

**CITY OF UKIAH
CITY COUNCIL AGENDA
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
October 19, 2016
6:00 p.m.**

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

- a. Proclamation of the Ukiah City Council in Recognition of the Centennial Celebration of Mr. Donald Rones Sr. and His Many Years of Service to Our Community.
- b. Status Report, Discussion and Possible Action Regarding the Ukiah Valley Sanitation District's Litigation Against the City of Ukiah Related to the Operation of the Sanitary Sewer System.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

- a. Minutes of October 5, 2016, a Regular Meeting.

6. RIGHT TO APPEAL DECISION

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

7. CONSENT CALENDAR

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

- a. Report of Disbursements for the Month of September.
- b. Consideration and Possible Adoption of Resolution Establishing a Uniform Process of Minute Taking and Meeting Recordation for all City Boards and Commissions.
- c. Approve a Budget Amendment to Account #22020200.80100 in the Amount \$8,808.16, and Approve the Purchase of Forty Portable Radios from Motorola Solutions, Inc. in the Amount of \$68,808.16.

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 a Negative Declaration and Discussion and Possible Introduction of a Marijuana Dispensary Ordinance Amending Chapter 8 in Division 6; Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9; and Section 9254 in Article 19, Chapter 2 in Division 9 of the Ukiah City Code, Entitled "Medical Marijuana Dispensaries".

12. UNFINISHED BUSINESS

- a. Approval of Notice of Completion for the Installation of New Well 9 and Replacement Well 4, Specification No. 16-01.
- b. Approve Plans and Specification for 2016 Sewer & Water Replacement Project, Specification No. 16-10 and Direct Staff to Advertise for Bids.
- c. Fiscal Year 2017-18 Budget Development Schedule.

13. NEW BUSINESS

- a. Update on Sustainable Groundwater Management Act (SGMA).

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

- a. **Conference with Legal Counsel – Anticipated Litigation**
Significant exposure to litigation pursuant to Cal. Gov't Code Section 54956.9(d)(2) Number of potential cases (1) (Landfill)
- b. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *City of Ukiah v. Questex, LTD, et al, Mendocino County Superior Court, Case No. SCUk- CVPT-15-66036*
- c. **Conference with Legal Counsel – Existing Litigation**
(Government Code Section 54956.9(d)(1))
Name of case: *Ukiah Valley Sanitation District v. City of Ukiah, Sonoma County Superior Court, Case No. SCV 256737*
- d. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: *County of Mendocino v. Solid Waste System, Inc. et al., Mendocino County Superior*

Court, Case No. SCUК-CVG-11-59459

e. **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. SCUКCVPT 14-63579

f. **Conference with Real Property Negotiators**

(Cal. Gov't Code Section 54956.8)

Property: 429 South Dora St. Ukiah, CA 95482

Negotiator: Sage Sangiacomo, City Manager

Negotiating Parties: City of Ukiah and Ukiah Unified School District

Under Negotiation: Price & Terms of Payment

15. ADJOURNMENT

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

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

Dated this 13th day of October, 2016.

Kristine Lawler, City Clerk



ITEM NO.: 3a

MEETING DATE: October 19, 2016

AGENDA SUMMARY REPORT

SUBJECT: PROCLAMATION OF THE UKIAH CITY COUNCIL IN RECOGNITION OF THE CENTENNIAL CELEBRATION OF MR. DONALD RONES SR. AND HIS MANY YEARS OF SERVICE TO OUR COMMUNITY

Summary: Council to issue a proclamation in recognition of Mr. Donald Rones Sr.

Background and Discussion: The City of Ukiah takes this time to recognize the service of Mr. Donald Rones Sr. to the City of Ukiah in many ways including time as a City Councilmember, Mayor, Airport Commissioner, Chamber of Commerce President, Men's Golf Representative, and as a member of the Parks and Recreation Commission. The City celebrates Mr. Rones for his contributions to our community and wishes him a happy 100th birthday!

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): Issue a proclamation in recognition of Mr. Donald Rones Sr.

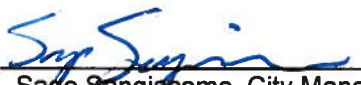
ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: Jim O. Brown, Vice Mayor
Contact/Prepared by: Ashley Cocco, Deputy City Clerk
Coordinated with: Jim O. Brown, Vice Mayor and Kristine Lawler, City Clerk
Presenter: Jim O. Brown, Vice Mayor
Attachment: 1. Proclamation

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

PROCLAMATION

OF THE
UKIAH CITY COUNCIL

in Recognition of Mr. Donald Rones Sr.

WHEREAS, Mr. Rones was elected to Ukiah City Council in 1954 and served as Mayor from 1957-1959; and

WHEREAS, Mr. Rones began his career with the City of Ukiah as a Junior Grip for the Parks and Recreation Department and made his way to serving as Mayor; and

WHEREAS, Mr. Rones has graciously donated his time to our community as the 1954 President of the Chamber of Commerce, 1957-1958 Coastal Water Board Member, 1960-1968 Airport Commissioner, 1994-1996 Golf Course Committee Representative, 1996-2002 Member of the Parks and Recreation Commission, and the 1992-2016 Men's Golf Club Representative / Member-at-Large; and

WHEREAS, much to the pleasure of all kids and adults alike Mr. Rones opened Rones Ice Cream and Candy Shop in 1952; and

WHEREAS, Mr. Donald Rones Sr. has given to the community more than he has taken; and

WHEREAS, he remains active in promoting meaningful recreation for youth and adults; and

WHEREAS, on October 22, 2016, Mr. Donald Rones Sr. will be celebrating his centennial birthday;

NOW, THEREFORE, BE IT RESOLVED, in recognition of Mr. Donald Rones Sr.'s centennial celebration and his many contributions to the citizens of the City of Ukiah and the Ukiah Valley, we, the City Council of the City of Ukiah, hereby extend our gratitude and wish him a happy 100th birthday!

Signed and sealed, this 19th day of October, in the year Two Thousand Sixteen.

Stephen G. Scalmanini, Mayor



ITEM NO.: 3b

MEETING DATE: October 19, 2016

AGENDA SUMMARY REPORT

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

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

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

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

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

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

Continued on Page 2

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

ALTERNATIVES: N/A

Citizens advised: N/A
Requested by: City Council (Councilmembers Crane and Doble)
Prepared by: Sage Sangiacomo, City Manager and Sean White, Director of Water and Sewer
Coordinated with: David Rapport, City Attorney and Tim Eriksen, Director of Public Works
Presenters: Sage Sangiacomo, City Manager
Attachments: 1. Letter to UVSD Board, September 14, 2016
2. Points of interest regarding UVSD vs. City of Ukiah
3. City PowerPoint Presentation from September 21, 2016
4. UVSD Letter dated September 20, 2016
5. Supplemental Memo dated October 5, 2016 regarding Item 3b

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

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

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

Approved: 
Sage Sangiacomo, City Manager

The UVSD submitted a letter dated September 20, 2016 (Attachment #4) which inaccurately asserts that the City's request is for the District to drop the lawsuit until after the recycled water project funding is received. In fact, the City's request is for the District to dismiss its lawsuit and that the City and District devote their time, money and resources to solving the costly issues confronting the sewer system and improving their working relationship. The City's goal is to eliminate the lawsuit altogether. The City has offered to include terms that would allow the District to refile the lawsuit, if the parties fail to reach agreement, but the City never suggested that the District would simply refile the lawsuit once state funding was obtained. Also, the City never suggested that dismissing the lawsuit is all that would be necessary to obtain state funding. In addition to dismissal of the lawsuit, there would have to be an agreement between the City and the District regarding the recycled water project that would satisfy the State Water Resources Control Board.

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

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

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



September 14, 2016

Chairman Ronco and Board Members
Board of Directors
Ukiah Valley Sanitation District
151 Laws Ave.
Ukiah, CA 95482

SENT BY EMAIL AND REGULAR U.S. MAIL

Re: UVSD v. City of Ukiah

Dear Chairman Ronco and Board Members:

The lawsuit filed by the District against the City is having immediate and serious adverse consequences affecting the sewer system and the ratepayers in the City and the District. As you know, the City was recently awarded \$25,564,000 from the Clean Water State Revolving Loan Fund (CWSRF) and \$9,996,000 in grants from the Water Recycling Funding Program (WRFP) to construct Phases I – III of the Recycled Water Project. In addition, the City is in the process of applying for up to an additional \$13,000,000 from the CWSRF and \$7,000,000 from the WRFP for the final phase.

For a phone call on April 18, 2016, between the City Attorney and Sergio Rudin, staff attorney with the Office of Chief Counsel, State Water Resources Control Board, Mr. Rudin sent the City Attorney a copy of the standard legal opinion that will be required before the Department of Water Resources will enter a loan agreement with the City. That opinion requires the City's legal counsel to state that "...there is no...suit...pending or threatened against or affecting the City's...wastewater system or the assets, properties or operations of the City relating to its...wastewater system which, if determined adversely to the City or its interests would result in any material change in the assets or financial condition of the City, the City's...wastewater system or the financial condition thereof." In a telephone conference call among City staff and officials in the Department of Water Resources on June 28, 2016, the Department staff raised the issue of the District's lawsuit and specifically advised City staff that the pendency of the lawsuit and the possibility of the District rescinding the Financing Agreement between the City and the District will prevent the Department from entering any loan agreements with the City. The City was advised that these funds will no longer be reserved for the City if the lawsuit is still pending and unresolved at the end of this year.

This project is not a frivolous "feel-good" environmental program; it is, by far, the most cost-effective alternative to the State's stricter regulations on discharging to the Russian River. If we lose the loans and grants for the recycled water system, the City and District will need to upgrade the plant to comply with the new standards. Staff estimates compliance with current regulatory requirements will cost up to \$30,000,000 in the short term, and will likely increase over time with escalating regulatory requirements if discharge to the river continues. It is important to note the treatment plant was modified less than a decade ago at a cost of \$75,000,000 and is already "out of compliance" due to new regulatory requirements that did not exist until after the upgrade project was under construction in 2006. In addition, it is highly likely that no discharge whatsoever into the river will be allowed in the foreseeable

future. These inevitable mandates will result in additional future costs that could be avoided by developing a recycling system now.

Councilmembers have discussed the consequences of losing this funding with District board members in the past and we have also discussed the other financial impacts of this litigation on both the City and the District.

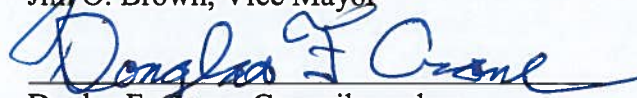
To avoid these serious adverse financial impacts, the City proposes that the District dismiss its lawsuit and that the City and District devote their time, money and resources to solving the costly issues confronting the sewer system and improving their working relationship. The City Council and staff have been frustrated by the unresolved conflict between the City and the District, but also recognize that the current District Board feels strongly about its grievances. There are new faces at the City, including four new City Council members, a new City Manager, new Director of Water and Sewer and a new Finance Director who are prepared to address the District's concerns with an open mind, a commitment to honest and transparent communication and a desire to establish a productive long-term working relationship with the District. The City is prepared to engage in serious negotiations to address the District's concerns as long as the District Board is prepared to likewise negotiate in good faith and seriously consider the City's concerns.

If necessary, the parties could agree on terms that would allow the District to refile its law suit in the future without prejudice, if the parties fail to reach agreement. As the last year has made clear, however, the parties cannot conduct this expensive, disruptive and time consuming litigation and at the same time work to resolve their disagreements, and the pending lawsuit has and threatens to further cost the ratepayers in the District and the City millions of dollars which will ultimately increase their rates for sewer service.

Very truly yours,


Stephen G. Scalmanini, Mayor


Jim O. Brown, Vice Mayor


Douglas F. Crane, Councilmember


Kevin Doble, Councilmember


Maureen Mulheren, Councilmember

cc: City Manager
District General Manager



Frequently Asked Questions:

Ukiah Valley Sanitation District vs. City of Ukiah

Why are there two government agencies for one wastewater treatment plant and collection system?

Since 1897, the City of Ukiah has operated the municipal wastewater system. The system has expanded as demand and regulation necessitated collection and treatment upgrades. In 1950's, the Ukiah Valley Sanitation District was formed by the County to work in conjunction with the City of Ukiah to leverage the City's existing system to serve the area outside the city limits and eliminate the need for duplicated facilities.

In 1955, the City and the District entered the first agreement under which the City agreed to build a new sewer plant to serve the City and the District. The District agreed to construct a trunk sewer line from the treatment plant to serve both City and District territory. The City agreed to operate and maintain the sewer plant, the trunk sewer and the pipelines and pump stations which collect sewage in the City and the District and transport it to the sewer plant for treatment. The agreement had a term of 40 years.



The original 1955 agreement was amended four times between 1955 and 1985. In 1995 the City and the District entered a new 30 year agreement, which has been amended twice. In 2006, the City and the District entered a Financing Agreement which set out the terms under which the City and the District would share the cost of repaying \$75 Million the City borrowed to rebuild the sewage treatment plant. That money came from bonds issued for the City by the Association of Bay Area Governments.

For roughly 60 years, the City has provided reliable sewer service to both City and District customers. Through a series of participation agreements, the Ukiah Valley Sanitation District utilizes City of Ukiah staff and resources for engineering, compliance, maintenance, administration and operation of the collection system and Wastewater Treatment Plant (WWTP). Throughout this period, the system was operated as a single operation with ratepayers within the City and District paying the same price for all services.

The City is able to leverage administrative, labor, and equipment cost savings to the wastewater system fund by sharing costs with other city operations. For example, the City has a single billing and collections department that serves water, sewer, garbage collection and electric. In addition, the City has a consolidated field maintenance crew and fleet that serves both the water distribution system and wastewater collection system.

What is the governance structure for the agencies?

The City of Ukiah is governed by the City Council. The Ukiah Valley Sanitation District was originally governed by a three-member Board of Directors consisting of two members of the County's Board of Supervisors and one

member of the Ukiah City Council. In 2008, the District modified its governance structure to a directly elected five member Board of Directors. Since the change in governance and the original election for Directors, incumbents have run unopposed and new members have been appointed by the existing board to fill vacated seats without an election.

After 2008, the District began to adopt rates and connection fees that are different than the City's and has made a number of other decisions that will ultimately result in increased sewer rates for everyone with no compensating benefits to ratepayers in the City or the District.

How have operations changed at the District since the change in governance structure?

Since 2008, the District has increased its administrative costs from just under \$6,000 in 2008 to more than \$290,000 per year.

Additionally, the District has elected to impose different rates and connection fees than are charged by the City, to the detriment of business development and new housing.

For example, Branches Restaurant, located in the UVSD, paid \$75,537 to the District in sewer connection fees. Under the revised fee schedule, adopted in 2011, those fees would be \$196,700.

A dialysis clinic in the District paid \$67,983 in connection fees in 2010; under the new schedule, their fees would be \$105,170.

An expansion of Star's Restaurant was abandoned because of the increased fees. Their proposed banquet room, which did not include any new plumbing, would have triggered sewer connection fees of \$1,224 per seat.

Other new developments have also been abandoned because of the prohibitive fee structure. A new laundromat in the District, which would likely serve the lowest income population, would be required to pay \$24,540 per washing machine, versus \$2,500 in the City.

Without new connections, the existing ratepayers pay the burden of under-utilized capacity upgrades. Also, the application of different rates increases the costs of administration.

Why is the Ukiah Valley Sanitation District suing the City of Ukiah?

In September 2013, the District filed a claim for damages with the City and one month later filed its lawsuit in October 2013. In its lawsuit, the District seeks damages for alleged breaches of the various versions of the agreements between the City and the District, starting with the original 1955 agreement. The District alleges that the City overcharged the District under the 1966 amendment to the 1955 agreement. It claims that the City overcharged the District under the 1985 amendment to the 1955 agreement. It makes similar claims under the 1995 agreement and its two amendments. The District also seeks to get out of the Financing Agreement which obligates the District to pay its share of the cost to rebuild the sewer plant. Bonds were issued by ABAG in 2006 in reliance on that agreement. The bonds were insured and the insurance company likewise relied on the District's commitments in the Financing Agreement, when it insured the bonds in 2006. The bondholders relied on the District's commitment, when they purchased the bonds. The sewer plant reconstruction was completed in 2009, and, of course, serves both the City and the District.

The District's decision to allege contract breaches covering more than 50 years and multiple agreements, some of which expired 21 years ago, make the lawsuit a nightmare to litigate. The current City officials and staff believe



that the facts alleged by the District establish a course of dealing over many years between the City and the District's Board of Directors during which the District Board knew how the City was performing under the agreements, because the City provided that information through staff reports and appearances before the Board, the submission to and approval by the Board of annual budgets for the sewer system, annual audits of the City's financial statements and joint meetings of the Board and the City Council. However, reconstructing those interactions over this extended time period, challenges the memories of the participants who are still alive and who can be located and involves hundreds of thousands and perhaps millions of pages of documents and many others

that have been destroyed in the regular course of business or can't be located.

The City anticipates that if this case goes to trial, expensive accounting and engineering expert witnesses will express conflicting opinions as Monday night quarterbacks rehashing and characterizing the long and complicated history of City/District relations.

In addition, in its complaint, the District asks the court to turn over operation of the entire wastewater system, including the City's wastewater treatment plant, to the District to run, in spite of the fact that the City has been operating and maintaining the entire sewer system for nearly 120 years. The District has never operated a sewer system; nor does it have any of the equipment, field attendants, licensed plant operators, engineers or customer service staff necessary to do so. The District has not described to the City how it would take over these functions and perform them in compliance with the stringent and ever-changing regulations enforced by the North Coast Regional Water Quality Control Board. Furthermore, no allegations in the District's lawsuit address the City's actual operation of the sewer plant or the collection system or suggest that the City is not doing an effective job of operating the sewer system.

How much is the lawsuit costing the ratepayers?

The District's lawsuit will cost the District and the City millions of dollars in combined legal fees and related expenses. In the last three and a half years, the District has spent \$2,183,634 on litigation-related expenses with \$2,112,500 paid to the Law Offices of Duncan James through June 9, 2016. Recent monthly invoices from the law firm have exceeded \$80,000 per billing.

In the same period of time, the City has expended \$318,093 in defense of the lawsuit.

Unless the District drops the lawsuit, it will most likely drag on for a year or more with long-standing implications for the Ukiah Valley. Unfortunately, the cost of the lawsuit will be borne by the ratepayers, who will undoubtedly see significant increases on their monthly bills and/or a negative impact on services.

What else is at stake because of the lawsuit?

Interest rates are low and financial experts predict that they will be rising soon. It would be most prudent to take advantage of the current low interest rates and refinance the \$75 million in bonds that were issued to construct the new wastewater treatment plant in 2006. Refinancing would save up to an estimated \$7.48 million dollars (present day value). However, by filing this lawsuit, the District has effectively blocked any possibility of a refinance.

Additionally, in its lawsuit, the District is seeking to rescind the Financing Agreement by which the District agreed to pay its share of the debt service on the 2006 wastewater treatment plant bonds. In addition to the lost opportunity to refinance, the impact from seeking this remedy, even if it is ultimately denied, could be seriously damaging to both the District and the City's credit rating, thereby jeopardizing future projects for both agencies.

For example, the City was recently awarded \$25,564,000 from the Clean Water State Revolving Loan Fund (CWSRF) and \$9,996,000 in grants from the Water Recycling Funding Program (WRF) to construct Phases I – III of the Recycled Water Project. In addition, the City is in the process of applying for up to an additional \$13,000,000 from the CWSRF and \$7,000,000 from the WRF for the final phase.

This project is not a frivolous “feel-good” environmental program, it is the most cost-effective alternative to the State's stricter regulations on discharging to the Russian River. However, the State of California has informed City staff that the recycled water project funding is in jeopardy because the state cannot enter a loan agreement with the City, while the District's lawsuit is pending.



If we lose the loans and grants for the recycled water system, the City and District will need to upgrade the plant to comply with the new standards. Staff estimates compliance with current regulatory requirements will cost up to \$30,000,000 in the short term, and will likely increase over time with escalating regulatory requirements if discharge continues. It is important to note the treatment plant was modified only a decade ago at a cost of \$75,000,000 and is already “out of compliance.” In addition, it is highly likely that no discharge whatsoever into the river will be allowed in the foreseeable future. These inevitable mandates will result in additional future costs that could be avoided by developing a recycling system now. This is why our neighbors to the south including Santa Rosa, Windsor, and Healdsburg have already developed recycling programs.

From a practical standpoint we have two choices: 1) spend millions to throw away a valuable resource, or 2) spend millions to put it to use in our own community.

Finally, the City has expensed a tremendous amount of staff resources responding to the District's Public Record Act (PRA) requests for information dating back to 1955. To date, the City has received 26 PRAs, some of which

include multiple demands on a single request. Some examples of these requests include every building permit issued by the City since 1955, payroll records and time cards for each employee whose time was charged to the sewer system from 1984-2016, and all correspondence that at any time refers or relates in any way to the sewer system. In a typical lawsuit, the discovery process is used to obtain documents and is overseen and controlled by the court to prevent burdensome or oppressive requests. However, because the City of Ukiah is a public agency, the District's attorneys have used the Public Records Act to obtain information, which does not require the District to justify its requests by showing how they are relevant to the issues in the case.

How does the City propose to resolve this matter?

The City proposes that the District dismiss its lawsuit and that the City and District devote their time, money and resources to solving the costly issues confronting the sewer system and improving their working relationship. The City Council and City staff have been frustrated by the unresolved conflict between the City and the District, but also recognize that the current District Board feels strongly about its grievances. The City is prepared to engage in serious negotiations to address the District's concerns as long as the District Board is prepared to likewise negotiate in good faith and seriously consider the City's concerns. If necessary, the parties could agree on terms that would allow the District to refile its lawsuit in the future, if the parties fail to reach agreement. As the last year has made clear, however, the parties cannot simultaneously conduct this litigation and work to resolve their disagreements, and the pending lawsuit has and threatens to further cost the ratepayers in the District and the City millions of dollars which will ultimately impact their rates for sewer service.

Summary

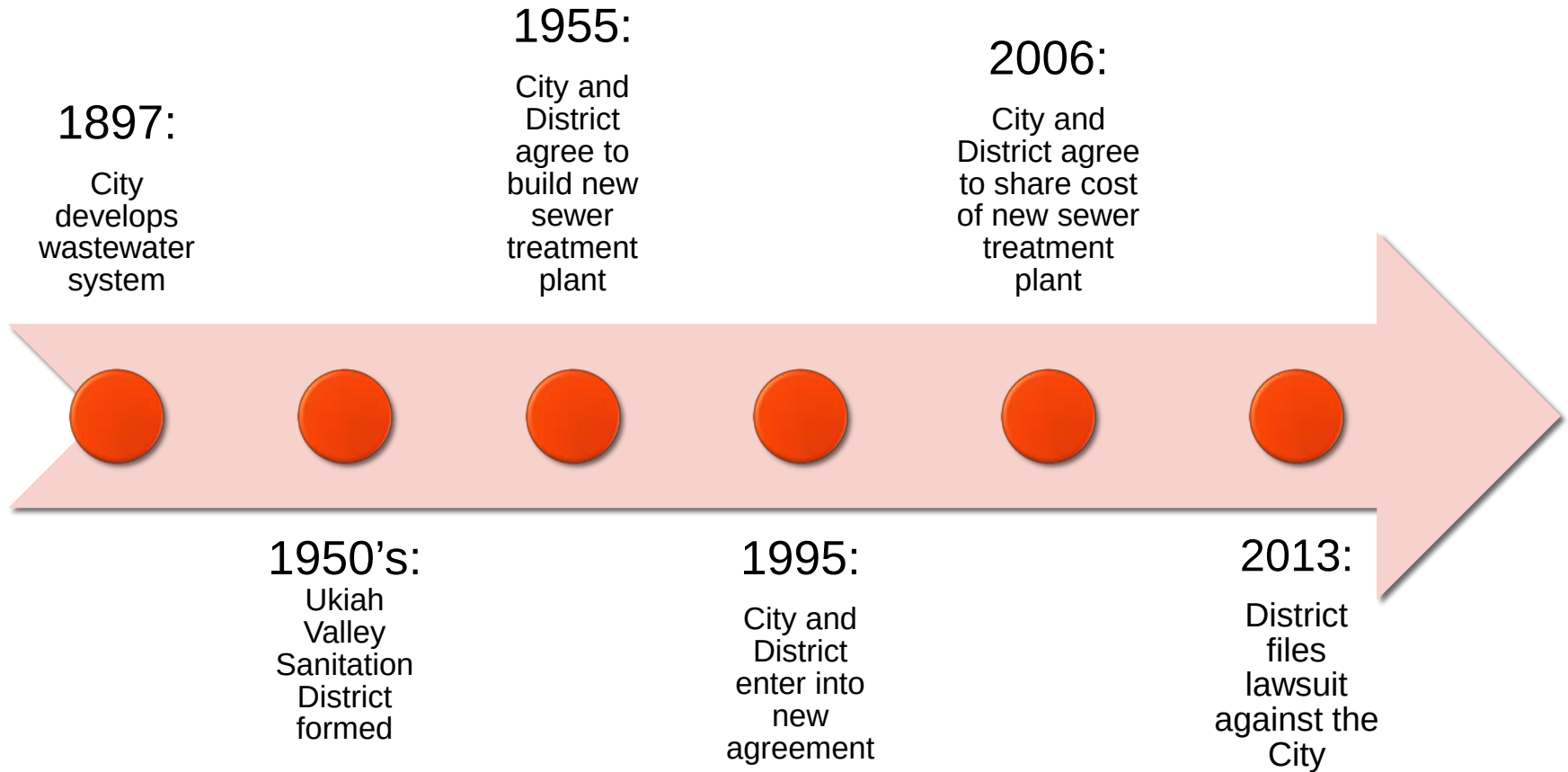
- The Ukiah Valley Sanitation District has no facility operators, maintenance staff, or billing and collection staff. All of these functions are handled by the City of Ukiah on behalf of the two agencies.
- The District and the City charged the same connection fees and rates to their customers until 2011, when the District adopted a new fee schedule. Connection fees in the District are often many times higher in the District than in the City, which has been a barrier to development.
- The District's administration costs have gone from \$6,000 to over \$290,000 per year.
- In the last three and a half years, the District has spent \$2,183,634 on litigation-related expenses with \$2,112,500 paid to the Law Offices of Duncan James through June 9, 2016. Recent monthly invoices from the law firm have exceeded \$80,000 per billing. In the same period of time, the City has expended \$318,093 in defense of the lawsuit.
- With today's low interest rates, the City and the District could save up to an estimated \$7.48 million dollars (present day value) by refinancing the \$75 million in bonds that were issued to construct the new wastewater treatment plant in 2006. However, by filing this lawsuit, the District has effectively blocked any possibility of a refinance.
- With the pending lawsuit from the District, the City stands to lose over \$35 million in funds for the recycled water project for Phases I-III and will not be eligible to apply for an additional \$20 million for Phase IV. If we lose the loans and grants for the recycled water system, the City and District will need to upgrade the plant to comply with the new standards. Staff estimates compliance with current regulatory requirements will cost up \$30 million in the short term, and will likely increase over time with escalating regulatory requirements if discharge continues.

Additional background and support documents are available at: <https://cityofukiah.box.com/v/uvsdpointsofinterest>

UVSD vs. CITY OF UKIAH



Timeline



Why are there two government agencies for one sewer treatment plant and collection system?

- One treatment plant serves customers both inside and outside the city limits
- City Council / UVSD Board of Directors

Isn't there a duplication of services?

City

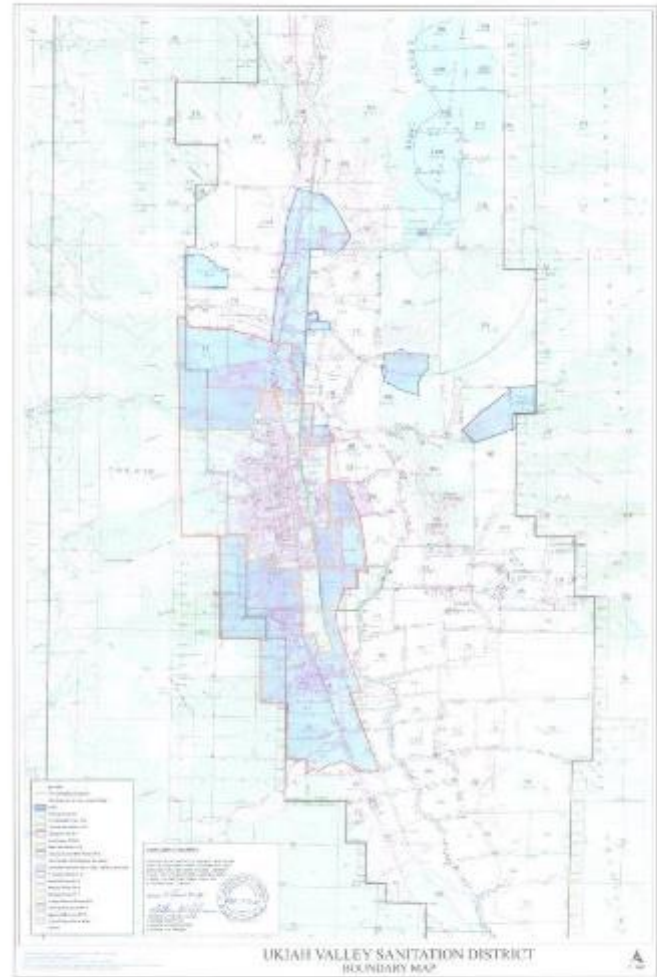
- Sewer Treatment Plant
- Operators
- Maintenance crews
- Equipment
- Billing
- Customer service
- Engineers
- Permitting
- 16 FTEs

UVSD

- Admin oversight
- 2 Part time staff

Do all the customers pay the same rates and fees?

- All customers paid the same from 1955 until 2011
- Some District customers live in the city limits (overlap area)



Why is the UVSD suing the City?

- The District claims that the City breached the various agreements over the last 50 years and owes the District millions of dollars.
- The District is asking that the City turn over operation of the entire wastewater system, including the treatment plant, to the District.
 - Result in duplicity
 - No staff to execute this demand

What is the cost ratepayers?

- \$2.1 million in legal fees paid to the Law Offices of Duncan James by the District
- \$318K in legal fees paid by the City
- \$7.5 million lost to inability to refinance bonds
- \$55 million in grants and low-interest loans for recycled water project
- \$30 million in additional infrastructure
- Rate increases in both the City and the District

What is the City asking for?

- Put the attorneys on hold and mediate with Staff and Board/Council members
- Work to resolve issues in an open, transparent manner instead of litigating behind closed doors
- If all attempts fail, the District can resume with suit later
- Litigation should be a last resort

What are the ratepayer benefits?

- Existing debt can be refinanced saving \$7.5 million
- Both agencies can benefit from \$55 million in grants and low-interest loans for the recycled water project
- Avoid \$30 million in infrastructure
- Millions in legal fees can be avoided
- Eliminate opportunity for creating duplicity

FRANK McMICHAEL
District Manager/Clerk

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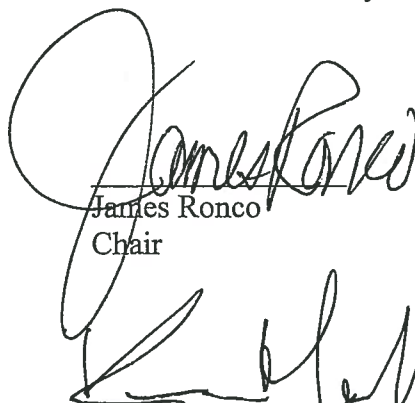
September 20, 2016

Honorable Mayor Stephen G. Scalmanini and
Council Members
City of Ukiah
300 Seminary Avenue,
Ukiah CA 95482

Re: *Ukiah Valley Sanitation District v. City of Ukiah*

Dear Honorable Mayor Scalmanini and Council Members:

In response to your correspondence to this board dated September 14, 2016, we have instructed our attorney to deliver to you the enclosed correspondence of date even herewith.

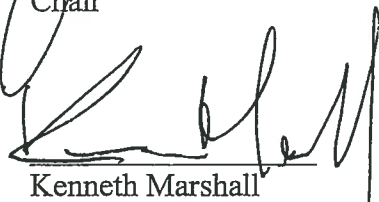


James Ronco
Chair



Robert Page
Vice Chair

ABSENT from meeting .
Theresa Mcnerlin
Director



Kenneth Marshall
Director



Travis Forrester
Director

ROBERT PAGE
DIRECTOR

TRAVIS FORRESTER
DIRECTOR

BOARD OF DIRECTORS
JAMES RONCO
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DOUGLAS L. LOSAK
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September 20, 2016

Honorable Mayor Stephen G. Scalmanini and
Council Members
City of Ukiah
300 Seminary Avenue,
Ukiah CA 95482

*Hand Delivered and
by email*

Re: *Ukiah Valley Sanitation District v. City of Ukiah*

Dear Honorable Mayor Scalmanini and Council Members:

Our apologies for the delay in responding to your letter dated September 14, 2016. The Ukiah Valley Sanitation District ("District") board needed to review and approve the mailing of this letter since it relates to pending litigation. Let me begin by noting that there is substantial background and other detail in this letter because the City of Ukiah ("City") has three (3) relatively new council members who may not be aware of critical details that impact the litigation.

Further, since the underlying issues in the lawsuit impact the so-called Purple Water project, it is our belief that the matter cannot be addressed properly absent reference to, and an understanding of, those underlying issues. The City requests the District dismiss the lawsuit, which, it should be noted, includes the City's *recent* counter-lawsuit against the District. The City states that the District's lawsuit should be dismissed because the state will not issue loans for the Purple Water project with that action pending. In this regard, I note that the request to dismiss the lawsuit so the state's concerns are alleviated, subject to the offered side agreement that would allow the District to simply re-file suit after the City receives loan funds, seems to me to border on fraud. In short, it would condone the City's misrepresentation to the state that a claim or lawsuit against the City does not exist. Consequently, the District will not participate in such activity, which would necessarily include substantial conditions, absent assurances from the state that it finds such conduct acceptable.

Background

The City and District operate as a joint venture of sorts. Under agreements in place for decades, the City owns the treatment facility and is for the most part charged with operating and maintaining the entire sewer system, including that portion of the system in the District's jurisdiction, which includes a portion of property within the City's city limits known as the Overlap Area.

Properties within both parties' jurisdictions place effluent, or waste, into the system, which requires treatment. One central design of the agreements was to allocate, or divide, the operating and maintenance costs for the sewer system between the parties. For simplicity, we'll

refer to that as O&M¹. Basically, the idea is that each party pay O&M in proportion to the amount of effluent that party's properties place into the system.

Determining the amount of effluent placed into the system is not an easy task. Of course, properties connected to the system discharge effluent into it. But, there are no (or very few) installed meters that calculate the discharge into the system from each property. Over time, the parties' agreements handled this issue differently.

Before 1985, the agreements were designed to allocate O&M based on the number of connections within each party's jurisdiction. In short, if a property was physically hooked into the system, it counted as one connection. Thus, if the District had 45% and the City 55% of the total connections, then O&M would be paid by each party corresponding to that percentage.²

Pretty simple. However, allocating O&M based on connections is problematic; it doesn't come close to measuring the amount of waste a property discharges into the system. For example, the amount of waste a 2 bedroom, 1 bath, house typically places into the system is quite different from the amount placed into the system by a restaurant (think: sinks, dishwashing, bathrooms, and numerous employees and patrons all using its facilities on a daily basis). The issue is exacerbated when considering differences in user type. A brewery, for instance, discharges a far greater amount of solids down its drains than does a typical single-family dwelling; thus, the brewery's discharge requires more treatment.

To address these problems, beginning in 1985 the City and District agreed to allocate O&M based on Equivalent Sewer Service Units ("ESSUs"), within each party's jurisdiction. (4th Supp. Agmt., 2/6/1985, pp. 1-2, § 1.) The concept was to establish a central standard by which all connected parcels, irrespective of type, could be fairly measured. Therefore, one ESSU was considered to be the equivalent amount of waste characteristically discharged by a single-family dwelling.

But, again, there are no meters currently installed to measure discharge. To handle that problem, formulas were developed (or, at least were supposed to be developed) to approximate a connected-user's discharge by reference to the amount of water--which is metered--consumed by a property.³ Since the concept was to measure this use by reference to a standard--a single-

¹ This more broadly includes "annual costs for treatment, including maintenance, operation, administration, repair and replacement, expansion, upgrading, debt service, insurance and financial services of the entire sewer system (treatment plant, trunk sewer, and collection system)." (Amend. 1 to Part. Agmt, p. 1, 2nd full ¶.) This language deviated somewhat between agreements. (See, 4th Supp. Agmt., 2/6/1985, p. 1, § 1; Part. Agmt., 7/19/1995, p. 1, § 1.)

² For the sake of practicality, the City projected each party's connections from 1967 through 1984. (3rd Supp. Agmt., 12/14/1966, p. 1, § 2.) The agreement provided that if the actual ratio deviated from the projected ratio by more than 10% in any given year, then the percentage allocation of O&M would be adjusted accordingly. (*Id.*, p. 2, § 2.) As discussed below, that didn't happen.

³ Of course, not all water used by a property enters the sewer system. Again, these are approximations. But, that fact was considered and addressed. For example, property owners use metered water to irrigate. Irrigated water does not discharge from the property into the sewer system. Then again, property owners typically don't irrigate in the winter. Considering that, only metered water use during winter months is applied to determine a property's discharge.

family dwelling--it was necessary to establish the amount of water typically consumed by such a property. With some deviation, that amount was established at 250 gallons per day (GPD).

Of course, establishing that standard did not address the differences in type of user, and thus type of waste, discharged into the system. To address that issue, formulas were developed to equate the standard one ESSU with water consumption or some other methodology depending on the type of connected user (e.g. different methods are applied for restaurants as opposed to office buildings or light industrial).

Application - Expense & Revenue Allocation

Although technically a separate entity, until 2008/2009 the District's board was comprised of two (2) members of the Mendocino County Board of Supervisors, one of whom was always the supervisor of the district in which the City lies, plus one Ukiah City Council member. In fact, until about 2004, the District had no employees, and today the District only has a part-time manager and staff. Historically, there was little need for employees given the City's obligation to provide all system-related personnel. (See Supp. Agmt., 10/20/1958, p. 1, § 11.) This led to problems.

The City was and is responsible for actually operating the system and undertaking system maintenance and repair. (See, e.g., Part. Agmt., p. 2, § 9.) It was and is also charged with allocating system expenditures and, thus, determining the number of connections or ESSUs, as the case may be, within each party's jurisdictional boundaries. The City was and is also tasked with collecting revenue from all system ratepayers--both those within the City and those within District territory. As far back as 1958 the City agreed to "maintain complete records and account relating to [system] costs and expenditures...in connection with [the system] and of all sewer...revenues...." (Supp. Agmt., 10/20/1958, p. 2, § 18; see also, Part. Agmt., 7/19/1995, p. 3, § 13 [same].) Indeed, the City was and is still "the paying and receiving agent for all District operation and maintenance funds." (Part. Agmt., p. 1, § 1.)

In theory, payments by ratepayers within the City's jurisdiction (excluding the Over-lap area) are placed into one bucket (for simplicity, "City Bucket") and revenue sourced from the District's jurisdiction (including the Over-lap area) is placed into another bucket ("District Bucket"). From there, the City pays the entire sewer system's O&M based on the allocation that it determines.

However, as far back as 1966, the City did not properly count and adjust the number of *connections* within each party's jurisdiction. As noted in footnote two, in 1966 the City projected the proportionate number of connections for the years 1967 through 1984. The projections served as a baseline of sorts. If, in any given year, the actual number of connections deviated from those baseline projections by more than 10%, the City was required to adjust the allocation based on the number of *actual* connections. For eighteen (18) years (1967-1985) it didn't. Consequently, the District was overcharged.

Then, beginning in 1985, the City was responsible for allocating O&M based on *ESSUs*. This continued with the parties' 1995 Participation Agreement. Again, this annual allocation was based on the ratio of ESSUs each party had within its jurisdiction to the system-wide ESSU

count. That count was simply the ESSUs "on record as of March 31 each year." (4th Supp. Agmt., 2/6/1985, p. 2, § 1, last ¶; Part. Agmt., 7/19/1995, p. 1, § 1, last line.) As was its responsibility, the City kept and determined that record.

However, the City's reported ESSUs vary from its annual internal ESSU documentation, which shows the total of all ESSUs added to the system each year. It further differs from the actual ESSUs subscribed to a property in building permits. What's more, the City wrongly charged the District a variety of costs, ostensibly as O&M. By way of illustration, the City improperly charged the District for: depreciation on "District lines and equipment," as well as a City "utility plant charge"; and, a percentage of the City's "General Government Services." In short, the City treated District revenue as a slush fund to supplement its ever-growing institutional overhead.

As an aside, these issues must be addressed and corrected now. Not only has the District been damaged historically, but absent correction, the future harm, even in the near term, will be substantial. And, the proposed Purple Water project, discussed below, will only exacerbate the problem if these issues are left unabated.

The discussion above in this section relates mainly to system *expenses*. We now turn to *revenue*. Here, too, misallocations persist. Remember, the City is the collection agent for the District, and this is a relatively simple issue. The key inquiry is to simply determine the jurisdiction in which a given property is physically situated; revenue sourced from City properties should be placed in the City Bucket and revenue from District properties should be placed in the District Bucket. For whatever reason, that has not happened.

A couple examples illustrate the point. The Brookside Retirement Residences are located in the District's jurisdiction. Revenue generated from that property has been collected by the City in accordance with the agreements. However, that revenue has been placed in the City's Bucket. The City admitted the error and promised to correct it. (Newell (City) email, 11/23/2011). According to District records, it appears that didn't happen. Likewise, the City itself admitted that revenue from 44 District parcels were improperly deposited into the City Bucket. (UVSD Min., 6/19/2012, p. 2, middle.) Yet, despite all this and the District's requests to correct the problems, the City has refused to do so.

The District has been given no reason for the City's actions and, more importantly, refusal to correct the problems. Rather, the City is steadfastly silent and unwilling to act on the matter.

The Capacity and Rehabilitation / Upgrade Projects

By the early 2000's the existing treatment plant was dated and exceeded capacity. The City was under a moratorium because it exceeded plant capacity of 9,800 ESSUs. As a temporary fix, the City was allowed to implement a chemical enhancement program (CEPT) to treat effluent until the remodeled plant went on line. During that time, environmental laws tightened regarding allowable nitrate and ammonia levels present in treated water discharged by the plant into the Russian River. The parties entered an agreement to undertake a project to address these problems.

The 2004 agreement articulates two parts to the "Project": (1) the "Capacity Project"; and, (2) the "Upgrade/Rehabilitation Project". (Amend. 2 to Part. Agmt., 12/15/2004.) As the names imply, the Capacity Project was designed to increase the treatment plant capacity--the ability to treat additional waste--and the Upgrade Project was designed to upgrade and rehabilitate the existing plant. (*Id.*, p. 2, item 7.) The agreement also broke down responsibility for Project costs.

Regarding the Upgrade/Rehabilitation Project, the cost sharing term is straightforward: allocation of these costs is based on the annual ratio of ESSUs between the parties, commencing the year in which the costs are first incurred. The idea here was to track the Participation Agreement. (Amend. 2 to Part. Agmt., 12/15/2004, p. 3, § 2.2.)

The agreement for the Capacity Project costs, on the other hand, was not a model of clarity. Obviously, it was necessary to determine the ratio of the anticipated increased capacity that each party would consume. Initially, an estimate was generated by reference to the ratio of ESSUs the City and District would each need through 2020. That ratio was established as 65% District and 35% City (Amend. 2 to Part. Agmt., 12/15/2004, p. 3, § 2.2.). The ratio serves as a baseline of sorts. Actual allocation of Capacity Project costs was to be reviewed annually, commencing 12 months after the Project was completed.⁴ (*Ibid.*) Here is where it gets jumbled. The annual adjustment of that baseline ratio--which again, was grounded in ESSUs--is to be based on the "actual proportion of new *connections* in the City and the District."⁵ (*Ibid.*, emphasis added.) As discussed above, connections and ESSUs are not the same. They are more or less the proverbial apples and oranges. Therefore, adjusting an allocation grounded in ESSUs by virtue of changes in connections presents difficulties.

In any event, the City's own internal documents demonstrate it has never adjusted the allocation since 2004. This, despite the fact its own records show the need. Even assuming the City has been correctly calculating ESSUs in the first instance, according to the City's own building permits, ESSU reports, and ESSU worksheets, there have been additions and changes to ESSUs and connections that necessitate reallocation.

There are other problems with the Project allocation. As noted above, the initial, or baseline, ESSU distributions (65%/35%) were generated based on representations made by the City, as would be expected. Recall that the City was the District's agent, maintaining all books and records and, in that role, was necessarily responsible for calculating connections and ESSUs for the entire system and then allocating costs and revenue. In formulating the agreement, the City represented that historical connections data suggested a divide of 77% District and 23% City. However, based on City documents, the District later learned that the ratio of system ESSUs was never more than 47%. In other words, the underlying basis for the Project cost

⁴ The Project was not completed until approximately 2009.

⁵ The agreement goes on to provide that the annual adjustment should take "into account the number of new service connections within each party during the previous twelve months, the total number of new connections within each party's jurisdiction since [12/15/2004], the likely number of new connections in the next one, three and five year time periods, any changes in organization, including annexations and detachments...and any other facts or conditions the Parties consider relevant." (Amend. 2 to Part. Agmt., 12/15/2004, p. 3, § 2.2.)

allocation was false and does not reflect reality. Despite that, the City has refused to properly adjust the allocation.

Again, these issues must be addressed and corrected now or the District will continue paying more than required or agreed. After all, the City is in control of the District's checkbook, so to speak. In addition to the historical damage caused by over allocation of these expenses to the District, the future harm the District will suffer absent correction is substantial. This includes the Purple Water project.

The City Refuses to Give the District Its *Own* Revenue

We discussed above the fact that District revenue has been improperly deposited into the City Bucket. But, there is an additional revenue issue that must be addressed--the District's net revenue currently being held by the City.

This is how it breaks down. As noted above, the City collects revenue for the entire system. City property revenue goes into the City Bucket and District property revenue goes to the District Bucket. From there, O&M and Project expenses are paid by the City from each bucket according to the allocation determined by the City.⁶ The balance left in each bucket constitutes net revenue.

The District has sought an accounting of its bucket, but the City has refused. In this vein, it may be recalled that the City is the District's "paying and receiving agent," making the District the principal party. There is no sound legal basis for an agent to deny its principal an accounting under these circumstances.

In any event, the District has discovered that the City holds *millions* of dollars in District revenue. This figure is sourced from the City's own financial statements, namely a statement of what it calls "Fiduciary Funds." According to an independent audit, the amount due to District on June 30, 2014, over two years ago, is **\$6,999,374**. (See, e.g., City of Ukiah Combining Statement of Fiduciary Net Position, Fiduciary Funds, 6/30/2014, attached as **Exhibit # 1**.)

Despite the District's requests, the City refuses to give the District its own net revenue. The City offered a number of reasons over time, but the central one is simply that it can't. The reasoning is without justification and flies in the face of its own conduct.

The City's position is grounded in what are known as the Installment Agreement and Financing Agreement. The Installment Agreement was entered into on March 1, 2006, by the City, the Association of Bay Area Governments ("ABAG"), and Wells Fargo bank. The District was *not* a party to it. In short, the Installment Agreement memorialized the transaction by which the City obtained and agreed to repay \$75 million in bond financing for the Project. The document states that the City pledged the *entire* sewer system's net revenue as security. (Inst. Agmt., 3/1/2006, p. 1, item 4 & p. 12, § 4.5 (a)-(d).) As will later be seen, this becomes important when we address purple water issues.

⁶ See Financing Agreement, 3/2/2006, regarding Project-bond expense obligations. It is also discussed below.

However, the Installment Agreement also expressly allows use of the net revenue for "any [] lawful purposes," so long as no "Event of Default" has occurred. There has been no Event of Default. In fact, the District specifically asked the City for any information or materials related to such an event, and the City provided none. Additionally, the Installment Agreement allows the City to at any time deposit revenue, including net revenue, in a "rate stabilization" fund for purposes of stabilizing sewer rates imposed by the City. What's more, the City is permitted to "at any time [] withdraw any or all amounts on deposit in the Rate Stabilization Fund...for any [] lawful purposes of the City." (Inst. Agmt., p. 13, § 4.6)

Again, the District was not a party to the Installment Agreement. That said, on March 2, 2006, the District and City entered into the Financing Agreement. At this juncture, it may be recalled that the parties had agreed in 2004 to allocate Project costs; and, the bonds constitute such a cost. (Amend. 2 to Part. Agmt., 12/15/2004; Inst. Agmt, 3/1/2006, p. 5, "Project".) The purpose of the Financing Agreement was to ensure the District established rates sufficient to enable it to pay its share of Project costs and, thus, to secure the financing costs allocated to the District under the Participation Agreement, as amended. The security was given "in the same manner in which the City's allocable share...is secured under the Installment Agreement. (See Fin. Agmt., 3/2/2006, p. 1, items 2-6.) In other words, the District is permitted to handle that portion of its revenue that exceeds expenses and the reserve required by the Finance Agreement; and, most certainly, the its is permitted to use such revenue for any lawful purposes of the District, including establishing its own rate stabilization fund, which would benefit its ratepayers.

In October 2013, the City released \$2,871,814.49 to the District from a rate stabilization fund. With no further progress over the intervening couple years, in November 2015, the District filed a motion with the court to, in part, force the City to release the funds. Ultimately, the City agreed to give the District \$1,500,000 of the funds now, with the District preserving its right to pursue the balance of its net revenues if the matter could not be informally resolved. It remains a looming issue in the case. Despite all that, the City refuses to release the balance of the District's money. As discussed above, this position is not justified. It also belies the City's own conduct.

The City holds millions of dollars in District money, including net revenue. As noted above, as of June 2014, the figure was at approximately \$7,000,000 according to the City's own statements. These monies are sourced from District properties. All O&M and Project payments allocated to the District (even those improperly allocated), have been paid from District revenues. Indeed, over the last several years, District revenue generated an ample surplus; thus, the millions of dollars of District net revenue that is being held by the City.

Pre and Pending Lawsuit Efforts to Resolve Issues

As noted above, only since 2009 has the District been independently run. Unlike its predecessors, that independent board did not wear "two hats." Its focus and duty was not divided. The District, in light of the agreements, continued to rely on the City as its agent, but discrepancies with the City's accounting, at first insignificant, began coming to light. When questions were raised, answers were either not forthcoming or simply could not be provided. Promises to correct misallocations were never carried out. Something was off. The District undertook an investigation. And, that investigation revealed much of what is discussed above. The wrongs needed to be addressed.

From even before the District's lawsuit was filed, the District was willing to make efforts with the City to resolve the issues underlying this litigation on mutually agreeable terms. For example, on September 6, 2013, the District's counsel, Duncan M. James, provided the City's attorney with a draft copy of the District's proposed complaint. In the cover letter accompanying that draft, Mr. James stated in part:

"The DISTRICT is willing to meet and confer and reach a resolution of this matter without the formality of the Complaint being filed if the CITY demonstrates a similar willingness. If that is to be agreed upon, one condition of the agreement would be a waiver of any potential statutes of limitations (and similar legal and equitable defenses based on timing) that might run during the course of our attempts to resolve the matter. [¶] [...] In the event I do not have an agreement in place on or before October 4, 2013, between the CITY and DISTRICT to attempt to resolve the matter, then I have been instructed by the DISTRICT Board to file the Complaint."

Not only did the City fail to agree to the proposal to waive timing defenses "that might run during the course of our attempts to resolve the matter," there was total silence on the City's part. Therefore, it was necessary for the District to formally take action in the form of a lawsuit.

After the lawsuit was filed by the District, mediation was suggested. The City ultimately agreed to mediation in late December 2013. The mediation did not begin until August 13, 2014. In an effort to be as transparent as possible prior to mediation, on June 18, 2014, the District provided the City, through its attorney, a flash drive containing a copy of every related document the District had located up to that point in time. That included approximately 38,000 pages of material, Bates stamped: ESSU 001-0025; UVSD 3000-36,769; and, UKCC0001-4955. It was a one-sided gesture; the City did not similarly respond.⁷ As an aside, the only additional documents the District has been able to obtain is what little material has been disclosed by the City in response to the District's information requests through discovery or Public Records Act Requests processes, some materials sourced from third-party subpoena efforts with which the City was copied, or what is posted online. Even obtaining City responses to formal discovery or Public Record Act Requests has presented a unnecessary battle; for example, the District served requests for documents in March 2016 and has yet to receive complete responses. Even the most basic requests have gone unanswered (e.g. information and material showing *how* the City determined the ESSU calculations). Absent compliance, the District is left with no choice but to take action to compel compliance. This will only unnecessarily drive up costs, in our view.

Mediation took place on August 13-14 and November 12, 2014. During mediation it was the District's belief that significant progress toward settlement had occurred. Eventually, the mediator (Judge Wm. Bettinelli) sent us home with a recommendation that the City put their offer in writing to enable a formal written response by the District. In the meantime, the lawsuit was placed on hold.

⁷ The City only provided a few documents related to the nitrate issue.

The District did not receive the City's formal written settlement offer, which was dated January 16, 2015, until January 20, 2015. Further, the offer was amended in part on March 12, 2015. After reviewing the offer, the District concluded that, if it agreed to the proposed terms, it would have been placed in an even worse position.

With that, the District was left with no choice but to pursue its claims. Up to this point in time, the City has showed little willingness to address the core issues. It appears--based on all legal maneuvering to date--that the City seeks to escape its wrongs by relying on technical defenses, such as the statute of limitations. As an aside, even if successful, such a defense would only go back so far, leaving open claims spanning the last near decade in the very least, not to mention the future. Further, the court already once rejected the City's efforts in this regard. In our view, this is a poor maneuver in matters involving public trust.

Further, the City appealed the trial judge's ruling against it involving the City's effort to detach (basically, swallow), the District's Overlap Area. Detachment, if appropriate, must proceed through Mendocino LAFCO, and as far as the District is aware, there are no such detachment proceedings in process with LAFCO. This begs the question: why is the City pursuing the appeal and pushing up costs?

Additionally, as explained above, the City has yet to adjust its ESSU allocations to accurately reflect the actual ratios. What's more, the City for the last several years claimed it was unable to provide the District with its ESSU calculations. Then, during a very recent public City Council meeting, the City's engineer volunteered that the information does exist and goes back for years. (City Council Mtg., 6/1/2016, video at time stamp 1:27:40.) This was news to the District. Based on that public comment, the District again requested the information under a Public Records Act request. In response, the City provided an ESSU summary going back to 2005, but it failed to provide material showing how the calculation was generated--i.e. what was the source of information used to actually generate the summary? After all, in order to assess the accuracy of the summary, it is necessary to evaluate the information on which the summary is based. Notwithstanding that, as noted above, when the City's other internal summary records are compared to the ESSU figures reported by the City on its Sewer Statistics report, there are substantial differences, some of which are discussed above.

The point in all of this is that the District is, and has always been, willing and eager to work out these issues with the City. The perception otherwise is not grounded in fact. Finally, the implication that the City is concerned about the effect on District ratepayers of the lawsuit is disingenuous at best. The City, it should be pointed out, charges its customers a base rate that is approximately \$11 per month higher than the District's base rates. There should be no difference in base rate. All told, the District estimates the City collects approximately \$750,000 annually in additional base rate revenue from its ratepayers.

In short, the District's actions seek to redress wrongs committed by the City that have resulted in substantial losses to District ratepayers. Absent abatement now, those losses will grow and continue indefinitely. Finally, the District's efforts here are genuine: funds generated by this lawsuit will, indeed, be for the benefit of District ratepayers.

Purple Water

As discussed above, in the early 2000's the treatment plant was producing treated waste water that was near or beyond standards for, among other things, nitrate and ammonia content. The City, who was charged with overseeing design and construction of the Project, was well aware of these issues and the future environmental water standards. The City secured \$75 million in financing to construct the Project. However, it now appears, the Project was deficient and nearing capacity almost as soon as it was finished.

Now, the City proposes a \$50+ million (the numbers vary) fix in the form of the recycled water program, commonly referred to as the Purple Water project. On the other hand, it appears \$10-25 million would permit a sufficient plant upgrade for the nitrate and ammonia problem. The City is concerned that such a fix to the plant will be a band aid of sorts, speculating that future environmental restrictions will render any newly-upgraded plant out of compliance in short order.

The District does have concerns with the Purple Water project. First, on the City's watch, in 2006, system ratepayers assumed \$75 million in debt for the expansion and upgrade of the existing plant, which when completed, was almost immediately rendered obsolete. Now, the City proposes to expend another \$50+ million to essentially fix the relatively new plant.

Second, it is unclear whether the Purple Water project would handle all, or simply a portion of, the plant's discharge capacity. That said, during a presentation given to the District board by the City's Shawn White in April 2016, Mr. White stated that contracts in place to use the recycled water were not sufficient to handle all of the plant's treated water. (UVSD Bd. Mtg., 4/21/2016, video time stamp 11:20.) This is important because if any treated water is discharged into the river, it remains subject to environmental regulations, namely the nitrate and ammonia limits. The District's concern widens when it considers the fact there may be insufficient avenues to discharge the purple water from October through May (i.e. farmers, parks, and the golf course don't typically use the same volume of water in cooler months as they do in warmer months and storage ponds can only hold so much water). In short, while the project would help the current situation--and may provide benefits in the form of a source of irrigation water--the issues with nitrate and ammonia levels in any remaining water the plant would need to discharge in the river must still be addressed. Lastly on this point, the City's statement in its September 14, 2016, letter that "...it is highly likely that no discharge whatsoever into the river will be allowed in the foreseeable future" appears to be speculation.

Third, and significantly, the plant itself is at or near capacity. Absent additional capacity, there is little to no room for development. According to the most recent report prepared by the City and provided to the District, for the time period ending March 31, 2016, there are 12,006.71 ESSUs being used by system customers (**Exhibit # 2**). But, as of March 2004, the City's reported ESSU allocation was as follows:

CITY:	6603 (54.8% of total)
DISTRICT inside CITY:	2543 (21.1% of total)
DISTRICT outside CITY	2898 (24.1% of total)
Total ESSUs	12,044 (Exhibit # 3)

It seems rather unlikely that there would be a reduction of ESSUs during this time period. In fact, other City documents recently obtained by the District from the City as a result of a Public Records Request reflect that from April 1, 2005, through March 31, 2016, there were actually 388.57 new ESSUs added to the system. If that statistical information is correct, based on the March 31, 2004, ESSU count of 12,044 ESSUs, then the treatment plant currently has a total of 12,432.57 ESSUs, which puts it *significantly over capacity* and in a position similar to that which the parties faced in the early 2000's.

Other documents show that while in 2002 the reported ESSUs were 13,211, in 2003 they dropped to approximately 11,500, only to increase to 14,400 or so in 2006 and then back down again to under 12,000 in 2007. The District can only scratch its head and say to itself "what is true?" Even by reference to the City's March 31, 2016, ESSU numbers, the plant remains over capacity. The ESSU calculations are therefore unreliable and untrustworthy. Consequently, the District is in a dilemma--they are unable to determine whether there exists sufficient capacity to meet current demand and desired development. The point is, it seems logical and wise to address these issues before there is commitment to another \$50+ million project.

Fourth, the City has made it clear that any water generated by the Purple Water program belongs exclusively to the City and that the District will not share in any revenue generated from the program. (Rodin (City Mayor) letter, 10/13/2011, p. 9, § 14-~~Exhibit # 4.~~) That said, since the Purple Water project will handle waste generated by District properties too, it appears the City will attempt to allocate the additional infrastructure and O&M costs to the District. Thus, another reason presents itself for fixing the allocation problem now.

Moving on, there has been considerable public discussion associated with the effect of the District's lawsuit on City's ability to obtain financing for the Purple Water project. According to the City's September 14, 2016, letter to the District--which was made public-- it appears the City was already awarded approximately \$10 million in *grants* for the project, and it may seek an additional \$13 million in grants. The problem apparently arises with regard to *loans* for the Purple Water project. In any event, according to the letter, on April 18, 2016, the City, through its attorney, communicated telephonically with Sergio Rudin, an attorney representing the State Water Resources Control Board ("SWRCB"), the entity who controls the loan funding. During that call, the City was informed that it would be required to confirm, through its counsel, that there is no lawsuit pending affecting the City's sewer system. The letter goes on to say that, during a further telephone call on June 28, 2016, SWRCB raised the issue of the District's lawsuit and stated that it will prevent SWRCB from entering into a loan agreement with the City.

Again, the *facts* shed light on the issue. During a District board meeting on April 21, 2016--three days *after* the City was apparently initially contacted by the State regarding the issue--the City's Sean White made a presentation to the District board regarding the Purple Water project and handed out a power point packet to aid in the presentation.

During his presentation, Mr. White made absolutely no reference to any issues with loan funding, grants, or, for that matter, any issues at all regarding the lawsuit. In fact, his presentation made it quite clear that the City had already received funding for the Purple Water

project. In particular, the power point packet, which Mr. White orally discussed as well, conveyed the following with respect to the "Project History":

- a. "Summer 2013 and 2014- Prop 84 Grant Funds awarded in the amount of \$2,090,191 to begin Phases 1 and 2"; and,
- ...
- b. "November 14, 2015-City applies for and receives Prop 1A Funds totaling \$35,560,000 for Phases 1-3" (**Exhibit # 5**, p. "8".)

In the portion of the presentation entitled "Project Funding," the following appears:

- a. "Total Grants received:
 - \$2,090,191- Prop 84
 - \$9,996,000- Prop 1A
- b. Financing Received- SRF Loan at 1% Interest
 - \$25,564,000"

(*Id.*, p. "9," emphasis added.) In other words, as far as the District knew, the City had already received needed funding.

On Friday, September 16, 2016, two of the District's attorneys, Donald McMullen and Giny Chandler, reached out to Sergio Rudin, counsel for SWRCB. Mr. Rudin's initial statements regarding loan status was that his client and the City were still in the negotiation phase--there had been *no funding approval*. Mr. Rudin confirmed that it was the City who decided to offer the sewer system revenue as security for the loan and the Department of Water Resources evaluated that offered security. But, as previously noted, the City *already pledged* all system revenue as security for repayment of the \$75 million in bonds. The District presumes there is an explanation for this, but none has been given to it. In any event, Mr. Rudin did state that one of the issues his client has with the proposed security is the lawsuit. The District, through counsel, offered to meet and work with Mr. Rudin, his client, and the City in good faith in order to consider a resolution or workable conditions to allow the loan to fund. This was done without any request by the City to do so.

A Final Point on the Issue: The City Itself Filed A Lawsuit Against the District

A fact that has received little, or no, attention is that the City has perpetuated the lawsuit; this, in the face of the City's claims that the lawsuit is hamstringing its efforts to obtain Purple Water financing. Here are the facts. On June 30, 2016--two days *after* the City claims it was told by SWRCB for the second time that the lawsuit would prevent loan funding--it filed its own lawsuit against the District. The action was taken in the District's lawsuit and is called a Cross Complaint.

It is through this Cross Complaint, in allegations buried deep within it, that the District was told for the first time that the lawsuit might affect the City's loan financing for the Purple Water project. This is significant. On the one hand, the City asserts the lawsuit will preclude

loan funding, yet it perpetuates the suit by filing its own claims--claims that are unmeritorious at best. Further, and again, at no prior point in time did the City inform the District of this funding issue. At no time has it sought to address the issues in this litigation in an effort to secure the loan. Rather, the City simply suggests the District dismiss its lawsuit so funding may occur. As noted, however, doing so will only prolong and exacerbate the underlying problems.

The City should take this funding issue as an impetus to sit down with the District, actually work through the underlying issues, and remedy past wrongs. In this, a complete resolution may result as to all issues affecting the parties. Even if the only issue resolved in the discussions is purple water, it will be progress.

Summary

In sum, the District has been left almost completely out of the loop on the Purple Water project. As expressed above, this is apparently the case because the City claims exclusive rights to the water and revenue to be generated by the project. The District cannot be expected to idly sit by and have another deficient project constructed, its costs improperly increased, and its ratepayers harmed.

Therefore, unless the allocation, revenue, and other issues addressed above are not abated, not only will the District continue to see its already-significant losses related to the existing sewer system grow into the future, but the problem will only persist and deepen with the Purple Water project.

Very truly yours,



DONALD J. McMULLEN

Attorney for Ukiah Valley Sanitation District

DMJ/kab
Encls.

cc:
Client
Leo R. Bartolotta, Esq. by email only
Michael E. Chase, Esq. by email only
David J. Rapport, Esq. by email only

Kristine Lawler, City Clerk
Sage Sangiacomo, City Manager

EXHIBIT "1"

CITY OF UKIAH
Combining Statement of Fiduciary Net Position
Fiduciary Funds
June 30, 2014

	Private Purpose Trust					Agency			
	Special Deposit	Payroll Revolving	Downtown Business Improvement	Ukiah Successor Agency	Total Private Purpose Trust	Ukiah Valley Sanitation District	Garbage Billing	Russian River Watershed	Total Agency
Assets									
Cash and investments	\$ 866,727	\$ 550,389	\$ 503	\$ 4,414,059	\$ 5,831,678	\$ 4,589,293	\$ 684,560	\$ 140,322	\$ 5,414,175
Cash and investments with fiscal agent	-	-	-	5,760,668	5,760,668	-	-	-	-
Receivables:									
Accounts	15,220	202	829	-	16,251	355,532	23,567	-	379,099
Unbilled	-	-	-	-	-	292,288	-	-	292,288
Accrued interest	-	-	-	9,947	9,947	15,953	1,517	313	17,783
Real property held for resale	-	-	-	3,730,238	3,730,238	-	-	-	-
Capital assets	-	-	-	142,295	142,295	2,268,471	-	-	2,268,471
Total assets	881,947	550,591	1,332	14,057,207	15,491,077	\$ 7,521,537	\$ 709,644	\$ 140,635	\$ 8,371,816
Liabilities									
Accounts payable	18,495	2,798	-	5,604	26,897	\$ 522,163	\$ 151,824	\$ 26,021	\$ 700,008
Accrued salaries and benefits	-	-	-	390	390	-	-	-	-
Accrued interest	-	-	-	137,240	137,240	-	-	-	-
Payroll withholdings and employer contributions	-	547,793	-	-	547,793	-	-	-	-
Customer utility deposits	393,055	-	-	-	393,055	-	-	-	-
Other deposits	470,397	-	-	-	470,397	-	-	-	-
Due to other agencies						6,999,374	557,820	114,614	7,671,808
Noncurrent liabilities:									
Due within one year	-	-	-	965,000	965,000	-	-	-	-
Due in more than one year	-	-	-	9,727,586	9,727,586	-	-	-	-
Total liabilities	881,947	550,591	-	10,835,820	12,268,358	\$ 7,521,537	\$ 709,644	\$ 140,635	\$ 8,371,816
Net Position									
Held in trust for other purposes	\$ -	\$ -	\$ 1,332	\$ 3,221,387	\$ 3,222,719				

EXHIBIT "2"

CITY OF UK. . AND UVSD
 ESSU STATISTICS REPORT
 APRIL 1, 2016
 (04/01/2015 - 03/31/2016)

	City Accounts # ESSU Units	UVSD #ESSU Units	Total All Acct. #ESSU Units
Report March 2016	6306.64	5700.07	12006.71
March 2016 % of Total	52.53%	47.47%	100.00%
Percent Use to Date March 2016	60.79%	58.37%	59.22%
New Plant 20 Year Net ESSU Used	510.62	910.55	1421.17
New Plant Total ESSU's Remaining To Date	329.38	649.45	978.83
New Plant Agreement	35.00%	65.00%	100.00%
New Plant Capacity	840	1560	2400

EXHIBIT "3"

MARCH 2004

SEWER BILLING STATISTICS AS OF MARCH 2004																
	City Accounts			San District Inside City			San District outside City			Total San District Accounts			Total of all accounts			
Billing	# accts	# units	amt	# accts	# units	amt	# accts	# units	amt	# accts	# units	amt	# accts	# units	amt	
Code			billed			billed			billed			billed			billed	
SADD	44	417	\$ 6,884.67										44	417	\$ 6,884.67	
SC	584	1984	\$ 32,763.98										584	1984	\$ 32,763.98	
SC2	1	1	\$ 8.26										1	1	\$ 8.26	
SC3		0											0	0	\$ -	
SDC				136	1033	\$ 17,060.68				136	1033	\$ 17,060.68	136	1033	\$ 17,060.68	
SDC2					0					0	0	\$ -	0	0	\$ -	
SDC3					0					0	0	\$ -	0	0	\$ -	
SDDD				25	248	\$ 4,084.48				25	248	\$ 4,084.48	25	248	\$ 4,084.48	
SD				1270	1262	\$ 20,826.13	1640	2208	\$ 36,466.23	2910	3470	\$ 57,296.36	2910	3470	\$ 57,296.36	
SR	4286	4202	\$ 69,369.51										4286	4202	\$ 69,369.51	
1		0														
100					0		129	689	\$ 11,370.53	129	689	\$ 11,370.53	129	689	\$ 11,370.53	
TOTAL	4875	6804	\$ 109,026.40	1431	2543	\$ 41,883.29	1769	2898	\$ 47,838.76	3200	5440	\$ 89,822.05	8075	12,044	\$ 188,848.45	
% OF TOTAL	60.4%	54.8%	54.8%	17.7%	21.1%	21.1%	21.9%	24.1%	24.1%	39.6%	45.2%	45.2%	100%	100%	100%	

sewer ESSU.XLS March 2004

EXHIBIT "4"

Letter to UVSD Board of Directors
Subject: Ad hoc committee proposals
Dated: October 13, 2011

Page 9

Clarification of these provisions could address the on-going dispute over sharing administrative costs and could afford an opportunity to resolve the dispute over the 2009-10, 10-11 and 11-12 budget years.

Section 14

This proposal should be discussed by the City Council and the District Board. The City Council notes that Water Code Section 1210 provides, in pertinent part, as follows: "The owner of a waste water treatment plant operated for the purpose of treating wastes from a sanitary sewer system shall hold the exclusive right to the treated waste water as against anyone who has supplied the water discharged into the waste water collection and treatment system, including a person using water under a water service contract, unless otherwise provided by agreement."

The current Participation Agreement does not agree to grant the District a right to treated waste water. As stated in the Preliminary General Comments, the City Council would have to be convinced that it is a benefit to the City's residents and sewer system ratepayers to share waste water produced by the WWTP with the District.

The City Council looks forward to productive negotiations through the ad hoc committees on the changes to the Participation Agreement discussed by the ad hoc committees and the issues contained in this letter.

Very truly yours,



Mari Rodin, Mayor

cc: City Council
City Attorney
City Manager

EXHIBIT "5"



TRANSMITTAL

DATE: April 13, 2016

TO: Ukiah Valley Sanitation District
Attn: Frank McMichael, District Manager
151 Laws Avenue
Ukiah, CA 95482

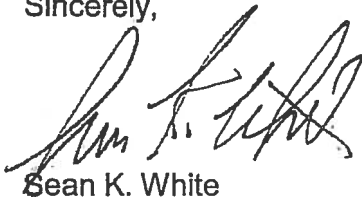
FROM: Sean K. White
Director of Water and Sewer
411 West Clay Street, Ukiah, CA 95482
Phone: (707) 467-5712

RE: **RECYCLED WATER PRESENTATION**

Dear Frank,

Enclosed you will find the presentation prepared for the April 21, 2016 meeting of the Ukiah Valley Sanitation District Board of Directors. In order to provide consistent information amongst our agencies, I have updated the most recent update given to the Ukiah City Council. The presentation contains all of the material you and your Board should need to prepare for your meeting.

Sincerely,



Sean K. White

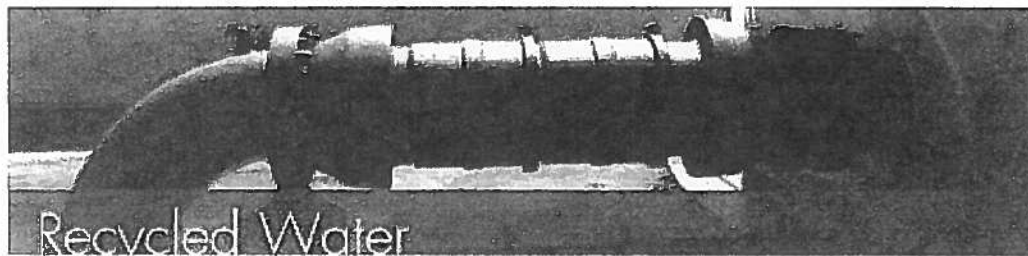
Enclosure

Cc: Sage Sangiacomo, City Manager
David Rapport, City Attorney
Tim Eriksen, PE, Director of Public works/City Engineer
Jarod Thiele, Public Works Project Analyst

City of Ukiah Recycled Water Project

Ukiah Valley Sanitation District Update

April 21, 2016



Project History

- **September 1, 2010** - Council Approved Request for Proposals (RFP) for Engineering Services for the preparation of a Recycled Water Master Plan.
- **October 2, 2010** - 5 RFPs were received and reviewed. Interviews were held with 2 firms and Carollo Engineers was selected by the review committee.
- **December 15, 2010** - City Council awarded the Contract to Carollo Engineers.
- **February, 2011**- Staff began working on the Master Plan with Carollo Engineers, Mendocino County Farm Bureau, Ukiah Valley Sanitation District and the Russian River Flood Control District with other stakeholder involvement.
- **August 12, 2011**- City received a Facilities Planning Grant from the State Water Resources Control Board (SWRCB) which reimbursed 50% of the cost to prepare the Master Plan (hereinafter called "Recycled Water Feasibility Study").
- **December 7, 2011**- City Council received an update on the progress of the Feasibility Study. Once data was gathered, stakeholder workshops were held and the alternatives were developed.
- **June 21, 2012**- Contract with Carollo Engineers was amended to include CEQA-Plus Initial Study.
- **June 5, 2013** - City Council adopted a resolution approving a Mitigated Negative Declaration for the Recommended Alternative of the Recycled Water Feasibility Study.
- **Summer 2013 and 2014**- Prop 84 Grant Funds awarded in the amount of \$2,090,191 to begin Phases 1 and 2
- **May 28, 2014** - City Council Awarded a contract to Carollo Engineers for the design of Phases I and II of the Recommended Alternative.
- **August 31, 2015** – SWRCB approves Change Petition WW0082 changing Purpose and Place of Use for Treated Wastewater
- **November 14, 2015**- City applies for and receives Prop 1A Funds totaling \$35,560,000 for Phases 1-3
- **March 16, 2016**- City amends agreement (\$697,629) with Carollo to add Design of Phase 3 and to complete a Water Balance Model

Project Funding

- Funds committed to date:
 - \$1,543,531 Design, CEQA and Permitting Costs
- Source of Funds:
 - City Sewer Capital Fund 844
- Total Grants received:
 - \$2,090,191- Prop 84
 - \$9,996,000- Prop 1A
- Financing Received- SRF Loan at 1% Interest
 - \$25,564,000
 - Annual Debt Service- \$1,157,904
 - 1996 AWT Loan paid off April 2016- \$425,649
 - Net Debt Service- \$732,255 (10% of total Wastewater Operating Budget)



October 5, 2016

Supplemental Information**RE: ITEM 3B; OCTOBER 5, 2016; STATUS REPORT, DISCUSSION AND POSSIBLE ACTION REGARDING THE UKIAH VALLEY SANITATION DISTRICT'S LITIGATION AGAINST THE CITY OF UKIAH RELATED TO THE OPERATION OF THE SANITARY SEWER SYSTEM**

City Council:

At the conclusion of the September 21st discussion regarding the Ukiah Valley Sanitation District's litigation against the City of Ukiah, the Council directed the City Manager to contact the UVSD District Manager to explore possible alternatives to litigation.

On September 22, 2016, the City Manager requested a meeting with the District Manager to discuss a change in process outside of litigation to resolve the dispute and restore a working relationship. On September 26th, the District Manager replied indicating that he was out on medical leave and would call when he returns to the office. The full email string is included as Attachment #1.

Subsequently on October 5th, the City Attorney received an email from Duncan James (Attorney representing the UVSD) indicating that the UVSD is willing to meet and has appointed a committee to represent it in any such discussion (Attachment #2).

Staff recommends the Council consider appointing a committee to meet with the UVSD.

Sincerely,

Sage Sangiacomo
City Manager
(707) 463-6221

Sage Sangiacomo

From: Sage Sangiacomo
Sent: Monday, September 26, 2016 9:27 PM
To: Ukiah Valley SD
Subject: Re: Request to Meet

Frank,

Thanks for the email. I look forward to your call.

Thanks,
Sage

Sent from my iPhone

> On Sep 26, 2016, at 3:25 PM, Ukiah Valley SD <dm@uvsd.org> wrote:
>
> Sage,
> I have been on medical leave since Sept. 16th. I anticipate that I will be
> gone another two weeks but will call you when I return to the office.
> Frank
>
> -----Original Message-----
> From: Sage Sangiacomo [mailto:ssangiacomo@cityofukiah.com]
> Sent: Thursday, September 22, 2016 10:02 AM
> To: FrankMcMichael (dm@uvsd.org)
> Subject: Request to Meet
>
> Good Morning Frank,
>
> As you are aware, the City of Ukiah is requesting the District consider a
> change in process outside of litigation to resolve the dispute and restore a
> working relationship. There is simply too much at stake for the ratepayers,
> system operations, and the community to not consider an alternative to
> litigation and refocus on cooperation.
>
> I believe you and I have a responsibility to our agencies and the community
> to assist with developing a solution based resolution to this issue, and I
> hope you would be willing to meet to discuss this topic.
>
> If you are agreeable to this discussion, please forward some dates and times
> that are convenient for you. Note: I'm out of the office September 26-28,
> but I'm available before and after those dates.
>
> Thank you for considering this request.
>
> Sage Sangiacomo
> City Manager
>
> City of Ukiah
> 300 Seminary Avenue

> Ukiah, CA 95482
> P) 707-463-6221
> F) 707-463-6740
> ssangiacomo@cityofukiah.com<mailto:ssangiacomo@cityofukiah.com>
> www.cityofukiah.com<http://www.cityofukiah.com/>
> www.visitukiah.com<http://www.visitukiah.com/>
>
>

Sage Sangiacomo

From: David Rapport <drapport@pacbell.net>
Sent: Wednesday, October 5, 2016 11:23 AM
To: Sage Sangiacomo; Sean White; Tim Eriksen; Doug Crane; Jim O. Brown; Kevin Doble; Maureen Mulheren; Steve Scalmanini
Subject: FW: UVSD v. CITY

I just received this.

David J. Rapport
Rapport and Marston
405 W. Perkins Street
Ukiah, CA. 95482
Tel: 707-462-6846
Cell: 707-972-4944
Fax: 707-462-4235
Coast: 707-937-0785

Confidentiality Notice: This email may contain material that is confidential, privileged and/or attorney work product for the sole use of the intended recipient. Any review, reliance or distribution by others or forwarding without express permission is strictly prohibited. If you are not the intended recipient, please contact the sender and delete all copies.

From: Duncan James [mailto:mendolaw@duncanjames.com]
Sent: Wednesday, October 05, 2016 11:19 AM
To: David Rapport
Cc: Frank; 'Jim Ronco'; rvppages@netscape.net
Subject: UVSD v. CITY

In response to Mr. Sangiacomo's email dated September 22, 2016 at 10:02 AM regarding meeting outside the litigation, the District has instructed me to advise you that they are willing to meet and spend whatever time may be necessary to resolve all issues affecting the City and District in the above referenced litigation but is not willing to authorize its District Manager to meet one-on-one with the City Manager to accomplish that objective. As an alternative, the District has appointed a committee to represent it in any such discussions. That committee is made up of Frank McMichael, District Manager; Jim Ronco, Board Chair; Bob Page, Board Member; and, legal counsel. Doug Losak will be at the Council meeting tonight to address the issue.

DUNCAN



October 19, 2016

Supplemental Information

**RE: ITEM 3B; OCTOBER 19, 2016; STATUS REPORT, DISCUSSION AND POSSIBLE ACTION REGARDING THE UKIAH VALLEY SANITATION DISTRICT'S LITIGATION AGAINST THE CITY OF UKIAH
RELATED TO THE OPERATION OF THE SANITARY SEWER SYSTEM**

City Council:

On October 5, 2016, the City Council formed an ad hoc consisting of Councilmembers Crane and Doble to engage the Ukiah Valley Sanitation District with the objective to seek a change in process outside of litigation to resolve the dispute and restore a working relationship. Immediately following the Council meeting, the City Manager engaged the District in attempt to confirm a meeting date/time. At the time of this memo, a date/time for the meeting was still pending a response from the District. The full email string is included as Attachment #1.

Subsequent to the October 5th City Council meeting and as detailed in the email correspondence, the District has communicated other conditions that would be required including execution of a confidentiality agreement and limitations on City staff attendance.

Council may wish to discuss the District's conditions and provide direction to the City's ad hoc.

Sincerely,



Sage Sangiacomo
City Manager

Subject: FW: Request to Meet

From: Sage Sangiacomo
Sent: Wednesday, October 19, 2016 3:56 PM
To: 'Frank' <dm@uvsd.org>
Cc: 'Jim Ronco' <jim@jimroncoconsulting.com>; 'Robert Page' <rvppages@netscape.net>; Kevin Doble <kdobleukiah@gmail.com>; Doug Crane <doug.crane@craneofukiah.com>; 'Duncan James' <mendolaw@duncanjames.com>; David Rapport <drapport@pacbell.net>; Tim Eriksen <teriksen@cityofukiah.com>; Sean White <swhite@cityofukiah.com>; Kristine Lawler <klawler@cityofukiah.com>
Subject: RE: Request to Meet

Hi Frank

Has the District selected one of the proposed meeting dates?

Sage Sangiacomo
City Manager

City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482
P) 707-463-6221
F) 707-463-6740
ssangiacomo@cityofukiah.com
www.cityofukiah.com
www.visitukiah.com

From: Frank [<mailto:dm@uvsd.org>]
Sent: Wednesday, October 19, 2016 3:01 PM
To: Sage Sangiacomo <ssangiacomo@cityofukiah.com>; Kevin Doble <kdobleukiah@gmail.com>; Doug Crane <doug.crane@craneofukiah.com>
Cc: 'Jim Ronco' <jim@jimroncoconsulting.com>; 'Robert Page' <rvppages@netscape.net>; 'Duncan James' <mendolaw@duncanjames.com>
Subject: FW: Request to Meet

Sage,

First: When I spoke to Duncan yesterday I understood him to say that an agreement for the negotiation process would be sent to Mr. Rapport by today. Apparently in my discussion with him on other matters, I conflated the timing of the two issues. He tells me that he had informed Mr. Rapport that the agreement would be sent by the end of this week and that will still be the case. My apologies for my screw-up.

Second: Additionally, over lunch I gave more thought to your interest in having additional staff through our negotiation process. My focus has been on our earliest meeting for purposes of developing our agenda and process and procedures for finding agreement. I still think the initial several meetings have to occur with minimum numbers of people there for the beginning of our meetings. However, after reflection, if our early negotiation processes continues successfully, I can see where there would be value to having additional staff for particular issues or subjects. Therefore, I will recommend to the District's Ad Hoc committee that the District proceed with this understanding.

I continue to be hopeful for both agencies to find solutions to our litigation

Frank McMichael

District Manager

From: Frank [<mailto:dm@uvsd.org>]

Sent: Wednesday, October 19, 2016 10:33 AM

To: 'Frank'; 'Sage Sangiacomo'; 'Kevin Doble'; 'Doug Crane (doug.crane@craneofukiah.com)'

Cc: 'Jim Ronco'; 'Robert Page'; 'Duncan James'

Subject: RE: Request to Meet

Sage,

Just a bit of clarification, the Ad hoc Committee consists of two board members and two councilmember with you and I as staff as well as the respective attorneys. After re-reading my earlier email it could be interpreted that I was saying that you and I were part of the ad hoc committee. Not so.

Frank

From: Frank [<mailto:dm@uvsd.org>]

Sent: Wednesday, October 19, 2016 10:08 AM

To: 'Sage Sangiacomo'; 'Kevin Doble'; 'Doug Crane (doug.crane@craneofukiah.com)'

Cc: 'Jim Ronco'; 'Robert Page'; 'Duncan James'

Subject: RE: Request to Meet

Good Morning Sage,

My understanding is that Mr. Rapport will be receiving a c confidentiality agreement from Duncan James' office this morning.

The District Board appointed two Board members plus myself and the District's attorneys to be part of a negotiation process for purpose of resolving our litigation issues. It was expected that the City would do the same, e.g. two council members and yourself along with the City's attorneys.

It has been jokingly said that three people can keep a secret, if two are dead. This bon mot is a succinct way of saying that the fewer people involved in a confidential process, the less likely the confidentiality will be breached. It is my hope that we will be focused on resolving our litigation issues not discussing operations or management issues. It is also true that the fewer people on a committee the greater the likelihood of progress. Thus, the District for those reasons sees no value for Mr. Eriksen or Mr. White to be part of discussion of our litigation issues and declines to have them present during our litigation negotiations.

I will confirm our meeting dates later today.

Frank McMichael

District Manager

From: Sage Sangiacomo

Sent: Tuesday, October 18, 2016 3:41 PM

To: 'Frank' <dm@uvsd.org>

Cc: 'Jim Ronco' <jim@jimroncoconsulting.com>; 'Duncan James' <mendolaw@duncanjames.com>; Kristine Lawler <klawler@cityofukiah.com>; David Rapport <drapport@pacbell.net>; Tim Eriksen <teriksen@cityofukiah.com>; Sean White <swhite@cityofukiah.com>; Ashley Cocco <acocco@cityofukiah.com>; Doug Crane <doug.crane@craneofukiah.com>; Kevin Doble <kdobleukiah@gmail.com>

Subject: RE: Request to Meet

Hi Frank,

In addition to the previous date/time, I was also able to confirm availability for October 25th from 2:30pm – 4:30pm and October 28th from 2pm -3:30pm. Hopefully, one of the dates will work for the District's committee.

Meeting attendees from the City: In addition to the City's ad hoc of Councilmembers Crane and Doble, staff from the City will include myself, Tim Eriksen, and Sean White along with David Rapport.

As previously indicated, feedback from the City on the District's request for a confidentiality agreement will be forthcoming. Please forward the proposed agreement as this condition was not referenced in Mr. James' letter dated October 4, 2016 (hand delivered by Mr. Losak on October 5, 2016 to the City Council) and has come up only in subsequent correspondence from the District.

Thanks,

Sage Sangiacomo
City Manager

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300 Seminary Avenue
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ssangiacomo@cityofukiah.com
www.cityofukiah.com
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From: Frank [<mailto:dm@uvsd.org>]
Sent: Tuesday, October 18, 2016 10:22 AM
To: Sage Sangiacomo <ssangiacomo@cityofukiah.com>
Cc: 'Jim Ronco' <jim@jimroncoconsulting.com>; 'Duncan James' <mendolaw@duncanjames.com>
Subject: RE: Request to Meet

Sage,
Mine concern is similar.

Regarding the first meeting: The first meeting will of necessity be the signing of the confidentiality agreements and discussions as to schedules and procedures for future meetings. My understanding is that staff for each agency would be you for the City, me for the District and our respective attorneys.

Chair Ronco has indicated that he has a medical appointment that conflicts with suggested date of October 27th which he cannot delay. He will be traveling for that appointment so an earlier time will not work.

Are your people available on the 28th after 2:00 p.m.? I am pleased that the WWTP conference room is available, thank you for that.

Frank

From: Sage Sangiacomo [<mailto:ssangiacomo@cityofukiah.com>]
Sent: Tuesday, October 18, 2016 9:26 AM
To: Frank
Cc: Kristine Lawler; Doug Crane; Kevin Doble; Tim Eriksen; Sean White; David Rapport; Ashley Cocco; 'Jim Ronco'
Subject: RE: Request to Meet

Good morning Frank,

My primary concern is resolving the dispute and moving forward to rebuild the fractured relationship. Chair Ronco's correspondence below reflects a number of inaccuracies, but I look forward to the upcoming meeting(s) to move beyond the rhetoric and litigation.

Given the District's unavailability this week and request to meet the week of Oct. 24-28, we have confirmed availability of the City's ad hoc (and staff) for Thursday, October 27th from 1:00 to 4:00 p.m. Please let me know if this date and time block works for the District. I have confirmed the availability of both the treatment plant meeting room and the Conference Center. The District can choose from either or provide an alternate location.

Thanks,

Sage Sangiacomo
City Manager

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ssangiacomo@cityofukiah.com
www.cityofukiah.com
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From: Frank [mailto:dm@uvsd.org]
Sent: Wednesday, October 12, 2016 11:56 AM
To: 'Jim Ronco' <jim@jimroncoconsulting.com>; 'Robert Page' <rvppages@netscape.net>; 'Duncan James' <mendolaw@duncanjames.com>; Sage Sangiacomo <ssangiacomo@cityofukiah.com>
Subject: First Negotiation Meeting

To All,
Duncan indicates that he is unavailable for next week, requests that we move to the week of Oct. 24-28.
Frank

From: Frank [mailto:dm@uvsd.org]
Sent: Wednesday, October 12, 2016 9:44 AM
To: Sage Sangiacomo <ssangiacomo@cityofukiah.com>
Cc: 'Jim Ronco' <jim@jimroncoconsulting.com>; 'Duncan James' <mendolaw@duncanjames.com>
Subject: First Negotiation Meeting

Sage,
These are the dates that I am polling the District's ad hoc committee for our possible meeting next week: Oct. 18 & 19 after 2:00 p.m. and all day either the 20th or 21st.

This is subject to the confidentiality agreements being developed and executed by all parties.

Our first meeting can occur at the Conference Center.

Frank

From: Frank [<mailto:dm@uvsd.org>]
Sent: Wednesday, October 12, 2016 8:10 AM
To: Sage Sangiacomo <ssangiacomo@cityofukiah.com>
Cc: 'Jim Ronco' <jim@jimroncoconsulting.com>
Subject: FW: Request to Meet

Good Morning Sage,
Chair Ronco requested that I forward his below email to you.
Frank

From: Jim Ronco [<mailto:jim@jimroncoconsulting.com>]
Sent: Monday, October 10, 2016 12:03 PM
To: 'Frank'
Subject: RE: Request to Meet

Please forward, at your discretion, the following comments to Mr. Sangiacomo's statements.

It would appear that the selective memory of the City Manager and the "City" continues. I am flabbergasted that Sage would suggest that he initiated the suggestion to "sit down and talk" (from the beginning the District has asked to speak first). The propaganda machine of the city doesn't miss a beat. It is simple to see that the city is more concerned about taking credit for the illusion of cooperation than actually working towards a solution. I am seriously concerned that no progress will occur with the City unless they accept the situation they put themselves into by their deliberate and calculated actions to deceive and discredit the District, breach the public trust and misappropriate the money of the rate payors (District and City using same for non-sewer system City expenses).

I am still waiting to receive the ESSU statistics from our July working group (sham, open and cooperative?) meeting that supposedly were being accumulated from existing statistical reports. Last I heard Mr. White was attempting create data to support the reports they had submitted over the years. In the appraisal business they used to have an acronym for a professional classification of appraisals "MAI" (made as instructed). I am assuming we will eventually receive a "FTF" (fabricated to fit) report.....

I am not willing to meet anywhere but the treatment plant, Mr. Sangiacomo evidently has no awareness of the daily operations at the plant. That meeting room appears to be virtually vacant on every visit we have made.

From: Sage Sangiacomo
Sent: Monday, October 10, 2016 3:44 PM
To: 'Frank' <dm@uvsd.org>
Cc: Kristine Lawler <klawler@cityofukiah.com>; Sean White <swhite@cityofukiah.com>; Tim Eriksen <teriksen@cityofukiah.com>; Kevin Doble <kdobleukiah@gmail.com>; David Rapport <drapport@pacbell.net>; Doug Crane <doug.crane@craneofukiah.com>
Subject: RE: Request to Meet

Good Afternoon Frank,

In your last reply, you asserted that I don't "remember" the discussion content of our initial meetings. Please note, I did not suggest that I don't remember. I did state that "your recollection of our initial meetings does not match mine." There is a significant distinction.

In review of your latest reply, I continue to maintain that your recount of the meetings does not match mine. Regardless, I'm pleased to see that we are now both in agreement that it is in the best interest of all to find a process outside of litigation to resolve the conflict. I also believe continued positioning and posturing is counterproductive and focus needs to be shifted to ending this costly litigation.

Regarding the District's request for a confidentiality agreement, City staff will be advising the City's ad hoc of the various options and seeking direction. Feedback on this condition will be forthcoming.

I look forward to finalizing a date and location for the first meeting. Outside of the WWTP, the City is completely open to meeting at whatever location the District deems acceptable. I will continue to hold the specified week at the Conference Center as an option.

Thank you,

Sage Sangiacomo
City Manager

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ssangiacomo@cityofukiah.com
www.cityofukiah.com
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From: Frank [<mailto:dm@uvsd.org>]
Sent: Monday, October 10, 2016 11:14 AM
To: 'Jim Ronco' <jim@jimroncoconsulting.com>; dm@uvsd.org
Subject: FW: Request to Meet

From: Frank [<mailto:dm@uvsd.org>]
Sent: Monday, October 10, 2016 10:41 AM
To: 'Jim Ronco'; 'Robert Page'; Theresa McNerlin Home (tmcnerlin@sbcglobal.net); 'kenmarshall707@gmail.com'; 'travis.forrester@gmail.com'; 'Duncan James'; 'Donald McMullen'; 'Doug Losak'
Subject: FW: Request to Meet

FYI.
Frank

From: Frank [<mailto:dm@uvsd.org>]
Sent: Monday, October 10, 2016 10:39 AM
To: 'Sage Sangiacomo'
Subject: RE: Request to Meet

Well Sage, I am surprised that you don't remember. My first proposal to you was that you and I with our respective attorneys meet and see if we could "hash out" litigation issues. Not receiving any affirmative response, at the next meeting I suggested an ad hoc committee methodology. Before I made either of these suggestions, I first spoke to the District's attorney as to any possible negative effect on the litigation process. His response was that with the proper safeguards it would not be a problem and it would be good if such meetings could occur and resolution could be found. Unfortunately, it was necessary for me to inform my Board and the District's attorney that you wanted to focus on working together in the future without resolving past history (i.e. litigation issues). I distinctly remember telling you that unless the past history (meaning litigations issues) was dealt with, it would of little value to discuss a future working relationship, other than day-to-day operational issues. I am sorry you don't remember that.

Regarding the WWTP conference room, I accept your decision, however, "Wi-Fi and other business services" are not needed for our meetings. Actually, in that the meetings are to be confidential, I think that having such connections would be potentially detrimental, in that assurance of non-broadcast of our discussions is very important if we are to have open and frank discussions. To my mind, along with signing confidentially statements, no audio recording devices, such as phones and notebook computers, should be allowed during our meetings.

On Tuesday/Wednesday after conferencing with Chair Ronco, the District will indicate our preferred or acceptable locations for our discussion. Regardless of yours or my memory, I continue to be hopeful of an effective resolution.

Frank

From: Sage Sangiacomo [<mailto:ssangiacomo@cityofukiah.com>]
Sent: Friday, October 07, 2016 6:24 PM
To: Ukiah Valley SD
Cc: Kristine Lawler; Sean White; Tim Eriksen; David Rapport; Doug Crane; Kevin Doble
Subject: RE: Request to Meet

Good Afternoon Frank,

Unfortunately, your recollection of our initial meetings does not match mine. From my very first outreach to you and continuing, I have emphasized the importance of resolving the dispute outside of litigation. I have expressed this to you during our meetings and publicly when discussing the issue. Regardless, I am pleased the City and Board have agreed to meet and I look forward to working towards a positive and productive outcome.

Regarding meeting location/dates, I'd prefer not to impact the normal operations/workflow and staff at the Wastewater Treatment Plant. In addition, the facility is not equipped with public Wi-Fi and other business services. I have inquired with the Conference Center and have placed a hold on a room for the entire week of Oct. 17 – 21 as identified in your email as the District's preferred dates. We remain completely open to alternate locations including the use of either the District's or City's administration facilities. In order to expedite the confirmation of a date/time, we will also work to identify the availability of the City's ad hoc members and corresponding City staff within the period specified.

Thanks,

Sage Sangiacomo
City Manager

City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482
P) 707-463-6221
F) 707-463-6740
ssangiacomo@cityofukiah.com

-----Original Message-----

From: Ukiah Valley SD [<mailto:dm@uvsd.org>]

Sent: Thursday, October 6, 2016 12:25 PM

To: Sage Sangiacomo <ssangiacomo@cityofukiah.com>

Subject: RE: Request to Meet

Good Day Sage,

I was pleased to see that the Council agreed to my Board's recommendation and appointed Council members Crane and Doble to an ad hoc committee for purposes of finding a "process outside of litigation" to resolve our issues.

As I am sure you remember, when we were having one-on-one meetings last August/September, I suggested to you that we do that very thing as an alternative pathway to litigation but you were not at a point that you wanted to do that. But now the City is, so that is very good. I look forward to a rewarding discussion and am hopeful along with my Board that resolution can be had.

Given that we are now at that point where we have an ad hoc committee process created, I will make every effort to facilitate our first meeting. I will be back from my medical leave on Tuesday (10-11-16) and will confer with the Board appointed committee members as to possible dates for our first meeting and of course I will need to accomplish a bit of "catch-up".

I agree that a "soon" meeting is best, so our first meeting should occur within the next two weeks preferably the week of the Oct. 17th - 21st as this will allow me time to bring myself up to speed as to the past three weeks. I suggest that we meet at the Conference Room at the WWTP as this room would not only be adequate for our needs but also has a symbolic value to our efforts to effect an agreement.

If you agree to that location, would you send me some dates that the room is available and I will use those dates for purpose of querying my Board members as to their availability? If you do not agree to that location, then we will need to find a suitably neutral location that will work but it seems to me that using this facility provides the earliest opportunity for holding our first meeting..

Frank

-----Original Message-----

From: Sage Sangiacomo [<mailto:ssangiacomo@cityofukiah.com>]

Sent: Wednesday, October 5, 2016 10:42 PM

To: Ukiah Valley SD

Cc: Doug Crane; Kevin Doble; David Rapport

Subject: RE: Request to Meet

Dear Frank,

At this evening's City Council meeting, the Council approved an ad hoc consisting of Councilmembers Crane and Doble to meet with the Ukiah Valley Sanitation District's committee. The City of Ukiah continues to request the District consider a change in process outside of litigation to resolve the dispute and restore a working relationship, recognizing there is simply too much at stake for the ratepayers, system operations, and the community.

We appreciate that the District has formed a committee and is willing to meet/confer with the City regarding the litigation. The City's ad hoc is ready to meet and believes time is of the essence. Please forward some suggested dates/times for the first meeting.

Sage Sangiacomo
City Manager

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ssangiacomo@cityofukiah.com
www.cityofukiah.com
www.visitukiah.com

-----Original Message-----

From: Sage Sangiacomo
Sent: Monday, September 26, 2016 9:27 PM
To: Ukiah Valley SD <dm@uvsd.org>
Subject: Re: Request to Meet

Frank,

Thanks for the email. I look forward to your call.

Thanks,
Sage

Sent from my iPhone

> On Sep 26, 2016, at 3:25 PM, Ukiah Valley SD <dm@uvsd.org> wrote:

>

> Sage,

> I have been on medical leave since Sept. 16th. I anticipate that I

> will be gone another two weeks but will call you when I return to the office.

> Frank

>

> -----Original Message-----

> From: Sage Sangiacomo [mailto:ssangiacomo@cityofukiah.com]

> Sent: Thursday, September 22, 2016 10:02 AM

> To: FrankMcMichael (dm@uvsd.org)

> Subject: Request to Meet

>

> Good Morning Frank,

>

> As you are aware, the City of Ukiah is requesting the District

> consider a change in process outside of litigation to resolve the

> dispute and restore a working relationship. There is simply too much

> at stake for the ratepayers, system operations, and the community to

> not consider an alternative to litigation and refocus on cooperation.

>

> I believe you and I have a responsibility to our agencies and the

> community to assist with developing a solution based resolution to

> this issue, and I hope you would be willing to meet to discuss this
topic.

>

> If you are agreeable to this discussion, please forward some dates and

> times that are convenient for you. Note: I'm out of the office

> September 26-28, but I'm available before and after those dates.

>

> Thank you for considering this request.

>

> Sage Sangiacomo

> City Manager

>

> City of Ukiah

> 300 Seminary Avenue

> Ukiah, CA 95482

> P) 707-463-6221

> F) 707-463-6740

> ssangiacomo@cityofukiah.com<mailto:ssangiacomo@cityofukiah.com>

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>

>

CITY OF UKIAH
CITY COUNCIL MINUTES
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
October 5, 2016
6:00 p.m.

1. **ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

Ukiah City Council met at a Regular Meeting on October 5, 2016, having been legally noticed on September 30, 2016. Mayor Scalmanini called the meeting to order at 6:02 p.m. Roll was taken with the following **Councilmembers Present:** Douglas F. Crane, Kevin Doble, Jim O. Brown, and Stephen G. Scalmanini. **Councilmember Absent by Prearrangement:** Maureen Mulheren. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

3. **PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS**

a. Proclamation for Make A Difference Day, October 22, 2016 – Community Services.

Presenter: Mayor Scalmanini.

Staff Comment: Tami Bartolomei, Director of Community Services.

Proclamation received by Rebecca Enberg, North Coast Opportunities Volunteer Network.

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

Presenter: Sage Sangiacomo, City Manager.

Public Comment: Doug Losak, UVSD Attorney; John McCowen; and Don Crawford.

Nomination by Vice Mayor Brown for Councilmembers Crane and Doble to serve on Ad Hoc.

Motion/Second: Crane/Brown to appoint Councilmembers Crane and Doble to serve on an Ad Hoc committee for Ukiah Valley Sanitation District (UVSD) Reconciliation, and to bring with them their designated legal counsel and necessary staff to meet with the UVSD committee. Motion **carried** by the following roll call votes: AYES: Crane, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Mulheren. ABSTAIN: None.

Council Consensus directs staff to continue placing this item on future meeting agendas.

4. **PETITIONS AND COMMUNICATIONS**

5. **APPROVAL OF MINUTES**

a. Minutes of September 21, 2016, a Regular Meeting.

Motion/Second: Brown/Doble to approve Minutes of September 21, 2016, a Regular Meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Doble, Brown, and Scalmanini. NOES: None. ABSENT: Mulheren. ABSTAIN: Crane.

6. **RIGHT TO APPEAL DECISION**

7. **CONSENT CALENDAR**

- a. ~~Consideration and Possible Adoption of Resolution Establishing a Uniform Process of Minute Taking and Meeting Recordation for All City Boards and Commissions — City Clerk. Pulled by Councilmember Crane and Vice Mayor Brown and placed as Agenda Item 13c.~~
- b. Authorize Reactivation of the Associate Planner Position – *Planning and Community Development.*
- c. ~~Authorization for the City Manager to Accept Mitigation Funding from Pacific Gas & Electric for the Community Pipeline Safety Initiative, and Approve Corresponding Budget Amendment(s) — Administration. Pulled by Mayor Scalmanini and placed as Agenda Item 13d.~~
- d. Approval of Updated 2016 Council Special Assignment List Showing Reassignments to the Economic Development & Financing Corporation (EDFC) and the Mendocino Transit Authority (MTA) Board of Directors – *City Clerk.*
- e. Authorize the City Manager to Negotiate and Execute Agreement(s) (COU No. 1617-132) with the Ukiah Valley Medical Center and Special Ice Rentals LLC for an Outdoor Holiday Ice Rink – *Community Services.*
- f. Report of Emergency Repair of Jet A Fuel Pump and Filter Skid for the Bulk Storage Tank in the Amount of \$15,905 (*Purchase Order No. 44190*), and Approve Corresponding Budget Amendment – *Airport.*

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

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

Presenter: Peter Barrett.

9. **COUNCIL REPORTS**

Presenter: Councilmember Crane.

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

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

12. **UNFINISHED BUSINESS**

- a. **Discussion and Possible Action Regarding a Council Position on Measure AF, the Mendocino Heritage Act.**

Presenter: Sage Sangiacomo, City Manager

Public Comment: Sarah Bodnar, Campaign Manager for Measure AF; Mike Sweeney, No on Measure AF Committee; Tim Blake; Evan Johnson; Kerwin Powell; John McCowen, 2nd District County Supervisor; Phil Baldwin; John McCowen, 2nd District County Supervisor; Sarah Bodnar, Campaign Manager for Measure AF; Mike Sweeney, No on Measure AF Committee; Tim Blake; and Phil Baldwin.

Motion/Second: Brown/Crane to support a No on Measure AF position, per Council discussion. Motion **carried** by the following roll call votes: AYES: Crane, Doble, and Brown. NOES: Scalmanini. ABSENT: Mulheren. ABSTAIN: None.

RECESS: 8:46 – 8:58 P.M.

b. Approve Plans and Specifications for North State Street Intersection - Low Gap Road / Brush Street Storm Drain and Signalization Improvements, Specification No. 16-06 and Direct Staff to Advertise for Bids.

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

Motion/Second: Crane/Doble to approve plans and specifications for the North State Street Intersection - Low Gap Road / Brush Street, Storm Drain and Signalization Improvements, Specification No. 16-06 and direct staff to advertise for bids. Motion **carried** by the following roll call votes: AYES: Crane, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Mulheren. ABSTAIN: None.

13. NEW BUSINESS

a. Approval of Contract with SHN Consulting Engineers and Geologists, Inc. for the Pressure Zone 2 South Reservoir Rehabilitation/Replacement Project in the Amount of \$84,472.

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

Motion/Second: Crane/Brown to approve contract (COU No. 1617-133) with SHN Consulting Engineers and Geologists, Inc. in the amount of \$84,472 for the Pressure Zone 2 South Reservoir Rehabilitation/Replacement Project. Motion **carried** by the following roll call votes: AYES: Crane, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Mulheren. ABSTAIN: None.

b. Consider Appointment of Ad Hoc Committee for Litigation Entitled, “County of Mendocino v. Solid Wastes Systems” – Case No. SCUK-CVG-11-59459.

Presenters: Sage Sangiacomo, City Manager and David Rapport, City Attorney.

Nomination by Councilmember Doble to appoint the Mayor and Vice Mayor to the ad hoc.

Motion/Second: Crane/Brown to appoint Mayor Scalmanini and Vice Mayor Brown to a City Council ad hoc committee to work with the County’s ad hoc committee for litigation entitled, “County of Mendocino v. Solid Wastes Systems” – Case No. SCUK-CVG-11-59459. Motion **carried** by the following roll call votes: AYES: Crane, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Mulheren. ABSTAIN: None.

c. Consideration and Possible Adoption of Resolution (2016-58) Establishing a Uniform Process of Minute Taking and Meeting Recordation for All City Boards and Commissions – City Clerk. From Consent Calendar Item 7a

Presenters: Kristine Lawler, City Clerk and Sage Sangiacomo, City Manager.

Council Consensus to bring back this item with modification to the resolution that the minutes will become Action Minutes when the digital recordings are concurrently being created and posted online.

d. Authorization for the City Manager to Accept Mitigation Funding from Pacific Gas & Electric for the Community Pipeline Safety Initiative, and Approve Corresponding Budget Amendment(s) – Administration. *From Consent Calendar Item 7c*

Presenters: Tami Bartolomei, Community Services Administrator and Sage Sangiacomo, City Manager.

Motion/Second: Brown/Doble to authorize the City Manager to accept mitigation funding from Pacific Gas & Electric for the community pipeline safety initiative, and approve corresponding budget amendment(s). Motion **carried** by the following roll call votes: AYES: Crane, Doble, Brown, and Scalmanini. NOES: None. ABSENT: Mulheren. ABSTAIN: None.

CITY COUNCIL ADJOURNED TO CLOSED SESSION AT 9:35 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. SCUUK- CVPT-15-66036

b. Conference with Legal Counsel – Existing Litigation

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

Name of case: *Ukiah Valley Sanitation District v. City of Ukiah*, 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. SCUUK-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. SCUUKCVPT 14-63579

e. Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to Cal. Gov't Code Section 54956.9(d)(2) Number of potential cases (1)

15. ADJOURNMENT

There being no further business, the meeting adjourned at 10:36 p.m.

Kristine Lawler, City Clerk



ITEM NO.: 7a

MEETING DATE: October 19, 2016

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

Payments made during the month of SEPTEMBER 2016, are summarized on the Report of Disbursements. Further detail is supplied on the Schedule of Bills, representing the five (5) individual payment cycles within the month.

Background:

Accounts Payable check numbers: 3018333 – 3018431, 3018432 – 3018511
3018512 – 3018608, 3018609 – 3018709, 3018710 - 3018821

Accounts Payable Wire Transfer numbers:

Payroll Check numbers: 504231 – 504274, 504275 – 504307, 504308 - 504333

Payroll Manual check numbers: 504275, 504276, 504277

Void check numbers: 3008926, 3015459, 3015592, 3015799, 3018062,
3018279, 3018407, 3018570, 3017737

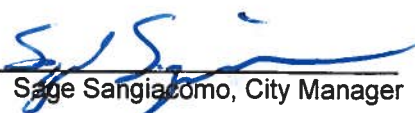
Discussion: This report is submitted in accordance with Ukiah City Code Division 1, Chapter 7, Article 1.

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

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

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

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

Approved: 
Sage Sangiacomo, City Manager

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

FUNDS:

100 General Fund	\$167,663.14	700 Sanitary Disposal Site Fund	\$27,812.43
105 Measure S General Fund	\$77,228.83	701 Landfill Corrective Fund	
110 Special General Fund		702 Disposal Closure Reserve Fund	
201 Worker's Comp Fund	\$476.00	704 Post Closure Fund - Solid Waste	\$0.00
202 Liability Fund	\$1,459.00	720 Golf Fund	\$1.20
203 Garage Fund	\$6,254.09	730 Conference Center Fund	\$6,987.54
204 Purchasing Fund	\$8,369.59	750 Visit Ukiah	\$0.00
205 Billing & Collections Fund	\$21,732.17	777 Airport Fund	\$84,515.80
206 Public Safety Dispatch Fund	\$1,283.02	778 Airport Capital Improvement Fund	
207 Payroll Posting Fund	\$234,240.63	779 Special Aviation Fund	
208 Building Maintenance/Corp Yard Fund	\$0.00	800 Electric Fund	\$761,946.63
209 IT Fund	\$0.00	801 Electric Capital Reserve Fund	\$5,545.33
220 Equipment Reserve Fund	\$36,639.18	803 Lake Mendocino Bond Reserve	
250 Special Revenue Fund	\$34,429.81	805 Street Lighting Fund	\$12,240.29
251 Special Projects Reserve Fund	\$16,405.50	806 Public Benefits Fund	\$10,321.26
300 Park Development Fund		820 Water Fund	\$64,364.09
301 Anton Stadium Fund	\$0.00	822 Water Capital Improvement Fund	\$585,079.37
302 Observatory Park Fund		840 City/District Sewer Fund	\$333,976.63
304 Swimming Pool Fund	\$0.00	841 Sewer Contruction Fund	
305 Riverside Park Fund	\$0.00	843 Sewer Capital Fund	
306 Skate Park Fund	\$0.00	900 Special Deposit Trust	\$20,057.71
310 Museum Grants	\$128,821.71	901 General Service (Accts Recv)	\$1,045.87
311 Alex Rorbaugh Recreation Center Fund	\$8,837.31	902 U.S.W. Billing & Collection	\$22,520.74
312 Downtown Business Improvement Fund		903 Public Safety - AB 109	\$0.00
500 2106 Gas Tax Fund		905 Federal Emergency Shelter Grant	
501 2107 Gas Tax Fund	\$8,090.49	905 Mendocino Emergency Service Authority	
503 2105 Gas Tax Fund		911 Russian River Watershed Association	\$47,367.50
505 Signalization Fund		940 Sanitation District Special Fund	\$6,413.85
506 Bridge Fund		943 Sanitation District Capital Improvement Fund	
507 1998 STIP Augmentation Fund		952 REDIP Sewer Enterprise Fund	
508 SB325 Reimbursement Fund		960 Community Redevelopment Agency	
509 S.T.P. Fund		961 RDA Housing Pass-Through	
510 Trans-Traffic Congest Relief Fund		962 Redevelopment Housing Fund	
600 Community Development Block Grant		963 Housing Debt	
601 EDBG 94-333 Revolving Loan		964 RDA Capital Pass-Through	
602 Community Development Fund		965 Redevelopment Capital Improvement Fund	
603 08-HOME-4688		966 Redevelopment Debt Service	
604 CDBG Grant 09-STBG-6417		967 Housing Bond Proceeds	
605 11-HOME-7654 Fund	\$0.00	968 Non-Housing Bond Proceeds	
606 CDBG Grant 10-EDEF-7261		969 RDA Obligation Retirement Fund	\$306.00
607 Prop 84 Grant Fund		844/944 Sewer Capital Projects Fund	\$379,595.27
609 13-CDBG-8940	\$126,280.52	Retainage Withheld	\$25,156.25
630 Asset Seizure Fund	\$15,427.61	830 Recycled Water Fund	\$8.50
631 Asset Seizure Fund (Drug/Alcohol)			
633 H & S Education 11489(B)(2)(A1)			
634 Federal Asset Seizure Grants			
635 SUP Law Enforcement Service Fund	\$1,250.00		
637 Local Law Enforcement Block Grant			
638 Asset Forfeiture 11470.2 H & S			
639 Special Revenue - Police	\$0.00		
640 Parking District Fund	\$714.73		
691 Museum Fund	\$4,005.73		

PAYROLL CHECK NUMBERS: 504231 - 504274
DIRECT DEPOSIT NUMBERS: 78216 - 78420
PAYROLL PERIOD: 8/14/16 - 8/27/16
PAYROLL CHECK NUMBERS: 504275 - 504307
DIRECT DEPOSIT NUMBERS: 78421 - 78609
PAYROLL PERIOD: 8/28/16 - 9/10/16
PAYROLL CHECK NUMBERS: 504308 - 504333
DIRECT DEPOSIT NUMBERS: 78610 - 78797
PAYROLL PERIOD: 9/11/16 - 9/24/16

VOID CHECK NUMBERS:
3008926, 3015459, 3015592, 3015799,
3018062, 3018279, 3018407, 3018570,
3017737
MANUAL CHECK NUMBERS:
504275, 504276, 504277
WIRE TRANSFER NUMBERS:

TOTAL DEMAND PAYMENTS- A/P CHECKS \$3,272,671.32
TOTAL DEMAND PAYMENTS-WIRES* & EFT's \$508.00
TOTAL PAYROLL CHECKS & DIRECT DEPOSITS \$1,139,565.12
TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS) \$885,784.35
* vendor name(if applicable)

TOTAL PAYMENTS \$5,298,728.79

CERTIFICATION OF CITY CLERK

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

City Clerk

APPROVAL OF CITY MANAGER

I have examined this Register and approve same.

City Manager

CERTIFICATION OF DIRECTOR OF FINANCE

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

Director of Finance

Account Code Summary

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

Account Code Summary

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

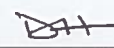
Object Code Summary

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

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

List of Checks Presented for Approval on 9/2/2016

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

 9-3-16  
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCONTEMPS	46440133	TEMPORARY SERVICES - PURCHASIN	\$1,080.00	10013400-52100	CONTRACTED SERVICES	\$270.00
				20413500-52100	CONTRACTED SERVICES	\$810.00
				Vendor Total:		\$1,080.00
AIMEE SHIELDS	SEPT-16	TRANSCRIPTION SERVICES FOR POL	\$1,250.00	63520210-52100	CONTRACTED SERVICES	\$1,250.00
				Vendor Total:		\$1,250.00
ALPHA ANALYTICAL LABORATORIES INC	6073301-UKIAHLF	WATER AND WASTEWATER TREATING	\$582.00	70024500-52100	CONTRACTED SERVICES	\$582.00
	60773300-UKIAHLF	WATER AND WASTEWATER TREATING	\$2,568.95	70024500-52100	CONTRACTED SERVICES	\$2,568.95
	6073028-UKIAHLF	WATER AND WASTEWATER TREATING	\$3,905.95	70024500-52100	CONTRACTED SERVICES	\$3,905.95
	6072986-UKIAHLF	WATER AND WASTEWATER TREATING	\$3,963.95	70024500-52100	CONTRACTED SERVICES	\$3,963.95
				Vendor Total:		\$11,020.85
AT&T	0602067171	LIVE SCAN	\$972.12	10520210-55100	TELEPHONE	\$972.12
				Vendor Total:		\$972.12
BIO REMEDIATION	08-10-2016-3	CHEM SUPPLIES AS NEEDED	\$920.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.15)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$4.60)
				90000000-23013	STATE USE TAX LIABILITY	(\$69.00)

List of Checks Presented for Approval on 9/2/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BIO REMEDIATION	08-10-2016-3	CHEM SUPPLIES AS NEEDED	\$920.00	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$74.75
				84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$920.00
				Vendor Total:		\$920.00
BURLINGAME ENGINEERS INC	BER7072	EQUIPMENT MAINTENANCE & REPAIRS	\$677.40	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$677.40
				Vendor Total:		\$677.40
CA MUNICIPAL UTILITIES ASSOC	2231	CMUA GRID REGIONALIZATION SPECIAL PROJECT	\$2,560.00	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$2,560.00
				Vendor Total:		\$2,560.00
CARTER MOMSEN PC	DV083116	JUDGEMENT AGAINST UVSD FROM SMALL CLAIMS COURT	\$6,305.40	94000000-44721	SEWER 1 RESIDENCE (UVSD)	\$6,305.40
				Vendor Total:		\$6,305.40
CATHLEEN PANTTAJA	DV 082216	INSTRUCTOR	\$2,660.00	10022850-52100	CONTRACTED SERVICES	\$1,326.50
				10022850-52100	CONTRACTED SERVICES	\$1,333.50
				Vendor Total:		\$2,660.00
CINDY SAUERS	TR 08/16- 08/18/16	TRAVEL REIMBURSEMENT	\$600.86	80026400-57100	CONFERENCE & TRAINING	\$600.86
				Vendor Total:		\$600.86
CLEAR INC	DV 082216	TRAINING REGISTRATION	\$50.00	20620231-57100	CONFERENCE & TRAINING	\$50.00
				Vendor Total:		\$50.00
COMPUTER OPTIONS INC	BILL40834	IT SERVICES	\$17,100.00	20922900-52100	CONTRACTED SERVICES	\$17,100.00
				Vendor Total:		\$17,100.00
COUNTY OF MENDOCINO	AUG16	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00
	JULY16	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00

List of Checks Presented for Approval on 9/2/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COUNTY OF MENDOCINO	SEPT16	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00
					Vendor Total:	\$150.00
CRAWFORD & ASSOC INC	34482	ENGINEERING SERVICES - HYDROELE	\$1,421.75	80026330-52100	CONTRACTED SERVICES	\$1,421.75
					Vendor Total:	\$1,421.75
CWEA	DV 082416	CERTIFICATE RENEWAL-JOANNE WALT	\$83.00	84024425-57100	CONFERENCE & TRAINING	\$83.00
					Vendor Total:	\$83.00
DARLENE R SIMPSON	41178	Contract 1516140 retainage 12/01/2015 to	\$9,064.00	25100000-20150	AP CONTRACT RETAINAGE	\$90.01
				25100000-20150	AP CONTRACT RETAINAGE	\$204.00
				25100000-20150	AP CONTRACT RETAINAGE	\$679.50
				50100000-20150	AP CONTRACT RETAINAGE	\$448.50
				50100000-20150	AP CONTRACT RETAINAGE	\$804.24
				50100000-20150	AP CONTRACT RETAINAGE	\$1,484.75
				50100000-20150	AP CONTRACT RETAINAGE	\$2,572.27
				50100000-20150	AP CONTRACT RETAINAGE	\$2,780.73
					Vendor Total:	\$9,064.00
DAVID KORNEGAY	DV 082216	INSTRUCTOR	\$770.00	10022850-52100	CONTRACTED SERVICES	\$770.00
					Vendor Total:	\$770.00
DAVID WILLOUGHBY	DV 082416	TRAINING REIMBURSEMENT	\$125.00	10023320-57100	CONFERENCE & TRAINING	\$125.00
	TA 09/11-09/15/16	TRAVEL ADVANCE	\$913.00	10023320-57100	CONFERENCE & TRAINING	\$913.00
					Vendor Total:	\$1,038.00
DEEP VALLEY SECURITY	DV082616	2016 FALL BALL	\$350.00	10022822-44915	RECREATION PROGRAM INCOME	\$350.00

List of Checks Presented for Approval on 9/2/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DEEP VALLEY SECURITY	299666	STD INSPECTION PER CALL - GARA	\$75.00	20824300-52180	SECURITY SERVICES	\$75.00
Vendor Total:						\$425.00
DELL MARKETING LP	XK18DR9K5	COMPUTER ACCESSORIES AND SUPPL	\$59.03	80026130-54102	SMALL TOOLS	\$59.03
	XK189JJC8	COMPUTER ACCESSORIES AND SUPPL	\$565.90	80026130-54102	SMALL TOOLS	\$565.90
	XK18W6XR5	COMPUTER ACCESSORIES AND SUPPL	\$946.61	80026130-54102	SMALL TOOLS	\$946.61
Vendor Total:						\$1,571.54
DEPT OF TOXIC SUBSTANCES CONTROL	INV080916	TOXIC SUBSTANCES CONTROL AUDIT SERVICES	\$415.00	77725200-52100	CONTRACTED SERVICES	\$415.00
Vendor Total:						\$415.00
DIALED IN ATHLETICS	1347	2016 ADULT BASKETBALL	\$132.55	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.14)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.57)
				10022821-54100	SUPPLIES	\$0.71
				10022821-54100	SUPPLIES	\$132.55
Vendor Total:						\$132.55
EFFICIENCY SERVICES GROUP LLC	1185	ADMIN OF EUD PUBLIC BENEFITS P	\$3,957.71	80626500-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,957.71
Vendor Total:						\$3,957.71
EPIC AVIATION LLC	6892263	JET FUEL AS NEEDED	\$10,150.55	77725200-58401	AVIATION FUEL	\$10,150.55
	6892360	JET FUEL AS NEEDED	\$13,683.39	77725200-58401	AVIATION FUEL	\$13,683.39
Vendor Total:						\$23,833.94
EUROFINS EATON ANALYTICAL INC	L0275684	WATER TESTING: TOTAL ORGANIC,N	\$35.00	82024411-52100	CONTRACTED SERVICES	\$35.00
	L0276899	WATER TESTING: TOTAL ORGANIC,N	\$680.00	82024411-52100	CONTRACTED SERVICES	\$680.00

List of Checks Presented for Approval on 9/2/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
EUROFINS EATON ANALYTICAL INC	L0277151	WATER TESTING: TOTAL ORGANIC,N	\$685.00	82024411-52100	CONTRACTED SERVICES	\$685.00
					Vendor Total:	\$1,400.00
FISHER WIRELESS SVCS INC	7705	RADIO COMMUNICATION EQUIPMENT,	\$3,324.85	82224413-80230	INFRASTRUCTURE	\$1,108.27
				80100000-80100	MACHINERY & EQUIPMENT	\$2,216.58
					Vendor Total:	\$3,324.85
GCS ENVIRONMENTAL EQUIP SRVS	14092	PARTS & SUPPLIES AS NEEDED	\$699.24	10024220-56130	EXTERNAL SERVICES	\$699.24
					Vendor Total:	\$699.24
GHD INC	68055	TRANSPORTATION IMPROVEMENTS RE	\$2,921.50	25024210-80230	INFRASTRUCTURE	\$2,921.50
	68178	TRANSPORTATION IMPROVEMENTS RE	\$22,834.92	25024210-80230	INFRASTRUCTURE	\$22,834.92
					Vendor Total:	\$25,756.42
GREEN VALLEY CONSULTING ENGINEERS	7820	SUMMER 2015 STREET RECONSTRUCT	\$797.50	25124421-80230	INFRASTRUCTURE	\$797.50
					Vendor Total:	\$797.50
HARRIS COMPUTER SYSTEMS INC	CT030103	CONTRACTED SERVICES	\$735.00	20513300-52100	CONTRACTED SERVICES	\$735.00
					Vendor Total:	\$735.00
HOME DEPOT CREDIT SERVICES	1180321	MISCELLANEOUS SUPPLIES AS NEED	\$183.75	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$183.75
	2021925	MISCELLANEOUS SUPPLIES AS NEED	\$28.00	10022100-54100	SUPPLIES	\$28.00
	1042319	MISCELLANEOUS SUPPLIES AS NEED	\$44.26	73022600-54100	SUPPLIES	\$44.26
	1122900	MISCELLANEOUS SUPPLIES AS NEED	\$119.61	73022600-54100	SUPPLIES	\$119.61
	8123389	MISCELLANEOUS SUPPLIES AS NEED	\$12.89	84024421-54100	SUPPLIES	\$12.89

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
HOME DEPOT CREDIT SERVICES	8111833	MISCELLANEOUS SUPPLIES AS NEED	\$376.06	84024421-54100	SUPPLIES	\$376.06
					Vendor Total:	\$764.57
HOMEMADE PUBLICATIONS	12175	MENDOCINO TRAVELERS GUIDE SUMMER/FALL 2016	\$2,000.00	75017110-52515	ADVERTISING & PUBLICATION	\$2,000.00
					Vendor Total:	\$2,000.00
INFOSEND INC	108171	UB PRINT & MAIL SERVICES	\$3,461.65	20513300-52100	CONTRACTED SERVICES	\$3,461.65
	108954	UB PRINT & MAIL SERVICES	\$4,581.40	20513300-52100	CONTRACTED SERVICES	\$4,581.40
					Vendor Total:	\$8,043.05
ITS GROUP INC	1111787F	STANDARD SERVICE LABOR. HIGH S	\$3,500.00	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,500.00
					Vendor Total:	\$3,500.00
JAVIER F JACINTO	00582	EQUIPMENT SERVICE & REPAIRS-RIGHT BUMPER #3001	\$650.00	80026400-56130	EXTERNAL SERVICES	\$650.00
					Vendor Total:	\$650.00
JENNIFER HIGBEE	DV 082416	REGISTRATION REIMBURSEMENT	\$155.00	82024411-57100	CONFERENCE & TRAINING	\$155.00
					Vendor Total:	\$155.00
JESSE MEUSCHKE	DV 082216	CONCERT FOOD VOUCHER REIMBURSEMENT	\$51.00	90000000-23226	CONCERT SERIES	\$51.00
					Vendor Total:	\$51.00
JUDY CHAN	SEPT-16	SEPT-16 RENT: 185 MASON STREET	\$1,365.00	10022100-52600	RENT	\$1,365.00
					Vendor Total:	\$1,365.00
JUMPERZ INC	DV 082216	EQUIPMENT RENTAL	\$290.00	10520214-54100	SUPPLIES	\$290.00
					Vendor Total:	\$290.00
KATHY MCGRADIE	8603	EQUIPMENT MAINTENANCE & REPAIRS	\$94.55	10521210-56130	EXTERNAL SERVICES	\$94.55

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
KATHY MCGRAD	8562	FIRE PROTECTION EQUIPMENT AND	\$421.30	10521210-56130	EXTERNAL SERVICES	\$421.30
	8537	FIRE PROTECTION EQUIPMENT AND	\$600.00	10521210-56130	EXTERNAL SERVICES	\$600.00
					Vendor Total:	\$1,115.85
KENNETH RONK	TA 09/13-09/17/16	TRAVEL ADVANCE	\$1,050.00	77725200-57100	CONFERENCE & TRAINING	\$1,050.00
					Vendor Total:	\$1,050.00
KENWOOD ENERGY	UKIAH-PV-150801	SOLAR PARKING CANOPY	\$740.00	80100000-80230	INFRASTRUCTURE	\$740.00
					Vendor Total:	\$740.00
LES SCHWAB TIRE CENTER	64000254155	MISCELLANEOUS TIRE SERVICES AS	\$586.99	10024220-56130	EXTERNAL SERVICES	\$586.99
	64000253589	MISCELLANEOUS TIRE SERVICES AS	\$972.03	10024220-56130	EXTERNAL SERVICES	\$972.03
					Vendor Total:	\$1,559.02
LINDLEY ROBERTSON	NEF007	LABOR COMPLIANCE SERVICES	\$3,000.00	31022700-52100	CONTRACTED SERVICES	\$3,000.00
					Vendor Total:	\$3,000.00
LORELEI SCOTT	3835	MOONLIGHT MOVIE MADNESS ADVERTISING	\$937.95	90000000-23235	MOVIES IN THE PLAZA	\$937.95
					Vendor Total:	\$937.95
MATHESON TRI-GAS INC	13898508	OXYGEN & MISCELLANEOUS AS NEED	\$142.95	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.66)
				80026120-80230	INFRASTRUCTURE	\$0.66
				80026120-80230	INFRASTRUCTURE	\$142.95
					Vendor Total:	\$142.95
MATTHEW MICHAEL COUGHLIN	DV 082216	INSTRUCTOR	\$1,540.00	10022850-52100	CONTRACTED SERVICES	\$1,540.00
					Vendor Total:	\$1,540.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENDO MILL & LUMBER CO	K31761/1	SUPPLIES-DEAD BOLT	\$35.67	10022100-59400	OTHER EXPENSES	\$35.67
					Vendor Total:	\$35.67
MENDOCINO COUNTY AIR QUALITY MANAGEMENT	INV070916	ANNUAL PERMIT RENEWAL FOR FACILITY #5092	\$248.10	77725200-52100	CONTRACTED SERVICES	\$248.10
					Vendor Total:	\$248.10
MENDOCINO COUNTY FARM SUPPLY	429421	MISCELLANEOUS PURCHASES AS REQ	\$121.15	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$121.15
	429344	MISCELLANEOUS PURCHASES AS REQ	\$29.13	70024500-54100	SUPPLIES	\$29.13
					Vendor Total:	\$150.28
MICROFLEX CORP #774353	IN1683090	SUPPLIES-BLACK GLOVES: M-L-XL	\$338.97	10520210-54201	PRISONER EXPENSE	\$338.97
					Vendor Total:	\$338.97
MMANC	05419	MMANC ANNUAL CONFERENCE	\$450.00	10013400-57100	CONFERENCE & TRAINING	\$450.00
					Vendor Total:	\$450.00
MUNISERVICES LLC	0000042609	SALES TAX AUDIT REPORTING SERV	\$625.00	10013400-52100	CONTRACTED SERVICES	\$625.00
	0000042550	BUSINESS LICENSE PROCESSING	\$972.00	10013400-52100	CONTRACTED SERVICES	\$972.00
					Vendor Total:	\$1,597.00
NOR-CAL PUMP & WELL DRILLING INC	#2	SPEC 16-01 INSTALL WELL 4 & 9	\$3,945.00	82224413-80230	INFRASTRUCTURE	\$3,945.00
	2	SPEC 16-01 INSTALL WELL 4 & 9	\$32,826.00	82224413-80230	INFRASTRUCTURE	\$32,826.00
					Vendor Total:	\$36,771.00
ONE TIME PAY VENDOR	DV 082516	DEPOSIT RETURN: ALEX THOMAS PLAZA 09/20/16	\$300.00	10022100-46350	PLAZA RENTAL	\$300.00
	DV 082216	RECREATION CLASS REFUND	\$110.00	10022800-44915	RECREATION PROGRAM INCOME	\$110.00
	114484-9	UTILITIES REFUND	\$97.12	90100000-10421	UTILITY RECEIVABLES CLEARING	\$97.12

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	114008-6	UTILITIES REFUND	\$150.13	90100000-10421	UTILITY RECEIVABLES CLEARING	\$150.13
Vendor Total:						\$657.25
ONESOURCE DISTRIBUTORS LLC	S5210209.002	ELECTRICAL EQUIPMENT AND SUPPL	\$378.38	80000000-12104	INVENTORY - PURCHASES	\$378.38
	S5234302.001	PARTS AS NEEDED	\$136.45	80026110-54100	SUPPLIES	\$136.45
Vendor Total:						\$514.83
PACE SUPPLY CORPORATION	023448122	MISCELLANEOUS ITEMS AS NEEDED	\$98.65	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.15)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.51)
				10022100-59400	OTHER EXPENSES	\$0.66
				10022100-59400	OTHER EXPENSES	\$98.65
	023390011-4	PLUMBING EQUIPMENT, FIXTURES,	\$8.11	82000000-12104	INVENTORY - PURCHASES	\$8.11
Vendor Total:						\$106.76
PAPA	DV 082216	QAC SEMINAR REGISTRATION	\$320.00	10022100-57100	CONFERENCE & TRAINING	\$80.00
				10022100-57100	CONFERENCE & TRAINING	\$80.00
				10022100-57100	CONFERENCE & TRAINING	\$80.00
				10022100-57100	CONFERENCE & TRAINING	\$80.00
	DV 081616	QAC SEMINAR REGISTRATION	\$80.00	82024411-57100	CONFERENCE & TRAINING	\$80.00
Vendor Total:						\$400.00
PETERSON TRUCKS INC	CM258309P	PARTS AS NEEDED	(\$52.57)	10024220-56130	EXTERNAL SERVICES	(\$52.57)
	260324P	PARTS AS NEEDED	\$98.76	10024220-56130	EXTERNAL SERVICES	\$98.76

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PETERSON TRUCKS INC	260792P	PARTS A NEEDED	\$124.79	20324100-58510	REIMBRSABLE JOBS	\$124.79
Vendor Total:						\$170.98
PORTOLA SYSTEMS INC	33742	I.T. SERVICES AS NEEDED	\$761.25	20922900-52100	CONTRACTED SERVICES	\$761.25
Vendor Total:						\$761.25
POWER INDUSTRIES INC	715133	PARTS AS NEEDED	\$79.31	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$79.31
Vendor Total:						\$79.31
PR BUSHBY SHARPENING INC	914156	SUPPLIES-HEDGE TRIMMER	\$65.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.07)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.33)
				90000000-23013	STATE USE TAX LIABILITY	(\$4.88)
				10022100-54100	SUPPLIES	\$5.28
				10022100-54100	SUPPLIES	\$65.00
Vendor Total:						\$65.00
PR DIAMOND PRODUCTS INC	0042096-IN	SUPPLIES AS NEEDED	\$309.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.37)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.47)
				90000000-23013	STATE USE TAX LIABILITY	(\$22.05)
				20324100-54100	SUPPLIES	\$23.89
				20324100-54100	SUPPLIES	\$309.00
	0042278-IN	SUPPLIES AS NEEDED	\$716.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.85)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.44)
				90000000-23013	STATE USE TAX LIABILITY	(\$51.53)
				84024421-54100	SUPPLIES	\$55.82

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PR DIAMOND PRODUCTS INC	0042278-IN	SUPPLIES AS NEEDED	\$716.00	84024421-54100	SUPPLIES	\$716.00
					Vendor Total:	\$1,025.00
PUBLIC FINANCIAL MANAGEMENT	68598	FINANCIAL ADVISORY SERVICES	\$5,603.40	10015100-52100	CONTRACTED SERVICES	\$5,603.40
					Vendor Total:	\$5,603.40
R EMMETT JONES	JULY2016	MANAGEMENT ADVISORY SERVICES 2	\$4,275.00	70024500-52100	CONTRACTED SERVICES	\$4,275.00
					Vendor Total:	\$4,275.00
RAU & ASSOCIATES INC	201600146	DESIGN & PREP OF PLANS FOR SMI	\$6,347.50	25124210-80230	INFRASTRUCTURE	\$6,347.50
					Vendor Total:	\$6,347.50
READY SET GO LLC	76402	FINANCE PROJECT ASSISTANCE	\$3,956.25	70024500-52100	CONTRACTED SERVICES	\$2,347.50
				84424422-52100	CONTRACTED SERVICES	\$1,608.75
					Vendor Total:	\$3,956.25
REDWOOD EMPIRE TITLE COMPANY	DV 083116	ESCROW DEPOSIT	\$1,000.00	25100000-39010	RESERVED ADA RAMPS FUND BALANC	\$1,000.00
					Vendor Total:	\$1,000.00
S'WINE COUNTRY BBQ & GOURMET GRILL	DV 081916	SUMMER CONCERTS 2016	\$349.50	90000000-23226	CONCERT SERIES	\$349.50
					Vendor Total:	\$349.50
SAFEWAY INC	804829-072416-1583	MISCELLANEOUS PURCHASES AS REQ	\$10.04	90000000-23226	CONCERT SERIES	\$10.04
	806505-073116-1583	MISCELLANEOUS PURCHASES AS REQ	\$30.71	90000000-23226	CONCERT SERIES	\$30.71
	803351-072416-1583	MISCELLANEOUS PURCHASES AS REQ	\$64.82	90000000-23226	CONCERT SERIES	\$64.82
	806015-072916-1583	MISCELLANEOUS PURCHASES AS REQ	\$78.95	90000000-23226	CONCERT SERIES	\$78.95
	801141-081116-1583	MISCELLANEOUS PURCHASES AS REQ	\$227.90	90000000-23226	CONCERT SERIES	\$227.90

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SAFEWAY INC	802178-072116-1583	MISCELLANEOUS PURCHASES AS REQ	\$45.98	10016100-54167	HR - EMPLOYEE DEVELOPMENT	\$45.98
	802771-0722016-1583	MISCELLANEOUS PURCHASES AS REQ	\$32.76	90000000-23235	MOVIES IN THE PLAZA	\$32.76
	805042-072516-1583	MISCELLANEOUS PURCHASES AS REQ	\$108.06	10010000-54100	SUPPLIES	\$108.06
	800669-071816-1583	MISCELLANEOUS PURCHASES AS REQ	\$57.66	10022300-54100	SUPPLIES	\$57.66
	809413-080816-1583	MISCELLANEOUS PURCHASES AS REQ	\$69.12	10022300-54100	SUPPLIES	\$69.12
	434239-081116-1583	MISCELLANEOUS PURCHASES AS REQ	\$81.81	10022300-54100	SUPPLIES	\$81.81
	807099-172816-1583	MISCELLANEOUS PURCHASES AS REQ	\$96.63	10022300-54100	SUPPLIES	\$96.63
	433737-072216-1583	MISCELLANEOUS PURCHASES AS REQ	\$158.27	10022300-54100	SUPPLIES	\$158.27
	809957-071116-1583	MISCELLANEOUS PURCHASES AS REQ	\$158.37	10022300-54100	SUPPLIES	\$158.37
	435779-072616-1583	MISCELLANEOUS PURCHASES AS REQ	\$187.46	10022300-54100	SUPPLIES	\$187.46
	803630-072516-1583	MISCELLANEOUS PURCHASES AS REQ	\$3.49	10022840-54100	SUPPLIES	\$3.49
	725357-072816-1583	MISCELLANEOUS PURCHASES AS REQ	\$15.11	10022840-54100	SUPPLIES	\$15.11
	724204-072616-1583	MISCELLANEOUS PURCHASES AS REQ	\$17.62	10022840-54100	SUPPLIES	\$17.62
	808996-080216-1583	MISCELLANEOUS PURCHASES AS REQ	\$28.44	10022840-54100	SUPPLIES	\$28.44
	430090-080316-1583	MISCELLANEOUS PURCHASES AS REQ	\$50.31	10022840-54100	SUPPLIES	\$50.31
	721117-081116-1583	MISCELLANEOUS PURCHASES AS REQ	\$75.66	10022840-54100	SUPPLIES	\$75.66
	808354-073116-1583	MISCELLANEOUS PURCHASES AS REQ	\$290.29	10022840-54100	SUPPLIES	\$290.29
	804951-072516-1583	MISCELLANEOUS PURCHASES AS REQ	\$31.18	73022600-54100	SUPPLIES	\$31.18
Vendor Total:						\$1,920.64

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SANTA ROSA JUNIOR COLLEGE	AR17-00224	EVOC TRAINING	\$2,838.00	10520210-57100	CONFERENCE & TRAINING	\$2,838.00
	AR17-00218	EVOC TRAINING	\$3,074.50	10520210-57100	CONFERENCE & TRAINING	\$3,074.50
Vendor Total:						\$5,912.50
SHARON KATE GOULD	DV 082216	INSTRUCTOR	\$1,481.20	10022850-52100	CONTRACTED SERVICES	\$1,481.20
Vendor Total:						\$1,481.20
SHORELINE ENVIRONMENTAL RESOURCES INC	2062.R	HAZ WASTE BIN RENTAL AND DISPO	\$1,493.40	80026400-52100	CONTRACTED SERVICES	\$1,493.40
Vendor Total:						\$1,493.40
SILVA SEPTIC INC	64690	PORTABLE RESTROOM RENTAL	\$183.81	10024220-52100	CONTRACTED SERVICES	\$183.81
Vendor Total:						\$183.81
SONOMA MEDIA INVESTMENTS LLC	2752001	EMPLOYMENT AD: CSR I	\$1,065.00	10016100-54162	HR - ADVERTISING	\$1,065.00
Vendor Total:						\$1,065.00
STATE OF CALIFORNIA	183813	CHEM TEST/SUPPORT CRIMINAL INV	\$315.00	10520210-52100	CONTRACTED SERVICES	\$315.00
Vendor Total:						\$315.00
STATE WATER RESOURCES CONTROL BOARD	12982	DRINKING WATER TREATMENT OPERATOR CERT RENEWAL	\$60.00	82024411-57100	CONFERENCE & TRAINING	\$60.00
Vendor Total:						\$60.00
SWANK MOTION PICTURES INC	RG2222751	MOONLIGHT MOVIE MADNESS 2016	\$578.00	90000000-23235	MOVIES IN THE PLAZA	\$578.00
Vendor Total:						\$578.00
SYAR INDUSTRIES INC	611782	ASPHALT AS NEEDED	\$660.87	82024414-54100	SUPPLIES	\$660.87
Vendor Total:						\$660.87
TAPCO	I535825	SUPPLIES AS NEEDED	\$963.41	10024220-54127	PW - SIGN POSTS/SHEETING	\$963.41
Vendor Total:						\$963.41

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
TIM POMA	DV 082816	SUPPLIES REIMBURSEMENT	\$47.77	10022810-54100	SUPPLIES	\$47.77
Vendor Total:						\$47.77
TMG UTILITY ADVISORY SERVICES INC	301605016	CIS IMPLEMENTATION PROJ ASSESS	\$18,972.00	22013300-80100	MACHINERY & EQUIPMENT	\$18,972.00
Vendor Total:						\$18,972.00
UKIAH DAILY JOURNAL	0000987891.0	JULY 2016 ADVERTISING	\$2,825.99	90000000-23226	CONCERT SERIES	\$100.00
				90000000-23243	FAMILY FUN IN THE SUN	\$100.00
				10016100-54162	HR - ADVERTISING	\$588.85
				10016100-54162	HR - ADVERTISING	\$1,106.79
				80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$630.35
				90000000-23219	PUMPKINFEST	\$100.00
				10022300-54100	SUPPLIES	\$100.00
				10022840-54100	SUPPLIES	\$100.00
	0000987891	LEGAL NOTICE PUBLICATIONS FY 1	\$928.65	10011100-52150	LEGAL SERVICES/EXPENSES	\$50.00
				10011100-52150	LEGAL SERVICES/EXPENSES	\$50.00
				10011100-52150	LEGAL SERVICES/EXPENSES	\$65.28
				10011100-52150	LEGAL SERVICES/EXPENSES	\$70.83
				10011100-52150	LEGAL SERVICES/EXPENSES	\$73.61
				10011100-52150	LEGAL SERVICES/EXPENSES	\$77.78
				10023100-54100	SUPPLIES	\$66.67
				10023100-54100	SUPPLIES	\$125.00
				10023100-54100	SUPPLIES	\$167.10

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH DAILY JOURNAL	0000987891	LEGAL NOTICE PUBLICATIONS FY 1	\$928.65	10023100-54100	SUPPLIES	\$169.27
				10520210-54100	SUPPLIES	\$13.11
				Vendor Total:		\$3,754.64
UKIAH MAIN STREET PROGRAM	DV 082216	MOONLIGHT MOVIE MADNESS 2016	\$162.00	90000000-23235	MOVIES IN THE PLAZA	\$162.00
				Vendor Total:		\$162.00
UKIAH PAPER SUPPLY	460518	JANITORIAL SUPPLIES, MISC AS N	\$84.35	20822500-56300	BUILDING MAINT. & REPAIR	\$84.35
	460595	JANITORIAL SUPPLIES, MISC AS N	\$272.42	20822500-56300	BUILDING MAINT. & REPAIR	\$272.42
	460482	JANITORIAL SUPPLIES, MISC AS N	\$131.31	90000000-23226	CONCERT SERIES	\$131.31
	I460278	JANITORIAL SUPPLIES, MISC AS N	\$67.99	10022100-54100	SUPPLIES	\$67.99
	I4559773	JANITORIAL SUPPLIES, MISC AS N	\$252.59	10022100-54100	SUPPLIES	\$252.59
	460476	JANITORIAL SUPPLIES, MISC AS N	\$203.12	10022300-54100	SUPPLIES	\$203.12
	460039	JANITORIAL SUPPLIES, MISC AS N	\$66.99	20822500-54100	SUPPLIES	\$66.99
	I460360	JANITORIAL SUPPLIES, MISC AS N	\$91.90	20822500-54100	SUPPLIES	\$91.90
	I460276	JANITORIAL SUPPLIES, MISC AS N	\$94.83	20822500-54100	SUPPLIES	\$94.83
	I460141	JANITORIAL SUPPLIES, MISC AS N	\$177.11	20822500-54100	SUPPLIES	\$177.11
	I460396	JANITORIAL SUPPLIES, MISC AS N	\$75.58	20824300-54100	SUPPLIES	\$75.58
	I459875	JANITORIAL SUPPLIES, MISC AS N	\$80.54	31122870-54100	SUPPLIES	\$80.54
	I460464	JANITORIAL SUPPLIES, MISC AS N	\$133.21	31122870-54100	SUPPLIES	\$133.21
	I460751	JANITORIAL SUPPLIES, MISC AS N	\$104.88	73022600-54100	SUPPLIES	\$104.88

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH PAPER SUPPLY	460502	JANITORIAL SUPPLIES, MISC AS N	\$229.12	73022600-54100	SUPPLIES	\$229.12
	I459660	JANITORIAL SUPPLIES, MISC AS N	\$483.71	73022600-54100	SUPPLIES	\$483.71
	I460402	JANITORIAL SUPPLIES, MISC AS N	\$254.82	80026400-54100	SUPPLIES	\$254.82
	I459698	JANITORIAL SUPPLIES, MISC AS N	\$54.05	82024414-54100	SUPPLIES	\$54.05
	I460434	JANITORIAL SUPPLIES, MISC AS N	\$114.16	82024414-54100	SUPPLIES	\$114.16
	I459696	JANITORIAL SUPPLIES, MISC AS N	\$316.70	84024421-54100	SUPPLIES	\$316.70
	460783	JANITORIAL SUPPLIES, MISC AS N	\$24.38	84024425-54100	SUPPLIES	\$24.38
Vendor Total:						\$3,313.76
UKIAH TROPHIES & GIFTS	259749	SUPPLIES AS NEEDED	\$40.55	10022821-54100	SUPPLIES	\$40.55
	Vendor Total:					\$40.55
UKIAH WASTE SOLUTIONS INC	317930	BIOSOLID REMOVAL	\$4,414.56	84024425-52100	CONTRACTED SERVICES	\$4,414.56
	Vendor Total:					\$4,414.56
UNION BANK OF CALIFORNIA	994122	TRUSTEE FEES 05/01-07/31/16	\$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	114-4323983	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-4323984	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-4323985	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78
	114-4323986	PORTABLE TOILET RENTAL	\$166.78	10022100-52100	CONTRACTED SERVICES	\$166.78

List of Checks Presented for Approval on 9/2/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UNITED SITE SERVICES	114-4336065	PORTABLE TOILET RENTAL	\$249.19	10022100-52100	CONTRACTED SERVICES	\$249.19
					Vendor Total:	\$916.31
UPS	0000E19R54346	SHIPPING SERVICES	\$116.72	10023320-54101	POSTAGE	\$5.95
				10023320-54101	POSTAGE	\$7.05
				10023320-54101	POSTAGE	\$28.01
				10023320-54101	POSTAGE	\$45.77
				80026200-54100	SUPPLIES	\$29.94
					Vendor Total:	\$116.72
US CELLULAR	0149561933	MOBILE PHONES	\$569.83	80026400-55100	TELEPHONE	\$16.92
				80026400-55100	TELEPHONE	\$537.95
				82024410-55100	TELEPHONE	\$3.74
				84024421-55100	TELEPHONE	\$3.74
				84024425-55100	TELEPHONE	\$7.48
					Vendor Total:	\$569.83
WALMART COMMUNITY	JULY-16 STMT	MISC ITEMS AS NEEDED	\$397.62	90000000-23226	CONCERT SERIES	\$5.63
				90000000-23226	CONCERT SERIES	\$27.30
				90000000-23235	MOVIES IN THE PLAZA	\$6.58
				90000000-23235	MOVIES IN THE PLAZA	\$20.16
				10022810-54100	SUPPLIES	\$24.08
				10520210-54100	SUPPLIES	\$10.75
				20922900-54100	SUPPLIES	\$96.27
						\$5.22

List of Checks Presented for Approval on 9/2/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WALMART COMMUNITY	JULY-16 STMT	MISC ITEMS AS NEEDED	\$397.62	77725200-54100	SUPPLIES	\$19.60
				80026120-54100	SUPPLIES	\$123.26
				82024411-54100	SUPPLIES	\$0.47
				82024411-54100	SUPPLIES	\$31.23
				84024421-54100	SUPPLIES	\$12.52
				84024421-54100	SUPPLIES	\$14.55
				Vendor Total:		\$397.62
WESCO DISTRIBUTION INC	891215	SUPPLIES AS NEEDED	\$174.64	80000000-12104	INVENTORY - PURCHASES	\$174.64
	887782	ELECTRICAL EQUIPMENT AND SUPPL	\$1,030.22	80000000-12104	INVENTORY - PURCHASES	\$1,030.22
	878044	CLOTHING ACCESSORIES (SEE CLAS	\$90.46	80026110-54100	SUPPLIES	\$90.46
	876752	CLOTHING ACCESSORIES (SEE CLAS	\$361.83	80026110-54100	SUPPLIES	\$361.83
	869672	CLOTHING ACCESSORIES (SEE CLAS	\$452.29	80026110-54100	SUPPLIES	\$452.29
	Vendor Total:		\$2,109.44			
WYVERN RESTAURANTS INC	30375	PIZZA FOR WELL 9	\$55.12	82024410-57100	CONFERENCE & TRAINING	\$55.12
	02-4882	MOONLIGHT MOVIE MADNESS 2016	\$31.88	90000000-23235	MOVIES IN THE PLAZA	\$31.88
	02-4797	MOONLIGHT MOVIE MADNESS 2016	\$37.00	90000000-23235	MOVIES IN THE PLAZA	\$37.00
Vendor Total:		\$124.00				
ZAB ENTERPRISES INC	STMT071316	PROVIDE MISCELLANOUS FOOD DISH	\$62.38	73022600-54100	SUPPLIES	\$62.38
Vendor Total:		\$62.38				
INVOICE TOTAL:						\$263,395.98

List of Checks Presented for Approval on 9/9/2016

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

 9-12-16  
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCOUNTEMPS	46473814	TEMPORARY SERVICES - PURCHASIN	\$1,080.00	10013400-52100	CONTRACTED SERVICES	\$270.00
				20413500-52100	CONTRACTED SERVICES	\$810.00
				Vendor Total:		\$1,080.00
ACCURATE AIR ENGINEERING INC	I-067342	SIGHT GLASS KIT	\$436.47	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$436.47
				Vendor Total:		\$436.47
ALL-GUARD ALARM SYSTEMS INC	A86722	MONTHLY MONITORING OF WWTP	\$74.00	84024425-52180	SECURITY SERVICES	\$74.00
				Vendor Total:		\$74.00
ALLEN JAMES	DV082916	INSTRUCTOR	\$680.00	10022850-52100	CONTRACTED SERVICES	\$680.00
				Vendor Total:		\$680.00
ANDREW PHILLIPS	TA 09/27/16	TRAVEL ADVANCE	\$1,267.07	10520210-57100	CONFERENCE & TRAINING	\$1,267.07
				Vendor Total:		\$1,267.07
ANTONIO MUNOZ	CFM092016	EDUCATIONAL/TRAINING SERVICES	\$333.33	10521210-57100	CONFERENCE & TRAINING	\$333.33
				Vendor Total:		\$333.33
AT&T	AUG16	911 SYSTEM	\$223.51	20620231-52100	CONTRACTED SERVICES	\$223.51
				Vendor Total:		\$223.51

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AUDREY JACOBSEN	DV083016	CONCERT FOOD VOUCHER REIMBURSEMENT	\$60.00	90000000-23226	CONCERT SERIES	\$60.00
					Vendor Total:	\$60.00
B & H VIDEO	113817512	MISCELLANEOUS PRODUCTS (NOT OT	\$191.93	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.24)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.96)
				90000000-23013	STATE USE TAX LIABILITY	(\$14.40)
				10013400-54100	SUPPLIES	\$0.08
				10013400-54100	SUPPLIES	\$0.32
				10013400-54100	SUPPLIES	\$4.80
				10013400-54100	SUPPLIES	\$91.17
				20413500-54100	SUPPLIES	\$0.08
				20413500-54100	SUPPLIES	\$0.32
				20413500-54100	SUPPLIES	\$4.80
				20413500-54100	SUPPLIES	\$9.59
				20513300-54100	SUPPLIES	\$0.08
				20513300-54100	SUPPLIES	\$0.32
				20513300-54100	SUPPLIES	\$4.80
				20513300-54100	SUPPLIES	\$91.17
	113807625	MISCELLANEOUS PRODUCTS (NOT OT	\$1,995.76	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$2.50)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$9.98)
				90000000-23013	STATE USE TAX LIABILITY	(\$149.69)
				10013400-54100	SUPPLIES	\$0.84
				10013400-54100	SUPPLIES	\$3.33

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
B & H VIDEO	113807625	MISCELLANEOUS PRODUCTS (NOT OT	\$1,995.76	10013400-54100	SUPPLIES	\$49.90
				10013400-54100	SUPPLIES	\$947.83
				20413500-54100	SUPPLIES	\$0.84
				20413500-54100	SUPPLIES	\$3.33
				20413500-54100	SUPPLIES	\$49.90
				20413500-54100	SUPPLIES	\$100.10
				20513300-54100	SUPPLIES	\$0.82
				20513300-54100	SUPPLIES	\$3.32
				20513300-54100	SUPPLIES	\$49.89
				20513300-54100	SUPPLIES	\$947.83
				Vendor Total:		
BELKORP AG	285510	PARTS	\$213.70	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$213.70
						Vendor Total: \$213.70
BOUTIN JONES INC	95103	LEGAL RETAINER FOR UVSD LITIGA	\$6,208.22	84424422-52100	CONTRACTED SERVICES	\$6,208.22
						Vendor Total: \$6,208.22
CANTEEN SERVICE	9196	MISCELLANEOUS SUPPLIES AS NEED	\$77.25	10011100-54100	SUPPLIES	\$77.25
	9060	MISCELLANEOUS SUPPLIES AS NEED	\$71.26	10022300-54100	SUPPLIES	\$71.26
	Vendor Total:					\$148.51
CLARK PEST CONTROL	STMT 7/31/16	PEST CONTROL SVCS	\$140.00	84024425-52100	CONTRACTED SERVICES	\$140.00
						Vendor Total: \$140.00
COATINGS & SUNDRIES INC	N0105994	Paints, Traffic	\$2,238.19	10024220-54125	PW - TRAFFIC PAINT	\$2,238.19
						Vendor Total: \$2,238.19

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COMCAST	AUG16	INTERNET SERVICE	\$152.31	73022600-55100	TELEPHONE	\$152.31
					Vendor Total:	\$152.31
COMPUTER OPTIONS INC	BILL40921	IT SERVICES	\$12,150.00	20922900-52100	CONTRACTED SERVICES	\$12,150.00
					Vendor Total:	\$12,150.00
DANIEL STEEL & MACHINE INC	13633	DRILL MOTOR REPAIR	\$75.00	80026330-52100	CONTRACTED SERVICES	\$75.00
					Vendor Total:	\$75.00
DEEP VALLEY SECURITY	300275.1	SECURITY SYSTEM AT OBSERVATORY	\$39.95	10022100-52180	SECURITY SERVICES	\$39.95
	300275	ALARM SERVICES AS REQUIRED	\$481.35	10022100-52180	SECURITY SERVICES	\$56.90
				10022822-52180	SECURITY SERVICES	\$22.95
				20822500-52180	SECURITY SERVICES	\$42.95
				20824300-52180	SECURITY SERVICES	\$27.25
				69122700-52180	SECURITY SERVICES	\$85.90
				73022600-52180	SECURITY SERVICES	\$41.90
				73022600-52180	SECURITY SERVICES	\$74.90
				80026400-52180	SECURITY SERVICES	\$24.50
				82024411-52180	SECURITY SERVICES	\$44.95
				82024414-52180	SECURITY SERVICES	\$29.57
				84024421-52180	SECURITY SERVICES	\$29.58
					Vendor Total:	\$521.30
EDMO DISTRIBUTORS INC	1412662	SUPPLIES	\$251.84	77725200-54100	SUPPLIES	\$251.84
					Vendor Total:	\$251.84

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
EPIC AVIATION LLC	6896345	JET FUEL	\$10,260.86	77725200-58401	AVIATION FUEL	\$10,260.86
Vendor Total: -----						\$10,260.86
EUROFINS EATON ANALYTICAL INC	L0277458	WATER TESTING: TOTAL ORGANIC,N	\$105.00	82024411-52100	CONTRACTED SERVICES	\$105.00
	L0277469	WATER TESTING: TOTAL ORGANIC,N	\$120.00	82024411-52100	CONTRACTED SERVICES	\$120.00
	L0276907	WATER TESTING: TOTAL ORGANIC,N	\$150.00	82024411-52100	CONTRACTED SERVICES	\$150.00
	L0277948	WATER TESTING: TOTAL ORGANIC,N	\$195.00	82024411-52100	CONTRACTED SERVICES	\$195.00
Vendor Total: -----						\$570.00
FASTENAL	CAUKA22444	EQUIPMENT SUPPLIES	\$277.79	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$277.79
	CAUKA22546	SAFETY SUPPLIES	\$484.81	82024414-54100	SUPPLIES	\$484.81
Vendor Total: -----						\$762.60
FEDERAL EXPRESS	5-519-01663	SHIPPING CHARGES	\$350.96	10013400-54101	POSTAGE	\$28.61
				10013400-54101	POSTAGE	\$39.20
				10520210-54101	POSTAGE	\$19.96
				10520210-54101	POSTAGE	\$19.96
				10520210-54101	POSTAGE	\$19.96
				10520210-54101	POSTAGE	\$24.39
				10520210-54101	POSTAGE	\$24.51
				10520210-54101	POSTAGE	\$33.40
				20513300-54101	POSTAGE	\$86.67
				77725200-54101	POSTAGE	\$19.96
				83024430-54100	SUPPLIES	\$8.50

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FEDERAL EXPRESS	5-519-01663	SHIPPING CHARGES	\$350.96	84024425-54100	SUPPLIES	\$11.42
				84024425-54100	SUPPLIES	\$14.42
				Vendor Total:		\$350.96
FELIPE CHAVEZ	DV082916	INSTURCTOR	\$840.00	10022850-52100	CONTRACTED SERVICES	\$840.00
				Vendor Total:		\$840.00
GHD INC	69149	TRANSPORTATION IMPROVEMENTS RE	\$1,844.35	25024210-80230	INFRASTRUCTURE	\$1,844.35
				Vendor Total:		\$1,844.35
GINA GRECO	DV090216	INSTRUCTOR	\$2,100.00	10022850-52100	CONTRACTED SERVICES	\$2,100.00
				Vendor Total:		\$2,100.00
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CO004499	EQUIPMENT SUPPLIES	\$52.56	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.05)
				10521210-56130	EXTERNAL SERVICES	\$0.05
				10521210-56130	EXTERNAL SERVICES	\$52.56
	CO004530	EQUIPMENT SUPPLIES	\$107.57	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.11)
				10521210-56130	EXTERNAL SERVICES	\$0.11
				10521210-56130	EXTERNAL SERVICES	\$107.57
	Vendor Total:		\$160.13			
GOVERNMENT FINANCE OFFICERS ASSOC	2825468	REGISTRATION	\$70.00	10013400-57100	CONFERENCE & TRAINING	\$70.00
				Vendor Total:		\$70.00
GRANITE CONSTRUCTION COMPANY	1033267	MISC ROCK & ROAD PATCH MATERIA	\$102.63	10024220-54121	PW - ASPHALT CONCRETE	\$102.63
	1036178	MISC ROCK & ROAD PATCH MATERIA	\$64.16	82024414-54100	SUPPLIES	\$64.16

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GRANITE CONSTRUCTION COMPANY	1031376	MISC ROCK & ROAD PATCH MATERIA	\$96.74	82024414-54100	SUPPLIES	\$96.74
	1036196	MISC ROCK & ROAD PATCH MATERIA	\$229.79	82024414-54100	SUPPLIES	\$229.79
	1033286	MISC ROCK & ROAD PATCH MATERIA	\$617.00	82024414-54100	SUPPLIES	\$158.54
				84024421-54100	SUPPLIES	\$150.21
				84024421-54100	SUPPLIES	\$150.95
				84024421-54100	SUPPLIES	\$157.30
	1035120	MISC ROCK & ROAD PATCH MATERIA	\$112.29	84024421-54100	SUPPLIES	\$112.29
	1032023	PARTS & MISC SUPPLIES AS NEEDE	\$641.22	84024421-54100	SUPPLIES	\$641.22
	Vendor Total:					\$1,863.83
GREG BLANCETT	DV090216	MEMBERSHIP AND CERTIFICATE	\$300.00	84024425-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$300.00
					Vendor Total:	\$300.00
GRILL BROS PARTNERSHIP	238310-2	EQUIPMENT & MACHINERY RENTAL A	\$129.00	84024425-52100	CONTRACTED SERVICES	\$129.00
					Vendor Total:	\$129.00
HACH COMPANY	10078043	FLAT RATE ANNUAL REPAIR FEE	\$843.99	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$843.99
					Vendor Total:	\$843.99
HANSEL FORD	CM1087349F	MISC PARTS & MATERIALS AS NEED	(\$38.06)	10520210-56130	EXTERNAL SERVICES	(\$38.06)
	1087349F	MISC PARTS & MATERIALS AS NEED	\$422.82	10520210-56130	EXTERNAL SERVICES	\$422.82
	Vendor Total:					\$384.76
IDEXX DISTRIBUTION INC	3006632372	SUPPLIES	\$44.35	82024411-54100	SUPPLIES	\$44.35
					Vendor Total:	\$44.35
INTEGRITY SHRED	61614	DOCUMENT SHREDDING	\$28.50	10016100-52100	CONTRACTED SERVICES	\$28.50

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INTEGRITY SHRED	61615	DOCUMENT SHREDDING	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
				Vendor Total:		\$85.50
JAROD THIELE	DV083116	REIMBURSE MEALS FOR EMERGENCY HYDRANT REPAIR	\$65.72	82024414-57100	CONFERENCE & TRAINING	\$65.72
				Vendor Total:		\$65.72
JIM EDDIE	DV082216	REIMBURSE FOR BACKFLOW LICENSE	\$180.00	82024414-57100	CONFERENCE & TRAINING	\$180.00
				Vendor Total:		\$180.00
JOHN AGUILAR	DV082216	REIMBURSE FOR WATER CLASS	\$99.00	82024414-57100	CONFERENCE & TRAINING	\$99.00
				Vendor Total:		\$99.00
JOHN HAMNER	dv083016	WATER DISTRIBUTION REVIEW REGISTRATION	\$150.00	82024410-57100	CONFERENCE & TRAINING	\$75.00
				82024411-57100	CONFERENCE & TRAINING	\$75.00
				Vendor Total:		\$150.00
JOSIE CASTANON	TA 09/23/16	TRAVEL ADVANCE	\$61.56	20620231-57100	CONFERENCE & TRAINING	\$61.56
				Vendor Total:		\$61.56
LYLE VALADOR	DV090116	BOOT ALLOWANCE	\$129.75	82024411-54100	SUPPLIES	\$129.75
				Vendor Total:		\$129.75
MEL GRANDI	DV082916	REIMBURSE FOR TEST LEADS	\$52.37	80026200-54100	SUPPLIES	\$52.37
				Vendor Total:		\$52.37
MISAC	200000817	MEMBERSHIP	\$420.00	20922900-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$420.00
				Vendor Total:		\$420.00

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MOIRS	131750	MISCELLANEOUS POOL SUPPLIES AS	\$30.45	10022300-54100	SUPPLIES	\$30.45
	132635	MISCELLANEOUS POOL SUPPLIES AS	\$86.42	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$86.42
	132918	MISCELLANEOUS POOL SUPPLIES AS	\$172.83	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$172.83
	131533	MISCELLANEOUS POOL SUPPLIES AS	\$216.04	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$216.04
	133232	MISCELLANEOUS POOL SUPPLIES AS	\$302.45	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$302.45
	133579	MISCELLANEOUS POOL SUPPLIES AS	\$302.45	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$302.45
	131936	MISCELLANEOUS POOL SUPPLIES AS	\$345.66	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$345.66
	132938	MISCELLANEOUS POOL SUPPLIES AS	\$345.66	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$345.66
Vendor Total:						\$1,801.96
NCPA	SEPT-16	SEPT-16 NCPA	\$720,467.00	80026300-58104	NCPA MANAGEMENT SERVICES	\$50,298.00
				80026300-58101	NCPA PLANT GENERATION	\$153,477.00
				80026300-58102	NCPA POWER PURCHASES	\$386,260.00
				80026300-58105	NCPA THIRD PARTY SALES	(\$13,296.00)
				80026300-58103	NCPA TRANSMISSION	\$143,728.00
Vendor Total:						\$720,467.00
NFP NATIONAL ACCOUNT SERVICES	SEPT-16	SEPT16 NFP INSURANCE	\$2,892.05	20700000-20523	P/R DEDUCT-LTD	\$2,613.05
				20700000-20512	REMIF LIFE	\$31.00
				20700000-20512	REMIF LIFE	\$248.00
Vendor Total:						\$2,892.05
NORTHERN TOOL & EQUIPMENT	35992815	PARTS AS NEEDED	\$656.10	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.70)

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
NORTHERN TOOL & EQUIPMENT	35992815	PARTS AS NEEDED	\$656.10	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.81)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$45.66
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$656.10
				90000000-23013	STATE USE TAX LIABILITY	(\$42.15)
				Vendor Total:		\$656.10
ONE TIME PAY VENDOR	DV082516	2016 SWIM LESSONS REFUND	\$60.00	10022300-44910	SWIMMING POOL	\$60.00
	108980-4	UTILITY REFUND	\$66.50	90100000-10421	UTILITY RECEIVABLES CLEARING	\$66.50
			Vendor Total:		\$126.50	
OPPERMAN & SON INC	1262290037	MISCELLANEOUS PARTS AS NEEDED	\$91.42	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$91.42
	1262440086	MISCELLANEOUS PARTS AS NEEDED	\$256.88	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$256.88
	1262240029	MISCELLANEOUS PARTS AS NEEDED	\$241.89	10022500-56130	EXTERNAL SERVICES	\$241.89
	1262170051	MISCELLANEOUS PARTS AS NEEDED	\$9.54	10024210-56130	EXTERNAL SERVICES	\$4.73
				10520210-56130	EXTERNAL SERVICES	\$4.81
	1262170024	MISCELLANEOUS PARTS AS NEEDED	\$11.93	10024220-56130	EXTERNAL SERVICES	\$11.93
	1262430017	MISCELLANEOUS PARTS AS NEEDED	\$126.54	10520210-56130	EXTERNAL SERVICES	\$126.54
	1262290024	MISCELLANEOUS PARTS AS NEEDED	\$137.28	10520210-56130	EXTERNAL SERVICES	\$3.32
				10521210-56130	EXTERNAL SERVICES	\$5.90
				82024414-56130	EXTERNAL SERVICES	\$4.12
				84024421-56130	EXTERNAL SERVICES	\$123.94
				10520210-56130	EXTERNAL SERVICES	\$195.38
	1262160061	MISCELLANEOUS PARTS AS NEEDED	\$195.38	10520210-56130	EXTERNAL SERVICES	\$195.38

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail			
OPPERMAN & SON INC	1262230054	MISCELLANEOUS PARTS AS NEEDED	\$396.93	10521210-56130	EXTERNAL SERVICES		\$396.93
	1262220017	MISCELLANEOUS PARTS AS NEEDED	\$26.83	77725200-56130	EXTERNAL SERVICES		\$26.83
	1262310032	MISCELLANEOUS PARTS AS NEEDED	\$46.82	77725200-56130	EXTERNAL SERVICES		\$46.82
	1262280011	MISCELLANEOUS PARTS AS NEEDED	\$4.60	80026400-56130	EXTERNAL SERVICES		\$4.60
	1262140048	MISCELLANEOUS PARTS AS NEEDED	\$514.13	80026400-56130	EXTERNAL SERVICES		\$514.13
	1262140014	MISCELLANEOUS PARTS AS NEEDED	\$4.60	82024412-56130	EXTERNAL SERVICES		\$4.60
	1262280010	MISCELLANEOUS PARTS AS NEEDED	\$9.19	82024414-56130	EXTERNAL SERVICES		\$9.19
	1262390083	MISCELLANEOUS PARTS AS NEEDED	\$21.80	84024421-56130	EXTERNAL SERVICES		\$21.80
	1262290019	MISCELLANEOUS PARTS AS NEEDED	\$50.78	20324100-58510	REIMBRABLE JOBS		\$50.78
	1262220042	MISCELLANEOUS PARTS AS NEEDED	\$103.80	20324100-58510	REIMBRABLE JOBS		\$103.80
Vendor Total:							\$2,250.34
OREILLY AUTO PARTS	1602727	08/16 AUTO PARTS	\$1,283.62	10022100-56130	EXTERNAL SERVICES		\$82.23
				10520210-56130	EXTERNAL SERVICES		\$873.03
				80026400-56130	EXTERNAL SERVICES		\$268.59
				82024414-56130	EXTERNAL SERVICES		\$59.77
Vendor Total:							\$1,283.62
PETERSON CAT	PC001535955	PARTS & SERVICE REPAIRS AS NEE	\$115.32	10024220-56130	EXTERNAL SERVICES		\$115.32
	PC060133432	PARTS & SERVICE REPAIRS AS NEE	\$120.25	10024220-56130	EXTERNAL SERVICES		\$120.25
	PC060133431	PARTS & SERVICE REPAIRS AS NEE	\$93.65	10520210-56130	EXTERNAL SERVICES		\$93.65

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PETERSON CAT	PC060124332	PARTS & SERVICE REPAIRS AS NEE	\$246.07	10521210-56130	EXTERNAL SERVICES	\$246.07
					Vendor Total:	\$575.29
PHILLIPS SEABROOK ASSOCIATES	6568	STRUCT ENGNG/PLAN CHCK/SUBSTIT	\$750.00	10521210-52100	CONTRACTED SERVICES	\$750.00
					Vendor Total:	\$750.00
QUILL CORPORATION	27995	OFFICE SUPPLIES, MISC AS NEEDE	\$192.98	20513300-54100	SUPPLIES	\$192.98
					Vendor Total:	\$192.98
RAU & ASSOCIATES INC	201600147	PHASE 2 ENG FOR RAILROAD CENTE	\$5,963.99	25124210-52100	CONTRACTED SERVICES	\$5,963.99
					Vendor Total:	\$5,963.99
REGIONAL GOVERNMENT SERVICES AUTHORITY	6230	INTERIM FINANCE DIR JIM MCADLE	\$325.35	10013400-52100	CONTRACTED SERVICES	\$325.35
					Vendor Total:	\$325.35
REMY MOOSE MANLEY LLP	103762	RETAIN TO REP CITY IN LAWSUIT	\$310.00	90000000-21111	PLANNING PERMIT ESCROW	\$310.00
					Vendor Total:	\$310.00
REXEL INC	J990045	MISC ELECTRICAL SUPPLIES AS NE	\$109.44	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$109.44
	J961749	MISC ELECTRICAL SUPPLIES AS NE	\$295.97	20822500-54102	SMALL TOOLS	\$295.97
	K025242	SPORTING GOODS, ATHLETIC EQUIP	\$1,440.02	10022822-54100	SUPPLIES	\$1,440.02
					Vendor Total:	\$1,845.43
RICHARD ANDERSON	2016-0901-1	AGREEMENT FOR PROF.SVC'S FOR W	\$2,000.00	20922900-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
RIVER OAK CLASSIC	DV.090216	2016 SUNDAYS IN THE PARK	\$21.00	90000000-23226	CONCERT SERIES	\$21.00

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RIVER OAK CLASSIC	DV 090216	SUMMER MOVIE MADNESS 2016	\$30.00	90000000-23235	MOVIES IN THE PLAZA	\$30.00
					Vendor Total:	\$51.00
ROBERT HILDEBRAND	DV 090216	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
S'WINE COUNTRY BBQ & GOURMET GRILL	418	SUNDAYS IN THE PARK 2016	\$86.50	90000000-23226	CONCERT SERIES	\$86.50
					Vendor Total:	\$86.50
SANTA ROSA UNIFORM & CAREER APPAREL INC	111567	SECOND CHANCE BODY ARMOR--DEPOSIT	\$543.75	10520210-54100	SUPPLIES	\$543.75
	193007	SECOND CHANCE ARMOR	\$935.25	10521210-54100	SUPPLIES	\$935.25
					Vendor Total:	\$1,479.00
SCHOOL OF MANAGEMENT UNIVERSITY OF SAN FRANCISCO	DV 082916	SYMPOSIUM 2017: ACCOUNTABILITY & USE OF FORCE	\$1,400.00	10520210-57100	CONFERENCE & TRAINING	\$1,400.00
					Vendor Total:	\$1,400.00
SHAPE PRODUCTS	4006098	SUPPLIES AS NEEDED	\$826.82	84024425-54100	SUPPLIES	\$826.82
					Vendor Total:	\$826.82
SIEMENS INDUSTRY INC MOBILITY DIV 57419	5620013055	PUBLIC WORKS AND RELATED SERVI	\$2,995.74	10024214-52100	CONTRACTED SERVICES	\$2,995.74
					Vendor Total:	\$2,995.74
SIERRA CHEMICAL	SLC10012261	DEPOSIT RETURN	(\$1,000.00)	82024411-58202	WATER TREATMENT PLANT CHEMICAL	(\$1,000.00)
	SLS10012261	DEPOSIT RETURN	(\$1,000.00)	82024411-58202	WATER TREATMENT PLANT CHEMICAL	(\$1,000.00)
	SLS10038293	LIQ SODIUM HYPOCHLORITE	\$3,015.29	84024425-58202	WATER TREATMENT PLANT CHEMICAL	\$3,015.29
					Vendor Total:	\$1,015.29

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SKILLPATH/NST SEMINARS	11285729	REGISTRATION	\$199.00	10013400-57100	CONFERENCE & TRAINING	\$199.00
					Vendor Total:	\$199.00
STAPLES CREDIT PLAN	28187	OFFICE SUPPLIES, MISC AS NEEDE	\$35.13	10018000-52510	ADVERTISING & PROMOTION	\$35.13
	694037	OFFICE SUPPLIES, MISC AS NEEDE	\$14.30	90000000-23226	CONCERT SERIES	\$14.30
	68629	OFFICE SUPPLIES, MISC AS NEEDE	\$67.02	90000000-23226	CONCERT SERIES	\$67.02
	36130	OFFICE SUPPLIES, MISC AS NEEDE	\$38.91	10013400-54100	SUPPLIES	\$38.91
	35049	OFFICE SUPPLIES, MISC AS NEEDE	\$162.06	10013400-54100	SUPPLIES	\$162.06
	35305	OFFICE SUPPLIES, MISC AS NEEDE	\$24.86	10022810-54100	SUPPLIES	\$24.86
	41618	OFFICE SUPPLIES, MISC AS NEEDE	\$41.60	10022810-54100	SUPPLIES	\$41.60
	37330	OFFICE SUPPLIES, MISC AS NEEDE	\$18.37	10022840-54100	SUPPLIES	\$18.37
	27190	OFFICE SUPPLIES, MISC AS NEEDE	\$40.00	10022840-54100	SUPPLIES	\$40.00
	37293	OFFICE SUPPLIES, MISC AS NEEDE	\$35.67	10023100-54100	SUPPLIES	\$35.67
	67399	OFFICE SUPPLIES, MISC AS NEEDE	\$23.55	20324100-54100	SUPPLIES	\$23.55
	37061	OFFICE SUPPLIES, MISC AS NEEDE	\$29.50	69122700-54100	SUPPLIES	\$29.50
	35542	OFFICE SUPPLIES, MISC AS NEEDE	\$64.62	70024500-54100	SUPPLIES	\$64.62
	66540	OFFICE SUPPLIES, MISC AS NEEDE	\$64.84	70024500-54100	SUPPLIES	\$64.84
	36241	OFFICE SUPPLIES, MISC AS NEEDE	\$13.29	73022600-54100	SUPPLIES	\$13.29
	37153	OFFICE SUPPLIES, MISC AS NEEDE	\$19.45	80026400-54100	SUPPLIES	\$19.45

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	68460	OFFICE SUPPLIES, MISC AS NEEDE	\$65.93	82024411-54100	SUPPLIES	\$65.93
	39153	OFFICE SUPPLIES, MISC AS NEEDE	\$78.51	82024411-54100	SUPPLIES	\$78.51
	33981	OFFICE SUPPLIES, MISC AS NEEDE	\$351.40	82024411-54100	SUPPLIES	\$351.40
	38290	OFFICE SUPPLIES, MISC AS NEEDE	\$68.06	84024425-54100	SUPPLIES	\$68.06
	37977	OFFICE SUPPLIES, MISC AS NEEDE	\$112.13	84024425-54100	SUPPLIES	\$112.13
Vendor Total:						\$1,369.20
SURVALENT TECHNOLOGY CORP	D29830	DATA PROCESSING, COMPUTER, PRO	\$6,405.00	80026130-52100	CONTRACTED SERVICES	\$6,405.00
	Vendor Total:					\$6,405.00
TRACEY PORTER	TA 09/23/16	TRAVEL ADVANCE	\$61.56	20620231-57100	CONFERENCE & TRAINING	\$61.56
	Vendor Total:					\$61.56
TROEMNER LLC	00807650	SUPPLIES AS NEEDED	\$98.90	84024425-54100	SUPPLIES	\$98.90
	Vendor Total:					\$98.90
UNITED ROTARY BRUSH CORP	C1190259	CABLE WRAPS, GUTTER BROOMS & M	\$548.00	10024220-56130	EXTERNAL SERVICES	\$548.00
	Vendor Total:					\$548.00
UNITED SITE SERVICES	114-4349156	PORTABLE TOILET RENTAL	\$423.70	90000000-23226	CONCERT SERIES	\$423.70
	Vendor Total:					\$423.70
USA BLUEBOOK	044554	PARTS AS NEEDED	\$332.32	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$332.32
	039511	PARTS AS NEEDED	\$396.22	84024425-54100	SUPPLIES	\$396.22
	Vendor Total:					\$728.54
VIEVU	19078	SUPPLIES-SPRING CLIPS	\$83.50	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.08)

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
VIEVU	19078	SUPPLIES-SPRING CLIPS	\$83.50	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.30)
				10520210-54100	SUPPLIES	\$0.38
				10520210-54100	SUPPLIES	\$83.50
				Vendor Total:		\$83.50
WILLOW COUNTY WATER DIST	81154-AUG16	UTILITIES	\$39.02	84024425-58201	WATER PURCHASES	\$39.02
				Vendor Total:		\$39.02
WORKMAN GLOVE & SAFETY	35681	SUPPLIES AS NEEDED	\$372.49	84024425-54100	SUPPLIES	\$372.49
				Vendor Total:		\$372.49
WQI	DV 090216	REGISTRATION FOR GRADE 4 REVIEW CLASS	\$700.00	84024425-57100	CONFERENCE & TRAINING	\$700.00
				Vendor Total:		\$700.00
XEROX CORP	086065191	COPIER LEASE-SEE ADD'L DESCRIP	\$676.24	20822500-52100	CONTRACTED SERVICES	\$676.24
	085670301	COPIER LEASE-SEE ADD'L DESCRIP	\$679.54	20822500-52100	CONTRACTED SERVICES	\$679.54
	085670296	COPIER LEASE-SEE ADD'L DESCRIP	\$729.33	20822500-52100	CONTRACTED SERVICES	\$729.33
	086065190	COPIER LEASE-SEE ADD'L DESCRIP	\$167.01	69122700-52100	CONTRACTED SERVICES	\$167.01
	085670300	COPIER LEASE-SEE ADD'L DESCRIP	\$173.85	69122700-52100	CONTRACTED SERVICES	\$173.85
	085670299	COPIER LEASE-SEE ADD'L DESCRIP	\$338.36	73022600-52100	CONTRACTED SERVICES	\$338.36
	086065189	COPIER LEASE-SEE ADD'L DESCRIP	\$344.87	73022600-52100	CONTRACTED SERVICES	\$344.87
	085670298	COPIER LEASE-SEE ADD'L DESCRIP	\$225.62	10520210-94500	LEASE PAYMENTS	\$124.09
				10521210-94500	LEASE PAYMENTS	\$78.96
				20620231-94500	LEASE PAYMENTS	\$11.28

List of Checks Presented for Approval on 9/9/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail			
XEROX CORP	085670298	COPIER LEASE-SEE ADD'L DESCRIP	\$225.62	64020213-94500	LEASE PAYMENTS		\$11.29
	086065188	COPIER LEASE-SEE ADD'L DESCRIP	\$246.81	10520210-94500	LEASE PAYMENTS		\$135.75
				10521210-94500	LEASE PAYMENTS		\$86.38
				20620231-94500	LEASE PAYMENTS		\$12.34
				64020213-94500	LEASE PAYMENTS		\$12.34
	085670297	COPIER LEASE-SEE ADD'L DESCRIP	\$443.33	10520210-94500	LEASE PAYMENTS		\$243.83
				10521210-94500	LEASE PAYMENTS		\$155.17
				20620231-94500	LEASE PAYMENTS		\$22.17
				64020213-94500	LEASE PAYMENTS		\$22.16
	086065187	COPIER LEASE-SEE ADD'L DESCRIP	\$458.28	10520210-94500	LEASE PAYMENTS		\$252.05
				10521210-94500	LEASE PAYMENTS		\$160.40
				20620231-94500	LEASE PAYMENTS		\$22.91
				64020213-94500	LEASE PAYMENTS		\$22.92
	Vendor Total:						\$4,483.24
	INVOICE TOTAL:						\$817,016.98

List of Checks Presented for Approval on 9/15/2016

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

 9-16-16 DB
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCONTEMPS	46539081	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	INV222010	PARTS & SUPPLIES	\$247.28	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.28)
				20324100-56130	EXTERNAL SERVICES	\$0.28
				20324100-56130	EXTERNAL SERVICES	\$247.28
				Vendor Total:		\$247.28
ADVANCED TRAFFIC PRODUCTS	0000016130	ELECTRIC INVENTORY	\$217.66	80000000-12104	INVENTORY - PURCHASES	\$217.66
				Vendor Total:		\$217.66
AL SMATSKY	28	DESIGN, ENGINEERNG & CONSULTAN	\$5,214.71	80026400-52100	CONTRACTED SERVICES	\$5,214.71
				Vendor Total:		\$5,214.71
ALONZO FRIAS	TA 9/16 - 9/17/16	TRAVEL ADVANCE	\$168.58	82024411-57100	CONFERENCE & TRAINING	\$168.58
				Vendor Total:		\$168.58
ALPHA ANALYTICAL LABORATORIES INC	6081061-UKIAHLF	WATER AND WASTEWATER TREATING	\$3,147.95	70024500-52100	CONTRACTED SERVICES	\$3,147.95
	6081322-UKIAH	MISCELLANEOUS LABORATORY WORK	\$22.00	82024411-52100	CONTRACTED SERVICES	\$22.00
	6082017-UKIAH	MISCELLANEOUS LABORATORY WORK	\$375.00	82024411-52100	CONTRACTED SERVICES	\$375.00

List of Checks Presented for Approval on 9/15/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ALPHA ANALYTICAL LABORATORIES INC	6081309-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$188.00	84024425-52100	CONTRACTED SERVICES	\$188.00
	6082516-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$189.00	84024425-52100	CONTRACTED SERVICES	\$189.00
	6082235-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$377.00	84024425-52100	CONTRACTED SERVICES	\$377.00
	6081132-UKIAH	MISCELLANEOUS LABORATORY WORK	\$54.00	82224413-80230	INFRASTRUCTURE	\$54.00
	6081070-UKIAH	MISCELLANEOUS LABORATORY WORK	\$60.00	82224413-80230	INFRASTRUCTURE	\$60.00
	6071181-UKIAH	MISCELLANEOUS LABORATORY WORK	\$65.00	82224413-80230	INFRASTRUCTURE	\$65.00
	6082333-UKIAH	WATER AND WASTEWATER TREATING	\$2,575.00	82224413-80230	INFRASTRUCTURE	\$2,575.00
	6083289-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$680.00	84024425-54100	SUPPLIES	\$680.00
Vendor Total: -----						\$7,732.95
ALSCO-AMERICAN LINEN DIVISION	LSR0925659	LINEN & LAUNDRY SERVICES	\$204.74	20324100-52100	CONTRACTED SERVICES	\$204.74
	LSR0928676	LINEN & LAUNDRY SERVICES	\$204.74	20324100-52100	CONTRACTED SERVICES	\$204.74
Vendor Total: -----						\$409.48
ARAMARK UNIFORM SERVICES	702857180	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	702878027	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	702857179	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	702878026	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	702864654	MAT & TOWEL SERVICE	\$60.52	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.52
	702885288	MAT & TOWEL SERVICE	\$60.52	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.52
	702866535	MAT & TOWEL SERVICE	\$290.80	10022300-54100	SUPPLIES	\$290.80

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ARAMARK UNIFORM SERVICES	702887211	MAT & TOWEL SERVICE	\$290.80	10022300-54100	SUPPLIES	\$290.80
	702854156	UNIFORM SVC-AIRPORT	\$61.07	77725200-54100	SUPPLIES	\$61.07
	702864670	UNIFORM SVC-AIRPORT	\$61.07	77725200-54100	SUPPLIES	\$61.07
	702874973	UNIFORM SVC-AIRPORT	\$61.07	77725200-54100	SUPPLIES	\$61.07
	702885304	UNIFORM SVC-AIRPORT	\$93.47	77725200-54100	SUPPLIES	\$93.47
Vendor Total:						\$1,314.32
B & B INDUSTRIAL SUPPLY INC	181351	MISCELLANEOUS MATERIALS AS NEE	\$67.78	20822500-56300	BUILDING MAINT. & REPAIR	\$67.78
	180634	ASSIST EUD WITH REGULATORY & M	\$32.59	82024411-56300	BUILDING MAINT. & REPAIR	\$32.59
	181292	MISCELLANEOUS MATERIALS AS NEE	\$4.14	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$4.14
	181056	MISCELLANEOUS MATERIALS AS NEE	\$36.85	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$36.85
	181149	MISCELLANEOUS MATERIALS AS NEE	\$36.85	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$36.85
	181306	MISCELLANEOUS MATERIALS AS NEE	\$49.52	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$49.52
	181134	MISCELLANEOUS MATERIALS AS NEE	\$68.12	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$68.12
	181193	MISCELLANEOUS MATERIALS AS NEE	\$150.29	80026400-56130	EXTERNAL SERVICES	\$150.29
	181205	MISCELLANEOUS MATERIALS AS NEE	\$112.31	10022100-54100	SUPPLIES	\$112.31
	180790	MISCELLANEOUS MATERIALS AS NEE	\$13.17	80026400-54100	SUPPLIES	\$13.17
	181146	MISCELLANEOUS MATERIALS AS NEE	\$75.05	82024414-54100	SUPPLIES	\$75.05
	205684	MISCELLANEOUS MATERIALS AS NEE	\$159.38	82024414-54100	SUPPLIES	\$159.38
Vendor Total:						\$806.05

List of Checks Presented for Approval on 9/15/2016

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CA PEACE OFFICERS ASSOC	6090	ANNUAL PREMIUM RENEWAL	\$270.00	10520210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$270.00
					Vendor Total:	\$270.00
CA SOCIETY OF MUNICIPAL FINANCE OFFICERS	171034	REGISTRATION	\$150.00	10013400-57100	CONFERENCE & TRAINING	\$150.00
					Vendor Total:	\$150.00
CA STATE UNIVERSITY SACRAMENTO	719711	OPERATION & MAINTENANCE MANUAL	\$117.35	82024414-57100	CONFERENCE & TRAINING	\$117.35
					Vendor Total:	\$117.35
CA UTILITIES EMERGENCY ASSOC	1617080	ANNUAL CUEA MEMBERSHIP DUES	\$500.00	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$500.00
					Vendor Total:	\$500.00
CANON SOLUTIONS AMERICA INC	4020036920	LEASE AND USAGE	(\$1,307.76)	10012200-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$673.06)
				10012200-54100	SUPPLIES	(\$634.70)
	4020094770	LEASE AND USAGE	\$1,100.27	10012200-56120	EQUIPMENT MAINTENANCE & REPAIR	\$673.06
				10012200-54100	SUPPLIES	\$427.21
	4020036873	LEASE AND USAGE	\$1,114.54	10012200-56120	EQUIPMENT MAINTENANCE & REPAIR	\$673.06
				10012200-54100	SUPPLIES	\$441.48
					Vendor Total:	\$907.05
CANTEEN SERVICE	5975:000184	WATER FILTRATION SERVICE POLIC	\$45.00	10520210-54100	SUPPLIES	\$22.50
				20620231-54100	SUPPLIES	\$22.50
					Vendor Total:	\$45.00
CHEVRON AND TEXACO BUSINESS CARD SVCS	48390711	FUEL AS NEEDED	\$378.12	10520210-56210	FUEL & FLUIDS	\$378.12

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
CHEVRON AND TEXACO BUSINESS CARD SVCS	48132486	FUEL AS NEEDED	\$652.98	10520210-56210	FUEL & FLUIDS	\$652.98
					Vendor Total:	\$1,031.10
CHRISTOPHER DEWEY	TA 10/03 - 10/05/16	TRAVEL ADVANCE	\$354.70	10520210-57100	CONFERENCE & TRAINING	\$354.70
					Vendor Total:	\$354.70
CLARK PEST CONTROL	18762632	PEST CONTROL SVCS	\$90.00	80026130-52100	CONTRACTED SERVICES	\$90.00
	18744709	PEST CONTROL SVCS	\$74.00	80026330-52100	CONTRACTED SERVICES	\$74.00
					Vendor Total:	\$164.00
COMMUNITY DEVELOPMENT COMMISSION OF MENDOCINO	8-2016	PROJECT ADMIN FOR CREEKSIDE VILLAGE PROJECT	\$9,900.00	60917458-52100	CONTRACTED SERVICES	\$9,900.00
					Vendor Total:	\$9,900.00
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	8821-497137	MISCELLANEOUS ELECTRICAL SUPPI	\$23.95	82024411-56300	BUILDING MAINT. & REPAIR	\$0.12
				82024411-56300	BUILDING MAINT. & REPAIR	\$23.95
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.12)
					Vendor Total:	\$23.95
COOPER COMPLIANCE CORPORATION	1439	COMPLIANCE RPT SVCS TO MEET FE	\$2,666.67	80026400-52100	CONTRACTED SERVICES	\$2,666.67
					Vendor Total:	\$2,666.67
COUNTY OF MENDOCINO COUNTY CLERK-RECORDER	DV090916	CEQA RIVERSIDE PARK	\$50.00	25024210-80230	INFRASTRUCTURE	\$50.00
					Vendor Total:	\$50.00
DANIEL STEEL & MACHINE INC	090616-C	BOOMTRUCK AND OPERATOR	\$460.00	84024425-52100	CONTRACTED SERVICES	\$460.00
					Vendor Total:	\$460.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DAVID RAPPORT	6467	LEGAL SERVICES FOR FY 16/17	\$25,361.95	10014000-52100	CONTRACTED SERVICES	\$229.22
				84424422-52100	CONTRACTED SERVICES	\$6,632.56
				10014000-52150	LEGAL SERVICES/EXPENSES	\$1,348.20
				10014000-52150	LEGAL SERVICES/EXPENSES	\$4,962.96
				10514000-52150	LEGAL SERVICES/EXPENSES	\$7,999.98
				20414000-52150	LEGAL SERVICES/EXPENSES	\$2,155.64
				77714000-52150	LEGAL SERVICES/EXPENSES	\$157.74
				80014000-52150	LEGAL SERVICES/EXPENSES	\$465.83
				82014000-52150	LEGAL SERVICES/EXPENSES	\$224.29
				90214000-52150	LEGAL SERVICES/EXPENSES	\$1,015.46
				94024423-52150	LEGAL SERVICES/EXPENSES	\$108.45
				90214000-52140	LITIGATION EXPENSES	\$61.62
				Vendor Total:		
DON WADDINGTON	TA 9/16 - 9/17/06	TRAVEL ADVANCE	\$168.58	82024414-57100	CONFERENCE & TRAINING	\$168.58
					Vendor Total: \$168.58	
DONALD KNIGHT	019049	DECALS	\$146.37	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$146.37
	019062	SIGN REPAIR	\$124.58	10521210-56130	EXTERNAL SERVICES	\$124.58
	Vendor Total:					\$270.95
EUROFINS EATON ANALYTICAL INC	L0279175	WATER TESTING: TOTAL ORGANIC,N	\$90.00	82024411-52100	CONTRACTED SERVICES	\$90.00
	L0280580	WATER TESTING: TOTAL ORGANIC,N	\$110.00	82024411-52100	CONTRACTED SERVICES	\$110.00
Vendor Total:					\$200.00	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
EVERGREEN JOB & SAFETY TRAINING INC	535	EDUCATIONAL/TRAINING SERVICES	\$927.68	20526430-57100	CONFERENCE & TRAINING	\$927.68
	534	EDUCATIONAL/TRAINING SERVICES	\$2,028.00	80026110-52100	CONTRACTED SERVICES	\$1,014.00
				80026120-52100	CONTRACTED SERVICES	\$1,014.00
				Vendor Total:		\$2,955.68
FARWEST LINE SPECIALTIES	216120	ELECTRICAL EQUIPMENT AND SUPPL	\$1,332.83	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.53)
				80026110-54100	SUPPLIES	\$1,214.03
				80026120-54100	SUPPLIES	\$1.53
				80026120-54100	SUPPLIES	\$118.80
				Vendor Total:		\$1,332.83
FERGUSON ENTERPRISES INC #1423	1206448	PLUMBING EQUIPMENT, FIXTURES,	\$1,414.72	82000000-12104	INVENTORY - PURCHASES	\$1,414.72
				Vendor Total:		\$1,414.72
FITZGERALD INVESTIGATIONS	DV090616	LEGAL SERVICES	\$45.00	10016100-52100	CONTRACTED SERVICES	\$45.00
				Vendor Total:		\$45.00
FOREMOST PROMOTIONS	354472	SUPPLIES	\$698.50	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.75)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.98)
				90000000-23013	STATE USE TAX LIABILITY	(\$44.63)
				63020210-54100	SUPPLIES	\$48.36
				63020210-54100	SUPPLIES	\$698.50
				Vendor Total:		\$698.50
GARTON TRACTOR INC	CU26017	EQUIPMENT SUPPLIES	\$608.53	84024425-56130	EXTERNAL SERVICES	\$608.53
				Vendor Total:		\$608.53
GCR	851-33924	TIRES, TUBES, REPAIRS & LABOR	\$752.82	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.11)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
GCR	851-33924	TIRES, TUBES, REPAIRS & LABOR	\$752.82	80026400-56130	EXTERNAL SERVICES	\$3.11
				80026400-56130	EXTERNAL SERVICES	\$752.82
	851-34343	TIRES, TUBES, REPAIRS & LABOR	\$97.68	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$97.68
	851-34277	TIRES, TUBES, REPAIRS & LABOR	\$780.16	10022100-56130	EXTERNAL SERVICES	\$780.16
	851-33969	TIRES, TUBES, REPAIRS & LABOR	\$260.31	10024220-56130	EXTERNAL SERVICES	\$260.31
	851-33968	TIRES, TUBES, REPAIRS & LABOR	\$63.89	10520210-56130	EXTERNAL SERVICES	\$63.89
	851-34201	TIRES, TUBES, REPAIRS & LABOR	\$73.08	10520210-56130	EXTERNAL SERVICES	\$73.08
	851-33973	TIRES, TUBES, REPAIRS & LABOR	\$142.47	10520210-56130	EXTERNAL SERVICES	\$142.47
	851-34203	TIRES, TUBES, REPAIRS & LABOR	\$540.83	10520210-56130	EXTERNAL SERVICES	\$540.83
	851-34425	TIRES, TUBES, REPAIRS & LABOR	\$588.34	10520210-56130	EXTERNAL SERVICES	\$588.34
	851-34234	TIRES, TUBES, REPAIRS & LABOR	\$701.94	10520210-56130	EXTERNAL SERVICES	\$701.94
	851-34056	TIRES, TUBES, REPAIRS & LABOR	\$214.12	10520224-56130	EXTERNAL SERVICES	\$214.12
					Vendor Total:	\$4,215.64
GCS ENVIRONMENTAL EQUIP SRVS	14164	PARTS & SUPPLIES AS NEEDED	\$65.00	10024220-56130	EXTERNAL SERVICES	\$65.00
					Vendor Total:	\$65.00
GRICE INDUSTRIES INC	G1836	PULLING CABLE	\$451.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.53)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.10)
				90000000-23013	STATE USE TAX LIABILITY	(\$31.50)
				82024414-54100	SUPPLIES	\$34.13
				82024414-54100	SUPPLIES	\$451.00
					Vendor Total:	\$451.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
HI-LINE UTILITY SUPPLY	10020828	MULE/MEASURING PULL TAPE	\$861.59	80026120-54100	SUPPLIES	\$861.59
					Vendor Total:	\$861.59
INTEGRITY SHRED	61890	DOCUMENT SHREDDING	\$28.50	20513300-52100	CONTRACTED SERVICES	\$28.50
					Vendor Total:	\$28.50
INTERSTATE BATTERIES	380022121	BATTERIES	\$169.13	10520224-56130	EXTERNAL SERVICES	\$169.13
					Vendor Total:	\$169.13
J & M LOCK	32911	DUPLICATE KEYS, REPAIRS & MISC	\$18.17	20822500-56300	BUILDING MAINT. & REPAIR	\$18.17
	32923	DUPLICATE KEYS, REPAIRS & MISC	\$28.11	10012200-54100	SUPPLIES	\$28.11
					Vendor Total:	\$46.28
JAROD THIELE	TA 9/16 - 9/17/16	TRAVEL ADVANCE	\$168.58	82024410-57100	CONFERENCE & TRAINING	\$168.58
					Vendor Total:	\$168.58
JASON CHAPMAN	TA 10/3 - 10/7/16	TRAVEL ADVANCE	\$75.00	10520210-57100	CONFERENCE & TRAINING	\$75.00
					Vendor Total:	\$75.00
JENNIFER COURSEY	1170	DRUG ED COLUMN/PRFM RPT CARD	\$525.00	63020210-52100	CONTRACTED SERVICES	\$525.00
					Vendor Total:	\$525.00
JOANNE WALTS	DV090716	CWEA CERT TRAINING	\$35.00	84024425-57100	CONFERENCE & TRAINING	\$35.00
					Vendor Total:	\$35.00
JOE MAC COGGINS	7257	MISC LOCK & KEYSERVICES AS NEE	\$98.66	82024411-52100	CONTRACTED SERVICES	\$98.66
	7297	MISC LOCK & KEYSERVICES AS NEE	\$50.73	20324100-56130	EXTERNAL SERVICES	\$50.73
	7296	MISC LOCK & KEYSERVICES AS NEE	\$54.73	80026400-56130	EXTERNAL SERVICES	\$54.73

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
JOE MAC COGGINS	7259	MISC LOCK & KEYSERVICES AS NEE	\$90.00	84024421-56130	EXTERNAL SERVICES	\$90.00
	7290	MISC LOCK & KEYSERVICES AS NEE	\$12.28	80026400-54100	SUPPLIES	\$12.28
Vendor Total:						\$306.40
JOHN AGUILAR	TA 9/16 - 9/17/16	TRAVEL ADVANCE	\$168.58	82024414-57100	CONFERENCE & TRAINING	\$168.58
	Vendor Total:					\$168.58
JOSIE CASTANON	TA 9/30/16	TRAVEL ADVANCE	\$86.28	10520210-57100	CONFERENCE & TRAINING	\$86.28
	Vendor Total:					\$86.28
KELLY-MOORE PAINT COMPANY INC	910000000245534	MISCELLANEOUS PURCHASES AS REQ	(\$749.96)	10024220-54125	PW - TRAFFIC PAINT	(\$749.96)
	910000000245416	MISCELLANEOUS PURCHASES AS REQ	\$499.97	10024220-54125	PW - TRAFFIC PAINT	\$499.97
	910000000244647	MISCELLANEOUS PURCHASES AS REQ	\$499.97	10024220-54125	PW - TRAFFIC PAINT	\$499.97
	910000000245150	MISCELLANEOUS PURCHASES AS REQ	\$624.96	10024220-54125	PW - TRAFFIC PAINT	\$624.96
	9000000245209	MISCELLANEOUS PURCHASES AS REQ	\$19.45	10024220-54102	SMALL TOOLS	\$19.45
	91000000244505	MISCELLANEOUS PURCHASES AS REQ	\$98.23	10024220-54102	SMALL TOOLS	\$98.23
Vendor Total:						\$992.62
KENWOOD ENERGY	AUGUST-2016	SOLAR PARKING CANOPY	\$138.75	80100000-80230	INFRASTRUCTURE	\$138.75
	Vendor Total:					\$138.75
KEOUGH'S LANDSCAPING INC	15849	LANDSCAPE MAINT.-ORCHARD SUBST	\$500.00	80026130-52100	CONTRACTED SERVICES	\$500.00
	Vendor Total:					\$500.00
MATHESON TRI-GAS INC	13998723	OXYGEN & MISCELLANEOUS AS NEED	\$30.23	80026120-80230	INFRASTRUCTURE	\$30.23
	14003559	OXYGEN & MISCELLANEOUS AS NEED	\$30.23	80026120-80230	INFRASTRUCTURE	\$30.23

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MATHESON TRI-GAS INC	13932168	OXYGEN & MISCELLANEOUS AS NEED	\$32.93	80026120-80230	INFRASTRUCTURE	\$32.93
	13994849	OXYGEN & MISCELLANEOUS AS NEED	\$32.93	80026120-80230	INFRASTRUCTURE	\$32.93
	13958521	OXYGEN & MISCELLANEOUS AS NEED	\$38.48	80026130-54100	SUPPLIES	\$38.48
	13921115	OXYGEN & MISCELLANEOUS AS NEED	\$51.07	80026130-54100	SUPPLIES	\$51.07
Vendor Total:						\$215.87
MAX BRAZILL	TA 11/3 - 11/04/16	TRAVEL ADVANCE	\$30.00	10520210-57100	CONFERENCE & TRAINING	\$30.00
Vendor Total:						\$30.00
MEL GRANDI	AUGUST 2016	REIMBURSE MILEAGE	\$214.92	80026400-57100	CONFERENCE & TRAINING	\$214.92
	DV090916	REIMBURSE MEALS FOR WORKING LUNCH	\$248.90	80026400-54100	SUPPLIES	\$54.01
				80026400-54100	SUPPLIES	\$194.89
Vendor Total:						\$463.82
MENDOCINO ANIMAL HOSPITAL	143469	VETERINARY SERVICES	\$219.65	10520210-54100	SUPPLIES	\$219.65
Vendor Total:						\$219.65
MENDOCINO COUNTY AUDITOR-CONTROLLER	AUGUST 2016	REVENUE FROM PARKING CITATIONS	\$237.50	90000000-23070	COUNTY SURCHG, PKG ENFORCE	\$57.00
				90000000-23070	COUNTY SURCHG, PKG ENFORCE	\$180.50
				Vendor Total:		\$237.50
MICHAEL TUFTS	2016-283(A)	POLYGRAPH & INVESTIGATION SERVICES	\$650.00	10520210-52100	CONTRACTED SERVICES	\$650.00
Vendor Total:						\$650.00
MJ DONOVAN ENT INC	109700	ELECTRIC UTILITY DECAL	\$108.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.12)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.45)
				90000000-23013	STATE USE TAX LIABILITY	(\$6.75)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MJ DONOVAN ENT INC	109700	ELECTRIC UTILITY DECAL	\$108.00	80026400-54100	SUPPLIES	\$7.32
				80026400-54100	SUPPLIES	\$108.00
					Vendor Total:	\$108.00
NATIONAL METER & AUTOMATION	S1075419.001	WATER SUPPLY, GROUNDWATER, SEW	\$1,794.51	82024414-54100	SUPPLIES	\$1,794.51
					Vendor Total:	\$1,794.51
NORTHERN AGGREGATES INC	12080	MISC ROCK & ROAD PATCH MATERIA	\$665.53	82024414-54100	SUPPLIES	\$665.53
					Vendor Total:	\$665.53
ONE TIME PAY VENDOR	DV90816	REC CLASS REFUND	\$17.00	10022800-44915	RECREATION PROGRAM INCOME	\$17.00
	DV090816	REC CLASS REFUND	\$65.00	10022800-44915	RECREATION PROGRAM INCOME	\$65.00
	55429-5	UTILITY REFUND	\$7.37	90100000-10421	UTILITY RECEIVABLES CLEARING	\$7.37
	114076-3	UTILITY REFUND	\$196.80	90100000-10421	UTILITY RECEIVABLES CLEARING	\$196.80
	79274-7	UTILITY REFUND	\$228.62	90100000-10421	UTILITY RECEIVABLES CLEARING	\$228.62
					Vendor Total:	\$514.79
OREILLY AUTO PARTS	2707-254651	PARTS	\$36.75	10520224-56130	EXTERNAL SERVICES	\$36.75
					Vendor Total:	\$36.75
PAYMENTUS GROUP INC	US16080025	CREDIT CARD PROCESSING SERVICE	\$1,961.00	20513300-52100	CONTRACTED SERVICES	\$1,961.00
					Vendor Total:	\$1,961.00
PETERSON CAT	sw270042645	Generators, Portable and Stati	\$10,760.67	84024425-52100	CONTRACTED SERVICES	\$10,760.67
					Vendor Total:	\$10,760.67

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PETERSON TRUCKS INC	36056P	PULLEY AND BELT FAN	\$352.66	10024220-56130	EXTERNAL SERVICES	\$352.66
					Vendor Total:	\$352.66
PILON KITCHEN	DV082216	CONCERT FOOD VOUCHER REIMBURSEMENT	\$140.00	90000000-23226	CONCERT SERIES	\$140.00
					Vendor Total:	\$140.00
POWER INDUSTRIES INC	715822	FITTINGS	\$55.42	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$55.42
					Vendor Total:	\$55.42
PRECISION GENERAL CONTRACTORS, INC.	DV090816	CONTRACTOR PAYMENT FOR CREEKSIDE PROJECT	\$58,190.26	60917458-52100	CONTRACTED SERVICES	\$58,190.26
					Vendor Total:	\$58,190.26
RAINBOW AGRICULTURAL SERVICES	5338244-00	PARTS & MISC SUPPLIES AS NEEDE	\$44.41	82024411-56300	BUILDING MAINT. & REPAIR	\$44.41
	5340491-00	PARTS & MISC SUPPLIES AS NEEDE	\$9.71	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$9.71
	5340846-00	PARTS & MISC SUPPLIES AS NEEDE	\$14.26	10022100-56130	EXTERNAL SERVICES	\$14.26
	5342462-00	PARTS & MISC SUPPLIES AS NEEDE	\$18.15	80026120-80230	INFRASTRUCTURE	\$18.15
	5340476-00	PARTS & MISC SUPPLIES AS NEEDE	\$14.80	10022100-54100	SUPPLIES	\$14.80
	5336406-00	PARTS & MISC SUPPLIES AS NEEDE	\$79.97	10022100-54100	SUPPLIES	\$79.97
	5336797-11	PARTS & MISC SUPPLIES AS NEEDE	\$108.13	10022100-54100	SUPPLIES	\$108.13
	5341795-00	PARTS & MISC SUPPLIES AS NEEDE	\$35.66	10520210-54100	SUPPLIES	\$35.66
	5341274-00	PARTS & MISC SUPPLIES AS NEEDE	\$50.77	10520210-54100	SUPPLIES	\$50.77
	5343818-00	PARTS & MISC SUPPLIES AS NEEDE	\$54.05	10520210-54100	SUPPLIES	\$54.05

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RAINBOW AGRICULTURAL SERVICES	5339161-00	PARTS & MISC SUPPLIES AS NEEDE	\$113.50	82024411-54100	SUPPLIES	\$113.50
					Vendor Total:	\$543.41
READY SET GO LLC	76417	FINANCE PROJECT ASSISTANCE	\$3,558.75	70024500-52100	CONTRACTED SERVICES	\$165.00
				84424422-52100	CONTRACTED SERVICES	\$3,393.75
					Vendor Total:	\$3,558.75
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	DV090616	LEGAL COUNSULTING	\$600.00	10016100-52100	CONTRACTED SERVICES	\$600.00
	SEPT 16	MEDICAL, DENTAL & VISION INSURANCE PREMIUMS	\$214,433.60	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$455.00
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,296.00
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$10,706.00
				20700000-20520	P/R DEDUCT.- MEDICAL INS	\$184,495.00
				20700000-20510	REMIF DENTAL	\$13,788.00
				20700000-20511	REMIF VISION	\$2,693.60
	DV090616.1	SAFETY CONSULTANT FEES	\$1,459.00	20212400-52532	SAFETY & TRAINING SUPPORT	\$1,459.00
					Vendor Total:	\$216,492.60
REOA LTD	1104	OFFICIATING OF ADULT SOFTBALL	\$2,069.00	10022822-52100	CONTRACTED SERVICES	\$2,069.00
					Vendor Total:	\$2,069.00
RINO PACIFIC	CL15427	FUEL AS NEEDED	\$830.28	82024414-56210	FUEL & FLUIDS	\$448.36
				84024421-56210	FUEL & FLUIDS	\$381.92
					Vendor Total:	\$830.28

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
RR DONNELLEY CO	906122253	FORMS, CONTINUOUS: COMPUTER PA	\$952.53	20513300-54100	SUPPLIES	\$952.53
Vendor Total:						\$952.53
SACRAMENTO REGIONAL PUBLIC SAFETY TRAINING CENTER	DV090616	TRAINING	\$121.00	10520210-57100	CONFERENCE & TRAINING	\$121.00
Vendor Total:						\$121.00
SERVERON CORP	505870	CALIBRATION GAS CYLINDER	\$389.25	80026130-54100	SUPPLIES	\$389.25
Vendor Total:						\$389.25
SHARON WEDEGAERTNER	DV082216	INSTRUCTOR	\$1,481.20	10022850-52100	CONTRACTED SERVICES	\$1,481.20
Vendor Total:						\$1,481.20
SOLID WASTES SYSTEMS INC	320663	MISCELLANEOUS DUMP FEES	\$15.28	10024220-54120	PW - SPECIAL SUPPLIES	\$15.28
Vendor Total:						\$15.28
STATE OF CALIFORNIA	DV090216	BIANNUAL RENEWAL OF DPR CERTIFICATE	\$60.00	10022100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$60.00
Vendor Total:						\$60.00
THANKSGIVING COFFEE COMPANY	0376969	MISC COFFEE SUPPLIES AS NEEDED	\$50.75	73022600-54100	SUPPLIES	\$50.75
	0376618	MISC COFFEE SUPPLIES AS NEEDED	\$96.50	73022600-54100	SUPPLIES	\$96.50
Vendor Total:						\$147.25
THURSTON AUTO PLAZA	193432	PARTS & SERVICE REPAIRS AS NEE	\$34.93	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.17)
				10520224-56130	EXTERNAL SERVICES	\$0.17
				10520224-56130	EXTERNAL SERVICES	\$34.93
Vendor Total:						\$34.93
TRACTOR SUPPLY CREDIT PLAN	304872	MISCELLANEOUS SUPPLIES AS NEED	\$10.80	10024220-54102	SMALL TOOLS	\$10.80

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
TRACTOR SUPPLY CREDIT PLAN	197836	MISCELLANEOUS SUPPLIES AS NEED	\$54.05	80026130-54102	SMALL TOOLS	\$54.05
	165645	MISCELLANEOUS SUPPLIES AS NEED	\$32.42	82024414-54100	SUPPLIES	\$32.42
	Vendor Total: -----					\$97.27
TRI-VALLEY PAINTS	1-72161	PAINT SUPPLIES	\$49.88	82024411-52100	CONTRACTED SERVICES	\$0.24
				82024411-52100	CONTRACTED SERVICES	\$49.88
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.24)
				Vendor Total: -----		\$49.88
TRINIDAD ARTEAGA	353046	PARTS	\$131.86	20324100-54102	SMALL TOOLS	\$131.86
				Vendor Total: -----		\$131.86
UKIAH AUTO PARTS	957541	AUTO & MACHINE PARTS & MATERIA	\$54.04	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.10)
				82024412-56130	EXTERNAL SERVICES	\$54.04
				82024414-54100	SUPPLIES	\$3.10
	952951	AUTO & MACHINE PARTS & MATERIA	\$148.78	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$148.78
	957379	AUTO & MACHINE PARTS & MATERIA	\$11.66	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$11.66
	954671	AUTO & MACHINE PARTS & MATERIA	\$14.25	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$14.25
	954083	AUTO & MACHINE PARTS & MATERIA	\$23.03	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$23.03
	954903	AUTO & MACHINE PARTS & MATERIA	\$32.08	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$32.08
	955388	AUTO & MACHINE PARTS & MATERIA	\$7.38	10022100-56130	EXTERNAL SERVICES	\$7.38
	954195	AUTO & MACHINE PARTS & MATERIA	\$7.66	10022100-56130	EXTERNAL SERVICES	\$7.66
	952332	AUTO & MACHINE PARTS & MATERIA	\$12.25	10024210-56130	EXTERNAL SERVICES	\$12.25
	955127	AUTO & MACHINE PARTS & MATERIA	\$27.01	10520210-56130	EXTERNAL SERVICES	\$27.01

List of Checks Presented for Approval on 9/15/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH AUTO PARTS	955239	AUTO & MACHINE PARTS & MATERIA	\$160.91	10520210-56130	EXTERNAL SERVICES	\$160.91
	957779	AUTO & MACHINE PARTS & MATERIA	\$51.87	10521210-56130	EXTERNAL SERVICES	\$51.87
	952639	AUTO & MACHINE PARTS & MATERIA	\$123.23	80026400-56130	EXTERNAL SERVICES	\$123.23
	956068	AUTO & MACHINE PARTS & MATERIA	\$12.42	82024411-56130	EXTERNAL SERVICES	\$12.42
	957228	AUTO & MACHINE PARTS & MATERIA	\$28.59	84024421-56130	EXTERNAL SERVICES	\$28.59
	956037	AUTO & MACHINE PARTS & MATERIA	\$6.10	10022300-54106	SPECIALTY SUPPLIES	\$6.10
	952826	AUTO & MACHINE PARTS & MATERIA	\$14.24	10022100-54100	SUPPLIES	\$14.24
	955991	AUTO & MACHINE PARTS & MATERIA	\$37.83	10022100-54100	SUPPLIES	\$37.83
	954959	AUTO & MACHINE PARTS & MATERIA	\$69.16	20824300-54100	SUPPLIES	\$69.16
	956304	AUTO & MACHINE PARTS & MATERIA	\$38.80	84024421-54100	SUPPLIES	\$38.80
Vendor Total:						\$881.29
UKIAH OXYGEN	U 134079	EQUIPMENT MAINTENANCE	\$670.83	20324100-56130	EXTERNAL SERVICES	\$670.83
	U 133977	EQUIPMENT MAINTENANCE	\$1.66	80026120-80230	INFRASTRUCTURE	\$1.66
Vendor Total:						\$672.49
UNITED SITE SERVICES	114-4323987	PORTABLE TOILET RENTAL	\$136.29	80026330-52100	CONTRACTED SERVICES	\$136.29
Vendor Total:						\$136.29
UNIVAR USA INC	SJ64778	SODIUM BISULFITE	\$2,385.26	82024411-58202	WATER TREATMENT PLANT CHEMICAL	\$2,385.26
Vendor Total:						\$2,385.26
WESCO GRAPHICS INC	42031	PRODUCTION OF RECREATION GUIDE	\$5,188.31	10022850-54100	SUPPLIES	\$5,188.31
Vendor Total:						\$5,188.31

List of Checks Presented for Approval on 9/15/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail				
WESTERN WATER CONSTRUCTORS INC	41761	Contract 1516202 retainage 08/26/2016 to	\$1,125.00	82200000-20150	AP CONTRACT RETAINAGE	\$562.50		
				82200000-20150	AP CONTRACT RETAINAGE	\$562.50		
				Vendor Total:		\$1,125.00		
WILLOW COUNTY WATER DIST	AUG16	WATER SERVICES	\$20.00	31122870-55210	UTILITIES	\$20.00		
	AUG16.1	WATER SERVICES	\$31.72	31122870-55210	UTILITIES	\$31.72		
	Vendor Total:		\$51.72					
WYATT IRRIGATION CO	222216	PARTS & MISC SUPPLIES AS NEEDE	\$83.92	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.39)		
				10022100-54100	SUPPLIES	\$0.39		
				10022100-54100	SUPPLIES	\$83.92		
	222043	PARTS & MISC SUPPLIES AS NEEDE	\$25.59	84024425-56120		EQUIPMENT MAINTENANCE & REPAIR	\$25.59	
				Vendor Total:		\$109.51		
XEROX CORP	086065186	COPIER LEASE-SEE ADD'L DESCRIP	\$760.57	20822500-52100	CONTRACTED SERVICES	\$760.57		
						Vendor Total:		\$760.57
YOKAYO VETERINARY CLINIC	8/31/16	VETERINARY SERVICES	\$634.13	10020217-52100	CONTRACTED SERVICES	\$634.13		
						Vendor Total:		\$634.13
						INVOICE TOTAL:		\$391,036.43

List of Checks Presented for Approval on 9/22/2016

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

 9-23-16 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ACCONTEMPS	46571502	TEMPORARY SERVICES - PURCHASIN	\$1,080.00	10013400-52100	CONTRACTED SERVICES	\$888.00
				20413500-52100	CONTRACTED SERVICES	\$192.00
				Vendor Total:		\$1,080.00
ADAMSON POLICE PRODUCTS	INV222551	LED LENS AND FLANGE	\$247.28	20324100-56130	EXTERNAL SERVICES	\$247.28
				Vendor Total:		\$247.28
AFLAC	680077	CANCER, LIFE, ACC INS	\$6,954.66	20700000-20527	SECTION 125 (CANCER & LIFE)	\$6,954.66
				Vendor Total:		\$6,954.66
ALHAMBRA NATIONAL WATER	5109554 090616	DRINKING WATER SERVICES	\$163.33	69122700-54100	SUPPLIES	\$27.74
				77725200-54100	SUPPLIES	(\$9.23)
				84024425-54100	SUPPLIES	\$144.82
				Vendor Total:		\$163.33
ALPHA ANALYTICAL LABORATORIES INC	6083405-UKIAH	MISCELLANEOUS LABORATORY WORK	\$180.00	82024411-54100	SUPPLIES	\$180.00
				Vendor Total:		\$180.00
ALTEC INDUSTRIES INC	10622922	PARTS & MATERIALS AS NEEDED	\$131.44	80026400-56130	EXTERNAL SERVICES	\$131.44
				Vendor Total:		\$131.44
ARAMARK UNIFORM SERVICES	702898532	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ARAMARK UNIFORM SERVICES	702919139	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	702939722	MAT & TOWEL SERVICE	\$93.75	20822500-56300	BUILDING MAINT. & REPAIR	\$93.75
	702905822	MAT & TOWEL SERVICE	\$69.61	31122870-56300	BUILDING MAINT. & REPAIR	\$69.61
	702898531	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	702919138	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	702939721	MAT & TOWEL SERVICE	\$73.75	73022600-56300	BUILDING MAINT. & REPAIR	\$73.75
	702926401	MAT & TOWEL SERVICE	\$69.61	31122870-56120	EQUIPMENT MAINTENANCE & REPAIR	\$69.61
	702928339	MAT & TOWEL SERVICE	\$334.62	10022300-54100	SUPPLIES	\$334.62
	702895495	UNIFORM SVC-AIRPORT	\$65.63	77725200-54100	SUPPLIES	\$65.63
	702905838	UNIFORM SVC-AIRPORT	\$65.63	77725200-54100	SUPPLIES	\$65.63
	702926416	UNIFORM SVC-AIRPORT	\$65.63	77725200-54100	SUPPLIES	\$65.63
	702916079	UNIFORM SVC-AIRPORT	\$84.35	77725200-54100	SUPPLIES	\$84.35
	702936631	UNIFORM SVC-AIRPORT	\$104.51	77725200-54100	SUPPLIES	\$104.51
	Vendor Total: -----					\$1,362.09
ARROW FENCING	75920	CLAMPS	\$25.95	69122700-56300	BUILDING MAINT. & REPAIR	\$25.95
	Vendor Total: -----					\$25.95
AUTOTECH DESIGN & MFG INC	8133	REPAIR MACHINE SHAFT AND MILL KEYWAY	\$115.00	84024425-52100	CONTRACTED SERVICES	\$115.00
	8142	REPAIR MACHINE PLATE	\$200.00	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$200.00
	Vendor Total: -----					\$315.00

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BAY AREA BARRICADE SERVICE INC	0339878-IN	GLASS BEAD SACKS	\$398.83	10024220-54125	PW - TRAFFIC PAINT	\$398.83
					Vendor Total:	\$398.83
BLUEPRINTS & COPIES	52467	PAPER,DRAFTING SUPPLIES,PLAN C	\$340.59	20413500-54100	SUPPLIES	\$340.59
	52427	PAPER,DRAFTING SUPPLIES,PLAN C	\$395.74	82024414-54100	SUPPLIES	\$197.87
				84024421-54100	SUPPLIES	\$197.87
					Vendor Total:	\$736.33
BUSINESS CARD	sf-d 8700	PURCHASING CREDIT CARD, MISC.	\$362.68	10018000-52510	ADVERTISING & PROMOTION	\$362.68
	145888	CITY MGR DEPARTMENT CREDIT CAR	\$278.88	10010000-57100	CONFERENCE & TRAINING	\$278.88
	UUIBZV	CITY MGR DEPARTMENT CREDIT CAR	\$520.40	10010000-57100	CONFERENCE & TRAINING	\$520.40
	092216	CITY MGR DEPARTMENT CREDIT CAR	\$669.11	10011100-57100	CONFERENCE & TRAINING	\$669.11
	sf-d 19680	POLICE CREDIT CARD, MISC. PURC	\$466.72	10520210-52100	CONTRACTED SERVICES	\$4.62
				10520210-52100	CONTRACTED SERVICES	\$466.72
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.93)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.69)
	sf-d 15993	PURCHASING CREDIT CARD, MISC.	\$99.51	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.09)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.36)
				90000000-23013	STATE USE TAX LIABILITY	(\$5.35)
				80026400-54100	SUPPLIES	\$5.80
				80026400-54100	SUPPLIES	\$99.51
	sf-d15999	PURCHASING CREDIT CARD, MISC.	\$100.62	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.10)

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	sf-d15999	PURCHASING CREDIT CARD, MISC.	\$100.62	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.40)
				90000000-23013	STATE USE TAX LIABILITY	(\$6.00)
				80026400-54100	SUPPLIES	\$6.50
				80026400-54100	SUPPLIES	\$100.62
	SF-D 19675	POLICE CREDIT CARD, MISC. PURC	\$347.50	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.44)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.74)
				90000000-23013	STATE USE TAX LIABILITY	(\$26.07)
				63020210-54100	SUPPLIES	\$28.25
	SF-D 19669	FIRE DEPARTMENT CREDIT CARD, M	\$463.00	63020210-54100	SUPPLIES	\$347.50
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.58)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.32)
				20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$37.63
	50437	HR/RISK MGMT CREDIT CARD, MISC	\$74.26	20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$463.00
				90000000-23013	STATE USE TAX LIABILITY	(\$34.73)
				10016100-54163	HR - INTERVIEW SUPPLIES	\$74.26
				10016100-54163	HR - INTERVIEW SUPPLIES	\$88.10
	SF-D03922	CITY MGR DEPARTMENT CREDIT CAR	\$95.00	10012100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$95.00
	65831	ECONOMIC DEVELOPMENT CREDIT CA	\$480.69	10012100-54100	SUPPLIES	\$480.69
	SF-D 19677	POLICE CREDIT CARD, MISC. PURC	\$270.30	10520210-54100	SUPPLIES	\$270.30
	sf-d 19418	COMPUTER ACCESSORIES AND SUPPL	\$1,837.92	20922900-54100	SUPPLIES	\$1,837.92
	092116	PURCHASING CREDIT CARD, MISC.	\$795.08	80026120-54100	SUPPLIES	\$795.08

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BUSINESS CARD	sf-d 15997	PURCHASING CREDIT CARD, MISC.	\$75.00	80026400-54100	SUPPLIES	\$75.00
	cm-sf-d 15978	PURCHASING CREDIT CARD, MISC.	(\$189.60)	82024410-54100	SUPPLIES	(\$189.60)
Vendor Total:						\$6,835.17
CA STATE DISBURSEMENT UNIT	DV090716	INCOME WITHHOLDING ORDER	\$75.00	10000000-20150	AP CONTRACT RETAINAGE	\$75.00
Vendor Total:						\$75.00
CDW GOVERNMENT INC	DTW9385	OFFICE MACHINES, EQUIPMENT, AN	\$2,661.49	10013400-54100	SUPPLIES	\$2,661.49
Vendor Total:						\$2,661.49
CEDRIC CROOK	TA 10/5 - 10/8/16	TRAVEL ADVANCE	\$829.91	10520210-57100	CONFERENCE & TRAINING	\$829.91
Vendor Total:						\$829.91
CINDY SAUERS	TR 9/6 - 9/7/16	REIMBURSE TRAVEL EXPENSE	\$417.20	80026400-57100	CONFERENCE & TRAINING	\$417.20
Vendor Total:						\$417.20
CODE PUBLISHING COMPANY	54296	CODIFICATION SERVICES AS PER A	\$836.55	10011100-52100	CONTRACTED SERVICES	\$836.55
Vendor Total:						\$836.55
COMCAST	SEPT16	INTERNET SERVICE	\$147.24	31122870-52100	CONTRACTED SERVICES	\$147.24
	SEPT 16	INTERNET SERVICE	\$252.31	10011100-55100	TELEPHONE	\$2.40
				10012100-55100	TELEPHONE	\$9.61
				10012200-55100	TELEPHONE	\$7.21
				10013400-55100	TELEPHONE	\$10.81
				10016100-55100	TELEPHONE	\$4.81
				10017100-55100	TELEPHONE	\$2.42
				10022100-55100	TELEPHONE	\$1.20

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COMCAST	SEPT 16	INTERNET SERVICE	\$252.31	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	\$60.07
				10521210-55100	TELEPHONE	\$26.43
				20413500-55100	TELEPHONE	\$2.40
				20513300-55100	TELEPHONE	\$22.83
				20620231-55100	TELEPHONE	\$7.21
				20922900-55100	TELEPHONE	\$9.61
				64020213-55100	TELEPHONE	\$2.40
				69122700-55100	TELEPHONE	\$7.21
				70024500-55100	TELEPHONE	\$2.40
				72022400-55100	TELEPHONE	\$1.20
				73022600-55100	TELEPHONE	\$4.81
				77725200-55100	TELEPHONE	\$4.81
				80026400-55100	TELEPHONE	\$16.82
				82024410-55100	TELEPHONE	\$7.21
				82024411-55100	TELEPHONE	\$4.81
				84024425-55100	TELEPHONE	\$2.40
Vendor Total: -----						
					\$399.55	
COMPUTER OPTIONS INC	BILL41022	IT SERVICES	\$10,800.00	20922900-52100	CONTRACTED SERVICES	\$10,800.00

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
COMPUTER OPTIONS INC	BILL41125	IT SERVICES	\$12,375.00	20922900-52100	CONTRACTED SERVICES	\$12,375.00
					Vendor Total:	\$23,175.00
DC ELECTRIC GROUP INC	26560	EMERGENCY REPAIR OF TRAFFIC SIGNAL	\$895.12	10024214-52100	CONTRACTED SERVICES	\$895.12
					Vendor Total:	\$895.12
EFAX CORPORATE C/O J2 GLOBAL COMMUNICATIONS	811803	EFAX SERVICES	\$131.80	10012200-55100	TELEPHONE	\$131.80
					Vendor Total:	\$131.80
EFFICIENCY SERVICES GROUP LLC	1215	ADMIN OF EUD PUBLIC BENEFITS P	\$3,552.89	80626500-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,552.89
					Vendor Total:	\$3,552.89
ERNEST WIPF	39051	DELIVERY OF VARIOUS MATERIALS	\$597.60	84024421-54100	SUPPLIES	\$597.60
					Vendor Total:	\$597.60
FARWEST LINE SPECIALTIES	216552	ELECTRICAL SUPPLIES	\$882.27	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.00)
				80026400-54100	SUPPLIES	\$1.00
				80026400-54100	SUPPLIES	\$882.27
					Vendor Total:	\$882.27
FASTENAL	CAUKA22843	EQUIPMENT SUPPLIES	\$32.56	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$32.56
					Vendor Total:	\$32.56
FILETRAIL	2016-0633	HOSTED FILE MANAGMENT SYSTEM	\$475.00	10011100-52100	CONTRACTED SERVICES	\$475.00
					Vendor Total:	\$475.00
FISHER WIRELESS SVCS INC	226987	COMMUNICATION EQUIP & MISC REP	\$60.00	10520210-54100	SUPPLIES	\$60.00
					Vendor Total:	\$60.00

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRANK ROMANO	UPD08312016	ANNUAL K9 TRAINING	\$500.00	10520210-54100	SUPPLIES	\$500.00
					Vendor Total:	\$500.00
GOLDEN BELL PRODUCTS INC	15683	PESTICIDES AND CHEMICALS: AGRI	\$4,107.50	84024421-52100	CONTRACTED SERVICES	\$4,107.50
					Vendor Total:	\$4,107.50
GRANICUS INC	80035	SOFTWARE & SERVICES AGREEMENT	\$2,313.00	20922900-54320	SOFTWARE	\$2,313.00
					Vendor Total:	\$2,313.00
GRANITE CONSTRUCTION COMPANY	1041656	MISC ROCK & ROAD PATCH MATERIA	\$184.43	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.86)
				84024421-54100	SUPPLIES	\$0.86
				84024421-54100	SUPPLIES	\$184.43
	DV082516	REFUND DEPOSIT - ALEX THOMAS PLAZA	\$300.00	10022100-46350	PLAZA RENTAL	\$300.00
	1040908	MISC ROCK & ROAD PATCH MATERIA	\$105.19	84024421-54100	SUPPLIES	\$105.19
	1046272	MISC ROCK & ROAD PATCH MATERIA	\$212.33	84024421-54100	SUPPLIES	\$212.33
					Vendor Total:	\$801.95
GREG BLANCETT	TA 9/25 - 9/28/16	TRAVEL ADVANCE	\$564.00	84024425-57100	CONFERENCE & TRAINING	\$564.00
					Vendor Total:	\$564.00
HACH COMPANY	10075461	TREATMENT SUPPLIES	\$118.56	84024425-54100	SUPPLIES	\$118.56
	10090596	TREATMENT SUPPLIES	\$572.12	84024425-54100	SUPPLIES	\$572.12
	10073747	TREATMENT SUPPLIES	\$639.83	84024425-54100	SUPPLIES	\$639.83
					Vendor Total:	\$1,330.51

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
HOPLAND FIRE PROTECTION DIST	09082016	SERVICES OF FIRE CHIEF JOHN BA	\$3,500.00	10521210-52100	CONTRACTED SERVICES	\$3,500.00
					Vendor Total:	\$3,500.00
IBEW, LOCAL 1245	DV091616	ELECTRIC UNION DUES	\$1,549.96	20700000-20509	P/R DEDUCT.-UNION DUES	\$1,549.96
					Vendor Total:	\$1,549.96
INTEGRITY SHRED	62009	DOCUMENT SHREDDING	\$57.00	10520210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
					Vendor Total:	\$57.00
INTERCOUNTY MECHANICAL & ELECTRICAL INC	5498	REPAIR SAMPLER	\$495.74	84024425-52100	CONTRACTED SERVICES	\$495.74
					Vendor Total:	\$495.74
JAROD THIELE	DV091516	REIMBURSE RECORDING FEE	\$61.00	82024410-59101	FEES	\$61.00
					Vendor Total:	\$61.00
JOANNA MONTES	TR 8/30 - 8/31/16	REIMBURSE TRAVEL EXPENSE	\$305.26	10013400-57100	CONFERENCE & TRAINING	\$305.26
					Vendor Total:	\$305.26
KELLY-MOORE PAINT COMPANY INC	91000000245133	MISCELLANEOUS PURCHASES AS REQ	\$224.97	69122700-54100	SUPPLIES	\$224.97
					Vendor Total:	\$224.97
KEN FOWLER	97485	MISC AUTOMOTIVE PARTS AS NEEDE	\$496.79	10520210-56130	EXTERNAL SERVICES	\$496.79
	97359	MISC AUTOMOTIVE PARTS AS NEEDE	(\$48.66)	10521210-56130	EXTERNAL SERVICES	(\$48.66)
	97368	MISC AUTOMOTIVE PARTS AS NEEDE	\$66.67	10521210-56130	EXTERNAL SERVICES	\$66.67
	97351	MISC AUTOMOTIVE PARTS AS NEEDE	\$513.89	10521210-56130	EXTERNAL SERVICES	\$513.89
					Vendor Total:	\$1,028.69

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
KIMBALL MIDWEST	5125872	STOCK WIRE AND DRAWER RACK	\$730.49	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$730.49
					Vendor Total:	\$730.49
LEXISNEXIS RISK DATA MANAGEMENT INC	1410964-20160831	LEXIS NEXIS LE PLUS SEARCHING	\$109.90	10520210-54202	MAJOR CRIME INVESTIGATIONS	\$109.90
					Vendor Total:	\$109.90
LINDLEY ROBERTSON	IWD002	LABOR COMPLIANCE OVERSIGHT WEL	\$3,000.00	82224413-80230	INFRASTRUCTURE	\$3,000.00
					Vendor Total:	\$3,000.00
LN CURTIS & SONS	INV50460	FIRE PROTECTION EQUIPMENT AND	\$14,061.75	22021210-80100	MACHINERY & EQUIPMENT	\$14,061.75
					Vendor Total:	\$14,061.75
MATHESON TRI-GAS INC	13940532	OXYGEN & MISCELLANEOUS AS NEED	\$135.08	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.63)
				82024414-54100	SUPPLIES	\$0.63
				82024414-54100	SUPPLIES	\$135.08
					Vendor Total:	\$135.08
MAUREEN MULHEREN	TR 8/19 - 8/20/16	REIMBURSE TRAVEL EXPENSE	\$205.00	10010000-57100	CONFERENCE & TRAINING	\$205.00
					Vendor Total:	\$205.00
MEL GRANDI	TR 8/24 - 8/25/16	REIMBURSE TRAVEL EXPENSE	\$867.36	80026400-57100	CONFERENCE & TRAINING	\$867.36
					Vendor Total:	\$867.36
MENDOCINO COUNTY AIR QUALITY MANAGEMENT	PERMIT #5066 FY16-17	ANNUAL PERMIT RENEWAL FEES	\$2,344.42	10022100-56130	EXTERNAL SERVICES	\$332.89
				77725200-56130	EXTERNAL SERVICES	\$666.66
				84024421-56130	EXTERNAL SERVICES	\$707.53
				20824300-54100	SUPPLIES	\$637.34

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENDOCINO COUNTY AIR QUALITY MANAGEMENT	PERMIT #5020 FY16-17	ANNUAL PERMIT RENEWAL FEES	\$428.62	20822500-56130	EXTERNAL SERVICES	\$428.62
Vendor Total:						\$2,773.04
MITCHELL S KAY	1609	CONSTRUCTION SERVICES, GENERAL	\$29,007.67	10024220-52100	CONTRACTED SERVICES	\$29,007.67
Vendor Total:						\$29,007.67
MUNISERVICES LLC	IN-0000042903	SALES TAX AUDIT REPORTING SERV	\$5.24	10013400-52100	CONTRACTED SERVICES	\$5.24
	IN-0000042902	SALES TAX AUDIT REPORTING SERV	\$1,571.83	10013400-52100	CONTRACTED SERVICES	\$1,571.83
Vendor Total:						\$1,577.07
NATHANIEL HAYES	dv090716	INSTRUCTOR	\$65.00	10022850-52100	CONTRACTED SERVICES	\$65.00
Vendor Total:						\$65.00
NATIONAL DOCUMENT SOLUTIONS	0074038	Offset Printing, General, Smal	\$548.64	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.64)
				90000000-23219	PUMPKINFEST	\$0.64
				90000000-23219	PUMPKINFEST	\$548.64
	0074036	Offset Printing, General, Smal	\$145.98	90000000-23219	PUMPKINFEST	\$145.98
Vendor Total:						\$694.62
NOR-CAL RECYCLED ROCK & AGGREGATES INC	12080	MISC ROCK & ROAD PATCH MATERIA	\$665.53	82024414-54100	SUPPLIES	\$665.53
Vendor Total:						\$665.53
NORTHERN AGGREGATES INC	50858	MISC ROCK & SAND AS NEEDED	\$388.31	84024425-52100	CONTRACTED SERVICES	\$388.31
	50860	MISC ROCK & SAND AS NEEDED	\$611.66	84024425-52100	CONTRACTED SERVICES	\$611.66
	50871	MISC ROCK & SAND AS NEEDED	\$631.15	84024425-52100	CONTRACTED SERVICES	\$631.15
Vendor Total:						\$1,631.12

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
OFFICE DEPOT	855977961001	OFFICE SUPPLIES, MISCELLANEOUS	\$86.48	10016100-54160	HR - CITY LIABILITY & CONTRACT	\$86.48
	852027230001	OFFICE SUPPLIES, MISCELLANEOUS	\$54.05	10011100-54100	SUPPLIES	\$54.05
	855184918001	OFFICE SUPPLIES, MISCELLANEOUS	\$304.77	10012200-54100	SUPPLIES	\$304.77
	860215060001	OFFICE SUPPLIES, MISCELLANEOUS	\$32.59	10023320-54100	SUPPLIES	\$32.59
	860216484001	OFFICE SUPPLIES, MISCELLANEOUS	\$19.45	10024210-54100	SUPPLIES	\$19.45
	860214817001	OFFICE SUPPLIES, MISCELLANEOUS	\$26.26	10520210-54100	SUPPLIES	\$26.26
	858321616001	OFFICE SUPPLIES, MISCELLANEOUS	\$36.19	10520210-54100	SUPPLIES	\$36.19
	859964350001	OFFICE SUPPLIES, MISCELLANEOUS	\$58.38	10520210-54100	SUPPLIES	\$58.38
	861182827001	OFFICE SUPPLIES, MISCELLANEOUS	\$80.57	10520210-54100	SUPPLIES	\$80.57
	858321533001	OFFICE SUPPLIES, MISCELLANEOUS	\$116.84	10520210-54100	SUPPLIES	\$116.84
	856561238001	OFFICE SUPPLIES, MISCELLANEOUS	\$154.11	10520210-54100	SUPPLIES	\$154.11
	855398588001	OFFICE SUPPLIES, MISCELLANEOUS	\$225.40	10520210-54100	SUPPLIES	\$225.40
	860215664001	OFFICE SUPPLIES, MISCELLANEOUS	\$486.68	10520210-54100	SUPPLIES	\$486.68
	856645109001	OFFICE SUPPLIES, MISCELLANEOUS	\$472.03	20513300-54100	SUPPLIES	\$472.03
	856029943001	OFFICE SUPPLIES, MISCELLANEOUS	\$324.31	80026400-54100	SUPPLIES	\$324.31
	856723416001	OFFICE SUPPLIES, MISCELLANEOUS	\$292.48	84024425-54100	SUPPLIES	\$292.48
Vendor Total:						\$2,770.59
ONE TIME PAY VENDOR	dv091616	REFUND REC CLASS	\$55.00	10022800-44915	RECREATION PROGRAM INCOME	\$55.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	092216	REIMBURSE JOB COSTS	\$98.68	90000000-23200	REFUNDABLE DEPOSITS TRUST	\$14,551.10
				10000000-44830	REIMBURSABLE JOBS	(\$1,000.00)
				80000000-44830	REIMBURSABLE JOBS	(\$9,250.13)
				80000000-44830	REIMBURSABLE JOBS	(\$3,579.74)
				80000000-44830	REIMBURSABLE JOBS	(\$622.55)
				Vendor Total:		\$153.68
OPERATING ENGINEER PUBLIC& MISC EMPLOYEES	86138 SEPT 16	HEALTH INSURANCE FOR OCT 2016	\$3,256.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$3,256.00
				Vendor Total:		\$3,256.00
OPERATING ENGINEERS UNION	SEPT16	PUBLIC WORKS UNION DUES	\$969.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$969.00
	SEPT 16	MISC UNION DUES	\$1,219.00	20700000-20509	P/R DEDUCT.-UNION DUES	\$1,219.00
				Vendor Total:		\$2,188.00
OPPERMAN & SON INC	1262210061	MISCELLANEOUS PARTS AS NEEDED	\$77.90	10024220-56130	EXTERNAL SERVICES	\$77.90
	1262220004	MISCELLANEOUS PARTS AS NEEDED	\$126.56	82024414-56130	EXTERNAL SERVICES	\$126.56
				Vendor Total:		\$204.46
OREILLY AUTO PARTS	2707-258915	POLICE STOCK	\$175.45	10520210-56130	EXTERNAL SERVICES	\$175.45
	2707-257409	FRONT ROTORS	\$656.45	10520210-56130	EXTERNAL SERVICES	\$656.45
	2707-254837	RETURN PARTS	(\$20.46)	80026400-56130	EXTERNAL SERVICES	(\$20.46)
				Vendor Total:		\$811.44
OREN THOMPSON	01-021204	MISC PARTY RENTALS & SUPPLIES	\$232.47	73022600-54100	SUPPLIES	\$232.47
				Vendor Total:		\$232.47

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023457728-1	MISCELLANEOUS ITEMS AS NEEDED	\$54.31	82024411-52100	CONTRACTED SERVICES	\$0.26
				82024411-52100	CONTRACTED SERVICES	\$54.31
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.26)
	023467069	MISCELLANEOUS ITEMS AS NEEDED	\$11.21	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.06)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.06
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$11.21
	023466617	MISCELLANEOUS ITEMS AS NEEDED	\$14.95	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.07)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.07
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$14.95
	023462584	MISCELLANEOUS ITEMS AS NEEDED	\$21.00	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.10)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.10
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$21.00
	023455843	MISCELLANEOUS ITEMS AS NEEDED	\$22.90	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.11)
				82024411-54100	SUPPLIES	\$0.11
				82024411-54100	SUPPLIES	\$22.90
	023464679	MISCELLANEOUS ITEMS AS NEEDED	\$25.42	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.12)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.12
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$25.42
	023465590	MISCELLANEOUS ITEMS AS NEEDED	\$31.53	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.15)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.15

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023465590	MISCELLANEOUS ITEMS AS NEEDED	\$31.53	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$31.53
	023447557	MISCELLANEOUS ITEMS AS NEEDED	\$41.62	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.20)
				82024414-54100	SUPPLIES	\$0.20
				82024414-54100	SUPPLIES	\$41.62
	023475099	MISCELLANEOUS ITEMS AS NEEDED	\$44.08	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.21)
				84024421-54100	SUPPLIES	\$0.21
				84024421-54100	SUPPLIES	\$44.08
	023457728	MISCELLANEOUS ITEMS AS NEEDED	\$47.89	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.23)
				82024411-54100	SUPPLIES	\$0.23
				82024411-54100	SUPPLIES	\$47.89
	023468781	MISCELLANEOUS ITEMS AS NEEDED	\$50.36	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.24)
				82024411-54100	SUPPLIES	\$0.24
				82024411-54100	SUPPLIES	\$50.36
	023455373	MISCELLANEOUS ITEMS AS NEEDED	\$60.31	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.28)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.28
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.31
	023467404	MISCELLANEOUS ITEMS AS NEEDED	\$68.51	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.32)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.32
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$68.51
	023462047	MISCELLANEOUS ITEMS AS NEEDED	\$68.77	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.32)
				10022100-54100	SUPPLIES	\$0.32

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023462047	MISCELLANEOUS ITEMS AS NEEDED	\$68.77	10022100-54100	SUPPLIES	\$68.77
	023462047-1	MISCELLANEOUS ITEMS AS NEEDED	\$68.77	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.32)
				10022100-54100	SUPPLIES	\$0.32
				10022100-54100	SUPPLIES	\$68.77
	023463161	MISCELLANEOUS ITEMS AS NEEDED	\$69.10	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.33)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.33
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$69.10
	023464718	MISCELLANEOUS ITEMS AS NEEDED	\$83.93	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.39)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.39
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$83.93
	023456729	MISCELLANEOUS ITEMS AS NEEDED	\$143.49	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.67)
				10024220-54127	PW - SIGN POSTS/SHEETING	\$0.67
				10024220-54127	PW - SIGN POSTS/SHEETING	\$143.49
	023451044	MISCELLANEOUS ITEMS AS NEEDED	\$234.08	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.09)
				82024414-54100	SUPPLIES	\$1.09
				82024414-54100	SUPPLIES	\$234.08
	023476272	MISCELLANEOUS ITEMS AS NEEDED	\$240.65	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.12)
				82024414-54100	SUPPLIES	\$1.12
				82024414-54100	SUPPLIES	\$240.65
	023457703	MISCELLANEOUS ITEMS AS NEEDED	\$258.13	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.20)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1.20

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023457703	MISCELLANEOUS ITEMS AS NEEDED	\$258.13	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$258.13
	023452641	MISCELLANEOUS ITEMS AS NEEDED	\$668.31	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.11)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3.11
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$668.31
	023447262-1	PLUMBING EQUIPMENT, FIXTURES,	\$14.06	82000000-12104	INVENTORY - PURCHASES	\$14.06
	023451473	MISCELLANEOUS ITEMS AS NEEDED	\$270.31	82000000-12104	INVENTORY - PURCHASES	\$270.31
	023447262	PLUMBING EQUIPMENT, FIXTURES,	\$257.01	82000000-12104	INVENTORY - PURCHASES	\$257.01
	023390044-5	PLUMBING EQUIPMENT, FIXTURES,	\$264.91	82000000-12104	INVENTORY - PURCHASES	\$264.91
	023412511	MISCELLANEOUS ITEMS AS NEEDED	\$325.05	82000000-12104	INVENTORY - PURCHASES	\$325.05
	CM023202689	MISCELLANEOUS ITEMS AS NEEDED	(\$9.19)	82024414-54100	SUPPLIES	(\$9.19)
	023437503-1	MISCELLANEOUS ITEMS AS NEEDED	\$17.14	84024421-54100	SUPPLIES	\$17.14
	023437503	MISCELLANEOUS ITEMS AS NEEDED	\$154.24	84024421-54100	SUPPLIES	\$154.24
Vendor Total:						\$3,622.85
PAUL & HING CHAN FAMILY ENT LP	JUNE 16	RENT FOR 185 MASON STREET	\$1,365.00	10022100-52600	RENT	\$1,365.00
	Vendor Total:					\$1,365.00
PETCARE VETERINARY HOSPITAL	091116	EMERGENCY VETERINARY SERVICES	\$281.00	10520210-54100	SUPPLIES	\$281.00
	Vendor Total:					\$281.00
PG&E CO	SEPT16	GAS AND ELECTRIC SERVICE	\$2,321.88	31122870-55210	UTILITIES	\$2,321.88
	Vendor Total:					\$2,321.88

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PLEASANT VIEW DAIRY	5020057411	PROVIDE MISC GOODS AS NEEDED	\$45.39	73022600-54100	SUPPLIES	\$45.39
Vendor Total:						\$45.39
POWER INDUSTRIES INC	716702	GARAGE STOCK	\$25.17	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$25.17
	716591	GARAGE STOCK ORDER	\$45.41	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$45.41
	716617	GARAGE STOCK	\$214.02	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$214.02
Vendor Total:						\$284.60
PUBLIC SERVICE DEPARTMENT	AUG-16	UTILITIES	\$115,749.55	80626500-52133	MONTHLY DISCOUNT PROGRAM	\$105.34
				10012400-55210	UTILITIES	\$307.31
				10022100-55210	UTILITIES	\$28,652.17
				10022300-55210	UTILITIES	\$3,379.16
				10024214-55210	UTILITIES	\$614.70
				10024220-55210	UTILITIES	\$405.97
				20620231-55210	UTILITIES	\$67.65
				20822500-55210	UTILITIES	\$8,095.72
				20824300-55210	UTILITIES	\$861.66
				25024300-55210	UTILITIES	\$28.82
				64020213-55210	UTILITIES	\$643.62
				69122700-55210	UTILITIES	\$2,345.50
				73022600-55210	UTILITIES	\$3,509.51
				77725200-55210	UTILITIES	\$2,653.15
				80026400-55210	UTILITIES	\$1,213.58

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PUBLIC SERVICE DEPARTMENT	AUG-16	UTILITIES	\$115,749.55	80526610-55210	UTILITIES	\$12,240.29
				82024410-55210	UTILITIES	\$90.05
				82024411-55210	UTILITIES	\$28,139.52
				82024414-55210	UTILITIES	\$455.35
				84024421-55210	UTILITIES	\$63.62
				84024425-55210	UTILITIES	\$21,876.86
				AUG 16	SANITATION SERVICE	\$106.59
	Vendor Total:					\$115,856.14
R EMMETT JONES	AUG 16	MANAGEMENT ADVISORY SERVICES 2	\$3,600.00	70024500-52100	CONTRACTED SERVICES	\$3,600.00
					Vendor Total:	
RED CARPET MINI STORAGE	776	Storage Space Rental or Lease	\$1,140.00	63020210-54100	SUPPLIES	\$1,140.00
					Vendor Total:	
REDWOOD COAST FUELS	1799211	CARDLOCK FUEL PURCHASES	\$5,932.96	10022100-56210	FUEL & FLUIDS	\$720.12
				10024220-56210	FUEL & FLUIDS	\$922.45
				10520210-56210	FUEL & FLUIDS	\$39.69
				10520210-56210	FUEL & FLUIDS	\$63.86
				10520210-56210	FUEL & FLUIDS	\$2,087.14
				10520224-56210	FUEL & FLUIDS	\$172.01
				20324100-56210	FUEL & FLUIDS	\$119.03
				20822500-56210	FUEL & FLUIDS	\$82.73
				80026400-56210	FUEL & FLUIDS	\$801.08
				82024411-56210	FUEL & FLUIDS	\$372.90
				82024412-56210	FUEL & FLUIDS	\$20.41

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1799211	CARDLOCK FUEL PURCHASES	\$5,932.96	82024414-56210	FUEL & FLUIDS	\$84.23
				82024414-56210	FUEL & FLUIDS	\$156.04
				84024421-56210	FUEL & FLUIDS	\$71.75
				84024421-56210	FUEL & FLUIDS	\$132.93
				84024425-56210	FUEL & FLUIDS	\$86.59
	1802001	CARDLOCK FUEL PURCHASES	\$6,204.63	10022100-56210	FUEL & FLUIDS	\$742.93
				10024210-56210	FUEL & FLUIDS	\$16.32
				10024220-56210	FUEL & FLUIDS	\$1,034.90
				10520210-56210	FUEL & FLUIDS	\$25.01
				10520210-56210	FUEL & FLUIDS	\$67.69
				10520210-56210	FUEL & FLUIDS	\$2,226.29
				10520224-56210	FUEL & FLUIDS	\$135.27
				20324100-56210	FUEL & FLUIDS	\$150.98
				20524412-56210	FUEL & FLUIDS	\$20.62
				20822500-56210	FUEL & FLUIDS	\$58.04
				77725200-56210	FUEL & FLUIDS	\$49.82
				80026400-56210	FUEL & FLUIDS	\$713.08
				82024411-56210	FUEL & FLUIDS	\$286.19
				82024414-56210	FUEL & FLUIDS	\$81.49
				82024414-56210	FUEL & FLUIDS	\$214.82
				84024421-56210	FUEL & FLUIDS	\$69.41
				84024421-56210	FUEL & FLUIDS	\$183.00
				84024425-56210	FUEL & FLUIDS	\$128.77

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1801875	CARDLOCK FUEL PURCHASES	\$327.88	20324100-58410	GARAGE LUBRICANTS & PARTS	\$327.88
	1801137	CARDLOCK FUEL PURCHASES	\$685.51	20324100-58410	GARAGE LUBRICANTS & PARTS	\$685.51
					Vendor Total:	\$13,150.98
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	SEPT-16	EAP INSURANCE	\$476.00	20112400-52525	WORKER'S COMP. EXPENSE	\$476.00
					Vendor Total:	\$476.00
REDWOOD TOXICOLOGY LAB INC	00169820168	DRUG SCREENING TESTING	\$22.00	10520210-52100	CONTRACTED SERVICES	\$22.00
					Vendor Total:	\$22.00
REOA LTD	1105	OFFICIATING OF ADULT SOFTBALL	\$2,710.00	10022822-52100	CONTRACTED SERVICES	\$2,710.00
					Vendor Total:	\$2,710.00
RESA POWER SOLUTIONS LLC	INV249623	EQUIPMENT MAINT, REPAIR, AND R	\$9,652.73	84024425-52100	CONTRACTED SERVICES	\$4,800.00
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$4,852.73
					Vendor Total:	\$9,652.73
RICHARD ANDERSON	2016-0918-1	AGREEMENT FOR PROF.SVC'S FOR W	\$2,250.00	20922900-52100	CONTRACTED SERVICES	\$2,250.00
					Vendor Total:	\$2,250.00
RURAL PIG MANAGEMENT INC	COU083116	FURNISH ALL LABOR, MATERIAL SE	\$2,500.00	70024500-52100	CONTRACTED SERVICES	\$2,500.00
					Vendor Total:	\$2,500.00
SBOE SALES & USE TAX	AUG 16	PRE-PAID SALES AND USE TAX	\$1,431.00	77725200-58401	AVIATION FUEL	\$999.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	\$6.00
				90000000-23237	DISTRICT USE TAX-MEASURE S	\$39.00
				90000000-23013	STATE USE TAX LIABILITY	\$387.00
					Vendor Total:	\$1,431.00

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SCHNEIDER ELECTRIC IT USA INC	814107361	Back-up Systems, Battery Opera	\$5,680.00	20922900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$5,680.00
Vendor Total:						\$5,680.00
SHAPIRO, GALVIN, SHAPIRO & MORAN	22541	LEGAL REPRESENTATION IN PERSON	\$270.00	10016100-52100	CONTRACTED SERVICES	\$270.00
Vendor Total:						\$270.00
SHOOTING PERFORMANCE	UKIAH P.D.	16-HOUR TACTICAL HANDGUN TRAIN	\$12,640.00	63020210-57100	CONFERENCE & TRAINING	\$12,640.00
Vendor Total:						\$12,640.00
SNAP-ON INDUSTRIAL	ARV/29900780	TOOLS	\$22.55	84024421-54102	SMALL TOOLS	\$22.55
	ARV/29827018	TOOLS	\$215.14	84024421-54102	SMALL TOOLS	\$215.14
	ARV/29829045	TOOLS	\$918.27	84024421-54102	SMALL TOOLS	\$918.27
Vendor Total:						\$1,155.96
SONOMA COUNTY SHERIFF'S DEPT	8056	COUNTY WIDE BOMB SQUAD SERVICE	\$10,197.00	10520210-52100	CONTRACTED SERVICES	\$10,197.00
Vendor Total:						\$10,197.00
STAPLES CREDIT PLAN	3313156406	OFFICE SUPPLIES, MISC AS NEEDE	\$41.63	10013400-54100	SUPPLIES	\$41.63
	3313156408	OFFICE SUPPLIES, MISC AS NEEDE	\$64.43	10013400-54100	SUPPLIES	\$64.43
	3313156409	OFFICE SUPPLIES, MISC AS NEEDE	\$221.10	10013400-54100	SUPPLIES	\$221.10
	3313156410	OFFICE SUPPLIES, MISC AS NEEDE	\$40.34	10022810-54100	SUPPLIES	\$40.34
	3313156405	OFFICE SUPPLIES, MISC AS NEEDE	\$62.92	20513300-54100	SUPPLIES	\$62.92
	3313156407	OFFICE SUPPLIES, MISC AS NEEDE	\$31.35	73022600-54100	SUPPLIES	\$31.35
Vendor Total:						\$461.77

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STATE OF CALIFORNIA	189344	BLOOD ALCOHOL ANALYSIS	\$175.00	10520210-52100	CONTRACTED SERVICES	\$175.00
	185411	FINGERPRINTING	\$804.00	10020000-44420	FINGERPRINT FEES	\$804.00
	185553	FINGERPRINTING/LIVESCAN REPORTS	\$64.00	10016100-54165	HR - NEW EMPLOYEE FINGERPRINT	\$64.00
	Vendor Total:					\$1,043.00
SYAR INDUSTRIES INC	616308	ASPHALT AS NEEDED	\$1,672.23	84024421-54100	SUPPLIES	\$1,672.23
						Vendor Total: \$1,672.23
TEAM GHILOTTI INC	41997	Contract 1516128 retainage 05/13/2016 to	\$31,752.02	25100000-20150	AP CONTRACT RETAINAGE	\$1,323.00
				84400000-20150	AP CONTRACT RETAINAGE	\$836.59
				84400000-20150	AP CONTRACT RETAINAGE	\$890.83
				84400000-20150	AP CONTRACT RETAINAGE	\$5,165.50
				84400000-20150	AP CONTRACT RETAINAGE	\$11,051.10
				84400000-20150	AP CONTRACT RETAINAGE	\$12,485.00
				Vendor Total:		
THRIFTY SUPPLY CO	2137257-01	GALV BUSHING	\$24.89	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$24.89
						Vendor Total: \$24.89
TRINIDAD ARTEAGA	353550	TOOLS	\$53.11	20324100-54100	SUPPLIES	\$53.11
						Vendor Total: \$53.11
UKIAH AUTO DISMANTLERS	083116	TOW AND TRAILER DISPOSAL	\$750.00	10520220-52100	CONTRACTED SERVICES	\$50.00
				10520220-59101	FEES	\$700.00
				Vendor Total:		
UKIAH OXYGEN	UB 3328	EQUIPMENT MAINTENANCE	\$75.01	20324100-56130	EXTERNAL SERVICES	\$75.01

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH OXYGEN	UB 3335	EQUIPMENT MAINTENANCE	\$338.79	20324100-56130	EXTERNAL SERVICES	\$338.79
Vendor Total:						\$413.80
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN18135	JANITORIAL SVCS-WWTP FY 16/17	\$640.00	84024425-52100	CONTRACTED SERVICES	\$640.00
	IN18280	JANITORIAL SVCS-WWTP FY 16/17	\$640.00	84024425-52100	CONTRACTED SERVICES	\$640.00
	IN18014	JANITORIAL SVCS-WWTP FY 16/17	\$800.00	84024425-52100	CONTRACTED SERVICES	\$800.00
Vendor Total:						\$2,080.00
USA BLUEBOOK	0519166	VALVE AND SALINE	\$446.48	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$308.83
				82024411-54100	SUPPLIES	\$137.65
	043011	HOSE, ACCESSORIES, AND SUPPLIE	\$1,210.12	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,210.12
Vendor Total:						\$1,656.60
VWR INTERNATIONAL INC	8046053424	SULFURIC ACID	\$58.63	84024425-54100	SUPPLIES	\$58.63
	8046053423	SAFETY GLASSES	\$102.87	84024425-54100	SUPPLIES	\$102.87
	8046059919	EPOXY	\$276.18	84024425-54100	SUPPLIES	\$276.18
Vendor Total:						\$437.68
WEST YOST ASSOCIATED	2030531	RRWA EXECUTIVE DIRECTOR SERVIC	\$47,367.50	91190100-52100	CONTRACTED SERVICES	\$8,690.50
				91190100-52100	CONTRACTED SERVICES	\$15,052.50
				91190100-52100	CONTRACTED SERVICES	\$23,624.50
Vendor Total:						\$47,367.50
WITTMAN ENTERPRISES LLC	16080444	AMBULANCE BILLING SERVICES	\$3.15	10521210-52110	AMBULANCE BILLING	\$3.15
Vendor Total:						\$3.15

List of Checks Presented for Approval on 9/22/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WQI	DV090916	REGISTRATION	\$700.00	84024425-57100	CONFERENCE & TRAINING	\$700.00
Vendor Total:						\$700.00
ZAB ENTERPRISES INC	STMT 8/31/16	PROVIDE MISCELLANEOUS FOOD DISH	\$652.10	90000000-23226	CONCERT SERIES	\$204.90
				82024410-57100	CONFERENCE & TRAINING	\$69.95
				82024411-57100	CONFERENCE & TRAINING	\$60.00
				82024411-57100	CONFERENCE & TRAINING	\$317.25
Vendor Total:						\$652.10
INVOICE TOTAL:						\$415,152.25

List of Checks Presented for Approval on 9/30/2016

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

 9-28-16  
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
A1 JANITORIAL SUPPLY	A1S25043P	SEWER DRAIN SUPPLIES	\$546.19	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.63)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.50)
				90000000-23013	STATE USE TAX LIABILITY	(\$37.47)
				84024421-54100	SUPPLIES	\$40.60
				84024421-54100	SUPPLIES	\$546.19
				Vendor Total:		\$546.19
ACCOUNTEMPS	46642998	TEMPORARY SERVICES - PURCHASIN	\$1,080.00	10013400-52100	CONTRACTED SERVICES	\$810.00
				20413500-52100	CONTRACTED SERVICES	\$270.00
	46672178	TEMPORARY SERVICES - PURCHASIN	\$1,080.00	10013400-52100	CONTRACTED SERVICES	\$270.00
				20413500-52100	CONTRACTED SERVICES	\$810.00
				Vendor Total:		\$2,160.00
ADAMSON POLICE PRODUCTS	INV222698	MICROPHONE STOCK	\$136.60	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.15)
				10520210-56130	EXTERNAL SERVICES	\$0.15
				10520210-56130	EXTERNAL SERVICES	\$136.60
				Vendor Total:		\$136.60

List of Checks Presented for Approval on 9/30/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AFLAC GROUP INSURANCE	A073227800	CRITICAL CARE INSURANCE	\$845.07	20700000-20538	AFLAC CRITICAL ILLNSS POLICY	\$845.07
					Vendor Total:	\$845.07
ALLEN JAMES	DV092216	INSTRUCTOR	\$472.00	10022850-52100	CONTRACTED SERVICES	\$472.00
					Vendor Total:	\$472.00
ALLIANT INSURANCE SERVICES INC	9595 UKIAVAL-02	ANNUAL SLIP POLICY	\$2,641.44	84024420-52100	CONTRACTED SERVICES	\$2,641.44
					Vendor Total:	\$2,641.44
ALTEC INDUSTRIES INC	10617572	PARTS & MATERIALS AS NEEDED	\$246.88	80026400-56130	EXTERNAL SERVICES	\$246.88
					Vendor Total:	\$246.88
APPERSON ENERGY MGMT	dv091516	ENERGY REBATE	\$1,090.32	80626500-52135	ENERGY CONSERVATION PROGRAM	\$1,090.32
					Vendor Total:	\$1,090.32
ARAMARK UNIFORM SERVICES	702907739	MAT & TOWEL SERVICE	\$334.62	10022300-54100	SUPPLIES	\$334.62
					Vendor Total:	\$334.62
ARTS COUNCIL OF MENDOCINO COUNTY	DV092616	MEMBERSHIP AND DONATION	\$1,000.00	10012400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$1,000.00
					Vendor Total:	\$1,000.00
ASHLEY COCCO	TR 9/12 - 9/16/16	REIMBURSE TRAVEL EXPENSE	\$573.22	10011100-57100	CONFERENCE & TRAINING	\$573.22
					Vendor Total:	\$573.22
AT&T	0602078391	LIVE SCAN	\$1,080.13	10520210-55100	TELEPHONE	\$1,080.13
					Vendor Total:	\$1,080.13
AT&T MOBILITY	832118877X09142016	DATA AND VOICE	\$155.60	10022300-55100	TELEPHONE	\$49.66
				20620231-55100	TELEPHONE	\$12.70

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
AT&T MOBILITY	832118877X091 42016	DATA AND VOICE	\$155.60	77725200-55100	TELEPHONE	\$29.54
				82024410-55100	TELEPHONE	\$12.70
				82024411-55100	TELEPHONE	\$12.70
				82024411-55100	TELEPHONE	\$12.90
				84024421-55100	TELEPHONE	\$25.40
	832056361X091 42016	POLICE MODEMS	\$499.80	10520210-55100	TELEPHONE	\$499.80
	875108535X091 42016	VOICE AND DATA	\$63.50	82024411-55100	TELEPHONE	\$25.40
				84024421-55100	TELEPHONE	\$38.10
	Vendor Total:					\$718.90
BAY AREA BARRICADE SERVICE INC	0340207-IN	SIGN & SHEETING SUPPLIES	\$450.95	10024220-54127	PW - SIGN POSTS/SHEETING	\$450.95
				Vendor Total:		\$450.95
BAYSIDE PRINTED PRODUCTS	092816	POSTAGE DEPOSIT	\$3,164.00	20513300-54101	POSTAGE	\$3,164.00
				Vendor Total:		\$3,164.00
BJ'S EMBROIDERY	12344	UNIFORM SUPPLIES AS NEEDED	\$47.47	10520214-54100	SUPPLIES	\$47.47
	12331	UNIFORM SUPPLIES AS NEEDED	\$491.75	82024410-54100	SUPPLIES	\$491.75
	Vendor Total:					\$539.22
BLUEPRINTS & COPIES	52407	PAPER,DRAFTING SUPPLIES,PLAN C	\$202.41	10023320-54100	SUPPLIES	\$202.41
				Vendor Total:		\$202.41
BORIS PROKOP	UKIAH-2016-04	ASSIST EUD WITH REGULATORY & M	\$5,390.00	80026400-52100	CONTRACTED SERVICES	\$5,390.00
				Vendor Total:		\$5,390.00

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
BWS DISTRIBUTORS INC	216060	GAS MONITOR CALIBRATION	\$304.71	80026410-54100	SUPPLIES	\$304.71
Vendor Total:						\$304.71
CA PEACE OFFICERS ASSOC	7390	REGISTRATION	\$1,440.00	10520210-57100	CONFERENCE & TRAINING	\$1,440.00
Vendor Total:						\$1,440.00
CA STATE UNIVERSITY SACRAMENTO	SPONSOR CCE 5240	CERTIFICATION TRAINING	\$912.00	82024411-57100	CONFERENCE & TRAINING	\$912.00
	SPONSOR CCE 5163	CERTIFICATION TRAINING	\$913.00	82024411-57100	CONFERENCE & TRAINING	\$913.00
Vendor Total:						\$1,825.00
CAROLLO ENGINEERS INC	0150765	DESIGN PHASES I&II RECYCLED WA	\$135,691.74	84424422-80230	INFRASTRUCTURE	\$135,691.74
	0151682	DESIGN PHASES I&II RECYCLED WA	\$191,571.23	84424422-80230	INFRASTRUCTURE	\$191,571.23
Vendor Total:						\$327,262.97
CLARK PEST CONTROL	18874095	PEST CONTROL SVCS	\$95.00	80026400-52100	CONTRACTED SERVICES	\$95.00
Vendor Total:						\$95.00
COMCAST	SEPT-16	INTERNET SERVICE	\$152.31	73022600-55100	TELEPHONE	\$152.31
Vendor Total:						\$152.31
COMPUTER OPTIONS INC	BILL41228	IT SERVICES	\$7,200.00	20922900-52100	CONTRACTED SERVICES	\$7,200.00
Vendor Total:						\$7,200.00
CRUSH ITALIAN STEAKHOUSE	DV092216	CONCERT FOOD VOUCHER	\$230.00	90000000-23226	CONCERT SERIES	\$230.00
Vendor Total:						\$230.00
CURRY'S DISCOUNT INC	609800	PAPER, FOR OFFICE AND PRINT SH	\$1,254.25	10012200-54100	SUPPLIES	\$1,254.25
Vendor Total:						\$1,254.25

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
DC ELECTRIC GROUP INC	26607	STOCK INVENTORY	\$560.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.70)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.80)
				80000000-12104	INVENTORY - PURCHASES	\$45.50
				80000000-12104	INVENTORY - PURCHASES	\$560.00
				90000000-23013	STATE USE TAX LIABILITY	(\$42.00)
				Vendor Total:		\$560.00
DC FROST ASSOCIATES INC	10373	PARTS	\$938.31	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$938.31
				Vendor Total:		\$938.31
EPIC AVIATION LLC	6901054	JET FUEL	\$13,890.37	77725200-58401	AVIATION FUEL	\$13,890.37
	6900712	AVGAS	\$28,049.35	77725200-58401	AVIATION FUEL	\$28,049.35
	Vendor Total:		\$41,939.72			
FAMILY LIFE MAGAZINE 12-13	02508071	WEEKLY NEWSLETTER	\$106.00	90000000-23243	FAMILY FUN IN THE SUN	\$106.00
				Vendor Total:		\$106.00
FASTENAL	CAUKA22954	PARTS	\$24.22	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$24.22
				Vendor Total:		\$24.22
FEDERAL EXPRESS	5-548-15458	SHIPPING CHARGES	\$381.94	10013400-54101	POSTAGE	\$18.55
				10013400-54101	POSTAGE	\$24.16
				10013400-54101	POSTAGE	\$30.90
				10520210-54101	POSTAGE	\$20.06
				10520210-54101	POSTAGE	\$33.40
				10520210-54101	POSTAGE	\$33.40

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FEDERAL EXPRESS	5-548-15458	SHIPPING CHARGES	\$381.94	10520210-54101	POSTAGE	\$38.09
				20922900-54101	POSTAGE	\$33.20
				77725200-54101	POSTAGE	\$34.50
				82024411-54101	POSTAGE	\$91.35
				84024425-54100	SUPPLIES	\$11.45
				84024425-54100	SUPPLIES	\$12.88
				Vendor Total:		\$381.94
FRIEDMANS HOME IMPROVEMENT	35638961	MISC ITEMS AS NEEDED	\$25.09	20822500-56300	BUILDING MAINT. & REPAIR	\$25.09
	35655660	MISC ITEMS AS NEEDED	\$35.80	20822500-56300	BUILDING MAINT. & REPAIR	\$35.80
	35631352	MISC ITEMS AS NEEDED	\$60.07	20822500-56300	BUILDING MAINT. & REPAIR	\$60.07
	35645636	MISC ITEMS AS NEEDED	\$92.23	20822500-56300	BUILDING MAINT. & REPAIR	\$92.23
	35638106	MISC ITEMS AS NEEDED	\$101.99	20822500-56300	BUILDING MAINT. & REPAIR	\$101.99
	35647813	MISC ITEMS AS NEEDED	\$139.11	20822500-56300	BUILDING MAINT. & REPAIR	\$139.11
	35654239	MISC ITEMS AS NEEDED	\$156.47	20822500-56300	BUILDING MAINT. & REPAIR	\$156.47
	35649057	MISC ITEMS AS NEEDED	\$205.20	20822500-56300	BUILDING MAINT. & REPAIR	\$205.20
	35635594	MISC ITEMS AS NEEDED	\$218.33	20822500-56300	BUILDING MAINT. & REPAIR	\$218.33
	35656112	MISC ITEMS AS NEEDED	\$10.84	77725200-56300	BUILDING MAINT. & REPAIR	\$10.84
	35645586	MISC ITEMS AS NEEDED	\$93.52	77725200-56300	BUILDING MAINT. & REPAIR	\$93.52
	35630282	MISC ITEMS AS NEEDED	\$93.82	77725200-56300	BUILDING MAINT. & REPAIR	\$93.82

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35639191	MISC ITEMS AS NEEDED	\$8.11	82024411-56300	BUILDING MAINT. & REPAIR	\$8.11
	35619775	MISC ITEMS AS NEEDED	\$11.09	90000000-23226	CONCERT SERIES	\$11.09
	35633910	MISC ITEMS AS NEEDED	\$96.61	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$96.61
	35633051	MISC ITEMS AS NEEDED	\$181.74	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$181.74
	35647532	MISC ITEMS AS NEEDED	\$12.38	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$12.38
	35620927	MISC ITEMS AS NEEDED	\$13.59	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$13.59
	35636177	MISC ITEMS AS NEEDED	\$18.66	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$18.66
	35622417	MISC ITEMS AS NEEDED	\$59.76	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$59.76
	35647507	MISC ITEMS AS NEEDED	\$83.65	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$83.65
	35623852	MISC ITEMS AS NEEDED	\$120.86	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$120.86
	35655396	MISC ITEMS AS NEEDED	\$52.51	20324100-56130	EXTERNAL SERVICES	\$52.51
	35639789	MISC ITEMS AS NEEDED	\$3.67	80026120-80230	INFRASTRUCTURE	\$3.67
	35639301	MISC ITEMS AS NEEDED	\$14.25	80026120-80230	INFRASTRUCTURE	\$14.25
	35638641	MISC ITEMS AS NEEDED	\$15.78	80026120-80230	INFRASTRUCTURE	\$15.78
	35639637	MISC ITEMS AS NEEDED	\$25.94	80026120-80230	INFRASTRUCTURE	\$25.94
	35619421	MISC ITEMS AS NEEDED	\$10.30	10022100-59400	OTHER EXPENSES	\$10.30
	35631500	MISC ITEMS AS NEEDED	\$28.08	10024220-54124	PW - CONCRETE/SUPPLIES	\$28.08
	35630790	MISC ITEMS AS NEEDED	\$172.57	10024220-54124	PW - CONCRETE/SUPPLIES	\$172.57
	35646232	MISC ITEMS AS NEEDED	(\$23.42)	10024220-54120	PW - SPECIAL SUPPLIES	(\$23.42)

List of Checks Presented for Approval on 9/30/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35645123	MISC ITEMS AS NEEDED	\$9.54	10024220-54120	PW - SPECIAL SUPPLIES	\$9.54
	35622014	MISC ITEMS AS NEEDED	\$9.69	10024220-54120	PW - SPECIAL SUPPLIES	\$9.69
	35646234	MISC ITEMS AS NEEDED	\$17.08	10024220-54120	PW - SPECIAL SUPPLIES	\$17.08
	35646067	MISC ITEMS AS NEEDED	\$27.82	10024220-54120	PW - SPECIAL SUPPLIES	\$27.82
	35646199	MISC ITEMS AS NEEDED	\$34.65	10024220-54120	PW - SPECIAL SUPPLIES	\$34.65
	35638427	MISC ITEMS AS NEEDED	\$44.81	10024220-54120	PW - SPECIAL SUPPLIES	\$44.81
	35629037	MISC ITEMS AS NEEDED	\$60.23	10024220-54120	PW - SPECIAL SUPPLIES	\$60.23
	35622678	MISC ITEMS AS NEEDED	\$111.41	10024220-54120	PW - SPECIAL SUPPLIES	\$111.41
	35655443	MISC ITEMS AS NEEDED	\$126.45	10024220-54120	PW - SPECIAL SUPPLIES	\$126.45
	35653823	MISC ITEMS AS NEEDED	\$128.67	20324100-54102	SMALL TOOLS	\$128.67
	35655663	MISC ITEMS AS NEEDED	\$109.01	80026130-54102	SMALL TOOLS	\$109.01
	35638615	MISC ITEMS AS NEEDED	\$78.43	82024414-54102	SMALL TOOLS	\$78.43
	35628095	MISC ITEMS AS NEEDED	\$460.43	82024414-54102	SMALL TOOLS	\$460.43
	35648667	MISC ITEMS AS NEEDED	\$22.61	84024425-54102	SMALL TOOLS	\$22.61
	35654366	MISC ITEMS AS NEEDED	\$27.77	84024425-54102	SMALL TOOLS	\$27.77
	35640561	MISC ITEMS AS NEEDED	\$11.19	10022100-54100	SUPPLIES	\$11.19
	35627603	MISC ITEMS AS NEEDED	\$15.17	10022100-54100	SUPPLIES	\$15.17
	35636786	MISC ITEMS AS NEEDED	\$16.15	10022100-54100	SUPPLIES	\$16.15
	35621765	MISC ITEMS AS NEEDED	\$18.22	10022100-54100	SUPPLIES	\$18.22

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35639554	MISC ITEMS AS NEEDED	\$29.84	10022100-54100	SUPPLIES	\$29.84
	35652943	MISC ITEMS AS NEEDED	\$33.21	10022100-54100	SUPPLIES	\$33.21
	35652846	MISC ITEMS AS NEEDED	\$35.36	10022100-54100	SUPPLIES	\$35.36
	35639291	MISC ITEMS AS NEEDED	\$45.14	10022100-54100	SUPPLIES	\$45.14
	35640723	MISC ITEMS AS NEEDED	\$47.11	10022100-54100	SUPPLIES	\$47.11
	35620536	MISC ITEMS AS NEEDED	\$52.93	20324100-54100	SUPPLIES	\$52.93
	35656100	MISC ITEMS AS NEEDED	\$7.22	20524412-54100	SUPPLIES	\$7.22
	35636825	MISC ITEMS AS NEEDED	\$164.03	20822500-54100	SUPPLIES	\$164.03
	35653309	MISC ITEMS AS NEEDED	\$17.51	20824300-54100	SUPPLIES	\$17.51
	35623583	MISC ITEMS AS NEEDED	\$39.36	20922900-54100	SUPPLIES	\$39.36
	35645046	MISC ITEMS AS NEEDED	\$54.05	70024500-54100	SUPPLIES	\$54.05
	35630581	MISC ITEMS AS NEEDED	\$5.95	80026330-54100	SUPPLIES	\$5.95
	35630817	MISC ITEMS AS NEEDED	\$9.93	80026330-54100	SUPPLIES	\$9.93
	35653859	MISC ITEMS AS NEEDED	\$14.67	80026330-54100	SUPPLIES	\$14.67
	35649687	MISC ITEMS AS NEEDED	\$105.69	80026330-54100	SUPPLIES	\$105.69
	35644941	MISC ITEMS AS NEEDED	\$16.93	80026400-54100	SUPPLIES	\$16.93
	35654175	MISC ITEMS AS NEEDED	\$17.65	80026400-54100	SUPPLIES	\$17.65
	35620460	MISC ITEMS AS NEEDED	\$27.91	80026400-54100	SUPPLIES	\$27.91
	35630226	MISC ITEMS AS NEEDED	\$38.54	80026400-54100	SUPPLIES	\$38.54

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35652911	MISC ITEMS AS NEEDED	\$59.81	80026400-54100	SUPPLIES	\$59.81
	35647913	MISC ITEMS AS NEEDED	\$101.79	80026400-54100	SUPPLIES	\$101.79
	35640419	MISC ITEMS AS NEEDED	\$61.60	82024411-54100	SUPPLIES	\$61.60
	35651636	MISC ITEMS AS NEEDED	\$90.27	82024411-54100	SUPPLIES	\$90.27
	35638665	MISC ITEMS AS NEEDED	\$2.74	82024414-54100	SUPPLIES	\$2.74
	35630065	MISC ITEMS AS NEEDED	\$4.34	82024414-54100	SUPPLIES	\$4.34
	35648514	MISC ITEMS AS NEEDED	\$16.26	82024414-54100	SUPPLIES	\$16.26
	35621191	MISC ITEMS AS NEEDED	\$37.43	82024414-54100	SUPPLIES	\$37.43
	35647385	MISC ITEMS AS NEEDED	\$45.22	82024414-54100	SUPPLIES	\$45.22
	35639602	MISC ITEMS AS NEEDED	\$46.55	82024414-54100	SUPPLIES	\$46.55
	35627697	MISC ITEMS AS NEEDED	\$53.20	82024414-54100	SUPPLIES	\$53.20
	35646062	MISC ITEMS AS NEEDED	\$60.28	82024414-54100	SUPPLIES	\$60.28
	35630166	MISC ITEMS AS NEEDED	\$99.48	82024414-54100	SUPPLIES	\$99.48
	35652126	MISC ITEMS AS NEEDED	\$174.51	82024414-54100	SUPPLIES	\$174.51
	35628793	MISC ITEMS AS NEEDED	\$268.53	82024414-54100	SUPPLIES	\$268.53
	35645732	MISC ITEMS AS NEEDED	\$12.30	84024421-54100	SUPPLIES	\$12.30
	35648037	MISC ITEMS AS NEEDED	\$25.00	84024421-54100	SUPPLIES	\$25.00
	35640341	MISC ITEMS AS NEEDED	\$31.03	84024421-54100	SUPPLIES	\$31.03
	35622641	MISC ITEMS AS NEEDED	\$34.77	84024421-54100	SUPPLIES	\$34.77

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	35639034	MISC ITEMS AS NEEDED	\$34.77	84024421-54100	SUPPLIES	\$34.77
	35619262	MISC ITEMS AS NEEDED	\$51.77	84024421-54100	SUPPLIES	\$51.77
	35621905	MISC ITEMS AS NEEDED	\$74.87	84024421-54100	SUPPLIES	\$74.87
	35652997	MISC ITEMS AS NEEDED	\$134.12	84024421-54100	SUPPLIES	\$134.12
	5639265	MISC ITEMS AS NEEDED	\$253.45	84024421-54100	SUPPLIES	\$253.45
	35654581	MISC ITEMS AS NEEDED	\$399.66	84024421-54100	SUPPLIES	\$399.66
Vendor Total:						\$6,404.71
GARY L BUFFO SR TRUST	DV092216	SEWER LATERAL REPLACEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
						Vendor Total:
GOVERNMENT FINANCE OFFICERS ASSOC	FY 16/17	MEMBERSHIP RENEWAL	\$190.00	10013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$190.00
						Vendor Total:
HARTFORD RETIREE PREMIUM ACCT	OCT 16	RETIREE HEALTH INSURANCE	\$2,069.49	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,069.49
						Vendor Total:
HOME DEPOT CREDIT SERVICES	6031437	MISCELLANEOUS SUPPLIES AS NEED	\$33.49	10022100-54100	SUPPLIES	\$33.49
						Vendor Total:
HOPLAND FIRE PROTECTION DIST	09202016	SERVICES OF FIRE CHIEF JOHN BA	\$5,925.00	10521210-52100	CONTRACTED SERVICES	\$5,925.00
						Vendor Total:
INFOSEND INC	110318	UB PRINT & MAIL SERVICES	\$3,343.62	20513300-52100	CONTRACTED SERVICES	\$3,343.62
						Vendor Total:
INTERCOUNTY MECHANICAL & ELECTRICAL INC	DV091916	ENERGY REBATE	\$1,615.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$1,615.00
						Vendor Total:

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
INTERNATIONAL ASSOCIATION OF	DV092216	MEMBERSHIP	\$290.13	10023320-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$150.00
				10023320-54100	SUPPLIES	\$140.13
				Vendor Total:		\$290.13
JAMES O'BRIEN	TR 9/12 - 9/17/16	REIMBURSE TRAVEL EXPENSE	\$3,905.57	80026200-57100	CONFERENCE & TRAINING	\$3,905.57
				Vendor Total:		\$3,905.57
JENNIFER COURSEY	1160	PHOTO FOR EXHIBIT	\$51.09	69122700-54100	SUPPLIES	\$51.09
				Vendor Total:		\$51.09
JULIE WEBB	DV092016	REIMBURSE SUPPLIES	\$10.00	10022810-54100	SUPPLIES	\$10.00
				Vendor Total:		\$10.00
KATRINA BALLARD	TR 9/11 - 9/14/16	REIMBURSE TRAVEL EXPENSE	\$776.74	10023320-57100	CONFERENCE & TRAINING	\$776.74
				Vendor Total:		\$776.74
KENNETH RONK	TR 9/13 - 9/17/16	REIMBURSE TRAVEL EXPENSE	\$57.23	77725200-57100	CONFERENCE & TRAINING	\$57.23
				Vendor Total:		\$57.23
KOMLINE-SANDERSON	42031781	Motion Components, Linear (Sha	\$24,590.33	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$24,590.33
				Vendor Total:		\$24,590.33
LACO ASSOCIATES	0037845	GEOTECHNICAL EXPLORATION AT 13	\$2,450.00	80100000-80230	INFRASTRUCTURE	\$2,450.00
				Vendor Total:		\$2,450.00
LEADERSHIP MENDOCINO	DV092216	ANNUAL SPONSORSHIP	\$1,000.00	10012400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$1,000.00
				Vendor Total:		\$1,000.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
LN CURTIS & SONS	INV52098	FIRE PROTECTION EQUIPMENT AND	\$3,605.43	22021210-80100	MACHINERY & EQUIPMENT	\$3,605.43
					Vendor Total:	\$3,605.43
LORELEI SCOTT	3954	BANNER AND PANELS FOR EXHIBIT	\$103.80	69122700-54100	SUPPLIES	\$103.80
	3942	BANNER AND PANELS FOR EXHIBIT	\$252.54	69122700-54100	SUPPLIES	\$252.54
					Vendor Total:	\$356.34
LOUIS MALDONADO SR	4TH QTR	4 QTR-DEFENSIVE TACTICAL TRAIN	\$2,600.00	10520210-57100	CONFERENCE & TRAINING	\$2,600.00
					Vendor Total:	\$2,600.00
MCCONNELL CHEVROLET	5103158	HANDLE PARTS	\$59.30	10521210-56130	EXTERNAL SERVICES	\$59.30
					Vendor Total:	\$59.30
MEL GRANDI	03869D	REIMBURSE LUNCH MEETING EXPENSE	\$46.96	80026400-54100	SUPPLIES	\$46.96
					Vendor Total:	\$46.96
MENDOCINO COUNTY	DV092116	FEE FOR FLOOD PLAIN DEVELOPMENT PERMIT	\$140.00	82224413-80230	INFRASTRUCTURE	\$140.00
					Vendor Total:	\$140.00
MENDOCINO COUNTY AIR QUALITY MANAGEMENT	DV091916.2	PERMIT RENEWAL	\$343.57	80026330-59101	FEES	\$343.57
	DV091916	PERMIT RENEWAL	\$757.75	82024411-59101	FEES	\$757.75
	2805 FY 16/17	PERMIT RENEWAL	\$888.16	84024425-59101	FEES	\$888.16
					Vendor Total:	\$1,989.48
MENTON BUILDERS INC	192	STAIN FOR POLES	\$406.06	69122700-56300	BUILDING MAINT. & REPAIR	\$33.00
				69122700-56300	BUILDING MAINT. & REPAIR	\$406.06
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.51)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
MENTON BUILDERS INC	192	STAIN FOR POLES	\$406.06	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.03)
				90000000-23013	STATE USE TAX LIABILITY	(\$30.46)
				Vendor Total:		\$406.06
NICK KIRBY	308152	BOOT ALLOWANCE	\$140.55	82024414-54100	SUPPLIES	\$70.27
				84024421-54100	SUPPLIES	\$70.28
				Vendor Total:		\$140.55
NOR-CAL PUMP & WELL DRILLING INC	3	SPEC 16-01 INSTALL WELL 4 & 9	\$326,804.40	82224413-80230	INFRASTRUCTURE	\$15,000.00
				82224413-80230	INFRASTRUCTURE	\$311,804.40
				Vendor Total:		\$326,804.40
NORCAL ASA	DV092016	ADULT SOFTBALL ASA REGISTRATION FEES	\$1,008.00	10022822-54100	SUPPLIES	\$1,008.00
				Vendor Total:		\$1,008.00
OFFICE DEPOT	861374886001	OFFICE SUPPLIES, MISCELLANEOUS	\$141.45	10520210-54100	SUPPLIES	\$141.45
				Vendor Total:		\$141.45
ONE TIME PAY VENDOR	DV092016	APPLICATION #2149 REFUND	\$282.29	10023300-44170	PLAN CHECK FEES	\$282.29
	113171-3	UTILITY REFUND	\$8.02	90100000-10421	UTILITY RECEIVABLES CLEARING	\$8.02
	15673-7	UTILITY REFUND	\$114.00	90100000-10421	UTILITY RECEIVABLES CLEARING	\$114.00
	113914-6	UTILITY REFUND	\$177.31	90100000-10421	UTILITY RECEIVABLES CLEARING	\$177.31
				Vendor Total:		\$581.62
ONLINE INFORMATION SRVS INC	728286	UTILITY EXCHANGE REPORTING FY	\$259.50	20513300-52100	CONTRACTED SERVICES	\$259.50

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
ONLINE INFORMATION SRVS INC	734170	UTILITY EXCHANGE REPORTING FY	\$353.79	20513300-52100	CONTRACTED SERVICES	\$353.79
Vendor Total:						\$613.29
OWEN EQUIPMENT SALES	00037183	ROAD AND HIGHWAY EQUIPMENT (EX	\$423,110.95	82224413-80100	MACHINERY & EQUIPMENT	\$211,555.47
				84024421-80100	MACHINERY & EQUIPMENT	\$211,555.48
Vendor Total:						\$423,110.95
PACE SUPPLY CORPORATION	023478962	MISCELLANEOUS ITEMS AS NEEDED	\$18.02	82024411-56300	BUILDING MAINT. & REPAIR	\$0.09
				82024411-56300	BUILDING MAINT. & REPAIR	\$18.02
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.09)
	CM023452641	MISCELLANEOUS ITEMS AS NEEDED	(\$224.76)	90000000-23237	DISTRICT USE TAX-MEASURE S	\$1.22
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$224.76)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$1.22)
	023496361	MISCELLANEOUS ITEMS AS NEEDED	\$83.03	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.40)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.40
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$83.03
	023487384	MISCELLANEOUS ITEMS AS NEEDED	\$215.93	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.03)
				82024414-54100	SUPPLIES	\$1.03
				82024414-54100	SUPPLIES	\$215.93
	023447689	MISCELLANEOUS ITEMS AS NEEDED	\$1,013.43	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$4.81)
				82024414-54100	SUPPLIES	\$4.81
				82024414-54100	SUPPLIES	\$1,013.43

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	023484933-1	MISCELLANEOUS ITEMS AS NEEDED	\$96.39	82024414-54100	SUPPLIES	\$96.39
Vendor Total:						\$1,202.04
PG&E CO	SEPT 16	GAS AND ELECTRIC SERVICES	\$4,755.96	10024220-56210	FUEL & FLUIDS	\$8.11
				84024425-55200	PG&E	\$663.91
				10022100-55210	UTILITIES	\$12.62
				10022300-55210	UTILITIES	\$41.64
				20822500-55210	UTILITIES	\$101.27
				69122700-55210	UTILITIES	\$7.84
				70024500-55210	UTILITIES	\$449.42
				73022600-55210	UTILITIES	\$15.11
				73022600-55210	UTILITIES	\$43.85
				77725200-55210	UTILITIES	\$43.19
				82024411-55210	UTILITIES	\$3,299.85
				84024421-55210	UTILITIES	\$69.15
Vendor Total:						\$4,755.96
PHILLIPS SEABROOK ASSOCIATES	6569	STRUCT ENGNG/PLAN CHCK/SUBSTIT	\$740.00	10023320-52100	CONTRACTED SERVICES	\$740.00
Vendor Total:						\$740.00
PHYSIO-CONTROL INC	516001521	DEFIBRILLATOR SERVICE SUPPORT	(\$628.08)	10521210-52111	MAINT. CONTRCTS - DEFIBRULATOR	(\$628.08)
	416145853	DEFIBRILLATOR SERVICE SUPPORT	\$66.28	10521210-52111	MAINT. CONTRCTS - DEFIBRULATOR	\$66.28
	416130830	DEFIBRILLATOR SERVICE SUPPORT	\$6,105.96	10521210-52111	MAINT. CONTRCTS - DEFIBRULATOR	\$6,105.96
	CC416134914	DEFIBRILLATOR SERVICE SUPPORT	(\$358.04)	80026400-54100	SUPPLIES	(\$358.04)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
PHYSIO-CONTROL INC	REF416134914	CONTRACT CORRECTION	\$358.04	80026400-54100	SUPPLIES	\$358.04
	CCC116130857	DEFIBRILLATOR SERVICE SUPPORT	(\$2,119.25)	82024414-54100	SUPPLIES	(\$1,059.63)
				84024421-54100	SUPPLIES	(\$1,059.62)
	REF116130857	CONTRACT CORRECTION	\$2,119.25	82024414-54100	SUPPLIES	\$1,059.63
				84024421-54100	SUPPLIES	\$1,059.62
	Vendor Total:					\$5,544.16
PITNEY BOWES INC	1001796646	POSTAGE MACHINE LEASE & SUPPLI	\$145.97	73022600-52100	CONTRACTED SERVICES	\$145.97
					Vendor Total: \$145.97	
PORTOLA SYSTEMS INC	33803	I.T. SERVICES AS NEEDED	\$1,583.75	20922900-52100	CONTRACTED SERVICES	\$1,583.75
	33802	I.T. SERVICES AS NEEDED	\$2,757.50	20922900-52100	CONTRACTED SERVICES	\$2,757.50
	Vendor Total:					\$4,341.25
PRE-PAID LEGAL SERVICES INC	38295 - SEPT 16	PRE-PAID LEGAL SERVICE	\$51.80	20700000-20526	PREPAID LEGAL - AFLAC	\$51.80
					Vendor Total: \$51.80	
PRECISION GENERAL CONTRACTORS, INC.	DV 090816	GRANT# 13-CDBG-8940	\$58,190.26	60917458-52100	CONTRACTED SERVICES	\$58,190.26
					Vendor Total: \$58,190.26	
PUBLIC SAFETY TRAINING INSTITUTE	11/9/16	CSO SYMPOSIUM	\$370.00	10520210-57100	CONFERENCE & TRAINING	\$370.00
					Vendor Total: \$370.00	
REDWOOD COAST FUELS	49622	CARDLOCK FUEL PURCHASES	\$339.81	10024220-56210	FUEL & FLUIDS	\$113.27
				77725200-56210	FUEL & FLUIDS	\$113.27
				84024421-56210	FUEL & FLUIDS	\$113.27

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
REDWOOD COAST FUELS	621490	CARDLOCK FUEL PURCHASES	\$303.95	82024414-56210	FUEL & FLUIDS	\$151.97
				84024421-56210	FUEL & FLUIDS	\$151.98
					Vendor Total:	\$643.76
REDWOOD EMPIRE AIKIKAI	DV092216	INSTRUCTOR	\$48.00	10022850-52100	CONTRACTED SERVICES	\$48.00
					Vendor Total:	\$48.00
REXEL INC	K211228	MISC ELECTRICAL SUPPLIES AS NE	\$13.56	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.07)
				84024421-54100	SUPPLIES	\$0.07
				84024421-54100	SUPPLIES	\$13.56
					Vendor Total:	\$13.56
RICHARD SEANOR	TR 9/20/16	REIMBURSE TRAVEL EXPENSE	\$71.16	10024224-57100	CONFERENCE & TRAINING	\$71.16
					Vendor Total:	\$71.16
ROY DOUGLASS	21019	COMPRESSOR MAINTENANCE	\$814.17	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$814.17
					Vendor Total:	\$814.17
SACRAMENTO REGIONAL PUBLIC SAFETY TRAINING CENTER	DV092116	FIELD TRAINING	\$87.00	10520210-57100	CONFERENCE & TRAINING	\$87.00
					Vendor Total:	\$87.00
SIRI GRADING & PAVING INC	3	Spec 15-17 GHM Landscape Impro	\$139,549.41	25024210-80230	INFRASTRUCTURE	\$7,105.50
				31022700-80230	INFRASTRUCTURE	\$132,443.91
					Vendor Total:	\$139,549.41
SNAP-ON INDUSTRIAL	ARV/29931583	PRYBAR SET	\$242.18	82024414-54102	SMALL TOOLS	\$121.09
				84024421-54102	SMALL TOOLS	\$121.09
					Vendor Total:	\$242.18

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
SOLID WASTES SYSTEMS INC	AUG 16	RESIDENTIAL GARBAGE FEES	\$21,443.66	90200000-52170	UKIAH WASTE SOLUTIONS	\$21,443.66
Vendor Total:						\$21,443.66
STAPLES CREDIT PLAN	47095	OFFICE SUPPLIES, MISC AS NEEDE	\$47.53	10011100-54100	SUPPLIES	\$47.53
	42657	OFFICE SUPPLIES, MISC AS NEEDE	\$18.37	10022840-54100	SUPPLIES	\$18.37
	47043	OFFICE SUPPLIES, MISC AS NEEDE	\$69.19	10024220-54100	SUPPLIES	\$69.19
	40665	OFFICE SUPPLIES, MISC AS NEEDE	\$63.77	69122700-54100	SUPPLIES	\$63.77
	47044	OFFICE SUPPLIES, MISC AS NEEDE	\$32.42	70024500-54100	SUPPLIES	\$32.42
	42671	OFFICE SUPPLIES, MISC AS NEEDE	\$54.03	70024500-54100	SUPPLIES	\$54.03
	70143	OFFICE SUPPLIES, MISC AS NEEDE	\$63.85	77725200-54100	SUPPLIES	\$63.85
	46257	OFFICE SUPPLIES, MISC AS NEEDE	\$248.67	77725200-54100	SUPPLIES	\$248.67
	43926	OFFICE SUPPLIES, MISC AS NEEDE	\$324.34	77725200-54100	SUPPLIES	\$324.34
	44522	OFFICE SUPPLIES, MISC AS NEEDE	\$18.89	82024411-54100	SUPPLIES	\$18.89
	49854	OFFICE SUPPLIES, MISC AS NEEDE	\$124.89	82024411-54100	SUPPLIES	\$124.89
	44840	OFFICE SUPPLIES, MISC AS NEEDE	\$209.45	84024421-54100	SUPPLIES	\$209.45
	70968	OFFICE SUPPLIES, MISC AS NEEDE	\$34.56	84024425-54100	SUPPLIES	\$34.56
	73035	OFFICE SUPPLIES, MISC AS NEEDE	\$55.78	84024425-54100	SUPPLIES	\$55.78
Vendor Total:						\$1,365.74
STATE WATER RESOURCES CONTROL BOARD	97993	OLD LESLIE ST GAS PLANT	\$68.39	10012400-52100	CONTRACTED SERVICES	\$68.39

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
STATE WATER RESOURCES CONTROL BOARD	98027	UNION PACIFIC RAILROAD - PERKINS ST	\$94.25	10012400-52100	CONTRACTED SERVICES	\$94.25
Vendor Total:						\$162.64
STERICYCLE INC	3003535332	"SHARPS" DISPOSAL AS NEEDED	\$52.41	10520210-54201	PRISONER EXPENSE	\$52.41
Vendor Total:						\$52.41
TABITHA OLSEN - PETTY CASH	DV092116	PUMPKINFEST - HAUNTED HOUSE	\$250.00	73022600-54100	SUPPLIES	\$250.00
Vendor Total:						\$250.00
TABITHA OLSON	DV092316	REIMBURSE PUMPKINFEST SUPPLIES	\$65.23	90000000-23219	PUMPKINFEST	\$65.23
Vendor Total:						\$65.23
TASER INTERNATIONAL INC	SI1452084	TASER BATTERY PACKS	\$424.81	10520210-54100	SUPPLIES	\$424.81
Vendor Total:						\$424.81
TEAM GHILOTTI INC	DV092316	N. STATE SEWER MAIN PROJECT SP	\$60.00	84424422-80230	INFRASTRUCTURE	\$60.00
Vendor Total:						\$60.00
UKIAH CAR CENTER LLC	121074	PARTS & SERVICE REPAIRS AS NEE	\$14.58	10520210-56130	EXTERNAL SERVICES	\$14.58
	121073	PARTS & SERVICE REPAIRS AS NEE	\$15.94	10520210-56130	EXTERNAL SERVICES	\$15.94
	121034	PARTS & SERVICE REPAIRS AS NEE	\$56.58	10520210-56130	EXTERNAL SERVICES	\$56.58
	121373	PARTS & SERVICE REPAIRS AS NEE	\$82.72	10520210-56130	EXTERNAL SERVICES	\$82.72
	121020	PARTS & SERVICE REPAIRS AS NEE	\$111.69	10520210-56130	EXTERNAL SERVICES	\$111.69
	121196	PARTS & SERVICE REPAIRS AS NEE	\$24.81	20324100-56130	EXTERNAL SERVICES	\$24.81
	121392	PARTS & SERVICE REPAIRS AS NEE	\$113.88	80026400-56130	EXTERNAL SERVICES	\$113.88
Vendor Total:						\$420.20

List of Checks Presented for Approval on 9/30/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UKIAH DAILY JOURNAL	0000996706	AUGUST ADVERTISING	\$4,068.46	10016100-54162	HR - ADVERTISING	\$572.93
				10016100-54162	HR - ADVERTISING	\$635.04
				10016100-54162	HR - ADVERTISING	\$660.64
				10016100-54162	HR - ADVERTISING	\$703.62
				10016100-54162	HR - ADVERTISING	\$714.66
				10016100-54162	HR - ADVERTISING	\$781.57
	0000996706.1	LEGAL NOTICE PUBLICATIONS FY 1	\$411.02	10011100-52150	LEGAL SERVICES/EXPENSES	\$65.28
				10011100-52150	LEGAL SERVICES/EXPENSES	\$72.22
				10011100-52150	LEGAL SERVICES/EXPENSES	\$83.33
				10023100-54100	SUPPLIES	\$177.08
				10520210-54100	SUPPLIES	\$13.11
	Vendor Total:					\$4,479.48
UKIAH UNIFIED SCHOOL DISTRICT	170109	ARC SHARE OF UUSD UTILITIES	\$5,688.07	31122870-55210	UTILITIES	\$5,688.07
				Vendor Total:		\$5,688.07
UKIAH WASTE SOLUTIONS INC	320559	BIOSOLID REMOVAL	\$3,589.92	84024425-52100	CONTRACTED SERVICES	\$3,589.92
				Vendor Total:		\$3,589.92
US CELLULAR	0154006059	CELL PHONE CHARGES	\$163.72	80026400-55100	TELEPHONE	\$43.38
				80026400-55100	TELEPHONE	\$45.45
				82024410-55100	TELEPHONE	\$20.47
				84024421-55100	TELEPHONE	\$20.47
				84024425-55100	TELEPHONE	\$33.95
				Vendor Total:		\$163.72

List of Checks Presented for Approval on 9/30/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
UTILITY TREE SERVICE INC	72S39516	Tree and Shrub Removal Service	\$700.09	10022100-52100	CONTRACTED SERVICES	\$700.09
Vendor Total:						\$700.09
VERIZON WIRELESS	9770627189	MOBILE PHONE SERVICE	\$1,116.37	10022100-54100	SUPPLIES	\$60.41
				10022300-54100	SUPPLIES	\$38.01
				10022840-54100	SUPPLIES	\$38.01
				10023100-54100	SUPPLIES	\$38.01
				10024210-55100	TELEPHONE	\$63.35
				10024220-55100	TELEPHONE	\$25.21
				10520210-55100	TELEPHONE	\$76.02
				20922900-55100	TELEPHONE	\$308.56
				77725200-55100	TELEPHONE	\$38.00
				80026400-55100	TELEPHONE	\$152.04
	9772286728	MOBILE PHONE SERVICE	\$1,171.50	82024410-55100	TELEPHONE	\$82.36
				82024411-55100	TELEPHONE	\$38.01
				84024420-55100	TELEPHONE	\$44.35
				84024421-55100	TELEPHONE	\$114.03
				10022100-54100	SUPPLIES	\$38.01
				10022300-54100	SUPPLIES	\$38.01
				10022840-54100	SUPPLIES	\$38.01
				10023100-54100	SUPPLIES	\$38.01
				77725200-54100	SUPPLIES	\$38.01
				10024210-55100	TELEPHONE	\$63.35

List of Checks Presented for Approval on 9/30/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
VERIZON WIRELESS	9772286728	MOBILE PHONE SERVICE	\$1,171.50	10024220-55100	TELEPHONE	\$25.21
				10520210-55100	TELEPHONE	\$76.02
				20922900-55100	TELEPHONE	\$386.09
				80026400-55100	TELEPHONE	\$152.04
				82024410-55100	TELEPHONE	\$82.35
				82024411-55100	TELEPHONE	\$38.01
				84024420-55100	TELEPHONE	\$44.35
				84024421-55100	TELEPHONE	\$114.03
				Vendor Total:		
VIEVU	17669	BODY WORN VIDEO CAMERA	\$986.45	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.13)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$4.50)
				10520210-54100	SUPPLIES	\$5.63
				10520210-54100	SUPPLIES	\$986.45
				Vendor Total:		
WAGEWORKS INC	125AI0485792	SEC 125 ADMIN FEES	\$93.20	10016100-52151	AFLAC & PERS INSUR ADMIN FEES	\$93.20
				Vendor Total:		
WALMART COMMUNITY	623600055777	MISC ITEMS AS NEEDED	\$33.50	10024210-57100	CONFERENCE & TRAINING	\$5.36
				10024220-57100	CONFERENCE & TRAINING	\$7.37
				20324100-57100	CONFERENCE & TRAINING	\$2.68
				82024411-57100	CONFERENCE & TRAINING	\$3.69
				82024414-57100	CONFERENCE & TRAINING	\$4.02
				84024421-57100	CONFERENCE & TRAINING	\$4.02
				84024425-57100	CONFERENCE & TRAINING	\$6.36

List of Checks Presented for Approval on 9/30/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WALMART COMMUNITY	623600243715	MISC ITEMS AS NEEDED	\$16.50	10022810-54100	SUPPLIES	\$16.50
	625000339215	MISC ITEMS AS NEEDED	\$29.97	77725200-54100	SUPPLIES	\$29.97
	624300236299	MISC ITEMS AS NEEDED	\$34.60	82024411-54100	SUPPLIES	\$34.60
	622900456747	MISC ITEMS AS NEEDED	\$5.80	84024425-54100	SUPPLIES	\$5.80
	625200566639	MISC ITEMS AS NEEDED	\$12.18	84024425-54100	SUPPLIES	\$12.18
Vendor Total:						\$132.55
WAXIE SANITARY SUPPLY	76130209	JANITORIAL SUPPLIES, GENERAL L	\$24.08	20822500-54100	SUPPLIES	\$24.08
						Vendor Total:
WESCO DISTRIBUTION INC	898761	PUMPING EQUIPMENT AND ACCESSOR	\$2,203.53	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,203.53
						Vendor Total:
WESTERN RENEWABLE ENERGY GENERATION	28663	WREGIS CERTIFICATE	\$2.62	80026400-52100	CONTRACTED SERVICES	\$2.62
	28322	WREGIS CERTIFICATE	\$7.57	80026400-52100	CONTRACTED SERVICES	\$7.57
	Vendor Total:					\$10.19
WILLOW COUNTY WATER DIST	SEPT 16	WATER SERVICE	\$20.00	31122870-55210	UTILITIES	\$20.00
	SEPT16	WATER SERVICE	\$27.80	31122870-55210	UTILITIES	\$27.80
	Vendor Total:					\$47.80
WORLD OIL ENVIRONMENTAL SERVICES	1500-00088075	DISPOSAL OF MISC. PRODUCTS AS	\$55.00	20324100-52100	CONTRACTED SERVICES	\$55.00
						Vendor Total:
WYATT IRRIGATION CO	222576 00	PARTS & MISC SUPPLIES AS NEEDE	\$858.98	10022100-54100	SUPPLIES	\$858.98
						Vendor Total:

List of Checks Presented for Approval on 9/30/2016

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Invoice Account Detail and Allocation Detail		
WYVERN RESTAURANTS INC	02-4898	PUBLIC WORKS WORKING LUNCH	\$45.93	82024410-57100	CONFERENCE & TRAINING	\$45.93
	02-4883	WELL 9 WEEKEND WORK	\$72.47	82024410-57100	CONFERENCE & TRAINING	\$72.47
Vendor Total:						\$118.40
ZERO WASTE USA	119689	DOG WASTE BAGS	\$533.06	10022100-54100	SUPPLIES	\$533.06
	Vendor Total:					\$533.06
INVOICE TOTAL:						\$1,484,650.37



ITEM NO.: 7b

MEETING DATE: October 5, 2016

AGENDA SUMMARY REPORT

SUBJECT: CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION ESTABLISHING A UNIFORM PROCESS OF MINUTE TAKING AND MEETING RECORDATION FOR ALL CITY BOARDS AND COMMISSIONS.

Summary: A proposal and resolution are being presented to Council that will allow all City Boards and Commissions to adopt uniform procedures for meeting recordation including the use of Action Minutes in conjunction with digital and website technology.

Background: On April 4, 2007, the City Council made the following motion:

M/S Crane/Baldwin to approve the recommended action of keeping "Action Minutes", except for land use decisions such as zoning changes, use permits, and subdivision approvals, which are being considered by the Planning Commission or Zoning Permit Administrator; and that "conditions of approval" be included in the minutes so that changes made during a meeting can be clearly shown in the minutes, with, strikeout and bold underline. Motion carried by an all AYES voice vote.

However, many City Boards and Commissions have continued to use a summary style of minutes. Recent public comment regarding possible inclusion/exclusion of subject matter in the minutes, in addition to on-going concerns of staff time has prompted staff to return to Council to re-establish the style of "Action Minutes" in conjunction with a digital recording for all City boards and commissions.

The Action Minute style, provides a 'Table of Contents' for the recordings, which are kept permanently. If a detailed assessment of a discussion is needed or desired, either a copy of the recording and/or a transcript of a discussion can be produced. Additionally, if a board or commission member specifically wants a statement included in the written record, then this can be attached to the Action Minutes as part of the record. Action Minutes make it possible to easily review the minute document for what actions were taken and people who contributed to the discussions without these important points being lost in extensive content. They also circumvent any possible objections of what was or wasn't included in the minutes.

Continued on Page 2

RECOMMENDED ACTION(S): Adopt the resolution (Attachment 2) that establishes the Action Minute style of taking minutes in conjunction with a digital audio or digital audio-video recording for the official recordation of the City Council and all City Boards and Commissions.

ALTERNATIVES: Provide alternate direction to Staff.

Citizens advised: N/A

Requested by: Sage Sangiacomo, City Manager

Prepared by: Kristine Lawler, City Clerk and Kevin Thompson, Interim Director of Planning

Coordinated with: David Rapport, City Attorney and Sage Sangiacomo, City Manager

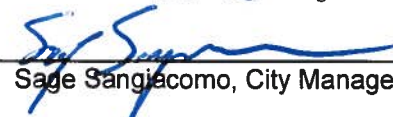
Presenters: Kristine Lawler, City Clerk and Kevin Thompson, Interim Director of Planning

Attachment: 1. City Attorney Concerns and Staff Responses. 2. Resolution – redline and clean
3. CCAC Guidelines for Preparing Minutes

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

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

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

Approved: 
Sage Sangiacomo, City Manager

The previous Council action made an exception for zoning changes, use permits, and subdivision approvals, considered by the Planning Commission or Zoning Permit Administrator, the digital video and audio recordings have proven to be an efficient and adequate form of recordation of the discussions. The 'conditions in the minutes', referenced in the prior motion, are currently not included in the minutes, but are contained in resolutions and/or ordinances as well as a letter sent to the applicants, which are signed and returned. However, the Findings and Conditions of approval can be considered part of the actions and recorded in the action minute style. Furthermore, any corrections, amendments, and requested changes can be reflected in the motion to approve the subsequent minutes.

In examining the option of Action Minutes for the Planning Commission, the City Attorney expressed some concerns, which are shown as Attachment 1 along with staff responses. These concerns have now been addressed in the resolution, which has included a hybrid version of Action Minutes for the Planning Commission. However, Staff will continue to monitor the effectiveness and make changes if it is found to be necessary.

All Planning Commission recordings are provided for the public on the City's website, and each agenda item is tagged in the recording to make it easy for both officials and the public to isolate a specific discussion. The City Clerk's office is also available to assist anyone with accessing the digital recordings.

Council received a presentation on this item on October 5, 2016, at which time they gave direction to Staff to modify the resolution to stipulate that the style of minutes for each Board and Commission would not change from the current practice until a digital audio recording could concurrently be placed online with the minutes. The language in respect to the digital audio and digital audio-video recordings has also been modified. Attachment 2 – redline, shows the changes to the resolution. Attachment 3, the *City Clerk's Association of California Guidelines for Preparing Minutes for Governmental Agencies*, has also been included to give more clarification and definition regarding the style of minutes, and what the State clerk's association is recommending as a standard practice.

Discussion: Staff is pursuing the further use of technology through the Granicus program that could help streamline the way minutes are taken for all public meetings in addition to the Council and Planning Commission. In the meantime, all City boards and commissions would be provided with a digital audio recording device that would record the full content of the meetings and be immediately available to staff and public by request, with the goal to move forward with formatting all recordings for electronic access from the City's website. Therefore, Staff asks Council to consider adopting the resolution (Attachment 2) that establishes the Action Minute style in conjunction with digital audio or digital audio-video recordings for the official recordation of the City Council and all City boards and commissions, to go into effect concurrently when the digital audio recordings are placed on the website.

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

CITY ATTORNEY CONCERNS AND STAFF RESPONSES:

- I still have misgivings about using action minutes for Planning Commission hearings on use and site development permits, variances and zoning ordinance amendments
 - The findings and conditions can be included with the action minutes as they are part of the action of approval.
- Official minutes are those that have been approved at a subsequent meeting of the Planning Commission, which provides the opportunity to correct errors or request changes.
 - Any corrections, amendments, or requested changes can be included with the motion to approve the minutes at subsequent hearings and with strikeout/underline on the original minutes.
- Having a summary of the evidence presented and the public comments can aid the public and city councilmembers in reviewing what happened at the hearing.
 - The concern is that the evidence and public comments can possibly be filtered through the clerk's understanding of the item. The recording represents the most accurate account of discussion and testimony.
- The alternative is to watch the entire meeting (they sometimes go for hours) and take notes
 - It is easy to bring up the recording for that particular item – as each agenda item is tagged in the recording so that it can be isolated, and it is not necessary to listen to the full meeting. Additionally, the recordings can be edited to a specific discussion on request, which would take a lot less time than writing the summary minutes for each meeting.
- In my experience the city council often relies on the minutes to understand the PC decision.
 - From what I have been told, at least two councilmembers are currently reviewing the Planning Commission items by listening to the recordings instead of the minutes. However, I would be willing to work with councilmembers to show them how to use the technology in regards to the PC items.
- The summary minutes provide an additional tool. The Councilmembers can still review the video recording of the meeting.
 - This is true, but as stated above the reliability of the minutes is in question due to the possibility of the clerk's personal interpretation reflected in the summary.
- I will tell you that preparing a transcript from an audio recording is difficult and generally produces many "inaudible" and "unknown speaker" references. You see this fairly often, even in video recordings, but it is much worse from audio only recordings.
 - With Action Minutes, the names of all speakers are recorded in the order that they were heard, which puts a name to the voice on the recording. However, occasionally there is a speaker who does not give their name and sometimes prefers to remain anonymous. In this case summary minutes written after a meeting will run into the same difficulty.
- Minutes are preserved indefinitely and under applicable case law, the minutes are the official record of what happened at the meeting. They are also searchable in Laserfische. Audio recordings are not. Even video recordings for multiple meeting can't be searched by key words.
 - The digital recordings are currently kept indefinitely, however the resolution can be changed to make that clear. Generally, the key searchable words are in the agenda item title (i.e. property locations, names, etc...) and the names of the presenters or public comment persons. These are still searchable in Laserfische. Once an item is pulled up, then the action minutes and audio can be quickly accessed for further information if needed.

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH ADOPTING THE STYLE OF ACTION MINUTES IN CONJUNCTION WITH DIGITAL ~~AUDIO VIDEO~~ AND/OR ~~DIGITAL~~ AUDIO-VIDEO RECORDINGS TO BE THE OFFICIAL RECORDATION USED FOR THE CITY COUNCIL AND ALL CITY BOARDS AND COMMISSIONS.

WHEREAS, on April 4, 2007, the City Council approved the keeping of "Action Minutes" for the City Council and all City Commissions and Committees, with some exceptions for the Planning Commission; and

WHEREAS, the City makes digital ~~audio video~~ and/or ~~digital~~ audio-video recordings for all meetings of its commissions and boards; and

WHEREAS, the City Council has successfully been using an Action Minutes and a digital ~~audio video~~ and/or ~~digital~~ audio-video recording for nine years, and Action Minutes have become the preferred standard among many cities across the State; and

WHEREAS, some City of Ukiah's Boards, Commissions, and Committees have continued to use a narrative, summary style of minutes; and

WHEREAS, it has since been established that the digital ~~audio video~~ or ~~digital~~ audio-video recordings for the Planning Commission are efficient and adequate to record the full and detailed content of all Planning Commission discussions and hearings; and

WHEREAS, Action Minutes quickly show actions taken, identify individuals who participated in the discussions, are a cost efficient use of staff time, free up staff for other duties, and avoid any possible objections of what was or wasn't included in the minutes; and

WHEREAS, if a Board or Commission member wishes to include a written statement with the minutes, and/or if for the Planning Commission adopts findings or conditions of approval in connection with making land use decisions or recommendations, those written statements and findings and conditions shall be included in its action minutes, including showing in "strikethrough/underline" format any changes to proposed findings or conditions;

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the City Council of the City of Ukiah establishes Action Minutes in conjunction with the ~~digital audio video~~ and/or ~~digital~~ audio-video recordings, which are to be kept as permanent City records, as the official recordation of the meetings of the City Council, and all City Boards, Commission, and Committees.

BE IT FURTHER RESOLVED that the Planning Commission's action minutes shall include within or officially attached to the minutes all Findings and Conditions of Approval, adopted in connection with making land use decisions. If any corrections, amendments, or other requested changes are made to the proposed minutes by the motion to approve them, those changes shall be shown in strikethrough/underline format together with an unmarked copy of the official minutes.

BE IT FURTHER RESOLVED that the current practice of taking minutes for each Board or Commission will stay in effect until a digital audio or digital audio-video recording can concurrently be placed online with the Action Minutes for public availability.

PASSED AND ADOPTED this ~~5th~~-19th day of October, 2016, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Stephen G. Scalmanini, Mayor

Kristine Lawler, City Clerk

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH ADOPTING THE STYLE OF ACTION MINUTES IN CONJUNCTION WITH DIGITAL AUDIO OR DIGITAL AUDIO-VIDEO RECORDINGS TO BE THE OFFICIAL RECORDATION USED FOR THE CITY COUNCIL AND ALL CITY BOARDS AND COMMISSIONS.

WHEREAS, on April 4, 2007, the City Council approved the keeping of "Action Minutes" for the City Council and all City Commissions and Committees, with some exceptions for the Planning Commission; and

WHEREAS, the City makes digital audio or digital audio-video recordings for all meetings of its commissions and boards; and

WHEREAS, the City Council has successfully been using an Action Minutes and a digital audio or digital audio-video recording for nine years, and Action Minutes have become the preferred standard among many cities across the State; and

WHEREAS, some City of Ukiah's Boards, Commissions, and Committees have continued to use a narrative, summary style of minutes; and

WHEREAS, it has since been established that the digital audio or digital audio-video recordings for the Planning Commission are efficient and adequate to record the full and detailed content of all Planning Commission discussions and hearings; and

WHEREAS, Action Minutes quickly show actions taken, identify individuals who participated in the discussions, are a cost efficient use of staff time, free up staff for other duties, and avoid any possible objections of what was or wasn't included in the minutes; and

WHEREAS, if a Board or Commission member wishes to include a written statement with the minutes, and/or if for the Planning Commission adopts findings or conditions of approval in connection with making land use decisions or recommendations, those written statements and findings and conditions shall be included in its action minutes, including showing in "strikethrough/underline" format any changes to proposed findings or conditions;

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the City Council of the City of Ukiah establishes Action Minutes in conjunction with the digital audio or digital audio-video recordings, which are to be kept as permanent City records, as the official recordation of the meetings of the City Council, and all City Boards, Commission, and Committees.

BE IT FURTHER RESOLVED that the Planning Commission's action minutes shall include within or officially attached to the minutes all Findings and Conditions of Approval, adopted in connection with making land use decisions. If any corrections, amendments, or other requested changes are made to the proposed minutes by the motion to approve them, those changes shall be shown in strikethrough/underline format together with an unmarked copy of the official minutes.

BE IT FURTHER RESOLVED that the current practice of taking minutes for each Board or Commission will stay in effect until a digital audio or digital audio-video recording can concurrently be placed online with the Action Minutes for public availability.

PASSED AND ADOPTED this 19th day of October, 2016, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Stephen G. Scalmanini, Mayor

Kristine Lawler, City Clerk

CITY CLERKS ASSOCIATION OF CALIFORNIA GUIDELINES FOR PREPARING MINUTES FOR GOVERNMENTAL AGENCIES

PURPOSE

The City Clerks Association of California issues these guidelines as a tool for government agencies to transition to minutes styles that are efficient, succinct, cost-effective for staff to prepare, and more appropriately aligned with the intent of the Government Code.

FINDINGS

- Legislative bodies must act, and must be *seen* to act, within the laws of the State of California and local charters, if applicable. Being *seen* to act within the law is important, because the legislative body's decisions may be subject to external scrutiny by the public, auditors, or judicial inquiry. Minutes *testify* that the correct procedures for decision-making were followed.
- Legislative body minutes shall be prepared in a manner consistent with the intent of the Government Code. Relevant Government Codes are as follows:
 - Government Code 40801. The city clerk shall keep an accurate record of the proceeding of the legislative body and the board of equalization in books bearing appropriate titles and devoted exclusively to such purposes, respectively. The books shall have a comprehensive general index.
 - Government Code 36814. The council shall cause the clerk to keep a correct record of its proceedings. At the request of a member, the city clerk shall enter the ayes and noes in the journal.
 - Government Code 54953(c)(2). The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.
 - Government Code 53232.3(d). Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.
- All components of minutes shall be for the primary purpose of memorializing decisions made by the *legislative body*. Any minute component that does not serve this primary purpose should be minimized or eliminated; this includes comments made by *individual* body members and members of the *public*.

GUIDELINES

- Minutes should provide a record of a) when and where a meeting took place, and who was present (including member absences, late arrivals, departures, adjournment time); b) type of meeting (Regular/Special/Adjourned Regular); c) what was considered; d) what was decided; and e) agreed upon follow-up action. Pursuant to Government Code 54953(c)(2), minutes shall report any action taken and the vote or abstention on that action of each member present for the action.
- Appropriate styles are *action* minutes or *brief summary* minutes. Verbatim style minutes should not be used, because verbatim or lengthy summary minutes do not serve the intent of the Government Code, which is to record the proceedings of the *legislative body*.
- *Action* minutes merely record final decisions made.

- *Brief summary* minutes, at a minimum, record the final decisions made; and, at a maximum, may record what advice the body was given to enable it to make its decisions, the body's thought process in making the decision, and the final decisions made. Emphasis is given on the body's thought process, not individual members' thought processes. The minutes should summarize only the main points which arose in discussion if and only if they are relevant to the decision.
- Comments made by members such as "for the record" or "for the minutes" have no bearing on the content of minutes and are given no greater and no lesser consideration than other comments made at the public meeting. Members seeking to memorialize comments should incorporate such verbiage into the language of the motion. As an alternative, members may submit written statements to be retained with the agenda item.
- Since the main purpose of minutes is to record the legislative body's decision, summary minutes should be brief. By concentrating on the legislative body's decision, brief summary minutes will provide only a select recording of what was discussed at the meeting. Brief summary minutes should not attempt to reproduce, however summarily, what every speaker said. It should only record the essence of the discussion and include the main threads that lead to the body's conclusion.
- To the fullest extent possible, brief summary minutes should be impersonal and should not attribute views to individual persons. Only the positions and decisions taken by the whole legislative body are relevant, not those of individual members. The passive voice is favored i.e. "It was suggested that...", "It was generally felt that...", "It was questioned whether...", "During discussion, it was clarified..."
- There are reasons for not attributing comments to specific speakers. First, it makes for brevity--a point can be recorded more concisely in impersonal form. Second, a point raised by one speaker will often be further developed by others—in impersonal brief summary minutes, only the fully-developed point is recorded in its final form. Third, points by several speakers can be consolidated into a single paragraph. Fourth, the impersonal style averts future corrections to minutes.
- While the primary purpose of minutes is to memorialize decisions made by the legislative body as a whole, under limited circumstances it is necessary and/or appropriate to attribute comments to individual members including:
 - Individual member's reports pursuant to Government Code 53232.3(d) (enacted by AB 1234, 2005). The minute record shall include the type of meeting attended at the expense of the local agency and the subject matter.
 - Individual member's reports on intergovernmental agencies. Brief summary minutes should include the type of meeting at a minimum, and, at the maximum, include the subject matter.
 - Individuals speaking under public comment. Brief summary minutes shall, at a minimum, list the public member's name (if provided); and, at a maximum, include the overall topic and stance/position. Such as Mr. Jones spoke in opposition to the Project X. Being mindful that the minutes are recordings of the legislative body's proceedings, it is not appropriate to include detail of individual comments. There is an exception for public testimony provided during public hearings, for which the minutes shall include the speaker's name (if provided) and a summary position of the speaker (i.e., supported or opposed).
- For purposes of meeting Government Code 36814 and/or 54953(c)(2), the city clerk should enter the ayes and noes in the minutes. For informal consensus (i.e. providing staff direction), it is appropriate to note the dissention of one or more members by, at a minimum, stating the dissenting member's name and dissention, such as "Mr. Jones dissented," and at a maximum to also include a brief reason, such as "Mr. Jones dissented citing budget concerns."
- While the primary purpose of legislative body meetings is for the legislative body to take legislative action and make decisions to advance agency business, it is acknowledged that agency meetings also

serve as platforms for ceremonial presentations and reports on social and community events. At a minimum, brief summary minutes should identify that presentations were made and event reports were given; and, at a maximum, report only the subject matter of the presentation or event.

- For community workshops and town hall meetings subject to the Brown Act, brief summary minutes, at a maximum, record the overall topic, provided that no legislative actions were taken. It is advisable to note in the minutes that no legislative action was taken.
- The guidelines contained herein are applicable to committees and commissions subject to the Brown Act. It is acknowledged that many boards and commissions take few legislative actions, and the tendency is to include more detail in the minutes on event reports and planning. At a maximum, brief summary minutes may include key points of the final reports or determinations, and all comments shall be attributable to the entire body and not attributable to individual members.
- Brief summary minutes shall serve to clarify decisions taken and who is expected to execute the decisions. It is not necessary to write down all action points or all tasks identified. Minutes shall not serve as a substitute for task lists, and the focus shall remain on the final decisions made by the *legislative body*.
- The language of brief summary minutes should be relatively restrained and neutral, however impassioned the discussion. Brief summary minutes will record the substance of the point in an intemperate way.
- To the fullest extent possible, minutes should be self-contained to be intelligible without reference to other documents.
- As a general rule, individual member comments are not identified in the brief summary minutes of discussions, and minutes should concentrate on the collective body's thought process and the collective decisions made by the majority, not individuals.
- Brief summary minutes should concentrate on central issues germane to the final decision. The record of the discussion should be presented in a logical sequence, rather than reproduced in the actual order they were made in discussion.
- The legislative body may wish to choose more, substantive (summary) minutes if there's no archival audio/video backup recording available of its proceedings. If audio/video recording is available for future reference, minute notations can be more limited (action).

From: [Pinky Kushner](#)
To: [Kristine Lawler](#)
Cc: [Sage Sangiacomo](#)
Subject: Item 7b, October 19, 2016--please distribute to Council Members
Date: Wednesday, October 19, 2016 9:52:27 AM
Attachments: [action minutes.tiff](#)

Regarding Item 7b from Consent Calendar, October 19, 2016

Greetings City Council Members,

I think the Council proposed at the October 5, 2016, meeting that Staff's changes to minute taking not go into effect until the City had begun a digital audio-visual access on line.

Today's Agenda Item 7b on the Consent Calendar is in essence identical to that proposed on October 5. [See excerpt below.]

1) Surely there is no difference between "*...the video and/or digital audio recordings...*" and the currently modified "*...the digital audio or digital audio-video...*"

The issue---The problem of audio alone without an accompanying video lies in trying to identify the speaker in the audio, especially during smaller committee meetings. Your discussion on October 5 led one to think the changes to the minutes would not occur until meetings had an **audio-video** recording. Staff is not proposing this. A small but important modification to the item---include speaker identification in the minutes/guide to the digital audio.

2) The proposal states that minutes will add comments by **members** if requested for the record, but by implication not comments by the public, even those who so request. For example, if the TEC were to meet and discuss tow trucks, a member of the public objecting to or supporting tow trucks on residential streets could not have his/her comments be included in the record by request. This needs to change. The public should be able to "state for the record."

To avoid degrading the City's current standard of open government, item 7b should be modified.

Sincerely,
Pinky Kushner

FROM Item 7b





ITEM NO.: 7c

MEETING DATE: October 19, 2016

AGENDA SUMMARY REPORT

SUBJECT: APPROVE A BUDGET AMENDMENT TO ACCOUNT #22020200.80100 IN THE AMOUNT \$8,808.16, AND APPROVE THE PURCHASE OF FORTY PORTABLE RADIOS FROM MOTOROLA SOLUTIONS, INC. IN THE AMOUNT OF \$68,808.16

Summary: Staff is seeking approval to purchase forty (40) APX 4000 portable radio systems from Motorola Solutions, Inc. in the amount of \$68,808.16.

Since February of 2000, the Ukiah Police Department has used Motorola HT 750 portable radio systems. The manufacturer has discontinued this system, the system is more than sixteen (16) years old, and is considered obsolete. In 2015, the Ukiah Police Department tested the Motorola APX 4000 portable radio system and found that this system best meets the department's needs. In the 2016-17 FY Budget, the Council authorized the replacement of these radios and \$60,000 was budgeted for this purchase.

The department is seeking a budget amendment to account #22020200.80100 in the amount of \$8,808.16 and for approval to purchase the portable radios in the amount of \$68,808.16. A transfer from the general fund to fund #220 (Equipment Reserve) will be required to complete the budget adjustment.

Discussion: In February of 2000, Ukiah Police Department was awarded a California Law Enforcement Technology Equipment Purchase (CLETEP) Grant. This grant allowed the department to purchase the Motorola HT 750 portable radio system. This grant is no longer available.

The department's portable radios have been in constant use since 2000. In September of 2015, Motorola discontinued production of this model. The HT 750 portable radio system is now considered obsolete and parts are difficult to find.

In 2015, the Ukiah Police Department tested several portable radio systems and found that the Motorola APX 4000 best met the department's needs. Motorola radio equipment is the most common platform within the County's allied agencies (MCSO, WPD, and FBPD) and the other county agencies have now begun transitioning to the APX 4000 portable radio system. The Ukiah Police Department utilizes the same radio technician as these other law enforcement agencies in Mendocino County, and by selecting the APX 4000 platform we will save costs and down-time in comparison to purchasing a different radio system.

Continued on Page 2

RECOMMENDED ACTION(S): 1. Approve a budget amendment to fund #22020200.80100 in the amount of \$8,808.16 and required transfer from the general fund in the same amount, and; 2. Approve the purchase of forty (40) APX 4000 portable radio systems from Motorola Solutions, Inc in the amount of \$68,808.16 from account #22020200.80100.

ALTERNATIVES: Provide staff with alternate direction.

Citizens advised: N/A
Requested by: N/A
Prepared by: Sean Kaeser, Lieutenant
Coordinated with: Mary Horger, Purchasing Manager and Dan Buffalo, Finance Director
Presenter: Sean Kaeser, Lieutenant
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

The use of portable radio systems is essential to provide officer safety in both day to day operations and high stress incidents in the field. Currently the Ukiah Police Department has thirty-eight (38) members who use portable radio equipment. The purchase of forty (40) new portable radios will allow two radios to be held as reserves for damage, loss, or emergency use.

Based on our initial estimated pricing during testing in 2015, staff budgeted \$60,000 in fund #22020200.80100, of the FY 16-17 capital replacement budget approved by the City Council.

In September of 2016, Motorola Solutions Inc. was requested to provide a quote for forty (40) APX 4000 portable radio systems based on the City's requirements through the HGACBuy Contract. The HGACBuy contract is a competitively procured government-to-government cooperative purchasing program, which the City of Ukiah has utilized on several occasions for capital expenditures since 2007.

Using the HGACBuy Contract quote provided by Motorola, the City is receiving a 42% discount from retail cost, for a final purchase amount of \$68,808.16.

Recommendations: Staff recommends that Council approve:

1. A budget amendment to fund 22020200.80100 in the amount of \$8,808.16 for the purchase of new portable radios and transfer from the general fund of the same amount, and;
2. Approve the purchase of forty (40) APX 4000 portable radio systems from Motorola Solutions, Inc in the amount of \$68,808.16 from account 22020200.80100.

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.
\$60,000	Capital Equipment Replacement Fund	#22020200.80100	Yes ☒ No ☐ *In the amount of \$8,808.16	N/A
\$0	General Fund	#11000000.95100	Yes ☒ No ☐ *In the amount of \$8,808.16	N/A



ITEM NO.: 11a

MEETING DATE: October 19, 2016

AGENDA SUMMARY REPORT

SUBJECT: DISCUSSION AND POSSIBLE ADOPTION OF A NEGATIVE DECLARATION AND DISCUSSION AND POSSIBLE INTRODUCTION OF A MARIJUANA DISPENSARY ORDINANCE AMENDING CHAPTER 8 IN DIVISION 6; TABLE 3 IN SECTION 9223.1 OF ARTICLE 18, CHAPTER 2 IN DIVISION 9; AND SECTION 9254 IN ARTICLE 19, CHAPTER 2 IN DIVISION 9 OF THE UKIAH CITY CODE, ENTITLED "MEDICAL MARIJUANA DISPENSARIES"

Summary: The City Council will receive and review a proposed Negative Declaration (Attachment 1) and Marijuana Dispensary Ordinance establishing development and operating standards for dispensaries in commercially zoned areas.

Background: On October 9, 2015, the Governor signed into law AB 266, AB 243, and SB 643, which together comprise the Medical Marijuana Regulation & Safety Act ("MMRSA"). The MMRSA, which went into effect on January 1, 2016, created a statewide regulatory structure for the medical marijuana industry that also allows local governments to regulate the operation of marijuana businesses within their jurisdiction, pursuant to local ordinances. Specifically, the MMRSA allows the City of Ukiah to issue permits or licenses to operate marijuana businesses or prohibit their operation entirely, to regulate or expressly prohibit the delivery of medical marijuana within its boundaries, and to regulate or expressly prohibit the cultivation of marijuana within its boundaries. Pursuant to the MMRSA, if the City opts not to expressly prohibit or regulate the cultivation, processing, delivery, and/or dispensing of medical marijuana, the State will be the sole licensing authority for any of these activities once the State licensing and regulatory regime goes into effect, no earlier than January 1, 2018.

The Ordinance was drafted through an Ad Hoc committee comprised of Councilmember Mulheren and Vice Mayor Brown, the City Manager, Planning Director, City Attorney, Assistant City Attorney, and Chief of Police. The Ad Hoc committee was created by the City Council on July 1, 2015. The Ad Hoc committee was formed in response to (1) the enactment of the MMRSA - specifically, to address any regulatory gaps in the City's current regulation of medical marijuana distribution, delivery, and cultivation that would allow

Continued on Page 2

RECOMMENDED ACTION(S): 1. Adopt Negative Declaration and 2. Introduce by title only the proposed an ordinance amending chapter 8 in Division 6; Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9; and Section 9254 in Article 19, Chapter 2 in Division 9 of the Ukiah City Code, Entitled "Medical Marijuana Dispensaries".

ALTERNATIVES: Provide direction to Staff.

Citizens advised:	Publically noticed pursuant to Ukiah City Code
Requested by:	City Council
Contacts/Prepared by:	Kevin Thompson, Interim Planning Director and Darcy Vaughn, Assistant City Attorney
Coordinated with:	Marijuana Legislation and Policy Ad Hoc
Presenters	Kevin Thompson, Interim Planning Director and Darcy Vaughn, Assistant City Attorney
Attachments:	1. Negative Declaration 2. Comments and recommendations from the Planning Commission 3. Redlined version of Ordinance 4. Clean version of Ordinance 5. Map of potential locations

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

for sole State jurisdiction over these activities; and (2) to consider the City's policy objectives with regard to the medical marijuana industry given the proliferation of medical marijuana businesses within the County's jurisdiction. Though the MMRSA was later amended in order to preserve local authority over medical marijuana-related industry and activities or to give local government entities additional time to adopt ordinances to regulate the operation of marijuana businesses, the City Council thought it prudent to proceed with drafting and adopting an ordinance allowing and regulating medical marijuana dispensaries and the operation of such businesses. A number of local residents have inquired about the possibility of establishing and operating a medical marijuana dispensary within the city limits. Councilmember Mulheren and Vice Mayor Brown believe that the City could benefit from potential revenue derived from operation of dispensaries within the city limits, rather than losing that revenue to dispensaries located immediately outside the city limits, under County jurisdiction. Further, a number of citizens have expressed concerns regarding the lack of dispensary options in Ukiah and the difficulties in obtaining medicinal marijuana for legitimate treatment needs. Conversely, other citizens have expressed safety and siting concerns regarding dispensaries. The proposed Ordinance provides the City with local control to address these concerns.

The attached Ordinance establishes a process for the issuance of "Dispensary Use Permits." It outlines, in detail, development and operational standards under which a Dispensary Use Permit will be evaluated and issued. Further, the Ordinance contains several sections pertaining to the operation, maintenance and annual permit renewal process for dispensaries; below is a summary of the key components of the Ordinance:

1. *Dispensary Use Permit (§5703)* - Anyone seeking to establish a Marijuana Dispensary must first obtain a Dispensary Use Permit approved and issued by the Zoning Administrator. Upon receipt of the application, the Planning Director will evaluate the application using an extensive rigorous set criteria contained in the Ordinance. Once the application is deemed complete, the Zoning Administrator will conduct a noticed public hearing.
2. *Application Preparation and Filing (§5709)* - The Ordinance outlines the submittal requirements needed to be considered for Dispensary Use Permit. Required information includes, but is not limited to: basic information about the applicant, criminal background check, employee information, plans of operation, information about the location, floor plan, site plan, and security plan.
3. *Appeals of Zoning Administrator Determinations (§5712)* – The Planning Commission will hear appeals of any Zoning Administrator determinations. The Planning Commission is the final decision body on appeals.
4. *Use Permit Renewal (§5704)* – Dispensary Use Permit holders are required to renew their permit annually. The renewal process requires the Planning Director to use an extensive set of rigorous criteria to determine if the permit should be extended. The renewal decision will be rendered during a publically noticed meeting. The criteria for renewal requests includes, but is not limited to: number of police calls, inadequate safeguard procedures, failure to pay fees.
5. *Limits on Location (§5707)* - Dispensaries will be allowed to operate upon approval of the Dispensary Use Permit in the following Zoning Districts: Commercial 1 (C1) Commercial 2 (C2), Neighborhood Commercial (CN), Manufacturing (M), Planned Development (PD)(Commercial) General Urban (GU), Urban Center (UC), and Downtown Core (DC). Within these zoning districts, the Ordinance provides citing criteria, including but not limited to: dispensary must be in a visible location with good views of the entrance from the street, cannot be within 250 feet of a youth-oriented facility (as defined in the Ordinance), or 600 feet from a school, and not within or near any residentially zoned areas.

6. **Operating Requirements (§5708)** - Operating requirements include, but are not limited to: dispensary applicants cannot have any felony convictions, employees must be 18 or older, size of facility is limited to a size deemed appropriate given character of the neighborhood, controlled entry, restricted admittance and restroom access, medical card or prescription required for entry, no on-site consumption, Building and Fire Code compliance, retail sales is limited to (150 sq.ft.) and cultivation space limited to (500 sq.ft.).
7. **Marijuana Delivery (§ 5717)** - The delivery of marijuana will be allowed to qualified patients and caregivers at their residence in the City but only from dispensaries lawfully operating within City limits. Other home deliveries of marijuana are prohibited.

Discussion: On both September 14 and 28, 2016, the Planning Commission conducted public hearings to gather input, provide comments and recommendations to staff on the proposed Ordinance (see Attachment 2). In response, the Ad Hoc committee met on September 19, and October 3, 2016, to discuss the comments and recommendations provided by the Planning Commission (see Attachment 3 for redlined version and Attachment 4 for a clean version of the Ordinance). In general, the Ad Hoc Committee agreed with a majority of the recommendations. However, they requested Council input on the following Planning Commission recommendations:

1. **Section § 5707 Limitation on Location of Dispensary (C)(1) PC Recommendation:** Increase the minimum distance a dispensary can locate from a Youth Oriented Facility from 250' to 500'. *Ad Hoc Comments:* The Ad Hoc is concerned that the Planning Commission's recommendation of a 500-foot distance limitation from all youth-oriented facilities will unnecessarily limit possible locations of dispensaries. As such, they prefer to retain the 250-foot distance requirement for now. The Ad Hoc wishes to have a full discussion of the City Council on the distance limitation, during which a map showing the result of the distance requirements will be presented (Attachment #5).

2. **Section § 5710 Criteria for Review Section Zoning Administrator (b) PC Recommendation:** Dispensary Use Permits should be reviewed and approved by the Planning Commission, not the Zoning Administrator. *Ad Hoc Comments:* At its October 3, 2016 meeting, the Ad Hoc indicated that it did not agree with this recommendation, preferring instead to use more of an administrative procedure to process Dispensary Use Permit applications, this will include a public notice and hearing requirement. As such, the Ad Hoc believes that the authority and duty to conduct hearings and make decisions on initial Dispensary Use Permit applications should remain with the Zoning Administrator.

3. **Section § 5708 Operating Requirements (f) PC Recommendation:** Include in the Operating Standards section hours of operation: 9:00 a.m. to 8:00 p.m. *Ad Hoc Comments:* The Ad Hoc indicated that it agreed with the Commission's recommendation to add language specifying allowable hours of operation for dispensaries, but thought it best to give the operators more flexibility to serve the needs of their patients by extending the allowable operation hours to 9:00 a.m. to 9:00 p.m.

Implementation of the Ordinance: If adopted, the Marijuana Dispensary Ordinance will be in conflict with Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9, allowed uses in the Downtown Zoning Code and Section 9254 in Article 19, Chapter 2 in Division 9 Marijuana Cultivation section of the Municipal Code. In order to remedy these conflicts, two additional zoning ordinance amendments are proposed as follows:

1. Table 3 in Section 9223.1 of the Downtown Zoning Code will be amended to allow marijuana dispensaries with a Dispensary Use Permit within the General Urban (GU), Urban Core (UC) and Downtown Core (DC) districts.
2. Subsection (B)(3) of Section 9254 of the City Code will be amended to resolve a conflict with between the City Code's current cultivation regulations, which allows only qualified patients and primary caregivers to cultivate limited numbers of marijuana plants, and Subsection 5708(H) in this Ordinance, which allows limited cultivation of marijuana plants for medical use by Dispensaries, which are not considered patients or primary caregivers under the MMRSA.

Considerations: Staff's recommendation is to: (1) adopt the Negative Declaration (2) consider introduction by title only the proposed Marijuana Dispensary Ordinance after discussion and concurrence on the various elements.

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



California Environmental Quality Act

**INITIAL ENVIRONMENTAL STUDY
AND
PROPOSED NEGATIVE DECLARATION**

**PROPOSED
MEDICAL MARIJUANA DISPENSARY ORDINANCE**

Prepared by:
City of Ukiah
Department of Planning and Community Development
300 Seminary Avenue, Ukiah, CA 95482

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Appendix

A. Draft Ordinance

CHAPTER 1.0 – INTRODUCTION AND PURPOSE

1.0 INTRODUCTION

1.1 CEQA Compliance

The City of Ukiah Department of Planning and Community Development is the lead agency under the California Environmental Quality Act (CEQA) for the proposed Medical Marijuana Dispensary Ordinance (Project) that would be located citywide. In accordance with Section 15070 through Section 15075, Negative Declaration Process, of the CEQA Guidelines, this Initial Study/Proposed Mitigated Negative Declaration has been prepared by the City of Ukiah. Section 15070 of the CEQA Guidelines states the following with the respect to the preparation of a Mitigated Negative Declaration:

"A public agency shall prepare or have prepared a proposed negative declaration or mitigated negative declaration for a project subject to CEQA when:

(a) The initial study shows that there is no substantial evidence, in light of the whole record before the agency, that the project may have a significant effect on the environment, or

(b) The initial study identifies potentially significant effects, but:

(1) Revisions in the project plans or proposals made by, or agreed to by the applicant before a proposed mitigated negative declaration and initial study are released for public review would avoid the effects or mitigate the effects to a point where clearly no significant effect would occur, and

(2) There is no substantial evidence, in light of the whole record before the agency that the project as revised may have a significant effect on the environment.

As prescribed in Section 15070, an Initial Study has been prepared that analyzes the potential project-related impacts anticipated to occur as a result of implementing the Final Closure and Post Closure Maintenance Plan for the Ukiah Landfill as proposed by the City of Ukiah. Pursuant to Section 15071 of the CEQA Guidelines, the Initial Study/Proposed Mitigated Negative Declaration includes:

- A description of the proposed project (refer to Section 2.0);
- The location of the project (refer to Section 2.1);
- A list of the environmental factors potentially affected by project implementation (Refer to Section 3.0);
- A comprehensive analysis of each environmental topic included in the County's environmental checklist (refer to Chapter 4.0);
- A proposed finding that the project will not have a significant effect on the environment (refer to Section 5.1); and
- Mitigation measures (refer to Section 5.2).

1.2 Incorporation by Reference

As allowed under Section 15150 of the State CEQA Guidelines, this Initial Study incorporates the Final Marijuana Dispensary Ordinance by reference. The Ordinance was utilized during the preparation of the Initial Study. The relevant information and/or analysis that has been incorporated by reference into this Initial Study has been summarized. The Final marijuana Dispensary Ordinance is available for review at the City of Ukiah Department of Planning and Community Development located at 300 Seminary Avenue, Ukiah, California, 95482.

1.3 Purpose

The Marijuana Dispensary Ordinance for the City of Ukiah prepared by the City of Ukiah Department of Planning and Community Development for submittal to the Ukiah City Council.

The environmental document that follows is an Initial Study and Mitigated Negative Declaration (IS/MND) for the Ukiah Marijuana Dispensary Ordinance project as proposed by the City of Ukiah. An initial study is a preliminary analysis that is completed as part of the project design and assessment to determine whether an environmental impact report or negative declaration must be prepared to assess potential environmental impacts in accordance with the California Environmental Quality Act (CEQA) and State CEQA Guidelines (Section 15000 *et seq.*). The initial study is intended to determine if the project may have a significant effect on the environment. A negative declaration is a written statement that briefly describes the reasons why a proposed project will not have a significant effect on the environment and, therefore, does not require the preparation of an EIR.

As indicated above, the City of Ukiah is proposing to establish and implement regulations for marijuana dispensaries, which will be implemented upon the adoption of this document by the City of Ukiah City Council. This study has been prepared in accordance with the CEQA, Public Resources Code 21000 *et seq.*, and the State CEQA Guidelines, California Code of Regulations, Section 15000 *et seq.* This document provides a description of the project setting and characteristics and includes an environmental evaluation and checklist that identifies the potential environmental impacts associated with implementation of the proposed Marijuana Dispensary Ordinance, and includes a discussion of the checklist responses and findings.

1.4 Determination of No Significant Impacts

This Initial Study/Mitigated Negative Declaration has been prepared pursuant to Section 15070 through Section 15075 of the CEQA Guidelines as prescribed in Section 1.1, above. As indicated in Chapter 5.0 of the document, no significant impacts will occur as a result of project implementation with the incorporation of appropriate mitigation measures into the final Ordinance to establish “self-mitigation.” The City of Ukiah City Council will consider the information contained in this document prior to making a final decision on the proposed Marijuana Dispensary Ordinance.

CHAPTER 2.0 – PROJECT DESCRIPTION

2.0 PROJECT DESCRIPTION

2.1 Project Location

The proposed Marijuana Dispensary Ordinance would apply to the following zoning districts: C1, C2, M, PD (Commercial), GU, UC, and DC. Medical Marijuana Dispensaries would not be allowed within residential zoning districts or within 250 feet of a “Youth-Oriented facility” (school, public park, church and licensed daycare facility). The City is approximately 4.84 square miles and is comprised of 4,997 parcels.

2.2 Environmental Setting

The City of Ukiah is the county seat for Mendocino County and serves as the employment, shopping and medical hub for the region. The population is approximately 16,000 and swells to approximately 25,000-30,000 during a typical week day due to the in-migration of workers, shoppers, visitors and those in need of medical and other services. The City is densely urban with three major creeks flowing west to east towards the Russian River. The City is well forested for an urban environment and has an ample number of parks and associated open spaces.

2.3 Background and History

In 2007, the City of Ukiah enacted Ordinance 1095, §1 (“Medical Marijuana Dispensaries Ordinance”), which prohibited and declared a public nuisance medical marijuana dispensaries in the City of Ukiah.

The 2007 Medical Marijuana Dispensaries Ordinance also stated the City Council’s intention was to prohibit the operation and location of dispensaries in the City “until such time as their legality is clearly established and a proposal can be developed that would sat satisfy the city council that the facility could operate without causing serious adverse impacts”.

On October 9, 2015, the Governor signed into law AB 266, AB 243, and SB 643, which together comprise the Medical Marijuana Regulation & Safety Act (“MMRSA”). The MMRSA, which went into effect on January 1, 2016 created a statewide regulatory structure for the medical marijuana industry that also allows local governments to regulate the operation of marijuana businesses within their jurisdiction, pursuant to local ordinances. Specifically, the MMRSA allows the City of Ukiah to issue permits or licenses to operate marijuana businesses or prohibit their operation, to regulate or expressly prohibit the delivery of medical marijuana within its boundaries, and to regulate or expressly prohibit the cultivation of marijuana within its boundaries. Pursuant to the MMRSA, if the City opts not to expressly prohibit or regulate the cultivation, processing, delivery, and/or dispensary of medical marijuana, the State will be the sole licensing authority for these activities in the City.

To protect the public health, safety, and welfare, it is the desire of the City Council to modify the City Code consistent with the MMP and the MMRSA, regarding the location and operation of medical marijuana dispensaries, delivery of medical marijuana within the boundaries of the City, and cultivation of medical marijuana within the boundaries of the City.

2.4 Project Characteristics/Description

The project is an ordinance regulating medical marijuana dispensaries, distribution, and cultivation in order to promote the health, safety, morals, and general welfare of resident and

businesses within the city. The ordinance requires a use permit to operate a dispensary and there are limitations on the location of dispensaries – required distances from youth-oriented facilities, parks, schools, or another dispensary. There are also dispensary operating requirements, application preparation and filing requirements, criteria for the review of dispensary use permits, use permit processing requirements, and other requirements.

2.5 Project Timing

The proposed Marijuana Dispensary Ordinance would go into full force and effect 30-days after adoption by the City Council.

2.6 Project Objectives

- To provide reasonable regulations for marijuana dispensaries, marijuana distribution, and cultivation that would protect the public's health, safety, morals, and general welfare of residents and businesses in the city.
- To provide regulations that are easy to understand, explain to the public, and implement.
- To provide regulations that are enforceable.

2.7 Assumptions

- Future dispensaries would likely locate within existing commercial buildings similar to other new retail uses. Construction of new buildings to house medical marijuana dispensaries would require discretionary review and separate CEQA review.
- Similar to other communities of comparable size such as Sebastopol and Arcata, it is expected that if the proposed ordinance is adopted there would not be a proliferation of dispensaries. Due to market conditions and competition, it is assumed that not more than a maximum of 3 dispensaries would locate within the city limits (Sebastopol and Arcata have 1 dispensary each).
- Since growing marijuana in dispensaries is limited to 1,500 square feet, it is assumed that water use would be similar to that of a typical 3-bedroom, 2-bathroom single family residence with two parents and two children/teenagers, lawns, two showers, a washing machine, dishwasher, sinks, and outdoor gardening space. The average water use for a typical single family residence is 200 gallons per day.

CHAPTER 3.0 – ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED AND DETERMINATION

3.0 ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED AND DETERMINATION

3.1 Environmental Factors Potentially Affected

The environmental analysis in Section 4.0 is patterned after the Initial Study Checklist recommended by the *CEQA Guidelines*, as amended, and used by the City of Ukiah in its environmental review process. For the preliminary environmental assessment undertaken as part of this Initial Study's preparation, a determination that there is a potential for significant effects indicates the need to more fully analyze the development's impacts and to identify mitigation.

Chapter 4.0 (Environmental Analysis) analyzes the potential environmental impacts associated with the proposed Marijuana Dispensary Ordinance project. The issue areas evaluated in this Initial Study include:

Aesthetics	X
Utilities and Service Systems	X
Biological Resources	X
Public Services	X
Land Use and Planning	X
Hydrology and Water Quality	X
Hazards and Hazardous Materials	X

For the evaluation of potential impacts, the questions in the Initial Study Checklist are stated and an answer is provided according to the analysis undertaken as part of the Initial Study. The analysis considers the long term, direct, indirect, and cumulative impacts of the development. To each question, there are four possible responses:

- **No Impact.** The development will not have any measurable environmental impact on the environment.
- **Less Than Significant Impact.** The development will have the potential for impacting the environment, although this impact will be below established thresholds that are considered to be significant
- **Less Than Significant Impact With Mitigation Incorporated.** The development will have the potential to generate impacts, which may be considered as a significant effect on the environment, although mitigation measures or changes to the development's physical or operational characteristics can reduce these impacts to levels that are less than significant.
- **Potentially Significant Impact.** The development could have impacts, which may be considered significant, and therefore additional analysis is required to identify mitigation measures that could reduce potentially significant impacts to less than significant levels. Where potential impacts are anticipated to be significant, mitigation measures will be required, such that impacts may be avoided or reduced to insignificant levels.

3.2 Environmental Factors Clearly Not Affected

The Initial Study found that it can be seen with certainty that the following issue areas would not be significantly impacted and therefore no analysis is required:

Agriculture and Forestry Resources: There are no prime agricultural lands or forestry lands within the City limits, therefore none would be impacted by the implementation of the proposed Marijuana Dispensary ordinance.

Mineral Resources: There are mineral resource extraction facilities and no known mineral resources within the City limits, therefore none would be affected by the implementation of the proposed Marijuana Dispensary ordinance.

Noise: Research reveals that the vast majority of existing medical marijuana dispensaries, including all the dispensaries in Mendocino County are operating within existing structures. It is therefore assumed that if the ordinance is enacted, new dispensaries would open in vacant retail commercial or industrial space and no noise ordinance violating construction would occur.

The operation of retail medical marijuana dispensaries would be required to comply with the existing City of Ukiah noise ordinance in the same manner as other retail businesses.

Population and Housing: The proposed ordinance would regulate medical marijuana dispensaries, distribution, and cultivation of marijuana (within the dispensaries) and would not, in and of itself cause the City's population to increase. Nor would the ordinance affect housing in any way because it would regulate retail businesses not residential properties.

Air Quality and Greenhouse Gas Emissions: The proposed ordinance would not result in adverse impacts to air quality because it would merely regulate certain retail businesses, and based on the small size of the city and its market area, as well as opportunities to establish outside the city limits, it is anticipated that only a small number of dispensaries would establish within the city limits. This has been the affect in other communities such as Arcata, California. Therefore, delivery vehicles associated with the dispensaries would be limited and would not substantially contribute to air pollutants.

Cultural Resources: The City of Ukiah is a dense urban environment where the ground has been significantly disturbed to allow urban development for over 100 years. If medical marijuana dispensaries are established within the city as permitted by the proposed ordinance, it is assumed that they would located within existing retail commercial space and therefore there no prehistoric or historic cultural resources would be adversely impacted by the project.

Recreation: The City's formal recreation services and activities are primarily conducted in the local parks and on school grounds. The ordinance specifically prohibits the establishment of medical marijuana dispensaries within 250 feet of these areas to preclude impacts.

Geology and Soils: Research reveals that the vast majority of existing medical marijuana dispensaries, including all the dispensaries in Mendocino County are operating within existing structures. It is therefore assumed that if the ordinance is enacted, new dispensaries would open in vacant retail commercial space and no impacts to geology and soils would result. If a new building was constructed to provide space for a medical marijuana dispensary, a geotechnical soils investigation would be required with the submittal of a building permit application as required by the California Building Code to ensure the geology and soils are adequate for the development of a foundation and building.

3.3 Environmental Determination

On the basis of this initial evaluation:

X I find that the proposed use **COULD NOT** have a significant effect on the environment, and a **NEGATIVE DECLARATION** will be prepared.

 I find that although the proposal 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 proposal **MAY** have a significant effect on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.

 I find that the proposal **MAY** have a significant effect(s) 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, if the effect is a “potentially significant impact” or “potentially significant unless mitigated.” 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 effect (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION, pursuant to all applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures are imposed upon the proposed project, nothing further is required.

Signature

Date

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CHAPTER 4.0 – ENVIRONMENTAL ANALYSIS

4.0 ENVIRONMENTAL ANALYSIS

The purpose of this Initial Study/Proposed Mitigated Negative Declaration for the proposed Ukiah Medical Marijuana Dispensary Ordinance is to provide an analysis of the potential environmental consequences that are anticipated to occur as a result of implementation of the ordinance in accordance with the environmental review process as implemented by the City of Ukiah. The analysis contained in this chapter includes a discussion of the anticipated impacts associated with the implementation of the Ukiah Medical Marijuana Dispensary Ordinance as described in Chapter 2.0 (Project Description).

4.1 Aesthetics - *Would the project:*

Would the Project:	Potentially Significant Impact	Less Than Significant Impact with Mitigation	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

Significance Criteria:

A project may be deemed to have a significance adverse aesthetic impact if it results in any of the following:

- Changes at the site substantially degrade the character of the site, degrade an existing public viewshed, or alter the character of a public view shed by the introduction of anomalous structures or elements.
- Changes at the site would result in changes in the expectations of viewers (measured against the relative importance of those views) and would result in a negative impression of the view shed. (The emphasis of this criterion is on views from public areas, not views from individual lots unless view easements are involved.)
- Changes at the site substantially conflict with and/or do not uphold the scenic and visual quality objectives for development, as articulated in the County's General Plan goals, objectives

Analysis:

a. Have a substantial adverse effect on a scenic vista?

No Impact. There are no officially designated scenic vistas located within or in close proximity to the city limits, therefore none would be adversely impacted by a medical marijuana dispensary retail store opening in an existing retail business or industrial space. Similarly, if a building was constructed within the dense urban city environment to accommodate a medical marijuana dispensary, it would not adversely impact any official scenic vista because none exist in the city or immediate vicinity.

b. Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?

No Impact. There are no officially designated scenic resources or state scenic highways within or in close proximity to the city limits, therefore none would be impacted by the establishment of a medical marijuana dispensary.

Even though the western hillside overlooking the City of Ukiah is not designated as an official scenic vista, an argument could be made that the views of these hills are important. The hillside area is zoned for rural residential development and therefore according to the proposed ordinance no medical marijuana dispensary could locate in this area of the community.

c. Substantially degrade the existing visual character or quality of the site and its surroundings?

No Impact. As noted above, it is expected that any proposed medical marijuana dispensary that establishes in the City pursuant to the provisions of the proposed ordinance would locate within the existing building in the densely urban environment of the city and therefore not create new impacts to the visual character or quality in the area. Also, as noted above, if a building was constructed within the dense urban city environment to accommodate a medical marijuana dispensary, it would be subject to design review board and planning commission review, as well as separate CEQA review, which would ensure that no new visual impacts would result from the project.

If a medical marijuana dispensary erects signs for its business, they would be required to comply with existing sign regulations designed to protect the visual quality of commercial areas and therefore would not degrade visual character and quality of its surroundings.

d. Create a new source of substantial light or glare, which would adversely affect day or nighttime views in the area?

No Impact. As noted above, it is expected that any proposed medical marijuana dispensary that establishes in the City pursuant to the provisions of the proposed ordinance would locate within the existing building in the densely urban environment of the city and therefore not create light or glare impacts. Nighttime and daytime views of the densely urban environment where medical marijuana dispensary would locate are of buildings, signs, motor vehicles, trees, etc., and the Ukiah City Code prohibits substantial light and glare from businesses from shining into streets. If a building was constructed within the dense urban city environment to accommodate a medical marijuana dispensary, it would be subject to design review board and planning commission review, as well as separate CEQA review, which would ensure that no impacts to daytime and nighttime visual resources would result from the project.

Cumulative Impacts

Since no visual quality impacts would result from implementation of the ordinance, none would contribute cumulatively to the degradation of visual quality in the City of Ukiah.

Mitigation Measures

Project implementation will not result in any potentially significant visual impacts. Therefore, no mitigation measures are required.

4.2 Utilities and Service Systems – Would the Project:

Would the Project:	Potentially Significant Impact	Less Than Significant Impact with Mitigation	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				X
f. Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?				X
f. Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal				X

needs?				
g. Comply with federal, state, and local statutes and regulations related to solid waste?				X

Significance Criteria:

The proposed project would result in significant adverse environmental impacts if any of the following occur:

- The project-related demand caused an increase in wastewater treatment that reached or exceeded the current capacity of existing or planned treatment facilities or caused a reduction in the level of service, thereby requiring substantial expansion of existing facilities or the construction of new facilities.
- The proposed project's use of water resources will substantially and adversely deplete existing sources of domestic water.
- The proposed project will require the construction of new water facilities beyond those already planned and the cost of which would not be borne by the applicant.
- The project will generate solid waste that exceeds the capacity of the landfill to accept and disposal of the waste.

Analysis:

a. Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?

No Impact. While the ordinance would permit some growing (and watering) of marijuana on-site at a dispensary location, it could not exceed 1,500 square feet of area and must be contained inside of the building. The ordinance also requires cultivation practices to utilize the most water efficient methods available, and the City has the right to require annual reports on cultivation facility practices including water conservation methods. Moreover, the ordinance requires the cultivation methods to fully comply with all applicable stormwater, wastewater and building code requirements.

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?

No Impact. As noted above, dispensary cultivation operations are limited in size and water use and would be reviewed by water and wastewater officials. A proposed dispensary would not be allowed to be developed if water and wastewater facilities could not serve the proposal. Moreover, based on the experiences of other similar sized cities such as Arcata and Sebastopol, it is reasonable to assume that the small market area of Ukiah would not result in a proliferation of medical marijuana dispensaries. Accordingly, it is anticipated that water and wastewater services would be available to the few dispensaries that may be proposed in the City.

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?

No Impact. Similar to above, if the expected maximum amount of water to be used in the cultivation practices associated with a future dispensary was discharged from the sites into the

storm drain system, it would be comparable to the runoff from a single family residences. Moreover, it is anticipated that new dispensaries would most likely be proposed in existing buildings and therefore not increase urban stormwater runoff. In all likelihood, the water used, but not absorbed into the soil and plants would not be discharged into the storm drain system, but rather into the wastewater system or drained to landscaping on the site. No impact to the storm drain system is expected.

d. Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?

No Impact. Discussions with the City Public Works Department reveal that the City has the water supply to serve the minor demand that would be created by marijuana dispensary cultivation practices resulting from the proposed ordinance. This is based on the reasonable assumption that the small population and existing market area would not support more than a few dispensaries. However, even if more than a few dispensaries were proposed, the Public Works Department would determine if the City had the capacity to serve the proposed dispensary before granting approval just as it does with every proposed development project.

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?

No Impact. Discussions with the City Public Works Department reveal that the City has the wastewater treatment capacity to serve the minor demand that would be created by marijuana dispensary cultivation practices resulting from the proposed ordinance. This is based on the reasonable assumption that the small population and existing market area would not support more than a few dispensaries. However, even if more than a few dispensaries were proposed, the Public Works Department would determine if the City had the capacity to serve the proposed dispensary before granting approval just as it does with every proposed development project.

f. Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?

No Impact. The solid waste generated from an assumed maximum of three (3) marijuana dispensary businesses is not expected to exceed what a typical retail business generates and therefore would not adversely impact solid waste pick-up and disposal operations. This was confirmed by the City Department of Public Works staff. This is based on the reasonable assumption that medical marijuana dispensaries would not generate an unusual amount of solid waste.

g. Comply with federal, state, and local statutes and regulations related to solid waste?

No Impact. The solid waste generated from future marijuana dispensary businesses is not expected to be significant and is required to comply with all federal, state and local laws related to solid waste.

Cumulative Impacts

It has been concluded that the implementation of the proposed marijuana dispensary ordinance would result in minor water usage, little or no discharge of water into the stormdrain system, and little or no discharge into the wastewater systems, and therefore no impacts to the City's utility and services systems. These minor amounts of water use and discharge would be comparable

to approximately a typical single family residences, which according to the Department of Public Works would not result in cumulative impacts, when combined with known or foreseeable future projects.

Mitigation Measures

Project implementation will not result in any potentially significant impacts to utilities and service systems. Therefore, no mitigation measures are required.

4.3 Biological Resources - *Would the project:*

Would the Project:	Potentially Significant Impact	Less Than Significant Impact with Mitigation	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, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?				X
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 U.S. 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
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Significance Criteria:

The proposed project would result in significant adverse environmental impacts if one or more of the following conditions occur as a result of implementation of the proposed project:

- Direct or indirect loss of individuals of a state- or federal-listed threatened or endangered species.
- Substantial adverse effect on a rare plant or animal species.
- Substantial adverse effect on a species or native plant or animal community.
- Substantial adverse effect on a habitat of concern.
- Substantial adverse effect on a critical, yet limited, resource utilized by state or federal listed threatened or endangered species.
- Substantial adverse effect on the movement of any resident or migratory fish or wildlife species.

Analysis:

- 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, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?**

No Impact. It is expected that most, if not all future marijuana dispensary businesses would locate in existing retail commercial buildings in the dense urban environment and not involve new construction, and therefore would not adversely impact plant and animal habitats and special species. However, if a new building were proposed in the future, it would be subject to discretionary review and potential impacts to plants and animals and their habitats would be evaluated through separate CEQA review.

- 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 U.S. Fish and Wildlife Service?**

No Impact. It is expected that most, if not all future marijuana dispensary businesses would locate in existing retail commercial buildings in the dense urban environment and not involve new construction, and therefore would not adversely impact riparian habitats or other sensitive natural communities identified in planning policy documents. However, if a new building were proposed in the future, it would be subject to discretionary review and potential impacts to riparian areas. would be evaluated through separate CEQA review.

- 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?

No Impact. It is expected that most, if not all future marijuana dispensary businesses would locate in existing retail commercial buildings in the dense urban environment and not involve new construction, and therefore would not adversely impact wetland areas. However, if a new building were proposed in the future, it would be subject to discretionary review and potential impacts to wetlands would be evaluated through separate CEQA review.

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?

No Impact. It is expected that most, if not all future marijuana dispensary businesses would locate in existing retail commercial buildings in the dense urban environment and not involve new construction, and therefore would not adversely impact movements of any native animals or fish species, wildlife corridors, or impede the use of native wildlife nursery sites. However, if a new building were proposed in the future, it would be subject to discretionary review and potential impacts to movements of any native animals or fish species, wildlife corridors, or impede the use of native wildlife nursery sites would be evaluated through separate CEQA review.

e. Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?

No Impact. The City does not have any ordinances protecting biological resources, but does have tree protection policies. It is expected that most, if not all future marijuana dispensary businesses would locate in existing retail commercial buildings in the dense urban environment and not involve new construction, and therefore would not violate the City's tree protection policies. However, if a new building were proposed in the future, it would be subject to discretionary review and consistency with the City's tree protection policies would be required.

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?

No Impact. Any future marijuana dispensary permitted under the proposed ordinance would be located within the city limits. There is no adopted Habitat Conservation Plan applicable to the City of Ukiah and therefore none would be violated by the establishment of a marijuana dispensary locating within an existing retail commercial building or if it involved new construction.

Cumulative Impacts

Since no potential biological impacts were identified, none would contribute to possible cumulative impacts to biological resources.

Mitigation Measures

Project implementation will not result in any potentially significant biological resource impacts. Therefore, no mitigation measures are required.

4.4 Public Services – Would the Project:

Would the Project:	Potentially Significant Impact	Less Than Significant Impact with Mitigation	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
1. Fire protection?				X
2. Police protection				X
3. Schools?				X
4. Parks?				X
5. Other Facilities?				X

Significance Criteria:

The proposed project would result in significant adverse environmental impacts if any of the following occur:

- An increase in the demand for fire protection services to such a degree that accepted service standards (e.g., manpower, equipment, response times, etc.) are not maintained.
- The interference with emergency response or evacuation plan(s) in the community or not provide internally consistent analysis or policies to guide future development.
- Expose people or structures to 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.
- Result in response times that exceed the County's adopted maximum emergency response criteria.
- An increase in the demand for law enforcement services to such a degree that accepted service standards are not maintained without an increase in manpower and/or equipment.

Analysis:

- a. **1 and 2. 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 fire protection or police protection?**

No Impact. Any future marijuana dispensary that includes indoor growing would require an electrical building permit for grow lighting and would be reviewed by the City Building Official and Fire Marshal for compliance with the State Electrical and Fire Codes. No construction would be permitted that did not comply with the State Electrical and Fire Codes.

The City Police Department has assisted in the preparation of the proposed ordinance and as a result, police protection concerns related to the location, intensity, operations, land use compatibility, etc. have been fully addressed by the standards and requirements contained in the ordinance.

- b. **3 and 4. 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 schools and parks?**

No Impact. The ordinance specifically mandates that future marijuana dispensary facilities be located a minimum of 250 feet from any school or park to eliminate any potential impacts to these facilities.

- c. **5. 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 other public facilities?**

No Impact. The City Police and Fire Departments have reviewed the proposed ordinance and have concluded that permitting marijuana dispensaries in commercial and industrial zones within the city, would not adversely impact their abilities to provide adequate service or require new or altered police or fire facilities to maintain acceptable response times or other performance objectives.

Cumulative Impacts

Since no impacts to public services were identified, none would contribute to possible cumulative impacts.

Mitigation Measures

Project implementation will not result in any potentially significant public service impacts. Therefore, no mitigation measures are required.

4.5 Land Use and Planning – Would the Project:

Would the Project:	Potentially Significant Impact	Less Than Significant Impact with	Less Than Significant Impact	No Impact

		Mitigation		
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

Significance Criteria:

The proposed project would result in significant adverse environmental impacts if any of the following occur:

- Physically divide an established community.
- Conflict with the County of Mendocino County General Plan or zoning ordinance.
- Conflict with the Habitat Conservation Plan for Mendocino County.
- Be incompatible with adjacent land uses.

Analysis:

a. Physically divide an established community?

No Impact. It can be seen with certainty that if marijuana dispensary business establish within an existing retail commercial building or if a new building is constructed to accommodate such businesses, the established community would not become divided.

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?

No Impact. The project would result in permitting a new type of retail business in the City where it is currently not listed as a permitted business in the city code. Review of the general plan and other applicable planning documents reveals no conflict or inconsistency with adopted goals and polices, or with other land use regulations.

c. Conflict with any applicable habitat conservation plan or natural community conservation plan?

No Impact. As noted in the Biological resources section above, the City of Ukiah does not have a Habitat Conservation Plan or natural Communities Conservation Plan, so that none would be adversely impacted by the proposed marijuana dispensary ordinance.

Cumulative Impacts

Since no impacts to land use planning were identified, none would contribute to possible cumulative impacts.

Mitigation Measures

Project implementation will not result in any potentially significant land use planning impacts. Therefore, no mitigation measures are required.

4.6 Hydrology and Water Quality – Would the Project:

Would the Project:	Potentially Significant Impact	Less Than Significant Impact with Mitigation	Less Than Significant Impact	No Impact
a. Violate any water quality standards or waste discharge requirements?				X
b. Violate any water quality standards or waste discharge requirements?				X
c. 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
d. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of stream or river, in a manner, which would result in substantial erosion or siltation on - or off - site?				X
e. 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
f. Create or contribute runoff which would exceed the capacity of existing or planned storm				X
g. water drainage systems or provide substantial additional sources of polluted runoff?				X

h.Otherwise substantially degrade water quality?				X
i.Place housing within a 100 - year flood hazard as mapped on a Federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?				X
j.Place structures within a 100 - year flood hazard area which would impede or redirect flood flows?				X
k.Inundation by seiche, tsunami, or mudflow?				X
l.Result in a potential for discharge of stormwater pollutants from areas of material storage, vehicle or equipment fueling, vehicle or equipment maintenance (including washing), waste handling, hazardous materials handling or storage, delivery areas, loading docks or other outdoor work areas?				X
m.Result in the potential for discharge or stormwater to affect the beneficial uses of the receiving waters?				X
n.Create the potential for significant change in the flow velocity or volume of stormwater runoff to cause environmental harm?				X
o.Creates insignificant increases in erosion of the project site or surrounding areas?				X

Significance Criteria:

- The proposed project would result in significant adverse environmental impacts if one or more of the following conditions occur as a result of implementation of the proposed project:
- Substantial and adverse increased inundation, sedimentation and/or damage from water forces to the subject project and/or other properties are caused by improvements such as grading, construction of barriers or structures.
- Development within the 100-year flood plain as delineated by FEMA that would expose people and/or property to potential serious injury and/or damage.
- Impervious surfaces increase and/or divert storm water runoff that results in the inability of the existing collection and conveyance facilities to accommodate the increased flows.
- Project implementation will cause a violation of water quality objectives for surface and groundwater as established by the Water Quality Control Plan and impede the existing beneficial uses of on-site surface waters or off-site coastal waters as defined in the Water Quality Control Plan.

- A usable groundwater aquifer for municipal, private, or agricultural purposes is substantially and adversely affected by depletion or recharge.
- Storm water and/or induced runoff mixes with a tidal habitat or pond causing instability to the existing water quality (e.g., reduction of salinity below 16 ppm) which, in turn, substantially and adversely affects the sensitive brackish/saltwater marsh habitat by allowing for the introduction and establishment of invasive fresh water species.
- Sediments are increased and/or diverted by proposed improvements and cause sediment deposition in defined sensitive habitat areas (e.g., wetlands, jurisdictional waters) that adversely affect or significantly affect significant habitat and/or sensitive species as recognized by the applicable resource agencies.

Analysis:

A through o. Impacts to local hydrology and water quality

No Impact. The proposed marijuana dispensary ordinance would allow dispensaries to locate within existing buildings and/or construct new buildings with the securing of a use permit. Given the small market area, it is expected that only a few dispensaries would choose to locate within the city limits. Dispensaries that located within existing buildings would not impact factors a through o listed in the Table above because they would not involve site grading or construction, or alterations to drainage patterns, wetlands, or floodplains.

Construction of new buildings to house marijuana dispensaries would require discretionary review and would be required to comply with all city code requirements related to hydrology and stormwater management, locating outside floodplains, environmental quality, as well as the state building code.

Cumulative Impacts

Since no impacts to hydrology and water quality were identified, none would contribute to possible cumulative impacts.

Mitigation Measures

Project implementation will not result in any potentially significant hydrology or water quality impacts. Therefore, no mitigation measures are required.

4.7 Hazards and Hazardous Materials – Would the Project:

Would the Project:	Potentially Significant Impact	Less Than Significant Impact with Mitigation	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

Significance Criteria:

The proposed project would result in significant adverse environmental impacts if one or more of the following conditions occur as a result of implementation of the proposed project:

- Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials.
- 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.
- Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school.
- Be located on a site that is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would create a significant hazard to the public or the environment.
- Result in a safety hazard for people residing or working in the project area if located within two miles of a public airport or public use airport.

Analysis:

a. Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?

No Impact. Small indoor marijuana cultivation areas associated with dispensaries could involve the use of fertilizers and insecticides. However, the amount and schedule of use would be comparable to a typical outdoor garden on a single family residential property and therefore not significant.

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?

No Impact. As indicated above, the minor use of fertilizers and insecticides may occur in the future dispensaries, but because of limitations on the size of growing areas and the number of dispensaries would not result in significant hazardous conditions.

c. Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?

No Impact. As indicated above, the minor use of fertilizers and insecticides may occur in the cultivation areas of future dispensaries, but because of limitations on the size of growing areas and the number of dispensaries would not result in hazardous emissions. These materials are not considered acutely hazardous.

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?

No Impact. It is expected that future marijuana dispensaries would be located in existing retail commercial buildings and therefore not on any hazardous material site. Any newly proposed building intended to house a dispensary would be subject to discretionary review

and CEQA compliance and would be evaluated at that time. Moreover, no hazardous sites included on a list pursuant to Government Code Section 65962.5 exist within the city limits.

- 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?***

No Impact. The city has an Airport Master Plan with density, height and open space requirements intended to protect people, as well as the airport. It is expected that future marijuana dispensaries would typically locate in existing buildings or construct small buildings and would not involve large concentrations of people. They would function similar to pharmacies and small retail stores and therefore would not violate the land use compatibility standards contain in the Airport Master Plan.

- 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?***

No Impact. (See Item e above)

- g. Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?***

No Impact. New marijuana dispensaries would operate similar to pharmacies and small retail stores and therefore would not conflict or interfere with any adopted emergency response plan.

- 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?***

No Impact. Pursuant to the locations requirements contained in the proposed ordinance, no marijuana dispensary could be located in the western hillside area of the city, which is the only Wildland Fire hazard designated area in the City.

Cumulative Impacts

Since no impacts to hazards and hazardous materials were identified, none would contribute to possible cumulative impacts.

Mitigation Measures

Project implementation will not result in any potentially significant hazards and hazardous material impacts. Therefore, no mitigation measures are required.

5.0 CONCLUSIONS

The analysis contained in this Initial Environmental Study reveals that the proposed medical marijuana dispensary ordinance would not result in potentially significant adverse impacts on the physical environment.

5.1 Mandatory Findings of Significance

Would the Project:	Potentially Significant Impact	Less Than Significant Impact with Mitigation	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

Impact Analysis

- 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?***

No. Based on the findings and conclusions contained in the Initial Environmental Study, the proposed medical marijuana dispensary ordinance would not 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?

- 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)?***

No. Based on the findings and conclusions contained in the Initial Environmental Study, the proposed medical marijuana dispensary ordinance would not 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)?

- c. ***Does the project have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?***

No. Based on the findings and conclusions contained in the Initial Environmental Study, the proposed medical marijuana dispensary ordinance would not have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?

5.2 Mitigation Monitoring and Reporting Program

In accordance with the California Environmental Quality Act (CEQA), the City of Ukiah Department of Planning and Community Development prepared a Negative Declaration (ND) and Initial Study for the proposed project located citywide. The Initial Environmental Study and ND indicated that no potential adverse environmental impacts would result from the implementation of the proposed medical marijuana dispensary ordinance. Therefore no mitigation measures were required or identified and a Mitigation Monitoring and Reporting program is not required.

7.0 REFERENCES

1. California Department of Conservation, Division of Land Resource Protection Farmland Mapping and Monitoring Program – *Mendocino County – Important Farmland 2012*, Sheet 2 of 2.- ftp://ftp.consrv.ca.gov/pub/dlrp/FMMP/pdf/2012/men12_so.pdf
2. California Department of Conservation, Division of Mines and Geology – *Special Studies Zone, Ukiah Quadrangle*. Dated January 1, 1982.
3. California Department of Forestry and Fire Protection – *Fire Hazard Severity Zones, Mendocino County*. November 2007.
http://frap.fire.ca.gov/webdata/maps/mendocino/fhszs_map.23.pdf
4. Department of Transportation - California Scenic Highway Mapping System.
http://www.dot.ca.gov/hq/LandArch/scenic_highways/index.htm
5. County of Mendocino – *The County of Mendocino General Plan*. Adopted August 2009.
6. County of Mendocino – Ukiah Valley Area Plan (UVAP). Adopted 2012
7. Federal Highway Administration – *Construction Noise Handbook*.
https://www.fhwa.dot.gov/environment/noise/construction_noise/handbook/handbook00.cfm
8. Ukiah General Plan and Growth Management Plan, 1995 (2004/2009 – Housing Element) www.cityofukiah.com
9. Ukiah Municipal Airport Master Plan. Adopted 1996.
10. Ukiah WalMart Expansion EIR. Certified 2010
11. Ukiah Costco EIR. Certified 2012
12. Ukiah City Code – Medical Marijuana Dispensaries 5700-5703. Ordinance 1095 adopted 2007.
13. Ukiah Municipal Service Review, LAFCo, 2012
14. Ukiah Urban Water Management Plan, 2010
15. Ukiah City Code Zoning Regulations, Division 9, Chapter 2.

Planning Commission comments, recommendations and Ad Hoc responses from the September 14, 2016 Public Hearing:

1. **Section 5706 Imposition of Fees:** The Planning Commission had questions regarding what is an appropriate fee for the processing of Dispensary Use Permit. They stated the fee should cover all the staff processing costs. *Ad Hoc Comments: The Ad Hoc committee agreed with staff's recommendation that a time and material cost recovery fee structure is best suited for processing Dispensary Use Permits. The deposit for a Major Use Permit is \$2,000, plus any additional time and materials needed to complete the processing. Dispensary Use Permits will be charged and processed using the cost recovery method.*
2. **Section 5707 Limitation on Location of Dispensary (A):** The Planning Commission had questions regarding conflicts with the Downtown Zoning Ordinance and the proposed Marijuana Dispensary Ordinance. Adoption of the proposed ordinance will require an amendment to the Downtown Zoning Ordinance, which currently prohibits dispensaries within any of the three downtown zoning designations (GU, UC, DC). *Ad Hoc Comments: The Ordinance submitted to the Council will include an amendment to the Downtown Zoning Code allowing dispensaries with a Dispensaries Use Permit in the GU, UC and DC zoning districts.*
3. **Section 5707 Limitation on Location of Dispensary (C)(1):** The Planning Commission suggested greater distances for dispensary locations from youth-oriented facilities than the proposed 250 feet. *Ad Hoc Comments: Subsequent research revealed that State Health and Safety Code Section 11362.768 stipulates a dispensary shall be a minimum distance of 600 feet from any school, but is silent on a minimum distance from the more general designation of "youth-oriented facilities," which are not mentioned or defined in the applicable sections of the Health and Safety Code. The Ad Hoc Committee suggested two standards specifying minimum distance be incorporated into the Ordinance as follows:*
 1. 600 feet from a school
 2. 250 feet from any youth-oriented facility (as defined in the Ordinance)
4. **Section 5708 Operating Requirements (F)(1) Consumption Restrictions:** The Planning Commission believes that this provision contradicts the prohibition on consumption of medical marijuana on the premises by patients. *Ad Hoc Comments: Remove sections allowing employees or volunteers to smoke or vaporize on-site.*
5. **Section 5708 Operating Requirements (G)(1) Retail Sales and Cultivation:** The Planning Commission requested clarification on the amount of square footage allowed for on-site cultivation and details on the off-site cultivation provisions. *Ad Hoc Comments: Reduce the maximum interior square footage that can be devoted to cultivation from 1,500 feet to 500 feet. Cultivation areas can be used for either immature starter plants for sale or for plants intended to produce medical marijuana for sale on-site. References to off-site cultivation facilities were eliminated.*
6. **Section 5708 Operating Requirements (G)(2) Retail Sales and Cultivation:** The Planning Commission requested clarification on provision in the Ordinance requiring

- Planning Commission approval for additional retail square footage. *Ad Hoc Comments: Remove the section that references Planning Commission approval for increased retail space. The maximum retail space for retail paraphernalia will be limited to 150 square feet.*
7. **Section 5708 Operating Requirements (5) Retail Sales and Cultivation:** The Planning Commission requested clarification on the provision regarding the maximum amount a dispensary can pay for medical marijuana. *Ad Hoc Comments: Remove the statement that the dispensary shall not pay supplier(s) of medical marijuana more than the cost incurred for cultivation and preparation.*
 8. **Section 5708 Operating Requirements (J)(K) Patient and Employee Records:** The Planning Commission had questions regarding how this provision will be enforced. *Ad Hoc Comments: It was discussed that the City wanted to establish a system for annual inspections conducted by the Code Enforcement division of the Police Department. This inspection would include a brief review of the records and will likely occur prior to the dispensary's renewal request. Ad Hoc Comments: The Ad Hoc amended Section 5708 (v) to allow administrative inspections by City officials.*
 9. **Section 5709 Application Preparation and Filing (12) Statement of Need:** The Planning Commission asked how an applicant would demonstrate a statement of need for a dispensary. *Ad Hoc Comments: Remove this section.*
 10. **Section 5710 Criteria for Review Section Zoning Administrator:** The Planning Commission indicated they wanted Dispensary Use Permits to be reviewed by the Planning Commission with a public hearing. *Ad Hoc Comments: The Ordinance is very prescriptive, if an applicant meets all the standards the application should be approved and not subject to a political process. No change is suggested for this section.*
 11. **Section 5713 Effect of Denial:** The Planning Commission pointed out that this provision, if the reason for denial of the permit is not due to a criminal background or fraud, could be excessively punitive. *Ad Hoc Comments: Remove the word "denial" from the provision. This means only dispensary operators whose permit was not renewed due to violations of the Ordinance would be subject to three year waiting period.*

Planning Commission comments, recommendations and Ad Hoc responses from the September 28, 2016 Public Hearing:

1. **Section 5702 Definitions:** The Planning Commission recommended an expanded definition of youth oriented facilities to include: museums and libraries. *Ad Hoc Comments: The Ad Hoc agreed with this recommendation.*
2. **Section 5707 Limitation on Location of Dispensary (C)(1):** The Planning Commission recommended an increase the minimum distance a dispensary can

- locate from a youth oriented facility from 250-feet to 500-feet. *Ad Hoc Comments: The Ad Hoc is concerned that the Planning Commission's recommendation of a 500-foot distance limitation from all youth oriented facilities will unnecessarily limit possible locations of dispensaries. As such, they prefer to retain the 250-foot distance requirement for now. The Ad Hoc wishes to have a full discussion of the City Council on the distance limitation, during which a map showing the result of the distance requirements will be presented.*
3. **Section 5708 Operating Requirements (f):** The Planning Commission recommended the inclusion into the Operating Standards section, hours of operation of: 9:00 a.m. to 8:00 p.m. *Ad Hoc Comments: The Ad Hoc indicated that it agreed with the Commission's recommendation to add language specifying allowable hours of operation for dispensaries, but thought it best to give the operators more flexibility to serve the needs of their patients by extending the allowable operation hours to 9:00 a.m. to 9:00 p.m.*
 4. **Section 5703 Dispensary Use Permit Required to Operate (c):** The Planning Commission recommended the addition of strong language that indicates approval of a Medical Dispensary does not automatically entitle the permit holder to a recreational retail outlet for a marijuana permit, and that the regulation of medical marijuana dispensaries in the City does not allow or permit recreational marijuana businesses or activities. *Ad Hoc Comments: At its October 3, 2016 meeting, the Ad Hoc indicated that it agreed with the Commission's recommendation to add language indicating that this Ordinance does not permit non-medical marijuana businesses or commercial activities.*
 5. **Section 5701 Interpretation and Applicability (b):** The Planning Commission recommended the addition of language requiring compliance with the Fire Code. *Ad Hoc Comments: At its October 3, 2016 meeting, the Ad Hoc indicated it agreed with the Commission's recommendation to add language requiring compliance with the fire code.*
 6. **Section 5710 Criteria for Review Section Zoning Administrator (b):** The Planning Commission recommended that Dispensary Use Permits should be heard by the Planning Commission, not the Zoning Administrator. *Ad Hoc Comments: At its October 3, 2016 meeting, the Ad Hoc indicated that it did not agree with this recommendation, preferring instead to use more of an administrative procedure to process Dispensary Use Permit applications, and this will include a public notice and hearing requirement. As such, the Ad Hoc believes that the authority and duty to conduct hearings and make decisions on initial Dispensary Use Permit applications should remain with the Zoning Administrator.*
 7. **5704 Term of Permits and Renewals Required:** The Planning Commission recommended inclusion of a public notice requirement for renewal applications. *Ad Hoc Comments: At its October 3, 2016 meeting, the Ad Hoc indicated that it agreed with the Commission's recommendation to include public notice requirements for Dispensary Use Permit renewal applications. The Planning Commission did not*

specify whether the notice requirements should mirror the current procedure for a minor use permit or for a major use permit. As the initial application for a Permit is heard by the Zoning Administrator, who is also authorized to hear minor use permit applications, staff recommends modelling the renewal hearing process on the minor use permitting process. In addition, Section 9263 of the City Code, referred to in the Ordinance, does not make any reference to the Planning Director, so this language has been added.

8. The Planning Commission recommended limiting the number of dispensaries allowed within the City limits to five. The Ad Hoc indicated it did not want to limit the number of dispensaries based on the notion that the annual renewal process will weed out the bad dispensaries, and limiting the number could prevent the well-operated dispensary the opportunity to apply for a Dispensary Use Permit.
9. **5703 Dispensary Use Permit Required to Operate:** The Planning Commission recommended amending the Ordinance to require that applicants for a Dispensary Use Permit obtain all applicable State licenses and permits prior to applying for a Dispensary Use Permit. *Ad Hoc Comments: The Ad Hoc noted that Section 5703, subparagraph (b) already states that anyone operating a Dispensary must obtain all required State licenses and permits under the MM RSA. No change is suggested for this Section. However, in response to the recommendation, the Ad Hoc did amend Section 5709, subparagraph (H)(25) requiring an applicant for a Dispensary Use Permit to submit any information necessary to show compliance with State law.*

Attachment #3 (Redline)**ORDINANCE NO. 2016-****ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING CHAPTER 8 IN DIVISION 6; TABLE 3 IN SECTION 9223.1 OF ARTICLE 18, CHAPTER 2 IN DIVISION 9; AND SECTION 9254 IN ARTICLE 19, CHAPTER 2 IN DIVISION 9 OF THE UKIAH CITY CODE, ENTITLED "MEDICAL MARIJUANA DISPENSARIES"**

The City Council of the City of Ukiah hereby ordains as follows.

SECTION 1

Chapter 8 in Division 6 of the Ukiah City Code is hereby amended to read as follows:

§ 5700 FINDINGS AND PURPOSE

The City Council adopts the ordinance codified in this Chapter based upon the following findings:

(A) In 1970, congress enacted the Controlled Substances Act ("CSA") which, among other things, makes it illegal to import, manufacture, distribute, possess or use marijuana in the United States.

(B) In 1996, the voters of the state of California approved Proposition 215, codified at Health and Safety Code §11362.5 *et seq.* (the "Act").

(C) The Act creates a limited exception from criminal liability for seriously ill persons who are in need of medical marijuana for specified medical purposes and who obtain and use medical marijuana under limited, specified circumstances.

(D) On January 1, 2004, SB 420 went into effect. SB 420, codified as Health and Safety Code §§ 11362.7 – 11362.83 and known as the "Medical Marijuana Program" ("MMP") was enacted by the state legislature to clarify the scope of the act and to allow cities and other governing bodies to adopt and enforce rules and regulations consistent with SB 420.

(E) After the enactment of the MMP and in response to the MMP's explicit reservation of local authority to regulate medical marijuana cultivation and distribution, the City Council took legislative notice of the fact that California cities and counties that had permitted the establishment of medical marijuana dispensaries had experienced serious adverse impacts associated with and resulting from such dispensaries, including an increase in crime, including burglaries, robberies, violence, illegal sales of marijuana use of marijuana by minors and other persons without medical need in the areas immediately surrounding such medical marijuana dispensaries; and malodorous smells, indoor fire hazards, mold, fungus, and pests caused by indoor cultivation at dispensaries.

(F) To address these potential adverse impacts, in 2007, the City Council enacted Ordinance 1095, §1 ("Medical Marijuana Dispensaries Ordinance"), which prohibited and declared a public nuisance medical marijuana dispensaries in the City of Ukiah.

(G) The 2007 Medical Marijuana Dispensaries Ordinance also states that the City Council's intention is to prohibit the operation and location of dispensaries in the City "until such

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time as their legality is clearly established and a proposal can be developed that would satisfy the city council that the facility could operate without causing [serious adverse impacts]”.

(H) On October 9, 2015, the Governor signed into law AB 266, AB 243, and SB 643, which together comprise the Medical Marijuana Regulation & Safety Act (“MMRSA”). The MMRSA, which went into effect on January 1, 2016, created a statewide regulatory structure for the medical marijuana industry that also allows local governments to regulate the operation of marijuana businesses within their jurisdiction, pursuant to local ordinances. Specifically, the MMRSA allows the City of Ukiah to issue permits or licenses to operate marijuana businesses or prohibit their operation, to regulate or expressly prohibit the delivery of medical marijuana within its boundaries, and to regulate or expressly prohibit the cultivation of marijuana within its boundaries. Pursuant to the MMRSA, if the City opts not to expressly prohibit or regulate the cultivation, processing, delivery, and/or dispensing of medical marijuana, the State will be the sole licensing authority for these activities in the City.

(I) To protect the public health, safety, and welfare, it is the desire of the City Council to modify the City Code consistent with the MMP and the MMRSA, regarding the location and operation of medical marijuana dispensaries, delivery of medical marijuana within the boundaries of the City, and cultivation of medical marijuana within the boundaries of the City.

(J) There have been a number of marijuana dispensing-related incidents in California, some including acts of violence committed by persons without a legitimate medical need to use marijuana.

(K) The City Council finds that medical marijuana dispensing which exceeds the limitations set forth in these regulations will likely result in an unreasonable risk of crime and other adverse impacts and will likely create offensive odors to persons living nearby.

(L) It is the City Council's intention that nothing in this Chapter shall be construed to (1) allow persons to engage in conduct that endangers others or causes a public nuisance; (2) allow the use of marijuana for non-medical purposes; or (3) allow any activity relating to the distribution or consumption of marijuana that is otherwise illegal.

(M) Pursuant to California Health and Safety Code § 11362.71 *et seq.*, the State Department of Health through the state's counties, is to be responsible for establishing and maintaining a voluntary medical marijuana identification card program for qualified patients and primary caregivers.

(N) Health and Safety Code § 11362.71(b) requires every county health department, or its designee, to implement a procedure to accept and process applications from those seeking to join the identification program in the manner set forth in § 11362.71 *et seq.*

(O) This Chapter is compatible with the general objectives of the general plan, in that a Medical Marijuana Dispensary use will be conditionally permitted in commercial and industrial districts, being similar to other permitted and conditionally permitted uses, such as pharmacies and medical clinics, and in that the use will be subject to strict review and conditions.

(P) This Chapter will not be detrimental to the public health, safety and general welfare or adversely affect the orderly development of property, because the uses permitted under this

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Chapter will be subject to careful review, limited in scope and location, and subject to strict operating requirements, avoiding or limiting potential negative effects.

(Q) It is the purpose and intent of this Chapter to regulate medical marijuana dispensaries in order to promote the health, safety, morals, and general welfare of residents and businesses within the City.

§ 5701 INTERPRETATION AND APPLICABILITY.

(A) This Ordinance is not intended to create a positive conflict with the CSA, but rather to implement the MMRSA and related state laws.

(B) Nothing in this Ordinance is intended, nor shall it be construed, to exempt any marijuana related activity from any and all applicable local and state construction, electrical, plumbing, land use, or any other building, fire, or land use standards or permitting requirements.

(C) Nothing in this Ordinance is intended, nor shall it be construed, to make legal any cultivation, transportation, sale, or other use of marijuana that is otherwise prohibited under California law.

(D) All processing and distribution of medical marijuana within city limits shall be subject to the provisions of this Chapter, even if the processing, distribution, or cultivation existed or occurred prior to adoption of this Chapter.

(E) Nothing in this Ordinance is intended, nor shall it be construed, to allow or permit any "commercial cannabis activity," as defined in Business and Professions Code Section 19319(j) or any commercial or non-commercial activity involving marijuana use for recreational or other non-medical purposes that is not expressly authorized in the Ukiah City Code.

Comment [DV1]: At its October 3, 2016 meeting, the ad hoc indicated that it agreed with the Commission's recommendation to add language requiring compliance with the fire code.

§ 5702 DEFINITIONS.

For the purpose of this Chapter, the following words and phrases shall have the following meaning:

(A) "Accessory building" shall have the same meaning as set forth in City Code § 9278.

(B) "Applicant" means a person who is required to file an application for a permit under this Chapter, including an individual owner, managing partner, officer of a corporation, or any other operator, manager, employee, or agent of a Dispensary.

(C) "City" means the City of Ukiah.

(D) "Delivery" shall have the same definition as set forth in California Business and Professions Code § 19300.5 and as it may be amended.

(E) "Dispensary Use Permit" means a permit required to operate a Medical Marijuana Dispensary within the City and that is issued pursuant to this Chapter.

Comment [DV2]: At its October 3, 2016 meeting, the ad hoc indicated that it agreed with the Commission's recommendation to add language indicating that this Ordinance does not permit non-medical marijuana businesses or commercial activities.

Comment [D3]: revised to expressly include all activities licensed under MCRA.

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(F) "Drug paraphernalia" or "paraphernalia" shall have the same definition as set forth in City Code § 6071.

(G) "Identification card" shall have the same definition as in California Health and Safety Code § 11362.7, and as it may be amended.

(H) "Medical Marijuana Dispensary" or "Dispensary" means a "Dispensary" as defined in California Business and Professions Code § 19300.5, as it now reads or may be amended in the future and includes any association, cooperative, affiliation, or collective of persons where multiple qualified patients and/or primary care givers, are organized to provide education, referral, or network services, and facilitation or assistance in the lawful, retail distribution of medical marijuana. A Medical Marijuana Dispensary shall not include the dispensing of marijuana by primary caregivers to qualified patients in the following locations and uses, as long as the location of such uses are otherwise regulated by this Code or applicable law: a clinic licensed pursuant to Chapter 1 of Division 2 of the Health and Safety Code, a health care facility licensed pursuant to Chapter 2 of Division 2 of the Health and Safety Code, a residential care facility for persons with chronic life-threatening illness licensed pursuant to Chapter 3.01 of Division 2 of the Health and Safety Code, residential care facility for the elderly licensed pursuant to Chapter 3.2 of Division 2 of the Health and Safety Code, a residential hospice, or a home health agency licensed pursuant to Chapter 8 of Division 2 of the Health and Safety Code, as long as any such use complies strictly with applicable law including, but not limited to, Health and Safety Code § 11362.5 *et seq.*, or a qualified patient's or caregiver's place of residence.

(I) "On-Site" means an activity or accessory use that is related to the primary use – i.e. lawful, retail distribution of medical marijuana – but is located on the same legal parcel as the primary use.

(J) "Permittee" means the person (1) to whom a Dispensary Use Permit is issued and (2) who is identified in California Health and Safety Code § 11362.7, subdivision (c) or (d), or (e) or (f).

(K) "Person" means any individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character.

(L) "Person with an identification card" shall have the same definition as set forth in California Health and Safety Code § 11362.7 , and as it may be amended.

(M) "Physician" means a licensed medical doctors (M.D.) and doctors of osteopathic medicine (D.O.) as defined in the California Business and Professions Code.

(N) "Planning Director" means the Planning Director of the City of Ukiah or the authorized representative thereof.

(O) "Primary caregiver" shall have the same definition as set forth in California Health and Safety Code § 11362.7, and as it may be amended.

(P) "Qualified patient" shall have the same definition as set forth California Health and Safety Code § 11362.7, and as it may be amended.

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(Q) "School" means an institution of learning for minors, whether public or private, offering a regular course of instruction required by the California Education Code. This definition includes an elementary school, middle or junior high school, senior high school, or any special institution of education, but it does not include a vocational or professional institution of higher education, including any other college or university.

(R) "Use Permit" shall have the same definition as set forth in City Code § 9261 and as it may be amended.

(S) "Youth-oriented facility" means a public park, church, museum, library, and licensed daycare facility.

(T) "Zoning Administrator" means the Zoning Administrator of the City of Ukiah or the authorized representative thereof.

Comment [DV4]: At its October 3, 2016 meeting, the ad hoc indicated that it agreed with the Commission's recommendation to expand the definition of "Youth-oriented facility" to include museums and libraries.

§ 5703 DISPENSARY USE PERMIT REQUIRED TO OPERATE.

(A) It is unlawful for any person to engage in, conduct or carry on, or to permit to be engaged in, conducted or carried on, in or upon any premises in the City the operation of a Medical Marijuana Dispensary unless the person first obtains and continues to maintain in full force and effect a Dispensary Use Permit from the City as required in this Chapter.

(B) After January 1, 2018, or such time when State implementing regulations are in effect for the MMRSA, whichever is earlier, it shall be unlawful to operate any business or conduct any activity in the City for which a State license is required under the MMRSA without also having a valid State license pursuant to the MMRSA. Prior to implementation of the State license program pursuant to MMRSA, any operation of a Dispensary, cultivation of medical marijuana, or delivery of medical marijuana permitted by the City shall be conducted in accordance with this Chapter, the City's Zoning and Land Use Ordinances, and all laws pertaining to the equivalent license classification under the MMRSA.

(C) The grant of a Dispensary Use Permit by the City shall not create an entitlement or vested right in the permittee to any permit or license to operate any commercial, non-medical marijuana businesses or conduct any commercial, non-medical marijuana activities within the City.

Comment [DV5]: At its October 3, 2016 meeting, the ad hoc indicated that it agreed with the Commission's recommendation to add language indicating that this Ordinance does not permit non-medical marijuana businesses or commercial activities.

§ 5704 TERM OF PERMITS AND RENEWALS REQUIRED.

(A) Dispensary Use Permits issued under this Chapter shall expire one year following the date of their issuance which date shall appear on the face of the permit.

(B) Dispensary Use Permits may be renewed by the Planning Director for additional one-year periods upon application by the permittee, unless the permit is suspended or revoked in accordance with the provisions of this Chapter.

(C) Applications for renewal shall be made at least 45 days before the expiration date of the permit and shall be accompanied by the nonrefundable application fee referenced in Section 5706 and all information necessary for the Planning Director to evaluate the renewal request in light of the criteria listed in (E) below. In acting on an application for renewal the Planning Director shall follow the procedures set forth in Section 5711(B), except that all references

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therein to the Zoning Administrator shall be deemed to refer to the Planning Director. Upon timely application to renew a permit, the permit being renewed shall remain in effect until final action is taken to grant or deny the renewal application.

(D) Applications for renewal made less than 45 days before the expiration date shall be processed in the same manner as a timely renewal application but shall not stay the expiration date of the permit.

(E) Renewal applications shall be subject to duly noticed public hearings in accordance to the procedures set forth for minor use permit applications in Section 9262 of Division 9, Chapter 2, Article 20 of the City Code, except that all references therein to the Zoning Administrator shall be deemed to refer to the Planning Director.

(F) In determining whether to renew a Dispensary Use Permit, the Planning Director will consider the following non-exclusive criteria, in addition to those criteria set forth in this Chapter at §§ 5709(G) and 5710:

1. Whether the Dispensary operated by the permittee has generated an excessive number of calls for police service compared to similarly situated businesses of the same size as the Dispensary.
2. Whether there have been excessive secondary criminal or public nuisance impacts in the surrounding area or neighborhood, including, but not limited to, disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, littering, loitering, illegal parking, loud noises, or lewd conduct.
3. Whether the Dispensary operated by the permittee has a history of inadequate safeguards or procedures that show it is likely that it will not comply with the operating requirements and standards in this Chapter.
4. Whether the Dispensary has failed to pay fees, penalties, or taxes required by this Code or has failed to comply with the production of records or other reporting requirements of this Chapter.
5. Whether it appears that the permittee has, in its renewal application, provided a false statement of material fact or has knowingly omitted a material fact.
6. Whether the renewal applicant or one or more of its officers, employees, partners, managers or members with management responsibilities ("Managers") has been convicted of a felony, or has engaged in misconduct that is substantially related to the qualifications, functions or duties of a Dispensary operator. A conviction within the meaning of this section means a plea or verdict of guilty, or a conviction following a plea of nolo contendere. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any Manager has been convicted of a felony, if the person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar federal statute or state law where the expungement was granted.
7. Whether the renewal applicant or Dispensary has previously or is currently engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

(G) The Planning Director shall make findings of fact and either grant, grant conditionally, or deny the application for renewal of a Dispensary Use Permit. An applicant aggrieved by the Planning Director's decision to issue or to deny a Dispensary Use Permit renewal may appeal such decision to the Planning Commission by filing an appeal. All

Comment [DV6]: At its October 3, 2016 meeting, the ad hoc indicated that it agreed with the Commission's recommendation to include public notice requirements for Dispensary Use Permit renewal applications. The Planning Commission did not specify whether the notice requirements should mirror the current procedure for a minor use permit or for a major use permit. As the initial application for a Permit is heard by the Zoning Administrator, who is also authorized to hear minor use permit applications, it would probably make the most sense to model the renewal hearing process on the minor use permitting process. In addition, Section 9263 referred to in the Ordinance does not make any reference to the Planning Director, so I have added this language.

Comment [DV7]: At its October 3, 2016 meeting, the ad hoc discussed its concerns about whether authorizing the Planning Director to only grant or deny renewal applications could be unnecessarily limiting and punitive. As such, the ad hoc determined that the best course of action would be to allow the Planning Director to grant a renewal application, subject to conditions to address concerns with, for example, the permittee's operation of the Dispensary.

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determinations of the Planning Director regarding Dispensary Use Permit renewals shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the Planning Department within ten (10) days of the date the decision was made. The appeal fee will be in addition to the nonrefundable renewal application fee. Appeals may be filed by an applicant.

The Planning Commission shall conduct a duly noticed public hearing on the appeal in accordance to the applicable procedures as set forth in Section 9266 of Division 9, Chapter 2, Article 20 of the City Code, except that all references therein to the City Council shall be deemed to refer to the Planning Commission. At the close of the public hearing, the Planning Commission may affirm, reverse, or modify the appealed decision of the Planning Director. All Planning Commission decisions on appeals of the Planning Director's decision with regard to an application for a Dispensary Use Permit renewal are final for the City.

§ 5705 GENERAL TAX LIABILITY.

As a prerequisite to obtaining a permit pursuant to the terms hereof, an operator of a Dispensary shall also be required to apply for and obtain a Business License or exemption from the City of Ukiah and obtain a seller's permit or exemption from the State Board of Equalization pursuant to Division 2, Part 2, Chapter 2, Article 2 of the Cal. Revenue and Taxation Code, commencing with Section 6066e. Dispensary sales shall be subject to sales tax consistent with State law.

§ 5706 IMPOSITION OF FEES.

Every application for a Dispensary Use Permit or renewal shall be accompanied by an application fee, as established by resolution of the City Council from time to time. This application or renewal fee shall not include fingerprinting, photographing, and background check costs and shall be in addition to any other business license fee or permit fee imposed by this Code or other governmental agencies. Fingerprinting, photographing, and background check fees will be as established by resolution adopted by the City Council from time to time.

§ 5707 LIMITATION ON LOCATION OF DISPENSARIES.

(A) A Dispensary may only be located within the C1, C2, CN, M, and PD (Commercial) zoning districts and in the GU, UC, and DC downtown zoning districts as designated in the General Plan, Zoning Map.

(B) A Dispensary shall be in a visible location that provides good views of the Dispensary entrance, windows and premises from a public street.

(C) A Dispensary shall not be allowed in the following areas at the time of its permitted establishment:

(1) Within 600 feet of a School, with that distance measured as the horizontal distance in a straight line from the property line of the School to the closest property line of the lot on which the Dispensary is to be located without regard to intervening structures; or

(2) Within 250 feet of a Youth-oriented facility other than a School, or another Dispensary, with that distance measured by street frontage and not radial distance; or

Comment [DV8]: At its October 3, 2016 meeting, the ad hoc discussed its concerns about whether allowing an interested party to file an appeal of the Planning Director's decision on a renewal application would lead to abuse of process and waste of resources. The ad hoc also discussed the fact that interested parties do have an opportunity to participate in the process during the initial hearing on the decision to grant, grant conditionally, or deny the renewal application. As such, the ad hoc has opted to limit the authority to appeal decisions on renewal application to the applicant.

Comment [DV9]: At its October 3, 2016 meeting, the ad hoc noted that Division 9, Chapter 2, Article 20 includes notice and hearing procedures for six different types of permitting actions. Section 9266 of Division 9, Chapter 2, Article 20 sets forth the procedures for appeals of decisions on permitting actions. As such, Section 9266 would be appropriate to apply here, except that the Planning Commission would have the duty and authority to hear appeals rather than the City Council.

Comment [DV10]: At its October 3, 2016 meeting, the ad hoc indicated that it did not agree with the Planning Commission's recommendation, as it is concerned that this may limit the number of quality applicants for Dispensary Use Permits that the City may consider. The ad hoc also believes that, given the demanding process for obtaining and retaining a Dispensary Use Permit, the process may be self-selecting, and that, as such, the City is unlikely to see more than a couple of applicants complete the process. As such, the ad hoc prefers to omit the limitation on the number of dispensaries for now, in anticipation of a discussion of this issue by the City Council.

Comment [DV11]: The ad hoc is concerned that the Planning Commission's recommendation of a 500 foot distance limitation from all Youth-oriented facilities will unnecessarily limit possible locations of dispensaries. As such, they prefer to retain the 250 foot distance limitation for now. The ad hoc wishes to have a full discussion of the City Council on the distance limitation, during which a map showing the result of the distance limitations will be available for review.

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(3) Abutting, on any side of the parcel upon which the Dispensary is located, a parcel occupied by a Youth-oriented facility, a School, or another Dispensary; or

(4) Within any residential zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation.

(5) On a parcel having a residential unit, or on a parcel directly abutting a residentially-zoned property, unless there are intervening non-residential uses between the Dispensary and the residential unit or the residentially-zoned property that the Zoning Administrator or, on appeal, the Planning Commission determines sufficient to provide an appropriate separation.

(D) The distance between a Dispensary and above listed uses shall be made in a straight line, along street frontage, from the boundary line of the property on which the Dispensary is located to the boundary of the property on which the facility, building or structure, or portion of the building or structure, in which the above listed use occurs or is located.

(E) A waiver of the provisions in subsection (C) of this Section may be granted if the applicant demonstrates on plans and materials presented for review and the Zoning Administrator or, on appeal, the Planning Commission determines that a physical barrier or similar condition exists which achieves the same purpose and intent as the distance separation requirements established herein.

§ 5708 OPERATING REQUIREMENTS.

Dispensary operations shall be established and managed only in compliance with the following standards:

(A) Criminal History. Any applicant, his or her agent or employees, volunteer workers, or any person exercising managerial authority of a Dispensary on behalf of the applicant shall not have been convicted of any of the felony offenses enumerated in Health and Safety Code § 19323(b)(5), or of a felony or misdemeanor involving moral turpitude, or on probation for a drug offense, or engaged in misconduct related to the qualifications, functions or duties of a permittee. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

(B) Minors.

(1) It is unlawful for any permittee, operator, or other person in charge of any Dispensary to employ any person who is not at least 18 years of age.

(2) Persons under the age of 18 shall not be allowed on the premises of a Dispensary unless they are a qualified patient or a primary caregiver, and they are in the presence of their parent or guardian for the first visit.

(3) The entrance to a Dispensary shall be clearly and legibly posted with a notice indicating that persons under the age of 18 are precluded from entering the premises unless they are a qualified patient or a primary caregiver, and they are in the presence of their parent or guardian for the first visit.

(4) The burden of proof is on the Dispensary personnel to establish compliance with this subsection (B) by clear and convincing evidence.

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(D) Dispensary Size and Access.

(1) Dispensary size shall be limited, as deemed appropriate and necessary, to best serve patient needs within the intent of this Chapter and reduce potential adverse impacts that might otherwise occur on surrounding neighborhoods, businesses and demands on City services.

(2) A Dispensary shall not be increased in size (i.e., floor area or number of patients) without a prior approval amending the existing Dispensary Use Permit.

(3) The entrance into the Dispensary building shall be locked at all times with entry strictly controlled; e.g., a buzz-in electronic/mechanical entry system with a vestibule is highly encouraged. A viewer shall be installed in the door that allows maximum angle of view of the exterior entrance.

(4) Dispensary personnel shall monitor site activity, control loitering and site access.

(5) Only Dispensary staff, primary caregivers, qualified patients and persons with bona fide purposes for visiting the site shall be permitted at a Dispensary.

(6) Potential patients or caregivers shall not visit a Dispensary without first having obtained a valid written recommendation from their physician recommending use of medical marijuana.

(7) Only a primary caregiver and qualified patient shall be permitted in the designated dispensing area with Dispensary personnel. All other authorized visitors shall remain in the designated waiting area in the front entrance/lobby.

(8) Restrooms shall remain locked and under the control of management.

(E) Dispensing Operations.

(1) A Dispensary shall dispense medical marijuana to meet monthly medication needs of qualified patients, similar to typical pharmacy operations. The Dispensary shall strongly discourage and avoid daily or weekly visits by patients as a routine practice. The Dispensary may possess no more dried marijuana or plants per qualified patient or caregiver than permitted in strict accordance with California Health and Safety Code § 11362.77 and any other applicable State law, and as amended.

(2) A Dispensary shall only dispense to qualified patients or caregivers with:

(a) a currently valid physician's approval or recommendation in compliance with the criteria in California Health and Safety Code § 11362.5 *et seq.* and valid official identification, such as a Department of Motor Vehicles driver's license or State Identification Card, or

(b) a currently valid California Medical Marijuana Identification Card or a Patient ID Center Identification Card.

(3) For qualified patients or caregivers without a California Medical Marijuana Identification Card or a Patient ID Center Identification Card, prior to dispensing medical marijuana, the Dispensary shall obtain verbal, online, or signed verification from the recommending physician's office personnel that the individual requesting medical marijuana is a qualified patient.

(4) A Dispensary shall not have a physician on-site to evaluate patients and provide a recommendation for medical marijuana.

(5) Patient records shall be maintained and verified as needed, and at least annually verified with the qualifying patient's medical doctor or doctor of osteopathy unless the patient has provided a California Medical Marijuana Identification Card or a Patient ID Center Identification Card.

(6) Information on prior year's operations shall be provided annually, as required in this Chapter. The operator shall adjust the operations as necessary to address issues.

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(F) Hours of Operation

(1) Hours of Operation are limited to 9:00 a.m. to 9:00 p.m., seven days a week.

Comment [DV12]: At its October 3, 2016 meeting, the ad hoc indicated that it agreed with the Commission's recommendation to add language specifying allowable hours of operation for Dispensaries, but thought it best to give the operators more flexibility to serve the needs of their patience by extending the allowable operation hours.

(G) Consumption Restrictions.

(1) Marijuana shall not be consumed on the premises of the Dispensary. The term "premises" includes the actual building, as well as any accessory structures, parking areas, or other surroundings within 200 feet of the Dispensary's entrance.

(2) Dispensary operations shall not result in illegal redistribution of medical marijuana obtained from the Dispensary, or use in any manner that violates local, State or City Codes.

(3) No person may consume marijuana, by smoking or vaporization, in any public places. Public places shall include, but are not limited to, city owned parks and/or city sponsored events where designated as nonsmoking areas by resolution of the city council, streets, sidewalks, alleys, highways, public parking lots as defined in City Code § 6000 and as amended, enclosed places and places of employment as defined in City Code §§ 4503 and 4505 and as amended, and any other property owned or leased by the City, or in which the City holds a right-of-way easement, and which is open to members of the general public, except while actively passing through on the way to another destination. Nothing in this Section is intended, nor shall it be construed to be inconsistent with the California Indoor Clean Air Act of 1976, Health and Safety Code § 118875 *et seq* and as amended.

(H) Retail Sales and Cultivation.

(1) No cannabis shall be cultivated on the premises of the Dispensary, except in compliance with this Chapter and with City Code §§ 6093 and 9254 and Health and Safety Code § 11362.5 *et seq*. The space devoted to on-site cultivation at a permitted Dispensary shall not exceed twenty-five percent of the total floor area, but in no case more than five hundred square feet. Cultivation shall be limited to interior areas of buildings.

(a) Except for immature nursery stock marijuana plants, marijuana plants grown by the Dispensary shall only be utilized for production of processed marijuana to dispense to patients.

(b) A security plan for the growing area shall be submitted to the Ukiah Police Chief for review and approval. Such plan shall include: security alarms and surveillance systems; physical measures to prevent access to the area by anyone other than Dispensary staff; and physical measures to prevent vehicle penetration of the growing area.

(c) If required by the Building Official, the cultivation area shall include a one-hour firewall assembly and shall not create excessive humidity or mold conditions. The cultivation area shall have an air treatment system that prevents odors generated from the cultivation of marijuana on the Dispensary property from being detected by any reasonable person of normal sensitivity outside the Dispensary property, as set forth in City Code § 5708(H)(4). The medical marijuana cultivation area shall be in compliance with the current, adopted edition of the California Building Code as regards Natural Ventilation or Mechanical Ventilation.

(d) Cultivation facilities are strongly encouraged to utilize the most water-efficient and environmentally-responsible cultivation practices available. The City reserves the right to require annual reports on cultivation facility practices, including but not limited to cultivation mediums and water use methods.

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(e) The cultivation use shall comply with applicable stormwater, wastewater, and Building Code requirements and any applicable State or Federal law, including the Clean Water Act, 33 U.S.C. § 1251 *et seq.*

(2) With the approval of the Zoning Administrator, a Dispensary may conduct or engage in the commercial sale of specific products, goods or services in addition to the provision of medical marijuana and other items permitted by these regulations on terms and conditions consistent with this Chapter and applicable law.

(3) Up to 150 square feet may be utilized for display and sales of devices necessary for administering medical marijuana, including but not limited to rolling papers and related materials and devices, pipes, water pipes, and vaporizers. Such devices may only be provided to qualified patients or primary caregivers and only in accordance with Health and Safety Code § 11364.5 and as amended.

(4) Retail sales of medical marijuana that violate California law or this Chapter are expressly prohibited.

(5) A Dispensary shall meet all the operating criteria for the dispensing of medical marijuana as is required pursuant to California Health and Safety Code § 11362.5 *et seq* and as amended.

(6) The provision of locally-grown and organic marijuana is encouraged.

(l) Operating Plans.

(1) Floor Plan. A Dispensary shall have a lobby waiting area at the entrance to receive clients, and a separate and secure designated area for dispensing medical marijuana to qualified patients or designated caregivers. The primary entrance shall be located and maintained clear of barriers, landscaping and similar obstructions so that it is clearly visible from public streets, sidewalks or site driveways.

(2) Storage. A Dispensary shall have suitable locked storage on premises, identified and approved as a part of the security plan, for after-hours storage of medical marijuana.

(3) Minimum Staffing Levels. The premises shall be staffed with at least one person during hours of operation who shall not be responsible for dispensing medical marijuana.

(4) Odors Control. The Dispensary shall have an air treatment system that prevents odors generated from the storage and cultivation of marijuana on the Dispensary property from being detected by any reasonable person of normal sensitivity outside the Dispensary property. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.

(5) Security Plans. A Dispensary shall provide adequate security on the premises, as approved by the Chief of Police and reviewed by the Planning Commission, including lighting and alarms, to insure the safety of persons and to protect the premises from theft.

(6) Security Cameras. Security surveillance cameras shall be installed to monitor the main entrance and exterior of the premises to discourage loitering, crime, illegal or nuisance activities.

(7) Security Video Retention. Security video shall be maintained for 90 days.

(8) Alarm System. Professionally monitored robbery alarm and burglary alarm systems shall be installed and maintained in good working condition.

(9) Emergency Contact. A Dispensary shall provide the Chief of Police with the name, e-mail address, phone number and facsimile number of an on-site community relations staff person to whom one can provide notice if there are operating problems associated with the Dispensary. The Dispensary shall make every good faith effort to

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encourage neighborhood residents to call this person to try to solve operating problems, if any, before any calls or complaints are made to the City.

(J) Signage and Notices.

(1) A notice shall be clearly and legibly posted in the Dispensary indicating that smoking, ingesting or consuming marijuana on the premises or in the vicinity of the Dispensary is prohibited. The notice shall be posted in both English and Spanish.

(2) Signs on the premises shall not obstruct the entrance or windows.

(3) Address identification shall comply with illuminated address signs requirements.

(4) Business identification signage shall be limited to that needed for identification only, consisting of a single window sign or wall sign that shall comply with City Code § 3227 and any other City Code provisions regulating signage.

(K) Employee Records. Each owner or operator of a Dispensary shall maintain a current register of the names of all volunteers and employees currently working at or employed by the Dispensary, and shall disclose such registration for inspection by any City officer or official for purposes of determining compliance with the requirements of this Section.

(L) Patient Records. A Dispensary shall maintain records of all patients and primary caregivers using only the identification card number issued by the county, or its agent, pursuant to California Health and Safety Code § 11362.71 *et seq.*, as a protection of the confidentiality of the cardholders, or a copy of the written recommendation from a physician stating the need for medical marijuana. Such records may be maintained on or off-site, and shall be made available for inspection by any City officer or official for purposes of determining compliance with the requirements of this Chapter.

(M) Staff Training. Dispensary staff shall receive appropriate training for their intended duties to ensure understanding of rules and procedures regarding dispensing in compliance with state and local law, and the Dispensary shall employ properly trained or use professionally-hired security personnel in accordance with the conditions of its permit.

(N) Site Management.

(1) The operator of the establishment shall take all reasonable steps to discourage and correct objectionable conditions that constitute a nuisance in parking areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours if directly related to the patrons of the subject Dispensary.

(a) "Reasonable steps" shall include calling the police in a timely manner; and requesting those engaging in objectionable activities to cease those activities, unless personal safety would be threatened in making the request.

(b) "Nuisance" includes, but is not limited to, disturbances of peace, open public consumption of marijuana or alcohol, excessive pedestrian or vehicular traffic, illegal drug activity, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct or excessive police detentions and arrests.

(2) The operator shall take all reasonable steps to reduce loitering in public areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours.

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(3) The operator shall provide patients with a list of the rules and regulations governing medical marijuana use and consumption within the City and recommendations on sensible marijuana etiquette.

(O) Trash, Litter, Graffiti.

(1) The operator shall keep the sidewalks adjoining the premises plus 10 feet beyond property lines along the street as well as any parking lots under the control of the operator clear of litter, debris and trash.

(2) The operator shall remove all graffiti from the premises and parking lots under the control of the operator within 72 hours of its application.

(P) Compliance with Other Requirements. The operator shall comply with all applicable provisions of local, state or federal laws, regulations or orders, as well as any condition imposed on any permits issued pursuant to applicable laws, regulations or orders.

(Q) Confidentiality. The information provided for purposes of this Section shall be maintained by the City as confidential information, and shall not be disclosed as public records unless pursuant to subpoena issued by a court of competent jurisdiction or otherwise compelled by court order.

(R) Display of Permit. Every Dispensary shall display at all times during business hours the permit issued pursuant to the provisions of this Chapter for such Dispensary in a conspicuous place so that the same may be readily seen by all persons entering the Dispensary.

(S) Reporting and Payment of Fees. Each permittee shall file an annual statement with the Planning Department: (1) indicating the number of patients served by the Dispensary within the previous calendar year, (2) the continuing accuracy of the information in the prior year's Dispensary Use Permit application, (3) documenting any changes or additions to that information as of the date for renewal of the Permit, any citizen complaints, City Code violations, and calls for law enforcement during the prior year, the applicant's compliance with applicable City and State law governing the operation of dispensaries, and (4) including any additional information the Planning Department deems necessary to administer this Chapter, and pay all annual permit fees.

(T) Alcoholic Beverages. No Dispensary shall hold or maintain a license from the State Division of Alcoholic Beverage Control for the sale of alcoholic beverages, or operate a business on the premises that sells alcoholic beverages. No alcoholic beverages shall be allowed or consumed on the premises.

(U) Dispensaries shall comply with the parking requirements for medical office uses.

(V) Inspections. During normal business hours, Dispensaries permitted under this Chapter shall provide access for administrative inspections by City officials or officers to verify compliance with this Chapter. Any Dispensary's refusal to comply with this Section shall be deemed a violation of this Chapter.

§ 5709 APPLICATION PREPARATION AND FILING.

(A) Application Filing. A complete Dispensary Use Permit application submittal packet shall be submitted in accordance with City Code § 9262, including a detailed written statement

Comment [DV13]: Designating the Planning Director here is a drafting error; this language is from the Sebastopol ordinance used as a model for this Ordinance and should have been changed to Planning Department.

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as to how the proposed Dispensary complies with Sections 5707, 5708 and 5710, and any other information or submissions required by this chapter. All applications for Dispensary Use Permits shall be filed with the Planning Department, using forms provided by the City, and accompanied by the applicable filing fee and any other applicable fees or charges. It is the responsibility of the applicant to provide information required for approval of the permit. The application shall be made under penalty of perjury.

(B) Eligibility for Filing. Applications may only be filed by the owner of the subject property, or person with a lease signed by the owner or duly authorized agent allowing them to occupy the property for the intended use. If the applicant is a lessee, a copy of the duly executed lease currently in effect must accompany the application.

(C) Filing Date. The filing date of any application shall be the date when the City receives the last submission of information or materials required in compliance with the submittal requirements specified herein.

(D) Effect of Incomplete Filing. Upon notification that an application submittal is incomplete, the applicant shall submit any additional documents or information required to complete the application within thirty (30) days of the date the applicant is notified in writing by the Planning Department that the application is incomplete. If the applicant fails to complete the application within said thirty (30) days, the application shall be deemed withdrawn and a new application submittal that complies with Section 5709(A) shall be required in order to proceed with the application.

(E) Effect of Other Permits or Licenses. The fact that an applicant possesses other types of state or City permits or licenses does not exempt the applicant from the requirement of obtaining a Dispensary Use Permit.

(F) Submittal Requirements. Any application for a Dispensary Use Permit shall include the following information.

(1) Applicant(s) Name. The full name (including any current or prior aliases, or other legal names the applicant is or has been known by, including maiden names), present address, and telephone number of the applicant;

(2) Applicant(s) Mailing Address. The address to which notice of action on the application is to be mailed;

(3) Previous Addresses. Previous addresses for the past five years immediately prior to the present address of the applicant;

(4) Verification of Age. Written proof that the applicant is over the age of 18 years of age;

(5) Physical Description. Applicant's height, weight, color of eyes and hair;

(6) Photographs. Passport quality photographs for identification purposes;

(7) Employment History. All business, occupation, or employment of the applicant for the five years immediately preceding the date of the application;

(8) Tax History. The Dispensary business tax history of the applicant, including whether such person, in previously operating in this or another city, county or state under license has had a business license revoked or suspended, the reason therefor, and the business or activity or occupation in which the applicant engaged subsequent to such action of suspension or revocation;

(9) Management Information. The name or names and addresses of the person or persons having the management or supervision of applicant's business;

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(10) Criminal Background. A background investigation verifying whether the person or person having the management or supervision of applicant's business has been convicted of a crime(s), the nature of such offense(s), and the sentence(s) received therefor;

(11) Employee Information. Number of employees, volunteers, and other persons who will work at the Dispensary;

(12) Plan of Operations. A plan of operations describing how the Dispensary will operate consistent with the intent of State law and the provisions of this Chapter, including but not limited to:

(a) Ensuring that the Dispensary will not engage in retail sales of medical marijuana that violate California law or this Chapter.

(b) Controls that will assure medical marijuana will be dispensed to qualifying patients or caregivers only.

(c) Controls that will ensure limitations on numbers of patients is adhered to.

(d) Controls that will ensure access to Dispensary premises is adequately monitored and restricted to pre-approved qualified patients and caregivers.

(13) Written Project Description. A written description summarizing the proposed Dispensary use size, number of patients, characteristics and intent;

(14) Written Response to Dispensary Standards. The applicant shall provide a comprehensive written response identifying how the Dispensary plan complies with the each of the standards for review in this Chapter, specifically the limitation on number and size, limitation on location, and operating requirements sections;

(15) Written Response to Criteria for Review Section. The applicant shall provide a written response indicating the method by which each of the criteria for review has been satisfied;

(16) Security Plan. A detailed security plan outlining the proposed security arrangements for insuring the safety of persons and to protect the premises from theft. The plan shall include installation of security cameras, a robbery alarm system monitored by a licensed operator, and a security assessment of the site conducted by a qualified professional;

(17) Floor Plan. A sketch or diagram showing the interior configuration of the premises, including a statement of the total floor area occupied by the Dispensary. The sketch or diagram need not be professionally prepared, but must be drawn to a designated scale or drawn with marked dimensions of the interior of the premises to an accuracy of plus or minus six inches;

(18) Site Plan. A sketch or diagram showing exterior configuration of the premises, including the outline of all structures, parking and landscape areas, and property boundaries. The sketch or diagram need not be professionally prepared, but must be drawn to a designated scale or drawn with marked dimensions to an accuracy of plus or minus six inches;

(19) Accessibility Evaluation. A written evaluation of accessibility to and within the building, and identification of any planned accessibility improvements.

(20) Neighborhood Context Map. An accurate straight-line drawing depicting the building and the portion thereof to be occupied by the Dispensary, all properties and uses within 600 feet of the boundaries of the property on which the Dispensary Use Permit is requested, and: (a) the property lines of any School within 600 feet of the property line of the Dispensary for which a permit is requested, (b) the property lines of any Dispensary within 250 feet of the primary entrance of the Dispensary for which a permit is requested, and (c) the property lines of any youth-oriented facility or residential zone or use within 250 feet of the primary entrance of the Dispensary;

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(21) Lighting Plan. A lighting plan showing existing and proposed exterior premises and interior lighting levels that would be the minimum necessary to provide adequate security lighting for the use and comply with all City standards regarding lighting design and installation. All lighting shall be fully hooded and downcast, and shall not shine towards the night sky, adjacent property or any street.

(22) City Authorization. Written authorization for the City, its agents and employees to seek verification of the information contained within the application;

(23) Statement of Owners Consent. A statement in writing by the applicant that he or she certifies under penalty of perjury that the applicant has the consent of the property owner and landlord to operate a Dispensary at the location;

(24) Applicant's Certification. A statement in writing by the applicant that he or she certifies under penalty of perjury that all the information contained in the application is true and correct;

(25) Other Information. Such other information as deemed necessary by the Planning Department to demonstrate compliance with this Chapter including all City and State Codes, including operating requirements established in this Chapter.

(G) Renewal. Applications for one-year renewal shall be accompanied by the following minimum information:

(1) The operator shall report the number of patients served and pay applicable fees, as required by this Chapter.

(2) The operator shall provide a detailed description of any adjustments and changes proposed or that have occurred in Dispensary operations to address issues, or comply with laws.

(3) The operator shall identify any problems encountered during operations and how they have been addressed.

(4) The operator shall identify how the Dispensary has managed its operations to comply with the operating requirements of this Chapter and with State law.

§ 5710 CRITERIA FOR REVIEW.

In addition to the findings required in City Code § 9262, the Zoning Administrator shall consider the following criteria in determining whether to grant or deny a Dispensary Use Permit, and renewals of a Dispensary Use Permit:

(A) That the Dispensary Use Permit is consistent with the intent of Proposition 215 and related State law, the provisions of this Chapter and the City Code, including the application submittal and operating requirements herein.

(B) That the Dispensary location is not identified as having significant crime issues (e.g., based upon crime reporting statistics as maintained by the Police Department).

(C) That there have not been significant numbers of calls for police service, crimes or arrests in the area or to an existing Dispensary location.

(D) That an applicant or employee is not under 18 years of age.

(E) That all required application materials have been provided and/or the Dispensary has operated successfully in a manner that shows it would comply with the operating requirements and standards specified in this Chapter.

Comment [DV14]: Designating the Planning Director here is a drafting error; this language is from the Sebastopol ordinance used as a model for this Ordinance and should have been changed to Planning Department.

Comment [DV15]: At its October 3, 2016 meeting, the ad hoc indicated that it agreed with the Commission's recommendation to add language indicating that an applicant for a Dispensary Use Permit must show compliance with State law permitting and licensing requirements when applying for a Permit. Note that Subsection 5307(B) of this Ordinance already states that "it shall be unlawful to operate any business or conduct any activity in the City for which a State license is required under the MMRSA without also having a valid State license pursuant to the MMRSA" once the California regulatory and licensing requirements go into effect in 2018.

Attachment #3 (Redline)

(F) That all required application or annual renewal fees have been paid and reporting requirements have been satisfied in a timely manner.

(G) That an appropriate limit on size of the Dispensary has been established and the requested permit would not exceed limitations on number of patients and/or permits allowed by this Chapter.

(H) That issuance of a Dispensary Use Permit for the size requested is justified to meet needs of residents.

(I) That issuance of the Dispensary Use Permit would serve needs of residents at this location.

(J) That the location is not prohibited by the provisions of this Chapter or any local or state law, statute, rule or regulation and no significant nuisance issues or problems are anticipated or have resulted from Dispensary operations.

(K) That the site plan, floor plan, and security plan have incorporated features necessary to assist in reducing potential crime-related problems and as specified in the operating requirements section. These features may include, but are not limited to, security on-site; procedure for allowing entry; openness to surveillance and control of the premises; the perimeter, and surrounding properties; reduction of opportunities for congregating and obstructing public ways and neighboring property; illumination of exterior areas; and limiting furnishings and features that encourage loitering and nuisance behavior.

(L) That no Dispensary use, owner, permittee, agent, or employee has violated any provision of this Chapter including grounds for suspension, modification or revocation of a permit.

(M) That all reasonable measures have been incorporated into the plan and/or consistently taken to successfully control the establishment's patrons' conduct resulting in disturbances, vandalism, crowd control inside or outside the premises, traffic control problems, marijuana use in public, or creation of a public or private nuisance, or interference with the operation of another business.

(N) That the Dispensary would not adversely affect the health, peace or safety of persons living or working in the surrounding area, overly burden a specific neighborhood with special needs or high impact uses, or contribute to a public nuisance; or that the Dispensary has resulted in repeated nuisance activities including disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct, or police detentions or arrests.

(O) That any provision of the City Code or condition imposed by a City issued permit, or any provision of any other local, or State law, regulation, or order, or any condition imposed by permits issued in compliance with those laws has not been violated.

(P) That the applicant has not violated any local or State law, statute, rule or regulation respecting the distribution, possession, or consumption of marijuana.

Attachment #3 (Redline)

(Q) That the applicant has not knowingly made a false statement of material fact or has knowingly omitted to state a material fact in the application for a permit.

(R) That the applicant, his or her agent or employees, or any person who is exercising managerial authority on behalf of the applicant has not been convicted of a felony, or of a misdemeanor involving moral turpitude, or has engaged in misconduct related to the qualifications, functions or duties of a permittee. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

(S) That the applicant has not engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

(T) That adequate parking will be provided at a rate of one space for every 300 gross square feet of retail space, office space, and similar floor areas.

§ 5711 INVESTIGATION AND ACTION ON APPLICATION.

After the making and filing of a complete application for the Dispensary Use Permit and the payment of the fees, the Police Department shall conduct a background check of the applicant and all employees and other persons determined by the Police Department to perform functions in the Medical Marijuana Dispensary that could influence its compliance with this Chapter and conduct an investigation of the application. In processing the application:

(A) The Planning Department shall refer the application to any other City departments as necessary to complete the review of the application.

(B) Following provision of complete application materials, inter-departmental review, and compliance with the California Environmental Quality Act, the Planning Department shall schedule the Dispensary Use Permit for Zoning Administrator review. In making a decision to grant or deny the application the Zoning Administrator shall follow the notice and hearing procedures and make the findings required by City Code § 9262(C)-(F) and shall either grant or deny the application in accordance with the provisions of this Chapter.

(C) In approving a Dispensary Use Permit, the Zoning Administrator may impose conditions, restrictions or require revisions to the proposal to comply with the purpose and intent of this Chapter.

(D) The Planning Department shall cause a written notice of the Zoning Administrator decision to issue or deny a permit to be mailed to the applicant by U.S. mail.

§ 5712 APPEAL FROM ZONING ADMINISTRATOR DETERMINATION.

(A) An applicant aggrieved by the Zoning Administrator decision to issue or to deny a Dispensary Use Permit may appeal such decision to the Planning Commission by filing an appeal. All determinations of the Zoning Administrator regarding Dispensary Use Permits shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the Planning Commission within ten (10) days of the date the decision was made. Appeals may be filed by an applicant or any interested party. An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken.

Comment [DV16]: The Planning Commission recommended that it be granted the authority and duty to conduct the hearing and render a decision on a Dispensary Use Permit application.

At its October 3, 2016 meeting, the ad hoc indicated that it did not agree with this recommendation, preferring instead to use more of an administrative procedure on Dispensary Use Permit applications, with a public notice and hearing requirement. As such, the ad hoc believes that the authority and duty to conduct hearings and make decisions on initial Dispensary Use Permit applications should remain with the Zoning Administrator.

Attachment #3 (Redline)

(B) The Planning Commission shall conduct a duly noticed public hearing on the appeal in accordance to the procedures applicable to an appeal of a decision to grant or deny a use permit as set forth in Division 9, Chapter 2, Article 20 of the City Code. At the close of the public hearing, the Planning Commission may affirm, reverse, or modify the appealed decision of the Zoning Administrator. All Planning Commission decisions on appeals of the Zoning Administrator's decision with regard to an application for a Dispensary Use Permit are final for the City.

§ 5713 REVOCATION.

(A) Any Dispensary Use Permit issued under the terms of this Chapter may be revoked by the Zoning Administrator or Planning Commission, when it shall appear to the Commission that the use for which the Dispensary Use Permit was granted is not being conducted in compliance with the Dispensary Use Permit as conditioned, the permittee has violated any of the requirements of this Chapter or the Dispensary is operated in a manner that violates the provisions of this Chapter, including the criteria for review and operating requirements sections, or conflicts with State law.

(B) The Zoning Administrator shall place the matter of Dispensary Use Permit revocation on the Commission agenda at the direction of the City Attorney. Revocation proceedings shall be conducted in compliance with Section 9262(H) of this Code. Notice of the hearing required by said section shall be given in compliance with Section 9262(C). In addition, notice of the revocation hearing, including a description of the facts and violations relied upon in seeking revocation, shall be served on the permit holder by personal service, overnight courier or registered United States Mail, return receipt requested, not later than ten (10) day prior to the hearing. Service shall be deemed complete when received by the permit holder or forty-eight hours after deposit in the United States Mail, whichever occurs first. Notice shall be sent to the address as shown on the permit application or to an address which the permit holder has requested in writing that the City use for official communications. The address shall not be a Post Office box, but must be a physical address.

(C) If any person holding a permit or acting under the authority of such permit under this Chapter is convicted of a public offense in any court for any offense that would constitute a violation of their Dispensary Use Permit or this Ordinance , the Zoning Administrator may revoke such permit forthwith without any further action thereof, other than giving notice of revocation to the permittee.

§ 5714 EFFECT OF REVOCATION.

When the Zoning Administrator shall have revoked any permit provided for in this Chapter and the time for appeal to the Planning Commission shall have elapsed, or, if after appeal to the Planning Commission, the decision of the Zoning Administrator has been affirmed by the Commission, no new application for a permit shall be accepted from the applicant and no such permit shall be issued to such person or to any corporation or other business entity, including but not limited to, a partnership or limited liability company, in which he or she shall have any direct or indirect beneficial, financial or ownership interest for a period of three years after the action revoking the permit.

§ 5715 TRANSFER OF PERMITS.

Attachment #3 (Redline)

(A) A permittee shall not operate a Dispensary under the authority of a Dispensary Use Permit at any place other than the address of the Dispensary stated in the application for the permit.

(B) A permittee shall not transfer ownership or control of a Dispensary, including by transferring a controlling interest in the permittee, or transfer a Dispensary Use Permit to another person or entity unless and until the transferee obtains its own Dispensary Use Permit. Any other assignment of a Dispensary Use Permit is prohibited.

(C) No Dispensary Use Permit may be transferred when the Zoning Administrator or Planning Commission have notified the permittee that the permit has been or may be revoked.

(D) Any attempt to transfer a Dispensary Use Permit either directly or indirectly in violation of this Section is declared void, and the permit shall be deemed revoked.

§ 5716 TIME LIMIT FOR FILING APPLICATIONS UPON ANNEXATION.

Any Dispensary that was legally established in Mendocino County ("County") and which is subsequently annexed into the City must apply for and obtain a Dispensary Use Permit in compliance with the provisions of this Chapter within 90 days from the date the annexation becomes effective. Continued operation of a Dispensary without a permit more than 90 days after annexation shall constitute a violation of this Chapter, unless an extension of the 90 day period is approved by the Zoning Administrator upon the applicant's demonstration of reasonable grounds to do so.

Comment [DV17]: Designating the Planning Director here is a drafting error; this language is from the Sebastopol ordinance used as a model for this Ordinance and should have been changed to Zoning Administrator to be consistent with the Permit application provisions of this Ordinance.

§ 5717 MARIJUANA DELIVERY.

(A) A permitted Dispensary located in the City may deliver marijuana to qualified patients and caregivers at their residence in the City. Such permissible delivery of marijuana to qualified patients shall be limited to delivery by lawfully-operated, permitted dispensaries located within the jurisdictional limits of the City. Any individual engaging in the activity of delivering medical marijuana from a permitted Dispensary to a qualified patient must have a business license in accordance with Division 2, Chapter 1, Article 3 of the City Code.

All other marijuana delivery is a prohibited activity in the City, except where the City is preempted by federal or state law from enacting a prohibition on such activity.

(B) In conformity with City Code § 6001 it shall be unlawful for any qualified individual engaging in the activity of delivering medical marijuana from a permitted Dispensary to a qualified patient to be in an intoxicated condition or under the influence of narcotic drugs within the corporate City limits of the City in, on, or about any automobile, motorcycle, motor vehicle, street car, railroad car or other vehicle.

§ 5718 VIOLATIONS.

(A) It is unlawful for any person, individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character to violate any provision or fail to comply with any of the requirements of this Chapter.

Attachment #3 (Redline)

(B) A violation of this Chapter shall be subject to the enforcement and penalties specified in City Code §5723.

§ 5719 REMEDIES.

This Chapter shall be subject to enforcement pursuant to Division 8, Article 22 of this Code.

§ 5720 SEPARATE OFFENSE FOR EACH DAY.

Any person who violates any provision of this Chapter shall be guilty of a separate offense for each and every day during any portion of which any such person commits, continues, permits, or causes a violation thereof, and shall be penalized accordingly.

§ 5721 HOLD HARMLESS.

As a condition of approval of any permit issued pursuant to this Chapter for medical marijuana cultivation, processing, or distribution, the permittee shall indemnify, defend and hold harmless the City of Ukiah and its agents, officers, elected officials, and employees for any claims, damages, or injuries brought by a permittee's clients or employees, adjacent or nearby property owners or other third parties due to permitted uses or operations, and for any expense incurred by City as a result of or in defense of any such claim..

§ 5723 PENALTIES.

(A) It shall be unlawful and constitute a misdemeanor for any person to violate the provisions of this Chapter, punishable by a fine of not more than one thousand dollars (\$1,000.00) or imprisonment in the county jail for a period of not more than six (6) months or both. This penalty shall not apply, if prohibited by state law.

(B) The penalty provided herein is in addition to any other penalty or remedy available at law or in equity, whether civil or criminal, for any violation of this Chapter or engaging in activity requiring a City license or permit, including, without limitation, a business license or building permit, without first obtaining such permit or license.

§ 5724 JUDICIAL REVIEW.

Judicial review of a decision made under this Chapter may be had by filing a petition for a writ of mandate with the superior court in accordance with the provisions of the California Code of Civil Procedure § 1094.5.

Any such petition shall be filed within 90 days after the day the decision becomes final as provided in California Code of Civil Procedure § 1994.6 which shall be applicable for such actions.

SECTION 2

Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9 of the Ukiah City Code is hereby amended to read as follows:

Attachment #3 (Redline)

Table 3: Allowed Uses and Permit Requirements

Attachment #3 (Redline)

Use Categories and Specific Uses (1) A Use Allowed by Right AC Use Allowed Accessory to a Principal Use DUP Use Allowed with a Dispensary Use Permit MIUP Use Allowed with a Minor Use Permit MAUP Use Allowed with a Major Use Permit – Use Prohibited	General Urban GU	Urban Center UC	Downtown Core DC	Additional Zoning Requirements by Code Section
.....				

Attachment #3 (Redline)

Medical marijuana dispensary	DUP	DUP	DUP	Section 5703, Section 5707
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SECTION 3

Section 9254 in Article 19, Chapter 2 in Division 9 of the Ukiah City Code is hereby amended to read as follows:

§9254 MARIJUANA CULTIVATION

.....

B. Cultivation Of Marijuana:

.....

2. Indoor Cultivation In Residential Zoning Districts: Except as permitted in Chapter 8 in Division 6 of this Code, it is hereby declared to be unlawful and a public nuisance for any person owning, leasing, occupying, or having charge or possession of any parcel within any residential zoning district (R-1, R-2, R-3 and CN districts) in the city of Ukiah to cause or allow such parcel to be used for the cultivation of more than twelve (12) mature and twenty four (24) immature marijuana plants within a fully enclosed and secure structure on the parcel.

3. Indoor Cultivation Of Marijuana Restricted To Qualified Patients And Primary Caregivers: It is hereby declared to be unlawful and a public nuisance for any person owning, leasing, occupying, or having charge or possession of any parcel within the city of Ukiah to cause or allow such parcel to be used for the cultivation of marijuana, unless the person is a qualified patient or primary caregiver, growing the amount of marijuana per qualified patient authorized by Health and Safety Code section 11362.77(a) – (b) and (d) – (f), or a Medical Marijuana Dispensary operating with a valid Dispensary Use Permit, not to exceed the per parcel limit in subsection B2 of this section.

SECTION 4.

1. SEVERABILITY.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council of the City of Ukiah hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

2. EFFECTIVE DATE.

Comment [DV18]: Amending Subsection (B)(3) of Section 9254 of the City Code will resolve a conflict with between the City Code's current cultivation regulations, which allows only qualified patients and primary caregivers to cultivate limited numbers of marijuana plants, and Subsection 5708(H) in this Ordinance, which allows limited cultivation of marijuana plants for medical use by Dispensaries, which are not considered patients or primary caregivers under the MMRSA.

Attachment #3 (Redline)

This Ordinance shall be published as required by law in a newspaper of general circulation in the City of Ukiah, and shall become effective thirty (30) days after its adoption.

Introduced by title only on _____, 2016, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Adopted on _____, 2016 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Steven Scalmanini, Mayor

ATTEST:

Kristine Lawler, City Clerk

ORDINANCE NO. 2016-

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING CHAPTER 8 IN DIVISION 6; TABLE 3 IN SECTION 9223.1 OF ARTICLE 18, CHAPTER 2 IN DIVISION 9; AND SECTION 9254 IN ARTICLE 19, CHAPTER 2 IN DIVISION 9 OF THE UKIAH CITY CODE, ENTITLED “MEDICAL MARIJUANA DISPENSARIES”

The City Council of the City of Ukiah hereby ordains as follows.

SECTION 1

Chapter 8 in Division 6 of the Ukiah City Code is hereby amended to read as follows:

§ 5700 FINDINGS AND PURPOSE

The City Council adopts the ordinance codified in this Chapter based upon the following findings:

(A) In 1970, congress enacted the Controlled Substances Act (“CSA”) which, among other things, makes it illegal to import, manufacture, distribute, possess or use marijuana in the United States.

(B) In 1996, the voters of the state of California approved Proposition 215, codified at Health and Safety Code §11362.5 *et seq.* (the “Act”).

(C) The Act creates a limited exception from criminal liability for seriously ill persons who are in need of medical marijuana for specified medical purposes and who obtain and use medical marijuana under limited, specified circumstances.

(D) On January 1, 2004, SB 420 went into effect. SB 420, codified as Health and Safety Code §§ 11362.7 – 11362.83 and known as the “Medical Marijuana Program” (“MMP”) was enacted by the state legislature to clarify the scope of the act and to allow cities and other governing bodies to adopt and enforce rules and regulations consistent with SB 420.

(E) After the enactment of the MMP and in response to the MMP’s explicit reservation of local authority to regulate medical marijuana cultivation and distribution, the City Council took legislative notice of the fact that California cities and counties that had permitted the establishment of medical marijuana dispensaries had experienced serious adverse impacts associated with and resulting from such dispensaries, including an increase in crime, including burglaries, robberies, violence, illegal sales of marijuana use of marijuana by minors and other persons without medical need in the areas immediately surrounding such medical marijuana dispensaries; and malodorous smells, indoor fire hazards, mold, fungus, and pests caused by indoor cultivation at dispensaries.

(F) To address these potential adverse impacts, in 2007, the City Council enacted Ordinance 1095, §1 (“Medical Marijuana Dispensaries Ordinance”), which prohibited and declared a public nuisance medical marijuana dispensaries in the City of Ukiah.

(G) The 2007 Medical Marijuana Dispensaries Ordinance also states that the City Council’s intention is to prohibit the operation and location of dispensaries in the City “until such

time as their legality is clearly established and a proposal can be developed that would satisfy the city council that the facility could operate without causing [serious adverse impacts]”.

(H) On October 9, 2015, the Governor signed into law AB 266, AB 243, and SB 643, which together comprise the Medical Marijuana Regulation & Safety Act (“MMRSA”). The MMRSA, which went into effect on January 1, 2016, created a statewide regulatory structure for the medical marijuana industry that also allows local governments to regulate the operation of marijuana businesses within their jurisdiction, pursuant to local ordinances. Specifically, the MMRSA allows the City of Ukiah to issue permits or licenses to operate marijuana businesses or prohibit their operation, to regulate or expressly prohibit the delivery of medical marijuana within its boundaries, and to regulate or expressly prohibit the cultivation of marijuana within its boundaries. Pursuant to the MMRSA, if the City opts not to expressly prohibit or regulate the cultivation, processing, delivery, and/or dispensing of medical marijuana, the State will be the sole licensing authority for these activities in the City.

(I) To protect the public health, safety, and welfare, it is the desire of the City Council to modify the City Code consistent with the MMP and the MMRSA, regarding the location and operation of medical marijuana dispensaries, delivery of medical marijuana within the boundaries of the City, and cultivation of medical marijuana within the boundaries of the City.

(J) There have been a number of marijuana dispensing-related incidents in California, some including acts of violence committed by persons without a legitimate medical need to use marijuana.

(K) The City Council finds that medical marijuana dispensing which exceeds the limitations set forth in these regulations will likely result in an unreasonable risk of crime and other adverse impacts and will likely create offensive odors to persons living nearby.

(L) It is the City Council's intention that nothing in this Chapter shall be construed to (1) allow persons to engage in conduct that endangers others or causes a public nuisance; (2) allow the use of marijuana for non-medical purposes; or (3) allow any activity relating to the distribution or consumption of marijuana that is otherwise illegal.

(M) Pursuant to California Health and Safety Code § 11362.71 *et seq.*, the State Department of Health through the state's counties, is to be responsible for establishing and maintaining a voluntary medical marijuana identification card program for qualified patients and primary caregivers.

(N) Health and Safety Code § 11362.71(b) requires every county health department, or its designee, to implement a procedure to accept and process applications from those seeking to join the identification program in the manner set forth in § 11362.71 *et seq.*

(O) This Chapter is compatible with the general objectives of the general plan, in that a Medical Marijuana Dispensary use will be conditionally permitted in commercial and industrial districts, being similar to other permitted and conditionally permitted uses, such as pharmacies and medical clinics, and in that the use will be subject to strict review and conditions.

(P) This Chapter will not be detrimental to the public health, safety and general welfare or adversely affect the orderly development of property, because the uses permitted under this

Chapter will be subject to careful review, limited in scope and location, and subject to strict operating requirements, avoiding or limiting potential negative effects.

(Q) It is the purpose and intent of this Chapter to regulate medical marijuana dispensaries in order to promote the health, safety, morals, and general welfare of residents and businesses within the City.

§ 5701 INTERPRETATION AND APPLICABILITY.

(A) This Ordinance is not intended to create a positive conflict with the CSA, but rather to implement the MMRSA and related state laws.

(B) Nothing in this Ordinance is intended, nor shall it be construed, to exempt any marijuana related activity from any and all applicable local and state construction, electrical, plumbing, land use, or any other building, fire, or land use standards or permitting requirements.

(C) Nothing in this Ordinance is intended, nor shall it be construed, to make legal any cultivation, transportation, sale, or other use of marijuana that is otherwise prohibited under California law.

(D) All processing and distribution of medical marijuana within city limits shall be subject to the provisions of this Chapter, even if the processing, distribution, or cultivation existed or occurred prior to adoption of this Chapter.

(E) Nothing in this Ordinance is intended, nor shall it be construed, to allow or permit any "commercial cannabis activity," as defined in Business and Professions Code Section 19319(j) or any commercial or non-commercial activity involving marijuana use for recreational or other non-medical purposes that is not expressly authorized in the Ukiah City Code.

§ 5702 DEFINITIONS.

For the purpose of this Chapter, the following words and phrases shall have the following meaning:

(A) "Accessory building" shall have the same meaning as set forth in City Code § 9278.

(B) "Applicant" means a person who is required to file an application for a permit under this Chapter, including an individual owner, managing partner, officer of a corporation, or any other operator, manager, employee, or agent of a Dispensary.

(C) "City" means the City of Ukiah.

(D) "Delivery" shall have the same definition as set forth in California Business and Professions Code § 19300.5 and as it may be amended.

(E) "Dispensary Use Permit" means a permit required to operate a Medical Marijuana Dispensary within the City and that is issued pursuant to this Chapter.

(F) "Drug paraphernalia" or "paraphernalia" shall have the same definition as set forth in City Code § 6071.

(G) "Identification card" shall have the same definition as in California Health and Safety Code § 11362.7, and as it may be amended.

(H) "Medical Marijuana Dispensary" or "Dispensary" means a "Dispensary" as defined in California Business and Professions Code § 19300.5, as it now reads or may be amended in the future and includes any association, cooperative, affiliation, or collective of persons where multiple qualified patients and/or primary care givers, are organized to provide education, referral, or network services, and facilitation or assistance in the lawful, retail distribution of medical marijuana. A Medical Marijuana Dispensary shall not include the dispensing of marijuana by primary caregivers to qualified patients in the following locations and uses, as long as the location of such uses are otherwise regulated by this Code or applicable law: a clinic licensed pursuant to Chapter 1 of Division 2 of the Health and Safety Code, a health care facility licensed pursuant to Chapter 2 of Division 2 of the Health and Safety Code, a residential care facility for persons with chronic life-threatening illness licensed pursuant to Chapter 3.01 of Division 2 of the Health and Safety Code, residential care facility for the elderly licensed pursuant to Chapter 3.2 of Division 2 of the Health and Safety Code, a residential hospice, or a home health agency licensed pursuant to Chapter 8 of Division 2 of the Health and Safety Code, as long as any such use complies strictly with applicable law including, but not limited to, Health and Safety Code § 11362.5 *et seq.*, or a qualified patient's or caregiver's place of residence.

(I) "On-Site" means an activity or accessory use that is related to the primary use – i.e. lawful, retail distribution of medical marijuana – but is located on the same legal parcel as the primary use.

(J) "Permittee" means the person (1) to whom a Dispensary Use Permit is issued and (2) who is identified in California Health and Safety Code § 11362.7, subdivision (c) or (d), or (e) or (f).

(K) "Person" means any individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character.

(L) "Person with an identification card" shall have the same definition as set forth in California Health and Safety Code § 11362.7, and as it may be amended.

(M) "Physician" means a licensed medical doctors (M.D.) and doctors of osteopathic medicine (D.O.) as defined in the California Business and Professions Code.

(N) "Planning Director" means the Planning Director of the City of Ukiah or the authorized representative thereof.

(O) "Primary caregiver" shall have the same definition as set forth in California Health and Safety Code § 11362.7, and as it may be amended.

(P) "Qualified patient" shall have the same definition as set forth California Health and Safety Code § 11362.7, and as it may be amended.

(Q) "School" means an institution of learning for minors, whether public or private, offering a regular course of instruction required by the California Education Code. This definition

includes an elementary school, middle or junior high school, senior high school, or any special institution of education, but it does not include a vocational or professional institution of higher education, including any other college or university.

(R) "Use Permit" shall have the same definition as set forth in City Code § 9261 and as it may be amended.

(S) "Youth-oriented facility" means a public park, church, museum, library, and licensed daycare facility.

(T) "Zoning Administrator" means the Zoning Administrator of the City of Ukiah or the authorized representative thereof.

§ 5703 DISPENSARY USE PERMIT REQUIRED TO OPERATE.

(A) It is unlawful for any person to engage in, conduct or carry on, or to permit to be engaged in, conducted or carried on, in or upon any premises in the City the operation of a Medical Marijuana Dispensary unless the person first obtains and continues to maintain in full force and effect a Dispensary Use Permit from the City as required in this Chapter.

(B) After January 1, 2018, or such time when State implementing regulations are in effect for the MMRSA, whichever is earlier, it shall be unlawful to operate any business or conduct any activity in the City for which a State license is required under the MMRSA without also having a valid State license pursuant to the MMRSA. Prior to implementation of the State license program pursuant to MMRSA, any operation of a Dispensary, cultivation of medical marijuana, or delivery of medical marijuana permitted by the City shall be conducted in accordance with this Chapter, the City's Zoning and Land Use Ordinances, and all laws pertaining to the equivalent license classification under the MMRSA.

(C) The grant of a Dispensary Use Permit by the City shall not create an entitlement or vested right in the permittee to any permit or license to operate any commercial, non-medical marijuana businesses or conduct any commercial, non-medical marijuana activities within the City.

§ 5704 TERM OF PERMITS AND RENEWALS REQUIRED.

(A) Dispensary Use Permits issued under this Chapter shall expire one year following the date of their issuance which date shall appear on the face of the permit.

(B) Dispensary Use Permits may be renewed by the Planning Director for additional one-year periods upon application by the permittee, unless the permit is suspended or revoked in accordance with the provisions of this Chapter.

(C) Applications for renewal shall be made at least 45 days before the expiration date of the permit and shall be accompanied by the nonrefundable application fee referenced in Section 5706 and all information necessary for the Planning Director to evaluate the renewal request in light of the criteria listed in (E) below. In acting on an application for renewal the Planning Director shall follow the procedures set forth in Section 5711(B), except that all references therein to the Zoning Administrator shall be deemed to refer to the Planning Director. Upon timely application to renew a permit, the permit being renewed shall remain in effect until final action is taken to grant or deny the renewal application.

(D) Applications for renewal made less than 45 days before the expiration date shall be processed in the same manner as a timely renewal application but shall not stay the expiration date of the permit.

(E) Renewal applications shall be subject to duly noticed public hearings in accordance to the procedures set forth for minor use permit applications in Section 9262 of Division 9, Chapter 2, Article 20 of the City Code, except that all references therein to the Zoning Administrator shall be deemed to refer to the Planning Director.

(F) In determining whether to renew a Dispensary Use Permit, the Planning Director will consider the following non-exclusive criteria, in addition to those criteria set forth in this Chapter at §§ 5709(G) and 5710:

1. Whether the Dispensary operated by the permittee has generated an excessive number of calls for police service compared to similarly situated businesses of the same size as the Dispensary.
2. Whether there have been excessive secondary criminal or public nuisance impacts in the surrounding area or neighborhood, including, but not limited to, disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, littering, loitering, illegal parking, loud noises, or lewd conduct.
3. Whether the Dispensary operated by the permittee has a history of inadequate safeguards or procedures that show it is likely that it will not comply with the operating requirements and standards in this Chapter.
4. Whether the Dispensary has failed to pay fees, penalties, or taxes required by this Code or has failed to comply with the production of records or other reporting requirements of this Chapter.
5. Whether it appears that the permittee has, in its renewal application, provided a false statement of material fact or has knowingly omitted a material fact.
6. Whether the renewal applicant or one or more of its officers, employees, partners, managers or members with management responsibilities ("Managers") has been convicted of a felony, or has engaged in misconduct that is substantially related to the qualifications, functions or duties of a Dispensary operator. A conviction within the meaning of this section means a plea or verdict of guilty, or a conviction following a plea of nolo contendere. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any Manager has been convicted of a felony, if the person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar federal statute or state law where the expungement was granted.
7. Whether the renewal applicant or Dispensary has previously or is currently engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

(G) The Planning Director shall make findings of fact and either grant, grant conditionally, or deny the application for renewal of a Dispensary Use Permit. An applicant aggrieved by the Planning Director's decision to issue or to deny a Dispensary Use Permit renewal may appeal such decision to the Planning Commission by filing an appeal. All determinations of the Planning Director regarding Dispensary Use Permit renewals shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the Planning

Department within ten (10) days of the date the decision was made. The appeal fee will be in addition to the nonrefundable renewal application fee. Appeals may be filed by an applicant.

The Planning Commission shall conduct a duly noticed public hearing on the appeal in accordance to the applicable procedures as set forth in Section 9266 of Division 9, Chapter 2, Article 20 of the City Code, except that all references therein to the City Council shall be deemed to refer to the Planning Commission. At the close of the public hearing, the Planning Commission may affirm, reverse, or modify the appealed decision of the Planning Director. All Planning Commission decisions on appeals of the Planning Director's decision with regard to an application for a Dispensary Use Permit renewal are final for the City.

§ 5705 GENERAL TAX LIABILITY.

As a prerequisite to obtaining a permit pursuant to the terms hereof, an operator of a Dispensary shall also be required to apply for and obtain a Business License or exemption from the City of Ukiah and obtain a seller's permit or exemption from the State Board of Equalization pursuant to Division 2, Part 2, Chapter 2, Article 2 of the Cal. Revenue and Taxation Code, commencing with Section 6066e. Dispensary sales shall be subject to sales tax consistent with State law.

§ 5706 IMPOSITION OF FEES.

Every application for a Dispensary Use Permit or renewal shall be accompanied by an application fee, as established by resolution of the City Council from time to time. This application or renewal fee shall not include fingerprinting, photographing, and background check costs and shall be in addition to any other business license fee or permit fee imposed by this Code or other governmental agencies. Fingerprinting, photographing, and background check fees will be as established by resolution adopted by the City Council from time to time.

§ 5707 LIMITATION ON LOCATION OF DISPENSARIES.

(A) A Dispensary may only be located within the C1, C2, CN, M, and PD (Commercial) zoning districts and in the GU, UC, and DC downtown zoning districts as designated in the General Plan, Zoning Map.

(B) A Dispensary shall be in a visible location that provides good views of the Dispensary entrance, windows and premises from a public street.

(C) A Dispensary shall not be allowed in the following areas at the time of its permitted establishment:

(1) Within 600 feet of a School, with that distance measured as the horizontal distance in a straight line from the property line of the School to the closest property line of the lot on which the Dispensary is to be located without regard to intervening structures; or

(2) Within 250 feet of a Youth-oriented facility other than a School, or another Dispensary, with that distance measured by street frontage and not radial distance; or

(3) Abutting, on any side of the parcel upon which the Dispensary is located, a parcel occupied by a Youth-oriented facility, a School, or another Dispensary; or

(4) Within any residential zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation.

(5) On a parcel having a residential unit, or on a parcel directly abutting a residentially-zoned property, unless there are intervening non-residential uses between the Dispensary and the residential unit or the residentially-zoned property that the Zoning Administrator or, on appeal, the Planning Commission determines sufficient to provide an appropriate separation.

(D) The distance between a Dispensary and above listed uses shall be made in a straight line, along street frontage, from the boundary line of the property on which the Dispensary is located to the boundary of the property on which the facility, building or structure, or portion of the building or structure, in which the above listed use occurs or is located.

(E) A waiver of the provisions in subsection (C) of this Section may be granted if the applicant demonstrates on plans and materials presented for review and the Zoning Administrator or, on appeal, the Planning Commission determines that a physical barrier or similar condition exists which achieves the same purpose and intent as the distance separation requirements established herein.

§ 5708 OPERATING REQUIREMENTS.

Dispensary operations shall be established and managed only in compliance with the following standards:

(A) Criminal History. Any applicant, his or her agent or employees, volunteer workers, or any person exercising managerial authority of a Dispensary on behalf of the applicant shall not have been convicted of any of the felony offenses enumerated in Health and Safety Code § 19323(b)(5), or of a felony or misdemeanor involving moral turpitude, or on probation for a drug offense, or engaged in misconduct related to the qualifications, functions or duties of a permittee. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

(B) Minors.

(1) It is unlawful for any permittee, operator, or other person in charge of any Dispensary to employ any person who is not at least 18 years of age.

(2) Persons under the age of 18 shall not be allowed on the premises of a Dispensary unless they are a qualified patient or a primary caregiver, and they are in the presence of their parent or guardian for the first visit. (3) The entrance to a Dispensary shall be clearly and legibly posted with a notice indicating that persons under the age of 18 are precluded from entering the premises unless they are a qualified patient or a primary caregiver, and they are in the presence of their parent or guardian for the first visit.

(4) The burden of proof is on the Dispensary personnel to establish compliance with this subsection (B) by clear and convincing evidence.

(D) Dispensary Size and Access.

(1) Dispensary size shall be limited, as deemed appropriate and necessary, to best serve patient needs within the intent of this Chapter and reduce potential adverse impacts that might otherwise occur on surrounding neighborhoods, businesses and demands on City services.

(2) A Dispensary shall not be increased in size (i.e., floor area or number of patients) without a prior approval amending the existing Dispensary Use Permit.

(3) The entrance into the Dispensary building shall be locked at all times with entry strictly controlled; e.g., a buzz-in electronic/mechanical entry system with a vestibule is highly encouraged. A viewer shall be installed in the door that allows maximum angle of view of the exterior entrance.

(4) Dispensary personnel shall monitor site activity, control loitering and site access.

(5) Only Dispensary staff, primary caregivers, qualified patients and persons with bona fide purposes for visiting the site shall be permitted at a Dispensary.

(6) Potential patients or caregivers shall not visit a Dispensary without first having obtained a valid written recommendation from their physician recommending use of medical marijuana.

(7) Only a primary caregiver and qualified patient shall be permitted in the designated dispensing area with Dispensary personnel. All other authorized visitors shall remain in the designated waiting area in the front entrance/lobby.

(8) Restrooms shall remain locked and under the control of management.

(E) Dispensing Operations.

(1) A Dispensary shall dispense medical marijuana to meet monthly medication needs of qualified patients, similar to typical pharmacy operations. The Dispensary shall strongly discourage and avoid daily or weekly visits by patients as a routine practice. The Dispensary may possess no more dried marijuana or plants per qualified patient or caregiver than permitted in strict accordance with California Health and Safety Code § 11362.77 and any other applicable State law, and as amended.

(2) A Dispensary shall only dispense to qualified patients or caregivers with:

(a) a currently valid physician's approval or recommendation in compliance with the criteria in California Health and Safety Code § 11362.5 *et seq.* and valid official identification, such as a Department of Motor Vehicles driver's license or State Identification Card, or

(b) a currently valid California Medical Marijuana Identification Card or a Patient ID Center Identification Card.

(3) For qualified patients or caregivers without a California Medical Marijuana Identification Card or a Patient ID Center Identification Card, prior to dispensing medical marijuana, the Dispensary shall obtain verbal, online, or signed verification from the recommending physician's office personnel that the individual requesting medical marijuana is a qualified patient.

(4) A Dispensary shall not have a physician on-site to evaluate patients and provide a recommendation for medical marijuana.

(5) Patient records shall be maintained and verified as needed, and at least annually verified with the qualifying patient's medical doctor or doctor of osteopathy unless the patient has provided a California Medical Marijuana Identification Card or a Patient ID Center Identification Card.

(6) Information on prior year's operations shall be provided annually, as required in this Chapter. The operator shall adjust the operations as necessary to address issues.

(F) Hours of Operation

(1) Hours of Operation are limited to 9:00 a.m. to 9:00 p.m., seven days a week.

(G) Consumption Restrictions.

(1) Marijuana shall not be consumed on the premises of the Dispensary. The term "premises" includes the actual building, as well as any accessory structures, parking areas, or other surroundings within 200 feet of the Dispensary's entrance.

(2) Dispensary operations shall not result in illegal redistribution of medical marijuana obtained from the Dispensary, or use in any manner that violates local, State or City Codes.

(3) No person may consume marijuana, by smoking or vaporization, in any public places. Public places shall include, but are not limited to, city owned parks and/or city sponsored events where designated as nonsmoking areas by resolution of the city council, streets, sidewalks, alleys, highways, public parking lots as defined in City Code § 6000 and as amended, enclosed places and places of employment as defined in City Code §§ 4503 and 4505 and as amended, and any other property owned or leased by the City, or in which the City holds a right-of-way easement, and which is open to members of the general public, except while actively passing through on the way to another destination. Nothing in this Section is intended, nor shall it be construed to be inconsistent with the California Indoor Clean Air Act of 1976, Health and Safety Code § 118875 *et seq* and as amended.

(H) Retail Sales and Cultivation.

(1) No cannabis shall be cultivated on the premises of the Dispensary, except in compliance with this Chapter and with City Code §§ 6093 and 9254 and Health and Safety Code § 11362.5 *et seq*. The space devoted to on-site cultivation at a permitted Dispensary shall not exceed twenty-five percent of the total floor area, but in no case more than five hundred square feet. Cultivation shall be limited to interior areas of buildings.

(a) Except for immature nursery stock marijuana plants, marijuana plants grown by the Dispensary shall only be utilized for production of processed marijuana to dispense to patients.

(b) A security plan for the growing area shall be submitted to the Ukiah Police Chief for review and approval. Such plan shall include: security alarms and surveillance systems; physical measures to prevent access to the area by anyone other than Dispensary staff; and physical measures to prevent vehicle penetration of the growing area.

(c) If required by the Building Official, the cultivation area shall include a one-hour firewall assembly and shall not create excessive humidity or mold conditions. The cultivation area shall have an air treatment system that prevents odors generated from the cultivation of marijuana on the Dispensary property from being detected by any reasonable person of normal sensitivity outside the Dispensary property, as set forth in City Code § 5708(H)(4). The medical marijuana cultivation area shall be in compliance with the current, adopted edition of the California Building Code as regards Natural Ventilation or Mechanical Ventilation.

(d) Cultivation facilities are strongly encouraged to utilize the most water-efficient and environmentally-responsible cultivation practices available. The City reserves the right to require annual reports on cultivation facility practices, including but not limited to cultivation mediums and water use methods.

(e) The cultivation use shall comply with applicable storm water, wastewater, and Building Code requirements and any applicable State or Federal law, including the Clean Water Act, 33 U.S.C. § 1251 *et seq.*

(2) With the approval of the Zoning Administrator, a Dispensary may conduct or engage in the commercial sale of specific products, goods or services in addition to the provision of medical marijuana and other items permitted by these regulations on terms and conditions consistent with this Chapter and applicable law.

(3) Up to 150 square feet may be utilized for display and sales of devices necessary for administering medical marijuana, including but not limited to rolling papers and related materials and devices, pipes, water pipes, and vaporizers. Such devices may only be provided to qualified patients or primary caregivers and only in accordance with Health and Safety Code § 11364.5 and as amended.

(4) Retail sales of medical marijuana that violate California law or this Chapter are expressly prohibited.

(5) A Dispensary shall meet all the operating criteria for the dispensing of medical marijuana as is required pursuant to California Health and Safety Code § 11362.5 *et seq* and as amended.

(6) The provision of locally-grown and organic marijuana is encouraged.

(I) Operating Plans.

(1) Floor Plan. A Dispensary shall have a lobby waiting area at the entrance to receive clients, and a separate and secure designated area for dispensing medical marijuana to qualified patients or designated caregivers. The primary entrance shall be located and maintained clear of barriers, landscaping and similar obstructions so that it is clearly visible from public streets, sidewalks or site driveways.

(2) Storage. A Dispensary shall have suitable locked storage on premises, identified and approved as a part of the security plan, for after-hours storage of medical marijuana.

(3) Minimum Staffing Levels. The premises shall be staffed with at least one person during hours of operation who shall not be responsible for dispensing medical marijuana.

(4) Odors Control. The Dispensary shall have an air treatment system that prevents odors generated from the storage and cultivation of marijuana on the Dispensary property from being detected by any reasonable person of normal sensitivity outside the Dispensary property. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.

(5) Security Plans. A Dispensary shall provide adequate security on the premises, as approved by the Chief of Police and reviewed by the Planning Commission, including lighting and alarms, to insure the safety of persons and to protect the premises from theft.

(6) Security Cameras. Security surveillance cameras shall be installed to monitor the main entrance and exterior of the premises to discourage loitering, crime, illegal or nuisance activities.

(7) Security Video Retention. Security video shall be maintained for 90 days.

(8) Alarm System. Professionally monitored robbery alarm and burglary alarm systems shall be installed and maintained in good working condition.

(9) Emergency Contact. A Dispensary shall provide the Chief of Police with the name, e-mail address, phone number and facsimile number of an on-site community relations staff person to whom one can provide notice if there are operating problems associated with the Dispensary. The Dispensary shall make every good faith effort to

encourage neighborhood residents to call this person to try to solve operating problems, if any, before any calls or complaints are made to the City.

(J) Signage and Notices.

(1) A notice shall be clearly and legibly posted in the Dispensary indicating that smoking, ingesting or consuming marijuana on the premises or in the vicinity of the Dispensary is prohibited. The notice shall be posted in both English and Spanish.

(2) Signs on the premises shall not obstruct the entrance or windows.

(3) Address identification shall comply with illuminated address signs requirements.

(4) Business identification signage shall be limited to that needed for identification only, consisting of a single window sign or wall sign that shall comply with City Code § 3227 and any other City Code provisions regulating signage.

(K) Employee Records. Each owner or operator of a Dispensary shall maintain a current register of the names of all volunteers and employees currently working at or employed by the Dispensary, and shall disclose such registration for inspection by any City officer or official for purposes of determining compliance with the requirements of this Section.

(L) Patient Records. A Dispensary shall maintain records of all patients and primary caregivers using only the identification card number issued by the county, or its agent, pursuant to California Health and Safety Code § 11362.71 *et seq.*, as a protection of the confidentiality of the cardholders, or a copy of the written recommendation from a physician stating the need for medical marijuana. Such records may be maintained on or off-site, and shall be made available for inspection by any City officer or official for purposes of determining compliance with the requirements of this Chapter.

(M) Staff Training. Dispensary staff shall receive appropriate training for their intended duties to ensure understanding of rules and procedures regarding dispensing in compliance with state and local law, and the Dispensary shall employ properly trained or use professionally-hired security personnel in accordance with the conditions of its permit.

(N) Site Management.

(1) The operator of the establishment shall take all reasonable steps to discourage and correct objectionable conditions that constitute a nuisance in parking areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours if directly related to the patrons of the subject Dispensary.

(a) "Reasonable steps" shall include calling the police in a timely manner; and requesting those engaging in objectionable activities to cease those activities, unless personal safety would be threatened in making the request.

(b) "Nuisance" includes, but is not limited to, disturbances of peace, open public consumption of marijuana or alcohol, excessive pedestrian or vehicular traffic, illegal drug activity, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct or excessive police detentions and arrests.

(2) The operator shall take all reasonable steps to reduce loitering in public areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours.

(3) The operator shall provide patients with a list of the rules and regulations governing medical marijuana use and consumption within the City and recommendations on sensible marijuana etiquette.

(O) Trash, Litter, Graffiti.

(1) The operator shall keep the sidewalks adjoining the premises plus 10 feet beyond property lines along the street as well as any parking lots under the control of the operator clear of litter, debris and trash.

(2) The operator shall remove all graffiti from the premises and parking lots under the control of the operator within 72 hours of its application.

(P) Compliance with Other Requirements. The operator shall comply with all applicable provisions of local, state or federal laws, regulations or orders, as well as any condition imposed on any permits issued pursuant to applicable laws, regulations or orders.

(Q) Confidentiality. The information provided for purposes of this Section shall be maintained by the City as confidential information, and shall not be disclosed as public records unless pursuant to subpoena issued by a court of competent jurisdiction or otherwise compelled by court order.

(R) Display of Permit. Every Dispensary shall display at all times during business hours the permit issued pursuant to the provisions of this Chapter for such Dispensary in a conspicuous place so that the same may be readily seen by all persons entering the Dispensary.

(S) Reporting and Payment of Fees. Each permittee shall file an annual statement with the Planning Department: (1) indicating the number of patients served by the Dispensary within the previous calendar year, (2) the continuing accuracy of the information in the prior year's Dispensary Use Permit application, (3) documenting any changes or additions to that information as of the date for renewal of the Permit, any citizen complaints, City Code violations, and calls for law enforcement during the prior year, the applicant's compliance with applicable City and State law governing the operation of dispensaries, and (4) including any additional information the Planning Department deems necessary to administer this Chapter, and pay all annual permit fees.

(T) Alcoholic Beverages. No Dispensary shall hold or maintain a license from the State Division of Alcoholic Beverage Control for the sale of alcoholic beverages, or operate a business on the premises that sells alcoholic beverages. No alcoholic beverages shall be allowed or consumed on the premises.

(U) Dispensaries shall comply with the parking requirements for medical office uses.

(V) Inspections. During normal business hours, Dispensaries permitted under this Chapter shall provide access for administrative inspections by City officials or officers to verify compliance with this Chapter. Any Dispensary's refusal to comply with this Section shall be deemed a violation of this Chapter.

§ 5709 APPLICATION PREPARATION AND FILING.

(A) Application Filing. A complete Dispensary Use Permit application submittal packet shall be submitted in accordance with City Code § 9262, including a detailed written statement

as to how the proposed Dispensary complies with Sections 5707, 5708 and 5710, and any other information or submissions required by this chapter. All applications for Dispensary Use Permits shall be filed with the Planning Department, using forms provided by the City, and accompanied by the applicable filing fee and any other applicable fees or charges. It is the responsibility of the applicant to provide information required for approval of the permit. The application shall be made under penalty of perjury.

(B) Eligibility for Filing. Applications may only be filed by the owner of the subject property, or person with a lease signed by the owner or duly authorized agent allowing them to occupy the property for the intended use. If the applicant is a lessee, a copy of the duly executed lease currently in effect must accompany the application.

(C) Filing Date. The filing date of any application shall be the date when the City receives the last submission of information or materials required in compliance with the submittal requirements specified herein.

(D) Effect of Incomplete Filing. Upon notification that an application submittal is incomplete, the applicant shall submit any additional documents or information required to complete the application within thirty (30) days of the date the applicant is notified in writing by the Planning Department that the application is incomplete. If the applicant fails to complete the application within said thirty (30) days, the application shall be deemed withdrawn and a new application submittal that complies with Section 5709(A) shall be required in order to proceed with the application.

(E) Effect of Other Permits or Licenses. The fact that an applicant possesses other types of state or City permits or licenses does not exempt the applicant from the requirement of obtaining a Dispensary Use Permit.

(F) Submittal Requirements. Any application for a Dispensary Use Permit shall include the following information.

(1) Applicant(s) Name. The full name (including any current or prior aliases, or other legal names the applicant is or has been known by, including maiden names), present address, and telephone number of the applicant;

(2) Applicant(s) Mailing Address. The address to which notice of action on the application is to be mailed;

(3) Previous Addresses. Previous addresses for the past five years immediately prior to the present address of the applicant;

(4) Verification of Age. Written proof that the applicant is over the age of 18 years of age;

(5) Physical Description. Applicant's height, weight, color of eyes and hair;

(6) Photographs. Passport quality photographs for identification purposes;

(7) Employment History. All business, occupation, or employment of the applicant for the five years immediately preceding the date of the application;

(8) Tax History. The Dispensary business tax history of the applicant, including whether such person, in previously operating in this or another city, county or state under license has had a business license revoked or suspended, the reason therefor, and the business or activity or occupation in which the applicant engaged subsequent to such action of suspension or revocation;

(9) Management Information. The name or names and addresses of the person or persons having the management or supervision of applicant's business;

(10) Criminal Background. A background investigation verifying whether the person or person having the management or supervision of applicant's business has been convicted of a crime(s), the nature of such offense(s), and the sentence(s) received therefor;

(11) Employee Information. Number of employees, volunteers, and other persons who will work at the Dispensary;

(12) Plan of Operations. A plan of operations describing how the Dispensary will operate consistent with the intent of State law and the provisions of this Chapter, including but not limited to:

(a) Ensuring that the Dispensary will not engage in retail sales of medical marijuana that violate California law or this Chapter.

(b) Controls that will assure medical marijuana will be dispensed to qualifying patients or caregivers only.

(c) Controls that will ensure limitations on numbers of patients is adhered to.

(d) Controls that will ensure access to Dispensary premises is adequately monitored and restricted to pre-approved qualified patients and caregivers.

(13) Written Project Description. A written description summarizing the proposed Dispensary use size, number of patients, characteristics and intent;

(14) Written Response to Dispensary Standards. The applicant shall provide a comprehensive written response identifying how the Dispensary plan complies with the each of the standards for review in this Chapter, specifically the limitation on number and size, limitation on location, and operating requirements sections;

(15) Written Response to Criteria for Review Section. The applicant shall provide a written response indicating the method by which each of the criteria for review has been satisfied;

(16) Security Plan. A detailed security plan outlining the proposed security arrangements for insuring the safety of persons and to protect the premises from theft. The plan shall include installation of security cameras, a robbery alarm system monitored by a licensed operator, and a security assessment of the site conducted by a qualified professional;

(17) Floor Plan. A sketch or diagram showing the interior configuration of the premises, including a statement of the total floor area occupied by the Dispensary. The sketch or diagram need not be professionally prepared, but must be drawn to a designated scale or drawn with marked dimensions of the interior of the premises to an accuracy of plus or minus six inches;

(18) Site Plan. A sketch or diagram showing exterior configuration of the premises, including the outline of all structures, parking and landscape areas, and property boundaries. The sketch or diagram need not be professionally prepared, but must be drawn to a designated scale or drawn with marked dimensions to an accuracy of plus or minus six inches;

(19) Accessibility Evaluation. A written evaluation of accessibility to and within the building, and identification of any planned accessibility improvements.

(20) Neighborhood Context Map. An accurate straight-line drawing depicting the building and the portion thereof to be occupied by the Dispensary, all properties and uses within 600 feet of the boundaries of the property on which the Dispensary Use Permit is requested, and: (a) the property lines of any School within 600 feet of the property line of the Dispensary for which a permit is requested, (b) the property lines of any Dispensary within 250 feet of the primary entrance of the Dispensary for which a permit is requested, and (c) the property lines of any youth-oriented facility or residential zone or use within 250 feet of the primary entrance of the Dispensary;

(21) Lighting Plan. A lighting plan showing existing and proposed exterior premises and interior lighting levels that would be the minimum necessary to provide adequate security lighting for the use and comply with all City standards regarding lighting design and installation. All lighting shall be fully hooded and downcast, and shall not shine towards the night sky, adjacent property or any street.

(22) City Authorization. Written authorization for the City, its agents and employees to seek verification of the information contained within the application;

(23) Statement of Owners Consent. A statement in writing by the applicant that he or she certifies under penalty of perjury that the applicant has the consent of the property owner and landlord to operate a Dispensary at the location;

(24) Applicant's Certification. A statement in writing by the applicant that he or she certifies under penalty of perjury that all the information contained in the application is true and correct;

(25) Other Information. Such other information as deemed necessary by the Planning Department to demonstrate compliance with this Chapter including all City and State Codes, including operating requirements established in this Chapter.

(G) Renewal. Applications for one-year renewal shall be accompanied by the following minimum information:

(1) The operator shall report the number of patients served and pay applicable fees, as required by this Chapter.

(2) The operator shall provide a detailed description of any adjustments and changes proposed or that have occurred in Dispensary operations to address issues, or comply with laws.

(3) The operator shall identify any problems encountered during operations and how they have been addressed.

(4) The operator shall identify how the Dispensary has managed its operations to comply with the operating requirements of this Chapter and with State law.

§ 5710 CRITERIA FOR REVIEW.

In addition to the findings required in City Code § 9262, the Zoning Administrator shall consider the following criteria in determining whether to grant or deny a Dispensary Use Permit, and renewals of a Dispensary Use Permit:

(A) That the Dispensary Use Permit is consistent with the intent of Proposition 215 and related State law, the provisions of this Chapter and the City Code, including the application submittal and operating requirements herein.

(B) That the Dispensary location is not identified as having significant crime issues (e.g., based upon crime reporting statistics as maintained by the Police Department).

(C) That there have not been significant numbers of calls for police service, crimes or arrests in the area or to an existing Dispensary location.

(D) That an applicant or employee is not under 18 years of age.

(E) That all required application materials have been provided and/or the Dispensary has operated successfully in a manner that shows it would comply with the operating requirements and standards specified in this Chapter.

(F) That all required application or annual renewal fees have been paid and reporting requirements have been satisfied in a timely manner.

(G) That an appropriate limit on size of the Dispensary has been established and the requested permit would not exceed limitations on number of patients and/or permits allowed by this Chapter.

(H) That issuance of a Dispensary Use Permit for the size requested is justified to meet needs of residents.

(I) That issuance of the Dispensary Use Permit would serve needs of residents at this location.

(J) That the location is not prohibited by the provisions of this Chapter or any local or state law, statute, rule or regulation and no significant nuisance issues or problems are anticipated or have resulted from Dispensary operations.

(K) That the site plan, floor plan, and security plan have incorporated features necessary to assist in reducing potential crime-related problems and as specified in the operating requirements section. These features may include, but are not limited to, security on-site; procedure for allowing entry; openness to surveillance and control of the premises; the perimeter, and surrounding properties; reduction of opportunities for congregating and obstructing public ways and neighboring property; illumination of exterior areas; and limiting furnishings and features that encourage loitering and nuisance behavior.

(L) That no Dispensary use, owner, permittee, agent, or employee has violated any provision of this Chapter including grounds for suspension, modification or revocation of a permit.

(M) That all reasonable measures have been incorporated into the plan and/or consistently taken to successfully control the establishment's patrons' conduct resulting in disturbances, vandalism, crowd control inside or outside the premises, traffic control problems, marijuana use in public, or creation of a public or private nuisance, or interference with the operation of another business.

(N) That the Dispensary would not adversely affect the health, peace or safety of persons living or working in the surrounding area, overly burden a specific neighborhood with special needs or high impact uses, or contribute to a public nuisance; or that the Dispensary has resulted in repeated nuisance activities including disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct, or police detentions or arrests.

(O) That any provision of the City Code or condition imposed by a City issued permit, or any provision of any other local, or State law, regulation, or order, or any condition imposed by permits issued in compliance with those laws has not been violated.

(P) That the applicant has not violated any local or State law, statute, rule or regulation respecting the distribution, possession, or consumption of marijuana.

(Q) That the applicant has not knowingly made a false statement of material fact or has knowingly omitted to state a material fact in the application for a permit.

(R) That the applicant, his or her agent or employees, or any person who is exercising managerial authority on behalf of the applicant has not been convicted of a felony, or of a misdemeanor involving moral turpitude, or has engaged in misconduct related to the qualifications, functions or duties of a permittee. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

(S) That the applicant has not engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

(T) That adequate parking will be provided at a rate of one space for every 300 gross square feet of retail space, office space, and similar floor areas.

§ 5711 INVESTIGATION AND ACTION ON APPLICATION.

After the making and filing of a complete application for the Dispensary Use Permit and the payment of the fees, the Police Department shall conduct a background check of the applicant and all employees and other persons determined by the Police Department to perform functions in the Medical Marijuana Dispensary that could influence its compliance with this Chapter and conduct an investigation of the application. In processing the application:

(A) The Planning Department shall refer the application to any other City departments as necessary to complete the review of the application.

(B) Following provision of complete application materials, inter-departmental review, and compliance with the California Environmental Quality Act, the Planning Department shall schedule the Dispensary Use Permit for Zoning Administrator review. In making a decision to grant or deny the application the Zoning Administrator shall follow the notice and hearing procedures and make the findings required by City Code § 9262(C)-(F) and shall either grant or deny the application in accordance with the provisions of this Chapter.

(C) In approving a Dispensary Use Permit, the Zoning Administrator may impose conditions, restrictions or require revisions to the proposal to comply with the purpose and intent of this Chapter.

(D) The Planning Department shall cause a written notice of the Zoning Administrator decision to issue or deny a permit to be mailed to the applicant by U.S. mail.

§ 5712 APPEAL FROM ZONING ADMINISTRATOR DETERMINATION.

(A) An applicant aggrieved by the Zoning Administrator decision to issue or to deny a Dispensary Use Permit may appeal such decision to the Planning Commission by filing an appeal. All determinations of the Zoning Administrator regarding Dispensary Use Permits shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the Planning Commission within ten (10) days of the date the decision was made. Appeals may be filed by an applicant or any interested party. An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken.

(B) The Planning Commission shall conduct a duly noticed public hearing on the appeal in accordance to the procedures applicable to an appeal of a decision to grant or deny a use permit as set forth in Division 9, Chapter 2, Article 20 of the City Code. At the close of the public hearing, the Planning Commission may affirm, reverse, or modify the appealed decision of the Zoning Administrator. All Planning Commission decisions on appeals of the Zoning Administrator's decision with regard to an application for a Dispensary Use Permit are final for the City.

§ 5713 REVOCATION.

(A) Any Dispensary Use Permit issued under the terms of this Chapter may be revoked by the Zoning Administrator or Planning Commission, when it shall appear to the Commission that the use for which the Dispensary Use Permit was granted is not being conducted in compliance with the Dispensary Use Permit as conditioned, the permittee has violated any of the requirements of this Chapter or the Dispensary is operated in a manner that violates the provisions of this Chapter, including the criteria for review and operating requirements sections, or conflicts with State law.

(B) The Zoning Administrator shall place the matter of Dispensary Use Permit revocation on the Commission agenda at the direction of the City Attorney. Revocation proceedings shall be conducted in compliance with Section 9262(H) of this Code. Notice of the hearing required by said section shall be given in compliance with Section 9262(C). In addition, notice of the revocation hearing, including a description of the facts and violations relied upon in seeking revocation, shall be served on the permit holder by personal service, overnight courier or registered United States Mail, return receipt requested, not later than ten (10) day prior to the hearing. Service shall be deemed complete when received by the permit holder or forty-eight hours after deposit in the United States Mail, whichever occurs first. Notice shall be sent to the address as shown on the permit application or to an address which the permit holder has requested in writing that the City use for official communications. The address shall not be a Post Office box, but must be a physical address.

(C) If any person holding a permit or acting under the authority of such permit under this Chapter is convicted of a public offense in any court for any offense that would constitute a violation of their Dispensary Use Permit or this Ordinance, the Zoning Administrator may revoke such permit forthwith without any further action thereof, other than giving notice of revocation to the permittee.

§ 5714 EFFECT OF REVOCATION.

When the Zoning Administrator shall have revoked any permit provided for in this Chapter and the time for appeal to the Planning Commission shall have elapsed, or, if after appeal to the Planning Commission, the decision of the Zoning Administrator has been affirmed by the Commission, no new application for a permit shall be accepted from the applicant and no such permit shall be issued to such person or to any corporation or other business entity, including but not limited to, a partnership or limited liability company, in which he or she shall have any direct or indirect beneficial, financial or ownership interest for a period of three years after the action revoking the permit.

§ 5715 TRANSFER OF PERMITS.

(A) A permittee shall not operate a Dispensary under the authority of a Dispensary Use Permit at any place other than the address of the Dispensary stated in the application for the permit.

(B) A permittee shall not transfer ownership or control of a Dispensary, including by transferring a controlling interest in the permittee, or transfer a Dispensary Use Permit to another person or entity unless and until the transferee obtains its own Dispensary Use Permit. Any other assignment of a Dispensary Use Permit is prohibited.

(C) No Dispensary Use Permit may be transferred when the Zoning Administrator or Planning Commission have notified the permittee that the permit has been or may be revoked.

(D) Any attempt to transfer a Dispensary Use Permit either directly or indirectly in violation of this Section is declared void, and the permit shall be deemed revoked.

§ 5716 TIME LIMIT FOR FILING APPLICATIONS UPON ANNEXATION.

Any Dispensary that was legally established in Mendocino County ("County") and which is subsequently annexed into the City must apply for and obtain a Dispensary Use Permit in compliance with the provisions of this Chapter within 90 days from the date the annexation becomes effective. Continued operation of a Dispensary without a permit more than 90 days after annexation shall constitute a violation of this Chapter, unless an extension of the 90-day period is approved by the Zoning Administrator upon the applicant's demonstration of reasonable grounds to do so.

§ 5717 MARIJUANA DELIVERY.

(A) A permitted Dispensary located in the City may deliver marijuana to qualified patients and caregivers at their residence in the City. Such permissible delivery of marijuana to qualified patients shall be limited to delivery by lawfully-operated, permitted dispensaries located within the jurisdictional limits of the City. Any individual engaging in the activity of delivering medical marijuana from a permitted Dispensary to a qualified patient must have a business license in accordance with Division 2, Chapter 1, Article 3 of the City Code.

All other marijuana delivery is a prohibited activity in the City, except where the City is preempted by federal or state law from enacting a prohibition on such activity.

(B) In conformity with City Code § 6001 it shall be unlawful for any qualified individual engaging in the activity of delivering medical marijuana from a permitted Dispensary to a qualified patient to be in an intoxicated condition or under the influence of narcotic drugs within the corporate City limits of the City in, on, or about any automobile, motorcycle, motor vehicle, street car, railroad car or other vehicle.

§ 5718 VIOLATIONS.

(A) It is unlawful for any person, individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character to violate any provision or fail to comply with any of the requirements of this Chapter.

(B) A violation of this Chapter shall be subject to the enforcement and penalties specified in City Code §5723.

§ 5719 REMEDIES.

This Chapter shall be subject to enforcement pursuant to Division 8, Article 22 of this Code.

§ 5720 SEPARATE OFFENSE FOR EACH DAY.

Any person who violates any provision of this Chapter shall be guilty of a separate offense for each and every day during any portion of which any such person commits, continues, permits, or causes a violation thereof, and shall be penalized accordingly.

§ 5721 HOLD HARMLESS.

As a condition of approval of any permit issued pursuant to this Chapter for medical marijuana cultivation, processing, or distribution, the permittee shall indemnify, defend and hold harmless the City of Ukiah and its agents, officers, elected officials, and employees for any claims, damages, or injuries brought by a permittee's clients or employees, adjacent or nearby property owners or other third parties due to permitted uses or operations, and for any expense incurred by City as a result of or in defense of any such claim..

§ 5723 PENALTIES.

(A) It shall be unlawful and constitute a misdemeanor for any person to violate the provisions of this Chapter, punishable by a fine of not more than one thousand dollars (\$1,000.00) or imprisonment in the county jail for a period of not more than six (6) months or both. This penalty shall not apply, if prohibited by state law.

(B) The penalty provided herein is in addition to any other penalty or remedy available at law or in equity, whether civil or criminal, for any violation of this Chapter or engaging in activity requiring a City license or permit, including, without limitation, a business license or building permit, without first obtaining such permit or license.

§ 5724 JUDICIAL REVIEW.

Judicial review of a decision made under this Chapter may be had by filing a petition for a writ of mandate with the superior court in accordance with the provisions of the California Code of Civil Procedure § 1094.5.

Any such petition shall be filed within 90 days after the day the decision becomes final as provided in California Code of Civil Procedure § 1994.6 which shall be applicable for such actions.

SECTION 2

Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9 of the Ukiah City Code is hereby amended to read as follows:

Table 3: Allowed Uses and Permit Requirements

Use Categories and Specific Uses (1) A Use Allowed by Right AC Use Allowed Accessory to a Principal Use DUP Use Allowed with a Dispensary Use Permit MIUP Use Allowed with a Minor Use Permit MAUP Use Allowed with a Major Use Permit – Use Prohibited	GeneralUrban GU	Urban Center UC	DowntownCore DC	AdditionalZoningRequirementsby Code Section
.....				

Use Categories and Specific Uses (1) A Use Allowed by Right AC Use Allowed Accessory to a Principal Use DUP Use Allowed with a Dispensary Use Permit MIUP Use Allowed with a Minor Use Permit MAUP Use Allowed with a Major Use Permit – Use Prohibited	GeneralUrban GU	Urban Center UC	DowntownCore DC	AdditionalZoningRequirementsby Code Section
Medical	UP	DUP	DUP	Section 5703, Section 5707

Use Categories and Specific Uses (1) A Use Allowed by Right AC Use Allowed Accessory to a Principal Use DUP Use Allowed with a Dispensary Use Permit MIUP Use Allowed with a Minor Use Permit MAUP Use Allowed with a Major Use Permit – Use Prohibited	GeneralUrban GU	Urban Center UC	DowntownCore DC	AdditionalZoningRequirementsby Code Section
marijuana				

Use Categories and Specific Uses (1) A Use Allowed by Right AC Use Allowed Accessory to a Principal Use DUP Use Allowed with a Dispensary Use Permit MIUP Use Allowed with a Minor Use Permit MAUP Use Allowed with a Major Use Permit – Use Prohibited	GeneralUrban GU	Urban Center UC	DowntownCore DC	AdditionalZoningRequirementsby Code Section
dispensary				

Use Categories and Specific Uses (1) A Use Allowed by Right AC Use Allowed Accessory to a Principal Use DUP Use Allowed with a Dispensary Use Permit MIUP Use Allowed with a Minor Use Permit MAUP Use Allowed with a Major Use Permit – Use Prohibited	GeneralUrban GU	Urban Center UC	DowntownCore DC	AdditionalZoningRequirementsby Code Section

.....

SECTION 3

Section 9254 in Article 19, Chapter 2 in Division 9 of the Ukiah City Code is hereby amended to read as follows:

§9254 MARIJUANA CULTIVATION

.....

B. Cultivation Of Marijuana:

.....

2. Indoor Cultivation In Residential Zoning Districts: Except as permitted in Chapter 8 in Division 6 of this Code, it is hereby declared to be unlawful and a public nuisance for any person owning, leasing, occupying, or having charge or possession of any parcel within any residential zoning district (R-1, R-2, R-3 and CN districts) in the city of Ukiah to cause or allow such parcel to be used for the cultivation of more than twelve (12) mature and twenty four (24) immature marijuana plants within a fully enclosed and secure structure on the parcel.

3. Indoor Cultivation Of Marijuana Restricted To Qualified Patients And Primary Caregivers: It is hereby declared to be unlawful and a public nuisance for any person owning, leasing, occupying, or having charge or possession of any parcel within the city of Ukiah to cause or allow such parcel to be used for the cultivation of marijuana, unless the person is a qualified patient or primary caregiver, growing the amount of marijuana per qualified patient authorized by Health and Safety Code section 11362.77(a) – (b) and (d) – (f), or a Medical Marijuana Dispensary operating with a valid Dispensary Use Permit, not to exceed the per parcel limit in subsection B2 of this section.

SECTION 4.

1. SEVERABILITY.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council of the City of Ukiah hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

2. EFFECTIVE DATE.

This Ordinance shall be published as required by law in a newspaper of general circulation in the City of Ukiah, and shall become effective thirty (30) days after its adoption.

Introduced by title only on _____, 2016, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Adopted on _____, 2016 by the following roll call vote:

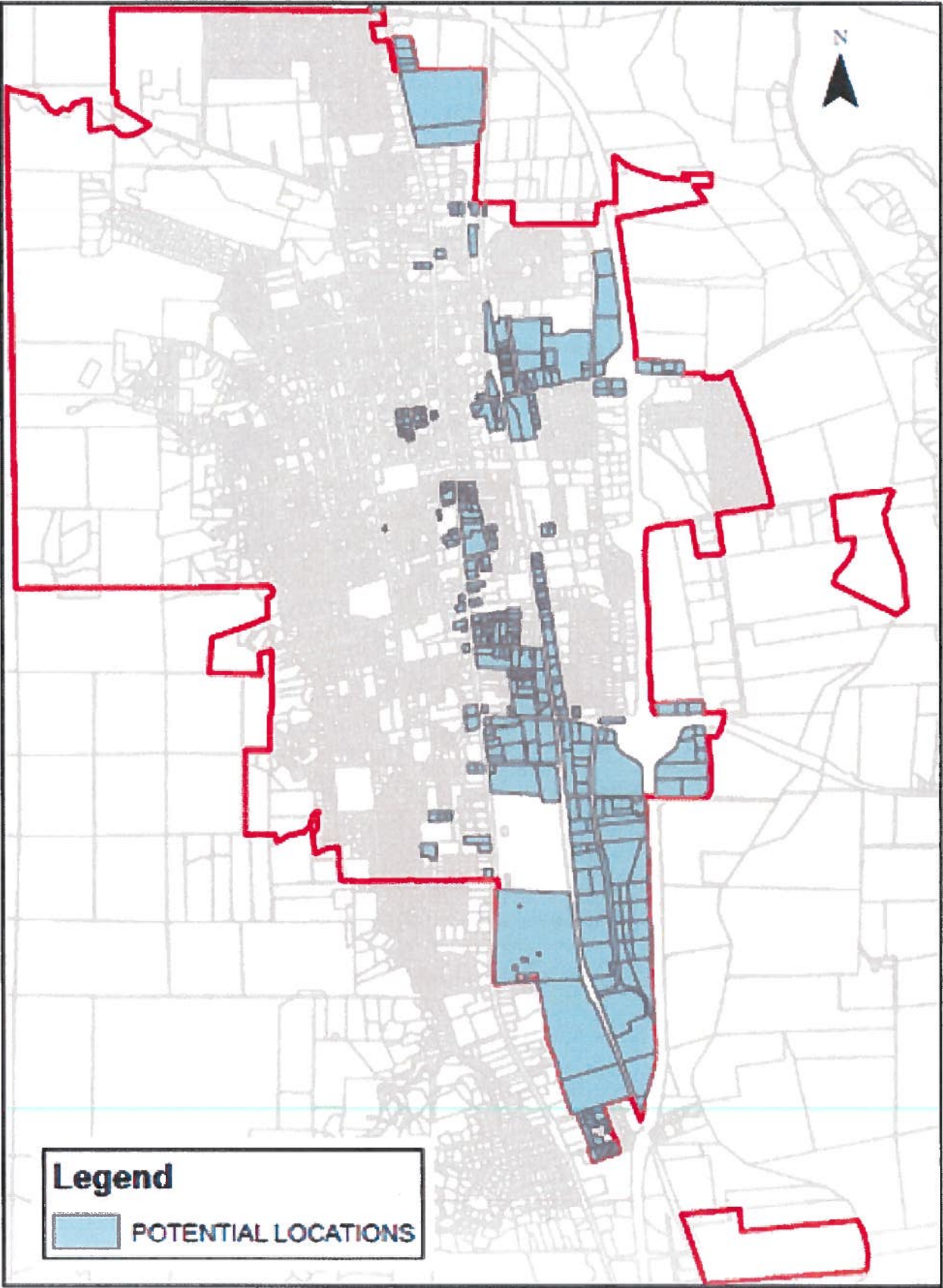
AYES:
NOES:
ABSENT:
ABSTAIN:

Steven Scalmanini, Mayor

ATTEST:

Kristine Lawler, City Clerk

250 foot from Youth Oriented Facilities Map

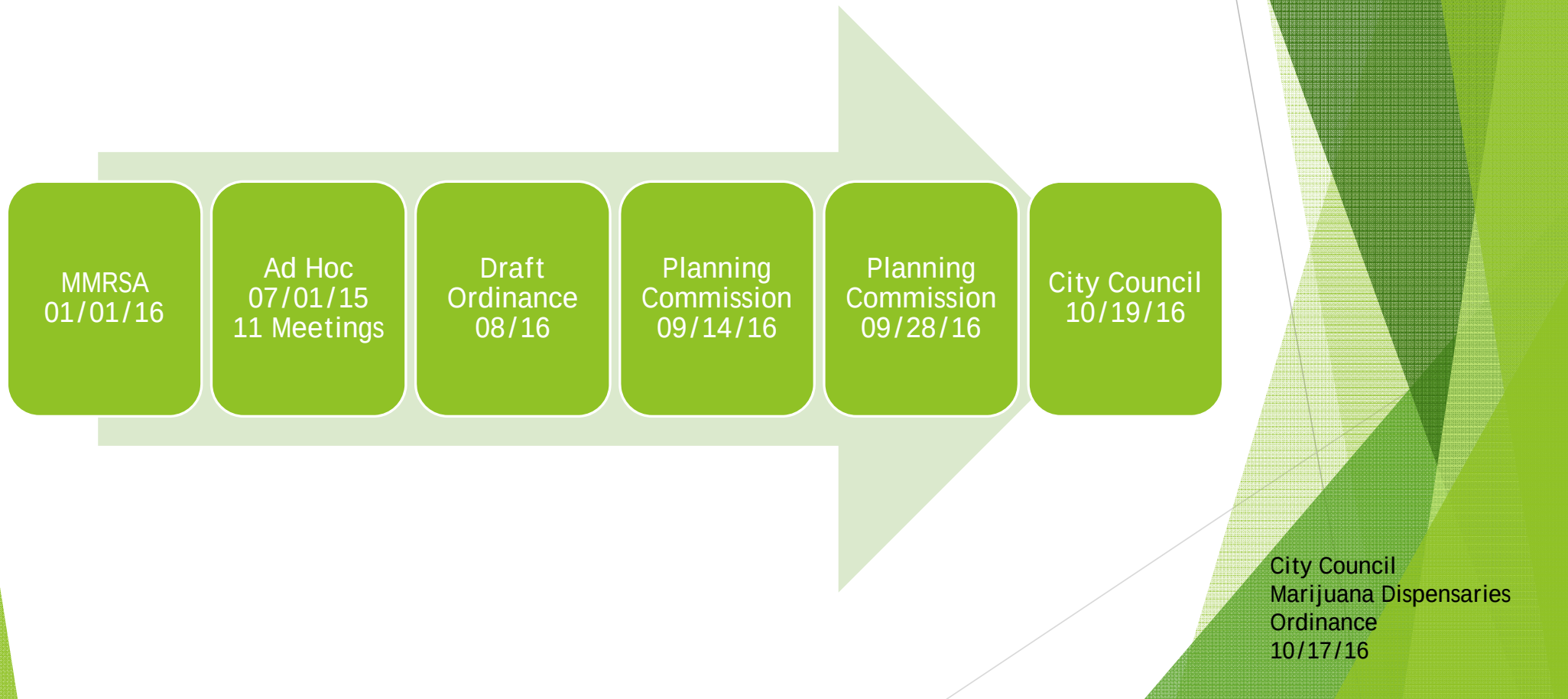


Marijuana Dispensary Ordinance

AGENDA

- ▶ Background
- ▶ Key Components
- ▶ Planning Commission comments and recommendations
- ▶ Discussion Items
- ▶ Recommendation
- ▶ Q&A

BACKGROUND- timeline



BACKGROUND

Medical Marijuana Regulation & Safety Act (“MMRSA”) 2016

Created a statewide regulatory structure for the medical marijuana industry

Allows local governments to regulate the operation of marijuana businesses

Allows the City of Ukiah to issue permits or licenses to operate marijuana businesses or prohibit their operation entirely

City Council
Marijuana Dispensaries
Ordinance
10/17/16

BACKGROUND

Ad- Hoc Formed 7/1/15

To address any regulatory gaps in the City's current regulation

Consider the City's policy objectives with regard to the medical marijuana industry

Ad-Hoc
Council Member Mulheren
Vice Mayor Brown
City Manager Sangiacomo
City Attorneys Rapoport and Vaughn
Planning Director Stump
Police Chief Dewey

City Council
Marijuana Dispensaries
Ordinance
10/17/16

KEY COMPONENTS

- ▶ Creates Dispensary Use Permit
- ▶ Application Preparation and Filing- information about the applicant and employees, background, plans of operation, floor and site plan, security plan
- ▶ Zoning Administrator hearing process
- ▶ Appeals- heard by Planning Commission, final decision maker
- ▶ Use Permit Renewal- Planning Director, annually, using extensive, rigorous criteria, public hearing

City Council
Marijuana Dispensaries
Ordinance
10/17/16

KEY COMPONENTS

- ▶ Limits on location- Allowed in Commercial 1 (C1) Commercial 2 (C2), Neighborhood Commercial (CN), Manufacturing (M), Planned Development (PD)(Commercial) General Urban (GU), Urban Center (UC), and Downtown Core (DC).
 - ▶ 600 feet from school
 - ▶ 250 feet from youth-oriented facility
- ▶ Operating Requirements- No felony convictions, employees 18 and older, controlled access, medical card or prescription required for entry, no on-site consumption, cultivation space limited to (500 sq.ft.)
- ▶ Delivery- will be allowed from dispensaries in Town.

City Council
Marijuana Dispensaries
Ordinance
10/17/16

PUBLIC REVIEW- PLG COMMISSION

Comments and Recommendations 9/14/16: Ad-Hoc Response

1. Fees for processing: *Full cost recovery has been included*
2. Conflict with Downtown Zoning Code: *Conflict with DZC will be amended*
3. Increase distance to 500 feet youth oriented facility: *Remains at 250 feet*
4. No on-site consumption: *Ordinance was amended*
5. Square footage devoted to cultivation: *Reduced from 1,500 to 500 sq.ft.*
6. Square footage devoted to retail: *Reduced to 150 sq.ft.*
7. No limits on what a dispensary can pay for product: *Provision removed*
8. Record keeping enforcement: *Annual Inspection by Code Enforcement*
9. Statement of need: *Provision removed*
10. Planning Commission approval: *Remains a Zoning Administrator level decision*
11. Effect of denial: *Provision amended allowing applicants the right to reapply*

City Council
Marijuana Dispensaries
Ordinance
10/17/16

PUBLIC REVIEW- PLG COMMISSION

Comments, Recommendations 9/28/16: Ad-Hoc Response

1. Add museums and libraries to youth oriented facility: *Definition amended*
2. Increase distance to 500 feet youth oriented facility: *Remains at 250 feet**
3. Hours of operation: *Hours of operation added**
4. Right to operate recreational vs. medical: *Language added to address concern*
5. Fire Code: *Language added to address concern*
6. Zoning Administrator approval: *Remains a Zoning Administrator level decision**
7. Public notice for renewal: *Language added to require public notice for renewals*
8. Limit on number of dispensaries: *No limit set on the number of dispensaries*
9. State licenses required: *Language already in Ordinance Section 5703*

* Ad-Hoc Requesting full Council Discussion

City Council
Marijuana Dispensaries
Ordinance
10/17/16

DISCUSSION ITEM #1

► 5707 Limitation on Location of Dispensary

Schools: State Law- 600 foot minimum

Youth Oriented Facility- public park, church, museum, library, licensed day care:

Planning Commission: 500 feet

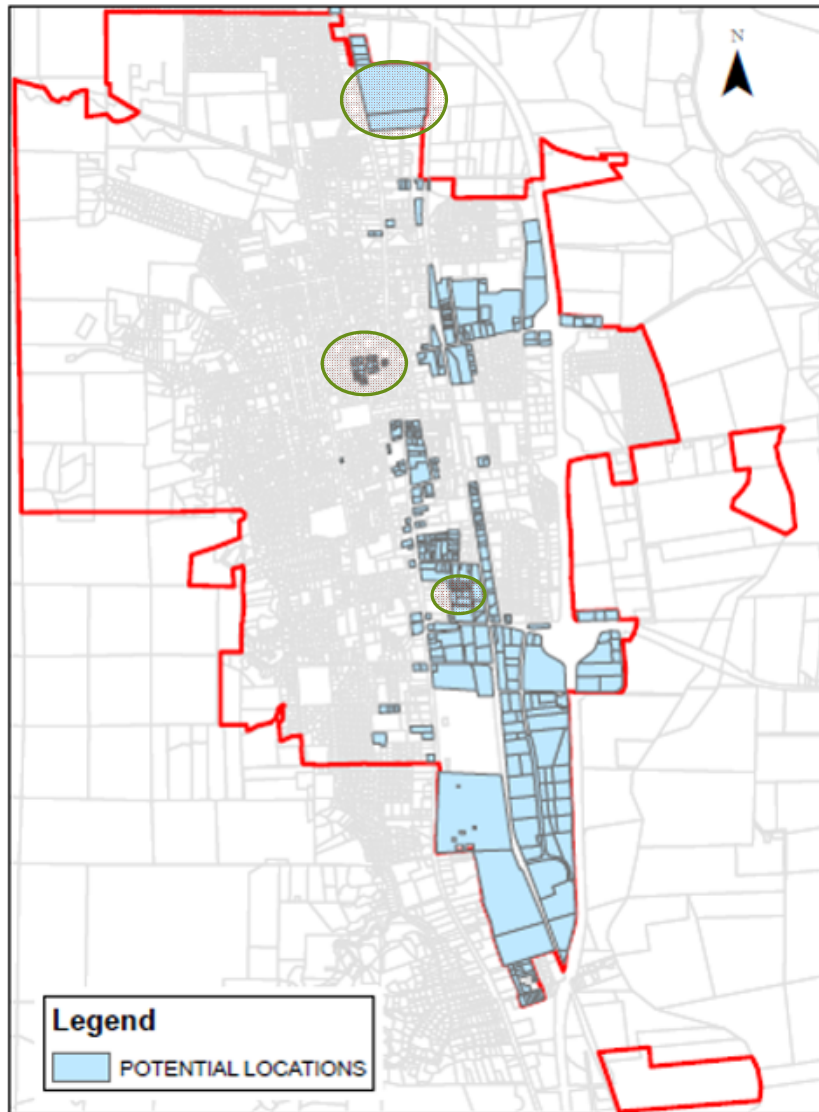
Ad Hoc: 250 feet

Planning Commission: recommends 500 feet from Youth Oriented Facility

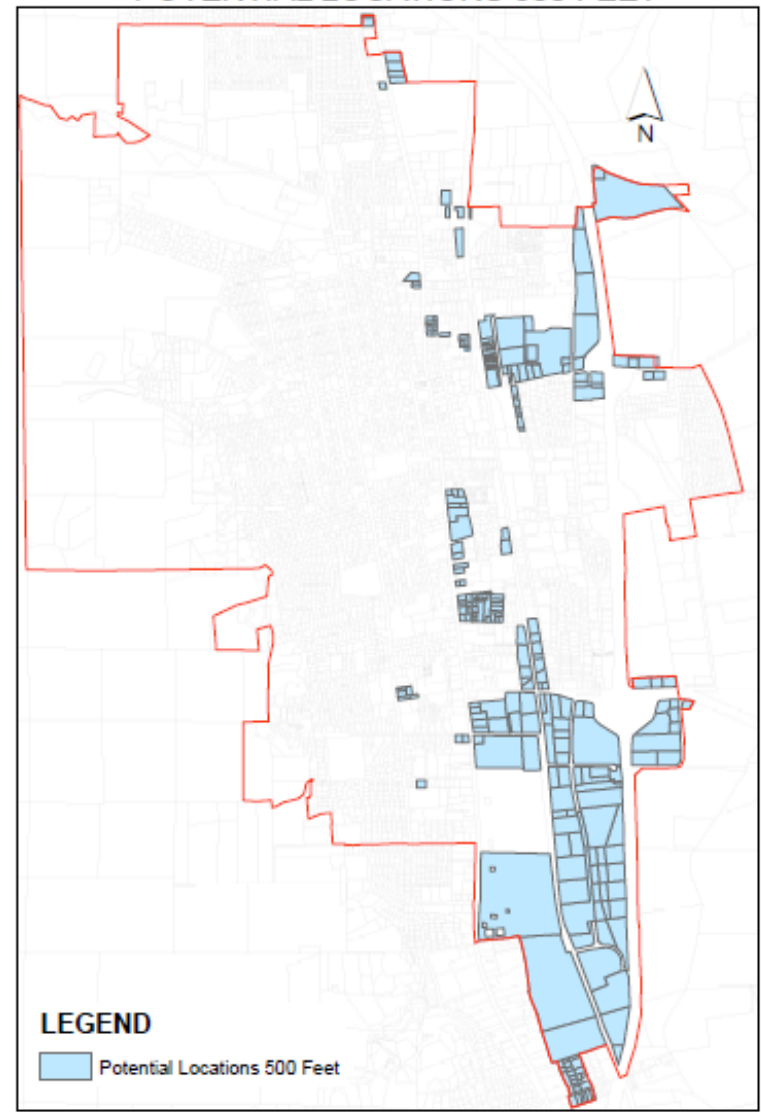
Ad Hoc- 500 foot distance limitation unnecessarily limited possible locations of dispensaries

City Council
Marijuana Dispensaries
Ordinance
10/17/16

250
Feet



500
Feet



DISCUSSION | ITEM #2

- ▶ **Criteria for Review Section Zoning Administrator (b) PC**
 - ▶ Planning Commission- Use Permits should approved by the Planning Commission
 - ▶ Ad Hoc- Very prescriptive, publically noticed, Zoning Administrator was appropriate.

City Council
Marijuana Dispensaries
Ordinance
10/17/16

DISCUSSION | ITEM #3

► 5708 Operating Requirements (f) Hours of Operations

- Planning Commission: 9:00 a.m. to 8:00 p.m.
- Ad- Hoc: 9:00 a.m. to 9:00 p.m.

City Council
Marijuana Dispensaries
Ordinance
10/17/16

RECOMMENDATION

- ▶ Conduct Public Hearing
- ▶ Consider adoption of the Negative Declaration
- ▶ Consider introduction by title only the proposed Marijuana Dispensary Ordinance

City Council
Marijuana Dispensaries
Ordinance
10/17/16



ITEM NO.: 12a

MEETING DATE: October 19, 2016

AGENDA SUMMARY REPORT

SUBJECT: APPROVAL OF NOTICE OF COMPLETION FOR THE INSTALLATION OF NEW WELL 9 AND REPLACEMENT WELL 4, SPECIFICATION NO. 16-01

Summary: Staff will be requesting the approval of a Notice of Completion for the Installation of New Well 9 and Replacement Well 4.

Background & Discussion: The City Council awarded a contract on March 2, 2016, to NorCal Pump and Well Drilling, Inc. of Yuba City, California in the amount of \$702,558. Work on the contract was completed by the contractor in substantial conformance with the approved plans and specifications on September 16, 2016.

The final contract cost, based on actual quantities* constructed and change orders approved by the City Engineer was \$789,109.40. Additional costs included the following items:

- 1) Additional pump testing on Monitoring Well 9 (\$25,371)
- 2) Drill and construct Monitoring (\$7,700) and Production Well 9 deeper than the plans and specifications (\$19,722) *
- 3) Additional work for the destruction and abandonment of old well 4 (\$3,945)
- 4) Additional development of replacement well Upgrading the sounding and gravel tubes from mild steel to stainless steel (\$29,813.40)

Both wells have met performance expectations and will improve infrastructure and supply reliability significantly. 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 the Installation of New Well 9 and Replacement Well 4, Specification 16-01.

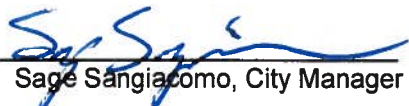
ALTERNATIVES: N/A

Citizens advised: Matt Walker, Project Manager, NorCal Pump and Well Drilling, Inc.
Requested by: Tim Eriksen, Director of Public Works/City Engineer
Prepared by: Jarod Thiele, Public Works Management Analyst
Coordinated with: Sage Sangiacomo, City Manager
Presenters: Sean White, Director of Water and Sewer and Jarod Thiele, Public Works Management Analyst
Attachment: 1. Notice of Completion

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

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 Installation of New Well 9 and Replacement Well 4, Specification No. 16-01 of all said owners is that of fee simple.
3. That on the 16th day of September, 2016, the Contract work for this project was actually completed.
4. That the name and address of the Contractor is NorCal Pump and Well Drilling, 1325 Barry Road, Yuba City, CA 95993
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 Well 4 located at 56 Lorraine Street and Well 9 located at 501 Brush Street, Ukiah, CA 95482.

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

City Council Approval

CITY OF UKIAH, a Municipal Corporation

Date

By: _____
Kristine Lawler, City Clerk

Date

State of California

County of Mendocino



ITEM NO.: 12b

MEETING DATE: October 19, 2016

AGENDA SUMMARY REPORT

SUBJECT: APPROVE PLANS AND SPECIFICATIONS FOR 2016 SEWER & WATER REPLACEMENT PROJECT, SPECIFICATION NO. 16-10 AND DIRECT STAFF TO ADVERTISE FOR BIDS

Summary: The City Council will consider approving the plans and specifications number 16-10 for the 2016 Sewer & Water Replacement Project. City Council will also consider directing staff to advertise for bids for this project.

Background and Discussion: Per section §22039 of the Public Contracts Code, staff is requesting Council's approval of plans and specifications number 16-10 for the 2016 Sewer & Water Replacement Project. The engineer's estimate, for construction contract items only, for this project is \$4,283,861. In addition, staff estimates costs in the amount of \$857,000 for construction management, inspection, and materials testing. These additional services will be advertised through a request for proposals.

The proposed project will construct the following: new water main and new sewer line with corresponding new water service lines and new sewer laterals on Luce Avenue from S. Dora Street to S. State Street and on Observatory Avenue from Helen Avenue to S. State Street; new water main with corresponding new water service lines on Washington Avenue from S. Dora Street to S. State Street. In addition, new pavement and ADA curb ramps will be constructed on Luce Avenue and Observatory Avenue from Helen Avenue to S. State Street. Lastly, new pavement and ADA curb ramps will be constructed on Washington Avenue from S. Dora Street to S. State Street.

Per City Council's direction, staff expanded the public notification process for this project. Please refer to Sections 6-24 and 13-28 of the specifications.

The plans and specifications for the project are available for City Council and public review at the Ukiah Civic Center Engineering Department, 300 Seminary Avenue, Ukiah, California. In addition, the plans and specifications are available for review as attachments #1 (*At the time of publication, the specifications were under final review and will be uploaded to the following BOX account when complete:* <https://cityofukiah.box.com/v/10-19-16Item12b>) and #2 (plans).

Continued on Page 2

RECOMMENDED ACTION(s): Approve plans and specifications for the 2016 Sewer & Water Replacement Project, Specification No. 16-10 and direct staff to advertise for bids.

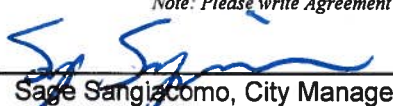
ALTERNATIVES: N/A

Citizens advised:	N/A
Requested by:	Tim Eriksen, Director of Public Works / City Engineer
Contact/Prepared by:	Rick Seanor, Deputy Director of Public Works
Coordinated with:	Sage Sangiacomo, City Manager and Mary Horger, Purchasing Supervisor
Presenter:	Tim Eriksen, Director of Public Works / City Engineer
Attachments:	1. specifications – (<i>At the time of publication, the specifications were under final review and will be uploaded to the following BOX account when complete:</i> https://cityofukiah.box.com/v/10-19-16Item12b) 2. plans

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

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

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

Approved: 
Sage Sangiacomo, City Manager

FISCAL IMPACT:					
Budgeted Amount in 16-17 FY	New Appropriation Source of Funds (Title & No.)	Account Number	Budget Amendment Required		Previous Contract or Purchase Order No.
N/A	STP d(1)	50924220.80230	Yes ☒	No ☐	N/A
N/A	Water	82224413.80230	Yes ☒	No ☐	N/A
N/A	Sewer	84424421.80230	Yes ☒	No ☐	N/A
N/A	Traffic Congestion Relief Fund	51024220.80230	Yes ☒	No ☐	N/A
N/A	Gas Tax Fund	50324220.80230	Yes ☒	No ☐	N/A



ITEM NO.: 12c

MEETING DATE: October 19, 2016

AGENDA SUMMARY REPORT

SUBJECT: Fiscal Year 2017-18 Budget Development Schedule

Summary: Receive and consider the City's operating budget development and adoption schedule for the 2017-18 fiscal year.

Background: California law requires that an annually approved appropriation plan be considered for all local governmental entities. Most produce a budget to satisfy that requirement. The City of Ukiah will be implementing a new budget document for the 2017-18 fiscal year built on best practices, focused on clarity, and presented at the highest level of quality per the guidelines of the Government Finance Officers Association.

Discussion: Preparation for the 2017-18 budget has already begun. The Budgeting Best Practices Ad Hoc committee held its first introductory meeting on October 6th and is scheduled to meet no less than monthly until the full budget document is ready for full council consideration. Council members appointed to the Ad Hoc include councilors Crane and Doble.

Staff assigned to the budget development task force include the City Manager, Sage Sangiacomo; Human Resources and Risk Management Director, Sheri Mannion; the Finance Director, Daniel Buffalo; and the Management Analyst for the Finance Department, Daphne Harris. Ms. Harris will be the principal team member charged with managing the details of this process and will be the primary budget-related contact for all staff and the council.

A sound, well-managed budget for a governmental entity is a living document. It is subject to regular review and amendment, is clear and understandable, is scrutinized frequently, and its development thoughtfully planned and executed. The City of Ukiah's 2017-18 budget will exhibit these characteristics, starting with planning. The attached schedule (Attachment #1) outlines the development process, key dates, and milestones. The following are those of note:

February 15, 2017. City Council will conduct a priority and goals setting workshop. The purpose of this is to identify the areas of service delivery, operations, capital improvement, and special projects that council considers to be most critical, important, and desirable for the coming year. To engage the public, staff is considering ways to gauge public sentiment parallel to that of council.

Continued on Page 2

RECOMMENDED ACTION(S):

1. Move to accept the budget development and adoption schedule for the 2017-18 fiscal year.

ALTERNATIVES: Do not approve but provide direction to staff.

Citizens advised:	N/A
Requested by:	Daniel Buffalo, Finance Director
Prepared by/Contact:	Daphne Harris, Management Analyst
Coordinated with:	Sage Sangiacomo, City Manager
Presenters:	Daniel Buffalo, Finance Director and Daphne Harris, Management Analyst
Attachment:	1. 2017-18 Budget Development Schedule

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

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

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

Approved: 
Sage Sangiacomo, City Manager

March 1. City team members responsible for budget development at the department level will begin training on budget development and input to Munis, the City's enterprise resources and planning software. Finance is working to deploy Munis City-wide to allow direct input of department budgets and will conduct the necessary training of staff. In the past, the budget was built in Excel and input to the financial system. The process is laden with potential pitfalls, such as maintaining consistency and flow of numbers from one area of the budget to another. This year department budgets will be built in Munis and transferred to other applications (such as Excel) later for incorporation into published documents. This will improve efficiency in data entry and mitigate issues of consistency and flow.

March 13. Departments will begin meeting with Finance and the City Manager on initial budget requests. Finance will receive those numbers and begin analysis comparing it to revenue forecasts.

April 17. Second round meetings with departments and the City Manager will begin. This is when individual departmental budgets are aligned at the fund level to ensure requests are supported by available resources and meet the goals and priorities established by management and the City Council.

May 17. Budget 101 and presentation of budget format to Council. Here the budget team will present the budget document in template form for consideration by Council. Final comments on its presentation will be received by staff, and introductory training will be held on budgeting, including how to read the document, the role council plays in its implementation, and to take any general questions on budgeting and its purpose.

June 7. The full, complete recommended budget document to Council during its first regular meeting in June. This kicks off the first formal review of the 2017-18 budget with anticipation of adoption by the end of the month.

This schedule is formidable yet flexible. Because we are attempting a new approach to the budget, it will require perseverance to stay on track. However, dates may change as unforeseen challenges arise and require time to address. Knowing this going into the process creates the right frame of mind for everyone involved in developing what will be an end product that will be indelibly beneficial to staff, council, and the community.

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

Budget Development Schedule

Fiscal Year: 2017-18

Activity	Tasks	Start Date	Completion Date
Budget ad hoc committee and task force convenes	- Open planning discussion - GFOA Better budgeting webinar - Discussion of budget format and key elements	October 6	May
City Council budget priority/goal setting workshop	- Receive council/community communication - Discuss priorities for the fiscal year - Discuss capital and special projects - Discuss goals and objectives	February 15, 2017	
Department initiation	- Schedule budget meetings with Departments - Distribute budget instructions memo - Distribute budget workbooks	February	February 28
Budget training – Munis Central Budget	- Week of hands-on budget training - Computer Lab – Set up in Conference Room 3	March 1	March 10
Preliminary Budget Meetings	CM and Finance meet with individual department heads for initial budget requests and discussion	March 13	March 24
City Manager review of budget requests	- Review appropriation requests - Meet with Finance for discussion/analysis - Finance to conduct preliminary revenue forecasts for all major funds	March 27	April 14
Reconciled Budget Meetings with City Manager	- Department head meetings with CM and Finance - Discussion of appropriation requests - Finalize initial appropriation requests	April 17	April 28
Receipt of supplemental appropriation requests	Last opportunity for DH to make appropriation request changes prior to Council hearings	May	May 31
Finalize Draft Budget Document	- Finalize revenue estimates - Complete special revenue funds and trust/agency funds - Circulate for review/edits	May	May 31
Budget Training w/ Council	- Budget 101 - Discussion of format - Presentation	May 17	
First Budget Hearing with Council (special meeting/workshop)	- Presentation of budget proposal - Discussion of changes from prior year - Take questions and requests from Council	June 7	

Attachment #1

Second Budget Hearing with Council	• Discussion • Q&A • Take requests and revisions	June 14	
Public Hearing w Council – Adoption of either final or tentative	• Final Q&A • Final revisions • Adoption – tentative or final	June 21	
Final Budget workshop and hearing, if necessary	• Final Q&A • Final revisions • Adoption/continuation of 16/17 budget	June 28 (If necessary)	



ITEM NO.: 13a

MEETING DATE: October 19, 2016

AGENDA SUMMARY REPORT

SUBJECT: UPDATE ON THE SUSTAINABLE GROUNDWATER MANAGEMENT ACT (SGMA)

Summary: Staff will update the Council on local implementation of Sustainable Groundwater Management Act (SGMA).

Background: On May 6, 2015, City Staff provided information to the City Council regarding the new regulations by the State of California to comply with the Sustainable Groundwater Management Act (SGMA). This Act, SGMA, requires that groundwater basins of "medium priority" are monitored and have a groundwater management plan. On May 20th of 2015, Council created a SGMA Ad Hoc and appointed Councilmembers Crane and Doble to the committee. On May 18th, 2016, Council approved a contract with UC Davis to conduct a Groundwater Characterization Study.

Discussion: SGMA has a number of aggressive timelines that must be met or local control will be abdicated to the State of California. As a "medium priority basin" under SGMA, the Ukiah Valley must have a governance structure in place by June 30, 2017, and a have a Groundwater Sustainability Plan (GSP) complete by January 31st of 2020.

The County of Mendocino has continued to lead the effort to organize the community in response to SGMA, and the City has remained an active participant in these efforts. The County has recently received several grants to help fund the development of local SGMA governance as well as a GSP. Recent efforts have focused on developing a governance structure for the Groundwater Sustainability Agency (GSA). A number of alternatives were considered at meetings organized by the County's facilitator, but the formation of a new Joint Powers Authority (JPA) has emerged as the preferred structure for the GSA. The proposed composition, structure, and preliminary policies of the JPA are described in the attachment (Attachment 1) prepared by the County.

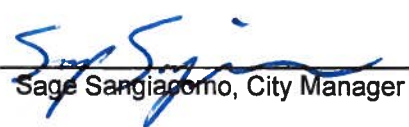
Annual "dues" are being proposed for funding the JPA, similar to the Inland Water and Power Commission (IWPC). Proposed dues for the GSA are currently \$5000 per member per year. Some non-governmental members may not pay, but those members will also have limited voting. Development of a draft agreement for the formation of the JPA is the next step in the governance process.

In addition, there has been some discussion regarding future studies necessary to complete the preparation of a compliant GSP. Proposed studies include the impending USGS groundwater/surface water study, as well as other UCD studies being sponsored by the IWPC. The combined cost of these

*Continued on Page 2***RECOMMENDED ACTION(S):** Receive update and provide direction to staff**ALTERNATIVES:** N/A

Citizens advised:	SGMA Ad-Hoc
Requested by:	Sage Sangiacomo, City Manager
Contact/Prepared by:	Sean White, Director of Water and Sewer
Coordinated with:	Tim Eriksen Director of Public Works/City Engineer
Presenter:	Sean White, Director of Water and Sewer
Attachment:	1. Proposed Structure of Governance

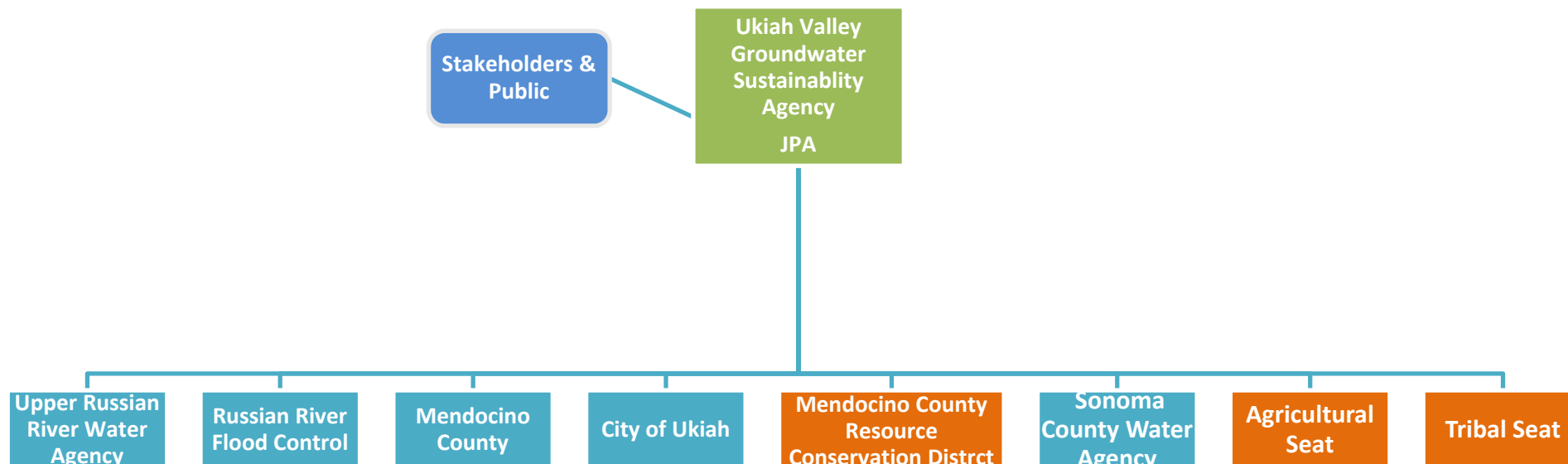
COUNCIL ACTION DATE: _____ : ☐ Approved ☐ Continued to _____ ☐ Other _____**RECORDS APPROVED:** ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____*Note: Please write Agreement No. in upper right corner of agreement when drafted.*

Approved: 
Sage Sangiacomo, City Manager

approximately \$280,000 over the next 5 years. Shared equally amongst IWPC and JPA members, this will be approximately \$15,000 per year for 4 years per member.

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

Proposed Structure for “Option 2” - New JPA



Notes:

1. JPA member are Upper Russian River Agency, Russian River Flood Control, Mendocino County, City of Ukiah and Sonoma County Water Agency (MCRCD – TBD).
2. Governing Board Seats: Upper Russian Rivers Water Agency (URRWA), Russian River Flood Control (RRFC), Mendocino County, City of Ukiah, Mendocino County Resource Conservation District (MCRCD), Sonoma County Water Agency (SCWA), an Agricultural Seat (appointment defined in JPA) and a Tribal Seat (appointment defined in JPA).
3. One vote per Governing Board entity. Non-paying members vote on only non-fiscal matters.
4. Governing Board two-year appointment terms. Each member will appoint one representative and one alternate.
5. Majority vote for all decisions.
6. Public meetings will provide a mechanism for stakeholders and public input.
7. Create a mechanism for membership dues for operational cost of JPA.
8. Option for an advisory, ad hoc or technical committee in the bylaws, should the JPA need to utilize it at some point.