewey, Police Chief
Prepared by/Contact:	Chris Dewey, Police Chief
Coordinated with:	Sage Sangiacomo, City Manager and City Attorney's Office
Presenter:	Chris Dewey, Police Chief
Attachment:	1. Aaronson Law Offices Proposal

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

Within each goal section of the plan, staff identified key measurements for achieving our goals, and action plans which support each measurement. To measure our performance the department began reporting to the City Council and the Ukiah community through an annual report card system, of our accomplishments and challenges we face. These annual strategic plan reports can be located on the www.ukiahpolice.com website under the "Annual Report" button.

Police accountability is one of our department's primary strategic plan goal areas, and each year the department reports on performance within this area. At our most recent strategic plan review in May of 2016, the department reported that in 2015 our officers responded to 32,010 calls for police service, and during the same period the department experienced a significantly low number of citizen complaints. The department had 4 citizen complaints; 3 were unfounded and one was sustained. In the case of the sustained complaint, corrective action and training were undertaken.

Ensuring that our officers are accountable to our community, and that the department is transparent in our activities, remains an essential aspect of our long-term strategic plan.

To complement our reporting of police accountability within our strategic plan, the department has been researching ways to increase transparency of our internal practices and provide our department with tools to learn and implement the latest best practices in policing, use of force and other topics of concern.

In February of 2016, based upon recommendations from the Santa Rosa City Council and the Sonoma County's Community and Local Law Enforcement Task Force, the City of Santa Rosa hired Robert Aaronson, an Independent Police Auditor to enhance police oversight and accountability.

At the time of his hiring, Mr. Aaronson had served as a part-time Independent Police Auditor for the City of Santa Cruz (13 Years) and the City of Davis (10 Years). For over 20 years, Mr. Aaronson has provided advice and training to internal and external independent auditors, civilian review boards, and their staffs. Mr. Aaronson has experience conducting internal affairs investigations and auditing department personnel procedures and other law enforcement functions. Mr. Aaronson is a member of the National Association for Civilian Oversight of Law Enforcement and has served on their Board of Directors. Mr. Aaronson holds a B.S. in Literature from the Massachusetts Institute of Technology and a law degree from Stanford Law School.

Previously, in 2010, Mr. Aaronson provided the Ukiah Police Department command staff training with a one-day training in internal affairs investigations and policing best practices.

Based on the hiring of Mr. Aaronson by the City of Santa Rosa, our department's past relationship with Mr. Aaronson, and our work to improve our Police Accountability goal area of our strategic plan, Captain Wyatt and Chief Dewey met with Mr. Aaronson in the spring of 2016, to learn more about the functions of an Independent Police Auditor, the benefits for a community and a law enforcement department, and how these efforts would enhance our stated Police Accountability goal within our strategic plan.

In early June of 2016, the department hired Mr. Aaronson for a one-day command staff development training, to further explore how an Independent Police Auditor can benefit a community and provide further transparency of police services.

Based on our staff's meetings with Mr. Aaronson, and consultations with the City Manager, staff asked Mr. Aaronson to provide the department with a proposal (Attachment #1) as an Independent Auditor of Police Services, accomplishing the following tasks:

- Auditing and evaluating personnel investigations involving Department employees.
- Auditing Department use of force reviews.
- Reviewing Department policies and practices.
- Being a resource to complainants regarding their rights and avenues of recourse.
- Being available to concerned community members.

- Observing day-to-day enforcement activity through regular ride-along opportunities with our staff.
- Being a resource to the Department and City Hall regarding best practices.

Mr. Aaronson proposed being on-site ten times during the first one year term of this agreement based on the size of our department. In future years of the contract, the number of visits are anticipated to drop to every other month (6 per year) depending upon work activity.

The rate of compensation would be $2,000.00 per day (averaging eight hours) flat, inclusive of any expenses.

Mr. Aaronson proposes that this project is intended to cost no more than $20,000.00 in the first year, and within the first six months Mr. Aaronson will provide an initial findings report to the City Manager's office of work to be considered.

In order to facilitate the review of highly confidential personnel information and allow the City to insure the continued protection of these materials, Mr. Aaronson would formally report to the Ukiah City Manager's Office.

Discussion: The Ukiah Police Department enjoys a strong relationship with the Ukiah community and significant support for our policing activities. In fact, our community recently approved a sales tax initiative for police and fire services, and regularly provides positive input about our officer's performance.

This support allows our department members to perform as efficiently as possible while providing service to our community. And, this support, (we believe) comes from our ability to deliver quality services; to ensure our services are as efficient as possible (through our strategic planning processes), and to have a staff that is responsive to the needs of our community.

Most importantly, our staff believes that this support comes because our community trusts our staff and their work within Ukiah – because we are committed to being transparent in our day-to-day activities and accountable to the community we serve.

Based on recent national events involving police services and community trust, staff thought there was no better time to continue the discussion police accountability and transparency. And to accelerate our research (within our strategic planning goal of Police Accountability) of considering an Independent Police Auditor and how their role could benefit our organization and the community.

In Santa Rosa, Mr. Aaronson has been instrumental working with their staff in reviewing internal affairs investigation procedures, and how use-of-force investigations are conducted. Mr. Aaronson has also made recommendations on how body and in-car video camera evidence is used, increased the information that is given to a person when making a complaint about officer performance, and regularly rides with officers to understand current policies, procedures and working conditions.

In Ukiah we expect that Mr. Aaronson will perform many of the same functions to assist our department. In addition, Mr. Aaronson will be able to be contacted directly for citizen complaints, to help guide a citizen through the citizen complaint process, or to just receive feedback and recommendations on the police department from Ukiah citizens and community stake holders.

After extensive research, and work within our organization with our staff, we believe an Independent Police Auditor will enhance staff's ability to provide policing services, and add an outside evaluation method for the Ukiah community to provide accountability, and transparency to the services we provide.

Recommendations: Based on the services provided to the Cities of Santa Rosa, Davis, and Santa Cruz, references, and Mr. Aaronson's unique qualifications, staff recommends that the Council authorize the City Manager to negotiate and execute a sole source contract for providing Independent Police Auditor Services with Aaronson Law Offices.

Funding: Funding for this purchase will be made from the Department's Asset Forfeiture Accounts. These funds are intended to supplement law enforcement, not to supplant general fund expenditures. The use of these funds for non-budgeted planning purposes is consistent with asset forfeiture spending guidelines.

FISCAL IMPACT:				
Amount in 16-17 FY	**New Appropriation/ Source of Funds (Title & No.)**	**Account Number**	**Budget Amendment Required**	**Previous Contract or Purchase Order No.**
$20,000	Asset Forfeiture	63820210.52100	Yes X No ☐	N/A

ATTACHMENT 1

ROBERT HUNTER AARONSON

COUNSELOR AT LAW

3565 EL CAMINO REAL, SUITE 5
PALO ALTO, CALIFORNIA 94306

(650) 565-8800

July 11, 2016

Via e-mail only

Chief Chris Dewey
Ukiah Police Department
300 Seminary Drive
Ukiah, CA 95482

Re: Retention for Independent Auditing of
Department Personnel Investigations, Processes and Policies;

Dear Chief Dewey:

Per your request, this is to present the substance of my proposed work for the City of Ukiah. Accompanying this letter is an e-copy of my 2015-16 contract with the City of Santa Cruz, to serve as something of a sample.

As an attorney and an experienced independent auditor of law enforcement agencies, at the City's request, I would be filling the role of part time Independent Police Auditor for the City of Ukiah. In light of the Department's size, I would be on-site in the City for ten times during the first one year term of this agreement. The rate of compensation would be $2,000.00 per day (averaging eight hours) flat, inclusive of any expenses.

As part of the role of independent police auditor, I would, as an on-going project:

- Audit all personnel investigations involving Department employees.
- Audit all Department use of force reviews.
- Review Department policies and practices.

- Be a resource to complainants regarding their rights and avenues of recourse.

- Be available to concerned community members.

- Observe patrolling by regular ride alongs.

- Be a resource to the Department and City Hall regarding best practices.

Unless modified by the parties, this project is intended to cost no more than $20,000.00 in the first year. In order to facilitate the review of highly confidential personnel information and allow the City to insure the continued protection of these materials, I would formally report to the Ukiah City Manager's Office. In keeping with the highly confidential nature of the materials I would be auditing, I would treat my work as confidential.

I would be retained by the City of Ukiah under the following terms:

- I will bill at a flat daily rate of $2,000.00 per average eight hour day.

- Typically, my bills for any given month are mailed out before the fifteen of the next succeeding month. Unless other arrangements are made, clients are expected to pay my invoices in full within thirty days.

- In the event that either the City of Ukiah or I cease our working relationship, the City of Ukiah will still be responsible for fees and expenses incurred prior to such cessation.

- I carry malpractice insurance in the amounts of $1M/$2M and business CGL insurance in the amounts of $1M/$2M.

- I will perform all the work called for herein and will not reassign any of these duties without the express written consent of the City of Ukiah.

- I am acting as an independent contractor and under no circumstances shall I be considered an employee of the City of Ukiah for any purposes.

- I have no employees or subcontractors.

I will begin work on this project no less than forty-five days after an Agreement for this project is approved and executed by the City.

I hope this covers all the necessary ground without being as complicated or including material not germane to our situation. If you have any questions or concerns about the above or any other matter, please call me.

I am very much looking forward to working together with you.

Very truly yours,

AARONSON LAW OFFICES

By: ____________________________
Robert H. Aaronson

RHA/gw

City of Ukiah

ITEM NO.: 13b

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION ESTABLISHING A PUBLIC ART POLICY AND FEES

Summary: Council will discuss and review the proposed Public Art Policy that establishes standards and procedures for artists seeking to place artwork on public property.

Background: The idea of a establishing a public art policy has been discussed by both the City Council and the art community. In response to this, staff drafted the attached resolution and public art policy (Attachment 1). This policy is similar to those found in Healdsburg and Sebastopol and has been reviewed by staff, the Arts Council of Mendocino County and a group of independent artists, the Design Review Board (DRB) and the Planning Commission (see Attachments 2 and 3 for draft minutes of DRB and Planning Commission). Comments and suggestions from these reviewing bodies have been incorporated into the draft.

Discussion: The proposed policy would provide a public process through which murals, sculptures, and other art could be installed in parks, medians, and other public places. It lays out a process that requires a recommendation from the Design Review Board and approval by the Planning Commission prior to the placement of art on public property. The policy also provides criteria for artists and artwork, location and siting provisions, maintenance, insurance, safety and security measures, and other criteria and conditions.

After review by the DRB and the Planning Commission, minor revisions were made by Staff to eliminate redundancies in the policy. Additionally, because the process and requirements for "Temporary Art" were the same as those for other installations, it was determined that it was unnecessary to have a separate "Temporary Art" section. Therefore, the parts of that section that were redundant were eliminated and/or merged with the other sections of the policy. A redlined version is provided with Attachment 1 and the appropriateness of Staff's recommended modifications can be considered by Council.

Continued to page 2

RECOMMENDED ACTION(S): Adopt resolution establishing a public art policy and provide direction regarding associated fees.

ALTERNATIVES: Provide direction to staff.

Citizens advised:	Publicly noticed
Requested by:	City Council
Prepared by:	Kevin Thompson, Principal Planner
Coordinated with:	Shannon Riley, Senior Management Analyst
Presenter:	Kevin Thompson, Principal Planner
Attachments:	1. Resolution and Proposed Public Art Policy (Exhibit A) clean and redline copies. 2. Draft Planning Commission minutes of June 8, 2016. 3. Draft Design Review Board minutes of June 2, 2016.

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

Fee for Public Art Application: Staff is seeking direction on whether the Council wants to charge a fee for the processing of public art projects as outlined in the Public Art Policy. Processing an application will involve staff, Design Review Board, and Planning Commission time; however, we do not anticipate a high volume of applications. Staff is proposing on-site noticing only, whereby eliminating newspaper noticing fees. The following are two possible fee options for the Council to consider related to processing public art applications:

1. *Establish a $600 Public Art Application Fee* - The level of review required for a Public Art Application will be equivalent to a Minor Site Development Permit, which costs $600. Although Minor Site Development Permits are generally approved by the Zoning Administrator as opposed to the Planning Commission, they do require DRB review and recommendation. Murals on private property require a minor Use Permit which also costs $600.

2. *Do not charge a fee for processing Public Art Applications* - Donate staff time in pursuit of establishing public art in Ukiah.

If the Council chooses to charge a fee for Public Art Applications, Staff will return to Council in the near future with an amended fee schedule.

Additionally, if the Council adopts the Public Art Policy, an application form will be developed to accompany it in order to facilitate implementation of the program.

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

Attachment 1

RESOLUTION NO. 2016-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH ESTABLISHING A PUBLIC ART POLICY

WHEREAS, public art creates a unique sense of place and communicates a strong civic identity for the City of Ukiah ("City"), and;

WHEREAS, the City encourages the placement of artwork in public places and recognizes that art provides social, cultural and economic benefits for residents and visitors, and;

WHEREAS, the installation of art in public places should be compatible with the location, design, historical character, and infrastructure of the site, and;

WHEREAS, public places include City-owned parks, open spaces, right-of-ways, pathways or trails, buildings and parcels, and;

NOW, THEREFORE, BE IT RESOLVED that a Public Art Policy has been developed to support and facilitate the installation of public art (Exhibit A).

PASSED AND ADOPTED on July 20, 2016 by the following Roll Call Vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

____
Stephen G. Scalmanini, Mayor

ATTEST:

____
Kristine Lawler, City Clerk

City of Ukiah
Public Art Policy

I. Purpose

Public art creates a unique sense of place and communicates a strong civic identity for the City of Ukiah ("City"). The City encourages the placement of artwork in Public Places and recognizes that art provides cultural and economic benefits for residents and visitors. Therefore, it is important that procedures and policies be established and implemented to support and facilitate the acquisition of Public Art.

The purpose of the Public Art Policy ("Policy") is to provide guidelines for Public Artwork, including:

1. Review Criteria for Proposed Artwork
2. Site Selection Criteria
3. Artistic Freedom of Expression and Non-Discrimination
4. Collection Maintenance

Proposals for public artwork will be reviewed by the Design Review Board. A recommendation will be forwarded to the Planning Commission for final approval.

II. Definitions

Artist

1. One who works in, is skilled in, or conceptually creates in any area of the fine arts, such as painting, drawing, sculpture, etc., including mixed-media.
2. A "professional artist" is any person who, by virtue of professional training, exhibition, history and/or critical review, is recognized by critics and peers as skilled in creating works of art.
3. A person who has a reputation of artistic excellence, as judged by peers, through a record of exhibitions, public commissions, sale of works, educational attainment, or other means.
4. A person who is a working professional making the majority of their income from creating artworks.
5. An educator who teaches studio art classes.

Art/Artwork

Any artwork that is intended to enrich the public environment for both City residents and visitors. Artwork shall include, but not be limited to, sculptures, murals, paintings, graphic arts, mosaics, photography, crafts, mixed media and environmental works.

Donor/Donate

The terms “donor”, “donate” and all derivations thereof (e.g. donation, donated, etc.) shall refer to the act of, and/or person responsible for, submitting proposal(s) for placement of Public Artwork in a Public Place, pursuant to this Policy and includes any form of proposal, including without limitation a proposed loan, license, gift, bequest, assignment or consignment, or as may otherwise be applicable for a given proposal.

Public Art/Artwork

1. Artwork created by an Artist, Artists, and/or a collaboration of Artists and design professionals, for a Public Place for the public to experience, or for a public purpose.
2. Art that is designed specifically for a public context or place which, through a public process, influences that context or place in a meaningful way.
3. Artwork that is publicly visible and accessible during regular operating hours of the City.

Public Place

Any structure or open space that is visible or accessible from a public right of way, such as a sidewalk, streetscape, plaza, park, building, bridge, waterway, parking garage, or sports and recreational facility. This Policy shall govern Artwork and/or Public Artwork in the following Public Places:

1. City-owned park
2. City-owned open space or public right of way
3. City-owned pathway or trail system
4. City-owned buildings
5. City owned parcels

III. Review of Offers of Public Artwork; Recommendations to Planning Commission

1. Documentation for Offers of Public Artwork

Written offers to place Artwork in a Public Place shall be made to the Planning Department and forwarded to the appropriate City department for review and comment, and to the appropriate commission and/or organization.

a. Drawings, photos or written descriptions of the Artwork(s) to be placed (including size, colors, weight, materials and any information to establish that the Artwork has the requisite physical integrity to withstand public display and exposure to the natural elements). Acceptable forms might include photographic images of existing work to be installed, computer-generated simulations, line drawings, color renderings, or other means of graphic representation of the proposed installation that adequately conveys the nature of the artist’s proposal;

b. A written description of the background/historical information associated with any art item, including but not limited to information about the creation of the Artwork(s) and the artist (if applicable) who created it;

c. Artist biography;

d. A warrant of originality (if applicable);

e. The estimated value of each Artwork (including appraisals of the Artwork(s) if available);

f. The anticipated date for the placement to occur and the length of time proposed for public display. All surfaces must be restored to their previous state upon removal of Artwork;

g. A site plan indicating the location of the location of the proposed Artwork.

h. The anticipated life of displaying the Artwork(s) in a Public Place;

i. Environmental effects of the Artwork(s);

j. Proposed site and method of display (including any necessary hardscaping, landscaping, buildings, utilities, security devices, anchoring or other information necessary to insure public safety);

k. Signage proposed for the Artwork, including size, lettering and material. Signage shall be limited to the artist's name, title, and date of work and, where appropriate, a dedication with the name of the donor or lender

l. Estimates of the costs of installing the Artwork(s) for public display, including but not limited to: physical anchoring of structures for public display, retrofit of existing buildings or improvements, landscaping, lighting, security and maintenance, and description of responsible party.

m. Plan for maintenance of the Artwork

A failure to provide the information outlined above may result in the City rejecting the offer to place Artwork in a Public Place as insufficiently documented to warrant City staff time to evaluate the offer.

All information provided is a public record and will be available for review at the Planning Department during regular business hours.

2. Process for Review by Appropriate Commission and Planning Commission

Before making a recommendation to the Planning Commission, the Design Review Board will consider the criteria for Artwork selection, Artwork location and site selection(s), and documentation for placement of Artwork.

Then the Planning Commission must complete a review and approval for the Artwork proposal.

The following factors may be used by the DRB and Planning Commission when considering the selection of Artwork for installation in Public Places:

a. Qualifications—Artists may be selected based on their qualifications as demonstrated by past work, and the appropriateness of their concepts to the particular project.

b. Quality—Of highest priority are the design capabilities of the Artist and the inherent quality of the Artwork.

c. Artistic Value—Public Artwork shall have a recognized aesthetic value.

d. Media—All forms of visual arts should be considered.

e. Appropriateness to Site—Artwork designs shall be appropriate in scale, material, form and content to their immediate social and physical environments.

f. Size and Weight for Outdoor Artwork—Public Artwork located in an outdoor Public Place shall be of appropriate and suitable weight to sustain interaction with the public.

g. Size and Weight for Indoor Artwork—Public Artwork located in an indoor Public Place shall not interfere with any activities the public would normally use in the public facility.

h. Appropriateness to City's Public Art Purpose—Artworks should address a commitment to enhancing Public Places, creating a sense of place and giving character to neighborhoods.

i. Permanence—Consideration shall be given to structural and surface integrity, permanence and protection of the proposed artwork against theft, vandalism, weather, and excessive maintenance and repair costs.

j. Public Liability—Safety conditions or factors that may bear on public liability must be considered in selecting an Artist or Public Artwork.

k. Diversity—Public Artwork shall strive for diversity of style, scale, media and artists, including ethnicity and gender of Artists selected.

l. Communication—The ability of the Public Artwork to effectively communicate should be taken into consideration.

m. Maintenance— The installation shall be kept in good repair. Any deterioration, vandalism and other maintenance issues shall be addressed in a timely manner by the Artist and/or sponsoring organization. Failure to properly maintain the installation will result in notification for removal.

3. Artwork Location and Site Selection

Artwork shall be located in a Public Place appropriate for such a purpose. Installation of the Artwork shall be planned and implemented to enhance the work and allow for unobstructed public viewing from as many points of view as possible. The responsibility and method of installation shall be described in a Memorandum of Understanding ("MOU") between the City and the donor and/or artist. Potential obstruction of growing trees, vegetation, shrubbery or future construction shall be taken into account.

When selecting Artwork for Public Places, the Design Review Board and Planning Commission and responsible department(s) shall consider:

a. Installation—The Artwork shall be able to be properly installed in a Public Place where it can be viewed by the public in a safe manner.

b. Location—The Artwork shall be compatible with the design and location of the Public

Place. The Artwork shall also be compatible with the historical character of the site, as well as the preservation and integration of the natural features of the Artwork.

c. Site Infrastructure—The Artwork shall be compatible with the site infrastructure including, but not limited to, landscaping, drainage, grading, lighting and seating.

d. Impacts—The Artwork shall be compatible with adjacent property owners' views and uses of their property and City operations. Consideration shall be given to noise, sounds and light created by the Artwork. The Artwork and accessories shall not present an attractive hazard to the public, or be positioned so as to create a "blind spot" where illegal activity might take place. e. Accessibility—The Artwork shall comply with Americans with Disabilities Act (ADA) requirements in addition to related federal, state and local codes.

IV. Artistic Freedom of Expression

The City recognizes that free expression is crucial to making of works of Artwork of enduring quality. At the same time, Artwork must be responsible to its immediate site in community settings, relatively permanent in nature and funding sources. It is the policy of the City to encourage free expression by artists consistent with due consideration of the value, aspirations and goods of the City.

V. Non-Discrimination

The City recognizes that cultural and ethnic diversity is essential in programs sponsored by the City, and seeks to be inclusive in all aspects. The City will not discriminate against any artist or donor based on race, gender, ethnicity, age, socio-economic class, religion, sexual orientation, abilities and politics, among other qualities.

VI. Compliance with Laws

The City reserves the right to require that placement of Artwork in a Public Place comply with all applicable laws and ordinates of City of Ukiah, California and the United States of America.

VII. Indemnification

The City has no obligation to accept, display, or maintain any offer to place Artwork in a Public Place. The City has the right to determine, at its sole and absolute discretion, what Artwork(s) offered to it for public display will be accepted, displayed, or maintained by the City. If the City elects to accept, display and/or maintain Artwork, it may require the following information as conditions of acceptance:

1. Proper documentation indemnifying and holding the City harmless to any liability as it relates to the Artwork, including documentation that the City will not be held liable to any damage incurred to the Artwork;

2. Written explanation of legal issues, including but not limited to identifying the current legal owner of the items, the existence of any copyrights, patents or other title rights in or to the Artwork(s), such as any interests to remain with the artist or designer of the Artwork(s), and an explanation of conditions or limitations on the item(s) and whether the City or the donor will pay for such costs;

3. Any additional information the City deems necessary or appropriate to analyze the offer.

4. Each owner of the artwork provide written proof of insurance to the level the City feels is adequate.

City of Ukiah
Public Art Policy

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4. A person who is a working professional making the majority of their income from creating artworks.
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Any artwork that is intended to enrich the public environment for both City residents and visitors. Artwork shall include, but not be limited to, sculptures, murals, paintings, graphic arts, mosaics, photography, crafts, mixed media and environmental works.

Donor/Donate

The terms “donor”, “donate” and all derivations thereof (e.g. donation, donated, etc.) shall refer to the act of, and/or person responsible for, submitting proposal(s) for placement of Public Artwork in a Public Place, pursuant to this Policy and includes any form of proposal, including without limitation a proposed ~~sale, lease,~~ loan, license, gift, bequest, assignment or consignment, or as may otherwise be applicable for a given proposal.

Public Art/Artwork

1. Artwork created by an Artist, Artists, and/or a collaboration of Artists and design professionals, for a Public Place for the public to experience, or for a public purpose.
2. Art that is designed specifically for a public context or place which, through a public process, influences that context or place in a meaningful way.
3. Artwork that is publicly visible and accessible during regular operating hours of the City.

Public Place

Any structure or open space that is visible or accessible from a public right of way, such as a sidewalk, streetscape, plaza, park, building, bridge, waterway, parking garage, or sports and recreational facility. This Policy shall govern Artwork and/or Public Artwork in the following Public Places:

1. City-owned park
2. City-owned open space or public right of way
3. City-owned pathway or trail system
4. City-owned buildings
5. City owned parcels

III. Review of Offers of Public Artwork; Recommendations to Planning Commission

1. Documentation for Offers of Public Artwork

Written offers to place Artwork in a Public Place shall be made to the Planning Department and forwarded to the appropriate City department for review and comment, and to the appropriate commission and/or organization.

a. Drawings, photos or written descriptions of the Artwork(s) to be placed (including size, colors, weight, materials and any information to establish that the Artwork has the requisite physical integrity to withstand public display and exposure to the natural elements). Acceptable forms might include photographic images of existing work to be installed, computer-generated simulations, line drawings, color renderings, or other means of graphic representation of the proposed installation that adequately conveys the nature of the artist’s proposal;

b. A written description of the background/historical information associated with any art item, including but not limited to information about the creation of the Artwork(s) and the artist (if applicable) who created it;

c. Artist biography;

d. A warrant of originality (if applicable);

e. The estimated value of each Artwork (including appraisals of the Artwork(s) if available);

f. The anticipated date for the placement to occur and the length of time proposed for public display. All surfaces must be restored to their previous state upon removal of Artwork;

g. A site plan indicating the location of the location of the proposed Artwork.

h. The anticipated life of displaying the Artwork(s) in a Public Place;

i. Environmental effects of the Artwork(s);

j. Proposed site and method of display (including any necessary hardscaping, landscaping, buildings, utilities, security devices, anchoring or other information necessary to insure public safety);

k. Signage proposed for the Artwork, including size, lettering and material. Signage shall be limited to the artist's name, title, and date of work and, where appropriate, a dedication with the name of the donor or lender

l. Estimates of the costs of installing the Artwork(s) for public display, including but not limited to: physical anchoring of structures for public display, retrofit of existing buildings or improvements, landscaping, lighting, security and maintenance, and description of responsible party.~~, and whether the City or donor will pay for such costs.~~

m. Plan for maintenance of the Artwork

A failure to provide the information outlined above may result in the City rejecting the offer to place Artwork in a Public Place as insufficiently documented to warrant City staff time to evaluate the offer.

All information provided is a public record and will be available for review at the Planning Department during regular business hours.

2. Process for Review by Appropriate Commission and Planning Commission

Before making a recommendation to the Planning Commission, the Design Review Board will consider~~,~~ the criteria for Artwork selection, Artwork location and site selection(s), and documentation for placement of Artwork.

Then the Planning Commission must complete a review and approval for the Artwork proposal.

The following factors may be used by the DRB and Planning Commission when considering the selection of Artwork for installation in Public Places:

a. Qualifications—Artists may be selected based on their qualifications as demonstrated by past work, and the appropriateness of their concepts to the particular project.

b. Quality—Of highest priority are the design capabilities of the Artist and the inherent quality of the Artwork.

c. Artistic Value—Public Artwork shall have a recognized aesthetic value.

d. Media—All forms of visual arts should be considered.

e. Appropriateness to Site—Artwork designs shall be appropriate in scale, material, form and content to their immediate social and physical environments.

f. Size and Weight for Outdoor Artwork—Public Artwork located in an outdoor Public Place shall be of appropriate and suitable weight to sustain interaction with the public.

g. Size and Weight for Indoor Artwork—Public Artwork located in an indoor Public Place shall not interfere with any activities the public would normally use in the public facility.

h. Appropriateness to City's Public Art Purpose—Artworks should address a commitment to enhancing Public Places, creating a sense of place and giving character to neighborhoods.

i. Permanence—Consideration shall be given to structural and surface integrity, permanence and protection of the proposed artwork against theft, vandalism, weather, and excessive maintenance and repair costs.

j. Public Liability—Safety conditions or factors that may bear on public liability must be considered in selecting an Artist or Public Artwork.

k. Diversity—Public Artwork shall strive for diversity of style, scale, media and artists, including ethnicity and gender of Artists selected.

l. Communication—The ability of the Public Artwork to effectively communicate should be taken into consideration.

m. Maintenance— The installation shall be kept in good repair. Any deterioration, vandalism and other maintenance issues shall be addressed in a timely manner by the Artist and/or sponsoring organization. Failure to properly maintain the installation will result in notification for removal.~~Consideration shall be given to the type and scope of maintenance necessary to preserve the Public Artwork in a Public Place.~~

3. Artwork Location and Site Selection

Artwork shall be located in a Public Place appropriate for such a purpose. Installation of the Artwork shall be planned and implemented to enhance the work and allow for unobstructed public viewing from as many points of view as possible. The responsibility and method of installation shall be described in a Memorandum of Understanding ("MOU") between the City and the donor and/or artist. Potential obstruction of growing trees, vegetation, shrubbery or future construction shall be taken into account.

When selecting Artwork for Public Places, the Design Review Board and Planning Commission and responsible department(s) shall consider:

a. Installation—The Artwork shall be able to be properly installed in a Public Place where it can be viewed by the public in a safe manner.

b. Location—The Artwork shall be compatible with the design and location of the Public Place. The Artwork shall also be compatible with the historical character of the site, as well as the preservation and integration of the natural features of the Artwork.

c. Site Infrastructure—The Artwork shall be compatible with the site infrastructure including, but not limited to, landscaping, drainage, grading, lighting and seating.

d. Impacts—The Artwork shall be compatible with adjacent property owners' views and uses of their property and City operations. Consideration shall be given to noise, sounds and light created by the Artwork. The Artwork and accessories shall not present an attractive hazard to the public, or be positioned so as to create a "blind spot" where illegal activity might take place.

e. Accessibility—The Artwork shall comply with Americans with Disabilities Act (ADA) requirements in addition to related federal, state and local codes.

IV. Artistic Freedom of Expression

The City recognizes that free expression is crucial to making of works of Artwork of enduring quality. At the same time, Artwork must be responsible to its immediate site in community settings, relatively permanent in nature and funding sources. It is the policy of the City to encourage free expression by artists consistent with due consideration of the value, aspirations and goods of the City.

V. Non-Discrimination

The City recognizes that cultural and ethnic diversity is essential in programs sponsored by the City, and seeks to be inclusive in all aspects. The City will not discriminate against any artist or donor based on race, gender, ethnicity, age, socio-economic class, religion, sexual orientation, abilities and politics, among other qualities.

VI. Compliance with Laws

The City reserves the right to require that placement of Artwork in a Public Place comply with all applicable laws and ordinates of City of Ukiah, California and the United States of America.

VII. Indemnification

The City has no obligation to accept, display, or maintain any offer to place Artwork in a Public Place. The City has the right to determine, at its sole and absolute discretion, what Artwork(s) offered to it for public display will be accepted, displayed, or maintained by the City. If the City elects to accept, display and/or maintain Artwork, it may require the following information as conditions of acceptance:

1. Proper documentation indemnifying and holding the City harmless to any liability as it relates to the Artwork, including documentation that the City will not be held liable to any damage incurred to the Artwork;

2. Written explanation of legal issues, including but not limited to identifying the current legal owner of the items, the existence of any copyrights, patents or other title rights in or to the Artwork(s), such as any interests to remain with the artist or designer of the Artwork(s), and an explanation of conditions or limitations on the item(s) and whether the City or the donor will pay for such costs;

3. Any additional information the City deems necessary or appropriate to analyze the offer.

4. Each owner of the artwork provide written proof of insurance to the level the City feels is adequate.

~~VIII. Temporary Art~~

~~The City of Ukiah believes that the historic architecture found in Downtown Ukiah is art in and of itself and should be respected as such. The same can be said of the surrounding context including streetscape, parks, and other supporting features of the District. A cohesive whole has been created that supports economic development, tourism, and cultural activities.~~

~~Because the historic resources and any temporary Public Art must share the same landscape, the addition of the new must be harmonious with the old. Siting of temporary Public Artworks must respect the historic setting with no tendency to overwhelm or be obtrusive. It also cannot cause physical damage to historic resources or other supporting features of the Downtown.~~

~~The City encourages the development of context-sensitive temporary Public Art installations within the Downtown. Because the appearance of such installations can have a significant impact on the Downtown's setting, the City has developed guidelines to assist applicants in proposing installations that complement the Downtown's setting:~~

~~1. Application~~

- ~~An application must first be submitted to the appropriate commission for review and approval prior to being undertaken. (See III.1 above.) Proposals for temporary Public Art within the Downtown shall be considered in the same manner as other Public Art proposals.~~
- ~~Applications will include a proposed exhibition timeline including location(s), installation and removal dates, design and installation plan, maintenance plan, and removal plan.~~

~~2. Duration~~

- ~~Temporary installations are defined by an exhibition period of less than twelve months. Considerations for renewal for up to a maximum of three additional months will be considered based upon upkeep and maintenance.~~

~~**3. Location**~~

- ~~Installations cannot obscure architectural features, nor detract from the existing historic, architectural, and design context of the site and surrounding area. The installation must respect the historic setting and have no tendency to overwhelm or be obtrusive.~~
- ~~Installations should be placed in a site where they will enhance their surroundings or at least not detract from them. They should not be placed in a given site if the landscaping and maintenance requirements of that site cannot be met with reasonable accommodations.~~
- ~~Installations cannot damage existing surfaces. No direct painting of fences, walls, and other surfaces will be allowed. Method of installation and attachment must be temporary, non-intrusive and approved as part of the installation plan. All surfaces must be restored to their previous state upon removal of artwork.~~

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~~**4. Design and Installation Plan**~~

~~• A graphic representation of the proposed format and installation is required. Acceptable forms might include photographic images of existing work to be installed, computer generated simulations, line drawings, color renderings, or other means of graphic representation of the proposed installation that adequately conveys the nature of the artist's proposal.~~

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~~• A narrative description of the proposed format and installation, including discussion of materials to be used and methods of construction and installation, must also accompany the graphic representation.~~

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~~**5. Materials and Signage**~~

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~~• The material to be used for fabrication of the work shall be of a type appropriate to the theme or concept of the proposed Artwork and should respect the surrounding natural and building environments. The material shall require low maintenance and shall not include any dangerous surfaces or materials.~~

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~~• Accessories to the Artwork such as mounting hardware and lighting shall not distract from the Artwork. In the case of lighting, it must be non-flashing and non-moving, and cannot create glare for passing drivers or pedestrians. All accessories shall be durable and require low maintenance.~~

~~• Interpretive signage must be preapproved and conform with the signage standards of the appropriate commission or department.~~

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~~**6. Safety and Security**~~

~~• Installations cannot block windows or doorways, nor access and egress from buildings. Normal pedestrian and vehicular access cannot be inhibited.~~

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~~• The Artwork and accessories shall not present an attractive hazard to the public, or be positioned so as to create a "blind spot" where illegal activity might take place.~~

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~~• Installations must be secured in a manner so that they will not create potential hazards to the public or surrounding property.~~

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~~**7. Maintenance**~~

~~• The installation shall be kept in good repair for the duration of the exhibition period. Any deterioration, vandalism and other maintenance issues shall be addressed in a timely manner~~

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~~by the Artist and/or sponsoring organization. Failure to properly maintain the installation will result in notification for removal.~~

~~**8. Removal**~~

~~• Installations must be removed by the approved deadline. The City may consider extending exhibition periods for up to a maximum of three months based upon upkeep and maintenance.~~
~~• The installation must be completely removed from the site, and all surfaces must be restored to their previous state, upon removal of Artwork.~~

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UKIAH PLANNING COMMISSION
June 8, 2016
Minutes

COMMISSIONERS PRESENT	**COMMISSIONERS ABSENT**
Mike Whetzel, Chair	Christopher Watt
Laura Christensen	
Mark Hilliker	
Linda Sanders	

STAFF PRESENT	**OTHERS PRESENT**
Kevin Thompson, Principal Planner	Listed below, Respectively
Michelle Johnson, Assistant Planner	
Shannon Riley, Senior Management Analyst	
Cathy Elawadly, Recording Secretary	

1. CALL TO ORDER

The regular meeting of the City of Ukiah Planning Commission was called to order by Chair Whetzel at 6:00 p.m. in the Council Chambers of the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE - Everyone cited.

4. APPROVAL OF MINUTES – The minutes from the May 11, 2016 meeting will included for review and approval at the next regular Planning Commission meeting.

5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

6. APPEAL PROCESS

Chair Whetzel read the appeal process. For matters heard at this meeting the final date to appeal is June, 20, 2016 at 5:00 p.m.

7. SITE VISIT VERIFICATION

8. VERIFICATION OF NOTICE – Confirmed by Staff.

9. PUBLIC HEARING

9A. Amendment to Zoning Ordinance text providing specific site planning, development and/or operational standards for the following uses:

1. **Community Gardens**
2. **Live Entertainment**
3. **Outdoor Dining**
4. **Sidewalk Cafes**
5. **Specialty Food and Beverage Sales and Tasting.**

Principal Planner Thompson:

- This agenda item is in follow-up to the Planning Commission meeting of May 11, 2016 relative to the proposed Zoning Ordinance text amendment.
- The intent of the aforementioned amendment is to establish specific site planning, development and operational standards for community gardens, live entertainment, outdoor dining, sidewalk cafes and specialty food and beverage sales and tasting.
- After consideration from the Planning Commission/staff discussion at the May 11, 2016 meeting, it appeared the prudent approach should be to modify City Code section 9173.3, Live

Entertainment (A) to state, 'Live entertainment shall end at 11:00 p.m. and limited to twice weekly,' to possibly be more compatible with other use permit holders for live entertainment and/or to more appropriately address potential noise impacts to the neighborhood since some restaurant/bar establishments exist in residential neighborhood districts. There are no other changes to the requirements for live entertainment and/or to the requirements for the management plan.

- Based on Commission/staff discussion at the May 11, 2016 Planning Commission meeting regarding the protection of street trees for sidewalk cafes, staff added subsection 10 to City code section 9173.5, Sidewalk Café, to read, 'Any proposed seating in the vicinity of street trees shall comply with the City's Management Guidelines adopted December 1, 2010.'
- Staff recommends approval of the proposed zoning ordinance text amendments that requires a recommendation from the Planning Commission for approval by City Council.

Commissioner Hilliker:

- Requested clarification related to the fence height requirements and a recent change in the zoning ordinance to increase the building height from six feet to seven feet in the residential zoning district.
- Referred to page 3 of the proposed Ordinance Amendment, City Code section 9173.2, Community Gardens, item J, Prohibitions, that reads, 'Smoking, drinking alcoholic beverages, using illegal drugs, and gambling are prohibited. Weapons, pets and other animals (except service animals) are also prohibited,' asked if the City has a standard for service animals concerning an identification program? Acknowledged the State has some standards, but they are vague. People buy vests for their dogs and say they are a service dog and this is essentially taking advantage of the situation.
- Related to Live Entertainment, section B, Management Plan asked if there is a timeline for submission of a Plan prior to an event? Is an establishment required to submit a management plan one week or two weeks prior to an event for review purposes.
- It may be the Police Department has a specific rule concerning a timeframe for submittal of a management plan concerning review thereof.
- Advised of a grammatical error on page 4 of the Zoning Ordinance, item B, Management Plan, language that reads, 'If the Management Plan is found acceptable by the Police and Fire Departments, as well as the Director of Planning and Community Development, the Director shall make corresponding findings and approve it **in** writing.
- Referred to page 5 of the Zoning Ordinance, Code section 9173.4, Outdoor Dining, language that reads, 'On-site outdoor dining may be allowed in the C-N, C-1 and C-2 zoning districts provided it is incidental to and part of the operation of a restaurant located on the same parcel, and it complies with the standards and requirements listed below,' and noted the Fire Department used to barbeque at Ukiah Concerts in the Park events and this was not 'incidental' to any restaurant it just happen to be where the setup occurred. Does this language need to be changed to reflect this type of event/operation as it relates to outdoor dining?

Principal Planner Thompson:

- The intent of the Zoning Ordinance amendment concerning an increase in fence height to a seven-foot height is to be consistent with the California Building Code requirements in this regard.
- Is not aware of a standard for service animals.
- Is not sure if a management plan explicitly provides for an exact timeframe but a management plan does have to be reviewed and approved by the City Police Department and Planning Director prior to an event so an applicant has to coordinate this accordingly to be able to have a planned live entertainment event
- Staff initially asked for a specific timeframe concerning management plan submittals and review as part of the Planning Commission approval for live entertainment projects to allow for sufficient time to effectively review a plan but finds it to be a good idea the City Police Department reviews and approves management plans for live entertainment
- Barbeques and other like operations at concerts in the park would likely fall under the 'Special Events' category where vendors are subject to the rules that regulate this type of operation.

Commissioner Christensen:

- Referred to City code section 9173.3, Live Entertainment, and asked about the advantage to adding to section A, ‘Live entertainment shall end at 11:00 p.m. and *limited to twice weekly,*’ as it relates to those business owners that paid the cost of going through the use permit process to allow for live entertainment.

Principal Planner Thompson:

- Does not know if the added language is necessarily an advantage or disadvantage to those businesses that have an existing use permit for live entertainment per se but does pertain to potential noise impacts to the neighborhood. It is really the only limitation that was not part of the regulations for live entertainment. There was some concern if a business wanted to have live music seven days a week that this could be a problem/potential impact to the neighborhood and this is the reason for the limitation to twice weekly. After review of existing use permits approved for live music found they contained frequency of music limitation rules. Adding the language provided consistency with the rules that allow for live music by right provided there is compliance with the zoning code regulations in Code section 9173.3 and with the rules for existing use permits for live entertainment. If an establishment wants to exceed the ‘twice weekly’ rule, approval of a use permit would be required.

PUBLIC HEARING OPENED: 6:12 p.m.

PUBLIC HEARING CLOSED: 6:12 p.m.

M/S Sanders/Hilliker to recommend City Council adopt the Initial Environmental Study and Negative Declaration for the City of Ukiah Zoning Ordinance amendments providing specific site planning, development and/or operational standards for the following uses: Community Gardens, Live Entertainment, Outdoor Dining, Sidewalk Cafes, and Specialty Food and Beverage Sales and Tasting. staff. Motion carried (4-0).

M/S Sanders/Christensen to recommend City Council approve Amendment to Zoning Ordinance text providing specific site planning, development and/or operation standards for the following uses: Community Gardens, Live Entertainment, Outdoor Dining, Sidewalk Cafes, and Specialty Food and Beverage Sales and Tasting, as modified by staff and as discussed above. Motion carried (4-0).

9.

9B. Provide Direction/Input on the Proposed Public Art Policy.

Principal Planner Thompson gave a staff report and PowerPoint presentation:

- Requests the Commission review the proposed Public Art Policy and provide comments/suggestions.
- This policy is similar to those found in other cities and provides for a procedure for artists seeking to place artwork on public property in the City.
- The process requires a recommendation from the DRB and approval by Planning Commission prior to the placement of art on public property.
- The DRB reviewed the draft Public Art Policy and provided minor comments that have been incorporated into the draft document.
- The intent is to establish criteria for review of the proposed artwork including criteria for location and site selection.

Commissioner Sanders:

- Referred to page 5 of the draft policy, VII. Indemnification, and inquired about the definition.
- What is the minimum insurance cost for the artist?

Commissioner Hilliker:

- Questions how to determine whether the artwork is suitable for the public.

- The ‘location’ for the artwork would not likely be a problem.
- Is of the opinion art is a matter of personal preference and difficult to define as to what is acceptable/quality as opposed to art that is not.
- The proposed public arts policy contains a lot of information and finds the document ‘far reaching.’ While the document is a good start more time is necessary to look at whether or not the document should become policy.

Commissioner Christensen:

- Art is very subjective so to try and set rules/standards what a person can or cannot consider as art is difficult.
- While art should not be offensive this too is subjective. The question is how to make a ‘black and white’ determination about art. Do we have to set forth policy that is essentially black and white?
- Referred to the policy document and questioned the qualification that the artist must be a professional. Why are we limiting artwork to only a professional? What is deemed as ‘professional art?’ Every artist who becomes a professional starts out as an amateur. What about an amateur artist who wants to install artwork that would be exceptional/incredible in our town.

Principal Planner Thompson:

- The section concerning ‘Indemnification’ of the draft Public Arts Policy basically indemnifies the City from liability related to placement of the artwork and is specifically addressed on page 5 of the policy document.
- The City requires a one million dollar liability, which is typical of anything in the public right-of-way. Has no knowledge what the actual cost is to the artist.
- The DRB questioned the criteria related to ‘qualifications’ and noted the initial language reads, ‘Artist shall be selected based on their qualifications as demonstrated by past work and the appropriateness of their concepts to the particular project.’ The DRB recommended changing ‘shall’ to ‘may.’ Also, concerning page 3 of the draft policy, section 2, Process for Review by Appropriate Commission and Planning Commission, the DRB modified the language in this section that formerly read, ‘The following criteria shall be used by the Appropriate Commissions and Planning Commission when considering the selection of artwork for installation in public places’ to read ‘The following factors may be used by the DRB and Planning Commission when considering the selection of artwork for installation in public places.’ The aforementioned language changes essentially ‘softens’ some of the issues/questions that concern the definition of art/artists. Changing the language from ‘shall’ to ‘may’ with regard to qualifications does not limit/restrict whether the artist is a professional or amateur.
- Having a public art policy is a way for the City to have some checks and balances when it comes to displaying public art and provides for some level of screening/filtering of applications.

Commissioner Christensen:

- Requested clarification changing the aforementioned language using the term ‘may’ rather than ‘shall’ would mean if a particular artwork was proposed for public display it would come before the DRB and Planning Commission for approval?
- Referred to page 6 of the draft policy, section VIII. Temporary Art, item 3. Location related to installations and has knowledge of an artist that goes by the name Christo that does ‘whacky’ art such ‘wrapping a bridge,’ etc., all of which could be considered temporary art. What if Christo wanted to wrap the Mendocino County Courthouse? The point is as odd as this may be we would not want to disallow this type of art before having the opportunity to look at the scope of the project.
- Referred to page 6 of the draft policy, Temporary Art, line 12 that states, ‘The City encourages the development of context-sensitive temporary public art installations within the Downtown,’ and asked what ‘context-sensitive temporary public art’ means.

Principal Planner Thompson:

- The process is set up where the DRB will first review the project with a recommendation to the Planning Commission.

- Related to the matter of art that may be odd/whacky the DRB had an opinion that an art policy should not be limiting as to the kind of artwork that can be publicly displayed because such art could be very 'cool' and creative.
- The draft policy provides for guidelines having strategies/standards that address how art for public display should be considered unlike the zoning code regulations that are precise and easy to quantify, such as building setback requirements. While the public art guidelines provide for some criteria the DRB and Planning Commission have a lot of latitude and discretion in their review of artwork for public installation.
- The intent of the guidelines is not to discourage and/or placate to a particular style of art.
- Deferred discussion regarding definition of 'context-sensitive temporary public art' to the public hearing.

Chair Whetzel:

- On behalf of Commissioner Watts asked if any examples of approved public art displayed in other communities would be considered acceptable art in Ukiah.

Assistant Planner Johnson:

- The intent of the art examples was to show a variety of different artwork and how they look in other communities.

Chair Whetzel:

- Using the criteria and art examples does Ukiah have any artwork that would apply?
- It would be nice to have pictures of art from other communities that may work in Ukiah and apply the criteria in the Public Art Policy.

It was noted the only artwork Ukiah has displayed is murals.

Principal Planner Thompson:

- The murals Ukiah has are on private property and Planning Commission approval was required.
- Referred to the art examples of public art displayed in the region and talked about the public art displayed in Gyserville.

PUBLIC HEARING OPENED: 6:30 p.m.

Principal Planner Thompson:

- Asked if Senior Management Analyst Riley has knowledge what a million dollar liability insurance policy costs.

Senior Management Analyst Riley:

- Has no knowledge what a million dollar liability insurance policy costs. Typically, an artist would have a sponsoring organization or the like. Most non-profit organizations or businesses in general carry a one to two million dollar liability insurance policy and this is a standard business practice. We would not, for example, expect an individual artist/non-professional artist per se to have that type of coverage. The hope is that there would be a sponsoring organization to assist an artist.

Commissioner Sanders:

- Asked if the aforementioned information relative to 'Indemnification' on page 5 of the Public Arts Policy is clear as it relates to an individual artist. .

Principal Planner Thompson:

- The Public Arts Policy does not go into specific detail about insurance liability coverage for individual artists. Could include this information on the application form.
- According to the City Risk Management, an artist or artist sponsor would be required to provide one million dollar insurance coverage and depending upon the type of art, the coverage could be more or less and/or what the City feels is adequate coverage.

Commissioner Sanders:

- Is of the opinion including insurance liability information on the application to display art publicly is important.

Laura Fogg:

- Is a local artist and affiliated with the Arts Center in Ukiah as a board member and also serves on the design committee for the Ukiah Main Street Program.
- Highly supports approval of the Public Arts Policy and thanked staff for rewriting the document to fit the needs of Ukiah.
- Important the process of approving art for public installation will be streamlined. Is pleased the multiple levels of review that were in the original draft policy document were eliminated such that there is one design review committee.
- Would like to see representation from the local art community participating or serving on the DRB primarily because of their art expertise.
- Members of the local art community have provided input in the redrafting of the Public Art Policy.
- Referred to examples of public art in other communities and is of the opinion Mendocino County has the opportunity to have a lot of public art installed. Understands Mendocino County has more artists per capita than any county in the country.
- It is time to start thinking about art projects in Ukiah.

Alyssum Wier, Executive Director of the Arts Council of Mendocino County:

- Is pleased the City is considering adoption of a Public Art Policy.
- As the momentum for public art moves our way, people are going to expect this in Ukiah.
- Public art encourages tourism. Ukiah has a strong identity that can be communicated artistically.
- Art expression is something that can be talked about and be creative with. Public art is about creating conversations.
- Having a Public Art Policy in place will likely provide opportunities to install public art where in the past such opportunities have come up but no action could be taken.
- The Arts Council of Mendocino County is available for assistance anytime there is a need to partner on an art opportunity/issue.

Principal Planner Thompson:

- The DRB talked about the most appropriate approach for evaluating artwork:
  - The DRB would review perspective artwork with a recommendation to the Planning Commission.
  - One or some of the DRB is an art professional.
  - The DRB evaluates the artwork having the artist present together with any other sponsoring artist(s).
- It became apparent with the bi-laws and operating procedures of the DRB that the best approach would be for the DRB to review the artwork and make a recommendation to City Council having the artist present to introduce the project together with any other artist(s) desiring to be present to participate in the discussion.

Assistant Planner Johnson:

- The proposed public artwork is to be viewed by the community so the people viewing the art may not be professional artists or have an eye for art so we have to be objective and careful not to bring in artists to only make decisions on public art projects because they have an eye for art whereas the overall community does not. The intent is for the artwork installed to be enjoyable.

Senior Management Analyst Riley:

- Definition of 'context-sensitive temporary public art.' refers to/is collated with the environment pertinent to landscaping/architecture as to where the artwork should be placed in connection with the rural surroundings and not so much about the political aspect.

Laura Fogg:

- Related to the timing of adopting a public arts policy, the art community is hoping this policy will move forward expeditiously. Without a policy nothing can be approved.
- Having a policy provides for an opportunity for people to seek grants and/or funding of various kinds for art projects.

Chair Whetzel:
- Has the art community/organizations reviewed the draft policy and asked if changes are proposed for consideration other than having artist(s) present during DRB evaluation of artwork.

Laura Fogg:
- Supports the concept of having artist(s) present during DRB evaluation of artwork.
- Supports adoption of the Public Art Policy, as rewritten for Ukiah. With regard to the policy, the art community consolidated 'temporary art' with 'permanent art' but sees they are separate subjects in the draft document.

Rick Hansen, Executive Director of Ukiah Main Street Program:
- Acknowledged the Ukiah Main Street Program has a design committee of which Laura Fogg is a member. This committee has been instrumental in bringing the matter of establishing a public art policy to the forefront. As was mentioned above, consideration for establishing a public art policy became important when a local artist was doing chalk drawings on sidewalks in the Downtown. There was then a debate about the need for a governing mechanism concerning public art.
- Supports adoption of the Public Art Policy.

Commissioner Sanders:
- Related to the public art examples for Sebastopol and Healdsburg do these municipalities have their own arts commission?
- Is there a current vacancy on the DRB? If an artist wanted to be a part of the DRB, could he/she apply?

Principal Planner Thompson:
- Has no knowledge about Sebastopol, but Healdsburg does not have an art commission while Santa Rosa does.
- The matter of having an arts commission was discussed with the DRB and one of the concerns about having such a committee is that it does not meet regularly making it difficult to maintain and monitor.
- Is of the opinion the DRB is the closest fit we have for the job of evaluating artwork.
- Understands the City of Sebastopol uses their DRB to evaluate artwork.
- Confirmed there is a vacancy on the DRB. If an artist wanted to serve on the DRB this person would have to contact Councilmember Crane because he is the councilmember responsible for selecting a person for this particular seat on the Board.
- If having an art committee is not something we can do right now, it is something that could be considered in the future.

There was Commission/staff discussion about the review process.

Commissioner Christensen:
- If there was a seat on the DRB earmarked for an artist and if each Councilmember appoints the individual members this could cumbersome.

Principal Planner Thompson:
- Supports allowing the DRB review art projects for the interim but if there is interest later on about having a separate art committee that would review art projects this could be a consideration.

Chair Whetzel:
- If we do get an art project is it possible to formulate an Ad Hoc committee?

Principal Planner Thompson:

- For expedience reasons the DRB meets regularly and is of the opinion the Board would be very conscientious/reasonable about evaluating a particular project. People from the art community can participate in the discussion.

PUBLIC HEARING CLOSED: 6:55 p.m.

The Planning Commission made no changes to the Public Art Policy and supports adoption by City Council.

M/S Sanders/Hilliker to recommend City Council adopt the Public Art Policy, as presented. Motion carried (4-0).

10. PLANNING DIRECTOR'S REPORT

Principal Planner Thompson:

- City Council recently approved 'modest' fee increases for the Planning and Building Departments.
- City Council also adopted the City of Ukiah Housing Element.
- It is likely the next regular Planning Commission meeting of June 24th will be cancelled. Staff will advise the Commission accordingly.

11. PLANNING COMMISSIONERS' REPORT

Commissioner Hilliker:

- Talked about his recent visits to art exhibits and found them to be impressive.

Commissioner Sanders:

- Sees the PEP Senior Housing project is moving along and is fully involved in excavation. Is pleased to have knowledge the sidewalk will go behind the large Oak Tree on Cleveland Lane. Her concern and that of the Tree Advisory Group (TAG) and Museum is the fate of the three Dogwood trees that are located near the gate on the Museum property. It may be the meandering walkway will conflict with these trees and asked if these trees are slated for removal.

Chair Whetzel:

- Has a brochure from the California League of Cities concerning an upcoming planning conference. He has attended this conference before and finds the conference very informative. Asked if the City Planning Department has budgeted money for Planning Commission education.

Principal Planner Thompson:

- There is a list of trees that will be removed for the project. Will provide the list to Commissioner Sanders.
- Money budgeted for Planning Commission education is being worked on.

12. ADJOURNMENT

There being no further business, the meeting adjourned at 7:38 p.m.

____

Cathy Elawadly, Recording Secretary

MINUTES

Regular Meeting **June 2, 2016**

Ukiah Civic Center, 300 Seminary Avenue

1. CALL TO ORDER: Chair Liden called the Design Review Board meeting to order at 3:10 p.m. in Conference Room #3.

2. ROLL CALL

Present:	Member Nicholson, Hawkes, Morrow, Chair Liden
Absent:	
Staff Present:	Kevin Thompson, Principal Planner Shannon Riley, Senior Management Analyst Michelle Johnson, Assistant Planner Cathy Elawadly, Recording Secretary
Others present:	

3. CORRESPONDENCE:

4. APPROVAL OF MINUTES: The minutes from the March 10, 2016 and March 17, 2016 meetings will be available for review and approval.

Nicholson/Morrow to approve March 10, 2016 minutes, as submitted with Morrow abstaining. Motion carried.

Nicholson/Morrow to approve March 17, 2016 minutes, as submitted. Motion carried.

5. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The DRB is required by the City Code to review and make a recommendation on all Site Development Permit applications.

6. NEW BUSINESS:
6A. Provide comments and direction on the City's proposed Public Art Policy.

Senior Management Analyst Riley:
- A public art policy essentially came to fruition primarily because of a person/artist decorating City sidewalks with chalk. While some people called it art others called it graffiti such that it became apparent public art should likely be regulated and that a public art policy would best be managed by the City.
- The Mendocino Arts Council became involved in 2012 when they wanted to place a sculpture at the historic Train Depot and found the process to be discouraging.
- A local arts group that orchestrates community art walks has taken an interest in how to go about effectively displaying public art.
- Explained the progression and/or how development of the public art guidelines came into being.

Principal Planner Thompson:

- Referred to the draft City of Ukiah Public Art Policy as provided for in the staff report and requested the DRB review the proposed policy and provide comments with a recommendation to the Planning Commission.
- For consistency purposes and because DRB members have professional design expertise the DRB is the appropriate body to review the public art guidelines since the function of the Board is to make design recommendations to the Planning Commission for developments/projects.
- The proposed City of Ukiah Public Art Policy is essentially a model from other cities.
- The concept of art is 'subjective' and not definitively absolute.

Member Nicholson:

- The public art policy is regulated. Finds the approval process to be arbitrary and subjective such that it does not allow enough participation from the artist's perspective. Is of the opinion the artist should be allowed to have more input.
- An artist's work should be based on the appropriateness of the concepts to the project rather than what is defined/outlined and/or restricting/limiting with regard to the language in the document. What if a particular art project fits/complies with the 'appropriateness' definition in the policy document but someone on the discretionary review body is of opinion the proposed art should not be displayed in public and is this valid? Is of the opinion this is not valid in terms of artistic sensibilities.

Chair Liden:

- Finds the document to be a necessity.
- Related to the term concerning the 'concept of the project' understood it to be the artist's concept.

Member Nicholson:

- An artist does get to present his/her concept but that is the end of it because the art is being evaluated by committees/discretionary review approval process.

Chair Liden:

- Requested clarification the language in the policy document is based on the artist making his/her presentation built on what the art concept is and being able to address this concept accordingly rather than the concept of the project being something that is defined by the discretionary review body, such as the Planning Commission.

Member Nicholson:

- Acknowledged while the reviewing body plays a role in the evaluation process the art must also fit in with the social and physical environment. The art to be displayed also has to be appropriate for the City and the goals/policies of the Downtown Design Guideline District for commercial development.
- It appears the process is 'watered down' so rather than looking for quality art we are looking for art that is non-controversial/non-confrontational and while it may not be a necessary attribute of what constitutes 'good' art, art should be confrontational/stimulating/provoking. Confrontational art does not necessarily mean 'in your face type of art, but rather a nuance having distinction/character. Quality art should raise more questions than answers.

Principal Planner Thompson:

- Asked which sections of the proposed policy are inhibiting to art.

Members Nicholson/Hawkes:

- Page 3, section 2. Process for Review by Appropriate Commission and Planning Commission, subsections 'a' and 'b,' Qualifications and Quality.

Member Nicholson:

- Understood the intended approach is to move forward in a rapid way toward 'mediocrity.'
- Acknowledges the concept of art to be displayed publicly does need to have a censorship mechanism in its public policy should the art be offensive and in poor taste.

Member Hawkes:

- It would appear the intent is to have a committee make a judgment. It may be the art proposed for public display is extremely offensive to some group in the community and as such should not be displayed publicly.
- It may be very difficult to formulate a censorship mechanism because art is subjective and people view art differently.
- It may be the committee should be defined more than the artwork itself.

Senior Management Analyst Riley:

- Related to the most recent revisions to the public art policy from those persons who participated in the process they recommended formulating a new and separate commission altogether that would be comprised of multiple artists, etc. A concern in this regard was that particular group's ability to factor in the design of the City, the surrounding architecture and/or the scale of the artwork.
- No funding is available for public artwork at this time. As such, no artwork is proposed at this point.

Member Morrow:

- Agrees with Member Nicholson's comments above.
- Would like to see more interesting art in Ukiah.
- The proposed public art policy tends to make the process more difficult to install art such there would likely be a lot of 'watered down' artwork proposed for display. It would be better if we could find ways to encourage more art and whether or not people like it is an individual interpretation of the artwork. The process of being able to display art publicly appears to be a cumbersome process. For instance, to put artwork in the park would require the filing of an application for review by the DRB where a recommendation has to be made by the DRB to the Planning Commission for final approval.
- If he wanted to put art in a public place, he might look at all the rules and get discouraged rather than encouraged to do so.
- Is not fully supportive of the public art policy as presently proposed.

Member Hawkes:

- It should be the artists interpreting art rather than people who have not spent much time thinking about art.
- What if someone wanted to put a statute in a park? There could be something about the sculpture that park staff should look at such as how to mow around it and/or other concerns an artist group might not look at.

Member Nicholson:

- If an art sculpture was going into a park, City staff would likely review the proposal and make a determination.

Principal Planner Thompson:

- If an art project was going to Planning Commission for approval all related City departments would review the project and make comments.

Chair Liden:

- His interpretation of the public art policy is that it is open and broad and allows the artist to do what he/she wants to do.
- Is of the opinion artists should not be restricted in any way.
- Since the DRB will be the initial body to review a potential art project there may be a way to meet with the artist and/or artist community if they are interested and have a discussion so it is not just the DRB making the assessment/evaluation with a recommendation to the Planning Commission.
- Assumes the Planning Commission would highly consider the DRB's recommendation regarding artwork for public display.

Member Morrow:
- Can appreciate that a more involved procedure is appropriate that merits more review for situations where an artist is wanting to install a very large type of artwork but for smaller-scale installations preference would be to have a 'summary procedure' where staff has discretionary purview.

Member Hawkes:
- Questions whether the Planning Commission should be making the final decision.
- We are presently in a position with the proposed public art policy to consider an alternative solution where the Planning Commission does not have the final say on the particular issue of artwork.

Member Nicholson:
- It would be City Council or the Planning Commission that would have the final say. They are the only reviewing body with such authority unless the authority is delegated to the DRB.

Principal Planner Thompson:
- While the DRB functions as an advisory board to the Zoning Administrator or Planning Commission there has been discussion about allowing the DRB to have the final say.

Senior Management Analyst Riley:
- Asked about the possibility of adding a couple of art members that would function as an ad hoc committee comprised of artists to only review DRB items that address public art policy. Does not foresee the necessity for having to review public art items on a regular basis.
- Related to public art projects, what would occur is two people from an artist group would be designated to participate in the review process.

DRB:
- Is fine having two designated persons from an artist group participate with DRB items concerning public art. This would provide for appropriate representation. It is likely artist groups would not approve of just having the DRB review public art items.

Principal Planner Thompson:
- Staff will look into how designating two persons from a local artists group to participate with the DRB in discussions about public art items would work.

Assistant Planner Johnson:
- The only challenge to the above-referenced proposal is if the applicant is choosing the artist that he/she may not be objective.
- Artists are diverse and the artist group members reviewing a particular project need to understand this diversity from the artist perspective and be objective when looking at a public art project. If an applicant is looking to get an art project approved he/she is going

to want members who are going to ‘sell’ the project whereas it there is a diversity of artists among the art group members looking at the project that are not necessarily associated with the particular project they may provide a different insight.

Chair Liden:

- It would appear the artist and the artist group should be able to lobby through the process because they will be working with the DRB.
- Supports the proposed public art policy have some restriction such that any decision made by the DRB if the artwork gets installed and the public does not like it, it is the DRB that will have to take responsibility for the decision. There could be public repercussions/outcry for some of the artwork being approved.

Senior Management Analyst Riley:

- Preference would be for the arts committee to designate specific members in advance of a project to make certain the proposed project is objectively being received.

Member Nicholson:

- An artist can bring a fellow artist to the DRB meeting for support purposes if he/she wants to.
- If we are going to invite experts from the art field they should be somewhat independent and objective.

Principal Planner Thompson:

- Referred to page 3 and 4 of the draft public art policy regarding the criteria and site selection requirements the DRB will use when considering the selection of artwork for installation in public places and requested the DRB talk about this.
- The criteria the DRB will consider includes: qualifications, quality, artistic value, media, appropriateness to site, size and weight for outdoor artwork, size and weight for indoor artwork, appropriateness to City’s public art purpose, permanence, diversity, communication, maintenance.
- Essentially other sections of the proposed public art policy address what the applicant needs to submit.

DRB:

- Consider adding appropriate language to the policy that says we do not want to inhibit the artist’s creativity and/or artistic freedom of expression.
- Important to remember it is the public that will be enjoying the art not just the artist and/or art community.
- Questioned the purpose and intent of the criteria with regard to ‘qualifications’ and whether or not the language is appropriate and/or is ‘qualifications’ even necessary/relevant. Who needs ‘qualifications’ to do something interesting?

Senior Management Analyst Riley:

- The section related to ‘qualifications’ is likely standard language that appears in public art policies. It does not mean that ‘qualifications’ has to be in Ukiah’s public art policy.

Chair Liden:

- Questioned whether the proposed public art policy contains loopholes the artist can get around.

Member Morrow:

- It appears the DRB has pretty broad discretion. The policy only pertains to public places and not private property.

Member Nicholson:

- ‘Qualifications’ should be sub-component of consideration.

Principal Planner Thompson:

- The criteria for ‘Qualification’ states, ‘Artists shall be selected based on their qualifications as demonstrated by past work, and the appropriateness of their concepts to the particular project,’ and noted language could be added that states, ‘new artists can be considered.’

Senior Management Analyst Riley:

- Could modify the language that states, ‘Artists shall be selected based …..’ to read ‘Artists may be selected based ….’

Member Morrow:

- Recommends modification to page 3, line 34 that reads, ‘The following criteria shall be used by the appropriate commission…..’ to read, ‘The following factors may be waived by the appropriate commission….’
- Are we writing the policy document so that artists want to submit applications or are we writing this to ensure people are not chalking sidewalks.

Assistant Planner Johnson:

- The public art policy provides leverage in that if artist wants to submit an application and meets all the necessary criteria but nobody likes it and do not see the artwork fitting in, the policy provides leverage and the opportunity to look at the project objectively. This leverage could work for or against the project, but gives the DRB tools to make those decisions.

Principal Planner Thompson:

- Changing a term from ‘shall’ to ‘may’ indicates we may or may not do something.

Assistant Planner Johnson:

- Whether or not an art project moves forward is up to the discretion of the Board. The Board will be voting on a particular project with a recommendation to Planning Commission. The document provides for latitude on the part of the DRB.

DRB:

- We are writing a public arts policy to provide for some guidelines regulating public art and, at the same time to encourage artists to submit applications to display public art.
- Fine with modification to the language on page 3, line 34 to read, ‘The following factors may be used by the appropriate commission….’
- Fine with modification to the language on page 3, line 37, qualifications, to read, ‘Artists may be selected based on their qualifications ……..’
- Discussion regarding the criteria, item c, ‘Artistic Value’ with no modification to language. Noted the artist could generate a discussion concerning artistic value that states, ‘Public artwork shall have a recognized aesthetic value.’
- Discussion regarding the other criteria to be used by the DRB when considering the selection of artwork for public display with no other modifications to this section.
- Related to Artwork Location and Site Selection, there was discussion about what would occur if the artwork is abstract such as a sculpture by Alexander Calder or artwork made of steel like that of Richard Serra as to site location/selection. No change to language with regard to section 3, Artwork Location and Site Selection.
- There was also discussion about artwork having to be compatible with the historic character of the site and determined this could be any type of artwork.
- The DRB looked at photographs that demonstrate examples of acceptable public art installed in other communities.

Assistant Planner Johnson:

- Related to item 3, Artwork Location and Site Selection, section does state, 'When selecting artwork for public places, the DRB and Planning Commission and responsible department(s) *shall* consider: installation, location, site infrastructure, impacts, accessibility. The language is not saying the artwork has to comply with the aforementioned criteria as it pertains to artwork location and site selection.
- Related to the criteria language, page 4, communication that reads, 'The ability of the public artwork to effectively communicate should be taken into consideration' asked what does this mean?
- Discussed the meaning/interpretation of the criteria related to diversity that states, 'Public artwork shall strive for diversity of style, scale, media and artists, including ethnicity and gender of artists selected.'

Member Morrow:
- Would be good to identify things not considered as art to make certain someone does not come along without going through the art process so as to determine what should or should not go through the art process.

Chair Liden:
- What is not considered art?

Principal Planner Thompson:
- Can eliminate some of the criteria regarding the art selection process if the DRB wants to do this.

DRB:
- It may be not all the criteria is relevant to every project and depends upon the artist and artwork type proposed.

Member Nicholson:
- No artwork should be discriminated against, particularly as it relates to ethnicity of the artist.
- It may be the public art policy is a 'cut and paste' type of document that is open to interpretation.

Principal Planner Thompson:
- The draft policy came from other cities that display a lot of public art where the language in the document has been reviewed by their respective attorneys and been adopted by their councils. We did not reinvent the public art policy.

Chair Liden:
- If fine with the document in that it allows the DRB the freedom to accept any type of art and have a discussion and gives the artist latitude as well.

DRB:
- Made a change to section 1, Purpose to read, 'Public art creates a unique sense of place and communicates a strong civic identity for the City of Ukiah ("City"). The City encourages the placement of artwork in public places and recognizes that art provides cultural and economic benefits for residents and visitors. Therefore, it is important that procedures and policies be established and implemented to support and facilitate the acquisition of public art.'
- Emphasized the importance that the policy document provides for, encourages and promotes an artist's personal expression. We do not want to discourage personal/individual expression.

- Discussion about inviting the artist and someone educated in art to review the artwork with the DRB.

Member Morrow:
- Allow the DRB to be the final decision maker and if it is determined the DRB is not qualified to make a decision then identify someone else who is qualified.

Member Hawkes:
- The DRB would be stronger in the decision making process having persons with art expertise also looking at the artwork.

Assistant Planner Johnson:
- The policy allows for enough criteria/measures and flexibility such that if an art project gets approved and the public does not like it, it provides a guideline/tool to substantiate why a particular decision was made.
- The DRB is reviewing public art for the community as a whole such that an artist is not essentially going to be there to explain his artwork and even if art experts are assisting in the review process it may be that the majority of the community does not understand the artwork. It is not to say the art is not appreciated but may not be publicly understood and/or well received even with art experts assisting the DRB in the review process.
- Cited an example of public artwork approved in Geyserville that is not appealing to her. As such, there must be a reason why the art was chosen for public display. There may be something 'artistic' about the artwork that she simply does not understand.
- The intent is to encourage the artist/applicant.

Member Nicholson:
- Now that the City will soon have a public arts policy we should have an arts district that promotes art.

Assistant Planner Johnson:
- Possible formulation of an arts district would be a component of the Ukiah General Plan relative to a Plan update.

6B. Discussion of process for appointment of DRB members.

Chair Liden:
- Acknowledged this agenda item is the result of the Member Thayer's inability to regularly attend DRB meetings.
- He has discussed the problem with Member Thayer and it became apparent that Member Thayer's business and personal commitments conflict with DRB meeting dates and times. As such, Member Thayer thought it was in the best interest of the DRB if he steps down as a member.
- It may be Member Thayer could attend meetings if the date and time for meetings is changed.

Assistant Planner Johnson:
- In her email conversations with Member Thayer and with his business and personal commitments, it is probably not the best time for him to be a Board member.

DRB:
- Acknowledged that Member Thayer's landscaping architecture expertise is important to the Board.
- Would be open to changing the date and time for DRB meetings provided Member Thayer is committed to attending.

Assistant Planner Johnson:

- Has compiled a list of about seven perspective applicants interested in serving on the Board.
- What can occur is for the DRB to make recommendations to Councilmember Crane who is the councilmember responsible for making the appointment.
- The vacancy is a very important position. Planning staff relies on the DRB because this Board is the expert when it comes to aesthetics and design and soon to be art expert.

Member Nicholson:

- Is of the opinion the selection of the DRB member is the responsibility of the Councilmember.

Chair Liden:

- Pointed out Councilmember Crane is asking for input regarding appointment to the DRB.

Assistant Planner Johnson:

- The seven perspective applicants will complete an application for review by Councilmember Crane. It may be that Councilmember Crane is not an expert in the area of selecting who would be the best and most qualified to fill the vacancy. It may be the DRB may want to first review the applications and corresponding qualifications with a recommendation to Councilmember Crane as opposed to Councilmember Crane making the decision without a recommendation from the DRB.
- If the DRB desires to be a part of the selection process we can make this request.

Member Nicholson:

- Supports Assistant Planner Johnson suggests to Councilmember Crane the DRB would be open to reviewing the applications with a recommendation to Councilmember Crane provided Councilmember Crane does not feel comfortable making the decision on his own.

DRB:

- Is fine with aforementioned recommendation.

Assistant Planner Johnson:

- Advised the DRB may be reviewing a project concerning the MCAVHN building on Clara Avenue.

7. MATTERS FROM THE BOARD:

8. MATTERS FROM STAFF:

9. SET NEXT MEETING

The next regular meeting will be scheduled based on project need.

10. ADJOURNMENT

The meeting adjourned at 4:36 p.m.

____

Cathy Elawadly, Recording Secretary

Zoning Ordinance Amendments

City Council

July 20, 2016

BACKGROUND

- Streamline the process
- Provide clarity for applicants and staff
- Ensure projects fit in with the neighborhood
- Found in the Downtown Zoning Code
- Recommended by the Planning Commission

PROJECTS AFFECTED

- Community Gardens
- Live Entertainment
- Outdoor Dinning
- Sidewalk Cafes
- Specialty Food / Beverage / Tasting

Community Gardens

No Provisions in Zoning

STANDARDS:

- Allowed in all zones
- Hours of operation
- Fencing
- Pesticides
- Motorized Equipment
- Noise
- Parking
- Signs and Structures
- Water Use

LIVE ENTERTAINMENT

Requires a Major Use Permit

STANDARDS:

- Allowed by right in C-N, C-1 and C-2
- Allowed twice a week
- Hours of operation- end by 11:00
- Comply with the noise ordinance
- Management Plan
- Fire Code
- Use Permit may be required to deviate

City Council

July 20, 2016

OUTDOOR DINNING

No Provisions in Zoning

STANDARDS:

- Allowed by right in C-N, C-1 and C-2
- Location of dinning
- Hours of operation
- Furniture and signage
- Maintenance
- Food and Drink Service
- Definition added

SIDEWALK CAFE

No Provisions in Zoning

STANDARDS:

- Allowed by right in C-N, C-1 and C-2
- Location of dinning
- Hours of operation
- Furniture and signage
- Sidewalk clearance
- Maintenance
- Encroachment permit required
- Definition added

City Council

July 20, 2016

Specialty Food and Tasting

No Provisions in Zoning

STANDARDS:

- C-N, C-1, C-2, and P-F
- Hours of operation
- Outdoor Seating

City Council

July 20, 2016

D E F I N I T I O N S

Two definitions will be added to the Zoning Ordinance:

OUTDOOR DINING- A designated area on the premise of a retail food establishment or restaurant, but outside the principal building, and where patrons may sit at tables while consuming food and beverages ordered from and served by a waiter or waitress.

SIDEWALK CAFES- A designated area of a public sidewalk where patrons may sit at tables while consuming food and beverages ordered from and served by a waiter or waitress.

SUMMARY

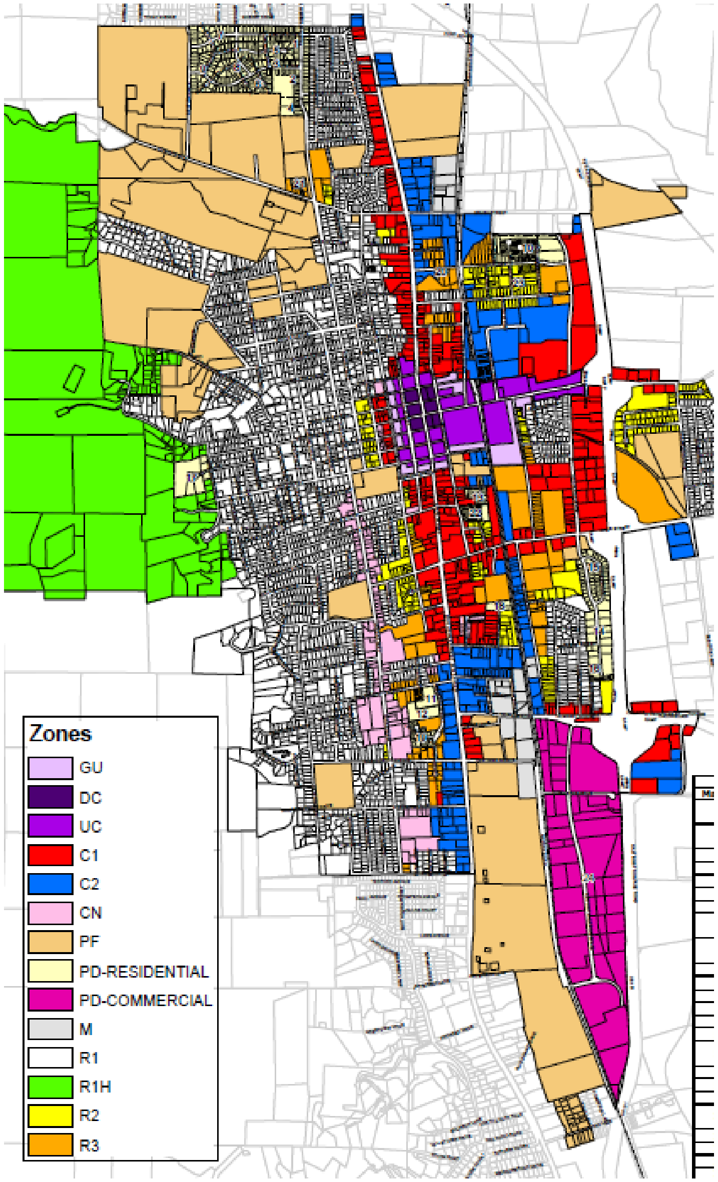
- Development / Operational Standards will make it clear about what is expected
- If adhered to, these projects will fit in neighborhood
- Streamlined process
- Standards already in the Downtown Zoning Code
- Projects have option to deviate from Standards with a Use Permit

City Council

July 20, 2016

RECOMMENDATION

- Review the proposed amendments
- Conduct public hearing
- Adopt Negative Declaration
- Introduce Ordinance by title only


Zones
GU
DC
UC
C1
C2
CN
PF
PD-RESIDENTIAL
PD-COMMERCIAL
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R3

Presentation Received - Agenda Item 13b

Public Art Policy

City Council

07/20/16

PURPOSE- ART POLICY

1. Establish a process for artists wanting to display work on public property
2. Criteria for Proposed Artwork
3. Site Selection Criteria
4. Artistic Freedom of Expression and Non-Discrimination
5. Maintenance / Insurance

BACKGROUND

- Been discussed in the community
- Reviewed by: Staff, the arts community, Design Review Board, and Planning Commission.
- Comments and suggestions have been incorporated



FEE ANALYSIS

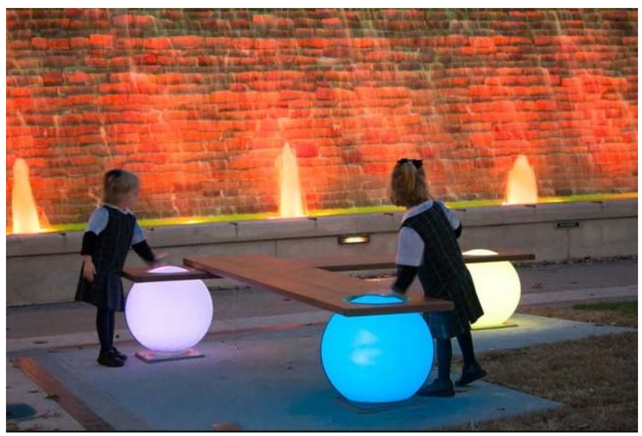
- Should the City charge a fee?
  - Processing time will be equivalent a Minor Site Development Permit

    cost- $600
  - Could opt to not charge a fee to encourage public art
  - Low-volume of applications



Recommendation

- Receive public comment
- Provide direction on Art Policy and potential fee
- Adopt Resolution approving the Public Art Policy



From: Svetlana Artemoff [mailto:lartemoff@yahoo.com]
Sent: Tuesday, July 19, 2016 2:58 PM
To: Kristine Lawler
Subject: Agenda item 13b

I'm sorry I won't be able to attend the meeting on Wednesday, but I'd like to register my support for the creation of a Public Art Policy. This policy would be a big step toward sponsored creative activity in our down town and elsewhere. It may create or sanction arts projects or at least greatly ease their way through the city regulatory process for local artists and help to provide an enhanced urban aesthetic for the pleasure of Ukiah residents and visitors.

My group, the Ukiah Valley Artists Co-op recently sponsored a "Kids Day at the Market" in conjunction with our regular Farmers Market and all the parents bemoaned the lack of art education in their children's schools and a virtual absence of any community sponsored or private instruction. Ukiah and Mendocino County have a huge population of skillful artists and it's time their creativity be recognized and promoted.

Thank You,
Svetlana Artemoff
member of the Ukiah Valley Artist's Coop and the Mendocino Co. Art Assn

From: calsll2005 [mailto:calsll2005@comcast.net]
Sent: Tuesday, July 19, 2016 9:45 AM
To: Kristine Lawler
Subject: Agenda items 13b

Hi,

My name is Catherine A. Lair. I read over the public art policy and I'm not versed in policy documents but it seems to cover public art completely.
Someone said it concerned private areas, but from what I read, it is basically public city owned, areas etc. I'm not sure why I have to attend meeting if I have no concerns, so I'm just emailing instead :)

Thanks,
Since art is becoming more prevelant here in Mendocino County area and Ukiah, it's good idea to have a policy in place.

Thanks
Catherine A Lair
calsll2005@comcast.net

Sent from my U.S. Cellular® Smartphone

From: calsll2005 [mailto:calsll2005@comcast.net]
Sent: Wednesday, July 20, 2016 6:51 AM
To: Kristine Lawler
Subject: Agenda 13b addendum please read.

Hi,

This is Catherine Lair artist in Ukiah. I just saw that the agenda items 13b will be addressing a fee of 600.00. I don't approve of a 600.00 fee. It isnt in policy I read online? Seems unjust that a artist does the work, sets up by a code, takes down. Yet pays a high fee. A $100.00 would cover a few people talking over proposal of work, set maximum time to address proposal, for 1/2 hour. That's 25.00 a half hour for four persons.
Artist are not rich, in fact they usually spend more than most on their supplies with sometimes no money for pieces. I donate. To Valley Fire victims, to cancer benefits. Why would city charge a artist, so much for the beautification of the city? Or from charities events? The city benefits.
Artist all around our country are paid for great works. But Ukiah doesn't have the money to do that and we as artist know that.
The artist pays for supplies and with their talent and time.
Charge only the amount of manpower takes to go over with a maximum time set on criteria for juried public art proposal. The towns cited are near the large city of Santa Rosa and their housing in at a much higher tax base. Be realistic and with sadly with a high fee, only those with plenty of money will get to do installations.
Not all with money, are the most talented or privileged information art. Art is for everyone to display.

Thank you
CatherineA Lair
calsll2005@comcast.net

Sent from my U.S. Cellular® Smartphone

From: calsll2005 [mailto:calsll2005@comcast.net]
Sent: Wednesday, July 20, 2016 7:15 AM
To: Kristine Lawler
Subject: Agenda 13b time element.

Just one more thought. City should set a strict time frame for proposals so employees meet only once a month or not at all if no proposals. It would be too hard and costly to try to jury last minute. Needs to be large amount of time after proposal admission.

Thanks
Catherine A Lair
calsll2005@comcast.net

Sent from my U.S. Cellular® Smartphone

From: calsll2005 [mailto:calsll2005@comcast.net]
Sent: Wednesday, July 20, 2016 6:51 AM
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Catherine A Lair
calsll2005@comcast.net

Sent from my U.S. Cellular® Smartphone

From: loren madsen [mailto:lmadsen@gmail.com]
Sent: Tuesday, July 19, 2016 7:42 PM
To: Kristine Lawler
Subject: Ukiah Public Art Policy

To whom it may concern:

I am a sculptor who lived in NYC for 30 years and moved to this beautiful county 10 years ago. If the opportunity presented itself I would dearly love to plunk down a piece of art in the city of Ukiah. I have done public art projects in Florham Park, N.J., Beverly Hills, Woodland Hills, Los Angeles and Santa Monica, California. Also Minneapolis, Mn, Chicago, Il, Baltimore, Md, San Antonio, Tx, Chevy Chase, Md, San Diego, Ca, Dallas, Tokyo, Japan, and San Francisco, Ca among other places.

I heartily support public art in general, and art in Ukiah in particular. It can only enhance the stature and visibility of this small but growing town. Please cast an approving eye on the proposed policy.

Thank you,

Loren Madsen
Laytonville, Ca

--

www.lorenmadsen.com
www.manyendings.com

From: Jenn Procacci [mailto:jenn.procacci@gmail.com]
Sent: Tuesday, July 19, 2016 12:30 PM
To: Kristine Lawler
Subject: re:agenda item 13b

To Whom it May Concern,

I am writing to register my support of Ukiah's Public Art Policy, on the agenda at tomorrow's Board of Supervisor's meeting. I am a resident of Covelo, Mendocino County; a professional artist, and secretary of the board of the Arts Council of Mendocino County.

Prior to residing here, I had spent my life in Philadelphia, Pennsylvania. Philadelphia is a bastion of public art, with countless murals, public sculptures, and art installations spread throughout the city. I spent several years working for the Mural Arts Program there, which is globally viewed as a model organization for the implementation of public art. I have experienced first hand the greatness that public art brings to a city and its citizens.

The impact public art has on uniting and inspiring a community cannot be underestimated. When made on such a public level, art becomes woven into the identity of a community. It transforms a mundane daily experience into a thing of wonder and beauty. Public art has the ability to cross lines of class, race, gender, orientation, and other divides to create a common touchstone for communities.

The potential tourism boost is also important to recognize. A gorgeous mural, with a small garden in front and benches for seating, would be a wonderful respite for weary travelers looking for a break from the 101. A walking trail of fabulous public sculptures could easily become a destination for travelers as well. The opportunities here are endless.

Mendocino County is full of artists which would benefit from the implementation of a good Public Arts Policy. Public art commissions would provide a source of income and career advancement for many.

I strongly urge the Board to adopt the Public Arts Policy that has been developed for the city of Ukiah. By adopting this policy, the Board has the opportunity to develop a public legacy, to ignite positive change, and to create a culture of art that is accessible to all.

“It is impossible to have a society that is civil and educated without public art. It lifts up humanity and challenges the individual who encounters it to think differently about the world.”
Darren Walker, vice president of the Rockefeller Foundation and vice chairman of the Foundation for Art and Preservation in Embassies

Sincerely,
Jenn Procacci

City of Ukiah

ITEM NO.: 13c

MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: UPDATE REGARDING VISIT UKIAH ACTIVITIES AND PROGRESS

Summary: Visit Ukiah is the destination marketing program for the Ukiah area. As such, a team of City staff and volunteers manage the Ukiah Visitor Center, run a marketing campaign in popular magazines and visitor guides, and handle various other tourism-related projects. The program is entirely funded by a portion of the transient occupancy tax paid by visitors in Ukiah lodging establishments. In the last five years, Ukiah's transient occupancy tax (bed tax) revenue has grown by roughly 77%.

Background: In 2007, Ukiah residents voted to increase the transient occupancy tax (TOT) from 8% to 10% in order to create a mechanism for funding the promotion of tourism to the Ukiah area. Originally, the Chamber of Commerce was designated as the administrative agency; however, as the Chamber changed administration and focus, the organization determined that they no longer wished to host the program. In 2011, the City Council determined that the program would be coordinated by City Staff under the direction of the TOT Task Force, which is made up of community volunteers who represent various segments of the tourism industry.

Though TOT revenue is tracked through the lodging establishments only, tourism produces an expansive multiplier effect within the community; restaurants, gas stations, retail shops, business services and more also benefit from increased tourism. In fact, in Mendocino County, the tourism industry employs roughly 6,000 people and generates $375 million in travel spending.

The strength of Ukiah's tourism base is its diversity. The weekday traffic is largely composed of business travel, which is nearly as heavy as the weekend leisure travel. This is largely because Ukiah is an ideal hub for businesses that have Bay Area, Sacramento area, coastal and north county presences; the Conference Center is the epicenter for these gatherings and a critical asset for Ukiah. At the same time, leisure tourism has expanded rapidly, as has Ukiah's reputation as a wedding destination.

Discussion: Since the City's administration of the program, TOT revenue has increased by approximately 77%. Likewise, General Fund revenue from the original 8% of the TOT has also increased by 77% and is now producing nearly the same revenue for the General Fund as property tax. The remarkable growth of Ukiah's tourism market is noteworthy and has significantly outperformed other local and regional markets.

Continued on Page 2

RECOMMENDED ACTION(S): Receive report.

ALTERNATIVES: N/A

Citizens advised:	Visit Ukiah Task Force
Requested by:	N/A
Prepared by:	Shannon Riley, Senior Management Analyst
Coordinated with:	Kerry Randall, Conference Center Administrator
Presenter:	Shannon Riley, Senior Management Analyst
Attachment:	N/A

COUNCIL ACTION DATE: ____________: ☐ Approved ☐ Continued to________________ ☐ Other _______

RECORDS APPROVED: ☐ Agreement: ________________ ☐ Resolution: __________ ☐ Ordinance: ________

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

Approved: Sage Sangiacomo
Sage Sangiacomo, City Manager

The total 2015-16 operating budget for the Visit Ukiah program is roughly $117,000, or 1% of the total TOT revenue, an amount that changes annually based on the actual TOT dollars collected. This budget covers staffing for the Visitor Center, a marketing program that includes magazines like Sunset and VIA, brochure design and printing, website maintenance, postage and office supplies, trade shows, and more.

Staff and the Task Force work hard to maximize the limited budget. Successful programs have included advertising support to help Ukiah-area businesses afford visitor-oriented marketing, sharing trade show costs with partners, and taking advantage of last-minute "remnant ads" that can be shared with other advertisers.

In the fall of 2015, Visit Ukiah launched the retail sale of branded merchandise through the Visitor Center. Postcards, hats, mugs, and insulated shopping totes are now available for purchase. The items have been well received and, if sales are strong, more items may be added to the selection.

The Visit Ukiah team is also taking the lead on making improvements to the directional signage for the Ukiah area, both along Highway 101 and internally. (As part of this project, the Council recently passed Resolution 2016-25 allowing highway signage to be changed from "Central Ukiah" to "Downtown Ukiah".)

In the last year, Visit Ukiah expanded the distribution of Ukiah-area brochures. They are now stocked year-round at the California Welcome Centers in Santa Rosa and Arcata, as well as at the Sonoma County Airport.

Hotel Occupancy

Another measure of tourism business is the occupancy rate for lodging. According to the American Hotel and Lodging Association, the average occupancy rate nationwide is about 62%. In contrast, the occupancy rate at Ukiah's major hotels is averaging well over 80% during peak months while also surpassing the industry average even during slower months.

With that, the next logical step is to help expand Ukiah's lodging infrastructure. After careful evaluation, the Visit Ukiah Task Force recommended and participated in the solicitation of a consultant to perform a feasibility analysis for the development of a downtown hotel. Those proposals are currently being evaluated.

Other Measures of Success

- In February of 2013, Visit Ukiah launched a comprehensive, visitor-based website. In that year, the website saw over 13,000 visits. In 2015, there were over 98,000 visits to the site. By using Google Analytics to track the website traffic, Staff can confirm that the majority of those viewers live precisely in the geographic areas targeted by the Visit Ukiah advertising - the greater San Francisco Bay Area and the Sacramento valley.

- Ads placed in Sunset and VIA magazines generate "leads", which are requests for additional information from readers who saw the ads. On a weekly basis, those magazines forward the contact information for those leads to Staff, who responds to each one with a cover letter and sample two-day itinerary, a brochure, a Grace Hudson Museum rack card, and upcoming event information. In 2015, the program received over 3,000 leads from trade shows and magazine ads.

Next Steps

- Ukiah's tourism industry continues to grow; the TOT revenue in the first quarter of 2016 is already up 16% over the same period last year.

- Visit Ukiah will continue to work toward attracting visitors to the area by expanding further into social media.

- Visit Ukiah is working to create interesting, original content for newsletters, social media, press releases, and more.

- Visit Ukiah is currently developing a new campaign designed to capture Ukiah's best attractions from our own residents' perspectives, capturing an important trend in tourism where visitors are looking for authentic experiences and "insider" secrets. This "Live Like a Local" project will encourage community members to describe their "perfect Ukiah day," sharing their favorite hangouts, best hiking trails, best place to take the dogs, etc. The resulting publication will be shared digitally through Visit Ukiah's newsletters, website and social media pages, and can also be linked to other hospitality-related sites.

- Visit Ukiah is currently developing an interactive mobile app that will be designed to not only attract people to the Ukiah area, but to serve as a travel guide while they are here.

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	75017110	Yes ☐ No ☒	N/A

City of Ukiah

ITEM NO.: 13d
MEETING DATE: July 20, 2016

AGENDA SUMMARY REPORT

SUBJECT: RECEIVE THE ELECTRIC UTILITY DEPARTMENT'S FISCAL YEAR 2016-2017 OPERATING BUDGET SIGNIFICANT CHANGE OVERVIEW REPORT (EUD)

Summary: The City Council will receive the Electric Utility Department's Fiscal Year 2016-2017 Operating Budget significant change overview report.

Discussion: Council will be provided an informative overview of major changes in the Electric Utility Departments FY 2016-2017 Operations Budget during the July 20, 2016, Regular Council Meeting given the Electric Utility Director will not be available during the week of budget hearings due to a Northern California Power Authority (NCPA) conflict.

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): Receive the Electric Utility Department's Fiscal Year 2016-2017 Operating Budget significant change overview report (EUD).

ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: Mel Grandi, Electric Utility Director
Prepared by: Mel Grandi, Electric Utility Director and Diann Lucchetti, Electric Utility Program Coordinator
Coordinated with: N/A
Presenter: Mel Grandi, Electric Utility Director
Attachment: N/A

COUNCIL ACTION DATE: _____________: ☐ Approved ☐ Continued to __________________ ☐ Other _______

RECORDS APPROVED: ☐ Agreement: ___________________ ☐ Resolution: ___________ ☐ Ordinance: _________

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

Approved: ______________________
Sage Sangiacomo, City Manager

City of Ukiah

ELECTRIC ENTERPRISE FUND BUDGET
Fiscal Year 2016-17

80026100	**Electric Distribution**
80026110	**Electric Overhead**
80026120	**Electric Underground**
80026130	**Electric Substation**
80026140	**Reimbursable jobs**
80026200	**Electric Testing and Calibrating**
80026300	**Electric Generation**

BRIEF DEPARTMENT AND/OR DIVISION OVERVIEW:

The Electric Operations and Construction Division provides 24 hour 365 day response to emergency service calls for customer power problems, outages and to make high voltage power lines safe for Fire & Police personnel at structure fires, automobile accidents and many other situations where electric lines are near emergency crews.

The Division also performs a wide variety of new and maintenance construction work on Ukiah's overhead and underground distribution system. In addition, the Department staff provides management, inspection and acceptance testing services for internal and external constructed projects. Each team member is a highly skilled individual that receives significant training to work with high voltage lines located on pole top and in underground vaults in all weather conditions. The Electric Department staff stand ready to help our customers and community.

Electric employees take pride in the design and construction of each and every project. Employees live locally and personally know their customers. As part of the community, we work directly with customers to develop the best solution that is cost effective while meeting the customer's needs.

AREAS OF RESPONSIBILITY INCLUDE:

- Monitor, control and operate the electric distribution system. Prepare written switching procedures, electric system operating reports. Operate, test and program the System Control and Data Acquisition Systems (SCADA) located at the City's hydroelectric power plant and at the Orchard Substation.
- Design, engineer and construct system improvements for improved capacity, reliability, operating flexibility for all circuit loading situations and insure power restorations during emergencies. Systems include: electric distribution main feeders, 12 kV tap lines, substation, get-a-ways and distribution system devices such as switches, fuses vacuum breakers, monitoring equipment and capacitors that increase efficiency and improved customer experience.
- Coordinate and direct skilled field personnel during power outages.
- Maintain 40 miles of overhead lines, 30 miles of underground 12,000 volt distribution lines and 0.3 miles of 115,000 volt transmission lines.
- Maintain 2,000 Light-emitting diode (LED) and High Pressure Sodium (HPS) street lights and associated services.

- Maintain and test overhead and underground distribution equipment and communication and control systems.
- Design, engineer and construct overhead and underground line extensions to serve new electrical loads.
- Test and maintain high voltage power equipment at the Orchard Substation and throughout the City. Equipment includes: power transformers, vacuum and SF6 circuit breakers, instrument transformers, station service equipment, 125 volt battery systems, chargers, 12,000 volt capacitors, re-closures and pad mounted switchgear. Test and calibrate protective relays.
- Intelligent equipment devices, remote control units, controllers and fiber communication systems.
- Provide vegetation clearance for overhead power lines per State mandates.

MAJOR ACCOMPLISHMENTS FOR FY 2015-16:

DISTRIBUTION SYSTEM:

- Personnel training for advance supervisory and construction skills.
- Underground system duct system along Low Gap and Ukiah High School area.
- 12,000 volt feeder No.204 - redesigned and installed to supply power to the South Airport Boulevard area. – Needed for load balancing and emergency power restoration. Power outage duration have a significant impact on business, this will insure capacity and shorter outages.
- Obtained public utility easements for re-configuration of primary switching and efficiency improvements for Oak Manor Subdivision.
- Duct system installed for Perkins Street Underground project.
- Monitor downtown subsurface transformer loading for possible upgrades.
- Completed system upgrades of fuse coordination and fault locators year 4 of 6.
- Completed vault and underground system on Leslie street north of Gobbi Street.
- Updating designs for the proposed courthouse. Costco project on hold.
- Completed 100% of the new Hospital duct construction project. This is a phased project that provides new services, transformers and a redundant 12,000 volt supply system. To insure a high level of reliability.
- Expanded Safety training program effectively doubling the class room and field training time.
- Installation 100% complete -Underground duct system and electric equipment - Low Gap and Ukiah High School areas – helps eliminate long term outages to the Sharif, County and High School operations.
- Completed 200 amp underground reinforcement for County Administration, Jail, and Sheriff’s offices.

ORCHARD SUBSTATION:

- Tested and replaced cabling for sudden pressure, High temp, and High winding temperature sensing transducers.
- Upgraded monitoring system for buss under voltage and transient voltage monitoring.
- Complete technical specification and bid transformer radiator and bushing gasket repairs.

PERFORMANCE GOALS AND OBJECTIVES FOR FY 2016-17:

OVERHEAD:

- Deploy Overhead fault detection.
- Complete construction of two overhead circuits from Gobbi Street to Cherry and Hastings Street along rail line.
- Replace re-closures (3)
- Continue safety and regulatory training.

- Continue primary line tree clearance program including selected secondary locations.

UNDERGROUND:

- Design and deploy fault detection and protection equipment.
- Complete the Perkins Street Overhead to Underground conversion.
- Continue 600 amp 12 kV underground connector replacement along Orchard Avenue.
- Complete 200 amp switching reinforcement for Oak Manor Subdivision Phase 2.

SUBSTATION:

- Complete Transformer T1 oil insulated bushings.
- Upgrade TI control wiring.
- Build protection relay test station.
- Install Advanced Metering Infrastructure access point radio.

SIGNIFICANT CHANGES:

- None.

ELECTRIC ENTERPRISE FUND BUDGET
Fiscal Year 2016-17

80026330 **Hydroelectric Plant**
80026400 **Electric Administration**

BRIEF DEPARTMENT AND/OR DIVISION OVERVIEW:

The Electric Utility Administration Division provides overall financial and organizational oversight of the Department. Additionally, other services include system design and engineering, administrative support, planning to meet the community's needs. This Division develops rates and rate structures, establishes department policies, goals and objectives. Monitors cash flow, capital expenditures, budgets, professional training and goals of each individual team employee. Operational tasks include:

- Procures reliable gas and electric energy sources at the lowest practical energy cost. Includes managing the energy, capacity, renewables (RECs) and Cap-n-Trade (carbon) markets in accordance with the Western Electric Coordinating Council (WECC), National Electric Reliability Corporation (NERC) and California Energy Commission (CEC).
- Projects are designed, engineered and inspected utilizing Department staff as well as reducing overall costs, delays, and enhances staff's knowledge of the system through the engineering to installation process. Overall the Department's staff gain experienced with the ability to handle future situations with personal knowledge and experience. The end result is the electric Customer will have lower cost and shorter outages so they can do what they want and have more money to do it with!
- Develops, acquires and monitors efficiencies of power generation and transmission resources in accordance with forecasted needs. Provide ten year bulk power cost analysis. Purchase energy and capacity to close open positions consistent with the department's Risk Management and external mandates.
- Maintain the Energy Risk Management Policy for energy trading process, procedures, limits, authorities, and coordination with the Northern California Power Agency (NCPA) and other Joint Power Agencies (JPA).
- Collect and translate load research data for system analysis, cost-of-service and time-of-use billing determinants.
- Monitor local electric and JPA capital projects and make recommendations for the project financing/refinancing.
- Provide overall management and strategic direction for the data and electric distribution systems.
- Represent the Department on a variety of commissions and committees related to Departmental resources.
- Maintain relationships on behalf of the Department with customers and outside organizations.

- Monitor and manage overall Department fiscal position.
- Risk Management, State and Federal compliance programs.

MAJOR ACCOMPLISHMENTS FOR FY FY 2015-16:

HYDROELECTRIC PLANT:

- Preformed plant maintenance and control system updates during low water flow.
- Electric Utility Technicians implemented an internship program and successfully painted turbines and generator equipment.
- Performed engineering level investigation into the development of seal repairs, flow monitoring upgrades and gate repairs.

ELECTRIC DESIGN AND ENGINEERING:

- Personnel training to enhance management and engineering design skills.
- Expanded Safety training program effectively doubling the class room and field training time.
- Designed first phase of Oak Manor subdivision upgrade.
- Developed tap line fault indicator application and identified optimum field locations.
- Obtained Public Utility Easements for equipment located on customer's property.
- Purchased natural gas and carbon credits for the Lodi Energy Center, and electric energy – Local control reduces over purchase and products not meeting Ukiah's needs. Maintains a low cost for the customer.
- Developed the specification for Tainter seal repairs.
- Completed yearly reports to Federal Energy Regulatory Commission (FERC), California Energy Commission (CEC), California Independent System Operator (CALISO), North America Electric Reliability Corporation (NERC), Mendocino County and California Air Resources Board (CARB) associated with electric production, Renewable Energy Credit(s) (REC) generation, SF6 gas storage and standby generation.
- Actively secured 90% of the Utility's energy requirements through June 2017.
- Continued to refine the Public Benefits conservation rebate and assistance programs to be consistent with customer's needs.

PERFORMANCE GOALS AND OBJECTIVES FOR FY 2016-17:

- Insuring power is available when needed, continue to identify cost effective electric system.
- Utilize advance technology equipment and work methods to deliver the best of class service to our customers.
- Continue to update Supervisory Control and Data Acquisition (SCADA) and M2M communication to mobile field devices.
- Continue NERC, CEC, CARB and FERC regulatory compliance.
- Monitor expenditure and effectiveness of internal services to outside vendor to identify areas of cost and efficiency improvements.
- Continue to market carbon offsets and renewable bundled energy sales to utilize Historic RECs.
- Acquire carbon credits to offset Lodi Energy Center and market purchases carbon requirements.
- Expand DMP3 protocol for mobile device applications.

SIGNIFICANT CHANGES:

- None.

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Electric Enterprise Fund Summary

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget 2016	Estimated Year-End FY 2016	Budget FY 2017	Difference from Estimated Year-End 2016 $	%
Revenues and Other Sources:									
Electric Fund 800									
Electrict Uitlity Customer Charges	$ 14,469,000	$ 15,203,883	$ 14,121,430	$ 14,149,962	$ 14,917,842	$ 14,913,000	$ 14,917,842	$ 4,842	0%
Reimbursable Jobs	1,244,067	70,000	100,890	244,512	70,000	125,500	70,000	(55,500)	-44%
Cap and Trade - EUD	-	-	251,309	398,804	400,000	383,338	300,000	(83,338)	-22%
Renewable Energy Credits	-	-	43,131	-	500,000	-	626,250	626,250	100%
Interest on Investments	112,642	79,401	71,296	82,038	58,278	46,500	46,000	(500)	-1%
Utility Development Costs	5,689	30,000	70,099	2,930	55,000	3,000	50,000	47,000	1567%
Miscellaneous Receipts	79,937	5,000	1,942	116,284	19,810	13,750	23,100	9,350	100%
	$ 15,911,335	$ 15,388,284	$ 14,660,097	$ 14,994,531	$ 16,020,930	$ 15,485,088	$ 16,033,192	548,104	4%
Public Benefits Fund 806									
Public Benefits Charges	414,067	459,459	405,128	418,633	430,000	417,490	442,900		
Other Miscellaneous Revenues	14,649	15,234	15,431	205	729	350	-		
	428,716	474,693	420,559	418,839	430,729	417,840	442,900	25,060	6%
Street Lighting Fund 805									
Street Lighting	184,388	190,000	188,262	183,478	188,000	187,043	194,000		
Other Miscellaneous Revenues	8,533	6,694	7,525	4,370	3,758	4,201	35,550		
	192,922	196,694	195,787	187,848	191,758	191,244	229,550	38,306	20%
Capital Reserve Fund 801									
Other Miscellaneous Revenues									
	-	-	-	-	-	-	-	-	100%
Lake Mendocino Debt Fund 803									
Other Miscellaneous Revenues	5	381	209	8,598	1,350	1,350	3,500		
	5	381	209	8,598	1,350	1,350	3,500	2,150	159%
Total Revenues and Other Sources	**$ 16,532,977**	**$ 16,060,052**	**$ 15,276,652**	**$ 15,609,816**	**$ 16,644,767**	**$ 16,095,522**	**$ 16,709,142**	**$ 613,620**	**4%**
Expenses and Other Uses:									
Electric Fund 800									
Electric Distribution	-	-	75,984	14	-	-	-	-	0%
Electric Overhead	750,284	871,923	762,547	833,227	1,019,448	832,939	1,177,398	344,459	41%
Electric Underground	609,228	817,731	750,082	825,407	999,977	991,407	1,233,671	242,264	24%
Electric Substation	257,064	245,538	160,863	166,675	297,165	212,546	327,508	114,962	54%
Reimbursable Work for Others	129,884	6,197	2,823	-	-	-	-	-	0%
Electric Testing and Calibrating	147,194	171,427	163,404	174,947	229,920	170,043	247,276	77,233	45%
Electric Generation	7,156,128	8,309,687	8,466,241	8,306,625	8,021,854	8,660,399	8,842,708	182,309	2%
Hydroelectric	109,484	325,420	62,595	35,904	165,284	115,120	189,915	74,795	65%
Electric Administration	1,109,356	1,403,140	801,863	2,142,099	2,001,489	2,023,142	2,579,326	556,184	27%
Electric General Administration	-	-	-	207	-	-	-	-	0%
Interdepartmental Charges	2,165,812	2,158,211	2,036,769	1,288,710	920,557	957,180	950,646	(6,535)	-1%
Total Electric Operations	$ 12,434,435	$ 14,309,274	$ 13,283,171	$ 13,773,815	$ 13,655,694	$ 13,962,776	$ 15,548,448	1,585,671	11%
Lake Mendocino Debt Fund 803									
Debt Service	$ 2,074,539	$ 2,061,855	$ 2,063,261	$ 2,103,702	$ 2,103,115	$ 2,103,115	$ 2,103,338	223	0%
Public Benefits Fund 806									
Public Benefits	1,142,972	1,023,703	561,034	566,228	538,458	410,758	428,620	17,862	4%
Street Lighting Fund 805									
Street Lighting	199,172	313,019	216,527	257,707	393,372	308,807	409,271	100,464	33%
Transfers Out To Other Funds	-	-	-	-	-	-	-	-	0%
Capital Improvements and Equipment									
Electric			860,408	1,730,441	-	749,057	0		
Capital Reserve			-	-	-	238,882	4,760,000		
Street Lighting			-	-	-	109,250	-		
Total Capital Improvements & Equipment	-	-	860,408	1,730,441	-	1,097,189	4,760,000	3,662,811	334%
Total Expenses and Other Uses	**$ 15,851,117**	**$ 17,707,851**	**$ 16,984,400**	**$ 18,431,893**	**$ 16,690,639**	**$ 17,882,645**	**$ 23,249,677**	**5,367,032**	**30%**
Total Net Surplus (Deficit)	**$ 681,861**	**$ (1,647,799)**	**$ (1,707,748)**	**$ (2,822,077)**	**$ (45,872)**	**$ (1,787,123)**	**$ (6,540,535)**		
Beginning Net Position			34,180,044	33,675,657		40,010,710	38,223,587		
Adjustments			1,203,361	9,157,130		-	-		
Ending Net Positions			**$ 33,675,657**	**$ 40,010,710**		**$ 38,223,587**	**$ 31,683,053**		
Allocation of Net Position									
Investment in Capital Assets			19,496,668	21,641,173	-	21,641,173	21,641,173		
Deferred Noncurrent Liabilities			775,051	(2,334,484)	-	(2,334,484)	(2,334,484)		
Restricted for Debt Service			2,072,011	2,072,225		4,073,120	2,072,225		
Restricted NCPA Reserve				467,663		467,663	467,663		
Unrestricted Held at NCPA				6,064,686		6,064,686	6,064,686		
Rate Stabilization (Fund 802)			1,494,772	1,513,651		1,523,428	1,523,428		
Capital Reserve (Fund 801)			1,337,404	1,337,404		1,190,828	-		
Debt Service (Fund 803)			583,899	-		-	-		
Public Benefit (Fund 806)			91,596	(55,794)		(48,712)	(34,432)		
Street Lighting (Fund 805)			479,213	409,776		182,963	3,351		
Working Capital			7,345,043	8,894,410		5,462,922	2,279,443		
Total Net Position			**$ 33,675,657**	**$ 40,010,710**	**$ -**	**$ 38,223,587**	**$ 31,683,053**		

Electric Enterprise Funds Detail for Fiscal Year 2016/2017

ORG	OBJ	DESCRIPTION	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Estimated Year-End FY 2016	Budget FY 2017
ELECTRIC REVENUE									
80000000	44681	DOMESTIC LIGHTS	(5,135,950)	(5,432,543)	(4,946,660)	(4,935,536)	(5,259,693)	(5,279,800)	(5,259,693)
80000000	44682	COMMERCIAL LIGHTS	(8,519,949)	(8,888,000)	(8,403,226)	(8,454,033)	(8,845,942)	(8,827,400)	(8,845,942)
80000000	44683	MUNICIPAL LIGHTS	(767,553)	(840,840)	(729,177)	(719,924)	(771,595)	(767,800)	(771,595)
80000000	44684	PRIVATE LIGHTING	(12,521)	(12,500)	(12,775)	(12,566)	(13,000)	(12,600)	(13,000)
80000000	44685	ELECTRIC SERVICE CHARGES	(33,026)	(30,000)	(29,591)	(27,903)	(27,612)	(25,400)	(27,612)
80000000	44686	AFTER HOURS TURN-ON SERVICE CHARGE	-	-	(225)	(75)	-	(400)	(400)
80000000	44687	UTILITY DEVELOPMENT COSTS	(5,689)	(30,000)	(70,099)	(2,930)	(55,000)	(3,000)	(50,000)
80000000	44820	SALES OF PROPERTY	(70,126)	-	-	(10,450)	-	(650)	-
80000000	44825	SALES OF ASSETS	0	-	-	(5,316)			
80000000	44830	REIMBURSABLE JOBS	(1,244,067)	(70,000)	(100,890)	(244,512)	(70,000)	(125,500)	(70,000)
80000000	46110	INTEREST ON INVESTMENTS	(112,642)	(79,401)	(71,296)	(82,038)	(58,278)	(46,500)	(46,000)
80000000	46210	LAND RENTAL	-	-	-	(19,311)	(17,310)	(12,700)	(12,700)
80000000	48110	MISCELLANEOUS RECEIPTS	(9,811)	(5,000)	(1,717)	(81,132)	(2,500)	-	(10,000)
80000000	48180	CAP AND TRADE - EUD	-	-	(251,309)	(398,804)	(400,000)	(383,338)	(300,000)
80000000	48185	RENEWABLE ENERGY CREDITS	-	-	(43,131)	-	(500,000)		(626,250)
80000000 Total Operating Revenues			**(15,911,335)**	**(15,388,284)**	**(14,660,097)**	**(14,994,531)**	**(16,020,930)**	**(15,485,088)**	**(16,033,192)**
ELECTRIC DISTRIBUTION EXPENSES									
80026100	51110	REGULAR SALARIES & WAGES	-	-	57,209	-	-	-	-
80026100	51210	RETIREMENT (PERS)	-	-	14,237	-	-	-	-
80026100	51220	INSURANCE	-	-	-	-	-	-	-
80026100	51230	WORKERS COMP	-	-	3,183	-	-	-	-
80026100	51240	MEDICARE	-	-	776	14	-	-	-
80026100	51250	UNEMPLOYMENT	-	-	579	-	-	-	-
80026100 Total Distribution Operating Expenses			**-**	**-**	**75,984**	**14**	**-**	**-**	**-**
ELECTRIC OVERHEAD EXPENSES									
80026110	51110	REGULAR SALARIES & WAGES	314,607	363,599	325,846	346,281	473,712	344,225	568,991
80026110	51120	NON-REGULAR SALARIES & WAGES	-	-	-	-	-	-	-
80026110	51130	OVERTIME SALARIES & WAGES	48,905	35,818	27,378	43,862	32,600	43,368	43,000
80026110	51140	STAND-BY SALARIES & WAGES	16,698	18,138	14,448	19,681	20,000	19,223	20,000
80026110	51210	RETIREMENT (PERS)	72,400	95,682	86,000	96,792	134,466	96,940	177,192
80026110	51220	INSURANCE	41,388	46,744	41,674	41,065	45,830	37,911	43,985
80026110	51230	WORKERS COMP	16,831	21,922	22,458	19,059	20,730	16,291	29,765
80026110	51240	MEDICARE	5,738	6,054	5,824	6,540	7,073	6,297	8,864
80026110	51250	UNEMPLOYMENT	4,084	3,817	4,109	4,555	4,883	4,480	6,106
80026110	51260	FICA	-	49	-	-	-	-	-
80026110	51280	OVERTIME/CALLOUT MEALS	-	2,000	1,528	4,165	2,000	2,000	-
80026110	51285	CALLOUT MILEAGE REIMBURSEMENTS	-	-	85	-	-	-	-
80026110	51290	CELL PHONE STIPEND	-	-	105	483	1,404	1,404	1,495
80026110	52100	CONTRACTED SERVICES	100,569	139,600	107,327	119,927	150,000	150,000	174,500
80026110	54100	SUPPLIES	113,565	97,500	108,080	116,596	105,500	90,000	90,000
80026110	54102	SMALL TOOLS	3,289	6,000	5,940	5,425	6,000	5,600	8,000
80026110	57100	CONFERENCE & TRAINING	12,212	35,000	11,747	8,796	15,250	15,200	5,500
80026110 Total Overhead Operating Expenses			**750,284**	**871,923**	**762,547**	**833,227**	**1,019,448**	**832,939**	**1,177,398**
ELECTRIC UNDERGROUND EXPENSES									
80026120	51110	REGULAR SALARIES & WAGES	286,359	390,201	353,771	361,852	473,883	473,838	570,809
80026120	51120	NON-REGULAR SALARIES & WAGES	-	-	-	-	60,000	60,000	60,000
80026120	51130	OVERTIME SALARIES & WAGES	43,813	35,236	38,173	59,876	35,000	40,000	40,000
80026120	51140	STAND-BY SALARIES & WAGES	15,045	19,757	16,018	21,283	16,500	19,226	19,000
80026120	51210	RETIREMENT (PERS)	66,018	102,970	93,534	100,303	134,534	135,996	177,804
80026120	51220	INSURANCE	37,643	50,316	44,691	43,702	45,843	38,119	44,178
80026120	51230	WORKERS COMP	15,278	23,373	24,861	20,570	23,334	23,421	32,828
80026120	51240	MEDICARE	5,211	6,455	6,449	7,043	7,985	9,093	9,797
80026120	51250	UNEMPLOYMENT	3,709	4,100	4,550	4,933	5,524	6,429	6,783
80026120	51260	FICA	-	-	-	-	3,720	2,381	3,721
80026120	51280	OVERTIME/CALLOUT MEALS	-	-	2,261	6,050	2,500	2,500	-
80026120	51285	CALLOUT MILEAGE REIMBURSEMENTS	-	2,000	-	-	-	-	-
80026120	51290	CELL PHONE STIPEND	-	-	105	523	1,404	1,404	1,501
80026120	52100	CONTRACTED SERVICES	4,708	13,000	28,609	-	68,500	68,000	145,500
80026120	54100	SUPPLIES	126,635	150,443	134,408	191,134	100,000	90,000	90,000

Electric Enterprise Funds Detail for Fiscal Year 2016/2017

ORG	OBJ	DESCRIPTION	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Estimated Year-End FY 2016	Budget FY 2017
80026120	54102	SMALL TOOLS	3,810	5,000	2,706	4,388	6,000	5,800	9,500
80026120	57100	CONFERENCE & TRAINING	1,000	14,880	(53)	3,751	15,250	15,200	22,250
80026120 Total Underground Expenses			609,228	817,731	750,082	825,407	999,977	991,407	1,233,671
ELECTRIC SUBSTATION EXPENSES									
80026130	51110	REGULAR SALARIES & WAGES	101,527	75,623	78,230	80,454	152,246	88,147	164,569
80026130	51120	NON-REGULAR SALARIES & WAGES	16,357	-	-	-	-	-	-
80026130	51130	OVERTIME SALARIES & WAGES	9,727	-	3,412	1,989	5,000	5,000	5,000
80026130	51140	STAND-BY SALARIES & WAGES	16,198	17,542	16,782	18,388	18,500	19,069	19,000
80026130	51150	ACCRUED SALARIES & BENEFITS	30,072	-	3,517	(4,486)	-	-	-
80026130	51210	RETIREMENT (PERS)	26,999	23,401	20,559	22,539	44,412	25,883	50,877
80026130	51220	INSURANCE	12,746	9,684	8,867	8,867	15,177	8,738	17,119
80026130	51230	WORKERS COMP	6,094	4,891	5,883	4,599	7,019	4,133	8,826
80026130	51240	MEDICARE	1,443	1,351	684	810	1,774	942	1,921
80026130	51250	UNEMPLOYMENT	1,480	932	1,076	1,100	1,657	1,194	1,816
80026130	51260	FICA	-	-	-	-	-	-	-
80026130	51280	OVERTIME/CALLOUT MEALS	-	-	28	-	-	-	-
80026130	51285	CALLOUT MILEAGE REIMBURSEMENTS	-	2,000	-	-	-	-	-
80026130	51290	CELL PHONE STIPEND	-	-	308	309	380	380	380
80026130	52100	CONTRACTED SERVICES	6,307	74,000	1,954	18,684	20,000	29,300	25,000
80026130	54100	SUPPLIES	22,418	22,000	14,987	10,840	15,000	14,650	15,000
80026130	54102	SMALL TOOLS	2,047	5,114	1,851	188	6,000	5,800	6,000
80026130	55100	TELEPHONE	1,969	2,000	2,143	2,394	2,500	2,050	2,500
80026130	57100	CONFERENCE & TRAINING	789	6,000	202	-	6,000	5,800	6,500
80026130	59100	PROPERTY TAXES PAID	-	1,000	-	-	1,000	990	1,000
80026130	59101	FEES	892	-	380	-	500	470	2,000
80026130 Total Substation Operating Expenses			257,064	245,538	160,863	166,675	297,165	212,546	327,508
REIMBURSABLE WORK FOR OTHERS EXPENSES									
80026140	51110	REGULAR SALARIES & WAGES	76,256	-	-	-	-	-	-
80026140	51130	OVERTIME SALARIES & WAGES	9,239	-	-	-	-	-	-
80026140	51140	STAND-BY SALARIES & WAGES	1,855	-	-	-	-	-	-
80026140	51210	RETIREMENT (PERS)	17,766	-	-	-	-	-	-
80026140	51220	INSURANCE	10,282	-	-	-	-	-	-
80026140	51230	WORKERS COMP	3,938	-	-	-	-	-	-
80026140	51240	MEDICARE	1,359	-	-	-	-	-	-
80026140	51250	UNEMPLOYMENT	956	-	-	-	-	-	-
80026140	51260	FICA	-	-	-	-	-	-	-
80026140	52100	CONTRACTED SERVICES	-	-	2,823	-	-	-	-
80026140	54100	SUPPLIES	8,232	6,197	-	-	-	-	-
80026140 Total Reimbursable Work for Other Operating Expen			129,884	6,197	2,823	-	-	-	-
ELECTRIC TESTING AND CALIBRATING EXPENSES									
80026200	51110	REGULAR SALARIES & WAGES	79,787	83,936	87,942	89,394	121,440	85,795	134,028
80026200	51130	OVERTIME SALARIES & WAGES	4,808	-	3,801	2,211	5,000	5,000	5,000
80026200	51140	STAND-BY SALARIES & WAGES	15,936	19,491	18,939	20,432	20,500	19,092	20,500
80026200	51210	RETIREMENT (PERS)	18,654	25,977	23,188	25,043	35,751	25,177	41,291
80026200	51220	INSURANCE	9,841	10,759	9,852	9,852	14,407	7,979	12,497
80026200	51230	WORKERS COMP	4,218	5,430	6,610	5,110	5,765	4,000	7,127
80026200	51240	MEDICARE	702	1,500	761	900	1,347	894	1,415
80026200	51250	UNEMPLOYMENT	1,024	1,034	1,209	1,222	1,366	1,162	1,474
80026200	51280	OVERTIME/CALLOUT MEALS	-	-	38	-	-	-	-
80026200	51290	CELL PHONE STIPEND	-	-	343	343	344	344	344
80026200	54100	SUPPLIES	11,794	16,000	5,438	14,761	10,000	7,000	6,000
80026200	54102	SMALL TOOLS	42	1,000	4,519.63	4,130	8,000	7,800	8,000
80026200	55100	TELEPHONE	308	300	-	-	-	-	-
80026200	57100	CONFERENCE & TRAINING	80	6,000	764	1,548	6,000	5,800	9,600
80026200 Total Testing and Calibrating Operating Expenses			147,194	171,427	163,404	174,947	229,920	170,043	247,276
ELECTRIC GENERATION EXPENSES									
80026300	58101	NCPA PLANT GENERATION	3,319,700	5,535,573	5,833,946	2,071,878	1,422,521	2,354,770	1,413,161
80026300	58102	NCPA POWER PURCHASES	2,390,003	1,223,725	2,318,690	4,931,065	4,964,953	4,293,879	4,697,611
80026300	58103	NCPA TRANSMISSION	1,588,536	1,700,730	1,521,631	1,789,498	2,108,128	1,984,621	2,174,927

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ORG	OBJ	DESCRIPTION	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Estimated Year-End FY 2016	Budget FY 2017
80026300	58104	NCPA MANAGEMENT SERVICES	403,743	538,409	556,627	527,967	499,074	520,705	539,678
80026300	58105	NCPA THIRD PARTY SALES	(545,854)	(688,750)	(1,764,653)	(1,013,783)	(991,571)	(493,576)	19,184
80026300	58106	NCPA PASS THROUGH COSTS	-	-	-	-	18,749	-	(1,853)
80026300 Total Generation Operating Expenses			7,156,128	8,309,687	8,466,241	8,306,625	8,021,854	8,660,399	8,842,708
HYDROELECTRIC EXPENSES									
80026330	51110	REGULAR SALARIES & WAGES	8,478	9,123	8,692	8,939	79,808	36,284	83,284
80026330	51120	NON-REGULAR SALARIES & WAGES	1,899	-	-	-	-	-	-
80026330	51130	OVERTIME SALARIES & WAGES	592	-	379	221	400	750	750
80026330	51140	STAND-BY SALARIES & WAGES	1,593	1,949	1,865	2,043	2,000	4,214	4,200
80026330	51210	RETIREMENT (PERS)	2,259	2,781	2,284	2,504	19,543	10,515	25,852
80026330	51220	INSURANCE	1,024	1,076	985	985	5,701	4,184	9,976
80026330	51230	WORKERS COMP	525	581	654	511	3,037	1,723	4,540
80026330	51240	MEDICARE	103	160	76	90	901	485	1,199
80026330	51250	UNEMPLOYMENT	128	110	120	122	723	456	943
80026330	51260	FICA	-	-	-	-	-	-	-
80026330	51280	OVERTIME/CALLOUT MEALS	-	-	4	-	-	-	-
80026330	51290	CELL PHONE STIPEND	-	-	34	34	171	171	171
80026330	52100	CONTRACTED SERVICES	69,221	276,975	31,109	7,059	-	13,838	-
80026330	54100	SUPPLIES	10,343	10,000	6,000	4,493	10,000	-	10,000
80026330	54102	SMALL TOOLS	2,967	5,114	-	-	6,000	5,800	6,000
80026330	55100	TELEPHONE	2,516	3,000	2,535	2,578	3,000	3,000	3,000
80026330	56111	CITY GARAGE - LABOR	-	-	-	-	-	-	-
80026330	56120	EQUIPMENT MAINTENANCE & REPAIR	-	-	-	-	10,000	10,000	10,000
80026330	57100	CONFERENCE & TRAINING	-	3,000	-	-	6,000	5,800	12,000
80026330	59100	PROPERTY TAXES PAID	7,837	750	-	-	8,000	8,000	8,000
80026330	59101	FEES	-	10,800	7,858	6,325	10,000	9,900	10,000
80026330 Total Hydroelectric Operating Expenses			109,484	325,420	62,595	35,904	165,284	115,120	189,915
ELECTRIC ADMINISTRATION EXPENSES									
80026400	51110	REGULAR SALARIES & WAGES	453,250	489,489	253,422	218,011	196,005	114,370	194,752
80026400	51120	NON-REGULAR SALARIES & WAGES	-	73,515	103,087	10,743	60,000	47,147	60,000
80026400	51130	OVERTIME SALARIES & WAGES	10	-	2,196	2,013	2,000	1,234	1,500
80026400	51210	RETIREMENT (PERS)	97,235	127,003	61,774	53,928	39,315	31,337	61,076
80026400	51220	INSURANCE	65,130	75,539	34,013	34,479	17,962	17,988	46,850
80026400	51230	WORKERS COMP	20,076	27,195	21,441	11,199	8,871	7,625	14,667
80026400	51240	MEDICARE	6,831	7,510	5,151	3,648	3,032	2,621	4,379
80026400	51250	UNEMPLOYMENT	4,873	5,179	3,915	2,667	2,098	1,815	3,032
80026400	51260	FICA	3,315	1,768	6,391	666	3,720	2,923	3,721
80026400	51290	CELL PHONE STIPEND	-	-	1,520	1,416	726	742	726
80026400	52100	CONTRACTED SERVICES	72,806	210,216	86,273	279,633	110,000	188,000	110,000
80026400	52180	SECURITY SERVICES	294	600	294	294	1,500	1,500	1,800
80026400	54100	SUPPLIES	26,926	20,114	22,044	28,272	25,000	24,280	25,000
80026400	54101	POSTAGE	592	800	356	359	800	500	800
80026400	55100	TELEPHONE	6,766	9,000	5,163	7,148	6,000	5,800	6,000
80026400	55210	UTILITIES	10,230	8,240	10,048	12,903	8,000	8,000	8,000
80026400	56110	CITY GARAGE - PARTS	-	-	-	-	-	-	5,339
80026400	56111	CITY GARAGE - LABOR	-	-	-	-	-	-	43,903
80026400	56120	EQUIPMENT MAINTENANCE & REPAIR	140	5,000	5,283	11,128	10,000	12,000	10,000
80026400	56130	EXTERNAL SERVICES	-	-	12,841	17,507	-	-	-
80026400	56210	FUEL & FLUIDS	-	-	30,685	25,263	-	30,000	-
80026400	56300	BUILDING MAINTENANCE & REPAIR	-	-	-	-	-	-	-
80026400	57100	CONFERENCE & TRAINING	29,311	31,350	41,761	49,996	35,000	34,800	35,000
80026400	57300	MEMBERSHIPS & SUBSCRIPTIONS	12,003	26,000	17,082	19,671	29,000	28,000	32,500
80026400	59400	OTHER EXPENSES	-	-	56,408	70,111	-	-	-
80026400	61200	PURCHASING ALLOCATION	-	-	-	108,603	106,223	106,223	124,926
80026400	61300	BILLING & COLLECTION ALLOCATION	-	-	-	144,576	437,061	437,061	657,371
80026400	61410	RENT ALLOCATION	8,626	11,035	11,035	11,036	-	-	-
80026400	61420	BUILDING MAINTENANCE ALLOCATION	7,781	8,118	8,118	8,172	11,798	11,798	12,801
80026400	61422	IT ALLOCATION	-	-	-	-	69,483	69,483	83,715
80026400	61425	UTILITIES ALLOCATION	-	1,561	1,561	1,831	2,347	2,347	2,254
80026400	61430	CORP YARD ALLOCATION	-	-	-	-	33,558	33,558	37,859
80026400	61500	INSURANCE ALLOCATION	-	-	-	-	67,346	67,346	84,371

Electric Enterprise Funds Detail for Fiscal Year 2016/2017

ORG	OBJ	DESCRIPTION	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Estimated Year-End FY 2016	Budget FY 2017
80026400	61700	DISPATCH	-	-	-	-	-	20,000	43,004
80026400	62100	ADMINISTRATIVE SERVICES ALLOCATION	283,161	263,908	-	1,006,828	714,644	714,644	863,980
80026400 Total Administration Operating Expenses			1,109,356	1,403,140	801,863	2,142,099	2,001,489	2,023,142	2,579,326
ELECTRIC GENERAL ADMINISTRATION EXPENSES									
80026410	51110	REGULAR SALARIES & WAGES	-	-	-	-	-	-	-
80026410	51210	RETIREMENT (PERS)	-	-	-	-	-	-	-
80026410	51230	WORKERS COMP	-	-	-	-	-	-	-
80026410	51240	MEDICARE	-	-	-	-	-	-	-
80026410	51250	UNEMPLOYMENT	-	-	-	-	-	-	-
80026410	52100	CONTRACTED SERVICES	-	-	-	207	-	-	-
80026410	54100	SUPPLIES	-	-	-	-	-	-	-
80026410	55210	UTILITIES	-	-	-	-	-	-	-
80026410	56300	BUILDING MAINTENANCE & REPAIR	-	-	-	-	-	-	-
80026410 Total General Administration Operating Expenses			-	-	-	207	-	-	-
INTERDEPARTMENTAL CHARGES EXPENSES									
80026430	51110	REGULAR SALARIES & WAGES	83,976	91,756	88,642	89,834	-	-	-
80026430	51120	NON-REGULAR SALARIES & WAGES	8,854	21,924	13,455	10,790	-	-	-
80026430	51130	OVERTIME SALARIES & WAGES	104	-	9	-	-	-	-
80026430	51210	RETIREMENT (PERS)	19,728	23,046	20,693	27,601	-	-	-
80026430	51220	INSURANCE	16,329	22,216	17,637	18,454	-	-	-
80026430	51230	WORKERS COMP	4,022	5,968	6,419	5,023	-	-	-
80026430	51240	MEDICARE	1,407	1,648	1,335	1,522	-	-	-
80026430	51250	UNEMPLOYMENT	976	1,138	1,174	1,196	-	-	-
80026430	51260	FICA	549	1,360	695	-	-	-	-
80026430	51290	CELL PHONE STIPEND	-	-	313	493	-	-	-
80026430	55100	TELEPHONE	667	850	-	-	-	-	-
80026430	55210	UTILITIES	1,593	-	-	-	-	-	-
80026430	56110	CITY GARAGE - PARTS	1,625	1,451	1,627	1,500	5,713	5,700	-
80026430	56111	CITY GARAGE - LABOR	43,399	38,738	43,431	40,000	33,787	33,700	-
80026430	56120	EQUIPMENT MAINTENANCE & REPAIR	-	2,500	2,005	2,086	-	-	-
80026430	56130	EXTERNAL SERVICES	24,169	20,088	-	-	-	-	-
80026430	56210	FUEL & FLUIDS	30,423	32,000	-	-	-	-	-
80026430	57100	CONFERENCE & TRAINING	5,352	5,562	-	-	-	-	-
80026430	59102	FRANCHISE FEES	1,065,910	1,055,915	1,009,418	1,043,404	861,057	917,780	950,646
80026430	59400	OTHER EXPENSES	115,332	30,169	-	-	-	-	-
80026430	61100	GENERAL GOVERNMENT ALLOCATION	335,674	340,643	349,246	-	-	-	-
80026430	61200	PURCHASING ALLOCATION	73,225	83,447	106,486	-	-	-	-
80026430	61300	BILLING & COLLECTION ALLOCATION	207,408	232,332	228,724	-	-	-	-
80026430	61410	RENT ALLOCATION	-	701	701	701	-	-	-
80026430	61420	BUILDING MAINTENANCE ALLOCATION	2,265	2,363	2,363	2,379	-	-	-
80026430	61425	UTILITIES ALLOCATION	-	454	454	533	-	-	-
80026430	61430	CORP YARD ALLOCATION	8,039	25,200	25,200	23,194	-	-	-
80026430	61500	INSURANCE ALLOCATION	94,786	96,742	96,742	-	-	-	-
80026430	61700	DISPATCH	20,000	20,000	20,000	20,000	20,000		-
80026430 Total Interdepartmental Operating Expenses			2,165,812	2,158,211	2,036,769	1,288,710	920,557	957,180	950,646
ELECTRIC OTHER USES AND TRANSFERS OUT TO OTHER FUNDS									
80026330	95803	TRANSFER TO LAKE MENDOCINO BOND	-	-	-	-	-	-	-
80026330 Total Other Uses and Transfers Out to Other Funds			-	-	-	-	-	-	-
Total Electric Operating Expenses			**12,434,435**	**14,309,274**	**13,283,171**	**13,773,815**	**13,655,694**	**13,962,776**	**15,548,448**
ELECTRIC CAPITAL IMPROVEMENTS AND EQUIPMENT									
80100		MACHINERY & EQUIPMENT	-	-	384,245	206,379	-	27,413	-
80200		BUILDINGS ACQUISITION				1,185,772		67	
80230		INFRASTRUCTURE	-	-	476,162	338,290	-	721,577	-
Total Capital Improvements and Equipment			**-**	**-**	**860,408**	**1,730,441**	**-**	**749,057**	**-**
Total Electric Expenses			**$ 12,434,435**	**$ 14,309,274**	**$ 14,143,579**	**$ 15,504,256**	**$ 13,655,694**	**$ 14,711,833**	**$ 15,548,448**

BUDGET DETAIL
OVERHEAD
FISCAL YEAR 2016-17

ACCOUNT NO. 80026110

Account	Description	Detail	DEPARTMENT REQUEST
51110	**Salaries, Regular**		**$ 568,991**
	Electric Utility Director (0.50 Electric Admin, 0.20 Underground, 0.10 Hydro)	0.20	
	Assistant Electric Utility Director (0.50 Electric Admin, 0.20 Underground, 0.10 Hydro)	0.20	
	Power Engineer (0.25 Underground, 0.25 Substation, 0.20 Hydro, 0.05 Street Lighting)	0.25	
	Electric Utility Program Coordinator (0.55 Electric Admin, 0.10 Underground, 0.10 Substation, 0.05 Metering, 0.05 Hydro, 0.05 Street Lighting)	0.10	
	Electric Crew Supervisor (0.45 Underground, 0.10 Street Lighting)	0.45	
	Electric Crew Foreman (2) (0.90 Underground, 0.20 Street Lighting)	0.90	
	Lineman (6) (2.70 Underground, 0.60 Street Lighting)	2.70	
	Electric Engineering Tech III (0.425 Underground, 0.15 Street Lighting)	0.425	
	Electric Engineering Tech II (0.425 Underground, 0.15 Street Lighting)	0.425	
	Electric Engineering Tech I (0.425 Underground, 0.15 Street Lighting)	0.425	
	Total FTE	6.08	
51130	**Salaries, Overtime**		**$ 43,000**
51140	**Stand-by Salaries**		**$ 20,000**
	Employee Benefits		**$ 267,407**
51210	Retirement (PERS)	$ 177,192	
51220	Insurance	$ 43,985	
51230	Workers Compensation Insurance	$ 29,765	
51240	Medicare	$ 8,864	
51250	Unemployment Insurance	$ 6,106	
51280	Overtime/Call Out meals	$ -	
51290	Cell Phone Stipend	$ 1,495	
52100	**Contractual Services**		**$ 174,500**
	Tree trimming	$ 110,000	
	Utility Design Services	$ 35,000	
	Answering Service 50%	$ 12,500	
	Evergreen - Safety Training 50%	$ 13,000	
	Northwest Lineman College (3 x $4,000) 50% split with Underground	$ 4,000	
54100	**Supplies**		**$ 90,000**
	Construction and inventory supplies, Personal Protection clothing & Equipment etc.		
54102	**Small Tools**		**$ 8,000**
	Small Hand Tools & Equipment		
57100	**Conference & Training**		**$ 5,500**
	Northwest Lineman College (2 classes) 50%	$ 5,500	
	Western Underground 50%	$ 3,000	
	APPA Training and Conference (4) 50%	$ 6,000	
	Local Classes TBD 50%	$ 1,750	

DEPARTMENT TOTAL 80026110 **$ 1,177,398**

BUDGET DETAIL
UNDERGROUND
FISCAL YEAR 2016-17

ACCOUNT NO.80026120

Account	Description		Amount	DEPARTMENT REQUEST
51110	**Salaries, Regular**			**$ 570,809**
	Electric Utility Director (0.50 Electric Admin, 0.20 Overhead, 0.10 Hydro)		0.20	
	Assistant Electric Utility Director (0.50 Electric Admin, 0.20 Overhead, 0.10 Hydro)		0.20	
	Power Engineer (0.25 Overhead, 0.25 Substation, 0.20 Hydro, 0.05 Street Lighting)		0.25	
	Electric Utility Program Coordinator (0.55 Electric Admin, 0.10 Overhead, 0.10 Substation, 0.05 Metering, 0.05 Hydro, 0.05 Street Lighting)		0.10	
	Electric Crew Supervisor (0.45 Overhead, 0.10 Street Lighting)		0.45	
	Electric Crew Foreman (2) (0.90 Overhead, 0.20 Street Lighting)		0.90	
	Lineman (6) (2.70 Overhead, 0.60 Street Lighting)		2.70	
	Electric Engineering Tech III (0.425 Overhead, 0.15 Street Lighting)		0.425	
	Electric Engineering Tech II (0.425 Overhead, 0.15 Street Lighting)		0.425	
	Electric Engineering Tech I (0.425 Overhead, 0.15 Street Lighting)		0.425	
		Total FTE	6.08	
51120	**Salaries, Non-Regular**			**$ 60,000**
	Electric Utility Intern Program (2,400 hours) (0.58 Overhead)		0.58	
		Total FTE	0.58	
51130	**Salaries, Overtime**			**$ 40,000**
51140	**Stand-by Salaries**			**$ 19,000**
	Employee Benefits			**$ 276,612**
51210	Retirement (PERS)		$ 177,804	
51220	Insurance		$ 44,178	
51230	Workers Compensation Insurance		$ 32,828	
51240	Medicare		$ 9,797	
51250	Unemployment Insurance		$ 6,783	
51260	FICA		$ 3,721	
51280	Overtime/Call-out Meals		$ -	
51290	Cell Phone Stipend		$ 1,501	
52100	**Contracted Services**			**$ 145,500**
	Answering Service 50%		$ 12,500	
	Evergreen - Safety Training 50%		$ 13,000	
	Northwest Lineman College (2 x $4,000) 50% split with Overhead		$ 8,000	
	Utility Design Services		$ 60,000	
	Operational/Organization Review		$ 22,000	
	Trenching/Boring		$ 30,000	
54100	**Supplies**			**$ 90,000**
	Miscellaneous materials, inventory, Personal Protective Equipment, electric uniforms for maintenance and repair of City's lines.			
54102	**Small Tools**			**$ 9,500**
	Small hand tools and equipment			
57100	**Conference & Training**			**$ 22,250**
	Northwest Lineman College (2 classes) 50%		$ 5,500	
	Western Underground 50%		$ 3,000	
	APPA Training and Conference (4) 50%		$ 6,000	
	NAPPA Training and Conferences (4) 50%		$ 6,000	
	Local Classes TBD 50%		$ 1,750	
DEPARTMENT TOTAL 80026120				**$ 1,233,671**

BUDGET DETAIL
SUBSTATION
FISCAL YEAR 2016-17

ACCOUNT NO. 80026130

Account	Description		Amount	DEPARTMENT REQUEST
51110	**Salaries, Regular**			**$ 164,569**
	Power Engineer (0.25 Overhead, 0.25 Underground, 0.20 Hydro, 0.05 Street Lighting)		0.25	
	Electric Utility Program Coordinator (0.55 Electric Admin, 0.10 Overhead, 0.10 Underground, 0.05 Metering, 0.05 Hydro, 0.05 Street Lighting)		0.10	
	Electric Utility Technician II (2) (0.90 Metering, 0.10 Hydro)		0.90	
	Electric Utility Technician I (0.45 Metering, 0.10 Hydro)		0.45	
		Total FTE	1.70	
51130	**Salaries, Overtime**			**$ 5,000**
51140	**Stand-by Salaries**			**$ 19,000**
	Employee Benefits			**$ 80,939**
51210	Retirement (PERS)		$ 50,877	
51220	Insurance		$ 17,119	
51230	Workers Compensation Insurance		$ 8,826	
51240	Medicare		$ 1,921	
51250	Unemployment Insurance		$ 1,816	
51290	Cell Phone Stipend		$ 380	
52100	**Contracted Services**			**$ 25,000**
	Support services & NERC costs			
54100	**Supplies**			**$ 15,000**
	Nitrogen for Transformers, Materials & Inventory, Substation maintenance			
54102	**Small Tools**			**$ 6,000**
	Small Hand Tools & Equipment			
55100	**Telephone**			**$ 2,500**
57100	**Conference & Training**			**$ 6,500**
	Mandated NERC Training			
	Control Classes			
59100	**Property Taxes Paid**			**$ 1,000**
	County Tax			
59101	**Fees**			**$ 2,000**
	Hazardous Materials Permit and NERC costs			
DEPARTMENT TOTAL 80026130				**$ 327,508**

BUDGET DETAIL
TESTING AND CALIBRATING
FISCAL YEAR 2016-17

ACCOUNT NO. 80026200

Account	Description	Detail	DEPARTMENT REQUEST
51110	**Salaries, Regular**		**$ 134,028**
	Electric Utility Program Coordinator (0.55 Electric Admin, 0.10 Overhead, 0.10 Underground, 0.10 Substation, 0.05 Hydro, 0.05 Street Lighting)	0.05	
	Electric Utility Technician II (2) (0.90 Substation, 0.20 Hydro)	0.90	
	Electric Utility Technician I (0.45 Substation, 0.10 Hydro)	0.45	
	Total FTE	1.40	
51130	**Salaries, Overtime**		**$ 5,000**
51140	**Stand-by Salaries**		**$ 20,500**
	Employee Benefits		**$ 64,148**
51210	Retirement (PERS)	$ 41,291	
51220	Insurance	$ 12,497	
51230	Workers Compensation Insurance	$ 7,127	
51240	Medicare	$ 1,415	
51250	Unemployment Insurance	$ 1,474	
51290	Cell Phone Stipend	$ 344	
54100	**Supplies**		**$ 6,000**
	Meters & metering equipment, CT's & PT's		
54102	**Small Tools**		**$ 8,000**
	Miscellaneous small tools (replace insulated hand tools), Meter Calibration & test equipment.		
57100	**Conference & Training**		**$ 9,600**
	Meter testing & calibration training (2)	$ 6,000	
	Electric Utility Service Equipment Requirements (EUSERC) Meeting-Mandated	$ 3,000	
	Miscellaneous Local Schools.	$ 600	

DEPARTMENT TOTAL 80026200 **$ 247,276**

BUDGET DETAIL
HYDROELECTRIC
FISCAL YEAR 2016-17

ACCOUNT NO. 80026330			DEPARTMENT REQUEST
51110 Salaries, Regular			**$ 83,284**
	Electric Utility Director (0.50 Electric Admin, 0.20 Overhead, 0.20 Underground)	0.10	
	1 Assistant Electric Utility Director (50% Electric Admin, 20% Overhead, 20% Underground)	0.10	
	Power Engineer (0.25 Overhead, 0.25 Underground, 0.25 Substation, 0.05 Street Lighting)	0.20	
	Electric Utility Program Coordinator (0.55 Electric Admin, 0.10 Overhead, 0.10 Underground, 0.10 Substation, 0.05 Metering, 0.05 Street Lighting)	0.05	
	Electric Utility Technician II (2) (0.90 Substation, 0.90 Metering)	0.20	
	Electric Utility Technician I (0.45 Substation, 0.45 Metering)	0.10	
	Total FTE	0.75	
51130	**Salaries, Overtime**		**$ 750**
51140	**Standby Salaries**		**$ 4,200**
	Employee Benefits		**$ 42,681**
51210	Retirement (PERS)	$ 25,852	
51220	Insurance	$ 9,976	
51230	Workers Compensation Insurance	$ 4,540	
51240	Medicare	$ 1,199	
51250	Unemployment Insurance	$ 943	
51290	Cell Phone Stipend	$ 171	
54100 Supplies			**$ 10,000**
	Grease, Fuel, Lubricants, Hazardous Waste Disposal, Miscellaneous Materials & Inventory.		
54102 Small Tools			**$ 6,000**
	Miscellaneous tools for O&M & replacement.		
55100 Telephone			**$ 3,000**
	Land line and Fax.		
56120 Equipment Maintenance & Repair			**$ 10,000**
	Computer, Alarm & SCADA maintenance.		
57100 Conference & Training			**$ 12,000**
	Automation SLC500 & PSLOGIX Maintenance system Training.	$ 6,000	
	SCADA Repair.	$ 4,000	
	Distributech Automation seminars.	$ 2,000	
59100 Property Taxes Paid			**$ 8,000**
	County Tax		
59101 Fees			**$ 10,000**
	Mendocino County Hazardous Materials Business Plan Fee.	$ 700	
	FERC Fees.	$ 6,000	
	State Water Resources Control Board Water Rights Fee.	$ 3,000	
	Generator Air Quality Fee.	$ 300	
DEPARTMENT TOTAL 80026330			**$ 189,915**

BUDGET DETAIL
ADMINISTRATION
FISCAL YEAR 2016-17

ACCOUNT NO. 80026400

				DEPARTMENT REQUEST
51110	**Salaries, Regular**			**$ 194,752**
	Electric Utility Director (0.20 Overhead, 0.20 Underground, 0.10 Hydro)		0.50	
	Assistant Electric Utility Director (0.20 Overhead, 0.20 Underground, 0.10 Hydro)		0.50	
	Electric Utility Program Coordinator (10% Overhead, 10% Underground, 10% Substation, 5% Metering, 5% Hydro, 5% Street Lighting)		0.55	
	Engineering Analyst (0.10 Engineering, 0.20 Landfill, 0.20 Wastewater Admin, 0.20 Water Admin., 0.10 Recycled Water)		0.20	
	Development Permit Coordinator (0.20 Engineering, 0.30 Building Inspection, 0.05 Planning, 0.15 Wastewater Admin., 0.15 Water Admin.)		0.15	
		Total FTE	1.90	
51120	**Non-Regular Salaries**			**$ 60,000**
	Engineering Design Support		0.48	
		Total FTE	0.48	
51130	**Salaries, Overtime**			**$ 1,500**
	Employee Benefits			**$ 134,451**
51210	Retirement (PERS)		$ 61,076	
51220	Insurance		$ 46,850	
51230	Workers Compensation Insurance		$ 14,667	
51240	Medicare		$ 4,379	
51250	Unemployment Insurance		$ 3,032	
51260	FICA		$ 3,721	
51290	Cell Phone Stipend		$ 726	
52100	**Contractual Services**			**$ 110,000**
	Engineering Design Support		$ 35,000	
	Market & Comp. Review		$ 25,000	
	Survey, environmental and property management		$ 50,000	
52180	**Security Services**			**$ 1,800**
54100	**Supplies**			**$ 25,000**
	Office Equipment, Supplies		$ 17,000	
	Personal Protection Equipment, clothing & rain gear		$ 8,000	
54101	**Postage**			**$ 800**
	Stamps			
55100	**Telephone**			**$ 6,000**
	Land line and Fax.			
55210	**Utilities**			**$ 8,000**
	Gas and Electric services.			
56110	**City Garage - Parts**			**$ 5,339**
	Annual allocation for City Garage parts for vehicles and equipment.			
56111	**City Garage - Labor**			**$ 43,903**
	Annual allocation for City Garage labor for vehicles and equipment.			
56120	**Equipment Maintenance & Repair**			**$ 10,000**
	Miscellaneous computer, printer & other equipment.			
57100	**Conference & Training**			**$ 35,000**
	APPA E&O Conference, Doble Labs transformer class, NWPPA development, NCPA			

Commission & Directors meetings, Lodi Energy Center operational & risk review sessions, Distribu Tech & various staff developmental training classes

57300 Memberships & Subscriptions			**$ 32,500**
Electric Safety Materials Subscriptions	$	1,000	
Institute of Electrical Engineering (IEEE)	$	900	
Baclay's OSHA Regulation updates	$	1,500	
California Municipal Utilities Association Dues	$	8,100	
Underground Service Alert Dues	$	500	
American Public Power Association (APPA)	$	4,500	
Software Maintenance (Milsoft, ACAD, etc.)	$	16,000	
61200 Purchasing Allocation			**$ 124,926**
Charge for Purchasing functions.			
61300 Billing and Collection Allocation			**$ 657,371**
Charge for Billing and Collection functions.			
61420 Building Maintenance Allocation			**$ 12,801**
Share of maintenance of Civic Center facility.			
61420 IT Allocation			**$ 83,715**
Share of Information Technology Services			
61425 Utilities Allocation			**$ 2,254**
Share of Civic Center Utilities			
61430 Corporation Yard Allocation			**$ 37,859**
Share of Corporation Yard charges.			
61500 Insurance Allocation			**$ 84,371**
Share of the Citywide costs of liability and property insurance.			
61700 Dispatch			**$ 43,004**
62100 Administrative Services Allocation			**$ 863,980**
Annual allocation for general government services.			
City Council	$	53,070	
City Clerk	$	98,457	
City Manager	$	179,943	
Administrative Support	$	34,212	
Miscellaneous General Government	$	53,083	
Accounting	$	301,060	
City Attorney	$	64,108	
Human Resources/Risk Management	$	54,656	
Treasurer	$	25,391	
DEPARTMENT TOTAL 80026400			**$ 2,579,326**

BUDGET DETAIL
INTERDEPARTMENTAL CHARGES
FISCAL YEAR 2016-17

ACCOUNT NO. 80026430

		DEPARTMENT REQUEST
59102 Franchise Fees	**$**	**950,646**
Transfer of franchise fees to General Fund		
DEPARTMENT TOTAL	**$**	**950,646**

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City of Ukiah

ELECTRIC ENTERPRISE PUBLIC BENEFIT FUND
Fiscal Year 2016-17

80626500 **Public Benefit**

BRIEF DEPARTMENT AND/OR DIVISION OVERVIEW:

The State mandated the requirement to collect a separate surcharge to be used for “Public Benefits” (AB 1890 in 1996) programs in four categories:

- Cost-effective demand-side management services to promote energy efficiency and energy conservation.
- New investment in renewable energy resources.
- Research, development and demonstration projects.
- Services provided for low-income electricity customers.

MAJOR ACCOMPLISHMENTS FOR FY 2015-16:

- Review of this fund is needed as funds have been depleted for increased services through the years and need to be realigned with annual income.

PERFORMANCE GOALS AND OBJECTIVES FOR FY 2016-17:

- Enhance commercial marketing plan for energy conservation and education.
- Continue the highly utilized customer rebate programs.
- Work with the City Council and Finance Department to refine assistance programs.

SIGNIFICANT CHANGES:

- None.

Public Benefits Fund Detail for Fiscal Year 2016/2017

ORG	OBJ	DESCRIPTION	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Estimated Year-End FY 2016	Budget FY 2017
PUBLIC BENEFITS REVENUE									
80600000	44690	PUBLIC BENEFIT CHARGES	(414,067)	(459,459)	(405,128)	(418,633)	(430,000)	(417,490)	(442,900)
80600000	46110	INTEREST ON INVESTMENTS	(13,994)	(15,234)	(15,453)	15	(529)	200	200
80600000	47110	CONTRIBUTIONS & DONATIONS	(643)	-	998	(220)	(200)	(550)	(200)
80600000	48110	MISCELLANEOUS RECEIPTS	(12)	-	(976)	-	-	-	-
80600000 Total Operating Revenues			(428,716)	(474,693)	(420,559)	(418,839)	(430,729)	(417,840)	(442,900)
PUBLIC BENEFIT EXPENSES									
80626500	51110	REGULAR SALARIES & WAGES	38,350	67,224	28,545	30,587	-	-	-
80626500	51120	NON-REGULAR SALARIES & WAGES	-	-	2,341	-	-	-	-
80626500	51130	OVERTIME SALARIES & WAGES	3	-	49	17	-	-	-
80626500	51150	ACCRUED SALARIES & BENEFITS	40	-	(622)	85	-	-	-
80626500	51210	RETIREMENT (PERS)	9,038	17,060	7,231	8,476	-	-	-
80626500	51220	INSURANCE	7,439	13,393	900	1,318	-	-	-
80626500	51230	WORKERS COMP	1,641	3,529	1,736	1,343	-	-	-
80626500	51240	MEDICARE	566	975	391	401	-	-	-
80626500	51250	UNEMPLOYMENT	398	672	318	320	-	-	-
80626500	51260	FICA	-	-	145	-	-	-	-
80626500	51290	CELL PHONE STIPEND	-	-	17	29	-	-	-
80626500	52100	CONTRACTED SERVICES	1,077,579	-	39,556	-	-	-	-
80626500	52130	EDUCATIONAL & MARKETING MATL'S	-	15,000	1,237	1,916	-	-	-
80626500	52131	ASSISTANCE TO SENIORS	-	150,000	156,880	152,412	150,000	156,900	130,000
80626500	52132	EMERGENCY ASSISTANCE	-	61,000	24,462	28,060	40,000	17,600	20,000
80626500	52133	MONTHLY DISCOUNT PROGRAM	-	55,000	105,479	99,905	60,000	101,000	60,000
80626500	52134	CONTRACT ADMINISTRATION	-	13,000	-	-	-	-	-
80626500	52135	ENERGY CONSERVATION PROGRAM	-	353,329	124,446	97,872	60,000	38,700	85,000
80626500	52136	PHOTOVOLTAIC RATES/INCENTIVE	-	150,000	3,608	51,379	150,000	25,000	50,000
80626500	52137	PUBLIC BENEFITS PROGRAM MGMT	-	85,091	48,641	44,798	50,000	39,300	50,000
80626500	52138	NCPA PUBLIC BENEFITS PROGRAM	-	-	-	-	-	-	-
80626500	52139	RESEARCH, DEVELOPMENT & DEMO	-	25,000	7,690	4,456	-	3,800	-
80626500	54100	SUPPLIES	51	3,000	-	-	-	-	-
80626500	57100	CONFERENCE & TRAINING	-	2,000	-	3,440	-	-	-
80626500	61100	GENERAL GOVERNMENT ALLOCATION	4,138	4,234	3,710	-	-	-	-
80626500	61200	PURCHASING ALLOCATION	318	377	549	-	-	-	-
80626500	61300	BILLING & COLLECTION ALLOCATION	3,409	3,819	3,724	-	-	-	-
80626500	61500	INSURANCE ALLOCATION	-	-	-	-	1,456	1,456	2,035
80626500	62100	ADMINISTRATIVE SERVICES ALLOCATION				39,415	27,002	27,002	31,585
80626500 Total Public Benefits Operating Expenses			1,142,972	1,023,703	561,034	566,228	538,458	410,758	428,620
Annual (Surplus) Deficit			**(714,256)**	**(549,010)**	**(140,475)**	**(147,389)**	**(107,729)**	**7,082**	**14,280**
Beginning Net Position					246,047	105,572		(41,818)	(34,736)
Adjustments					-	-		-	-
Ending Net Positions					**$ 105,572**	**$ (41,818)**		**$ (34,736)**	**$ (20,456)**
Allocation of Net Position									
Deferred Noncurrent Liabilities									
Street Lighting Fund (805)					91,596	(55,794)		(48,712)	(34,432)
Total Net Position					**$ 91,596**	**$ (55,794)**		**$ (48,712)**	**$ (34,432)**

BUDGET DETAIL
PUBLIC BENEFITS
FISCAL YEAR 2016-17

ACCOUNT NO. 80626500			DEPARTMENT REQUEST
52131 Assistance to Seniors			**$ 130,000**
52132 Emergency Assistance			**$ 20,000**
52133 Monthly Discount Program			**$ 60,000**
52135 Energy Conservation Program			**$ 85,000**
52136 Photovoltaic Rates/Incentive			**$ 50,000**
52137 Public Benefits Program Management			**$ 50,000**
61500 Insurance Allocation			**$ 2,035**
	General Governmental Building's share of the Citywide costs of: General liability, Liability claims & investigation, Property.		
62100 Administrative Services Allocation			**$ 31,585**
	Annual allocation for general government services.		
	City Council	$ 2,190	
	City Clerk	$ 3,960	
	City Manager	$ 7,237	
	Administrative Support	$ 1,376	
	Miscellaneous General Government	$ 2,135	
	Accounting	$ 12,108	
	City Attorney	$ 2,578	
DEPARTMENT TOTAL 80626500			**$ 428,620**

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ELECTRIC ENTERPRISE STREET LIGHTING FUND
Fiscal Year 2016-17

80526610 Street Lighting

BRIEF DEPARTMENT AND/OR DIVISION OVERVIEW:

The Street Lighting fund provides funding to operate and maintian approximately 1500 wood and steel pole mounted street lights. This fund also covers the cost to convert lighting in underground conversion districts. Funding is obtained through a $2.00 per electric account per month street light charge.

MAJOR ACCOMPLISHMENTS FOR FY 2015-16:

- Maintained street lights and continue to upgrade to LED for better visibility and energy efficicency.
- Completed Perkins Street Lighting Project.

PERFORMANCE GOALS AND OBJECTIVES FOR FY 2016-17:

- Complete underground phase for Perkins Street Lighting Project.
- Evaluate LED lighting types, effectiveness, and efficiency for the residential areas of town.

SIGNIFICANT CHANGES:

- None.

Street Lighting Fund Detail for Fiscal Year 2016/2017

ORG	OBJ	DESCRIPTION	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Estimated Year-End FY 2016	Budget FY 2017
STREET LIGHTING REVENUE									
80500000	44688	STREET LIGHTING SURCHARGE	(184,388)	(190,000)	(188,262)	(183,478)	(188,000)	(187,043)	(194,000)
80500000	44689	SMART METER CONSIDERATION	-	-	-	-	-	-	-
80500000	44830	REIMBURSABLE JOBS	(2,401)	-	(3,126)	(2,201)	-	(2,201)	-
80500000	46110	INTEREST ON INVESTMENTS	(6,128)	(6,694)	(4,399)	(2,169)	(3,758)	(2,000)	(2,000)
80500000	48110	MISCELLANEOUS RECEIPTS	(5)	-	-	-	-	-	-
		TRANSFERS FROM ELECTRIC FUND 800							(33,550)
80500000 Total Operating Revenues			(192,922)	(196,694)	(195,787)	(187,848)	(191,758)	(191,244)	(229,550)
STREET LIGHTING EXPENSES									
80526610	51110	REGULAR SALARIES & WAGES	24,904	45,567	37,769	33,826	102,414	78,500	124,762
80526610	51130	OVERTIME SALARIES & WAGES	4,621	2,536	3,455	3,387	4,000	11,700	10,500
80526610	51140	STAND-BY SALARIES & WAGES	1,653	1,639	1,570	1,590	2,000	4,400	4,200
80526610	51150	ACCRUED SALARIES & BENEFITS	761	-	531	422.05	-	-	-
80526610	51210	RETIREMENT (PERS)	5,696	11,857	9,972	9,474	30,741	22,207	39,041
80526610	51220	INSURANCE	3,267	5,513	4,949	4,570	10,847	9,043	9,652
80526610	51230	WORKERS COMP	1,378	2,611	2,617	1,830	4,781	3,724	6,548
80526610	51240	MEDICARE	465	721	682	623	1,640	1,446	1,960
80526610	51250	UNEMPLOYMENT	335	473	479	36	1,140	1,028	1,362
80526610	51260	FICA	-	-	-	-	-	-	-
80526610	51280	OVERTIME/CALLOUT MEALS	-	-	150	212	500	500	-
80526610	51290	CELL PHONE STIPEND	-	-	-	32	306	356	358
80526610	52100	CONTRACTED SERVICES	-	53,760	3,025	2,037	25,000	12,400	12,000
80526610	54100	SUPPLIES	26,924	25,000	6,970	47,314	20,000	13,500	20,000
80526610	55210	UTILITIES	127,961	160,000	140,201	127,961	165,000	125,000	159,000
80526610	57100	CONFERENCE & TRAINING	-	2,000	-	-	-	-	-
80526610	59400	OTHER EXPENSES	-	-	3,023	-	-	-	-
80526610	61100	GENERAL GOVERNMENT ALLOCATION				-	-	-	-
80526610	61500	INSURANCE ALLOCATION	-	-	-	-	1,052	1,052	907
80526610	62100	ADMINISTRATIVE SERVICES ALLOCATION	1,207	1,342	1,135	24,393	23,951	23,951	18,981
80526610 Total Street Lighting Operating Expenses			199,172	313,019	216,527	257,707	393,372	308,807	409,271
		Capital Improvements						109,250	
Total Street Lighting Expenses			199,172	313,019	216,527	257,707	393,372	418,057	409,271
Annual Surplus (Deficit)			**(6,250)**	**(116,325)**	**(20,740)**	**(69,859)**	**(201,614)**	**(226,813)**	**(179,721)**
Beginning Net Position					497,052	476,312		406,454	179,641
Adjustments					-	-		-	-
Ending Net Positions					**$ 476,312**	**$ 406,454**		**$ 179,641**	**$ (80)**
Allocation of Net Position									
Deferred Noncurrent Liabilities					2,871	(3,322)		(3,322)	(3,322)
Street Lighting Fund (805)					473,441	409,776		182,963	3,351
Total Net Position					**$ 476,312**	**$ 406,454**		**$ 179,641**	**$ 29**

BUDGET DETAIL
STREET LIGHTING
FISCAL YEAR 2016-17

ACCOUNT NO. 80526610

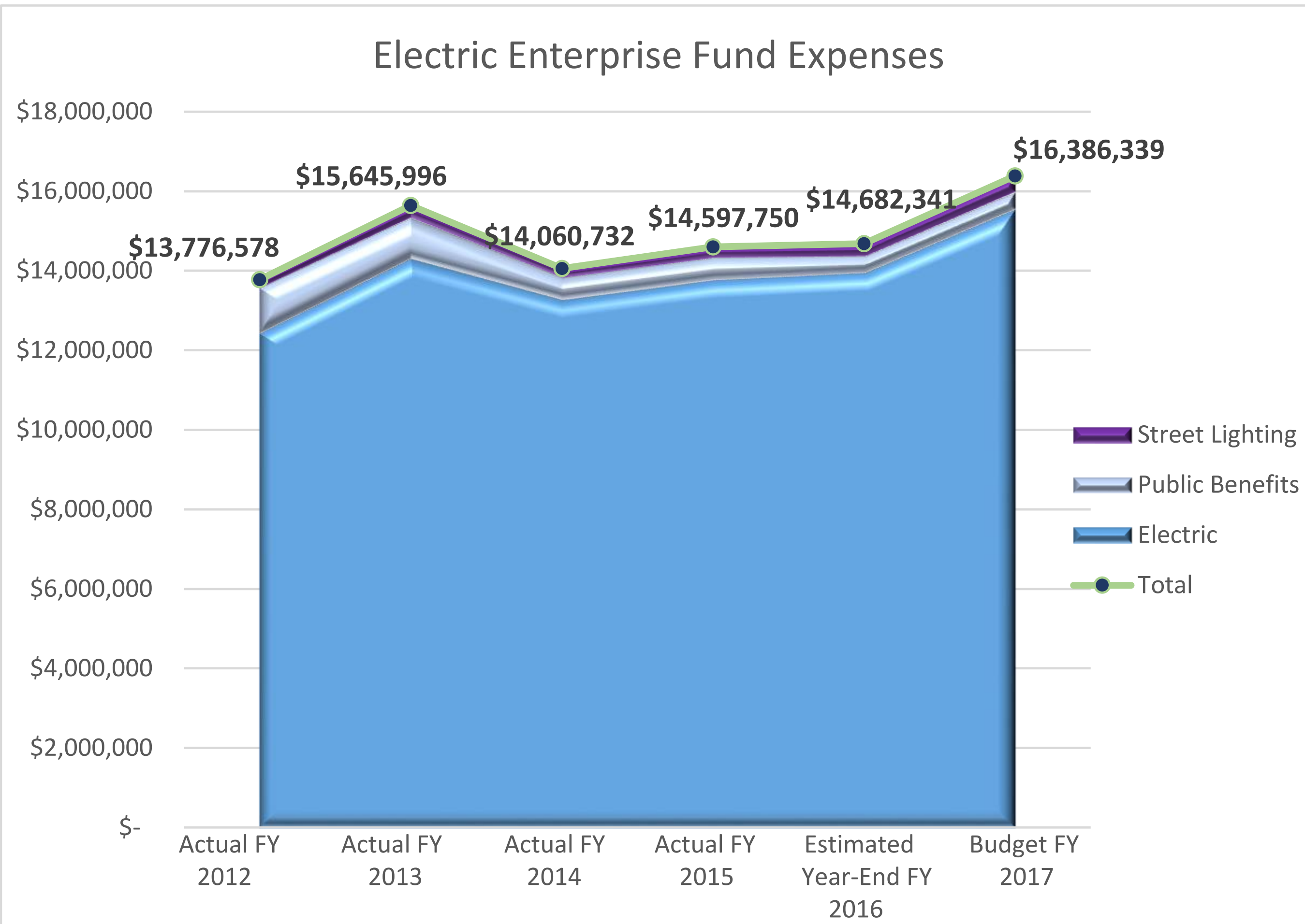
Account	Description	Detail	DEPARTMENT REQUEST
51110	**Salaries, Regular**		**$ 124,762**
	Power Engineer (0.25 Overhead, 0.25 Underground, 0.25 Substation, 0.20 Hydro)	0.05	
	Electric Utility Program Coordinator (0.55 Electric Admin, 0.10 Overhead, 0.10 Underground, 0.10 Substation, 0.05 Metering, 0.05 Hydro)	0.05	
	Electric Crew Supervisor (0.45 Overhead, 0.45 Underground)	0.10	
	Electric Crew Foreman (2) (0.90 Overhead, 0.90 Underground)	0.20	
	Lineman (6) (2.70 Overhead, 2.70 Underground)	0.60	
	Electric Engineering Tech III (0.425 Overhead, 0.425 Underground)	0.15	
	Electric Engineering Tech II (0.425 Overhead, 0.425 Underground)	0.15	
	Electric Engineering Tech I (0.425 Overhead, 0.425 Underground)	0.15	
	Total FTE	1.45	
51130	**Salaries, Overtime**		**$ 10,500**
51140	**Stand-by Salaries**		**$ 4,200**
	Employee Benefits		**$ 58,921**
51210	Retirement (PERS)	$ 39,041	
51220	Insurance	$ 9,652	
51230	Workers Compensation Insurance	$ 6,548	
51240	Medicare	$ 1,960	
51250	Unemployment Insurance	$ 1,362	
51280	Overtime/Call-Out Meals	$ -	
51290	Cell Phone Stipend	$ 358	
52100	**Contracted Services**		**$ 12,000**
	LED Street Light base repair & Installation.		
54100	**Supplies**		**$ 20,000**
	Light Bulbs & Photo Cells etc.		
55210	**Utilities**		**$ 159,000**
	Utilities for street and private lighting.		
61500	**Insurance Allocation**		**$ 907**
	Share of the Citywide costs of liability and property insurance.		
62100	**Administrative Services Allocation**		**$ 18,981**
	Annual allocation for general government services.		
	City Council	$ 976	
	City Clerk	$ 1,812	
	City Manager	$ 3,311	
	Administrative Support	$ 629	
	Miscellaneous General Government	$ 977	
	Accounting	$ 5,539	
	City Attorney	$ 1,180	
	Human Resources/Risk Management	$ 3,646	
	Treasurer	$ 912	
DEPARTMENT TOTAL 80526610			**$ 409,271**

Lake Mendocino Debt Fund Detail for Fiscal Year 2016/2017

ORG	OBJ	DESCRIPTION	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Estimated Year-End FY 2016	Budget FY 2017
LAKE MENDOCINO DEBT FUND 803									
Revenues and Other Sources									
80300000	44688	TRANSFER IN FROM 800	(2,077,000)	(2,079,000)	(2,063,200)	(1,287,640)	(2,052,813)	(2,101,765)	(2,068,338)
80300000	46110	INTEREST ON INVESTMENTS	(5)	(381)	(209)	(8,598)	(1,350)	(1,350)	(3,500)
80300000	48110	MISCELLANEOUS RECEIPTS							
80500000 Total Operating Revenues			(2,077,005)	(2,079,381)	(2,063,409)	(1,296,238)	(2,054,163)	(2,103,115)	(2,071,838)
Expenses and Other Uses									
8032633	52500	TRUSTEE FEES	5,413	5,413	5,413	5,363	5,400	5,400	5,400
		New Debt Issue Cost of Issuance							35,000
8032633	54100	SUPPLIES	-	-	-	2,000	2,000	2,000	2,000
8032633	70102	BOND INTEREST PAYMENTS	744,126	646,442	557,848	486,340	385,715	385,715	235,938
8032633	70202	BOND PRINCIPAL PAYMENTS	1,325,000	1,410,000	1,500,000	1,610,000	1,710,000	1,710,000	1,825,000
Total Lake Mendocino Debt Operating Expenses			2,074,539	2,061,855	2,063,261	2,103,702	2,103,115	2,103,115	2,103,338
Annual Surplus (Deficit)			**2,467**	**17,527**	**148**	**(807,464)**	**(48,952)**	**(0)**	**(31,500)**
Allocation of Annual Surplus (Deficit)									
Reserve for Future Debt& Fees Payments									
Working Capital					148	(807,464)	(48,952)	(0)	(31,500)
Total Allocation of Annual Surplus (Deficit)					**148**	**(807,464)**	**(48,952)**	**(0)**	**(31,500)**

Capital Reserve Fund Detail for Fiscal Year 2016/2017

ORG	OBJ	DESCRIPTION	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Estimated Year-End FY 2016	Budget FY 2017
Capital Reserve Fund 801									
Capital Reserve Revenue and Other Sources									
		Transfers In from Electric fund 800 [1]							(3,661,478)
Total Operating Revenues			-	-	-	-	-	-	(3,661,478)
CAPITAL RESERVE EXPENSES									
80230	13004	INFRASTRUCTURE						38,104	
80100	15080	MACHINERY & EQUIPMENT						2,093	
80100	15081	MACHINERY & EQUIPMENT						17,805	
80230	15093	INFRASTRUCTURE						4,001	
80230	15095	INFRASTRUCTURE						3,936	
80230	DD021	INFRASTRUCTURE						25,910	
80230	OK021	INFRASTRUCTURE						15,000	
80230	PK021	INFRASTRUCTURE						72	
80230	PK031	INFRASTRUCTURE						3,462	
80230	PK031	INFRASTRUCTURE						109,247	
80230	SH021	INFRASTRUCTURE						9,830	
80230	TG021	INFRASTRUCTURE						9,420	
Projects Total:								**238,882**	
Electric System, Hydro & Substation Projects:									
		Automated Meter Reading Upgrade - AMI (Electric System)							1,900,000
		Facility Improvements (Electric Utility Service Center)							800,000
		Community Solar (renewable resource development)							750,000
		Option to fund from new Debt Issue [1]							3,450,000
		Equipment replacements (Trucks, equipment etc.)							495,000
		Control system Upgrades (Hydro & Substation)							75,000
		Tainter valve and penstock repair (Hydro)							225,000
		T1 /T2 bushing & gasket replacement (Orchard Sub)							250,000
System Project Total:									**4,495,000**
Overhead System Projects:									
		Distribution transformer Replacements							50,000
		Utility pole testing and replacement							50,000
		Conductor Upgrades							20,000
		System loading and fault monitoring							50,000
		Communication upgrade							25,000
Overhead Project Total:									**195,000**
Underground System Projects									
		Primary & secondary conductor repair/replacement:							50,000
		Undergrounding Phase 3 & 4: Overhead to Underground							20,000
Underground Project Total:									**70,000**
Total Capital Reserve Expenses								**238,882**	**4,760,000**
Annual Surplus (Deficit)								**(238,882)**	**(1,098,522)**
Beginning Net Position					1,337,404	1,337,404		1,337,404	1,098,522
Adjustments					-	-		-	-
Ending Net Positions					**$ 1,337,404**	**1,337,404**		**$ 1,098,522**	**$ 0**
Allocation of Net Position									
Deferred Noncurrent Liabilities									
Street Lighting Fund (805)					1,337,404	1,337,404		1,098,522	-
Total Net Position					**$ 1,337,404**	**1,337,404**		**$ 1,098,522**	**$ -**


Electric Enterprise Fund Expenses
$18,000,000
$16,000,000
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$-
$13,776,578
$15,645,996
$14,060,732
$14,597,750
$14,682,341
$16,386,339
Actual FY 2012
Actual FY 2013
Actual FY 2014
Actual FY 2015
Estimated Year-End FY 2016
Budget FY 2017
Street Lighting
Public Benefits
Electric
Total